

# **EMERGENCY PLANNING JOINT COMMITTEE**

## **MINUTES AND DECISION RECORD 21<sup>st</sup> February 2018**

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: Marjorie James (Hartlepool Borough Council)  
Mike Smith (Stockton Borough Council)

Officers: Stuart Marshall, Chief Emergency Planning Officer  
Jon Hepworth, Group Accountant (Regeneration and  
Neighbourhoods)  
Jo Stubbs, Democratic Services Officer

### **19. Apologies for Absence**

None

### **20. Declarations of interest by Members**

None

### **21. Minutes of the meeting held on 6<sup>th</sup> December 2017**

The minutes were received. The Chair requested that in future the minutes be attached to the agenda papers.

The Chief Emergency Planning Officer made reference to the NHS England Sustainability and Transformation Plans, confirming that a briefing was due to take place on this issue in the near future.

**22. Financial Management Report for period ending 31<sup>st</sup> January 2018** (*Chief Finance Officer and Emergency Planning Officer*)

**Purpose of report**

To provide details of the forecast outturn for the Cleveland Emergency Planning Joint Committee as at 31<sup>st</sup> January 2018.

**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 £4,000. £8,000 lower due to reduced staffing costs owing to a vacant post. A £10,000 adverse variance for other costs related to course running costs incurred as a result of increased course provision to schools, Emergency Planning College training courses and recharges made under legislation and regulations. This increased income had offset the lower amount of COMAH exercise income receivable in the current year.

There was a nil variance on the Local Resilience Forum. Members were also advised that as previously discussed £280 thousand had been paid in varying amounts from the reserves to each of the local authorities which comprised the Joint Committee.

**Decision**

That the latest forecast outturn be noted.

**23. Activity and Incident Report (11<sup>th</sup> November 2017 – 31<sup>st</sup> January 2018)** (*Chief Emergency Planning Officer*)

**Purpose of report**

To assist members in overseeing the performance and effectiveness of the Unit, to inform members of the activities, incidents report and warning communications received and dealt with by the Unit and 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 (LRF)

## **Issue(s) for consideration by the Committee**

Between 11<sup>th</sup> November 2017 and 31<sup>st</sup> January 2018 –

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

Information was also given regarding a number of LRF activities including work on mass casualties. The Chief Emergency Planning Officer made particular reference to the work carried out as part of the production and exercising of all COMAH External Emergency Response Plans, noting that this was the primary responsibility of one officer and paying tribute to their efforts.

He also referred to a number of recent incidents where requests had been received for structural engineers to attend incidents. In several cases their attendance was not necessary or beneficial to the response and public safety could be provided through provision of fencing. The Unit was engaging with partners to ensure that requests were made based on the desired outcome as opposed to a request for a specific resource which might not meet this need.

Members queried future representation from the LRF at meetings of the Committee. They felt that as the LRF were spending public money there should be public accountability and this could be achieved through more political involvement. The Chief Emergency Planning Officer confirmed that he would speak to the new Chair of the LRF and ask her to attend the next meeting. Members suggested she attend the first meeting of the municipal year to give details of their plans for the year then attend a later meeting advising whether those plans had been achieved. Members were also concerned that some of the items they might wish to discuss could be confidential and requested that any report relating to this item be restricted.

The Chief Emergency Planning Officer advised that there had been liaison between the LRF and the combined authority regarding Emergency Planning protocols. Members queried whether there was any suggestion that a representative from the Combined Authority should come onto this committee but were advised that there was not due to the role of the Committee.

## **Decision**

That the report be noted and the Chair of the LRF be asked to attend a future meeting.

The meeting concluded at 2.05pm.

**P J DEVLIN**

**CHIEF SOLICITOR**

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