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Aldbourne Community Emergency Plan

If you are in immediate danger call 999

Prepared by Aldbourne Community Emergency Response Group

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Contents

Introduction and Definitions	4
Local risk assessment.....	5,6
Activation triggers and First steps.....	7
Community Emergency Group first meeting agenda	8
Actions agreed with emergency responders in the event of an evacuation	9
Alternative arrangements for staying in contact if usual communications have been disrupted.....	9
Emergency Response Team telephone tree.....	10
Emergency Response Team responsibilities	11
Key locations identified with emergency services for use as places of safety.....	12
Community organisations that may be helpful in identifying vulnerable people in an emergency.....	12
Local skills and resource assessment.....	13,14

Introduction

This Community Emergency Plan will help residents of Aldbourne prepare for emergencies or major incidents that could affect our community. It does not attempt to replace support provided by the emergency services, but by being well prepared we can complement the work of local emergency responders (fire, police, ambulance etc.) and reduce the impact of an emergency on our community. In addition, there may be times when Aldbourne is affected by an incident but lives are not in immediate danger, or where emergency services are delayed / prevented from reaching the village. Examples might be a telecoms failure, severe flooding, severe or prolonged snowfall, or electricity failure. During this time we need to know how to help ourselves.

The Emergency Plan is not about creating or identifying a whole new community network, or a one-off response to an incident. Instead its purpose is to identify those people and resources within, or available to, the village that we could call upon in the event of an emergency, and to provide a structure for responding in a calm and controlled way.

Definitions

Emergency

The Civil Contingencies Act defines Emergency as:

‘An event or situation which threatens serious damage to human welfare in a place in the UK, the environment of a place in the UK, or war or terrorism which threatens serious damage to the security of the UK’

Major Incident

The following definition of a Major Incident is used as a trigger for responding to a Major Incident or Emergency by the Wiltshire and Swindon Local Resilience Forum:

A ‘Major Incident’ is any emergency, including acts of terrorism, that requires implementation of **special arrangements** by one or all of the emergency services, the NHS or the Local Authorities and will generally include some or all of the following features:

1

- large numbers of casualties
- large numbers of people
- large number of enquiries
- large scale combined resources

Local risk assessment

Risks	Impact on community	What can the Community Emergency Group do to prepare?
Telecoms failure	Inability to make/receive calls	<p>List of available drivers / cyclists / skiers available as communication links</p> <p>Knowledge of 'vulnerable residents' in the community – through Wiltshire Good Neighbours, Link and Community Contacts members of Silver Control Group</p> <p>Purchase 2-way radio sets?</p>
Electricity supply failure	<p>Could lead to cases of hypothermia</p> <p>Hunger due to lack of cooking facilities</p> <p>Anxiety</p> <p>Electric land line telephone failure</p>	<p>Knowledge of 'vulnerable residents' in the community – through Wiltshire Good Neighbours, Link and Community Contacts members of Silver Control Group</p> <p>Home emergency planning advice through local publications e.g. Dabchick, Aldbourne website- advice to keep torches and candles to hand etc.</p> <p>Keep emergency foil blankets at central location</p> <p>List of houses with wood burners, open fires</p> <p>List of establishments with food supplies</p> <p>List of households with generators</p> <p>List of site lights / other emergency lighting</p>
Severe snow fall	<p>Village roads may become impassable</p> <p>Food stocks will deplete</p> <p>Urgent medical services may be impeded</p> <p>Hypothermia and anxiety</p> <p>Loss of power and communications</p>	<p>Knowledge of 'vulnerable residents' in the community – through Wiltshire Good Neighbours, Link and Community Contacts members of Silver Control Group</p> <p>List of 4x4 drivers</p> <p>List of medical persons in the community</p> <p>List of places for evacuation</p> <p>List of key holders for the buildings</p> <p>First aid kit , emergency foil blankets in central location</p> <p>Isolated properties identified</p> <p>Preparation for power and telecom failure also relevant</p>
Road Traffic Accident	<p>Depends both on location and type of vehicle</p> <p>Serious scenario - collision between a heating oil</p>	<p>List of contact details for first aiders, fire fighters, location of fire extinguishers etc.</p> <p>List of local skills and resources and availability of two way radios for communication.</p>

	<p>supply vehicle and any other vehicle. Potential major oil spill and fire</p> <p>Injury to persons</p> <p>Blocked roads making access difficult for emergency services to get to scene</p>	<p>High visibility vests</p> <p>Purchase 2-way radio sets</p> <p>First aid kit , emergency foil blankets in central location</p> <p>List of key holders for the buildings for immediate shelter / care</p>
Aviation incident	<p>Possible human scale of such an event extends from a single micro light pilot, up to several hundred passengers and crew of an international transport aircraft, plus many village residents caught up in the accident</p>	<p>List of available drivers / cyclists / skiers available as communication links</p> <p>List of medical persons in the community</p> <p>First aid kit , emergency foil blankets in central location</p>
Large fire or Gas explosion	<p>Injury to persons</p> <p>Smoke inhalation</p> <p>Roads blocked</p> <p>Evacuation</p>	<p>List of contact details for first aiders, fire fighters, location of fire extinguishers etc.</p> <p>High visibility vests</p> <p>First aid kit , emergency foil blankets in central location</p> <p>List of key holders for the buildings for immediate shelter / care</p>
Severe flooding	<p>Village roads may become impassable</p> <p>Urgent medical services may be impeded</p> <p>Loss of power and communications</p>	<p>List of available drivers / cyclists / walkers available as communication links</p> <p>List of medical persons in the community</p> <p>First aid kit , emergency foil blankets in central location</p> <p>List of households with generators</p> <p>Purchase 2-way radio sets</p>

Activation triggers

The Aldbourne Emergency Plan will be activated when:

1. we receive a call from the emergency services or
2. we have contacted them and they are unable to respond or advise that there will be a delay in responding.

First steps in an emergency

- Gold Control - puts telephone tree into action

- Arrange initial response meeting of Silver Control Team at Memorial Hall (or Alternate Place if Memorial Hall is in Incident Zone)
- Assess situation
- Agree actions
- Keep in contact regularly to see how situation is developing
- Once situation is under control think about the recovery phase, getting the community back to normal

	Instructions	Tick
1	Call 999 (unless already alerted)	
2	Ensure you are in no immediate danger	
3	Contact the Community Emergency Response Team (Silver Control) using telephone tree and meet to assess the situation. Use agenda on following page.	
4	Set up communications	
5	Activate plan	
6	Next action depends on Emergency situation – may include: <ul style="list-style-type: none"> • open hall to receive people. • contact first aiders or appropriate persons with necessary skills 	
7		
8		
9		

Emergency Response Team first meeting agenda

Date:

Time:

Location:

Attendees:

1. What is the current situation?

Location of the emergency. Is it near?

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency:
- Is there a threat to life?
- Has electricity, gas or water been affected?

Are there any vulnerable people involved?

- Elderly
- Families with children

2. Establishing contact with the emergency services

3. How can we support the emergency services?

What resources do we need?

- Food?
- Off-road vehicles?
- Blankets?
- Shelter?

4. What actions can safely be taken?

5. Who is going to take the lead for the agreed actions?

6. Any other issues?

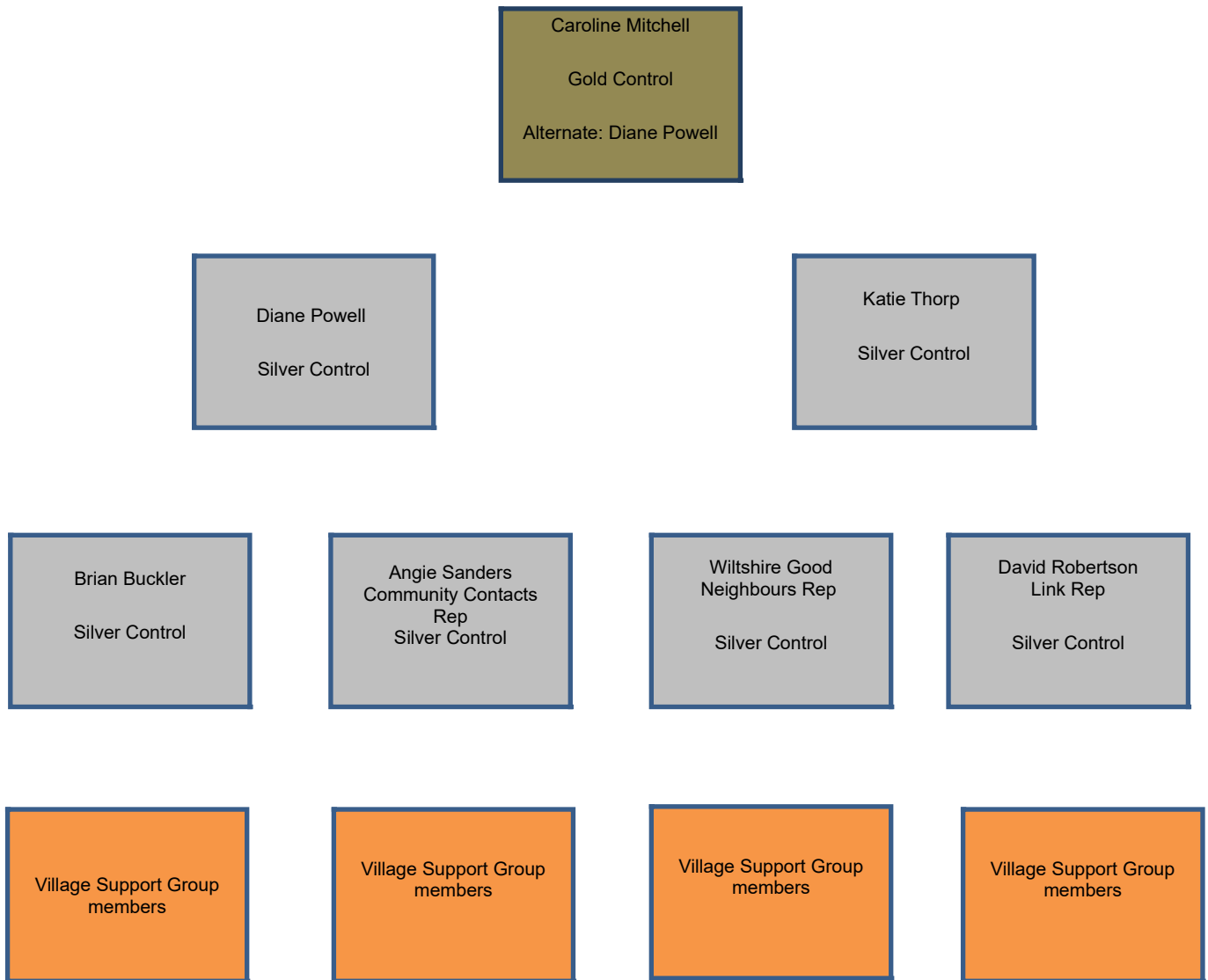
Actions agreed with emergency responders in the event of an evacuation

1. Activate the Village Support Group
2. Help police/local authority with door knocking
3. Use loud hailer to convey messages
4. Tell emergency services who might need extra help to leave their home , the elderly, families with young children or babies, disabled
5. Identify shelters and key holders, e.g. Memorial Hall, School, Churches etc.
6. Identify spare beds

Alternative arrangements for staying in contact if usual communications have been disrupted

Communication Type	Name of contact	Location
Two way radio communication		TBA
Door Knocking	Village Support Group Walkers Cyclists Horse riders Drivers	See separate list
Mobile phones Text messaging Email		
Aldbourne Net	info@aldbourne.net	
Advise people to listen to the local radio stations and encourage people to store a battery operated set with spare new batteries		BBC radio Wiltshire 104.9 MHz FM BBC Radio Swindon 103.6 Heart Wiltshire 97.2, 102.2

Emergency Response Team Telephone Tree



Emergency Response Team Responsibilities

First Tier - Gold Control

- First and single point of contact for 999 Emergency Services
- First point of contact for anyone in the village reporting an Emergency that doesn't require 999 services
- Assess the circumstances and location of the incident and determine the immediate requirement for establishing the Emergency Response Centre. This will normally be the Memorial Hall but if the Hall is in the Incident Zone then the alternate location will be?
- Contact Second Tier (or Silver), set up and chair first meeting
- Set up and maintain communication with Emergency Services
- Conduct post-emergency review of actions taken and effectiveness, document lessons learned for future events

Second Tier - Silver Control

- Attend first Emergency Response meeting
- Assess the circumstances and location of the incident
- Determine people affected
- Determine immediate actions required
- Activate appropriate elements of third tier – Village Support Group
- Identify and obtain any other resources required
- Report back to Gold Control

Third Tier – Village Support Group

Within their own allocated, small geographic area of the village:

- Responsible for identifying and providing support to villagers affected by the consequences of the incident. This might be, for example, door knocking to convey information, finding spare beds, blankets, or checking that vulnerable people in their area are cared for.
- Report back to Silver Control

Locations identified with emergency services for use as places of safety

Building	Location	Potential use in an emergency	Contact details of key holder
Memorial Hall	Oxford Street	Rest centre, safe place, receiving and treating casualties Kitchen to prepare food, hot drinks Toilets	Fiona Cheney Tel: 01672 540079
St Michael's School	Back lane	As above	?
The Crown	The Square	Food, water, warmth (log fires)	Alan 01672 540214
The Blue Boar	The Green	Food, water, warmth	Jes & Mandy 01672 540237
Churches?			
Other?			
Temporary accommodation for evacuated			

Community organisations that may be helpful in identifying vulnerable people or communities in an emergency

Organisation	Name and role of contact	Phone number
Over 60's	TBA Wiltshire Good Neighbour Co-ordinator	
Link Scheme	David Robertson	
Community Contacts TBC	Angie Sanders	

Local skills and resources assessment

Skill/Resource	Who?	Contact details	Location
B& B / guesthouse			
Doctors			
Chain saw owners			
Clergy			
Cyclists			
Electricity generators			
Ex-serviceman / fire fighter			
Farm Water Tankers			
Farmers and significant land owners			
First aid trained			
Fire extinguishers			
Food supplies			
Generators			
Lifting equipment, mini diggers, tractors			
Police living in the community			
Snow blower			
Trained nurses			
Van / lorry drivers			
Veterinary			
Water supplies			
Wood burning stove			
4x4 drivers			