



CORPORATE RESOURCES OVERVIEW AND SCRUTINY COMMITTEE

Committee Report

Public

Date of Meeting: 6th April 2006

Title: JANUARY 2005 FLOOD - EMERGENCY PLANNING ACTION
PLAN - PROGRESS REPORT

Report of: Head of Scrutiny and Emergency Planning Services

Report reference: OS3/06

Report: At its meeting on 16th June 2005 the committee agreed an Action Plan following a review of Emergency Planning arrangements in light of the January 2005 flood. This report shows progress against each of the agreed actions in the accompanying tabular Action Plan. As can be seen all actions have been successfully taken forward.

Recommendations: The committee notes completion of the agreed Action Plan.

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Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

January Flood - Emergency Planning Review – Action Plan

	Issue/Action	Lead Responsibility	Progress
	Alerting/Call-out/Communications		
1.	In light of network failures, consider multi-network roving mobile phones for up to 6 key responders	John Nutley/Michael Scott	Small pool of multi-network mobiles established
2.	In light of power failure affecting communications, advise all senior managers to have at least one none digital, non wireless telephone handset	John Mallinson	Advice issued to all relevant staff
3.	In light of power failure advise all senior managers to have a battery powered radio	John Mallinson	Advice issued to all relevant staff
4.	In light of Civic Centre inaccessibility, all senior managers to hold contact information for all their staff off site	CMT	CMT asked all managers to action this within their respective teams
5.	In light of Civic Centre inaccessibility, Personnel Managers to hold back-up disc of contact information for all staff off site	D Williams	Completed
6.	To assist key responders in holding Emergency Response Plans off site, consider provision of ultra-lightweight pocket PC's	John Nutley	Awaiting next generation of combined mobile/PDA's which will have required capabilities
7.	In light of extent of emergency and communications difficulties, provide greater level of cover for all emergency response roles	Emergency Planning Working Group	Completed
8.	In light of importance to initial response review and enhance normal out of hours service contact arrangements	John Nutley	24 hour council telephone service introduced
9.	In light of rapid escalation and extent of emergency, review standby arrangements for key responders	Emergency Planning Working Group	Appropriate staff are placed on standby at early stage of a developing incident. Standby arrangements generally under ongoing review
	Emergency Control Centre		
10.	To speed set-up of Civic Centre ECC, have laptop PC's and wireless network access, together with enhanced first floor storage space	Michael Scott	Completed
11.	In light of Civic Centre inaccessibility, provide alternative ECC location at Bousteads Grassing	Mike Battersby	Completed
12.	In light of Civic Centre flooding, evaluate options to relocate stand-by generator to more resilient position	Mike Battersby	Completed

Emergency Response Plan			
13.	Complete outstanding sections for Finance and Personnel Teams	Angela Brown/David Williams	Completed
14.	In light of establishment of Customer Contact Centre, rewrite Public Information/Telephone Enquiry section	John Nutley	Ongoing as facility is reinstated
15.	In light of changes to Environmental Protection Services Business Unit, rewrite their section	Mike Battersby	Completed
16.	To enhance Welfare Response, include section integrating Community Support Team into welfare arrangements	Rob Burns	Completed
17.	In light of extent of their involvement, include separate section integrating Commercial and Technical Services response arrangements	Mike Battersby	Completed
Reception Centres			
18.	To prevent conflicting priorities, designate senior manager to be lead officer instead of Emergency Planning Lead Officer	Maggie Mooney	Alternative lead officer identified
19.	To provide greater co-ordination, Designated Reception Centre lead officer to co-ordinate broader range of reception issues including interface with voluntary agencies, finance and liaison with site owners and operators in addition to co-ordinating CHA contractual responsibilities	John Mallinson	Completed
20.	To ensure more rapid and comprehensive response, Housing/homelessness services to be fully integrated into Reception Centre activation and represented on site from set-up	Simon Taylor	Completed
Training and Exercises			
21.	To provide greater clarity and extend cover, provide senior managers with training in relation to Gold and Silver Command structure and operation	John Mallinson/County Emergency Planning Unit	Completed
22.	To equip more senior managers to respond effectively in a wider range of scenarios, provide generic emergency management training in addition to established functional training programme	John Mallinson/County Emergency Planning Unit	Completed
23.	To provide effective training for new emergency planning responders (as provided for by above actions), undertake additional targeted training sessions	John Mallinson/County Emergency Planning Unit	Completed
Business Continuity Plan			

24	In light of experience, review council's Business Continuity Plan	Jason Gooding	Debrief completed, further development ongoing as new organisational structure implemented
	Other Agencies		
25.	Commercial and Technical Services and Environment Agency to jointly review specific flood response arrangements, local plan and distribution of EA multi-agency plan	Mike Battersby/Environment Agency	Completed
26.	County Emergency Planning Unit be requested to lead on greater integration of GIS support into County General Emergency Plan on multi-agency, countywide basis.	County Emergency Planning Unit	GIS is to be available in all Emergency Control Centres, working group established for future development