To/
Councillor Clive Lloyd
Cabinet Member for
Service Transformation and
Business Operations

Please ask for:
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Date
Dyddiad:

19th October 2017

Summary: This is a letter from the Emergency Planning and Resilience Working Group to the Cabinet Member for Service Transformation and Business Operations following the meeting of the Working Group on 11th October 2017.

Dear Councillor Lloyd,

The Emergency Planning and Resilience Working Group met on the 11th October to have an overview and service update from Craig Gimblett. This letter provides you with feedback from our meeting.

Emergency Planning and Resilience

The Working Group is grateful to Craig Gimblett for providing an overview on this topic and for answering follow up questions.

Whilst the Panel found the Working Group informative and interesting, it did have some questions and concerns.

1. There is concern over the gap in Councillor knowledge in relation to this area. There has been no communication about the work which has been undertaken, and the previous booklet which was sent out containing information for Councillors has not been made routinely available.

OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU

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We recommend that all Councillors are sent the relevant up to date booklet, and any new Councillors are sent it as matter of urgency.
All Councillors need to know;

- What to do/not to do in the case of an incident, for example, where the rest centres are.

2. There seems to be little reference to Business Continuity in relation to Emergency Planning and Resilience. The Working Group feels that this issue has not been explored or given the attention it warrants. Given the amount of business development in Swansea, this is an important issue – can you outline your plans in relation to Business Continuity if there was an incident?

3. We understand the role of various stakeholders in the case of an incident; however, we also feel that the third sector has a role to play. Their specialist nature could make a significant contribution and their experience in working with vulnerable people would be invaluable.

4. The Panel feels it would be sensible that any Councillor who has a building/venue in their ward which could potentially be classed as having a higher risk of incident should be mandated to attend training with the relevant department. This would ensure they can be properly prepared and know how to support residents if an emergency arises.

5. The Panel feels that additional resources should be directed into the Emergency Planning and Resilience Department, both financially and in relation to staff. The current budget and capacity seems small given the topical nature and breadth of work required from the department. This should also help to address the lack of provision around Business Continuity.

6. The Working Group feels strongly that a dedicated Resilience Committee for Emergency Planning, which would be proportionate, needs to be formed as a matter of urgency. It would be up to each member to then feedback relevant information to their political groups. The Working Group felt this should be established before the next training exercise and the Committee should meet quarterly.

Please provide your response by 9th November 2017. We would hope to include this letter in the agenda of the next Panel meeting.

Yours sincerely,

Mary Jones

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