

### Current Emergency Planning Service Arrangements in North Wales

1. The Emergency Planning Service is a discrete but essential service. In North Wales the configuration is five separate service units – separate services for each of Anglesey, Conwy, Gwynedd and Wrexham, with a shared service in Flintshire and Denbighshire. The total employer complement is 16.5 full time equivalent (FTE) with a combined budget (in scope of the review) of £722,000.
2. Local Authorities are category 1 responders as defined by the Civil Contingencies Act 2004. The act sets out the duties of local authorities and emergency services in preventing, preparing for and responding to emergencies. Duties include:-
  - assessments of risks in the local authority area
  - maintaining emergency plans
  - business continuity arrangements
  - liaising with other public services who are category one responders e.g. Police, Fire and Health Services
  - advising businesses on business continuity arrangements.
3. The core functions of the service are: -
  - assessing risk
  - preparing plans (emergencies and business continuity)
  - liaising with emergency services
  - advising senior management on emergency planning
  - training employees and volunteers on emergency procedures and plans
  - planning resources for responding to an emergency.
4. The key respondent partners are organised on a regional basis e.g. North Wales Police and the Fire and Rescue Service.
5. To ensure coordination of emergency planning efforts by the category 1 responders, the North Wales Resilience Forum has been established on which local authorities have one representative (currently the Chief Executive at Conwy County Borough Council). The Forum aims to ensure a coordinated and integrated approach to collective emergency planning work.
6. The North Wales Resilience Forum is supported by a lower tier North Wales Co-ordinating Group which has a number of sub-groups looking at various issues (for example dealing with fatalities; training; recovery plans etc) and officers from local authority emergency planning units play a leading role in the activities of these sub-groups.
7. In the event of a major emergency, there is a process whereby co-ordination would be facilitated by a Strategic Co-ordinating Group (SCG) which would meet at the SCG Centre in Colwyn Bay. Each authority would be represented at this group at a senior level (usually a Chief Executive or Senior Director) supported by emergency planning unit staff from their own individual authorities.