## iMessage 17/03/2020 08:01:46

Morning Michael, the import of yesterday's announcement is slowly sinking in. We will be doing all we can today to plan ahead and I'll be asking colleagues to keep in touch by email.

I thought it best to allow people a day off and we are going to need to get into the habit of doing business without meetings anyway.

One immediate task is to advise staff who should stay at home from tomorrow. I'm assuming we apply the "if you're offered a flu jab" test but I'd be grateful if you could send an email which we could use today to advise staff so that, as far as possible, no-one at risk arrives at work tomorrow if the advice is that they should stay at home. Happy to discuss, David

David, deeply frustrating that some including some of our politicians really just haven't been getting this. In work with the team - all taking appropriate precautions. As ever the guidance to the population/employees will be same as that to NICS. Decision made yesterday for the right reasons means we are yet again working from behind to develop the detail of the guidance. Will signpost Jill's team via TEO to source advice & documents to draft same and happy to QA. What arranges/options have been disseminated or put in in place by Departments for remote working/meetings etc. I think the converse is more likely and many may stay at home than need to on specific health grounds rather on the "working from home" were possible which is largely a logistical issue for the HSC. Just for example can the Executive or PSS/NICSB meet virtual effectively? These are the practical aspect that the respective CS teams need to be working on today and tomorrow. Perhaps in hand building on C3 preparation.

Thanks Michael. I'll reflect this in an email to the team in the next hour.

The Executive meeting yesterday evening was excruciating. No leadership on display at all. But we'll get through this as we always do. D

David confident we will. We always do. M

17/03/2020 20:22:01

Michael, just want to check away from the throng but are you saying that you're going to need a couple of days to work through the implications of the COBR decisions before we can finalise the draft note to staff? If that's then case we'll need to manage the expectations that something is going to issue quickly tomorrow. Happy to discuss if that's helpful. David

David this is undoubtedly the case. Not as it should be but the reality. Michael

OK, I'll close down the discussion tonight and advise that we'll discuss at the 8.30 meeting.

Are you planning to go to that? David

Unfortunately I have a dairy conflict at 8.30 which I must attend. Michael

Understood, I'm assuming Richard will be there. Thanks, David