

# Corporate Policy and Strategy Committee

10.00am, Tuesday, 5 November 2013

## Corporate Resilience: Annual Report (1 October 2012 to 30 September 2013)

Item number	7.1
Report number	
Wards	All

### Links

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Coalition pledges	
Council outcomes	<a href="#">CO15: 21</a>
Single Outcome Agreement	<a href="#">SO4</a>

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# Executive summary

## Corporate Resilience: Annual Report (1 October 2012 to 30 September 2013)

### Summary

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This report provides information on corporate resilience activities and initiatives undertaken during the period 1 October 2012 to 30 September 2013.

### Recommendations

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- 1 To note the resilience activities undertaken during the period of this report.
- 2 To agree the reporting structure outlined at Appendix 3.
- 3 To approve the proposed forward workplan set out at Appendix 4.

### Measures of success

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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

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

### Equalities impact

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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

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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.

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.

The initiatives described in this report contribute to making Edinburgh more sustainable by promoting interagency working with partner organisations to minimise or mitigate the effects of serious emergencies on the environment.

## Consultation and engagement

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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, from 1 November 2013, three new multi agency, Regional Resilience Partnerships replaced the former 8 Emergency Planning Strategic Co-ordinating Groups. The City of Edinburgh Council is a partner organisation in the East of Scotland Regional Resilience Partnership and the Chief Executive is the designated Deputy Chair of this Group.

## Background reading / external references

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The Civil Contingencies Act 2004;

The Civil Contingencies Act 2004 Contingency Planning (Scotland) Regulations 2005; and

[Preparing Scotland: Scottish Guidance on Preparing for Emergencies.](#)

## Corporate Resilience: Annual Report (1 October 2012 to 30 September 2013)

### 1. Background

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- 1.1 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 2012 to 30 September 2013.
- 1.2 The report includes the activities associated with the formation of the Corporate Resilience Unit and the integration of the emergency planning and business continuity functions.

### 2. Main report

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- 2.1 In the United Kingdom, there is a statutory duty on Category 1 Responders to carry out contingency planning as defined in the Civil Contingencies Act 2004. 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.
- 2.2 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:
  - 2.2.1 assessing the risk of incidents occurring and using these assessments to inform contingency planning;
  - 2.2.2 putting in place emergency response plans;
  - 2.2.3 putting in place business continuity management arrangements;
  - 2.2.4 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;

- 2.2.5 providing advice and assistance to businesses and voluntary organisations in relation to business continuity management (this duty applies to Local Authorities only);
  - 2.2.6 sharing information with other local responders to enhance coordination; and
  - 2.2.7 co-operating with other local responders to enhance co-ordination and efficiency.
- 2.3 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 (such as Edinburgh Airport Ltd, Network Rail and Forth Ports plc).

#### **Resilience Planning - National Input**

- 2.4 Staff from the Council's Resilience Unit and appropriate service representatives contribute on a regular basis to national resilience planning, training and exercise initiatives.
- 2.5 The Corporate Resilience Manager is a member of the British Standards Institute's BCM/1 Committee whose objective is to develop standards on business continuity management. This goal includes assessing the need for and developing BSI standards and other deliverables within its scope, including BS25999 and ISO 22301, the British and International Standards for business continuity.
- 2.6 The Corporate Resilience Manager is a member of the Resilience Advisory Board for Scotland (RABS) Critical Infrastructure Group whose remit is to improve the protection and resilience of assets and systems critical to Scotland.
- 2.7 The Council's business continuity function is a member of the UK Core Cities Group, comprising the UK's eight largest cities, outwith London, which encourages the sharing and promotion of good practice in business continuity management.

#### **Resilience Planning – Regional Input**

- 2.8 From the introduction of the Civil Contingencies Act 2004 Contingency Planning (Scotland) Regulations 2005 until November 2013, the integrated emergency planning structure in Scotland was formally constituted through multi-agency, Emergency Planning Strategic Coordinating Groups, each based on the legacy Police Force areas. The City of Edinburgh Council was a partner organisation in the Lothian and Borders Emergency Planning Strategic Coordinating Group (SCG), chaired by the Council's Chief Executive.

- 2.9 In April 2013, the formation of a single Police Force and a single Fire and Rescue Service for Scotland resulted in a review of Scottish resilience coordination structures. The review led to the announcement of the replacement of the eight Strategic Coordinating Groups by three Regional Resilience Partnerships (RRPs) covering the East, West and North of Scotland, effective from 1 November 2013.
- 2.10 The RRP's bring together senior representatives from the emergency and health services, 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.
- 2.11 The City of Edinburgh Council is a member of the East of Scotland Regional Resilience Partnership. The East of Scotland RRP is chaired by the Assistant Chief Constable (East), Police Scotland. The Council's Chief Executive is the designated Deputy Chair.
- 2.12 The East of Scotland RRP remit extends across the areas served by the Lothian and Borders, Fife and Central Strategic Coordinating Groups. (The former Central area is now known as Forth Valley).
- 2.13 Beneath the overarching structure of the East of Scotland RRP, Local Resilience Partnerships (LRPs) have been formed for the Lothian and Borders, Fife and Forth Valley areas. The LRP's will continue to provide a tactical level, co-ordinating structure within their respective areas.
- 2.14 The East of Scotland RRP is expected to meet three times a year or more often if required. The agenda of the East of Scotland RRP is coordinated by a Business Coordinating Group which includes the Chairs and Resilience Coordinators of the Lothian and Borders, Fife and Forth Valley LRP's plus the chairs of the following regional capability groups:
- 2.14.1 Planning and Response
  - 2.14.2 Training and Exercising
  - 2.14.3 Risk
  - 2.14.4 Health
  - 2.14.5 Care for People
  - 2.14.6 Public Communications
  - 2.14.7 Community Resilience

## **Resilience Planning - The City of Edinburgh Council**

- 2.15 The Corporate Resilience Unit was formally set up in January 2013 within the Governance Service of the Legal, Risk and Compliance Division in the Corporate Governance directorate. The establishment includes a dedicated Corporate Resilience Manager, a Council Business Continuity Officer, Council Emergency Planning Officer, Resilience Officer and graduate trainee.
- 2.16 Resilience Planning in the City of Edinburgh Council is now being managed through three main Groups, each of which addresses a key resilience issue, integrating emergency planning and business continuity. The three Groups are the Council Resilience Group, the Edinburgh Resilience Partnership and the Council Contest Group. Each Group is chaired by the Corporate Resilience Manager. A diagram showing the structure, meeting frequency and proposed reporting lines of each of the three Groups is at Appendix 3.
- 2.17 The Council Resilience Group drives the Council's Resilience Management Programme. The Group is the focus for the Council's resilience activities, including planning, training and exercise initiatives and facilitates the sharing of information across the Council on business continuity, emergency planning and preparing 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 Services. (This Group replaces the former Council Business Continuity Group which drove Business Continuity Management within the Council.)
- 2.18 The Edinburgh Resilience Partnership includes representatives from the Emergency and Health Services, together with the Resilience Co-ordinator of the Lothian and Borders Local Resilience Partnership, who are invited to attend meetings with members of the Council Resilience Group on a regular basis (currently 3 times a year). Other agencies can be co-opted as required. (This Group replaces the former Edinburgh Resilience Core Group which provided the focus for emergency planning activities.)
- 2.19 The Council Contest 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 for the UK Counter Terrorist (CONTEST) strategy through an agreed programme to address the strategy's Protect, Prevent and Prepare strands. 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 threat or incident, develop activities in accordance with Terrorism Local Profiles (or equivalent) and to regularly update the Edinburgh Contest group, through the Chair, and contribute to the development of its programme.

- 2.20 To support the Corporate Resilience Management Programme, the following key outputs have been developed and agreed through the Council Resilience Group:
- 2.20.1 A Resilience Management System (this replaces the Business Continuity Management System).
  - 2.20.2 Corporate Resilience infrastructure agreed and implemented with a Service Resilience Coordinator replacing the former Emergency Planning representatives and Business Continuity coordinators.
  - 2.20.3 Resilience Deputies replacing Business Continuity Deputies in business critical areas and Resilience Specialists replacing Business Continuity Specialists in cross-council, essential functions (Organisational Development, Communications Services, ICT Solutions, Customer Hub, Corporate Facilities Management).
  - 2.20.4 Resilience remits for the above resilience roles, the Corporate Resilience Unit and Resilience Champions for both planning and incident response have been agreed.
  - 2.20.5 Governance structure agreed for the three Council resilience groups (see paras 2.17 -2.19).
  - 2.20.6 2013 Resilience Exercise Programme.
  - 2.20.7 2013 Resilience Training Programme.
  - 2.20.8 2013 Resilience Workplan including regular, planned maintenance and validation of all Resilience plans and procedures.
  - 2.20.9 Resilience Competencies Framework agreed.
  - 2.20.10 Key Performance Indicators (KPIs) agreed for Corporate Resilience Unit and reported monthly.
  - 2.20.11 Corporate Resilience Risk Register developed and reviewed quarterly.
  - 2.20.12 Council/CONTEST objectives agreed.

### **Edinburgh Resilience**

- 2.21 The Edinburgh Resilience Forum was formed to improve Edinburgh's community resilience through various training initiatives related to business continuity and to help fulfil the Council's legislative duty to provide business continuity management advice and assistance. The Forum currently has approximately 150 members drawn from a range of sectors, including the



commercial, business and voluntary sectors and tertiary education providers in the City. The Forum's Steering Group, whose members represent Edinburgh's diverse sectors, agree the training and events programme. The Steering Group is chaired by the Council Business Continuity Officer.

- 2.22 As part of the Edinburgh Resilience Forum and in partnership with Lothian and Borders Police (now part of Police Scotland) and the Edinburgh Chamber of Commerce, the Council organised a fifth, annual Community Resilience Week in March 2013. The Council-led conference and workshops were again over-subscribed and excellent feedback was received from delegates.

#### **Incident Coordination Facilities**

- 2.23 The Council's primary incident coordination centre (ICC) is located within the City Chambers. In the event of the ICC being unavailable, for any reason, an agreement exists currently to use part of Chesser House in Gorgie Road as an alternative facility. Alternative incident coordination facilities will be explored as part of the Loss of Premises Plan project. The Council Headquarters at Waverley Court also has an area of accommodation on the Courtyard level that is linked to the building's back up generator that could be used to augment the space available to assist with the co-ordination of a prolonged or serious incident, should the need arise.
- 2.24 In addition to its primary role as the Council's dedicated Incident Coordination Centre, the ICC 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 and co-ordination of major public events in the City. Additionally, the ICC can be made available to any Council service that might require it for the coordination of a significant event or planned operation such as monitoring major traffic diversions.

#### **Events Planning**

- 2.25 The Council's responsibility for the safe delivery of significant, planned events in the City is coordinated by the Council's Public Safety service through a series of Events Planning and Operations Groups with representatives from all key stakeholders. Where it is decided that specific contingency arrangements are required for a particular event, the Resilience function, in liaison with all appropriate organisations, is responsible for preparing a multi-agency Contingency Planning Supplement to augment existing arrangements for dealing with the occurrence of serious incidents during a public event.
- 2.26 During the period considered by this report, Contingency Planning Arrangements Supplements were prepared for Edinburgh's Hogmanay Street Party 2012/13 and the Edinburgh Festival Fireworks 2013.

## Forward Work Plan

- 2.27 The Resilience Unit prepares a forward work programme each year in liaison with Service representatives on the Council Resilience Group. A copy of the outline Work Programme 2013 to 2014 is attached at Appendix 4.

## 3. Recommendations

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- 3.1 To note the resilience activities undertaken during the period of this report.
- 3.2 To agree the reporting structure outlined at Appendix 3.
- 3.3 To approve the proposed forward workplan set out at Appendix 4.

## Alastair D Maclean

Director of Corporate Governance

## Links

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### Coalition pledges

#### Council outcomes

**CO15** - The public is protected.

**CO21** - Safe – Residents, visitors and businesses feel that Edinburgh is a safe city.

#### Single Outcome Agreement

**SO4** – Edinburgh’s Communities are safer and have improved physical and social fabric.

#### Appendices

**Appendix 1:** East of Scotland Regional Resilience Partnership

**Appendix 2:** Events, Exercises and Incidents between 1 October 2012 to 30 September 2013.

**Appendix 3:** Council Planning Groups – Diagrammatic Structure and Proposed Reporting Lines

**Appendix 4:** Corporate Resilience – Unit Forward Work Plan 2013 - 2014

## **Appendix 1 East of Scotland Regional Resilience Partnership**

### **Member Organisations**

Police Scotland (Chair)

The City of Edinburgh Council (Deputy Chair)

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 Health and Veterinary Laboratories Agency

Crown Office Procurator Fiscal Service

Edinburgh Airport Limited

Forth Ports plc

Network Rail

NOTE 1: The Scottish Government Resilience Division is invited routinely and other agencies are co-opted as necessary.

## Appendix 2

### The City of Edinburgh Council Events, Exercises and Incidents

1 October 2012 to 30 September 2013

Date	Location	Event	Lead Agency	Remarks
2 Oct 2012	Council Incident Coordination Centre	Visit by Delegation from Icelandic National Emergency Co-ordinating Agency	City of Edinburgh Council (Emergency Planning)	
10 Oct 2012	Easter Road Stadium	Terrorist Incident Response Exercise	Scottish Police Service	Multi-agency exercise to test the response to a terrorist incident. Part of a programme of exercises held under the Home Office sponsored "Mass Point" programme in preparation for Scotland hosting the 2014 Commonwealth Games.
10 Oct 2012	Various Locations (Participating Council Offices, Scottish Government, HM Coastguard, Forth Ports plc)	Oil Pollution Exercise	Scottish Government Resilience Division	Phase 1 of a major, multi agency, exercise to test the Scottish response to an oil pollution incident originating at Grangemouth and affecting the Firth of Forth.

<b>Date</b>	<b>Location</b>	<b>Event</b>	<b>Lead Agency</b>	<b>Remarks</b>
2 Nov 2012	HM Prison Edinburgh	Major Incident Response Exercise	Scottish Prison Service/Lothian and Borders Police	Multi agency exercise to test the response to an explosion and fire within the Prison estate.
20 Nov 2012	Inchyra Grange Hotel, Grangemouth	Oil Pollution Exercise	Scottish Government Resilience Division	Phase 2 of a major, multi agency, exercise to test the Scottish response to an oil pollution incident originating at Grangemouth and affecting the Firth of Forth.
22 Nov 2012	Customer Hub, Chesser House	Power Outage (4 a.m.) required Out-of-Hours staff to re-locate to Waverley Court	City of Edinburgh Council (Business Continuity, Facilities Management)	Council essential activities disrupted and resumed within defined, tolerable outages.
13 Dec 2012	Council Incident Coordination Centre, City Chambers	Visit by Delegates from Delft Technical University	City of Edinburgh Council (Emergency Planning)	
11 Jan 2013	Murrayfield Stadium	Exercise to test response to potentially disruptive scenarios during major matches	Scottish Rugby Union/City of Edinburgh Council (Public Safety)	Multi agency, syndicate, table top exercise.

16 Jan 2013	Lothian Chambers, George IV Bridge	Exercise to test the Dalmeny Installation Off Site Emergency Response Plan	City of Edinburgh Council (Resilience Unit)	Multi agency, syndicate, table top exercise. Statutory requirement.
22 Jan 2013	Council Incident Coordination Centre, City Chambers	Chief Officer's Resilience Training	City of Edinburgh Council (Resilience Unit)	Workshop for Chief Officers, newly appointed or unable to attend previous event (May 2012).
29 Jan 2013	Fountainbridge	Significant fire in tenement and temporary evacuation of local residents	Lothian and Borders Police/ Lothian and Borders Fire and Rescue Service	
Note 1: From January 2013 the Council's Business Continuity and Emergency Planning functions merged to form the Corporate Resilience Unit.				
31 Jan 2013	Council Incident Coordination Centre, City Chambers	Training for potential Rest Centre Managers	City of Edinburgh Council (Resilience Unit)	Training arranged for Health and Social Care staff (or equivalent) in Edinburgh and Lothian and Borders area.

16 Jan 2013	Lothian Chambers, George IV Bridge	Exercise to test the Dalmeny Installation Off Site Emergency Response Plan	City of Edinburgh Council (Resilience Unit)	Multi agency, syndicate, table top exercise. Statutory requirement.
11 Feb 2013	Taylor Place, Edinburgh	Significant fire in large, disused building in close proximity to local residential accommodation and main rail line.	Lothian and Borders Police/Lothian and Borders Fire and Rescue Service/City of Edinburgh Council	Meadowbank Stadium put on alert as potential Emergency Rest Centre but not required.
26 Feb 2013	Scottish Police College, Tulliallan	Maritime Terrorist Incident Response Exercise	Scottish Police Service	
26 Feb – 1 Mar 2013	Standard Life HQ, Lothian Road and City Chambers, High Street	Community Resilience Week	City of Edinburgh Council (Resilience Unit)/Lothian and Borders Police/Edinburgh Chamber of Commerce	Fifth annual Edinburgh Resilience Forum event jointly organised by the Council, Police and Chamber of Commerce aimed at major Edinburgh employers and businesses.
11, 18, 19 and 22 March 2013	City-wide	Winter Weather	City of Edinburgh Council	Elements of Severe Winter Weather arrangements invoked including 4x4 vehicle priority use agreement.

14 Mar 2013	South Queensferry High School	Briefing Workshop for Head Teacher and staff on action required in the event of an off site incident at Dalmeny Installation	City of Edinburgh Council (Children and Families/Resilience Unit)	
26 Mar 2013	Scottish Police College, Tulliallan	Terrorist Incident Response Exercise	Scottish Police Service	Multi-agency exercise to test the response to a terrorist incident. Part of a programme of exercises held under the Home Office sponsored "Mass Point" programme in preparation for Scotland hosting the 2014 Commonwealth Games.
Note 2: From 1 April 2013, Lothian and Borders Police and Lothian and Borders Fire and Rescue Service were subsumed into the Police Service of Scotland (Police Scotland) and the Scottish Fire and Rescue Service respectively.				
9/10 Apr 2013	City Chambers	M-487 Mandate Crisis Management Workshop on European Standardisation	European Committee for Standardisation/City of Edinburgh Council (Resilience Unit)	European Commission sponsored Crisis Management and Civil Protection Event. Attended by delegates from 27 Member States. Opening address by Chief Executive, the City of Edinburgh Council.



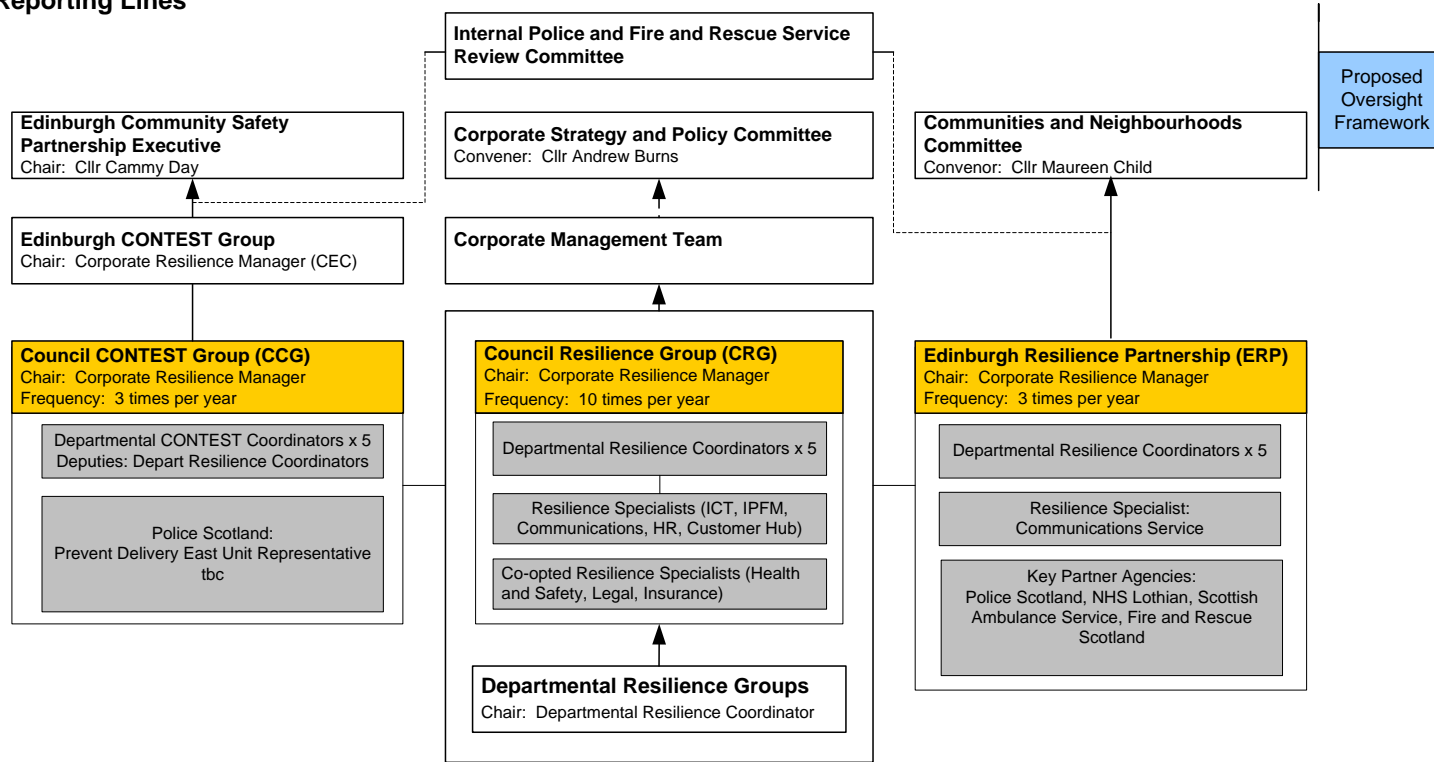
24 Apr 2013	Edinburgh Royal Infirmary	Exercise to test casualty and fatality process pathways	NHS Lothian/Police Scotland/ City of Edinburgh Council (Resilience Unit)	
8 May 2013	Stirling University Management Service	Terrorist Incident Response Exercise	Police Scotland	Multi-agency exercise to test the response to a terrorist incident. Part of a programme of exercises held under the Home Office sponsored "Mass Point" programme in preparation for Scotland hosting the 2014 Commonwealth Games.
23 May 2013	Royal Highland Centre, Ingliston	Tabletop Exercise to test arrangements for Royal Highland Show	City of Edinburgh Council (Public Safety)/Royal Highland and Agricultural Society, Scotland	
6 Jun 2013	Lothian Chambers, George IV Bridge	Tactical Level Seminar for Council Managers	City of Edinburgh Council (Resilience Unit/Services for Communities – Emergency Planning and Business Continuity)	

18 Jun – 19 Sep 2013	Council Incident Coordination Centre, City Chambers	Elected Members Resilience Briefing	City of Edinburgh Council (Resilience Unit)	Series of eight “stand-alone” 90 minute Briefing Sessions offered to Elected Members on Resilience issues.
18 Jul 2013	South Clerk Street	Significant fire in tenement and temporary evacuation of local residents	Police Scotland/Scottish Fire and Rescue Service	
20-22 Jul 2013	City Chambers	Scheduled Power Down resulted in ICT Systems Disruption	City of Edinburgh Council	
1 Aug 2013	North Bridge	Chemical Suicide Incident at Scotsman Hotel. Evacuation of guests. Removal of contaminated fatalities to City Mortuary	Police Scotland/ Scottish Fire and Rescue Service/NHS Lothian/Scottish Ambulance Service/City of Edinburgh Council (Environmental and Scientific Services/Bereavement Services)	

5 – 18 Aug 2013	Chesser House	Major power disruption caused by transformer unit failure. Arrangements invoked for transfer of Out-of-Hours staff and essential services to Waverley Court and other Council properties.	City of Edinburgh Council (Corporate Governance/Children and Families/Health and Social Care/Services for Communities)	Council Incident Management Team convened to co-ordinate initial response. Emergency generator sourced and installed to maintain building operations on temporary basis. Alternative working arrangements and locations reviewed. Multi disciplinary project group established and resolved situation over weekend 17/18 August with installation of new transformer.
9 Aug 2013	Council Headquarters	Resilience Coordinators Workshop	City of Edinburgh Council (Resilience Unit)	
9 Aug 2013	Castle Street	Significant fire in City Centre restaurant requiring temporary evacuation of customers and local residents	Police Scotland/Scottish Fire and Rescue Service	

10 Sep 2013	Council Headquarters	Resilience Coordinators Workshop	City of Edinburgh Council (Resilience Unit)	
18 Sep 2013	Edinburgh Airport	Exercise to test Uninjured Survivor Reception Centre Procedures	Edinburgh Airport Ltd/Police Scotland/City of Edinburgh Council (Health and Social Care)	

**Appendix 3 - Council Resilience Planning Groups  
– Proposed Reporting Lines**



**Proposed Calendar**

January  
February  
**March**  
April  
May  
June  
July  
**August**  
September  
October  
**November**  
December  
(last Tuesday in the month, 15.30)

**January**  
**February**  
**March**  
**April (including Management Review)**  
**May**  
**June**  
**July**  
August  
**September**  
**October (including Management Review)**  
**November**  
December  
(last Tuesday in the month, 14.00)

January  
**February**  
March  
April  
May  
June  
July  
August  
**September**  
October  
November  
**December**  
(last Tuesday in the month, 15.30)

## Corporate Resilience – Unit Forward Work Plan

2013 to 2014

Serial	Description	Comments
1	Community Resilience Project Pilot	
2	Unit Business Continuity Arrangements	
3	Corporate Pandemic Influenza Plan	Revision/Validation
4	Council Emergency Plan	Revision/Validation
5	Council Business Continuity Plan	Revision/Validation
6	Corporate Severe Weather Plan	
7	Corporate Loss of Premises Plan	Develop/Validate
8	Training Needs Analysis	
9	2014 Exercise Programme	
10	ISO Transition Programme	Transit from British Standard 25999 to International Standard 22301 (October 2013)
11	Counter Terrorism Corporate Arrangements	Develop/Validate/Exercise

12	Resilience e-learning Module Launch	
13	Counter Terrorism e-learning Module Launch	
14	Edinburgh Festival Fireworks Contingency Arrangements 2014	Review/Validate/Exercise
15	City of Edinburgh Risk Register	
16	Supply Chain Assurance Project	
17	Resilience Management Information System (MIS) Implementation	
18	Community Resilience Week 2014	
19	Commonwealth Games 2014 (Diving Competition) Contingency Arrangements	Develop/Validate/Exercise
20	Service Management Team Workshops	
21	Edinburgh's Hogmanay Street Party Contingency Arrangements 2014/2015	Review/Validate/Exercise