

EMERGENCY PLANNING JOINT COMMITTEE

AGENDA

Tuesday 6 August 2013

at 10.00 am

At the Emergency Planning Unit,
Aurora Court, Barton Road, Riverside Park
Middlesbrough

MEMBERS: EMERGENCY PLANNING JOINT COMMITTEE:-

Hartlepool Borough Council:-
Councillor Marjorie James

Middlesbrough Borough Council:-
Councillor Charles Rooney

Stockton Borough Council:-
Councillor David Rose

Redcar and Cleveland Borough Council:-
Councillor Steve Goldswain

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
3. **TO RECEIVE THE RECORD OF DECISION IN RESPECT OF THE MEETING HELD ON 11 JUNE 2013** *(previously circulated)*



4. ITEMS FOR DECISION

- 4.1 Quarter 1 Revenue Financial Monitoring Report – *Chief Finance Officer*

5. ITEMS FOR DISCUSSION/INFORMATION

- 5.1 Presentation on the Inter-linkages between Risk and Emergency Planning –
Chief Emergency Planning Officer
- 5.2 Learning from Incidents and Exercises – *Chief Emergency Planning Officer*
- 5.3 Exercise Zambezi Lesson Learnt – *Chief Emergency Planning Officer*
- 5.4 Update on Risk of East Coast Inundation – *Chief Emergency Planning Officer*
- 5.5 Update on Community Resilience Activity – *Chief Emergency Planning Officer*
- 5.6 Reported Incidents and Warnings Received – *Chief Emergency Planning Officer*

6. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

7. DATES OF FUTURE MEETINGS - CONFIRMATION SCHEDULE

- 7.1 Confirmation schedule of future meetings attached



EMERGENCY PLANNING JOINT COMMITTEE

6th August, 2013



Report of: Chief Finance Officer

Subject: QUARTER 1 REVENUE FINANCIAL MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the Joint Committee's overall revenue budget for 2013/2014

2. BACKGROUND

- 2.1 The report provides an overall picture of performance and progress of the Emergency Planning Unit (EPU) against the approved 2013/2014 revenue budget.
- 2.2 The Committee provides political accountability for the Joint EPU and oversees the EPU from a political viewpoint. The Committee itself does not have a budget but oversees that the Chief Emergency Planning Officer receives the funding from the four local authorities within the Tees Valley to enable the EPU to provide a joint service to them and that on behalf of the EPU he spends the money wisely and within budget.

3. FINANCIAL CONSIDERATIONS

- 3.1 The latest position is summarised below:

Actual Position 30/06/13					
Approved Budget £	Description	Expected Budget £	Actual Expenditure/ (Income) £	Variance to Date Adverse/ (Favourable) £	Projected Outturn Variance Adverse/ (Favourable) £
0	Emergency Planning	(320,465)	(364,673)	(44,208)	(18,649)
0	Emergency Planning - Environment Agency	35,000	34,481	(519)	0
0	Local Resilience Forum (LRF)	5,000	5,264	264	0
0	Emergency Planning - Beacon Status	0	0	0	0
0	Total	(280,465)	(324,928)	(44,463)	(18,649)

- 3.2 There is currently a favourable variance on the main Emergency Planning budget owing to some income being received earlier than anticipated and salary costs being lower than budgeted. It is anticipated that the majority of the budget will be spent by the end of the financial year leaving a small favourable variance of £19,000. The projected variance primarily relates to salary savings owing to vacant posts and some employees not yet reaching their maximum scale point.

5. RECOMMENDATIONS

- 5.1 That Members note the contents of the report and approve the underspend be transferred to reserves to support future service delivery.

6. REASONS FOR RECOMMENDATIONS

To support future service delivery of the Emergency Planning Unit.

7. BACKGROUND PAPERS

None.

8. CONTACT OFFICER

Chris Little
Chief Finance Officer
Tel: 01429 523003
Email: chris.little@hartlepool.gov.uk

**EMERGENCY PLANNING JOINT
COMMITTEE**
6th August 2013



Report of: Chief Emergency Planning Officer

Subject: Learning from incidents and exercises

1. PURPOSE OF REPORT

1.1 To inform members of the Emergency Planning Joint Committee (EPJC) of the review undertaken into learning as a result of exercises and incidents, the subsequent actions identified and the process now implemented. Appendix A contains an outline of the process.

2. BACKGROUND

- 2.1 Following a number of reoccurring issues identified following incidents and exercises the Chief EPO undertook a review of the mechanisms for learning within the unit.
- 2.2 The review identified that the CEPU as a unit was open to learning and reflection however a number of issues were reoccurring or had not been captured within an action plan. This lack of collation put CEPU at risk of repeating the same mistakes or failing to learn from incidents.
- 2.3 The methods used at CEPU to identify learning general consist of three mechanisms. 1) Incident logs 2) Debriefs and 3) Peer to peer learning. Whilst each method has advantages and disadvantages it was identified that the combination of the three methods works well.
- 2.4 The weakness in the system is with the collation, structuring a response and active monitoring of the actions once agreed. The current mechanisms do not lend themselves to cross referencing of incidents i.e. at present it would be a manual task to identify learning and actions as a result of flooding.
- 2.5 During the study over 120 incidents were reviewed. It was notable that only 40% of the incidents had learning identified. Of these a significant proportion was limited to observations without any recommended remediation actions or identification of how improvements could be made.

- 2.6 Following the review and active participation of the team a system has been implemented to ensure that learning is more targeted towards continuous improvement. The system has been incorporated into the unit and is accessible to all officers.
- 2.7 A schematic outlining the process is contained in Appendix A. In summary following identification of an issue a suggested action is produced using SMART (Specific, Measurable, Attainable, Relevant and Time Bound) criteria. The actions are recorded in a shared excel sheet and shared at monthly team meetings to ensure awareness across all officers. Once agreed the progress and effectiveness of actions is monitored and effectiveness evaluated at subsequent team meetings. Again this ensures consistency and allows the identification of emerging issues that the existing system does not.

3. PROPOSALS

- 3.1 No options submitted for consideration other than the recommendation.

4. RECOMMENDATIONS

- 4.1 The following recommendations are made;
1) That the members note that CEPU has a process in place to actively learn from incidents and exercises.

5. REASONS FOR RECOMMENDATIONS

- 5.1 To demonstrate awareness and support for the activity undertaken by CEPU on behalf of the four local authorities.

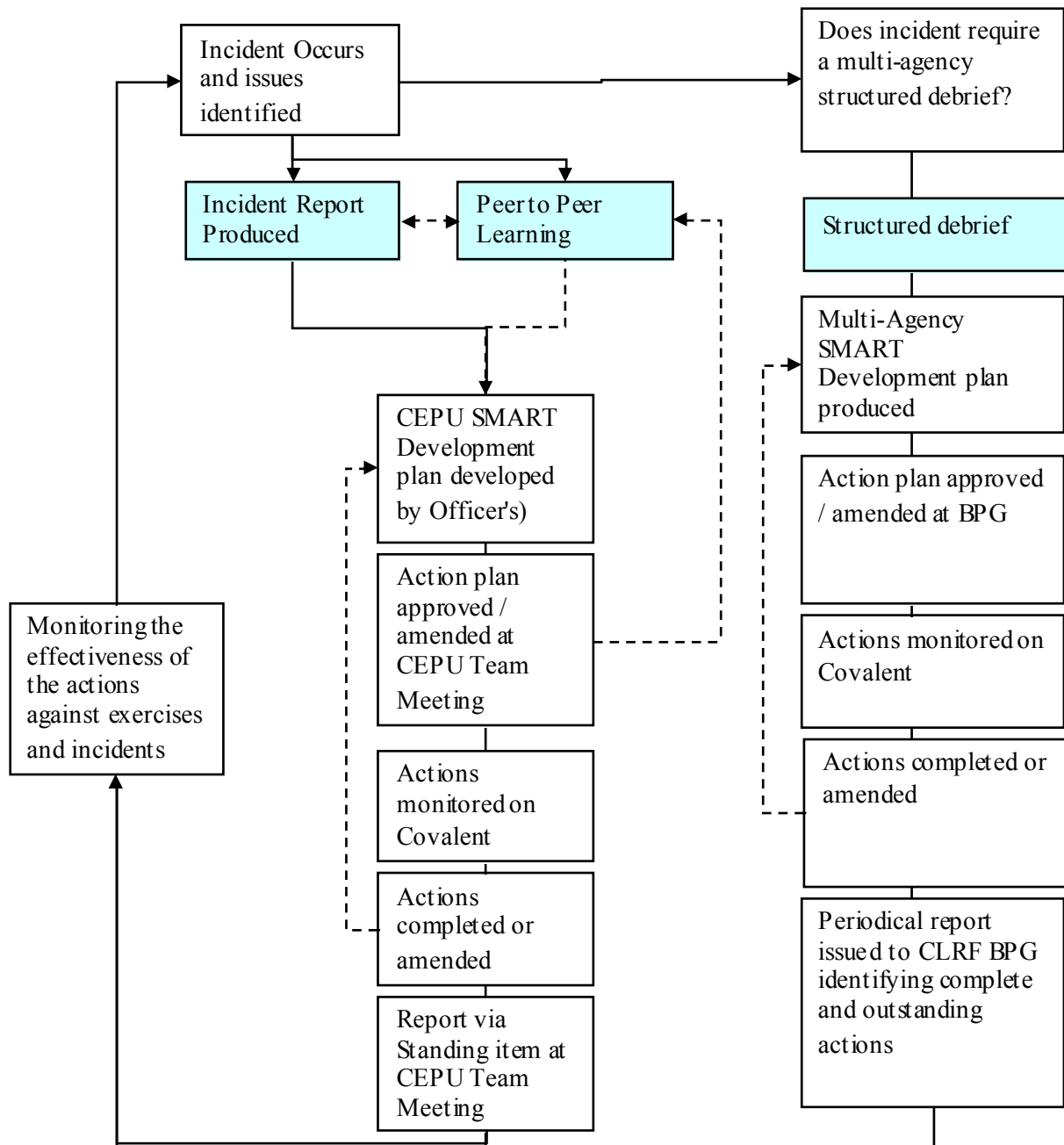
6. BACKGROUND PAPERS

N/A

7. CONTACT OFFICER

Stuart Marshall Chief Emergency Planning Officer
Cleveland Emergency Planning Unit
Regeneration and Neighbourhoods
Hartlepool Borough Council
01642 232442
Stuart.Marshall@Hartlepool.gov.uk

Appendix A Flow chart showing learning and review mechanisms



**EMERGENCY PLANNING JOINT
COMMITTEE**
6th August 2013



Report of: Chief Emergency Planning Officer

Subject: Exercise Zambezi Lesson Learnt

1. PURPOSE OF REPORT

1.1 To inform members of the Emergency Planning Joint Committee (EPJC) of the lessons learnt from Exercise Zambezi and how identified issues will be taken forward.

2. BACKGROUND

2.1 Exercise Zambezi was a level 3 Radiation Emergency Public Preparedness Information Regulations (REPPiR) Exercise held at Hartlepool Power Station on the 15th of May 2013. The exercise was designed to test the constituent parts of the Hartlepool Off-site plan for an incident at the power station. The Offsite Plan is prepared under the REPPiR Regulations by Cleveland Emergency Planning Unit on behalf of Hartlepool Council.

2.2 Following the exercise a letter has been received from the Office for Nuclear Regulation (ONR) Identifying that the exercise was a valid test of the Offsite Plan.

2.3 In addition to regular plant exercises annually an exercise is held to test the onsite response. Every three years a significantly larger Level 2 or 3 exercise is held to test the offsite plan against a credible scenario. The exercise included over 180 staff from a range of agencies at locations across England including; Cleveland Police HQ, Hartlepool Civic Centre, Hartlepool Power Station, EDF Central Emergency Support Centre in Barnwood Gloucester and the Nuclear Emergency Briefing Room in London. Costs for the exercise are in the process of being recovered from EDF.

2.4 The scenario incorporated a release of radioactivity requiring; the consideration of precautionary measures within the 1 km Detailed Emergency Planning Zone and a number of actions to warn and inform the public beyond the 1 km DEPZ. The exercise ran from 07:45 through to 16:30. During which time tactical and strategic decision making and support cells were tested.

- 2.5 A separate exercise was held on the 16th May designated Exercise Kariba this encompassed the recovery to a nuclear incident. Whilst the exercise was of a different nature a number of issues were identified that are now being incorporated into the revision of the Recovery Plan.
- 2.6 A hot debrief for the exercise was held immediately following the exercise with a structured debrief held on the 3rd July. Both debriefs identified a number of strengths and weaknesses with the response and plans in place.
- 2.7 The issues will split into two separate reports. A national report will go to the Nuclear Emergency Planning Delivery Committee which is chaired by the Department of Energy and Climate Change, and they will look at any issues that have arisen, and if they have occurred at any other sites in exercises and how they can be addressed. A report identifying local issues and associated action plan will be taken to the Local Resilience Business and Policy Group on the 30th July. A selection of the initial local findings are outlined in Appendix A.
- 2.8 This Local action plan will be monitored and updated through the Emergency Planning Consultative Committee held at the Power Station and comprising representative of the emergency services, power station and CEPU.

3. PROPOSALS

- 3.1 No options submitted for consideration other than the recommendation.

4. RECOMMENDATIONS

- 4.1 The following recommendations are made;
- 1) That the members note the role of CEPU in developing and testing arrangements on behalf of Hartlepool Borough Council.
 - 2) That the members note that the plans prepared under the REPIR Regulations have been tested to the satisfaction of the Office for Nuclear Regulation.
 - 3) That the members note that where issues with plans have been identified be it at a national or a local level, action plans are being produced and responsibilities allocated for the resolution of the identified issues.

5. REASONS FOR RECOMMENDATIONS

- 5.1 To demonstrate awareness and support for the activity undertaken by CEPU on behalf of the four local authorities.

6. BACKGROUND PAPERS

N/A

7. CONTACT OFFICER

Stuart Marshall Chief Emergency Planning Officer
Cleveland Emergency Planning Unit
Regeneration and Neighbourhoods
Hartlepool Borough Council
01642 232442
Stuart.Marshall@Hartlepool.gov.uk

Appendix A Summary example of local recommendations identified by participants at Exercise Zambezi

No.	Issue
1	<p>Strategic Coordination Centre (SCC)</p> <ul style="list-style-type: none"> ▪ The briefing upon arrival was not consistent. ▪ There was a lack of coordination of the meetings of the various groups which led to inconsistency of messages. ▪ There was also a lack of situation reports in the rooms to allow people to know what was happening, use of electronic messaging boards would have been useful. ▪ Electronic messaging system is required - paper based system caused additional stress and delays.
2	<p>Strategic Media Advice Cell (SMAC)</p> <ul style="list-style-type: none"> ▪ The Strategic Media Advice Cell received significant criticism from agencies. ▪ This function was cited by several agencies as being slow to provide general safety and reassurance messages to the wider public and generally disorganised. Issues to be taken up by Cleveland Media Emergency Forum CMEF.
3	<p>Facilities at SCC (Strategic Coordination Centre)</p> <ul style="list-style-type: none"> ▪ Room in the SCC was cramped in each of the groups set up. ▪ Delay in holding meetings due to more than one group using the same meeting room. ▪ Limited WiFi/mobile signal within SCC ▪ Limited access to briefing screens.
4	<p>Liaison officer from EDF at Silver</p> <ul style="list-style-type: none"> ▪ A request was made by the Silver Commander for representation from EDF at Silver Command to fulfil a similar role to that undertaken by the Company Representative agreed with local COMAH operators. EDF are to review resourcing arrangements
5	<p>Background Knowledge/Awareness</p> <ul style="list-style-type: none"> ▪ Better familiarisation of the REPIR Offsite plan and the information contained in it required by several 'players'. ▪ Whilst the SCC familiarisation training day is a positive addition it was felt that some of the information contained in the day could be improved to include more specific information on Hartlepool and the specific planned countermeasures and communities at risk.
6	<p>Exercise Control</p> <ul style="list-style-type: none"> ▪ A better understanding of agencies on the role of exercise control is required. ▪ Agencies need to feed into exercise control any changes to operational orders or issues which occur before and during the exercise. ▪ In future a more coordinated exercise control with all agencies represented and contributing to the running of the exercise would provide a more realistic feel for players.

**EMERGENCY PLANNING JOINT
COMMITTEE**
6th August 2013



Report of: Chief Emergency Planning Officer

Subject: Update on the risk of East Coast Inundation

1. PURPOSE OF REPORT

- 1.1 To inform members of the Emergency Planning Joint Committee (EPJC) of the work being undertaken regarding the nationally recognised risk of East Coast Inundation.

2. BACKGROUND

- 2.1 East Coast Inundation refers to the threat of a tidal surge from the North Atlantic being funnelled into the North Sea and Channel. Such an occurrence is likely to result in significant flooding to coastal communities and infrastructure. The best known example occurred in 1953 resulting in 307 deaths in England and over 1,800 in the Netherlands. There have been more recent events including in 2007 during which flood defences proved effective.
- 2.2 Cleveland has previously considered this risk on a local basis through the combination of risks relating to coastal communities as oppose to a single inundation risk. The national risk relating to East Coast inundation was assessed as a low risk on the local Community Risk Register (CRR) and discounted, given the coverage provided by the individual risk assessments.
- 2.3 This approach is being reviewed following guidance issued by the Cabinet Office identifying the risk of coastal flooding as one of the national priorities in the National Risk Register.
- 2.4 Recent studies issued to LRF's have identified that the risk of an East Coast inundation scenario is considered as having a Medium Likelihood (0.5% probability occurrence with 5 years). Whilst the likelihood is not particularly high compared to other risks included on the Local CRR the impact identified within National Reports is significant both locally and nationally - impacting on more than two Government Regions.
- 2.5 Recognising this potential for a variation between the local and national assumptions, CEPU has established a task and finish group which has raised a number of queries with DEFRA and the EA to seek clarification and develop

an agreed approach to managing the risk prior to undertaking specific planning activities.

- 2.6 It is felt that investing time into understanding the hazard is required prior to diverting resource away from other identified risks.
- 2.7 The model provided by the local Environment Agency provides a far higher accuracy than previous models and should allow the identification of the impact of flooding on specific sites including depth and flow rate. Work will be undertaken with partners to identify the impact of an inundation scenario on primary routes, likely damage to buildings and infrastructure.
- 2.8 Once planning assumptions have been agreed between partners the task and finish group will cross reference the assumptions against existing capacities and capabilities. This in turn will identify where additional work is required such as community resilience, site clearance, water rescue, emergency accommodation and mutual aid arrangements with neighbouring LRFs / Authorities.
- 2.9 Until the assumptions are produced members can be assured that the existing multi-agency flood plan incorporates the geographic areas identified by both the national and local reports.

3. RECOMMENDATIONS

- 3.1 To note the report

4. REASONS FOR RECOMMENDATIONS

To provide an awareness.

5. BACKGROUND PAPERS

The National Risk Assessment can be accessed at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/211867/2900895_NationalRiskRegister_acc.pdf

6. CONTACT OFFICER

Stuart Marshall Chief Emergency Planning Officer
Cleveland Emergency Planning Unit
Regeneration and Neighbourhoods
Hartlepool Borough Council
01642 232442
Stuart.Marshall@Hartlepool.gov.uk

**EMERGENCY PLANNING JOINT
COMMITTEE**
6th August 2013



Report of: Chief Emergency Planning Officer

Subject: Update on the Community Resilience Activity

1. PURPOSE OF REPORT

1.1 To update members of the Emergency Planning Joint Committee (EPJC) of the work undertaken on the Environment Agency funded community resilience project.

2. BACKGROUND

2.1 Community resilience is about communities using local resources and knowledge to help themselves during an emergency in a way that compliments the local emergency services.

2.2 In terms of flooding this may include a range of actions such as checking on vulnerable neighbours, signing up for flood warnings direct, adapting properties at risk to become more resilient, starting a community group, developing community plans etc

2.3 There have been a number of attempts at promoting community resilience in recent years both nationally and within Cleveland. For example the facilitation of parish emergency plans, support to local voluntary and interest groups. Experience of such activities has been varied with some community resilience groups developing into responding partners able to bring specialist skills and resources to a response.

2.4 It is recognised that the role the community can play is two fold if they are prepared the demand on resources can be reduced allowing more specific targeting and the impact of an event can be reduced both on services and on the community.

2.5 Since March 2011 the Environment Agency have provided funding for a community resilience project based in Cleveland. This funding has enabled an officer to be allocated full time on the project and a range of events to be undertaken to further the aim of Working with communities in Cleveland to help them build community resilience to flooding.

- 2.6 Objectives included in the project include;
- Increasing the communities awareness of flooding and their ability to respond.
 - Improving the overall response to flooding available to communities within Cleveland.
 - Identification of ways to embed the project and make the project sustainable for communities over the longer term.
- 2.7 The Cleveland project focuses on raising awareness within targeted communities via frontline staff who have a good knowledge of the communities at risk and the conflicting issues that the residents face.
- 2.8 To enable this approach a number of training sessions have been held with frontline officers where they are given awareness of the risks, responses and activities that residents can undertake to become more resilient to flooding. It is intended that these officers will then deliver this message in the communities they work in.
- 2.9 This approach ensures that the message is maintained within the community as oppose to a one off event. The final part of the training focuses on the attendees producing actions plans identifying how they will progress the aims of the project. Again this exploits the local knowledge held by participants to identify what will be most effective within their communities rather than applying one approach to all communities.
- 2.10 Methods identified as appropriate by front line staff have included;
- Door to door leaflet drops by community staff and housing providers has been identified allowing reassurance at the time.
 - A drop in session arranged at a local library which is seen by the community as the focal point.
 - Including information on flood warnings in the Cleveland Fire Brigade Home Safety Visits.
 - Attendance at community events such as the Tri-Star event in Preston Park and Redcar Festival.
 - The development of programs to relay key messages to children and adults.
- 2.11 The focus has been primarily residential although work with the high hazard industry in the Tees Estuary has been initiated and engagement with caravan and campsites at risk will be undertaken shortly.
- 2.12 The targeted community sessions are reinforced by media messages through council and partner publications. So far the key messages with regards to flooding have been circulated to over 100,000 properties via council websites and magazines, partner publications and main stream media.
- 2.13 Appendix A contains a summary of activities undertaken and proposed.

3. PROPOSALS

3.1 No options submitted for consideration.

4. RECOMMENDATIONS

4.1 That members note the report.

5. REASONS FOR RECOMMENDATIONS

5.1 To ensure awareness of the community resilience project within councillors areas.

6. BACKGROUND PAPERS

N/A

7. CONTACT OFFICER

Stuart Marshall Chief Emergency Planning Officer
Cleveland Emergency Planning Unit
Regeneration and Neighbourhoods
Hartlepool Borough Council
01642 232442
Stuart.Marshall@Hartlepool.gov.uk

Appendix A Summary of actions undertaking and upcoming

Ref	Date	Action		Complete
1	15/01/2013	Hartlepool - Community Resilience Session with professional partners held at Cleveland Emergency Planning Unit. In total 38 attendees from agencies including Police, Fire Brigade, Ambulance, Environment Agency, British Red Cross, Neighbourhood Council workers.	✓	Feedback from the event was good. 144 Forms Flood Warning Forms were completed following the event and given to C Marshall from the Environment Agency on 24.04.13. The best method of completion was door knocking.
2	18 th February 2013	New project officer in post	✓	
3	By end of February	Visit to partners – Durham & Northumbria	✓	M Sturgeon met with K Gibson (Durham and Darlington) and L Dunleavy (Northumbria) at Spennymoor. Agreed a joint message should be put into the NECC magazine.
4	By end of February	Community Plan template draft produced		Community Plan is on going. Need permission to be confirmed from Cumbria to use their plan as a template as it contains Copyright.
5	By 1 st March	Detailed plan for community events to be developed. Based upon information from 3. Possibility of daytime/evening events tagged onto existing events/ meetings.	✓	M Sturgeon collecting samples of flood products to take to community events (3 rd May 2013). Detailed plan for community events to be developed.
6	By 1 st March	Review of information available to members of the public via the new Cleveland Emergency Planning Unit website on flooding / community resilience	✓	Be prepared information put on EPU website via Robin beach, with links signposting for further information
7	5 th March	Stockton Borough Community Resilience Project meeting to confirm dates and brief officers reference event on 26 th or 27 th March	✓	Planning meeting with Managers held on 5 th March 2013. It was agreed that three separate events would be held for Frontline Officers – The Clarence's, Lustrum Corridor, Yarm.
8	By 15 th March	Draft generic template for media article (council news) reference flooding and what residents can do.		On going several items issued on base template but needs of each channel vary.
9	20 th March 2013	Flood Risk Sub Group	✓	M Sturgeon introduced herself to members and discussed the current status of the Cleveland Community Resilience Project. 10 communities for remaining community engagement to be decided at each boroughs planning meeting with Managers.
10	20 th March 2013	Following / Prior to Flood Risk Sub Group Project Officer to meet with EA Ben McCarthy reference the project introduce and outline.	✓	The Action plan was sent out by A Summerbell on 13 th March 2013 and agreed by B McCarthy on 20 th March 2013. B McCarthy was made aware of the outline of the project at the flood risk sub Group on 20 th

				March 2013. Further discussion was carried out at the steering group on 24 th April 2013.
11a	26 th /27 th March 2013	Stockton - Community Resilience Session with professional partners	✓	Port Clarence Frontline Officer event held on: Thursday 18 th April 2013 Lustrum Corridor / Yarm Frontline Officer event held on: Wednesday 22 nd May 2013.
11b	From April 2013	Stockton - Flood Resilience article – Stockton News. Article outlining the risks in Stockton the Environment Agencies website, warning system and guidance. Indicator of distribution figures across Stockton.	✓	Article in Stockton news March 2013 edition received by 87,000 households.
11c	From 1 st April 2013	3 area specific projects will be carried out. Stockton Borough – 1. Port Clarence 2. Yarm Lustrum Beck	✓	A door knocking event is to take place in Port Clarence by Knowhow NorthEast, Tri Star, Environment Agency and CEPU. Date to be confirmed, currently awaiting door knocking packs from Environment Agency. Yarm Library Community drop in session 29/05/13, 9:30 -13:30. Held by Environment Agency and CEPU. Community event - Tristar homes annual show at Preston Park, taking place on Wednesday 7 th August Community Resilience will be promoted and activities will take place. i.e. name the frog Puppets to be arranged via Tri Star, go into Primary Schools and deliver scenarios through puppets to school pupils. Mel contacted puppeteer currently awaiting feedback.
	TBC at the meeting on 5 th March	Stockton -Port Clarence		
	TBC at the meeting on 5 th March	Stockton – Yarm	✓	Yarm Library Community drop in session 29/05/13, 9:30 -13:30. Held by Environment Agency and CEPU. Advertised on CEPU website, Stockton library website, Stockton Library Facebook page. Posters were put up in the following locations in Yarm –
	TBC at the meeting on 5 th March	Stockton -Lustrum Beck Cleveland Fire Brigade including flood specific information in home safety visits.		Further Community events to take place Tri Star summer show at Preston Park, to be confirmed. Additional community work to be confirmed following outcome of funding bids. Puppets to be arranged via Tri Star, go into Primary Schools and deliver scenarios through puppets to school pupils.
12	April 2013	Project Group Meeting – Stuart Marshall/Mel Sturgeon /Environment Agency to	✓	Project group meeting held on Wednesday 24 th April 2013 at CEPU. Attended by Stuart Marshall, Mel Sturgeon, Ben McCarthy and

		discuss action plan for the remainder of the year		Catherine Marshall.
13a	From 1 st May 2013 to 1 st April	Redcar and Cleveland - Community Resilience session with professional partners. Awareness with frontline staff of the risks in their area. Greater knowledge of response capability and prevention. Issue of materials to agencies. Work plans developed by attending staff. Increased sign up for flood warnings direct following event.	✓	Took place on 2 nd July at Kirkleatham Police HQ. Attended by 22 Officers.
13b	From April 2013	Redcar - Flood Resilience article Article outlining the risks in Redcar - the Environment Agencies website, warning system and guidance. Indicator of distribution figures across Redcar.		
13c	From 3 rd June 2013 by July 2013	Redcar and Cleveland - Area specific projects to be carried out		Redcar central community resilience event arranged for 5 th August 2013. Festival week. Tees Valley trailer is to be used and located in the Redcar High Street.
	TBC	Skinningrove		
	TBC	Stumps Cross		
	TBC	Dormanstown		
	TBC	Kirkleatham		
14	June 2013	Project board update electronic		Arranged for Wednesday 31 st July, 2pm at CEPU.
15	25 th July 2013	Flood Risk Sub Group		
17a	From August 2013	Middlesbrough Flood Resilience article onto MBC web		
17b	From August 2013	Middlesbrough Community Resilience Session with professional partners		
17c	From September 2013 to End of October 2013	Middlesbrough Area specific projects to be carried out Middlesbrough Council 1) Marton West Beck downstream of Glendale Road and Eastbourne Road 2) Middlebeck in the vicinity of Pallister Park and Town Farm 3) Middlebeck in Ormesby Village 4) Spencerbeck downstream of South Bank Road Area north of Park Road North/Marton West Beck culvert		
22	16 th October	Project Group Meeting		

23	21 st November 2013	Flood Risk Sub Group		
24	31 st January 2014	Summary paper produced reference the project against criteria and future. Issued to the project group. Including lessons learned ref community engagement and potential further work.		
25	March 2014	Project Group Meeting		

**EMERGENCY PLANNING JOINT
COMMITTEE**
6th August 2013



Report of: Chief Emergency Planning Officer

Subject: REPORTED INCIDENTS AND WARNINGS
RECEIVED

1. PURPOSE OF REPORT

1.1 To inform members of the Emergency Planning Joint Committee (EPJC) of the incidents reported and warning communications received and dealt with by the Cleveland Emergency Planning Unit (CEPU). The report covers the period between 21st May 2013 and 24th July 2013 (8 weeks).

2. BACKGROUND

2.1 CEPU provide a 24 hour point of contact for partners requesting assistance and for the provision of tactical advice to the four local authorities.

2.2 There are a number of mechanisms in place to ensure that CEPU are made aware of incidents both in and out of normal office hours.

2.3 National Severe Weather Warning Service

2.4 During the period 21st May and 24th July 2013 there were 0 weather alerts and 0 warnings issued. These alerts are issued by the Meteorological Office as part of the National Severe Weather Warning Service and include warnings of strong winds, heavy rainfall, snow and ice.

2.5 During the period 17 Heat wave Planning Advice statements were issued and 10 Heat wave Action / Warnings were issued. These warnings relate to prolonged increased day and night time temperatures and trigger responses within health and social care.

2.6 The warnings are supported 24 hours per day by the Meteorological Office both at their Headquarters in Exeter and locally via a Public Weather Service Advisor co-located with the Environment Agency in Newcastle. Further all CEPU on-call officers have access to the Met Office Hazard Manager Internet Site allowing them to monitor weather in near real time.

2.7 Environment Agency Flood Warnings

2.8 Flood Warnings are issued by the Environment Agency to raise the public and responders awareness of potential / actual flooding as a result of coastal and river flooding. The service does not currently include warnings of surface water flooding due to variation and localised nature of the events (an advanced warning is issued in conjunction with the met office as a separate service under the Flood Forecasting Centre).

2.9 The system has several stages:

Flood Alert – issued when flooding is possible and will be issued at least 2 hours in advance of the potential flooding event. (Note 2 hour warning is dependant on the topography of the river basin).

Flood Warning – issued when flooding is expected and immediate action is required by the local authorities, emergency services and public. Issued at least 30 minutes to one day in advance of the expected flooding event.

Severe Flood Warning – issued when there is severe flooding expected and there is danger to life. Issued when flooding poses a significant threat to life and urgent actions, e.g. evacuation, are required.

Severe Flood Warning – Issued when there is severe flooding expected and there is danger to life. This may be jointly issued with responders.

Warning No Longer In Force – issued when the risk has subsided.

2.10 During the period 21st May 2013 and 24th July **5 flood alerts and 2 flood warnings** were issued by the Environment Agency within the Cleveland LRF boundary for a combination of tidal and fast rising becks. No severe flood warnings were issued during this period. One teleconference was held with partners reference potential severe weather (lighting and intense rainfall) following the abnormally hot spell.

2.11 Industrial Communications System

2.12 The industrial communications strategy is used to alert responders and members of the public in the event of an incident on an industrial site. There are two levels associated with the system: 1) Blue – for information only issued to partners and contact centres and 2) Red – where action is required (e.g. shelter within prescribed areas) broadcast via BBC Radio Tees.

2.13 During the period 14 blue faxes were issued (not including close outs) by the operators or agencies involved in the strategy. Awareness of the system remains high with ongoing testing undertaken as a routine in both Control of Major Accident Hazard Regulations Tests and under the Radiation Emergency Preparedness Public Information Regulations.

2.14 Whilst the majority of faxes were in relation to site processes that may cause alarm such as flaring a number required additional contact between CEPU,

the operator and emergency services to seek clarification, give advice or gather further information.

- 2.15 No red faxes were issued during this period.
- 2.16 Members should be aware that there is currently a move to review the system with a view to moving towards an electronic based system following the request of industrial partners.
- 2.17 Incidents of Note
- 2.18 In the period 8 incidents of note have occurred these are outlined in Appendix 1.
- 2.19 As can be seen the range of incidents was varied with a combination of suspicious packages and hazmat incidents. Several of the incidents have resulted in further dialogue between CEPU and operators.
- 2.20 A number of the incidents resulted in the public in the immediate vicinity being asked to take shelter or to evacuate.
- 2.21 A small number of other minor incidents were also reported to Cleveland Emergency Planning Unit, some of which were dealt with by the Duty Officer 'out of hours'.

3. PROPOSALS

- 3.1 No options submitted for consideration other than the recommendation.

4. RECOMMENDATIONS

- 4.1 That Members note the report.

5. REASONS FOR RECOMMENDATIONS

- 5.1 To ensure that members are aware of the role of CEPU as first point of contact and as tactical advisors in the event of a significant incident / potential incident both in and out of hours.

6. BACKGROUND PAPERS

N/A

7. CONTACT OFFICER

Stuart Marshall Chief Emergency Planning Officer
Cleveland Emergency Planning Unit
Regeneration and Neighbourhoods
Hartlepool Borough Council
01642 232442
Stuart.Marshall@Hartlepool.gov.uk

Appendix A Incidents occurring within CEPU Area 21/05/2013 – 24/07/2013

Date	Authority Area	Incident Type	Notes
26/05/13	Redcar	Hazmat	Following a fire structure collapsed reported as containing asbestos. Duty officer contacted and arrangements put in place to secure until clean up could be arranged.
11/06/2013	Redcar	Shipping	Vessel had a fire in the engine room. Required assistance from tugs and services on protective standby. Vessel brought into Teesport before fire confirmed as being out.
13/06/13	Hartlepool	Suspect Package	Middleton Grange Shopping Centre. Suitcase left in store - no malicious intent.
20/06/13	Middlesbrough	Male on building	Male threatening to commit suicide due to disagreement with housing provider. Incident successfully resolved by the emergency services.
08/07/2013	Middlesbrough	Suspect Package	Package left on Linthorpe Road. Explosive Ordnance Disposal called. No malicious intent.
16/07/2013	Middlesbrough	Hazmat	Vehicle on Stainton Way drums of product reported by driver as leaking. Tactical command established at Police HQ. Emergency Services responded and general stay in message issued to nearby schools and residents.
17/07/13	Stockton	Gas Leak	Gas leak resulting in 3 properties being evacuated for a short period. Incident managed by gas supplier with assistance from emergency services and Local Authority.
22/07/13	Billingham	COMAH	Release of natural gas from COMAH Site. Alarms audible offsite resulting in some public interest.

EMERGENCY PLANNING JOINT COMMITTEE

MEETING DATES - 2013/14

Tuesday 11 June 2013 – 10.00 am

Tuesday 6 August 2013 – 10.00 am

Tuesday 26 November 2013 – 10.00 am

Tuesday 4 February 2014 – 10.00 am

Tuesday 6 May 2014 – 10.00 am

Tuesday 10 June 2014 – 10.00 am