

Borough Resilience Forum (BRF)

DRAFT Terms of Reference

1. Aim

- 1.1 To facilitate co-operation and information sharing at a borough level between agencies responsible for co-ordinating, planning and endorsing an effective emergency response and recovery, enhancing the resilience of the Borough of Bromley.

2. Objectives

- 2.1 To establish, promote and share best practice across the Borough.
- 2.2 To support organisations in the establishment of this practice where necessary.
- 2.3 To provide a forum to discuss, propose and improve existing emergency procedures and protocols.
- 2.4 To develop and maintain existing partnerships and promote new initiatives.
- 2.5 To ensure that there is a co-ordinated response to major events and incidents affecting those that live, work and travel within Bromley Borough
- 2.6 To ensure effective communications between the public and responding agencies in dealing with any major events and incidents within the Borough.
- 2.7 To support the additional needs of the community throughout the recovery phase of an incident.
- 2.8 To develop, organise and review inter-agency training and exercises deemed necessary to ensure that future planning is robust and achievable.

3. Membership

- 3.1 Please see separate list for Membership.
- 3.2 Membership of the Group will be revised annually, alongside the Terms of Reference.

4. Relationships and Arrangements

- 4.1 The Group will meet once a quarter under normal circumstances, with the potential for ad-hoc or short-notice meetings where necessary.
- 4.2 The work and recommendations of the Group will be reported to the Strategic Group of the Safer Bromley Partnership.
- 4.3 This Group will be chaired on a rolling basis by members of the Group.
- 4.4 London Borough of Bromley Emergency Planning Unit will be Secretariat to the Forum.

5. Review of Terms of Reference

- 5.1 These terms of references will be reviewed on an annual basis and agreed by the Bromley Gold Group
- 5.2 Date of next review: *September 2012*.