

Environment PDG Risk Management Report - Appendix 2

Report for 2018-2019

For Environment - Cllr Clive Eginton Portfolio

Filtered by Flag: Include: * CRR 5+ / 15+

For MDDC - Services

Filtered by Performance Status: Exclude Risk Status: Low

Not Including Risk Child Projects records or Mitigating Action records

Key to Performance Status:

Risks: No Data (0+) High (15+) Medium (6+) Low (1+)

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Risk: Corp RA - Recycling Income Reduction in material income levels due to market forces.

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (12)

Current Risk Severity: 4 - High

Current Risk Likelihood: 3 - Medium

Service Manager: Stuart Noyce

Review Note: No further mitigating actions or incidents since the last review.

Risk: H&S RA - Carlu Close Depot Inherent risk at Carlu Close site - highest scoring risk

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (10)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 2 - Low

Service Manager: Stuart Noyce

Review Note: Changes have been made to operations at Carlu Close such as not idling engines inside the building, varying fan use, leaving main doors open to improve ventilation etc. Air Quality testing results prove CO2 readings are at an acceptable level.

Risk: H&S RA - Litter picking Litter picking - Risk of accident/injury from vehicles when working roadside

Effects (Impact/Severity):

Causes (Likelihood):

Service: Grounds Maintenance

Current Status: Medium (10)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 2 - Low

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Service Manager: Darren Beer

Review Note: SSoW/Induction training /PPE - High viz conforming to Class 3 requirements. No working in peak hours 7am -10am & 4pm - 7pm
Operatives to litter pick facing against traffic/Warning beacons on vehicle/Warning signage must be used in correct locations

Risk: H&S RA - Recycling Depot Operatives Risk assessment for role - Highest Risks scored - Vehicle Movements inside Depot/Risk of Fire

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (10)	Current Risk Severity: 5 - Very High	Current Risk Likelihood: 2 - Low
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Service Manager: Stuart Noyce

Review Note: SSoW/designated walkways/PPE/Reversing Assistants/Equipment servicing. Regular alarm testing and equipment checks/flammable materials outside.

Risk: H&S RA - Refuse Driver/Loader Risk Assessment for Role - Highest risk from role RA. - Risk of RTA from severe weather conditions

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (10)	Current Risk Severity: 5 - Very High	Current Risk Likelihood: 2 - Low
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Service Manager: Stuart Noyce

Review Note: SSoW/Training & Instruction/Mobile phones

Risk: H&S RA - Street Cleansing Operative Risk assessment for role - highest risk from role - Risk of accident/injury when working roadside

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (10)	Current Risk Severity: 5 - Very High	Current Risk Likelihood: 2 - Low
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Service Manager: Stuart Noyce

Review Note: Risk assessment for role - highest risk from role - Risk of accident/injury when working roadside. Work is carried out following Chapter 8 Guidance

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Risk: H&S RA - Tractor Operations Tractor with Side Arm Flail Operations (Where applicable this RA is to be used in conjunction with the Working by roadside RA and the Hand Held Hedge Cutter RA)

Effects (Impact/Severity):

Causes (Likelihood):

Service: Grounds Maintenance

Current Status: Medium (10)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 2 - Low

Service Manager: Darren Beer

Review Note: SSOW in place for tractor operations

Risk: H&S RA - Tree Operations including the use of a chainsaw Tree Operations

Effects (Impact/Severity):

Causes (Likelihood):

Service: Grounds Maintenance

Current Status: Medium (12)

Current Risk Severity: 4 - High

Current Risk Likelihood: 3 - Medium

Service Manager: Darren Beer

Review Note: Team no longer complete any work at height.
Team only complete work on small or fallen trees from the ground.

Risk: H&S RA - Use of GM vehicles (inc. loading, tipping, trailers and use of water bowser) Loading vehicles + unloading on site

Effects (Impact/Severity):

Causes (Likelihood):

Service: Grounds Maintenance

Current Status: Medium (10)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 2 - Low

Service Manager: Darren Beer

Review Note: SSOW in place for use of MDDC vehicles

Risk: H&S RA - Working at height Use of Ladders

Effects (Impact/Severity):

Causes (Likelihood):

Service: Grounds Maintenance

Current Status: Medium (12)

Current Risk Severity: 4 - High

Current Risk Likelihood: 3 - Medium

Service Manager: Darren Beer

Review Note: Working at Heights training carried out by staff 15.11.2018
Using a MWEF removed from current practice

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Risk: H&S RA - Working by Roadside Urban/Rural Carrying out activities and tasks by the roadside.

Effects (Impact/Severity):

Causes (Likelihood):

Service: Grounds Maintenance

Current Status: Medium
(10)

Current Risk Severity: 5 - Very
High

Current Risk Likelihood: 2 -
Low

Service Manager: Darren Beer

Review Note: SSOW in place for working by roadside

Risk: H&S RA -Waste Collection - Health and Safety Risk of other vehicle users becoming involved in RTA's

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium
(10)

Current Risk Severity: 5 - Very
High

Current Risk Likelihood: 2 -
Low

Service Manager: Stuart Noyce

Review Note: SSoW/Training and instruction/Accident and incident reporting system/Mobile phone communication

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17:32

Service Risk Report

Report for 2018-2019 Filtered by Service: Governance

Key to Performance Status:

Mitigating Action:

Milestone
MissedBehind
scheduleOn / ahead
of scheduleCompleted
and
evaluatedNo Data
available

Risks:

No Data (0+)

High (15+)

Medium (6+)

Low (1+)

Risk Status	Description	Current Position, Action being taken, and Service Manager
Current Status: High (15) Last Review Date: 11/10/2018	3 Rivers Governance Arrangements Maintaining arms-length status and not falling foul of state aid legislation, successfully countermanding challenge.	Group Manager: Catherine Yandle Mitigating Action:
Current Status: High (16) Last Review Date: 02/11/2018	Contingency - Business Continuity Having an ineffective Business Continuity Plan in place to complement the Emergency Plan, Disaster Recovery Plan and Risk Management Plan leading to service failure and loss in reputation.	Group Manager: Catherine Yandle Mitigating Action: Behind schedule Business Continuity Plan in place
Current Status: Medium (6) Last Review Date: 02/11/2018	Data Quality Mid Devon fails to quality assurance check its data leading to decisions being made with incorrect or inaccurate data	Group Manager: Catherine Yandle Mitigating Action: On / ahead of schedule Data Quality checking Completed and evaluated Data Quality Policy
Current Status: Low (5) Last Review Date: 15/05/2018	Document Retention If documents fail to be retained for the statutory period then we may face financial penalties	Group Manager: Catherine Yandle Mitigating Action: No Data available Document Retention policy in place
Current Status: Medium (9) Last Review Date: 02/11/2018	Equality and Diversity The Council could face legal action through failure to meet equality legislation either as an authority or as a result of action by one its employees/Members.	Group Manager: Catherine Yandle Mitigating Action: Behind schedule Corporate Equality Group Behind schedule Mid Devon Equality Forum Completed and evaluated Single Equality Scheme
	Fraud and Corruption	Group Manager: Catherine Yandle

Risk Status	Description	Current Position, Action being taken, and Service Manager
Current Status: Medium (8) Last Review Date: 02/11/2018	Staff may be prevented from raising their concerns through 'whistleblowing' procedures under the Public Interest Disclosure Act 1988 and the Council may leave itself open to payment of compensation, with no upper limit If the Council fails to have effective systems / policies in place, then fraud / corruption may be more likely to occur	Mitigating Action: <div data-bbox="943 197 1109 309">Completed and evaluated</div> Scrutiny Committee <div data-bbox="943 320 1109 432">Completed and evaluated</div> Strategies and Policies
Current Status: Medium (10) Last Review Date: 06/09/2018	<u>GDPR compliance</u> That the Council cannot demonstrate that we are prepared for GDPR	Group Manager: Catherine Yandle Mitigating Action:
Current Status: Low (4) Last Review Date: 02/11/2018	<u>Governance Arrangements</u> Failure to produce an Annual Governance Statement would result in the Council breaching the Accounts and Audit Regulations 2015	Group Manager: Catherine Yandle Mitigating Action:

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10:38

Service Performance Report

Monthly report for 2018-2019

No headings

Filtered by Service: Governance

Filtered by Performance Status: Exclude PI Status: Data not due, Not calculable

Key to Performance Status:

Performance
Indicators:

No Data

Well below target

Below target

On target

Above target

Well above target

Service Performance Report

Performance Indicators

Status	Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Officer Notes
Below target	<u>Response to FOI Requests (within 20 working days)</u>		100%	97%	98%	98%	98%	98%	97%	97%						(April) 60 replies, 2 late (CY), (May) 68 replies, 1 late (CY), (June) 61 replies 1 partial reply (CY), (July) 73 replies, 2 late (CY), (August) 68 replies, 3 late (CY), (September) 63 replies, 3 late (CY), (October) 51 replies 3 late (CY)

Management Notes:

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