



DERBY CITY COUNCIL

SCRUTINY MANAGEMENT COMMISSION
29 MAY 2007

ITEM 8

Report of the Director of Corporate and Adult Social Services

Emergency Planning Report and 2007/8 Work Programme

RECOMMENDATION

1. That the Scrutiny Management Commission note and approve the report and the work programme.

SUPPORTING INFORMATION

- 2.1 At its meeting in September 2006 the Scrutiny Management Commission resolved that it would in future request bi-annual reports on the Council's Emergency Planning activities and work programme. This report is the first of those bi-annual reports.
- 2.2 Local, regional and national exercises were held in February 2007 to test the arrangements for agencies dealing with a flu pandemic. Issues raised and lessons learnt from the City exercise will be included in a future review of the Council's Business Continuity Plan. Further work has been undertaken on personnel policies and procedures to take account of a potential flu pandemic.
- 2.3 Awareness training was held for Service Area Liaison Officers in April 2007 to highlight good practice and to inform officers of current work being undertaken to meet the duties of the Civil Contingencies Act 2004.
- 2.4 An out of hours communications exercise was held in March 2007 to test the City Emergency Plan.
- 2.5 The 2007/8 Work Programme for Emergency Planning has been prepared to meet the requirements of the Civil Contingencies Act 2004 and is as set out in Appendix 2.

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Background papers: Appendix 1 – Implications
List of appendices: Appendix 2 – Derby City Council Emergency Planning Work Programme
2007/08

IMPLICATIONS

Financial

1. None arising from this report.

Legal

2. None arising from this report.

Personnel

3. None arising from this report.

Equalities impact

4. Effective emergency planning will be of benefit to all Derby people.

Corporate Objectives, Values and Priorities

5. This report has the potential to link with the Corporate Objectives of delivering excellent services, performance and value for money

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DERBY CITY COUNCIL EMERGENCY PLANNING WORK PROGRAMME 2007/8

PLANS	TARGET DATES	COMMENTS
City Emergency Plan	Review and update June 2007. Review and update December 2007.	
Service Area Procedures	Work to commenced January 2007. All Procedures where required to be completed August 2007.	Regeneration and Community Services Area Procedures to be used as pilot.
Business Continuity Plan	On going development of Plan and Strategies. Review of Plan due June 2007 and November 2007. Service Area Procedures to be completed June 2007.	Review of Plan to take account of restructuring and relocation of service areas. Procurement strategy to be included.
Animal Health Plan	Draft completed 31 July 2006. Plan to be completed and issued September 2007.	Joint Plan with County based on LACORS template. LACORS have now issued revised Annex for Avian Flu and new annex for Foot and Mouth.
CBRN	Plan reissued December 2006. Update due December 2007.	Joint Plan with County.
City Centre Evacuation Plan	Update due October 2007.	Substantial amendments to incorporate new City Centre development.
Communications Plan	Draft Communications Strategy complete. Operational Plan to be completed by September 2007.	Joint Strategy agreed by all LRF Category 1 Responders. Joint Operational Plan for all LRF Category 1 Responders.
Emergency Mortuary/Mass Fatalities Plan	Update due September 2007.	Joint Plan with County. Replaces Temporary Mortuary Plan.
Event Plans	Plans to be issued a minimum of one week prior to event.	City Events Group determines which events require emergency plans. Twelve to be prepared this year.

Flood Plans	Update due 31 October 2007.	Joint Plan with County.
Fuel Plan		Joint Plan with County. Awaiting new Guidance from DTI.
Hazardous site plans	Updates to be completed 31 May 2007.	Rolls Royce, Sinfin. Rolls Royce, Raynesway. Reckitt Benckiser, Derby. Celanese Acetate, Spondon.
Humanitarian Assistance Planning	To be included in City Emergency Plan covering Crisis Support Teams and Humanitarian Assistance Centres.	Joint Plan with County. Multi Faiths Workshop held January 2007.
Pipelines Plan	Update due September 2007.	Joint Plan with County.
Pride Park Football Ground Contingency Plan	Update due July 2007.	Required as part of Safety Certificate.
Radiation Response Plan	Update due December 2007.	Joint Plan with County.

TRAINING AND EXERCISES	TARGET DATES	COMMENTS
Business Continuity	Training and exercise programme developed for internal staff. Ongoing training for all staff with a response role.	
Emergency Plan	Awareness training for Service Area Liaison Officers held 16 April 2007	Awareness and response training for staff with an operational role to be determined when service procedures carried out.
Members Awareness Training	To be agreed.	
Multi agency table top exercise	To be held 17 September 2007.	.
Emergency telephone callout exercise	Office hours call out due September 2007.	Out of office hours callout due March 2008.
Pride Park Football Club exercises	Ongoing.	Rolling programme agreed with Safety at Sports Grounds Advisory Group.

MISCELLANEOUS	TARGET DATES	COMMENTS
Service Liaison Officers Group	Held quarterly.	Established July 2005 to provide updates and share best practice within departments. Review of roles and responsibilities of Service Liaison Officers has taken place.
Emergency Control Centre		Provide specification to Property Services to enable a feasibility study on provision of a new Emergency Centre. Temporary Emergency Control Centre to be established in Saxon House.
Business continuity promotion		Being done jointly with all Derbyshire local authorities. Promotion of Business Continuity to businesses/voluntary sector. Government to issue toolkit and promotional leaflet.
Capabilities work		National Capability Survey carried out on Evacuation, Mass Fatalities, CBRN, Warning and Informing, Infectious Diseases, Caring for People, Animal Diseases, Mass Casualties, Business Continuity, Flooding, Urban Search and Rescue. Compliance with Civil Contingencies Act also included. Assessment of Survey carried out.
Comprehensive Performance Assessment		Audit Commission Self Assessment being carried out.
National/Regional/Local Working Groups		Representation on groups.
Response to emergencies		Joint on call arrangements for Duty Emergency Planning Officers.
Risk assessment survey	Review of Community Risk Register carried out November 2006. Update due November 2007.	Community Risk Register on website.