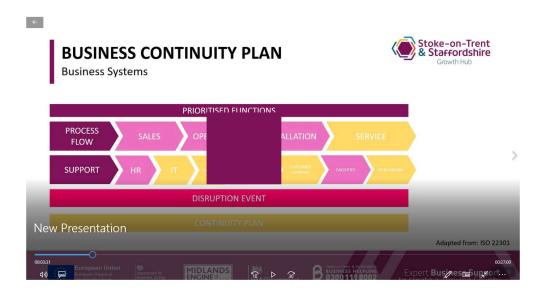




BUSINESS CONTINUITY PLANNING

Business Continuity Planning is the activity undertaken by a business on how it can not only identify the risks that affect their core activities, but also develop/improve the systems they have in place to continue despite a given risk manifesting.

For a more detailed overview on how to produce a business continuity plan, please see the video hosted on the Growth Hub website below (or here)





THE RISK OF CIVIL UNREST

The Community Risk Register published by the Staffordshire Civil Contingencies Unit logs Civil Unrest as a High ranked risk (industrial action by prison staff and public disorder).

This guide will be exploring the substance of this risk, which businesses are most at risk, and how businesses can manage this risk.

31	Widespread Industrial action (firefighters)	National Fire Strike for at least 8 consecutive days. Weakened response could result in increased casualties and fatalities from fires and other high-risk incidents requiring rescue that FRS attend.	2	3	Medium	Staffordshire Fire and Rescue Service enjoys excellent industrial relations and has robust Business Continuity Plans that would be invoked in the event of such a strike.
32	Industrial action (prison officers)	National prison officers strike	3	4	High	The prison service and private prison providers are required to have robust business continuity plans and it is possible that the Police or military could be asked to assist. Staffordshire has multi-agency command and control arrangement that would be put into place with such an event.
33	Industrial action (public transport)	Strike action by key workers (rail) which could occur sporadically and last for some time causing disruption to commuter rail travel.	2	5	Medium	Train Operator companies would have to make alternative provision to transport its customers by road.
34	Industrial action (fuel supply)	Actual or threatened disruption to the distribution of fuel by road, by fuel tanker drivers would result in some fuel shortages, e.g. at petrol filling stations. Potential for panic buying to exacerbate the situation.	2	3	Medium	All LRF partner organisations are required to have robust BC plans to ensure continued delivery of essential services in the event of constraint in the supply of fuel.
35	Insolvency affecting fuel supply	Disruption of supply in the event of insolvency at a refinery of terminal.	2	1	Low	All LRF partner organisations are required to have robust BC plans to ensure continued delivery of essential services in the event of constraint in the supply of fuel.
36	Public disorder	Large scale disorder at a single or multiple locations in Staffordshire and/or Stoke-on- Trent	3	3	High	Staffordshire Police have robust intelligence gathering and assessment processes to monitor community tensions and identify when disorder could occur. All police forces train to national standards and there are procedures in place for mutual aid between forces.
37	Influx of British nationals	Large numbers of people returning to UK with nowhere to be accommodated by family of friends.	1	4	Low	Likely that people will be dispersed around UK so impact on our area may be limited. Local Authorities have Rest Centre plans and Humanitarian arrangements for emergency shelter in place in large numbers arrived. There is victim support and counselling services available if needed.



PUBLIC DISORDER: A DEFINITION

Public disorder, for the sake of this document, shall use the broad-term "Riot" as the sole cause of public disorder. For a more detailed breakdown of what public disorder is defined as, readers are encouraged to read the Public Order Act (1986).

Riot shall, therefore for the purpose of this text be defined as:

"Where 12 or more persons who are present together use or threaten unlawful violence for a common purpose and the conduct of them (taken together) is such as would cause a person of reasonable firmness present at the scene to fear for his personal safety, each of the persons using unlawful violence for the common purpose is guilty of riot"

The reason for a riot occurring (racial, food, religious, etc) are not important for the purpose of this text.



PUBLIC DISORDER: GEOGRAPHICAL

It is a reasonable assumption that public disorder (Riots) is more likely to occur in the following areas:

- Inner city or city centre areas where large bodies are people congregate.
- Entertainment or leisure venues where not only large bodies of people congregate but also those of rival cultures (sports teams) and/or where alcohol is consumed (entertainment districts).
- At demonstrations (industrial action, protests, pride rallies, etc).
- In areas housing controversial installations (government/military buildings, chemical companies, arms companies, certain financial institutions, etc).
- Areas with a prior history of public disorder.
- Densely populated, economically deprived areas (such as housing estates).



BUSINESS PROPERTY

Businesses should assess the location within which their physical premises (shops, offices, factories) are based according to the geographical criteria outlined previously.

Premises should adapt physical security systems to fit the criteria:

- Reinforced glass and shutters in street fronted property (offices and shops)
- Gates and high walls for sports venues and factories
- Added deterrents on all property (CCTV cameras, prosecution warning signs)
- Avoid, where possible, setting-up premises in areas of high terrorist threat (near government or military building) or where the likelihood of civil unrest exists (economically deprived areas)





PROTECTING STAFF

Staff, be they permanent or contractors, have the right to feel safe when they are at work or en route to and from the normal place of work.

Likewise, staff have the right to not be harangued verbally or physically if their employer is subject to a public disorder event.

Where staff could become a target or involved in such events, where their work could be done remotely, they should be encouraged to do so until it is safe for them to come into the main place of work.

Likewise, at risk businesses should invest in security systems (gates, security personnel, cameras, etc) to make staff members feel safe.

Where staff feel concerned for their safety – you as the employer should listen to their concerns and address them in a reasonable timeframe.

STAFF ONLY



PROTECTING EMPLOYERS

As an employer, you have the right to employ staff who will not bring problems to your business, be they:

- Reputational where staff are/have been/would be actively participating in public disorder events.
- Peer Security where staff could bring harm to other members of staff.
- Physical Security where staff could pose a risk to the physical assets of the company
- Confidentiality Risk- where the company hold sensitive information (for itself, others, or the state).

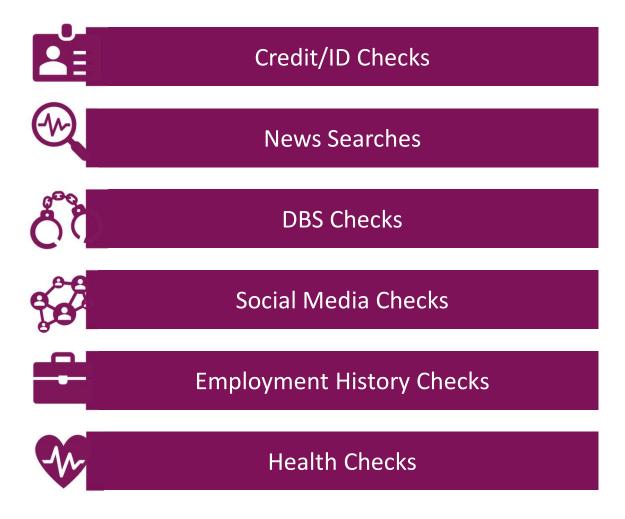
These risks can be mitigated by the company conducting due diligence on its permanent staff and contractors (see next page).





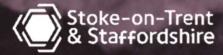
CONDUCTING DUE DILIGENCE

Due Diligence can be conducted by the company itself, or via a third party company. In all circumstances – the employer **must** get prior written permission from the employee (<u>UKGDPR</u> applies):





GET IN TOUCH



Growth Hub team for wider business support 0300 111 8002 or businessenquiries@stokestaffslep.org.uk



Business Resilience Team for business risk guidance covidsupport4businesses@staffordshire.gov.uk

The information provided herein is purely guidance – the Stoke on Trent and Staffordshire Growth Hub and affiliated organisations makes no representations for this information being current, correct, or relevant. You are advised to seek professional advice when considering the mentioned information.