

2 June 2015**Agenda Item: 11****REPORT OF THE SERVICE DIRECTOR FOR ACCESS AND PUBLIC
PROTECTION****UPDATE ON EMERGENCY PLANNING AND REGISTRATION SERVICES****Purpose of the Report**

1. To provide an update on recent key activities and events in the work of the Emergency Planning Team and of Registration and Celebratory Services.

Information and Advice**Registration and Celebratory Services**Clergy Training

2. Commencing in February this year, the Registration Service's Training Officer has delivered a highly successful series of training events for Nottinghamshire clergy who are approved to solemnise marriages in their churches. Two of the sessions were delivered in conjunction with the Diocese of Southwell and Nottingham, at their offices in Southwell. These have comprised two full-day sessions for a total of thirty people. Five other (half-day) sessions have been given at County Council premises to a total of 59 people.
3. Traditionally, individual clergy have passed on their skills and knowledge from one to another. They are provided with guidance by the General Register Office regarding their roles and responsibilities relating to marriage registration, and this includes the recommendation that they contact the Local Authority Superintendent Registrar if they have any queries. Failure to comply with the legal requirements of marriage could lead to doubts about the validity of a marriage. Clergy are required to send quarterly returns of marriage details to the Local Authority Registrar of births and deaths, and the Superintendent Registrar will certify and forward these to the General Register Office.
4. The training has been delivered on a cost recovery basis, and so it has generated a small amount of income for the Service, but more particularly it has improved relations and the standard of quarterly returns. The benefits for the Registration Service are that an increased number of returns are made on time and the number of errors is reduced thereby reducing the amount of time required for County Council registrars.
5. Feedback has been very positive; with all attendees rating the training as 'Excellent' or 'Very Good', and all indicated they are likely to recommend the course to others. The training has

given the participants greater confidence in their ability to fulfil legal requirements. It has also increased their willingness to raise questions when a marriage is not straight forward. Further training sessions (for new curates) are being planned for delivery in November in conjunction with the Diocese.

Emergency Planning

Emergency Planning for Floods

6. There are now four flood road signage schemes in operation across Nottinghamshire, developed in collaboration with colleagues from County Highways. The original schemes in Bleasby and Woodborough have been joined by schemes in Thurgarton and Southwell, and the scheme in Bleasby has been updated to include roads where cars became stranded in 2013. In Southwell, a member of the Emergency Planning Team participated in the first annual refresher training for their Flood Wardens. The event was hosted by Brackenhurst College and was a precursor to their first trial run of the 21-site road closure scheme arranged to take place on 16 May.
7. Work on a flood road signage scheme for Collingham is now at an advanced stage, and preliminary work has begun on a prospective scheme in Arnold. The Emergency Planning Team, in concert with colleagues from highways, delivered training to Flood Wardens in Thurgarton on 7 March and 20 April.

The County Emergency Centre

8. In any major emergency, Nottinghamshire County Council's response is co-ordinated from the County Emergency Centre (CEC) located in the basement of County Hall. The facility has ICT and control room equipment including computers, videoconferencing, projectors, and smart-boards to aid the management of response. It is available on a 24-hour basis and has been used during a variety of emergencies in recent years including flooding and heavy snow. A copy of the County Emergency Centre Plan is available on the intranet. When not in use for an emergency, the facilities and equipment are used for planning meetings and training and by other services for their meetings. Computer equipment was upgraded in March 2014, as part of the Computer Equipment Replacement Programme, and the telephony system was successfully migrated to Microsoft Lync in December 2014.
9. The last major refurbishment of the CEC took place in 2005/2006. Since this time, a number of technical and maintenance issues have arisen with the bespoke equipment and some of it no longer works as intended. Lessons from previous incidents have also identified further requirements, such as the need to keep pace with recent technological developments and to maximise the amount of space available. Consequently, a long-term and ongoing maintenance programme has been established to ensure it remains fit for purpose.
10. Current review work includes a re-assessment of the layout of the Operations Room and reception area, to consider if the layout of the Centre can be enhanced to provide space for additional workstations. Other aspects currently being discussed include:
 - Maintenance and testing of the room control system
 - Maintenance and testing of the videoconference equipment, Police network points, projectors, and telephone lines

- Boosting of mobile phone signals
 - Installation of additional network points and desktop computers
 - Re-location of Wi-Fi
 - Stand-alone equipment for audio-recording of meetings
 - Assessing the potential benefits of additional equipment, including dual monitors for desktop machines, use of tablet computers.
11. The emergency planning team continue to run monthly equipment checks to ensure the Centre remains in a constant state of readiness. The equipment is also tested during sessions of Major Emergency Response (MER) training, and the latest of these took place on Wednesday 22nd April.

Mutual Aid Agreements with Neighbouring Areas

12. There has long existed a Mutual Aid agreement between Local Authorities in the East Midlands for the provision of support during an emergency. Under this agreement, each Authority will endeavour to provide assistance to another of the Authorities in the form of personnel and resources when asked to do so in accordance with agreed guidelines. The requesting Authority will bear the financial costs associated with the provision of aid. This agreement was made in 2009 and has been reviewed for signatures by Chief Executives.
13. In addition to this, the County Council has been invited to contribute to a Lincolnshire Strategic Alliance Agreement to provide mutual aid in respect of possible major flooding along the Lincolnshire coastline. The risk of such flooding is significant and, in the worst case, could lead to over 120,000 residents being evacuated from their homes. In the event of a wide area flood driven evacuation, Lincolnshire Rest Centres may be overwhelmed and it may be necessary to transport people to neighbouring areas for shelter and assistance. This will require a coordinated response between responding counties which the memorandum seeks to achieve. Affected residents will require temporary accommodation and support.
14. The Resilience and Emergencies Division (Central area) of the Department for Communities and Local Government (DCLG) have drafted a Strategic Alliance Agreement including a Memorandum of Understanding (MOU) and accompanying support guidelines. The purpose is to set out the terms of an agreement for the management and funding of evacuation and shelter across Local Resilience Forum boundaries. It does not constitute a legally binding agreement between the parties named but is intended to define the respective rights and obligations of each. The following mutual assistance may be requested:
- Provision of Local Authority centres for immediate and short term shelter for up to 30 days, for up to 2000 - 3000 evacuees.
 - Provision of medium to long term shelter for 12 months for displaced persons
 - Provision of transportation to transport evacuees to temporary accommodation, including the provision of specialist transportation for vulnerable people.
 - Provision of basic and immediate needs e.g. food, water, blankets, bedding
 - Resources to staff rest centres and provide transportation support.
 - Provision of social care / safeguarding for vulnerable adults and children.
 - Resources to provide logistical support and coordination.

15. Consultation has taken place with District and Borough Councils, with a view to the County Council Chief Executive signing the agreement on behalf of Nottinghamshire.

Safety at Sports Grounds

16. The 2014–2015 football season concluded with no promotions or relegations for league sides within the County Council's boundary. Match-day inspections were carried out at the final home games of both Nottingham Forest and Mansfield Town, and both passed off with no significant issues for spectator safety. There was however an incident of crowd trouble at a fixture a few weeks earlier involving the visit of Tranmere Rovers to Mansfield (prior to the subsequent relegation of Tranmere from the League). The trouble involved altercations between Tranmere fans and the Police, and has been the subject of a debriefing meeting. There was no contact between Mansfield supporters and the visiting fans at this fixture.
17. With the football season concluded, attention turns to the major cricket matches set to take place at Trent Bridge this summer. These include an England versus Australia 'Ashes' Test match taking place from 6th to 10th August, a One-Day International between England and New Zealand on 21st June and a series of Twenty20 Blast fixtures across the summer months. As usual, the cricket club's safety management preparations are of an exemplary standard, and there are no current crowd safety concerns.
18. Recent work with Southwell Racecourse has included completion of a Fire Safety Audit of their regulated stand, and consideration of the need for Special Safety Certificates for non-racing events at the racecourse. The fire safety audit confirmed a good standard of fire safety management, commensurate with a wooden stand at this venue. The non-racing events are the Southwell Folk Festival and a Scout camp. The racecourse management have confirmed that the folk festival will not involve use of the regulated stands and so has no implications for the General Safety Certificate. The Scouting event does however make use of the stands, and so a Special Safety Certificate has been produced in consultation with Safety Advisory Group members.

Major Emergency Exercises

19. The next large-scale exercise in Nottinghamshire takes place on 12th November. Exercise 'Astral Climb' is being planned in conjunction with the Ministry Of Defence as part of their annual programme of nuclear weapons transportation accident exercises. The event will include live operational-level exercise play at a site simulating a section of the M1 motorway plus a Multi-agency Coordination Centre housing tactical and strategic coordinating groups linking with a central government COBR(A) cell.

Other Options Considered

20. None.

Reason/s for Recommendation/s

21. To update the Committee on this area of work contained within its remit.

Statutory and Policy Implications

22. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

23. Registration training events for clergy are delivered on a cost-recovery basis. This and the efficiencies generated by outcomes from the training make a beneficial contribution to the objective for the registration service to be cost neutral overall. The costs associated with maintenance of system within the emergency centre are found from central budgets, including for ICT equipment replacements, and so do not fall to the emergency planning budget.

RECOMMENDATION/S

- 1) It is recommended that the Committee notes the update on recent key activities and events in the work of the Emergency Planning Team and of Registration and Celebratory Services.

PAUL MCKAY

Service Director, Access and Public Protection

For any enquiries about this report please contact:

Robert Fisher, Group Manager, Emergency Planning and Registration

Tel: 0115 977 3681, Email: robert.fisher@nottsc.gov.uk

Constitutional Comments

24. As this report is for noting only, no Constitutional Comments are required.

Financial Comments (KAS 12/05/15)

25. The financial implications are contained within paragraph 23 of the report.

Background Papers and Published Documents

- None

Electoral Division(s) and Member(s) Affected

- All