

Minutes (Public Version)

Meeting London Local Resilience Forum
Date Monday 16 April 2012
Time 10.00 am
Place Committee Room 5, City Hall

Chair: Richard Barnes AM, Deputy Mayor of London

Attending (in alphabetical order of organisation):

Don Randall, Head of Security, Bank of England (Business Sector Panel)
Steve Thomas, Assistant Chief Constable, British Transport Police
Adrian Leppard, Commissioner, City of London Police
James Cruddas, Head of Resilience and Emergencies Division, Department for Communities and Local Government
Howard Davidson, Director South East, Environment Agency
Mark Beveridge, Strategic Emergency Preparedness Manager, Health Protection Agency
Richard Webber, Director of Operations, London Ambulance Service
John O'Brien, Chief Executive, London Councils (Local Authorities Sector Panel)
Col Hugh Bodington, Chief of Staff, London District (Military)
Ron Dobson, Commissioner, London Fire and Emergency Planning Authority
Andrew Pritchard, Head of Emergency Planning, London Fire Brigade
Sir Ian Johnston, Director of Security and Resilience, London Organising Committee of the Olympic Games and Paralympic Games
Richard Jones, Head of Network Operations and Control, London Underground
Mark Rogers, Met Office Advisor (Civil Contingencies), Met Office
Mark Rowley, Assistant Commissioner for Central Operations, Metropolitan Police Service
Chris Webb, Deputy Director of Public Affairs, MPS (Comms Sector Panel)
Simon Tanner, Regional Director of Public Health, NHS London
Chris Featherstone, Thames Water
Seamus Kelly, St John Ambulance (Voluntary Sector Panel)
Mike Weston, Operations Director, Transport for London
Nigel Furlong, Head of Resilience Planning, Transport for London (Transport Sector Panel)

Greater London Authority officers:

Neale Coleman, Director of London 2012 Coordination
Tom Middleton, Head of Performance and Governance
Hamish Cameron, London Resilience Manager
Matthew Hogan, London Resilience Officer
Dale Langford, Senior Committee Officer

1. Introductions and Apologies for Absence

1.1 The Chair welcomed new representatives to the meeting.

- 1.2 Apologies had been received from Ven Dr Paul Wright, Faith Sector Panel; Chris Duffield, Town Clerk and Chief Executive, City of London Corporation (Deputy Chair); Peter Guy, Operational Security & Continuity Planning Manager, Network Rail; and Doug Turner, Utilities Sector Panel.

2. Minutes and Matters Arising from Previous Meeting

- 2.1 **The Forum confirmed the minutes of the meeting of the Forum held on 17 January 2012 as a correct record to be signed by the Chair.**
- 2.2 The London Resilience Manager reported that the planned utilities open day at Wellington Barracks had not been held because of difficulties in identifying a date.

3. Coroner's Inquests into the London Bombings of 7 July 2005 – Final Assurance

- 3.1 The London Resilience Manager introduced the report, explaining that progress to date showed that implementing the recommendations would be complete by the end of 2012. He highlighted ongoing activities, which included reviewing the content of the multi-agency training package in a year's time and extending the scope of the multi-agency training project to a wider range of responders.
- 3.2 The London Resilience Manager drew attention to complexities that have arisen in the process to monitor switching off traction current and the need to keep operational arrangements under review.
- 3.3 London Underground reported that their command and control procedures had been updated earlier in the month.
- 3.4 London Underground reported that a meeting was scheduled for later in April to discuss revised procedures relating to the way incidents are dealt with, including traction current.
- 3.5 **The Forum:**
 - (a) **noted the progress made to date on implementing the Recommendations;**
 - (b) **Supported the progress and implementation of the project where required; and**
 - (c) **Approved the inclusion of actions resulting from issues that have emerged during the course of the project into the 2013/15 Partnership Delivery Plan.**

4. Horizon Scan

Threats

- 4.1 The Metropolitan Police Service gave an oral report on current threats, noting that the terrorism threat levels from international sources remained Substantial and from dissident Republican sources was also Substantial.

Hazards

- 4.2 DCLG gave a short briefing on perceived hazards that could have an impact on London over the next six months.

Drought

- 4.3 The Environment Agency gave an update on the drought situation, explaining that the last two years would be the driest period in a century, with groundwater and river levels lower than at the current stage in 1976. The greatest concern was of a third consecutive dry winter. Statutory drought plans were being followed by the Environment Agency and water companies to strike a balance between water supply and environmental needs.
- 4.4 Thames Water reported that London's reservoirs were currently at 97% capacity as a result of achieving maximum extraction when flows are high. There are measures in place to reduce the risk of shortages.
- 4.5 The Met Office reported that the three-month forecast to the end of June indicated a high probability of a drier than average period.
- 4.6 The Environment Agency explained that any further water restrictions affecting the public include measures that require public consultation.

Event Planning

- 4.7 The London Resilience Manager gave an update on planning for events during 2012, explaining that safety for events was governed by statutory and non-statutory guidance and was therefore the responsibility of borough-level advisory groups. For events like the Diamond Jubilee and Notting Hill Carnival, many boroughs were collaborating in zonal groups.
- 4.8 The Chair asked for the Forum to receive a briefing on preparations for the Diamond Jubilee.
- 4.9 There was a discussion on the current situation on industrial relations.
- 4.10 The London Fire Brigade confirmed that there were some ongoing industrial relations issues. London Ambulance Service reported that the national pensions dispute affecting the Ambulance Service was ongoing. NHS London reported that the review following the 30 November public sector strikes had led to lessons being taken forward.
- 4.11 London Councils reported that a deal on pensions was close, but that the ongoing pay freeze was increasing tension in industrial relations. Transport for London indicated that there was a strike consultation in connection with a £500 Games-time bonus for bus drivers as well as ongoing negotiations to avert a strike affecting the Underground.

5. Plans Presented for Approval

(a) Fuel Supply Disruption

- 5.1 The London Resilience Manager explained that the Fuel Supply Disruption Plan was a planned revision, rather than being specifically carried out as a result of the

current tanker drivers' dispute.

5.2 Members of the Forum emphasised the importance of the Government being willing to activate the National Emergency Plan-Fuel in the event of a serious disruption to fuel supplies.

5.3 The Forum confirmed that the London Underground Emergency Response Unit used British Transport Police-badged vehicles and would therefore be included on the list of organisations entitled to priority access to fuel in the event of activation of the Fuel Disruption Protocol.

5.4 **The Forum approved the London Fuel Disruption Protocol.**

(b) Structural Collapse Response and Recovery Framework

5.5 **The Forum approved the Structural Collapse Response and Recovery Framework.**

(c) London Mass Fatality Plan

5.6 **The Forum approved the London Mass Fatality Plan.**

5.7 The Chair altered the order of items on the agenda to take Item 5d after Item 5f.

(e) Strategic Flood Framework

5.8 **The Forum approved version 1.5 of the London Strategic Flood Framework and associated appendices A-D.**

(f) Mass Evacuation and Mass Shelter Capability Notes

5.9 The London Resilience Manager introduced the Mass Evacuation and Mass Shelter Capability Notes, explaining that they did not yet represent a complete framework.

5.10 The Forum discussed the issue of mass evacuation from the Olympic Park and concluded that any need to evacuate the Park would be likely to be carried out according to existing plans to disperse crowds after events in the Park, as would be done at other major events and sports venues.

5.11 **The Forum approved the Mass Evacuation and Mass Shelter Capability Notes for use by the London Resilience Partnership to complement existing plans and procedures.**

(d) London Resilience Partnership, Olympics Command, Coordination, Communication and Information Sharing Protocol

5.12 The GLA reported that original protocol had provided a good starting point for managing command, coordination, communication and information sharing, but further revisions were needed. The intention would be to further refine the Protocol

prior to the Green Altius exercise later in April, which would provide the last opportunity to get the Protocol right. London Fire Brigade (Emergency Planning) stated that the document needed to stay live until after all the exercises had taken place.

- 5.13 The GLA indicated that there had been broad agreement around the daily conference call each day during the Games period to bring together the Mayor, Metropolitan Police Commissioner, Transport Commissioner and London Operations Centre. There would be further testing of the conference call during Green Altius and with the Mayor following the London elections.
- 5.14 **The Forum approved the draft London Olympics Command, Control and Information Sharing Protocol, subject to the amendments set out in paragraph 3.1 of the report, and recognising that the protocol might be subject to further amendments following Olympic exercises, and other stakeholder planning arrangements.**

6. Olympic Torch Relay

- 6.1 The Director of 2012 Coordination gave a presentation on plans for the Olympic Torch Relay through London. He emphasised that London would be able to draw from the experience of the Olympic Torch Relay elsewhere in the UK before it comes to London, with officers from London observing the Torch relay in Liverpool, Manchester, Birmingham and Bristol.
- 6.2 The Olympic Torch arrives in London at 9.00pm on 20 July and the Torch Relay begins in Greenwich on the morning of 21 July. The route for days 69 and 70 of the Torch Relay was not expected to be announced until the first half of May.
- 6.3 The GLA and London Borough of Newham are in the process of drawing up London's statement of readiness for the Olympic Torch, an agreement underpinned by Host Community Agreements between LOCOG and London's local authorities. NHS London pointed out that the reference in the report to the Host Community Agreement committing local authorities to the provision of medical services appeared to be misleading.
- 6.4 Some concerns were expressed about the impact on traffic of the length and speed of the vehicle run.
- 6.5 **The Forum noted the presentation.**

7. Updates and Statements of Olympic Assurance from London Resilience Programme Board, Sub Regional Tier and Sector Resilience Panels

(a) Oral update from London Resilience Team on London Resilience Programme Board

- 7.1 The London Resilience Manager reported that the Programme Board had met on 28 March to develop and finalise the plans agreed earlier in the meeting.

(b) Oral update from Sub Regional Resilience Tier Secretariat on Sub Regional Tier

7.2 London Fire Brigade (Emergency Planning) reported that the Sub Regional Tier had met at the end of February and early March to look at on-the-ground liaison between organisations. The next round of meetings scheduled for June would be optional, but the Central and North East Sub Regional Resilience Forums had decided to meet in mid-June to sign off arrangements for on-the-ground liaison. The first meetings of the Sub Regional Tier after the Games would be in November/December.

(c) Oral update from Sector Panel Chairs on Sector Resilience Panels

(i) Communications Sector Panel

7.3 The Chair of the Communications Sector Panel gave some background to the Panel's work, explaining that it was established in 2002 and leads on the 'warning and informing' area of work. The Panel meets quarterly and has the capability to get together within 30 minutes.

7.4 The Warn and Inform Capability Note set out the coordination of communications arrangements during the London 2012 Games, including the role of the London Resilience Gold Communications Group and the COBR Communications Group. This meets following COBR meetings to action any media or communication issues raised at COBR and to ensure that there is a strategic and co-ordinated response to issues impacting on all domains. The Chair of the Panel explained that the media were not represented on the Panel, as membership is decided by the Cabinet Office and the presence of media would limit how closely the Panel could work with COBR.

7.5 **The Forum noted the report and the next steps set out in paragraphs 8.1 to 8.3 of the Warn and Inform Capability Note.**

(ii) Voluntary Sector Panel

7.6 The Chair of the Voluntary Sector Panel presented the London Voluntary Sector Capabilities Document, explaining that the Panel was planning for the whole of 2012, not just the Games and was working with Category 1 responders to ensure that capability was in place.

7.7 It was noted that the signature of the Chair of the London Resilience Forum on page 19 of the document needed to be changed.

7.8 **The Forum noted the document.**

(iii) Transport Sector Panel

7.9 The Chair of the Panel reported that the Panel had not met for two years, but planned to meet on 1 May, with Olympic assurance on the agenda. The Forum included members from the Port of London Authority, BAA Heathrow, Gatwick Airport, London City Airport, Network Rail, a train operating company and from Transport for London's Underground, Overground, buses and

streets.

- 7.10 The Chair of the Panel reported that for the Olympics there were no significant issues flagged up as 'red'.

(iv) Health Sector Panel

- 7.11 The Chair of the Health Sector Panel reported that the NHS London Programme Board was finalising the command and control arrangements for the Games. Risks still remain in place around transport and particularly the Olympic Route Network. He reported that every NHS Trust in London has a transport lead working on the day-to-day impact of the Games, looking at issues like the transport of radio isotopes and patient transport.

- 7.12 All NHS Trusts' plans have been checked against the requirements of the London Olympic Resilience Planning Assumptions. The Chair of the Panel confirmed that NHS reorganisation in London was not going ahead until after the Games, although NHS London was working closely with the GP commissioning consortia that would succeed the Primary Care Trusts.

- 7.13 The NHS London Board meets on 27 April to give its Olympic assurance.

(v) Utilities Sector Panel

- 7.14 The London Resilience Manager reported that the Utilities Sector Panel had not been able to send a representative to the meeting, but had met six weeks earlier. The Chair of the Forum asked that the Utilities Sector Panel produce a note for the Forum to give its Olympic assurance.

(v) Business Sector Panel

- 7.15 The Chair of the Business Sector Panel gave an update on the work of the Panel, which had last met on 19 March to discuss concerns about the Olympics. The main concerns were around transport and maintaining essential deliveries, cash deliveries and the impact of the night economy around Games time. There had also been concerns about resilience in the event of a 'cyber attack', but sufficient 24 hour IT cover had been identified.

(vi) Local Authorities Sector Panel

- 7.16 The Chair of the Local Authorities Sector Panel reported that the Panel had been considering resilience of business continuity, HR and supply chain issues. At its April meeting, the Panel had looked at every part of the local authority command structure for the Olympics, including the Local Authorities' Operations Centre and London Operations Centre.

- 7.17 An extraordinary meeting of the Local Authorities Sector Panel is scheduled for 8 June to sign off arrangements for the Olympics.

- 7.18 London Fire Brigade (Emergency Planning) reported that the local authorities had taken part in 37 days of exercising in 26 separate exercises over the previous eight months.

(viii) Emergency Services

- 7.19 The Metropolitan Police Service reported on plans in place for the Diamond Jubilee, including detailed plans relating to bridges during the Thames Pageant.
- 7.20 City of London Police reported that their own plans for the Olympics had been exercised and that they were comfortable with the plans they have.
- 7.21 London Fire Brigade reported that they were so far content with Olympic planning and intended to give its final statement of Olympic preparedness to Government in early May. Sufficient numbers of firefighters had volunteered to provide the additional cover required for the 2012 Games.
- 7.22 London Ambulance Service reported that they would be taking part in an exercise in early May involving mutual aid arrangements and interoperability.

8. London Olympic Resilience Project – Final Assurance

- 8.1 The Chair of the Forum drew attention to the limitations set out in paragraph 3.2 of the covering report prior to the letter being sent to the Civil Contingencies Secretariat giving written confirmation of assurance from the Forum of arrangements in place for the Olympic and Paralympic Games 2012. The London Resilience Manager reported that the letter was requested by the Civil Contingencies Secretariat acting on behalf of the national Olympic Resilience Project Board.
- 8.2 The Chair asked for confirmation about the provision of welfare in the last mile to venues in the event of heatwave. LOCOG explained that a great deal of work had gone into coordinating activity around venues but that LOCOG was not responsible for the area between transport hubs and arrival at venues.
- 8.3 The Director of 2012 Coordination reported that discussions were ongoing between LOCOG and Transport for London while planning for the last mile continues. He also reported that TfL had agreed to take the lead on last mile planning for Hyde Park and Horseguards Parade venues. LOCOG confirmed that within venues free water would be supplied to visitors.
- 8.4 The Forum reviewed in detail the individual sections of the Olympic Resilience Project Highlight Report dated March 2012.
- 8.5 DCLG asked for the Chair's letter to make clear that assurances would apply whatever the outcome of the GLA elections on 3 May.
- 8.6 The Forum confirmed collective agreement that the Chair be empowered to write to the Cabinet Office on behalf of all LLRF member organisations to confirm London's readiness as set out in the report, the Highlight Report and other supporting documents, subject to the limitations set out in paragraph 3.2 of the covering report.**

9. London Local Resilience Forum Work Programme Progress Update

- 9.1 The Forum noted the London Resilience Partnership Delivery Plan 2011-13.

10. Any Other Business

- 10.1 In the event that the next formal meeting of the Forum takes place after the Deputy Chair leaves the Corporation of the City of London, the Forum paid tribute to his role on the Forum and his contribution to life in London.
- 10.2 The Chair indicated that the next meeting was scheduled to take place in October, but there were issues around the Diamond Jubilee which the Forum could usefully be briefed on during May and that a final meeting before the Olympics would provide reassurance over the outstanding issues identified under Item 8.

11. Date of Next Meeting

- 11.1 To be decided.