

CV19 Recovery Work Stream Weekly Outcome Report	
HTS Group Ltd Work stream	
Date review complete:	SMB Lead:
3 September 2020	Andrew Murray

Work Stream Scope: <i>[Inserted from Appendix 3/initial meetings]</i>	
Agreed at the last meeting.	
Current activities being undertaken and timescales: <i>(under planning/reporting/delivery as appropriate)</i>	
Activity	Target completion date
Updated status reports (Council/HTS) reviewed, conclusion Amber generally with the narrative (moderate impact). The service as a result of Covid 19 following a gap analysis is having a moderate impact, normal business has been affected, but the situation is being effectively managed with business continuity plans. The situation is expected at this time not to get any worse.	01.09.20 - Report to Shareholder Sub Committee
Relief event report recirculated (key theme timeline of events review).	Completed September 2020
Issues identified for future action:	
Draft strategic framework (Cabinet approval 10.09.20) considered, item 5 added: case studies to local organisations/Chamber of Commerce, and local college. Lead Neil Rowland.	
Implementation plans with short/medium and long term objectives to be published.	
Work opportunities evaluated (Government kick start scheme) review scheme and participants. Maximise involvement opportunities. Date 2021. Resources available council/central Government.	
Review of communication plans in readiness for potential further Covid 19 outbreak to ensure resilience. October 2020.	
Restrictions or limitations identified:	
Changing government guidance/health and safety (Covid secure). Resources available.	
Completed actions:	
Status update report. Review of terms of reference Strategic objectives identified.	
Outputs against any identified performance measures: <i>(KPIs, national/local data collection, published performance data, other quantifiable outputs related to work stream)</i>	
Report to Shareholder Sub Committee in September 2020	

Escalations or recommendations for decision to SMB/PH