

EMERGENCY PLANNING JOINT COMMITTEE

AGENDA

WEDNESDAY 10TH MAY 2006

AT 10.00am

AT THE EMERGENCY PLANNING UNIT,
MIDDLESBROUGH FIRE STATION,
PARK ROAD SOUTH MIDDLESBROUGH

MEMBERS: EMERGENCY PLANNING JOINT COMMITTEE:-

Hartlepool Borough Council:-

The Mayor, Stuart Drummond

Middlesbrough Borough Council:-

Councillors B Coppinger

Stockton Borough Council:-

Councillors D Coleman

Redcar and Cleveland Borough Council:-

Councillors E Empson

1. APPOINTMENT OF CHAIRMAN

2. APOLOGIES FOR ABSENCE

3. MINUTES

- 3.1 To receive the minutes of the meeting held on 6th December 2005 (*attached*)

4. **ITEMS FOR DECISION / INFORMATION**

- 4.1 Emergency Planning Annual Plan – *Chief Emergency Planning Officer*
- 4.2 Review of the 2005-06 Performance Indicators – *Chief Emergency Planning Officer*
- 4.3 Multi-Agency Exercise Calendar – *Chief Emergency Planning Officer*
- 4.4 Community Risk Register – *Chief Emergency Planning Officer*
- 4.5 Family Assistance Centres – *Chief Emergency Planning Officer*
- 4.6 Mass Fatalities – Central Assistance – *Chief Emergency Planning Officer*
- 4.7 National Capabilities Survey 2006 – *Chief Emergency Planning Officer*
- 4.8 Emergency Planning Unit Website – *Chief Emergency Planning Officer*
- 4.9 Reported Incidents / Cleveland Communications Strategy – *Chief Emergency Planning Officer*

EMERGENCY PLANNING JOINT COMMITTEE

MINUTES AND DECISION RECORD

6th December, 2005

Present:

Councillor David Coleman, Stockton-on-Tees Borough Council (In the Chair)

The Mayor, Stuart Drummond, Hartlepool Borough Council

Councillor Barry Coppinger, Middlesbrough Borough Council

Councillor Eric Empson, Redcar and Cleveland Borough Council

Officers: Denis Hampson, Chief Emergency Planning Officer
Joan Wilkins, Principal Democratic Services Officer, Hartlepool
Borough Council

12. Apologies for Absence

None.

13. Declarations of interest by members

None.

14. Confirmation of the minutes of the meeting held on 25th August 2005.

The minutes were confirmed.

15. Progress on Performance Indicators (*Chief Emergency Planning Officer*)

Purpose of report

To outline progress being made on achieving the performance indicators set down in the 2005/06 Annual Plan of the Cleveland Emergency Planning Unit.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer reported that the number of performance indicators had been increased from 17 to 20 for 2005/2006.

And that of these 15 were currently on target. The remaining five were being worked upon and Members advised that there was every possibility that they would be achieved. A tabular breakdown of each of the indicators was appended to the report and emphasis placed upon the commitment of staff to the achievement of indicators.

During the course of discussions on the matter Members queried how many hits the website had received and were advised that that over the last 12 months 1000 had been made with tow feedback forms submitted each of which requested that an Emergency Planning representative to speak to their organisation. Attention was also drawn to:

- **Indicator no. 8** (Rest Centre procedures and exercises) which was a recurring problem, with difficulties experienced in getting Social Services Staff to participate in exercises.

Attention was drawn to the recent Middlesbrough gas leak and the Chief Emergency Planning Officer detailed the events leading up to the gas leak and the subsequent evacuation of residents to the Newport Neighbourhood Centre. Whilst it was noted that arrangements to deal with the incident had gone well concerns were reiterated in terms of getting people to participate in exercises and the value identified in the report following the London bombings of clear plans and exercises/practice to speed up responses.

Members agreed that there was a need to increase pressure on people and organisations to take part in planning and exercise process to ensure that incidents are dealt with smoothly and quickly. It was suggested that an e-mail encouraging participation should be sent from each of the authorities.

- **Indicator no.16** (Training of Local Authority Staff). The Chief Emergency Planning Officer highlighted problems in getting people to the Emergency Planning College to attend courses, which in the main lasted for 3 days upwards. The issue had been raised with the College and efforts were being made to get more staff to do things in-house with the possibility of replicating College courses in shorter chunks.

Decision

The report was noted.

16. London Bombings – 7th July 2005 (*Chief Emergency Planning Officer*)

Purpose of report

The Chief Emergency Planning Officer updated Members on attendance at

a conference in London to examine the lessons learned from the 7th July 2005 bombings.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer updated Members on attendance at a conference in London to examine the lessons learned from the 7th July 2005 bombings. Consideration was given to each of the lessons and Members advised that Cleveland already had:

- Efficient inter-agency work and relationships.
- A good command and control structure.
- Pre-identified staff to respond to incidents who understand their roles and responsibilities.
- Response time, although it was recognised that roads did become 'snarled' up and that the road infrastructure had problems dealing with day to day traffic accidents. It was suggested that congestion created by traffic accidents could be used as a means of practising how traffic jams could be dealt with in the event of major incidents. It was also suggested that the way in which traffic information is broadcast should be looked at to enable drivers to avoid areas of congestion.

In view of these suggestions the Chief Emergency Planning Officer indicated that he would put forward a proposal for an exercise to see how traffic problems could be dealt with.

- In relation to the problems experienced with mobile phones during the London bombings it was noted that texts and pagers had continued to work. In view of the need to reduce local authority reliance on mobile phones during incidents the Chief Emergency Planning Officer indicated that work was ongoing regarding the possibility of reinstating the use of pagers instead, or in addition to, mobile phones. Attention was also drawn to the ability during incidents to utilise 6 police airwaves and the intention to purchase two intrinsically safe airwave sets (safe in chemical plants, etc.) to be kept by Emergency Planning and 'piggy backed' on the police licence.

As a follow on from this, Members queried if it would be possible for other agencies to also link into the police network to facilitate communication. It was highlighted that these networks were very expensive and that this was why the decision had been made to buy only two safe airwaves sets and borrow 6 airwaves. Members acknowledged the reasoning behind the course of action chosen, however, there was a view that if the use of police airwaves was the way forward then the issue, including the possibility of a single licence for the local authority, needed to be explored further.

- In relation to the transmission of information to the public and businesses during incidents it was noted that the system had failed during the London bombings. Emphasis was placed upon the importance of tapping into the use of the 'ticker-tape' message on the television to include useful information.
- In relation to the need for a co-ordinated media strategy it was noted that British Telecom had been contacted regarding the provision of phone lines. British Telecom had a designated emergency trailer, a mini exchange and the capacity to put in additional lines anywhere for temporary periods.

Concern was expressed that during emergencies local authorities had to stop doing usual tasks and as such emergency lines tended to become blocked with complaints regarding services issues. The Chief Emergency Planning Officers advised Members that procedures were in place for the creation of information lines during emergencies with staff identified in authority to cover them. The message that these lines were not for operational complaints would be relayed through the Communication Strategy; however, it couldn't be avoided that some people just wouldn't listen.

As a means of addressing this Members suggested the provision of two or three lines to prevent the system becoming clogged up with complaints. It was, however, highlighted that there was no system available that could cope with the possible number of calls resulting from an incident, for example during the London bombings 750,000 calls were made to the information line in the first 24 hours. As such this would always be an issue.

- In relation to staffing numbers during incidents an assurance was given that in Cleveland consideration was given to how long incidents were likely to go on and staff rotated to help address the issue of tiredness.
- In relation to access procedures the Chief Emergency Planning Officer confirmed that problems had been experienced and relayed a recent incident in Hartlepool where Environment Agency and local authority staff were turned away by police. Whilst a list of staff had been provided for the police it appeared that there was an operational issue for them in the transmission of this information to their officers on the ground. Emphasis was also placed upon the need for police training and the problems being experienced with this.
- In relation to information vacuum experienced in London, Members were advised that work was ongoing in Cleveland regarding this with emphasis on the importance of the emergency services and the local authority being in control.

Decision

- i) The report was noted.
- ii) That a proposal be put forward for an exercise to see how traffic problems could be dealt with.
- iii) That the use of police airwaves as outlined above, including the possibility of a single licence for the local authority, be explored further.

17. Community Risk Register (*Chief Emergency Planning Officer and Chief Financial Officer*)

Purpose of report

To outline progress made to meet the requirements of the Civil Contingencies Act 2004 (CCA) in relation to the production and implementation of a Community Risk Register.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer reported that as part of the Civil Contingencies Act 2004 all Category 1 responders were required to co-operate with each other in the production and maintenance of a register of the risk assessments carried out by each of them. This would be known as the "Community Risk Register" (CRR).

The Risk Assessment Working Group (RAWG), headed by the Cleveland Assistant Emergency Planning Officer, was formed to complete these assessments and a computer model developed to enable all Emergency Planners and Category 1 responders to request specific information on any aspect of the CRR. Over 60 hazards had been identified and as of November 2005 more than 40 initial assessments had been prepared with the rest expected to be completed and fed into the computer by the end of 2005.

It was anticipated that the CRR would be ready for publication by January 2006, earlier than originally expected, and was to be placed on the Cleveland Emergency Planning Unit website with hyperlinks from each local authority website. The Chief Emergency Planning Officer circulated a sample of the risk register and indicated that the full assessment would be brought back to the next meeting for Members consideration.

Decision

The report was noted.

18. Information to the Public – Z Cards (*Chief Emergency Planning Officer*)

Purpose of report

To report details of ongoing work to produce an information leaflet for the public using a Z card process as part of the requirements of the Civil Contingencies Act 2004 in relation to “communicating with the public”.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer reported that as part of the Civil Contingencies Act 2004 all Category 1 responders were required to warn the public and provide information and advice in the event of an emergency. As part of this it was agreed by the Cleveland Media Emergency Forum to produce an information and general guidance leaflet using the Z card format. A proof document of the proposed card was circulated.

Detailed information on the proposed distribution of the card and the estimated costs involved. In view of concerns expressed regarding possible costs it was felt that other options needed to be looked into, including the possibility of its circulation with Council Tax bills.

Decision

The report was noted.

19. Pandemic Flu (*Chief Emergency Planning Officer*)

Purpose of report

To inform the Committee of the threat of pandemic flu and the work being undertaken in respect of this.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer indicated that the threat of pandemic flu was recognised as a serious risk and that many experts believed that an outbreak was inevitable, with a massive impact upon human health, local authorities, industry and commerce. Details were given of the important features of a worldwide flu pandemic and attention drawn to the information and guidance documents being drawn up by the Emergency Planning Unit to assist Local Authorities with their business continuity planning.

It was highlighted that Emergency Planners were recommending that management and control of the risk be undertaken through traffic light-style alert levels, details of which were outlined in the report. Attention was also drawn to the role of Media and Public Relations Departments in providing advice to the general public and staff and the communications strategy, the details of which were to be discussed at the next meeting of the Cleveland Media Emergency Forum.

In response to a query regarding treatment, Members were advised that 'Tamiflu' was not effective until the patient had flu and that normal paracetamol had some limited effect. There was at this time no vaccine and it was anticipated that it would take 3/6 weeks to develop one, with 2/3 waves of flu expected. Particular attention was drawn to the problems to be created for local authority social services departments by hospitals releasing patients as soon as possible into the community to clear beds for chronic cases. A meeting with Chief Executives and Directors of Health from the PCT's was to be held on the 19th December to work through these issues.

Details of anticipated deaths were provided and issues discussed regarding the capacity of crematoriums to deal with the increased numbers. In recognition of the expected problems discussions were ongoing with partners and GONE to set up a body storage unit, with the ambulance station at Coulby Newham, Middlesbrough identified as a possible location. Regarding the possibility of inquests Members were advised that work was ongoing with the coroner regarding the issue with the likelihood that there would not be the capacity for inquests and post mortems to be held. The decision not to undertake them would, however, require an act of parliament.

Regarding the cancellation of event and insurance cover in the event of an outbreak the Chief Emergency Planning Officer confirmed that at this point it was understood that the Council would be covered for any cancellations. It was also explained that the introduction of special powers for the closure of venue such as football grounds was being looked into, although it was expected that a lot of venues would close of their own free will.

Issues were also raised regarding preventative measures and an indication provided that Middlesbrough had already culled 550 pigeons over the last six weeks in an effort to reduce the population. Whilst it was suggested that other areas might wish to think about doing the same the Chief Emergency Planning Officer highlighted the hype regarding transmission of 'bird flu' to humans. Although birds do have the virus and pass it between themselves it is not passed to humans. The virus had to mutate into a different strain before it could be transmitted to humans and this could occur in environments where people live with birds, i.e.China, and this was the danger.

Decision

The report was noted.

20. Reported Incidents/Cleveland Communications Strategy *(Chief Emergency Planning Officer)*

Purpose of report

To update the Committee of the reported incidents, weather and flood risk warnings received and communications strategy faxes received and dealt with.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer reported that since the last meeting of the Joint Committee there had been:

- Five flash weather warnings,
- Nine early warnings of severe weather, mostly in respect of heavy rain and/or thunder storms,
- Ten Flood Watch messages issued by the Environmental Agency, in respect of potential flooding from rivers and beck's due to heavy rainfall.

In relation to the communication strategy the Chief Emergency Planning Officer reported that the operators or agencies had issued thirty-four faxes involved with the strategy, ranging from noise to alarm systems to excessive flaring to small releases of chemicals. All were blue faxes (information only). The Chief Emergency Planning Officer also reported that there had been eight incidents of note involving the Emergency Planning Unit resulting in the deployment of staff to the scene or Incident Command Rooms to represent the Local Authority. In addition there was a further incident to which the Emergency Planning unit were notified and kept a watching brief. Details of all the incidents were outlined in the report and a verbal update provided of recent incidents in Middlesbrough (nail bomb hoax and gas leak).

Decision

The report was noted

DAVID COLEMAN

CHAIRMAN

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE
FROM: CHIEF EMERGENCY PLANNING OFFICER
DATE: 10th MAY 2006
SUBJECT: **EMERGENCY PLANNING ANNUAL PLAN**

1. PURPOSE OF REPORT

- 1.1 To present to Members of the Cleveland Emergency Joint Committee the Annual Plan prepared for 2006-07.
- 1.2 To briefly review the 2005-06 Annual Plan.

2. RECOMMENDATION

That Members note the report and endorse the 2006-07 Annual Plan.

3. BACKGROUND

- 3.1 The plan is prepared to provide awareness of the aims and objectives of the Cleveland Emergency Planning Unit and the service that will be delivered by the Unit on behalf of the four unitary local authorities of Hartlepool, Middlesbrough, Stockton-on-Tees and Redcar & Cleveland.
- 3.2 It sets out the framework upon which the Unit will deliver its services and shows what the Unit intended to achieve and how we will do it. It will also be used as a monitoring tool to determine whether or not we are achieving our aims and objectives through the provision of a number of performance indicators. As such, the plan will be used to help drive the work programme of the Unit and its staff. It will also identify training and development needs.
- 3.3 The plan reflects the changing priorities within emergency planning as a direct consequence of the Civil Contingencies Act 2004 and accompanying Regulations that became law on 15th November 2005, together with the greater emphasis being placed by the Government on national and regional resilience structures. The aims and objectives and performance indicators for 2006-07 of the Emergency Planning Unit have taken into account this new focus and the risks and challenges that lie ahead, including the requirement to plan for a

potential outbreak of pandemic influenza which has been identified as a national risk.

3.4 There are three important strands of the Civil Contingencies Act that will dominate the work of the Unit during 2006-07, together with the need to plan for pandemic influenza. They are:

- Firstly, the developing role of the Cleveland Local Resilience Forum (LRF), particularly in the area of risk assessment and overseeing that the requirements of the Act are met by the four local authorities and other local responders. This work will be driven by the Chief Emergency Planning Officer who personally provides the secretariat function to the Cleveland LRF.
- Secondly, the need to promote business continuity within the community and particularly with small and medium sized enterprises and especially those that may be involved in any response to a major incident. It is intended that the CEPU will organise and run a one day conference, likely in the autumn of 2006, in fulfilling this objective.
- Thirdly, the need to make the public more aware of the risk of emergencies and how they can be better prepared to protect themselves. The recent publication of the 'Prepare for Emergencies' leaflet (Z card) is an example of working towards this aim.

3.5 It is the intention of the CEPU, working in partnership with other Category 1 responders involved in emergency and contingency planning, especially the emergency services, to ensure that the local authorities have the appropriate levels and standards of preparedness to be able to effectively respond to any major incident. Part of this work will be to ensure that the local authorities have the appropriate levels and standards of preparedness, with plans and procedures in place, including departmental/service area response plans in each council and with roles and responsibilities of staff clearly identified. The effectiveness of these plans and staff will be tested through a number of exercises within each of the four boroughs, together with training events.

3.6 Whilst the past year saw the Cleveland Emergency Planning Unit move progressively forward, delivering a full work programme on behalf of the local authorities, the year ahead presents new challenges, an increasing workload and a full but varied work schedule that will be delivered through the aims, objectives and realistic but meaningful performance indicators set for 2006-07. We will judge and monitor the performance of the CEPU against these indicators as the year progresses.

3.7 Looking back at 2005-06, the Unit has performed well in striving to meet the aims and objectives and whilst a review of the 2005-06 performance indicators is subject to another report, there has been

success in all the performance indicators, with targets exceeded in some cases. It is pleasing to report that following last years poor sickness absence figure, due principally to the long term sickness of one member of staff, the past year has shown a total of only 28 days sickness, equivalent to 2.8 days per member of staff.

3.8 There have also been a number of notable achievements over the past year which reflect the standard and professionalism of the CEPU staff, including:

- Being successful in achieving the Investors in People award set against the new and more challenging criteria and standards;
- The Major Incident Procedures Manual being acknowledged as a primary source document within the emergency planning community;
- The structure, format and content of COMAH off-site plans and exercising and testing regime for such plans has been recognised as examples of national best practice and adopted by the Emergency Planning College;
- Several of the procedures and protocols produced by the CEPU, for example 'Exercising with Industry' and the 'Cleveland Communications Strategy' have received national recognition.
- The 'Prepare for Emergencies' leaflet (Z card) has been extremely well received.

3.9 Again, like previous years, during the past twelve months there have been numerous small incidents, many of which had the potential to escalate into major emergencies but through planning, preparation and training by all concerned, the effects of those incidents were minimised.

3.10 In conclusion, the 2006-07 plan provides the framework within which the CEPU will deliver its services during the year and sets out realistic and meaningful performance indicators upon which the performance of the Unit can be judged and monitored.

3.11 The 2006-07 Annual Plan is attached but has also been forwarded to members under separate cover.

Report Author: Chief Emergency Planning Officer

Completed: 23rd April 2006

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE
REPORT FROM: CHIEF EMERGENCY PLANNING OFFICER
DATE: 10th MAY 2006
SUBJECT: **REVIEW OF THE 2005-06 PERFORMANCE INDICATORS**

1. PURPOSE OF REPORT:

To inform the Joint Committee of the results of the performance indicators set out in the 2005/06 Annual Plan of the Cleveland Emergency Planning Unit.

2. RECOMMENDATION:

That Members note the report

3. BACKGROUND:

- 3.1 To manage and improve our service and performance, a number of realistic but meaningful indicators were developed through which we could monitor and review our progress and performance. This report reviews the progress made towards achieving those performance indicators during the year 1st April 2005 to 31st March 2006.
- 3.2 Administrative processes enable the performance indicators to be effectively monitored and the indicators are also a standing item on the agenda for the monthly team meeting. They also form part of the discussions on the three monthly work programme individually agreed between each of the Emergency Planning Officers and the Chief Emergency Planning Officer.
- 3.3 The number of indicators was increased from 17 to 20 for 2005/06 and good progress was made on all indicators, with 17 of these performance indicators (shown as ☺ on the chart below) being fully achieved and in some instances exceeding the set target. Three indicators (8, 9 and 14) were partially achieved (☺) but none highlight any cause for concern and work will continue on issues outstanding from them.
- 3.4 A great deal of effort, initiative and commitment has been displayed by staff in meeting the targets set, several of which were strengthened

and enhanced from the previous year, especially to meet new requirements under the Civil Contingencies Act.

3.5 There have been notable achievements:

- PI 5 - Ahead of predictions, the Community Risk Register was completed in February 2006 and has since been approved by the Cleveland Local Resilience Forum. The register will be a 'living document' and work has already commenced to add additional locally identified risks to the register.
- PI 10 – The production of information material available for the public has been more than double the target set. The 'Prepare for Emergencies' leaflet (Z card) was a major undertaking but reached completion and distribution in late March 2006. Six leaflets have been designed and produced to heighten the awareness of and promote business continuity to a wide audience, particularly small and medium sized enterprises. The Major Incident Procedures Manual (117 pages) is an extremely informative document and it is pleasing to note that nearly 200 copies of the document have been downloaded from our website.
- PI 6 - Assisted by staff from the Media and Communications Department of the University of Teesside, the emergency planning unit website has been redesigned to ensure it is more user friendly and appropriate and positive feedback has been received.






3.6 To assist with monitoring the effectiveness of some of our work, it has been agreed that questions will be placed in citizen panel surveys in Hartlepool (1250 recipients) and Redcar and Cleveland (2000 recipients) in the next quarter. The questions will be based on the 'preparing for emergencies' leaflet, the website and knowledge of the emergency planning unit.






3.6 The three cross cutting indicators which compare points of the Emergency Planning Unit with the Neighbourhood Services Department of Hartlepool Borough Council, as lead/host authority for emergency planning, are in line with or better than those for the Department. The significant change from the previous year is the good sickness absence figure being equivalent to 2.8 days per employee.





Report Author: Denis Hampson






Date: 24th April 2006


PERFORMANCE INDICATORS

NO	INDICATOR	OUTCOME	2005 / 06 TARGET	REVIEW
1 	Time to complete an off-site emergency plan under the Control of Major Accident Hazard Regulations (COMAH), Pipeline Safety Regulations or Radiation (Emergency Preparedness & Public Information) Regulations (REPPIR)	<ul style="list-style-type: none"> Meet statutory duties under the COMAH Regulations / Pipeline Safety Regulations / REPPIR Ensure plans are in place to assist the Operator, Emergency Services, Local Authority and other responders to deal effectively with incidents 	40 working days (from commencement of writing plan to sending draft out for consultation)	Target met in 13 out of 15 cases – remaining two resulted from issues outside the control of the CEPU e.g. company re-structured during writing of plan.
2 	Number of plans produced/reviewed for COMAH establishments	<ul style="list-style-type: none"> Meet statutory duties under the Control of Major Accident Hazard Regulations Ensure Operator, Emergency Services Local Authority and other responders effectively deal with incidents 	15	Target achieved.
3 	Produce an efficient duty officer scheme – 24/7x365	<ul style="list-style-type: none"> Best Value Ensure Local Authority are alerted to incidents so they can respond effectively 	98%	Target achieved. Duty Officer has to date always been contactable & responded.
4 	Submission of requests for invoices for exercises/plans	<ul style="list-style-type: none"> Effective cost recovery Best Value 	EPO's to provide details within 7 days of exercise / plan being completed	EPU target achieved. However submission of the final invoice has on several instances been delayed due to awaiting submission of data from emergency services.
5 	Production of a Community Risk Register	<ul style="list-style-type: none"> To ensure the local authorities' have identified and prioritised emergency risks in their areas Allows the public to be made more aware of the risks that could lead to a major incident 	70% completed	Completed ahead of target and approved by LRF in February 2006. CRR placed on CEPU website.




NO	INDICATOR	OUTCOME	2005 / 06 TARGET	PROGRESS
6 	Provision of an effective internet website for the Cleveland Emergency Planning Unit	<ul style="list-style-type: none"> Improved interaction with public/customers Provision of system to inform the public of the risks associated with the area, allowing them to take any preventative actions felt appropriate 	Web site reviewed at least every 28 days	Target achieved. Format of website revamped in March 2006 to make it more user friendly and improve 'downloadable' facility.
7 	Conduct/participate in exercises under COMAH / Pipelines Regulations / REPPIR Regulations	<ul style="list-style-type: none"> To ensure those involved are better prepared to respond Ensure plans work in practice Lessons learned and required actions are taken forward 	20 exercises	Target achieved. Exercise Planning Group restructured to ensure lessons learned and actions are taken forward.
8 	Rest Centre procedures and exercises	<ul style="list-style-type: none"> To ensure staff, especially social services & voluntary agencies are better equipped to respond to incidents 	One exercise or training programme undertaken in each council	Target partially achieved – training undertaken in each council but exercises carried forward into 2006-07.
9 	Major Incident Response Plan and Departmental / Service area plans are developed and reviewed in each local authority	<ul style="list-style-type: none"> To ensure each authority has an effective and up to date plan To ensure departments / service areas have effective plans which are an integral part of the Councils Major Incident Response Plan Staff are aware of their roles and responsibilities 	<ul style="list-style-type: none"> Each Local Authority MI Response Plan to be reviewed at least once 75% of all departmental / service area plans produced or reviewed 	Target partially achieved. MI Response Plans all reviewed and amended as appropriate. However work on some departmental/service plans not yet complete but work is scheduled for their completion within the next period.
10 	Production of information material for the general public	<ul style="list-style-type: none"> To ensure everyone is more aware of emergency and contingency planning so they are better prepared and aware Provision of advice and guidance 	<ul style="list-style-type: none"> 3 pieces of material to be produced Material available on CEPU website 	Target achieved.

NO	INDICATOR	OUTCOME	2005 / 06 TARGET	PROGRESS
11 	Emergency Response Plans for Hazard Pipeline(s) reviewed and/or rewritten	<ul style="list-style-type: none"> • Ensure Operator, Emergency Services, Local Authority and other responders react effectively to incidents • Meet statutory duties under the Pipelines Safety Regulations 1984 	5	Target achieved. Plans reviewed and rewritten.
12 	Meeting with Partnership Agencies within the Tees Valley area	<ul style="list-style-type: none"> • Sharing information • Improve liaison, knowledge and understanding assisting agencies to work more closely • Dissemination of minutes to interested parties 	<ul style="list-style-type: none"> • 4 meetings of the Officer Working Group • 4 meetings of the Emergency Media Forum • 4 Ad hoc meetings 	Target achieved. See flowchart of groups and sub groups in Annual Plan
13 	Meetings with Partnership Agencies and Organisations within the North East Region	<ul style="list-style-type: none"> • Sharing Information • Improve liaison, knowledge and understanding, thereby assisting agencies to work more closely • Dissemination of minutes to interested parties 	<ul style="list-style-type: none"> • 3 meetings with Regional Resilience Team (GONE) • 8 meetings with regional operations groups e.g. CBRN, Media, Utilities • 4 Ad hoc meetings 	Target achieved. Involvement with Regional Resilience agencies e.g. GONE, HPA, etc has continued to grow throughout the year.
14 	Increase awareness of emergency planning and the Civil Contingencies Act within the local authorities	<ul style="list-style-type: none"> • Best Value. Crucial to ensure effective deliver & improvement of service • Provide awareness that Elected Members and Council employees can impart to persons within their community 	<ul style="list-style-type: none"> • Seminar to be held in each Local Authority for Elected Members • EPU Display Boards to be on show in Council buildings for 2 months • Attendance at Emergency planning College of 2 Elected Members 	Target partially achieved. Only 3 seminars held for elected members and members from only one council attended a course at the EP College.

NO	INDICATOR	OUTCOME	2005 / 06 TARGET	PROGRESS
15 	Training of Emergency Planning personnel	<ul style="list-style-type: none"> • Best Value • Ensure effective use of resources 	3 days of training per employee	Target achieved. Additional training opportunities have been provided to staff due to the Civil Contingencies Act.
16 	Training of Local Authority staff	<ul style="list-style-type: none"> • Best Value • Staff better able to respond effectively to incidents 	<ul style="list-style-type: none"> • 8 staff to attend external training courses • 20 staff to receive "in house" training • 4 Local Authority Exercise 	Target achieved. However, changes in EP College prospectus, terms and conditions made it more difficult to send staff on courses.
17 	Invoices received in Emergency Planning Unit processed & sent to finance section for payment	<ul style="list-style-type: none"> • Best Value • Improve the internal administrative working of Emergency Planning Unit 	5 days	Target achieved - average performance is presently 4 days
18 	Positive action initiative(s) in respect of Equality & Diversity	<ul style="list-style-type: none"> • Supports corporate initiatives • Provide a wider understanding within the community of emergency planning 	3 staff to attend appropriate course(s)	Target achieved.
19 	Increase involvement of the Voluntary Sector in emergency planning	<ul style="list-style-type: none"> • Best Value • Improve liaison, knowledge and understanding between all parties • Meets central government guidance 	Hold at least 2 meetings	Target achieved. Meeting structure formalised during 2005 and 3 meetings held. The Voluntary Sector were involved in 2 exercises and are now represented by the Red Cross on the Cleveland LRF.

NO	INDICATOR	OUTCOME	2005 / 06 TARGET	PROGRESS
20 	Completion and circulation of minutes of meetings	<ul style="list-style-type: none"> • Good administrative practice • Allows information to be shared • Actions identified are dealt with 	Circulated within 8 days of meeting date	Target time achieved. The date minutes are circulated is shown in 'footer' at bottom of pages of minutes.

CROSS CUTTING

NO	INDICATOR	EPU 2004/5	NEIGHBOURHOOD SERVICES 2004/5	PROGRESS
1 	Percentage of appraisals carried out within the Emergency Planning Unit	100%	100%	All appraisals were completed by June 2005, with training / development needs reviewed in November 2005.
2 	Number of days training for employees within the Emergency Planning Unit	3	3	Target achieved. System for the monitoring of training benefit established.
3 	Average number of days lost to sickness within the Emergency Planning Unit	10.00	10.29	Target achieved. A total of only 28 days were recorded for the team of 10 staff – equivalent to 2.8 days per employee.

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE

REPORT FROM: CHIEF EMERGENCY PLANNING OFFICER

DATE: 10th MAY 2006

SUBJECT: **MULTI-AGENCY EXERCISE CALENDAR**

1. PURPOSE OF REPORT

- 1.1. To inform Members of the Joint Committee of the multi agency exercise and training calendar for 2006-07 that has been prepared with strategic partners.
- 1.2. To highlight the benefits of such exercises.
- 1.3. To highlight the number of exercises conducted under the Control of Major Accident Hazard Regulations.

2. RECOMMENDATION

- 2.1 That the report be noted.

3. BACKGROUND

- 3.1 A Senior Emergency Planning Officer from the CEPU chairs a multi-agency exercise planning group that meets quarterly. Membership of the group includes Emergency Planning Officers from the Emergency Services, Cleveland Emergency Planning Unit and Health Protection Agency. Other attendees include representatives from Coastguard, Acute Hospitals and Primary Care Trusts, as and when appropriate.
- 3.2 The meeting in the latter part of the year considers the exercises for the forthcoming year, whilst other meetings consider the progress of exercises, any issues with planning of those exercises and the action points that arise from exercises. An important feature is to address any re-occurring themes or issues highlighted in exercises.
- 3.3 The Local Authority has a legal responsibility, working in conjunction with the emergency services and operators of chemical sites, to ensure that off-site emergency response plans prepared by the CEPU under the Control of Major Accident Hazard Regulations are regularly tested and exercised. Therefore many of the exercises scheduled each year relate to exercises involving the chemical industry, but this also allows

the command and control functions and response arrangements of the emergency services to be exercised.

- 3.4 An agreed multi-agency exercise and training calendar for 2006-07 is shown at appendix 'A' and lists a mixture of major live play, small scale and table top exercises. Through these exercises several plans or elements of plans held by the agencies involved will be able to be tested. The calendar also gives details of a number of training days to multi-agency audiences.
- 3.5 It is anticipated that there will be further additions to the calendar as the year progresses. For example, it is envisaged that further training and exercises will take place with Head Teachers and School Governors following the recent success of an event with schools within Stockton.
- 3.6 Emergency Planning Officers will conduct other training and exercising within each of the local authorities, for example the testing of call out arrangements and the establishment of emergency centres.
- 3.7 To assist with the process of recording the significant issues learned and priorities/actions to be taken forward, the Exercise Planning Group Unit has developed a Register that provides a monitoring and auditing process of exercises and ensures actions resulting from exercises are followed up. A brief example of the register is shown at appendix 'B'.

4. BENEFITS

- 4.1 A number of plans will be tested and exercised, including the local authority major incident response plans, adverse weather plans and COMAH plans.
- 4.2 Key staff will take part in the exercises to enhance their knowledge and understanding of major emergencies, their own role in emergency situations and the roles and responsibilities of others.
- 4.3 Multi-agency exercises enable staff to work with partner agencies and organisations, establishing closer co-operation and liaison and provide valuable demonstrations of the co-ordinated emergency procedures that exist.
- 4.4 Plans will be reviewed to take account of the lessons learned and follow up actions initiated.
- 4.5 The Cleveland Communications Strategy that is our primary vehicle for warning and informing the public will be tested.

Report Author: Chief Emergency Planning Officer

Date: 24th April 2006



MULTI-AGENCY EXERCISE & TRAINING DIARY 2006 / 2007

GLOSSARY OF TERMS

MLP – Major Live Play Exercise

TT – Table Top Exercise

SS – Small Scale Exercise

MCA – Maritime & Coastguard Agency

NII – Nuclear Installations Inspectorate

COMAH – Control of Major Accident Hazard Regulations 1999

L.A. – Local Authority

TENYAS – Tees, East and North Yorkshire Ambulance Service

HPA – Health Protection Agency

EPO – Emergency Planning Officer

Current at 31st March 2006

MONTH	LOCATION DETAILS	EXERCISE / EVENT TYPE	DETAILS / SPECIFIC ELEMENTS TO BE TESTED	Agency Lead
JANUARY				
13.01.06	Redcar & Cleveland Borough Council	TT	Test Borough Emergency Centre	L.A.
23.01.06	Stockton-on-Tees Borough Council	Training Event	Exercise 'Schools Out' – Multi-Agency Training Event with combined Table Top exercise delivered to Head Teachers and Governors of Secondary Schools by Police, Fire Brigade, TENYAS and Local Authority Emergency Planning Officers in Stockton-on-Tees.	L.A.
FEB				
01.02.06	BASF (Stockton-on-Tees BC)	SS	Statutory COMAH Exercise.	L.A.
22.02.06	PX Ltd. (Stockton-on-Tees BC)	MLP	Statutory COMAH Exercise specifically incorporating test of Police Command Room as Silver Command and Line Rescue of Casualty by Fire Brigade.	L.A.
MARCH				
09.03.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade

15.03.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade
17.03.06	Redcar & Cleveland Borough Council	Training Event	Local Strategic Partnership Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority Emergency Planning Officers to LSP members	L.A.
21.03.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade
27.03.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade
28.03.06	Dow Billingham (Stockton-on-Tees BC)	SS	Statutory COMAH Exercise.	L.A.
APRIL				
04.04.06	Baker Petrolite (Hartlepool BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator	L.A.
10.04.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade

12.04.06	Lucite International (Stockton-on-Tees BC)	MLP	Statutory COMAH Exercise including test of Medical Team Response agreement between Lucite and North Tees and Hartlepool Hospitals Trust	L.A / TENYAS
12.04.06	Redcar & Cleveland Borough Council	TT/Live Play	Table Top exercise Simulated UXB discovered and evacuation considered followed by Live Play Rest Centre Exercise involving WRVS & Cleveland Police.	L.A. / Police
20.04.06	Baker Petrolite (Hartlepool BC)	TT	Statutory COMAH exercise.	L.A.
25.04.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade
26.04.06	Media Briefing Centre, Cleveland Police Headquarters	Training Event	Multi-Agency Training Event for all Category 1 Responders facilitated by Police, Fire Brigade, TENYAS and Local Authority EPO's	Police
MAY				
04.05.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade
08.05.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade

10.05.06	ConocoPhillips (Stockton-on-Tees BC)	MLP	Statutory COMAH exercise.	L.A.
18.05.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade
22.05.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade
23.05.06	Seal Sands Chemicals Ltd (Stockton-on-Tees BC)	TT	Statutory COMAH exercise.	L.A.
JUNE				
05.06.06	CORUS (Redcar & Cleveland BC)	Training Event	Major Incident Multi-Agency training event delivered by Police, Fire Brigade, TENYAS and Local Authority EPO's to COMAH Operator.	Fire Brigade
06.06.06	Fire Brigade Training School	Training Event	Multi-Agency Training Event for all Category 1 Responders.	MCA
29.06.06	Exercise 'Green Goblin' to be held at Samsung centre, Stockton-on-Tees)	TT	Multi-Agency Table top Exercise testing response to large scale chemical release. All four Local Authorities involved. Scenario based within Stockton-on-Tees.	Health Protection Agency

June Date tbc	Stockton-on-Tees Borough Council	Training Event	Exercise 'Schools Out' – Multi-Agency Training Event with combined Table Top exercise delivered to Head Teachers and Governors of Secondary Schools by Police, Fire Brigade, TENYAS and Local Authority Emergency Planning Officers in Stockton-on-Tees.	L.A.
JULY				
05.07.06	Univar Ltd (Middlesbrough BC)	MLP	Statutory COMAH exercise.	L.A.
07.07.06	Terra Nitrogen (UK) Ltd (Stockton-on-Tees BC)	SS	Statutory COMAH exercise.	L.A.
July 06 Date tbc	Redcar & Cleveland Borough Council	Seminar	Internal seminar / discussion within R&C regarding Restoration and Recovery issues.	L.A.
20.07.06	Vopak (Stockton-on-Tees BC)	SS	Statutory COMAH exercise.	L.A.
28.07.06	Simon Riverside (B'Ham) (Stockton-on-Tees BC)	MLP	Statutory COMAH exercise.	L.A.
July 06 date tbc	Stockton-on-Tees Borough Council	Training Event	Exercise 'Schools Out' – Multi-Agency Training Event with combined Table Top exercise delivered to Head Teachers and Governors of Secondary Schools by Police, Fire Brigade, TENYAS and Local Authority Emergency Planning Officers in Stockton-on-Tees.	L.A.

AUGUST				
17.08.06	Corus (Redcar & Cleveland BC)	MLP	Statutory COMAH exercise	L.A.
SEPT				
13.09.06	ConocoPhillips (Stockton-on-Tees BC)	MLP	Statutory COMAH exercise.	L.A.
19.09.06	DOW Seal Sands (Stockton-on-Tees BC)	TT	Statutory COMAH exercise.	L.A.
20.09.06	British Energy (Hartlepool BC)	Full Site Exercise	REPPIR	L.A.
28.09.06	BOC (Redcar & Cleveland BC)	MLP	Statutory COMAH exercise.	L.A.
OCTOBER				
11.10.06	Vopak (Stockton-on-Tees BC)	MLP	Statutory COMAH exercise.	L.A.
13.10.06	Redcar & Cleveland Borough Council	TT	Internal Redcar & Cleveland Borough Council flooding exercise	L.A.
18.10.06	British Energy (Hartlepool BC)	Full Site Exercise	REPPIR	L.A.

24.10.06	Calor Gas (Stockton-on-Tees Borough Council)	MLP	Statutory COMAH exercise.	L.A.
NOV				
15.11.06	Huntsman, Wilton (Redcar & Cleveland BC)	MLP	Statutory COMAH exercise.	L.A.
22.11.06	BASF (Stockton-on-Tees BC)	SS	Statutory COMAH exercise.	L.A.
30.11.06	Koppers (Stockton-on-Tees BC)	SS	Statutory COMAH exercise.	L.A.
DEC.				
05.12.06	Haltermann Limited (Middlesbrough BC)	MLP	Statutory COMAH exercise.	L.A.
13.12.06	British Energy (Hartlepool BC)	NII Demo	REPPIR	British Energy
JANUARY				
24.01.07	British Energy (Hartlepool BC)	Full site exercise	REPPIR	L.A.

FEB 07				
14.02.07	British Energy (Hartlepool BC)	Full site exercise	REPPIR	British Energy
MARCH				
07.03.07	Haltermann Limited, Billingham Site (Stockton-on-Tees BC)	MLP	Statutory COMAH exercise	L.A.

Appendix 'B'

No	Date	Company & Exercise	Significant Things Learned	Priorities
		PHEONIX	<ul style="list-style-type: none"> Poor response from businesses not involved with exercise Information in technical briefcase clear and easily accessed Confusion between duties carried out in MECC and those outside, e.g. crisis management Establish who is responsible for doing which activity early on communication & information from scene to control room Needs to be more of an announcement from incident controller so that everyone knows what is happening Failure to appreciate the impact of asking people to stay indoors ~ particularly the schools i.e. parents There seemed to be a delay in announcing a major incident Ambulance crews were held at the west gate for 10 minutes 	<ul style="list-style-type: none"> Emergency services to be kept more upto date Focus on roll call at the start of the event, regardless of casualties already known Agree dedicated phone lines for media/community Gate house to be fully briefed on requirements, e.g. need for speed, access to site, differentials of the exercises Poor route maps, more details required Employee information not up to date. More involvement in the offsite aspects of the incident Need to improve Triage
		COBRA	<ul style="list-style-type: none"> Flow of information to site good Clearly designated work stations in MECC Good communications with MECC Time outs effective Understanding our duties to assist the emergency services Improve communications, so that information is not duplicated Links between fire brigade at incident and support vehicle were excellent Good flow of communication at scene from incident controller Delay in updating communications strategy 	<ul style="list-style-type: none"> Understanding the requirements for information from the media Communications with works controller Liaison between emergency services Obtaining information from company regarding off site procedures and fax information Obtaining information on all products involved Confirming the wind direction re off-site area's Site access in an emergency – immediate access required
		NEWSTART	<ul style="list-style-type: none"> Command support, slow to arrive Initial communications from the police was slow Time taken to inform other companies in the surrounding area, by the time initially informed, circumstances have changed Exercise was too quick – in real time there would be more time between events 	<ul style="list-style-type: none"> On site directions needs improving Securing the scene early Knowledge of the site Greater understanding of roles Getting people to where they need to be Site signage needs to be better

			<ul style="list-style-type: none"> ▪ Recording announcements, not sure that people were aware that there was a service set up ▪ All concerned notified early ▪ Radio communications were good ▪ Boards were up to date ▪ Team worked well together and did not treat as an exercise 	<ul style="list-style-type: none"> ▪ Defined board operators ▪ A better/clearer idea of everyone's roles and responsibilities ▪ Initial response time, and dealing with incident before it escalates ▪ Understanding the police and Fire Silver Commands
		TRIDENT	<ul style="list-style-type: none"> ▪ Mobile phones allowed on site ▪ Identification of site search patterns/routes ▪ The need for clear information for everyone ▪ Presentation of information to all services needs to be clearer ▪ Identify who is doing what ▪ Getting roll call information and names of casualties ▪ Difficulty with communication, noise level too high. ▪ Need to understand who is in charge 	<ul style="list-style-type: none"> ▪ Emergency Service calls structure, presently three calls to services, when one would do. ▪ Planning was rushed ▪ Identification of all 'players' needs to be clearer ▪ Confusion over Control points ▪ Maintain GSB Structure ▪ The need for a better on-site escape route ▪ Provide better and quicker response times
		CULLODEN	<ul style="list-style-type: none"> ▪ Internal issues around the staffing of appliances ▪ Consider the congestion on and off site of vehicles ▪ Involve more technical experts ▪ Use live patients rather than dummies! ▪ Base future exercises on a more fatal issue – make it more realistic 	<ul style="list-style-type: none"> ▪ More involvement from the wider NHS Community is essential to improve the health service response ▪ Reinforce the training of ambulance officers in ensuring that when entering a COMAH site that personnel are wearing the right/correct uniform/safety equipment
		ORCHID	<ul style="list-style-type: none"> ▪ Time outs were led but were allowed to be interrupted by people answering phones ▪ Unable to understand the implication of the gas cloud ▪ Finding contacts ▪ Telephone communication/numbers needs to be clearer ▪ Press statements, not shared with emergency services. ▪ Site main controller needs to delegate more ▪ Coping with levels of information at the start of incident ~ a lot to take on board ▪ Technical information was not forthcoming when asked for 	<ul style="list-style-type: none"> ▪ Company needs a clearer understanding of NHS/Ambulance response ▪ Company needs to be aware the need for personnel data ▪ Over usage of the fax ▪ Location of information required from company documents ▪ No site map ▪ No Emergency Bag

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE

REPORT FROM: CHIEF EMERGENCY PLANNING OFFICER

DATE: 10th MAY 2006

SUBJECT: **COMMUNITY RISK REGISTER**

1. PURPOSE OF THE REPORT

- 1.1 To inform Members of the Joint Committee of the risk assessment process that has been undertaken over the past 8 months.
- 1.2 To inform Members that the Community Risk Register was approved by the Cleveland Local Resilience Forum at a Special Meeting on 8th February 2006, thereby meeting the statutory requirements of the Civil Contingencies Act 2004 in relation to the production and implementation of a Community Risk Register.
- 1.3 To inform Members that the Community Risk Register has been placed on the Cleveland Emergency Planning Unit website.

2. RECOMMENDATION

- 2.1 That the report is noted.
- 2.2 Members make other Council Members aware of the Community Risk Register which is able to be viewed on the website by members of the public.

3. BACKGROUND

- 3.1 Under Section 2(1)(a) of the Civil Contingencies Act 2004 all Category 1 responders have a duty to assess the risk of an emergency occurring within, or affecting, a geographical area for which each Category 1 Responder is responsible.
- 3.2 Regulation 15 of the Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005 places a statutory duty upon all Categories 1 responders to co-operate with each other in producing and maintaining a register of the risk assessments carried out by each Category 1 responder. This register will be known as the "Community Risk Register".

- 3.3 The guidance document “Emergency Preparedness” has provided comprehensive advice on how to prepare the register and perform the assessments. The Community Risk Register is viewed as the common starting point for responders in their production of contingency planning strategies and ‘joined-up’ and consistent planning assumptions.
- 3.4 Whilst each Category 1 responder could have worked independently to complete risk assessments, it was agreed at the Local Resilience Working Group chaired by the Chief Emergency Planning Officer to form a Sub Group (Risk Assessment Working Group – RAWG) consisting of representatives from all Category 1 responders who would work and co-operate together to consider these hazards at a local level and produce the required risk assessments. The Sub Group would also examine risk treatment and prioritise risk reduction measures. Simon Wright, an Emergency Planning Officer in the Cleveland Emergency Planning Unit has been the project leader.
- 3.5 An essential element of the remit of RAWG members was that they (a) had the appropriate authority from their organization/agency to agree the assessments being undertaken and (b) they shared the assessments they had completed on behalf of their organisation with their strategic management team(s).
- 3.6 The RAWG first met in September 2005 when membership, terms of reference and roles and responsibilities were agreed. An action plan was also agreed that allowed all members to commence work from a common starting point. Thereafter the RAWG held regular meetings whilst completing the assessments and producing the draft register.
- 3.7 Ahead of schedule, the RAWG completed the assessment of 64 identified risks in early February 2006 and produced a draft Community Risk Register. Many of these risks were identified by central government as being likely to require a national and regional response (‘H’ hazards) as well as a local response. Other risks have been identified within a local context. Outcome descriptions (consequences and/or significance of the event) were imposed for the ‘H’ hazards whilst outcomes for local hazards were set by the RAWG.
- 3.8 The RAWG Project Leader developed a computer model utilising ‘Access’ as the preferred database to provide a sound foundation document. The advantage of this model was that it gave all emergency planners and representatives from all Category 1 responders the capability to request specific information on any aspect of the register. In line with national guidance, the final document has been put in PDF format for easy use on the internet.
- 3.9 A ‘lead agency’ was identified for each of the 64 risks and that agency was tasked with preparing the initial assessment for that hazard and in doing so, seeking co-operation, advice and support from other agencies and Category 2 responders as and where necessary.

Thereafter the whole RAWG reviewed the initial assessments and reached a consensus view.

3.10 Decisions taken by the Cleveland LRF on 5th December 2005

Whilst the work of the RAWG was ongoing, the Chief Emergency Planning Officer took a progress report to the Cleveland LRF on 5th December and the following recommendations were approved:

- (a) There would be one “shared” Cleveland Community Risk Register for all Category 1 responders which would upon completion be published under the ‘ownership’ of the Cleveland Local Resilience Forum.
- (b) The “outcome description” would not be placed on the register as it could alarm the public unnecessarily, especially as some of the national descriptions seemed to be excessive and thus alarmist. However they will be available to persons making application for disclosure of information under the Freedom of Information Act. Guidance states that the content of the register is for local determination by the LRF and all or part of an assessment can be published.
- (c) Each ‘Lead Agency’ would provide details of the person, appropriate role or department to whom additional requests for information would be directed once the register was published. This allows the ‘lead agency’ to be contacted for future information on the hazard, control measures in place and likely impact should an incident occur involving that hazard.
- (d) To ensure document control and provide access for updating, the database would be held by the Project Leader and the register placed on the website of the Cleveland Emergency Planning Unit. Hyperlinks to the website would be created from the websites of all Category 1 and 2 responders to allow direct access to the register. Government Office for the North East would also provide a hyperlink on their website.
- (e) Additional risk treatments identified would not be placed on the register but shown on the LRF “action plan” to ensure they are the subject of future monitoring and audit.

3.11 The draft Community Risk Register comprising of 64 risks was presented to the Cleveland LRF at a Special Meeting on 8th February 2006 chaired by the Assistant Chief Constable. The register was approved without amendment and it was agreed that it would be placed on the website. The register can be viewed on the Cleveland Emergency Planning Unit website at www.clevelandemergencyplanning.info

3.12 The LRF also approved a “top ten” of risks within the Cleveland area based on the risk scores and many of these risks have been shown to require some form of additional risk treatment. The LRF further directed that this work be directed to the Local Resilience Working Group to

undertake actions to mitigate those risks wherever possible and address the identified additional risk treatment. This is already being actioned.

3.13 A full list of the “top ten” risks are shown at appendix ‘A’, but the main four risks are:

- Pandemic Flu
- Zoonotic notifiable diseases
- Accidental release of radioactive material during transit
- Major localised flooding due to rapid accumulation.

3.14 The risk assessments have been prepared based on a five year estimation and therefore a continual review will be undertaken by the RAWG to take account of changes that occur within that time period. A full review of the register will take place every 2 years, but the register will be reviewed by the LRF on a yearly basis.

3.15 The RAWG is continuing with its work, particularly in respect of a number of additional localised risks which have been identified during the previous risk assessment process. It is also the role of the RAWG to monitor and review the Community Risk register in respect of:

- The hazards
- Descriptions of outcome and consequences, especially locally determined hazards
- Reflect changes in the response or resilience capabilities, and
- Mitigation actions that could alter the likelihood or impact of a hazard.
- Suggest changes to the risk priorities as outcomes, i.e. likelihood and impact change due to new or additional data or actions to mitigate the impact are adopted.

Report Author: Chief Emergency Planning Officer

Date: 25th April 2006

Appendix 'A'

1. **Risk reference:** HD03 **Likelihood Ref:** H23
Hazard: Human Disease (HD)
Hazard sub-category: Pandemic Influenza
Sum 3.6 **Aggregate priority score** 4

2. **Risk reference:** AH02 **Likelihood Ref:** H26
Hazard: Animal Health (AH)
Hazard sub-category: Zoonotic notifiable animal diseases: Cleveland overall effect
Sum 3.2 **Aggregate priority score** 3

3. **Risk reference:** TA16 **Likelihood Ref:** HL106
Hazard: Transport Accidents (TA)
Hazard sub-category: Accidental release of radioactive material during transit or use within Cleveland boundaries.
Sum 2.6 **Aggregate priority score** 3

4. **Risk reference:** SWF08 **Likelihood Ref:** HL101
Hazard: Severe Weather & Flooding (SWF)
Hazard sub-category: Major localised flooding due to rapid accumulation: Cleveland area
Sum 2.6 **Aggregate priority score** 3

5. **Risk reference:** PPIA02 **Likelihood Ref:** H29
Hazard: Public Protest & Industrial Action (PPIA)
Hazard sub-category: Targeted disruptive protest e.g. fuel protest
Sum 2.4 **Aggregate priority score** 2

6. **Risk reference:** TA14 **Likelihood Ref:** HL11
Hazard: Transport Accidents (TA)
Hazard sub-category: Railway: Rolling stock fire
Sum 2.2 **Aggregate priority score** 2
7. **Risk reference:** IAEP04 **Likelihood Ref:** HL5
Hazard: Industrial Accidents & Environmental Pollution (IAEP)
Hazard sub-category: Major land contamination incident
Sum 2.2 **Aggregate priority score** 2
8. **Risk reference:** IAEP02 **Likelihood Ref:** HL4
Hazard: Industrial Accidents & Environmental Pollution (IAEP)
Hazard sub-category: Major pollution of controlled waters
Sum 2.2 **Aggregate priority score** 2
9. **Risk reference:** S03 **Likelihood Ref:** HL22
Hazard: Structural (S)
Hazard sub-category: Building collapse
Sum 2 **Aggregate priority score** 2
10. **Risk reference:** IAEP01 **Likelihood Ref:** HL6
Hazard: Industrial Accidents & Environmental Pollution (IAEP)
Hazard sub-category: Major air quality incident
Sum 2 **Aggregate priority score** 2

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE

REPORT FROM: CHIEF EMERGENCY PLANNING OFFICER

DATE: 10th MAY 2006

SUBJECT: FAMILY ASSISTANCE CENTRES

1. PURPOSE OF THE REPORT

- 1.1 To inform Members of the Joint Committee of the identified need for Family Assistance Centres (FAC) to be considered during a major incident and the plan/protocol being drawn up by the Emergency Planning Unit to able a FAC to be established and managed in a time of crisis.
- 1.2 To inform Members that the responsibility for establishing and running the FAC has been placed with the Local Authority in whose area the incident occurred, including financial cost incurred.

2. RECOMMENDATION

- 2.1 That the report is noted.

3. BACKGROUND

- 3.1 Whilst the concept of a Family Assistance Centre has become known in recent years, it came into focus following the 7th July bombings in London. Subsequently, the Cabinet Office within guidance documents to the Civil Contingencies Act placed the requirement upon a Local Authority to establish, often at short notice, and run a FAC. Such a centre was established within 24 hours of the London bombings by Westminster City Council, initially in a temporary location and within days at a more permanent location.
- 3.2 An FAC should act as the focal point for information and resources for people affected by a major incident and provide a multi-agency service focused on the humanitarian response to an emergency. Such circumstances do not only relate to terrorist incidents but to other forms of major incident including transport incidents and emergencies emanating from natural causes.

- 3.3 An FAC is a “one stop shop” for information in a crisis and should be a place where families and those affected by an incident can obtain as much information and help as possible and in a convenient location. In small scale incidents, the Police Family Liaison Officers are assigned to families involved and perform this role. However in the aftermath of large scale incidents, manpower issues will prevent this from occurring and so the FAC is used to extend that capacity/process to deal with large numbers of people.
- 3.4 The main role of the centre is to ensure a seamless multi-agency approach in respect of:
- Emotional support and advice
 - Information about missing family members and friends, bereavement and further sources of support
 - Assistance in making contact with appropriate agencies and resolving problems
 - Multi-faith and multi-cultural support
 - Medical advice
 - Financial and legal advice.

A further important role will be to enable the gathering of mass forensic samples in a timely manner which should enhance the ability of the Police to identify the deceased quickly.

- 3.5 Through its role the FAC will offer a range of facilities that will allow families and survivors to make informed choices according to their needs.
- 3.6 The decision to open an FAC will be taken by the Senior Co-ordinating Group in consultation with the relevant Local Authority Chief Executive. The role of establishing the centre will then fall to the Local Authority and the Chief Executive should immediately form an FAC Management Group to manage the centre. It is considered that the Local Authority Borough Co-ordination Officer, as identified in the Borough Major Incident Response Plan, will chair the group but will need to involve senior representatives from Adult, Children’s and Community Services’ Departments of the council. Other members of the management group will come from the emergency services, voluntary sector and government departments.
- 3.7 The following organizations were present in the FAC after the 7th July bombings and could be involved in a centre should one be established in Cleveland.
- British Red Cross
 - CRUSE Bereavement Care
 - Disaster Action
 - Department of Work and Pensions
 - Department of Culture, Media and Sport
 - Local Authority – Adult, Children’s and Community Services

- Local Authority – Registrar of Deaths
- NHS
- Police Family Liaison
- Samaritans
- Salvation Army
- Transport Undertakings
- Victim Support
- WRVS

- 3.8 The Emergency Planning Unit has worked over recent months with all agencies who could be involved in an FAC to write a plan and protocols to ensure that an FAC could be established in Cleveland in a timely manner should the need arise. The plan identifies the appropriate people, contact details and the roles and responsibilities of each agency. To keep the plan as flexible as possible, no specific locations have been identified but the plan contains details of commercial letting agencies to which an approach for premises would be made, as well as estates management within the local authority.
- 3.9 A draft plan has now been produced and as it is a multi-agency document will be presented to the Cleveland Local Resilience Forum in June 2006 for approval and subject to any considerations from Members of the Joint Committee and the LRF will become the active plan for implementing an FAC. It will thereafter be disseminated into the local authorities through their Emergency Management Response Team meetings. The plan will thereafter be subject to an exercise within one of the local authorities.
- 3.10 The draft plan is available in the Emergency Planning Unit and will be available at the meeting of the Emergency Planning Joint Committee. The Chief Emergency Planning Officer will also ensure that the plan is placed in the Member's Library of all four local authorities.

Report Author: Chief Emergency Planning Officer

Date: 26th April 2006

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE
FROM: CHIEF EMERGENCY PLANNING OFFICER
DATE: 10TH MAY 2006
SUBJECT: **MASS FATALITIES – CENTRAL ASSISTANCE**

1 PURPOSE OF THE REPORT

- 1.1 To inform Members of the Joint Committee of the arrangements being put in place by the Home Office in respect of a National Emergency Mortuary Contract and a National Stockpile of Mortuary Equipment.
- 1.2 To inform Members of the four potential locations for a demountable temporary mortuary structure within the Cleveland area.
- 1.3 To inform Members of the potential cost of deploying the demountable temporary mortuary structure and national stockpile of mortuary equipment which will fall upon the Local Authority.
- 1.4 To inform Members that the Chief Emergency Planning Officer is the nominated contact person on behalf of the four local authorities and the holder of the 'codewords' necessary under these arrangements.

2. RECOMMENDATION

- 2.1 That the report be noted.

3. NATIONAL EMERGENCY MORTUARY CONTRACT & STOCKPILE OF EQUIPMENT

- 3.1 The Home Office have entered into a contract with De Boers to deploy a demountable structure on a suitable area of land. This includes all the necessary structures, supporting facilities and utilities (except water) to operate four post mortem workstations. The temporary mortuary established in London after the 7th July bombings last year was a demountable structure provided by De Boers.

- 3.2 The Home Office have established two equipment stockpiles comprising of racking for 500 bodies/body parts plus essential non-specific mortuary equipment that would be needed to “pump prime” a temporary mortuary.
- 3.3 It is intended that these arrangements would be activated if Cleveland's present temporary mortuary facilities were overwhelmed or likely to be so. Therefore the present arrangements as shown in the temporary mortuary plan would be used unless it was clear from the outset that they would be overwhelmed.
- 3.4 These national arrangements can only be activated by the Local Authority. It has been agreed by the Cleveland Local Resilience Forum that the Chief Emergency Planning Officer will on behalf of the four Cleveland Local Authorities be the conduit for implementing these arrangements after due consideration by the Temporary Mortuary Activation Group (HM Coroner, Supervising Pathologist, Local Authority Chief Executive, Police Senior Investigating Officer, Chief Emergency Planning Officer).
- 3.5 The Chief Emergency Planning Officer has notified the Home Office through the Regional Resilience Team that he will be the identified contact between the Home Office, De Boers and the Local Authorities. A codeword has been issued by De Boers and will be held in the Emergency Planning Unit.
- 3.6 There are two national stockpiles of equipment. One in the South East of England (London) and the second at RAF Leconfield in South Yorkshire. If used, haulage resources from Cleveland would be needed to collect and deliver the containers of equipment to the identified site. After the event, there is a requirement to restock the containers all equipment used prior to it being returned to its base. These stockpiles of equipment are now in place.

4. POTENTIAL SITES FOR A DEMOUNTABLE STRUCTURE

- 4.1 A requirement of the Home Office contract with De Boers is for a number of potential sites to be identified in each LRF area and for these to be subject to inspection by De Boers as to their suitability.
- 4.2 On behalf of the LRF, Emergency Planners from the Emergency Services and Local Authorities have investigated the locations of potential sites and four were considered suitable. The next stage is for representatives from De Boers to visit the potential sites and consider if they would be fit for purpose. Of course, even if found to meet the necessary criteria, these locations can be changed if circumstances change, for example if the land is sold by the current owner or the use of the land is changed. If none of the suggested sites are considered suitable, then further investigations will

be necessary. Whilst there are several potential sites within the boundaries of major chemical installations, for example the Billingham Chemical Complex and Wilton, these have not been identified due to the sensitivities of having a temporary mortuary at these locations.

4.3 The four suggested sites are:

- Land at Teesport owned by PD Teesports. This has the necessary infrastructure and hard standing and is relatively secure and away from the public gaze.
- Land within the boundary of Police Headquarters, Ladgate Lane. This is a grassed area and so would require industrial matting for a base which could be provided either by the military or supplier. The advantage of this site is that it is secure and next to office and refreshment facilities.
- Old industrial premises next to the Police Firearms Facility at Urray Nook. This land is presently unkempt and would require work to bring it up to the necessary standard.
- Old car park adjacent to Elementis Chromium on Long Newton Road at Urray Nook.

4.4 Arrangements are being made for representatives from De Boers to inspect these sites and feedback their deliberations to the Chief Emergency Planning Officer. Should other sites be identified which could be a potential location these will become subject to inspection.

5. **COST OF DEPLOYING THE DEMOUNTABLE STRUCTURE AND TEMPORARY MORTUARY STOCKPILE OF EQUIPMENT**

5.1 The contract with De Boers covers rental of the structure, transport, erection, connecting to utilities and dismantling and removal thereafter. Permission to use the land, any planning permission or building consents and fire safety certification would be the responsibility of the Local Authority.

5.2 The demountable structure would as part of the contract be leased by De Boers for a minimum of a six month period.

5.3 The stockpile of equipment consists of five containers that would require three low-loaders to transport it.

5.4 The current estimation of cost of deploying the demountable structure and stockpile of equipment is £2.1 million.

6. FUTURE CONSIDERATIONS

- 6.1 The current Temporary Mortuary Plan will be reviewed to reflect these arrangements although it should clearly state that they do not replace current planning and arrangements for dealing with fatalities in emergencies.
- 6.2 Any resultant appropriate action following the inspection by De Boers of the identified potential sites that could be used for the demountable structure will be undertaken by the Temporary Mortuary Sub Group on behalf of the LRF.

Report Author: Chief Emergency Planning Officer

Date: 25th April 2006

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE

REPORT FROM: CHIEF EMERGENCY PLANNING OFFICER

DATE: 10th MAY 2006

SUBJECT: NATIONAL CAPABILITIES SURVEY 2006

1. PURPOSE OF THE REPORT

- 1.1 To make Members of the Joint Committee aware of the national capabilities survey that is being conducted at this present time.

2. RECOMMENDATION

- 2.1 That the report be noted.

3. SURVEY / QUESTIONNAIRE

- 3.1 The National Capability Survey is presently being conducted across the country with the purpose of providing a snapshot of current capabilities and assessing progress that has been made since the last survey which was carried out in 2003.
- 3.2 The Regional Resilience Team are collating the response within this region. The return date was 31st March 2006.
- 3.3 Within the Cleveland LRF area the questionnaire has been completed by:
- Cleveland Police
 - Cleveland Fire Brigade
 - HM Coroners
 - Cleveland Emergency Planning Unit on behalf of the four local authorities
 - Environment Agency
- 3.4 Whilst the questionnaire has been completed individually by the organisations shown, much of the planning and preparedness work in respect of civil contingencies and resilience takes place on a multi-agency basis, with plans and protocols in some instances jointly developed and owned. Consequently, there has been discussions between emergency

planners and representatives of the recipients of the questionnaire during the completion stage, although some capabilities are based very much on one responder group and thus solely for their completion.

- 3.5 The Cleveland LRF has been made aware of the survey and considered aspects of the questionnaire prior to completion by individual organisations, thus ensuring consistency where applicable. Further, after completion by individual organisations the response has been shared between organisations and the results will be shared at a future LRF once the data has been consolidated and analysed regionally by GONE and nationally by the Cabinet Office (Civil Contingencies Secretariat).
- 3.6 A copy of the response which was completed on behalf of the local authorities by the Chief Emergency Planning Officer is attached at appendix 'A'.
- 3.7 The issues covered in the survey and which in the main were answered in the positive were:
- Evacuation procedures
 - Dealing with Mass Fatalities
 - Response to CBRN incidents
 - Warning and Informing the Public
 - Human Infectious Diseases
 - Caring for People
 - Mass Casualties
 - Animal Diseases
 - Response to Flooding incidents
 - Urban Search and Rescue
 - Site Clearance
 - Generic Resilience Structures and Arrangements
 - Business Continuity

Report Author: Chief Emergency Planning Officer

Date: 26th April 2006

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE

REPORT FROM: CHIEF EMERGENCY PLANNING OFFICER

DATE: 10th MAY 2006

SUBJECT: EMERGENCY PLANNING UNIT WEBSITE

1. PURPOSE OF THE REPORT

- 1.1 To inform Members of the Joint Committee of the changes to the website and the increasing usage of it.

2. RECOMMENDATION

- 2.1 That the report be noted.

3. BACKGROUND

- 3.1 The Emergency Planning Unit first launched its website in 2004 with the design and implementation being undertaken within the Unit. Initially there was little usage of it and it was difficult to locate through the various web search engines. As the webpage has become more popular the website has moved up the web results pages when persons make a search on "Cleveland Emergency Planning" for instance.
- 3.2 Over the past 3 months, the media department of the University of Teesside has worked with the Unit on enhancing the design and layout of the website to make it more user friendly and attractive and encourage users to move around the site and view most sections. This work which is now complete was undertaken to coincide with the launch of the 'Prepare for Emergencies' leaflet (Z card) as the leaflet publicised the website address.
- 3.3 During 2005 there were 3699 unique visits to the site with December being the most popular time with 454 visits (average of 308 visits per month). Between 1st January and 27th April 2006, there has already been 3222 unique visits, with 1,123 occurring in March. (average of 805 per month). A visitor is only counted when bringing up more than one page on the website, so to be counted as a visitor, the user will need to look at more than just the first page. Details of unique visits are shown at appendix 'A'.

- 3.4 Whilst, as possibly expected, about half of the visitors were from commercial bodies, governmental organisations including local authority, universities, etc, the other visitors were from home / individual sources. Further, whilst most visitors to the site are from the United Kingdom there have also been 84 'hits' from Germany and 7 from Canada to date this year.
- 3.5 The most popular pages, excluding the opening page, were in 2005 the pages relating to the team and the annual plan of the Unit showing the aims and objectives. In 2005, 251 items were downloaded from the website, with the most popular being a copy of the Major Incident Procedures Manual. During the first quarter of 2006 this trend has continued but the Community Risk Register page is also proving popular with 290 'hits'. The number of items downloaded in 2006 has already exceeded the total for the whole of 2005 with 350 items downloaded so far.
- 3.6 The website has also a feedback page which has been used by visitors on several occasions to ask for further information or make contact with the Unit about a variety of issues, including employment opportunities and requesting emergency planners give presentation to groups. It is the intention of the Unit to place more documents upon the website as they become available, particularly in respect of promoting business continuity. We are also examining the viability of the webpage being used as a source of information during a major incident, but this will require remote access capability onto the website and there are security and confidentiality issues to be addresses.
- 3.7 The website is the present holder of papers and documents relating to the Local resilience Forum. The website has hyperlinks to a number of other websites, for example the Environment Agency, UK Resilience, GONE, etc and other websites, for example the websites of the four local authorities have put in links from their websites into the Unit's website.
- 3.8 Overall, it is pleasing to report the increasing popularity and use of the website and that visitors appear to be finding the contents useful and informative, a fact borne out by the increasing number of downloads, many of which are sizeable documents, for example the Major Incident Procedures Manual.

Report Author: Chief Emergency Planning Officer

Date: 27th April 2006

Unique Visits - 2005

Evaluation

clevelandemergencyplanning.info

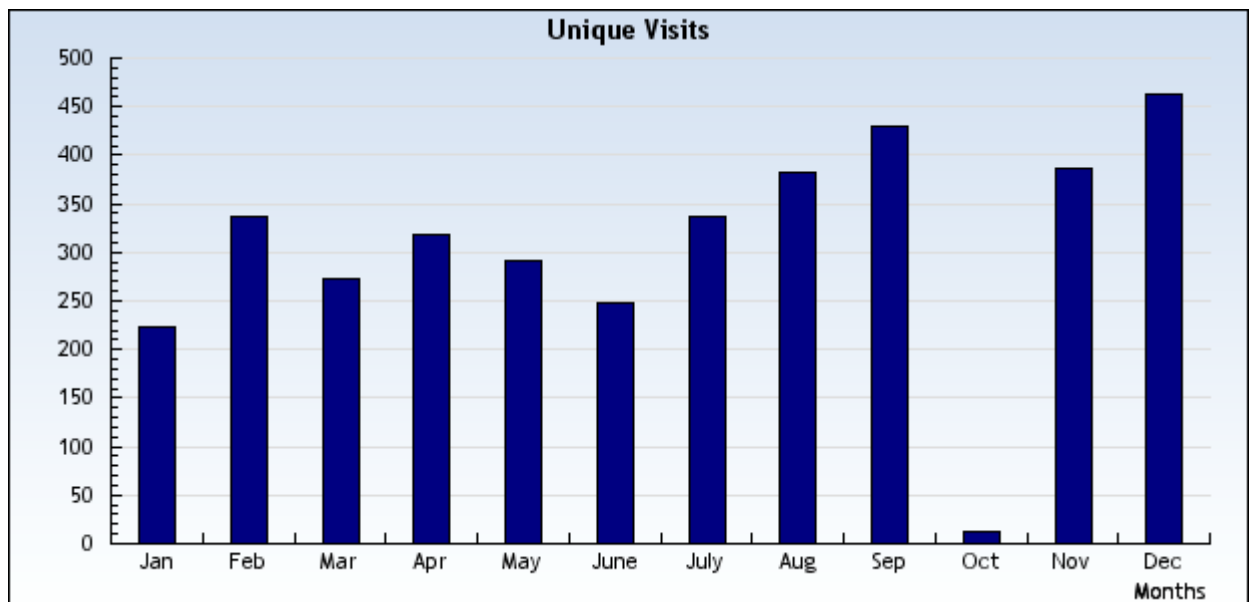
Period:

From January 1, 2005 to December 31, 2005

Results Shown in Graph Format



From January 1, 2005 to December 31, 2005



Results Shown in Table Format



From January 1, 2005 to December 31, 2005

**Date
Month**



Unique Visits

1/1/2005
January
223

2/1/2005
February
336

3/1/2005
March
273

4/1/2005
April
319

5/1/2005
May
292

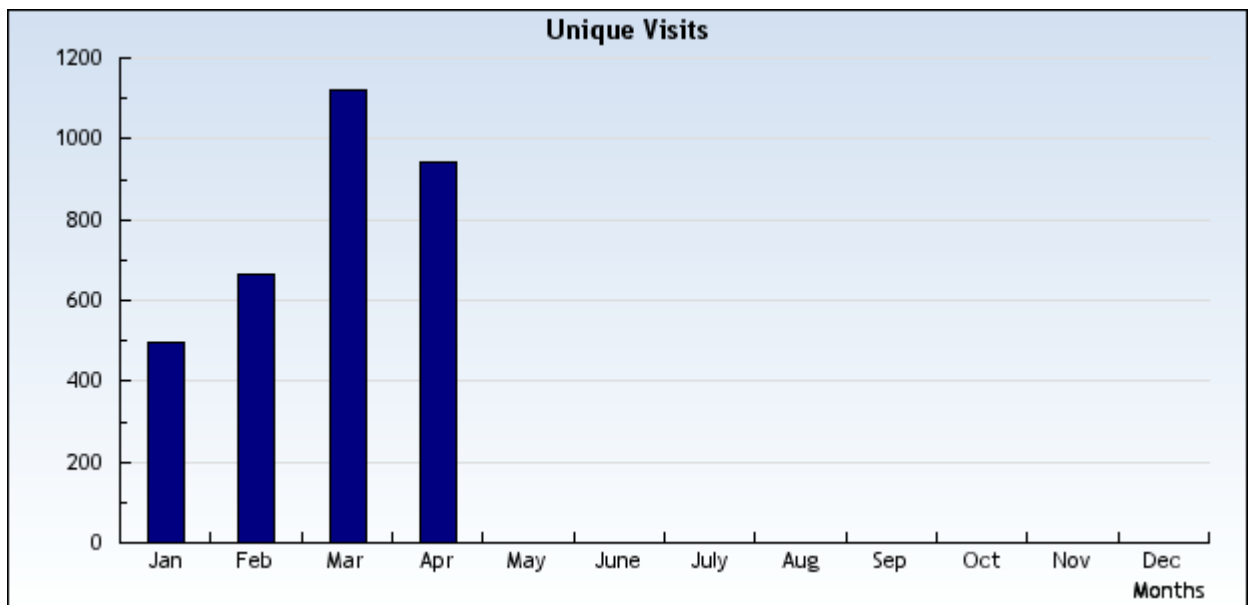
3699 Unique Visits

Unique Visits - 2006

Results Shown in Graph Format



From January 1, 2006 to December 31, 2006



Results Shown in Table Format



From January 1, 2006 to December 31, 2006

Date Month	Unique Visits
1/1/2006 January 496	
2/1/2006 February 662	
3/1/2006 March 1,123	
4/1/2006 April 941	
3222 Unique Visits	

Explanations



What do these statistics show me?

This analysis summarizes multiple page impressions of an individual visitor into **unique visits**. A visitor is counted only when bringing up more than one page and taking no longer than 30 minutes between individual pages.

What does this tell me?

You know how many unique visits are made to your website and at which times.

Please note: All evaluations use statistical methods interpreting automatically generated log files. Due to technically unavoidable inaccuracies, some of the information may not be thoroughly acquired. 1&1 WebStatistics cannot deliver any legally binding basis, e.g., for settlement purposes.

CLEVELAND EMERGENCY PLANNING UNIT

REPORT TO: EMERGENCY PLANNING JOINT COMMITTEE

REPORT FROM: CHIEF EMERGENCY PLANNING OFFICER

DATE: 10th MAY 2006

SUBJECT: **REPORTED INCIDENTS / CLEVELAND COMMUNICATIONS STRATEGY**

1. PURPOSE OF REPORT:

To inform the Emergency Planning Joint Committee of the incidents reported, weather and flood risk warnings received and communications strategy faxes received and dealt with by the Cleveland Emergency Planning Unit.

2. RECOMMENDATION:

That Members note the report

3. FLOOD and WEATHER WARNINGS

- 3.1 Since the last Emergency Planning Joint Committee on 6th December 2005, there have been 19 Flash weather warnings and 12 early warnings of severe weather, mostly in respect of heavy snow icy road conditions and heavy rain.
- 3.2 In the same period, there have been 17 Flood Watch messages (including all clear messages) issued by the Environment Agency. Two flood warnings have been in respect of potential flooding from rivers and becks due to heavy rainfall.
- 3.3 In the period from 1st April 2005 to 31st March 2006, the total of such messages received and dealt with are:
- | | |
|-----------------------------------|----|
| Flash weather warnings: | 34 |
| Early warnings of severe weather: | 30 |
| Flood Watch: | 28 |
| Flood warnings: | 11 |
| Severe Flood warnings: | 0 |

4. COMMUNICATIONS STRATEGY

- 4.1 76 faxes have been issued by the Operators or Agencies involved with the strategy since the last meeting of the Emergency Planning Joint

Committee. They range from noise from alarm systems to excessive flaring to small releases of chemicals. All were blue faxes.

- 4.2 In the period from 1st April 2005 to 31st March 2006 a total of 190 faxes have been received. All but two were blue faxes. The 2 red faxes relate to a major fire at Lingdale and the explosion at Corus, details of which were reported to the Joint Committee in August 2005.

5. INCIDENTS OF NOTE

- 5.1 Since the last report to the Joint Committee there have 13 incidents of note which have involved the Emergency Planning Unit and on some occasions seen the deployment of staff to the scene or Incident Command Rooms to represent the Local Authority. These were:
- 27th November 2005 – large spillage of petrol onto Mitchell Avenue, Thornaby. Fire Brigade and Highways staff utilised to clear up.
 - 30th November 2005 – Newley Close, Netherfields, Middlesbrough. Suspect bomb found in vacant house. Bomb Disposal personnel took device away and detonated it. Nearby homes evacuated.
 - 2nd December 2005 – Major Gas leak on site of old General Hospital, Ayresome Green Lane. Silver Command and Rest Centre established. Nearby homes evacuated and nearby roads closed.
 - 7th December 2005 – Fishing vessel sank off Hartlepool. 2 persons rescued.
 - 21st December 2005 – serious gas leak at Corus, Redcar. No off-site consequences. Leak isolated.
 - 19th January 2006 – 50 litres of Ketone Alcohol leaked from tanker at Greystones Roundabout. A174 road closed until ‘clear-up’ completed.
 - 19th February 2006 – major release of cyclo-hexane released within the Wilton site (Invista). Incident still under investigation by the Health and Safety Executive.
 - 26th February 2006 – live hand grenade found in attic of 11 Eskdale Road, Hartlepool. Nearby houses evacuated and road closed. Grenade removed by Bomb Disposal team and exploded.
 - 3rd March 2006 – damage to derelict bungalows at lakes Estate, Redcar. Concern over asbestos in the properties and contamination of the vandals.
 - 8th March 2006 – pungent smell across whole of Hartlepool from unknown source. Believed to have come from ship venting its tanks whilst in Tees Bay.
 - 11th March 2006 – Bulkhaul premises, High Force Road, Middlesbrough – worker and emergency services personnel affected by fumes when cleaning out tank. Chemical involved was paraquat.

- 30th March 2006 – 4 grenades found in house under renovation in Ashgrove Avenue, Hartlepool. Roads closed and nearby homes evacuated. Grenades removed by Bomb Disposal team and exploded.
- 23rd April 2006 – leakage of sodium cyanide onto Haverton Hill Road and Portrack Interchange from road tanker. Roads closed for 4 hours whilst road made safe.

5.2 A total of 36 incidents were reported to Cleveland Emergency Planning Unit during the period 1st April 2005 to 31st March 2006. Many of these were dealt with by the Duty Officer 'out of hours'.

Report Author: Chief Emergency Planning Officer

Report dated: 27th April 2006

