



Stockbridge Parish Council

Terms of Reference for Resilience Working Group

DRAFT

Stockbridge Parish Council has agreed to form a Working Group to provide a plan for all Resilience matters to be considered in Stockbridge.

Introduction

The Resilience WG will be responsible for co-ordinating any Council and Community response for any event where the community's resilience to a problem/crisis will be tested. This may include flooding, pandemics, substantial road crashes, large scale fires– any event where a loss of life or substantial damage to property is possible and/or threatened.

The Working Group

The Parish Council agreed to set up a Working Group to provide guidance and planning for a response to any of these community problems.

Part 1: The role of a Working Group

- i. Monitor the area for the risk of flooding and raise awareness and engage with appropriate authorities
- ii.
- iii.
- iv. The WG will prepare a Resilience plan for Stockbridge using the template provided by Hampshire County Council.
- v. The WG will work with other authorities such as TVBC and HCC to develop the plan.
- vi. The WG and the Clerk will hold securely the names of residents who consider themselves vulnerable in the event of a resilience emergency. These residents will be contacted and/or visited when an emergency event arises. The names will be held in accordance with data protection legislation and will not be used for any other purposes. Their names may be passed to the emergency services and those co-ordinating a resilience response.
- vii. The WG should reach out to members of the community that have vehicles (such as 4x4) that would be useful in an emergency.
- viii. The WG will liaise with the Houghton Fishing Club river keepers to understand and report to the Council any potential flooding concern.
- ix. The WG in conjunction with TVBC and HCC will lead the Council in following the plan should an emergency arise.
- x. The WG will consider any training that would be suitable for the WG members or other volunteers.

Part 2: Membership

- i. This Working Group may consist of councillors and members of the public. Community members should be sought through advertising in the Council's newsletter and website.
- ii. The Chair must be a member of the Parish Council. The Chair (or Vice Chair in the absence of the Chair) will be the main point of contact for the Clerk, councillors and members of the public.
- iii. Membership of a Working Group including councillors and members of the public must be recorded in the PC's minutes.
- iv. As per the Council's Terms of Reference for Working Groups every councillor has the right to attend the WG meeting should they wish by giving advance notice of their intention to attend to the Chair (or Vice Chair in the absence of the Chair), but they should not be allowed to

participate unless their doing so has been agreed in advance by the Chair (or Vice-Chair in the Chair's absence).

Part 3: Reporting

- i. The WG should report provide updates to the Council as the plan preparation progresses. When the plan is completed, it will need to be approved by the Council.
- ii. Copies of the plan are required to be shared with TVBC and HCC.

Part 3: Authority

- i. A Working Group will act in an advisory capacity to the Parish Council, making recommendations that will be considered by the Parish Council. Any decisions need to be taken at a Parish Meeting.
- ii. It will be advisable to notify the Council if meetings with third parties are due to take place.
- iii. The plan needs to work in accordance with HCC and TVBC resilience planning. TVBC holds workshops regularly during the year to work with Parishes in developing their resilience plan.

Part 4: Funding

- i. The WG will not hold a budget unless this has been approved by the Council.
- ii. The WG or Parish Council does not have authority to spend substantial money on flood prevention or mitigation. These are matters reserved by statute for the Borough and County Councils working with the Environment Agency.
- iii. The WG or Parish Council cannot spend money for flooding mitigation installations on private land.
- iv. The WG can recommend sources of funding or grants to mitigate resilience concerns (other than flooding, see above).

Part 4: Meeting Arrangements

- i. Meetings will be held at a frequency decided by the Chair of the Working Group, once the membership of the group has been fully confirmed.