

BID Directorate COVID-19 EMERGENCY PLANNING HIGHLIGHT REPORT

SERVICE AREA:	Transformation Team
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REPORTING PERIOD:	W/e 17 May 2020

KEY ACTIVITY HEADLINES
<p>The key activities undertaken on <u>critical programmes</u> are -</p> <p>The key activities between 8nd and 15th May undertaken on <u>critical programmes</u> are -</p> <ul style="list-style-type: none"> - Business Planning – The team have been putting together updated business cases for programmes with in-year savings that may be affected by C-19. - SEND – Impower interim report received. Work continues as per last update. - Adults Positive Challenge – Opportunities identified through the crisis have now been factored into individual workstreams including new workstream on hospital discharge. - Cambs 2020 – Babbage House closure and decant into Shire Hall plans are now finalised. Plan progressing for later moves now that restrictions in construction have been eased. - Transport – Route planning tool has been purchased. Policies will shortly published online. Options appraisal for DPS is being developed. - Office 365 – Communications strategy being developed, exploring opportunities to tie in with Cambs 2020. - CUSPE - Researcher presentation for business/carbon reduction investment question held on 11/5/20. - COVID-19 Tracing - resource allocated to support rollout of tracing
RISKS / CHALLENGES (AND MITIGATION)
No changes from the last reporting period
WORKFORCE UPDATE
<p>No changes to deployed staff from last reporting period</p> <p>Self-isolating high risk category – 6</p> <p>Absent (non COVID-19) – 1</p>
FINANCIAL IMPACT (increase in costs / reduction in income)
A single record of the impact on the savings / additional costs is being managed and monitored through the business planning squad (which includes Transformation Team, Business Intelligence and Finance colleagues)
RECOVERY ACTIVITY (plans being considered / future steps)
<p>First submissions from services on recovery plans/ideas due to Transformation on Wednesday 20th May.</p> <p>First Recovery Board will be held in June.</p>
COMMUNICATIONS
<ul style="list-style-type: none"> - Formal reporting to Director weekly - Management meetings (three times a week) to deal with issues and resourcing/team resilience - Minimum weekly notes to full team with updates (and staff blog) - Weekly critical programmes meeting Continued daily contact with services - Weekly impact, learning and recovery meetings.