

INTRODUCTION

The council's Strategic Priorities for any emergency response are to:

- provide support to incident responding agencies as required
- support the vulnerable
- maintain continuity of council service provision
- provide assistance and information to Hammersmith and Fulham's businesses and communities
- provide community leadership
- and assist the return to normality'

Recovery

The Council's, Strategic Priorities for recovery from an emergency are to:

- a) Provide strong and visible leadership during the recovery phase
- b) To support the health and welfare of the borough's communities
- c) To assist in the restoration of the built and natural environment
- d) Assist communities and business to return to normality
- e) To monitor financial matters and pursue funding and other assistance

GOVERNANCE					
	Action	Comments	By whom	By when	Status
1	Establish a rota of on call Local Authority Liaison Officers (LALO) to replace the current cascade list of Officers	Suitable LALOs for Rota identified and trained. Rota Established.	Emergency Planning Team	June 2021	Closed
2	An annual Emergency Planning Report, is presented to Cabinet	2021 Cabinet report due to be submitted to Cabinet	Emergency Planning Manager	July 2021	Closed
3	Borough Resilience Forum (BRF) Risk Register to be re-worked to reflect the new methodology adopted by the National and London Risk Registers	Phase one. Adapt new and risks marked as high by End August 2021	Emergency Planning Team / BRF members	August 2021	Closed
4	Roll Out of Clearview Business Continuity Software across the Organisation	Build completed. Pilot about to commence in the Environment Department	Emergency Planning / Business Continuity Manager	October 2022	Closed
5	The Emergency Contacts Document, Appendix 2 to the Emergency Response & Recovery plan are reviewed twice yearly and when changes in staffing occur.	Liaison between Emergency Planning Team and Chief Executive's Office to identify changes in staff and update Plan	Emergency Planning Manager and Chief Executive's Office.	July 2022	Closed

6	The Council takes full part in the standardisation project led by London Resilience	Attend standardisation workshops held by London Resilience. These are detailed in the training and exercising section of this document Implement changes to the relevant plans and guidance documents as standards are agreed by Local Authority Panel	Emergency Planning Manager/Officer		Ongoing
7	New Borough Resilience Forum (BRF) Risk Register to be Circulated to the BRF	Phase two. All changes to risks (medium and low) to be amended on risk register incorporating BRF comments	Emergency Planning Team / BRF members	July 2022	Closed
8	An annual Emergency Planning Report, is presented to Cabinet	2022 Cabinet report due to be submitted to Political Cabinet in November 2022	Emergency Planning Manager	November 2022	Closed

TRAINING AND EXERCISING

	Action	Comments	By whom	By when	RAG
9	Exercise Connects – West London Sub Region	Communications Exercise with the West London Boroughs	Emergency Planning Team	June 2021	Closed
11	Participation in the West London Safer City Exercise (Structural Collapse)	Exercise completed. Another one will be scheduled In November 2022	Emergency Planning Team	November 2021	Closed

12	Multi- Agency Exercise Hermes- Based on a marauding terrorist attack at Westfield Shopping Centre	Exercise Completed	Emergency Planning Team	November 2021	Closed
13	Multi-Agency Exercise – Counters Creek based on a surface water flooding incident in the borough	Exercise Completed	Emergency Planning Team	January 2022	Closed
14	Illegal Encampment Exercise attended by MPS & H&F	Exercise Completed	Emergency Planning Team	June 2022	Closed
15	Multi-Agency London Wide Power Outage Exercise	Planning Phase	Emergency Planning Team	November 2022	In progress
16	Evacuation of a Tower Block Exercise	To be planned and executed	Emergency Planning Team	By end of financial year 2022/23	In progress
17	Standardised training for Members to understand their role in responding to emergencies	Members standardised training to be arranged	Emergency Planning Team / Comms	December 2022	In progress
18	London Resilience Sub Regional Resilience Forum workshops	Workshops attended: Mutual Aid London Power Supply Disruption Workshop Flooding workshop. A joint multi agency response to a major flooding event	Emergency Planning	19 th October 2021 10 th February 2022 22 nd February 2022	Closed Closed Closed

19	Gold training for SLT and other senior officers	Gold training completed for current rota'd officers. Training for additional officers scheduled in and currently being undertaken	Emergency Planning Team	August 2022	Closed
20	Training for standardised emergency response roles: BECC, Silver, Loggists, LALO and Rest Centre Managers	New and existing staff members trained.	Emergency Planning Team	Ongoing	Closed
21	Introduction to Emergency Planning and Business Continuity. On-line training for all staff	Creation and implementation of the training module. Published and available to all staff via the H&F Learning Zone on line portal	Emergency Planning Team	December 2022	In progress

REST CENTRES					
22	MOUs in place with external organisations who can provide emergency rest centre spaces in the borough as Hammersmith Town Hall is no longer available.	St Pauls Church & Lyric theatre. QPR Football Stadium	Emergency Planning Team	Ongoing	Closed
23	Rest Centre Audit of premises	Audit of current Community Centres and their continuing suitability as rest centres. Currently checking key holder details and keys to each hall.	Emergency Planning team	September 2022	Closed
24	Standardised rest centre forms now available and new registration procedures	Replacing current procedures and materials with the new ones. Once this is complete, all rest centre managers and staff will be briefed	Emergency Planning Team	August 2022	Closed
25	Rest Centre Officers	A recruitment drive for additional Rest Centre Officers is being planned to increase our capacity to respond to emergencies	Emergency Planning Team	November 2022	Closed

RESILIENCE STANDARDS FOR LONDON

26	Resilience Standards for London submission Assurance Checklist – Grenfell and Winter Preparedness	Assurance Checklist submitted to London Resilience Next date for submission TBA	Emergency Planning	January 2022	Closed