

Title of Report:	Severe Weather - Winter 2013/14
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	1 September 2014

Purpose of Report: To advise the Overview and Scrutiny Management Commission of the process to be followed for its review into the severe weather events of the winter of 2013/14.

Recommended Action: It is recommended that the Overview and Scrutiny Management Commission examines the effect on and response to the severe winter weather events of the winter of 2013/14 by West Berkshire Council, in order to identify recommendations for consideration by the Executive.

Key background documentation: Winter Floods & Storms 2013/2014 Debrief Report

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Executive Report

1. Introduction

- 1.1 At its meeting of 25 February 2014 the Overview and Scrutiny Management Commission (OSMC) agreed to carry out a review into the severe weather events experienced in West Berkshire over the winter of 2013/14.
- 1.2 This report reminds the members of the Commission of the Terms of Reference and methodology subsequently agreed by the Commission on 1 July 2014, sets out the broad review schedule and provides specific detail for the consideration of how the weather affected West Berkshire Council.

2. Terms of Reference

- 2.1 The Commission agreed that a review would be undertaken into the effects of and response to the severe weather that affected West Berkshire during the winter of 2013/2014, in order to ensure that the appropriate lessons are learnt and measures put in place to mitigate the effect of future severe weather events. In particular the review will seek to
- (1) Understand what happened and why
 - (2) Determine whether the plans in place prior to the flooding were effective
 - (3) Identify the lessons that should be learnt
 - (4) Assess the future severe weather risks to the District and the extent to which they might be managed
 - (5) Report to the Executive and others with recommendations as appropriate.

3. Methodology

- 3.1 The review will be undertaken the full Commission over the course of a series of public meetings. In outline, the meetings will be structured as set out in the table below.

Date	Times	Meeting focus
1 September 2014	1100 – 1800	<ul style="list-style-type: none">• Events overview• Council response
5 September 2014	0900 – 1645	<ul style="list-style-type: none">• Response by other agencies
11 September 2014	1330 – 1745	<ul style="list-style-type: none">• Effect on and response by communities
15 September 2014	1400 – 1630	<ul style="list-style-type: none">• Drawing conclusions
30 September 2014	1830 – 2030	<ul style="list-style-type: none">• Sign off of recommendations

- 3.2 Recommendations identified by the Commission will be included as part of a wider and composite debrief report for consideration by the Executive in due course, a working draft of which is shown at Appendix A to help inform debate.

4. Conduct of the 1 September meeting

4.1 The meeting of 1 September is structured as shown in the table below.

Times	Topic	Officer(s)	Focus
1100 – 1230	Civil Contingencies	Andy Day (Head of Strategic Support) Carolyn Richardson (Civil Contingency Manager)	<ul style="list-style-type: none"> • Event overview • Roles and responsibilities • Debrief and learning process summary • Emergency Operations Centre activation and operation
12:30 – 13:00	Lunch		
1300 – 1345	Vulnerable people (Adult Social Care & Children Services)	Tandra Forster (Head of Adult Social Care) Mark Evans (Head of Children's Services)	<ul style="list-style-type: none"> • Preparedness • Response • Business continuity • Recovery • Learning for future events
1345 – 1415	Education	Mark Lewis (Strat Commissioning and Compliance Manager)	
1415 – 1430	Break		
14:30 – 16:00	Highways & Transport	Mark Edwards (Head of Highways & Transport) Jon Winstanley (Projects Manager)	<ul style="list-style-type: none"> • Preparedness • Response • Business continuity • Recovery • Learning for future events
16:00 – 16:15	Break		
1615 – 1645	Customer services	Sean Anderson (Head of Customer Services)	<ul style="list-style-type: none"> • Preparedness • Response • Business continuity • Recovery • Learning for future events
16:45 – 17:45	Recovery Working Group	June Graves (Chair of the Recovery Working Group)	
17:45 – 1800	Wrap up		

4.2 Brief reports on the impact on and response to the severe winter weather by Adult Social Care, Children's Services, Education, Highways and Transport, Customer Services and the Recovery Working Group are shown at Appendices A to F respectively. As outlined in the table above, officers will be in attendance at the meeting to provide amplification on these reports.

5. Recommendation

- 5.1 It is recommended that the Overview and Scrutiny Management Commission examines the effect on and response to the severe winter weather events of the winter of 2013/14 by West Berkshire Council, in order to identify recommendations for consideration by the Executive.

Appendices

- Appendix A Draft flood debrief report
- Appendix B Adult Social Care submission
- Appendix C Children's Services submission
- Appendix D Education submission
- Appendix E Highways and Transport submission
- Appendix F Customer Services submission
- Appendix G Recovery Working Group submission