

**Description of Risk:** Risk of non-compliance with Aberdeen City Integration Joint Board's (IJB) responsibilities as a Category 1 Responder under the Civil Contingencies Act, 2004.

**Strategic Priority:** Resilience and Connections.

**Leadership Team Owner:** Chief Officer

**Risk Rating:** low/medium/high/very high

**HIGH**

**Rationale for Risk Rating:**

- Considered high risk due to the potential major impact to citizens if the IJB does not manage its responsibilities under the Act.

**IMPACT**

**Rationale for Risk Appetite:**

- There is a zero tolerance in relation to not meeting legal and statutory requirements.

<b>Almost Certain</b>					
<b>Likely</b>					
<b>Possible</b>				✓	
<b>Unlikely</b>					
<b>Rare</b>					
<b>LIKELIHOOD</b>	<b>Negligible</b>	<b>Minor</b>	<b>Moderate</b>	<b>Major</b>	<b>Extreme</b>

**Risk Movement:** (increase/decrease/no change):

**NEW RISK 14.04.2021**

**Controls:**

- Grampian Local Resilience Partnership Membership
- Aberdeen City Care For People Plan
- Aberdeen City Council's Organisational Resilience Group Membership
- NHS Grampian's Civil Contingencies Group Membership
- Aberdeen City Health and Social Care Partnership's Civil Contingencies Group (integrated Group to monitor Action Plan of Duties under the Act).
- Aberdeen City Care For People Group
- Integration scheme agreement on cross-reporting

**Mitigating Actions:**

- The Grampian Local Resilience Partnership (GLRP) identifies risks which are likely to manifest. The Partnership require to have controls in place to manage these risks, particularly the ability to respond to these in an emergency situation.
- Aberdeen City Council are currently reviewing the risks in the City within its risk registers to ensure that the control actions listed are sufficient to mitigate risks. During this process, the additional risks may well be identified, based on risk assessment within operational areas, which may impact on the ability to respond. The result will be a risk register incorporating all risks relating to organisational resilience for the City. The Organisational Resilience Group will be responsible for managing these risks through its membership and liaison with other services not represented on the Group.
- Senior Manager On Call governance documents and arrangements within the Aberdeen City Health and Social Care Partnership (stored on Teams and hard copy), and links into the equivalent structures in ACC and NHSG.
- The Partnership's Civil Contingencies Group has a requirement to monitor Business Continuity Plans across the Partnership, including an overarching Partnership Business Continuity Plan (BCP).
- The Partnership's Communications Manager is available to issue media releases and to answer any media enquiries relating to ACHSCP services which would be or could be

	<p>impacted in an emergency, in close consultation with ACHSCP Leadership Team members. Proactive dissemination of important information would be via releases emailed directly to the local and national media. The ACHSCP websites, both internal and external, would also carry that information as soon as it becomes available, along with the Partnership's social media channels, in order to inform the public and our staff in a timely manner of important developments and updates. ACHSCP would also contribute to public information being released by our partner organisations, where appropriate. ACHSCP Communications would liaise throughout the emergency with our public sector partners, including the police, fire and rescue, neighbouring local authorities, the Scottish Government and other partner organisations as appropriate. IJB members, senior elected members of Aberdeen City Council, and appropriate senior management members at the city council and NHS Grampian would be kept informed in advance of information which was due to be released by ACHSCP into the public domain. A log would be kept of all information released internally and externally in order that an audit trail is maintained of all communications activity.</p> <ul style="list-style-type: none"> <li>• Data taken off Care First system to identify vulnerable people to help emergency care for support</li> </ul>
<p><b>Assurances:</b></p> <ul style="list-style-type: none"> <li>• Internal Audit undertaken in 2020 on Civil Contingency arrangements in Aberdeen City Council, including Care For People Plan. The Audit recommended that the Plan, although fit for purpose, be reviewed to make it shorter and easier to refer to when activation is required.</li> <li>• Ongoing discussions around development of Aberdeen City Vulnerable Persons Database using Geographical Information Mapping System (this will include data from Care First).</li> </ul>	<p><b>Gaps in assurance:</b></p> <ul style="list-style-type: none"> <li>• The review of the Care For People Plan is ongoing. The Care For People Group will sign off on the revised Plan in May 2021. Consult with Council and NHS Grampian and wider Local Resilience Partnership on the reviewed Plan.</li> <li>• Development of National Persons at Risk Database (PARD)</li> <li>• the Partnership is a member of various groups, including the GLRP, groups established in ACC and NHSG, and Aberdeen City Care For People. Through these Groups the Partnership and IJB can share information with other responders and enhance co-ordination. The Partnership's Civil Contingencies Group require to agree on how this information can be shared effectively and in a co-ordinated way.</li> <li>• Training for Senior Managers On Call – Partnership's Civil Contingencies Group to address. Liaise with Council and NHS Grampian on training planned (include tabletop exercising)</li> </ul>
<p><b>Current performance:</b></p> <ul style="list-style-type: none"> <li>• The Care For People Group met on the 20<sup>th</sup> of April 2021 to discuss the draft revised Care For People Plan. It is proposed that the Group meet in May to finalise the review of the Plan.</li> <li>• The Partnership's Civil Contingencies Group met on the 21<sup>st</sup> of April 2021 to assist in the operationalisation of the Category 1 duties and to agree the amendments to the Group's Terms of Reference.</li> </ul>	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>•</li> </ul>