



**Audit and Standards Advisory
Committee**
26 July 2018

Report from the Chief Executive

Emergency Preparedness Update

Wards Affected:	All
Key or Non-Key Decision:	N/A
Open or Part/Fully Exempt: (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	Open
No. of Appendices:	N/A
Background Papers:	N/A
Contact Officer(s): (Name, Title, Contact Details)	Daryl Jooste Civil Contingencies Manager Email: daryl.jooste@brent.gov.uk Tel: 020 8937 5415

1.0 Purpose of the Report

- 1.1 Following the Emergency Preparedness Task Group Report by Councillor Ketan Sheth and presented to Audit Advisory Committee in January 2018, it was resolved that an Emergency Preparedness item be added to the Committee's forward plan to be discussed in July 2018.
- 1.2 This report briefly outlines the progress made against the recommendations in the report, details the type and number of incidents in Brent since the writing of the report and provides some information around initiatives and programmes of work under way to enhance our resilience and response arrangements.

2.0 Recommendation

- 2.1 The Audit and Standards Advisory Committee is asked to note the contents of the report.

3.0 Progress against the recommendations made in the Task and Group report

- 3.1 **On call rotas** - 15 senior managers have been trained as incident Silver, and an on-call rota has been in place since 20 November 2017. Subsequent training via the Emergency Planning college is being arranged to enhance their skills and knowledge.

- 3.2. **Training** – The Emergency Planning College have delivered a member's awareness session on the role of Cllrs during a Civil Emergency and are due to deliver Silver training as described above
- 3.3 **Member Training** - As described above
- 3.4 **Plan review, ownership and exercising** – A rolling schedule of training is prepared. Latest exercise was the Emergency Rest Centre Exercise on the 17th May at New Millennium Day Centre.
- 3.5 **Emergency Shelter & Accommodation** – In terms of emergency shelter, a piece of work has been undertaken to identify gaps in coverage of emergency shelters and as a result of this, 10 new venues have been added to our list of potential emergency shelters. Some were researched by the EP team and approached directly and others were identified by working with members and the Brent Multi-Faith forum to provide leads which were then followed up on. In terms of emergency accommodation, five hotel chains have been identified as preferred providers, and officers have met individually with their General Managers to discuss our requirements. All are keen to assist, not only with accommodation, but also any other facilities or services that are required, such as temporary emergency shelter, food and drink etc. We used this arrangement for the first time on the 13th July to accommodate 4 persons who had been made homeless by flooding
- 3.6 **Wembley Park Partnerships** – Emergency Planning is a member of the Wembley Park Security Group, an initiative to enhance awareness, collaboration and cooperation amongst businesses on the estate. The focus is operational and centres on security, crime and counter-terrorism.

4.0 Incidents

- 4.1 There have been 20 incidents since Jan 2018 that have warranted an attendance by Emergency Planning response staff. Of those, 15 caused the Silver (senior manager) level to be notified and all but 2 of those notifications were for information only (the 2 exceptions were not for anything more than “sense-checking” a plan of action or requesting authority to proceed with the intended actions). This demonstrates that Brent's operational arrangements are adequate in dealing with the types of incidents faced to date and align with the UK's Response Doctrine principle of subsidiarity. Gold (Chief Executive/Strategic Director) level was informed in most cases for information and exercised their Gold Functions in one instance (for approval of expenditure, setting of strategy and direction of resource). Again, this aligns well with the subsidiarity principle.

5.0 Initiatives

- 5.1 We are in the process of recruiting an additional 10 new Emergency Response Officers. These staff volunteer to join the scheme and 2 are placed on call each week to provide the immediate 24/7 response to any incident in the borough under the supervision of the Emergency Duty Officer (also on call 24/7). This will take our total number of trained Emergency Response Officers to around 26.

- 5.2 We are also developing a host of digital tools to make data collection and reporting during an emergency simpler and automated as far as possible. This will allow staff to spend more time assisting the affected person instead of filling in and managing paperwork. This piece of work has been enabled by the council's Digitisation Strategy and closely supported by colleagues from IT. In speaking with emergency planning colleagues from other boroughs, Brent will be one of the first boroughs to have this capability.
- 5.3 A London-wide programme of standardisation is under way. The work focuses on Rest Centres, Control Centres and Local Authority Liaison Officers as these are the roles and facilities most commonly activated during an emergency. The intent is to ensure that each borough is doing exactly the same training and working to the same plans as each other so that if mutual aid from another borough is required, the requesting borough does not have to spend time orientating the staff to "their way" of doing things.

6.0 Financial Implications

- 6.1 None.

7.0 Legal Implications

- 7.1 None.

8.0 Equality Implications

- 8.1 None.

9.0 Consultation with Ward Members and Stakeholders

- 9.0 Not applicable.

Report sign off:

CAROLYN DOWNS
Chief Executive