

RISK MANAGEMENT STEERING GROUP

Minutes of Meeting held on

Tuesday, 26th January 2021

Via Microsoft Teams

Members Present:			
Helen Pugh (Chair)	Corporate Services	Corporate Services Risk Champion	HLP
Cllr David Jenkins	Executive Board Member (Corporate Services)	Executive Board Risk Champion	DJ
Stephen G Pilliner	Environment	Chair of Transport Risks Working Group	SGP
Jackie Bergiers	Chief Executive's	Lead Business Partner (H&S)	JB
Sue P John	Education & Children	School Organisation & Admissions Manager	SPJ
Richard Davies	Communities	Communities (Social Care) Risk Champion	RD
Julie Standeven	Corporate Services	Principal Risk Officer	JS
Kelvin Howell	Environment	Building Manager (Minor Works)	KH
Dylan W Jones	Corporate Services	Principal Risk Officer	DWJ
Mags Pullen	Communities	Commercial and Facilities Manager	MP
Mark Stephens	Marsh UK Ltd		MS

Item No	Subject	Action
1.	Apologies Jonathan Fearn–Chair of Property & Liability Risks Working Group Richard Stradling – Communities (Leisure) Risk Champion Alan Howells – Environment Risk Champion Simon Davies – Education & Children's Risk Champion Heidi Font – Chief Executive's Risk Champion	
2.	Minutes of Last Meeting The Minutes of the Risk Management Steering Group Meeting held on Friday, 6 th November 2020 via Teams, were confirmed as a true record.	
2.1	Matters arising from Risk Management Steering Group Minutes.	
2.1.1	Alarm Receiving Centre Risk Management and Property Services discussions are ongoing. Update to be provided at next meeting.	JS

2.1.2	Water Safety Equipment Progress delayed by Covid-19. Update to be provided at next meeting.	JB
2.1.3	Loss Prevention Property Surveys Virtual meeting with the Authority's Property Insurers to discuss the requirements arising from the loss prevention surveys held on 20 th January 2021 and action plan agreed. Update to be provided at next meeting.	JS
3	Minutes of Property & Liability Risks Working Group Meeting – 20th January 2021 The Minutes were noted.	
3.1	Matters arising from Property & Liability Risks Working Group Minutes	
3.1.1	Property Claims Meeting to be arranged between CCC technical officers and property claims loss adjusters to clarify aspects of claims settlements.	JS
4.	Minutes of Contingency Planning Working Group Meeting – 8th January 2021 The Minutes were noted.	
4.1	Matters arising from Contingency Planning Working Group Minutes	
4.1.1	Corporate Risk Register / Covid19 Risk Register HLP advised that Corporate Management Team had resolved to incorporate the Covid-19 risks as part of the Corporate Risk Register. The Corporate Risk Register will be reviewed by CMT every 2 months and by Audit Committee every 6 months.	
5.	Minutes of Transport Risks Working Group – 25th January 2021 Verbal report provided by SGP.	
5.1	Matters arising from Transport Risks Working Group	
5.1.1	Zurich Municipal Motor Vehicle Grading Report JS advised that the Motor Risk Grading Review of the Authority's fleet risk management arrangements was ongoing. Update to be provided at next meeting.	JS
6.	Review of RM Bid 368 – Lone Working GPS / Man-Down System This was a departmental initiative, supported by the Steering Group, to purchase a system for use by the Country Parks Ranger Team. MP provided a presentation to the Group confirming <ul style="list-style-type: none"> • the successful implementation of the system • improved communications • positive feedback from the Ranger Team 	
7.	Wales Audit Office – Review of Risk Management Arrangements HLP advised that actions to address the proposals for improvement identified by Wales Audit Office are progressing. Detailed progress report to be provided at next meeting.	DWJ/JS
8.	BREXIT HLP advised that as the transition period after Brexit comes to an end, the Dyfed Powys Local Resilience Forum Brexit Group has recommenced.	

9.	Ash Die Back SGP advised that delivery of the Authority's Ash Die Back project continued to make good progress.	
10.	Bids for Financial Assistance	
10.1	ENV – Driver Assessment / Training This bid related to the provision of driver training. It was agreed that the Corporate bid (i.e. 100% of the estimated cost) be approved.	
10.2	E&C – Ysgol Glan Y Môr This Departmental bid related to the installation of security improvements at Ysgol Glan Y Môr. It was agreed that the Departmental bid (i.e. 50% of the estimated cost) be approved.	
11.	Any Other Business None	
12.	Next Meeting April 2021 via Microsoft Teams – exact date to be advised	