

**PRIORITY ACTIVITIES IN THE EVENT OF AN EMERGENCY**

<b>SERVICE</b>	<b>ACTIVITY</b>
<b>ENVIRONMENTAL SERVICES</b>	
<b>Bereavement Services</b>	<ul style="list-style-type: none"> <li>• Burials and Cremations</li> </ul>
<b>Grounds and Cleansing</b>	<ul style="list-style-type: none"> <li>• Removal of dangerous/fallen trees</li> <li>• Collection of hypodermics and dead animals</li> </ul>
<b>Highways</b>	<ul style="list-style-type: none"> <li>• Emergencies Out of Hours/RTC/Spillage/Flood</li> <li>• Emergencies In Hours/RTC/Spillage/Flood</li> <li>• Highways Maintenance</li> <li>• Winter Services (Highways)</li> </ul>
<b>Waste and Recycling</b>	<ul style="list-style-type: none"> <li>• Waste Collection</li> </ul>
<b>SAFER AND STRONGER COMMUNITIES</b>	
<b>Emergency Planning</b>	<ul style="list-style-type: none"> <li>• Emergency Civil Protection Response</li> </ul>
<b>Environmental Health</b>	<ul style="list-style-type: none"> <li>• Environmental Health – maintain services based on existing risk assessed approach, eg. Rats in domestic premises, public health pests, communicable diseases, etc.</li> </ul>
<b>PLANNING AND POLICY</b>	
<b>Building Control</b>	<ul style="list-style-type: none"> <li>• Response to reports relating to Dangerous Structures</li> </ul>
<b>Housing Strategy</b>	<ul style="list-style-type: none"> <li>• Homelessness/emergency housing</li> <li>• Emergency enforcement action</li> <li>• Allocations – Cheshire Homechoice</li> </ul>

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<b>SERVICE</b>	<b>ACTIVITY</b>
<b>REGENERATION</b>	
<b>Tatton Park</b> <b>Highways and Transportation</b>	<ul style="list-style-type: none"> <li>• Animal welfare</li> <li>• Transportation services, particularly for vulnerable users</li> </ul>
<b>CHILDREN AND FAMILIES</b>	
	<ul style="list-style-type: none"> <li>• Residential care for vulnerable children and young people</li> <li>• Emergency foster care</li> <li>• Payments to foster carers, adopters and care leavers</li> <li>• Child protection services</li> <li>• New referrals to Children's Social Care</li> <li>• Youth offending team – urgent support for young offenders</li> <li>• Critical incident support team for schools</li> </ul>
<b>ADULT SERVICES</b>	
	<ul style="list-style-type: none"> <li>• Essential care for high priority service users already in receipt of domiciliary and residential services needs</li> <li>• Assessment of priority one referrals in order to identify critical needs and risks</li> <li>• Essential care for people living alone and/or isolated with critical needs</li> <li>• Essential care for people with significant mental health needs, including dementia related conditions, experiencing sudden deterioration or instability and not in need of hospital admission</li> <li>• Essential care for people with complex physical care needs experiencing sudden deterioration or instability, not eligible for Rapid Response services and not in need of hospital admission.</li> <li>• Essential care for people in supported care settings such as ALD network accommodation.</li> <li>• Carer breakdown (with no alternative identifiable support).</li> </ul>

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SERVICE	ACTIVITY
	<ul style="list-style-type: none"> <li>Adult safeguarding.</li> <li>Responsibilities under the Mental Health Act.</li> </ul>
<b>POLICY AND PERFORMANCE</b>	
<p><b>Customer Services</b></p> <p><b>Communications</b></p>	<ul style="list-style-type: none"> <li>Website – provision of emergency public communications, latest news and numbers for self-delivery options</li> <li>Contact Centre – first line of contact for telephone enquiries for a range of council services.</li> <li>Media relations/crisis media management (including contribution to the Emergency Plan at local and sub-regional level)</li> <li>Services Communications – particularly public health issues</li> </ul>
<b>LEGAL AND DEMOCRATIC SERVICES</b>	
	<ul style="list-style-type: none"> <li>Registration of deaths</li> <li>Registration of still births</li> <li>Marriage and Civil Partnership ceremonies</li> <li>Conduct of elections</li> <li>Emergency legal advice and support to departments</li> <li>Emergency childcare work</li> <li>Maintaining public access to agendas, reports and minutes for decision making.</li> <li>Ensuring that legislation is complied with in respect of decision making.</li> </ul>
<b>HR AND OD</b>	
	<ul style="list-style-type: none"> <li>Provision of health and safety advice and guidance re potential risks and hazards to service users, staff and members of the public.</li> </ul>

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	<ul style="list-style-type: none"> <li>• RIDDOR – reporting of accidents – reporting time frame varies between 24 hours and 10 days (depending upon severity of incident and injuries)</li> <li>• Provision of critical HR advice</li> <li>• Provision of occupational health advice</li> <li>• Processing of pay</li> </ul>
<b>TREASURY AND ASSETS</b>	
<b>Assets</b>  <b>ICT</b>  <b>Finance</b>	<ul style="list-style-type: none"> <li>• Facilities management helpdesk</li> <li>• Emergency building management</li> <li>• Provide and maintain ICT infrastructure – systems, servicers, desktops, laptops, printers, etc.</li> <li>• Provide and maintain technological infrastructure to support telephones</li> <li>• Operational running and maintenance of applications</li> <li>• Provide support to users (e.g. Help Desk)</li> <li>• Staffing to provide critical system developments in time to meet legislative deadlines</li> <li>• Processing of benefits and other personal transfer payments, e.g. foster care allowances, direct client payments, care leaver allowances</li> <li>• Treasury/cash flow management</li> <li>• Income Collection</li> </ul>