

## **Emergency Planning Update**

### **Summary**

1. This briefing outlines the activities of the Emergency Planning Team and the preparedness of the Council to manage incidents in the organisation and in the city. It also looks at the CVS Ready for Anything programme and the potential role of Members in an emergency.

### **Business Continuity**

2. Leading up to the recent Facilities and ICT works that took place on the weekend of 11<sup>th</sup> and 12<sup>th</sup> November, business continuity plans have been updated. There are a number of services that still require their plans updating and these are being worked on at present. A list of those service units has been supplied to the Assistant Director for Transport, Highways and the Environment.
3. A number of directorate level exercises are taking place which have been positively received and have shown that services have a good understanding of their role in an incident where business continuity plans need to be invoked.

### **Emergency Planning**

4. There are a wide number of work streams on going within the Emergency Planning Team at the moment; however the highlights are detailed below.

### **ROSAG – Exercise Mashua**

5. Exercise Mashua on the 9<sup>th</sup> October was a live multi-agency exercise to test the River Ouse Emergency Plan which is owned and maintained the by ROSAG (River Ouse Safety Advisory Group) which is chaired by CYC Emergency Planning.

6. The aim of the exercise was to test a multi-agency response to an incident involving a City Cruise boat with multiple casualties. This involved simulating a tree falling onto a boat and injuring people who subsequently needed rescuing. Volunteer casualties were taken off the City Cruise boat onto the Fire and Rescue or York Rescue boats and taken to the Bishopthorpe Marina where an ambulance casualty clearing station was set up. From there they were taken to the survivor reception centre (SRC) run by the MIRT team. Testing the SRC was the main objective for CYC and coincides with the Rest Centre Plan which is currently being reviewed.
7. Partners that took part in the exercise include CYC, all three emergency services, including the specialist Ambulance HART (hazardous area response team) team, MIRT, York Rescue Boat, City Cruise York, Canal and Rivers Trust and a variety of other agencies as observers.
8. The exercise took approximately 6 months of planning lead by CYC Emergency Planning and supported by a team of 14 people in the planning group. In total there were 180 participants including exercise facilitators, responders and casualties.
9. The ROSAG group will now look at lessons identified in the exercise and how these can be embedded into organisations and the plan. A post exercise report will be issued in due course.

### **Major Incident Response Team**

10. The MIRT are currently working in conjunction with the Public Health Team and also the Suicide Prevention Officer to offer a post-vention suicide support service to residents in York. This is a service which not only captures immediate family but wider networks such as friends, family, work colleagues and even members of the public who were involved in incidents. The team are invaluable in offering emotional and trauma support to those who otherwise might not receive it.
11. Recent work the team has also been involved with is supporting people following the murder of Katie Rough and also the car that went into the house at Morehall Close.

## **North Yorkshire Local Resilience Forum (NYLRF)**

12. As part of its joint work with multi-agency partners and to fulfil its statutory duties under the Civil Contingencies Act 2004, CYC sits and works with the NYLRF.
13. Currently, the Emergency Planning Manager chairs the Mass Fatalities and Temporary Mortuary group which is reviewing its arrangements and plans. Linked closely to this work, there is a national consultation over the next two weeks looking at the Home Office's national emergency mortuary arrangements (NEMA).
14. Other key priorities for NYLRF include a policy for the use of spontaneous volunteers, a review and refresh of rest centre arrangements and updating the North Yorkshire local risk register. CYC are fully engaged and part of all these strands of work which will be updated on next year as and when they are completed.

## **Emergency Planning Assistant Recruitment**

15. Following on from the flood inquiry and subsequent reports, it was agreed that an Emergency Planning Assistant post would be created, initially for 18 months. This post is to increase the resilience and capacity of the Emergency Planning team, but also to increase community resilience and public education around flood risk, in conjunction with the inquiry recommendations, the Environment Agency and the York five year plan. The post is currently out to advert with the closing date of midnight on 30 November. It is hoped the post will be filled and in place by January 18.

## **Community Resilience**

16. The Emergency Planning team have been working with a number of communities across York to help them create their own emergency plans. There are now a number in place right across York with Dunnington and Acaster Malbis being the most recent to complete. Joseph Rowntree Housing Trust are also working in conjunction with CYC and the Parish Council to create a plan for New Earswick. Dunnington has an exercise planned for January to test their plan.
17. An event was held on 21 November to promote community emergency plans to Members, Parish Councillors and residents. This was done in

conjunction with the Environment Agency, North Yorkshire County Council and Community First Yorkshire.

### **CVS Ready for Anything Programme**

18. The Emergency Planning team have been working closely with the CVS and MIRT to continue with the Ready for Anything programme by providing support and training to the registered volunteers. On 25<sup>th</sup> November, CYC are hosting an exercise to test the call our procedures of the CVS volunteers. This will be based on a flooding scenario. There will also be a sandbag filling and laying demonstration.

### **The Potential Role of Members in an Emergency**

19. During an emergency, it is important for Members to remain seen in the community where they can liaise with residents and communicate any information they are given. Likewise, Members are a valuable 'resource' to the Emergency Planning team and other officers within the various command structures, to provide information from on the ground. It is equally as important for Members to allow staff to complete their roles and not get involved in operation matters. It is not appropriate for Members to be present in multi-agency command rooms.
20. Members should be aware of the Community Emergency Plans within their areas and ensure they liaise with the relevant teams so that they are co-ordinated and involved in the plans. Key contact details of the community are essential to the success of the plans.

### **Emergency Planning Training for Members**

21. The Emergency Planning team would like to work further with Members in helping them understand what the role of the team is, that of the Council as a whole and also what their specific role might be. Training was offered to Members in 2015 but unfortunately only three took up this training.

### **Recommendations**

22. It is recommended that Members note the contents of this report.
23. It is recommended that Members agree to attend an Emergency Planning training session which can be done at a number of different times of day, evening or weekends to suit busy schedules.

24. It is recommended that Members liaise with their local communities and parishes regarding community emergency plans.

## Contact Details

**Author:**

*Katie Fisher  
Emergency Planning  
Manager*

**Chief Officer Responsible for the report:**

*James Gilchrist  
Assistant Director for Transport, Highways and  
Environment*

X1039

**Report Approved**  **Date** 21/11/17

**Specialist Implications Officer(s)**

None

**Wards Affected:** *List wards or tick box to indicate all*

**All**

**For further information please contact the author of the report**

**Background Papers:**

None

**Annexes**

None