

ARUN DISTRICT COUNCIL

REPORT TO ENVIRONMENT & LEISURE WORKING GROUP ON 3 September 2020

REPORT

SUBJECT: Emergency Planning – Arun DC’s Roles and Responsibilities

REPORT AUTHOR: Michael Rowland, Emergency Planning Officer

DATE: 20 July 2020

EXTN: 37922

PORTFOLIO AREA: Neighbourhood Services

EXECUTIVE SUMMARY:

The Report provides:

- a brief overview of Arun District Council’s roles and responsibilities as a Category One responder as defined under the Civil Contingency Act 2004,
- a brief explanation of how ADC carries out this responsibility,

A presentation will be provided at the Working Group Meeting of the 3rd September 2020 which will include:

- Community risks: A look at the Sussex Resilience Forum's Community Risk Register and the risks that could affect the Arun District
- Planning for our risks: A review of Sussex Resilience Forum's and Arun District Council's Emergency Plans
- An outline of how the emergency planning is shared between Arun DC and Chichester DC.
- Emergency incidents in the Arun district in the last 12 months

RECOMMENDATIONS:

This is an information paper; Members are requested to note the report.

1. BACKGROUND:

The Civil Contingencies Act 2004 defines district councils as Category One (Cat1) responders along with the ‘blue light’ services. It puts a statutory duty on district councils (along with other Cat 1 emergency responders) to:

- assess the risk of emergencies occurring and use this to inform contingency planning
- put in place emergency plans

- put in place business continuity management arrangements
- put in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency
- share information with other local responders to enhance co-ordination
- co-operate with other local responders to enhance co-ordination and efficiency
- provide advice and assistance to businesses and voluntary organisations about business continuity management (local authorities only).

Other Cat 1 responders in West Sussex are:

- Sussex Police
- West Sussex Fire and Rescue Service
- South East Coast Ambulance Service
- British Transport Police
- Maritime and Coastguard Agency
- Environment Agency
- NHS
- Public Health England
- West Sussex County Council
- All other District and Borough Council's

To satisfy these duties Arun District Council, in conjunction with other Category One Responders identifies risks, creates plans, trains and exercises to minimise the impact of those risks.

The Category One responders in Sussex are members of the Sussex Resilience Forum. The forum provides an organisation within which partners can agree who carries out each of emergency planning and response roles and responsibilities. By working together and following agreed methods of working an effective response to emergencies can be assured.

To support this working together a national set of principles has been devised known as JESIP (Joint Emergency Services Interoperability Principles).

To support Cat 1 Responders certain organisations are defined as Category Two (Cat 2) responders. These include:

- The electric, gas, water, telecom, rail and road network providers;
- Airports Authorities;
- Harbour Agencies;
- The Health and Safety Executive;
- Major voluntary agencies e.g. British Red Cross, Samaritans, RNLI etcetera.

These agencies work together through groups such as the Strategic Coordinating Group, Tactical Coordinating Group and Advisory Groups.

Arun District Council's agreed roles and responsibilities are:

- Alert other local authorities and organisations, including parish councils;
- Deploy liaison officers;
- Assist in warning and informing of the general public;
- Provide a Strategic level officer to the Strategic Coordinating Group (when appropriate);

- Provide and manage Rest Centres & arrange emergency feeding;
- Support the running of Survivor Reception Centres;
- Coordinate the provision of Transport (if not already being carried out by County);
- Re-housing and accommodation needs for displaced persons;
- Support to major public events;
- Respond to local marine pollution incidents;
- Waste removal;
- Provide technical and engineering advice;
- Environmental health advice and services;
- Building Control Services e.g. structural safety advice;
- Lead the recovery process.

ADC emergency response roles and responsibilities are generally an extension of its normal day to day activities.

- ❖ Warning and informing –
 - Public relations
 - Coordinated and approved
 - Info provided by any part of the Council
- ❖ Temporary shelter –
 - Involves Communities services
 - Supported by Housing
 - Support from staff from all services
 - Ongoing Housing needs
- ❖ Marine Pollution
 - Arun Contract Services
 - Environmental Health
 - Coastal Protection team
 - Financial services
- ❖ Clean up
 - Arun Contract Services
 - Environmental Health
 - Financial services
- ❖ Dangerous Structures
 - Building Control
 - Engineers

2. PROPOSAL(S):

Members are requested to note the report.

3. OPTIONS:

NA

4. CONSULTATION:

NA

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		x
Relevant District Ward Councillors		x

Other groups/persons (please specify)		x
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial		x
Legal		x
Human Rights/Equality Impact Assessment		x
Community Safety including Section 17 of Crime & Disorder Act		x
Sustainability		x
Asset Management/Property/Land		x
Technology		x
Other (please explain)		x
6. IMPLICATIONS: NA		

7. REASON FOR THE DECISION:
This is an information paper; Members are requested to note the report.

8. BACKGROUND PAPERS:
None