

**EMERGENCY PLANNING SHARED SERVICES JOINT COMMITTEE  
(ROTHERHAM AND SHEFFIELD)**

**Venue: Town Hall, Moorgate  
Street, Rotherham. S60  
2TH**

**Date: Tuesday, 13th December, 2011**

**Time: 12.30 p.m.**

**A G E N D A**

1. To determine if the following matters are to be considered under the categories suggested in accordance with Part 1 of Schedule 12A (as amended March 2006) to the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Apologies for Absence.
4. Minutes of the previous meeting held on 13th September, 2011 (copy herewith) (Pages 1 - 5)
5. Matters arising from the previous minutes (not covered by the agenda items).
6. Succession Planning of Emergency Planning Manager (report herewith) (Page 6)
7. Emergency Planning Budget (report herewith) (Page 7)
8. Training, Exercising and Emergency Plans Update (report herewith) (Pages 8 - 11)
9. Business Continuity Management Software (Claire Hanson, Senior Business Continuity Officer, to report)
10. Revised Terms of Reference.
11. Any other business.  
- Visit to Emergency Operations Rooms – 10 January 2012.
12. Date, time and venue for the next meeting:-  
TUESDAY, 20<sup>TH</sup> MARCH, 2012 at 12.30 p.m. at Rotherham Town Hall,  
Moorgate Street, Rotherham. S60 2TH