

Annex 2A:

Model terms of reference for the Local Resilience Forum

Aim

The [insert area] Local Resilience Forum sits at the apex of [insert area]'s local civil protection arrangements. Its overall purpose is to ensure that there is an appropriate level of preparedness to enable an effective multi-agency response to emergencies which may have a significant impact on the communities of [insert area].

Objectives

The Local Resilience Forum's specific objectives are:

- to agree on joint strategic and policy approaches relating to [insert area]'s preparedness and response;
- to approve the Community Risk Register, and ensure it provides a robust basis for planning;
- to ensure that appropriate multi-agency plans, procedures, training and exercises necessary to address identified or foreseeable local and wider area hazards are in place and outstanding gaps identified;
- to direct and oversee the activities of working groups as they are established and allocate tasks to them as appropriate;
- to receive reports from the working groups on current threat levels, gaps in planning and progress on actions tasked;
- to ensure that appropriate resources are made available to working groups to fulfil statutory and task-based responsibilities;
- to co-ordinate the individual approaches and responsibilities of each organisation to ensure that they complement each other and dovetail with partners' arrangements; and
- to consider the implications of legislation, national initiatives and decisions of the Regional Resilience Forum for the Local Resilience Forum area.