

**Councillor Mary Jones**  
**Convener – Emergency Planning and  
Resilience Working Group**

**BY EMAIL**

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*Date:* 7<sup>th</sup> November 2017

Dear Councillor Jones

Thank you for your letter and feedback in relation to the Emergency Planning and Resilience working group meeting of the 11<sup>th</sup> October 2017. In answer to the points raised I can confirm the following, but should you have any further questions please do not hesitate to raise them.

1. A new members handbook is in development, which will be completed and circulated in 2018. In the interim the members incident protocol will be re-circulated to all members in the next few days to raise visibility and awareness.
2. With limited resources, external business continuity work has been touched upon, whilst addressing the risks primarily within the city centre including night time economy. As a Local Authority we do have a legal requirement to provide business continuity advice to small businesses and voluntary organisations, which will be addressed by the formation of an external webpage, which will contain templates, guidance, and signposting and contact details for local businesses which we expect to be completed early in 2018.
3. Swansea Council already works extensively with the 3<sup>rd</sup> sector, particularly the British Red Cross and other voluntary sector groups as part of the South Wales Local Resilience Forum. This ensures a consistent regional and national approach. Plans are also being looked at in relation to the management of spontaneous volunteers, to further enhance future capabilities and coordination.
4. A program of awareness training for members will be made available in 2018, whether this should be made mandatory will obviously be a matter for further discussion, but it is my hope that all members will voluntarily take the opportunity to attend the training.
5. Resources are as you're aware under constant review and particular scrutiny at the moment due to budgetary pressures. Staffing and funding for the Emergency Management Service is however being looked at by the Corporate Management Team (CMT) in January as the service will have operated as a stand-alone unit for 12 months, which was already planned in November 2016 by CMT when the decision to leave the previous joint working arrangement was unanimously made.

6. I have already discussed this issue with Craig Gimblett; our thoughts are that a Members Emergency Management Forum, with representatives from all political parties should be formed. This I will circulate a request for shortly, although I feel that 6 monthly meetings are more appropriate, particularly if the working group continues in addition. This will be formed at the earliest opportunity, but due to the planning for the exercise and significant pieces of work around the protection of Christmas events in the city centre, forming the group before, or during December will unfortunately not be possible.

It is my hope that this response answers your questions, but I would like to highlight that a considerable amount of work has been undertaken by the service through 2017. This has significantly improved arrangements for Swansea and increased levels of public safety in a very short period of time through prioritising areas of work.

Yours sincerely



**COUNCILLOR CLIVE LLOYD  
DEPUTY LEADER & CABINET MEMBER FOR SERVICE TRANSFORMATION  
& BUSINESS OPERATIONS**