

## MEETING

<b>Date of Meeting</b>	Thursday 14 April 2016
<b>Report Subject</b>	Emergency Planning Service Update
<b>Cabinet Member</b>	Cabinet Member for Corporate Management
<b>Report Author</b>	Chief Executive and Regional Service Manager
<b>Type of Report</b>	Strategic

### EXECUTIVE SUMMARY

The Council has duties for emergency planning and response under the Civil Contingencies Act 2004 and is a principal respondent in emergency situations. All other councils have these duties.

North Wales is the first region in Wales to form a fully integrated service to support all councils to fulfil their duties. Flintshire is the lead authority for the service. This report presents the most recent annual report for the service.

Within Flintshire responsibilities for emergency planning and response are shared across a number of portfolios by many services and named lead officers. The Council has an Emergency Management Response Team structure with assigned officers trained and skilled in their respective roles.

The Council is one of only two councils in the region to host Upper Tier COMAH (Control Of Major Accident Hazards regulations) sites which require specific safety planning arrangements under the COMAH 2015 Regulations. Three working COMAH sites are located within Flintshire. The Committee has asked for a specific briefing on COMAH sites.

This report on both the regional services and the arrangements for emergency planning and response within Flintshire itself will be supported by a presentation at the meeting.

## RECOMMENDATIONS

1	The Committee receives and is assured by the update.
2	The Committee receives future reports on the preparedness of the Council to plan for emergencies and specific follow-up reports to any major local or regional emergency events to which the Council has had to respond.

## REPORT DETAILS

<b>1.00</b>	<b>BACKGROUND AND TRANSITION TO A REGIONAL SERVICE</b>
1.01	Until 2014 the Emergency Planning for Flintshire was a shared service with Denbighshire. For the past two years North Wales has had an integrated regional service led by Flintshire and supported by a Management Board of all six councils and underpinned by an Inter-Authority Agreement. The service, which is maturing as a regional entity, is known as the Regional Emergency Planning Service (NWC-REPS). The most recent annual report of the regional service is attached.
1.02	A regional performance management framework has been established which is used to lead work-streams on preparedness for emergency situations with each council having an informed level of self-awareness on their local preparedness.
1.03	Whilst the team is integrated as a single entity, the service is structured with an Eastern and a Western 'hub' serving three councils each, and each council has a dedicated liaison officer with local knowledge and contacts.
1.04	The Emergency Management Response Team (EMRT) structure within Flintshire itself includes a number of teams with specialist roles:-  Operational Team  Recovery Team  Humanitarian Assistance Team  Information Team  Business Continuity Management Group
1.05	Flintshire has a proven track record of response to emergency situations. The level of preparedness for future incidents is good. Emergency situations in recent years have been either caused by periods of extreme weather or industrial incidents with a single case of migrant worker concentration.
1.06	The EMRT structure, supported by its Liaison Officer, provides a robust mechanism for delivery of planning and response functions. A process of formalising the Terms of Reference for the supporting teams is underway

	in order to provide clarity on the role of each Team in the structure, and to ensure effective delivery of work-streams.
1.07	A particular area of note is that of Business Continuity Management. In January 2015, the service undertook an audit in Flintshire that produced a number of recommendations which are to be taken forward via the Business Continuity Management Group.
1.08	In collaboration with Natural Resources Wales, has provided support and guidance in the development of a community flood plan for Talacre.
1.09	Buckley Town Council participated in exercise centurion shield in September 2015. This was a no notice exercise for contacting the voluntary sector to establish their response capability as well as to test the multi-agency Project Exodus software.
1.10	<b>COMAH (Control Of Major Accident Hazards regulations) sites</b>
1.10.1	The Council is one of only two council in the region to host Upper Tier COMAH sites require specific safety planning arrangements under the COMAH 2015 Regulations. Three working COMAH sites are located within Flintshire. The Committee has asked for a specific briefing on COMAH sites.
1.10.2	The Upper Tier sites located in Flintshire are Warwick Chemicals, Mostyn; Synthite Limited, Mold; and Headland Agrochemicals, Sandycroft. For each site, an external (off-site) multi-agency plan is in place with a three year exercise schedule overseen by the service. The enforcing agencies for COMAH legislation are the Health & Safety Executive and Natural Resources Wales. These bodies, along with the Council are termed as the 'Competent Authority'. The service has developed a new multi-agency plan template which is viewed as good practice across North Wales and has been identified as a template for other industrial plans such as gas pipeline plans. This work-stream helps the safe management of COMAH sites.

## **2.00 RESOURCE IMPLICATIONS**

2.01 The regional service is a cost effective and resilient model.

## **3.00 CONSULTATIONS REQUIRED / CARRIED OUT**

3.01 None required.

## **4.00 RISK MANAGEMENT**

4.01 The purpose of the service is to reduce the risks of emergencies occurring through prevention. The service also supports Business Continuity Management for Council services.

<b>5.00</b>	<b>APPENDICES</b>
5.01	North Wales Councils Regional Emergency Planning Service Annual Report 2015/16.

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b> <b>None</b>
6.01	None <b>Contact Officer:</b> Neil Culff, Regional Manager <b>Telephone:</b> 01352 702120 <b>E-mail:</b> <a href="mailto:neil.culff@nwc-reps.org.uk">neil.culff@nwc-reps.org.uk</a>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	Emergency Management Response Team: comprises of individual teams working on the basis of integrating Emergency management activities to daily business in order to encourage a cohesive approach in the emergency response to any major emergency.
7.02	Business Continuity Management (BCM): is a planned process aimed at managing the many varied operational risks inherent in the day to day activities involved in the delivery of service.