

REPORT TO: POLICY AND RESOURCES COMMITTEE
REPORT ON: CIVIL CONTINGENCIES ACT 2004
REPORT BY: DEPUTE CHIEF EXECUTIVE (SUPPORT SERVICES)
REPORT NO: 27-2006

1.0 Purpose of Report

To advise the Committee of the introduction of the Civil Contingencies Act 2004 and the actions necessary to ensure compliance by the Council.

2.0 Recommendations

That it be remitted to the Depute Chief Executive (Support Services) to take action to ensure the Council's compliance with the Civil Contingencies Act 2004.

3.0 Financial Implications

The cost of compliance should be contained within individual departmental budgets.

4.0 Local Agenda 21 Implications

It is anticipated that any activity in ensuring compliance will be in accordance with the Council's existing environmental policies.

5.0 Equal Opportunities Implications

It is expected that any actions in ensuring compliance will be undertaken in line with the Council's current Equal Opportunities policies.

6.0 Main Text

- 6.1 The Civil Contingencies Act 2004 which has now come into force is a significant piece of legislation which replaces the 1948 Civil Defence Act. It aims to ensure that there is a robust mechanism in place locally for civil protection with clear duties and responsibilities being delegated to responding agencies.
- 6.2 The main local responders in an emergency are classed as Category 1 Responders and these include Police, Fire, Ambulance, Maritime and Coastguard Agency, Local Authorities, The National Health Service and Scottish Environment Protection Agency.
- 6.3 The Civil Protection duties to which the Category 1 Responders are subject are as follows:-
- Assess the risk of emergencies likely to occur in their area;
 - Put in place appropriate emergency plans;
 - Put in place business continuity management arrangements;
 - Arrange to inform the public about civil protection matters including arrangements to warn, inform and advise the public in the event of an emergency;
 - Share information with other local Responders;
 - Co-operate with other Responders to improve co-ordination and efficiency; and
 - Provide advice and assistance to businesses and voluntary organisations on business continuity issues. This latter is a duty on local authorities only.

- 6.4 Other Agencies which may have a role to play in emergency response are classed as Category 2 Responders with the responsibility for co-operating with the emergency services, local authorities and other Category 1 Responders in sharing information or working together in an emergency. These include such as the utility companies, gas and electricity, telecommunication operators, BT, Telewest etc, Scottish Water, Network Rail and Train Operating Companies, Airport Operators and Harbour Authorities.
- 6.5 A key aspect of the legislation for local responders is the need to assess the type of emergency risk which may exist in their area including the preparation and publication of a Community Risk Register and to co-operate and share information with other emergency response organisations. In addition, the statutory guidance which accompanies the legislation requires local responders to work together in a Strategic Co-ordinating Group (SCG). Dundee City Council already works closely with the emergency services, Angus and Perth and Kinross Councils and other agencies in the Tayside Regional Emergency Co-ordinating and Planning Group (RECAP). This Group will continue to function under the Civil Contingencies Act.
- 6.6 Work has already started on the preparation of a Community Risk Register through RECAP. This is led by Tayside Fire and Rescue Service with representatives from the key agencies including local authorities taking part.
- 6.7 The Act also requires Category 1 responders to have in place Business Continuity Plans to ensure they can continue to deliver services critical to the community in the event of an emergency. Further, there is a requirement on the local authority in any given area to promote and encourage continuity plans in their local business community. The Council's Risk and Business Continuity Manager, based in the Finance Department, is addressing these internal and external business continuity planning demands. The Council is currently addressing its business continuity issues through a Corporate Risk Management Group and this mechanism will also ensure compliance with the Act.
- 6.8 The Council will need to review the style and content of its Civil Emergency Plan and it is recommended that it is remitted to the Depute Chief Executive (Support Services) to bring forward a paper to the Management Team to facilitate the drawing up of an Action Plan to ensure the Council is in compliance with the Civil Contingencies Act.

7.0 Consultations

- 7.1 The Chief Executive and the Depute Chief Executive (Finance) have been consulted and are in agreement with the contents of this report.

8.0 Background Papers

- 8.1 No background papers were relied on in the completion of this report.

9.0 Patricia McIlquham Depute Chief Executive (Support Services)