

Dentdale Emergency Working Group

Draft -Terms of reference

Purpose

The Dentdale Emergency Working Group (DEWG) has been established to provide strategic direction and oversight of emergency planning arrangements in Dentdale. The group will work in partnership with neighbourhood watch and other groups in Dentdale

Remit

- Provide a forum for the development and review of consistent guidance and advice on emergency planning, incorporating best practice, taking account of any changes and updates in the field of emergency planning
- Develop desktop exercises to test the emergency plans and liaise with the emergency services and other organisations where necessary
- Work with neighbouring Parish Councils on cross border plans, where this can help support the emergency planning arrangements
- Review and monitor the emergency plan, prioritising life risk and taking into account business continuity risk, work with the emergency responders to improve and adapt plans
- Keep up to date lists of those volunteers who can assist in an emergency. Liaise with other community groups to support the emergency planning arrangements
- Promote co-operation and communication through the Dentdale website, using social media, CCMS and WhatsApp. Using newsletters to keep the local community informed
- To develop plans to engage volunteers in helping to support the emergency plan
- To report back to the Parish Council on progress
- To update Action with Communities in Cumbria (ACT) on any changes to the plan including emergency contacts

Meeting Frequency

The DEWG will meet at least quarterly and any other time as deemed necessary to conclude business. Agenda for meetings to be promulgated at least 2 weeks in advance of the meeting requesting any agenda items. Meetings will be scheduled in advance and minutes completed within 10 days following any meeting.

Membership

Will consist of two Parish Councillors and up to 3 community volunteers

1. Gary Seekins (Chair)
2. Emma Richardson (Note taker)
- 3.

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