

Minutes DRAFT

Meeting **London Resilience Forum**
Date **18 October 2018**
Time **2.00pm**
Place **Committee Room 5, City Hall, SE1 2AA**

| Ref | ACTION | OWNER |
|-------------|---|---------|
| 2 (5.4) | The London Resilience Group to make amendments then circulate the revised documents for comment | LRG |
| 3 (5.5) | London Resilience Forum members to send comments on the report to the London Resilience Group officers by 09:00 on 23 October 2018. | LRF |
| 4 (5.6) | The London Resilience Group to publish the public facing report on London Prepared. | LRG |
| 5 (5.7) | The London Resilience Group to work with relevant agencies on a press handling plan. | LRG |
| 6 (5.9) | Details of the workshop planned for 26 November 2018 to be circulated to allow agencies to offer venues. | LRG |
| 7 (5.14) | MHCLG to recommend a Local Resilience Forum to peer review London. | MHCLG |
| 8 (6.12) | PHE to liaise with GLA on information for the London Assembly on soil quality tests in the Grenfell area. | PHE/GLA |
| 9 (6.15) | TfL to liaise with LFB on the Railway Strategic Board. | TfL/LFB |
| 10 (7.6) | Agencies and BRFs to review their own arrangements for self-deployment and self-activation in relation to Power Supply Disruption. | All |

Present

Fiona Twycross, Chair
Sean O'Callaghan, British Transport Police
Stuart Downs, British Transport Police
Don Randall, Business Sector Panel Chair
Peter Lavery, Business Sector Panel
Dave Evans, City of London Police
Simon Moody, London Area Director, Environment Agency
Luke Miller, Faith Sector Panel
Jon-Paul Graham, GLA
Crispin Lockhart, HQ London District
Sarah Streete, HQ London District
Eleanor Kelly, Local Authorities Panel
Liam Lehane, London Ambulance Service
Alan Palmer, London Ambulance Service
Doug Flight, London Councils
Patrick Goulbourne, London Fire Brigade
Rob Glead, London Fire Brigade
Terry Leach, Maritime and Coastguard Agency
Bryony May, Met Office
Joseph McDonald, Metropolitan Police Service
Steve Feely, Metropolitan Police Service
Emily Pignon, Resilience and Emergencies Division, MHCLG
Katherine Richardson, Deputy Director of the Resilience and Emergencies Division, MHCLG
Matt Rogers, Resilience and Emergencies Division, MHCLG
Miles Hawes, NHS England (London)
Chloe Sellwood, NHS England (London)
Agnes Jung, Public Health England
Emma Spragg, Red Cross (Voluntary Sector Panel Chair)
Tim Corthorn, Thames Resilience Panel
Sarah Burchard, Thames Water (Utilities Sector Panel)
Monica Cooney, Transport for London
Paul O'Connor, Transport for London

London Resilience Group:

Hamish Cameron, London Resilience
Kelly Dallen, London Resilience
Toby Gould, London Resilience
John Hetherington, Head of London Resilience
Hannah Jones, London Resilience
Jeremy Reynolds, London Resilience

GLA Officer: Felicity Harris, Board Officer

1. Chair's Opening Remarks

- 1.1. The Chair welcomed Members to the Forum and requested that all attendees introduce themselves.
- 1.2. The Chair introduced the new clerk for the London Resilience Forum, Felicity Harris, who would be replacing Anna Flatley. The Chair thanked Anna for her work on this Forum and requested that a letter is sent to Anna to thank her on behalf of the London Resilience Forum.

2. Introductions and Apologies for Absence

- 2.1. Apologies were received from Graham Ellis, London Fire Brigade; Cathryn Spain, Port of London Authority; Yvonne Doyle, Public Health England; Deborah Turbitt, Public Health England; John O'Brien, London Councils; John Barradell, Local Authorities Panel; Khadir Meer, NHS England.
- 2.2. The Chair noted that John Hetherington had formally been appointed as the Head of London Resilience and offered her congratulations.

3. Minutes and Matters Arising from the Previous Meeting

- 3.1. The Forum confirmed the minutes of the meeting of the Forum (56 01) held on 18 June 2018 as an accurate record.
- 3.2. With reference to matters arising, it was noted that all actions had been dealt with or would be addressed elsewhere on the Agenda.

4. Risks to London Resilience

- a) The MPS confirmed that the threat level of terrorism remained at severe and that a change in that status was not anticipated.
- b) The MHCLG representative gave an update on current risks which included the following:- there was a high risk of drought in the North-West of England and low risk elsewhere; industrial action was expected in the health and social care sector; there was a low risk of avian influenza infection across the country; and one case of an airborne disease had been identified. It was confirmed that Public Health England were coordinating the response.

5. Special Agenda Items

a) Grenfell Debrief Report (Paper 59 02)

- 5.1 The Head of London Resilience introduced the item and gave thanks to Public Health England for their involvement in facilitating the debriefs to inform the report. It was noted that using the NPoCC methodology, actions had been agreed during seven debriefs and 139 lessons had been identified. The lessons would be consumed into the wider lessons database and would be allocated to the appropriate workstreams and will be provided to the inquiry.

5.2 DECISION:- The Forum accepted the Grenfell Debrief Report.

b) Brexit Contingency Planning (Paper 59 03)

5.3 The Deputy Head of London Resilience outlined the report and noted that a public facing report had been tabled at the meeting. The report was designed to be iterative, rather than a final statement on London's preparedness for Brexit, and acknowledged that there was an information gap which limited organisations' ability to establish comprehensive assessments and contingency plans. It was noted that monthly meetings would take place to establish what needed to be in place by 29 March 2019 and to carry out further work on planning assumptions. It was proposed that the executive summary would be published but that the use of language would be reviewed.

5.4 ACTION:- The London Resilience Group to make amendments then circulate the revised documents for comment.

5.5 ACTION:- London Resilience Forum members to send comments on the report to London Resilience Group by 09:00 on 23 October 2018.

5.6 ACTION:- The London Resilience Group to publish the public facing report on London Prepared.

5.7 ACTION:- The London Resilience Group to work with relevant agencies on a press handling plan.

c) Resilient Cities (Paper 59 04)

5.8 The Chair provided an update on the 100 Resilient Cities Programme (100RC), confirming that grant agreement was close to being signed off. Two members of staff would be funded through the Programme to support the work and a workshop would be held before the end of the year to launch the programme. The Chair proposed forming a sub-group which would act as a sounding board to link up the 100RC strategy and the work of the LRF.

5.9 ACTION:- Details of the workshop planned for 26 November 2018 to be circulated to allow agencies to offer venues.

5.10 DECISION:- The Forum accepted the proposal to develop a sub-group of the LRF to act as a sounding board for the project.

d) Resilience Standards (Paper 59 05 and 59 06)

5.11 The Deputy Head of London Resilience introduced this update, explaining that London had taken part in a local assurance pilot between June and September 2018. LRG and MPS (the capability lead for strategic coordination) led on London's involvement in the pilot. LRG noted that work was being developed to roll-out guidance on capabilities assessments against various elements outlined in the report. Of the 19 good practice criteria, London's Strategic Coordinating Group (SCG) capabilities were deemed to achieve 16, while the Strategic Coordination Centre (SCC) capabilities achieved 11 of the 15 areas of good practice. Areas for improvement for the SCG included a need to assess competence of strategic managers and staff, and a review of ICT facilities, Wi-Fi and mobile phone signal was suggested for the SCC.

- 5.12 Forum members were informed that a peer review process had not been carried out as part of the pilot but that advice on potential peer reviewers from a similar metropolitan area would be welcomed.
- 5.13 **DECISION:-** Recommendations were outlined in the paper and were subsequently endorsed by the LRF.
- 5.14 **ACTION:-** MHCLG to recommend a Local Resilience Forum to peer review London.

6. Agency and Sector Updates

- 6.1. **Greater London Authority** – There was no update.
- 6.2. **Metropolitan Police Service** – Preparations were being made for upcoming demonstrations, including the People's Vote march, which was expected to be large but peaceful, and a protest at Speaker's Corner, which was being planned by a small anti-Islam group. Plans were also in place for an expected seasonal increase in antisocial behaviour, burglary and robbery, and violence, as well as seasonal and ceremonial events including Remembrance Sunday and the opening of Christmas markets.
- 6.3. **City of London Police** – Meetings had been held with the MPS in relation to Brexit. Monthly meetings will continue with a view to developing a joint strategy.
- 6.4. **British Transport Police** – The Network Incident Response Team had increased in size, and the number of cycle patrols had been increased. Consideration was also being given to potential issues caused by Brexit at St Pancras International.
- 6.5. **London Ambulance Service** – Winter preparation plans were ongoing. There was no other update.
- London Fire Brigade** – Guidance was being developed on Christmas markets and the Fire Brigade was asking Borough Commanders to work closely with local authorities in developing the guidance. The usual seasonal preparations for bonfire night and the use of candles were ongoing, for which campaigns would go live in the following weeks. The Fire Brigade was also working with other blue light services on extending the control room procedure to instigate a tri-service call following acts of terrorism, to also include major incidents, declared CBRNe events or incidents described as civil disturbances. It is expected that this would go live on 1 November 2018.
- 6.6. **HM Coastguard** – There was no update.
- 6.7. **Local Authorities Panel** – Work on the EP2020 Review was ongoing, with increased staff capacity, in collaboration with the boroughs. Resilience standards were being developed for London Local Authorities, with six core response functions. A Community Resilience Steering Group had been established but dedicated support was needed to make progress. The Local Authorities Panel were in the process of identifying funding.
- 6.8. **London Councils** – Improvement work was ongoing and would be detailed in London Councils' annual report.

- 6.9. **National Health Service** – The appointment process for a new Regional Director for London was underway and local Sustainable and Transformation Partnerships were working with the NHS on preparedness and recovery during the winter months. There had been some issues with suspect packages being delivered, and a largescale waste incident was noted. NHS England (London) was supporting the national team in responding to the waste incident but there was no significant impact on London specifically. The team had recently partaken in a counter terrorism training exercise.
- 6.10. **Public Health England** - The new campaign, 'Help Us Help You', had been launched and members of the LRF were invited to receive a free flu jab following the meeting. Three webinars had been delivered to launch the new Pandemic Influenza Framework, which was available online, and work was being undertaken to explore local, multi-agency responses to pandemic flu. Additional media activity had put a focus on air quality monitoring and soil sampling following Grenfell. The risk of soil contamination was deemed to be low, but PHE had requested sight of the data referenced in a recent article to assess the true risk of exposure. It was noted that although PHE were looking into this, local authorities held responsibility for assessing contaminated land.
- 6.12. **ACTION:-** PHE to liaise with GLA on information for the London Assembly on soil quality tests in the Grenfell area.
- 6.13. **Environment Agency** – London Flood Awareness week would be held from 12-18 November 2018, during which time safety messages would be promoted. There was no immediate indications of restrictions being placed on water supplies but levels would be monitored closely. UK climate projections were due to be released in November 2018, which would help inform the timing and planning of a new Thames Barrier. An exercise had been carried out to test how to deal with the collapse of a tidal wall, during which temporary flood barriers were put in place for a third of a mile.
- 6.14. **Transport Sector Panel** - The Panel needed a refresh, with a focus on how to build a beneficial programme of work. Consideration was being given to who to send to the Palestra Event Liaison Facility and what their role-profile would look like.
- 6.15. **ACTION:-** TfL to liaise with LFB on the Railway Strategic Board.
- 6.16. **Thames Resilience Panel** – The terms of reference and membership of the Panel were still being finalised. The PLA had recently exercised its oil spill plan, which showed that there was a significant risk to central London and a blockage could severely impact the ability to deliver fuel further down the river.
- 6.17. **Utilities Sector Panel** – Recovery from a period of drought was precarious and surface water supplies were very low. A dry weather team had been convened at Thames Water and a flood planning team would be promoting safety messages during London Flood Awareness week. Cold weather and snow planning was ongoing.
- 6.18. **Business Sector Panel** – An emergency sub-committee was being put together to cover issues including telecommunications, property, legal and the Corporation of London.
- 6.19. **Voluntary Sector** – Resilience projects were being developed alongside initial mapping of activity to support resourced workstreams and the National Critical Response Framework. Sub Regional Resilience Forum workshops would take place in late November. Capabilities would be updated and shared with the Forum at a future meeting.

- 6.20. **Faith Sector Panel** – The Panel had been receiving ongoing support from GLA secretarial staff who were looking to help the FSP involve a wider group of faiths. Training was being piloted for borough resilience programmes and consideration was being given to the status of Church's Gold Group plan. The Panel continued to reflect on Grenfell and other incidents over the last year.
- 6.21. **HQ London District** – The King and Queen of the Netherlands were due to carry out a state visit on 23 October, for which work was ongoing on communications and command control. Work was being carried out alongside the MPS to establish procedures for dealing with unwanted drones flying over ceremonial events.
- 6.22. **London Resilience Communication Group** – There was no update.
- 6.23. **Government (MHCLG)** – The Chair's Conference was due to be held in October, with both resilience standards and cyber resilience featuring on the agenda. Winter ready campaigns were due to be launched, with resilience guidance for local authorities' chief executives being re-written in collaboration with the Local Government Association and Society of Local Authority Chief Executives (SOLACE). The guidance would be published in time for winter.
- 6.24. **Met Office** - Preparations were ongoing for the winter campaign, which was being rebranded to 'weather ready', and would offer advice and awareness information to be distributed widely. Emergency Responder Training was being offered with dates set for 10 December 2018 and 4 February 2019.
- 6.25. **London Resilience Group**
- i) **Sub- Regional Resilience Forum (SRRF) and Borough Resilience Forum (BRF)** – BRFs continue to meet, but a report outlining its activity would be presented to the 14 February 2019 meeting of the LRF. The next SRRF workshops would be in November 2018 and focus on voluntary sector capabilities
 - ii) **Partnership Training Update** – There was no update.

7. Progress Against London Resilience Programme

a) Work Programme (59 07)

- 7.1 The Deputy Head of London Resilience introduced the report and noted that there were no significant changes in the report. The Forum were advised that there would be a new report format at the next meeting following the short term appointment to LRG of a programme specialist..
- 7.2 **DECISION:-** The Forum then noted the report and the developments outlined (59 07).

b) Plans Recommended for Approval:

- **Mass Shelter Framework (Paper 59 08 and 59 09)** – The representative from the Local Authorities Panel introduced the report, noting a need to recognize the London Planning Assumptions. The framework provides a conceptual approach rather than a plan for fixed resources to meet the planning assumptions.

7.3 DECISION:- The Forum then approved version 4.3 of the Mass Shelter Framework and accepted the recommendations.

- **Mass Fatalities Framework (Paper 5910 and 5911)** – The Metropolitan Police Service representative introduced the report, outlining the key changes in the document. It was noted that reference to the National Emergency Mortuary Arrangements (NEMA) had been removed, as well as contact details of mortuaries so that the document could be distributed more widely.

7.4 DECISION:- The Forum then approved version 6.0 of the Mass Fatalities Framework.

- **Power Supply Disruption Framework (Paper 59 12 and 59 13)** – The Deputy Head of London Resilience introduced this report, noting that it was the final version. Key changes included: the response to varying levels of power disruptions and associated impacts; self-deployment instructions and how the Partnership comes together in response to a wide-area power failure; 'self-start' advice to individuals and groups to improve community resilience; and the identification of vulnerable and critical services.

7.5 DECISION:- The Forum then approved the final version of the Power Supply Disruption Framework and noted the challenge of the scenario.

7.6 ACTION:- Agencies and BRFs to review their arrangements for self-deployment and self-start in relation to Power Supply Disruption.

- **Borough Resilience Forum Guidance (Paper 59 14)** – The Deputy Head of London Resilience introduced this paper, noting changes to the governance structure, and the new LRF reporting structure.

7.7 DECISION:- The Forum then approved the Borough Resilience Forum Guidance.

- **LRPB Planning Assumptions (Paper 59 15 and 59 16)** – The Deputy Head of London Resilience introduced this report, noting the purpose of which was to strengthen capability development. The report was developed using the National Resilience Planning Assumptions (NRPA), local risks identified in the London Risk Register and in consultation with the London Risk Advisory Group. The document would be reviewed through a formal process every two years.

7.8 DECISION:- The Forum then approved the LRPB Planning Assumptions.

c) Learning and Improvement Report (Paper 59 17 and 59 18)

7.9 The Deputy head of London Resilience introduced the report and noted that there were no significant changes to the document. It was noted that the reporting mechanism had evolved, as well as the format of the reports. The inclusion of an executive summary would allow for comparison of data from previous meetings to the current meeting, as well as the current status of lessons. It was noted that there was a considerable number of outstanding lessons and that they had been shared with duty officers to encourage interim solutions to be put in place to avoid making similar mistakes again. The Forum agreed that it was important to have a register of lessons learned.

7.10 **DECISION:-** The Forum approved the Learning and Implementation Protocol.

7.11 **DECISION:-** The Forum noted the Learning and Implementation Report and the need for an extraordinary meeting of the LRPB officers to take forward the lessons.

8. Assurance of Partnership Capabilities – (59 19)

8.1 The Deputy Head of London Resilience introduced the report, noting that there were no significant changes. It was noted that a lot of work would be carried out on resilience standards over the next year and that London Resilience would be seeking support to implement them. This would follow the Cabinet Office's updated approach to capability mapping.

8.2 **DECISION:-** The Forum then noted the report and noted the need for evolution against National Resilience Standards and National Capability Mapping.

9. Review of Actions

9.1 The Deputy Head of Resilience summarised the actions agreed; as set out above.

10. Any Other Business

10.1 There was no other business.

11. Dates of Next and Future Meetings

11.1 The dates of the next and future meetings were noted as follows:

Thursday 14 February 2019 at 2.00pm at City Hall

Thursday 20 June 2019 at 2.00pm at City Hall

Thursday 17 October 2019 at 2.00pm at City Hall

Thursday 6 February 2020 at 2.00pm at City Hall