

PURPOSE OF REPORT

This report provides an overview of resilience matters pertinent to the Council. The report covers the period from 1 April 2021 to 31 March 2022.

PERFORMANCE HEADLINES

NB. DURING 2021-22 THE EMERGENCY PLANNING TEAM WAS RESPONDING TO COVID-19 SO MUCH OF THE ROUTINE WORK HAD TO BE PUT ON HOLD.



Incident Response

44

Incidents responded to.

Including Covid-19, flooding, storms, building fires, utility failures, etc.



Training and Exercises

12

Training sessions and exercises planned and facilitated.

Including cyber exercise, Resilience Direct, recovery exercise, London Bridge exercise, etc.



Hazard Warnings

124

New hazards entered on the database.

Platform for sharing information on potential hazards.



Counter Terrorism Awareness

1000+

People completing the Counter Terrorism package.

Awareness raising training.



Advice to Schools

1500+

Responded to over 1500 calls/emails from schools/other settings relating to Covid-19 and emergency planning

Schools and other settings provided with Covid-19 and emergency planning advice and support (in and out of hours support).



Educational Visits

193

Educational visits approved.

Schools continue to run safe off-site educational visits.

KIRKLEES LOCAL CONTEXT

CORE
DUTY
01

RISK ASSESSMENT

- Reviewed the Kirklees Risk assessments in line with the National Security Risk Assessment.
- Worked with partners to review and update the West Yorkshire risk assessments and the WY Community Risk Register.
- Reviewed and updated numerous risk assessments in relation to Covid-19.
- Supporting the Climate Adaptation project being rolled out within the Council to assess our Kirklees wide risks to climate change and how these can be addressed.

CORE
DUTY
02

CO-OPERATION

- Worked with Council Services and partners in the response to and recovery from Covid-19, tactically leading on several workstream areas, including excess deaths, surge testing and business continuity.
- Assisted school with educational visit advice, signing off trips, and provided EVC training.
- Continued to support Locala as per the EPPR service contract in place.
- Arranged and facilitated the Pre-Winter Assurance Meeting (Council and local partners).
- Worked with WYRF during the response to Covid-19, reviewed/developed of multi-agency plans, etc.
- Arranged and facilitated the initial arrangements to support roll out of the new Kirklees wide response to the upcoming Protect Duty and to support the PALs pilot programme.
- Worked with WYRF reviewing and developing of multi-agency plans, etc.
- Worked with Council services and multi-agency partners in the response to and recovery from a wide range of emergencies, 24/7.

CORE
DUTY
03

INFORMATION SHARING

- Tactically led Covid-19 business continuity response and recovery.
- Active use of Resilience Direct to share information during incident response and in the planning stage.
- Coordination and facilitation of Kirklees Emergency Planning Group meetings to share information around risks and planning for emergencies across key Kirklees responders.
- Reviewed and circulated plans and policies relating to emergency planning, business continuity and school offsite visits.

CORE
DUTY
04

EMERGENCY PLANNING

- Continued to assist in the Council's response to Covid-19, including business continuity, PPE requirements and testing.
- Responded to various incidents, including severe weather events, fires, power outages, fuel issues, etc.
- Responded to Operation Forth Bridge (Death of the Duke of Edinburgh).
- Provided assistance and expertise for numerous events within Kirklees, such as the Batley and Spenningsheath Election, Remembrance Sunday, etc.
- EPRR Assurance submitted with Substantial Compliance.
- Reviewed and updated several emergency plans to ensure they are current (Major Incident Plan and associated chapters).
- Ran and attended various exercises to test Council, and partners procedures (EPRR Exercise, Resilience Direct Exercise, Recovery Exercise, COMAH Exercises, business continuity exercises, plan specific exercise etc.). These exercises provide assurance that the plans are fit for purpose and staff are confident in their response role to an emergency and/or business disruption.
- Delivered several training sessions to Council Officers and partners on themes including Resilience Direct, counter terrorism, evacuation, emergency planning for schools, school governor's role in emergency planning, lockdown, business continuity, flood spotters, educational visits, etc.
- Prepared and delivered Emergency Planning lessons to students at Kirklees College.

- Worked with Safer Kirklees to identified a number of reception centres which could be utilised for a Human Trafficking operation. Established a procedure for partners to request the use of these centres.
- Coordinated a project to look at Hostile Vehicle Mitigation options for key high-risk sites in Kirklees.
- Drone training completed by the Team. All are now qualified Drone pilots with access to a drone to support local and wider multi-agency requirements for such a resource.
- Debriefed incidents that required an enhanced response (Storms Dudley, Eunice and Franklin, Operation Forth Bridge, fuel plan activation, etc.)

CORE
DUTY
05

BUSINESS CONTINUITY MANAGEMENT

- Continue to tactically advise and support the Corporate Business Continuity Team and facilitate its processes (such as the monthly resilience reporting process that collates information around service delivery and pressures across the organisation).
- Continued to advise and assist Council Teams and partner organisations to write, review, maintain, train, exercise and activate their Business Continuity Plans and arrangements.
- Reviewed the council's business continuity programme to include Covid learning. The revised programme will be rolled out late summer 2022 and will include shorter plans, organisation wide exercises, an electronic database of critical activities and the resources required to support them, and the use of a dashboard that will allow the Councils senior leaders to maintain an oversight of service delivery and pressures across the entire organisation.
- Provided business continuity advice and assistance to services and partners on a range business disruptions, including Covid 19.

CORE
DUTY
06

COMMUNICATING WITH THE PUBLIC

- Led the door knocking surge testing operation in Kirklees during Covid 19, disseminating test kits and passing on messages around themes including infection control and vaccination.
- Worked with the Council and partners communication teams to ensure timely and appropriate messaging was cascaded during emergencies and business disruptions.
- Used Kirklees Emergency Alert to warn and inform during emergencies.
- Delivered resilience and emergency planning lessons to educational establishments.
- Reviewed the emergency planning pages on the public facing Kirklees website, and on the intranet.
- Developed a cascade contact list to share information relating to preparedness for terrorism.

CORE
DUTY
07

ADVICE TO BUSINESSES

- Continued to promote Kirklees Emergency Alert across the district. This service provides a text message to warn and inform businesses of emergencies that are happening in their area.
- Continued to support targeted testing within high-risk businesses. Then supported the eventual stand down of this process, reporting on its outcomes at stand down.
- Provided business continuity advice to businesses during Covid.
- Arranged for Mobile Testing Units to be set up when Covid-19 outbreaks at businesses were identified.
- Liaised with businesses as necessary around the Mobile Testing Unit requirements.

CORE
DUTY
08

OTHER

- Provided advice and support to schools and other settings in relation to Covid-19.
- Supported multi-agency exercises as required.
- Support given to Creative Design Team to debrief major events (e.g., Year of Music Event, Halloween spooktacular, Christmas lights).
- Updated EQIA assessment for Council Emergency Planning documents in place to ensure there are fair to all those they are designed to protect.

FL

FORWARD LOOK

- Apply the lessons learnt from the response to Covid into the Council's Emergency and Business Continuity Plans and procedures.
- Assess/monitor the impacts on resilience in relation to inflationary pressures due to national/international influences (cost-of-living crisis).
- Assess how capabilities will be impacted as the organisation and partners recover to a 'new normal' after Covid-19.
- Roll out the revised business continuity programme across the organisation.
- Finalise HVM options project
- Fully establish protect duty structures and workstreams
- Continue to strengthen the link between emergency planning, business continuity and cyber.
- Continue to deliver the EPRR function for Locala.
- Review risk assessments in-line with updates.
- Review and update emergency plans in line with annual review periods.
- Continue to develop the use of Resilience Direct to support information sharing and joint working.
- Develop and run training and exercise programmes for the Council and partners (e.g. Resilience Direct, rest centre activation, EPRR, etc.).
- Further the roll out of Resilience Direct and its use as a hub for Business Continuity Plan storage.
- Run a lockdown exercise at one of the key Council buildings in Huddersfield.
- Complete the 2022 EPRR assurance.
- Liaise with the Comms Team around the 30 days 30 ways campaign
- Maintain Evolve support role and rolling out of EVC full training and update workshops.
- Continue to support the council wide Climate Change adaptation project.
- Maintain an overview of upcoming CCA changes and ensure council arrangements and procedures are kept in line with these.
- Annual EQIA assurance of plans and arrangements in place.

WY
NC

WEST YORKSHIRE/NATIONAL CONTEXT

- National push towards cyber risk awareness.
- Align Council risk assessments to new national assessments and revised matrix.
- Continue as active members of the West Yorkshire Resilience Forum (the Team Chair, and Deputy chair 4 sub-groups).
- Continue to plan for undertake the associated preparedness work for operation London Bridge, and Operation Forth Bridge.
- Complete national EPRR assurance.
- Continue to support the delivery of national ACT training.