

Annex 2 – Emergency Planning implication

	Recommendation (report paragraph)	Implications for the Council	Government response
42	That the [Civil Contingencies] Act [2004] be reviewed and consideration be given to granting a designated Secretary of State the power to carry out the functions of a Category 1 responder in its place for a limited period of time. (113.67)	If TMBC fail to deliver our duties under the CCA. Government Officials will have power to take over. However, due to TMBC readiness this scenario is unlikely.	Accepted – review of statutory powers underway.
43	Regulation 23 of the Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005 requires a Category 1 responder to have regard when making its plans to the activities of relevant voluntary organisations. We therefore recommend that the regulation be amended to require Category 1 responders to establish and maintain partnerships with the voluntary, community and faith organisations in the areas in which they are responsible for preparing for and responding to emergencies. (113.68)	TMBC is an active supporter of the established and successful Kent Voluntary Sector Emergency Group (KVSEG) which incorporates 21 member groups as diverse as Air Search (volunteer light aircraft and observers), South East 4x4 Response, the Salvation Army (among other services a mobile catering vehicle), Kent Emergency Chaplains Service and the WI (support and catering in Welfare Centres). The KVSEG has a Capabilities Directory available to resilience partners on Resilience	Accepted in principle.

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		<p>Direct (RD) which gives guidance in promoting and raising awareness of the potential contribution of the voluntary sector within Kent. It provides an overview of the services that may be available from each organisation and also highlights considerations that should be considered when engaging the voluntary sector in response and recovery activities. Regulation would be helpful going forward but the Kent resilience community has embedded the KVSEG in its training, planning, exercises, and response for many years. TMBC also actively supports those parishes with Community Emergency Plans and volunteer Flood Wardens, also the Tonbridge Flood Warden group with strategically placed and maintained sandbag containers, training, and relevant updates from Severe Weather Advisory Group (SWAG) meetings and our Met Office Civil Contingencies adviser.</p>	

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44	The current guidance on preparing for emergencies is contained in several documents, all of which are unduly long and in some respects out of date. We recommend that the guidance be revised, reduced in length and consolidated in one document which lays greater emphasis on the need for those leading the response to consider the requirements for recovery, the need to identify vulnerable people, the importance of identifying and ensuring co-operation with voluntary, community and faith groups and is consistent with the Equality Act 2010. (113.69)	All updates and consolidation of guidance is welcomed to ensure that our ability to respond is as efficient and effective as possible.	Accepted
45	That regard for humanitarian considerations be expressly recognised by making it the ninth principle of effective response and recovery. (113.69)		Accepted – this will be fully factored into the outcomes of the proposed resilience review.

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47	<p>That local resilience forums adopt national standards to ensure effective training, preparation and planning for emergencies and adopt independent auditing schemes to identify deficiencies and secure compliance. (113.71)</p>	<p>The former lead trainer for the KRT was an approved trainer for Continuing Professional Development by the Emergency Planning Society. It is understood that this qualification is not held by, or has lapsed for the current members of the KRT, KCC Resilience and Emergency Planning do not provide any external staff training. TMBC have been fortunate to secure the services of the former KRT trainer as a consultant. An agreed training/exercise programme is in progress, Welfare Centre training/exercise days were held on 3 October 2024 and 28 November 2024 at Ryarsh village hall for 51 members of staff. This training has resulted in 71 members of staff being welfare centre trained and 12 rest centre managers. An Incident Liaison Officer training/exercise session was held on 21 November 2024. Training records were maintained by the KRT but confirming attendance on courses run by them was difficult and the records</p>	<p>Accepted – National Resilience Standards to be clarified.</p>

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		kept inconsistent. TMBC now keep their own records of all training attended. With the exception of the online Introduction to Emergency Planning course, all training is in-person.	
48	That a mechanism be introduced for independently verifying the frequency and quality of training provided by local authorities and other Category 1 responders. (113.71)	Training arrangements both at a county and district level would need to be reviewed and the Council's current approach would likely need to be at least maintained to meet with requirements.	Accepted in principle
49	That local authorities train all their employees, including chief executives, to regard resilience as an integral part of their responsibilities.	The Chief Executive along with Directors have all attended MAGIC training. Duty Emergency Co-ordinators are also trained to a strategic level.	Supported
50	Royal Borough of Kensington and Chelsea (RBKC) had no effective means of collecting and recording information about those who had been displaced from the tower and	The Customer Services team is recognised as having a crucial staffing role in the effective response to any emergency. Their contact details, together with all other TMBC response	Supported

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	<p>surrounding buildings, including those who were missing. Compiling reliable information of that kind is difficult and the challenges likely to be faced by local authority Category 1 responders will vary according to the nature of the emergency. We recommend that all local authorities devise methods of obtaining and recording information of that kind, if possible in electronic form, and practise putting them into operation under a variety of different circumstances. (113.74)</p>	<p>roles are listed individually and as a team in the Key Contact List, Notify SMS, and Major Emergency Plan Section MEP-03. Customer Service team members can be contacted and work from home, providing an immediate effective and efficient first point of contact service. TMBC have robust 24/7 Duty Officer response, these officers are supported by more senior Duty Emergency Coordinators drawn from Heads of Service, the Chief Executive and Directors, the latter have the authority to declare an emergency under the CCA 2024 impacting the Borough. Duty Housing, Building Control and IT officer rotas are also listed in the comprehensive Out of Hour manual. Kent resilience partners and TMBC currently use the long-established paper Survivor/Evacuee pads to record accurate details of those evacuated to any Welfare Centre, these take approximately 10 minutes to complete for each individual evacuee. Some of</p>	

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		<p>our listed Welfare Centres have no or limited internet and mobile phone access, and the emergency may mean that no electrical power is available, so availability of these forms is likely to be necessary, However it is possible that an IT programme may be available using iPads or similar and work is in progress to ascertain if this is a viable option.</p>	
51	<p>That all local authorities make such arrangements as are reasonably practicable for enabling them to place people in temporary accommodation at short notice and in ways that meet their personal, religious and cultural requirements. Such arrangements should, as far as possible, involve local providers of social housing. (113.75)</p>	<p>The inquiry report recognises that this will always be a significant undertaking for a local authority. The mutual aid arrangements in Kent are likely to need to be reviewed in this regard, including engagement with existing TA providers. The Emergency Planning, Housing and Property teams will need to work together to have a suitable contingency plan in place. This will be discussed in further detail with Clarion Housing Group as the largest social housing provider within TMBC.</p>	Supported

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52	That all local authorities include in their contingency plans arrangements for providing immediate financial assistance to people affected by an emergency. (113.76)	Work is on-going. Distributing financial support to large numbers of displaced residents is exceptionally challenging. Finance team is considering how to access large volumes of cash, whether pre-loaded deposit cards could be held and how to audit the spend.	Supported
53	That as part of their planning for emergencies local authorities give detailed consideration to the availability of key workers and the role they are expected to play so that suitable contingency arrangements can be made to ensure, as far as possible, continuity of support. (113.76)	The Council's Emergency Planning training programme along with the expectation that all staff perform a roll within the emergency plan means that suitable, trained staff are available to support a response. It is mandatory for all staff to complete the online 'Introduction to Emergency Planning' course and to attend Welfare Centre training.	Supported, with specific reference to social workers.
54	That as part of their emergency planning local authorities make effective arrangements for continuing communication with those who need assistance using the most suitable technology and a range of languages appropriate to the area. (113.77)	The Council's Communications Strategy, which is due to be updated this year, will consider whether our current communications approaches sufficiently support these recommendations and seek to	Supported

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		implement additional measures as needed.	
55	That all local authorities include in their plans for responding to emergencies arrangements for providing information to the public by whatever combination of modern methods of communication are likely to be most effective for the areas for which they are responsible. (113.78)	The Council's Communications Strategy, which is due to be updated this year, will consider whether our current communications approaches sufficiently support these recommendations and seek to implement additional measures as needed.	Supported