



East of England Generic Regional Response Plan

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SECTION 1: INTRODUCTION

Background

1.1 The response to and recovery from an emergency¹, depending on its nature and scale, may involve the activation of special arrangements within responding organisations at local, regional and national levels. The purpose of this Generic Regional Response Plan (GRRP) is to outline the arrangements that may require activation at the regional level in response to and recovery from an emergency situation of event. The arrangements as detailed will not undermine, replace or takeover local emergency management arrangements.

1.2 Different parts of this plan may be activated either in isolation or together depending on the nature and scale of the emergency.

Aim

1.3 To detail the regional level arrangements (i.e. structures, functions, roles and responsibilities) that may require activation in the response to and recovery from an emergency.

Context

The East of England

1.4 The East of England is one of nine English regions. The region covers an area of 19,110 square kilometres and contains ten upper tier authorities: the six counties Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk and the four unitary authorities: Luton, Peterborough, Southend-on-Sea and Thurrock. There are also 44 lower tier authorities.

1.5 The East of England is based on a Government Office English region and is serviced by the Government Office for the East of England (GO-East). In times of non-emergency, the Government Office role (facilitated through the Regional Resilience Team (RRT)) with regard to dealing with emergencies is to coordinate emergency preparedness across the region. GO-East is responsible for facilitating communications between national and local levels, and helping ensure that local, regional and national resilience planning is effectively aligned.

1.6 The RRT attends Local Resilience Forums (LRFs) to help ensure compatibility of local planning to regional planning, to capture local feedback for central departments, and to represent the national perspective where required. GO-East helps coordinate cross cutting pieces of work, including the biannual National Capability Survey, annual Regional Risk Assessments and the development of region wide capabilities.

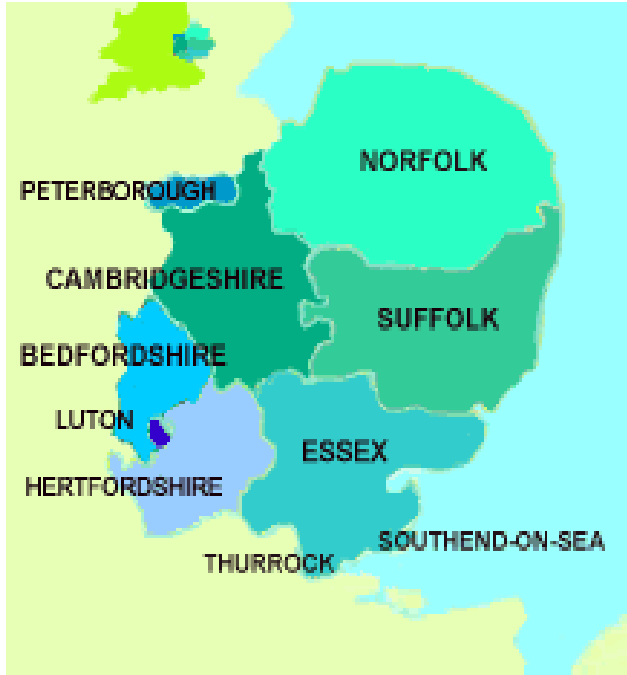
¹ An Emergency is defined in Part 1 of the CCA 2004 as:

‘An event or situation which threatens serious damage to human welfare in a place in the UK, the environment of a place in the UK, or war or terrorism which threatens serious damage to the security of the UK’.

Local Resilience Forums (LRFs)

1.7 The principal mechanism for multi-agency cooperation under the [Civil Contingencies Act 2004 \(CCA\)](#) and its accompanying [Contingency Planning Regulations](#) is the Local Resilience Forum (LRF).

1.8 The East of England contains six LRFs:



Norfolk Resilience Forum

Public website: www.norfolkprepared.gov.uk

Suffolk Resilience Forum

Public website: www.suffolkresilience.com

Essex Resilience Forum (includes Thurrock & Southend)

Public website: www.essexresilience.info

Bedfordshire & Luton Local Resilience Forum

Public website: www.blrf.org.uk

Cambridgeshire & Peterborough Resilience Forum

www.cambridgeshire.gov.uk/policing/civil

Hertfordshire Resilience Forum

www.hertsdirect.org/resilience

Regional Resilience Forum (RRF)

1.9 The **East of England Regional Resilience Forum (RRF)** meets quarterly, to bring together the full spectrum of local responders and the LRF chairs to agree the strategic direction and priorities for emergency planning in the region.

www.goeast.gov.uk/goeast/preparing_for_emergencies

SECTION 2: REGIONAL CIVIL CONTINGENCIES COMMITTEE (RCCC)

Introduction

2.1 A Regional Civil Contingencies Committee (RCCC) is a multi-agency group including representatives from across the region drawn from Category 1² & 2³ Responders and other key responders⁴. It will be charged with improving the co-ordination of the response to an emergency across a given region with a particular, but not exclusive, focus on consequence management and the recovery phase after an incident.

Role

2.2 The RCCC is not an operational decision making body similar to a Strategic Coordination Group (SCG). The purpose of the RCCC is not to undermine, replace or takeover local emergency management arrangements. The RCCC will observe the principle of subsidiary; it will not interfere in local command and control arrangements unless specifically empowered to do so by emergency regulations.

2.3 The precise role of a RCCC is likely to vary depending on the scale and nature of the emergency at hand. However, generic aspects of the role are likely to include:

- Maintaining a strategic picture of the evolving situation within the region;
- Assessing whether there are any issues that cannot be resolved at a local level;
- Facilitating mutual aid arrangements within or between the regions;
- Ensuring an effective flow of communication between local, regional and national levels; raising, to a national level, any issues that cannot be resolved at a local or regional level;
- Advising on the deployment of scarce resources across the region by identifying regional priorities; and
- Providing, where appropriate, a regional spokesperson.

Meeting Levels

RCCC Level 1

2.5 RCCC Level 1 meetings would be convened in the phase prior to an emergency, where prior warning is available. Meetings would be held to review the situation, update local stakeholders, and establish the state of preparedness across the region. Examples could include where a significant human or animal disease outbreak seemed likely, or in advance of forecast extreme weather.

² Category 1 Responders (core responders): Police Forces, British Transport Police (BTP), Fire Authorities, Ambulance Services, Maritime and Coastguard Agency (MCG), All principle local authorities (i.e. metropolitan districts, shire counties, shire districts, shire unitaries), Port Health Authorities, Primary Care Trusts (PCTs), Acute Trusts, Foundation Trusts, Health Protection Agency (HPA) & Environment Agency (EA).

³ Category 2 Responders (co-operating responders): Electricity distributors and transmitters, Gas distributors, Water and Sewerage undertakers, Telephone service providers (fixed & mobile), Network Rail, Train Operating Companies (TOCs) (passenger and freight), London Underground, Airport operators, Harbour authorities, Highways Agency, Strategic Health Authorities (SHAs) & Health & Safety Executive (HSE).

⁴ Government Office for the East of England (GO-East), Government News Network (GNN) East, Meteorological Office, HM Coroners, State Veterinary Service (SVS), East of England Development Agency (EEDA), East of England Regional Assembly (EERA), Military HQ 49 (East) Brigade & Voluntary Sector organisations.

2.6 The Regional Director of GO-East (or their deputy) would normally chair the RCCC at Level One. However, the RCCC can agree another Chair if the circumstances merit it (e.g. a Regional Director of Public Health, a senior police officer, a local authority Chief Executive).

2.7 RCCC Level 1 would be activated if intelligence is received that may have the potential to cause an emergency. A decision to convene a RCCC Level 1 lies with one or more local SCG with the agreement of GO-East & the Lead Government Department (LGD) or on instruction from the LGD to GO-East. A member of the RRF may also request that an RCCC Level 1 convenes, but this must have agreement from GO-East & the LGD.

2.8 If a RCCC has been convened at Level 1 the Chair shall determine in consultation with RCCC attendees and the LGD the point at which stand-down is appropriate.

RCCC Level 2

2.9 RCCC Level 2 meetings will assist in the coordination of the response to an emergency across a region. They are likely to prove particularly useful in the consequence management effort and the recovery phase of an emergency. A level two RCCC could, for example, be convened in the event of a wide-area disruptive challenge affecting a large portion of a region. They might also be convened if a national response or national co-ordination of an event was required, such as during a fuel distribution crisis.

2.10 The Regional Director of GO-East (or their deputy) would normally chair the RCCC at Level Two. However, the RCCC can agree another Chair if the circumstances merit it.

2.11 RCCC Level 2 would be activated if there was a wide-area disruptive challenge affecting a large proportion of the region. A decision to convene a RCCC Level 2 lies with one or more local SCG with the agreement of GO-East & the LGD or on instruction from the LGD to GO-East.

2.12 If a RCCC has been convened at Level 2 the Chair shall determine in consultation with RCCC attendees and the LGD the point at which stand-down is appropriate.

RCCC Level 3

2.13 RCCC Level 3 meetings can only be called following the formal declaration of a decision to take special legislative measures (i.e. emergency regulations) under Part 2 of the Civil Contingencies Act 2004. The role of the RCCC would be as under Level 2 but with an additional focus on the implementation of any special legislative measures necessary to respond to the emergency in question (see [Annex 3: Emergency Powers](#)).

2.14 The Regional Nominated Coordinator (RNC) would normally chair the RCCC at Level Three (see [Section 3: Regional Nominated Coordinator \(RNC\)](#)).

2.15 RCCC Level 3 would be activated if emergency regulations under Part 2 of the CCA 2004 have been made.

2.16 Where a RCCC has been convened at Level 3, the RNC shall determine in consultation with RCCC attendees and with due regard to the views of national, regional and local partners the point at which stand-down is appropriate.

RCCC Operating Procedures

Location

2.17 By default, the RCCC will be located at GO-East Offices. However, depending on the circumstances of the emergency, it may be more appropriate to hold the RCCC virtually. Fall-back positions for hosting a RCCC have been identified.

Meeting Frequency & Timings

2.18 Frequency of meetings will depend largely on the particular circumstances of the emergency. During fast moving emergencies, where the situation is liable to change over a period of minutes or hours, it may be appropriate to hold RCCC meetings hourly. For slower moving incidents (“rising tide”), weekly meetings may suffice.

2.19 When circumstances merit the calling of a RCCC above Level 1, there will normally be a number of SCGs already convening, and it is likely that central crisis-management machinery will also be mobilised. In these circumstances, the timing of RCCC meetings should be agreed to best co-ordinate with SCG meetings, Cabinet Office Briefing Room (COBR) meetings and to take account of travelling time and distances.

2.20 The timings of RCCC meetings in most circumstances will not dictate timings at the expense of SCG meetings. If SCG meetings are being convened within the region at the same time as the RCCC then care should be taken to ensure that:

- The meeting times do not conflict;
- There is sufficient gap between meetings to accommodate those who may have to attend both;
- Those convening and attending the SCG are aware of the RCCC; and
- Robust and functioning communication links exist between the meetings

Chairing an RCCC

2.21 RCCC meetings will include representatives from disparate organisations, operating during a period of crisis. Strong chairing is therefore essential to ensure that the meeting fulfils its purpose in a timely fashion. As a general principle, the RCCC should be chaired in a similar fashion to SCG and COBR meetings (i.e. max of one hour).

GO-East RCCC Support Team

2.22 The smooth running of a RCCC is the responsibility of GO-East. This function will be carried out by the establishment of a RCCC Support Team. The support team will provide full secretariat and logistical support to the RCCC which will include:

- Agreeing a suitable location to host the RCCC;
- Notifying invitees of the date, time, purpose and likely duration of the meeting as well as details of other invitees;
- Organising name-plates for all attendees;
- Issuing the agenda;
- Ensuring that copies of any papers are circulated and/or available at the meeting;
- Taking brief minutes, and circulating within an hour of the end of the meeting;
- Ensuring that appropriate ICT connections and equipment are available;
- Ensuring that video and teleconferencing facilities are available and functioning if required;
- Ensuring that GIS-based presentations are available if required;
- Providing suitable refreshments;

- Ensuring that there are smooth operating links to any SCGs in the region and to Central Government; and
- Distribution of minutes, notes and papers as appropriate

Attending an RCCC

2.23 Any member of the RCCC will be allowed to bring one support officer only to the location of the RCCC. The support officer would not attend RCCC meetings but would be located in a separate area.

2.24 On arrival at the RCCC each member and support officer will be provided with:

- 1 x Connected telephone line with a dedicated number
- 2 x Power Sockets
- 1 x Outgoing internet enabled telephone line with adapter (Option of analogue or ISDN line)

RCCC Agenda

2.25 RCCC agendas will be tailored to the emergency in hand but will always include:

- Response strategy and objectives set by central government
- A situation update (from RCCC members)
- Actions from previous meeting
- Issues for immediate decision within the region
- Issues for Central Government
- Consequence management and recovery issues
- Issues arising that require specialist (e.g. legal or scientific) advice. All such queries should be referred to the LGD.
- At RCCC Level 3 an agenda item covering the RNC and Emergency Powers may be required
- Date and time of next meeting

RCCC MEMBERSHIP

2.26 In any emergency for which a Regional Civil Contingencies Committee (RCCC) is established, it will be for GO-East in liaison with the LGD to decide which organisations are most suitable to invite to discuss the particular circumstances of the emergency. The organisations and groups detailed below would be invited to attend a RCCC when the circumstances of the emergency are such that their presence would add value.

No.	Organisation(s) and/or Group(s)	Representative	Role
1	Local Resilience Forum	LRF Chair. The LRF chair would normally be called to all RCCC Level 1 meetings. RCCC meetings above Level 1 would demand a more multi-agency approach.	To represent the views of the LRF and advise on levels preparedness.
2	GO-East	Regional Director or deputy & the Regional Resilience Director or deputy	<ul style="list-style-type: none"> • Liaison with GO-East colleagues at SCGs (i.e. GLOs) • Liaison with the LGD • Liaison with COBR • Liaison with other responding Government Offices for the Regions • Provide regional situation updates • Provide advice on regional assistance available • Identify any arising consequence management or recovery issues
3	Police Force	The Police representative will be drawn from the force leading the response or an agreed representative from another force. When there is more than one police force involved in the response to an incident, those forces will agree a joint representative. The representative would usually be the Chief Constable or their Deputy.	<ul style="list-style-type: none"> • Liaison with police colleagues at SCGs • Liaison with responding police forces • Provide situation updates • Provide Police force related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
4	Fire & Rescue Service	The Fire and Rescue Service representative will be drawn from the Fire and Rescue Service most	<ul style="list-style-type: none"> • Liaison with fire and rescue service colleagues at SCGs

		heavily involved in the response. When there is more than one Fire and Rescue Service involved in responding to the incident, those Fire and Rescue Services will agree a joint representative. The representative would usually be the Chief Fire Officer or their deputy.	<ul style="list-style-type: none"> • Liaison with responding fire and rescue services • Provide situation updates • Provide Fire and rescue related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
5	Ambulance Service	The Ambulance Service representative will be the Chief Executive or their Deputy.	<ul style="list-style-type: none"> • Liaison with ambulance service colleagues at SCGs • Provide situation updates • Provide Ambulance service related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
6	Maritime & Coastguard Agency (MCA)	The MCA representative will be the most appropriate sector manager. When there is more than one sector manager responding to the incident, those managers responding will agree a joint representative.	<ul style="list-style-type: none"> • Liaison with MCA colleagues at SCGs • Liaison with responding sectors of the MCA • Provide situation updates • Provide MCA related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
7	Upper-tier Local Authority	The Upper-tier Local Authority representative will be the Chief Executive of the responding upper-tier authority, or their deputy. When an emergency crosses upper-tier local authority boundaries, the Chief Executives from those upper-tier authorities affected will agree a joint representative.	<ul style="list-style-type: none"> • Liaison with upper-tier local authority colleagues at SCGs • Liaison with upper-tier local authority colleagues at any RWGs established • Liaison with responding upper-tier local authorities • Provide situation updates • Provide upper-tier local authority related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or

			recovery issues
8	Lower-tier Local Authority	The Lower-tier Local Authority representative will be the Chief Executive of the responding lower-tier authority, or their deputy. When an emergency crosses lower-tier local authority boundaries, the Chief Executives from those lower-tier authorities affected will agree a joint representative.	<ul style="list-style-type: none"> • Liaison with lower-tier local authority colleagues at SCGs • Liaison with lower-tier local authority colleagues at any RWGs established • Liaison with responding lower-tier local authorities • Provide situation updates • Provide lower-tier local authority related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
9	Public Health Advisor	The Public Health Advisor will be provided by the NHS or the HPA.	<ul style="list-style-type: none"> • Liaison with NHS colleagues • Provide situation updates • Provide public health related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
10	Regional Public Health Group (Department of Health)	The Regional Director of Public Health (RDPH) or a senior nominated representative will attend a RCCC for all emergencies which impact, or threaten to impact, on the health or well-being of people (such as an outbreak of an infectious disease, or the release of toxic chemicals).	<ul style="list-style-type: none"> • Liaison with Department of Health • Liaison with Health Advisory Team • Provide situation updates • Provide DH related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
11	Strategic Health Authority (SHA)	The SHA will be represented by the Chief Executive or their deputy.	<ul style="list-style-type: none"> • Liaison SHA & PCT colleagues at SCGs • Liaison with responding PCTs • Liaison with Department of Health • Provide situation updates • Provide SHA & PCT related advice in relation to response & recovery

			<ul style="list-style-type: none"> • Identify any issues of concern • Identify any arising consequence management or recovery issues
12	Health Protection Agency (HPA)	The HPA will be represented by the relevant Regional Director, or their deputy.	<ul style="list-style-type: none"> • Liaison HPA colleagues at SCGs • Liaison with responding HPA regions and HPUs • Liaison with Health Advisory Teams established • Liaison with Department of Health • Provide situation updates • Provide HPA related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
13	Environment Agency	The Environment Agency will be represented by the regional director of the jurisdiction responding to the incident. When an emergency affects more than one Environment Agency regional division, those regional directors affected will agree a joint representative.	<ul style="list-style-type: none"> • Liaison EA colleagues at SCGs • Liaison with responding EA jurisdictions • Provide situation updates • Provide EA related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
14	Port Health Authority	The Port Health Authority will be represented by the Port Health Director or their deputy. When an emergency affects more than one authority area, those Port Health Directors affected will agree a joint representative.	<ul style="list-style-type: none"> • Liaison port health authorities colleagues at SCGs • Liaison with responding port health authorities • Provide situation updates • Provide port health authority related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
15	Health & Safety Executive (HSE)	The HSE will be represented by the relevant divisional director or their deputy.	<ul style="list-style-type: none"> • Liaison HSE colleagues at SCGs • Liaison with responding HSE arms • Provide situation updates • Provide HSE related advice in relation to response

			<p>& recovery</p> <ul style="list-style-type: none"> • Identify any issues of concern • Identify any arising consequence management or recovery issues
16	Highways Agency	The Highways Agency will be represented by the relevant area manager or their deputy.	<ul style="list-style-type: none"> • Liaison HA colleagues at SCGs • Liaison with responding HA regions • Provide situation updates • Provide HA related advice in response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
17	Government News Network (GNN) East	GNN (East) will be represented by the Regional Director or a senior nominated representative.	<ul style="list-style-type: none"> • Liaison GNN colleagues at SCGs • Liaison with responding GNN regions • Liaison with COI • Liaison with NCC • Provide situation updates • Provide GNN related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
18	Military HQ 49 (East) Brigade	HQ 49 (East) Brigade will be represented by the Joint Regional Liaison Officer or a senior nominated representative.	<p>The military representative will liaise with military colleagues working at SCGs, HQ 49 (East) Brigade, HQ 4th Division and other Armed Forces headquarters and force elements as required.</p> <p>HQ 49 (East) Brigade will deploy a military representative to the RCCC, when invited, to provide advice on MACA and, if necessary, facilitate the provision of MACA.</p>
19	British Transport Police (BTP)	The BTP representative will be identified by BTP Force Headquarters on invitation to attend.	<ul style="list-style-type: none"> • Liaison BTP colleagues at SCGs • Liaison with responding BTP sections • Provide situation updates

			<ul style="list-style-type: none"> • Provide BTP related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
20	State Veterinary Service (SVS)	The SVS representative will be the Regional State Veterinary Service officer or their deputy.	<ul style="list-style-type: none"> • Liaison with Local Disease Control Centre (LDCC) & Animal Health Divisional Office (AHDO) colleagues • Liaison with Defra • Liaison with National Diseases Control Centre (NDCC) • Provide situation updates • Provide SVS related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
21	Defra Regional Operations Director (ROD)	If an RCCC is required in the response to and recovery from an animal disease outbreak the Defra appointed Regional Operations Director (ROD) operating from the Local Disease Control Centre (LDCC) will attend the RCCC.	<ul style="list-style-type: none"> • Liaison with Local Disease Control Centre (LDCC) & Animal Health Divisional Office (AHDO) colleagues • Liaison with Defra • Liaison with National Diseases Control Centre (NDCC) • Provide situation updates • Identify any issues of concern • Identify any arising consequence management or recovery issues
22	Meteorological Office	The Meteorological Office will be represented by the East of England Public Weather Service Consultant or their deputy.	<ul style="list-style-type: none"> • Liaison Met Office colleagues at SCGs • Liaison with responding Met Office sections • Provide situation updates • Provide Met Office related advice in relation to response & recovery • Identify any issues of concern

			<ul style="list-style-type: none"> • Identify any arising consequence management or recovery issues
23	HM Coroner	The Coroner invited will be the Coroner whose jurisdiction the fatalities occur in. Where the fatalities occur in more than one coroner's jurisdiction, then the Coroners affected will agree a single representative to attend.	<ul style="list-style-type: none"> • Provide HM Coroner related advice in relation to response & recovery • Identify any issues of concern
24	East of England Development Agency (EEDA)	EEDA representative will be the Chief Executive or a nominated senior representative.	<ul style="list-style-type: none"> • Liaise with members of their own organisation and a wider spectrum of their partners • Provide situation updates • Provide economic and financial related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
25	East of England Regional Assembly (EERA)	EERA representative will be the Chief Executive or a nominated senior representative.	<ul style="list-style-type: none"> • Liaise with members of their own organisation and a wider spectrum of their partners • Provide situation updates • Provide advice on economic, social and environmental issues related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
26	Lead Government Department (LGD)	A representative from the LGD will be invited to attend.	<ul style="list-style-type: none"> • Liaison LGD colleagues at SCGs • Liaison within their own department • Liaise with Other Government Departments • Liaise with COBR • Provide situation updates • Provide LGD related advice in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or

			recovery issues
27	Utility Companies	Representatives will be of sufficient seniority to be able to advise on, and take, strategic decisions on behalf of their organisation. This suggests representatives will be Chief Executives or their deputies.	<ul style="list-style-type: none"> • Liaise with members of their own organisation and a wider spectrum of their partners • Provide situation updates • Provide advice on the utility they are providing in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
28	Transport Providers	Representatives will be of sufficient seniority to be able to advise on, and take, strategic decisions on behalf of their organisation. This suggests representatives will be Chief Executives or their deputies.	<ul style="list-style-type: none"> • Liaise with members of their own organisation and a wider spectrum of their partners • Provide situation updates • Provide advice on the transport service they are providing in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
29	Communications Companies	Representatives will be of sufficient seniority to be able to advise on, and take, strategic decisions on behalf of their organisation. This suggests representatives will be Chief Executives or their deputies.	<ul style="list-style-type: none"> • Liaise with members of their own organisation and a wider spectrum of their partners • Provide situation updates • Provide advice on the communications service they are providing in relation to response & recovery • Identify any issues of concern • Identify any arising consequence management or recovery issues
30	Voluntary Sector Organisations	The voluntary sector would be represented by the chair of the East of England Voluntary Sector Working Group (VSWG) (also a member of the East of England Regional Resilience Forum) or their deputy if invited to attend.	<ul style="list-style-type: none"> • Liaise with the membership of the VSWG (VSWG members will liaise with their own local voluntary sector contacts) and with Local Authorities as necessary • Provide situation updates • Provide advice on specific aspects of the emergency response & recovery in relation to

			<p>Voluntary Sector service provision</p> <ul style="list-style-type: none">• Identify any arising consequence management or recovery issues• Identify any issues of concern• Identify any arising consequence management or recovery issues
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SECTION 3: REGIONAL NOMINATED COORDINATOR (RNC).....

Introduction

3.1 When emergency powers are invoked a Regional Nominated Coordinator (RNC) will be appointed to co-ordinate the handling of them emergency powers granted.

Role

3.2 The role of the RNC is to facilitate the coordination of activities under emergency regulations in line with the response strategy and objectives set by central government. The RNC will be directly accountable to a senior minister of the Crown, who retains ultimate decision making responsibility. The RNC will also play a wider coordinating role. The role is flexible and will be tailored to the circumstances but will be likely to include:

- Facilitating communication and co-ordination between local, and regional partners, including chairing the RCCC at Level 3;
- Communicating the objectives and priorities of central government to local and regional partners, and reporting back to central government;
- Providing a strategic overview at the regional level;
- Acting as a focal point for the communication of government messages to the media; and
- Liaising with neighbouring RNCs and facilitating cross-regional co-operation and co-ordination.

Appointment

3.3 The post-holder will be appointed by a senior Minister in the LGD and be supported by GO-East. The appointment of the RNC will come to an end when the regulations cease to have effect, even though he or she may continue to play an informal role in recovery efforts, if appropriate.

SECTION 4: GOVERNMENT LIAISON OFFICER (GLO).....

Introduction

4.1 In most circumstances a Government presence will be required at the local level. This is achieved through the Government Liaison Officer (GLO).

Aim

4.2 The aim of the GLO is to support the local, regional and national emergency management arrangements during an emergency by providing a Government presence at the local level. ([Annex 1: Generic Information Flow Diagram](#) shows how the GLO fits into the generic information flow channels).

Deployment

4.3 In most emergencies the GLO will be provided by GO-East on behalf of the LGD. In those emergencies where the LGD provides the GLO GO-East will act in a supporting role and as a representative for the region.

4.4 In most emergencies requiring a multi-agency response at the local level a GLO from GO-East would attend the Strategic Coordination Group (SCG).

4.5 In most emergencies requiring a multi-agency response at the local level a GLO from GO-East would attend the Recovery Working Group (RWG) once a Local Authority lead has been established.

4.6 In a terrorist incident a Consequence Management Liaison Officer (CMLO) from GO-East would attend the SCG to assist the Home Office led response.

4.7 In an animal disease incident a GLO from GO-East would attend the Local Disease Control Centre (LDCC).

4.8 In a civil nuclear incident a GLO from GO-East would attend the Local Emergency Centre (LEC) to form part of the Department for Trade & Industry (DTI) led response.

Support Officer

4.9 Each GLO will be assisted by a Support Officer who is responsible for collating situation reports, providing logistical support and networking with other agencies.

Activation & Stand-Down

4.10 GO-East would deploy a GLO if:

- One or more SCG is established in the region (this would be in agreement with the SCG & LGD)
- There was an animal disease outbreak affecting the region
- There was a civil nuclear incident within the region
- There was a terrorist related incident within the region a CMLO would be deployed

4.11 The decision to stand-down GLOs rests with the RRD in consultation with the LGD.

SECTION 5: REGIONAL OPERATIONS CENTRE (ROC).....

Introduction

5.1 If the situation demands, GO-East will establish a Regional Operations Centre (ROC). In the East of England the ROC will be located at located at the GO-East offices.

Role

5.2 The role of the ROC is to collate and maintain a strategic picture of the evolving situation within the region through information gathering, assessment and distribution. The main outputs of the ROC will be Regional Situation Reports. These reports will be shared widely between local responders, other regions and central government to aid decision making at all levels.

5.3 The ROC will provide a single point of contact for local responders, the LGD and Other Government Departments (OGDs) for information or enquiries regarding the emergency⁵ ([Annex 1: Generic Information Flows](#) shows how the ROC fits into generic information flow channels).

5.4 The ROC in liaison with the GLO (or direct with the SCG should a GLO not be present) will be involved in overcoming any difficulties in the local level response. These difficulties will normally be issues or obstacles that cannot be easily resolved at the local level or the capacity to deal with them at the local level is overwhelmed.

Regional Situation Reports

5.5 Regional Situation Reports will be produced by the ROC and distributed via email using the contact details provided in the East of England Resilience Contacts List⁶. They will also be distributed to other regions and central government to aid decision making at all levels. (See [Annex 2: Regional Situation Report Distribution Diagram](#)).

Scalability & Activation

5.6 The ROC is scalable to enable it to set up in response to different levels and geographical scales of emergency. This scalability is through two defined stages, which depend on the amount of resources requiring utilisation to ensure an effective response.

ROC Stage 1

5.7 ROC Stage 1 will be located in the Resilience Room in the GO-East Offices.

5.8 ROC Stage 1 will be activated if:

- One or more SCG and/or LDCC and/or LEC is established in the region and the response can be managed from the Resilience Room

⁵ It is recognised that individual organisations have their own reporting and communication lines for example Police Forces and the Police National Information Coordination Centre (PNICC), the Fire & Rescue Service and the Department for Communities and Local Government (DCLG)... The ROC is primarily there to service those organisations that do not have any such structures linking into Government.

⁶ The East of England Resilience Contacts List is a document administered by GO-East Regional Resilience Team (RRT), which is available to all Category 1 & 2 Responders and other key responders within the East of England. It details all the relevant day-to-day contact details for resilience planning and emergency contact details to be used specifically to send Regional Situation Reports.

- Intelligence has been received that has the potential to cause an emergency within the region (e.g. emergency in another region, potential terrorist threat, international event with consequences within the region, infectious disease outbreak etc)
- Instructed by Central Government
- If a ROC Stage 1 is felt to be necessary out of hours then the RRD will activate the Mobile ROC (see 5.13)

5.9 The decision to activate a ROC Stage 1 lies with the Regional Resilience Director (RRD) at the GO-East.

ROC Stage 2

5.10 ROC Stage 2 will be located in the conference rooms at the GO-East Offices.

5.11 ROC Stage 2 will be activated if the resources to manage the response pass beyond the capacity of the Resilience Room or Mobile ROC (see 5.13). If a ROC Stage 2 is felt to be necessary out of hours then GO-East Offices will be opened.

5.12 The decision to activate a ROC Stage 2 lies with RRD in agreement with the Regional Director of GO-East.

Mobile ROC

5.13 The Mobile ROC will be established by the RRT and operated either from one or multiple locations outside the GO-East Offices.

5.14 The Mobile ROC will be activated if:

- One or more SCG and/or LDCC and/or LEC is established in the region and the response can be managed without opening GO-East Offices Out of Hours
- Intelligence has been received that has the potential to cause an emergency within the region
- Access to GO-East Offices is not possible and fallback locations are also inaccessible

5.15 The decision to activate a Mobile ROC lies with the RRD.

ROC Stand-Down

5.16 The decision to stand-down the ROC at Stage 1, Stage 2 or the Mobile ROC rests with the RRD in consultation with the LGD.

SECTION 6: ROLES & RESPONSIBILITIES IN A REGIONAL RESPONSE

Organisation(s)	Roles & Responsibilities
Government Office for the East of England (GO-East)	<p>The purpose of GO-East in responding to and recovering from a local and/or regional emergency is to provide an interface between local responders on the one hand, and central government departments and their Ministers on the other and to assist in the coordination of activities across the region. Key roles and responsibilities include:</p> <ul style="list-style-type: none"> • Supporting the local response and providing a channel for the exchange of information between central and local tiers • Monitoring the wider impacts of an emergency and advising on consequence management issues • Supporting the co-ordination of the response where the emergency affects a number of localities within the region • Brokerage of mutual aid across the region and between regions • Attend and provide the support function to an RCCC • Provision of GLOs and support to the LGD, CCS & DCLG • Provision of a ROC for the East of England • Assist in the coordination of recovery
Category 1⁷ & 2⁸ Responders	<p>Category 1 & 2 Responders are detailed in the Civil Contingencies Act 2004. The roles and responsibilities of Category 1 Responders in a local response are detailed in Emergency Response and Recovery. The roles and responsibilities of Category 1 Responders in a regional response will be the same as those in a local response. Although, Category 1 & 2 Responders may be invited to attend the RCCC if necessary.</p>
Lead Government Department (LGD)	<p>Where the scale or complexity of an emergency is such that some degree of government coordination or support becomes necessary, a designated LGD will be made responsible for the overall management of the government response. The LGD role consists of:</p> <ul style="list-style-type: none"> • act as the focal point for communication between Central Government and the SCGs on the ground (this role is carried out by the Government Office for the Regions for most types of emergencies); • produce a brief, accurate situation report on the nature and scale of the emergency and submit this

⁷ Category 1 Responders (core responders): Police Forces, British Transport Police (BTP), Fire Authorities, Ambulance Services, Maritime and Coastguard Agency (MCG), All principle local authorities (i.e. metropolitan districts, shire counties, shire districts, shire unitaries), Port Health Authorities, Primary Care Trusts (PCTs), Acute Trusts, Foundation Trusts, Health Protection Agency (HPA) & Environment Agency (EA).

⁸ Category 2 Responders (co-operating responders): Electricity distributors and transmitters, Gas distributors, Water and Sewerage undertakers, Telephone service providers (fixed & mobile), Network Rail, Train Operating Companies (TOCs) (passenger and freight), London Underground, Airport operators, Harbour authorities, Highways Agency, Strategic Health Authorities (SHAs) & Health & Safety Executive (HSE).

	<p>promptly – along with the central briefing for media purposes – to their Minister, copied to the Head of CCS who will advise on wider distribution (<i>of course, the public will already be receiving briefings from the statutory response agencies through the media and other mechanisms, especially where issues of public safety need to be urgently addressed</i>);</p> <ul style="list-style-type: none"> • produce a handling plan as soon as possible. This should offer a clear assessment of whether the emergency is within the scope of the Lead Government Department (LGD), or whether support is needed and, if so, what degree of central co-ordination is required. The decision on this will be for the Head of CCS in close consultation with the LGD, the Head of Crisis Management in Defence and Overseas Secretariat (ODSec), the Security and Intelligence Co-ordinator and No 10; • draw upon and apply the relevant capabilities applicable to the emergency in hand and, if required, co-ordinate the support needed from other Government Departments and agencies through COBR; • use its authority decisively to take whatever executive decisions and actions are needed from the centre to handle the emergency or to help the local responders to deal with it; • act as the focal point for information flows between Central Government and, in most cases, sponsored bodies; • co-ordinate and disseminate information for the public and the media at the national level, collaborating with other Government Departments, including Cabinet Office/GICS/COI, the News Co-ordination Centre when activated and CCS; • account to Parliament and lead in the submission of evidence to any subsequent Government-appointed inquiry; and • learn and share the lessons from the emergency. <p>A pre-designated list of all LGDs is maintained and can be found at www.ukresilience.gov.uk</p> <p>A representative from the LGD will be invited to attend an RCCC.</p>
Other Key Responders	Roles & Responsibilities
Government News Network (GNN) East	The Government News Network (GNN) is a service of Central Office of Information (COI) and provides the regional arm of Government communications serving the English Regions, Scotland and Wales. GNN has a briefing, intelligence and monitoring role in crisis, acting alongside the Cabinet Office's News Co-ordination Centre (NCC). GNN also has a 24-hour emergency call-out service to support local responders in working with the media. GNN may be invited to attend the RCCC if necessary.
Meteorological Office	The Meteorological Office provides severe weather warning and advice on meteorological issues. On a daily basis the Meteorological Office provides a Severe Weather Warning Service to the Government Office. The Meteorological Office may be invited to attend the RCCC if necessary.

HM Coroner	The role of the coroner is defined by statute. In an emergency, the coroner will be responsible for establishing the identity of the fatalities and the cause and circumstances of death. Essentially, they will determine who has died, how, and when and where the death came about. A HM Coroner may be invited to attend the RCCC if necessary.
State Veterinary Service (SVS)	The State Veterinary Service (SVS) is the Government's delivery agent responsible for animal health and welfare in England, Scotland and Wales. They deliver government policies to farmers and keepers of livestock to help ensure that kept animals are healthy, disease free and well looked after. Working with partner organisations, they also help prevent anything harmful entering the human food chain. SVS also have the responsibility for establishing and running LDCCs. SVS may be invited to attend the RCCC if necessary.
East of England Development Agency (EEDA)	The East of England Development Agency (EEDA) is responsible for promoting sustainable economic development and regeneration in the East of England. Depending on the circumstances of the emergency, EEDA may be able to provide financial support for relief measures. EEDA may be invited to attend the RCCC if necessary.
East of England Regional Assembly (EERA)	<p>The East of England Regional Assembly (EERA) exists to promote the economic, social and environmental well-being of the region. It consists of a partnership of elected representatives from the 54 local authorities in the East of England and appointed representatives from social, economic and environmental interests.</p> <p>The full Assembly has 102 members in 2005/06 and meets approximately twice a year. In addition, there are a number of specialist panels that meet more frequently to look at issues of regional strategic importance such as planning and housing. Meetings are open to the public and details are published in the Meetings and Events section of the website at least a week in advance. The Assembly has around 45 staff and is based at Flempton, near Bury St Edmunds in Suffolk.</p> <p>In an emergency EERA may play an important role in providing advice or consulting and/or gaining community participation in recovery.</p>
Military HQ 49 (East) Brigade	<p>Military Aid to the Civil Authorities (MACA) can be sought to support the civil authorities when they have an urgent need for help to deal with an emergency arising from a natural disaster or a major incident. However, assistance is provided on an availability basis and the armed forces cannot make a commitment that guarantees assistance to meet specific emergencies. It is therefore essential that Category 1 and 2 responders do not base plans and organise exercises on the assumption of military assistance. HQ 49 (East) Brigade will be able to give advice and should be contacted in the first instance.</p> <p>MACA supports the civil authorities in the fulfilment of civil objectives, principally in peace. It is conducted</p>

	<p>because the Armed Forces' national structure, organisation, skills, equipment and training can be of benefit in time of emergency to fill civil authority capability gaps.</p> <p>The provision of MACA is guided by 3 principles: Military aid should always be the last resort. The use of mutual aid, other law enforcement agencies, and the private sector must be insufficient or be unsuitable. The Civil Authority lack the required level of capability and it is unreasonable to expect it to develop one. The Civil Authority has a capability, but the need to act is urgent and there is an immediate lack of Civil Power resources.</p> <p>If all or a part of the arrangements detailed are activated the military may be invited to: Attend the RCCC Provide advice on MACA in the East of England to the ROC and, if necessary, facilitate the provision of MACA</p>
<p>Voluntary Sector Organisations</p>	<p>In some circumstances, emergencies can overstretch the resources of the emergency services and other local responders. The Voluntary Sector can add additional support and resilience in such circumstances.</p> <p>The Voluntary Sector can add support in a number of generic areas: Welfare Social and psychological aftercare Medical support Search and rescue Transport Communications Documentation & Administration Provision of Basic Needs Spiritual Support</p> <p>For further information on the role of the voluntary sector see 7.6 'East of England Voluntary Sector Working Group: A guide on using the voluntary sector in emergency response and recovery'.</p> <p>The voluntary sector would be represented by the chair of the Voluntary Sector Working Group (VSWG) if invited to attend the RCCC.</p>

SECTION 7: REGIONAL PLANS & ARRANGEMENTS.....

Introduction

7.1 Regional plans and/or other regional arrangements will only be developed if there is a specific need to do so as identified by Local Resilience Forums (LRFs) and/or the Regional Resilience Forum (RRF).

Current Regional Plans & Arrangements in the East of England

7.2 East of England Regional Concept of Operations for Pandemic Influenza

The aim of this document is to provide clarity on how the various levels of response for Pandemic Influenza will be coordinated within the East of England.

The objectives of this document are:

- a. Identify the role of the Regional tier in a influenza pandemic
- b. Detail how Strategic Health Advice will be coordinated in a influenza pandemic
- c. Identify what will be coordinated regionally in a influenza pandemic
- d. Clarify communication lines in a influenza pandemic
- e. Coordination of Media/Public Communications in an influenza pandemic

Status: Version 1

Review Date: September 2006

7.3 Operation Sassoon East of England Regional Framework

The Operation Sassoon East of England Regional Framework was developed to assist Local Resilience Forums (LRFs) with 'Managing the 'consequences' of the evacuation of potentially large numbers of people from a part of Greater London as safely as possible within the East of England'.

The evacuation of a part of Greater London is known in partnership agencies as 'Operation Sassoon'.

Status: Version 4

Review Date: September 2006

7.4 East of England Regional Mortuary Plan

The East of England Regional Mortuary Plan will set out the arrangements to run a mortuary for the region should local mortuary arrangements become overwhelmed.

Status: Currently under development (target date September 2006)

7.5 East of England Resilience Contacts List

The East of England Resilience Contacts List is a document administered by GO-East Regional Resilience Team (RRT), which is available to all Category 1 & 2 Responders and other key responders within the East of England. It details all the relevant day-to-day contact details for resilience planning and emergency contact details to be used specifically to send Regional Situation Reports.

Status: Currently under development (Target date September 2006)

7.6 East of England Voluntary Sector Working Group: A guide on using the voluntary sector in emergency response and recovery

The purpose of this guide is to provide an overview of the services that the voluntary sector may be able provide in an emergency event or situation and which organisation can provide them services. The guide also aims to provide information on the use of the voluntary sector and considerations that should be made before services are requested.

Annex 2 of this guide shows the types of services that may or may not be available in a flu pandemic scenario. It is recognised that this service provision will be dependant on the scale and impact of the pandemic and that this annex should not be an end, but treated only as a guide.

Status: Currently under development (target date September 2006)

7.7 East of England Mass Casualties Plan

The East of England Mass Casualties Plan will reinforce existing Department of Health Guidance and seek to ensure local arrangements meet this guidance.

Status: Currently under development (target date November 2006)

7.8 East of England CBRN Framework

The East of England CBRN Framework exists to clearly set out the arrangements for dealing with a regional scale CBRN incident. It is recognised that individual agencies have established procedures which will continue to apply. However, due to the potential scale a CBRN incident there may be a need for specific multi-agency arrangements to be implemented.

In addition to clarifying the respective roles, the plan also identifies the region's specialist resources that are available to assist with any response.

Status: Version 3

Review Date: September 2006

GLOSSARY

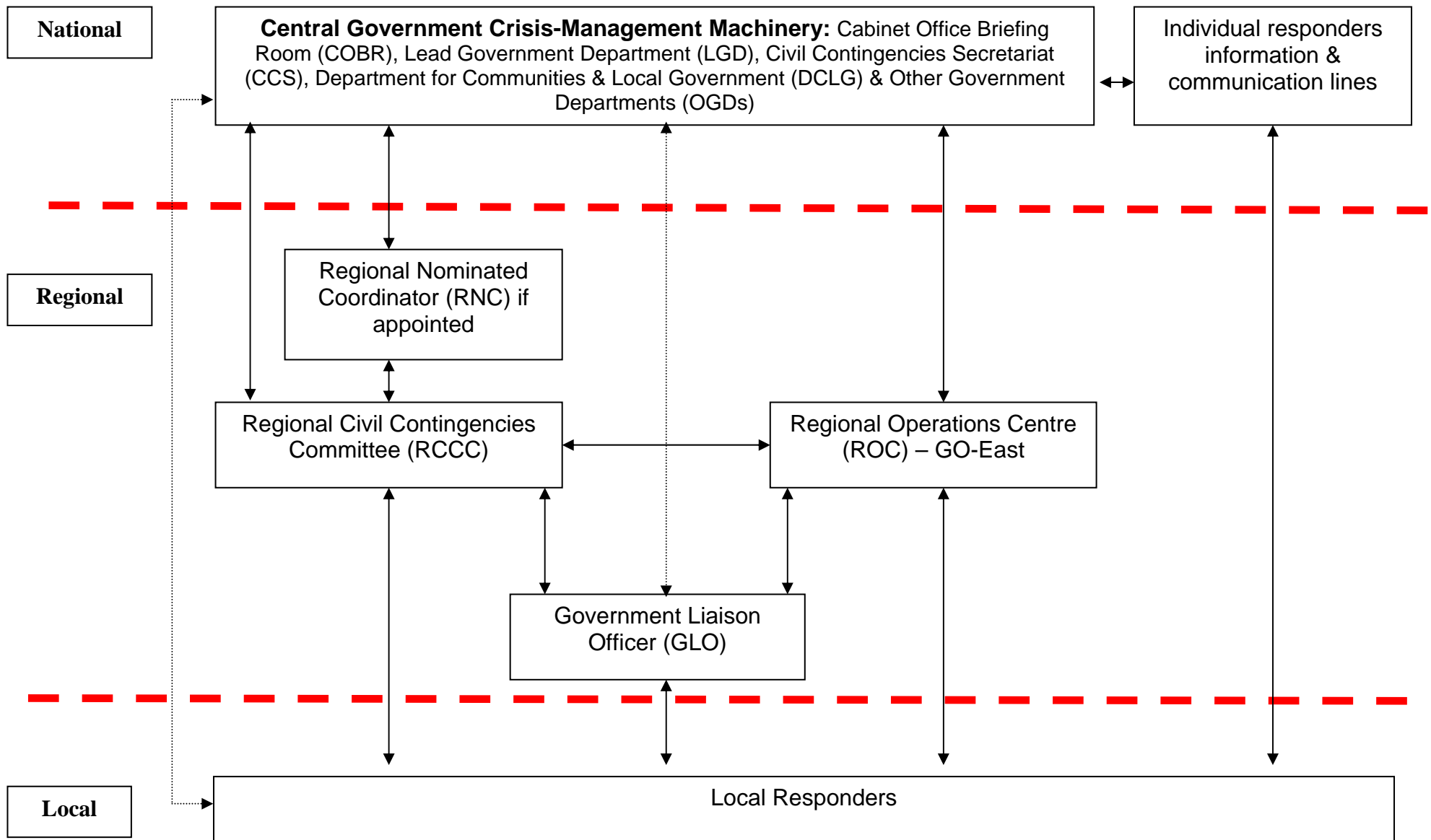
Term	Description
Cabinet Office Briefing Room (COBR)	<p>Central Governments response to an emergency would be lead by the establishment of central government’s crisis management facility known as the Cabinet Office Briefing Rooms (COBR). COBR provides a venue for collective decision-making and communication during an emergency. COBR is supported by a number of functions: The Civil Contingencies Committee (CCC), the Impact Management and Recovery Group (IMRG), the Scientific Advisory Panel for Emergency Response (SAPER) and the News Coordination Centre (NCC).</p> <p>The Civil Contingencies Committee (CCC) is established to coordinate and make decision about the response of Central Government. The Prime Minister, the Home Secretary or a senior Minister nominated by the Prime Minister, will normally chair meetings of the CCC in COBR. These meetings will cover all strategic aspects of the response and recovery effort. Officials will identify options and propose advice on the issues on which Ministers will need to focus.</p> <p>The Impact Management and Recovery Group (IMRG) is normally chaired by the CCS and will comprise of representatives from the relevant key departments and agencies involved in the wider work on recovery and reconstruction, including the police and possibly the Local Government Association (LGA). The aim the Group is to provide detailed coordinated advice on all aspects of the Government’s contribution to emergency response, longer-term recovery and exit strategy.</p> <p>The Scientific Advisory Panel for Emergency Response (SAPER) provides high-level expert advice to Ministers and officials on the scientific strength of preparations for preventing and managing longer-term consequences of an emergency and rapid scientific advice on the options for responding to specific emergencies. SAPER will be lead by the LGD and the Governments Chief Scientific Advisor.</p> <p>In the event of an emergency, the News Coordination Centre (NCC) may be established by the Cabinet Office Communications Group. The NCC supports the LGD in their communications management of the overall incident.</p> <p>The nature of NCC support will depend on the circumstances, but it could take the form of securing extra staff to work in the LGD or in an operations centre; helping compile and distribute briefing material; designing and establishing websites; forward planning; collation of requests for ministerial interviews; and preparing media assessments. Additionally, the NCC can provide a central press office to coordinate the overall government message.</p>
Civil Contingencies Act 2004 (CCA)	<p>The Civil Contingencies Act 2004 (CCA) sets the framework for civil protection at the local level in the UK.</p>
Consequence Management Liaison Officer	<p>In a terrorist related incident GO-East will deploy a Consequence Management Liaison Officer (CMLO). The CMLO will advise the Home Office Government Liaison Officer (GLO) on the wider impacts and consequences of</p>

(CMLO)	the incident.
Generic Regional Response Plan (GRRP)	The Generic Regional Response Plan (GRRP) was developed to detail the regional level arrangements (i.e. structures, functions, roles and responsibilities) that may require activation in the response to and recovery from an emergency.
Government Liaison Officer (GLO)	<p>If the situation demands, the Government will provide a presence at any Strategic Coordination Group (SCG) established. This is achieved through the Government Liaison Officer (GLO) accompanied by one Support Officer.</p> <p>The aim of the GLO is to support the local, regional and national emergency management arrangements before, during and after an emergency by providing a Government presence at the local level.</p>
Lead Government Department (LGD)	The initial response from central government would be from the Lead Government Department (LGD). A list of LGDs and their areas of responsibility is maintained by the Cabinet Office Civil Contingencies Secretariat (CCS). The LGDs response is detailed in: Lead Government Department (LGD) Role and Best Practice Guidance – both these documents can be found on www.ukresilience.info
Local Disease Control Centre (LDCC)	The Local Disease Control Centre (LDCC) is setup by the State Veterinary Service to manage the control of an Animal Disease outbreak.
Local Emergency Centre (LEC)	The Local Emergency Centre (LEC) is set-up by the Police specifically to deal with a civil nuclear incident.
Local Resilience Forum (LRF)	The Local Resilience Forum (LRF) is a process for bringing together all Category 1 & 2 Responders within the local police area for the purpose of facilitating co-operation in the fulfillment of their duties under the Civil Contingencies Act 2004.
Military Aid to the Civil Authorities (MACA)	<p>The collective term given to the three types of operations which may take place in a civilian environment i.e. MACC, MACP & MAGD</p> <p>Military Aid to the Civil Community (MACC) is the provision of unarmed military assistance to the country at large: in time of emergency such as natural disasters and major emergencies; to provide more routine assistance for special projects or events of significant social value to the civil community in the creation and development of local community projects; and of individual assistance by full-time attachment to social service or similar organizations.</p> <p>Military Aid to the Civil Power (MACP) is the provision of military assistance (armed if appropriate) to the Civil Power in its maintenance of law, order and public safety using specialist capabilities or equipment , in situations beyond the capability of the Civil Power</p> <p>Military Aid to other Government Departments (MAGD) is assistance provided by the Armed services on urgent work of national importance or in maintaining supplies and services essential to life, health and safety of the community.</p>
Operational Level – Bronze	Operational (Bronze) is the level at which the management of immediate 'hands-on' work is undertaken at site(s) of the emergency or other affected areas.
Other Government Departments	The initial response from central government would be from the Lead Government Department (LGD). Government departments other than the LGD involved in the response and recovery from an emergency are

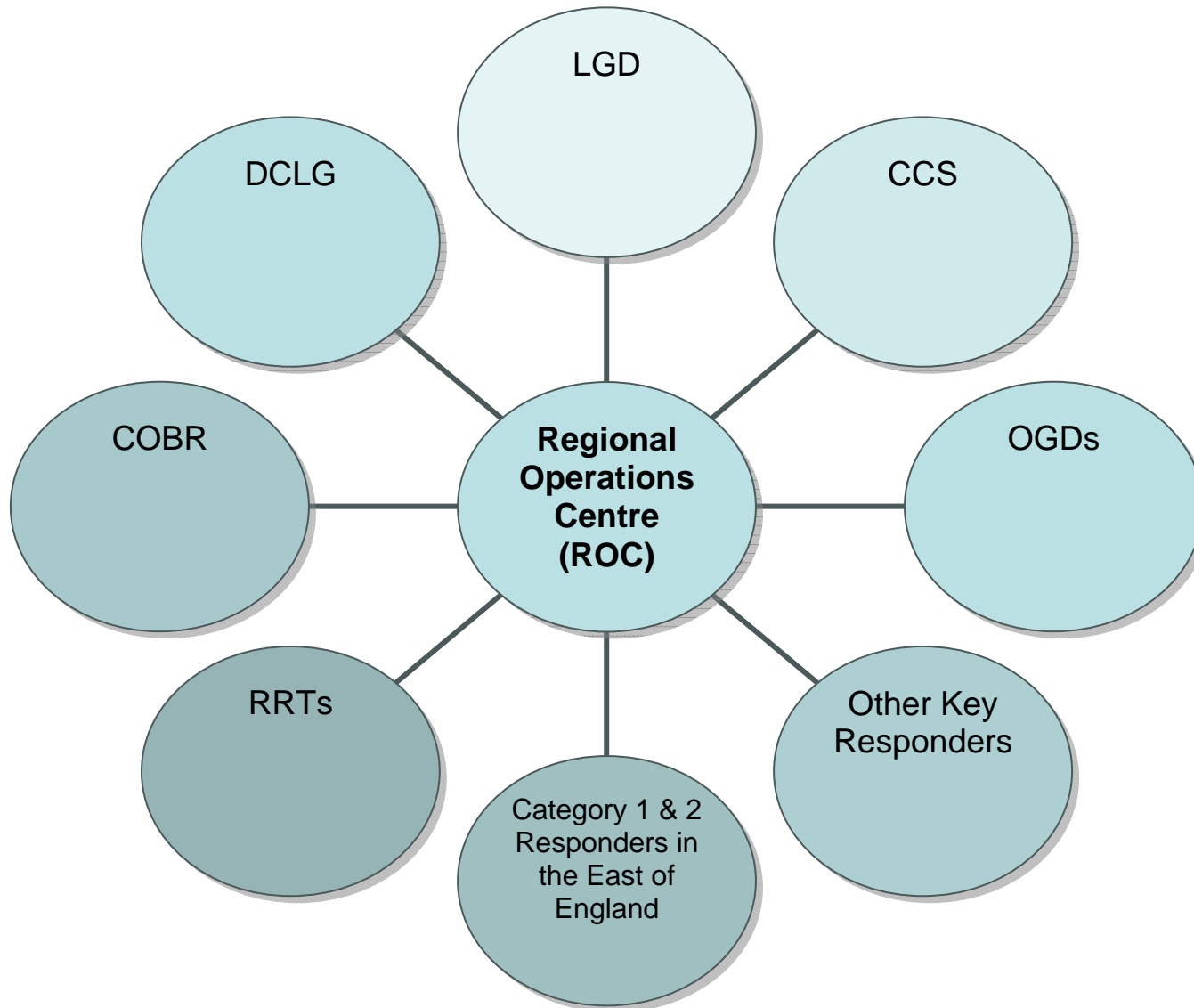
(OGDs)	collectively termed Other Government Departments (OGDs).
Recovery Working Group (RWG)	A Recovery Working Group (RWG) normally chaired by the Local Authority will in most circumstances be established at the same time as the SCG. This will usually take the form of a sub-group of the SCG. As more emphasis is placed on recovery planning the police will hand over responsibility for leading the recovery phase to the Local Authority. The Local Authorities will implement their full recovery structures, which include a strategic RWG with a series of supporting sub-groups.
Regional Civil Contingencies Committee (RCCC)	<p>A RCCC is a multi-agency group including representatives from across the region drawn from Category 1 & 2 Responders and other key regional responders. It will be charged with improving the co-ordination of the response to an emergency across a given region with a particular, but not exclusive, focus on consequence management and the recovery phase after an incident.</p> <p>The RCCC is not an operational decision making body similar to a Strategic Coordination Group (SCG). The purpose of the RCCC is not to undermine, replace or takeover local emergency management arrangements. The RCCC will observe the principle of subsidiary; it will not interfere in local command and control arrangements unless specifically empowered to do so by emergency regulations.</p>
Regional Nominated Coordinator (RNC)	When emergency powers are invoked a Regional Nominated Co-ordinator (RNC) will be appointed to co-ordinate the handling of the emergency. The post-holder will be appointed by a senior Minister in the Lead Government Department (LGD) and supported by GO-East. The appointment of the RNC will come to an end when the regulations cease to have effect, even though he or she may continue to play an informal role in recovery efforts, if appropriate.
Regional Operations Centre (ROC)	<p>The ROC is run by GO-East. The role of the ROC is to collate and maintain a strategic picture of the evolving situation within the region through information gathering, assessment and distribution. The main outputs of the ROC will be Regional Situation Reports. These reports will be shared widely between local responders, other regions and central government to aid decision making at all levels. The ROC will provide a single point of contact for local responders and Government departments for information or enquiries regarding the emergency.</p> <p>The ROC in liaison with partners will be involved in overcoming any difficulties in the local level response. These difficulties will normally be issues or obstacles that cannot be easily resolved at the local level or the capacity to deal with them at the local level is overwhelmed.</p> <p>It is recognised that individual organisations have their own reporting and communication lines for example Police Forces and the Police National Information Coordination Centre (PNICC), the Fire & Rescue Service and the Department for Communities and Local Government (DCLG). The ROC is primarily there to service those organisations that do not have any such structures linking into Government.</p>
Regional Resilience Director (RRD)	The Regional Resilience Director (RRD) is the head of the Regional Resilience Team (RRT).
Regional	The Regional Resilience Forum (RRF) is a forum established by GO-East to

Resilience Forum (RRF)	discuss civil protection issues from the regional perspective and to create a stronger link between local and central resilience issues.
Regional Resilience Team (RRT)	The Regional Resilience Team (RRT) is a small team of civil servants within GO-East working on civil protection issues, headed by a Regional Resilience Director (RRD).
Strategic Coordination Group (SCG)	<p>At the strategic level of emergency management is established at the local level in a Strategic Coordination Group (SCG) (Gold). The purpose of the SCG is to take overall responsibility for multi-agency management of the emergency and to establish the policy and strategic framework within which the tactical level will work. A SCG is a multi-agency group made up of a nominated senior member from each of the key organisations involved in the response.</p> <p>It will normally be the role of the police to coordinate the strategic level and chair the SCG. However, depending on the nature of the emergency, this role may be undertaken by another agency. In these circumstances an agency other than the police may initiate and lead the SCG. In most circumstances the SCG will have autonomous control of the area they are responsible for.</p>
Tactical Level – Silver	The purpose of the tactical level (Silver) is to ensure that the actions taken by the operational level are coordinated, coherent and integrated in order to achieve maximum effectiveness, efficiency and achieve strategic aims.
Voluntary Sector Working Group (VSWG)	<p>The Voluntary Sector Working Group (VSWG) is a regional level emergency planning group in the East of England and a sub-group of the RRF. The group brings together emergency practitioners from voluntary sector organisations and links directly to LRFs.</p> <p>The chair of the East of England VSWG is the nominated voluntary sector representative to attend any RCCC meetings held to represent the sector.</p>

ANNEX 1: GENERIC INFORMATION FLOW DIAGRAM



ANNEX 2: REGIONAL SITUATION REPORT DISTRIBUTION DIAGRAM



Acronyms:

- Cabinet Office Briefing Room (COBR)
- Civil Contingencies Secretariat (CCS)
- Department of Communities and Local Government (DCLG)
- Lead Government Department (LGD)
- Other Government Department (OGD)
- Regional Resilience Teams (RRTs)

Other Key Responders include:

- Government News Network (GNN) East
- Meteorological Office
- HM Coroners
- State Veterinary Service (SVS)
- East of England Development Agency (EEDA)
- East of England Regional Assembly (EERA)
- Military HQ 49 (East) Brigade
- Voluntary Sector Organisations

ANNEX 3: REQUESTING EMERGENCY POWERS.....

Introduction

Emergency powers allow the Government to make special temporary legislation (emergency regulations) as a last resort in the most serious of emergencies where existing legislation is insufficient to respond in the most effective way. Emergency regulations may make provision of any kind that could be made by an Act of Parliament or by exercise of the Royal Prerogative, so long as such action is needed urgently and is both necessary and proportionate in the circumstances.

Decision

The decision to use emergency powers, or not, is a matter for central government and will be handled by the relevant LGD, subject to collective agreement. The LGD will assess any request made for their use by the heads of relevant organisations, ideally endorsed by key responders in their area.

Requesting Emergency Powers

If a responder organisation considers that it is necessary to request the use of emergency powers, it will need to seek the advice of the GLO placed within a SCG. The organisation will need to be able to supply detailed information that will allow a consideration of the request in the light of the demands of the emergency and the tests laid out in the Civil Contingencies Act 2004 (CCA).

The organisation requesting Emergency Powers will need to be able to answer the following questions before seeking advice	
a.	What is the nature of the emergency and which geographical area is it affecting/likely to affect?
b.	What action needs to be taken and why?
c.	When does this action need to be taken?
d.	Why can't this be achieved under existing powers?
e.	What specific temporary new powers are requested?
f.	What alternative approaches (e.g. voluntary) have been considered and why would they be ineffective?
g.	Who will be affected by the operation of the powers and how? Does this raise any human rights issues?
h.	What safeguards should be included to ensure the powers are used proportionately and only where necessary?
i.	How would the powers be exercised/enforced, and by whom?
j.	When are the new powers needed and how long are they likely to be needed for? What is the trigger for their revocation?
k.	Would exercise of the powers raise any other issues – such as the need to pay compensation, liability issues, etc.
l.	What are the implications of not being granted the powers?
m.	Which organisations have been consulted, and what are their views?

The organisation making the request will need to seek advice from its legal advisers to confirm that there is a genuine gap in legal powers which prevents the necessary action being taken. It will also need to consult with other relevant organisations in the local, and other affected areas before seeking advice, with a particular focus on Category 1 and 2 responders. The presumption is against the use of emergency powers and a strong case will need to be constructed before advice is sought.

Those considering making a request should be conscious from the outset of the sensitivities involved in doing so. Use of emergency powers is controversial and of political significance. As any suggestion that use is being considered will attract considerable media speculation, it will be important to treat all relevant information as confidential.

ANNEX 4: DOCUMENT ADMINISTRATION ARRANGEMENTS.....

Plan Ownership & Administration

The RRF owns and is responsible for this plan. The Regional Resilience Director (RRD) at GO-East will have overall responsibility for the maintenance and administration of this plan.

Plan Audit and Amendments

The RRD for GO-East is the only person authorised to make changes and amendments to this plan. If any changes and amendments occur the RRD will notify all partners affected by this plan of the changes via email.

Plan Publication and Distribution

This plan will be available electronically on request to the RRD at GO-East. It is the responsibility of the organisations that the plan affects to maintain hardcopies of this plan as required.

Freedom of Information and Data Protection

Any requests under the Freedom of Information Act for information relating to this plan should be directed to GO-East where they will be considered on a case by case basis.

This plan is subject to the Data Protection Act. Reference is made to the East of England Resilience Contacts List. The contact details contained in this list must have authorisation from the individual before any details are released outside the agreed distribution list.

Plan Validation & Exercising

Regional response arrangements will be validated through national, regional and local exercises.

The GRRP and any relevant sub-set plans will be revised in light of learning from exercises and emergencies.

Any training needs will be considered through individual exercise or emergency debriefs and addressed by the relevant agencies or, if appropriate, through the RRF.

Organisations are encouraged to use this plan to include regional aspects in their exercises. The RRT will support any inclusion and seek to exercise the regional response fully at least once a year.

Enquiries to:

Regional Resilience Team

GO-East

Eastbrook

Shaftesbury Road

Cambridge

CB2 2DF

Tel: 01223 372999

Fax: 01223 372859

Email: resilience.goeast@goeast.gsi.gov.uk

Further information regarding emergency preparedness can be found at UK Resilience www.ukresilience.info and Preparing for Emergencies www.pfe.gov.uk