

BID Directorate CCC - COVID-19 EMERGENCY PLANNING HIGHLIGHT REPORT

SERVICE AREAS:	Business Intelligence, Transformation, Commercial
REPORT AUTHOR:	Amanda Askham, Director Business Improvement and Development
REPORTING PERIOD:	Week ending 7 th June 2020

KEY ACTIVITY HEADLINES

Activities that have been reported previously are ongoing as part of the council's COVID-19 response. Changes and new activity this week include:

Business Intelligence:

- Worked with Adult Social Care to provide data to support the implementation of guidance about protecting shielded people receiving home care or reablement.
- Revised the HR dashboard to include Test and Trace processes.
- Provided information on smartphone ownership to the Test and Trace cell.
- Joined new Health Protection Board data and information group

Transformation:

- **Business Planning** – Scenario based approach for business planning agreed at SMT on Tuesday. Planning for second demand and demography sessions being planned. Impaired savings business cases being finalised ahead of submission to members.
- **SEND** - SEND Recovery Board to agree workstreams to prioritise for completion by September. Emerging recommendations from Impower interim report to be reviewed.
- **Adults Positive Challenge** - Savings impairment modelling has been reviewed alongside April Service flows data to test the assumptions made. Recovery opportunities from COVID 19 are starting to be defined and developed into the existing delivery workstream structure.
- **Cambs 2020** - The Cambs 2020 Team are working on the priority of closing down Babbage House in July, this work is progressing well. Our first move, took place this week to the new Bernard Sunley building in Papworth. Planning permission was approved for the adaptations to Sackville House. The agile working training programme is now available.

Commercial:

Priority areas remain as previous report.

RISKS / CHALLENGES (AND MITIGATION)

- Financial – a number savings will be undeliverable. Captured in financial reporting to MHCLG.
- Organisational capacity for transformation is reduced across all service areas as teams are switched to critical activity.
- Reductions in returns from commercial investments and income generation activities.

WORKFORCE UPDATE

- No staff sickness or reporting of Covid-19 symptoms
- We need to start recruitment in all three areas to ensure that medium to long term resourcing is in place to meet critical demand. HR are providing a view of the market and advice on recruitment and induction under current circumstances.
- Business Intelligence have 'moved out' of Shire Hall as part of Cambs 2020. Managers have completed training in remote management and are considering roll out of support to the team.

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 process.

RECOVERY ACTIVITY (plans being considered / future steps)

- Director chairs Recovery Board - first meeting 10th June. Submissions from services received and now being analysed.

- Information requested from services on those planning to return to office space, or reopen premises. Work ongoing with Property and H&S teams to develop appropriate policies and procedures to manage safe returns in line with Government guidance.

COMMUNICATIONS

- Maintaining Directorate communications
- Weekly reporting to Members
- Continued daily contact with services