

EMERGENCY PLANNING JOINT COMMITTEE

AGENDA

Tuesday 21 November 2023

10.00 am

At the Emergency Planning Annex,
Stockton Police Station, Bishop Street,
Stockton-On-Tees, Cleveland, TS18 1SY.

MEMBERS: EMERGENCY PLANNING JOINT COMMITTEE:-

Hartlepool Borough Council: Councillor Sue Little
Middlesbrough Borough Council: Councillor Theo Furness
Redcar and Cleveland Borough Council: Councillor Adam Brook
Stockton Borough Council: Councillor Clare Gamble

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
3. **MINUTES**
 - 3.1 To receive the minutes of the meeting held on 26 September 2023 (previously published and circulated).
4. **ITEMS FOR CONSIDERATION**
 - 4.1 Financial Management Update Report – *Director of Finance, IT and Digital and Chief Emergency Planning Officer (To Follow)*
 - 4.2 Industrial Emergency Planning – *Chief Emergency Planning Officer*
 - 4.3 Training and Exercising – *Chief Emergency Planning Officer*
 - 4.4 Whole of Society Resilience, WOSR – *Chief Emergency Planning Officer*
 - 4.5 Activities Report 01/09/2023 - 03/11/2023 – *Chief Emergency Planning Officer*
 - 4.6 Incidents Report 01/09/2023 – 03/11/2023 – *Chief Emergency Planning Officer*
5. **ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**



For information:

Forthcoming meeting dates –

Tuesday 19 March, 2024 at 10.00 am.



EMERGENCY PLANNING JOINT COMMITTEE

MINUTES AND DECISION RECORD

26 SEPTEMBER 2023

The meeting commenced at 10.00 am at the Emergency Planning Annex, Stockton Police Station, Bishop Street, Stockton-On-Tees.

Present:

Councillor: Sue Little (Hartlepool Borough Council) (In the Chair)

Councillor: Peter Gavigan (Middlesbrough Borough Council) as substitute for Councillor Theo Furness.

Officers: Stuart Marshall, Chief Emergency Planning Officer
Peter Snowdon, Senior Emergency Planning Officer
Jon Hepworth, Group Accountant (Regeneration and Neighbourhoods)
David Cosgrove, Democratic Services Team

9. Apologies for Absence

Councillor Theo Furness (Middlesbrough Borough Council);
Councillor Clare Gamble (Stockton Borough Council).

10. Inquorate Meeting

The Chair noted that the meeting was inquorate. The Members present agreed to hear the matters for information listed on the agenda though acknowledged that any recommendations requiring decision would need to be deferred to the next meeting.

11. Declarations of interest by Members

None.

12. Minutes of the meeting held on 18 July 2023

Deferred.

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

Purpose of report

To provide details of the forecast outturn for the current financial year ending 31st March, 2024. To provide details of Reserves held as at 1st April, 2023 and proposed usage in the current year based on the forecast outturn.

Issue(s) for consideration by the Committee

The Group Accountant provided the forecast revenue outturn as at 31 August 2023. There was an adverse variance of £8,000 in the income budget which was offset by a matching variance in the staffing budget. The annual budget was, however, being supported by reserves (£21,000) which was likely to continue for the medium term future.

The revenue outturn for the Local Resilience Forum was also reported with the Group Accountant explaining how the grant funding from central government for the LRF was being managed.

The report also included an update on reserves as requested at the previous meeting. The report showed how the General Reserve was being used to support the budget with a proposal that it continue to do so over the forthcoming years. The LRF Reserve budget included £220,000 of grant funding from the 'Government Department for Levelling Up Housing and Communities' which would be used to extend the current scheme and additional staffing beyond 2024/25 when the annual funding ends. The remainder of the balance mainly relates to an underspend of Brexit grant which would be retained to support community resilience and a contingency for urgent local response requirements. It was noted that the recommendation in relation to the reserves use would be deferred to the next meeting.

Decision

That the report be noted and the recommendations in relation to the use of reserves be brought back to the next meeting.

14. Local Authority Emergency Management (*Principal Emergency Planning Officer*)

Purpose of report

To provide Members with a summary of the emergency management arrangements in place across the four Local Authorities.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer indicated that the report provided Members with an outline of the Emergency Planning work across the Cleveland area.

Decision

That the report be noted.

15. Community Risk Register (*Principal Emergency Planning Officer*)**Purpose of report**

To provide an awareness of the Community Risk Register and the associated activities undertaken to strengthen resilience across Cleveland.

To outline the connection between the HM Government products and the information provided to local residents to aid preparedness for a range of civil emergencies.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer outlined the background to Community Risk Registers (CRR) and the National Security Risk Assessment (NSRA) produced by Central Government. The Cleveland CRR was currently under review and it was intended that the new document would be improved in terms of content, accessibility, usability and community engagement. As a means of informing the development of an effective CRR that adds value, officers had been reviewing practice from across Local Resilience Forums and seeking input from community groups.

Members discussed some of the issues around local risks, with scrap yards and waste recycling centres being raised as areas of concern. Planning for potential issues at Teesside International Airport was also discussed with the Chief Emergency Planning Officer indicating that because of the geographical location of the airport, the role was shared with Darlington BC. Members also briefly discussed some of the issues around weather incidents and wildfires that were likely to increase due to global warming.

Decision

That the report be noted.

16. Flooding and Adverse Weather (*Senior Emergency Planning Officer*)

Purpose of report

To give members of the EPJC an oversight of the risk of adverse weather in the Cleveland area and mitigations in place.

Issue(s) for consideration by the Committee

The Senior Emergency Planning Officer reported that the Cleveland Local Resilience Forum's (LRF) community risk register identifies a number of risks relating to adverse weather and flooding including high temperatures and heatwave, low temperatures and snow, coastal, fluvial and surface water flooding and storms. As well as the initial impacts of adverse weather, secondary impacts often impact utilities and transport further complicating responses. Common consequences include disruption to transport, normal services, and impacts on health, life and property risk.

The officer highlighted that the number of agencies involved in flooding, for example, could be very high, from national bodies such as the Environment Agency, through to local authorities and local community groups. It was highlighted that while there had been significant investment in coastal and river protection over recent years, the more challenging issues related to pluvial flood risks (rainfall and surface water flooding) where some areas could be considered quite vulnerable. There were, however, multi-agency flood plans in place with local community information sheets that set out the immediate responses, such as road closures, infrastructure and available assistance.

The Chair indicated that in representing a coastal ward, she was particularly concerned at the flood risk posed by the forthcoming higher than normal spring tides and the potential for these to combine with a storm surge. Officers indicated that weather forecasting was still at a very early stage for the weekend and it was unlikely that the extent of any surge wouldn't be known until much closer to the time but that it was being closely monitored. There were though warning systems and response plans in place.

Decision

That the report be noted.

17. Local Resilience Forum Capacity and Capability Funding (*Chief Emergency Planning Officer / Local Resilience Forum Manager*)

Purpose of report

To provide members of the Emergency Planning Joint Committee with an overview of the 2023 – 2024 LRF Capacity and Capability Funding from

central government and how these funds were being utilised to aid the committee in their role of oversight.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer reported that since 2021/22 the Government had been providing additional funding for Local Resilience Forums in recognition of the increased expectation on the Forums highlighted from the original conception in 2004. For the year 2023-24 Cleveland's allocation had been confirmed as £202,000. It was understood that funding would be made available again in 2024-25, however, the figure for 2024-25 was unconfirmed and after this point no decision had been communicated reference future funding.

The Financial report earlier on the agenda also reported on how the grant money was being managed to provide the fullest support to the LRF. Staffing and overheads were the biggest cost allocated to the fund as reported in the finance report. In addition to the staffing, funding was being applied to a range of projects and the report updated the Committee on their progress.

Members questioned if a change in government would lead to a potential shift in the funding regime and policy direction. The Chief Emergency Planning Officer stated that in his conversations with Civil Servants they were confident that any future Government would maintain resilience as a key priority, in terms of funding this could only be clarified at a later date when further updates would be submitted to the Committee.

Decision

That the report be noted and further updates on funding be provided in due course.

18. Activities Report 30/06/2023 - 14/09/2023 (*Chief Emergency Planning Officer*)

Purpose of report

To assist members of the Emergency planning Joint (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 submitted a summary of progress made against the Unit's 2023/24 action plan and the 2023/24 LRF Action Plan for the Committee's information. The involvement of the team in the successful Tall Ships event in Hartlepool was noted by Members.

Decision

That the report be noted.

19. Incidents Report 01/06/2023 – 31/08/2023 (*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 through provision of a list of incidents within the reporting period.

Issue(s) for consideration by the Committee

The Chief Emergency Planning Officer reported on the incidents of note for the period 1 June to 31 August 2023 for the Committee's information. Members particularly noted the well reported failure of the 999 service in June due to technical issues.

Decision

That the report be noted.

20. Any Other Items which the Chairman Considers are Urgent

The Chief Emergency Planning Officer highlighted that a major Local Resilience Forum event across the North East was to take place on 28 November, the date of the next meeting of the Committee, and requested Members approval to changing the date of the meeting. It was agreed that the meeting date be brought forward one week to 21 November 2023.

The meeting concluded at 12.00 noon.

H MARTIN

DIRECTOR OF LEGAL, GOVERNANCE AND HUMAN RESOURCES

PUBLICATION DATE: 6 OCTOBER 2023

EMERGENCY PLANNING JOINT COMMITTEE

21st November, 2023



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 31st March, 2024.

2. FORECAST OUTTURN

- 2.1 The latest forecast outturn is a favourable variance of £5,000 before release of reserves, as shown in the table below.

Table 1 – Main Emergency Planning Budget - Forecast Outturn as at 31st October, 2023

	Budget	Latest Forecast as at 31st October, 2023	Forecast Outturn Variance Adverse/ (Favourable)
	£'000	£'000	£'000
Main Emergency Planning Budget			
Direct Costs - Employees	344	331	(13)
Direct Costs - Other	103	103	0
Income	(426)	(418)	8
Net Position Before Use of Reserves	21	16	(5)
Transfer To/(From) Reserves	(21)	(16)	5
Net Position After Use of Reserves	0	0	0

- 2.2 There is a favourable variance of £13,000 on employee costs as a result of pension savings and a vacant post is anticipated from December, 2023, which is offset by a forecast adverse variance of £8,000 owing to income from industrial fees such as COMAH and REPPIR which are anticipated to be lower than budgeted. As a result the amount required to be met from reserves will be reduced by £5,000.
- 2.3 The latest forecast for the Local Resilience Forum (LRF) budget is a favourable variance of £18,000 as shown in the following table:

Table 2 – 2023/24 LRF Forecast Outturn for Financial Year Ending 31st March, 2023

	Budget	Latest Forecast as at 31st August, 2023	Forecast Outturn Variance Adverse/ (Favourable)
	£'000	£'000	£'000
Direct Costs - Employees	163	168	5
Direct Costs – Other	86	72	(14)
Income	(47)	(56)	(9)
Pilot Grant	(202)	(202)	0
Net Position	0	(18)	(18)

- 2.4 Employee costs are slightly higher than budgeted as a result of the pay award. There is a favourable variance in relation to non-employee costs as there has been less grant awarded than anticipated. Income is higher than anticipated as a result of additional contributions received in relation to training. The favourable variance will be transferred to reserves and expenditure rephased into future years.

4. RECOMMENDATIONS

- 4.1 To note the latest outturn forecast for 2023/24

5. BACKGROUND PAPERS

- 5.1 None.

6. CONTACT OFFICERS

Stuart Marshall
Chief Emergency Planning officer
Cleveland Emergency Planning Unit
Tel 01642 301515
Email: stuart.marshall@hartlepool.gov.uk

James Magog
Director of Finance, IT and Digital
Tel: 01429 523093
Email: james.magog@hartlepool.gov.uk

EMERGENCY PLANNING JOINT COMMITTEE

21st November 2023



Report of: Chief Emergency Planning Officer

Subject: Industrial Emergency Planning

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non key

2. PURPOSE OF REPORT

- 2.1 To provide EPJC members with an awareness and understanding of the duties placed on Local Authorities under a range of legislation, the relevance to the Cleveland area and how these duties are met by the Cleveland Emergency Planning Unit (CEPU).
- 2.2 To inform the members of the work undertaken by the CEPU in connection with the statutory requirements relating to industrial emergency planning.

3. BACKGROUND

- 3.1 The Control of Major Accident Hazards Regulations 2015 (COMAH) and the Pipeline Safety Regulations 1996 (PSR) are a set of regulations that apply to sites and operators that present a high hazard. These regulations apply controls to prevent and mitigate the effects of major accidents that could occur at these sites.
- 3.2 Regulation 14 of the COMAH Regulations 2015 outlines the review and testing of emergency plans and states that the external emergency plans must both be reviewed and tested at least every three years.
- 3.3 These regulations place duties upon the Local Authority to produce and maintain emergency response plans for COMAH and Major Accident Hazard Pipelines (defined in PSR) falling within their area.
- 3.4 The Cleveland Emergency Planning Unit is undertaking a review of the current COMAH External Plan layout and structure. The new structure will be divided into three separate sections. The first provide a generic overview of the COMAH requirements and relevant duties placed on relevant stakeholders and responders (category 1 and 2) as well as relevant

governmental organisations. The second and third sections will provide geographical and site specific information and updated emergency contact details respectively. This approach from a separate document per site will enable more timely updates of information and a more practical document for responders especially where a number of sites may be impacted simultaneously, for example in the event of significant tidal flooding.

- 3.5 The Cleveland area currently has 26 Upper Tier COMAH sites accounting for approximately 10% of the UK total. Across Cleveland there are numerous areas containing both businesses and residential properties which fall within COMAH Public Information Zones, these are predominantly in areas around Billingham and Wilton chemical complexes. Due to the nature of the Cleveland area there are also numerous occasions where one COMAH site sits within the Public Information of another, in these cases operators have been assigned into “domino groups” to allow them to better understand shared potential impacts and improve response.
- 3.6 In addition to the above COMAH establishments there are also 68 major accident (MAH) pipelines. This is approximately a minimum of 350Km of pipeline to which the major accident hazard section of the Pipeline Safety Regulations (1996) apply. This is spread across the four Local Authority area of Hartlepool, Middlesbrough, Redcar and Cleveland and Stockton on Tees.
- 3.7 There are a number of proposed COMAH sites Cleveland area. Namely the Redcar Hydrogen Community Project to 2000 properties in the Coatham Ward of Redcar which will see three new COMAH sites being developed on the Teesworks site as well. There will be a split between 1750 domestic and 250 commercial end users. The trial date has been set for June 2025 and will run for a two year trial period. The project is a collaboration between Northern Gas Networks, BP and EDF. The HSE has advised of another potential 10 proposed developments comprising a mixture of Upper and Lower Tier COMAH sites.
- 3.8 The HSE host a webpage that provides public information on the COMAH sites – enabling a search by postcode and operator name.
<https://notifications.hse.gov.uk/COMAH2015/Search.aspx>

4. PROPOSALS

- 4.1 Members familiarise themselves with the requirements of industrial emergency planning and raise any queries with regards to the impact of their respective areas.

5. RISK IMPLICATIONS

- 5.1 Failure to respond appropriately may result in impacts on the social, economic and environmental welfare of the community.

- 5.2 Failure to comply with legislation will result in action being taken against the authorities by the Competent Authority (Health and Safety Executive and Environment Agency).

6. FINANCIAL CONSIDERATIONS

- 6.1 There are no financial implications relating to this report.

7. LEGAL CONSIDERATIONS

- 7.1 The COMAH legal regulations stipulate that all External Emergency Response Plans must be tested and reviewed at least every three years and revise their plans considering lessons learned.

- 7.2 A number of actions relate to the control of Major Accident Hazard Regulations 2015 and Pipeline Safety Regulations 1996. The above place statutory duties upon the local authority, failure to provide an adequate level resulting in possible enforcement.

8. EQUALITY AND DIVERSITY CONSIDERATIONS (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

There are no equality and diversity considerations relating to this report.

9. STAFF CONSIDERATIONS

There are no staff considerations relating to this report.

10. ASSET MANAGEMENT CONSIDERATIONS

There are no asset management considerations directly relating to this report.

11. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

- 11.1 There are no Environment, Sustainability or climate change considerations directly applicable to the content of this report.

12. RECOMMENDATIONS

- 12.1 Members identify if they require further assurance or information on the duties placed on Local Authorities or the activities of Cleveland Emergency Planning Unit in relation to industrial emergency planning.

13. REASONS FOR RECOMMENDATIONS

- 13.1 To ensure that members of the EPJC can effectively obtain assurance that the duties and expectations on the local authorities with regards to industrial emergency planning are being effectively met.
- 13.2 To support members in their role and interactions with colleagues and the public reference industrial emergencies.

14. BACKGROUND PAPERS

The control of major accident hazard regulations 2015 and related guidance (HSG 191 Emergency Planning For Major Accidents).
The Pipeline Safety Regulations 1996 and related guidance

15. CONTACT OFFICERS

Stuart Marshall
Chief Emergency Planning Officer
Cleveland Emergency Planning Unit
Tel: 01642 301515
Email: stuart.marshall@hartlepool.gov.uk

Gavin Bewsher
Emergency Planning Officer (Industry)
Cleveland Emergency Planning Unit
Tel: 01642 301515
Email: Gavin.Bewsher@Hartlepool.gov.uk

**EMERGENCY PLANNING JOINT
COMMITTEE**
21 November 2023



Report of: Chief Emergency Planning Officer

Subject: Training and Exercising

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key

2. PURPOSE OF REPORT

- 2.1 To provide EPJC members with an overview of the processes in place to discharge the expectations on the Local Authorities and wider LRF agencies to train and exercise and CEPU's role in facilitating this.

3. BACKGROUND

- 3.1 The Cleveland LRF Training and Exercising Group (TEG) is a multi-agency co-ordinating group which is responsible for determining the annual exercise and training calendar and providing advice and guidance in respect of all forms of multi-agency training and exercising. This is carried out in conjunction with the North East Training and Exercising Group and the other TEG's in the region.
- 3.2 The TEG is not responsible for the planning and delivery of each exercise / event unless specifically agreed at the outset. This responsibility lies with the sponsoring LRF Group, agency or planning team established for this purpose. The group reports to and is overseen by the LRF's Tactical Business Group.
- 3.3 The training needs analysis, every year the TEG facilitates a training needs analysis across all partner agencies. This process enables the coordination of training and exercising, ensuring value for money, reduced duplication and coherence in the training programme that agencies access. The TNA is based on three elements:
- 1) Exercise bids – agencies identify specific multi-agency exercises that they intend to run / require in the year.

- 2) Exercise objectives – agencies identify elements of plans that may be incorporated into other exercises but do not required standalone exercises (i.e. testing multi-agency communications).
- 3) Training needs – agencies provide an outline of their training requirements for example strategic command courses, awareness of specific capabilities.
- 3.4 Following receipt of the TNA the results are reviewed on a regional and local basis with those elements deemed beneficial to multi-agency being progressed. Often this will require negotiation to incorporate / merge exercises to reduce overlap / duplication and minimise the impact on frontline resources. A draft exercise calendar is produced and this is approved by the strategic board for the next year.
- 3.5 Leads from a range of agencies are identified to arrange the training / exercises and collate the learning or feedback often based on multi-agency debriefs back into the Training and Exercising Group. The group maintains a record of learning and monitors progress towards completion of the actions, where required escalating within the agency / LRF partnership.
- 3.6 To provide members with a feel for the range and breadth of training and exercising the following provides examples from the previous financial year:
- Over 40 training events and courses undertaken supporting on a range of subject areas including Public Safety, Log Keeping, Public Events, Strategic Training, Multi-agency Information Cells, Radiation Transport Incidents, Storm Surges, Health Structures, Cell Broadcast, Disaster Victim Identification / Mass Fatalities, Scientific and Technological Advice Cell and Major Accident Hazard Pipelines.
- Over 15 multi-agency exercises held including themes such as: Power outage, Industrial incidents, Flooding, Heatwave, Water supply disruption, Pipeline, maritime pollution, public safety at events.
- 3.7 Of note the Cleveland LRF TEG has developed a number of innovations including the Training Needs Analysis and exercise bidding process now undertaken on a regional basis, the ability to analysis common patterns across multiple exercises and the use of technology to increases the access by LRF agencies staff to online briefings and virtual observation of exercises.
- 3.8 Reference the costs associated with training and exercising due to the range of legislation and agencies a range of models are used to ensure effective delivery, these include recharging where legislation allows (nuclear / industrial exercising), recharging to agencies or in some cases subsidising the costs from the LRF funding. A number of agencies run free training for partners for example the military and Met Office, others contribute through provision of accommodation etc.

4. PROPOSALS

- 4.1 Once confirmed by the strategic board EPJC members are issued with a copy of the Exercise Calendar for the financial year 2024-25.
- 4.2 The Training and Exercising Group continues to monitor actions to ensure lessons arising from exercises and training events are completed by the most appropriate agency. The CEPO looks at how future reporting can incorporate the learning from exercises and incidents as a means of assuring EPJC members that active learning and embedding is being undertaken.
- 4.3 Members advise if they have any queries or wish to observe training and exercising.

5. RISK IMPLICATIONS

In the event the TEG was unable to fulfil its functions then there is a risk that Statutory Duty exercises would not be carried out (COMAH 2015, PSR 1996, REPIR 2019) and potential for competent authority actions against the authority and LRF agencies.

Failure to provide and undertake effective training and exercising and implement subsequent follow up actions identified in the process will jeopardise both the response to incidents and severely impact agencies in any subsequent post incident investigation.

6. FINANCIAL CONSIDERATIONS

There are no financial considerations relating to this report.

7. LEGAL CONSIDERATIONS

Training and exercising requirements under various acts / regulations including but not limited to Civil Contingencies Act 2004, Control of Major Accident Hazard Regulations 2015, Pipeline safety Regulation 1996, Radiation Emergency Preparedness and Public Information Regulations 2019.

8. EQUALITY AND DIVERSITY CONSIDERATIONS (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

There are no equality and diversity considerations relating to this report.

9. STAFF CONSIDERATIONS

There are no staff considerations relating to this report.

10. ASSET MANAGEMENT CONSIDERATIONS

There are no asset management considerations relating to this report.

11. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

There are no environment, sustainability or climate change considerations relating to this report.

12. RECOMMENDATIONS

- 12.1 Once confirmed by the strategic board members are issued with a copy of the Exercise Calendar for 2024-25 to enable them in their role to have oversight.
- 12.2 The Training and Exercising Group continues to monitor actions to ensure lessons arising from exercises and training events are completed by the most appropriate agency. The CEPO looks at how future reporting can incorporate the learning from exercises and incidents as a means of assuring EPJC members that active learning and embedding is being undertaken.
- 12.3 Members advise if they have any queries or wish to observe training and exercising.

13. REASONS FOR RECOMMENDATIONS

- 13.1 Training and exercising are a fundamental component of emergency management, the EPJC need to be in a position where they are assured that the processes in place are effectively managed.

14. BACKGROUND PAPERS

Processes and operational guidance in use within the LRF are outlined in Testing and Exercising within Cleveland available from the LRF Secretariat.

15. CONTACT OFFICERS

Stuart Marshall
Chief Emergency Planning Officer & LRF Manager
Tel 01642 301515
Email: stuart.marshall@hartlepool.gov.uk

Tim Shurmer
Senior Emergency Planning Officer (TEG Chair)
Tel 01642 301515
Email: Tim.Shurmer@Hartlepool.gov.uk

EMERGENCY PLANNING JOINT COMMITTEE

21 November 2023



Report of: Chief Emergency Planning Officer

Subject: Whole of Society Resilience, WOSR

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key

2. PURPOSE OF REPORT

- 2.1 To provide members of the EPJC with an overview of the National appetite to build Whole of Society Resilience (WOSR), outline what WOSR means within the Cleveland area and outline the activities undertaken and future plan.

3. BACKGROUND

- 3.1 Within the UK Government's Resilience Framework, (UKGRF) released Dec 2022, there are 3 core principles for building resilience these are:
- A developed and **shared** understanding of the civil contingencies risks we face is fundamental
 - Prevention rather than cure wherever possible: a greater emphasis on **preparation and prevention**
 - Resilience is a '**whole of society**' endeavour, so we must be more transparent and empower everyone to make a contribution
- 3.2 Whereby Resilience is a 'whole of society' endeavour, empowering everyone to make a contribution, this goes beyond community resilience recognising the potential contribution from all sectors including business, academia, voluntary organisations, communities, individuals etc. to support resilience.
- 3.3 WOSR aims to harness the strengths and infrastructure of existing structures e.g. organisations, assets, academia, and businesses in society to enhance their role within their communities and provide additional resource. The intention being that communities understand their needs, allowing the emergency responders to focus their efforts on those most in need and recognising the contribution that local communities play in managing their own resilience. It is of note that HMG is already demonstrating far greater

sharing of information with the public i.e. the National Risk Register provides a level of detail that previously would not be in the public domain.

- 3.4 A change in mind-set is needed, one where Resilience is seen as business as usual or an intrinsic part of life and not being solely an activity based on the recognised responders. This requires conscientious, co-ordinated, pro-active efforts from agencies and wider partnerships across the communities to build resilience into society by design.
- 3.5 In addition this will require an agile way of thinking, a pro-active approach, strategic agreement and collaboration and commitment to take this on as a default approach. It is also relevant to mention here that WOSR should be seen as a long-term approach, not a short-term action – if the LRF membership is to build relationships with communities and to develop a culture change this will require a sustained effort and longer term strategy.
- 3.6 There are however challenges, WOSR by definition can be too big / too broad and the boundary between the LRF or resilience focused work and BAU work can become blurred. Therefore we need as a LRF and community to focus in on what we wish to and can realistically achieve. A single LRF wide strategy is seen as enabling this through agreed an agreed ambition.

Ongoing areas of focus

- 3.7 As previously reported the LRF has employed a community resilience officer who has been building relationships and developing the work previously undertaken, this has included leading on or supporting:
- Initial engagement with diverse communities, and VCS organisations and increased awareness of LRF, and Community Resilience
 - Community Grants – Distributed to support community resilience
 - Community Emergency Plans in progress – CDO's Redcar area
 - Community Exercising – to either aid development of local plans or support those already in place
 - Community Safety Award – Introduced pilot project based on previous LRF work, scoping out the application to a diverse range of communities, train the trainer model scoping interest levels
 - Development of communications matrix – highlighting key information needs by theme / risk and time of year
 - Review of the existing community risk register with communities to aid future publications

Community Workshops

- 3.8 Workshops have been held in the boroughs engaging with stakeholders on key themes. These have set the groundwork for resilience and increased understanding and engagement between communities / stakeholders, from these scoping workshops:
1. Most of the organisations and individuals attending these sessions were completely unaware of the LRF and its role prior to these sessions.

2. There is an appetite to engage only if there are tangible real world outcomes.
3. These events have highlighted the various challenges, and impacts from current economic situation that are effecting our communities that cannot be separated from acute risks.
4. Preparing and planning for emergencies and incidents, and improving resilience is/was not a priority, especially by the communities themselves.
5. We need to continue to identify and work with priority groups in Cleveland to address the needs of the most vulnerable in society, those who have no agency and access to resource, especially in the event of emergency/incidents.
6. The value to develop resilience was recognised and acknowledged by attendees, however, also recognised were the challenges in taking this work forward.
7. Societal Resilience requires committed agreement, co-ordination and collaboration amongst wider local partners and agencies to set direction, a commitment to work together, and embed in local resilience partnerships and plans.
8. We have identified VCS organisations that are already working with vulnerable groups, and can/may be involved in future resilience work – anything we do has to recognise the work ongoing and existing networks.
9. Funding, training, leadership and coordination in the sector and between boroughs was variable. Some attendees identified that they felt disadvantaged in comparison to neighbouring areas and that unless resolved will continue to impact on the capacity within the sector.
10. There is a clear appetite for more in depth discussions on resilience at the community level and a need for an effective interface between professional partners and communities. The methodology for doing this should be developed to consider both immediate risks and climate change / sustainability as part of prevention.

3.9 A key piece of feedback at each workshop was that the attendees identified the intrinsic benefit in coming together and meeting with counterparts, this in itself has fostered resilience through increased awareness and collaboration.

Future Community Resilience Work:

- Explore Viability of Community Emergency (Response) Hubs in localities (ref: New Zealand model), this follows the work of a number of other LRFs.
- Explore ways to follow up on requests for Community based workshops to help raise awareness of local risks and support resilience.
- 15th November 2023 Community Resilience workshop -Stockton
- Community Safety Award – Pilot project, as train the trainer model (develop the training package)
- Business focused innovation bids reference urban business networks and businesses supporting the vulnerable.

- LRF to explore how community engagement events can be continued beyond the initial 12 month period as part of the LRF resilience strategy going forwards
- LRF to develop and fund trial of community level mapping based on the Integrated Emergency Management Model with support from partners.
- LRF to explore the feasibility and if beneficial develop Cleveland wide level risk mapping tool that enables access to information and support on risk and mitigation at a community level.
- LRF to continue with communities to map out activity against the Integrated Emergency Management framework and build into future engagement

4. PROPOSALS

- 4.1 A Local Resilience Capability Strategy is developed to provide a clear and agreed approach to Whole of Society Resilience based on the National Consortium for Societal Risks Strategy & Manual (Aug 2023). Given the challenges associated with WOSR we need to have Strategic support from our aligned partners to create a local partnership model in Cleveland, to help develop and implement Societal Resilience.
- 4.2 To aid the LRF in developing this we have commissioned the NCSR (University of Manchester) who have worked with a number of LRFs to facilitate the development of a LRC based on the 8 step model below. The initial workshop will be held on the 25th January 2024.

Agree the ambition on societal resilience	
1. ALIGN	Align the people and the politics behind the ambition for LRC
Design the Local Resilience Capability	
2. WHO	Build the team, identify existing partnerships, take stock of existing LRC
3. WHY	Agree the business case to enhance LRC
4. WHAT	Co-produce activities to deliver LRC
Implement the Local Resilience Capability	
5. WHO	Develop instrumental collaborations to enhance LRC
6. WHY	Manage LRC
7. WHAT	Deliver value to society through LRC
Continually improve the Local Resilience Capability	
8. EVALUATE	Assess system feedback to continually improve the LRC

5. RISK IMPLICATIONS

- 5.1 As per other areas of the country and in line with the nature of an emerging field 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. To be explored as part of the Local Resilience Capability Strategy.

6. FINANCIAL CONSIDERATIONS

- 6.1 Currently, the work undertaken on community resilience including the post and funding required to undertake activities is funded by LRF funding from HM Government. The future funding model of LRFs is unconfirmed.

7. LEGAL CONSIDERATIONS

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 strategy, where required specific guidance is being sought.

8. EQUALITY AND DIVERSITY CONSIDERATIONS (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

There are no equality and diversity considerations relating to this report. (Equality and diversity will be included within the strategy and individual activities).

9. STAFF CONSIDERATIONS

The current staff member 1FTE is currently on a fixed contract, funded by HM Government grant to the LRF. The future funding model of LRFs is unconfirmed.

10. ASSET MANAGEMENT CONSIDERATIONS

There are no asset management considerations relating to the content of this report.

11. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

There are no asset management considerations relating to the content of this report.

12. RECOMMENDATIONS

- 12.1 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 Framework and advise on any areas where further information or engagement would be of benefit.

- 12.2 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.

13. REASONS FOR RECOMMENDATIONS

- 13.1 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.

14. BACKGROUND PAPERS

UK Government Resilience Framework, December 2022

<https://www.gov.uk/government/publications/the-uk-government-resilience-framework>

Resilience standards (non-statutory)

<https://www.gov.uk/government/publications/the-uk-government-resilience-framework/the-uk-government-resilience-framework-html>

15. CONTACT OFFICERS

Stuart Marshall

Chief Emergency Planning Officer & LRF Manager

Tel 01642 301515

Email: stuart.marshall@hartlepool.gov.uk

Asiya Dawood

Emergency Planning Officer (Community Resilience)

01642 301515

Asiya.Dawood@Hartlepool.gov.uk

Community.Resilience@Hartlepool.gov.uk

Appendix 1: Outline of key activities undertaken within the Cleveland area

- Local Project Northumbria University: Resilient Communities - Understanding the construction of resilience in Cleveland in the context of whole of society resilience, Dr Ed Rollason
- Community Resilience workshops & follow up Reflective Action Reports:
- Middlesbrough, Hartlepool, Redcar & Cleveland, Stockton on Tees – 15th November 2023
- Mapping and Capabilities work; Engaging local vcs organisations and developing mapping document of their activities and capabilities
- Loftus; Emergency planning meetings, local community emergency plan and Community workshop to engage and develop network
- Stillington; Stillington Flood plan
- Redcar; CDO's engaged to develop Community Emergency Plans in 8 areas
- Hartlepool; Working with EA link flood plan
- Greater Eston; Wellbeing Network, Network Development/CLRF Community Resilience
- Southbank Moving Forward; Meeting awareness of CLRF/Community Emergency Plan for area
- Stockton on Tees; Invited to attend Soroptimist meeting - presentation for awareness raising of CLRF and Community Resilience
- Amal Project; Visit and awareness raising/capabilities
- Corner House Youth Project; Visit and awareness raising/capabilities
- Youth Forum –Stockton; Meeting and CLRF/ community resilience work awareness, Community Safety Award – scoping interest level, YUS Alliance launch – network /raise awareness of CLRF/community resilience
- Footprints in the Community –Redcar; Project visit- capabilities/awareness raising
- BAME network event; Visit/network development
- Re-building Redcar Events- 1&2; Attended Workshop /network development, awareness raising for Community Resilience workshop/CLRF/ better understanding of local needs/issues
- SBC Healthy Schools project officer; Meeting to discuss how to establish links with schools in Stockton Area – received approval from Head of Education to link in with schools re: Community Safety Award.

EMERGENCY PLANNING JOINT COMMITTEE

21 November 2023



Report of: Chief Emergency Planning Officer

Subject: Activities Report 01/09/2023 - 03/11/2023

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key

2. PURPOSE OF REPORT

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

3. BACKGROUND

- 3.1 As reported and presented at the meeting in March 2023 the Cleveland Emergency Planning Unit (CEPU) produces an annual action plan, approved by the EPJC identifying key areas of work to be undertaken in 2023-24 by CEPU.
- 3.2 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).
- 3.3 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 emergencies¹ revised and re-issued 2018, whilst non-statutory they are critical to resilience.
- 3.4 A summary of progress made against the Unit's 2023/24 action plan and the 2023/24 LRF Action Plan is outlined below.

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

Status	CEPU Action Plan (Count)	Cleveland LRF Action Plan (Count)
Yet to start	52	78
In progress	64	67
Complete	82	35
Overall	198	180

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

- Audit of borough emergency centres and equipment
- Review annual recharges to industry (COMAH)
- Review of CEPU website
- Test of multi-agency activation system
- Engagement with additional community groups
- Review of risk assessment process in light of NSRA 2022
- Shift exercise (REPPIR)
- CATs Exercise (COMAH)

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

- Support for the planning, running and debriefing of the Tall Ships event
- Familiarisation of staff with Geographic Information Management Systems
- Initial incorporation of cell broadcast capabilities within the LRF
- Debriefing a range of incidents and identification of recommendations
- Scoping of officers competencies and training needs (Skills, knowledge and experience) and how these can be demonstrated
- Development and support for a number of regional workshops

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

- Review of LRF Tactical Business Group and the support from CEPU officers to the LRF
- Developed and issued a peer review framework ahead of an independent peer review in November
- Facilitated the North East LRFs Training needs analysis and exercise bid process
- Reviewed / validated a range of plans including; Science Technical Advice Cell Plan, Cleveland Fuel Plan, LRF Handbook, Multi-Agency Incident Procedures Manual, Business Continuity A3 Sheet and Tidal Surge A3 Sheet.
- Community resilience workshop held in Redcar and Cleveland engaging diverse interests on the strength of communities and mutual support between communities and the LRF.

- Attendance at a number of national forums to aid development of policy on resilience as part of the Stronger LRFs programme / specific exercise outcomes.
- Provision of training including:
 - Decision Loggist Training
 - Public safety at festivals and mass gatherings

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

- Contribution to partners training including support for military, schools and fire brigade.
- Support for the North East VIPER programme a Cabinet Office funded innovation project reference sharing information on vulnerabilities the household level
- Provision of training including: MET Office, Defence contributions to resilience, safety at public events,

3.9 Staffing

There have been no significant changes to staffing within the period. Staff continue to work hybrid with a mix of in person and working from home, supported by increased IT provision.

4. PROPOSALS

4.1 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.

4.2 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.

5. RISK IMPLICATIONS

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.

6. FINANCIAL CONSIDERATIONS

There are no financial considerations relating to this report.

7. LEGAL CONSIDERATIONS

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.

8. EQUALITY AND DIVERSITY CONSIDERATIONS (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

There are no equality and diversity considerations relating to this report.

9. STAFF CONSIDERATIONS

There are no staff considerations relating to this report.

10. ASSET MANAGEMENT CONSIDERATIONS

There are no asset management considerations relating to this report.

11. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

There are no Environment, Sustainability or climate change considerations directly applicable to the content of this report.

12. RECOMMENDATIONS

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

12.2 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.

13. REASONS FOR RECOMMENDATIONS

13.1 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 and that key elements are being delivered.

14. BACKGROUND PAPERS

None presented.

15. CONTACT OFFICERS

Stuart Marshall
Chief Emergency Planning officer
Cleveland Emergency Planning Unit
Tel 01642 301515
Email: stuart.marshall@hartlepool.gov.uk

EMERGENCY PLANNING JOINT COMMITTEE

21 November 2023



Report of: Chief Emergency Planning Officer

Subject: Incidents Report 01/09/2023 – 03/11/2023

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information

2. PURPOSE OF REPORT

- 2.1 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.

3. BACKGROUND

- 3.1 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.
- 3.2 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.
- 3.3 Appendix 1 lists the incidents that staff have been involved in or notified of.
- 3.4 A number of these incidents have been followed up with multi-agency debriefs the learning from which is shared with agencies and where appropriate actioned via the Local Resilience Forum / agencies internal procedures. On occasion lessons are shared nationally on the Joint Organisational Learning (JOL) platform.

4. PROPOSALS

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

5. RISK IMPLICATIONS

- 5.1 Failure to respond appropriately may result in impacts on the social, economic and environmental welfare of the community.

6. FINANCIAL CONSIDERATIONS

- 6.1 There are no financial considerations relating to this report.

7. LEGAL CONSIDERATIONS

- 7.1 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.

- 7.2 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.

8. EQUALITY AND DIVERSITY CONSIDERATIONS (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

There are no equality and diversity considerations relating to this report.

9. STAFF CONSIDERATIONS

There are no staff considerations relating to this report.

10. ASSET MANAGEMENT CONSIDERATIONS

There are no asset management considerations relating to this report.

11. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS

There are no Environmental, sustainability or climate change considerations relating to this report.

12. RECOMMENDATIONS

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

13. REASONS FOR RECOMMENDATIONS

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.

14. BACKGROUND PAPERS

None presented.

15. CONTACT OFFICERS

Stuart Marshall
Chief Emergency Planning officer
Cleveland Emergency Planning Unit
Tel 01642 301515
Email: stuart.marshall@hartlepool.gov.uk

Appendix 1 Incidents of note 1st September – 3rd November 2023

Date	Borough	Location	Type of incident	Additional Information
2023 10 18	All Boroughs	All Boroughs	Flooding / Winds	Storm Babet some local impacts but significantly less than elsewhere in the country and less than predicted. Multi-agency telecons held, water levels monitored, number of public events cancelled.
2023 10 20	Redcar and Cleveland	Port Estate	Fire / Smoke	Ongoing fire in wood silo at PowerStation – fire flared up, CFB responded.
2023 10 29	Stockton on Tees	Lustrum Beck	Flooding	SBC flood defenses set up at Lustrum Beck due to increased levels (saturated ground and rainfall).
2023 10 30	Redcar and Cleveland	Marske	Dead whale	Whale washed up on the beach impact amenity value,
2023 10 31	All Boroughs	Focus around Seal Sands	Gaseous odour	Multiple reports of gaseous odour across the area – focus appears to be around the Estuary. Significant increase in the number of contacts to the gas emergency line.