



Communities
Overview Committee

4 February 2018

10.00 am

Item

Public

**MINUTES OF THE COMMUNITIES OVERVIEW COMMITTEE MEETING HELD ON
26 NOVEMBER 2018
10.00 - 11.35 AM**

Responsible Officer: Amanda Holyoak
Email: amanda.holyoak@shropshire.gov.uk Tel: 01743 257714

Present

Councillor Cecilia Motley (Chairman)
Councillors Nick Hignett (Vice Chairman), Ted Clarke, Rob Gittins, Roger Hughes,
Vivienne Parry, Keith Roberts, Roy Aldcroft (Substitute) (substitute for Tina Woodward)
and David Evans (Substitute) (substitute for Leslie Winwood)

27 Apologies for absence and substitutions

Apologies were received from Councillors Les Winwood and Tina Woodward. Councillor David Evans substituted for Councillor Winwood and Councillor Roy Aldcroft substituted for Councillor Woodward.

28 Disclosable Pecuniary Interests

Members were reminded that they must not participate in the discussion or voting on any matter in which they had a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

29 Minutes of the last meeting

Minutes of the meeting held on 10 September 2018 were confirmed as a correct record.

In relation to Minute Number 25 (Burial Capacity within Shropshire) Councillor David Evans explained that Craven Arms Parish Council had not responded to the survey and Councillor Viv Parry reported that Ludlow Town Council were also looking at this issue. The Chairman reminded the Committee that it had been agreed to revisit the issue at a future meeting.

30 Public Question Time

There were no public questions.

31 Member Question Time

There were no Member questions.

32 Emergency Planning

The Chair reported that the Committee had requested an item on Emergency Planning and a briefing note had been received (copy attached to the signed Minutes). Lianne Deathridge, Emergency Planning Manager gave a presentation (copy of slides attached to signed Minutes) which covered the following areas:

- Shropshire Council's Emergency Planning Unit
- Civil Contingencies Act 2005
- Definition of an Emergency
- West Mercia Local Resilience Forum
- National Risk Register
- West Mercia Risk Register
- West Mercia Community Risk Register 'Top 8'
- Shropshire & Telford Tactical Coordinating Group Local Risk Register
- Recent Emergencies
- Declaration of an Emergency
- Incident response
- Community Resilience and case studies

The Emergency Planning Manager drew attention to Shropshire Council's Emergency Planning Unit and the key piece of legislation, the Civil Contingencies Act 2005 that the Emergency Planning team work to. She touched on the definition of an emergency and informed the Committee of the West Mercia Local Resilience Forum structure (LRF) which was headed up by the Chief Officer Group chaired by the Chief Constable of West Mercia Police. She explained that the priorities and strategic aims of the West Mercia Local Resilience Forum were signed off by the Chief Officer Group which met twice a year.

In response to a query about what would happen if, for example, the bridge at Ironbridge began to fall into the river, the Emergency Planning Manager explained that Telford and Wrekin Council had a monitoring system in place and that in the event that the bridge began to fall into the river, their Emergency Plan would be activated and she would be asked to arrange a tactical co-ordination meeting with all relevant partners eg blue light, health, environment etc and the plan would be put into place. In response to a query the Emergency Planning Manager reported that it would take about 30 minutes to disseminate the automated telephone message and set up a teleconference for all key people to get a better picture of what happened at the scene. She went on to explained that the residents at Ironbridge were fully aware of the risks and would get a similar message. The biggest concern however was for tourists who were not aware of the risks.

The Emergency Planning Manager reported that an exercise had been undertaken two years ago with the voluntary sector to test the search and rescue plan which had been a very good learning curve.

In response to a query, the Emergency Planning Manager explained that Shropshire had a very good relationship with the Military who were notified in the same way as other key

organisations. She also confirmed that mobile telephone companies were involved and should be able to send messages to all telephones in a particular area, although she did not think that this had ever been activated.

In response to a query, the Emergency Planning Manager explained that for any multi-agency incident a statement would be drafted by the chair of the Tactical Coordinating Group and sent to all responding agencies to agree.

The Emergency Planning Manager drew attention to the National Risk Register of Civil Emergencies and the West Mercia Community Risk Register which contained the Top 8 Risks. She explained that there was a Lead Officer for each risk and that each risk was reviewed and updated as necessary. She went on to draw attention to the Shropshire and Telford Tactical Coordinating Group's Local Risk Register for Shropshire.

In response to a query in relation to what would happen if all communications were lost due to eg a solar flare, the Emergency Planning Manager confirmed that the Resilient Telecommunications Group would have a plan, but she would check on this.

The Emergency Planning Manager informed the Committee that the Fess Vehicle was deployed through the Fire Service and was used to distribute food and refreshments etc. It was kept at St Michael Street Fire Headquarters.

Finally, the Emergency Planning Manager briefly touched on Community Resilience and the work being done in Wem and Ludlow in order to get communities to understand their risks and how resilient they were.

In response to a query about whether a document was available setting out the role of elected members etc, the Emergency Planning Manager agreed to let Members have sight of a document that she wished to roll out for comments and feedback.

It was agreed that a Member Training Session be organised in order to raise awareness amongst Members.

The Chairman thanked the Emergency Planning Manager for her very informative presentation.

33 Work Programme

The Committee considered its proposed future work programme (copy attached to the signed Minutes).

The Statutory Scrutiny Officer circulated details of a Motion agreed at Council on 20 September 2018 (copy attached to the signed Minutes) in relation to Engaging Diverse Communities. He confirmed that he had discussed this with the Chairman and the Director of Place to understand the scope for this piece of work and it was confirmed that it was within the scope of this committee's Terms of Reference to take the issue forward. Consideration had been given to a joint piece of work with the Place Overview Committee, but it was felt that this would take too much time and that it was best led through this committee.

A brief discussion ensued in relation to the scope of the Terms of Reference for this piece of work which was a broad, far reaching area to focus in on. Consideration was given as

to whether this work should be carried out by the whole committee or a task and finish group. The Statutory Scrutiny Officer agreed to check how binding the motion was and as it was such a big area with no timescale prescribed, he felt that these topics could be the Committee's workplan for the next 12 months or could be delivered by a Task and Finish Group throughout the year.

As Members had only just had a chance to look at this issue, the Chair proposed that she sit down with the Statutory Scrutiny Officer and the Director of Place in order to break it down into more coherent bite size chunks and bring it back to the next meeting in January. It was requested that the draft Terms of Reference not be shared until a definitive plan was in place.

It was agreed to push the Public Rights of Way presentation and the Community Safety Strategy back to March and to look again at the burial programme on the 28 January.

Signed (Chairman)

Date: