

19 July 2016**Agenda Item: 9****REPORT OF THE SERVICE DIRECTOR FOR SOUTH NOTTINGHAMSHIRE
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, and to highlight the new LGA publication 'A Councillors Guide to Civil Emergencies.'

Information and Advice**Emergency Planning**Surface water flooding incidents

2. Like many other areas of the UK, Nottinghamshire experienced a prolonged spell of unseasonal wet weather during the month of June. At times rainfall was particularly intense and placed a considerable strain on natural and other drainage systems. In Sutton Bonington, for example, the Met Office recorded 30.6mm of rain on 15 June, which is approximately half of the total amount normally seen there in the whole of June.
3. As a consequence, several parts of the county suffered localised surface water flooding and sadly there were properties in some areas that did suffer internal flooding. These incidents occurred mainly in Mansfield, Gotham, Rainworth and Netherfield and it is believed that around 50 properties in total were affected. Normal emergency response arrangements were followed by Highways colleagues to provide support to victims and the emergency planning team liaised closely with the district and borough councils who were also involved, particularly in Mansfield and Rushcliffe. The team also monitored the impact on schools, some of which had to close for a short period to enable cleaning work and minor repairs to be completed.
4. As part of the County Councils' preparations for flood events, the emergency planning team encourages local communities to make their own local plans for the possible effects of flooding. Parish and town councils have no statutory obligations to plan for emergencies, but some do choose to identify risks within their area and consider actions that could be taken to complement the response of the emergency services and other organisations. They may wish to consider:
 - developing a community emergency plan
 - acquiring a resilience store (through District and Borough Councils)

- participating in the Environment Agency's flood warden scheme
- participating in Nottinghamshire County Council's flood signage scheme.

Support and advice on all these matters is available from the emergency planning team and on the County Council's website.

5. Areas that have flood warden schemes can also consider having a County Council flood signage scheme. This enables trained volunteers to erect flood warning road signs and close roads during a flood. The aim of this is to help prevent vehicles from driving through standing water and creating bow waves which can cause property flooding. The road signage scheme enables authorised volunteers to erect signage on roads at pre-agreed locations when properties are at risk of flooding. There are five such schemes in Nottinghamshire currently and during June, trained volunteers monitored weather forecasts and flood risk in their area, ready to implement their schemes as necessary.
6. Debriefing activities to capture any lessons arising from incidents of flooding were incorporated into routine team meetings plus the Local Resilience Forum's Flood Warning and Planning Group and Resilience Working Group.

Rest Centre Registration Training

7. Plans for the care and wellbeing of people evacuated from their homes in an emergency include arrangements to register their personal details. This creates a record of who is present at an evacuation Rest Centre and helps with the process of establishing if anyone is missing as a result of the incident. The registration process is carried out by volunteers drawn from a variety of voluntary agencies, including for example St John's Ambulance and the British Red Cross. Periodic training events are provided to ensure there is a sufficient pool of volunteers able to fulfil this important function.
8. In collaboration with colleagues from Nottingham City Council, the emergency planning team has recently delivered three presentations of Rest Centre Registration Training for members of voluntary agencies. The events provided an opportunity for volunteers to familiarise themselves with the registration process. The programme also included an overview of the situations where registration would be essential, from a standard Rest Centre scenario, where local residents have been evacuated, through to a large scale event such as East Coast flooding when thousands of people may have been displaced.
9. The training showed volunteers how to complete the registration forms, including how to record any specific requirements that individual evacuees may have, such as in relation to medical or cultural needs. The events took place on 20 June at the Guildhall in Nottingham, on 29 June at Mansfield District Council Civic Centre, and on 5 July at the British Red Cross Centre, Colliers Way in Nottingham.

Review of COMAH Plans

10. Under the Control of Major Accident Hazards (COMAH) Regulations 2015, Nottinghamshire County Council is required to prepare and maintain an external (off-

site) emergency plan for each 'Upper Tier' COMAH establishment that is located within its' area. These must specify the public safety measures to be taken outside the establishment should a major accident occur at the site. Accordingly, the emergency planning team, in conjunction with the site-operators and Nottingham and Nottinghamshire Local Resilience Forum (LRF) organizations, have prepared off-site plans for two sites located in Nottinghamshire. There are two such sites in Nottinghamshire, the Misterton Petroleum Storage Depot (which receives, stores and distributes aviation fuel) and DHL Supply Chain in Harworth (which stores and distributes household and healthcare products).

11. These plans have been reviewed and amended in accordance with recommendations arising from a multi-agency emergency response exercise held in March 2016, the details of which were reported to the April meeting of the committee. The recommendations included that water company sewer and drain maps should be included within the plan, however due to the size of these this recommendation has been satisfied by agreement with water companies that they will ensure that suitable mapping will be available at the scene of any incident and at a Multi-agency Coordination Centre. Similarly, internal Drainage Board (IDB) maps have not been included in the plan itself, but the Environment Agency's responsibilities now include that they will notify the IDB's if their maintained water courses are affected.
12. The revised plans are scheduled for multi-agency consideration and approval through the 4 July meeting of the LRF Resilience Working Group.

Safety at Sports Grounds

13. A match-day safety inspection was carried out at Trent Bridge cricket ground during the One-Day International between England and Sri Lanka on 21 June. In keeping with the usual very high standards of safety management maintained at the ground, there were no significant safety issues observed during this match.
14. A fully satisfactory annual safety audit and inspection was completed at Southwell Racecourse on 27 June, and pre-season inspections of Nottingham Forest and Mansfield Town Football Clubs have been scheduled to take place on 7 July.

LGA publication "A councillor's guide to civil emergencies"

15. The Local Government Association has published a new guidance document entitled "A councillor's guide to civil emergencies". This outlines the legal obligations of local authorities' under the Civil Contingencies Act 2004 and their role in civil resilience in the context of multi-agency collaboration. The guidance includes details the role of elected councillors in ensuring resilience and during response and recovery from civil emergencies and case study examples of local authority responses to Storm Eva and the Shoreham Bypass air crash.
16. The foreword to the guide is provided by Councillor Simon Blackburn, Chair of the LGA Safer and Stronger Communities Board. He asserts that "the recent flooding events in the north of England have once again highlighted the important role of councils in responding to and recovering from civil emergencies". He goes on to say that, "thanks to good planning and some advanced warning, councils and their local resilience forum

(LRF) partners were able to take some pre-planned actions that undoubtedly went some way to reducing the overall impact of these devastating floods". The guide emphasises that elected councillors have an important part to play by being involved in responding to and recovering from an emergency, and also through being engaged in the essential planning and preparation needed to ensure resilience and readiness.

17. The new LGA guide reinforces background information contained in the County Council's 'Elected Members Emergency Plan.' Elected Members are encouraged to maintain an awareness of this plan, which is available to download from the Council's intranet.

Registration and Celebratory Services

Registration office accommodation

18. As previously reported, a new home was needed for registration services in Eastwood following the Borough Council's decision to close the DH Lawrence Heritage Centre in the town. After a short interruption, the service has now been re-established in the new offices of Eastwood Town Council on Nottingham Road.
19. The new office was officially opened by Chairman of Nottinghamshire County Council Councillor Yvonne Woodhead and the Mayor of Eastwood, Councillor Keith Longdon. The main business of the office will be appointments for the registration of births and deaths, and for notices of marriage. The office is open on Tuesdays and Wednesdays each week.

Nottinghamshire and Worksop Pride Events

20. At time of writing, the registration service is making arrangements to once again attend the Lesbian, Gay, Bisexual and Transgender (LGBT) Pride event in Nottingham on 30 July. In addition, this year there is a new Pride event taking place in Worksop on 10th July, and the service plans to be represented here also. These events offer an opportunity for registration colleagues to talk with LGBT customers and to answer any questions they may have about civil partnerships, conversions and civil marriage ceremonies, and to raise the profile of the service within Nottinghamshire communities.

Other Options Considered

21. None.

Reason/s for Recommendation/s

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

Statutory and Policy Implications

23. 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

24. There are no financial implications for Emergency Planning or Registration budgets.

RECOMMENDATION

It is recommended that the Committee:

- 1) Notes the update on recent key activities and events in the work of the Emergency Planning Team and of Registration and Celebratory Services.
- 2) Agrees that a copy of the LGA publication 'A Councillors Guide to Civil Emergencies' is sent to all County Councillors, together with a copy of the 'Elected Members Emergency Plan.'

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For any enquiries about this report please contact:

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Constitutional Comments

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

Financial Comments

26. There are no financial implications

Background Papers and Published Documents

- LGA publication 'A councillor's guide to civil emergencies'

Electoral Division(s) and Member(s) Affected

- All