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**NOTE OF CIVIL CONTINGENCIES GROUP (NI) MEETING  
Friday 26 March 2021**

**Present**

Karen Pearson	TEO (Chair)
Andy Cole	TEO
Alison Clydesdale	TEO
Mark McGuicken	TEO (Secretary)
Chris McNabb	TEO
Richard Crowe	DAERA
Sian Kerr	DfI
Jonathan McKee	DfI
<span style="border: 1px dashed black; padding: 2px;">NR</span>	DfI
Des Nevin	NI Water
Anthony Carleton	DfC
Anne McNally	DoH
Michelle Bell	DfE
Andrew Scott	DE
Paul Duffy	DoF
Cathy Galway	DoJ
Mark Larmour	NIO
Stephen Reid	Local Government
Joan McCaffrey	Local Government
Ch Supt <span style="border: 1px dashed black; padding: 2px;">I&amp;S</span>	PSNI
ACFRO Patrick Gallagher	NIFRS
Billy Newton	NIAS
Susan Todd	MCA
Kathryn Baker	FSA
Dr Will Lang	Met Office

**Support Staff**

<span style="border: 1px dashed black; padding: 5px;">Name Redacted</span>	TEO
	TEO
	TEO

**Apologies**

Liz Redmond	DoH
ACC Jonathan Roberts	PSNI
Ch Insp <span style="border: 1px dashed black; padding: 2px;">I&amp;S</span>	PSNI
Michael Bloomfield	NIAS

**Agenda Item 1 – Welcome & Apologies**

1. The Chair welcomed everyone to the meeting and introduced herself as the new Chair of CCG (NI), with HOCS continuing to Chair CCG (O). The Chair outlined the alignment of civil contingencies to her wider G3 command and the context of this meeting being a “reset” of CCG (NI) in the Prepare phase. Members were thanked for attending and apologies were noted.

**Agenda Item 2 – C3 Update**

2. The Chair invited Andy Cole (TEO) to provide Members with an overview of the C3 response during the recent NICMMA stand ups. Andy briefed Members from the slide pack and detailed past events and how the C3 structures had evolved into the current civil contingencies architecture now in place. Anne McNally (DoH) offered her thanks to TEO for a more proportionate and planned stand up during the second phase of the COVID-19 response.

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### **Agenda Item 3 – Review of Terms of Reference**

3. The Chair invited Mark McGuicken (TEO) to provide Members with an update on the changes to the Terms of Reference (TORs) for CCG (NI). Mark briefed Members on the changes that have been made to the documentation which largely reflected the current NICCMA arrangements and revised membership. I&S (PSNI) suggested that strategic learning should be embedded in the TORs given its importance, and to ensure that the capturing of lessons and best practice is always considered by CCG (NI). The Chair agreed to the suggestion noting the TORs would be re-circulated for approval. The Chair informed Members that the Membership is to be maintained at a senior level and attendance should be confined to Members, with deputising by exception only.

**ACTION 1/21 – Secretariat to revise TORs and re-circulate to Members for approval.**

### **Agenda Item 4 – Review of Resilience Programme**

4. The Chair invited Mark McGuicken to update Members on the Resilience Programme (RP), including outstanding actions and revised future governance arrangements. Mark informed Members that, with the agreement of the lead partners, most of the outstanding actions will either be closed or taken forward as business as usual. All recommendations CCG (NI) had oversight of emanating from the North West Flooding Review are now addressed either as discreet actions that have been completed or by forming part of normal organisational Civil Contingencies business. He noted that a number of the actions would need to be supported by the cross-departmental CCG (NI) sub groups and that the lead partners could not be expected to take forward these areas alone.

5. Mark provided an overview of the outstanding actions as follows:

Local Government Lead - Actions 28 and 53

- Actions will be taken forward as part of the new Civil Contingencies Framework document review.

TEO Lead - Actions 28, 40, 51 and 54

- Actions will be taken forward as part of the new Civil Contingencies Framework document review.

DAERA Lead - Actions 35, 43 and 49

- Actions will be taken forward as business as usual.

DoJ Lead - Actions 38, 44 and 55

- Action 38 which will be taken forward by the Critical Threats Preparedness Steering Group; and Action 55 will be taken forward as business as usual. Action 44 will be progressed under Agenda Item 5.

DoH Lead - Actions 45 and 52

- Action 45 will be taken forward by the Pan Flu Sub Group; Action 52 will be taken forward as business as usual.

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Met Office Lead - Actions 56

- Action has been closed.

6. The Chair emphasised that a collaborative approach is still essential between Departments in delivering actions. Mark noted that going forward CCG (NI) actions would be twofold. Basic administrative actions emanating from the meetings would be addressed by the Secretariat; strategic or cross-cutting actions would form the revised Civil Contingencies Work Programme, which would replace the RP. He advised that TEO would work with lead partners to progress actions arising from the meetings to try to resolve issues more promptly; it was recognised that some strategic issues would however take more time to resolve and updates would be provided at each CCG (NI) meetings against all actions. Members agreed that they were content with the final position on the RP and the revised arrangements going forward.

### **Agenda Item 5 – NI Mass Fatalities Plan**

7. The Chair invited Cathy Galway (DoJ) to update Members on the revised Northern Ireland Mass Fatalities Plan (NIMFP).
8. Cathy informed Members that the Mass Fatalities Steering Group had cleared the revised plan in 2020, however due to COVID-19 this was not presented to CCG (NI) in March 2020. Cathy reported that the key changes to the plan are the ending of the National Emergency Mortuary Arrangements (NEMA) contract and the introduction of Regional Mortuaries. Since the NIMFP had been cleared, a Northern Ireland Temporary Resting Place (NITRP) has been established. While the plan does not make reference to the NITRP specifically, as the longer term plans for the facility are yet to be agreed, it would be DoJ's intention to consider its use at this point subject to available capacity, should a mass fatality incident occur and the level of fatalities warrant it.
9. Ch Supt [redacted] (PSNI) asked Cathy if the plan had been shared with other PSNI colleagues; Cathy confirmed it had been and [redacted] agreed to approve. Stephen Reid (Local Government) asked Cathy about the disposal of the Kinnegar site and what the contingency plan was; Cathy confirmed the site at Kinnegar would remain during the COVID-19 pandemic, however options are being considered for other sites in the longer term and partners will be included in these discussions. The Chair thanked Cathy for her presentation and Members agreed they were content to approve the paper.

### **Agenda Item 6 – Northern Ireland Civil Contingencies Framework**

10. The Chair invited Andy Cole (TEO) to brief Members on the new Northern Ireland Civil Contingencies Framework document. Andy provided an overview of the Framework document highlighting that it was not simply a refresh of the existing outdated documentation but also included lessons learned from the recent COVID-19 and D20 responses; it also reflected the importance of well-established Lead Government Department arrangements. The aim would be for the Framework document to be the single reference point for all partners.
11. The draft Framework document would be presented to NI EPG and C3 Leads at a number of workshops scheduled for April 2021. The complete Framework document would be ready for

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review by CCG (NI) Members at the next meeting scheduled for June 2021; once cleared at CCG (NI) it will then be presented to the NICS Board.

12. Ch Supt. I&S (PSNI) welcomed the Framework document and the new approach to Civil Contingencies, commenting that the document should be short, sharp, easy to read and informative. Jonathan McKee (DfI) welcomed the work to be taken forward. Richard Crowe (DAERA) also welcomed the work done and the transparency throughout the process. Richard stated that it is important to show in the document how departments and the Civil Contingencies Group link in with UKG structures.
13. Andy also briefed Members about the lack of secondary legislation in Northern Ireland for Civil Contingencies, but reported this will form part of the work to be taken forward by Civil Contingencies Division over the coming years. Mark Larmour (NIO) commented that the new structure is a positive fresh start for civil contingencies in Northern Ireland.

#### **Agenda Item 7 – Future Work Programme**

14. The Chair invited Alison Clydesdale (TEO) to inform Members on the Future Work Programme for Civil Contingencies Division. Alison briefed Members on the Future Work Programme that shows the direction of travel for Civil Contingencies Division over the next three years. She highlighted that the draft 2020/21 to 2022/23 work programme was included with the papers for Member's information and discussed in further detail the table of key deliveries for the programme in 2021/22.
15. Stephen Reid (Local Government) asked Alison about the review of secondary legislation and how long this would take to progress. Alison advised that legislation could take a number of years to progress and that the review planned would consider what is already available and what would be required for Northern Ireland; she noted that it would be unlikely that any legislation could be progressed during the current Assembly mandate. Stephen said Local Government would like to be involved in the process along with SOLACE.

#### **Agenda Item 8 – AOB**

16. The Chair invited Members to raise any items under AOB.
17. Dr Will Lang (Met Office) provided an update on the Seasonal Forecast. He advised Members that the information is based on tendencies and trends. He confirmed the rest of this week would remain unsettled, April would be drier and warmer and temperatures would be above average for May and June. This however comes with risks of flooding, thunder storms, wildfires and heat waves. Will also raised the risk of warmer weather and the end of COVID-19 restrictions. The Chair advised she will raise this issue at the COVID Taskforce Adherence Group. The Chair also asked Will if there had been discussions with RoI regarding the new extreme heat warnings and Will confirmed these discussions will happen next week.
18. Will advised of a new extreme heat warning page on the Met Office website that should be available 1 June 2021. Mark McGuicken advised that he would pick this up separately with Will.

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**ACTION 2/21 – Secretariat to arrange meeting with Dr Will Lang and Joan McCaffrey regarding heat warnings.**

19. Cathy Galway (DoJ) asked if consultations and key policy developments can be shared through this Group, noting the current Protect Duty, Home Office consultation. The Chair confirmed they could and asked that Cathy provide the details to Mark McGuicken to share with Members.

**ACTION 3/21 – Secretariat to share Protect Duty consultation with Members.**

**Agenda Item 9 – Date of Next Meeting**

20. The Chair confirmed that the date of next meeting will be 23 June 2021 and thanked all Members for their participation in today's meeting.

**CCG (NI) Secretariat  
26 March 2021**

**Action Log – Live Actions**

<b>REFERENCE</b>	<b>ACTION</b>	<b>UPDATE</b>
<b>ACTION 1/21</b>	Secretariat to revise TORs and re-circulate to Members for approval	Issued 1 April 2021
<b>ACTION 2/21</b>	Secretariat to arrange meeting with Dr Will Lang and Joan McCaffrey regarding heat warnings.	Arranged for 15 April 2021
<b>ACTION 3/21</b>	Secretariat to share Protect Duty consultation with Members	Emailed to CCG (NI) Members on 29 March 2021

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