

COVID-19 EMERGENCY PLANNING HIGHLIGHT REPORT

SERVICE AREAS:	HR Joint Report (PCC & CCC)
REPORT AUTHOR:	Mandy Pullen & Janet Atkin
REPORTING PERIOD:	w/e 3 July 2020

NEW GUIDANCE AND IMPACT

FAQ updates with regards:

Local lockdown procedures
Social distancing measures updated to correlate with guidance
Self Isolation (and household) in event of in-patient hospital admission
PPE – update re PPE is provided as appropriate to the role based on government and public health guidance
Risk Assessments – updating reference and links now these are being undertaken

NEW CHALLENGES AND ACTIVITY

Staff Survey - action plan work has started in conjunction with comms considering areas of priority targeted focus.

RECOVERY ACTIVITY

Return to Work Activity & Risk Assessment Template

- Risk assessment template has been completed and issued
- Work is underway with service areas to consider the number of staff expected to return to the workplace (because they are unable to work from home) and undertaking a risk assessment as appropriate.
- Staff Survey action plan – begin to work through key actions identified linking in with respective colleagues as appropriate & comms considering their targeted focus areas
- JMT commencing approval for some staff in targeted services returning to workspaces . This will allow a phase 2 consideration which will involve working with property colleagues around logistics.

DECISIONS MADE SINCE LAST REPORTING PERIOD

Risk Assessment Template – approved and issued for use.

NEW FINANCIAL IMPLICATIONS SINCE LAST REPORTING PERIOD

WORKFORCE CHANGES

Return to office - Work continues on considering / approving which key staff are required to return to the office and then undertaking appropriate risk assessments.

COMMUNICATIONS

Staff Survey results – targeted communication re themes.
Health & Wellbeing themes continue
FAQ's updated and re-issued