

## The London Regional Resilience Forum - Local Authorities' Panel

### BUSINESS PLAN 2015-2017 ver 1.1

1 DOCUMENT HISTORY	
Ver 1.0	
Ver 1.1	Status column updated for LAP IG meeting
Ver 1.2	Status column updated for LAP IG meeting May 2016

## **2 STRATEGY**

**2.1 AIM:** To ensure that London local authorities are prepared to meet the resilience challenges of the next two years and are preparing for those in the future years thereafter.

### **2.2 CORE PRINCIPLES:**

- Ensuring London's collective local government resilience capability is robust, fit for purpose and maximises efficiency.
- Ensuring existing resilience plans, capabilities and competencies are of a consistently high standard.
- Additional plans and capabilities will only be developed where necessary and will build on existing plans, principles and procedures.
- Working collaboratively with the London Resilience Partnership and making effective use of London's formal resilience structures.
- Flexibility will be afforded to amend priorities and timescales of planned workstreams in the event of any additional resource burdens arising from new national guidance/direction or the response to a wide-scale emergency such as major flooding, Ebola or a Terrorist attack.
- Commitment to learn from incidents that occur, ensuring lessons are reviewed and a clear action plan is developed to implement improvements.

### **2.3 PRIORITIES FOR 2015-17:**

LAP has identified a number of specific objectives are outlined in detail in the work programme below. Priorities are:

- Supporting Partnership Resilience Planning and Command & Control Structures.
- Provide the assurance of the Minimum Standards for London (tranche1 & 2), and where appropriate enhance these standards.
- Delivery of the training and exercise programme.

### 3 KEY DELIVERABLES

#### Key deliverables for 2015/ 16:

Norwell Review

Present a review of London's local authority mortuary capacity to CELC

Site Clearance Review on behalf of the partnership

Fuel planning review on behalf of the partnership depending on National Guidance being made available

Business Continuity Promotion Guidance

Continued refinement and delivery of the Gold training Package

Delivery of two Regional local authority exercises in 2015/16 as part of the suite of LLAG exercises.

Support the delivery of and participation in Ex Unified Response.

Integration of lessons learnt from incidents to briefings for CELC

#### Key deliverables 2016/17:

Review of the London Recovery Management Protocol

Review of the London Humanitarian Assistance Plan.

Review of the BRF Guidance

Delivery of two regional local authority exercises in 2016/17.

Integration of the LLACC and LLAG arrangements with the Partnership Situational Awareness Project

Peer Review of Minimum Standards for London and participation in National Capabilities Survey by November 2016.



#### 4 WORK PROGRAMME

Objective	Tasks and Milestones	Status/Comments
<b>1. Minimum Standards for London</b> <b>DATES: Rolling Review</b> <b>PROJECT LEAD: Chair of LAP IG.</b>		
Review, maintain and develop as necessary, the Minimum Standards in line with changing guidance, legislation or planning assumptions.	LAP-IG to: Determine if there is a need for any further MSL (Sept 2015 in light of the Norwell review) Agree the further review and assurance processes for the MSL Conduct a Self assessment of MSL (Dec 2015) Conduct Peer review of MSLs (Nov 2016)	Self assessment and Peer review to be coordinated in line with National Capabilities Survey to avoid duplication of work. I.e. Review and self assess MSLs 2015 (including the detailed review of specific capabilities in line with a spot check regime) Peer review alongside NCS 2016 A working group have reviewed 7 MSL for self assessment in Dec 2015. Their work continues in summer 2016 to review that pilot and ensure consistency in the roll out to the assessment criteria for all MSL.
<b>2. Implementation of the Norwell Review.</b> <b>DATES: April 2015 -</b> <b>Project Lead – Chair of LAP</b>		



Supporting the implementation of the Norwell Review which aims to deliver a thorough review of the capacity, inter-operability and scalability of local authority civil contingency and resilience arrangements in London.	Engagement with local authorities on the review Development of an SLA between boroughs and LFB Creation of a directors oversight meeting Agreement on final recommendations of Norwell Review	Initial consultation with EP teams through an all borough meeting and subsequent discussions with local authority Chief Executives have taken place.  A draft SLA has been agreed by a working group and had initial approval from LAP in terms of its generic content. The final version is nearing completion to be agreed by CELC and LFEPA.
<b>3. Regional Response Capability – Training &amp; Exercising.</b> <b>DATES:</b> Ongoing. <b>PROJECT Leads:</b> LAP-IG / LFB EP.		

<p>Ensure the Delivery of an effective regional Local Authority emergency response capability (LLAG arrangements) through an effective training and exercising programme</p>	<p>To deliver an effective training programme to ensure the LLAG arrangements are fit for purpose. (Continuing to include 2 regional exercises)</p> <p>To participate as appropriate in regional Training and Exercising programmes. (As required to include 4x Gold Summits per annum and Regional Exercise</p> <p>To determine regional training needs and develop any training as required.</p> <p>Refine the ongoing Gold training sessions.</p> <p>To deliver centralised training for the Cadre of Local Authority Liaison Officers (Ongoing)</p> <p>Support the delivery of and participation in Ex Unified Response</p> <p>To create a mechanism whereby lessons identified in exercising or incidents are raised to CELC for wider awareness</p>	<p>Gold team training continues for on call LLAG teams albeit in a different guise to reflect partnership changes to SCG style and location.</p> <p>Exercise Safer City took place October 13<sup>th</sup>, 15<sup>th</sup> &amp; 21<sup>st</sup> 2015.</p> <p>Situation Report Training for all boroughs is taking place w/c 14<sup>th</sup> September.</p> <p>3 LALO training courses have been run to date within this business plan period training 160 LALOs</p> <p>EUR was successfully completed, the learning for local authorities and opportunities for new ways of working is being taken forward. The formal PXR is expected in Nov 2016.</p>
<p><b>4. Site Clearance and Structural Collapse</b></p> <p><b>DATES: 2015.</b></p> <p><b>PROJECT LEAD: Chair of LAP IG.</b></p>		

<p>All London local authorities to have effective plans in place to deal with a structural collapse and the subsequent site clearance.</p>	<p>To establish a local authority led Multi Agency working group to review the London Site Clearance and Structural Collapse Framework (May 2015).</p> <p>To review the National Site Clearance guidance and adopt any changes into the London Framework.</p> <p>To exercise the revised Structural Collapse and Site Clearance Framework for London</p>	<p>A local authority led group has formed and met to revise the SCRRF.</p> <p>The new framework was presented to and endorsed by the LRF in October 2015.</p> <p>The framework was exercised as part of Ex Unified Response.</p>
<p><b>5. Disruption to Fuel Planning</b> <b>DATES: 2013 – 2015 (Dates as per Shelter Work plan)</b> <b>PROJECT LEAD: Chair of LAP IG.</b></p>		
<p>All London local authorities to have effective plans in place to deal with a disruption to fuel supplies.</p>	<p>To establish a review group to revise the existing London Fuel Disruption Protocol</p> <p>To review any new Central Government Guidance for Disruption to fuel supplies and amend the London Protocol as appropriate.</p> <p>To Validate a revised London Fuel disruption protocol as appropriate.</p>	<p>A survey to assess the current capability of bunkered fuel stocks has been conducted in Summer 2015.</p> <p>A review group has been established and is taking forward this work with a target date of Sept 2016 for completion.</p> <p>Discussions with DCLG have shown that other LRF still use the NEP-F as the basis for their fuel planning.</p>
<p><b>6. Utilities and Local Authority Cooperation.</b> <b>DATES: Jan 2015 – Dec 2015.</b> <b>LEAD OFFICER: Chair LAP IG.</b></p>		

<p>To foster collaboration between utility companies and local authorities in relation to emergency response. Establishing clear working arrangements for utility incidents that impact upon the residents of any London Borough.</p>	<p>Facilitate dialogue between utility and local authority representatives</p> <p>Investigate methods of improving communication and working arrangements with regard to emergency response</p> <p>Agree operational procedures</p> <p>Develop the tactics through which the roll-out of the Standard Operating Procedures will take place and be implemented</p>	<p>Local Authorities are now members of the Utilities Sector panel.</p> <p>A draft SOP has been developed and has been approved by local authorities and utility companies for use.</p>
<p><b>7. Community Resilience.</b></p> <p><b>DATES:</b> Ongoing in line with work at a regional level.</p> <p><b>LEAD OFFICER:</b> To be confirmed.</p>		
<p>To support local authorities in providing guidance and advice to the public as part of their warning and informing duty in a consistent and effective manner.</p>	<p>To determine the need and establish consistent messaging to the public regarding risk and guidance in emergencies.</p> <p>To work with partner agencies to identify opportunities for consistent messaging and joint Community resilience schemes dates to be determined in line with LRT Community Resilience work)</p>	
<p><b>8. Business Continuity Promotion.</b></p> <p><b>DATES:</b> 2015-16:</p> <p><b>Chair of LAP IG.</b></p>		

<p>To improve the provision of Business Continuity advice to businesses as directed by the CCA through the sharing of existing good practice of engagement and further engagement with the Business Sector Panel.</p>	<p>Build a collaborative approach between Local Authorities and Businesses</p> <p>Identify good practice and develop an interactive library that harnesses existing resources</p> <p>Produce regional business continuity guidance that outlines what to cover and how to do so</p> <p>Serve as a central communications and information sharing mechanism relevant to BCM. This will provide Local Authorities with a tool for onward promotion and implementation</p>	<p>A BCPWG has been established chaired by the Chair of the Business Sector.</p> <p>A London wide event, 'Risky Business', was held at the Guildhall to promote BC awareness to SMEs in May 2016. This event was very well received and has engendered a good relationship between the business and local authority sectors.</p>
<p><b>9. Review of London's Mortuary capacity</b></p> <p><b>DATES: Feb – June 2015</b></p> <p><b>LB Redbridge</b></p>		
<p>To review the circumstances of the 2014/15 winter with regard to the capacity of London's Mortuaries and to make recommendations to LAP accordingly.</p>	<p>To review the current local authority mortuary capacity in London.</p> <p>To determine if further enhancements are required to ensure that London has an appropriate capacity.</p> <p>To make recommendations to LAP and CELC as required</p>	<p>The final report was presented to LAP in June and subsequently to CELC.</p> <p>Recommendations are now being acted upon.</p> <p>LFB Ep and NHS England (London) are discussing the reporting process for Local authority mortuaries with a view to NHS England Mortuaries following suit if required.</p>
<p><b>10. Implementation of the outcomes of the Partnership Situational Awareness Project into the LLAG and LLACC arrangements</b></p> <p><b>DATES: March 2-15 – April 2016</b></p> <p><b>LFB EP</b></p>		

To ensure that the LLAG and LLACC arrangements remain fit for purpose and support fully the partnership response arrangements if changed through the partnership Situational awareness project.	<p>To continually review the LLAG and LLACC arrangements to ensure they remain fit for purpose.</p> <p>To align LLAG and LLACC protocols to any new procedures developed through the Partnership situational awareness project.</p> <p>To train, test and assure the new arrangements in line with the LLAG arrangements</p>	The partnership Situational Awareness Project is nearing completion. The accommodation solution is established at LFB Hq, the technology tool is undergoing User Acceptance testing. It will undergo a gradual roll out with the anticipation of being live by Sept 2016.
<b>Further projects to be determined as required</b>		

## 5 MONITORING

Subject	Status/Comments
Reservoir Planning	To monitor the development of a London wide guidance document by the EA for local reservoir planning and implement as applicable.
Results of the MSL Review 2014	<p>4 themes were identified within the 2014 MSL review as requiring additional focus in 2015/16. It was agreed by LAP that they be monitored over 2015 / 16 and their implementation supported as required;</p> <ul style="list-style-type: none"> <li>○ Excess Deaths</li> <li>○ Identification of the Vulnerable</li> <li>○ Mass Fatalities</li> <li>○ Humanitarian Assistance training</li> </ul>