

Charney Bassett Community Emergency Plan

Plan last updated on: 23 January 2016

If you are in immediate danger call 999

Plan distribution list

Name	Role	Phone number/email address	Issued on
John Backley	VoWH District Council Emergency Planning Officer	01235 540443 john.backley@southandvale.gov.uk	
Emergency Planning Unit	Oxfordshire County Council	01865 323765 www.oxfordshire.gov.uk	
Mr D Nellist	Charney Bassett Emergency Coordinator	01235 868593 tedn@btinternet.com	
Dr SK Cowlam	Parish Clerk	01235 868318 stephencowlam194@btinternet.com	
Mr J Wright	Charney Bassett webmaster	01235 867418 charneybassettwebmaster@gmail.com	

Plan amendment list

Date of amendment	Date for next revision	Details of changes made	Changed by
5 Apr 2015		initial draft	DN
13 Jan 2016		Draft	DN
23 Jan 2016		Village street map added	DN

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Local risk assessment

Risks	Impact on community	What can the Community Emergency Group do to prepare?
River Ock and tributary water courses can flood adjacent land when blocked and/or due to excessive precipitation.	<ul style="list-style-type: none"> • Low lying dwellings and other buildings may be flooded. 	<ul style="list-style-type: none"> • Encourage riparian landowners to keep waterways clear of obstruction • Encourage residents to improve home flood defences • Encourage people to sign up for Environment Agency Flood Warnings • Find out what community resilience support is available from local authorities • Prepare Flooding annex
Heavy snowfall limits road access to village	<ul style="list-style-type: none"> • Routes to/from village difficult to use • Roads and paths slippery for users / hazardous to use 	<ul style="list-style-type: none"> • Ensure adequate supply of salt in bin • Consider path clearance plan • Agree with farmers where they could undertake snow clearance • Encourage volunteers/ "Charney Army" to distribute salt and grit from bin • Identify/support people in need of assistance
Wide scale utility failure affecting local area	<ul style="list-style-type: none"> • Impact on ability to cook or store food • Loss of heating and lighting • Loss of phone and internet services including emergency contacts • Need to collect water from distribution points 	<ul style="list-style-type: none"> • Encourage vulnerable people to register with utility companies to receive priority services • Encourage good neighbour behaviour to identify/support people needing assistance • Prepare utility outage annex

Emergency coordination group

Name	Contact number(s)	Email	Address
Mr D Roberts	01235 868285	dabe26@hotmail.co.uk	Primrose Villa, High Street
Mr D Nellist	01235 868593	tedn@btinternet.com	Marleigh, Buckland Road
Mrs J Fry	01235 868114	jane.e.fry@btinternet.com	Minmere Bungalow, Buckland Road
Mrs S Dobson	01235 868119	suedobson@hotmail.com	Jalna, New Road
Mrs M Castle	01235 868371	marycastle@btconnect.com	The White House, The Green
Dr SK Cowlam	01235 868318	stephencowlam194@btinternet.com	14, Orchard Close

Local response volunteers / flood wardens

[List local volunteers/flood wardens that could be contacted in an incident. If flooding is a local risk, some people may volunteer to lift heavy sandbags so should be reasonably active or fit. Consider using other volunteers as communicators, administrators or minders of vulnerable people during an incident. Consider safe work practices - **volunteers must not put their own safety/life at risk.**]

Name	Mobile	Home telephone / other contact	Additional information

Local skills and resources assessment

Skill/Resource	Who?	Contact details	Address / location	When might be unavailable?

Identified community meeting points & survivor reception centres

Building	Location address	Potential use in an emergency	Contact details of key holder (24hr)	Approximate capacity
Village Hall	Chapel Lane	Shelter Survivor reception centre Meeting place	John Wright 01235 867418 Keyholders listed on Hall noticeboard adjacent to main door	40 seated

Helping vulnerable people and communities in an emergency

[Use this space to record details of individuals or organisations who might be able to use their local knowledge to identify vulnerable communities or people during an emergency]

Organisation	Name and role of contact	Phone number

Activation triggers

[Use this space to record details of how your plan will be activated. You should include details of how the plan will be activated as a result of a call from the emergency services, and also how your community will decide to activate the plan yourselves, if the emergency services are unavailable]

1. When we get a flood warning
2. When the local authority emails a warning to community emergency plan holders
3. When we see a forecast of severe weather for our area
4. At the request of the emergency services/local authority to open and support a survivor reception centre
5. On loss of an essential service and restoration is thought to be more than 24 hours after initial interruption.

First steps in an emergency

[Use this space to add the steps to be followed when the plan is activated.
N.B. call 999 if there is a risk to life]

	Instructions	Tick
1	Telephone 999 if there is a risk to life or property	
2	Contact an Emergency Coordination Group member	
3	Available Emergency Coordination Group Members to decide to activate Emergency Plan	
4	Emergency Coordination Group to meet formally using following agenda	

Community Emergency Group first meeting agenda

Date:

Time:

Location:

Attendees:

1. What is the current situation?

Location of the emergency:

- 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

What resources do we need?

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

2. Who do we need to contact and what information do we need to provide?

3. How can we support the emergency response?

4. What actions can safely be taken?

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

6. Any other issues/next meeting?

Agreed evacuation actions

1. Help the local authority with opening and supporting the survivor reception centre
2. Help police/local authority with door knocking
3. Tell emergency services who might need extra help to leave their home

Alternative communication arrangements

Agreed methods of staying in contact if usual communications have been disrupted.

If all else fails **MEET AT THE VILLAGE HALL**

1. Knock the doors of other coordination group members
2. Pass notes via runners
3. Leave minutes of Emergency Coordination Group at designated place in the village hall

Important telephone numbers

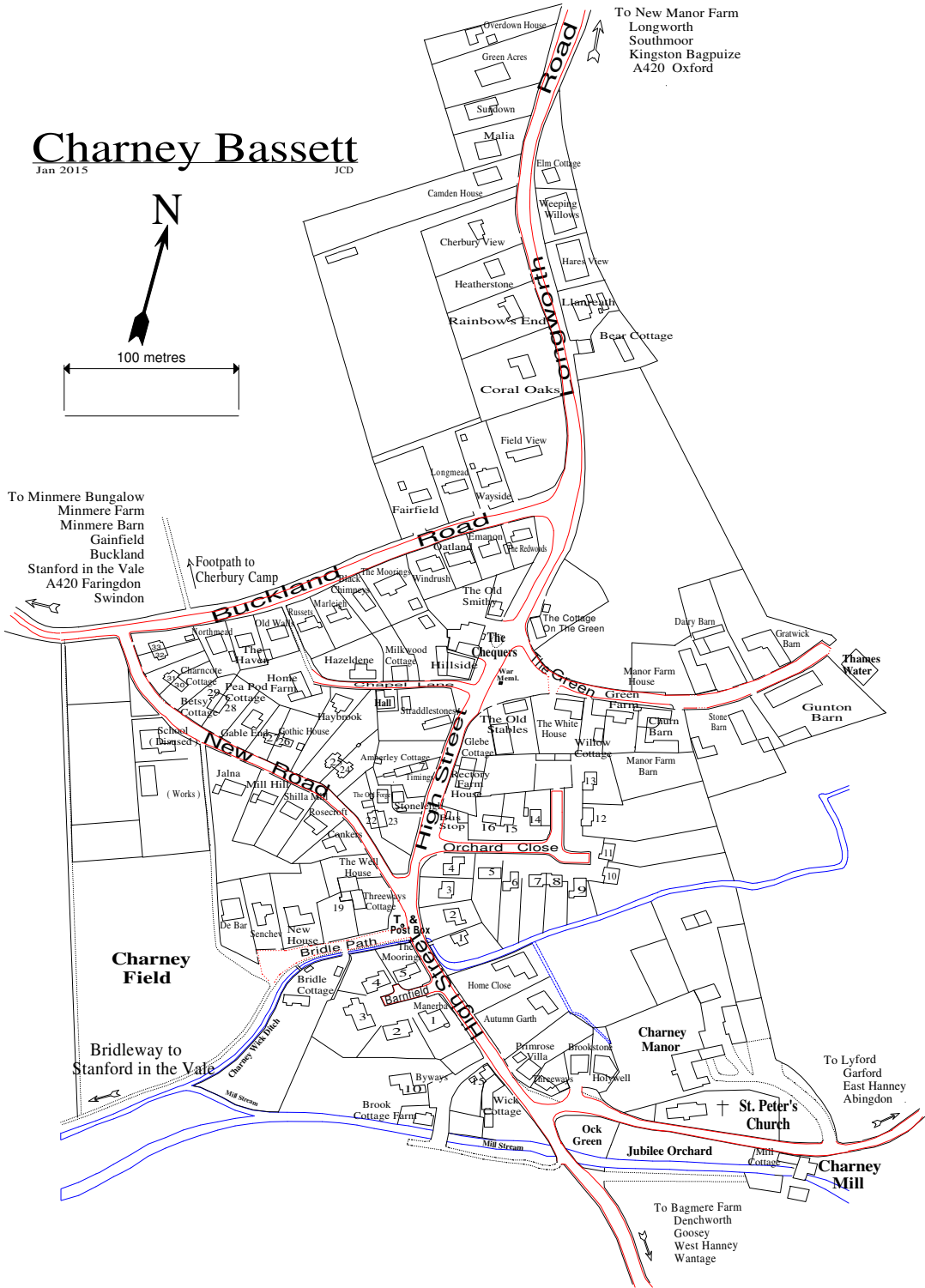
Organisation	Contact for emergency planning team (where applicable)	General telephone no. for services (office hours)	In the event of an emergency
Vale of White Horse District Council	01235 540443	01235 520202	01235 524886
Oxfordshire County Council	01865 323765	01865 792422	
Oxfordshire County Council Highways			0845 310 1111
Fire & Rescue Service		01865 842999§	999 or 112
Police		0845 8505505 or non emergency 101	999 or 112
Ambulance			999 or 112
NHS Direct		0845 4647	
Environment Agency		08708 506 506	0800 80 70 60
Floodline			
Thames Water		0800 3169800	
Electricity network provider		08000 483 516	08000 72 72 82
Gas network provider		0845 070 1431	0800 111 999
BT		0800 800 150 0330 123 4150 (mob)	0800 800 154

Maps

Charney Bassett

Jan 2015

JCD



Return A

Once you have produced your plan, please help us to maintain the community emergency database up to date by completing the form below and returning it to the address provided at the bottom of the form.

Parish/Town Council Name:	
Parish/Town Clerk Name:	
Email address:	
Contact number(s):	
Parish/Town Chairperson:	
Email address:	
Contact number(s):	

To enable the emergency services to contact a member of your Emergency Co-ordination Group/ Team, which numbers should they call? Please supply a minimum of two contact numbers.

Emergency Contact Numbers		
Name	During working hours	24 hours

Within your Parish/Town council area, are there buildings that could be used as a temporary place of safety (survivor reception centre) for local residents evacuated from their homes.

Survivor Reception Centres			
Facility	Address including postcode	24hr contact number(s) to open facility	Approximate seating capacity

Emergency Plan Information	Yes	No
We have a Community Emergency Plan		
We have a Specific Flood / Snow Plan		
We would be interested in attending an event where we could get help in drafting our Plan		

To return the information:

By Email: Complete the form, save to your computer, email as attachment to:
emergency.operationscentre@oxfordshire.gov.uk

Fax: to 01865 713920

Post: Emergency Planning Unit, Woodeaton Manor, Woodeaton, OXFORD. OX3 9GU