

EMERGENCY PLANNING JOINT COMMITTEE

MINUTES AND DECISION RECORD

11th October 2018

The meeting commenced at 10.00am at the Emergency Planning Annex, Stockton Police Station, Bishop Street, Stockton-on-Tees, TS18 1SY

Present:

Councillor: Lewis Young (Middlesbrough Borough Council) (In the Chair)

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

8. Apologies for Absence

Apologies were submitted by Councillor Marjorie James (Hartlepool Borough Council) and Councillor Mike Smith (Stockton Borough Council)

9. Declarations of interest by Members

None

10. Meeting inquorate

As the meeting was inquorate it was agreed that it would be adjourned to a future date

Meeting adjourned at 10.15am.

The meeting reconvened at 10.00am on Wednesday 14th November 2018 at the Emergency Planning Annex, Stockton Police Station, Bishop Street, Stockton-on-Tees, TS18 1SY

Present:

Councillor: Lewis Young (Middlesbrough Borough Council) (In the Chair)

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

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

11. Apologies for Absence

None

12. Declarations of interest by Members

None

13. Minutes of the meeting held on 27th June 2018

The minutes were received

14. Function and Operation of Cleveland LRF (*Cleveland LRF Chair*)

Purpose of report

To provide background information on the structure and operation of Cleveland Local Resilience Forum.

Issue(s) for consideration by the Committee

As the Chair of the Cleveland LRF was unavailable Members agreed to defer this item to the next meeting.

Decision

That this item be deferred.

15. Financial Management Report for Period Ending 31st August 2018 (*Director of Finance and Policy and Chief Emergency Planning Officer*)

Purpose of report

To provide details of the revenue outturn forecast.

Issue(s) for consideration by the Committee

A summary of the outturn position was provided as set out in the report. A favourable variance of £3,000 on the main Emergency Planning (EPU) budget was forecast while the Local Resilience Forum budget was expected to be fully spent.

Decision

That the latest forecast outturn be noted.

16. Activity and Incident Report (1st June – 31st August 2018) (Chief Emergency Planning Officer)

Purpose of report

To inform members of the activities, incidents reported and warning communications received and dealt with by the unit between 1st June and 31st August.

Issue(s) for consideration by the Committee

Between 1st June and 31st August –

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

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

A member queried what steps were being taken to ensure Brexit caused the minimum disruption particularly in terms of the import of goods. The Chief Emergency Planning Officer confirmed that discussions were taking place locally and nationally between the LRF members and Government Departments based on a range of possible scenarios including a no deal. Members were asked to feed any concerns raised by the community through to the Unit.

A member also referred to a national shortage of flu vaccine for the over 65s. The Chief Emergency Planning Officer advised he was meeting with representatives from NHS England and Local Authority Social Care the following day and would raise members' concerns at that time. Members queried why the decision had been made to change the vaccine on offer for the over 65s.

Decision

That the report be noted.

17. Emergency Planning Awareness Training for Elected Members *(Principal Emergency Planning Officer)*

Purpose of report

To provide an update on the approach to training for Elected Members in 2018/19.

Issue(s) for consideration by the Committee

As part of the Unit's Action Plan awareness sessions are due to be delivered to Elected Members on an annual basis. In 2016 and 2017 briefings were offered on a combined basis to all 4 local authorities. The feedback from these sessions was very positive albeit fewer members attended in 2017 than had in 2016 and it had been suggested that it might be preferable to offer individual sessions to each of the 4 local authorities, hosted within their borough.

A Member suggested that this training could be tied in to new member inductions. The Chief Emergency Planning Officer noted this suggestion and advised that he would provide more information on future dates to members when it became available.

Decision

- I. That the Cleveland Emergency Planning Unit continue to offer and deliver annual Emergency Planning Awareness sessions to Elected Members and continue to include this as an action in the CEPU Action Plan.
- II. That in future individual awareness sessions be offered to each local authority area at a convenient location to ensure accessibility.

18. Office for Nuclear Regulation Inspection *(Chief
Emergency Planning Officer)*

Purpose of report

To update members on the recent office for Nuclear Regulation (ONR) inspection of Local Authority arrangements to plan and test the off-site emergency response plans produced under the Radiation Emergency Public Preparedness Information Regulations (REPPiR) 2001.

Issue(s) for consideration by the Committee

In May 2018 the ONR had informed the Chief Executives of Local Authority's with a nuclear facility in their area about the planned inspections of off-site planning and response arrangements over the next 5 years. Hartlepool was the first local authority to be subject to the new inspection process which took place on 6th July 2018. Hartlepool's arrangements were graded as 'no formal action' with 3 areas being identified for improvement. Details of these concerns and the EPU response to them were appended to the report.

Decision

That members note the outcome of the ONR inspection and the work undertaken by CEPU officers.

The meeting concluded at 10.40am

H MARTIN

INTERIM CHIEF SOLICITOR

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