

**EMERGENCY PLANNING SHARED SERVICES JOINT COMMITTEE  
(ROTHERHAM AND SHEFFIELD)**

**Venue: Microsoft Teams Meeting    Date: Tuesday 30 March 2021  
Time: 1.30 p.m.**

**A G E N D A**

- 1. Apologies for Absence.**
- 2. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.**
- 3. Minutes of the previous meeting held on 15 December 2020 (Pages 2 - 3)**
- 4. Matters arising from the previous minutes (not covered by the agenda items).**
- 5. Emergency Planning - Service Update**  
*Verbal Report*
- 6. Volunteer Recruitment**  
*Verbal Report*
- 7. Any other business**
- 8. Date, time and venue for the next meeting:-**

The next meeting of the Emergency Planning Shared Services Joint Committee will be held on Thursday 29 July at 1:30pm. Venue TBC.

**EMERGENCY PLANNING SHARED SERVICES JOINT COMMITTEE  
(ROTHERHAM AND SHEFFIELD) - 15/12/20**

**EMERGENCY PLANNING SHARED SERVICES JOINT COMMITTEE  
(ROTHERHAM AND SHEFFIELD)  
Tuesday 15 December 2020**

Present:- Councillor (in the Chair); Councillors Alam, Fox and Jones.

**27. APOLOGIES FOR ABSENCE.**

Apologies for absence had been received from Councillor Lelliott.

**28. TO DETERMINE ANY ITEM WHICH THE CHAIRMAN IS OF THE OPINION SHOULD BE CONSIDERED LATER IN THE AGENDA AS A MATTER OF URGENCY.**

There were no urgent matters to consider.

**29. MINUTES OF THE PREVIOUS MEETING HELD ON 15 SEPTEMBER 2020**

The Minutes of the previous meeting were approved as a correct record.

**30. MATTERS ARISING FROM THE PREVIOUS MINUTES (NOT COVERED BY THE AGENDA ITEMS).**

There were no matters arising.

**31. VOLUNTEER RECRUITMENT.**

Officers provided a verbal update on incident management volunteer recruitment. It was noted that there were ongoing issues in volunteer retainment but that the COVID-19 pandemic had opened many new doors in the volunteer sector. The Emergency Resilience and Safety Manager explained that volunteer numbers were static but the aim was to increase the numbers. Work was ongoing at Sheffield City Council to improve their ICT capabilities and move onto Microsoft Teams in early 2021 which would help with facilitating different forms of volunteering.

A survey of the current volunteers had taken place and officers informed the Committee that it was their intention to repeat this survey at regular intervals to ascertain the best way to support volunteers. 95% of volunteers had maintained their availability throughout the pandemic.

In response to questions from Elected Members, the Emergency Resilience and Safety Manager confirmed that she would look into the matter of interaction between community group volunteers and the volunteers co-ordinated by the Local Authorities.

**32. ANY OTHER BUSINESS**

**Virtual Capability** – The Head of Service reported that the Local Resilience Forum had developed virtual capabilities in response to the COVID-19 pandemic. This meant that physical attendance at an emergency command centre was sometimes no longer necessary. If physical attendance was required, locations had been established that were compliant with the COVID-19 guidelines. It was confirmed that all digital infrastructure was protected from cybercrime through all of the approved government processes.

Reassurance was also given the Sheffield City Council would be able to roll-out the updates to their system in accordance with the agreed timetables.

**COVID-19** – The Head of Community Safety and Regulatory Services confirmed that infection rates across Sheffield were decreasing but those in Rotherham were increasing. There were 5 indicators that the Government used to ascertain which tier an area should be put into. The tier system was due to be reviewed in the week after the meeting but it was expected that South Yorkshire would remain in Tier 3.

In response to questions from Members, the officers confirmed that there were no hotspots within Rotherham. The spread was quite even across all wards. There had been an increase in the levels of the virus in care home staff but due to the infection control protocols, this had not led to an increase in positive cases for care home residents. It was proving difficult to pinpoint any cross-border issues due to the level of exposure but it was something officers were monitoring.

**Financial Update** – The officers confirmed that a formal update would be given at the next meeting on the year end budget position. The position had not changed since the last meeting.

**Brexit** – The Local Resilience Forum had set up a sub-group to look at EU transition issues. James Henderson from Sheffield City Council and Jackie Mould from Rotherham MBC were the lead officers.

**Agreed:-** That a report be brought to the next meeting on the impact of the COVID-19 restrictions on the EU resettlement scheme and on Looked After Children.

**33. DATE, TIME AND VENUE FOR THE NEXT MEETING:-**

**Agreed: -**

That the next meeting of the Emergency Planning Shared Services Joint Committee (Rotherham and Sheffield) will be a virtual meeting held on Tuesday 30 March, 2021.