

# **Town & Parish Council Conference**

22 February 2017

# **Welcome and Introduction**

**CIlr Tracey Stock**

Deputy Executive Member, Corporate Resources

# Agenda

- Welcome and introduction
- Introduction to emergency management
- Lessons learnt
- The community response
- Questions
- Comfort break
- Creating your emergency plan
- Group exercise
- Feedback and next steps
- Close

# Community Emergency Planning

## Introduction to emergency management

**Mark Conway**

Emergency Planning Manager

# Types of emergency – Hazards and Risks



# The risks of an emergency occurring in Central Bedfordshire

## The 'very high' risks are:

- Pandemic Human Disease
- Total failure of GB' National Electricity Transmission Network
- Threats e.g. Terrorism (Restricted assessment of over 65 different threats)

## The 'high' risks are:

- Flooding – Rivers 1:100 469 (2.4 people per household = 1126 at risk), 1:1000 1532 (2.4 people per household = 3675 at risk). Surface water 32,500 properties at risk.
- Severe effusive (gas rich) Volcanic eruption overseas
- Local accident involving transport of hazardous chemicals.
- Fuel disruption due to industrial action

# Definition of an emergency

## **An Emergency is:**

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

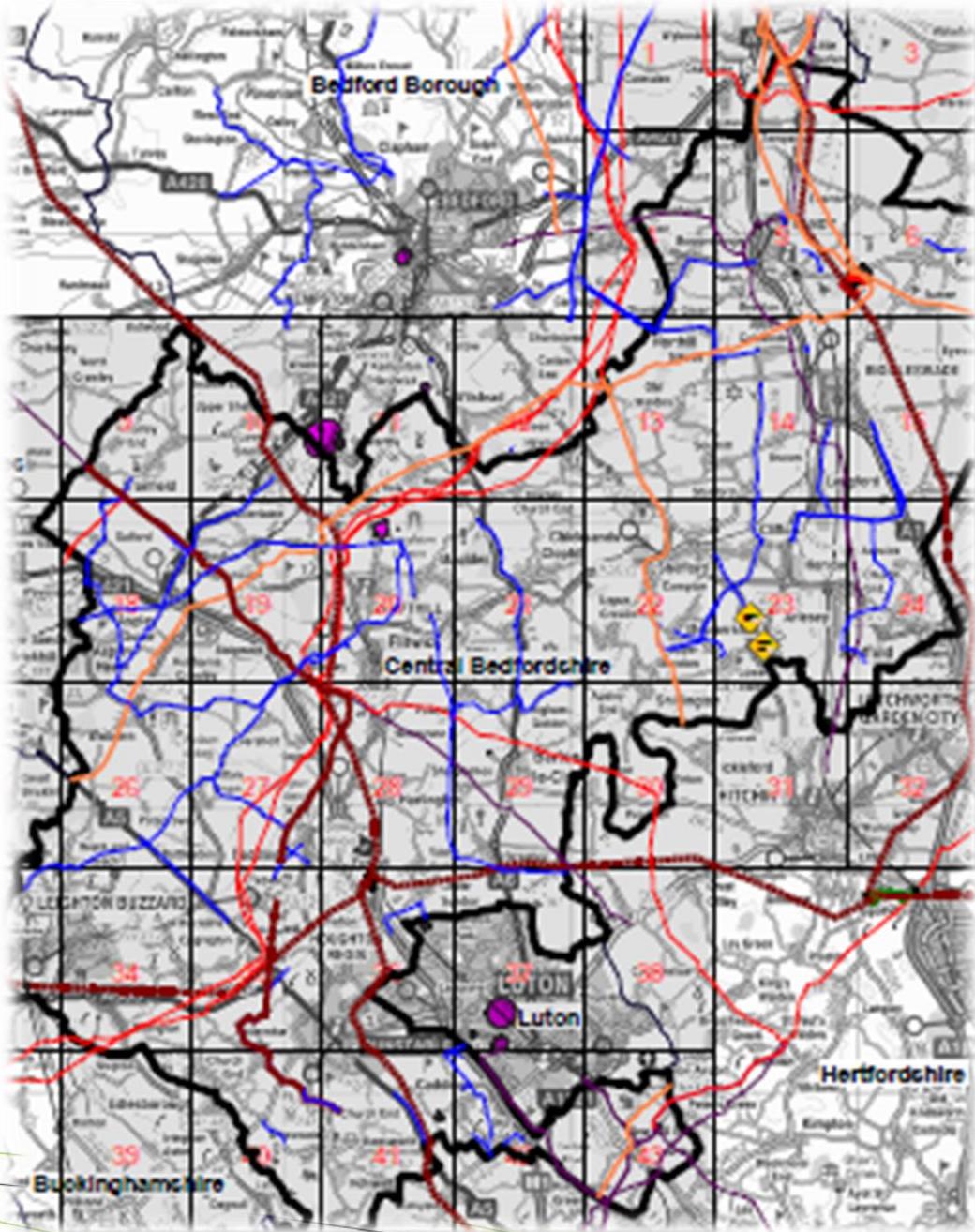
# The Councils responsibilities under the Civil Contingencies Act 2004

**Central Bedfordshire Council is a Category 1 Responder and is required to:**

- Assess the risk of emergencies occurring and use this to inform contingency planning
- Put in place emergency plans
- Put in place business continuity management arrangements
- Put in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency
- Share information with other local responders to enhance co-ordination
- Co-operate with other local responders to enhance co-ordination and efficiency
- Provide advice and assistance to businesses and voluntary organisations about business continuity management

# Control of Major Accidents and Hazards (COMAH) Regulations

## Pipelines Safety Regulations



# Bedfordshire Local Resilience Forum

BLRF – The Bedfordshire Local Resilience Forum [www.blrf.org.uk](http://www.blrf.org.uk) / [www.bedfordshireprepared.org.uk](http://www.bedfordshireprepared.org.uk)

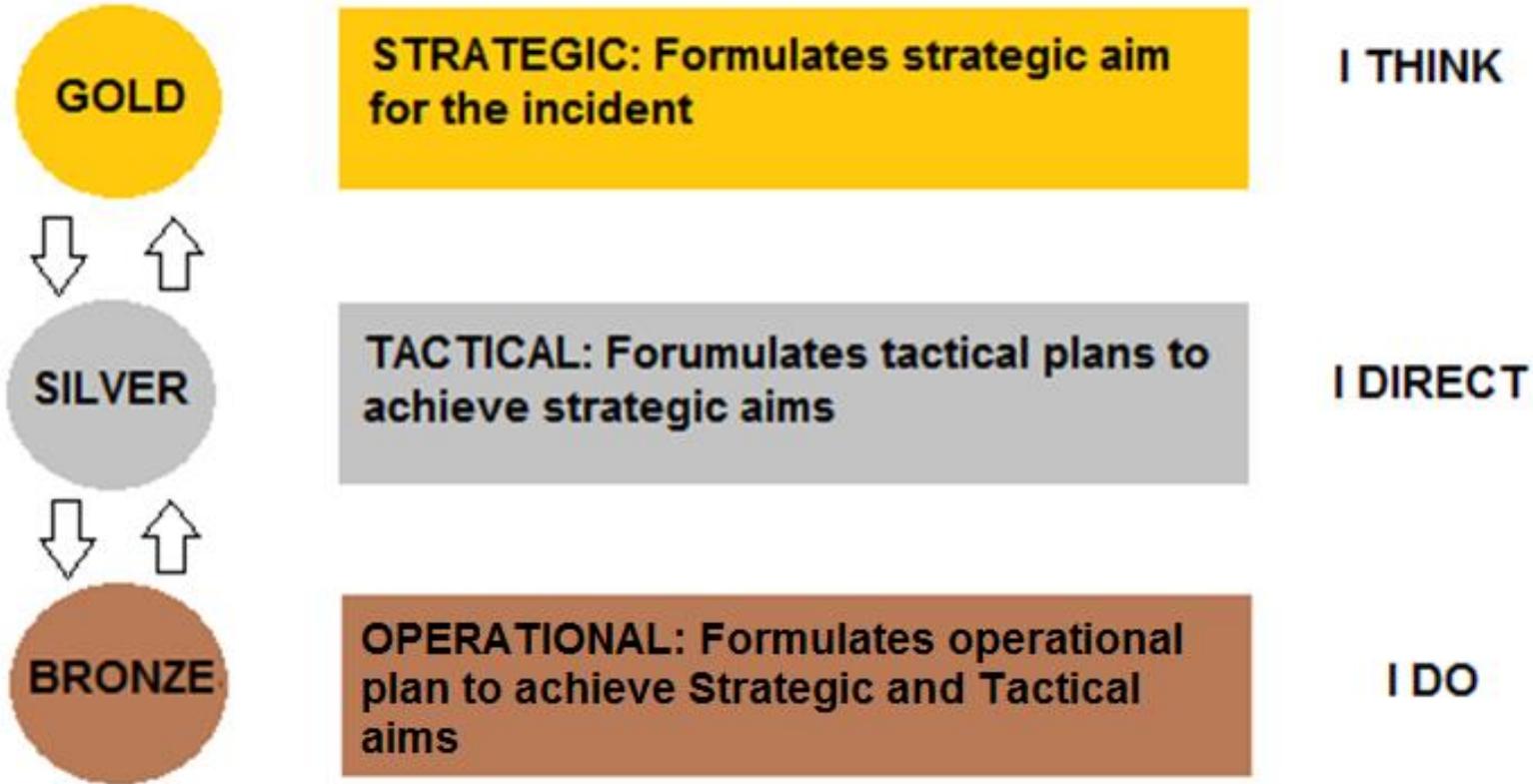
A partnership between all emergency responders, including the voluntary and community sector. A management structure in place along with various working groups.

BLRF jointly writes emergency plans, runs exercises and delivers training on a multi-agency basis.

BLEVEC – The emergency volunteer partnership.



# Command and Control in an Emergency



# Emergency Duty Officer

Central Bedfordshire Council has a duty officer available 24/7 every day of the year. This is the single point of contact that the emergency services and other responders have to notify Central Bedfordshire Council about an emergency situation or significant event.

If your Town or Parish Council hears about an incident or emergency you should contact the Duty Officer.

This number is not for the public and should not be given out.

Email: [emergency@centralbedfordshire.gov.uk](mailto:emergency@centralbedfordshire.gov.uk)

Mobile:

Also available on WhatsApp



# Lessons learnt

# Lessons learnt from the gas outage

- Town and Parish Councils and CBC should engage and work together as soon as possible in an incident, linking into to the CBC Duty Officer ASAP and possible attendance at the Emergency Control Centre
- Town and Parish Councils have a big role to play in communicating with their communities through local media – Door to door, Facebook Groups etc
- Local knowledge is very helpful in the response and having this available can really make a big difference to how we respond.

# Lessons learnt from the gas outage (continued)

- Having a Town / Parish Council rep as part of our emergency WhatsApp Group would aid communications
- Having town and parish council reps as part of CERT would improve the response and ensure training and ongoing engagement is provided to members
- CBC need better 24/7 emergency contact details for Town and Parish Councils



# The community response

- Community volunteers

# Questions

- If you wish to ask a question, please raise your hand and wait for Cllr Tracey Stock to acknowledge.
- You will be using the microphone on your table. Please tap the silver button on the right of the unit and then speak.
- To turn the microphone off, please tap the silver button again.
- **Please introduce yourself before asking your question.**

# Comfort Break

# Creating your emergency plan

**Mark Conway and Andrew Stewart**  
Emergency Planning Team

# Creating your emergency plan

Template community emergency plan -

<https://centralbedfordshire.app.box.com/s/9hygbsvzsi0jmafj70942w0w9did93jl>

Guidance document to help you complete the template -

<https://centralbedfordshire.app.box.com/s/ah3d2f40200xy8rkd6uss0mntxolusa8>

Completed example -

<https://centralbedfordshire.app.box.com/s/53mbzu0ppz0u8s9wpbj0mgw7y08v9hdv>

# Community Emergency Plan

We will go through each main section of the plan and give you a few minutes to discuss on your tables and start to complete your plan

Get some feedback from one or two tables on what was discussed

Completed example -

<https://centralbedfordshire.app.box.com/s/53mbzu0ppz0u8s9wpbj0mgw7y08v9hdv>

# Exercise Scenario

- The water supply in your town / parish has suddenly ceased. Around 80% of the area is affected.
- After some investigation it is discovered that the gas supply has also gone off directly affecting 70% of households.
- The utility companies are currently investigating, but it looks as if a burst water main has ruptured a medium pressure gas main.
- The water supply should be restored within 2 days, but the gas supply could take up to 5 days to restore. Multi-agency command and control is currently being activated.
- People need to be careful not to overload the electricity network with the use of electric heaters as this could easily overload and blow the sub-stations causing widespread power outages.
- It's freezing temperatures and forecast around -2 degrees at night over the next week. Snow is forecast for a few days time.

## Question 1

What would your first actions be as the  
Town/Parish Council?

(Tip – check out your plan...)

## Question 2

What places in your area could you open up as Assistance Centres for people to attend for information and advice?

Where should an onsite Command Centre for the responders be located?

## Question 3

Who in your area could help? What local skills, knowledge and equipment do you have available to assist in the response?

## Question 4

Who in your local area could help you to identify vulnerable people who may need additional assistance?

## Question 5

You are approached by the Council and the utility companies to help get local messages out – how could you do this and what methods would you use?

## Question 6

What else could you help with in the response using your local knowledge and skills?

# Next Steps

# Next steps

- We will send you an electronic version of the template tomorrow ready for you to complete
- We can store all plans centrally on Box, you can have a link to download, view and edit
- Completed plans can be emailed to [emergency@centralbedfordshire.gov.uk](mailto:emergency@centralbedfordshire.gov.uk) where we can provide help and assistance and that we know it is available.

# Future work

- Gained funding to develop a WebApp
- Will work across all devices – phones, tablets, laptops and computers.
- This will include a section to complete your plan online with easy to follow guidance.
- Ability to print and keep a hard copy.
- Version control is easy, can share plans between areas, will include a mapping function.



**Close**