**COVID-19 COORDINATION HUB**

**COVID-19 EMERGENCY PLANNING HIGHLIGHT REPORT**

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| **MEMBER/ORGANISATION:** |  |
| **SERVICE AREA / VULNERABLE GROUP(S):** |  |
| **REPORT DATE:** |  |

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| **KEY ACTIVITY HEADLINES (number of individuals / families supported, type of support delivered etc)** |
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| **GAPS / CHALLENGES** |
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| **WORKFORCE / VOLUNTEER LEVELS (please identify if you need any additional resource to deliver support)** |
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| **COMMUNICATIONS (please detail any forms of communication / engagement you have undertaken)** |
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