



Tactical command role and responsibilities

Role

The role of the tactical commander is to protect life, property and the environment by ensuring that rapid and effective actions that save lives and reduce harm are implemented through a Tactical Co-ordinating Group (TCG).

Tactical commanders are responsible for interpreting strategic direction, where strategic level command is in use, and developing and co-ordinating the tactical plan.

While it is acknowledged that local arrangements may exist, the Joint Decision Model (JDM) may be used as the standing agenda for TCG meetings.

Responsibilities

- a. People who have a tactical command role have a responsibility to ensure they are prepared to carry out their role; this includes keeping up to date with the policies and processes that are used for major incidents
- b. Protect life, property and the environment
- c. Be aware of and understand the multi-agency command structure, commander roles, responsibilities, requirements and capabilities (including gaps), and monitor the operational command structure, including functional roles
- d. Attend the TCG meeting at the earliest opportunity
- e. Establish shared situational awareness between the responder organisations at the tactical level and promote effective decision-making using the JDM
- f. Develop and agree the overall joint intent, regularly assessing and sharing the information and intelligence available
- g. Understand how ever-changing threats and hazards affect each organisation, and work with multi-agency colleagues to develop a joint understanding of risk, putting in place appropriate mitigation and management arrangements to continually monitor and respond to the changing nature of emergencies for the organisation
- h. Ensure that statutory responsibilities are met for health, safety, human rights, data protection and welfare of people during the incident
- i. Address the longer-term priorities in the recovery of affected communities through restoration of essential services
- j. Warn and inform the public by providing accurate and timely information to communities using the appropriate media and social media channels
- k. Where necessary make the strategic commander aware of the incident and the common operating picture
- l. Ensure that all tactical decisions made, and the rationale behind them, are documented in a decision log, ensuring that a clear audit trail exists for all multi-agency debriefs and future multi-agency learning
- m. Make debriefing facilities available and debrief the operational commander, ensuring any issues that have affected interoperability are shared using Joint Organisational Learning (JOL) Online

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Tactical Co-ordinating Group

Those people operating at tactical level should form a TCG. Prior to the establishment of a TCG, interoperable voice communications should be used to begin sharing information between responders to build shared situational awareness and a joint understanding of risk.

The group should meet at an appropriate and mutually agreed location as soon as practicable. The location should be capable of providing appropriate administrative and technical support and be suitable for holding effective meetings. For some sites, pre-existing locations may have been identified. Tactical commanders should familiarise themselves with any existing local plans.

The Joint Decision Model can be used as the agenda for the meetings with the group meeting as frequently as required by the circumstances of the incident. The meetings should be agreed between the tactical commanders at intervals that ensure continuity in managing the incident, without disrupting the implementation of agreed plans. The group should ensure that updates are

available for the strategic co-ordinating group if activated. Those attending the TCG should be decision makers for their organisation and suitably trained to command. Decisions should be recorded for audit purposes and a multi-agency decision log should be used.

Clear lines of communication between responder organisations and the TCG are required. If agencies are responding at Strategic Co-ordinating Group (SCG) level or above, it is the role of the SCG chair to ensure that the TCG is updated with the appropriate information.

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