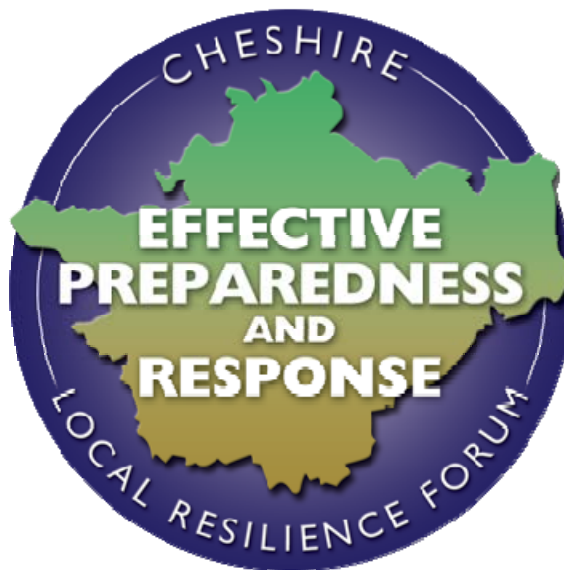


Corporate Plan 2011/12

Cheshire Local Resilience Forum



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1.1 Foreword

This Corporate Plan brings together the Cheshire Local Resilience Forum (CLRF) resilience priorities into one key strategic document. It both directs and underpins our planning process, outlining the Vision, Mission, Aims and Objectives of the Forum. These are aligned to both the Civil Contingencies Act 2004 and the national, regional and local resilience structure. These are clearly set out in the Corporate Planning and Objectives Model described in section 1.4 of this document.

This document enables CLRF to focus its delivery of civil protection activities, directing and prioritising its work based on the hazards and threats to the areas and communities of Cheshire.

A range of strategic drivers will directly influence the development of the 2011/12 CLRF Business Plan. These drivers will include such things as the revised National Risk Register & Community Risk Register (NRR & CRR). The Home Office CONTEST 2 strategy will also be a key driver for the CLRF, specifically the 'prepare and protect' strands of the strategy. The CRR serves to not only identify both risks and threats, but also the control mechanisms required to mitigate, or ensure resilience to deal with any resulting major emergencies.

It is widely recognised that a range of major work streams will be impacting on the work of the CLRF in the year 2011/12. The CLRF is however well placed to respond to these work streams and will continue to support these projects in conjunction with other resilience partners. Major projects that are likely to require significant effort from the CLRF are the Civil Contingencies Act Enhancement Programme, CONTEST (prevent) review, planning for the 2012 Olympics and the review and restructure of the Sub National Resilience Frameworks. It must be emphasized however that these projects represent only part of the changes to the resilience horizon, and continuing support from all category 1 & 2 responders who form the CLRF will be key to ensuring the effective and efficient delivery of this plan.

The 2011/12 CLRF Business Plan is incorporated into Section 2 of this document and details all work streams in the form of activities based on each of the corporate objectives.

The CLRF's General Working Group is responsible for coordinating the delivery of the business planning framework throughout the year. The Group will meet quarterly to monitor the performance and completion of all the activities within the CLRF Business Plan. In addition the Group will respond to any changed priorities throughout the year, reporting to and seeking guidance from the CLRF as necessary.

I would like to take this opportunity to thank members of the Local Resilience Forum, General Working Group and Task Groups for the commitment and dedication shown. The work of these Groups is vital to the success of the Forum. During the last year a tremendous amount has been achieved and I am confident that during the forthcoming year the CLRF will continue to build on this success.

Assistant Chief Constable Janette McCormick
Chair of Cheshire LRF
April 2011

1.2 Introduction and Background

The Cheshire Local Resilience Forum (CLRF) was created as a response to The Civil Contingencies Act 2004, but was built on the very firm foundations of an emergency planning structure that had served Cheshire, Halton and Warrington well since the 1970's. The new legislation and accompanying guidelines and non-legislative measures, aim to deliver a single framework for civil protection in the United Kingdom capable of meeting the challenges of the twenty-first century. The main duties of the Act were formally brought into force in November 2005, but preparation for the new ways of working started in late 2004.

Part 1 of the Act, its supporting Regulations and statutory guidance establish a clear set of roles and responsibilities for those involved in emergency preparation and response at the local level. The Act divides local responders into two categories, imposing a different set of duties on each.

Those in Category 1 are organisations at the core of the response to most emergencies. Category 1 responders are subject to the full set of civil protection duties and are required to:

- Assess the risk of emergencies occurring and use this to inform contingency planning;
- Put in place emergency plans;
- Put in place Business Continuity Management arrangements;
- Put in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency;
- Share information with other local responders to enhance co-ordination; and
- Co-operate with other local responders to enhance co-ordination and efficiency.

In addition local authorities have the duty to provide advice and assistance to businesses and voluntary organisations about business continuity management.

All Category 1 agencies are represented on the Cheshire Local Resilience Forum; a full list of member organisations can be found in section 1.6.

Further to the civil protection duties outlined above, the Cheshire LRF will also contribute to and support the Department for Communities and Local Government (DCLG) Northern Resilience Team and it's sub-groups. In addition the Cheshire LRF will engage in cross-border working with Merseyside, North Wales, Staffordshire, Greater Manchester LRFs and agencies.

Category 2 organisations, for example, the Health and Safety Executive, transport and utility companies, are less involved in the heart of emergency planning work and have a lesser set of legal duties. These include the duty to co-operate and share relevant information with other Category 1 and 2 responders.

Whilst less directly involved, Category 2 organisations play a vital role in day-to-day emergency planning across the Cheshire LRF area and have the right to be invited to and attend meetings, of the Cheshire Local Resilience Forum and its subordinate Task Groups.

The Cheshire Local Resilience Forum meets on a bi-annual basis. However, the main elements of the work of the Forum are discharged through the General Working Group (GWG) and a network of Task Groups. In addition the CLRF sponsors an annual training day for staff from category 1 and 2 organisations.

Details of the GWG and Task Groups can be found in section 1.8 of this document.

1.3 Constitutional Arrangements

Cheshire Local Resilience Forum – This Forum will meet bi-annually. The meeting will be chaired by the Assistant Chief Constable Police. There will be a Vice Chair who will assume responsibility for chairing the meetings in the absence of the Chair. To ensure a balanced approach to providing opportunities for individuals the role of Vice Chair will be changed on a three yearly basis. This will be done on the first meeting of the third year of office.

General Working Group – This Group meets quarterly to monitor the performance and completion of all the activities within the CLRF Business Plan. This group will be chaired by a nominated individual and will rotate every two years. There will be a GWG Vice Chair who will assume responsibility for chairing the meetings in the absence of the Chair. To ensure a balanced approach to providing opportunities for individuals the role of Vice Chair will be changed on a bi-annual basis. This will be done on the last meeting of the second year of office.

Secretariat – The Secretariat will be responsible for providing support for the Cheshire Local Resilience Forum and sub groups. The Secretariat will be provided by Cheshire Police and will be funded by CLRF partners.

Meeting Venues – LRF and GWG meetings will be hosted by agencies on a volunteer basis. Task Group meetings will be hosted by the Chairing agency, who will be expected to provide a suitable room, equipment and refreshments.

Finance – Cheshire LRF Secretariat is funded by annual contributions from Category 1 members: Emergency Services, NHS, Environment Agency, Local Authorities, British Transport Police, Highways Agency. Contributions are reviewed on an annual basis.

1.4 Corporate Planning and Objectives Model

Vision

A single Civil Protection framework that is both protective and resilient against all identified hazards or threats

Mission

The protection of all CLRf communities and their economic and environmental assets and interests against all emergencies

Our three key aims are to:

Undertake

Risk Assessment

Ensure

Preparedness

Provide

Capability

Our seven organisational objectives are:

LRF 1

Assess the risk of emergencies occurring and use this to inform contingency planning

LRF 2

Put in place emergency plans and an effective programme of training, testing and exercising

LRF 3

Put in place business continuity arrangements (* Additional Local Authority duty to promote business continuity to business and voluntary sector)

LRF 4

Have arrangements in place for informing the communities about all matters relating to civil protection

LRF 5

To provide and maintain arrangements to warn, inform and advise the community in the event of an emergency

LRF 6

Share information with other local responders to enhance co-ordination

LRF 7

Co-operate with other local responders to enhance co-ordination and efficiency

1.5 Priority areas

Cheshire Local Resilience Forum members have agreed the Forum's priorities, which have been identified as those risks that are significant to Cheshire and those where there are gaps in pre-planning.

In no particular order :

- Fuel supply
- Flooding
- Adverse weather
- Counter terrorism
- Human pandemic disease
- Animal disease
- Transport infrastructure
- Industrial sites
- Resilient telecommunications

Priorities will continue to be reviewed on an annual basis, reflecting information on the Community Risk Register, regional and national guidance, and targeted workstreams for 2011/2012.

1.6 Membership

Cheshire Police
Cheshire Fire and Rescue Service
North West Ambulance Service
Cheshire West and Chester Council
Cheshire East Council
Halton Borough Council
Warrington Borough Council
British Transport Police
Environment Agency
NHS
Health Protection Agency
Manchester Port Health Authority
Maritime and Coastguard Agency
42 (North West) Brigade
DCLG Northern Resilience Team

1.7 Performance Management Arrangements

The Cheshire LRF is committed to ensuring that the priorities set out within this document are delivered.

The Performance Monitoring Group will actively challenge Task Group Chairs on the status of a group and its importance within the LRF work programme on a regular basis to ensure progress towards the delivery of suitable and sufficient plans to address the priorities identified.

1.8 General Working Group and Task Groups

The Cheshire Local Resilience Forum delegates routine management of issues to the General Working Group. The General Working Group oversees the work of the Task Groups.

The Task Groups listed below are in existence. However, it should be noted that the frequency of meetings and the way in which Groups operate is determined by the Chair of the Group and by its membership, in liaison with the General Working Group.

The CLRF is in no way prescriptive in the way in which it wishes Task Groups to operate and encourages innovative ways of working. It has been agreed by the CLRF that the General Working Group would review the overall structure of Task Groups on an annual basis. The initial review will take place at the first meeting of the General Working Group in 2011/12.

Current Task Groups	Chair
Cheshire Emergency Services & Voluntary Agencies Committee (CEVAC)	Halton Borough Council
Contest – Prepare and Protect	Cheshire Police
Cross-border Air Incident	Joint Cheshire EP Team
Exercise Planning	Joint Cheshire EP Team
Flooding & Extreme Weather (incorporates Dam Inundation and Water Treatment)	Warrington Borough Council
Health Forum	NHS Resilience
Industrial Issues	Joint Cheshire EP Team
National Resilience Extranet	Joint Cheshire EP Team
Performance Monitoring	Halton Borough Council
Risk Assessment	Cheshire Fire & Rescue Service
Warning & Informing	Joint Cheshire EP Team
Website	Halton Borough Council

2.1 Business Plan

The Business Plan for 2011/12 has been produced by all Cheshire LRF Task Groups.

The list of actions detailed below have been agreed by the Task Group Chairs and membership as key objectives for the next year. Progress against each activity will be monitored during the year.

Summary of Task Group Objectives

CEVAC

- To produce, publicise and update a Voluntary Services Directory detailing the support and information available through CEVAC in the event of an emergency.
- To ensure effective liaison between the local authorities, voluntary organisations, emergency services and other relevant organisations likely to be called upon to respond to a major emergency in Cheshire.
- To pro-actively engage with the Voluntary Sector and examine different ways of working and training to enhance their support during incidents.

CONTEST

- To identify and review local, regional and national developments concerning Counter Terrorism issues relating to Category 1 and Category 2 responsibilities Under Civil Contingency Act.

Descriptive

- To provide multi-agency partners with a current assessment of C/T threat and how it affects Cheshire.
- To identify any lessons learn and best practise
- To review any new guidance and identify its relevance
- To consider the national threat levels and identify the multi agency response appropriate to a move from severe to critical.

Descriptive

- Identify individual agency responses
- Recognise other agencies and organisations expectations
- Consider vulnerable and iconic sites
- To review training associated with Counter Terrorism in respect of the Prepare line of CONTEST

Descriptive

- Identify any gaps in multi agency preparedness
- Ensure partners are aware of training opportunities
- Promote multi-agency training
- Implement the Interagency Liaison Officer role on 1st April 2010. Ensure it is embedded within the multi agency response.

Descriptive

- Establish call out rota for Fire and Rescue and NWAS
- Promote scheme within each agency
- Highlight opportunities for engagement

- To provide a joined up approach to vulnerable locations issues within it's wider sense in Cheshire.

Descriptive

- Any plans in place are fit for purpose
- Consider exercise requirements against the threat assessment
- Recognising the special and complex nature of the CBRNE threat, provide an oversight on the multi agency response capability.

Descriptive

- Continued multi agency training
- Implement white powder response protocol

Cross-Border Air Incident

- Through the statutory Emergency Planning Groups maintain cross border dialogue to maximise the cross border / multi-agency response should an air accident occur.
- Ensure, where appropriate, that cross border issues are considered within CAA accreditation exercises
- Continue to formalise and exercise cross border arrangements particularly in the area of humanitarian assistance.
- Assist local communities, where greater risk is perceived, with community resilience planning

Exercise Planning

- To ensure that the proposed LRF Exercise Programme for 2011-14 covers those priorities identified by the LRF Risk Assessment Task Group.
- To ensure that all scheduled COMAH, REPPIR and PSR exercises are included in the Exercise Programme.

Flooding

- To consider and monitor progress relating to reservoir inundation identifying any necessary linkages to CH&W flood response plans
- To identify arrangements in place to respond to extreme weather events and determine whether any additional measures are required
- To consider recent DEFRA guidance on the preparation of multi-agency flood response plans, the DEFRA outcome measures & Sir Michael Pitt's report into the 2007 floods and implement measures into LRF planning arrangements as appropriate
- Ensure the group is in a position to report on progress in line with the DEFRA key milestones
- Develop multi-agency exercises to validate and test MAFRP's
- To update the General Working Group and CHW LRF on flooding & extreme Weather issues
- To liaise as necessary with regional and national groups on proposals, standards and guidance
- To consider and monitor progress relating to reservoir inundation identifying any necessary linkages to CH&W flood response plans

Health Forum

- To ensure all Trusts have Mass Casualties plans in place
- To ensure all Trusts have Emergency Fuel Plans in place and exercised
- To ensure that Trust Winter and Escalation Plans are reviewed and updated to include lessons from Winter 2010-11

- To ensure that Primary Care Trust cluster emergency planning and business continuity arrangements are in place and align with other plans
- To ensure Trusts participate in NHS and LRF exercise programmes
- To ensure Trusts participate in NHS and LRF training opportunities
- To ensure Community Service providers have robust arrangements in place
- To develop NHS Trust participation in The National Resilience Extranet
- To review the 2010 National Capability Survey and implement training where required
- To review and update responses to CBRN incidents

Industrial issues

- COMAH Planning and testing regime.
- Industrial Issues on Community Risk Register.
- Continue to monitor the impact of new/amended legislation.

National Resilience Extranet

- Decide how NRE will be used and developed by LRF Secretariat.
- Develop and disseminate LRF NRE Standard Operating Procedures.
- Consider capability of NRE as an incident management tool .
- Consider capability of NRE as an exercising tool .

Performance Monitoring

- To oversee the activities of LRF task groups and ensure they are operating as efficiently and effectively as possible.
- To monitor performance of each Task Group and challenge Task Group Chairs on the status of a group and it's importance within the LRF work programme on an annual basis.
- To receive reports from the Task Group Chairs on current threats which may affect the progress of the group, gaps in planning or any issues which may need to be escalated to the GWG / LRF.
- To consider the implications for Cheshire of legislation, national initiatives and decisions of the Regional Resilience Forum.
- To ensure that the General Working Group receives timely reports on the performance and monitoring on the contents of the LRF Business Plan.
- To monitor performance against the Cabinet Office Expectations Set.

Risk Assessment

- Maintain full and up to date database of local area risk assessments.
- Provide GWG and Exercise Planning Group with evidence to support future exercise programme.
- Set up Checklist sub group to assess vulnerability of risks in the Cheshire LRF area.
- Update Community Risk Register and place onto Cheshire Resilience website.

Warning and Informing

- Further enhance awareness among communities about emergency preparedness and safety actions.
- Ensure requirements of CCA Enhancement Programme are assessed and understood by all Category 1 Responders
- Continue to provide recommendations to LRF on warning & informing control measure proposals to address gaps in Community Risk Register, and to ensure compliance with Civil Contingencies Act (2004).

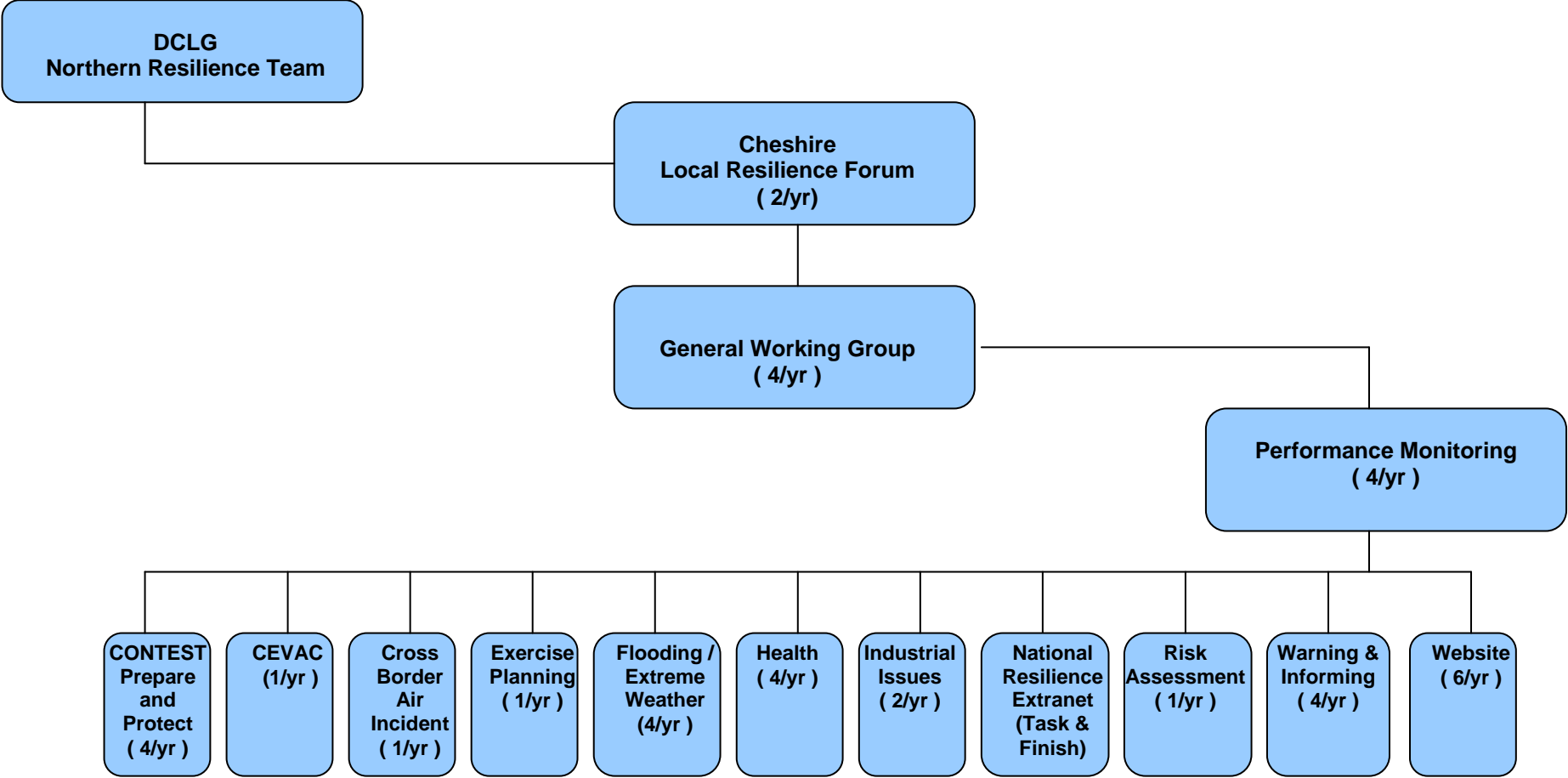
- Evaluate and review existing public awareness raising strategies, and design new strategy based on learning outcomes and needs assessment.

Website

- Ensure and maintain continuity of the site.
- Ensure suitable content and operational management of the site.
- Finalise contracts and hosting agreements.
- Provide annual evaluation of the site.

For more detailed information, including key milestones on Actions, please refer to the CLRF Planning database or speak to the Chair of the relevant Task Group

CHESHIRE LRF STRUCTURE
April 2011



CIVIL CONTINGENCIES ACT

**NATIONAL
RISK
REGISTER**

**EMERGENCY
RESPONSE AND
RECOVERY**

CONTEST

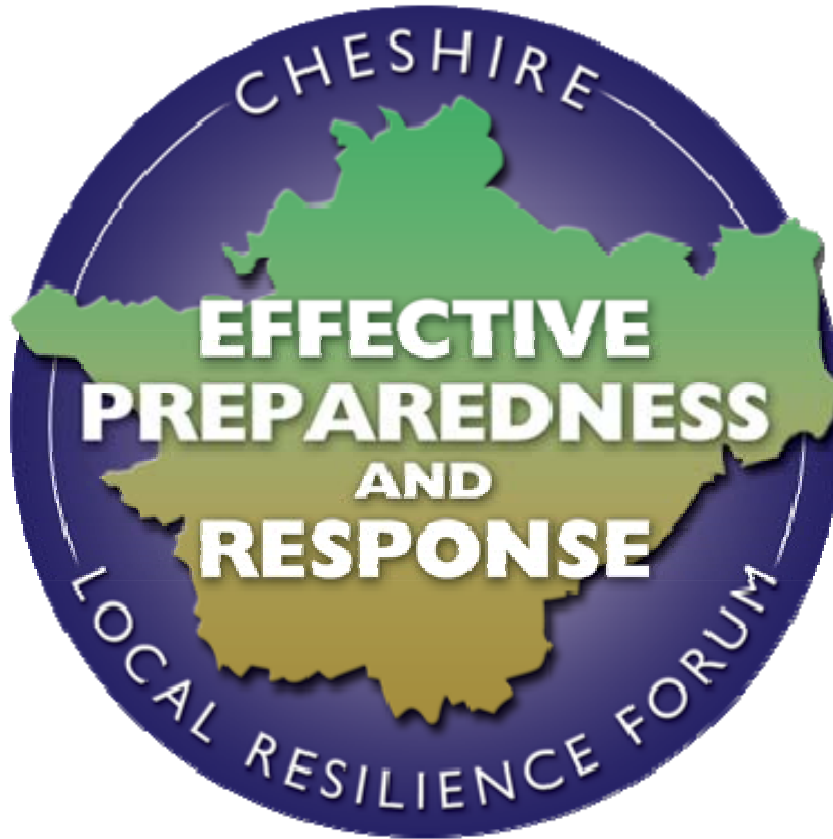
**BUNCEFIELD
RECOMMENDATIONS**

REPPIR

TERRORISM

**BIG
SOCIETY
AGENDA**

2012 OLYMPICS



**PITT REVIEW
OUTCOMES**

**EXERCISE
LEARNING
OUTCOMES**

LOCALISM BILL

**LONDON BOMBINGS
OUTCOMES**

**COMAH
REGULATIONS**

**CBRN
PREPAREDNESS**

ENVIRONMENT

PIPELINE REGULATIONS

CLIMATE CHANGE

INTEROPERABILITY

**COMMUNITY
RESILIENCE**

**CCA
ENHANCEMENT
PROGRAMME**