

Netley Marsh Parish Council

Terms of Reference for the Resilience Working Group

The purpose of this committee is to create a resilience plan for Netley Marsh Parish to enable the community to use available resources to respond to, withstand and recover from adverse situations.

The working group will comprise of a minimum of three councillors who will identify what type of incident could affect the parish and consider what arrangements can be put into place and the best course of action to minimise the effects of an incident or crisis. All members will abide by the code of conduct.

The working group will consider whether any non-councillors should be invited to join to provide any additional advice and help to put together a Community Emergency Plan. The working group cannot make formal decisions or spend any money on behalf of the Parish Council, and any recommendations made will be subject to approval by the Full Council.

The working group will arrange its own informal meetings and schedule of work. A minimum of one meeting a year must be held. The leader of the working group, if unable to attend a meeting of the Full Council, will nominate another member of the working party to deliver the progress report.

The working group will be responsible for co-ordinating any correspondence relating to the review but the clerk will send any formal responses on behalf of the Parish Council. The clerk will arrange hall bookings as required.

The working group is expected to be time limited. The continuing need for a working group will be reviewed by the Full Council at the Annual Council meeting.

At the conclusion of the working group all supporting documentation will be passed to the Clerk for record keeping

ADOPTED: 18th September 2024

REVIEWED: September 2025