

**10<sup>th</sup> June 2014****Agenda Item: 7****REPORT OF THE SERVICE DIRECTOR FOR  
ACCESS AND PUBLIC PROTECTION****UPDATE ON EMERGENCY MANAGEMENT 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****Emergency Management**Emergency planning for future flooding

2. There has been significant progress in recent weeks to develop Community Flood Signage Schemes in three new areas, and to make improvements to one existing scheme. Emergency Planning Officers have joined with Highways and Health and Safety colleagues to work with flood wardens in Southwell and Thurgarton to plan the positions of road closure points, and have completed a desk survey for proposals for Collingham. Similarly, site surveys in Bleasby have been undertaken to revise and improve a scheme that has been in place there for the past two years. No changes are currently proposed for the existing scheme in Woodborough.
3. The aim of these schemes is to provide community volunteers with the equipment and skills to quickly close pre-designated (and Highways approved) roads when they are affected by flooding. This helps to prevent inundation of properties by stopping vehicles driving through flood water and creating bow waves. It also helps to prevent drivers from entering flood water and becoming stranded. The schemes help Highways resources to be focused on areas of greatest need.
4. The most elaborate scheme in development currently is that for Southwell, where 21 road closure points have been identified, each with a specific trigger point and a local risk assessment to identify potential hazards to Road Closure volunteers. Highways have provided signs, cones and lamps for the sites and 29 trained Flood Wardens have volunteered to undertake additional training to close the roads, on behalf of County Council Highways. A series of three training dates have been arranged, and (at time of writing) two have been completed. The

emergency planning team is also contributing to a 'Community Resilience Event' on 18<sup>th</sup> June that is being arranged by the Southwell Flood Forum.

#### Emergency planning for severe summer weather (Heatwave emergency planning)

5. Each spring the work plan for emergency planning team includes preparations for possible severe summer weather. This links in to the national 'Heatwave Heat Health Watch System' of the Department of Health, which commences on 1<sup>st</sup> June and runs to 15<sup>th</sup> September.
6. A heatwave emergency involves temperatures that remain abnormally high over more than a few of days. In these circumstances there is an increased risk of health and environmental problems. Vulnerable people include anyone who may be unable to take effective action to cool themselves, including mentally and physically disabled individuals, infants, children, and the elderly. Also, problems can arise at large scale public events, such as music and arts festivals; and at sporting events. At the same time, there is an increased risk of wildfires and animal welfare problems. As a consequence of these factors, the Local Resilience Forum maintains a specific multi-agency emergency plan for heatwaves.
7. Throughout the summer, the emergency planning team receives twice weekly temperature forecasts. These are cascaded to managers involved in adults and children's social care and Trading Standards whenever there is a change in alert level. The four stages of alert begin with Level 1 (Green) signifying 'Summer preparedness and planning'. Level 2 (Yellow) is 'Alert and Readiness' and is triggered as soon as there is a 60% or above risk of threshold temperatures being reached on at least two consecutive days and the intervening night. The threshold temperatures for the East Midlands are a daytime maximum of 30°C and a night minimum of 15°C. Level 3 (Amber) requires 'Heatwave Action' and is triggered when the Met Office confirms threshold temperatures have been reached for one day and the following night, and the forecast for the next day is greater than 90% confidence that the day threshold will be met. This stage requires specific actions targeted at high-risk groups. Level 4 (Red) 'Emergency' is reached when a heatwave is so severe and / or prolonged that its effects extend outside the health and social care system.
8. Last summer in Nottinghamshire the Level 2 (Alert and Readiness) stage was reached, while London and the south east escalated to Level 3.

#### Annual Voluntary Agencies Emergency Planning Training Event

9. Each year the emergency planning team joins with Nottingham City Council to deliver a training event for voluntary agencies that have a part in our major emergency response plans. This year the event took place on Saturday 26<sup>th</sup> April and on this occasion was hosted by Nottingham City Council. The title of session was 'ABC - Applying the Basics in the Community', and its aim was to increase the knowledge and understanding of volunteers regarding their own and other agencies' incident response roles. The volunteers included representatives from the following organisations:

- British Red Cross
- Cruse Bereavement Care
- RAYNET Radio Amateurs
- Nottinghamshire 4x4 Response
- Royal Voluntary Service
- Nottingham Search and Rescue
- Southwell Flood Forum

10. The event comprised of three presentations and a discussion session based on a supposed large-scale, sudden impact incident affecting a residential area. In multi-agency groups, delegates discussed the roles of the various organisations that might respond to such incidents and how the needs of those affected might change over time. The facilitated discussion also covered specific experiences from the response to the fatal explosion that occurred on 19<sup>th</sup> May last year on Wright Street in Newark.
11. A total of 52 delegates had booked onto the event, however only 27 attended on the day. This is an unusually disappointing number and had a detrimental effect on the balance of delegates at the event, as well as being frustrating to those organisations that had requested additional places and had been put on a waiting list. The Voluntary Agencies concerned have committed to impress upon their members the importance of attending this training, as non-attendance was detrimental to the event, costly to the organisers and deprived others of the opportunity to take part.
12. Evaluation of the event indicated that 92% of participants rated the event as either useful or very useful. The majority of the delegates found the pitch and pace of the event about right and found the presentations interesting and informative. They particularly enjoyed the opportunity for discussion and sharing of good practice.

#### Safety at Sports Grounds

13. The 2013 – 2014 football season ended with neither of the principal clubs in the County involved in promotion or relegation battles. Both Nottingham Forest and Mansfield Town completed the season in mid-table of their respective divisions. Consequently, the final home matches, this year, were less passionate than might otherwise have been the case, and were uneventful from a safety perspective, with a minimal number of supporters invading the pitch at the end of the games.
14. The season saw Mansfield Town continue to make good progress in the development of their safety management processes, and they worked well with the Safety Advisory Group. Four match-day inspections were completed over the course of the season, and all were satisfactory.
15. There were no significant concerns arising from four match-day inspections carried out at Nottingham Forest Football Club over the season. This year there were 28 games including a pre-season friendly, compared to 27 last year. The number of spectators attending matches was 589,422 compared to 568,743 the

previous season. There were 34,927 visiting supporters compared with 48,951 last season (reflecting the reduced allocation of 2002). The club's routine maintenance and inspection regime this summer will include a detailed structural survey of the Bridgford Stand by specialist engineers.

16. One inspection was completed at Hucknall Town, where there are normally very small crowds and very little risk to spectator safety. It is understood that Hucknall Town plan to move to a new ground, although there is no firm timetable for this as yet.
17. As reported previously, during the course of the season, Eastwood Town Football Club was unable to continue their tenure of the Coronation Park Ground. The ground has remained out of use and there is currently no Safety Certificate. There is no indication as yet about the long-term future of the ground.
18. Away from football, Trent Bridge Cricket Ground has seen the introduction of a new electronic ticketing system. This was brought into full operation for the early-season domestic matches, so that staff will be accustomed to the system ready for the international fixtures later in the season. Additional emergency exit capacity for the Fox Road stand, in the form of gates onto the pitch with moveable steps, will be in place for the test match in July. These will be used for emergencies only.
19. The cricket club have discussed with the emergency planning team proposals for a live broadcast of the opera 'La Boheme' projected onto the big screen of their new scoreboard. The proposed event is scheduled for a date July, and is intended to be free of charge but ticketed. The club propose using three stands and part of the pitch to accommodate spectators. This activity is within the scope of the specified activities listed in the General Safety Certificate for the ground.
20. Southwell Racecourse has seen a change of safety certificate holder, but otherwise no major changes or concerns.

## **Registration and Celebratory Services**

### Registration briefings for clergy

21. A routine task for the registration service is to collate details from clergy regarding marriages they have conducted, and then forward these to the Receipt and Indexing Team at General Register Office (GRO) for the completion of national records. This ensures an exact and up-to-date record of all marriages that have occurred in Nottinghamshire. Guidance on this matter is provided to clergy by the Home Office Identity and Passport Office, and often they are given individual briefings by their immediate predecessors. Local authorities are encouraged to support this process by means of local briefings for clergy. Providing such training is not a legal requirement of local authorities, however it is recommended by the General Register Office to improve quality and consistency of clergy registrations. The training is refreshed periodically, with the last in Nottinghamshire taking place approximately three years ago. Such briefings are found to reduce the amount of time registrars spend following up and making

amendments and ensuring corrections are made where necessary. They will also improve future customer satisfaction when the public come to the Registration Service for copies of marriage certificates.

22. Registrars in Nottinghamshire find that while the majority of clergy returns are completed correctly, errors can and do happen. Some deterioration in the quality of clergy returns is evident over time as new people come into post. The number and nature of errors vary, but common issues relate to missing information and late returns. On occasions, it can then become time-consuming to follow-up to ensure that appropriate corrections are made. For this reason, a series of new briefings have been arranged for the clergy. These have been designed to optimise the quality of processes with emphasis on the need for legibility, timeliness and adherence to legal requirements.
23. Over one hundred clergy, of all faiths, have indicated their interest in principle in attending these briefings, and so six sessions have been arranged, each with places for 10 to 15 participants. These are being delivered from venues across the County and registrars who deal with clergy returns are also attending to consolidate local relationships. The sessions cover technical and practical issues, to enable clergy to accurately register a marriage and complete the relevant paperwork. On completion of the training, they will be able to identify the necessary preliminary steps prior to registration, know how to complete an accurate registration and issue the necessary documents.
24. Feedback from the first in the series of briefings indicated that attendees had gained an enhanced awareness and appreciation of the importance of their registration processes, and a clearer knowledge of the requirement for accuracy.

### **Other Options Considered**

25. None

### **Reasons for Recommendation/s**

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

### **Statutory and Policy Implications**

27. This report has been compiled after consideration of implications in respect of finance, public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described in the report.

### **RECOMMENDATION/S**

- 1) It is recommended that the Community Safety Committee notes the content of the report, in particular the progress being made to introduce community road closure

schemes and the initiative to support marriage registrations by Nottinghamshire clergy.

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**Constitutional Comments**

28. Constitutional Comments are not required as the report is for noting only.

**Financial Comments**

29. There are no financial implications arising from this report.

**Background Papers**

None

**Electoral Division(s) and Member(s) Affected**

All