

Appendix 2

Overview & Scrutiny - Monitoring Recommendations

Review Title:	EMERGENCY PLANNING		
Committee:	Overview & Scrutiny Committee (11 November 2008)	Date of report to PfH:	21 November 2008
Scrutiny Officers:	James Doble		

Recommendation		Officer Response (Grahame Helm)	Scrutiny Comments June 2009
1.	That the Head of Safer Communities and Community Development should provide a written explanation of the variance between the Emergency Planning budget and outturn in 2007/08;	The 2007/08 budget was set with Geoff Bell in post as Community Safety/Emergency Planning Officer. Geoff was then seconded to HR as Staff Liaison Officer which left the employee costs underspent in the emergency planning budget.	Completed The 2008/09 budget was based on the 2007/08 outturn.
2.	That the Head of Safer Communities and Community Development should prepare a briefing note for the Committee to illustrate variances between this Council's Emergency Plan and those of the other Oxfordshire local authorities;	This will be subject to other work pressures but should be completed in time for the next OSC discussion in May 2009 (see recommendation 5 below).	Completed Circulated to Overview and Scrutiny Committee on 6 April 2009
3.	That the Head of Safer Communities and Community Development should arrange for members of the Overview and Scrutiny Committee to visit the Oxfordshire County Council emergency planning unit at		Completed Cllrs Donaldson, Atack and Atkinson visited OCC emergency planning unit Wood Eaton on 27 January 2009.

	Woodeaton;		
4.	That one or two of the members of the Overview and Scrutiny Committee should act as observers at the next Emergency Plan exercise;	Scheduled for 3 February 2009 ~ postponed due to adverse weather (snow). Rescheduled for 24 April 2009.	Completed. No O&S Councillors were able to attend.
5.	That the Scrutiny Officer should circulate copies of the Oxfordshire County Council scrutiny report on an influenza pandemic.		Completed
6.	To note the current status of the Council's emergency planning arrangements and to conduct a six month review of the service in May 2009.		Completed On agenda for review at 14 July OSC meeting.

Emergency Planning – Update

Exercise Fastball

This is an exercise to test how quickly an incident management centre could be set up at Bodicote House in the event of an emergency. An exercise was held at 7.45 pm on 12 March 2009 when the security officer telephoned members of the management team. The call-round took 14 minutes and sufficient officers were available to have been able to open a centre within one hour.

Table-top Emergency Planning Exercise

A table-top exercise was provided to the Council's Extended Management Team on 24 April 2009. Facilitated by the County Council's emergency planning team, the exercise was designed around an escalating incident of a fatal plane crash occurring in a village setting.

Rest Centre Training

Following a review of rest centre provision across the county, the County Council team is putting together a training package for any staff involved in these arrangements.

CDC Emergency Plan Update

Keyholder details for all village halls and community centres is currently being collated. This information will be included in the Emergency Plan (Part B) for use when local facilities may be required.

Community Emergency Plans

The County Council has produced a Community Emergency Plan template and guidance. Its aim is to support town and parish councils in establishing a local emergency management team which can identify the risks to the community and identify available community resources. They will then be able to write a self-help plan based on the model template.

The template can be downloaded from the County Council website and a link will also be created from the CDC website.

Pandemic Flu Planning

The Thames Valley Local Resilience Forum (TVLRF) has produced a Pandemic Influenza Multi Agency Strategy. Currently there has been no call on local authorities to support the front-line work of the health services and therefore the CDC focus has been on business continuity planning. A Pandemic Flu Plan is being finalised which identifies the Council's essential services and how they can be sustained. The TVLRF is holding a training and exercise day for all partners on 13 July.