

Newcastle-under-Lyme Borough Council

Chief Executive's Emergency Response and Recovery Policy Statement

Newcastle-under-Lyme Borough Council recognises and accepts its responsibilities under the Civil Contingencies Act 2004 to prepare for, respond to, and recover from any emergency that affects its staff, the environment, and the various communities and businesses within the Borough.

A major incident or emergency may occur at any time of the day or night, on any day of the week. The Borough Council will ensure that it is prepared and can respond at short notice, providing a co-ordinated range of services to those affected, including victims, relatives and friends, and its own staff. As such, risk assessment, major incident planning, and business continuity management are considered a priority within Newcastle-under-Lyme Borough Council.

The Borough Council will create and maintain an Incident Response Plan as a vital component of this council's incident response arrangements. The Plan will describe the Council's response structures to enable Newcastle-under-Lyme Borough Council to support the emergency services in an emergency, or manage the effects of a major disruption to public services. The Plan may also be used in whole or in part to respond to a range of scales of incident, including those declared as Major Incidents.

This Plan will use the Civil Contingencies Act framework of Anticipating, Assessing, Preventing, Preparing, Responding and Recovering from those potential hazards/threats identified in the Staffordshire Community Risk Register as the basis for the response structure set within it.

All staff are to be made aware of their roles and responsibilities in the event of a major incident or disruption to Council services. In order to achieve this, the Borough Council will provide appropriate induction and training to all members of staff.

Emergency response is a multi-agency activity. As such, the Borough Council will aim to cooperate with other agencies at all times, taking the lead where appropriate and acting in support in other instances. In particular, the Borough Council recognises the community leadership role expected of it under the legislation.

Newcastle-under-Lyme Borough Council will provide appropriate business continuity management (BCM) advice and assistance to businesses and voluntary organisations in the event of emergencies. This will include having regard to the advice and support provided by other emergency responders.



Signed: Martin Hamilton, Chief Executive

Dated: 2nd January 2020