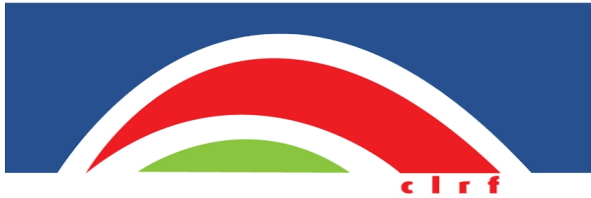


MEETING: Cleveland Local Resilience Forum

DATE: 1 March 2007

TIME: 2 pm

VENUE: MBC, Police Headquarters



RECORD OF MINUTES

Meeting No: 01/2007

MINUTES ARISING FROM THE OPEN SESSION (SUITABLE FOR EXTERNAL DISCLOSURE)

Persons Present (Initials, Rank, Role & Organisation only)

DB	ACC, Cleveland Police, Chair
DH	Cleveland Emergency Planning Officer/Secretariat
PK	Health Protection Agency
DSH	GONE
SG	North Tees & Hartlepool NHS Trust
DF	North East Ambulance
MB	Stockton on Tees Borough Council
CG	HQ 15 (NE) BDE
MB	MCA
IP	Middlesbrough Council
AH	Environment Agency
JE	British Red Cross
SC	Tees Primary Care Trust
IC	Redcar & Cleveland Borough Council
SW	Cleveland Emergency Planning Unit
HD	PA to ACC

Other persons referred to but not present at the meeting.
(Initials, Rank, Role & Organisation only)

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Para. No.		Action
1	Apologies for absence	
	Apologies were received from: SP Chief Constable, Cleveland Police PM Insp, EPU, Cleveland Police NM Redcar & Cleveland Borough Council PJ Director, Cleveland Fire ID Chief Executive, North Tees & Hartlepool NHS Trust PK Middlesbrough Primary Care Trust PB North East Ambulance Service DS Hartlepool Borough Council	
2	Cleveland LRF website	
	SW gave a presentation on the new user friendly LRF website which had been enhanced by the Cleveland Emergency Planning Unit. Members considered the website was excellent and expressed their thanks to DH and the team. (www.clevelandlrf.org.uk).	
3	Minutes of the open session of previous meeting held on 30 November 2006	
	The minutes of the previous meeting were accepted as a true and accurate record.	
4	Matters arising from the open session of the previous meeting	
	<u>Nuclear Energy</u>	
	As PJ was not in attendance this item was deferred to the next meeting.	PJ
	<u>Evacuation procedures</u>	
	DH confirmed that the recommendations had been passed to the Regional Impact Management Recovery Group (IMRG) for progressing.	
	<u>Voluntary agencies guide</u>	
	JE confirmed that she would discuss with NM voluntary agencies actions and planning before the next meeting.	JE/NM
5	DEFRA – planning for severe flooding	
	DH presented a report outlining the progress being made on flood planning. Discussion took place surrounding the creation of a list of rescue craft available in the event of a flood.	
	It was AGREED that this and other issues in the Defra letter should be taken forward by the Flood Risk Group	

6	Threat levels	
	SG advised informed the Group of the approach adopted by the University Hospital of North Tees and Hartlepool NHS Trust to respond to changes in the national threat levels. Members were asked to note the report.	
7	LRF funding	
	This item was deferred until a future date.	
8	Draft local authority pandemic flu plan	
	DH presented the report which advised the Group that the draft plan and guidance for Influenza Pandemic had been created for use by the four local authorities.	
	It was AGREED that:	
	1. DH would send the draft plan electronically to all Members highlighting that it is still a draft.	DH
	2. DH to review the 'Alert Stages' traffic light system.	DH
9	Anti viral distribution plan/mass vaccination plan	
	SC advised that following a meeting of health advisors, changes were likely to be made to the plan. Therefore this item was deferred to the next meeting.	SC / DH
10	Exercise Winter Willow	
	DH who had attended the exercise on behalf of the LRF as an observer at the RCCC on behalf of the LRF on 16 and 21 February 2007, gave an overview of the exercise, main issues raised and actions being undertaken as a result of the exercise.	
	It was AGREED that:	
	1. Members note the report.	
	2. Members consider the issues for the final evaluation.	
	3. Members feed back the outcomes to their respective organisations/agencies for the appropriate work to be conducted.	
11	National resilience planning assumptions	
	DH advised that the 12 nationally identified risks / assumptions are intended to support the medium term planning across LRF areas, adding that these risks are included within the local risk assessment process, with significant planning being undertaken in respect of 10 of them. Discussion then ensued on the remaining two risks: <ul style="list-style-type: none"> • Debris and Rubble • Influx of British nationals 	

	It was AGREED that DH would do some further work regarding these two issues and report back to the next meeting.	DH
12	LRF digest	
	DH outlined the correspondence and information received within the Emergency Planning Unit since the last meeting and informed Members that the information was available from him should anyone required a further copy.	
13	Draft regional risk assessment	
	DH advised that the draft regional risk assessment had been recently completed and requested that Members feedback to their respective organisations/agencies, so that the risks could be linked into their own risk planning processes.	All
14	Any other business	
	DSH advised that on 19 April an event had been arranged by the Regional Resilience Team titled 'Our Friends in the North' and that where possible people should try to attend. Bruce Mann, Head of the Civil Contingencies Secretariat would be present.	
15	Date of Next Meeting	
	Thursday 7 th June 2007 at 2pm	

RESTRICTED

**MINUTES ARISING FROM THE CLOSED SEASON
(NOT SUITABLE FOR EXTERNAL DISCLOSURE)**

Persons Present (Initials, Full Name, including Rank, Role & Organisation)

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Other persons referred to but not present at the meeting.
(Initials, Full Name including Rank, Role & Organisation)

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Para. No		Action