



CENTRAL SUB REGIONAL RESILIENCE FORUM
Minutes, 23rd February 2017, LFB HQ, 169 Union Street.

Sector/Organisation Represented	Name
Category 1 Responders	
Chief Executive of LB Southwark	Eleanor Kelly (Chair)
London Fire Brigade	Jane Philpott
City of London Police	Ray Sykes
NHS England (London)	Graham Leedham
Public Health England (PHE)	Peter Davidson
Maritime and Coastguard Agency (MCA)	Terry Leach
Borough Resilience Forums	
City of London	Benjamin Morris
RB Kensington and Chelsea	David Kerry
LB Lambeth	Jo Couzens
LB Southwark	Andy Snazell
LB Tower Hamlets	Andrea Stone
City of Westminster	Peter Reeves
Other Organisations	
Salvation Army	Karl Gray
British Red Cross	Cristina Dalton
HQ London District	Sarah Streete
Secretariat	
SRRF Secretariat (London Resilience)	Kelly Dallen Matthew Hogan Graham Burbage Manu Roedler Zoe Torrance (Minutes)
Apologies	
City of London	Gary Locker
Met Office	Bryony May
Environment Agency	Hayley Deakin

Actions and Decisions

No	Actions	Action by
C02: 11/16	Discuss DFS sites located on red routes with TfL	Secretariat
C01: 02/17	SRRF workshops attendance to be confirmed via Eventbrite by Monday 6 March.	All
C02: 02/17	Secretariat to include late submissions to Members' update paper and upload alongside the Minutes to Resilience Direct.	Secretariat
C03: 02/17	PHE to send the updated CREH phone number to the Secretariat for distribution.	PHE and Secretariat
C04: 02/17	Secretariat to provide City of London with IT specialist contacts	Secretariat
C05:	Secretariat to escalate to LRPB and the Transport Sector	Secretariat



02/17	Panel the request for discussions between LB Lambeth and TfL on DFS sites located on red routes.	
C06: 02/17	The Secretariat to contact Network Rail for information on how they were engaging with travellers regarding the wide scale engineering works at Waterloo station in August.	Secretariat
C07: 02/17	BRF's to agree and complete their 2017/18 BRF Dashboards and return to Secretariat.	BRF's
C08: 02/17	Secretariat to add BRF training dates to BRF Dashboard paper.	Secretariat
C9: 02/17	Borough Resilience Forums without a Faith Sector representative should get in touch with the Secretariat to arrange representation.	Boroughs
C10: 02/17	Members to provide up to date contact details and, if available, generic e-mail addresses.	All

No	Decision
01	The Forum agreed that in future Members' updates would be produced by the Secretariat based, as far as possible, on the information provided at the LRF.
02	The Forum agreed that the local authority part of the meeting be held first to enable networking with colleagues at the conclusion of the main meeting.

1. Welcome & Introductions

1.1. **The Chair** welcomed attendees. Introductions were made and the apologies noted.

2. Minutes of Previous Meeting (Paper 03)

2.1. The minutes of the 24th November 2016 meeting were checked for accuracy and approved.

2.2. Updates on the actions were as follows.

No	Actions	Update
01	Discuss the alignment of regions for updates and warnings.	Completed.
02	Discuss DFS sites located on red routes with TfL	Carried over.
03	Consider the approach to JESIP integration	Completed.

3. SRRF Workshop Programme (Papers 04/05)

3.1. **Kelly Dallen (Secretariat)** explained that 8 recommendations had been derived from the six Autumn Flooding Workshops covering each SRRF area.

3.2. **Matthew Hogan (Secretariat)** said on recommendation 2 the Environment Agency and the Met Office had spoken on contextualising rainfall levels forecast by relating it back to previous incidents or possible impacts. Hayley Deakin (Environment Agency) would provide a further update in due course.



3.3. Kelly Dallen said the Strategic Coordination Protocol had been agreed at the LRF and would be used going forward. There would be a few amendments before being uploaded onto Resilience Direct.

3.4. Kelly Dallen provided a brief overview of the Spring Mass Fatalities Workshop taking place on 20th and 21st March. The aim was to support mutual understanding of roles and responsibilities and provide the latest information to develop robust arrangements. **Kelly** said it would be an interactive session including speakers to raise awareness of areas including: a Coroner on the second day, Police to talk about DVI, and a speaker to highlight the financial aspects. Members were encouraged to sign up for free using the [Eventbrite](#) link within the paper and to share with BRF members by close on Monday 6th March.

Action C01:02/17: SRRF workshops attendance to be confirmed via Eventbrite by Monday 6 March. All

3.5. Andy Snazell (LB Southwark) said he would confirm the availability of his local Coroner, Dr Harris. **Andy** also mentioned that Kelly Jack from Croydon was on the scene during the Croydon Tram Incident and it might be useful to share her experience and knowledge of the day, either as part of the workshop or as a stand alone event, including implications for LAs and BRFs. **Matthew Hogan (Secretariat)** said he had spoken to Kelly regarding the workshops and they had agreed it was not currently appropriate given the debrief process was ongoing. This could be something to look at in the future.

3.6. The Chair observed that during the Shoreham air crash there were significant pressures on responder welfare due to working very long hours in challenging circumstances. **Kelly** confirmed that responder welfare would be covered in the workshop.

4. SRRF Members Update (Paper 06)

4.1. Kelly Dallen said that EA, PHE and LB Lambeth had submitted their updates since the paper had been issued. They would be included in an updated paper, uploaded to Resilience Direct, and be sent with the Minutes. Part of the EA update included advice that there had been below normal rainfall and groundwater levels were also low.

Action C02:02/17: Secretariat to include late submissions to Members' update paper and upload alongside the Minutes to Resilience Direct.

4.2. Kelly proposed that in future the Secretariat produce the Member's updates from what was said at the LRF. BRF representatives present at the meeting could still give a verbal update which would be captured in the minutes. BRF representatives that were not present could send their update for the Secretariat to include. **Kelly** said the draft would be shared when the call for papers was sent in case updates were needed. The Forum agreed.

Decision – the Forum agreed that in future Members' updates would be produced by the Secretariat based, as far as possible, on the information provided at the LRF.

4.3. Peter Davidson (PHE) said the Chemical and Radiation Environmental Hazard phone number would be changing from 1st March 2017. **Peter** would send the new number to the Secretariat for distribution. **Peter** also mentioned that PHE had reduced their response levels from five to two ie normal or enhanced response, with the latter including a national oversight.



Action C03:02/17: PHE to send the updated CREH phone number to the Secretariat for distribution.

4.4. Ray Sykes (City of London Police) said they had held 24 sessions covering JESIP integration across London between September 2016 and March 2017. CoLP were working through National Police Coordination Center (NPoCC) and alongside the MPS and BTP to test firearms response. The exercises were large scale and intense but useful and tested the coordination and deployment of police officers and staff across different regions to call on each other for support. They would be looking at internal business continuity.

4.5. Graham Leedham (NHS England (London)) said their EPRR assurance process was being reviewed. In general the outcomes were positive with a trend towards Green status. There was another Croydon Tram debrief w/b 27th February. **Graham** mentioned the LAS CAD outage over New Year's Eve which was being reviewed. There will also be a trauma network review across the UK.

4.6. Cristina Dalton (British Red Cross) said there were no further updates but mentioned that although there had been no official invite sent yet, members were welcome to the Voluntary Sector Capabilities Day on 21st April 2017. They will be hosting a morning of activity to demonstrate and promote the capacity and capability of VSP organisations in emergency response situations. **The Chair** encouraged members to visit on the day.

4.7. Benjamin Morris (City of London) said it was possible there would be a further taxi protest in March. This would have major knock on effects on traffic. **Benjamin** also mentioned they were hosting a Cyber Workshop on 24th March 2017 in collaboration with Gloucester LRF. **The Chair** said that John Barradell (Chief Executive of City of London and Chair of LAP) believed we should all have a strong interest in cyber attacks on London **Matthew Hogan** said LRG could help with contacts if appropriate.

Action C04:02/17: City of London to share details of the Cyber Workshop with Secretariat, who may be able to help with additional contacts as appropriate.

4.8. Andrea Stone (LB Tower Hamlets) said 1,520 of their staff had attended Project Griffin sessions. In future the sessions will be set in a smaller venue and be held every 6 weeks.

4.9. Jane Philpott (London Fire Brigade) said LFB with CoLP were also involved with the firearm testing response and an exercise involving the Bank of England.

4.10. Terry Leach (MCA) said Royal National Lifeboat Institution (RNLI) were reviewing the Thames Strategy for ways to reduce death by drowning and suicide. They were also doing some work involving an MFTA on the River about which the MPS were taking a large interest. **Jo Couzens (LB Lambeth)** recommended local authority involvement in discussions regarding bridges.

4.11. Jo Couzens (LB Lambeth) highlighted her concern regarding the Fuel Disruption Protocol. Lambeth did not have a Dedicated Filling Station within the borough, as DFS were not allowed on TfL Red Routes. This affected their MSL RAG rating in relation to fuel supplies. **Kelly Dallen** acknowledged this was being carried over from a previous meeting minutes as it had proved difficult to get a response from TfL. **The Chair** said TfL had long enough to respond and the issue should now be escalated to the LRPB.



Action C05:02/17: The issue of DFS sites being located on Red Routes to be raised to LRPB for resolution. Secretariat.

4.12. Jo also mentioned that Waterloo station would be closed for an upgrade between 5th to 28th August. Nine platforms were planned to be closed which would have a significant impact on South West trains and other services from Waterloo to the end of the lines in other LRF areas. **Jo** said there were notifications on the closures on SW Trains service announcements, websites and the National Rail website. **The Chair** said that based on input from the meeting, it did not appear to be generally known across London. The Chair asked the Secretariat to investigate further.

Action C06:02/17: The Secretariat to contact Network Rail for information on how they were engaging with travellers regarding the wide scale engineering works at Waterloo station in August.

5. BRF reporting dashboard (paper 07)

5.1. Kelly Dallen said the Dashboard was a useful tool to report how BRFs were progressing with their Business Plans and reporting that progress to the LRF. There were two main advantages to the Dashboard which allowed the identification of common themes and joint working opportunities in order to save duplication. The Dashboard for 2017-18 could be populated once the BRF business plans had been agreed and then updated later in the year in order to inform the LRF of progress using a RAG status in February 2018.

David Kerry said this would potentially be difficult to fit around the current meetings scheduled as they are only now putting in the Business Plans for 2017-18 so flexibility would be needed. **The Chair** agreed there was an issue with meeting sequencing and from what direction information flowed, from LRF to BRF or vice versa. **David** said they would take the request away and see what could be done. **Kelly** said this was a new process and there might be initial issues with timings. The hope is for the next Spring SRRF to have initial dashboards for the following financial year, these would be updated for the Autumn SRRF's and then a final version completed for the following Spring SRRF's. Therefore the future Spring SRRF's would have a look back and look forward dashboard. The Forum agreed to trial this new system, for this time it was agreed that all BRF's would send in their Dashboards once they had been signed off by their BRF. An extraordinary report would then be published by Secretariat to highlight joint working. The Forum agreed.

Action C07:02/17: BRF's to agree and complete their 2017/18 BRF Dashboards and return to Secretariat.

5.2. Benjamin Morris said future BRF training dates were missing from the Dashboard. **Kelly** said this information would be added under 'date of future BRF meetings and exercises' on page 13 of the document.

Action C08:02/17: Secretariat to add BRF training dates to BRF Dashboard paper.

6. London Resilience Group Update (papers 08 and 08a)

6.1. Matt Hogan gave an update on the LRF held on 6th February and summarised the papers approved which were listed in Paper 08 and included the Strategic Coordination Protocol, the London Risk Register and the BRF Guidance.

6.2. Matt gave an update on changes to the London Resilience Group and explained the three main areas – Strategy, Performance and Governance; Local Authorities, Risk



and Assurance; and Capabilities and Response Operations. Contact details remained the same but some staff may have moved workstreams so welcomed any clarification of who to contact going forwards if necessary, however some workstreams are shared across teams for continuity purposes.

6.3. Matt mentioned the Anytown workshop scheduled for Friday 10 March which would be based on a transport disruption due to severe weather. **Matt** said there were changes in the Water Sector including non domestic companies would no longer deal directly with their water supplier and that key account managers would no longer exist.

7. London Risk Advisory Group (LRAG) (Paper 09)

7.1. Matthew Hogan said the LRAG had met on 5th December and updates had been made to the Individual Risk Assessments and the London Risk Register predominantly related to flooding. Since the LRAG meeting, revised national risk assessments had been published which would require further updates to the flooding risks. The next LRAG meeting was arranged for 7th March. A further update to the London Risk Register would then reflect the changes to the flooding risks and ensure it was nationally consistent.

8. Learning and Improvement Protocol (Papers 10 and 11)

8.1. Paper 10. Kelly Dallen (Secretariat) said the paper had been approved by LRF. **Kelly** explained that the new system was aimed at high level incidents and exercises. The London Resilience Lessons Review Group would aim to meet every 6 weeks, including the Special Advisors, to review any lessons learned from recent incidents and exercises and to make any recommendations based on them. Others attendees may be invited to these meetings where necessary. Going forward workshop recommendations will be fed into this process for consideration.

8.2. Kelly Dallen explained that Paper 11 is the current Learning and Improvement report, this has been updated and the majority of the lessons completed. Those remaining that still need to be addressed will be incorporated into the new process.

9. Lord Harris Review

9.1. Kelly Dallen provided a brief update on the Review and said many of the recommendations were currently being considered by the appropriate agencies. Responses would be sent to MOPAC (Mayor's Office of Policing And Crime).

10. Any Other Business

10.1. Mortuary Spaces - Kelly Dallen (Secretariat) advised there would be a change to the way the mortuary capacity statistics were presented by showing them by Coronial area instead of split between DDM/PM. No other differences would be made just the display format of the information.

10.2. Graham Leedham suggested that the local authority part of the meeting be held first to enable some networking with colleagues at the conclusion of the main meeting. The Forum agreed.



Decision - it was agreed that the local authority part of the meeting be held first to enable networking with colleagues at the conclusion of the main meeting.

10.3. Kelly Dallen mentioned there were still spaces available for the LALO 2 course on 24th May. If anyone was interested then contact Maria Farrugia in LRG – maria.farrugia2@london-fire.gov.uk .

10.4. Kelly said there were 22 BRFs that currently had a Faith Sector representatives. **Kelly** invited Boroughs without a Faith Sector representative who wished to have one to get in touch with the Secretariat. During the meeting it was noted that Lambeth, K&C and Southwark would all like this.

Action C09:02/17 – Borough Resilience Forums without a Faith Sector representative should get in touch with the Secretariat to arrange representation.

10.5. Kelly also asked the forum to update the SRRF distribution list with relevant contacts and generic emails to help ensure it contained up to date information.

Action C10:02/17 – Members to provide up to date contact details and, if available, generic e-mail addresses.

10.6. The date of the next meeting would be the 12th September 2017 at Southwark.

London Resilience Group, February 2017.