

UPPINGHAM NEIGHBOURHOOD
FORUM



Uppingham Community Emergency Plan

September 2017



To activate this Plan - Call the listed Plan Coordinators in turn until you get a response



1. Introduction

This plan has been created by the Uppingham Neighbourhood Forum on behalf of the Uppingham community in collaboration with the Leicester, Leicestershire and Rutland Resilience Forum. It was formally adopted by the community at the public Annual General Meeting of the Forum held on Thursday August 31st 2017. The plan's coordinators and key contacts are identified in the following pages. The key risks facing the town, places of safety and the community resources available in the event of a civil emergency or major incident are also listed. The plan identifies how a community wide response may be triggered and by whom. Finally, it includes a Household Emergency Plan to be retained by, and give advice to, households on how to be prepared and respond to any incident covered by the plan or notified by the civil or statutory authorities. Any enquiries concerning the plan should be directed to the Uppingham Neighbourhood Forum at enquiries@uppinghamneighbourhoodforum.org.uk Alternatively, contact UppWatch on mobile 07710 328469.

2. Plan Review and Update Process

This plan will be reviewed and updated by the Executive Committee of the Uppingham Neighbourhood Forum at every Annual General Meeting.

3. Plan Area

This plan covers the town of Uppingham to the parish boundaries excluding Ayston.

4. Community Response Team

In the event of a major incident, **one** of the plan coordinators listed below should be contacted who will in turn mobilise the listed emergency plan team of volunteers and relevant premises leads. Andrew Murr, Senior Resilience Officer of the Leicester, Leicestershire & Rutland Resilience Partnership **must also be contacted** on M: 07805 300306

Plan Coordinators

Margaret and Ron Simpson 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA Tel: 01572 823465 M: 07710 328469 E: rons@clara.net

Amanda and Mark Shaw 10 Elizabeth Way, Uppingham, Rutland LE15 9 Tel: 01572 823061 M: 07875 248133 E: mj.shaw@me.com

Janet and Geoffrey Thompson 46 Leicester Road, Uppingham, Rutland LE15 9SD Tel: 01572 821560 M: 07799 737975 E: janetthompson169@gmail.com

Emergency Plan Team

An Emergency Plan team of 20 additional volunteers is available for deployment by the Plan Coordinators subject to volunteer availability.



Blue Light Recognised Safe Places

Uppingham Sports Centre
 Uppingham Community College
 The Falcon Hotel

Emergency Plan Team Meeting Places

Church Rooms
 Methodist Church
 Town Hall
 Uppingham Surgery (When appropriate)

5. Local Risk Assessment

Action to be taken	Risks	Location	Impact on community
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House Fire	Anywhere	Negligible	Shelter, clothing, food, pastoral support
Power Cut	Anywhere	Heating? Lighting? Cooking? Critical equipment	Initial support from neighbours. Deploy gas/battery/generator equipment where required
Gas Escape	Anywhere	Public safety	Evacuation if required Initial support from neighbours. Team response if required. Supply heating and or cooking equipment
Water Supply Loss	Anywhere	Scale dependent	Initial support from neighbours. Team /water authority response if widespread/prolonged
Extended Heat Wave	Everywhere	Significant over time – elderly, families, vulnerable	Home visits. Offer cooling equipment on loan. Open cool venues with fans
Extended Cold or Severe Weather	Everywhere	Significant over time – elderly, families, vulnerable	Home visits -Offer heating equipment on loan, shopping etc. Team to support environmental management if required. Monitor grit bins and deploy pavement gritter

Flooding	Vulnerable locations (near pumps/low land)	Limited	Team to make home visits to assess need. Team to support environmental management
Fuel Shortage	Everywhere	Potentially significant if extended	Enable UppWatch car sharing scheme. Checks on vulnerable households.
Pandemic/ Health Alert	Anywhere	Significant over time – elderly, families, vulnerable	Liaise with surgery. Home visits to the elderly/vulnerable
Missing child or vulnerable adult	Anywhere	Critical to family	Team to meet and organise search/support
Major accident or incident	Anywhere but A6003 and A47 most vulnerable	Scale critical	Team to meet and coordinator to liaise with blue light services
Criminal /Terrorist Incident	Anywhere	Large gatherings more vulnerable.	Dial 999. Team call out if requested

6. Local Skills and Resources

UppWatch Equipment Pool and volunteers (see section 10))
Uppingham Surgery (doctors and nurses)
Pharmacies (medicines and first aid equipment)
Defibrillators (Coordinators have access code)
Town Centre Shops (according to need)
Coop Store, One Stop Shop, Garage (food and water)
Youth organisations and schools (leadership of young people)
Spire Homes/Age UK/ Wardens (community support)
Town Hall (tables and chairs) and town councillors (knowledge of their neighbourhood)
Uppingham School Maintenance Department (local knowledge and expertise)
Central Garage and Station Road Tyre Dealer (tools)
Uppingham Vet (animal husbandry)
Station Road, Uppingham Gate and Welland Vale businesses (multi skills) Heavy towing equipment/tractors - Local farming community

7. Plan Activation

In certain circumstances this plan may be activated by the emergency services, Rutland County Council or the Health Service. However, it is envisaged that the plan will normally be activated by the community itself when emergency services are not necessarily in attendance e.g. flooding, heavy snow or severe weather, a major power cut, a flu/animal disease outbreak or loss of water supply. It may also be activated by any listed volunteer who is contacted by a responsible adult who comes upon a major incident or accident, provided they have also contacted the emergency services by dialling 999.

Public notification that the plan has been, or may be, activated will be broadcast on Rutland Radio (Frequency: FM: 97.4, 107.2 MHz and via Twitter (Uppingham) and Facebook (Uppingham Rutland). If appropriate, a text will also be sent on the UppWatch Alert Network.

8. Community Response Actions

In the event of this plan being activated, the community coordinator first contacted will agree a safe meeting place for the emergency team from the approved list by contacting the relevant premises lead to gain access, and then initiate a call out of as many of the emergency volunteer team as are immediately available. The activated volunteers will attend the designated centre or agreed meeting point as instructed. This may be the scene of the incident if appropriate. A roll call of attending volunteers will then be taken by the call out coordinator and, if relevant, the lead blue light emergency services officer attending advised of the volunteer team availability.

The call out coordinator(s) will draw upon the listed equipment and resources as required.

The call out coordinator will be responsible for the welfare and direction of the volunteer team.

At the close of any incident or event attended, the lead coordinator(s) will be responsible for conducting a volunteer decommissioning roll call and the return of any equipment.

9. Community Response Team Roles

In the event of a call out, volunteer roles will be allocated by the Lead Coordinator, subject to acceptance of the task by the volunteer concerned. The health and welfare of the volunteers will be paramount at all times.

The Lead Coordinator will be responsible for the implementation of any urgently required actions unless relieved of that role by a qualified member of the emergency services.

10. Emergency Equipment

UppWatch Store

Defibrillators – Located at:-

- Market Place (on public toilet wall)
- Rear of Town Hall
- Stockerston Road telephone box
- Hawthorn Drive (on wall adjacent to electricity sub-station and between No 5 and No 7) □
Rear Entrance of Woodfield Health Centre (Uppingham School Surgery) Stockerston Road

Pavement Gritters - Located at:- □

The Firs Estate

- The Beeches

Head Torches (4)

First Aid Kit (2)

Maps

Mobile phones

Two way radios (4)

High visibility jackets (20)
Blank signage
Traffic cones (4)
Safety tape
Stihl pressure washer
Aluminium extension ladder (2)
Builder's wheelbarrow
Car battery charger
Various hand tools
Extension power lead with ELCB protection
Fan heater (3)
UppBox - Emergency Household Set (Hotplate, Kettle, Pans, Towels, heater, light, torch etc.)
Generator
Gas stoves (1)
Electric fans (2)

To be supplemented over time.....

Uppingham Neighbourhood Forum - The Voice of Civil Society in Uppingham – A Member of NCVO

7 Hawthorn Drive, Uppingham Rutland LE15 9TA
Chair: Janet Thompson **Co-ordinator and Treasurer:** Ron Simpson BEM
E-mail: enquiries@uppinghamneighbourhoodforum.org.uk **Tel:** 01572 823465 **Mobile:** 07710 328469

Appendix A

Emergency Agency Contact List

Emergency Services

Police Emergency 999 Non-Emergency 101
Fire Emergency 999 Non-Emergency 0116 2872241 **Ambulance**
Emergency 999

Flooding

Environment Agency - Flood Line 0345 9881188
Incident Hot Line 0800 807060
Reusable Sandbags – www.stopmeflooding.co.uk

Utility/ Phone Companies

Gas Leak/Explosion 0800 111 999 Transco/National Grid
Electricity Power Cut (Western Power) 105 or 0800 6783105
Water or Sewage - Severn Trent 0800 783 4444 Anglian Water 08457 145145
BT Broadband/Telephone Open Reach 0800 0232023

Gigaclear Broadband 01865 591131
Vonage Telephone 0207 993 9000
O2 Mobile 0344 8090202
Mobile Vodafone 0333 3040191 Orange
07973 100 150

Local Authorities

Uppingham Town Council 01572 822681

Rutland County Council 01572 722577

- Adult Social Care 01572 758465
- Environmental Health (RCC) 01572 722577
- Social Services Prevention and Safeguarding Team 01572 758341
- Children's Duty Team 01572 758407

Out of hours Emergencies 01858 464499

- Adult Emergency Duty Team (EDT) 0116 2551606
- Children's Emergency Duty Team 0116 3050005

Emergency Management Team 07786 198283 **Landline** 0776 59170195

<https://www.lprepared.org.uk/prepared-residents/>

Health

NHS Choices 111

NHS England (out of hours- 6.30pm to 8am) 0300 4210220

Uppingham Surgery 01572 823531

Rutland Memorial Hospital 01572 722552

Corby Urgent Care Centre 01536 202121

Defibrillator Team 01572 823465 or 07710 328469

Voluntary Agencies

UppWatch 07710 328469 or 01572 823465 www.uppwatch.uk

Voluntary Action Rutland /Rutland Community Hub 01572 722622 (mornings only) British

Red Cross 0345 054 7171

Animals

Rutland Veterinary Surgery 01572 822399 RSPCA

0116 2336637

Travel, Transport and Media

Major Roads (Highways Agency) 0300 1235000

Rutland Radio 01572 757868 Rutland Radio (Frequency: FM: 97.4, 107.2 MHz) Twitter

(Uppingham) and Facebook (Uppingham Rutland).

Weather <http://www.metoffice.gov.uk/public/weather/forecast>

Household Emergency Plan

If an emergency occurs – Initial Actions

If an emergency occurs dial 999

Follow instructions given by the emergency services

Emergency Evacuation Action

In the event of fire, leave the building unless advised to do otherwise by the emergency services or your own common sense.

If an emergency means it is not safe to go outside (eg. toxic fumes):
Go in (go indoors and close all windows & doors)

to Rutland Radio (FM: 97.4, 107.2 MHz),
TV or the internet where advice from the
emergency services will be broadcast

If Staying Indoors

As far as possible you should be prepared to look after yourselves. Consider preparing a 'Home Emergency Kit'.

Home Emergency Kit

Food and water for at least three days

- Tinned or dried food
- Bottled water
- Tin/Bottle opener
- Camping stove
- (Replace food & water every year)*

Other emergency items

- Radio (wind-up or battery)
- Torch (wind-up or battery)
- Batteries *(replace every 3 months)*
- First aid kit
- Insurance documents
- Anti-bacterial hand gel

In the event of an emergency that means you have to leave your home, leave as quickly and calmly as possible and follow the instructions of the emergency services. If there is time to do so, a responsible adult should turn off electricity, gas and water

supplies, unplug appliances and lock all doors and windows.

- Electricity turned off
- Gas turned off
- Water turned off
- Windows & doors locked

Once evacuated you may be out of your house for a number of hours or even days. Consider what you might need in the next 12, 24 or 48 hours, e.g. items used for job, school, university, work etc.

Grab Bag

As well as a Home Emergency

Kit, you may want to prepare a 'Grab Bag' of useful items in case you need to evacuate.

Home and car keys

Mobile phone & charger

Cash & bank cards

Prescribed medication

Hearing / sight aids

Mobility aids

Asthma & respiratory aids

Toiletries

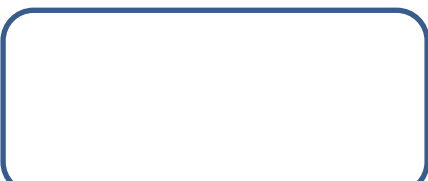
Change of clothes

Important documents

First aid kit

Supplies for babies

Uppingham Neighbourhood Forum Emergency Plan
Please complete and keep to hand



Your Household

Do you have smoke detectors fitted and regularly check them?

Are you in a flood risk area and signed up to the Environment Agency Flood Warning Service?

Staying in touch & staying together

If you can't get home or contact each other a pre arranged meeting point will be helpful. It would be useful if you could stay overnight at these places if you couldn't get home.

The meeting point may need to be away from home where access may have been restricted. Is there a friend's or relative's home you could use as a meeting place?

Pick two places, one local and one outside your area. Perhaps put the phone numbers in your mobile phone.

Name: Address:

Phone number:

Name:
Address:

Phone number:

Helping each other

Do you have any neighbours who may need your help or may be able to help you?

Name:
Address:
Phone number:

Name:

Address:

Phone number

Useful Numbers & Contacts

Contact	Number
Emergency	999
Police (non-urgent)	101
NHS England-out of hours (Out of hours)	0300 4210220
NHS Direct	111
Uppingham Surgery	01572 823531
Corby Urgent Care Centre	01536 202121
Rutland Memorial Hospital	01572 722552
County Council (Out of hours)	01572 722577 01858 464499

Local Community Emergency Plan Contact
01572 823465

Highways Agency 0300 1235000
Environment Agency Flood Line
0345 988 1188

Environment Agency (Incident Hotline) 0800 807060
National Grid – Gas Leaks 0800 111 999
Power Cut 105 or 0800 6783105

Water & Sewage

Severn Trent 0800 7834444
Anglian Water 08457 145145

Your Numbers

Electricity Supplier
Insurance (Building)
Insurance (Contents)
Insurance (Car)

Other Useful Numbers

School
Work
Carer
Housing Association

Keeping this information up to date

Date of this plan: Sept. 1st 2017

Date of next update: Sept. 1

**Uppingham Neighbourhood Forum Emergency
Plan Please complete and keep to hand**