

Select Committee on Community Safety and Community Services
- 6- November 2008

Report of the Chief Executive

Annual Report of the Head of Contingency and Disaster Management for 2007/08

Purpose of Report

To report to the Select Committee on Public Safety and update on the state of preparedness within the Council to respond to those major incidents which could befall the community of Dudley either from natural, man-made disasters or terrorism within the Borough.

Background

The Civil Contingencies Act puts a statutory obligation on the authority to plan for major incidents either natural or man made which may befall the borough.

In order to comply with this the authorities' Contingency & Disaster Management Team based at the Laundry Block, Himley Hall plan for these emergencies as well as collating the Business Continuity Planning for Directorates.

The unit works with the Emergency Services and utilities to ensure the safety of the citizens of the borough through multi agency planning.

Through training and exercising both with officers of the authority and partner agencies we ensure the response to these incidents is co-ordinated across those agencies.

The unit ran exercise 'GULF' in February 2008 to which some 80 people from various agencies attended. The table top exercise involved a petrol tanker out of control killing and injuring many people whilst also causing damage to property. This exercise was well received by all participants.

The Major Emergency Plan was re-written this year in a Multi Agency format and issued to all officers within the council who require a copy as well as to our partner agencies. A copy is available in the Members Library as well as on the Intranet and Internet in a sanitised format.

There are some 34 supporting plans some of which are again available on both the Intranet and Internet. A list of these plans is in appendix 1 to this report.

One of the duties of the Local Authority is to provide assistance to businesses in the area regarding business continuity. In order to fulfil this duty a number of documents have been provided to businesses via the internet. A list is provided in appendix 1.

Officers have also spoken to business representatives when asked.

Officers of Contingency & Disaster Management attend both West Midlands Conurbation Local Resilience Forum and Regional Resilience Forum meetings in order to ensure Dudley is up to date with national and regional planning.

A new area of work is in the area of Tension Monitoring, Integration and Cohesion and is something that people generate themselves; however we as an authority together with our partner agencies need to identify tensions and developing situations which may cause unrest. Contingency & Disaster Management is therefore involved with the Community, Cohesion and Tension Monitoring Executive.

In order to fulfil our responsibilities under the Civil Contingencies Act the Contingency & Disaster Management unit work with local partners to assess the risk of disruptive challenges and to prepare to respond to the consequences. The involvement of the unit within the executive will therefore enhance its effectiveness.

A list of training provided and training attended is included in appendix 2 to this report.

Officers also respond to emergencies both in and out of office hours. A list of incidents for the year is in appendix 2.

Finance

There is no increase in the current budgetary provision envisaged for planning. Finance for responses will come from balances or reserves; any response funding over approximately £650,000 would be subject to a claim to the Government under the Bellwin Scheme.

The authority will ensure compliance with relevant legislation.

Law

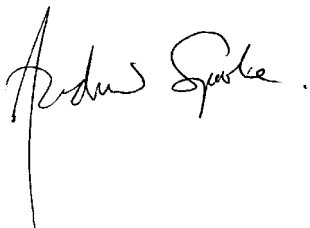
The Emergency Planning function of the Local Authority is now laid down within the Civil Contingencies Act 2004.

Equality Impact

Contingency & Disaster Management ensures that all sections of the community are treated equally and has printed material available in other languages, Braille and audio for times of emergency, and the ability to get this undertaken at any time.

Recommendation

That members note this annual report of Contingency and Disaster Management.

A handwritten signature in black ink, reading "Andrew Sparke". The signature is written in a cursive style with a long vertical line extending downwards from the end of the name.

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Andrew Sparke
Chief Executive

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Documents and Plans held by Contingency & Disaster Management:

- Dudley MBC Major Emergency Plan
- Dudley MBC Public Information and Media Plan
- Dudley MBC Call Centre Guide
- Dudley MBC Registrars Emergency Contacts
- Dudley MBC DPC Emergency Call out Plans
- Dudley MBC DUE Emergency Plan
- Dudley MBC Adult Services Emergency Plan
- Dudley MBC Fuel Crisis Plan
- Dudley MBC Role of the Elected Member in Emergencies
- Dudley MBC Rest Centre Managers Guide
- Dudley MBC Rest Centre Locations and associated documents
- Support Officers Guide
- Dudley Emergency Information Helplines Guide
- Dudley MBC Temporary Mortuary Plan
- Dudley MBC Crisis Support Team Protocol
- Dudley MBC Crisis Support Team Handbook
- Dudley MBC Feeding Plan
- Dudley MBC CBRN Recovery Plan
- Council Buildings Evacuation Plans
- Dudley MBC Pandemic Plan
- Hazard Identification Document
- Dudley and Worcestershire Clergy Response
- Interfaith Contacts
- Town Centre Evacuation
- Dudley MBC ITC Disaster Recovery Plan
- Dudley MBC Business Continuity Plans
- Coroners Court/temporary Magistrates Court, Keyholders
- Election Count Plan
- Excess Deaths Plan
- Staff Business Continuity Helpline
- Major Incident Mortuary Plan

Associated documentation held by Contingency & Disaster Management

Advice to Business (available via internet)

Business Continuity Template
Business Impact Analysis Template
Business Continuity for small and medium businesses
Business Evacuation Procedure
How to Back Up Data
Bomb threats and suspect packages (hard copy).

Public Advice Leaflets

In Case of Emergency (ICE) cards
Contingency & Disaster Management
Public Advice for Emergency Situations
Coping with a major personal crisis

Council Training Sessions and Exercises 2007/8:

18 April 2007	First Aid (Basic)
26 April 2007	Supporting People after Traumatic Incidents (Educational Psychology)
4 May 2007	Witness Box Familiarisation
20 June 2007	Emergency Call Handling
4 July 2007	Contemporaneous Report Writing
19 July 2007	Community Recovery – The Way Forward
19 September 2007	Managing the Personal Impact of Dealing with Fatalities
27 September 2007	Minimising Aggression & Unpleasantness (CST & Rest Centre Staff)
4 October 2007	Witness Box Familiarisation
9 October 2007	Emergency Planning Awareness Session
10 October 2007	Emergency Planning Awareness Session
17 October 2007	Dealing with the Media
29 October 2007	DACHS Flu Exercise
2 November 2007	Emergency Planning Awareness Session (Homecall)
14 November 2007	Contemporaneous Report Writing
15 November 2007	Witness Box Familiarisation
20 November 2007	Emergency Planning Awareness Session (Day session)
20 November 2007	Emergency Planning Awareness Session (Evening session)
22 November 2007	Rest Centre Exercise
5 December 2007	Crisis Support Team Refresher
6 December 2007	DACHS Control Room Exercise
10 December 2007	Emergency Planning Awareness Session
13 February 2008	Exercise 'GULF'
6 March 2008	Contemporaneous Report Writing
7 March 2008	Witness Box Familiarisation

Contingency & Disaster Management Staff

Air crash seminar
Environment Agency Flooding Exercise
DEFRA Rabies Exercise
Understanding Faith Issues Seminar
Humanitarian Assistance Centre Training
Counter Terrorism Training
Vehicle Terrorism Training

National Involvement

The Head of Contingency & Disaster Management has been asked to speak at two National Conferences:

- The Guardian Conference in London in May 2007
- The HAZMAT 2007 conference at the National Motorcycle Museum, Birmingham in November 2007.

Also following the HAZMAT conference a request was made by the magazine of the Fire Protection Association, Fire Risk Management on the Role of the Local Authority following a Hazardous Substance Incident.

Incidents 2007-2008

Date	Address	Incident
2 nd May 2007	Netherton Police Station	Unexploded hand grenade
15 th May 2007	Bunns Lane, Kates Hill, Dudley	Road traffic accident – bus had hit four houses.
15 th June 2007	Kingswinford	Flooding
29 th June 2007	15 Osprey Drive, Russells Hall	Firearms incident
20 th July 2007	Grange Crescent, Halesowen	Flooding
16 th November 2007	Bull Street, Brierley Hill	Gas leak
25 th December 2007	Copse Road, Dudley Wood	Fire involving illegal drug factory.
29 th January 2008	Corngreaves Road/Overend Road, Cradley.	Fire
7 th February 2008	Rear of Asda, Brierley Hill	Unexploded bomb
28 th February 2008	Halesowen Police Station	Improvised explosive device
20 th March 2008	Seymour Road, Lye	Level II Asbestos incident
26 th March 2008	Upton Street, Netherton	Fire