

ANNEX A

Recommendations of the Flood Scrutiny Board	Position at the update to Executive October 2005	Executive Resolution – where made - at their meeting 11/10/05	Update and/or further information at 11/12/06:
<p>Recommendation 1. That the Emergency Planning Co-ordinator produce a Flood Procedures Awareness training session for Councillors, and Councillors (especially those in formerly directly affected Wards) commit to this training. Officer/Department Emergency Planning</p>	<p>Circulated to all members through the group secretaries. Two meetings were run on the 12th and 19th November 2004. 14 councillors attended. On-going</p>	<p>that Officers consider how Flood Procedures Awareness training can be included in future Member training, such as that received by new Members.</p>	<p>In response to the Executive resolution Member Support will be providing a general overview of Emergency Planning by means of short presentation (Barry Kelly) at the Members Induction session upon election. In addition a dedicated Member Training Session on Flood Awareness is being built into the member training programme for 2007 and is scheduled to take place in June/July in order to give newly elected members the opportunity to benefit from the session.</p>
<p>Recommendation 2. That the Chief Executive write to the Chief Superintendent of North Yorkshire Police (Head of Silver Command York) recommending that;</p> <ul style="list-style-type: none"> • The role and responsibilities of Silver Command be better publicised to the citizens of York and its environs at the start of a flooding event. • Councillors receiving awareness training (see Recommendation 1), are briefed regarding the role of the police in relation to emergency operations, especially in respect of flooding; possibly including a visit to Silver 	<p>Letter sent on 5th November 2004. This action was superseded by the introduction of Civil Contingencies Act and duty to Warn & Inform the public during emergencies. This is a multi agency forum led by City of York Council Marketing & Communications Dept. The duty also includes a requirement to publish material relevant to emergencies and will cover the role of Silver Command. On-going</p>	<p>that Members be updated when changes to the role of Silver Command occur.</p>	<p>Changes to Silver Command will not occur as Silver Command is a defined structure. Section C2, 2.1 of the Emergency Handbook, describes Silver Command, and its place within the broader command and control context. Please note with regard to public awareness that information regarding the role of 'Silver Command' is now published and in the public domain through the Joint Emergency Response Major Incident Plan (JERMIP) which is available as a hard copy in libraries and is due to be available on the website www.nysp.org.uk soon. What the public will probably require at the time of any future "major incident" – i.e. one requiring Silver Command to convene – is a press release reminding them who Silver</p>

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<p>Command Head Quarters York Officer/Department Chief Executive</p>			<p>Command are and what their role in responding to an incident is.</p>
<p>Recommendation 3. That the Emergency Planning Co-ordinator further develop communications links with the Parish Councils and other such minor Statutory bodies consulted and proven to be likely to assist in a response, to ensure that those needing to contact the Council at a certain level of management can do so, without affecting the efficiency of the York Flood Information Line. This measure should increase the efficiency of spotters in affected areas. Officer/Department Emergency Planning</p>	<p>Action 19 also refers. The CYC River Flood Plan provides the mechanism for direct telephone access for the exchange of information. Additionally Internal Drainage Boards (IDB) are updated via officers from York Consultancy on issues affecting their area when the multi agency trigger levels are reached. They are also represented on the review panel for the Multi Agency Plan. Completed by Oct 2005.</p>	<p>that it be noted that the Environment Agency is upgrading its telemetry stations, which will improve the accuracy and timeliness of information on river levels and that the Flood Warning Investment Strategy approved by DEFRA will also improve the passing of information, and that Officers be asked to brief Members on how this will impact on York.</p>	<p>Please note that the Environment Agency (EA) now offers an early warning system to those householders at risk of flood who register/sign up to the service. This can be done by phoning the EA Floodline on 0845 988 1188 to find out if you can register for Floodline Warnings Direct,. The free service provides flood warnings direct by telephone, mobile, fax or pager. It also provides practical advice on preparing for a flood, such as installing personal flood defences and making a flood plan and what to do if one happens. This is a National initiative available to anyone at risk of flooding to sign up to. More information regarding the service can be found via the EA website; www.environment-agency.gov.uk</p>
<p>Recommendation 4. That the Executive Member and Director for Commercial Services, undertake a review of all working practices, to ensure that they comply with the Health & Safety Regulations expected of such a working environment and that measures – including model scenario risk analysis and training of core long term staff – are undertaken to guarantee the same standard of</p>	<p>Reported on by Commercial Services via EMAP Completed by Oct 2005.</p>	<p>No further action required after Oct 2005 update</p>	

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<p>practice in Flood Emergency situations. Officer/Department Commercial Services</p>			
<p>Recommendation 5. That the Emergency Planning Co-ordinator report back to the Executive regarding the review of potential locations for emergency rest centres. This information should be maintained on a database, and reviewed annually so as to support the provision of facilities that are more localised when need be. Officer/Department Emergency Planning</p>	<p>Community Services now maintain a list of premises utilising parish and church halls in all ward areas. 24hr contact and activation is inbuilt into the lists. Lists are reviewed every two years by Community Services. The lists are incorporated into the CYC Rest Centre Plan. This work is ongoing and a report back is required Completed by Oct 2005.</p>	<p>that it be recommended that the list of parish and church halls be updated annually rather than every two years - this might be co-ordinated with Electoral Services, who maintain a list of possible polling stations in similar venues.</p>	<p>The Emergency Planning Co-Ordinator advises that the review of the parish facilities has been completed for this year as part of the bi-annual rolling programme. The review is the responsibility of Adult Services. The Emergency Planning Co-Ordinator would like it to be noted that the Parish facilities are only ever used within the context of a major flood incident such as that of 2000 and have not been called upon since this date. Such facilities are therefore categorised as ‘respite’ facilities rather than ‘rest centres’ and given their status bi-annual review rather than annual review is a better use of resources.</p>
<p>Recommendation 6. That the Chief Executive be directed to write to the Chief Executive of the Environment Agency, expressing disappointment at the timescale of the strategy produced and seeking more detailed information regarding measures proposed to protect York, especially those currently undefended areas, both within the strategy, and while the strategy is being developed. Officer/Department Chief Executive</p>	<p>Letter sent to Dame Barbara Young on 4th January 2005. There is no record of a direct response to this action but it links into actions 12 & 18 that have received a response. Completed by Oct 2005.</p>	<p>No further action required after Oct 2005 update</p>	
<p>Recommendation 7.</p>	<p>Yorkshire Water confirmed on the</p>	<p>No further action required</p>	

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<p>That the Head of Engineering Consultancy;</p> <ul style="list-style-type: none"> • Receive the feedback reports generated after investigative works in Rawcliffe and Copmanthorpe, as per Yorkshire Water Service's (YWS) commitment to report back on completion of the investigative work currently in progress (Floods Scrutiny Panel 26th May, 2004). • Present the feedback reports from YWS to the Executive Member for Environment & Sustainability. <p>Officer/Department Engineering Consultancy</p>	<p>20th January 2005 in a written response to the Head of Engineering Consultancy that the investigation was complete and the conclusions reached was to adjust the flow control from the incoming sewers. This will improve the transfer flow and prevent surcharges of foul water.</p> <p>Report back to the Executive Member is completed. Completed by Oct 2005.</p>		
<p>Recommendation 8. That the Emergency Planning Co-ordinator contact the Director, Waste Water Division, YWS, and the Clerk of the IDBs advising of the Panel's concerns at the apparent lack of communication between YWS and the IDBs.</p> <p>Officer/Department Emergency Planning</p>	<p>Contact with YWS has been through their emergency planning officer and the local area management. The unit acts as a conduit for resolving issues as they arise. Both the Internal Drainage Boards and Yorkshire Water Services are represented on the multi agency review panel that meets annual, this is used as a forum not only for building relationships and confirming planning arrangements but also problem solving across the multi agency membership. The arrangement appears to be</p>	<p>That it be noted that Yorkshire Water's plans will be integrated with the Ouse Catchment Flood Management Plan.</p>	<p>Since the last update Members are requested to note that in March 2005 the Environment Agency took the decision to exercise their powers to Enmain all the critical ordinary water courses – i.e. Blue Beck, Germany Beck, Burdike, Tanghall etc – which featured in the 2000 flood event. This has subsequently reduced the role of the IDB's in this matter. The IDB's will however still maintain their seat on the annually convened Operational Flood Emergency Response Group (OFERG).</p>

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	producing the desired result. Procedures in place		
<p>Recommendation 9. That the Emergency Planning Co-ordinator be requested to liaise with York Citizens Advice Bureau to confirm the existence and remit of the plan, with a view to incorporating the relevant sections into City of York Council's flood response plan, where applicable.</p> <p>Officer/Department Emergency Planning</p>	<p>Management within Citizens Advice Bureau has changed and the new manager Rosemary Suttill is now taking this forward as of 1st September 2005. As yet there is no definitive action plan or specific material in place. CYC EPU will work with CAB to progress where possible. There is also scope to link this with the Recovery Group as outlined in the CYC River Flood Emergency Plan but until such time as something firm is presented this will remain an open item. Meeting arranged for 8th September 2005. On Going</p>	<p>that the Council's representative on the CAB Board be asked to complete Recommendation 9.</p>	<p>Citizens Advice Board have been in consultation with the Flood Recovery Group and have been integrated in respect of planning arrangements.</p>
<p>Recommendation 10. That the Chief Executive seek information as to the final accounts as regards this disaster fund, and enquire as to the disbursement of the balance.</p> <p>Officer/Department Chief Executive</p>	<p>The fund remains active but has only made one payment of £500 to-date in 2005. The fund started the 2005/2006 financial year with a balance of £39,220.+ interest payable.</p>	<p>No further action required after Oct 2005 update</p>	
<p>Recommendation 11. That the Chief Executive write to the Director-General of the Association of British Insurers (ABI), expressing the Council's concerns at the inequality of treatment of residents, and the ABI's seeming reluctance to address the problem with its members.</p>	<p>Letter sent on 6th January 2005. Reply received on the 25th January advising that the ABI cannot influence the decisions of it's members. Completed by Oct 2005.</p>	<p>No further action required after Oct 2005 update</p>	

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Recommendation 12. That the Executive instruct the Chief Executive to write to the local MPs, seeking assistance in lobbying the Government to ensure an adequate funding stream for future improvements. Officer/Department Chief Executive	Letter sent on 6 th January 2005. Responses received from John Greenaway, Anne McIntosh & Hugh Bayley supporting the initiative. Completed by Oct 2005.	that Officers be asked to re-issue the letter to MPs (recommendation 12) to John Grogan, so that his responses can be included.	The letter to John Grogan MP was re-issued, John Grogan's office responded and Members of the Executive were circulated with a copy of the response.
Recommendation 13. That the Executive Member lead the campaign for a full position for York on the Regional Flood Defence Committee. Officer/Department Executive	The Regional Flood Defence Committee was enlarged in July 2005. There was an additional place for a local authority representative. This meant that due to relative sizes of population North Yorkshire went up to a full place, plus a shared place with York. They have elected to give that place to York for the next four years. Subsequent representation is subject to future discussion. Completed by Oct 2005.	that it be noted that York has a full place on the Regional Flood Defence Committee for the next four years (Recommendation 13), as North Yorkshire County Council have 'shared' their joint place in this way.	No further action/update required until 2009.
Recommendation 14. That the Executive appoint an officer as a liaison with the National Flood Forum, and that the officer report initiatives back to the Executive Member for Environment & Sustainability. Officer/Department Executive	The Head of Engineering Consultancy, Ray Chaplin has liased with the National flood Forum Completed by Oct 2005.	No further action required after Oct 2005 update	
Recommendation 15. That the Chief Executive contact the Regional Media Emergency Forum, to discuss	Letter sent to Wendy Miller, govt News Network on 5 th January 2005. Completed by Oct 2005.	that Officers be recommended to follow up Recommendation 15 in	The Head of Marketing & Communications advises that this was raised with the North Yorkshire Local Regional Forum Media (Nylrf)

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<p>the needs of the media, and ways in which these could be more effectively managed in emergency situations. Officer/Department Chief Executive</p>		<p>conjunction with the Flood Warning Investment Strategy.</p>	<p>Sub-Group and discussion on the issue fed into the Nylrf media plan and the Warning and Informing Sub-Group. The Warning and Informing sub-group reported back to the strategic Nylrf group in May 2006 and have been merged with the media group, on which the Head of Marketing and Communications sits.</p>
<p>Recommendation 16. That the Head of Marketing and Communications liaise with the local radio stations, to establish a protocol for dissemination of information during an emergency, from both City of York Council and external agencies. Officer/Department Marketing & Communications</p>	<p>Arrangements are in place with all news outlets for reporting major flooding events within York. This action links into national & regional multi agency work – Connecting in a crisis and the North Yorkshire County Media Plan. It also links with the Civil Contingencies Act – Warning & Informing (see action #2) Completed by Oct 2005.</p>	<p>No further action required after Oct 2005 update</p>	
<p>Recommendation 17. That the Emergency Planning Co-ordinator review the role of the Internal Drainage Boards within both the Operational Flood Emergency Response Group (OFERG) and Silver Command structures, with a view to making more seamless integration of the capabilities of the Boards. Officer/Department Emergency Planning</p>	<p>A review has been undertaken. Existing arrangements are considered adequate at this time. <i>(see also remarks - action 3)</i> Completed by Oct 2005.</p>	<p>No further action required after Oct 2005 update.</p>	<p>For information see also update to situation regarding recommendation 8.</p>

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<p>Recommendation 18. That the Chief Executive write to the Environment Minister Elliot Morley expressing concern about the impact of the current cost benefit criteria on progressing flood protection schemes, and the adverse effect that the fragmentation of responsibilities is having on the delivery of a comprehensive flood defence strategy.</p> <p>Officer/Department Chief Executive</p>	<p>Letter sent on 6th January 2005. No record of a reply but a response to Action12 was directed to Elliot Morley which has been copied to the CEX. Response linked to Action 12</p>	<p>No further action required after Oct 2005 update</p>	
<p>Recommendation 19. That the Emergency Planning Co-ordinator contact all Parish Councils, with a view to assisting them in creating Community Emergency Plans, to assist in any future incident</p> <p>Officer/Department Emergency Planning</p>	<p>Letters were sent in November 2004 to all parish councils. A number of parish councils expressed an interest and the Emergency Planning Co-ordinator attended parish meetings. Take up of the offer to assist has been accepted by 3 parish councils resulting in a second generation version of the plan being developed to make it more relevant under the Civil Contingencies Act requirements. The Naburn Parish plan is complete and ready for launch and work is progressing on the build for New Earswick Parish. The Rawcliffe Parish plan is currently under revision to convert to the new version and the Skelton Parish plan will also require review. Elvington Parish Council has expressed an interest in</p>		<p>The Emergency Planning Officer advises that, a template was created by the Emergency Planning Unit (EPU) CYC to support the Parishes in the creation/development of their own Emergency Plan(s). New Earswick, Naburn and Rawcliffe have worked with the EPU and have submitted plans using the supporting template, Skelton had previously created a plan and this has been submitted to the EPU, Elvington have notified the EPU that they have a plan but have not submitted a copy. The Parish Plan template created was designed to be a generic model for use in any Emergency Scenario. It should be noted however, that the Parishes who have produced such plans due to their geographic characteristics and the effects of the 2000 event have concentrated largely on the plans been supportive in the event of any future major flooding event.</p>

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	developing a local plan and we are awaiting further contact. The majority of parish councils did not respond to the letters sent. On-going		
<p>Recommendation 20. That the Environment EMAP conduct a review of the implementation of the Panel's recommendations within six months, with an annual review thereafter of the works ongoing to respond to flooding in the City.</p> <p>Officer/Department Environment EMAP</p>	<p>Report back to the Executive on the 11th October 2005 Part 1. Completed by Oct 2005. Annual Review ongoing</p>		<p>Annual Review date elapsed for 2006 without an update to the Executive/EMAP. Please note the recommendations to SMC of this report.</p>
<p>Recommendation 21. That this report, together with such subsequent documentation as is considered relevant, be retained and maintained by Scrutiny Services. In the event of future flood events of such magnitude as requires Silver Command to be convened, a one-off Scrutiny Panel be convened to review the event and the multi-agency response. The purpose of the panel being the updating of the Floods Report to ensure it retains its relevance.</p> <p>Officer/Department Scrutiny Services</p>	<p>Full simulation exercise held on 19th September 2005 with all Silver Command agencies involved. Outcomes used to inform/update Flood Emergency Plan procedures. Ongoing</p>		<p>Ongoing, including this report for information as requested by the Chair of Scrutiny Management Committee. Please note the recommendations to SMC of this report.</p>