

Corporate Policy and Strategy Committee

10.00am, Tuesday, 5 December 2017

Council Resilience: Annual Report (1 October 2016 to 30 September 2017)

Item number	8.2
Report number	
Executive/routine	
Wards	All

Executive summary

This report provides information on Council resilience activities and initiatives undertaken during the period 1 October 2016 to 30 September 2017.



Corporate Policy and Strategy Committee

Council Resilience: Annual Report

(1 October 2016 to 30 September 2017)

Recommendations

- 1.1 To note the resilience activities undertaken during the period of this report;
- 1.2 To note the resilience model and reporting structure outlined at Appendix 6; and
- 1.3 To approve the proposed Resilience service forward work plan for 2017/18 set out at Appendix 7.

Background

- 2.1 This report provides a summary of resilience activities across the City of Edinburgh Council, in liaison with partner and stakeholder organisations, in the period from 1 October 2016 to 30 September 2017.
- 2.2 This year has seen five serious incidents in the United Kingdom categorised as terrorist attacks. In response to these incidents, the UK Government has twice raised the UK Threat Level from International Terrorism to its highest state of “Critical”, meaning that an attack is deemed imminent. The move to Critical involves the invocation of a range of measures intended to increase security and provide public reassurance.
- 2.3 On 14 and 15 June 2017, the Grenfell Tower Block fire took place in Kensington, West London. The fire resulted in over 80 casualties and an estimated 60 fatalities. The incident also led to calls for immediate preventive checks by Local Authorities and others on a range of high rise tower blocks.

Main report

- 3.1 In the United Kingdom, there is a statutory duty on Category 1 Responders to carry out contingency planning as specified in the Civil Contingencies Act 2004. In Scotland, the term Category 1 Responders includes Local Authorities, the Emergency and Health Services and the Scottish Environment Protection Agency (SEPA). The Act, together with the supporting regulations and guidance, sets out the roles and responsibilities of those involved in emergency preparedness and response at the local level.

3.2 The Emergency and Health Services together with Local Authorities and SEPA are at the core of the response to most incidents. They are subject to the full range of civil preparedness activities including:

- assessing the risk of incidents occurring and using these assessments to inform contingency planning;
- putting in place emergency response plans;
- putting in place business continuity management arrangements;
- putting in place advance arrangements to make information available to the public about emergencies and maintaining arrangements to warn, inform and advise the public in the event of an incident;
- providing advice and assistance to businesses and voluntary organisations in relation to business continuity management (this duty applies to Local Authorities only);
- sharing information with other local responders to enhance coordination; and
- cooperating with other local responders to enhance coordination and efficiency.

Organisations designated as Category 2 Responders have a duty to cooperate and share information with Category 1 Responders. These organisations include the Utilities (gas, water, electricity and telecommunications) and Transport authorities (including Edinburgh Airport Ltd, Network Rail and Forth Ports Ltd).

3.3 On behalf of the Chief Executive, the Council's Resilience service, within Strategy and Insight (Governance and Democratic Services function), provides the lead role for the Council's Business Continuity, Emergency Planning, Community Resilience and Counter Terrorism activities, including the role of Lead Resilience Advisor. The Resilience service also has delegated responsibility from the Council Leadership Team for the coordination of the Council's response to Serious Organised Crime.

Resilience Planning - National Input

3.4 The following table details the Council's Resilience input into national and associated planning. Training and exercising initiatives associated with these activities are included at Appendix 4.

Lead Organisation/Group	Activity	City of Edinburgh Council Lead
UK Government: National Emergency Plan for Fuel	Contributing to UK and Scottish Government planning arrangements	Resilience service

	for incidents involving disruption to fuel supplies	
UK Government: Maritime and Coastguard Agency (MCA) National Contingency Plan	Contributing to MCA planning arrangements for major maritime incidents involving oil and chemical pollution	Resilience service
Scottish Government: Animal and Plant Health Agency	Contributing to Scottish Government and wide-area contingency arrangements for animal disease outbreaks	Resilience service and Trading Standards
Scottish Government: Mass Fatalities Working Group	Contributing to the development of arrangements for managing incidents and events involving large numbers of fatalities	Resilience service and Scientific and Environmental Services
British Standards Institute: CAR/001 Continuity and Resilience Committee	Development of BSI Standards and guidance for business continuity, including ISO 22301	Resilience Manager
East of Scotland Critical Infrastructure Core Group and Main Group	Improve the protection and resilience of critical assets and systems	Resilience Manager
CONTEST: Scottish Counter Terrorism Prepare Sub Group	Mitigate the impact of a terrorist incident in Scotland where it cannot be stopped and promote recovery from its aftermath	Resilience Manager
CONTEST: Scottish Counter Terrorism Protect Sub Group	Strengthen Scotland's protection against terrorist attacks in the UK or against interests overseas and reduce vulnerability	Resilience Manager
UK Business Continuity Group (business continuity group for eight largest cities in UK outside London)	Sharing and promoting best practice in Business Continuity Management	Resilience service

Resilience Planning – Scottish, Regional and Local Resilience Partnerships

- 3.5 The Scottish Resilience Partnership (SRP) replaced the former Regional Advisory Board for Scotland (RABS) and provides a national partnership for resilience. The Deputy First Minister attends the SRP when available. The SRP oversees the national resilience process and provides resilience assurance to Ministers. Standing membership of the SRP includes Scottish Government Departments, the Chief Constable, Chief Fire Officer, Chief Ambulance Officer and a representative from the Society of Local Authority Chief Executives (Scotland). A diagram showing the Scottish Resilience coordinating structure is at Appendix 1.
- 3.6 The creation of the SRP follows on from the formation of three Regional Resilience Partnerships (RRPs) (established in November 2013) that cover the East, West and North of Scotland. The City of Edinburgh Council is a partner organisation in the East of Scotland RRP. The East of Scotland RRP is chaired by the Assistant Chief Constable (East), Police Scotland, and is expected to meet two or three times a year, or more often if required. A list of the East RRP membership is at Appendix 2.
- 3.7 Each of the three RRP (East, West and North) bring together senior representatives from the emergency and health services, Scottish Government, local authorities, SEPA and organisations such as the utilities and transport sectors. Representatives from the voluntary, commercial and other agencies are invited to attend as required. The role of the RRP is to provide a wide area, strategic forum for the coordination of emergency preparedness, training and exercising activities.
- 3.8 Beneath the structure of the East of Scotland RRP, sit three Local Resilience Partnerships (LRPs) for the Lothian and Borders, Fife and Forth Valley areas. The City of Edinburgh Council is a member of the Lothian and Borders LRP.
- 3.9 The LRPs meet on a regular basis to provide a coordinating role for emergency preparedness activities within their respective boundaries, with representation from many of the same organisations as the RRP but with a more localised focus and remit.
- 3.10 The agenda for the East of Scotland RRP is coordinated by a Business Coordinating Group. The Business Coordinating Group includes the Chairs of the three LRPs (Lothian and Borders, Fife and Forth Valley) plus the chairs of each of the themed Capability Groups (see Appendix 3). The Business Coordinating Group is chaired by the East of Scotland Senior Resilience Coordinator (appointed by Scottish Government).
- 3.11 A diagram showing the Regional and Local Resilience Partnership coordinating structure is shown at Appendix 3.

Resilience Planning - The City of Edinburgh Council

- 3.12 The establishment of the Resilience service comprises the Resilience Manager, two Senior Resilience Specialists and three Resilience Specialists.
- 3.13 The Resilience Manager reports to the Senior Manager of Governance and Democratic Services, part of the Strategy and Insight Division.
- 3.14 Resilience planning in the City of Edinburgh Council is managed through three main Groups, each of which addresses a key resilience issue, integrating emergency planning, business continuity and counter-terrorism.

The three Groups are the:

- Council Resilience Group;
- Council Counter-Terrorism Group; and
- Edinburgh Community Resilience Group.

Each Group is chaired by the Resilience Manager. A diagram showing the Council's resilience groups and governance structure is provided at Appendix 5.

- 3.15 The Council's Resilience Business Partnering Model has been developed by the Resilience Manager and agreed with key internal stakeholders to support Service Areas and the Localities model. The Model is provided at Appendix 6. Designated Business Partners from the Resilience service are supporting the wider Council resilience team which includes Resilience Coordinators, Resilience Specialists and also Resilience Deputies in each business critical area, all of whom receive specialised training to enable effective resilience planning and response.
- 3.16 The Council Resilience Group monitors the Council's Resilience Management Programme. The Group is the focus for the Council's resilience activities, including planning, incident debriefs, training and exercise initiatives and facilitates the sharing of information across the Council on business continuity, emergency planning and contingency preparations for major events. The Group includes representatives from all Council Services and key cross-council specialist functions. Designated representatives are responsible for the co-ordination of resilience activities within their respective areas of responsibility.
- 3.17 The Council Counter-Terrorism Group includes representatives from Police Scotland and key Council Service areas. The remit of the Group is to identify, develop, coordinate and monitor the Council's activities in order to comply with counter-terrorism legislation and guidance, including the Counter Terrorism and Security Act and CONTEST, through an agreed annual work plan to address relevant priorities. Working with Police Scotland, the Council seeks to raise awareness of the terrorist threat, enhance resilience and the

Council's ability to respond to a terrorist threat or incident, develop activities, regularly update the Edinburgh CONTEST group, through the Chair, and contribute to the development of its programme.

- 3.18 The Edinburgh Community Resilience Group consists of two main strands: the Edinburgh Community Resilience Project aims to improve the preparedness of Edinburgh's communities to withstand serious disruptions (currently in pilot phase); the Edinburgh Resilience Forum exists to help fulfil the Council's legislative duty to provide business continuity management advice and assistance to the City's public, voluntary, commercial and business sectors.
- 3.19 To support the Resilience Management Programme, the following key outputs have been delivered:
- Corporate registration to ISO22301 status (the International Standard for Business Continuity) maintained (re-certification successfully achieved April 2017).
 - Emergency communications requirements assessed, procured and implemented for Council Resilience Group members and other key colleagues.
 - Resilience Training Needs Analysis for those with a resilience responsibility.
 - 'In Case of Emergency' ("ICE" Briefing Packs) and weekly briefings provided for all Chief Officers on Call.
 - The Resilience Management System reviewed, and relevant procedures agreed.
 - 2017/18 Resilience Exercise Programme agreed.
 - 2017/18 Resilience Training Programme agreed.
 - Review, validation and sign off as appropriate of Resilience plans and procedures.
 - Resilience Competencies Framework reviewed.
 - Council Resilience Risk Register reviewed quarterly.
 - Council CONTEST (Counter-Terrorism) Group objectives and priorities agreed.
 - Edinburgh Community Resilience Pilot Project completed.
 - Annual Edinburgh Community Resilience Week delivered.
- 3.20 The Council has a primary Incident Co-ordination Centre (CICC); a backup contingency arrangement is also in place to augment the space available to assist with the co-ordination of a prolonged or serious incident, should the need arise.
- 3.21 In addition to its primary role as the Council's dedicated Incident Co-ordination Centre, the CICC is used to facilitate resilience training events and exercises on a regular basis. The facilities are also available to the Council's Public

Safety function to assist in the planning, co-ordination and monitoring of major public events in the City. Exceptionally, the CICC has also been made available to other Council services to facilitate the coordination of significant projects or planned major operations in the City.

- 3.22 The Council's responsibility for the safe delivery of significant, planned events in the City is coordinated by the Council's Public Safety function through a series of Events Planning and Operations Groups (EPOGs) with representatives from key internal and external stakeholders. Where it is decided that specific contingency arrangements are required for a particular event, the Resilience function, in liaison with all relevant organisations, is responsible for preparing a multi-agency Contingency Plan to augment existing arrangements for dealing with the occurrence of serious incidents during a public event.
- 3.23 During the period considered by this report, event Contingency Plans were completed by the Resilience service for Edinburgh's Hogmanay Street Party (31 December 2016 to 1 January 2017) and the Edinburgh Festival Fireworks (28 August 2017).
- 3.24 A list of key events, training initiatives, exercises and incidents that took place during the period is at Appendix 4.
- 3.25 The Resilience service prepares an annual forward work plan each year in liaison with the designated representatives on the Council Resilience Group. A copy for 2017 to 2018 is attached at Appendix 7.

Measures of success

- 4.1 The City of Edinburgh Council continues to be viewed as a progressive Authority in the development of the Scottish and UK resilience agenda.

Financial impact

- 5.1 There are no significant, new financial implications arising from this report.

Risk, policy, compliance and governance impact

- 6.1 The actions and outputs described in this report adhere to the risk compliance policy and governance arrangements. In addition, the recommendations in the report do not impact on any existing policies of the Council.

Equalities impact

- 7.1 The development of resilience initiatives contributes to the delivery of the Equality Act 2010 public sector duties, in advancing equality of opportunity and fostering good community relations. In addition, resilience activities contribute towards the preservation of life, a key human rights article.

Sustainability impact

- 8.1 The report describes the multi-agency and internal planning, training and exercise work undertaken across the Council, in liaison with stakeholder organisations, to make Edinburgh more resilient to the effects of serious incidents and major disruptions which impact on social cohesion and community wellbeing.
- 8.2 The activities set out in this report contribute to the city's resilience to climate change by promoting greater awareness and preparedness of impacts caused by severe weather and other adverse incidents and putting in place plans and procedures to reduce or ameliorate the effects. As a member of the Edinburgh Adapts Steering Group, the Resilience service contributed to the Edinburgh Adapts Climate Change Adaptation Action Plan 2016-2020 – Annual Progress Report (approved by Transport and Environment Committee, 5 October 2017). The Resilience service continues to provide input as required to the Edinburgh Adapts Steering Group and through the following initiatives:
- As part of the risk assessment process, to incorporate current and emerging climate change related risks and impacts into resilience planning, including severe weather planning and associated other relevant contingency planning.
 - Edinburgh Community Resilience Project (Pilot) - helping neighbourhood areas enhance their capacity to respond to and recover from resilience incidents.
- 8.3 The initiatives described in this report contribute to making Edinburgh more sustainable by promoting inter-agency working with partner organisations to minimise or mitigate the effects of serious emergencies on the environment.

Consultation and engagement

- 9.1 Resilience is a statutory, cross-Council activity involving internal and external consultation and engagement with a range of partner organisations and stakeholder interests. There is an emergency preparedness structure in place across the UK. Within Scotland, three strategic, multi-agency Regional Resilience Partnerships (North, West and East) coordinate resilience planning, training and exercise initiatives. Each of the three Regional Resilience Partnerships (RRPs) is chaired by an Assistant Chief Constable, Police Scotland. The City of Edinburgh Council is a partner organisation in the East of Scotland RRP.

Background reading / external references

- The Civil Contingencies Act 2004;
- The Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005 (as amended 2013); and

- Preparing Scotland: Scottish Guidance on Preparing for Emergencies.

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Chief Executive

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Links

Coalition Commitments

Appendices

Appendix 1 - Scottish Resilience Coordinating Structure

Appendix 2 - East of Scotland Regional Resilience Partnership
Member Organisations

Appendix 3 – East of Scotland Regional Resilience Partnership
Structure

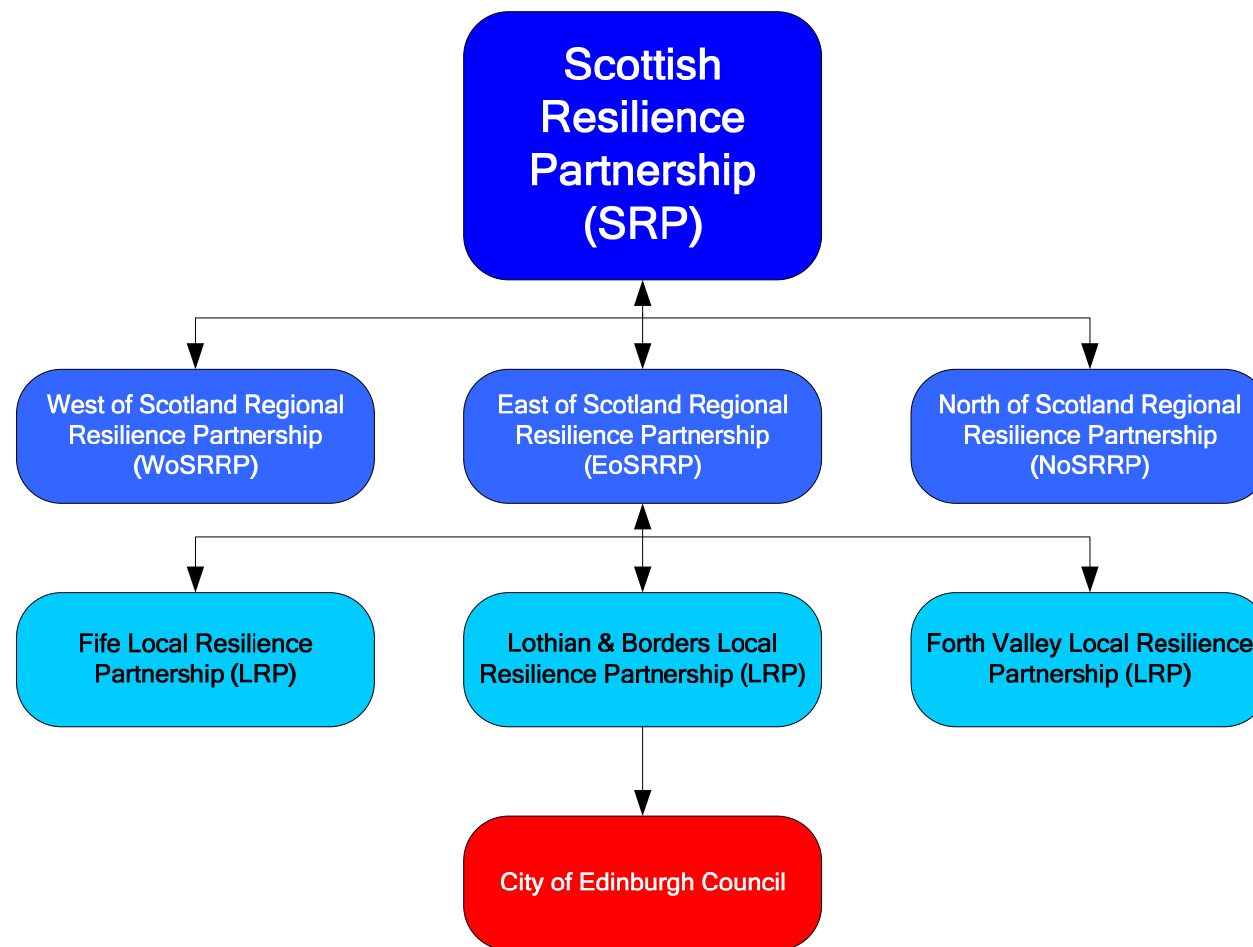
Appendix 4 – Events, Training, Exercises and Incidents from 1
October 2016 to 30 September 2017

Appendix 5 – Council Resilience Groups

Appendix 6 – Council Resilience Business Partnering Model

Appendix 7 – Resilience Service Forward Work Plan 2017 -
2018

Scottish Resilience Co-ordinating Structure



**East of Scotland Regional Resilience Partnership
Member Organisations**

Police Scotland (*Chair*)

Senior Resilience Coordinator, Scottish Government Resilience (*Secretariat*)

The City of Edinburgh Council

Clackmannanshire Council

East Lothian Council

Falkirk Council

Fife Council

Midlothian Council

Scottish Borders Council

Stirling Council

West Lothian Council

NHS Borders

NHS Fife

NHS Forth Valley

NHS Lothian

Scottish Fire and Rescue Service

Scottish Ambulance Service

HM Coastguard

Scottish Environment Protection Agency

Scottish Water (representing all the Utilities)

Military Liaison

British Transport Police

Civil Nuclear Constabulary

Health and Safety Executive

Animal and Plant Health Agency

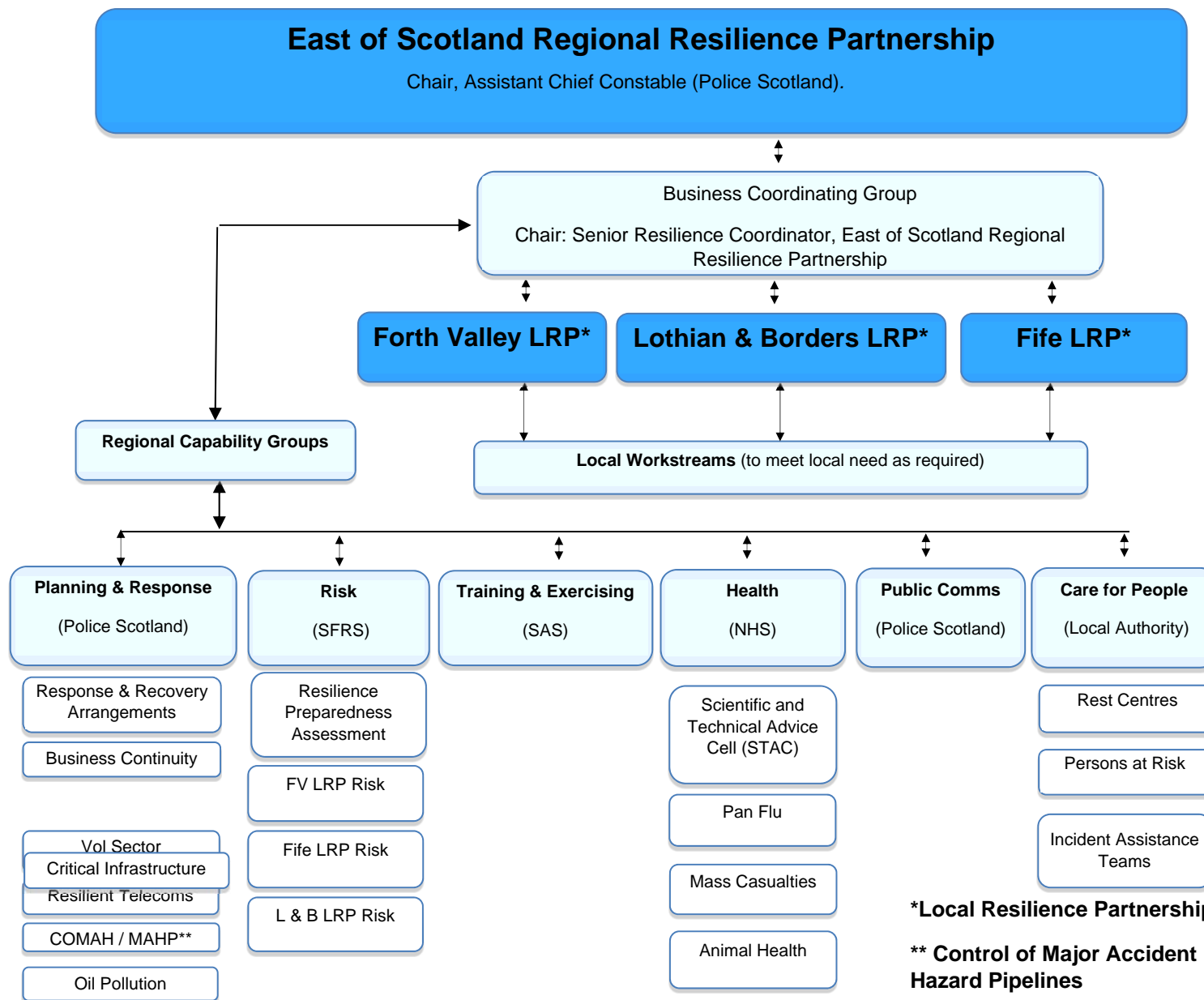
Crown Office Procurator Fiscal Service

Edinburgh Airport Ltd

Forth Ports Ltd

Network Rail

NOTE: Other agencies may be co-opted as necessary.



**Key Resilience Events, Training, Exercises and Incidents –
1 October 2016 to 30 September 2017**

Date	Event	Purpose	Location	Lead	Participants
4 Oct 16	Clearwater Forth Counter Pollution Exercise (Live Play - Incident Coordination Centres and Media Briefing Centre)	Annual exercise to test oil pollution response arrangements for incident in Firth of Forth	East Lothian Council Offices, Penston House, Macmerry/Marine Emergency Centre, Grangemouth/ Dakota Hotel, Queensferry	Forth Ports Ltd, HM Coastguard, East Lothian Council	Forth Ports Ltd, Forth Navigation Service, HM Coastguard, East Lothian Council, Targe Towing, BP, City of Edinburgh Council
4 Oct 16	Table Top Exercise	To test multi agency arrangements for major health incident during high profile, public event	BT Murrayfield Stadium	Scottish Rugby Union, Council Public Safety	Scottish Rugby Union, Emergency and Health Services, G4S, Council Public Safety, Council Resilience,
5 Oct 16	Counter Terrorism (CT) Training Workshop	Workshop to Raise Awareness of Prevent (WRAP) – To provide information on the Prevent thread of the UK Government's	Western General Hospital	Council Resilience	Western General Hospital Team

Date	Event	Purpose	Location	Lead	Participants
		Counter Terrorism Strategy (CONTEST)			
7 Oct 16	Seminar (Resilient Communities Conference)	To strengthen the role of Volunteers in the evolving resilience environment	Scottish Government Offices, Victoria Quay, Edinburgh	Scottish Government (Resilience Division)	Emergency and Health Services, Local Authorities, Voluntary Organisations
11 Oct 16	Practical Exercise	To exercise physical body handling and victim identification and documentation processes	Hospital Mortuary, Edinburgh Royal Infirmary (ERI)	NHS Lothian, Police Scotland - DVI (Disaster Victim Identification)	NHS Lothian (ERI Mortuary Staff), Police Scotland – DVI, Council (City Mortuary Staff)
12 Oct 16	Table Top Exercise/Workshop	To examine arrangements for responding to multi fatality incidents affecting Edinburgh	Boardroom, ERI	NHS Lothian, Police Scotland - DVI	NHS Lothian, Police Scotland – DVI, Council (Bereavement Services, Communication Services, Resilience)
13 Oct 16	Building Incident Manager Training	Raise awareness of Council bomb threat and suspicious item procedures	Wester Hailes Education Centre	Council Resilience	Council Communities and Families
13 Oct 16	Counter Terrorism (CT) Training Workshop	Workshop to Raise Awareness of Prevent (WRAP) – To provide information on the Prevent thread of the UK Government’s Counter Terrorism Strategy (CONTEST)	Wester Hailes Education Centre	Council Resilience	Council Communities and Families – Head Teachers

Date	Event	Purpose	Location	Lead	Participants
20 Oct 16	Walk Through Exercise	To examine the protocols for obtaining, allocating and operating 4x4 vehicles in emergencies	City Chambers	Council Resilience	Council Resilience Group (Service area and Specialist function leads for Resilience issues)
26 Oct 16	Seminar/Workshop	To examine arrangements for community cohesion following a terrorist incident	Glasgow City Chambers	Professional Interest Networking Group, Scottish Emergency Planning Society (SEPS) and Scottish Multi Agency Training and Exercising Unit (SMARTEU)	SEPS and CONTEST Group Members
28 Oct 16	“Move to Critical” Workshop	To explore preparatory actions by agencies should UK Terrorist Threat Level be raised to “Critical”	City Chambers	Police Scotland, SMARTEU and Scottish Government	Emergency and Health Services, Local Authorities and CONTEST Group Members in the Lothian and Borders area
1 Nov 16	Integrated Emergency Management Training Course	Introduction to Integrated Emergency Management for individuals new to resilience who may be required to attend multi agency incidents or events	City Chambers	Scottish Government - Scottish Resilience Development Service (ScoRDS)	Member Organisations of the East of Scotland Regional Resilience Partnership

Date	Event	Purpose	Location	Lead	Participants
3 Nov 16	Severe Weather Training Course	To train and familiarise senior staff with a potential involvement in the response to severe weather	Bankhead Depot	Council Resilience	Place: Winter Maintenance, Transport, Roads, Street Lighting, Traffic and Engineering, Environment, Waste Management
15 Nov 16	E-Sendex Training	To train and familiarise Resilience staff with the use of E-Sendex telephone notification messaging system	Waverley Court	Resilience Specialist	Resilience service staff
15 Nov 16	Business Continuity Training	To provide business continuity training for Resilience service staff	Waverley Court	Senior Resilience Specialist	Resilience service staff
16 Nov 16	Severe Weather Table Top Exercise	To validate arrangements in the Council Severe Weather Resilience Plan	Bankhead Depot	Council Resilience	Place: Winter Maintenance, Transport, Roads, Street Lighting, Traffic and Engineering, Environment, Waste Management, Chief Executive, Communication Services, Health and Social Care

Date	Event	Purpose	Location	Lead	Participants
17 Nov 16	Critical Infrastructure Workshop	To determine the requirement for a dedicated East of Scotland area Critical Infrastructure Capability Group	City Chambers	Senior Regional Resilience Coordinator (East) Scottish Government	East of Scotland Regional Resilience Partnership Member Organisations
23 Nov 16	Strategic Level Resilience Continuous Professional Development (CPD) Event	CPD and Networking	Transport Scotland Headquarters, Queensferry	Senior Regional Resilience Coordinator (East) Scottish Government	Strategic Representatives of East of Scotland Regional Resilience Partnership
24 Nov 16	Building Incident Manager: Bomb Threat and Suspicious Item Procedure Training	Raise awareness of the Bomb Threat and Suspicious Item Procedure for Building Incident Managers	Wester Hailes Education Centre	Council Resilience	Communities and Families, Police Scotland Schools Liaison Officers (Edinburgh)
24 Nov 16	Workshop to Raise Awareness of Prevent (WRAP)	To provide information on the Prevent thread of the UK Governments Counter Terrorist Strategy (CONTEST)	Wester Hailes Education Centre	Council Resilience	Head Teachers, Communities and Families
29 Nov 16	Lothian and Borders area Severe Weather Workshop	To review winter weather preparedness	East Lothian Council offices, Penston House, Macmerry	Resilience Coordinator, Lothian and Borders area	Partner agencies of the Lothian and Borders Local Resilience Partnership

Date	Event	Purpose	Location	Lead	Participants
2 Dec 16	Edinburgh's Hogmanay Street Party Table Top Exercise	To test the emergency coordination arrangements for an incident at Edinburgh's Hogmanay Street Party	City Arts Centre	Council Public Safety, Event Organisers, Police Scotland	Council Service areas, Emergency and Health Services, Event Organisers and Contractors
5 Dec 16	SOLAN GOOSE Table Top Exercise	To examine the multi agency response to receipt of a diversionary aircraft at Edinburgh Airport (inflight disease outbreak)	Edinburgh Airport Hilton Hotel	Edinburgh Airport Ltd, Scottish Multi Agency Training and Exercising Unit (SMARTEU)	Edinburgh Airport Ltd, Airline Operators, Emergency and Health services, Council Resilience and Environmental Health
6 Dec 16	Conference (Pandemic Influenza Planning and Preparations) and	To review the outcomes from the 2015 Scottish Government sponsored Silver Swan Programme of Pandemic Influenza events	Police Scotland Training College, Tulliallan	Scottish Government	Scottish Government, Health Boards, Local Authorities, Police, Fire and Ambulance services
21 Dec 16	Explosives Disposal Incident	Destruction of recovered ordnance	Police Scotland, Fettes Avenue	Police Scotland, Military (EOD)	Council Resilience, Place

Date	Event	Purpose	Location	Lead	Participants
31 Dec 16	Edinburgh's Hogmanay Street Party	Live performances, music events and assorted entertainments.	City Centre Arena, Edinburgh and Various Coordinating Centres	Executive Director of Place on duty as Council Gold	Council Public Safety /Police Scotland/Unique Events/Council Resilience
4 Jan 17	Power Outage Incident	Temporary Disruption to Power Supplies	EH6 and EH7 areas	Scottish Power Energy Network, Resilience Manager	Scottish Power Energy Network, Service area Resilience Coordinators and Specialists
10 Jan 17	Explosives Disposal Incident	Grenade discovered in playground of Primary School. Confirmed inert by EOD and removed for disposal	Gilmerton Primary School	School Head Teacher, Police Scotland, Military (EOD)	Communities and Families, Communication Services, Council Resilience, Police Scotland, Military (EOD)
11 Jan 17	Forth Road Bridge Closure Incident	Bridge closed in both directions after high sided vehicle overturned	Forth Road Bridge and surrounding road network	Transport Scotland, Scottish Government, Police Scotland	
19 Jan 17	Volatile Explosive Substance Discovered	Container of "Picric" acid discovered in residential garage during fire safety visit	Greenbank Crescent	Police Scotland	Scottish Fire and Rescue Service, Police Scotland, Military (EOD), Council Resilience

Date	Event	Purpose	Location	Lead	Participants
9 Feb 17	Resilience Awareness Training for Service area Resilience Coordinators and functional Specialists	To familiarise newly appointed Service area resilience Coordinators and functional Specialists with Resilience roles and responsibilities	Waverley Court	Resilience Manager	Service area Resilience Coordinators and functional Specialists
23 Feb 7	Chief Officer Resilience Awareness Training	To familiarise Chief Officers with Council Resilience structures and procedures and the role of the designated Chief Officer on call	Waverley Court	Resilience Manager	Head of Communications
1 Mar 17	DARK STAR Table Top Exercise	To exercise the longer term recovery and coordination arrangements following a serious incident at BP Dalmeny Installation	Main Council Chamber and Dunedin room, City Chambers	Council Resilience and Scottish Resilience Development Service (ScoRDS)	Council Service areas, BP Dalmeny Ltd, Police Scotland, NHS Lothian, SEPA, Neighbouring Local Authorities
1 Mar 17	Chief Officer Resilience Awareness Training	To familiarise Chief Officers with Council Resilience structures and procedures and the role of the designated Chief Officer on call	Waverley Court	Resilience Manager	Head of Strategy and Insight

Date	Event	Purpose	Location	Lead	Participants
3 Mar 17	Counter Terrorism (CT) Table Top Exercise/Workshop	Pre-build Awareness and Learning Event in preparation for UK National 2017 CT exercise (Border Reiver)	Stirling Management Centre	SMARTEU	UK and Scottish Government Services and Agencies, Emergency and Health services, appropriate Local Authorities
6-9 Mar 17	ISO 22301 BSI External Audit	To audit the Council for full re-certification against ISO 22301:2012 (the International Standard for Business Continuity). Full re-certification is required every 3 years.	Various Council services and buildings	Resilience, British Standards Institute (BSI)	Council Service areas
14 Mar 17	Forth Road Bridge Closure Incident	Bridge closed in both directions after high sided vehicle overturned	Forth Road Bridge and surrounding road network	Transport Scotland, Scottish Government, Police Scotland	All service areas and
20 Mar 17	Chief Officer Resilience Awareness Training	To familiarise Chief Officers with Council Resilience structures and procedures and the role of the designated Chief Officer on call	Waverley Court	Resilience Manager	Head of Customer

Date	Event	Purpose	Location	Lead	Participants
22 Mar 17	Terrorist Incident	Vehicle and knife attack.5 Dead and 40 injured	Westminster Bridge and House of Commons, London	UK Government, Emergency and Health Services	
27 Mar 17	Resilience Awareness Training for Service area Resilience Coordinators and functional Specialists	To familiarise newly appointed Service area resilience Coordinators and functional Specialists with Resilience roles and responsibilities	Waverley Court	Resilience Manager	Service Resilience Coordinator (Place)
3 Apr 17	Loggists Training	Training course for personnel required to maintain incident logs in emergencies	Scottish Prison Service College, Polmont	Learning and Development Coordinator, East of Scotland Regional Resilience Partnership	East of Scotland Regional Resilience Partnership Organisations (City of Edinburgh Council Resilience Specialists)
3 Apr 17	Chief Officer Resilience Awareness Training	To familiarise Chief Officers with Council Resilience structures and procedures and the role of the designated Chief Officer on call	Waverley Court	Resilience Manager	Head of Place Management

Date	Event	Purpose	Location	Lead	Participants
10 Apr 17	Elections Challenge Session	To test and validate the Elections Contingency Plan (Local Government Elections 4 May 17)	Meadowbank Stadium	Council Public Safety	Council Service areas, Police Scotland, Scottish Fire and Rescue Service, Edinburgh Leisure, CGI
18 Apr 17	Resilience Awareness Training for Service area Resilience Coordinators and functional Specialists	To familiarise newly appointed Service area resilience Coordinators and functional Specialists with Resilience roles and responsibilities	Waverley Court	Resilience Manager	Service Resilience Coordinators/ Specialists Chief Executive, Resources
18/19 Apr 17	Edinburgh Community Resilience Week	To provide a forum for the Edinburgh Community to share latest business continuity developments	City Chambers	Council Resilience	Council Service areas, Edinburgh Business Community, Emergency and Health services, Tertiary Education sector
2 May 17	Ethylene Leak, Ineos, Grangemouth	Evacuation of Ineos Chemical Plant. Sheltering advised for local residents.	Grangemouth	Police Scotland, Ineos, Scottish Ambulance Service, Scottish Fire and Rescue Service	Council Resilience, Communications Services
13 May 17	Global Ransomware Cyber Attack	Major Ransomware cyber attack (WannaCry) impacting numerous organisations worldwide including the NHS in Scotland	Global	Various International and National Government Agencies	Various Organisations

Date	Event	Purpose	Location	Lead	Participants
22 May 17	Terrorist Incident	Suicide bombing. 22 Dead, over 60 injured	Manchester Event Arena	UK Government, Emergency and Health Services	
23 May 17	UK Threat Level upgraded to "Critical" (Returned to "Severe" Saturday, 27 May 2017)	Raise UK preparedness for imminent attack threat.	UK Wide	UK Government	
25 May 17	Building Incident Manager: Bomb Threat and Suspicious Item Procedure Training	Raise awareness of the Bomb Threat and Suspicious Item Procedure for Building Incident Managers	Wester Hailes Education Centre	Council Resilience	Head Teachers and Business Managers, Communities and Families
25 May 17	Workshop to Raise Awareness of Prevent (WRAP)	To provide information on the Prevent thread of the UK Governments Counter Terrorist Strategy (CONTEST)	Wester Hailes Education Centre	Council Resilience	Head Teachers and Business Managers, Communities and Families
30 May 17	Familiarisation and briefing event	Pre-build Awareness and Learning Event in preparation for UK National 2017 CT exercise	Police Scotland, Fettes Avenue, Edinburgh	Police Scotland and SMARTEU	UK and Scottish Government Services and Agencies, Emergency and Health services, appropriate Local Authorities, Utilities, Transport Authorities

Date	Event	Purpose	Location	Lead	Participants
2 Jun 17	Council Resilience and Response Briefing	Presentation for Council Leadership Team on resilience arrangements for responding to serious incidents	Chief Executive's Boardroom	Council Resilience	Council Leadership Team
3 Jun 17	Terrorist Incident	Vehicle and knife attack. 10 dead (including 3 attackers) and 48 injured	London Bridge and Borough Market	UK Government, Emergency and Health Services	
5 Jun 17	Chemical, Biological, Radiological, Nuclear (CBRN) Remediation Workshop	To consider recovery arrangements following a major contamination incident	Scottish Government Offices, Victoria Quay	Senior Resilience Coordinator, East of Scotland Regional Resilience Partnership	East of Scotland Regional Resilience Partnership Organisations
9 Jun 17	Training Course, Integrated Emergency Management	To provide an introduction to Resilience for newly appointed Resilience Specialists or non-specialists with Resilience within their portfolio	East Lothian Council offices, Penston House, Macmerry	Learning and Development Coordinator, East of Scotland Regional Resilience Partnership	East of Scotland Regional Resilience Partnership Organisations
13 Jun 17	Project Griffin (Training Workshop)	To provide advice and information regarding the threat of terrorism	Waverley Court	Counter Terrorism Security Adviser	Edinburgh CONTEST Group, Council Counter Terrorism Group, Council Resilience Group

Date	Event	Purpose	Location	Lead	Participants
14 Jun 17	Grenfell Tower Block Fire	Major fire destroyed tower block, approx. 80 people treated in hospital, 60 plus fatalities, (final death toll unknown).	Westminster and Kensington, London	UK Government, Emergency and Health Services	
19 Jun 17	Terrorist Incident	Vehicle attack. 1 dead and 10 injured	Finsbury Park Mosque, London	UK Government, Emergency and Health Services	
21 Jun 17	Command Workshop	Pre-build Awareness and Learning Event in preparation for UK National 2017 CT exercise	Chief Executive's Boardroom	Council Resilience, Organised Crime & Counter Terrorism Unit, Police Scotland	Council Leadership Team
26 Jun 17	Chief Officer Resilience Awareness Training	To familiarise Chief Officers with Council Resilience structures and procedures and the role of the designated Chief Officer on call	Waverley Court	Resilience Manager	Head of Place Development
27 Jun 17	Global Ransomware Cyber Attack	Major Ransomware cyber attack (Petya) impacting numerous organisations worldwide.	Global	Various International and National Government Agencies	Various Organisations

Date	Event	Purpose	Location	Lead	Participants
28 Jun 17	Scientific and Technical Advice Cell (STAC) Training and Exercise	Training and table top exercise to test STAC arrangements prior to Torness Exercise Magpie ("7 September 2017)	Torness Strategic Coordinating Centre (TSCC), East Lothian Council offices, Penston House, Macmerry	Health Protection Scotland, NHS Lothian, NHS Borders, EDF Energy, East Lothian Council	Members of Lothian and Borders Local Resilience Partnership Organisations with responsibilities in a Torness Off Site Emergency, EDF Energy, Scottish and UK Government Departments
17 July – 21 Aug	CT Awareness Training – Edinburgh Festival	To raise awareness of how to respond to a CT Event within the City during the festival season.	Various	Resilience	All customer facing staff directly affected by the festival
25-27 Jul 17	System Failure	Health and Social Care CATS (Community Alarms Scheme) affecting vulnerable clients	City wide	Health and Social Care, Place (Housing), Resilience	Edinburgh Health and Social Care Partnership, Place, Council Resilience, Communication Services

Date	Event	Purpose	Location	Lead	Participants
3 Aug 17	Report of Suspicious Item	Suspicious item reported outside Headquarters building	Council Headquarters, Waverley Court, East Market Street	Police Scotland, Council Corporate Property, Facilities Management, Security and Resilience	Waverley Court staff, visitors and tenants.
3 Aug 17	BLACK SWAN Table Top Exercise	Pre-build Awareness and Learning Event in preparation for UK National 2017 CT exercise	Police Scotland Training College, Tulliallan	Police Scotland and SMARTEU	UK and Scottish Government Services and Agencies, Emergency and Health services, appropriate Local Authorities, Utilities, Transport Authorities
10 Aug 17	Explosives Disposal Incident	Destruction of recovered ordnance	Residential property, Elgin Road	Police Scotland, Military (EOD)	Council Resilience
17 Aug17	Virgin Money Festival Fireworks Challenge Session	To test the emergency coordination arrangements for an incident at the Virgin Money Festival Fireworks	Virgin Money Offices, St Andrew's Square	Council Public Safety, Event Organizers, Police Scotland, Council Resilience	Council Service areas, Emergency and Health Services, Event Organisers and Contractors

Date	Event	Purpose	Location	Lead	Participants
22 Aug 17	Queensferry Crossing Experience and Queensferry Crossing Official Opening Ceremony Table Top Exercise	To test the emergency coordination arrangements for an incident during the Queensferry Crossing Experience or the Queensferry Crossing Official Opening Ceremony	FCBC Contact and Education Centre, South Queensferry	Council Public Safety, Event Organisers, Police Scotland, Council Resilience	Council Service areas, Emergency and Health Services, Event Organisers and Contractors
25 Aug 17	Suspect Package Report (unattended baggage)	Police attended and confirmed item was not hazardous	Outside Writer's Museum, Lady Stair's Close, Lawnmarket	Police Scotland, Council Culture staff	Writer's Museum and City Art Centre staff
28 Aug 17	Virgin Money Edinburgh Festival Fireworks	Sponsored Concert and Fireworks Event	Edinburgh Castle, Princes Street Gardens and City Centre area	Council Public Safety, Event Organisers, Police Scotland,	Emergency and Health Services, Council Services, Scottish Chamber Orchestra, Pyrovision
11 Sep 17	Torness Off Site Incident Arrangements, Familiarisation Training	Familiarisation Training and Workshop in preparation for Torness Off Site Exercise Magpie (27 Sep 17)	Torness Strategic Coordination Centre, Penston House, Macmerry, East Lothian	EDF Energy, East Lothian Council, Police Scotland	Members of Lothian and Borders Local Resilience Partnership Organisations with responsibilities in a Torness Off Site Emergency, EDF Energy, Scottish and UK Government Departments

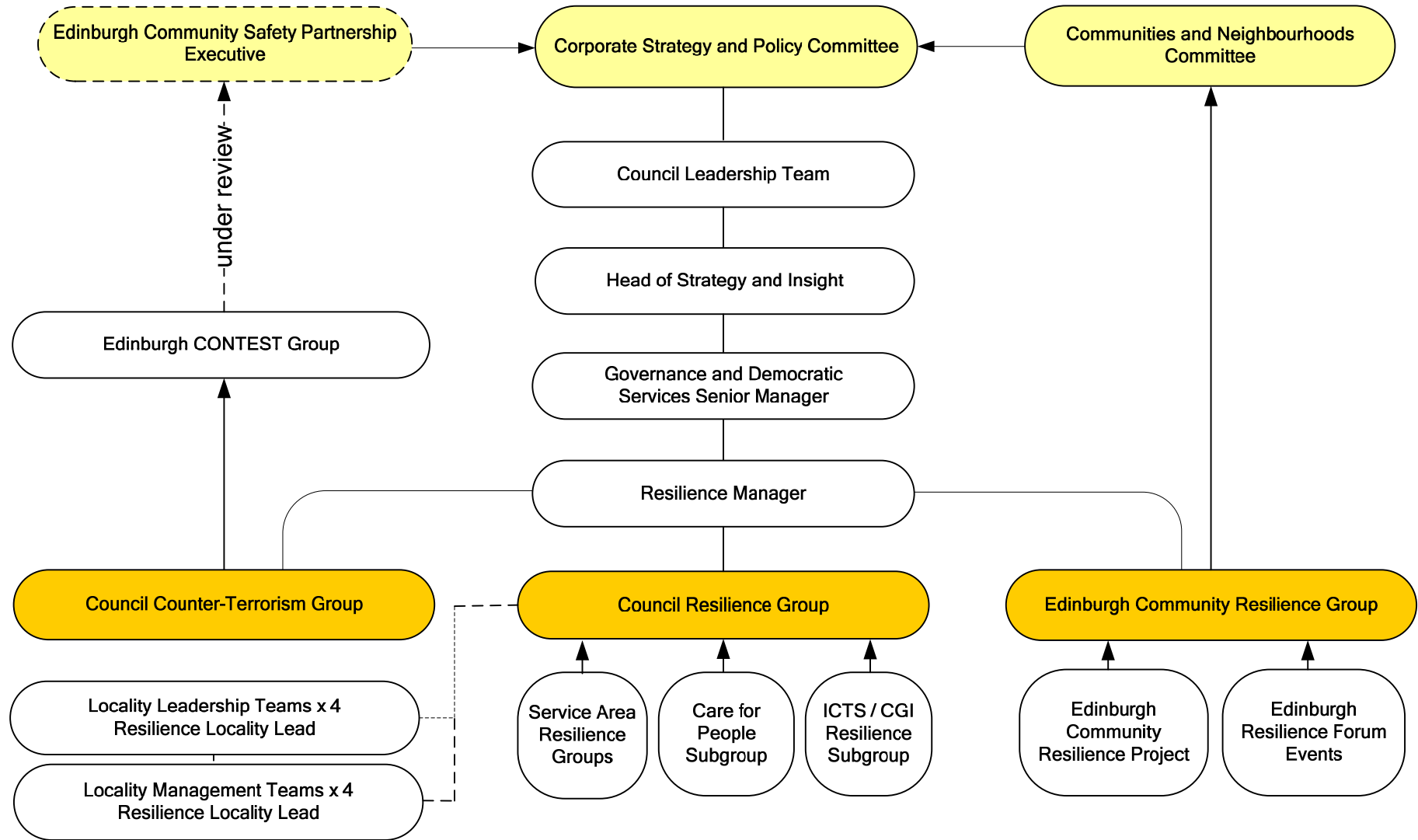
Date	Event	Purpose	Location	Lead	Participants
15 Sep 17	Terrorist incident	Explosive device in train passenger carriage ignited but failed to detonate fully. Approximately 20 casualties transported to hospital in first response.	Parson's Green Underground Station, Fulham, West London	UK Government, Emergency and Health Services	
15 Sep 17	Move to Critical Threat Level declared by UK Government Friday night (returned to Severe Level on Sunday afternoon (17 Sep 17))	Raise UK preparedness for imminent attack threat.	UK wide	UK Government, Emergency and Health Services	

Date	Event	Purpose	Location	Lead	Participants
27 Sep 17	Torness Off Site Exercise Magpie	UK Level 2 Nuclear Exercise	Various Locations including EDF Energy Emergency Support Centre, Barnwood, Gloucester, Torness Power Station, Torness Strategic Coordination Centre, Penston House, Macmerry, East Lothian	Office of the Nuclear Regulator, EDF Energy, East Lothian Council, Police Scotland	Office of the Nuclear Regulator, Members of Lothian and Borders Local Resilience Partnership Organisations with responsibilities in a Torness Off Site Emergency, EDF Energy, Scottish and UK Government Departments
28 Sep 17	Building Incident Manager: Bomb Threat and Suspicious Item Procedure Training	Raise awareness of the Bomb Threat and Suspicious Item Procedure for Building Incident Managers	Murrayburn Depot	Council Resilience	Various Staff Levels, Communities and Families
28 Sep 17	Workshop to Raise Awareness of Prevent (WRAP)	To provide information on the Prevent thread of the UK Governments Counter Terrorist Strategy (CONTEST)	Murrayburn Depot	Council Resilience	Various Staff Levels, Communities and Families

Date	Event	Purpose	Location	Lead	Participants
28 Sep 17	Ready for Winter Training	To raise awareness of Communities and Families Severe Weather Contingency Arrangements	Murrayburn Depot	Council Resilience	Communities and Families Head Teachers and Business Managers)

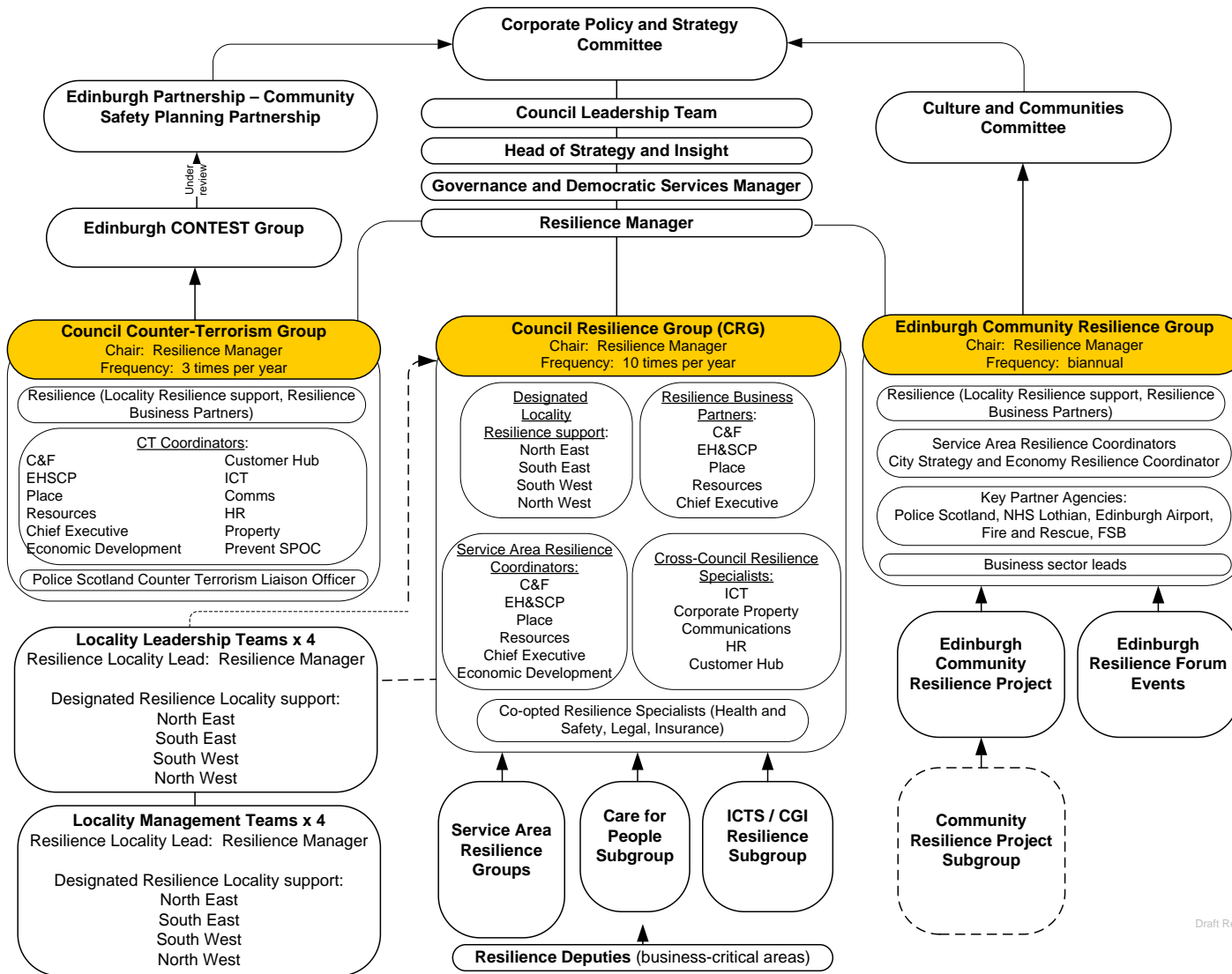
Council Resilience Groups

Appendix 5



Council Resilience Business Partnering Model

Appendix 6



Draft Resilience BP Model v1.15
Last updated 250817
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Resilience Service Forward Work Plan 2017 to 2018

Item	Description	Task
1	Management Information System	Implement/Train
2	Unit Business Continuity Arrangements	Develop/Input on MIS
3	Corporate Pandemic Influenza Plan	Review/Validate/Exercise
4	Rest Centre Plan	Develop/Sign Off/Exercise
5	Council Severe Weather Plan	Annual Review/Validate/Exercise
6	Community Resilience Project Phase 2 Funding	Complete Pilot/Evaluate Outcomes
7	Training Needs Analysis	Annual Analysis
8	Virtual Council Incident Coordination Centre	Develop/Validate Operations Guide
9	ISO22301 Audits	Biannual Continuing Assessment Audits
10	CT Corporate / Interagency Arrangements	Develop/Validate/Exercise
11	CT Training Programme (WRAP/Griffin/BIM/other relevant Products)	New and Refresher Training
12	SmartResilience (European Commission Horizon 2020 Funded European Cities Project)	Complete agreed project tasks

13	Develop and maintain an appropriate resilience framework and infrastructure, including business partnering for Service Areas and Localities	Develop/Implement
14	Edinburgh's Hogmanay 2017/18 Resilience Arrangements	Review/Validate/Exercise
15	BIAs for Essential Activities	Review/Complete
16	Key Suppliers Business Continuity Protocol Training	Ongoing
17	Edinburgh Community Resilience Week 2018	Annual
18	Training Programme	Annual
19	Exercise Programme	Annual
20	Resilience Incident Notification and Escalation Framework	Review/Validate/Exercise
21	Edinburgh Festival Fireworks Contingency Arrangements 2018	Annual Review/Validate/Exercise
22	Resilience Reserves Staffing Project	Develop/Agree/Launch
23	Business Continuity Strategies	Develop/Agree/Input on MIS