

<b>To:</b> ENVIRONMENTAL SERVICES COMMITTEE		<b>Subject:</b> REVIEW OF CORPORATE CONTINGENCY PLAN
<b>From:</b> HEAD OF PROTECTIVE SERVICES		
<b>Date:</b> 12 August 2014	<b>Ref:</b> GC/54	

**1. Purpose of Report**

1.1 To seek Committee approval of the Corporate Contingency Plan.

**2. Background**

2.1 In accordance with the Civil Contingencies Act 2004, the Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005 and also guidance issued by the Scottish Government titled 'Preparing Scotland' the Council has a statutory responsibility to properly prepare for emergencies.

2.2 A key part of this process is an expectation that Councils have a Corporate Contingency Plan (CCP) which is recognised as an effective tool to assist in meeting these responsibilities.

2.3 The plan is based on the principles of Integrated Emergency Management (IEM) and is intended to provide a generic framework to allow North Lanarkshire Council, along with its many partner agencies, to respond effectively to any major civil emergency or, indeed, to any lesser emergency requiring a multi-agency response. Senior managers need to be prepared to interpret and apply the plan as circumstances dictate.

2.4 Contingency planning is recognised as a key corporate risk within the Council's risk register. The corporate Contingency Plan (CCP) is therefore a key document as it provides the enabling framework through which the Council initiates and manages its emergency response duties.

2.5 The Contingency Planning Unit is responsible for co-ordinating the Council's contingency planning activities on behalf of the Corporate Management Team (CMT) and the Council and is supported in this respect by the Civil Contingencies Management Team (CCMT).

**3. Proposals / Considerations**

3.1 In order to meet the Council's statutory duty a review has now been conducted of the Corporate Contingency Plan and the Plan has been updated for the forthcoming period. The Plan had previously been reviewed and approved by Committee in January 2012. A copy of the updated Plan is available in the Members' Library.

3.2 The key issues detailed within the Plan are as follows –

- **Preparation, Planning & Exercising** - the underlying aim of preparation, planning and exercising is to develop flexible contingency arrangements which enable the Council to deal effectively with any emergency/disruptive situation.

In this regard the Plan contains details preparedness in terms of plans, training exercises and contingency planning structures within the Council.

- **Emergency Alert, Assessment and Response** – the key consideration when assessing and planning appropriate response frameworks is the need to identify and define the trigger points which will prompt the Council to activate its contingency planning arrangements. Details are included regarding business continuity issues and alert, assessment and response procedures.
- **Roles and Responsibilities** – details are included regarding the role of the Contingency Planning Unit, the Civil Contingency Management Team, officials and elected members in regard to dealing with emergencies.
- **Recovery** – this encompasses the management of the physical, social, psychological, political and financial consequences of an emergency. The Plan includes details of recovery phase issues including de-briefing and post incident inquiries and investigations.

3.3 Members are aware that the Commonwealth Games were held in Scotland from 23 July 2014 until 3 August 2014, with successful triathlon events held in Strathclyde Country Park on 24 and 26 July 2014 and a successful cycling time trial held in the north of the District on 31 July 2014. Had there been any emergency as defined in the Civil Contingencies Act 2004 which required to be dealt with during the Commonwealth Games events within North Lanarkshire, then the Corporate Contingencies Plan would have guided the Council's actions to deal with the emergency.

3.4. Members are also asked to note that with the implementation of a single police and fire service in Scotland this required a re-structuring of strategic emergency co-ordination groups. North Lanarkshire was formerly part of Strathclyde Emergency Co-ordination Group (SECG) but is now part of the West of Scotland Regional Resilience Group (WoSRRG) along with 12 other local authorities. This group meets periodically throughout the year to consider key emergency issues and to co-ordinate a common approach, wherever possible.

#### **4. Financial Implications**

4.1 There are no financial implications relevant to this report.

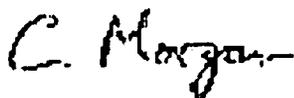
#### **5. Corporate Considerations**

5.1 The recommendations are consistent with policy and there are no personnel, legal or property implications in the report.

#### **6. Recommendations**

6.1 That Members approve the Corporate Contingency Plan.

6.2 That Members note the change from the SECG to the WoSRRG.



**CRAWFORD MORGAN  
HEAD OF PROTECTIVE SERVICES**