



**TYNE AND WEAR FIRE AND RESCUE AUTHORITY
EMERGENCY PLANNING UNIT**

Committee Report

Meeting : CIVIL CONTINGENCIES COMMITTEE : 25 OCTOBER 2010

Subject : BUSINESS PLAN 2010 AND PERFORMANCE REPORT

Report of the Chief Emergency Planning Officer

1 INTRODUCTION

- 1.1 The purpose of this report is to provide an update to Members on the Tyne and Wear Emergency Planning Unit (TWEPU) Business/Work Plan for 2010/11 and to report progress against targets for the first two quarters of the period (April to September 2010).

2 BACKGROUND

- 2.1 Members are aware of the Agreement between Tyne and Wear Fire and Rescue Authority (TWFRFA) and the Tyne and Wear constituent authorities relating to the provision of a civil contingencies service. An annual work plan, for the financial year 2010/11, detailing agreed outputs and timescales has been developed at the direction of the Strategic Management Board (SMB).
- 2.2 Members have previously received a report which outlined a draft work plan for 10/11. The final version of the work plan was not agreed as a final version until the SMB Meeting in August 2010.
- 2.3 Members will be aware of several changes in the business planning process were implemented in 2009/10. The key changes were introduced by SMB who recognised that in order to take a holistic view of resilience across Tyne and Wear; it would now need to take responsibility for setting the business planning priorities, both for TWEPU and for councils.
- 2.4 Members will note that the work to be carried out by the Tyne and Wear Resilience Operational Planners Group (TWROP) is also included in the plan for the first time. TWROP is made up of Resilience Officers from each of the five councils. The plan now reflects all of the work being carried out across the whole Tyne and Wear area.
- 2.5 Over the last few months, the resilience function within Tyne and Wear has been subject to review. This process has required a significant amount of work, by the CEPO and SMB members. This, along with restructuring and change within the local authorities has consequently resulted in the late publication of this year's TWEPU Work Plan. The work plan is attached in Appendix 1.

3 PERFORMANCE – QUARTERS 1 AND 2

- 3.1 Progress reports relating to the performance of the EPU are normally produced five times per year: i.e. one report is produced at the end of each quarter relating to the preceding quarters' targets; and a final summary report is produced at the year end on the overall delivery outputs relating to stated business plan commitments.
- 3.2 Due to the ongoing review of resilience arrangements in Tyne and Wear, SMB recognised that a more fluid approach to business planning was required for 2010/11. As decisions were awaited on the outcome of the ongoing resilience review, the deadlines for completion of some of these items were designed to reflect decision deadlines. Hence, the activities in the work plan are not assigned to quarterly periods as in previous business plans.
- 3.3 The performance update reflects work due for completion before the end of September 2010 and although some of the items were not signed off by SMB until August 2010, good progress has been made. The performance update is attached in Appendix 2
- 3.4 Due to the ongoing changes and anticipated economic challenges, particularly in the form of the forthcoming Comprehensive Spending Review, the work plan is being kept under constant review by SMB.
- 3.5 There is also an ongoing review of the Local Resilience Forum (LRF) and the outcomes of a restructure of the LRF are awaited in order to determine any impacts on the workload of TWEPU and local authorities. A separate report on the review of the LRF has been submitted to this committee.

4 WORK NOT COMPLETED

- 4.1 Members will recall that some work areas from the 2009-10 Business Plan were not completed and were due to be carried forward into the 2010-11 Business Plan. Changing priorities mean that some of these work areas will now not be completed and have been put on hold. These are described in Table 1.

Table 1

Local Authority	Work Area	Reason for non-completion
All	Disaster Education Project	This project was put on hold during the Swine Flu outbreak and will be reviewed in the 2010/11 business planning process
All <i>(originally North Tyneside's request)</i>	Engage with voluntary organisations to deliver community resilience messages	Due to receiving similar requests from other councils, this work will now take place in 2010/11 and will take the form of a large LA event to brief partners from the third sector and encourage more joint working in community settings. Discussions have since taken place as to whether this is an appropriate use of EPU

		resources and this item may be removed from the Business Plan.
North Tyneside	Develop a multi agency public communications strategy to communicate risk and self help measures	This is being facilitated through the LRF.
All	Develop BCM messages for Funeral Directors in the context of pandemic excess deaths planning	This work is being developed by the Northumbria LRF Excess Deaths Group and the Northumbria LRF Business Continuity Group.
Sunderland	Develop a multi agency public communications strategy to communicate risk and self help measures	This is being facilitated through the LRF.
Gateshead	Development of Humanitarian Assistance (HA) Plan	Priority changed, a Rest Centre Plan and developing a staff handbook was completed instead. HA Plan will be addressed on 2010/11.
All	Tyne and Wear wide evacuation arrangements or protocols	Issues being considered at regional level.
All	Scope out activities around utilities failure risks	Issue being considered at regional level

5 RE-SCHEDULED WORK TO BE COMPLETED IN 2010/11

5.1 Some of the outstanding work has been added to the 2010/11 Business Plan. These are listed in Table 2 below.

Table 2

Local Authority	Work Area
South Tyneside	Supporting delivery of the Neighbourhood Risks, Neighbourhood Solutions project as part of the wider Community Resilience Strategy
All	Continued development of the LRF Excess Deaths plan for pandemic influenza incidents.
Sunderland	The identification of data at ward level about deprivation, economic activity and vulnerable people to use as a basis for risk profiling. This is part of the Sunderland Community Resilience Project.
Sunderland	To undertake a detailed local risk assessment and produce a public risk register. This is part of the Sunderland Community Resilience Project.
All	Review of LRF Emergency Mortuary Plan when new Cabinet Office guidance is received (expected in Oct 2010)
Gateshead	Continue to further develop and update Gateshead MIP

6 UNSCHEDULED WORK COMPLETED IN QUARTER 1

6.1 In addition to work set out in the 2010/11 Work Plan, a significant resource has been provided by both TWEP and SMB members in the ongoing review of resilience arrangements in Tyne and Wear. Officers from

councils and TWEPU have formed part of the Review Team which has worked to set out terms of reference for the review and conduct activity around developing alternative delivery models.

- 6.2 The dynamic and fluid approach to the work plan for 2010/11 has meant that new items are being automatically incorporated into the plan following review by SMB.

7 SUMMARY

- 7.1 This report presents the Tyne and Wear work plan for the financial year 2010/11.
- 7.2 This report also provides details on progress against the targets set for quarters 1 and 2 of the 2010/11 period.

6 RECOMMENDATIONS

- 6.1 Members are asked to:
- a) Agree the TWEPU Business/Work Plan for 2010-2011
 - b) Note the progress against targets for Quarters 1 and 2 of 2010/11
 - c) Receive other reports as necessary

BACKGROUND PAPERS

Working papers relating to the above are held in the offices of TWEPU.