



Reference: RFI 1712031

**Request:**

I am writing to make an open government request for all the information to which I am entitled under the Freedom of Information Act 2000.

Please send me information on:

Within the council, who is the person that is responsible for emergency planning?

- Mr Phil Scott, Head of Environment Housing and Leisure Management is the designated lead officer responsible for emergency planning. The Authority has a governance structure in place for emergency planning matters which involves the Chief Executive and the wider senior leadership team.

What systems does the council use when an emergency occurs? E.g. pen and paper, Excel, a system or another method?

- The Authority uses Microsoft Office 2007 and the Resilience Direct portal provided by central government to manage information during a major incident. This is supplemented by paper-based systems provided for in our emergency plans.

If the council uses a software system, which vendor do you use for your emergency planning solution?

- No information held.

What is the current contract term (how long is it and when does it expire)?

- No information held.

What is the value of said contract?

- No information held.

If the council does not have a software system, will the council be researching the market (with the intention to buy) over the next 12 – 18 months?

- No information held. There are no plans in place to procure a bespoke software system

If yes, when will be the council be aiming to purchase the system by?

- No information held.