

This risk has now been populated into SPAR.net. Any changes or amendments will need to be made on the live system. Please liaise with Eve or Melissa.

Tick type of risk:

| | |
|-----------|---|
| Strategic | ✓ |
| Corporate | |
| Service | |

Risk Form

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| Service Name | Public Health | Date: 29/11/22 |
| Risk Accountable Officer | Lincoln Sargeant | Risk Completion Officer Julia Chisnell |
| Title of Risk | Pandemic or high impact outbreak of infectious disease (ST06) | |
| Description <i>A summary in a few sentences providing the context, setting and background for the risk.</i> | New variant of COVID or any other new infection with no or limited population immunity or available control measures. The council's response to implementing UKHSA led actions within our area. | |
| Risk Cause <i>What are the causes of the risk?</i> | Worldwide changes to climate, movement of people, poor environment and overcrowding. Accidental or deliberate release of a novel pathogen. With modern social living patterns, health related pathogens are more likely to be encountered and spread globally rapidly. Lack of immunity to specific diseases in the general population. | |
| Risk Event <i>What's the likely event if this occurs?</i> | Operationalisation of extended major incident response. Disruption of daily life and knock on effects to the services the council needs to deliver, the way we deliver them, and wider impacts on our strategic business and economy. | |
| Risk Impact <i>What would be the impact on our business objectives if the risk occurs?</i> | Reduction in capacity for normal business whilst response in place. Unable to deliver services or need to re-shape or prioritise the services that are delivered, poor health outcomes relating to delayed or suspended services being provided, increase in illness and deaths of residents, decline in economy. | |

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| Impact What would the impact be if the risk occurs | Probability of the risk occurring before you take any actions to reduce the risk |
| 1=Insignificant | 1=Rare |
| 2=Minor | 2=Unlikely |
| 3=Moderate | 3=Possible |
| 4=Major | 4=Likely |
| 5=Critical | 5=Almost Certain |

| | | Probability | | | | |
|--------|-------------------|-------------|--------------|--------------|------------|--------------------|
| | | Rare (1) | Unlikely (2) | Possible (3) | Likely (4) | Almost Certain (5) |
| Impact | Critical (5) | 5 | 10 | 15 | 20 | 25 |
| | Major (4) | 4 | 8 | 12 | 16 | 20 |
| | Moderate (3) | 3 | 6 | 9 | 12 | 15 |
| | Minor (2) | 2 | 4 | 6 | 8 | 10 |
| | Insignificant (1) | 1 | 2 | 3 | 4 | 5 |

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| Risk Score before taking action to reduce the risk, set the unmitigated risk score | Unmitigated Impact (1-5) 4 | Unmitigated Probability (1-5) 4 | Unmitigated Score 16 |
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| Mitigations | | |
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| <i>These are the actions that reduce impact if the risk should occur or reduce the probability of it occurring</i> | | |
| Mitigation Title <i>Short & descriptive</i> | Mitigation Description <i>Details of the action written as a sentence</i> | Responsible Person |
| <i>Generic incident response and recovery plan</i> | Ensure the Council has an up to date Incident Response and Recovery Plan which includes notification of an emergency, gathering information, assessment of risk and impacts, activation of plans and incident management structures to coordinate the council's response to the pandemic e.g Incident Management Team | Tara Harris |
| <i>Business Continuity Plans</i> | Ensure the Council has up to date and tested Business Continuity Plans to mitigate disruption to essential services due to absenteeism, potential impacts of non-pharmaceutical interventions (e.g lockdown, social distancing etc), disruption to supply chains. Staff may also need to be reallocated in order to deliver pandemic response functions e.g PPE Hub, Testing Sites, Vaccination / Treatment Centres etc) | Tara Harris |
| <i>Pandemic Resilience Plan</i> | Ensure the council has an up to date Pandemic or High Impact Outbreak of Infectious Disease Resilience Plan (suite of documents) in place. This covers response to the health and care, social, educational and business impacts of the pandemic and is agreed with key partners and reviewed annually or where there is a need to do so beforehand. | Julia Chisnell |
| <i>Adult social care resilience</i> | Seek assurance that business continuity plans are in place for pandemic or high impact outbreak of infectious disease response in social care settings during a pandemic. | Jo Williams |
| <i>Education</i> | Seek assurance that schools, early years and associated settings (e.g school transport) have good infection prevention procedures in place, are aware of action they need to take in the event of a pandemic or high impact outbreak of infectious disease and have incorporated these into business continuity arrangements. | Rachael Williams |
| <i>Management of Excess Deaths</i> | Ensure that local arrangements are in place for managing excess deaths. This includes a multi-agency Excess Deaths Management Team (Torbay) and a Temporary Storage Unit Plan (Torbay and/or LRF) | Matthew Fairclough-Kay |
| <i>Maintain Strategic Emergency Planning Partnerships</i> | Ensure key officers are participating in the Local Resilience Forum, Local Health Resilience Partnership and Excess Deaths Management Team. | Lincoln Sargeant and Matt Fairclough-Kay |
| <i>Maintain Community infrastructure (relationships with 3rd sector)</i> | Maintain regular contact and support community initiatives in the third sector that support the council to identify the socioeconomic impacts of the a pandemic or high impact outbreak of infectious disease and deliver services to the most vulnerable. | Jo Williams |
| <i>Maintain safe operation of key sectors through relationships and advice</i> | Provide advice and guidance, training and support as needed to key providers such as care homes, education settings, homeless hostel, local business sectors, hospitality and transport providers. | Julia Chisnell |
| <i>Supporting the workforce to maintain business</i> | Facilitate staff to work in different ways in rapidly changing circumstances e.g. flexible working, safe working practices (health and safety), redistribution of staff and assets. Recruitment/Resourcing to ensure capability within the workforce to respond needs of the business. | Sue Wiltshire |

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| <i>Public Health, health protection expertise resilience within the workforce</i> | Ensure that the council has specific job roles to ensure we have the correct skills knowledge and expertise to respond to a pandemic or high impact outbreak of infectious disease . | Lincoln Sargeant | |
| <i>Stepping up resources when needed</i> | Ensure there is sufficient resource to respond to the pandemic or high impact outbreak of infectious disease e.g. additional finance and other resources. Work in collaboration with finance and HR colleagues to enable rapid increase in capacity where required. | Anne-Marie Bond | |
| <i>Staff training</i> | Skill up members of the workforce who could be seconded to support the health protection response should a pandemic or high impact outbreak of infectious disease occur. | Julia Chisnell | |
| <i>Maintain access to PPE for staff for whom Council is responsible</i> | Ensure the council has arrangements in place to procure, stockpile and distribute personal protective equipment and other consumables for frontline staff in a timely manner. | Tara Harris | |
| <i>Communication and Engagement</i> | Ensure there is a communication and engagement plan in place covering: <ul style="list-style-type: none"> • How we communicate to the wider community accurate information about the risks and response • How we step up community stakeholder networks to hear and respond to concerns and promote healthy behaviours | Julia Chisnell | |
| <i>Enforcement</i> | Implement relevant enforcement regulations. | Tara Harris | |
| <i>Supporting partners to deliver mass intervention</i> | Providing council assets and suitable locations to support our health partners especially, to deliver mass interventions e.g. testing and vaccination / treatment centres. | Alan Denby | |
| Current Risk Review Score | Mitigated Impact (1-5) 3 | Mitigated Probability (1-5) 4 | Current Mitigated Score 12 |

The mitigated score for this risk was lifted from 12 to 16 between drafting this risk form and reviewing it on SPAR.net.