

**Appendix A**

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<p><b>Description of Risk:</b>  <b>Cause: IJB's becoming Category 1 Responders under the Civil Contingencies Act 2004.</b>  <b>Event: Potential major impact to the citizens of Aberdeen if IJB does not manage its responsibilities under the Act</b>  <b>Consequence: Potential risk to life, loss of buildings, reputational damage.</b></p>																																									
<p><b>Strategic Priority:</b> Resilience and Connections.</p>			<p><b>Leadership Team Owner:</b> Chief Officer</p>																																						
<p><b>Risk Rating:</b> low/medium/high/very high  <span style="float: right; font-weight: bold; font-size: 1.2em;">HIGH</span></p>																																									
<p><b>IMPACT</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 16.6%;">Almost Certain</td> <td style="width: 16.6%; background-color: #ffff00;"></td> <td style="width: 16.6%; background-color: #ffcc00;"></td> <td style="width: 16.6%; background-color: #ff9900;"></td> <td style="width: 16.6%; background-color: #ff0000;"></td> <td style="width: 16.6%; background-color: #ff0000;"></td> </tr> <tr> <td>Likely</td> <td style="background-color: #ffff00;"></td> <td style="background-color: #ffff00;"></td> <td style="background-color: #ffcc00;"></td> <td style="background-color: #ff9900;"></td> <td style="background-color: #ff0000;"></td> </tr> <tr> <td>Possible</td> <td style="background-color: #99ff99;"></td> <td style="background-color: #ffff00;"></td> <td style="background-color: #ffff00;"></td> <td style="background-color: #ff9900; text-align: center;">✓</td> <td style="background-color: #ff9900;"></td> </tr> <tr> <td>Unlikely</td> <td style="background-color: #99ff99;"></td> <td style="background-color: #ffff00;"></td> <td style="background-color: #ffff00;"></td> <td style="background-color: #ffff00;"></td> <td style="background-color: #ff9900;"></td> </tr> <tr> <td>Rare</td> <td style="background-color: #99ff99;"></td> <td style="background-color: #99ff99;"></td> <td style="background-color: #99ff99;"></td> <td style="background-color: #ffff00;"></td> <td style="background-color: #ff9900;"></td> </tr> <tr> <td><b>LIKELIHOOD</b></td> <td><b>Negligible</b></td> <td><b>Minor</b></td> <td><b>Moderate</b></td> <td><b>Major</b></td> <td><b>Extreme</b></td> </tr> </table>						Almost Certain						Likely						Possible				✓		Unlikely						Rare						<b>LIKELIHOOD</b>	<b>Negligible</b>	<b>Minor</b>	<b>Moderate</b>	<b>Major</b>	<b>Extreme</b>
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<p><b>Risk Movement:</b> (increase/decrease/no change):  <span style="float: right; font-weight: bold;">NO CHANGE 21.02.2022</span></p>																																									
<p><b>Controls:</b></p> <ul style="list-style-type: none"> <li>Grampian Local Resilience Partnership Membership</li> <li>Aberdeen City Care For People Plan</li> <li>Aberdeen City Council's City Resilience Group Membership</li> <li>NHS Grampian's Civil Contingencies Group Membership</li> <li>Aberdeen City Health and Social Care Partnership's Civil Contingencies Group (integrated Group to monitor Action Plan of Duties under the Act).</li> <li>Aberdeen City Care For People Group</li> <li>Integration scheme agreement on cross-reporting</li> <li>Partnership's overarching Business Continuity Plan</li> <li>Partnership access to Resilience Direct</li> <li>Senior Manager On Call Teams site</li> </ul>			<p><b>Mitigating Actions:</b></p> <ul style="list-style-type: none"> <li>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.</li> <li>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 City Resilience Group will be responsible for managing these risks through its membership and liaison with other services not represented on the Group.</li> <li>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.</li> <li>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).</li> <li>The Partnership's Communications staff are available to issue media releases and to answer any media enquiries relating to ACHSCP services which would be or could be impacted in an emergency, in close consultation with ACHSCP Leadership Team members. IJB members, senior elected members of Aberdeen City Council, and</li> </ul>																																						

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	<p>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 response.</li> <li>• Recruitment of volunteers to the position of “Managers on Call” who will support the Senior Managers on Call specifically in concurrent risks (e.g., patient flow and weather events)</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.</li> <li>• Ongoing discussions around development of Aberdeen City Vulnerable Persons Database using Geographical Information Mapping System (this will include data from Care First) as well as regional and national discussions on Persons at Risk Database (PARC).</li> </ul>	<p><b>Gaps in assurance:</b></p> <ul style="list-style-type: none"> <li>• Development of National Persons at Risk Database (PARC)</li> <li>• Training for Senior Managers On Call – Partnership’s Civil Contingencies Group to address. Liaise with GLRP, Council and NHS Grampian on training and testing planned (include tabletop exercising) as well as look at running “local” training and testing in the Partnership.</li> </ul>
<p><b>Current performance:</b></p> <ul style="list-style-type: none"> <li>• The Partnership’s Senior Managers On Call are to gain access to the relevant sections of the Council’s Resilience Hub so that key messages can be received.</li> <li>• Meetings regarding the development of the PARC have been set up. The Partnership will be attending these meetings. These meetings are at both a Grampian and Aberdeen level.</li> <li>• Recruitment of Managers on Call to support Senior Managers on Call</li> <li>• Recruitment of additional comms support for Partnership</li> <li>• Restructuring of post (Resilience Officer) to help support IJB’s roles under the Act (started February 2022)</li> </ul>	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>• The recent storms (Arwen, Malik and Corrie) have tested the resilience arrangements. The Partnership have taken part in local and Grampian wide debriefs. Any lessons learned will be considered at the Partnership’s Civil Contingencies Group.</li> </ul>