



LEYBURN TOWN COUNCIL

Market and Burial Authority

THE RESILIENCE COMMITTEE

The group was established by Leyburn Town Council in October 2019 following the flash floods in 2019.

The consequences of climate change have struck close to home with extreme weather and flooding events in July 2019 which caused damage to properties, devastation and disruption to the lives of many people as a result. Community Resilience is important; the response of people at risk and quite often simple actions by householders and communities can significantly reduce local vulnerability and the level of any damages from emergency events such as flash flooding.

In the instance of flooding property resilience measures have been identified as a key solution to reducing the costs of repair and recovery time of affected properties, which in turn would hope to minimise the misery and interruption experienced by both families and businesses.

The formation of a Resilience Committee and resultant action plan is aimed at bringing the community, authorities and agencies together to improve community resilience and encourage wider uptake of property resilience.

Purpose of the Committee

The Committee's role is to:

- To strengthen overall community resilience, by putting in place a Community Resilience Plan to cover a range of emergencies that Leyburn could face.
- Utilise the skills, knowledge and resources which members may have to offer in an emergency.
- Form positive links with the Risk Management Authorities (RMA) and organisations and work in partnership with them.

Aims

- To focus on possible emergencies or weather events which can impact the community
- To encourage resilient communities by raising awareness within the community; as communities are more resilient working together and will have greater awareness of local issues
- Improving the awareness of flood risk & flood emergency preparedness: for example people can increase their Property Level Resilience (PLR) to safeguard their property
- To improve knowledge of watercourse networks and drainage infrastructure
- Highlight at risk areas and the most vulnerable households

Adopted: October 2019

Review Date: May 2020



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- To assist with Recovery and review of the risk after an event: for example, by improving access to services, recovery after flooding can be improved.

Responsibilities

- To develop a Community Action plan
- To form links with authorities and agencies to work together to ensure that people are as resilient and prepared as they can be when facing emergencies such as floods, so that they can get back to normal as quickly as possible.
- To work alongside the lead local flood authority (NYCC) Local flood risk strategy
- Ensure that the plan is kept up to date and reviewed accordingly
- To consider any matters referred to it by the Council or other Committees.



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Resilience Committee

Terms of Reference

1. CONSTITUTION

The Resilience Committee is constituted as a Standing Committee of Leyburn Town Council. The Resilience Committee will be accountable to Leyburn Town Council; Members are **required follow the approved Standing Orders of Leyburn Town Council and Code of Conduct**. Breaches of these may result in termination of Committee membership by the Council.

2. MEMBERSHIP

- a. The Committee composition shall comprise of minimum four Councillors and 18 members of the community.
- b. At maximum there will be places for 18 members of the community.
- c. Total number of members of the group is restricted to 24.
- d. The quorum shall be one third of all members, one of which must be a LTC Councillor (3 members of the community plus 1 Councillor).
- e. Any resident of Leyburn Electoral Parish whose name appears on the current Electoral Roll is eligible for membership.
- f. Details of ex-officio members-those appointed to the Committee by virtue of their office will forfeit their membership on resignation from the Council. Such Members may then apply to be on the Committee as a non Council Member.
- g. That the Committee will have power to elect a Chairman who will be elected at the first meeting following annual appointment of the committee.
- h. Membership of the Committee will be reviewed annually at the annual meeting of the Town Council in May.

3. POWER OF CO-OPTION

- a. If the level of members falls below a level which the Group finds it difficult to operate, then the Group in consultation with LTC will appoint further members. Any vacancies will be publicised on the Leyburn Town Council Website and notice board.
- b. At the discretion of the Chairperson any outsider may be asked to attend a meeting on an ad-hoc or a regular basis to provide information and/or advice.



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4. COMPOSITION

- a. The Town Council Clerk/Deputy Clerk will act as Secretary and other roles such as media liaison will be decided by the Group.

5. VOTING RIGHTS

- a. All members of the Group will have equal rights and the Chairman will have a casting vote.
- b. Decisions would be made on a simple majority vote.
- c. Expenditure and financial decisions must be presented to the full Council at a Town Council Meeting and authorised by the full Council first.

6. MEETINGS AND REPORTS

- a. Meetings will be held in the Oak Room, Thornborough Hall.
- b. Members of the public can attend meetings and speak in Public Representations
- c. The Committee will host quarterly meetings or at such times that the Group feels appropriate.
- d. The Committee can meet as the workload requires, with a minimum of 3 days clear notice given.
- e. Meetings of the Resilience Committee are to be conducted in accordance with the approved Standing Orders and the Code of Conduct of Leyburn Town Council.
- f. The Town Council Chairman/ Deputy Chairman will chair the meetings.
- g. All correspondence shall be conducted through the Town Clerk.
- h. The Agenda will be generated by the Clerk to the Council.
- i. Meeting papers will be circulated to Members electronically by email.
- j. The Agenda will be publicised on the LTC website and town notice board with a minimum of 3 days clear notice given.
- k. Minutes will be taken by the Town Council Clerk/Deputy Clerk.
- l. Minutes of all meetings are to be kept by the Clerk and forwarded by e-mail or mail to all members of the Committee and Leyburn Town Councillors.
- m. The committee will ratify its own minutes and then send these to full council for information only.
- n. Minutes will be publicised on the LTC website, in the library and updates will be reported at the monthly Council meeting.



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7. ACCOUNTABILITY

- a. The Councillor Members of the Committee will report back to the full Council activities of the group.

8. REVIEW

- a. The Committee will review the relevance and value of its work and the terms of reference annually.

9. SHARING OF INFORMATION AND RESOURCES (INCLUDING CONFIDENTIAL MATERIALS)

- a. All documentation and information will be sent via email and is intended for the addressee only.



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10. DEFINITION OF TERMS

Please find below definitions of any key terms.

Leyburn Town Council shall be referred to throughout this document as **LTC**.

Property resilience measures/ Flood Resistance: *'Construction of a building or use of technologies in such a way as to prevent or minimise floodwater entering the building.'*

Flood Resilience / Recoverability: *'Measures that can be incorporated into the building fabric and/or fixtures and fittings that can be installed, to reduce the consequences of flood water after entering a building.'*

Property Level Resilience (PLR) aims to make people and their property less vulnerable to the physical and mental impacts of flooding. Actions that can be taken include installing flood doors, flood barriers, air brick covers, pointing or waterproofing brickwork, installing non-return valves, and moving vulnerable features such as sockets above floor level. Properties need a package of measures, some of which prevent water entering a house and others that minimise the impact should water enter the house, speeding up the recovery process. Sometimes the water should be let in. For floods over 60cm depth, or of prolonged duration, attempting to keep the water out can cause serious structural damage, owing to the unequal water pressures either side of the walls.