

# Minutes

<b>Meeting</b>	<b>London Resilience Forum</b>
<b>Date</b>	<b>13 June 2016</b>
<b>Time</b>	<b>2.00pm</b>
<b>Place</b>	<b>Committee Room 5, City Hall, SE1 2AA</b>

## In Attendance:

### Chair Dr Fiona Twycross AM

Mark Newton, Assistant Chief Constable, British Transport Police  
Helen Isaac, City of London Police  
Clare Wormald, Head of Resilience, Department for Communities and Local Government  
Simon Moody, London Area Manager, Environment Agency  
Luke Miller, Archdeacon of London; Faith Sector Panel Chair  
John Barradell, Chief Executive and Town Clerk, City of London Corporation, Chair of Local Authorities' Panel  
Alan Palmer, London Ambulance Service  
Doug Flight, Head of Strategic Policy Group, London Councils  
Tim Cutbill, Assistant Commissioner, London Fire Brigade  
Steve Hamm, Head of Programme for the LRF, LFEPA  
John Hetherington, LFEPA, representing SRRFs and BRFs  
Joseph Stokoe, Metropolitan Police Service  
Crispin Lockhart, Colonel, Military Sector  
Ed Stearns, Gold Communications Group Chair  
Nicki Smith, Regional Lead for EPRR, NHS England (London)  
Yvonne Doyle, Regional Director, London, Public Health England  
Nick Owen, Head of Strategic Coordination Unit, Transport for London (Transport Sector Panel)  
Nigel Furlong, Head of Resilience Planning, Transport for London  
Sarah Burchard, Emergency Risk Specialist, Thames Water (Utilities Sector Panel)  
Seamus Kelly, Deputy Chief Officer Operations, St John Ambulance (Voluntary Sector Panel)

### London Resilience Team/LFB Officers:

Hamish Cameron, London Resilience Manager  
Tom Brady, London Resilience Officer  
Mathew Hogan, London Resilience Officer  
Susan Price, London Resilience Officer

### Greater London Authority officers:

Tom Middleton, Head of Governance and Resilience  
Anna Flatley, Senior Committee Officer

## 1. Introductions and Apologies for Absence

- 1.1. The Chair welcomed members to the Forum, introduced herself as the new Chair of the Forum and congratulated Yvonne Doyle on receiving the Queen's Birthday honour of Companions of the Order of the Bath, for services to Public Health.
- 1.2. The Chair then invited attendees to introduce themselves.

Apologies were received from: Ron Dobson, Commissioner LFEPA; Don Randall, Business Sector Panel Chair; Peter Guy, Group Business Continuity Manager, Network Rail; Kevin Bate, Deputy Director of Operations, London Ambulance Service; John O'Brien, London Councils; Patricia Gallan, Metropolitan Police Service and Richard Woolford, Commander, City of London Police

## 2. Minutes and Matters Arising from the Previous Meeting

- 2.1. The Forum confirmed the minutes of the meeting of the Forum (Paper 52 01) held on Monday 8 February 2016 as an accurate record of the meeting and it was noted that there were no matters arising.

## 3. Progress against Partnership Strategy

### a) Assessing risks to London's resilience

#### 3.1. (i) Verbal Updates

**Threats – MPS:** It was reported that the current threat level remained at severe for international terrorism and substantial for Northern Ireland. The impact of the recent incident in Orlando was being assessed, with reference to arrangements for London's Pride events.

#### **Hazards – DCLG:**

**Seasonal risks:** It was reported that weather forecasts posed relatively low level concerns. There was however a threat of cross channel disruption as a result of migration issues, with a possible impact on London. The threat of the Zika virus to the UK remained although it was reported that there had been a slight decline in the number of cases in Brazil.

**Industrial Relations:** The threat of further Industrial action by Junior Doctors still existed and was being monitored.

(ii) **London Risk Management Proposal (52 02)** – The London Resilience Manager introduced the report which dealt with the Forum's proposal to have a non public (in addition to the public) risk register, and highlighted the recommendations.

It was then agreed that:

1. All individual risk assessments be combined into a single version-controlled database accessible via Resilience Direct, allowing for more sensitive information to be included and updated as required);

2. All Category 1 organisations ensure the information relating to emergency risk on their websites is up to date and provides a prominent link to [www.londonprepared.gov.uk](http://www.londonprepared.gov.uk) where the London Risk Register is available;
3. London Resilience Forum commission research into best practices in the communication of risk information to the public; and
4. On completion of proposal 3, the London Risk Register be reviewed and information made available to the public in more accessible and engaging formats.

**3.2. ACTION: The recommendations 1-4, as set out in the paper on 52 02 (London Risk Management Proposal), be implemented.**

**b) Training and Exercising**

- 3.3. Exercise Unified Response (EUR)** – The LRF Head of Programme thanked all the partners who had participated in the exercise and informed them that a written report of the exercise would be circulated to all members of the Forum. It was noted that the multi agency debrief was taking place on 11 July and there would be a post exercise conference on 12 October, after which the formal findings of the EUR would be published. All partners were invited to contribute.

**3.4. ACTION: A written report of the EUR be circulated to all members of the Forum.**

**c) Interoperability**

**Update on situational awareness project** – The LFB EP representative gave a verbal update on the progress of the situational awareness project and showed a video which provided an overview of how the system worked. It was noted that the London Prepared Information System (IES) could be tailored to suit individual organisations' requirements and that LRT officers had additional options to amend, update and send messages etc. A useful feature was it worked well on all mobile devices. It was being rolled out to the partnership over the summer and it was anticipated that it should reduce the amount of email traffic. A warning was issued that it nevertheless was dependent on individual partners inputting information promptly.

**d) Learning Lessons**

- 3.5. Lessons Database (52 03)** – The Resilience Manager introduced the report. The Chair welcomed the fact that it would be considered as part of the review of the LRF Strategy, which was dealt with later on this Agenda. The report was noted.

**e) Partnership Strategy and Delivery Plan**

**(i) Review of Strategy (52 04)** – The Head of Programme for the LRF introduced the paper, noting that the need to improve the success of implementing change as a result of lessons learnt, was one key area for review. Work had commenced on the review which had resulted in a number of key points as set out in the report. In addition to learning lessons the Head of Programme highlighted the points that there was a feeling that the scope of the mission statement should be broader; the definition of resilience itself should include chronic stresses as well as acute shocks and the role of resilience in a wider, more political, arena should be explored. Workshops would be arranged with the intention of presenting a revised strategy to the next meeting of the LRF. The Chair of the Local Authorities' Panel welcomed consideration of

the scope of resilience but stressed the need to consider it in conjunction with budgetary and financial constraints.

**3.6. ACTION: A revised LRF Strategy be presented to the meeting of the Forum on 10 October 2016 for approval.**

**4. Agency and Sector Updates**

- 4.1. **DCLG** – The DCLG representative gave a detailed presentation on the flooding which occurred over the winter, the damage which ensued and the response that had been provided. It was noted that there was a National Flood Response Review underway, which would be influenced by Brigadier Holmes' report on flood preparedness and response.
- 4.2. **MPS** – The MPS representative reported that more intelligence based policing was a key current focus; alongside preparation for forthcoming public events. It was noted that Supt Dawn Morris was assisting with Lord Harris' review on London's preparedness for response to a terrorist incident.
- 4.3. **City of London Police** – It was reported that the bi-annual review of business continuity, in particular forensics, and a review of their critical readiness plan were taking place.
- 4.4. **British Transport Police** – The BTP representative reported that Euro operation policing plan was on-going and preparations for the night tube continue.
- 4.5. **London Ambulance Service** – It was reported that following being put into special measures, the Ambulance Service was continuing with its improvement plan and the recruitment programme was continuing.
- 4.6. **London Fire Brigade (paper 52 05)** – The LFB representative introduced the update which was intended to set out the progress made following the move of LRT to the LFB in a transparent way. The integration of LRT and LFB Emergency Planning enabled there to be someone at a senior level on call at all times. The report also updated the Forum on the situational awareness project.
- 4.7. **Local Authorities** – An assurance review of capabilities and interoperability has been undertaken and endorsed by LAP and local authorities are awaiting the outcomes of Lord Harris' review.
- 4.8. **SRRF and BRF** – A review of the SRRF is taking place over the summer. The previous round saw a review of EUR and a CBRN(e) workshop is planned for the summer round. In addition, a flooding workshop had been planned for the autumn.
- 4.9. **NHS** – Following the EUR, a review was taking place of NHS situational awareness, casualty tracking, response structure; as well as the trauma and burns unit. A regional exercise was being held on burns response. It was noted that Exercise Cygnus had been reorganised for 18-20 October (noting that ministers will participate in Exercise Cygnet in August) and plans had been put in place to ensure this would take place on this occasion even if there was further industrial action. Updated heatwave planning information has been circulated London-wide. As part of a review and rolling programme, CBRN suits were being updated and the annual assurance process was starting with a 'deep dive' review of business continuity.

- 4.10. **PHE** – It was reported that there was a small measles outbreak in London which was being monitored. The review of strategy to include chronic stresses, in particular air quality, was welcomed. It was noted that the recorded delay in the London Scientific and Technical Advice Centre (STAC) Plan was as a result of a delay in receipt of national guidance, but arrangements and trained staff are in place to carry out the function, if required.
- 4.11. **Utilities** – It was reported that the terms of reference of the Utilities Panel were being examined with a view to reinvigorate it.
- 4.12. **EA** – It was noted that the Thames Barrier had been required to close only once this year. A second year of a more normal operational pattern following the numerous closures of 2014. The EA continue to work with storm barrier specialists from across the world to share learning. As part of this ongoing programme, the Thames Barrier operation and procedures will be audited by international specialists next year. Surface water remained the most difficult water risk issue to mitigate against in London. Lots of planning work had been undertaken on the internal winter readiness system. The proposal to widen the scope to chronic stresses, such as climate change, was welcomed. It was reported that the Thames Estuary 2100 project was due to produce shortly its first five year set of figures.
- 4.13. **Voluntary Sector** – It was reported that across the panel all organisations were undergoing serious restructuring and the impact of these were being considered later this month. For the first time, during EUR, the Voluntary Sector had participated at the Strategic Coordinating Group (SCG) and a capabilities review day for the sector has been planned.
- 4.14. **Faith** – The Panel meeting on 19 July would discuss its terms of reference, especially its structure and strengthening the link with BRFs, and the representative made the point that self selecting membership had proved to be unhelpful. The Faith Sector was also considering lessons from EUR and how they could be involved more widely.
- 4.15. **Transport Sector and TFL** – It was noted that a written report of lessons learnt from EUR was being produced and the Palestra Event Liaison Facility (PELF) had proved to be a success, particularly as a 'clearing house' for issues. The representative announced that the PELF would therefore be the location of the Transport Sector Panel, when activated during an incident. Further planning and training work was being undertaken for the introduction of the night tube.
- 4.16. **ACTION : A written report of lessons learnt from the EUR by the Transport Sector to be reported to a future meeting of the Forum.**

- 4.17. **Communications** – The London Resilience Communication Group were finalising an updated version of the London Media Emergency Plan, which sets out how they operate, whilst the MPS Communications Plan has been enhanced and shared to ensure messages are communicated effectively at the time of a crisis. Some learning points were being analysed from EUR, including the role of the coroner in declaration of fatalities. It was also reported that other bodies outside of the Forum, including the All England Lawn Tennis and Croquet Club Limited, Royal Horticultural Society and Westfield London had expressed interest in understanding the Partnership communication arrangements and how they can link into this, in advance of events.
- 4.18. **Communicating with the Public Group** – The London Resilience Manager reported that a successful coordinated campaign was delivered to promote Business Continuity Awareness Week. In addition, a review of communicating with the public arrangements and community resilience were being undertaken.
- 4.19. **Military** – A new GOC London District has been appointed. It was recognised that there is a desire for increased use of the military by Government in response to emergencies. This will be managed alongside a reduction in the military real estate in London.

## **5. London Resilience Forum Dashboard Report – update on current projects (52 06)**

- 5.1. The London Resilience Manager introduced the report, noting that the delayed STAC Plan which was the only critically late project had already been discussed.
- 5.2. **Disruption to Telecoms for Responders Plan (52 07)** – The LAS representative introduced the document and highlighted the caveats as set out in report, which have been placed on it as a result of discussions with the MPS. It was noted that loss of all power in London would be catastrophic. He noted that this plan only covered local responders and it had not been possible to address wider implications for this plan.
- 5.3. The Chair remarked that such a disruption would indeed have wider implications, not least for the public, and stated that there needed to be a further piece of work to address these. The LRF Head of Programme agreed and said this would necessitate further discussions on the risk appetite for this. He undertook to start this work. The Chair welcomed this.
- 5.4. It was noted that a conference will soon be hosted in the City of London on the risks of power failure and information from this would be shared with the Forum. The DCLG representative commented that the National Risk Assessment for power outage was being reviewed.
- 5.5. **The Forum then approved the report and agreed that a further piece of work on power failure be undertaken and reported back to the Forum.**
- 5.6. **ACTION: a further piece of work on the risk power failure to London be undertaken and reported back to the Forum.**

**6. Review of Actions and Confirmation of priorities for next four months**

- 6.1. The Resilience Manager reported that key priorities were the review of strategy, Strategic Coordination Protocol, power failure, risk management and an analysis of the Rockefeller initiatives. This was noted.

**7. Any other Business**

- 7.1. No other business was raised.

**8. Date of Next Meeting**

- 8.1. The next meeting is scheduled to take place on Monday 10 October 2016 at 2.00pm.