

2nd October 2012**Agenda Item: 7****REPORT OF GROUP MANAGER, EMERGENCY MANAGEMENT AND
REGISTRATION****UPDATE ON EMERGENCY MANAGEMENT AND REGISTRATION SERVICES****Purpose of the Report**

1. To provide an update on recent key activities and events of the County Council's Emergency Planning Team and of Registration and Celebratory Services.

Information and Advice**Emergency Management**Update on Safety at Sports Grounds

2. During the summer the emergency planning team undertook pre-season Annual Audits and Inspections of the designated grounds and regulated stands of four Football Clubs in the County. The spectator capacities established for the new season were as follows:
 - Nottingham Forest – 30,540
 - Mansfield Town – 6,823 (currently restricted by 75%)
 - Eastwood Town – 409 (regulated stands only – currently restricted by 50%)
 - Hucknall Town – 852 (regulated stands only).
3. A match day safety inspection was undertaken at Trent Bridge Cricket Ground during the One Day International between England and South Africa on 5th September. The key points arising were that a comprehensive set of clear information papers had been provided in advance by the Safety Officer, who conducted a proficient, authoritative briefing before the match. No issues of concern were found during the match, and a capacity crowd was accommodated and managed safely. Overall, the match provided an example of exemplary safety management. Full details will be presented to the next meeting of the Safety Advisory Group for this ground.
4. Unfortunately, in the case of Mansfield Town Football Club, it was necessary to take enforcement action under the Safety of Sports Grounds Act 1975 following two breaches of the terms and conditions of their General Safety Certificate that occurred on 7th May 2012. The holder of the General Safety Certificate for the club was issued with a formal written warning that breaches of the safety certificate are not acceptable and may result in prosecution. Following the annual audit and inspection of the club on 12th July, the

Emergency Planning Team carried out a review of safety management at this ground and concluded that its permitted capacity should be reduced to 6,823. This represents 75% of the ground's maximum capacity.

5. More recently, two additional certificate holders have been added to the General Safety Certificate for the club. Unfortunately, further concerns arose over the summer, and on 3rd August, the Emergency Planning Team took further formal enforcement action, issuing a notice prohibiting the use of the Ian Greaves Stand, (the main stand at the club's One Call Stadium). This action was taken due to the absence of evidence from the club to enable the County Council to determine if spectator safety (including fire safety) had been maintained due to alterations made to the stand. Under the terms and conditions of the General Safety Certificate, the club must obtain written consent from the County Council before making any alterations or additions to the ground. In this case, no consent had been sought or given before work commenced. With assistance from County Council structural engineering and fire safety experts, it was possible to withdraw the prohibition notice the on 31st August. The Emergency Planning Team is now working with the club to ensure that the conditions of the withdrawal notice are met.
6. As a result of the recent succession of incidents at Mansfield Town, frequent match day safety inspections are being carried out to ensure that the reasonable safety of spectators is maintained. This is being accompanied by a further review of the clubs' current safety management performance.
7. The County Council officers currently approved for Safety at Sports Grounds work are:
 - Robert Fisher
 - Wendy Harnan-Kajzer
 - Paul Newton
 - Mike Hawkings.

Incidents

8. Many individual months this year have been the wettest in the United Kingdom since official rainfall records began in 1910. In June, for example, rainfall was approximately double that of the 1971 to 2000 annual average. The summer as a whole, was the wettest recorded. The County Council responded to a number of localised flood events in late June and early July. The worse affected areas included Costock, East Leake, Lowdham and Woodborough. The County Council's response included deployment of staff and resources to multiple scenes, the use of the Emergency Centre at County Hall, and activation of the 'Risk, Safety and Emergency Management Board'. Lessons from the events are being fed into planning for future incidents of flooding.
9. As reported previously, the Emergency Planning team have worked with highways colleagues and two Nottinghamshire communities to develop community flood signage schemes. These allow flood wardens to set-up flood warning road signage on pre-identified roads when properties are at risk of flooding. The Woodborough scheme was activated this summer. While this was a positive experience, such schemes do result in a fairly significant impact on resources, particularly officer time.

10. In mid-September, the Emergency Planning Team worked with other agencies regarding the effects in Nottinghamshire arising from a large fire in Derbyshire. Residents, visitors and road users in parts of the West of the County were affected by a smoke plume that was dense in places. The fire was at a Recycling Plant in Stanton-by-Dale, near Long Eaton. The materials involved were mainly timber products, and so Health Service colleagues advised there would not be a major toxic risk. The Fire and Rescue Service advised motorists to reduce speed through smoke affecting local roads including the M1, and residents living near to the scene were advised to keep their doors and windows closed.

Emergency Plans

11. The County Councils plans for coping with interruptions to Fuel Supply have been updated. The changes take account of the outcomes from the national workshops held to capture learning from the response to the potential industrial action of fuel tanker drivers during March - May 2012. The Government's strategy is likely to remain unchanged, with the focus on maintaining the normal supply chain with no planned invocation of emergency measures. This underlines the importance of the County Councils business continuity arrangements for fuel supply disruption

12. Revisions have been also completed to the County Councils plans for 'Emergency Accommodation', which is used when people need to be evacuated from an area and that for use of 4x4 vehicles during severe winter weather. The details of these have been submitted to the 'Risk, Safety and Emergency Management Board' for their agreement.

13. Four training events (2 for NCC staff and 2 for District/Borough Leisure Centre staff) will be delivered during November in support of the Emergency Accommodation Plan. This is in preparation for a Rest Centre table top exercise planned for 28th November, which will be hosted by Rushcliffe Borough Council at the Rushcliffe Arena.

14. The Major Incident Plan for emergencies at Mansfield Town Football Club is currently being reviewed and updated, with the involvement of members of the Safety Advisory Group for the club. The updated plan will be put forward for approval by a future meeting of the 'Risk, Safety and Emergency Management Board'.

Testing and validation of plans

15. Exercise 'Plum' (**P**ipe **L**ine **U**nder the **M**otorway) was completed on 23rd August. This was devised to test the Major Accident Hazard Pipelines (MAHP) Plan, which is a plan required under the Pipeline Safety Regulations. The exercise was based on the rupture of a pipeline in Nottinghamshire. The emergency planning team led the planning for the exercise.

16. It is of interest to note that while such incidents are rare, a pipeline accident did occur in Fillingham in Lincolnshire in September resulting in an exclusion zone of 600m which was in place for two nights.

17. Exercise 'Over and Out' is currently in preparation to test elements of local emergency plans made under the Control of Major Accident Hazards (COMAH) Regulations. It is a statutory requirement under these regulations to run an exercise to test the response arrangements in the off-site emergency plans every three years. This particular event is due to take place in

October and will be followed by a table top exercise to test the entire plans of both 'top tier' COMAH sites in Nottinghamshire on 10th October.

Lessons arising from the Olympic Torch Relay

18. Despite encountering some adverse weather conditions in places, the Olympic Torch Relay passed through Nottinghamshire without incident on 28th and 29th June. Its route and progress was monitored from the County Emergency Centre, which was maintained in a state of readiness to respond to any problems that might have arisen.
19. Afterwards, an officer from the Emergency Planning Team facilitated the multi-agency debriefing event. This highlighted a significant number of positive lessons, including that the role of the 'Safety Advisory Group' added value to the planning of the event. In addition, an enhanced set of event management guidance notes and templates have been developed for future events. Other observations for planning and coordinating events in the future highlighted the following important points:
 - Establishment of a multi-agency planning group as early as possible.
 - Gaining commitment and 'buy in' from senior staff, officers and politicians.
 - Early documentation of roles, responsibilities and plans.
 - The use of IT systems to coordinate information across agencies (use of a common mapping system for example).

Emergency Planning support for District and Borough Councils

20. The Emergency Planning Team currently has a Service Level Agreement (SLA) with all District and Borough Councils in Nottinghamshire, through which support is provided and any risk of duplication of effort is avoided. An extended SLA exists with Rushcliffe Borough Council whereby a greater level of service is provided, involving 2½ days officer time each week. Further extensions to these arrangements are consistent with the County Council's established intention to fulfil such requests from District and Borough Councils, and are charged on a cost-recovery basis.
21. At the time of writing, there is a temporary extension to the normal arrangements with Newark and Sherwood whereby additional support is being provided. This began on 8th August and involves two days each week in a flexible pattern depending on the needs of both Council's. As with the current arrangement with Rushcliffe Borough Council, there may be other opportunities for other team members to become involved in supporting specific pieces of work.
22. In addition to the above, Gedling Borough Council have made an enquiry about the team's capacity to provide additional services to support their emergency planning work. This is currently being considered positively.
23. As a consequence of the above circumstances, the emergency planning team will bring forward proposals to recruit a temporary additional Emergency Planning Officer, to be paid for from cost-recovery income from the arrangements with the other Councils. This would enable the team to continue to fulfil its full range of other responsibilities.

Preparations for severe winter weather

24. In preparation for the forthcoming winter, the emergency planning team has begun a set of training and exercising events. Training for 4x4 vehicle drivers took place on Tuesday 11th September, for staff from meals at home, START teams, emergency duty team, children's services countywide and mental health team Mansfield (mental capacity act assessments). The purpose of the event was to raise awareness of the plan and staff roles within it.
25. The County Council's 'Winter Weather Emergency Plan' is now undergoing an annual review. No major changes are anticipated and it is expected to be finalised in November.

Registration and Celebratory Services

Accommodation

26. The intended re-location of Newark Register Office from its current position at Balderton Gate, moved a step closer with the news that Newark and Sherwood District Council are prepared to lease the Gilstrap Centre to the County Council for a seven year period. Architectural designs have been drawn up to make some internal modifications to create Register Office facilities and to improve disabled access to the building. A bid for the resources to do this has been approved by the County Council's 'Capital Assets Management Group'.
27. Ceremonies are being booked at the current Register Office up until the end of September 2013. Thereafter, if plans proceed as anticipated, weddings, civil partnerships, and a range of other, non-statutory ceremonies, plus birth and death registrations will all take place at the Gilstrap Centre.

Records Repository

28. A new option for the location of the intended copy-certificate and family history research business unit of the Registration Service has been introduced by the availability of accommodation at County House, Mansfield. As a consequence, the cost implications and the practicalities of this option are being investigated alongside those for the use of the former Basford Register Office. A report has been provided to the 'Capital Assets Management Group'.
29. Following the recent amalgamation of Registration District within Nottinghamshire into one District serving the whole of the County, we are required to bring all records into one location. This offers the opportunity to create a business unit that will contribute to the income generation targets of the Registration Service.

Statutory and Policy Implications

30. This report has been compiled after consideration of implications in respect of finance, equal opportunities, 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 included in the report.

RECOMMENDATION/S

- 1) It is recommended that the contents of the report be noted.

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Electoral Division(s) and Member(s) Affected

All.

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