

Bishops Lydeard and Cothelstone Community Resilience/Emergency Plan

Created	May 25
Next Review	Annually

Contents

	Page
Introduction	1
Definition of an Emergency / Major Incident	1
Aims And Objectives of the Plan	2
Contacts in the event of an emergency	2
Activation of the Plan	3
Command, Control, Co- Ordination and Communication	3
Parish Shelters	3/4
Manning A Parish Shelter	5
Reviewing the Plan/Stand down	6
Parish Council Emergency Group Contact Details	7
Cascade System	8
Logistics, Transport and Skills within the community/ volunteers	9
RISKS AND ACTIONS TABLE	10/11

Introduction

This plan has been designed to enable the Parish Council to identify the immediate actions it should consider during, and in the immediate aftermath, of an emergency. These actions may assist the community and those affected in reducing the negative impacts an emergency can have until further assistance has been received.

Although there is no statutory requirement for any Parish Council to produce an emergency plan, Somerset County Council (SCC) encourages parishes to consider how they would respond to an emergency situation and to document the results in a Community Emergency Plan.

The Parish Council's responsibilities in responding to an emergency are as follows:

- Undertake local risk assessments
- Prepare a parish emergency plan
- Document resources and key contacts in time of emergency
- Validate and maintain the plan
- Enact the plan when activation criteria are met.

The plan has been designed to enable the community to respond to a major incident/emergency whilst they are awaiting the assistance of the Emergency Services and/or County Councils, or in support of them.

Definition of an Emergency/Major Incident

An emergency or major incident is defined as any event or circumstance (happening with or without warning) that causes or threatens death or injury, disruption to the community, or damage to property or to the environment.

Emergencies have no boundaries and could affect the whole Parish or part/whole of Somerset. Due to the unknown nature of emergencies, the emergency services and County Council and other agencies may be overwhelmed resulting in a delayed response to specific areas.

Types of potential emergencies that may impact on our community are:

- Flooding
- Heavy Snow or other Severe weather
- Electricity, Water or Gas failure
- Rail accident
- Road Accident
- Road Accident or other incident causing local roads to grid lock
- Fire/Building Collapse
- Gas Leak/Explosion
- Terrorism
- Hazardous vapour release
- Disease

Aims and objectives of the Plan

The aim of the Plan is to increase the short-term resilience of the community to an emergency by the identification of community procedures and to work with the emergency services and other agencies, as appropriate. In addition, it will provide warnings and information to the public.

The objectives of the Plan are to:

- Identify the risks to the community and relevant response actions
- Identify where to access information on vulnerable people in the community
- Identify resources in the community available to assist during an emergency
- Provide key contact details for the Parish Council Emergency Group, Key Community Resources, the Emergency Services and Local Authorities

Actions in the Event of an Emergency

Emergency contact telephone numbers:

EMERGENCY SERVICES FIRE/POLICE/AMBULANCE/COAST GUARD 999

Health (non-life threatening incident) 111

Environment Agency 24-hour incident hotline 0800 807060

www.gov.uk Flood line 24-hours 0345 9881188

www.gov.uk/flood Flood Map check-for-flooding.service.gov.uk

National Flood Forum 01299 403055 www.nationalfloodforum.org.uk water/sewerage

Wessex Water 0345 600 4600 [ut](#)

Gas leak / carbon monoxide (CO) 0800 111 999 cadentgas.com

National Grid power cut: 105 emergency: 0800 40 40 90 www.nationalgrid.com

BT/Openreach 0800 023 2023 www.openreach.com/help-and-support/damage-health-and-safety

Airband 0190 5676 121 www.airband.co.uk

Somerset Council 0300 123 2224 www.somerset.gov.uk

The Community Resilience in Somerset Partnership www.somersetprepared.org.uk

The Parish Council Emergency Group (PCEG)

In the absence of the emergency services, the PCEG will lead the community response and act as the central point for information and communication for the community, emergency services and County Council

Activation of the Plan

This plan will be activated when an emergency has occurred in conjunction with the emergency services and outside agencies involved.

The Emergency Planning Co-ordinator will monitor events that may be anticipated, namely flooding, severe weather or heavy snow, and in that event will make a detailed assessment of the extent and the type of support required and be prepared to alert other Members of the PCEG to the situation.

The PCEG will meet and discuss the emergency, the meeting will be held in the Village Hall if practical or via zoom. If the Plan is not to be fully invoked (possibly on the advice of the emergency services) but some level of support is required, the PCEG will decide how to provide the required support.

Command, Control, Co-ordination and Communications

When it becomes necessary to activate this plan, command, control and co-ordination, along with good communications will be essential.

An Emergency Incident Room will be established at the Village Hall . The emergency response will be run by the PCEG and those Emergency Services (ES) able to assist. A cascade system will be used to alert volunteers (Pg 8)

PCEG Chain of Command. The chain of command of the PCEG is as follows:

Post	Name	Responsibilities
Emergency Planning Co-ordinator	The Clerk	Alert Members
		Commence cascade system Establish support required
Co-Leader	Chairman	Provide Parish authority and decisions for actions Focal Point for all reports.

Co-Leader	Vice Chair	Run the Incident Control Point (ICP) Direct operations. Co-ordinate acquisition & provision of resources.
Emergency Services Liaison Officer (LO)	Cllr Hunt	Liaison with the Emergency Services
Community Liaison Officer	TBD	Co-ordination of volunteers. Liaison with the community through bulletins on website and via social media
On-Site Liaison Officer	Cllr Salter	Located at the scene of the emergency. Assess on-site resource requirements. Provide feedback to ICP

Communications

During an emergency there will be a requirement for reliable communications. It must be recognised that landline and mobile telephones may not be operable. The PCEG will use its initiative to utilise other forms of communication.

Community notification/updates. The PCEG will notify the community via the following methods:

Digital Communications	Website and Social Media.
Written Notices	Displayed on Notice Borads Parish Council notice boards: <ol style="list-style-type: none"> 1. Outside Village Hall 2. Opposite School 3. Darby Way 4. Greenway 5. Cothelstone 6. Cushuish 7. Stawell Road Plus Church Notice Board
Verbal Communication	Visiting vulnerable residents to share information and provide help if needed. Loud hailer

Parish Shelters

In the event of an emergency where people are required to leave their homes The Parish Council will set up a reception centre. The reception centre is designed to provide temporary shelter in the first instance.

The aim of the shelter is to provide a facility for members of the public to use as a refuge. To avoid liability issues, the public should be given the option to go to shelters rather than being directed.

The Parish Shelter is

The Village Hall

The Church Rooms could be used as a secondary location

The Scout hut has facilities for off grid cooking if required

A list of the Parish Shelter key holder contact is available from the Emergency Planning Co-ordinator, the Parish Clerk and Parish Councillors together with details of other possible shelter locations should these be required.

Once evacuation is confirmed as necessary, the Parish Shelter(s) will open, and Evacuees will be advised to gather essential items.

- Useful telephone numbers e.g., doctor and close relatives.
- Home and car keys
- Torch with spare batteries
- Mobile telephone
- Cash and Credit cards
- Appropriate clothing

In the absence of the emergency services, the PCEG may recommend evacuation to residents, but this must be voluntary.

Manning a Parish Shelter

There will be a requirement for volunteers to man and run the Parish Shelter. Responsibilities will be allocated at the time but, if possible, the chief volunteer should be a Parish Councillor if available.

The Shelter Team will be responsible for: Registering names and addresses of all evacuees and passing this information to the PCEG.

1. Identifying any urgent medical requirements and passing this information to the PCEG.
2. Establishing whether evacuees have made, or can make, alternative accommodation arrangements, and record these details, including contact details in case it is necessary to contact them.
3. Providing resources to make hot drinks and supply food.

Transport

It may be necessary to organise a car service e.g. to the doctor's surgery, to the chemist (for essential medication), to the hospital etc If roads are impassable for normal traffic, volunteers with vehicles capable of coping with the road conditions will need to be called on.

Skills within the Community/Volunteers

The success of this plan rests largely on the goodwill of volunteers. There will be a need to call upon various skills from within the community to assist with the output from this plan.

Reviewing the Plan

The Plan will be discussed and checked annually. In consultation with the Parish Council, the PCEG will devise and implement a suitable tabletop scenario to exercise all elements of the Plan.

A copy of the Plan, less individual contact details, is available on the Parish website.

Stand Down. The Stand Down procedures, in chronological order, will be:

- 1.The emergency services (or other agencies) will confirm that the emergency is closed.
- 2.If a Parish Shelter is activated, advise the return to home of evacuees if it is safe for them to do so.

CONTACT DETAILS	
CLERK	
Chairman Joanna Lewin Harris	
Vice Chairman Alison Roberts	
Lead Coordinator	
Community Liaison Officer	
Village Hall Key Holder	Alan Ball
Church Rooms Key Holder	David Smart
Scout Hut Key Holder	

Lead Coordinator ↓ →	Emergency Services		
Co Leader ↓ →	Community Liaison Officer ↓ →	Leader Volunteers ↓ →	Community Volunteers
On site Liasion Officer Will Communicate needs to lead coordinator	Key Holders if needed ↓	Volunteers	
	Parish Shelter Volunteers		

List of Volunteers Contact details and skills/equipment

FIRST AIDER		
4x4 Drivers		
Chain Saw operators		
Emergency Shelter Assistant		

Emergency	Area of risk	Availability of emergency services	Evacuation	Provision needed
<p>Wildfires</p> <p>a) Woodland/heathland fire</p> <p>b) Grassland</p>	Cushuish, Cothelstone, Terhill	If a one-off event, availability likely to be high. However adverse weather conditions mean that demand is likely to be widespread so reduced availability of support from emergency services.	For widespread fires there could be a high need for evacuation. Depending on location of fire and risk of further fires	Volunteers to help with evacuation if needed. Able-bodied volunteers to help with tackling fire (if safe).
Wind	Parish wide.	Likely to be widespread with reduced availability of support from emergency services.	Limited need for evacuation and access to evacuation points could be restricted by fallen trees etc. on roads.	Able-bodied and experienced volunteers with equipment to help with road clearance.
Flooding	Centre of village along stream	Likely to be widespread with reduced availability of support from emergency services.	Small area affected	Volunteers to help with evacuation if needed.
Utilities failure. (Water, electricity, telecoms and gas.)	Parish wide	Likely to be one-off event, so <i>availability likely to be high.</i>	Limited, but support in homes may be needed.	Volunteers to help with distributing supplies.
Influx of people escaping a major disaster elsewhere.	Parish wide.	Would obviously be widespread, limited support to be expected from outside.	Evacuation centres would be the primary response, but to cope with the influx rather than the local residents. Provision well beyond that needed for parish purposes would be needed.	Coordination and volunteers for supporting the people coming in and for minimising impact on local services and environment.

Emergency	Area of risk	Availability of emergency services	Evacuation	Provision needed
Rail crash	Close to railway, Greenway Station Green	Likely to be one-off event, so availability likely to be high.	Limited need unless hazardous load involved.	Volunteers to help with evacuation if needed.
Nuclear Event	Whole County	One off event, will be managed By Government response	Unlikely	Keeping residents informed
Major road collision	Parish wide, though increased risk nearer to A358	Likely to be one-off event, so availability likely to be high.	Limited need unless hazardous load involved.	Volunteers to help with evacuation if needed.
Building fire	Parish wide, though increased risk of severity in densely populated parts of parish.	Likely to be one-off event, so availability likely to be high.	Need very much dependent on density of population in area of fire.	Volunteers to help with evacuation if needed.
Pollution incident.	Parish wide, but with increased severity risk close to water courses if liquid pollution.	Likely to be one-off event, so availability likely to be high.	Could be quite high, however emergency service's advice could be to stay indoors in the case of atmospheric pollution incidents so evacuation would be undesirable.	Volunteers to help with evacuation if needed.
Severe pandemic	Parish wide.	Would obviously be wide-spread, reduced support to be expected from outside.	Evacuation centres are unlikely to be desirable due to risk of increasing spread of infection.	Coordination and volunteers for supporting residents (e.g., checking on welfare, distributing food and medications).