



## **Voluntary Sector Civil Protection Forum Working Party**

### **Terms of Reference**

#### **1. Background**

- 1.1 The civil contingencies legislation and supporting guidance has been a significant and powerful development for the voluntary sector in clarifying its contribution to emergency planning and civil protection within the UK. The Act, Regulations and Guidance require Category 1 responders “to have regard” to the activities of voluntary organisations in the course of carrying out their emergency and business continuity planning duties. These developments have created a ‘climate of expectation’, where voluntary sector organisations will make competent and reliable resources available to Category 1 and Category 2 responders who will make the most effective use of these resources and expertise, putting this partnership on a more robust and long-term footing.
- 1.2 To achieve these robust arrangements, the Civil Contingencies Secretariat asked the British Red Cross to convene a grouping of organisations that have a role to play in civil protection arrangements in the UK. The Voluntary Sector Civil Protection Forum was formed. It comprises representatives from the voluntary sector, central and local government, devolved administrations, statutory authorities and professional associations. The strategic aim of the Voluntary Sector Civil Protection Forum is to identify and maximise the voluntary sector contribution to civil protection arrangements in the UK. The Forum provides a means for demonstrating, at a UK and a national level, its commitment towards strengthening the UK’s civil protection arrangements and the way in which the voluntary sector can truly work in a cohesive and co-ordinated way, with all its partners.
- 1.3 The Voluntary Sector Civil Protection Forum is supported by a small working party with a similarly multi-disciplinary membership.

#### **2. Purpose and scope of the Voluntary Sector Civil Protection Forum Working Party**

- 2.1 The Voluntary Sector Civil Protection Forum Working Party provides a range of functions to support the strategic aim of the Forum: *to identify and maximise the voluntary sector contribution to UK civil protection arrangements.*

2.2 The main objectives of the Working Party are to:

- a) be responsible for the implementation of an annual work plan of activity to promote and position the voluntary sector with central government and Category 1 and 2 Responders
- b) support the Chairperson and other members of the Group to provide links between the voluntary sector, central government and Category 1 and 2 Responders
- c) promote the role of voluntary organisations in the development of civil contingencies legislation and guidance
- d) provide spokespeople to represent voluntary organisations on national groups and at events
- e) increase awareness, at the local level, of the benefits of joint voluntary and statutory section working
- f) provide guidance to Category 1 and 2 Responders and voluntary organisations on the development of local agreements
- g) identify and share good practice

2.3 The Working Party shall hold at least three meetings per year.

### **3. Responsibilities**

3.1 Each organisation will appoint a person to act as its representative to co-ordinate the activities of each organisation in fulfilling the objectives of the Working Party.

### **4. Criterion for membership of the VSCPF Working Party**

The VSCPF Working Party includes those organisations whose:

- Purpose includes civil protection and are actively engaged, and have a role to play, in civil protection activities in the UK
- National organisations operating at a UK wide level
- Representative of the voluntary sector, central or local government
- Supportive of the strategic aims and objectives of the voluntary sector civil protection forum
- Open to all members of the community with interests relevant to publicly stated aims
- Created and established for public benefit and not for profit
- Voluntary force that can deploy in the event of an emergency

Those who do not fit this criterion may be considered as Associates.

## 5. Members and contact information

| Organisation                                  | Website  | Name              | Email  |
|---|--|-------------------|--|
| British Red Cross                             | <a href="http://www.redcross.org.uk/">www.redcross.org.uk/</a>   | Simon Lewis       | <a href="mailto:SimonLewis@redcross.org.uk">SimonLewis@redcross.org.uk</a>                                 |
| Association of Chief Police Officers          | <a href="http://www.acpo.police.uk/">www.acpo.police.uk/</a>   | Jen Williams      | <a href="mailto:Jen.Williams@gmp.police.uk">Jen.Williams@gmp.police.uk</a>                                 |
| British Red Cross                             | <a href="http://www.redcross.org.uk/">www.redcross.org.uk/</a>   | Johanna Phillips  | <a href="mailto:JohannaPhillips@redcross.org.uk">JohannaPhillips@redcross.org.uk</a>                       |
| Cruse Bereavement Care                        | <a href="http://www.cruse.org.uk/">www.cruse.org.uk/</a>   | Jim Glennon       | <a href="mailto:jim.glennon@cruse.org.uk">jim.glennon@cruse.org.uk</a>                                     |
| Cabinet Office                                | <a href="http://www.gov.uk/government/organisations/cabinet-office">www.gov.uk/government/organisations/cabinet-office</a>   | Nick Brown        | <a href="mailto:nick.brown@cabinet-office.x.gsi.gov.uk">nick.brown@cabinet-office.x.gsi.gov.uk</a>         |
| Department for Communities & Local Government | <a href="http://www.gov.uk/government/organisations/department-for-communities-and-local-government">www.gov.uk/government/organisations/department-for-communities-and-local-government</a> | Steven Nesbit     | <a href="mailto:steven.nesbit@communities.gsi.gov.uk">steven.nesbit@communities.gsi.gov.uk</a>             |
| Local Government Association                  | <a href="http://www.local.gov.uk/">www.local.gov.uk/</a>   | Ian Houlton       | <a href="mailto:ian.houlton@hants.gov.uk">ian.houlton@hants.gov.uk</a>                                     |
| Radio Amateurs' Emergency Network             | <a href="http://www.raynet-uk.net/">www.raynet-uk.net/</a>   | Trevor Groves     | <a href="mailto:t.j.g@btinternet.com">t.j.g@btinternet.com</a>   |
| Royal Voluntary Service                       | <a href="http://www.royalvoluntaryservice.org.uk/">http://www.royalvoluntaryservice.org.uk/</a>  | Andre Knirsch     | <a href="mailto:Andre.Knirsch@royalvoluntaryservice.org.uk">Andre.Knirsch@royalvoluntaryservice.org.uk</a> |
| St John Ambulance                             | <a href="http://www.sja.org.uk/">www.sja.org.uk/</a>   | Peter Huckle      | <a href="mailto:Peter.Huckle@sja.org.uk">Peter.Huckle@sja.org.uk</a>                                       |
| Salvation Army                                | <a href="http://www.salvationarmy.org.uk/">www.salvationarmy.org.uk/</a>   | Muriel McClenahan | <a href="mailto:muriel.mcclenahan@salvationarmy.org.uk">muriel.mcclenahan@salvationarmy.org.uk</a>         |
| Victim Support Service                        | <a href="http://www.victimsupport.org.uk/">www.victimsupport.org.uk/</a>   | Caroline Birkett  | <a href="mailto:caroline.birkett@vslondon.org">caroline.birkett@vslondon.org</a>                           |

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