

Emergency Planning Shared Service Joint Committee – Rotherham and Sheffield

Wednesday 25 October 2017

Governance

1. Purpose of paper:

To provide Joint Committee members with an update and overview as to the current governance position, and priorities for the remainder to the year.

2. Background information:

2.1 Business Plan and Team Action Plan

The Emergency Planning Shared Service Business Plan has been updated and utilised within Service to continue to focus outputs towards ensuring the needs of the Civil Contingencies Act are being met, along with the wider resilience demands as identified through external influences such as the National Resilience Capabilities Programme and South Yorkshire Local Resilience Forum and key internal drivers. This is attached at appendix A. This highlights, key priorities for 2017 – 19, and is supported through a detailed Team Action Plan. The Team Action Plan being subject to change to absorb annual changes in priorities or focused tasks.

2.2 Key Performance Indicators

The shared service continue to monitor indicators of performance within the unit, these have encompassed:

KPI	Rotherham MBC deliverables	Sheffield CC deliverables
Delivering an annual corporate exercise and six training sessions (per authority) within the year	Below Target: Although a number of training and “mini” exercise sessions have been delivered, and others planned. A corporate exercise is still to be delivered this financial year.	On Target – Corporate exercise delivered March 2017, supported by in excess of six training sessions.
Six Monthly dissemination of corporate emergency response and recovery generic contacts directory within each authority	A scheduled version disseminated in April 2107; on target to share the next scheduled version in October 2017.	On Target – Disseminated January 2017 and July 2017. Next edition due to be disseminated January 2108.

3. Recommendations:

3.1 The contents of the briefing paper be noted