

Report to: Economy, Transport and Environment (ETE) Scrutiny Committee

Date of meeting: 22 November 2017

By: Director of Communities, Economy and Transport

Title: Emergency Planning Update Report

Purpose: To inform Scrutiny Committee on progress with Emergency Planning

RECOMMENDATION:

(1) Scrutiny is recommended to consider the progress being made in Emergency Planning across East Sussex.

1. Background Information

1.1 The Emergency Planning Team are responsible for ensuring that Local Authorities and the East Sussex Fire and Rescue Service are in compliance with the Civil Contingencies Act 2004 and the public health duty to provide emergency planning under the National Health Service Act 2006. The Civil Contingencies Act 2004 establishes a coherent framework for emergency planning and response ranging from local to national level. The Emergency Planning Team assists in ensuring compliance as Category 1 responders to this legislation through planning and training. Category 1 responders include all blue light services and Local Authorities.

1.2 The Emergency Planning Team is made up of 5.2 full time equivalents (FTE), but is currently operating with 4.2 FTE having undergone a number of personnel changes in the past 12 months. The Team contributes to the development and exercising of both Emergency and Business Continuity Plans; the delivery of training in emergency management and support; and the promotion of Business Continuity management. A new emergency planning manager, Victoria Eaton, started at the end of August 2017 and has established that the team is considerably smaller than neighbouring authorities, but does retain the capacity to service the needs of East Sussex and contribute to wider pan Sussex initiatives. Recruitment of the final team member will take place during November. Additional expertise is brought in to the Team through collaboration with Public Health and East Sussex Fire and Rescue Service who both contribute an additional 0.5. FTE

1.3 The Emergency Planning Team has an annual gross budget of £252,800 of which £228,800 is staff costs. It generates income of £86,200 through membership of the East Sussex Resilience and Emergencies Partnership (ESREP) and a further £3,000 from other agencies. The net annual budget is therefore around £163,600 per annum.

1.4 The team provides ESCC with a 24 hour a day, 7 days a week on call service for emergencies.

1.5 The ETE Scrutiny Committee last received an update on the work of the Emergency Planning Team on 19 June 2012. A copy of the previous report and an extract from the minutes of the meeting are included in Appendix 1.

Emergency Planning Arrangements in East Sussex

1.6 The Emergency Planning service in East Sussex is delivered via a partnership arrangement, the East Sussex Resilience and Emergencies Partnership (ESREP). ESREP was established in 2013 for the provision of shared emergency planning services, under a Memorandum of Understanding (MOU), between East Sussex County Council (ESCC), Hastings Borough Council, Eastbourne Borough Council, Wealden District Council and Lewes District Council. East Sussex Fire and Rescue

Service joined the partnership in 2015. ESREP is overseen by a Partnership Board, and ESCC provide the secretariat for the partnership and line management of all staff.

1.7 ESREP is based within the Communities, Economy & Transport Department and the partnership board is currently chaired by Hastings BC. Members of the Emergency Planning team support each member authority and also have their own specialist subject areas such as flooding or mass fatalities. In addition, they are responsible for providing support and advice to members of the partnership to enable them to discharge their duties under the Civil Contingencies Act 2004. The main functions are to develop emergency planning in a wide context, including business continuity planning and providing support for lead officers during an emergency.

1.8 An essential feature of ESREP work is to act as a single point of contact for partners and to provide year round 24/7 Duty Officer cover for when emergencies occur or threaten, and to ensure that relevant information is shared with responsible officers to provide an appropriate response.

Sussex Resilience Forum

1.9 ESREP also supports the Sussex Resilience Forum (SRF), which is a multi-agency partnership whose members have statutory responsibilities under the Civil Contingencies Act 2004, to work together to prepare, respond to and recover from emergencies and major incidents.

1.10 A major incident is a widely used term recognised nationally and locally within the SRF and is defined as *“an event or situation with a range of serious consequences which requires special arrangements to be implemented by one or more emergency responder agency.”*

1.11 The SRF consists of members from the Emergency Services, National Health Service /Public Health England, Local Authorities, Environment Agency and Military and other government representatives, with comprehensive support from the Voluntary Sector coming together with the principle aim of ‘Making Sussex a Safer Place’.

1.12 The SRF Executive Committee meets tri-annually to discuss SRF activities and set the strategic direction. Preparing for emergencies is part of the day-to-day job of all partners. This involves:

- Risk assessments to assess the type of hazards that might affect Sussex
- Preparing plans to address different types of emergencies
- Training and exercises to test the plans and keep staff up to date.

1.13 The SRF provides a comprehensive training plan each year to support officers in each partnership organisation.

How ESREP plan

1.14 Emergency plans are flexible, regularly reviewed, updated and circulated. ESREP aim to test the plans once every three years and work closely with other members of the SRF to plan and improve a joint response to emergencies.

1.15 There are a number of SRF plans that ESREP lead on including fuel shortage, emergency welfare and weather & environment. The strategic representative at the SRF Executive is the Director of Communities, Economy and Transport.

1.16 ESREP also works with partners in other neighbouring counties, particularly Kent, on joint arrangements for flooding, coastal pollution and Dungeness power station.

Capability Work Streams

1.17 A Capability Work Stream is a mechanism for the planning, delivery and management of work allocated by the SRF Delivery Group in particular bundled subject areas. They consist of capability planners from various agencies coming together to prepare multi-agency plans and other documents. Capability Planners may be members of more than one Work Stream depending on their particular skills and the amount of time their host organisation is prepared to allocate to supporting the SRF.

1.18 Current Capability Work streams are:

- Risk and Horizon Scanning
- Emergency Welfare
- Weather and Environment
- Community Resilience Partnership
- Communications (Warning and Informing)
- Emergency Response
- Training and Exercising
- Sussex Health Responders Group

Emergency Plans

1.19 At the strategic level there are National Plans to be reviewed and exercised, namely:

- National Emergency Plan – Fuel
- Department for Environment, Food & Rural Affairs (Defra) Contingency Plan for Exotic Notifiable Diseases of Animals
- National Contingency Plan for Marine Pollution from Shipping and Offshore Installations

1.20 The SRF themselves review and exercise a number of plans, namely:

- The Sussex Emergency Response and Recovery
- The Mass Casualties Plan
- The Mass Fatalities Plan
- The Resilient Communications Plan
- The Sussex Major Maritime Emergency Plan
- The Recovery Plan
- The COMAH (Control of Major Accident Hazards Regulations 2015) off-site Emergency Plan for Gatwick Airport Storage and sites in Rye, East Sussex
- The Animal Diseases Plan
- The Major Accident Hazard Pipelines Plan
- The Sussex Resilience Forum Gridlock Plan

2. Supporting Information

The following are examples of how ESREP and the Emergency Planning Team work together and collaboratively in order to deliver requirements whilst maximising value for money.

2.1 Examples of tests and exercises that have been held over the last 12 months include:

- Exercise Coffers (Surrey and Sussex) – opportunity for prison settings to exercise their outbreak response and business continuity plans during a seasonal influenza outbreak
- COMAH Lower Tier site – Plastica, Hastings
- Airbourne – Eastbourne Air Show
- AEGON Tennis, Eastbourne
- Wealden District Council Rest Centre call out procedure

- Humanitarian Assistance Centres
- Move to Critical

2.2 Following a discussion between the Chief Executive Officers (CEOs) of the South East 7 (SE7) Group (Kent, Surrey, Hampshire, East Sussex, West Sussex, Brighton and Hove, Medway) regarding resilience after the incidents of summer 2017, it was highlighted that there was a need to provide assurance regarding the current mutual aid arrangements for County and Unitary Councils across the group. Emergency Planning leads for the SE7 Group area met on the 8 September 2017 to discuss the issue in greater detail and to provide options and recommendations on improvements to the current position.

2.3 Adler and Allan have been appointed as the pan Sussex coastal pollution clean-up contractor. The East Sussex Emergency Planning Team and Procurement are working with partners to agree local authority call-off and exercising arrangements.

2.4 Following selection by the ESREP Board of new incident management software provided by One Voice (the iModus software previously available across the Partnership having been discontinued by the provider) the Emergency Planning team will support implementation. Working as a partnership has afforded economies of scale and savings in this purchase.

3 Conclusion and Reasons for Recommendations

3.1 Scrutiny is therefore asked to consider the progress made in Emergency Planning across East Sussex.

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LOCAL MEMBERS

All

BACKGROUND DOCUMENTS

None