

**EMERGENCY PLANNING
JOINT COMMITTEE**

MINUTES AND DECISION RECORD
12 July 2022

The meeting commenced at 10;00am at the Emergency Planning Annex,
Stockton Police Station, Bishop Street, Stockton-on-Tees, TS18 1SY

Present:

Councillor: Mike Smith (Stockton Borough Council) (In the Chair)

Councillors: Eric Palano (Middlesbrough Borough Council)
Cliff Foggo (Redcar and Cleveland Borough Council)
Shane Moore as substitute for Tom Cassidy (Hartlepool Borough
Council)

Officers: Stuart Marshall, Chief Emergency Planning Officer
Jon Hepworth, Group Accountant
Denise Wimpenny, Principal Democratic Services Officer

1. Apologies for Absence

Apologies for absence were submitted on behalf of Councillor Tom Cassidy
(Hartlepool Borough Council).

2. Declarations of interest by Members

None

3. Minutes of the meeting held on 2nd March 2022

Minutes received

4. Financial Management Update Report (*Director of
Resources and Development and Chief Emergency Planning Officer*)

Purpose of report

To provide details of the outturn position for the financial year ending 31st
March 2022.

Issue(s) for consideration by the Committee

A summary of the outturn position at 31st March 2022 was provided as set out in the report. The outturn for the main Emergency Planning budget showed a favourable variance of £4,000. The outturn for the LRF budget showed a favourable variance of £221,000 which consisted of an underspend on the Pilot Grant £178,000 in addition to an accounting adjustment of £43,000 as a result of the Members approval of the recommendation by LRF Strategic Board not to pay out the rebate to the LRF member authorities. These resources had been carried forward to 2022/23 and would be utilised across a range of LRF projects including the increase in staffing, increase capability and capacity, pilot / research projects and focus on community resilience.

Decision

That the financial outturn for 2021/22 be noted.

5. LRF Pilot Funding Update *(Chief Emergency Planning Officer)*

Purpose of report

To assist Members in overseeing the performance and effectiveness of the Emergency Planning Unit and its value to the four unitary authorities.

To provide Members with an overview of the pilot funding activities identified by the LRF and being progressed by the Emergency Planning Unit/Local Resilience Forum.

Issue(s) for consideration by the Committee

Members were provided with background information to the funding that had been made available to Local Resilience Forums from Central Government for use in capacity building and capability building. The criteria for the use of the money had been provided as set out the report. A summary of the outcomes and activities being undertaken was included in the report together with details of actual expenditure.

In response to queries raised arising from the report, clarification was provided in relation to proposed /ongoing activities, powers available to address any issues of concern, flooding and mutual aid arrangements as well as the options to share equipment with partner organisations. A query was raised as to whether military vacuum tankers could be utilised for flooding emergencies which the Chief Emergency Planning Officer agreed to explore and provide confirmation following the meeting.

Decision

- (i) That the pilot funding and proposed /ongoing activities be noted and that further reports on the utilisation of the funding be reported to future meetings of this Committee.
- (ii) That confirmation be provided following the meeting in relation to whether military vacuum tankers could be utilised in flooding emergencies.

6. Activity Report (*Chief Emergency Planning Officer*)

Purpose of report

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.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer updated the Committee on the activity within the unit and the significant areas of work that had been completed. Staff continued to work effectively under the corporate pilot of hybrid working and staffing had increased through the use of the LRF grant, details of which were provided. Details of the work undertaken by the team in support of the Local Resilience Forum was outlined. The LRF received the proposed annual action plan for 2022-23 at its meeting in May 2022, an outline of which was included in the report. The action plan was being delivered by 18 multi-agency working groups and the key elements and activities delivered to date were provided.

Decision

- (i) That the report be noted.
- (ii) That the CEPO continue to develop the CEPU Annual Action Plan and the EPJC standard report to provide assurance to Members that the key considerations continue to be met and that Members be updated at quarterly meetings on any amendments or additional actions.

7. Industrial Emergency Planning Report 2022 (*Chief
Emergency Planning Officer*)

Purpose of report

To assist Members of the Committee in overseeing the performance and effectiveness of the Emergency Planning Unit and its value to the four unitary authorities.

To inform Members of the work undertaken by CEPU in connection with the statutory requirements relating to industrial emergency planning.

Issue(s) for consideration by the Committee

The report provided background information in relation to the duties upon the Local Authority to produce and maintain emergency response plans for the Control of Major Accident Hazard Regulations 2015 (COMAH), Radiation Emergency Preparedness and Public Information Regulations 2019 (REPPPIR). The report provided detailed information in relation to the key actions and duties and assurances were provided that the duties and expectations on the local authorities could be met in the event of an industrial incident.

In the discussion that followed Members commented on the various warnings/alerts and mechanisms in place to raise awareness in the event of a major incident and Members were keen to receive further information in this regard. The Chief Emergency Planning Officer agreed to provide further information to a future meeting of this Committee.

Decision

That the report be noted and a further report be provided to a future meeting of this Committee in relation to the mechanisms in place to raise awareness in the event of a major incident.

8. Incident Report (19 February to 24 June 2022) (*Chief
Emergency Planning Officer*)

Purpose of report

To assist Members of the Committee in overseeing the performance and effectiveness of the Emergency Planning Unit and its value to the four unitary authorities.

To inform Members of the incidents reported and responded to by the CEPU. The report covers the period between 19 February and 24 June 2022.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer submitted details of the incidents that the Emergency Planning Unit staff had been involved in over recent months.

A Member referred to a recent incident which involved blue light services and placed emphasis upon the importance of services of this type working together and sharing information with partner organisations including the local authority, as appropriate.

Decision

That the report be noted.

9. Date and Time of Next Meeting

It was reported that the next meeting would be held on 20 September 2022 at 10.00 am.

The meeting concluded at 11:15 am.

H MARTIN

CHIEF SOLICITOR

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