

27 September 2016**Agenda Item:13****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.

Information and Advice**Emergency Planning**Safety at Sports Grounds

2. The safe spectator capacity for Nottingham Forest's City Ground has been restored to its full extent following restrictions imposed when the club was unable to provide a holder for the General Safety Certificate (GSC) for the ground. Initially, the capacity was reduced to zero following the pre-season audit and inspection by the Safety Advisory Group. This was later raised to 80% after completion of a successful process to determine if the club's nominee for the role was a 'qualified person' to hold the GSC. The County Council was supported in this process by representatives from Nottinghamshire Police and the Sports Grounds Safety Authority.
3. As normal when a club is subject to restrictions due to safety concerns, the emergency planning team carried out match-day safety inspections at each fixture during the period while restrictions were in place. This included the friendly match against Hull City on 30 July and a league fixture against Burton Albion on 6 August. No significant match-day safety issues were evident during these inspections. A further inspection was carried out, after the restrictions were lifted, at the high-profile match against Leeds United on 27 August. Again there were no match-day safety issues found.
4. Mansfield Town Football Club have now implemented many of the recommendations arising from the investigation into injuries suffered by a visiting supporter at the match against Notts County last season. Most recently, the fenced area behind the North Stand has been extended to create more space for supporters, and to enable a mobile refreshments vehicle to be located there.
5. Match-day safety inspections were carried out at Trent Bridge cricket ground during the T20 fixture between Nottinghamshire and Leicestershire on 29 July and the one day international between England and Pakistan on 30 August. As usual, very high standards of safety management were observed, and there were no significant safety

issues recorded. A Special Safety Certificate was issued for a Charity Zip Wire event held at the cricket ground on 4 September. The event passed off safely.

Summer weather emergency planning

6. Throughout the summer, the emergency planning team received twice weekly temperature forecasts and Alert Level reports as part of the national 'Heatwave Heat Health Watch System' of the Department of Health. This ran from 1 June until 15 September. The four stages of alert comprise Level 1 - 'Summer Preparedness and Planning', Level 2 - 'Alert and Readiness', Level 3 - 'Heatwave Action' and Level 4 - 'Emergency'. A heatwave emergency involves temperatures that remain abnormally high over more than a few days. In these circumstances there is an increased risk of health problems among vulnerable people and people visiting large events such as festivals and sporting fixtures, and an increased risk of wildfires and animal welfare issues.
7. There were three occasions during this summer when the Heat-health warning level was escalated above Level 1 in the East Midlands. In mid-July there was a one day rise to Level 2, which saw temperatures in Nottinghamshire come close to 30°C. Then towards the end of August there was a three day rise, first to Level 2 for one day and then to Level 3 for two days. Finally, in September there was a two escalation to Level 2.
8. The Heatwave emergency plan provides social care and other managers with advice and guidance on what measures should be considered in these circumstances, including contact with high-risk people, reconfirming key public health messages to clients and advising carers to contact GPs if they have concerns. Care Homes should activate their plans to maintain business continuity during a possible surge in demand, and ensure the safety and comfort of residents.

Water Damage at the Piazza Building

9. A significant business continuity incident occurred in August when a burst water pipe on the first floor of the Piazza building at Sherwood Business Park in Annesley meant that staff were denied use of the building until repairs had been completed. The building is the new office of the Multi-Agency Safeguarding Hub (MASH), Adult Access Service and Early Help Unit, and is occupied by Nottinghamshire County Council, health organisations and Nottinghamshire Police.
10. Initially the building was entirely unusable as electricity was turned off in order to make the premises safe to enter so that the leak could be isolated and for repairs to commence. Service managers implemented their business continuity plans, including making early contact with the emergency planning team. MASH staff were able to relocate to the Customer Service Centre (CSC) at Mercury House, while staff from Adult Access and the Early Help Unit worked from home or other locations. Police colleagues implemented their own business continuity plans and moved to an alternative location. The Emergency Duty Team provided cover beyond their normal opening hours until these measures had been implemented. The emergency planning team provided briefings to senior managers and Elected members. Consideration was

given to activating the Corporate Business Continuity Plan, but it was decided that this was unnecessary as local arrangements were coping well with the incident.

11. For a few hours initially, the MASH was only able to deal with urgent safeguarding referrals, but otherwise public services were maintained throughout the disruption. The Early Help Unit and Adult Access Service operated near-normal services, and contact numbers for services remained unchanged. Members of the public were able to contact services in the normal way. Damage within the building included floor panels that had to be taken up, several toilets were un-useable, and carpets in the stairwell and reception were saturated with water. However, the open-plan offices were undamaged.
12. The experience of this incident is being used to demonstrate to all County Council critical services that a simple fault can give rise to a potentially large-scale business interruption. This emphasises the requirement to have robust contingency arrangements in place.

Personal Safety briefings for Elected Members

13. The emergency planning team joined with Health and Safety colleagues to design and deliver a set of three 'Personal Safety' briefings for Elected Members. The first was on 7 September, followed by a second on 20 September, with a third planned for 31 October. The events arose from consideration of Members safety after the murder of Jo Cox MP in June. The aim of the events was to provide Elected Members with an awareness of threats faced and best practice to follow to minimise risk of injury when carrying out duties in Council buildings, at home or in the community.
14. The briefings included:
 - Dynamic risk assessment techniques
 - The availability and possible use of alarm devices.
 - Personal escalation plans
 - How to deal with malicious and nuisance calls.
 - Suspicious packages
 - Information and document security
 - Emergencies in the community
 - The Elected Members Emergency Plan.
15. It is intended that materials used in these briefings will be developed for inclusion in the induction packs for new and re-elected Members following the County Council elections in May 2017.

Registration and Celebratory Services

Premises approved for civil ceremonies

16. In September, an annual update was provided to the Planning and Licensing Committee regarding the County Council's role in licensing premises for the solemnization of marriages and the registration of civil partnerships. Key information from that report is reproduced here for the awareness of the Community Safety Committee, and a full list of the approved premises is provided at Appendix A.

17. Current legislation allows the solemnization of marriages (for any couple) and the formation of civil partnerships (for same-sex couples only) to take place in venues other than register offices. The County Council is concerned with approval of: secular premises for civil marriages and civil partnerships, and religious premises for civil partnerships.
18. Secular premises such as historic or romantic buildings, including castles, stately homes and country houses can be licensed, as can hotels, civic buildings and sports stadia. In all cases, approval can only be granted if this can be done without compromising the fundamental principles of English law and Parliament's intention to maintain the solemnity of the occasion. To be approved, a venue must be a permanently immovable structure comprising of at least one room, or any boat or other vessel which is permanently moored. Premises outside this definition, such as the open air, a tent, marquee or any other temporary structure, and most forms of transport, would not be eligible for approval. The premise must be a seemly and dignified venue for the proceedings, and to be approved by the County Council it cannot be a religious premise, other than for the formation of Civil Partnerships. Also, it must be regularly available to the public, which precludes a domestic home.
19. There are currently 68 Approved Premises in Nottinghamshire (a net increase of three since last year). The registration service procedures for approval of premises have been developed following 'The Registrar General's Guidance to Authorities for the approval of premises as venues for civil marriage and civil partnerships' (Sixth Edition, Revised June 2015). Once granted, each approval lasts for three years.

Service Level Agreement with Nottingham City Council

20. A long-standing Service Level Agreement between the County Council registration service and Nottingham City Council has been re-affirmed. The agreement made in December 2010 enables Nottinghamshire registrars to complete birth registrations on behalf of the City of Nottingham. This means that County residents are able to complete full registrations in offices close to their home for babies born at hospitals in the City Council area, rather than needing to travel into the City.
21. The system involves registrars employed by Nottinghamshire County Council being appointed as official deputies to registrars employed by Nottingham City Council. The Nottinghamshire service is able to retain any certificate fees from birth registrations completed by the designated deputies whilst the register pages are in their possession.

Nottinghamshire and Worksop Pride Events

22. As indicated in the plans reported to the last meeting of the committee, the registration service attended both of the Lesbian, Gay, Bisexual and Transgender (LGBT) Pride events in the area this year. These were in Worksop on 10 July and in Nottingham on 30 July. The events gave an opportunity for registration staff to meet with LGBT customers and to answer any questions they may have about civil partnerships, conversions or civil marriage ceremonies.

Other Options Considered

23. None.

Reason/s for Recommendation/s

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

Statutory and Policy Implications

25. 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

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

RECOMMENDATION

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.

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For any enquiries about this report please contact:

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Constitutional Comments

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

Financial Comments

28. There are no financial implications

Background Papers and Published Documents

- The Registrar General's Guidance to Authorities for the approval of premises as venues for civil marriage and civil partnerships' (Sixth Edition, Revised June 2015)

Electoral Division(s) and Member(s) Affected

- All