

Risks

Check status/relevance as at 2019/20 Q4 Report & update



Ref & Links	Topic (& Service)	Risks, Opportunities & Impacts	Mitigating Actions (What Actions can we take to address the risks or realise the opportunity)	Progress Update (Are the mitigating actions reducing the risk or realising the opportunity?)	Risk Levels				Does the risk affect the Well-being of Future Generations?	Well-being Risk Level
					2020-21 Q1	2020-21 Q2	2020-21 Q3	2020-21 Q4		
DC01 16/17 Linked to CPA - CRR 02	ALL Services: Medium Term Financial Planning (MTFP): MTFP Strategy 2018/23 Capital Budget Pressures Grant Funding	Budget pressures will potentially have a negative effect on service delivery across all services. Inadequate funds to maintain assets. Need to rationalise. 1. Workforce Planning: less staff to deliver services. 2. Failure to maintain and/or improve service delivery. 3. Failure to take early decisions on which services should be cut could limit planning for changes. 4. Managing staff morale in light of cuts. 5. Revenue Support Grant (RSG) formula change. 6. National living wage. 7. Member/public expectation levels and reputation risk. 8. CCBC priorities moving forward. 9. National and Regional change agenda. 10. Inability to invest in assets e.g. progress 'Band B' of the 21st Century Schools Programme. See also DC23 below. 11. There is lack of security or sustainability in maintaining grant funded programmes. 12. Reduced maintenance of exist+C5ing assets will lead to enhanced deterioration and increased replacement costs in future years. 13. Highway asset is continually growing year on year See also: Climate Change and Asset Management risks listed below.	1. Human Resources (HR) have a suite of policies agreed by Cabinet/Council to help downsize the workforce, although these will need to be kept under review. 2. Decisions taken so far have aimed to reduce rather than remove services. This will not be possible in the light of future projections. The Council has adopted a new Corporate Plan 2018-23 with revised Medium Term Financial Plan (MTFP) Savings Principles. 3. The 2018/19 budget and an updated Medium Term Financial Plan (MTFP) were approved by Council on the 22nd February 2018. 4. Development of an appropriate communication strategy. 5. Consultation with the public, and affected service users. 6. Ongoing Asset rationalisation programme. 7. 4-year savings targets have been allocated to Heads of Service. 8. Business Improvement Board has been established and will oversee major projects focussing on service change. 11. Grant funded staff are appointed on fixed term contracts. 12. New innovative and efficient maintenance systems are being explored to maximise budget spend 13. New Risk based Highway Management Plan being developed. 14. Street lighting options being considered to save energy, reduce expenditure and minimise Carbon emissions.	Updated Medium Term Financial Plan (MTFP) covering the period 2018/19 to 2022/23. Indicative savings requirement has been established for the four-year period 2019/20 to 2022/23. Heads of Service have identified further potential savings proposals for consideration. Public consultation has been undertaken on draft 2019/20 budget proposals and Council will be asked to approve the budget at its meeting of 21st February 2019. Variety of energy saving proposals are currently being considered with regard to the street lighting stock. Progress of MTFP implementation monitored at Senior Management Team (SMT) for Communities. Mitigating Action 13: This was completed in 2018/19. Mitigating Action 14: A 2 year programme to convert 17,000 lanterns to LED commenced in April 2019 (See also DC 18 Progress update item 9)	High	High			Yes, the financial resources available will impact on the services we deliver and the way we deliver them. This will affect the community.	High Medium-Term
DC04 16/17	Community & Leisure: Waste Management Service Continuity & Target Achievement	The Welsh Government (WG) drive for source segregated collections and substantial change to the recycling Material Recovery Facility (MRF) market and restrictions on exporting low grade recyclate could potentially affect service delivery to the public and/or target achievement if mitigation measures are not put in place. UK and Welsh Government proposals for a Deposit Return Scheme for drinks containers may also impact kerbside recycling rates. There has been some disruption to collection services as a result of issues with both staff and vehicle availability. The ability to meet future recycling and landfill diversion targets with our current collection, disposal and treatment framework. Specific areas that need to be considered are: i. Levels of contamination in our recycling; ii. Loss of food waste within residual waste; iii. Type of collection (WG blueprint or alternative); iv. Contractual arrangements for recycling and organics v. Appropriate levels of budget and staffing structure to support daily front line collection services and our future strategy; vi. Insufficient community participation in food recycling.	A Waste Review Board has been established, Chaired by the Director and including relevant senior officers. i. WG targets continue to be exceeded as result of some intervention put in place in the last 2-3 years. In 2018/19 the Council's recycling performance was 65%. ii. Continue door stepping communications campaign with households in the county borough being visited with a focus on reducing contamination levels in the recycling stream and using the food waste service. iii. Continue delivery of Project Gwyrdd to further reduce reliance on landfill. iv. CCP modelling work with WG consultants has informed the Scrutiny Waste Review Working Group which reported its findings to Scrutiny Committee on 12th February 2019. Recommendations regarding collection systems were reported to and approved by Cabinet in January 2020. v. Long term organics contract in place; MRF options being progressed with RCTBC following Cabinet approval in January 2020 vi. Interventions made to dry recycling collection service to reduce contamination and black bag issues have improved performance. vii. Implementation of strict HWRC user policy from 1st April 2019, i.e. must have proof of residency, has significantly reduced treatment and disposal costs. viii. Budget growth implemented for 2019-20 to address service pressures. ix. A vehicle replacement strategy has been agreed by the Waste Review Board, but implementation has been delayed due to extended negotiations regarding interpretation of the managed fleet contract. x. Trade unions and staff representatives have been participating in a working group to	Waste Review - The Green (Food and Garden) Waste collection service is now reassessed and options for introducing a more equitable and efficient system will be ready for circulation in Jan 2021 with a view of implementation in the early Spring 2021. The Street and Environmental Cleansing is being re-appraised with a proposal to reconfigure working systems being put out to consultation early in the New Year. 9 new collection vehicles are being delivered between December 2020 and March 2021. A booking system for the HWRC sites is being proposed for implementation in February 2021. The Authority is delivering a range of activities to support the National Be Mighty Recycling campaign aimed at making Wales the best nation in recycling. Second quarter recycling performance is below the target level. However, it is worth noting that given that the Authority has not suspended any of its recycling collection services throughout lockdown we could be in a comparatively favourable position in the Wales league table. Notwithstanding the above measures will help us make efficiency gains and further improvement to service levels in 2021.	High Due to Target Achievement	High			Yes, the purpose of the landfill directive is to divert biodegradable waste away from landfill to reduce pollution. A diverse natural environment with healthy functioning ecosystems contributes to a 'Resilient Wales'. Failure to deal with waste properly affects future generations.	Medium Long-Term
DC11 16/17 Linked to CPA CRR 06	Regeneration & Planning: Local Development Plan	The Adopted LDP was due to expire on 31st December 2021, however further to the Ministerial letter received by the Leader in September 2020 this is no longer the position. The Replacement Local Development Plan was well advanced, however, the Council withdrew that plan in July 2016 following local opposition to a number of development sites contained within the document. The Council has resolved to progress the preparation of a Strategic Development Plan and a new LDP in parallel. Work on the new plan commenced with the public consultation on the Delivery Agreement at the start of the year, which was impacted by the pandemic. This work will restart when it is safe to resume public consultation. The adopted LDP allocates land for the development of 8625 houses to be built over a 15 year period. The annual monitoring of the LDP indicates that many of the allocated sites are not available or viable within the required 5 year period, and there is therefore a shortfall of housing land. Housing developers will therefore submit applications to develop land that is not allocated in the LDP. The Council will consider the applications, but the lack of an adequate housing land supply will be a material planning consideration which could outweigh other policies in the plan. A refusal of planning permission may lead to an increase in appeals and award of costs if the Council is considered to have behaved unreasonably, e.g. where a reason for refusal is not based on any sound evidence.	The Adopted Local Development Plan (LDP) remains in force until it is superseded by the 2nd Replacement LDP. In the interim, officers are working closely with Welsh Government officials to agree the appropriate footprint for strategic planning for the Cardiff Capital Region. On 29th January 2018 the Cardiff Capital Region Cabinet agreed that work should commence on a Strategic Development Plan (SDP) for the area. A formal report was considered by the Cabinet on the 10th June 2019 which determined the timeline for reporting this matter to all ten Councils. Caerphilly Council considered this matter in October 2019 and resolved to commence work on the SDP and a new LDP as soon as practicable.	Chief Planning Officers and Planning Policy lead officers were meeting regularly as a Project Group to progress various work streams necessary to establish the SDP project in advance of the formal commencement of plan preparation, however the expectation is that the CJC will become the Strategic Planning Body and this is not due to be set up until September 2021. It is unlikely that the housing land supply can be addressed in the short term. In the medium to long term a 2nd Replacement LDP will increase the land supply position. A number of significant applications have been submitted and approved by Welsh Government on appeal. Funding identified and approved for SDP and the new LDP.	High	High			Yes, the lack of an LDP threatens the timely delivery of land for development, particularly housing, making it more difficult to achieve the goal of prosperity.	Medium Medium-Term

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					2020-21 Q1	2020-21 Q2	2020-21 Q3	2020-21 Q4		
DC19 Linked to CMT47	Property Services:	Insufficient budget to manage existing assets or pursue necessary development. The authority has too many buildings and insufficient capital programme allocation to maintain them. Additionally revenue budgets for building maintenance are being diverted to meeting the demands of the necessary legal standards, in particular health and safety legislation and that might well mean that normal building maintenance will suffer.	<ol style="list-style-type: none"> 1. Development of asset management and rationalisation programmes 2. Cost benefit assessment before planned expenditure supported by business case where relevant 2. Early stakeholder and community consultation before asset disposal 3. Support for recipient organisations accepted for Community Asset Transfer 4. Long term view of the needs of local communities balanced against the need to secure budget savings in the short to medium term. 5. Services to identify what buildings they can realise as a consequence of Medium Term Financial Plan (MTFP) savings. 	The Property Review Report 2019 and the revised Asset Management Strategy - Buildings and Land were approved by Cabinet in May 2019. The appointed asset management coordinator has assisted service areas with the production of Service Asset ,management Plans (SAMPs). Significant progress made with status at October 2020 as follows: <ul style="list-style-type: none"> • Sale of Bedwelly and Chartist Gardens sites for residential development expected by March 2021 • The Statutory Maintenance compliance now exalent and outstanding remedial tasks generally negliible other that FRA tasks in schools • Pontywindy House to be vacated summer 2021 and Cherry Tree House vactaed early 2021 	Medium	Medium			Potentially disposal of assets across the authority may affect some communities disproportionately in the short to medium term. However, this has to be balanced against the need to manage a 'fit for use' portfolio to secure provisions for future generations over a longer timeframe.	Medium
	Asset Management (Buildings / Property)	<ol style="list-style-type: none"> 1. Maintenance of existing sites will not be to a required standard. 2. Disposal of assets must be managed carefully to minimise community and service impacts. 3. Community Asset Transfer as an option brings risks in relation to continued liability. 4. Asset disposal may not realise expected returns. 5. Inability to pursue issues that we would wish, to improve service provision and community outcomes e.g. **Band B of 21st Century Schools. 				Medium-Term	Medium-Term			
	Resources and ability To deliver	The projects workload is high and the proposed **21st Century Schools Band B programme could mean the existing team would be overstretched compromising their ability to deliver in line with the objectives of the various service areas. Recruitment is proving difficult and there is potential for retirements to exacerbate the situation.	Review Recruitment Strategy. Manage service area expectations. Utilise Private Sector Partners where appropriate	October 2020. Electrical and mechanical engineers appointed subject to formalities. Team has managed to fulfil all design commitments to date despite virus disruption. Perversely the virus should make it easier to recruit technical staff. Estates manager retires in March 2021 and his deputy is recovering from a stroke but is expected to return to work in November 2020. The estates team provide an important stratigic and technical role and managing the leadership of the team over the coming months will be a key challenge	Medium	High				Medium
DC21 Linked to CPA CRR 01	ALL Services:	The decision to leave the EU and the looming deadline to secure an exit deal has created considerable uncertainty.	The Directorate is participating in the Corporate Brexit Working Group and undertaking service specific analysis in preparation for the various Brexit scenarios.	There remains a great deal of uncertainty around the potential positive or negative impacts of the decision to leave the EU. The position is being monitored closely and CMT has established a Brexit Working Group, to further consider and monitor the potential consequences of Brexit and the mitigating actions that will be required to assist in managing risks. Services will continue to support business to mitigate any potential impacts of Brexit. We are also alert to the potential for community cohesion issues. We are working with partners regionally in support of multi-agency reporting arrangements. Through our Registaration Service we are one of the local authorities supporting EU, EEA and Swiss citizens to complete the ID verification part of the EU Settlement Scheme.	Medium	Medium			Potential impacts are not yet fully understood but they are likely to be felt over the short, medium and longer-term.	Unable to assess currently due to the level of uncertainty.
	Exit from the EU (Brexit)	Moving forward it is difficult to determine what impact the exit from the EU will have in the medium to longer-term for Caerphilly CBC and our communities. However, in the short-term possible negative impacts from a no deal scenario include the potential for workforce supply shortages in some areas and the possibility of some disruption to the supply of goods and services.	An example of Brexit considerations was: Street Lighting: We pre-ordered LED lamps for street lighting to achieve costs surety prior to brexit as all lamps came from Europe.							
DC23 Linked to CPA CRR 05	Community & Leisure:	Ash die back (Chalara fraxinea) is the most significant disease to affect the UK tree population since dutch elm disease in the 1960's. The disease will result in the decline and death of the majority of ash trees in Britain. Unfortunately, many ash trees predominant line our roadside verges, so the disease will affect high risk locations.	Initial action to include: <ol style="list-style-type: none"> 1. CH to discuss at G10 meeting of Gwent chief executives with a view to them lobbying Welsh Government (WG) for funding 2. MSW to raise with the Welsh Local Government Association (WLGA - with Tim peppin) so that they can lobby WG for funding. Followed by: <ol style="list-style-type: none"> 3. Write, approve and implement a Removal Strategy and 4. Secure appropriate Funding Streams to implement the Removal Strategy. 5. Source and secure wider partnership and collaborative arrangements to implement all necessary works. 6. Clarify known 'hot-spots' for initialising works, to control and manage any associated public risks/disruptions. 	It is already known, that this will require a substantial cost implication due to the logistics and labour intense nature of addressing such matters. Considered the content and guidance as available from The Tree Council publication: ASH DIE-BACK: an Action Plan Toolkit First published February 2019 Recently published research by the University of Oxford, Fera Science, the Sylva Foundation and the Woodland Trust calculated that this disease will have a significant cost impact across the country, due to the significantly high levels of mortality rates to the tree species affected (75%+). Welsh Local Government Association (WLGA) have set up a working group comprising of local authority, Welsh Government, Natural Resource Wales (NRW) for the 1st December to look at the issue of Ash Die-Back. The purpose of the workshop will be to: <ul style="list-style-type: none"> - explore some of the significant challenges with dealing with Ash Die-Back; - update the legal and policy situation, and; - discuss resource requirements and solutions for tackling it. 	High	High			Level unknown at present	Unknown
	Greenspace and Landscape Services	In our borough, ~ 37,400 + ash trees could be affected by this, requiring substantial resource, logistics and environmental considerations/implications, such as: <ol style="list-style-type: none"> a) Thorough surveys (to identify needs/requirements) b) The formulation of a Removal Strategy c) Budgetting and Finance d) Considerable clean-up and disposals d) Wider environmental impact (contaminations/biodiversty/eco systems) d) Wider impacts on road sweeping and weed treatment. All of which, will ultimately lead to damage to the environment and its infrastructure and have an effect on the 'look and feel' of the county borough.								

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DC05 15/16	Community & Leisure: Sport & Leisure Services	Budget pressures through efficiency savings could result in reduced level of service to our residents. We may not have the funding to deliver our Sport & Active Recreation Strategy. Leisure is not a statutory service and liable to future budget reductions, therefore, the future sustainability of current service model is questionable over the medium to longer term. However, the service is well respected and valued and has a potential role in contributing to reducing obesity levels across the borough. Therefore, an alternative strategy has been agreed.	The Sport and Active Recreation Strategy 2019-29 was approved by Cabinet on 14th November 2018. This is a broad ranging strategy that sets out the future purpose and direction of sport and leisure services delivered by the Council over the next 10 years.	The Sport and Active Recreation Strategy 2019-29 was approved by Cabinet on 14th November 2018. A £500k investment for improvements to the fitness suite and studios at Newbridge Leisure Centre was approved by Cabinet Contractor appointed with works commencing February for a period of 20 weeks. The decision to close Pontllafraith Leisure Centre was quashed by the High Court, with the appeal due to be determined by the Court of Appeal in February, and the future of this facility remains under consideration. A new 3G Pitch at Blackwood Comp has been completed and is available for community use. A new Leisure Lifestyle app to enhance the customer journey of leisure centre users across Caerphilly has been launched. Welsh Govt have approved funding for the development of a Community Athletics Hub at Rhiw Syr Dafydd Primary School, and the new running track has been designed, contractor appointed, and planning permission approved. The new facility will include a new flood lit synthetic running track area and is due to be opened by July 2020. We are working in partnership with StreetGames Wales on a Family Engagement Project with 7 other LAs and partners on an asset based community development programme to increase physical activity levels and to improve emotional and mental well-being. Booking systems are being reviewed for Caerphilly Adventures, to ensure a more customer friendly experience for the customer.	Medium	Medium			Yes, the opportunity to access good quality leisure facilities has the potential to contribute to all 7 well-being goals.	Low Short-Term
DC 18 18/19 Linked to CPA CRR 04	ALL Services: Climate Change	Not being prepared for the impacts associated with climate change. For Caerphilly this will manifest as a more volatile weather pattern: 1. More severe storms resulting in damage to trees and buildings. 2. Increase in winter rainfall resulting in flooding, affecting people, property and infrastructure, including availability of outdoor sport pitches. 3. Extreme Weather Conditions: Difficulty in modifying temperatures in some of our buildings (incl. Housing) could lead to increased financial burden, uncomfortable environment conditions (dangerous temperatures) affecting people's health, wellbeing and delivery/receipt of effective services. 4. Changes in species including a decline in native species, changes in migration patterns and increases in alien and invasive species, including pests and disease. 5. Reduction in summer rainfall resulting in reduced river flows and water availability. 6. Increase in levels of extreme weather such as snow/ice which could potentially impact on not only the travelling public but the elderly/frail and those in fuel poverty. 7. Grass fires. 8. Vehicles being used by the authority are outdated and therefore consuming more fuel and producing higher levels of emissions. 9. (New) Extremities in foliage growth, and the reduction in both street/highways cleansing, and weed control, will have a direct impact on future maintenance and environmental damage controls, potentially leading to systematic failures and increased costs to the authority for response repairs (e.g. Footpaths; Highways; Gullies; Drainage; Cycle-ways) as well as public liabilities.	A Local Climate Impact Profile (LCLIP) has been prepared and links to other plans including Highways Winter Maintenance Plans, Business Continuity Plans & Emergency Plans etc. Mitigation work being undertaken includes: 1. A Tree Management Strategy and implementation of resources to manage tree stock. (See DC 24 - Ash Die Back Risk above) 2. Assessing the condition of trees. (See DC 24 - Ash Die Back Risk above) 3. Assessing the vulnerability of drainage infrastructure in excessive rainfall 4. Installing flood risk measures at priority vulnerable locations 5. Considering climate change in the Asset Management Programme 6. Street lighting options being considered to reduce Carbon emissions (See DC 01 - Action 14 above)	1. An additional Arboricultural Officer has been appointed to assist with programme of tree surveys undertaken to deliver the adopted Tree Management Strategy. Tree works being undertaken in accordance with survey recommendations. 2. Local Flood Risk Management Strategy (Engineering) in place. Risca flood defences now completed. Sustainable Drainage Approval Body (SAB) implemented from 7th Jan 2019 to improve control and approval for drainage infrastructure on new developments. New Land Drainage Bye Laws now approved. Pitch drainage capital is being selectively spent at priority sites. 3. Ongoing staff training is being delivered by the Corporate Energy Team Re: Energy Efficiencies/Carbon Management and Effects of Climate Change. Several projects have been delivered for solar PV installations to Corporate Building (e.g. Care Homes) and schools. 4. Biodiversity Work: Supporting 'pollinators' projects including work with Sirhowy Valley Honey Bee Company. 5. The Winter Service Plan 2020 (Highways) has been reviewed, updated, placed on the CCBC internet and effectively delivered to date. 6. Our wider organisational response to extreme weather events were the subject of a de-brief and review following the snow event of March 2018 and new Corporate Adverse Weather Arrangements were endorsed by CMT in November 2018. 8. A fleet contract (Managed Service Partnership) has been established to implement a replacement programme which is raising vehicle standards, improve fuel consumption and emissions, and reduce servicing, maintenance and breakdown demands (improve efficiencies). Trialling electric vehicles. 9. Street lighting: Proposals approved in Oct2018 for lamp replacement (LED) and part-night-lighting. The 2 year installation strategy commenced in April 2019 and is planned to be complete by the end of Decemebr 2020.	High	High			Yes - there is an impact to a 'Resilient Wales' by not proactively addressing the operational response to climate change. The contribution to global issues and a 'Globally Responsible Wales' is met through low carbon planning and sustainable development. There is a direct impact to Health also.	Medium Short, Medium & Long Term
DC20 19/20	Infrastructure: Asset Management (Highways)	Highways Management / Claims / Litigation: Highways Act 1980 / Flood and Water Management Act 2010 / Well Managed Highway Infrastructure - Code of Practice. Failure to maintain/sustain a safe, efficient and effective transport and land drainage infrastructure, by not delivering timely quality engineering solutions which have regard to the value of the built and natural environment, would ultimately affect inward investment, community mobility and future well-being of our citizens (including air pollution/carbon emissions/shaping our future). See also comments above re: Medium Term Financial Planning and Climate Change risks.	1. Develop and implement a Highway Management Plan (HMP). 2. Adhere to relevant sections of the 'Well Managed Highway Infrastructure - Code of Practice (2016). 3. Secure funding and deliver appropriate engineering solutions to prevent further deterioration of the Highways Assets (including Street Lighting). 4. Further embed the principles of a "risk based approach" to highways maintenance (intervention criteria). 5. Develop a Highway Asset Management Plan (HAMP) that provides an overview of asset management for the Highway Infrastructure maintained by CCBC	For the Mitigating Actions: 1. Was completed in 2018/19 - October 2018 - HMP: presented to Regen/Environment Scrutiny and Cabinet for approval, adoption and implementation. 2. October 2018 - Adoption and implementation of the 'Well Managed Highway Infrastructure - Code of Practice (2016) - Where relevant. (Procedures, policies, practices) 3. Funding now secured through SALIX and delivery of replacement programme commenced April 2019 for the LED Street Lamp replacement and part night lighting programme. Completion anticipated by the end of December 2020. 4. Was completed in 2018/19. 5. November 2016 HAMP presented to Regeneration and Environment Scrutiny Committee and cabinet for approval, adoption and implementation. A review of the HAMP is now under way with specific Annual Status and Options Reports (ASOR) also presented to scrutiny on 14/05/2019 with additional funding figures now developed on funding levels required to maintain or improve highway. These to be presented to Cabinet in due course. See also, comments above in the Medium Term Financial Planning and Climate Change risk group.	Medium	Medium			Yes - there is an impact to a 'Resilient/Prosperous Wales' by not proactively addressing the rate of highway deterioration. Also, through 'good engineering solutions' we could improve 'Globally Responsible Wales' by embracing and planning for low carbon and sustainable developments.	Medium Medium & Long-Term

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DC24 2020 New Linked to CPA CRR 11	Fleet	<ul style="list-style-type: none"> Non-compliance of Operators Licence – Grounding of certain fleet – Accessibility to replacement (specialised) fleet – special measures (intervention). Failure rates on MOT's – inability to maintain fleets roadworthiness – client satisfaction/failure of service delivery – complaints Vehicle defect reporting – Road, employee and public safety – Non-compliance - Insurance conditions/claims and Operators Licence Budgetary controls – ability to charge/re-charge – maintain cash-flow and manage cost accounting (service & clients) Work scheduling – clarity of and ability to respond to service demands and maintaining an active fleet Service efficiency – Stability of staff, adequate resourcing, use of technology, control of and quality management of business processes/demands/supply. Contract management – maximising the value of the managed fleet contract to the Council Review current vehicle use across the Authority with a view to reducing the cost of our fleet, switching to electric or low emissions vehicles and reducing grey fleet miles 	<ol style="list-style-type: none"> Undertake a Fleet Service Review Undertake a review of current vehicle use across the Authority 	<ol style="list-style-type: none"> A Fleet Service Review is underway Workshops undertaken with Fleet Service users and feedback report written. Staff interviews completed and list of Recommendations produced. Review of office and workshop processes in progress; some processes have been amended, some new processes introduced. Health and safety review undertaken, risk assessments updated, equipment inventory and testing and inspection schedule up to date, additional staff have undertaken IOSH training. MOT failure has improved and is better than the national average. Recent VOSA inspection was unsatisfactory with a number of areas for improvement identified, a response has been sent. Additional staffing resources have been put into the office and the workshop. A review of the Managed Fleet Contract has been undertaken and recommendations are being considered. Interviews taking place 4th March for fixed term position to undertake review of vehicle use across the Authority. Interviews for the Fleet & Vehicle Maintenance Managers post planned for the 16th & 17th November 2020. 	High	Medium			Yes - Prosperity: Resilience: Healthier: Cohesive Communities: Globally Responsible	Unknown Not determined at present
DC25 2020 New Link to CPA CRR 12	Coronavirus (COVID-19)	<p>Novel Coronavirus (COVID-19) is a new strain of coronavirus that presents with flu-like symptoms including a fever (high temperature), a cough, or shortness of breath. Most cases appear to be mild, however, symptoms may progress to a severe pneumonia. COVID-19 can cause severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease. CCBC considerations are therefore:</p> <ol style="list-style-type: none"> Protecting staff (HR advice/exposure/travelling/movements/homeworking). Protecting communities (exposure/access to support - particularly vulnerable persons and vulnerable communities). Ability to maintain and deliver service continuity if there are significant staff away from work (self-isolation/sickness/caring responsibilities) Ability to provide critical Social Care services. Ability to provide clear advice and guidance to staff, schools, communities to reassure and to mitigate concerns and 'misinformation and speculation' within the workforce and the communities we serve. Ability to deal with contaminated areas/de-contaminations (resourcing). Ability to keep abreast of and share all relevant advice and guidance as circulated from Central Government, Welsh Government, Public Health Wales, Local Health Boards, Department of Health & Social Care and other advisory/intervention bodies. 	<ul style="list-style-type: none"> Establish internal Coronavirus Group Chaired by Interim Corporate Director for Communities. Review and confirm business continuity arrangements. Act in accordance with Government and Public Health Wales advice. Liaise closely with partners. Provide regular and clear advice to communities, staff, Members in accordance with Government and PHW advice. Review homeworking capabilities. Review service delivery e.g. reduce or eliminate face to face. <p><i>Public Health Wales is working closely with the Welsh Government and the other UK public health agencies to carefully monitor the situation and implement a planned response, with measures in place to protect the health of the public.</i> <i>See weblink below for more information:</i></p> <p>www.local.gov.uk/coronavirus-information-councils</p>	<p>Currently;</p> <ul style="list-style-type: none"> Corporate Management Team (CMT) and key senior officers will be meeting on a daily basis from Mon 16th March 2020. Internal Coronavirus Group meeting twice weekly cycles and due to meet daily. Management Network briefing to discuss Human Resource (HR) response. Managers checking Business Continuity Plans. Human Resources (HR) reacting to Central Government & Public Health Wales advice as it is issued Staff returning from areas recognised by the Government, or affected by the coronavirus, including close contacts are self-isolating as medical suspension. Chief Executive and Leader are in regular dialogue with ABUHB, Public Health Wales, Welsh Government (WG) and Welsh Local Government Association (WLGGA). HR advice issued to officers/offices/staff to: Catch It - Bin It - Kill It. Intranet and public advice regularly updated. <p><i>Public health advice on Novel Coronavirus (COVID-19) is also available via the all-Wales Health Protection service on 0300 003 0032 during working hours (and with access via this number to out of hours services)</i></p> <p><i>Guidance for self-isolation can be found on the following weblink:</i></p> <p>https://phw.nhs.wales/topics/latest-information-on-novel-coronavirus-covid-19/self-isolation-advice/</p>	Medium	High			Yes - Resilience: Healthier: Cohesive Communities: Globally Responsible	Medium Based in current Government /Health Board concerns (March 2020)