

Preparing Scotland



Regional Resilience Partnerships' Risk Preparedness Assessment

Guidance

2021

Contents

Section		Title	Page
1		Purpose of the Regional Resilience Partnerships' Risk Preparedness Assessment Guidance	1
2		The Civil Contingencies Act 2004	2
	2.1	Statutory Duties	3
3		Integrated Emergency Management	5
4		Multi-agency collaboration	6
5		The Regional Resilience Partnerships' Risk Preparedness Assessment	6
	5.1	Stage 1: Context	7
	5.2	Stage 2: Risk Assessment	8
		NSRA	8
		Scottish Risk Assessment	9
		Risk Analysis	10
		Risk Evaluation	11
		Monitoring and Reviewing	11
	5.3	Stage 3: Preparedness Assessment - Consequence based planning	12
		The 12 common consequences	13
		12 Common Consequences. Table 1	15
	5.4	Stage 4: Communication	16
6		Community Risk Register	16
7		Community Resilience	17
8		Other Legislation and National Guidance	18
Annex A		Additional Useful Information	21
Annex B		Regional Resilience Partnerships' Risk Preparedness Assessment: Figure 1	23
Annex C		Glossary	24
		Acronyms	27

1. Purpose of the Regional Resilience Partnerships' Risk Preparedness Assessment Guidance

[Preparing Scotland](#) is a suite of guidance to assist responders plan for, respond to and recover from disruptive challenges. It consists of a “Hub” which sets out Scotland’s resilience philosophy, structures and regulatory duties, and ‘Spokes’ that provide detailed guidance on specific matters. The “Regional Resilience Partnerships’ Risk Preparedness Assessment” (RRP RPA) guidance document is one of those spokes.

The purpose of the RRP RPA guidance is to provide a comprehensive overview of the process and to guide the RRP’s on its completion. The RRP RPA allows RRP’s to assess risks within their region and their level of preparedness to deal with the consequences of these identified risks, as well as communicating identified issues with the general public.

This guidance document sets out the legislation and principles underpinning the RRP RPA and information about the four stages involved in its completion.

Accompanying the RRP RPA Guidance is a Practitioners Toolkit which providing additional understanding of how to complete each stage of the RRP RPA including examples of completed templates. The Practitioners Toolkit can be found on Resilience Direct.

The RRP RPA is always evolving and will continue to be developed as improvements are identified and acted upon. Therefore, the RRP RPA guidance will be periodically revised, so you should ensure that you are using the current version available at [Ready Scotland](#).

Links to useful websites containing guidance and information issued by Government, other responders and relevant groups is detailed in **Annex A**.

2. The Civil Contingencies Act 2004

The Civil Contingencies Act 2004 ([the Act](#)) and the Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005 (as amended) ([the Regulations](#)) is the legislation which outlines the key organisations and their duty to prepare for civil emergencies within Scotland.

In Scotland, under the terms of the amendment regulations, the structures which support multi-agency co-operation are the RRP's. The three RRP's were established in November 2013, and are the North of Scotland (NoS), the East of Scotland (EoS) and the West of Scotland (WoS).

The RRP's are comprised of representatives from Category 1 and Category 2 responders, which are key organisations responsible for ensuring the effective management of emergencies, as well as other organisations and groups who have an important role in the context of resilience.

Category 1 and Category 2 responders are defined in the legislation as follows:

Category 1 Responders

- Local Authorities
- Police
- Fire
- Ambulance
- Health Boards
- Scottish Environment Protection Agency
- Maritime and Coastguard Agency
- Integration Joint Boards

Category 2 Responders

- Electricity Operators
- Gas Suppliers
- Scottish Water
- Communications Providers
- Railway Operators
- Airport Operators
- Harbour Authorities
- NHS National Services Scotland
- Health and Safety Executive

Other organisations and groups who have an important role in the context of resilience include:

- The military
- The Crown Office and Procurator Fiscal Service
- Transport Scotland
- Commercial organisations
- The Scottish Government
- The voluntary sector

2.1 Statutory Duties

The Civil Contingencies Act places a number of legal duties upon Category 1 responders. These are:

1. Duty to **assess risk**
2. Duty to **maintain emergency plans**
3. Duty to **maintain business continuity plans**
4. Duty to **promote business continuity**¹
5. Duty to **communicate with the public**
6. Duty to **share information**
7. Duty to **co-operate**

¹ This duty is only placed on Local Authorities

The legal duties outlined by the Act and the regulations are described in detail in Section 2 of the Act. For Category 2 responders the basic legislative principle is that they must co-operate with Category 1 responders in connection with the performance of their duties, including proper sharing of information.

The RRP RPA is not set out in the legislation, rather it has been developed to assist responders discharge their duties under the Act.

Specifically, the purpose of the RRP RPA is to:

- Provide an accurate and shared understanding of the risks which may affect a region based on available evidence so that consequence based planning has a sound foundation.
- Provide a rational basis for the prioritisation of effort and allocation of resources.
- Identify and assess the capabilities and capacities (preparedness) of the region to deal with the consequences of the risks.
- Develop a work plan aimed at closing any identified capability¹ and capacity² gaps.
- Provide an overview of emergency planning and business continuity arrangements for responders and resilience partners within the region.
- Provide a basis for risk communication to the general public through Community Risk Registers (CRRs).

¹ Capability is ordinarily the expertise, ability and experience required to deal with a range of consequences.

² Capacity is the level of resource available to sustain a determined response.

3. Integrated Emergency Management

Dealing with emergencies, whether foreseen or unforeseen, requires a flexible and adaptive approach. This doctrine, known as Integrated Emergency Management (IEM), is underpinned by five key activities:

1. Assessment
2. Prevention
3. Preparation
4. Response
5. Recovery

The RRP RPA specifically addresses the assessment and preparation activities of IEM.

Assessment is a fundamental component of risk management as it is important that responders and resilience partners have a realistic and common understanding of the risks that they should prepare for. Adopting robust risk assessment, utilising key products such as the UK National Security Risk Assessment (NSRA) and the Scottish Risk Assessment (SRA), ensures that planning is based on a sound foundation.

Preparation should take an 'all-risks approach' concentrating on preparing for consequences rather than causes, and so allow a process of generic planning which can be adapted readily to fit to a wide range of issues (including new or novel issues) around response and recovery.

4. Multi-agency collaboration

In Scotland, responders and resilience partners with the relevant expertise to complete the RRP RPA are brought together under each of the three RRP, however, the RRP do not have the power to direct individual members in the undertaking of their duties.

Each of the three RRP identifies a RRP RPA Co-ordinator (generally from one of the Category 1 responders) who is supported by the Scottish Government Partnership Teams. Together they coordinate the multi-agency collaboration required to complete the RRP RPA.

The Local Resilience Partnerships (LRPs) have a key role in supporting RRP to prepare by ensuring local arrangements are in place and promoting wider awareness of the roles and responsibilities to their members. Clear direction during preparation should ensure that emergency management structure and procedures are agreed in advance and supported by training and exercise.

The RRP RPA is not a mechanism for reporting to Scottish Ministers, however, RRP may seek to transfer or highlight risks which are beyond regional capability and capacity through organisational governance structures or through the Scottish Resilience Partnership.

5. The Regional Resilience Partnerships' Risk Preparedness Assessment

The RRP RPA allows RRP to assess risks and their level of preparedness to deal with the consequences of the identified risks within their region, and communicate with the general public about the risks identified in the RRP RPA.

The RRP RPA focuses on developing resilience and dealing with consequences of rather than causes of emergencies.

There are four stages to the RRP RPA, illustrated in the diagram at **Annex B**:

1. Understanding the context in the region and identifying the relevant risks based on knowledge and historical or empirical data and review of the NSRA and SRA.
2. Assessing these risks using the best available evidence based on the reasonable worst case scenario.
3. Assessing the level of preparedness to deal with the consequences of these risks and then developing a work plan aimed at filling any capability and capacity gaps.
4. Communicating with the public.

5.1 Stage 1: Context

Context is based around the concept of anticipation. Responders are required to systematically identify new or changing risks within their region. This process is also known as horizon scanning and should consider:

- **Environment** – What is the region's geography? What are the vulnerabilities? Are there any protected sites (e.g. sites of special scientific interest)?
- **Hazardous sites** – What potentially hazardous sites are there in your region? Where are they in relation to communities or sensitive environmental sites?
- **Social** – What is the demographic, ethnic and socio-economic makeup? Are there any particularly vulnerable groups? Where are the communities situated? How prepared are different communities?
- **Infrastructure** – Where is key infrastructure in your region (e.g. transport, utilities, business etc)? What are the critical supply networks? Are there sites that are critical for local, regional and national essential services?

- **Regional economy** – What are the most significant economies in the region?
How prepared are these businesses to deal with emergencies?

5.2 Stage 2: Risk Assessment

Risk assessment is a process of understanding the significance of potential events on the basis of likelihood of an impact. The outcome description of each risk is based on the reasonable worst case scenario. It describes a plausible manifestation of the risk and the likely immediate consequences of the event.

Risk assessment is a key part of the emergency planning process and is a statutory responsibility for Category 1 responders. Category 2 responders and other key resilience partners bring a wealth of expertise and knowledge which can enhance the evidence base of the regional risk assessment.

Each region should start with reviewing the two national risk products, the NSRA and the SRA, and consider if the risks contained within are relevant to the area or should be excluded. Regions may also want to consider NSRA and SRA risks outside their area which may have a wider impact.

NSRA

The NSRA is produced every two years by the Civil Contingencies Secretariat (CCS) as a tool used to drive risk management and is an essential part of the way national security is approached. It is an Official Sensitive document, only available on Resilience Direct.

The NSRA assesses the key risks that could potentially damage the safety or security of the UK, or its interests, both domestically and overseas. Each risk is evaluated in a consistent manner using a reasonable worst case scenario approach and is assessed in terms of likelihood and impact. It also draws out the consequences should such a scenario occur.

Historically the CCS produced a National Risk Assessment (NRA) focussed on domestic emergencies over a five year timescale and an NSRA which focussed on broader national security risks (including international risks) over a 20 year timescale, separately. These were combined and, together with previous iterations of the NRA and NSRA, deliver a unified risk assessment framework, which enables the direct comparison of risks that are malicious and non-malicious, as well as those that are domestic and international.

Scottish Risk Assessment

The purpose of the SRA is to help the resilience community in Scotland understand civil contingencies emergencies which Scotland may face within the next five years, and to use this to prepare for and respond to these should they occur.

The SRA provides Scottish context for risks where Scotland would be affected *differently* to the rest of the UK and is designed to supplement the NSRA, while remaining a stand-alone document.

The SRA is developed using information from the UK NSRA, together with Scottish-specific information from subject matter experts. The SRA uses an adaptation of the methodology used for the UK's National Risk Assessment (NRA), the predecessor to the current NSRA, with impact scales adjusted appropriately for Scotland and a focus on natural hazards and accidents.

It should be noted that the SRA uses impact scores to describe the overall severity of the impacts of an emergency whereas the RRP RPA uses 12 common consequences (which are discussed later) to highlight potential response scenarios.

As a strategic tool, the SRA does not replace or replicate more detailed risk assessment products and evidence, whether that be dynamic intelligence threat assessments or short term hazards forecasts.

The SRA will continue to be developed on a two year cycle with those risks that need specific consideration for Scotland assessed with Scottish responders, scientific experts and policy leads. These risks will be identified by subject matter experts and

validation groups. Those risks that do not need specific Scottish consideration i.e. where the scenario described in the NSRA is accurate for Scotland and the science is the same, would not be assessed separately for Scotland.

Risk analysis

For each NSRA or SRA risk identified, the RRP should consider the extent to which the likelihood and impact applies to their region. The NSRA and SRA set out the Reasonable Worst Case Scenario (RWCS) at the national level. The impact of this RWCS may differ at the regional or local level when local expertise and empirical evidence are reviewed. In such cases it is, therefore, necessary that responders conduct their own assessment of risk for their area, using the national NSRA and SRA RWCS as a basis, with the rationale clearly documented and noting that the revised regional likelihood and/or impact scores should not be higher than the national levels. The RRP should notify the SG and provide robust evidence if a likelihood score is ever found to be higher than that in the NSRA or SRA.

When considering regional variations, however, there may be some risks unique to a region which could provide a significant challenge but which are not covered in the NSRA or SRA. A risk unique to the region and not dealt with in either the NSRA or SRA would require a risk assessment for that specific risk to be undertaken, guided by the SRA methodology to ascertain likelihood and impacts scores. The RRP should then notify the SG and supply robust evidence of the risk.

In completing the risk assessment stage, the RRP should make good use of previous RRP RPA work, and in particular consider whether there has been any change in the risk or the preparedness of the region to deal with the consequences of the risk since the previous RRP RPA.

Risk Evaluation

The identified risks can be plotted on a risk matrix based on likelihood and impact with the strategy of prioritising planning towards greatest impact. By planning for high impact risks the consequences of lower impact risks are inherently planned for.

Monitoring and Reviewing

Risks should be monitored continuously and updated if there is any change in context within the region or if any disruptive events occur.

5.3 Stage 3: Preparedness Assessment - Consequence based planning

Stage 3 of the RRP RPA moves from focussing on risk to the assessment of preparedness, where RRP's consider their level of preparedness to deal with the consequences of risks.

Emergencies can be caused by a wide range of factors but the effects will often share identical or similar consequences. For instance, care for people issues can arise from a wide range of incidents which share few other characteristics. A flood, a terrorist attack or an industrial incident can all lead to similar requirements for shelter and support to a local community. As a result, many aspects of preparation can be generic in nature, focusing on managing the consequences of an emergency whilst, from a planning perspective, paying relatively little attention to the cause of the disruption.

This all-risks approach, concentrating on consequences rather than causes, allows a process of generic planning which can be adapted readily to fit to a wide range of issues around response and recovery. It helps avoid duplication and allows resources to be allocated optimally, reserving more resource intensive specific planning for risks which are very high priority risk or have unique consequences which generic planning cannot cover.

Whilst the all-risks approach is effective, each emergency will have unique aspects, some of which may be unforeseen. Therefore, the ability to be flexible and adaptable is a crucial quality. Emergencies cannot always be accurately predicted and responders must always be ready to adapt plans to suit a situation unfolding in an unforeseen way.

The 12 common consequences

To assist with a consequence-based planning approach, the consequences of emergencies have been broadly grouped into 12 groups, the '12 Common Consequences', as detailed in Table 1.

The 12 Common Consequences have been developed using the meaning of "emergency" as defined in section 1, parts 1 – 3 of the CCA:

(1) In this Part "emergency" means —

(a) an event or situation which threatens serious damage to human welfare in a place in the United Kingdom,

(b) an event or situation which threatens serious damage to the environment of a place in the United Kingdom, or

(c) war, or terrorism, which threatens serious damage to the security of the United Kingdom.

(2) For the purposes of subsection (1)(a) an event or situation threatens damage to human welfare only if it involves, causes or may cause —

(a) loss of human life,

(b) human illness or injury,

(c) homelessness,

(d) damage to property,

(e) disruption of a supply of money, food, water, energy or fuel,

(f) disruption of a system of communication,

(g) disruption of facilities for transport, or

(h) disruption of services relating to health.

(3) For the purposes of subsection (1)(b) an event or situation threatens damage to the environment only if it involves, causes or may cause—

(a) contamination of land, water or air with biological, chemical or radioactive matter, or

(b) disruption or destruction of plant life or animal life.

For each consequence either one risk, or a small number of risks, that has the potential to cause the greatest severity of that particular consequence is used to define the level of preparedness required. These are often referred to as “driver risks” during planning activities.

Details of the potential severity of the “driver risks” are included in the NSRA and SRA, and where applicable, local risk assessment.

In addition the UK Government produces National Resilience Planning Assumptions (NRPAs) that define the impact that should be prepared for nationally, and Local Risk Management Guidance containing non-statutory guidance and advice for local responders, as NRPAs should be scaled down to regional and local levels.

12 Common Consequences		
1	Human Fatalities – Extensive	Human fatalities which are not generally localised and where the general circumstances of the deaths are often already known, such as widespread disease
2	Human Fatalities – Intensive	Human fatalities which are a result of a single or a related group of incidents such as an industrial accident or a criminal attack. They are generally localised and usually require investigation to assess criminality or negligence
3	Human Casualties – Extensive	Human casualties which are not generally localised and are usually associated with widespread disease
4	Human Casualties – Intensive	Human casualties which are a result of a single or a related group of incidents such as an industrial accident or a criminal attack. They are generally localised and usually require investigation to assess criminality or negligence
5	Displaced People	The evacuation or movement of people from an affected area to a place of safety. If applicable, consideration should be given to incidents that may result in an influx of non-resident British Nationals to the UK
6	Loss of Staff	Any negative impact on the ability of an organisation’s staff to attend their place of work – both public and private sector
7	Damage to Property and Places	Any impacts related to damage to property or places. This includes: structural damage and economic damage to an area. Consideration should be given to responder or government buildings in the area that could be affected and how this would impact response. Planning should take into account that rubble and debris may affect the response site
8	Disruption to Transport	Any negative impact on transport infrastructure
9	Disruption to Financial Services, Food, Water, Energy or Fuel Supplies	Any negative impact on the supply of money (payment, clearing and settlement systems; markets and exchanges; public finances) food, water, electricity, gas, fuel or any other type of energy supplies
10	Disruption to Communications	Any incident which may impact negatively upon communications infrastructure. This includes telecommunications, postal services and broadcast
11	Contamination of Land, Water or Air	Any contamination of land, water or air. This can be as a result of biological, chemical or radio-active matter
12	Disruption or Destruction of Plant Life or Animal Life	Any negative impacts on plant or animal life

Table 1

5.4 Stage 4: Communication

One of the seven main duties placed on Category 1 responders is the duty to communicate with the public. The mandatory requirements under the Act and the Regulations are to arrange for the publication of risk assessments where publication is necessary or desirable to:

- Prevent an emergency
- Reduce, control or mitigate the effects of an emergency
- Enable action to be taken in connection with an emergency

In publishing information, responders should ensure that they do not cause unnecessary alarm. Due regard should be given to the warning and informing arrangements maintained by other responders and agencies.

Sensitive information should not prevent publication, some aspects of the risk process may be sensitive and care should always be taken prior to any public release, ensuring always that proper assessment is undertaken and appropriate permissions are sought.

6. Community Risk Register

The Community Risk Register (CRR) is the document that the RRP use to communicate with the general public about risks identified in the RRP RPA that have the highest likelihood and potential to have significant impact and cause disruption to communities.

The purpose of a CRR is to:

- Inform the public about the greatest risks and their consequences
- Educate the public on what the Resilience Partnership is doing
- Provide the public with links to organisations and websites to find out more
- Encourage the public to take steps to become better prepared and more resilient in their homes, businesses and community
- Act as the Resilience Partnership's core public warning and informing document

CRRs are a statutory requirement of the RRP and should be reviewed and updated regularly as the final stage of the RRP RPA.

The CRRs for Resilience Partnerships across Scotland can be found on the Scottish Fire and Rescue Service website at: [Your Safety | SFRS \(firescotland.gov.uk\)](https://www.firescotland.gov.uk/your-safety)

7. Community Resilience

Community resilience is based on a culture of preparedness, in which individuals, communities and organisations take responsibility to prepare for, respond to and recover from the consequences of emergencies.

Communities may also have knowledge of the local impacts of risks, which can complement responders' understanding. In some circumstances communities might be better placed or quicker to address particular needs than Category 1 and other responders. By communicating with communities in advance they can be more aware, and more prepared, to help themselves and each other.

Using the CRR to communicate clearly with the public about the risks they might face, empowers the public to take more responsibility in preparing for, responding to and recovering from the impacts and consequences of those risks.

For further information on community resilience and business resilience, please see the relevant spokes on [Ready Scotland](#).

8. Other Legislation and National Guidance

As outlined in part 2 of this document, the Civil Contingencies Act 2004 (the Act) and the Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005 (as amended) (the Regulations) is the legislation which outlines the key organisations and their duty to prepare for civil emergencies within Scotland. However other legislation exists which shares the characteristics and practices of civil contingencies legislation, notably:

1. Control of Major Accident Hazards Regulations 2015 (COMAH)
2. Pipelines Safety Regulations 1996 (PSR)
3. Radiation (Emergency Preparedness and Public Information) Regulations 2019 (REPPIR). (It must be noted that REPPIR 2019 repeals and replaces REPPIR 2001)

The Act and the Regulations state that duties imposed by the Act or the Regulations need not be performed in relation to an emergency within the meaning of the said legislation ([the Regulations, regulation 9](#)):

Existing emergency planning duties

9. Scottish Category 1 responders need not perform a duty under section 2(1) in relation to any emergency which is –

(a) a major accident, within the meaning of regulation 2(1) of the Control of Major Accident Hazards Regulations 1999(1), resulting from developments in the course of the operation of an establishment to which Part 2 of those Regulations applies;

(b) a major accident, within the meaning of regulation 2(1) of the Pipelines Safety Regulations 1996(2), involving a dangerous fluid (within the meaning of those Regulations) which is in, or has been conveyed in, a pipeline to which those Regulations apply; or

(c) a radiation emergency, within the meaning of regulation 2 of the Radiation (Emergency Preparedness and Public Information) Regulations

2001(3), which results from work with ionising radiation (within the meaning of those Regulations) to which those Regulations apply.

However, whilst there are specific legislative demands posed by COMAH, PSR and REPIR, there is much within civil contingencies activity which will be relevant to this other legislation.

Preparation, response and recovery processes developed by responders in the context of the Act and the Regulations will, in large part, be applicable to the demands of COMAH, PSR and REPIR and the potential hazards associated with this legislation. Therefore, there is no requirement to duplicate planning and preparation required by both sets of legislation.

Key UK Government Guidance

The RRP RPA has been developed to be in line with UK Government guidance as much as possible. This is to make use of the considerable information and expertise that goes into developing the UK Government documents and to avoid confusion when speaking to UK counterparts. The key UK documents are:

- **The UK National Risk Register (NRR)** – is the public version of the NSRA, produced to give information to the public about the risks detailed in the NSRA, alongside advice and guidance on how they can prepare for them. It is a useful, easily accessible summary of the key risks but does not go into the same level of detail as the NSRA which is an Official Sensitive document.
- **The UK National Resilience Planning Assumptions** – describe the expected scale, duration and severity for the common consequences of the various risks captured in the NSRA. There are currently 24 Planning Assumptions.
- **The Local Risk Management Guidance (LRMG)** – contains non statutory guidance, produced by the Cabinet Office Civil Contingencies Secretariat, for use by local Risk Assessment practitioners in order to assist in the production of Local Risk Assessments and Community Risk Registers. It covers the process by which local responders can use the methodology adopted by the National Security Risk Assessment to assist in their Local Risk Assessments, including

advice on planning for common consequences (planning assumptions), undertaking capability gap analysis and risk assessment communication. While primarily aimed at Local Resilience Forums, it provides useful advice for RRP's on how NSRA impact scores can be locally scaled.

Annex A

Additional Useful Information

Additional Useful Information	Website
Advice to disaster survivors and the bereaved	http://www.disasteraction.org.uk/
Business resilience: Ready Scotland Ready Business	http://www.readyscotland.org/ready-government/
Community Risk Register	www.firescotland.gov.uk/your-safety/community-risk-register.aspx
Control of major accident hazards	http://www.hse.gov.uk/comah/index.htm
CyberAware	https://www.cyberaware.gov.uk/
Cyber Essentials	www.cyberaware.gov.uk/cyberessentials
Cyber Resilient Scotland: strategic framework	Cyber Resilient Scotland: strategic framework - gov.scot (www.gov.scot)
Cyber Scotland Partnership website – containing information for anyone looking for cyber advice and guidance, help with incident response or info on skills and career paths	https://www.cyberscotland.com/
CyberStreetwise	Cyber Streetwise: open for business - GOV.UK (www.gov.uk)
First aid training and advice	http://www.firstaid.org.uk/ http://www.redcross.org.uk/What-we-do/First-aid
Flood warnings and flood advice	http://www.sepa.org.uk/flooding.aspx http://www.scottishfloodforum.org/category/news/
Foreign travel advice	http://www.fco.gov.uk/en/
General preparedness: Ready Scotland	http://www.readyscotland.org/
Get Safe on Line	https://getsafeonline.org/business/
Integration Joint Boards	Integration Joint Board: roles, responsibilities and membership - gov.scot (www.gov.scot)

Additional Useful Information	Website
Keeping Scotland Running Ready Scotland	Keeping Scotland Running Ready Scotland
Lexicon of UK Civil Protection Terminology	Emergency responder interoperability: lexicon - GOV.UK (www.gov.uk)
National Cyber Security Centre	https://www.ncsc.gov.uk/
Preparing Scotland Guidance	The national guidelines, Preparing Scotland (ready.scot)
Public transport advice	http://www.travelinescotland.com
Ready Scotland	Advice for emergencies in Scotland (ready.scot)
Ready Scotland (Philosophy, Principles, Structures and Regulatory Duties)	Section 1 - PHILOSOPHY AND STRUCTURES: CHAPTER 1 - Introduction Ready Scotland
Roads advice	http://trafficscotland.org/
Scottish Resilience Development Service (ScoRDS)	http://www.scords.gov.uk/
Secure & Resilient (Critical National Infrastructure)	Keeping Scotland Running Ready Scotland
The Civil Contingencies Act	Civil Contingencies Act 2004 (legislation.gov.uk)
The Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005	The Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005 (legislation.gov.uk)
The Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005, Regulation 9	The Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005 (legislation.gov.uk)
UK Guidance on Emergency preparedness	https://www.gov.uk/government/publications/emergency-preparedness
Warning and informing guidance	http://www.readyscotland.org/ready-government/
Weather advice	http://www.metoffice.gov.uk/weather/uk/advice/

Annex B

Regional Resilience Partnerships' Risk Preparedness Assessment

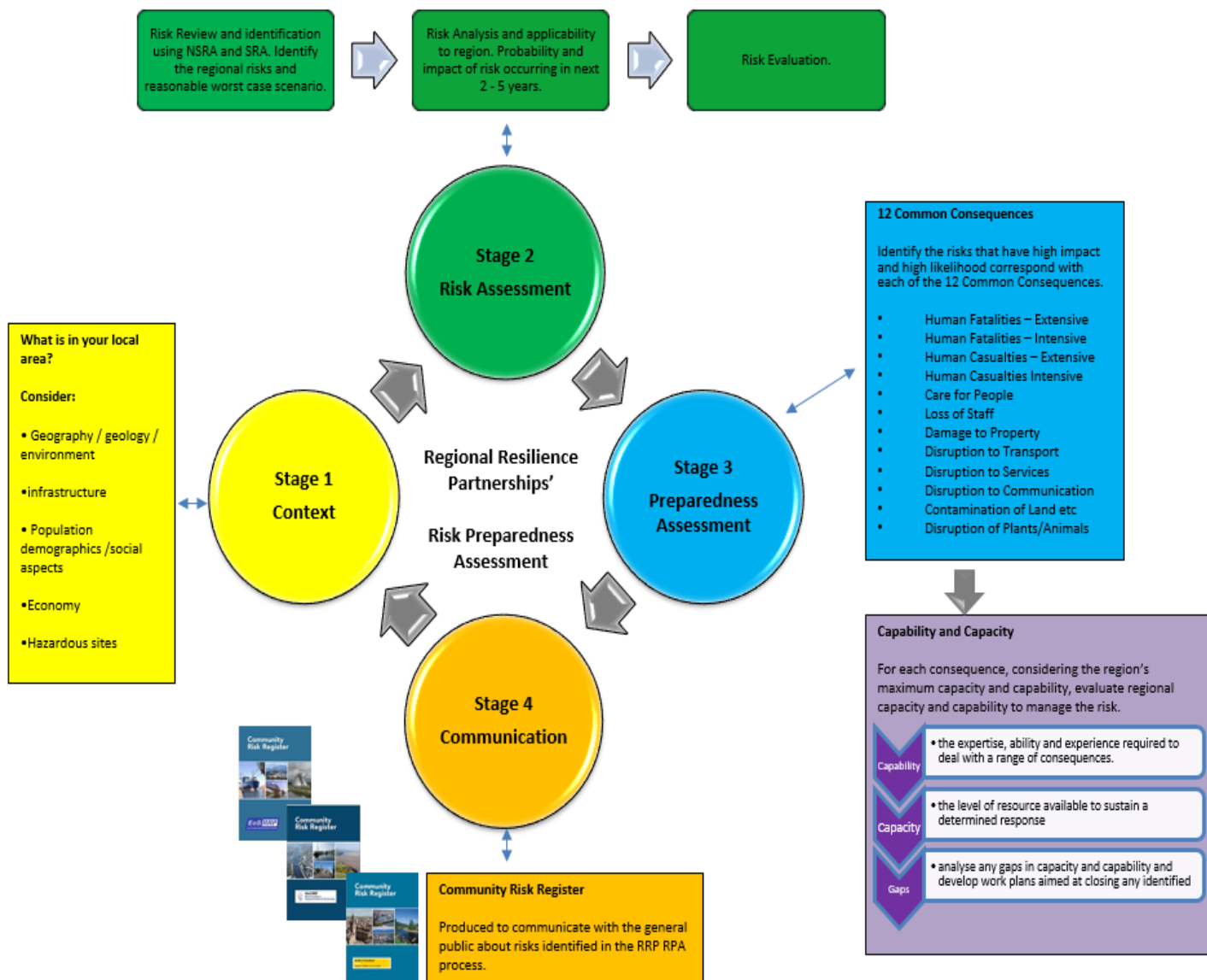


Figure 1

Annex C

Glossary and Acronyms

- **Capability** – The expertise, ability and experience required to deal with a range of consequences, the demonstrable ability to respond to and recover from a particular threat or hazard.
- **Capability Gap** – The gap between the current ability to provide a response and the actual response assessed to be required for a given threat or hazard. Plans should be made to reduce or eliminate this gap, if the risk justifies it.
- **Capacity** – The measure of an organisation’s ability manage the consequences of an emergency, the level of resource available to sustain a determined response.
- **Category 1 and Category 2 responders** – A person or body listed in Part 2 of Schedule 1 of the Civil Contingencies Act 2004.
- **Civil Contingencies Act 2004 – (the Act)** – An Act to make provision about civil contingencies.
- **Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005 (as amended) – (the Regulations)** – The regulations under the Civil Contingencies Act 2004.
- **Consequences** – The outcome of an event, expressed qualitatively or quantitatively. Expressed in the SRA as the overall impact of a risk.
- **Emergency** – as outlined in the Civil Contingencies Act, an event or situation which threatens serious damage to human welfare, an event or situation which threatens serious damage to the environment or war, or terrorism, which threatens serious damage to the security of the United Kingdom.
- **Hazard** – An accidental or naturally occurring (i.e., non-malicious) event or situation with the potential to cause death or physical or psychological harm,

damage or losses to property, and/or disruption to the environment and/or to economic, social and political structures. Additional note: Traditionally risks have been divided into hazards (non-malicious activity) and threats (malicious activity). There is a move away from this as reflected in the National Security Risk Assessment which now provides an assessment of both non-malicious and malicious risks.

- **Integration Joint Boards – (IJB)** - were created as a new legal entity that binds the Health Board and the Local Authority together in a joint arrangement (Health and Social Care Partnerships). The membership of an Integration Joint Board reflects equal participation by the Health Board and Local Authority to ensure that there is joint decision making and accountability. More information on IJBs can be found here: [Integration Joint Board: roles, responsibilities and membership - gov.scot \(www.gov.scot\)](http://www.gov.scot/resources/documents/2015/06/Integration_Joint_Board_roles_responsibilities_and_membership_-_gov.scot) .
- **Impact** – The scale of the consequences of a hazard, threat or emergency expressed in terms of a reduction in human welfare, damage to the environment and loss of security.
- **Likelihood** – Chance of something happening, whether defined, measured or estimated objectively or subjectively, or in terms of general descriptors (such as rare, unlikely, almost certain), frequencies or mathematical probabilities.
- **Reasonable Worst Case Scenario – (RWCS)** – Defined as a “plausible and challenging expression of a risk to inform scalable and agile emergency planning”.
- **Regional Resilience Partnerships – (RRPs)** – The structures which support multiagency co-operation.
- **Regional Resilience Partnership Risk Preparedness Assessment Coordinators** – Nominated representative of an organisation (generally a Category 1 responder) who coordinates the regions’ multi-agency response to complete the RRP RPA.
- **Regional Resilience Partnerships’ Risk Preparedness Assessment – (RRP RPA)** – The process used by RRP to assess risks within their region and their level of preparedness to deal with the consequences of the identified risks and

communicate this to the public. The RRP RPA focuses on developing resilience and dealing with consequences of rather than causes of emergencies.

- **Risk** – Measure of the significance of a potential emergency in terms of its assessed likelihood and impact.
- **Risk Assessment** – A structured and auditable process of identifying potentially significant events, assessing their likelihood and impacts, and then combining these to provide an overall assessment of risk, as a basis for further decisions and action.
- **Risk Management** – All activities and structures directed towards the effective assessment and management of risks and their potential adverse impacts.
- **Risk Priority** – The relative importance of the treatment(s) required for the management of the risk, based on the risk rating and the additional capabilities required to manage risk.
- **Reasonable Worst Case Scenario** – is defined as a plausible yet challenging manifestation of the risk. It is the worst manifestation of the generic risk it represents from a civil contingencies planning and capability building perspective.
- **Scottish Resilience Partnership – (SRP)** – the SRP is a core group of the most senior statutory responders and key resilience partners.
- **Threat** – Intent and capacity to cause loss of life or create adverse consequences to human welfare (including property and the supply of essential services and commodities), the environment or security. Please see Additional Note under 'Hazard'.

Acronyms

Acronyms	In full
CCA	Civil Contingencies Act 2004
CCS	The Civil Contingencies Secretariat
COMAH	Control of Major Accident Hazards Regulations 2015
CRR	Community Risk Register
CRRs	Community Risk Registers
EoS	East of Scotland
IEM	Integrated Emergency Management
LRMG	The Local Risk Management Guidance
LRP	Local Resilience Partnership
NoS	North of Scotland
NRA	UK National Risk Assessment
NRR	National Risk Register
NRPA	UK National Resilience Planning Assumptions
NSRA	UK National Security Risk Assessment
PSR	Pipelines Safety Regulations 1996
REPIR	Radiation (Emergency Preparedness and Public Information) Regulations 2001
RRP	Regional Resilience Partnership
RRPs	Regional Resilience Partnerships
RRP RPA	Regional Resilience Partnerships' Risk Preparedness Assessment
ScoRDS	Scottish Resilience Development Service
SRA	Scottish Risk Assessment
SRP	Scottish Resilience Partnership
the Act	The Civil Contingencies Act 2004
the Regulations	The Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005 (as amended) (the Regulations)
WoS	West of Scotland

More resilience-related definitions can be found at:

<https://www.gov.uk/government/publications/emergency-responder-interoperabilitylexicon>