

Item No. 9.	Classification: Open	Date: 16 July 2019	Meeting Name: Cabinet
Report title:		Borough Emergency Plan 2019	
Ward(s) or groups affected:		All	
Cabinet Member:		Councillor Peter John, Leader of the Council	

FOREWORD - COUNCILLOR PETER JOHN, LEADER OF THE COUNCIL

Protecting our local community and keeping residents, businesses and all those who visit and enjoy our borough safe is a priority and a basic duty of any public authority. For its part, the council has a legal and moral obligation to provide effective and robust emergency planning and business continuity arrangements so that we can mobilise our people and resources in short order to deal with whatever incident we are faced with. The borough emergency plan that is being presented to cabinet today sets out what we do, how we do it and the differing levels of command and operation depending on the scale of incident faced.

In July 2017 we took a decision as a cabinet that the production and review of the emergency plan be retained by cabinet. This was to give us assurance that at the most strategic level our arrangements were being tested as both appropriate and effective. The framework of our emergency plan has continued to evolve reflecting lessons learned and best practice from within and outside of London.

In early 2018 two pieces of work were commissioned to review resilience arrangements in the capital. The Riordan/Ney report is an Independent Peer Challenge of London Local Government's Collective Resilience Arrangements to ensure all boroughs operate to a high and consistent standard with the right level of capacity and capability. The Sean Ruth report revises the standards used across the capital to assure compliance with the Civil Contingencies Act 2004.

Southwark's generic emergency plan has been reviewed to ensure it reflects learning and recommendations contained in both pieces of work.

RECOMMENDATION

1. That the cabinet agrees the annual review of the generic borough emergency plan.

BACKGROUND INFORMATION

2. The council has clear legal and moral obligations to provide effective, robust and demonstrable emergency arrangements to mobilise its resources at short notice to deal with a broad range of incidents. This may be on a localised departmental level where a simple out-of-hours activity is required, or on a much larger scale, where a multi function response requires dedicated coordination, liaison and communication. In either case, high quality planning provides the foundation for this flexible response, whatever the initiating event may be.
3. The generic plan is being presented at this time to ensure that the organisation is

satisfied that the annual review and post incident review of the plan and of the supporting plans/handbooks provide assurance that our arrangements are both appropriate and effective.

4. The generic emergency plan sets out the council's strategy for dealing with a broad range of incidents. It ensures that the local authority is meeting its moral responsibility to the community and as a designated Category 1 responder it is meeting legal obligations in accordance with the Civil Contingencies Act 2004.
5. The London Borough of Southwark Generic Emergency Plan is available for public view and outlines the structure of the council's response in the event of an emergency.
6. The Civil Contingencies Act, 2004, requires that emergency plans are in situ and recommends they be reviewed annually. To ensure the overall generic plan remains effective each supporting hand book and specific individual plans are reviewed on a regular basis. This ensures Southwark Council's moral and legal compliance to maintain our reputation of good practice and to capture additional response capability.
7. Detailed operational procedures are not captured in the generic emergency plan due to the complexity and occasional sensitive nature; they are captured in the supporting handbooks.

KEY ISSUES FOR CONSIDERATION

8. Southwark has in place a generic emergency plan which sets out the framework that is used to deploy and control its resources during emergency incidents. The framework within the plan is flexible enough be adapted dependent on circumstances but sufficiently structured to allow the same principles to be employed for all incidents which in turn gives a better understanding of specific responsibilities and roles.
9. The purpose of cabinet agreeing this plan on an annual basis is so that the council can be satisfied the generic plan provides a simple but robust framework that enables the council to respond to emergency incidents affecting the borough. It is also so that the council is satisfied that our arrangements meet pan-London requirements and that our arrangements effectively align with other boroughs ensuring an effective cross-London response if and as required.
10. Agreeing the plan will enable the council to effectively deploy its resources to mitigate the effect of any incident and facilitate the return to normality for local residents, businesses and the community more generally.
11. The arrangements detailed in the plan also support the deployment of London Local Authority Gold (LLAG). It also gives due regard to the requirements detailed in the pan London Concept of Operations for Emergency Response and Recovery document (ConOps)
12. The generic plan has been reviewed and amended to include the recommendations contained in the Riordan/Ney report and to support the Resilience Standards for London contained in the Sean Ruth report. Compliance with the Resilience Standards has been peer reviewed in conjunction with the other members of the Central Sub Regional Resilience Forum.

13. In line with the both the Riordan/Ney and the Sean Ruth reports lead elected members have received a briefing on the generic emergency plan and the Borough emergency scheme. Further briefings will be facilitated to support all new elected members.
14. The overarching generic plan is supported by a range of supporting handbooks that cover specific roles integral to the effective management of emergency incidents and a further raft of individual plans covering identified risks that reflect the National Risk Register, the London Risk Register and local Risk Register.
15. Although not fully activated during a live incident during 2018 the plan continues to be tested in ongoing training exercises to ensure it continues to support the delivery of our critical services both during an emergency event and through the recovery process. In each exercise our arrangements were found to stand up well but will always develop and improve.
16. An internal audit in 2017 recommended enhanced overarching governance for the generic emergency plan. Following realignment of cabinet member portfolios in May 2018 the Leader now has responsibility for Emergency Planning and Business Continuity with the emergency planning and resilience section managed and reporting directly to the Chief Executive's Office. This ensures that an organisational response to incident can be swiftly deployed and effectively managed with limited impact on 'business as usual' activities during the period of an incident and into recovery.
17. Whilst the framework of our plan has been used to good effect it will continue to evolve reflecting lessons learned and best practice from within and outside of London, including – in recognition of the international nature of our borough - learning from other global cities where appropriate.
18. Ongoing negotiations continue regarding the UKs exit from the European Union. Where appropriate direct and indirect impacts of the final exit arrangements will be assessed and incorporated into the generic plan
19. Our own Business Continuity planning process has been subject to review and revision during early 2019 strengthening our own resilience and emergency response capability.

Policy implications

20. The Council Plan 2018-22, agreed for consultation in June 2018, describes the vision for a fairer future for all including making Southwark a great place to live with clean, green and safe communities. Having a robust emergency plan in place with supporting arrangements not only meets important statutory duties in relation to Civil Contingencies Act 2004 but moreover supports our aim for a borough where everyone has the right to feel safe and be safe.
21. The Corporate Governance Panel have also received the emergency plan as part of their 2019-20 work program

Community impact statement

22. The Civil Contingencies Act 2004 (CCA) requires each Category 1 responder to put

in place plans deal with emergencies. As a Category 1 responder the council must ensure that its arrangements are robust, agile and able to respond to the differing needs of the community in any single incident (or multiples of incidents). In activating arrangements, either in response to an incident or through recovery, the council is mindful of its commitments for equality and fairness and in ensuring that no group is detrimentally impacted as a result of actions arising from emergency response.

23. As with other plans and strategies, the council will give due consideration to the Public Sector Equality Duty (PSED) as a positive duty to in assessing our local emergency planning response arrangements. For example, in setting up Humanitarian Assistance Centres (and other such centres) the council will be mindful of access and other such equalities considerations to ensure that all individuals affected by an incident are given equal opportunity for support (e.g. providing support where language is a barrier in communications).

Resource implications

24. A broad range of facilities and equipment are in place to support any emergency response. These include:
- A fully equipped Borough Emergency Control Centre (BECC).
 - A fully equipped Alternative Borough Emergency Control Centre (ABECC).
 - A general use van to assist in emergency operations.
 - A range of rest centre equipment.
 - An ongoing pan London MOU with British Red Cross to support staffing and equipment provision in rest centres.
 - Nominated rest centres within the borough (usually schools, leisure centres and halls).
 - Tools and equipment associated with specific council services.
 - A range of communications & data infrastructure and equipment.

Legal implications

25. The Civil Contingencies Act 2004 (CCA) requires each Category 1 responder to put in place plans deal with emergencies. As a Category 1 responder the council is required to co-operate and liaise with a broad spectrum of stakeholders in the planning process. The Southwark Borough Resilience Forum (BRF) provides the opportunity to liaise and interact with these parties on a regular basis. Outcomes from this regular liaison informs the review and revision of the generic emergency plan.

Financial implications

26. The resources identified above are all in place. There are no additional financial implications arising from agreement of the plan.
27. Given the unpredictable nature in which emergency incidents can arise, it may be that responding to some incidents will require additional resources to ensure an effective, efficient and safe response for residents and businesses in the borough. The council will seek to deploy resources as best appropriate in this instance and would seek additional support from central government and other such bodies where this was felt to be appropriate to the scale of incident.

Consultation

28. The generic emergency plan is agreed annually and published on the website, in line with the council's values with regards openness and transparency. Feedback received on the plan and associated arrangements will be taken into account when re-assessing and refreshing the plan each year.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of Law and Democracy

29. Cabinet has the power to make this decision under Part 3C of the constitution.
30. As detailed in this report, pursuant to the Civil Contingencies Act 2004 schedule 1, Southwark as a category 1 responder has statutory responsibility for emergency planning

Strategic Director of Finance and Governance (FC18/004)

31. The report is requesting the cabinet to agree the annual review of the generic borough emergency plan.
32. The strategic director of finance and governance notes the resource implications in the report and notes that there are no additional financial implications arising from the report

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Southwark Generic Emergency Plan 2017-2018	Emergency Planning section 160 Tooley Street London SE1 2QH	Andy Snazell 020 7525 3517
Link (please copy and paste into your browser): http://thesource.southwark.gov.uk/assets/files/7579/-0-Southwark-Council-Generic-Emergency-Plan-Issue-9.pdf		

APPENDICES

No.	Title
Appendix 1	Generic emergency plan

AUDIT TRAIL

Cabinet Member	Councillor Peter John, Leader of the Council	
Lead Officer	Eleanor Kelly, Chief Executive	
Report Author	Andy Snazell, Emergency Planning and Resilience Manager	
Version	Final	
Dated	5 July 2019	
Key Decision?	Yes	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments Included
Director of Law and Democracy	Yes	Yes
Strategic Director of Finance and Governance	Yes	Yes
Cabinet Member	Yes	Yes
Date final report sent to Constitutional Team		5 July 2019