Emergency Management Assurance

When completing, under the relevant category, insert a separate line for each service, change or new process rather than providing an overall management assurance of your Portfolio

#	CATEGORY	ASSURANCE REQUIRED	Service	What are you trying to achieve? OR What changes have you made?	Who approved these actions or changes?	How were these actions or changes approved ? (decision log / verbal / email)	Are the risks logged and mitigated?	Are you achieving what you hoped to achieved?	When will this be reviewed?	Have people been authorised to exercise the new duties	Have people been trained to carry out the new duties	Managements RAG Rating on confidence, resources, resilience and understanding	Completed By
1	Existing services that are operating "normally";	Assume everything is ok unless the Chief Officer/Service Manager requests assistance							Insert date				
2	Existing non essential services have ceased.	High level assessment of any risk(s) created by service withdrawal											
3	Existing essential services have reduced.	High level assessment of any risk(s) created by service withdrawal											
4	Where operating procedures have been changed in existing services in response to social distancing, the travel ban etc;	A high level assessment of any risk(s) created by the changes											
5	New services we have chosen to put in place.	A high level assessment of the risks of the new service											
6	Service changes or new duties under the Coronavirus Act 2020	A high level assessment of whether these have been fully understood, scoped and assurance that action plans have been drawn up and are being implemented											

#	CATEGORY	ASSURANCE REQUIRED	Service	What problems could the powers alleviate?	Are people authorised to use the powers?	Are people trained to use the powers	What risks are associated with the new powers?	Is there a process or action plan for using the powers?	RAG Rating on confidence, resources, resilience and understanding	Completed By
7	The new powers that we have been granted under the Coronavirus Act 2020	A high level assessment of whether the powers have been understood and an assessment made of when/if they might help to resolve problems we are facing								