

EMERGENCY PLANNING JOINT COMMITTEE

MINUTES AND DECISION RECORD 6th December 2017

The meeting commenced at 1.00pm at the Emergency Planning Annex,
Stockton Police Station, Bishop Street, Stockton-on-Tees, TS18 1SY

Present:

Councillor: Mick Thompson (Middlesborough Borough Council) (In the
Chair)

Councillors: Mike Smith (Stockton Borough Council)

Officers: Stuart Marshall, Chief Emergency Planning Officer
Jo Stubbs, Democratic Services Officer

13. Inquorate Meeting

Members noted that the meeting was inquorate however it was decided to
proceed

14. Apologies for Absence

Apologies were submitted by Councillors Alec Brown (Redcar and
Cleveland Borough Council) and Marjorie James (Hartlepool Borough
Council)

15. Declarations of interest by Members

None

16. Minutes of the meeting held on 20th September 2017

Minutes received

17. Financial Management Report for period ending 31st October 2017 (*Chief Finance Officer and Chief Emergency Planning Officer*)

Purpose of report

To provide details of the revenue outturn forecast as at 31st October 2017.

Issue(s) for consideration by the Committee

A summary of the outturn position was provided as set out in the report. The Emergency Planning Unit (EPU) original budget included a planned release of reserves of £12,000 as a result of funding a temporary post. The release of reserves is now expected to be £5,000. £7,000 lower due to reduced staffing costs owing to a vacant post.

There was also a nil variance on the Local Levy Fund and Local Resilience Forum. Regarding future contributions to the Unit budget and refunds from the reserves to member authorities, formal agreement was currently being sought following which the refunds would be transferred. Work had been undertaken to introduce a flat rate annual recharge for all work carried out for COMAH sites providing stability. Work is progressing on increasing income generation activities with local schools and academies.

Decision

That the latest forecast outturn be noted.

18. Activity and Incident Report (1st September – 10th November 2017 (*Chief Emergency Planning Officer*)

Purpose of report

To inform members of the activities, incidents reported and warning communications received and dealt with by the Cleveland Emergency Planning Unit between 1st September and 10th November.

To provide oversight of the actions undertaken under the community resilience project hosted at the Unit and the actions associated with the Cleveland Local resilience Forum.

Issue(s) for consideration by the Committee

Between 1st September and 12th November 2017 –

13 warning communications had been received
6 incidents of note had taken place
13 training events had been held
4 training exercises had been held

Information was also given regarding community resilience activities and LRF activities.

The Chief Emergency Planning Officer made reference to the elected member's awareness event for the four authorities on 10th November. Attendees had felt that additional sessions outside working hours might attract more representation therefore it was proposed that in future such events be separated by local authority and scheduled close to existing meetings.

The Chief Emergency Planning Officer also highlighted the recent release of a mass casualty framework for the North East and subsequent work on the role of social care in the response phase. The Chair queried how much dialogue there had been with NHS England regarding the Sustainability and Transformation Plans. The Chief Emergency Planning Officer advised that he was not directly sighted on the STP's but that there was due to be a briefing from NHS England at the next Local Resilience Forum Strategic Board. He would raise this as an issue with his NHS England counterpart and feedback.

Members were advised that a meeting had taken place between the Emergency Planning lead officers from each of the 4 boroughs.

Decision

That the report be noted

The meeting concluded at 13:35pm.

P J DEVLIN

CHIEF SOLICITOR

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