

<b>SUBJECT:</b>	<b>GWENT (LRF) LOCAL RESILIENCE FORUM : COORDINATOR OFFICER POST</b>
<b>MEETING:</b>	<b>SINGLE MEMBER DECISION – CLLR P. MURPHY Emergency Planning Service Portfolio Holder</b>
<b>DATE:</b>	<b>22<sup>nd</sup> SEPTEMBER 2017</b>

**1. PURPOSE:**

- 1.1 To seek agreement from the Emergency Planning ‘Portfolio Holder’ to be the ‘host’ organisation for the Gwent Local Resilience Forum: Coordinator Officer Post and add the post to the MCC establishment as per required process.

**2. RECOMMENDATIONS:**

- ✓ Agree to Monmouthshire County Council being the ‘Host’ organisation of the Gwent Local Resilience Forum Coordinator Post;
- ✓ Add the post to the MCC Establishment as required;
- ✓ Acknowledge the post is an existing and partnership funded position and liability is in line with current pro-rata agreements with accountability shared across the partnership should circumstances in relation to the post change.

**3. KEY ISSUES:**

- 3.1 Ensuring that the Gwent Local Resilience Forum continues to meet its duties and responsibilities under the Civil Contingencies Act 2004.

**4. REASONS:**

- 4.1 The Gwent Local Resilience Forum has employed a ‘coordinator’ post since the introduction of the Civil Contingencies Act 2004. The role ensures that the agreed multi-agency work programme is progressed and acts as a single point of contact for all members of the LRF – together with external enquiries made to the LRF. A copy of the LRF Constitution & Business Plan is attached to this report to provide further background and understanding of the role of the LRF and how this is supported by the Coordinator.
- 4.2 It has been recognised that due to various reasons the service provided by the LRF Coordinator post has been gradually diminishing and the expectations from LRF members in relation to the LRF Coordinator role are not being met. In addition the substantive current post holder will not be returning to the position due to taking on alternative police duties. The post, since its introduction, has been hosted by Gwent police.
- 4.3 In recognition of the issues, the Chair of the LRF Coordination Group proposed that an open and transparent review of all the ‘Options’ available to the LRF should be undertaken in relation to the post, to include the review of the existing job description, who and where the post-holder should be employed/hosted by and report to and costings for the preferred option presented. The appropriate recruitment process would then be followed once the decision on an agreed option was made by the LRF. A copy of the report presented to the LRF is attached as part of the background papers.

4.4 At the LRF meeting held on 8<sup>th</sup> September, following lengthy discussion on the paper presented, it was recommended that Monmouthshire County Council should be recognised as the preferred host organisation for the post after exploring the options and working through the Task & Finish group recommendations. As can be seen from the LRF report attached to the background papers, working through the paper and recommendations, MCC were considered best placed to host this post particularly as MCC provide the current Chair of the LRF Coordination Group and have the greatest understanding of the current pressures/issues faced by the LRF. Other expressions of interest were sought from all LRF organisations to host the post and with the exception of Caerphilly CBC no other organisation came forward – all preferring to support MCC in taking the matter forward. Caerphilly CBC also wish to support MCC fulfilling the post and put in an expression of interest simply to ensure that the valuable work the post holder takes forward would not be lost and that progress going forward would not be delayed.

4.5 To prevent further delays in delivering the LRF agenda it is envisaged that as soon as this post transition is agreed the necessary advertisement and arrangements for employing the post will be progressed. If it is not agreed that MCC host this post the matter will be taken back to the Gwent LRF to seek a suitable solution.

## **5. RESOURCE IMPLICATIONS:**

5.1 MCC already pay into the joint Gwent LRF funding model – with an annual contribution of £4,400 as met by the Emergency Planning budget. The multi-agency funding model for this post is already in place and will continue, as outlined in the LRF report attached.

5.2 There are no direct resource implications envisaged for MCC – with any transition costs met from the annual LRF budget of £51,000. The LRF also maintain a ‘reserve’ budget which currently stands at £64,358 – used for training/exercise events. Both budgets will be transferred to MCC and be given to the responsibility of the new post holder to manage on behalf of the LRF. It has been agreed that ‘shared responsibility’ by LRF Members contributing to the budget and hence post would be responsible for any costs in relation to unexpected ‘redundancy’ and share costs as per the current agreed arrangement. All organisations should also be able to provide any appropriate ‘at risk’ employment opportunities should such a situation arise.

## **6. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):**

6.1 No negative impacts have been identified in relation to this proposal. The key positive impacts highlight that supporting the transition of this post from Gwent Police to Monmouthshire CC will ensure that the Gwent LRF work programme will continue to be delivered which in turn directly compliments and takes into consideration the Future Generations Act and underlying principles. A copy of the evaluation is attached/ embeded below.



**7. CONSULTEES:**

Ian Hardman – Emergency Planning Manager

Tracey Harry – Head of People & Information Governance / **Chair of Gwent LRF Coordination Group**

Gwent Local Resilience Forum Partners (as per report agreed on September 8<sup>th</sup> 2017)

**8. BACKGROUND PAPERS:**

- 8.1** A copy of the full back ground to the rationale behind agreement to host this partnership post can be found in the attached LRF report below.



LRF COORDINATOR

OPTION PAPER REPOI



Gwent LRF

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