



5 December 2007

Dear Colleague,

NATIONAL EMERGENCY PLANNING BEACON EVENTS

The purpose of this bulletin is to invite you to attend one of the National Events being run by the Emergency Planning Beacons. These events will allow the two-way sharing of good practice between beacon authorities and colleagues.

The Beacon Scheme identifies excellence and innovation in local government. In 2006-07 emergency planning featured as a beacon theme and seven local authorities and emergency planning units were awarded beacon status for emergency planning. The Beacon Authorities have a vast amount of experience to share which can save time and money in implementing the Civil Contingencies Act, wider emergency planning and business continuity practice.

The Beacons will be holding six national events which will explore different aspects of emergency planning. The events will allow colleagues to hear some of the solutions that the beacon authorities have developed. However it won't be just about presentations – facilitated discussions and learning materials will enable colleagues to work together to develop ideas to take away and use in their own organisations.

Each event will consist of a series of workshops:

Warning and Informing – This workshop will discuss how different organisations have raised public awareness of the risks of emergencies, including educating school children, producing public information leaflets, communicating with vulnerable groups and providing advice to the public at the time of an emergency.

Business Continuity Management – This workshop will examine some of the different approaches that beacons have taken to embed a business continuity culture within an organisation, including how to achieve and maintain corporate support. The headline business continuity challenges faced by authorities during the 2007 floods will also be reviewed.



Humanitarian Assistance – This workshop will look at some of the work the Beacon authorities have developed for responding to the diverse practical and emotional needs of individuals involved in emergencies. It will include a discussion on the Beacon's approach to humanitarian assistance centres and crisis support teams.

Business Continuity Promotion – This workshop will investigate the obstacles to effective business continuity promotion and explore various methods and innovations already being successfully used.

Incident Management – This workshop will discuss a variety of tools for managing incidents, drawing on the practical experiences of beacon authorities who have responded to recent high profile incidents.

Training and Exercising – This workshop will explore practical solutions to meet training and exercise obligations, both in respect of Major Incidents and COMAH. It will compare and contrast the benefits of multi and single agency approach to major incident training and offer examples of best practice to meet COMAH exercising and testing requirements, gaining 'buy-in' from the COMAH Operator, competent authority and responders.

The events are targeted at Category one and two responders and will be held in six locations during 2008, costing £75 per delegate:

- Exeter – 16th January
- Birmingham – 6th February
- Merthyr Tydfil – 18th March
- Leeds – 1st April
- Cambridge – 30th April
- London – 4th June

To book onto one of these events, please complete the booking form at <http://www3.rotherham.gov.uk/EPBookingForm> or if you have any questions, please contact one of the Beacon Coordinators listed below:

Southern Beacon Coordinators
Sarah Hocking / Craig Trevor
Tel: 01245 430378
Email: epbeacon@essexcc.gov.uk

Northern Beacon Coordinator
Claire Hanson
Tel: 01709 823877
Email: beacons@rotherham.gov.uk

TONY PART
Civil Contingencies Act & Local Response Capability Team
Civil Contingencies Secretariat

Local response gateway: preparing together

