

North East Derbyshire District Council

Cabinet

8 July 2015

Update on Emergency Planning

Report No GBXR/05/15-16/PH of Councillor G Baxter MBE, Leader and Portfolio Holder with Responsibility for Building a Better Council

This report is public

Purpose of the Report

- To update North East Derbyshire District Council Cabinet on emergency planning during 2014/15.

1 Report Details

- 1.1 The Civil Contingencies Act 2004 places duties and responsibilities on Local Authorities. Local Authorities are defined as a Category 1 responder within the Act. Therefore Emergency Planning is a statutory function. North East Derbyshire District Council has agreed a Service Level Agreement (SLA) with Derbyshire County Council's Emergency Planning Division to provide support for the emergency planning service on behalf of the District.
- 1.2 The Strategic Alliance Emergency Plan was fully reviewed in August 2014 and re-issued, followed by an interim update in February 2015. The next full review will be August 2015 following the relocation of the NEDDC offices from Saltergate to Mill Lane, Wingerworth.
- 1.3 Elected members briefing on Emergency Planning took place at NEDDC in December 2014, and the Elected Members Emergency Plan was issued in February 2015. Briefings will take place to NEDDC Council in September 2015.
- 1.4 The Joint Emergency Services Major Incident Procedures (JESMIP) have been replaced nationally by the Joint Emergency Services Interoperability Principles (JESIP) and a new multi-agency training programme is being introduced for Derbyshire. A JESIP exercise for North East Derbyshire District council will take place later in the year, and will be a joint exercise with Bolsover District council and Chesterfield Borough council. This will be split into two parts during the day, a multi-agency response to an emergency and the second half of the exercise will cover the local authority recovery aspect of an emergency.

- 1.5 The Strategic Alliance Business Continuity Plan was reviewed and amended in October 2014 and will be updated in October 2015 following the relocation of the NEDDC offices from Saltergate to Mill Lane, Wingerworth.
- 1.6 The District/Borough Emergency Planning Officers all attended a week long qualification course regarding business continuity. Following this a new business continuity plan template is being prepared which will conform to ISO 22301:2012. This will be ready to use by the end of September 2015 and the existing business continuity plan will be transferred into the new format during the October annual review. Once the new template is in place there will be a programme to reconsider the priority functions and also produce business impact assessments for each function.
- 1.7 Business Continuity Awareness week took place between 16-20 March 2015 this was organised by the Business Continuity Institute. The theme for the week was testing and exercising of business continuity plans. During the week an article was published on the council's intranet and daily emails were circulated to business continuity plan holders giving a different thought for the day and asking them to consider any issues that could arise for their service area.
- 1.8 The next business continuity exercise will take the form of a training session and a combined small desktop exercise covering four different scenarios for discussion. This will take place late 2015.
- 1.9 The way we assess events has changed. Each event is assessed on a number of factors, including the nature of the event, venue, expected numbers and audience profile. Consideration is also given to stewarding, first aid provision, previous history of the event and any additional hazards. Multi-agency event plans are now only produced for those events with the highest risks associated with it. None of the current events in North East Derbyshire meet the criteria for a plan, but are dealt with at the local level and/or are required to attend a Derbyshire Events Safety Advisory Group meeting. Extensive guidance for event organisers can be found on the Derbyshire Prepared website.
- 1.10 Under the Service Level Agreement in place with the district councils the County Council's Emergency Planning Service prepares and maintains emergency plans for specific risks in the County e.g. Flooding, Tunnels, Hazardous Sites, CBRN (Chemical, Biological, Radiological and Nuclear), Animal Disease, Fuel, Pandemic Flu, Pipelines, Reservoirs and plans specific to locations e.g. prisons, football grounds. It also ensures that Plans are in place to take account of Vulnerable People, Command and Control, Resilient Communications, Humanitarian Assistance, Warning and Informing and Elected Members. The Team produce new plans when hazards have been identified through the annual review of risks and to take account of new risks added to the Community Risk Register.
- 1.11 The 2014 review of the Community Risk Register identifies two very high risks: local fluvial flooding and influenza pandemic; and seven high risks, 42 medium risks and nine low risks. From this a local resilience planning assumptions document is being produced to provide a basis to take forward the development of a local resilience capability work programme.

- 1.12 The National Capabilities Survey took place during 2014 and the results were published in December. A report will be by the cabinet Office giving an overview of the key findings. The results can be compared against similar LRF areas to identify good practice and identify any gaps in planning.
- 1.13 Two new publications have been produced during 2014/15. Both are available from the Derbyshire Prepared web site

The Derbyshire LRF's Major Incident Procedures is the first edition adopting JESIP, and acts as an essential guide to interoperability for all those responsible for co-ordinating a multi-agency response at or close to the scene of a major incident. This replaces JESMIP and will be used for future multi-agency table top exercises. The Management of Major Incidents Handbook is also being rewritten and will be made available during 2015.

The Community Risk Register 2015/16 'What you need to know and how you can prepare for emergencies' is designed to inform communities about the risk of large scale emergencies that could occur where people live or work or could even be affecting the whole county. It highlights what can be done to be better prepared at home or work or in the community. This initiative is to help promote community resilience across the County.

- 1.14 ResilienceDirect, the new extranet provided by the Cabinet Office is now up and running and is being used by the Derbyshire LRF to store and distribute emergency plans. ResilienceDirect is secure up to Official-Sensitive level. An area is available for Bolsover and North East Derbyshire District, which could be used in the future as a backup to existing electronic storage or on flash drives.

2 Conclusions and Reasons for Recommendation

- 2.1 Members are asked to note the work undertaken on emergency planning during 2014/15.

3 Consultation and Equality Impact

- 3.1 N/A.

4 Alternative Options and Reasons for Rejection

- 4.1 N/A.

5 Implications

5.1 Finance and Risk Implications

Government funding for Emergency Planning is issued to the Council under the Rate Support Grant (RSG). £14,140 is paid annually to Derbyshire County Council under the terms of the SLA. £1,000 is also paid as an annual contribution towards the LRF secretariat. This SLA runs until 31 March 2016. There is currently negotiation with the CEO to extend the SLA for a further 3 years from April 2016.

5.2 Legal Implications including Data Protection

5.2.1 N/A.

5.3 Human Resources Implications

5.3.1 N/A.

6 Recommendations

6.1 That Members note the work undertaken on emergency planning during 2014/15.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
District Wards Affected	
Links to Corporate Plan priorities or Policy Framework	

8 Document Information

Appendix No	Title
N/A	N/A
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Report Author	Contact Number
Paul Hackett Executive Director – Transformation	(01246) 217543