

## COVID-19 EMERGENCY PLANNING HIGHLIGHT REPORT

<b>SERVICE AREAS:</b>	Resources Directorate and associated LGSS areas
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<b>REPORTING PERIOD:</b>	Friday 17 July

### NEW GUIDANCE AND IMPACT

#### Audit

- Working with PCC IA to consider how best to assure the Infection Grant, arrangements for test, track and trace funding grant sign off and governance arrangements (including Panel positions) for other new grant/funding areas
- Issues with contractor in providing agreed end of period statements (July 17 – Mar 20) and allowing the OBR on the highways contract. Matter escalated and included in the AC quarterly update.
- Refreshing the CRR and directorate risk registers as an outcome of the agreement of JMT Gold to treat COVID-19 as a trigger.

#### Property

- Updated MHCLG guidance being incorporated into working processes

#### Health, Safety & Wellbeing

- Home working DSE assessment developed to identify further support needed for those working from home. This may have an impact on team budgets.
- Updated school covid risk assessment produced to cover latest updates for September opening of schools.

### NEW CHALLENGES AND ACTIVITY

#### Procurement

The Council are setting up a Dynamic Purchasing System of suppliers for PPE equipment. This allows for more controlled supplier usage from tried and tested compliant suppliers in this field at the best rates while allowing flexibility for new providers in the market. Other options such as reliance on ESPO and working with other regions on a framework were also considered however ESPO have not been reliable with delivering on stock orders since the pandemic started and the risk with regional collaboration is the prioritising of stock locally for this council. We continue to work with the regions to ensure shared best practice and market knowledge.

#### Audit

Reviewing the Audit Plan and governance arrangements to ensure the team is deployed to areas of greatest need.

#### Property

- Joint recovery plan as below.
- Changes to Excess Body Storage facility at Marshalls are ongoing and on track to replace the FEWS marquee with a Portacabin.
- Non-compliance of service staff remains an issue on the Estate in spite of clear signage.

#### Health, Safety & Wellbeing

- Staff working from home without suitable IT equipment in the long term
- Providing Training for schools and CCC staff

### RECOVERY ACTIVITY

#### Procurement

Procurement projects are picking up in all procurement category areas of spend. Projects that were previously delayed and new projects for July are commenced.

**Property**

Joint Recovery group is in the process of confirming the properties and services to be re-opened. Property have a prepared and initial project plan to deliver the sites that have been provided to date, but additional detail required. Current resourcing means it will take about 8 weeks to complete programme. This has been reported to JMT, options for additional resource currently being considered.

**Health, Safety & Wellbeing**

- HSW Advisers working with Property Compliance completing Office Risk Assessment to ensure they are covid secure with the correct signage etc. (on-going)
- Supporting and reviewing risk assessments in relation to activities affected by covid-19.
- Supporting libraries & childrens service with their activity risk assessments.
- Continuing to support to schools.

**DECISIONS MADE SINCE LAST REPORTING PERIOD****NEW FINANCIAL IMPLICATIONS SINCE LAST REPORTING PERIOD****Finance**

- Cambridgeshire is due to receive £3.788m in the third tranche of unringfenced MHCLG funding
- This will reduce the Council wide forecast deficit from the pandemic to £9m
- Additional support will be available for loss of income from fees and charges but the detail of this support is not yet available
- The Council is also due to receive from DEFRA for support to food and essential supplies, an area CCC has been active in during the lockdown and beyond

**WORKFORCE CHANGES****Financial Assessments**

Of the ten vacancies within Financial Assessments, two offers have been made. Following re-advertising the remainder eight vacancies, there has been 26 applicants. Shortlising w/c 20/07

**Procurement**

Workforce all present and working bar any booked annual leave. Projects being covered from home. Staff are vacationing as normal during July and August.

**Audit**

Two new CIPFA associates starting on the team in August.

**Health, Safety & Wellbeing**

Currently recruiting internally for a Health, Safety & Wellbeing Technical Support Officer

**COMMUNICATIONS****Procurement**

Staff are continuing to have regular weekly catch-ups within LGSS Categories to ensure continued communication within the service.