

AGENDA MANAGEMENT SHEET

Name of Committee	Community Safety Overview and Scrutiny Committee
Date of Committee	28th February 2006
Report Title	The Civil Contingencies Act 2004. Update on implementation in Warwickshire
Summary	A summary of the progress towards implementation of the requirements of the Civil Contingencies Act 2004 and the new structures and processes now in place across Warwickshire
For further information please contact:	Jeremy Lee Manager of the Emergency Planning Unit 01926 41 – 2589 jeremylee@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	No.
Background papers	None

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

- Other Committees
- Local Member(s) [Countywide matter](#)
- Other Elected Members
- Cabinet Member Councillor Richard Hobbs
- Chief Executive Via the Warwickshire Local Resilience Forum
- Legal David Carter.....
- Finance
- Other Chief Officers William Brown, Strategic Director Community

Protection, David Carter Strategic Director
Performance and Development

- District Councils Via the Warwickshire Local Resilience Forum and the County/District Emergency Planning Forum
- Health Authority Via the Warwickshire Local Resilience Forum and the Health Service Liaison Group
- Police Via the Warwickshire Local Resilience Forum
- Other Bodies/Individuals Regional Resilience Team at GOWM, military and the Environment Agency - Via the Warwickshire Local Resilience Forum

FINAL DECISION YES *(The next steps are only completed if this is not to be the final decision)*

SUGGESTED NEXT STEPS:

Details to be specified

- Further consideration by this Committee
- To Council
- To Cabinet
- To an O & S Committee
- To an Area Committee
- Further Consultation

**Community Safety Overview and Scrutiny Committee -
28th February, 2006.**

**Report of the Strategic Director of Community Protection
and County Fire Officer, and the Strategic Director of
Performance and Development**

Recommendation

That the Committee notes the report on the implementation of the requirements of the Civil Contingencies Act 2004 and endorses the structures and processes put into place.

1. Introduction

- 1.1 The Civil Contingencies Act 2004 became law from April 1st 2005.
- 1.2 The Act, and accompanying regulations and non-legislative measures, aims to deliver a single framework for civil protection in the United Kingdom to meet the challenges of the twenty-first century. The Act is separated into two parts: local arrangements for civil protection (Part 1) and emergency powers (Part 2).

2. Category 1 and 2 Responders

- 2.1 The Act places a very clear statutory duty to carry out a range of civil protection duties on what it terms Category 1 Responders. Warwickshire County Council and Warwickshire Fire and Rescue Authority are both Category 1 Responders. Other Category 1 Responders are District Councils, Police, Ambulance Service, Primary Care Trusts, Acute Trusts, the Health Protection Agency and the Environment Agency
- 2.2 There is also a group of Category 2 Responders who are required to support Category 1 responders in their duties. This group includes utilities, railway and airport operators, the Health and Safety Executive and the Strategic Health Authority.

3. Duties under the Act

- 3.1 All Category 1 Responders have duties placed on them which can be summarised as follows:

- (i) Risk assessment
 - (ii) Emergency planning
 - (iii) Communicating with the public – to warn and inform them before, during and after any emergency
 - (iv) Information sharing with other local responders to enhance co-ordination
 - (v) Co-operation with other local responders to enhance co-ordination and efficiency
 - (vi) Business Continuity Management
- 3.2 There is an additional duty that solely falls on local authorities. This is to provide advice and guidance to businesses and voluntary organizations about business continuity management. (Local Authorities only)

4. Warwickshire Local Resilience Forum

- 4.1 One key element of the Act is that it requires the establishment of 'Local Resilience Forums' (LRF) with the aim of ensuring co-ordination and co-operation between responders at the local level.
- 4.2 The Warwickshire Local Resilience Forum has now met four times. The LRF is chaired by Jim Graham and is well attended by senior officers/managers from all Category 1 Responders across the County as well as representation from the Regional Resilience Team at GOWM and the military.
- 4.3 Warwickshire has made excellent progress with the establishment of the LRF. It has been reported that we are already further advanced in our work than other areas, which reflects well on the partnership approach we have always taken with emergency planning and the resilience agenda in the County.
- 4.4 To ensure the Act is implemented in a coordinated manner a number of sub groups have already been formed beneath the LRF comprising nominated officers from all Category1 Responders in the County. The groups are as follows:
- (i) Act Implementation Group. This group looks at the current state of emergency preparedness across Warwickshire and provides feedback to the Local Resilience Forum on areas requiring further work.
 - (ii) Risk Assessment Working Group (RAWG). This group is dealing with the risk assessment process that culminated in the production and publication of the Community Risk Register for Warwickshire, as required by the Act, on November 15th 2005.
 - (iii) Training and Exercising Sub Group – to look at multi agency training and awareness raising
 - (iv) Warning and Informing Sub Group – to look at ensuring the public have access to useful and timely information before, during and after emergencies.

- (v) Business Continuity Management Sub Group
 - (vi) Voluntary Sector Liaison Group
- 4.4 The above new groups exist alongside the well established Health Service Liaison Group, Emergency Services Liaison Group, Utilities Liaison Group and the County and District Emergency Planning Forum.
- 4.5 All the above groups are chaired and administered by the Emergency Planning Unit. The groups will continue to meet on a regular basis and will feedback information on progress to the LRF as well as key areas requiring policy guidance.
5. Key areas for development 2006/2007
- 5.1 The first key deadline for implementation regarding the act was November 15th 2005 for the publication of the Community Risk Register, which was achieved on target.
- 5.2 Significant progress has been made in many other areas of the implementation programme. This includes multi agency training, the establishment of a Memorandum of Understanding between Warwickshire County Council and the District and Borough Councils to assist them with implementation and also the provision of public information via the Emergency Planning Unit web pages.
- 5.3 For the forthcoming year the priorities for Warwickshire County Council will be as follows:
- (i) Integration of the Emergency Planning Unit into the new Community Protection Directorate
 - (ii) Development of a three-year training programme to be targeted at key staff at strategic, tactical and operational levels. This will include workshops, seminars and major exercises.
 - (iii) Clarification of the duties imposed on partner agencies on the warning and informing of the public before, during and after emergencies. This will also include measures to raise public awareness of the emergency planning process and agencies involved.
 - (iv) Co ordinate the local authority involvement in the planning for any future outbreak of pandemic flu
 - (iii) Provision of a number of key protocols between Category 1 Responders and other partner agencies on all areas of emergency response.
 - (iv) Provision of business continuity advice and guidance to businesses and the voluntary sector as required by the Civil Contingencies Act 2004. This has to be in place by the end May 2006.

- (v) Major review of Warwickshire County Council emergency plans and procedures following the modernisation process.

6. Conclusion

- 6.1 The Emergency Planning Unit will continue to work closely with all partners on the resilience agenda through both the Local Resilience Forum and its related sub groups. Continued progress in all these areas will ensure that Warwickshire continues to be as prepared as possible and is able to respond in an effective and coordinated manner to any future emergency situations.

WILLIAM BROWN
Strategic Director Community
Protection and County Fire
Officer

DAVID CARTER
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Development

Shire Hall
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December 2005