



Hartlepool  
Borough Council

# Emergency Planning Joint Committee

## Agenda

11<sup>th</sup> March 2026

**Time:** 10:00 am

**Location:** Emergency Planning Annex, Stockton Police Station

**Members:** Emergency Planning Joint Committee

Hartlepool Borough Council: Councillor Owen Riddle

Middlesbrough Borough Council: Councillor Theo Furness

Redcar and Cleveland Borough Council: Councillor Adam Brook

Stockton Borough Council: Councillor Nigel Cooke

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### 1. Apologies for absence

### 2. To receive any declarations by members

### 3. Minutes

- 3.1. To receive the minutes of the meeting held on 7<sup>th</sup> January 2026 (previously published and circulated)

### 4. Items for Decision

- 4.1. No items

### 5. Item for Discussion / Information

- 5.1. Financial Management Update Report (*Director of Finance, IT and Digital, Chief Emergency Planning Officer*)

- 5.2. Whole of Society Resilience Update (*Chief Emergency Planning Officer*)



5.3. Activities Report 13/12/2025 – 27/02/2026 (*Chief Emergency Planning Officer*)

5.4. Incidents Report 23/12/2025 – 26/03/2026 (*Chief Emergency Planning Officer*)

6. Any other business which the chair considers urgent

For information

Date of next meeting – to be confirmed.





**Hartlepool**  
Borough Council

# Emergency Planning Joint Committee

11 March 2026

**Report of:** Director of Finance, IT and Digital and Chief  
Emergency Planning Officer

**Subject:** FINANCIAL MANAGEMENT UPDATE REPORT

## 1. Purpose of Report

- 1.1 To provide details of the forecast outturn for the current financial year ending 31<sup>st</sup> March 2026.

## 2. Forecast Outturn

- 2.1 The latest forecast outturn is a favourable variance of £14,000 before release of reserves as shown in the table below.

**Table 1 – Main Emergency Planning Budget - Forecast Outturn as at 31<sup>st</sup> January ,2026**

	Budget £'000	Latest Forecast as at 31st January, 2026 £'000	Forecast Outturn Variance Adverse/ (Favourable) £'000
<b>Main Emergency Planning Budget</b>			
Direct Costs - Employees	336	311	(25)
Direct Costs - Other	114	125	11
Income	(450)	(450)	0
<b>Net Position Before Reserves</b>	0	(14)	(14)
Transfer to Reserves		14	14
<b>Net Position After Reserves</b>	0	0	0

- 2.2 There is a £14,000 favourable variance on expenditure due to additional employee costs being chargeable to the LRF grant , partially offset by additional non-staff spend.
- 2.3 The latest forecast for the Local Resilience Forum (LRF) core budget is £54,000 favourable variance as shown in the following table:

**Table 2 – 2025/26 LRF Forecast Outturn as at 31<sup>st</sup> January, 2026**

	Budget £'000	Latest Forecast as at 31st January, 2026 £'000	Forecast Outturn Variance Adverse/ (Favourable) £'000
Direct Costs - Employees	39	0	(39)
Direct Costs - Other	15	0	(15)
Income	(54)	(54)	0
<b>Net Position Before Reserves</b>	0	(54)	(54)
<b>Transfer to Reserves - Underspend</b>		54	54
<b>Net Position After Reserves</b>	0	0	0

- 2.4 The underspend represents an in-year saving on the core budget to maximise grant usage and to ensure that the requirement to spend brought forward MHCLG Grant is met in order to prevent clawback. The below table summarises expenditure against the grant position.

**Table 3 – 2025/26 MHCLG LRF Grant Forecast Outturn**

	Budget £'000	Latest Forecast as at 31st January, 2026 £'000	Forecast Outturn Variance Adverse/ (Favourable) £'000
Direct Costs - Employees	135	190	55
Direct Costs - Other	71	190	119
Grant	(206)	(211)	(5)
<b>Net Position Before Reserves</b>	0	169	169
<b>Release of brought forward - LRF Grant</b>		(189)	(189)
<b>Transfer unspent in year LRF grant to Reserves</b>		20	20
<b>Net Position After Reserves</b>	0	0	0

- 2.5 As shown in the table above, the grant brought forward from previous years has been released to meet the new MHCLG conditions. The 'Nil Position after Reserves' is the result of an overall underspend of £20,000 of in year grant, which is shown as a Transfer to Reserves.
- 2.6 This approach meets the government requirements, as detailed in previous quarter.

### **3. Recommendations**

- 3.1 To note the latest outturn forecast for 2025/26

### **4. Background Papers**

- 4.1 None.

### **5. Contact Officers**

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# Emergency Planning Joint Committee

11<sup>th</sup> March 2026

**Report of:** Chief Emergency Planning Officer

**Subject:** Whole of Society Resilience, Update

**Decision Type:** For information

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## 1. Purpose of Report

1.1. To provide members of the EPJC with an update on the work being undertaken with regards to building Whole of Society Resilience (WOSR).

## 2. Background

2.1. Within the UK Government's Resilience Action Plan there is a clear objective to enable the whole of society to take action to increase their resilience. Cleveland Local Resilience Forum (LRF) and Emergency Unit continue to work towards this objective. This report provides a brief overview of the work undertaken and proposed, much of the work is supported by the LRF Community Resilience Officer within the Emergency Planning Unit.

2.2. **Governance**, following accepting the role of LRF Chair the previous Strategic Lead for Whole of Society Resilience has stood down. A new Strategic Lead, the Chief Executive of Middlesbrough Voluntary Development Agency has been identified and accepted the role. This is a significant step change and recognition that there is a need to expand the LRF beyond the traditional responders identified in the Civil Contingencies Act 2004 to include communities and representation at the LRF Strategic Board.

2.3. This approach is paying dividend with recent engagement of the community and voluntary sector within **exercising**. A fundamental principles of response include shared situational awareness and a joint understanding of risk across

responders, enabling the communities to contribute to this can only improve the response. During the exercise participants were able to identify and reflect the needs and concerns of communities in real time, enabling these to be relayed back into policy and decision making.

2.4. Work continues on developing the **community response hub** model with 4 established hubs within the LRF area, work is ongoing with several more who are looking to establish themselves as hubs for use by communities in the event of an incident. In addition several local authorities are considering the model and how it could apply to community buildings. Following engagement with a number of **common interest groups** there is a recognition that a physical hub is not necessarily the best model for a number of communities. For example those who address the needs of specific groups who may be geographically dispersed and unable to travel in an incident. This has led to discussions on how the functions of community response hub can be delivered virtually in the event of an incident.

2.5. **Community Resilience Grants**, the funding provided by MHCLG continues to be utilised to support grass roots resilience initiatives identified by communities. In the latest round held in December 23 groups applied, with 8 being supported following a review of the applications by a multi-agency panel. In total £28,250.00 was made available to the 8 groups across the four boroughs. With projects including purchase of equipment and resources, training, communication aids, community engagement and awareness of risk. The projects address a range of chronic and acute risks including adverse weather, deprivation and utilities outages. Groups ranged from those with common geography to specific and diverse communities with specific needs and how they can build resilience before, during and after incidents. The LRF is currently reviewing the model and the grants issued over the last 3 years with a view to future activities. Of note a recent NCSR Report supported by DEFRA / Environment Agency identified that £1 invested in societal resilience to disruption generates £35.12 of public value.

2.6. **Youth Engagement**, work continues to promote the community safety award with some groups undertaking the training for a third year. The Community Resilience Officer continues to support out-of-term provision (Holidays Activities Fund HAF). Nationally we have supported a recent conference focusing on youth engagement and will look to adopt learning from the conference in the coming year's activities.

2.7. **Academia**, work is ongoing to develop a structured relationship between Local Resilience Forums within the North East and local academic institutions. Whilst there has previously been good relationships between the

institutions and LRFs these have often been focused on a specific project or have been reliant on the connections between officers and academics. It is felt that formalising the interface and identifying where there are mutual interests has the potential to benefit all parties.

2.8. **Business**, The HM Government Resilience Action plan identifies a desire to increase resilience across all sectors including business. There are some sectors where there is an existing long-standing relationship between the LRF and responders (i.e. COMAH industry, those at risk of flooding, Utilities) however this is not true across the board. Whilst there have been several successful projects for example understanding the risks to small independent care providers and supporting access to cyber support, it is recognised that further consistent work could be done in this area. Discussions are ongoing with a number of stakeholders and will be built into future action plans.

### 3. Proposals

3.1 As a LRF we continue to work in the community resilience/whole of society resilience space engaging wider partners and academics with a view to longer term sustainability and agreed outcomes.

3.2 We continue to engage in a wide range of pilot work and increase reach of activities including the community safety award and community hubs.

3.3 We ensure that regular updates are provided to the members on the work being undertaken within this arena and where appropriate advise members of opportunities to engage and shape the work.

### 4. Other Considerations/Implications

<b>Risk Implications</b>	There are a number of potential risks associated with implementation of whole of society resilience, however it is felt that these can be effectively managed, through a measured approach, engagement with stakeholders, sharing learning with counterparts and regular review.
<b>Financial Considerations</b>	Currently, the work undertaken on community resilience including the post and funding required to undertake activities is funded by LRF funding from HM Government. Some activities are providing funding to 3 <sup>rd</sup> parties and the usual safeguards are undertaken.
<b>Subsidy Control</b>	There are no subsidy controls relating to this report.

<b>Legal Considerations</b>	Questions relating to roles, liabilities, and insurance are being raised nationally but it is felt that this should not hinder the development of the local work on resilience, where required specific guidance is being sought.
<b>Single Impact Assessment</b>	There are no equality and diversity considerations relating to this report. (Equality and diversity will be included within the individual activities).
<b>Staff Considerations</b>	The current staff member 1FTE is currently on a fixed contract, funded by HM Government grant to the LRF.
<b>Asset Management Considerations</b>	There are no asset management considerations relating to the content of this report.
<b>Environment, Sustainability and Climate Change Considerations</b>	One of the key areas of concern for communities is the impact of adverse weather, as outlined in HM Governments Chronic Risk assessment this is anticipated to be worsened by climate change.
<b>Consultation</b>	No public consultation has undertaken with regards to this report.

## 5. Recommendations

5.1. EPJC members ensure that they are sighted on the work on Whole of Society resilience being undertaken within the Emergency Planning Unit and wider Local Resilience Forum in line with HM Governments Resilience Action Plan and advise on any areas where further information or engagement would be of benefit.

5.2. Members consider supporting the developing work around whole of society resilience both in terms of the strategy and in terms of how the role of Elected Members can be integrated and support the development of WOSR.

## 6. Reasons for Recommendations

6.1. By its nature WOSR cannot be effectively implemented without extensive networks and connections. As key representatives of the community and with the remit for oversight of the Emergency Planning Unit it is essential that the EPJC membership are sighted on this area of work and able to advise on and influence the strategy and activities.

## 7. Background Papers

UK Government Resilience Action Plan July 2025

[CCS0525299414-001 PN9801267 Cabinet Office - HMG Resilience Strategy 3 .pdf](#)

Background information on NCSR, National Consortium for Societal Resilience  
<https://www.alliancembs.manchester.ac.uk/research/recovery-renewal-resilience-from-covid-19/national-consortium-for-societal-resilience/>

Resilience standards (non-statutory)  
<https://www.gov.uk/government/publications/the-uk-government-resilience-framework/the-uk-government-resilience-framework-html>

NCSR report Assessing the public value of societal resilience to disruption  
<https://www.alliancembs.manchester.ac.uk/media/ambcs/content-assets/documents/research/assessing-the-public-value-of-societal-resilience-to-disruption-report.pdf>

## 8. Contact Officers

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# Emergency Planning Joint Committee

11<sup>th</sup> March 2026

**Report of:** Chief Emergency Planning Officer

**Subject:** Activities Report 13/12/2025 - 27/02/2026

**Decision Type:** For information

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## 1. Purpose of Report

1.1. To assist members of the Emergency Planning Joint Committee (EPJC) in overseeing the performance and effectiveness of the Emergency Planning Unit and its value to the four unitary authorities.

## 2. Background

2.1. As reported the Cleveland Emergency Planning Unit (CEPU) produces an annual action plan, approved by the EPJC identifying key areas of work to be undertaken in 2025-26 by CEPU.

2.2. A number of actions relate directly to the statutory functions placed upon the authorities by the relevant legislation (including the Civil Contingencies Act 2004, Control of Major Accident Hazard Regulations 2015, Radiation Emergency Preparedness Public Information Regulations 2019 and Pipeline Safety Regulations 1996).

2.3. Where non-statutory duties are included, they are based upon guidance, such as that associated with the Civil Contingencies Act 2004 and the good practice contained in the SOLACE guidance on emergencies<sup>1</sup> revised and re-issued 2018, whilst non-statutory they are critical to resilience.

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<sup>1</sup> SOLACE <https://www.gov.uk/government/publications/local-authorities-preparedness-for-civil-emergencies>

2.4. A summary of progress made against the Unit's 2025/6 Action Plan is outlined below. One action is identified as redundant relating to engagement with a national group focussed on the response to the risk of East Coast Inundation, the Chief EPO is following up as to why the group hasn't stood.

Table 1: Progress on CEPU annual action plan

Area	Yet to start	Complete	Ongoing	Redundant	Grand Total
CEPU Internal Functions	1	19	9		29
Community Resilience		16	5		21
Event Support	1	13	5		19
Financial Control		1	1		2
Industrial Emergency Planning		25	7		32
ITC / Cyber planning			1		1
Local authority resilience	1	43	5		49
Plans and procedures	1	15	5	1	22
Risk Assessment		2	4		6
Support review of the development of the LRF		1			1
Support, review and development of the LRF	3	7	7		17
Training and exercising	2	14	9		25
Training Needs		1			1
Warn and inform		7	2		9
<b>Grand Total</b>	<b>9</b>	<b>164</b>	<b>60</b>	<b>1</b>	<b>234</b>
Previous report (September 2025)	130	48	56	0	234
Previous report (December 2025)	68	114	52	0	234

2.5. Significant pieces of work from the CEPU work plan completed in period include:

- Emergency Planning Leads LA meeting and actions
- Annual meeting with the competent authority
- Annual review of COMAH and pipeline plans and structure

- Internal Health and Safety requirements
- Training for staff in rest centres / emergency accommodation
- Recovery provision of awareness session
- Reports to emergency management leads
- Out of hours contact testing (LA)

2.6 Additional pieces of work by CEPU relating to local authorities in period not included within the annual plan include:

- Identification and assessment of new rest centre
- Awareness raising reference the Local Authority response to Chemical, Biological and Nuclear incidents
- Review of emergency planning within a Local Authority in line with Solace guidance
- Support to Cat 1 agency reviewing their learning processes
- Case studies on the work undertaken with communities
- Exercising and testing Council internal emergency plans (outdoor provision)
- Review of filing structure and reduction of data held, means of ensuring knowledge shared across the team.

Table 2: Progress on the LRF Action Plan

Area	Yet to start	Complete	Ongoing	Redundant	Grand Total
CEPU Internal Functions	1	19	9		29
Community Resilience		16	5		21
Event Support	1	13	5		19
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Training Needs		1			1

Warn and inform		7	2		9
<b>Grand Total</b>	<b>9</b>	<b>164</b>	<b>60</b>	<b>1</b>	<b>234</b>
Previous report (September 2025)	130	48	56	0	234
Previous report (December 2025)	68	114	52	0	234

(Note: the redundant actions have been identified as not required by the partner agencies who proposed exercises).

2.7. Significant pieces of work undertaken as part of the Local Resilience Forum annual action Plan and completed in period include:

- Planning on Multi-Agency Strategic Holding Area
- Review of plan storage and accessibility
- Confirmation of Whole of Society Resilience Governance arrangements
- Production and approval of training and exercise calendar based on training needs analysis

2.8. Significant pieces of work undertaken in addition to the Local Resilience Forum annual action Plan and completed in period include:

- Significant additional work on the LRF risk register updating assessments in line with updated guidance
- Engagement and commissioning of UK Resilience Academy to undertake further work on the management of learning from incidents in line with National guidance
- Support and engagement for the National Consortium for Societal Resilience
- Support in developing a national LRF peer review programme

2.9. Staffing, there are currently two development roles going through recruitment a Local Resilience Forum Officer (24 month FTC new role) and a Emergency Planning Officer / Senior Emergency Planning Officer (replacement due to retirement). Application rates have been good with a number of candidates shortlisted and interviews scheduled for March. We would hope to have both positions filled in the near future.

2.10. One existing officer has progressed in role from band 10 (EPO) to band 11 (Senior EPO) following submission of a comprehensive portfolio of evidence outlining their competency and application including response, planning, exercising and training.

### 3. Proposals

3.1 That the Chief Emergency Planning Officer continues to provide quarterly updates and additional information as requested by EPJC members on the work undertaken by the Unit on behalf of the Local Authorities and the Local Resilience Forum.

3.2 Should members require further information on any element of the EPU work plan or LRF work plan or wish to discuss activities further please contact the Chief EPO.

3.3 That the final LRF action plan is presented following sign off by the LRF Strategic Board.

#### 4. Other Considerations/Implications

<b>Risk Implications</b>	Failure to understand the role and remit of the role of the Unit may result in a lack of preparedness or resilience within the authorities.
<b>Financial Considerations</b>	There are no financial considerations relating to this report.
<b>Legal Considerations</b>	The key legislation is the Civil Contingencies Act 2004 which identifies the local authorities as a Category 1 responder, section 10 of the CCA 2004 identifies failure by a person or body identified within the legislation may bring proceedings in the High Court.  Further enforcement may take place in the event of failure to meet the duties identified under industrial legislation including the Control of Major Accident Hazard Regulations (2015), Pipeline Safety Regulations 1996 and Radiation Emergency Preparedness Public Information Regulations 2019.
<b>Single Impact Assessment</b>	There are no equality and diversity considerations relating to this report.
<b>Staff Considerations</b>	There are no staffing considerations relating to this report.
<b>Asset Management Considerations</b>	There are no asset management considerations relating to the content of this report.
<b>Environment, Sustainability and Climate Change Considerations</b>	There are no Environmental, sustainability or climate change considerations relating to this report.
<b>Consultation</b>	There has been no public consultation on this report.

#### 5. Recommendations

5.1. That members seek involvement and clarification on the CEPU Action Plan where appropriate.

5.2. That the CEPO continues to develop the CEPU Annual Action Plan and the EPJC standard report to provide assurance to EPJC members that the key considerations continue to be met and that members are updated at the quarterly EPJC meetings reference any amendments / additional actions.

## 6. Reasons for Recommendations

6.1. To ensure that members of the EPJC can effectively obtain assurance that the duties and expectations on the local authorities can be met in the event of an incident.

## 7. Background Papers

7.1. None presented.

## 8. Contact Officers

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# Emergency Planning Joint Committee

11<sup>th</sup> March 2026

**Report of:** Chief Emergency Planning Officer

**Subject:** Incidents Report 23/12/2025 – 26/03/2026

**Decision Type:** For information

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## 1. Purpose of Report

1.1. To assist members of the EPJC in overseeing the performance and effectiveness of the Emergency Planning Unit and its value to the four unitary authorities through provision of a list of incidents within the reporting period.

## 2. Background

2.1. CEPU provides both 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 several mechanisms in place to ensure that CEPU are made aware of incidents both in and out of normal office hours. These include protocols with the emergency services and early warning systems with industry and agencies, for example warnings from the Met Office, Environment Agency and communications chains with local industry.

2.3. **Appendix 1** lists the incidents that staff have been involved in or notified of. No multi-agency incident debriefs have been conducted in this period.

## 3. Proposals

3.1 Members familiarise themselves with the range of incidents that have occurred with a view to seeking additional detail / clarification if required.

## 4. Other Considerations/Implications

<b>Risk Implications</b>	Failure to respond appropriately may result in impacts on the social, economic and environmental welfare of the community.
<b>Financial Considerations</b>	There are no financial considerations relating to this report.
<b>Legal Considerations</b>	<p>The key legislation is the Civil Contingencies Act 2004 which identifies the local authorities as a Category 1 responder, section 10 of the CCA 2004 identifies failure by a person or body identified within the legislation may bring proceedings in the High Court.</p> <p>In addition a number of actions relate to the Control of Major Accident Hazard Regulations 2015, Radiation Emergency Preparedness Public Information Regulations 2019 and Pipeline Safety Regulations 1996. All of the above place statutory duties upon the local authority, failure to provide to an adequate level resulting in possible enforcement.</p>
<b>Single Impact Assessment</b>	There are no equality and diversity considerations relating to this report.
<b>Staff Considerations</b>	There are no staffing considerations relating to this report.
<b>Asset Management Considerations</b>	There are no asset management considerations relating to the content of this report.
<b>Environment, Sustainability and Climate Change Considerations</b>	There are no Environmental, sustainability or climate change considerations relating to this report.
<b>Consultation</b>	There has been no public consultation on this report.

## 5. Recommendations

- 5.1. That members consider the incidents listed and seek any additional information as required in their role of EPJC members.

## 6. Reasons for Recommendations

- 6.1. To ensure that members of the EPJC can effectively obtain assurance that the duties and expectations on the local authorities can be met in the event of an incident.

## 7. Background Papers

7.1. None presented.

## 8. Contact Officers

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**Appendix 1 Incidents of note 23/12/2025 – 27/02/2026**

Date	Borough	Location	Type of incident	Additional Information
30/01/2026	All	All	Space debris	No action was required – included for awareness of the risk. The National Space Observations Centre advised that they were monitoring re-entry of space object ZQ-3 Rocket Body - debris from a Chinese rocket body.
13/02/2026 – 20/02/2026	All	All	Cold Weather alerts	Yellow cold weather health alerts issued across the North East:  <ul style="list-style-type: none"> <li>- increased use of healthcare services by vulnerable people</li> <li>- greater risk to life of vulnerable people</li> </ul>
18/02/2026	Middlesbrough	Hemlington	House Fire	Standby ref accommodation for vulnerable residents.