

# EMERGENCY PLANNING JOINT COMMITTEE

## AGENDA

24<sup>th</sup> September 2024

10.00 am

At the Stockton Baptist Church,  
Bishop Street, Stockton-On-Tees, TS18 1TE.

MEMBERS: EMERGENCY PLANNING JOINT COMMITTEE:-

Hartlepool Borough Council: Councillor Karen Oliver  
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 23 July 2024 (previously published)
4. **ITEMS FOR DECISION**
  - 4.1 None
5. **ITEMS FOR DISCUSSION / INFORMATION**
  - 5.1 Finance update – Report - *Group Accountant*
  - 5.2 Industrial Emergency Planning – Report - *Chief Emergency Planning Officer*



- 5.3 Training and Exercising – Report - *Chief Emergency Planning Officer*
- 5.4 Whole of Society Resilience – Report - *Chief Emergency Planning Officer*
- 5.5 Activities Report (10/07/2024 - 31/08/2024) - *Chief Emergency Planning Officer*
- 5.6 Incidents Report (10/07/2024 – 31/08/2024) - *Chief Emergency Planning Officer*

6. **ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**

FOR INFORMATION

**Meeting dates**

Thursday 19<sup>th</sup> December 2024 at 10.00am

Tuesday 25<sup>th</sup> March 2024 at 10.00am



# EMERGENCY PLANNING JOINT COMMITTEE

24<sup>th</sup> September, 2024



**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 31<sup>st</sup> March, 2025.
- 1.2 To provide an update on the current level of reserves.

## 2. FORECAST OUTTURN

- 2.1 The latest forecast outturn is a favourable variance of £9,000 as shown in the table below.

**Table 1 – Main Emergency Planning Budget - Forecast Outturn as at 31<sup>st</sup> August, 2024**

	Budget	Latest Forecast as at 31st August, 2024	Forecast Outturn Variance Adverse/ (Favourable)
	£'000	£'000	£'000
<b>Main Emergency Planning Budget</b>			
Direct Costs - Employees	335	310	(25)
Direct Costs - Other	105	120	15
Income	(440)	(439)	1
<b>Net Position Before Use of Reserves</b>	0	(9)	(9)

- 2.2 There is a favourable variance of £25,000 on employee costs as a result of a vacant posts and pension savings, which is partly offset by an adverse variance of £15,000 on non-staffing costs, mainly in relation to

the disbursements of recharges to third parties for REPIR exercises in the previous year.

- 2.3 The latest forecast for the Local Resilience Forum (LRF) budget is a nil variance as shown in the following table:

**Table 2 – 2024/25 LRF Forecast Outturn for Financial Year Ending 31<sup>st</sup> March, 2024**

	Budget	Latest Forecast as at 31st August, 2024	Forecast Outturn Variance Adverse / (Favourable)
	£'000	£'000	£'000
Direct Costs - Employees	168	168	0
Direct Costs - Other	81	152	71
Income	(47)	(47)	0
Grant	(202)	(212)	(10)
Release - LRF Innovation Fund Reserve	0	(61)	(61)
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>

- 2.4 The Table above includes the release of 'LRF Innovation fund' DLUC grant of £61,000, received late in 2023/24 and £10,000 Engagement funding received in year. Both are expected to be fully spent and therefore this will offset the adverse variance of £71,000 shown on the 'Direct Costs – Other' budget line.

### 3. RESERVES

- 3.1 The latest position for Reserves is shown in Table 3 below:

**Table 3 – Current level of Reserves**

	General	LRF	Total
	£000's	£000's	£000's
<b>Balance as 31st March, 2024</b>	<b>141</b>	<b>461</b>	<b>602</b>
Use of reserve to fund LRF Innovation Fund activities.	0	(61)	(61)
<b>Forecast Balance as 31st March, 2025</b>	<b>141</b>	<b>400</b>	<b>541</b>

**4. RECOMMENDATIONS**

4.1 To note the latest outturn forecast for 2024/25

**5. BACKGROUND PAPERS**

5.1 None.

**6. CONTACT OFFICERS**

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# EMERGENCY PLANNING JOINT COMMITTEE

24 September 2024



**Report of:** Chief Emergency Planning Officer

**Subject:** INDUSTRIAL EMERGENCY PLANNING

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

Key Decision (test (i)/(ii)) Forward Plan Reference No.

## 2. PURPOSE OF REPORT

2.1 To provide EPJC members with an awareness and understanding of the duties on 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 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 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.

3.2 These regulations place duties upon the Local Authority to produce and maintain emergency response plans for COMAH and Major Accident Hazard Pipelines falling within their area.

3.3 The Cleveland Emergency Planning Unit is correctly undertaking a restructuring of the current COMAH External Plan layout. The new structure

will be divided into three separate sections. The first provide a generic overview of the COMAH requirements and relevant duties places 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.

- 3.4 The Cleveland area currently has 26 Upper Tier COMAH sites accounting for approximately 9% 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 Wiltin 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.
- 3.5 In addition to the above COMAH establishments there are also 58 Major Accident (MAH) pipelines. This is approximately a minimum of 300Km of pipeline to which the major accident hazard section of the Pipeline Safety Regulations (1996) apply. This is spread across the four Local Authority areas of Hartlepool, Middlesbrough, Redcar and Cleveland and Stockton on Tees.
- 3.6 Additionally there are a number of proposed COMAH sites proposed for within the Cleveland area.
- 3.7 The HSE host a webpage that provides public information on the COMAH sites and the risk / actions associated – 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)

- 5.3 COMAH sites pose significant risk implications to public safety, health and the environment. Some examples are fires, explosions, toxic gas release and leaks of hazardous substances to the environment.

## **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 OFFSERP sites must test and review their external emergency plans 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.)**

## **9. STAFF CONSIDERATIONS**

No staff considerations

## **10. ASSET MANAGEMENT CONSIDERATIONS**

No staff considerations

## **11. ENVIRONMENT, SUSTAINABILITY AND CLIMATE CHANGE CONSIDERATIONS**

- 11.1 The COMAH Regulations require establishments to consider the potential impacts of their operations on the environment, sustainability and climate change and to put in place measure to prevent or mitigate these impacts.

## **12. RECOMMENDATIONS**

- 12.1 For the members to stay informed about the type of business in the area and controls in place to minimise the likelihood of a major accident.

It is important to be prepared and aware of the potential risks associated with the sites and to have emergency plans in place in case of a major accident.



To keep in mind future sites that may come online as well as job opportunities which may be created in the area. It is important for potential sites to follow necessary guidelines and regulations to minimize risk of major accidents.

### **13. REASONS FOR RECOMMENDATIONS**

- 13.1 To provide EPJC members with the knowledge of the requirements of the legislation enabling them to seek further information.
- 13.2 To highlight that the nature of industry and the demands on the duty holders are changing with a potential change in the profile of industry in the area from traditional chemical processing and manufacture to carbon capture.
- 13.3 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 industrial incident.

### **14. BACKGROUND PAPERS**

No additional papers provided.

### **15. CONTACT OFFICERS**

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# EMERGENCY PLANNING JOINT COMMITTEE

24 September 2024



**Report of:** Chief Emergency Planning Officer

**Subject:** TRAINING AND EXERCISING

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## 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 / notifications – 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 require 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 38 training events and courses undertaken supporting on a range of subject areas including:
- Rope Rescue, Met Office Training (various types)
  - Safety Advisory Group (SAG) and Public Festival Involvement,
  - Multi-Agency Gold Incident Commander Training,
  - Exercise Planning and Delivery Workshop,
  - COMAH Multi-Agency Training Day,
  - Strategic Emergency Management Course,
  - CBRN Training day
  - Log Keeping .
- Over 20 multi-agency exercises held including themes such as Mass Fatalities, CBRN, Tall Ships, Water Displacement, REPPiR Shift Exercises, Recovery Exercise, MTA Exercise and multiple COMAH exercises.
- 3.7 Of note the Cleveland LRF Training and Exercising Group (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 2025-26.
- 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**

- 5.1 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, REPPiR 2019) and potential for competent authority actions against the authority and LRF agencies.
- 5.2 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 2025-26 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**

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# EMERGENCY PLANNING JOINT COMMITTEE

24 September 2024



**Report of:** Chief Emergency Planning Officer

**Subject:** WHOLE OF SOCIETY RESILIENCE, WOSR

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## 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 make 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, coordinated, proactive 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 on what we wish to and can realistically achieve. A single LRF wide strategy is seen as enabling this through agreed an agreed ambition.
- 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 – ongoing work in several areas
  - Community Exercising – to either aid development of local plans or support those already in place
  - Community Safety Award – Introduced pilot project (Stockton-On-Tees) based on previous LRF work, trialing a Train the trainer model.
  - 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 the current economic situation affecting 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 resources, especially in the event of emergency/incidents.
- 6) The value of developing 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.
- 11) Recognition that Society is a useful resource and developing a Whole of Society approach to resilience, requires us to re-think our approach on letting communities have a voice at the table and an element of ownership of a response to incidents. Also to be aware that communities gravitate to self-organised, local trusted places, in the event of incidents often in preference to designated Rest Centre's

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.

### **Community Resilience Work and areas of focus:**

- Building Resilience Together (BRT), Community Emergency Hubs project – we are rolling out and evaluating the Community Emergency (Response) Hubs, model across Cleveland (Hartlepool, Redcar & Cleveland, Stockton and Middlesbrough). Also, as part of the project package, an Emergency Kit is provided and there is access to training and development of skills e.g. First aid.

- Community Safety Award – Pilot project has been completed in Stockton Area. We have had good uptake and received positive feedback and comments from the participants. Report available.
- Business focused innovation bids urban business networks and businesses supporting the vulnerable, specific projects to be based on research in our area.
- LRF to explore longer term community/ societal resilience including greater ownership by the voluntary community sector and representation within the LRF
- 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
- Work with communities post the disorder in August to be continued

#### **4. PROPOSALS**

- 4.1 As a LRF we continue to work in the community resilience space drawing engaging wider partners and academics with a view to longer term sustainability.
- 4.2 TWe continue to engage in pilot work and increase reach of activities including the community safety award and community hubs.
- 4.3 We maintain the role of Strategic Lead for community resilience who has been key to the expansion of work and building high level relations with a number of new stakeholders.

#### **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, expect to get updated following the autumn spending review.

**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.

**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

Background information on NCSR, National Consortium for Societal Resilience

<https://www.alliancembs.manchester.ac.uk/research/recovery-renewal-resilience-from-covid-19/national-consortium-for-societal-resilience/>

NCSR / Strategy and Manual to create a local resilience capability

<https://documents.manchester.ac.uk/display.aspx?DocID=68941>

Resilience standards (non-statutory)

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

UK Government Resilience Framework, December 2022

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

#### 15. CONTACT OFFICERS

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## Appendix 1: Overview of key activities/projects in Cleveland

### Jan 2024: Developing Societal Resilience to Disruption in Cleveland Workshop:

Manchester University's, National Consortium for Societal Resilience (NCSR) were commissioned to lead a workshop with the aim of identifying a core group from the attendees to act in a strategic manner to coordinate and develop and support local projects to support societal resilience. WOSR offers a new opportunity for Cleveland's agencies, services and communities to align and coordinate their work and projects under the theme of Resilience and improve their communities, especially vulnerable groups.

Following engagement Cleveland LRF has adopted the pathway identified in the NCSR's Strategy & Manual - utilising the 8 Step approach to develop a local strategy and are working to take this work forward.

### Community Safety Award: Feb 2024 –Jun 2024

Completion of a mini-pilot project with a revised look at the community safety award as Train the trainer programme for staff to deliver the programme in Schools in the Stockton-on-Tees area.

Positive feedback from participants, and good uptake – report/ feedback comments available.

Considering ways to take project wider into communities across Cleveland.

### DHLUC Innovation Grants Cleveland bid 2 separate projects:

- Project 1 - Urban Business Networks & Resilience. We are one of the 5 partners working together on a successful bid which was led by Greater London Authority, GLA
  - Stage 1: Business in The Community, BITC- In progress, initial research via surveys and interviews with key business networks
  - Stage 2: we have been allocated a 10k Grant for a local project to address findings from Stage 1 and towards the Resilience of our local Businesses.
- Project 2 – impact on resilience of local Business supporting the vulnerable – findings of the research phase due autumn 2024.

### Building Resilience Together BRT Project:

Building Resilience Together (BRT), Community Emergency Hubs project – we are rolling out and evaluating the Community Emergency (Response) Hubs, model across Cleveland (Hartlepool, Redcar & Cleveland, Stockton and Middlesbrough).

Utilising a place-based community asset approach – various venues can be used and some of the ones identified and offered by the participants for use in the project include Library, Community Centre and a Town Hall or may even be a virtual setting to share information and resources in emergency situations. Also as part of the project package, an emergency kit is provided and there is access to training and development of skills e.g. First aid.

If you have a community venue you want to include for consideration, contact us.

**Community Grants:** Funding in the form of Community Grants (maximum £2,000) have been offered to community groups to assist communities with Resilience. The intention is to rerun the scheme under the new WOSR resilience arrangements.

**May 2024: Whole Societal Resilience, Launch Event**

Cleveland LRF hosted a workshop aimed to launch a new way of working on whole societal resilience and confirm the proposed approach to whole of society resilience going forward. Following an introduction by Gemma Ptak the LRF’s Whole of Societal Resilience strategic lead a number of presentations were provided outlining the current approach and aspiration for whole of societal resilience in the Cleveland area.

The next steps are to:

- 1) Establish the structure that was sense checked and supported by attendees (fig 1).
  - a. Convene the Whole Societal Resilience Leadership Group based on the nominees put forward by the attendees
  - b. Support the establishment of local community resilience forum in each local authority.

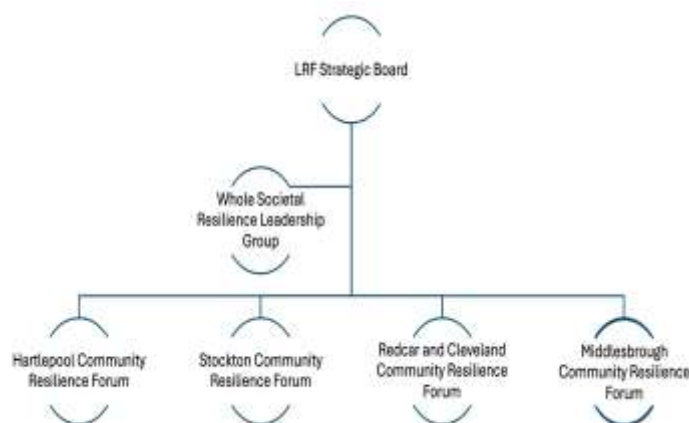


Figure 1: Proposed structure of whole of societal resilience in Cleveland

- 2) Work towards the aspirations agreed.

Advocacy	<ul style="list-style-type: none"> <li>We will be a champion of community resilience within the communities, organisations and networks that we represent</li> <li>We will be part of the solution to lead the way for a more resilient Cleveland by 2030</li> <li>We will support a process of community engagement, mapping and coproduction to motivate the community to be empowered and lead the process to become more resilient.</li> </ul>
Awareness	<ul style="list-style-type: none"> <li>We will ensure community resilience is a 'conscious' discussion item amongst our 'business' moving forward.</li> <li>We will support campaigns, share information with our networks and engage with 'champion' networks.</li> <li>We will explore opportunities for training and learning to share consistent messages and information about community resilience.</li> <li>We will consider our audience when discussing community resilience to ensure information is accessible, inclusive and proportionate.</li> </ul>
Approach	<ul style="list-style-type: none"> <li>We will establish a leadership group to ensure focus and direction</li> <li>We will enable communities to ensure they lead and are empowered to solve their own problems with our support</li> <li>We will connect the right people to ensure a collaborative approach to community resilience to maximise impact and opportunity</li> <li>We will use information, data and intelligence to support prioritisation and decision making.</li> </ul>

Figure 2: The proposed aspirations and actions outlined to partners at the workshop

# EMERGENCY PLANNING JOINT COMMITTEE

24 September 2024



**Report of:** Chief Emergency Planning Officer

**Subject:** ACTIVITIES REPORT 10/07/2024 - 31/08/2024

## 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 2024-25 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 emergencies<sup>1</sup> revised and re-issued 2018, whilst non-statutory they are critical to resilience.

3.4 A summary of progress made against the Unit's 2024/25 action plan and the 2024/25 LRF Action Plan is outlined below.

Status	CEPU Action Plan (Count)	Cleveland LRF Action Plan (Count)
Yet to start	113	101
In progress	34	98
Complete	30	8
<b>Total</b>	<b>178</b>	<b>207</b>

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

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

- Review of High Risk Fire Waste Sites
- Review of learning from exercises and incidents
- Activation exercises
- Review of Major Incident Plan
- Elected member briefings
- Internal competency development

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

- Debriefing a range of incidents
- Development and support for a number of regional workshops
- Work on a number of national and regional projects with the aim of supporting the objectives in the previous Governments resilience framework

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

- Development of key guidance for multi-agency support cells
- Trial of feasibility of emergency hubs
- Engagement model of youth engagement
- Review of Resilience Direct
- Reviewed multi-agency plan holdings
- Review of strategic coordinating centre and multiagency activation plan against national guidance
- Safer events workshop delivered
- Multi-agency training days on event safety

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

- A piece of work has been started looking at the role of prevention within Local Resilience Forums.
- A workshop has been held with communities and LRF members following the disorder seen in August, the workshop highlighted a range of long standing deep seated issues and needs of communities.
- The LRF supported a recent evacuation by a Housing Trust with the aim to minimise the impact on residents and services.
- A number of community hubs have been launched within a range of different communities across the area.

3.9 Staffing

There have been a number of changes to staffing within the period:

A long standing Senior Emergency Planning Officer has been successful in gaining a high profile role within the private sector, we will be looking to recruit for the post.



The LRF support officer has been successful in securing career progression with another local authority, we will not look to fill the post at this time given the reliance on and uncertainty associated with MHCLG grant funding.

The Senior Emergency Planning Officer role has been evaluated – a further band has been added to the existing development scheme with a view to recognising experience and knowledge.

The Business Support Officer role has been evaluated into a development scheme adding additional bands to recognise the breadth of activities and skills required.

The Principal Emergency Planning Officer role has been revised to remove the lower band 12 to ensure no clash between the higher Senior EPO banding and the Principal Emergency Planning Officer.

#### **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**

- 11.1 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**

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**EMERGENCY PLANNING JOINT  
COMMITTEE**  
**24 September 2024**



**Report of:** Chief Emergency Planning Officer

**Subject:** INCIDENTS REPORT 10/07/2024 – 31/08/2024

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**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**

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

## **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.

## **14. BACKGROUND PAPERS**

None presented.

## **15. CONTACT OFFICERS**

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**Appendix 1 Incidents of note 10/07/2024 – 31/08/2024**

<b>Date</b>	<b>Borough</b>	<b>Location</b>	<b>Type of incident</b>	<b>Additional Information</b>
13/07/2024	Redcar & Cleveland	East Cleveland Skinningrove and Loftus	Flooding	Flooding Loftus and Skinningrove, heavy rainfall led to property flooding. Sandbags prepared, staff deployed overnight from RCBC. EA and CFB resources deployed and community flood warden. Disruption to traffic debrief undertaken.
19/07/2024	All Boroughs	Global, Crowdsourc e IT Outages	Potentially disruptive event	Global it outage and disruption, LRF undertook assurance check with all key partners reference any impacts that may affect resilience / capability to respond. No significant issues identified but a number of partners systems impacted requiring business continuity.
31/07/2024	Hartlepool	Memorial Square Hartlepool. Civil unrest / riot	Unclassified	Civil disturbance at Memorial Sq Hartlepool. Police operation, LA supported with clean up. Number of calls managed between LRF members, police and MHCLG. Significant concern from communities and media attention. Managed under police. Recovery group under HBC.
04/08/2024	Middlesbrough	Albert Park area. Civil unrest / riot	Unclassified	Civil disturbance at Albert Park Middlesbrough. Police operation, LA supported with clean up. Number of calls managed between LRF members, police and MHCLG. Significant concern from communities and media attention. Managed under police. Recovery group under MBC.