# **Kempley Community Emergency Plan**

1. **PURPOSE**

**Definition of an emergency**

An emergency/major incident is 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 on such a scale that the effect cannot be dealt with by the emergency services, local authorities and other organisations as part of their normal day-to day activities.

**Aim of the Community Emergency Plan**

The aim of the plan is to increase resilience within the local community before, during and after emergencies, and to link into the district council and emergency services’ emergency response structures. This Plan documents how Kempley would respond in an emergency situation e.g. while awaiting the assistance of statutory authorities / emergency services, or in support of them. **It is not the role of the community to take on the responsibilities of these agencies e.g. to save life, to take any risks to themselves or to cope for long hours without agencies’ help and support.**

**Objectives**

* + - Identify the risks to the community and relevant response actions
    - Identify vulnerable people / groups in the community
    - Identify resources in the community available to assist during an emergency
    - Provide key contact details for the Community Response Group (CRG), key community resources, the Emergency Services and the District Emergency Planning Liaison Officer (DEPLO)

1. **COMMUNITY RESPONSE GROUP (CRG)**

A pragmatic approach has been taken based on the principle that the Chairman of the Parish Council will take initial responsibility for co-ordinating local assistance together with other members of the CRG. Individual areas of responsibility would include:

1. Identifying and co-ordinating volunteers (Arin Spencer)
2. Organising transport (Ricky Goodwin)
3. Communications within the village and with outside organisations (Dave Lewis)

The Community Response Group will coordinate and be the point of contact with Local Authorities / emergency services. Copies of this Emergency Plan are restricted and will be held by the CRG members as indicated below. An unrestricted copy – without volunteer contact details – will be available to view with the Chairman of the Parish Council.

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| **Martin Brocklehurst** *(Chair Kempley Parish Council)*  The Old Post Office  Kempley Green  H: 01531 805 097 | M: 07500 043 485  E: [martin.brocklehurst@me.com](mailto:martin.brocklehurst@me.com) | **Katie Osmond** *(Chair Kempley Village Hall Trust)*  Stonethwaite  Kempley Green  M: 07931 542 350  E: [katie@osmond.me.uk](mailto:katie@osmond.me.uk) |
| **Dave Lewis** *(Vice Chair Kempley Parish Council)*  *Communications and Youth Advisor*  Laurel Cottage  Kempley Green  M: 07429 695 313  E: [kempleydavidlewis@gmail.com](mailto:kempleydavidlewis@gmail.com) | **David Spencer**  *Technical Advisor*  The Croft  Kempley  M: 07484 610103  E: [davidspencer1974@gmail.com](mailto:davidspencer1974@gmail.com) |

1. **PROCEDURE FOR REPORTING ANTI-SOCIAL ACTIVITIES IN DYMOCK WOODS**

Wherever possible, anti-social activities should be reported in a common manner as follows:

* report all incidents to the police using the 111 number and obtain an incident number;
* use the **[What3words APP](https://what3words.com/daring.lion.race" \t "_blank)** to give the precise location of the incident;
* send details of the incident to [westengland@forestryengland.uk](mailto:westengland@forestryengland.uk) along with the police incident number;
* share details with the Parish Clerk, CRG Members or Community Volunteers (by phone, whatsapp or email) so that the Parish Council can liaise directly with the West Dean Forester.

1. **POSSIBLE EMERGENCIES AND RISK ASSESSMENT**

The Council’s conclusion was that the local situation was more likely to be affected by environmental events such as severe weather, flooding, and forest fire. In addition, sustained loss of power, particularly during the winter months, would require a collective response. Serious road traffic accidents outside of the remit of the local emergency services were considered unlikely, as there are no major roads through the village. Explosion with respect to the gas pipeline was also felt to be outside our remit. In dealing with such events it must be considered that the village is relatively easily accessible by road and air and isolation is therefore an unlikely scenario.

**Risk assessment before, during and after an emergency**

As environmental events are likely to be unpredictable, both in terms of when they occur and their severity, the first action to be undertaken by the lead and one other would be a risk assessment.

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| **Emergency** | **Details – where & what?** | **Actions** |
| Heavy snow | Drifts making it difficult for people to leave their homes or services accessing the village. Identify navigable routes. | Snow warden to assess the situation and report back.  Call highways.  Check residents ok in short term, heating, medication, shopping,  Offer help to clear driveways.  Tractors to transport people. |
| Severe cold weather | Monitor temperature. | Check status of residents, and link with Village Agent |
| Sustained power cut (particularly during winter) | Power lines down. Contact people in various parts of the village to check extent | Check extent of impact. Report back. Check residents ok, heating, cooking and locate alternatives. |
| Foot & mouth or similar | Which farms are affected? Check affected footpaths. | Link with Forest of Dean DEPLO |
| Human pandemic such as Swine Flu or Coronavirus | People isolated in their homes to prevent spread of disease who will need food / medication | Identify and arrange for provision of essential supplies. *See separate pandemic action plan.* |
| Forest fire | Smoke and flames from fire blocking road into Kempley at Queens Wood | Call 999 and link with Forestry England, Forest of Dean DEPLO and Emergency Services. If safe to do so check, or otherwise contact, nearby households that might be affected. Place temporary road signs; divert traffic as advised by Police. |

1. **ACTIVATION OF THE PLAN**

This plan will be activated when an emergency has occurred or if warnings are received, prior to an anticipated event. It will also be activated when emergency services need support or are not able to attend immediately e.g. in severe weather.

If this is the case, the Community Response Group in 2 above will assess the situation, ring Emergency Services if necessary and consult with the **District Emergency Planning Liaison Officer (DEPLO)** at Forest of Dean District Council 01594 810000*.* The Community Response Group will then put all or part of the Plan into effect as appropriate.

1. **COMMUNITY RESPONSE & RESOURCES**
2. A map of houses in Kempley Parish with property location, name and reference number.
3. A spreadsheet with all properties, map references, names of occupants and their contact details and assigned volunteers.
4. A communications tree with property names, householder and contact details.
5. Twelve volunteers allocated approximately ten households each.
6. An information leaflet for each household with contact details for the Community Response Team.
7. All households will be given a copy of the Household Emergency Plan for their personal use.
8. All residents will be offered basic first aid training, subsidised by Kempley Parish Council.
9. All volunteers will be offered first aid courses funded by Kempley Parish Council.
10. The Parish Council has also provided a village WhatsApp group to aid communication.

**The information in a – c above is restricted to the Community Resilience Group. It is not for general distribution**. Unrestricted copies of the Plan can be made available on request.An **electronic** copy of the **unrestricted emergency plan** will be sent to the **District Emergency Officer** (DEPLO) at Forest of Dean District Council*.*

**Place of Safety**

Forest of Dean District Council is responsible for setting up a central rest centre during an emergency.

The CRG considers that the residents would best be supported in their own homes where this is possible due to the lack of facilities and suitability of the Village Hall.

During an emergency, volunteers will keep a record of actions taken and enter them in a central log so that they can be evaluated, and the plan altered if necessary. Information can be entered at the time, or directly after the emergency.

1. **COMMUNICATION AND CONTACTS**

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| **ORGANISATION** | **TEL** | **EMAIL / WEBSITE** |
| **Emergency Services** (if life at risk) | **999** |  |
| **Police** (non-emergency) | **101** | www.gloucestershire.police.uk |
| **Forest of Dean District Council** | 01594 810000 | www.fdean.gov.uk |
| **Gloucestershire County Council** | 01452 425 000  (Mon-Fri 8:30am-5pm) | www.gloucestershire.gov.uk |
| **GCC Highways Team** | 08000 514 514 (24hr) |  |
| **NHS 111 Service**  When medical help required but not 999 emergency. | 111 (24hr) | (NHS Choices) www.nhs.uk |
| Gloucestershire Health and Care NHS Trust | 0845 422 1500 | www.ghc.nhs.uk/ |
| Gloucester Red Cross  Bristol Red Cross | 01452 726 660  0117 301 2601 | [www.redcross.org.uk](http://www.redcross.org.uk) |
| **FORESTRY ENGLAND** |  | [westengland@forestryengland.uk](mailto:westengland@forestryengland.uk) |
| **ENVIRONMENT AGENCY** |  |  |
| General Enquiries | 03708 506 506 | www.environment-agency.gov.uk |
| Environment Incident | 0800 80 70 60 (24hr) |  |
| Floodline | 0345 988 1188 (24hr) |  |
| **Water / Sewerage Companies** |  |  |
| Severn Trent Water | 08007 834 444 (24hr) | www.stwater.co.uk |
| **Gas Leaks any supplier** |  |  |
| Western Power Distribution | 0800 365 900 | www.westernpower.co.uk |
| National Grid–High Pressure Gas Pipelines | 0800 111 999 | www.nationalgrid.com |
| Calor Gas leaks – Bulk Storage | 03457 444 999 | www.calor.co.uk/help-and-support/emergency |
| **Parish Council Chairman** | 01531 805097 | [martin.brocklehurst@me.com](mailto:martin.brocklehurst@me.com) |

1. **PLAN REVIEW AND UPDATE**

In order to keep this plan up to date, contact lists will be revised as needed, and the plan reviewed annually by the Community Response Group.

Date of next review: March 2021