

Community Emergency Plan



Town: Tadley

Borough: Basingstoke

Co-ordinator: Town Clerk

Deputy: Chairman or Vice Chairman

Effective date: 1/11/10

Review date: February 2019

Distribution List

1. County Emergency Planning Officer
2. Borough Emergency Planning Liaison Officer
3. Town Councillors
4. Tadley Police Station
5. Tadley Fire Station
6. AWE Emergency Planning Department
7. Baughurst Parish Council
8. Pamber Parish Council
9. Aldermaston Parish Council
10. The Link
11. Hurst Leisure Centre
12. Library
13. Swimming Pool
14. Holmwood & Morland Health Centres
15. First Responders

Aim and Objectives

Aim of the plan:

To enable community support, self-help and resilience when faced with an emergency situation.

Objectives of the plan:

1. Conduct a risk assessment, identify hazards and possible mitigation
2. Identify vulnerable groups within the community
3. Identify key contacts
4. Identify a community emergency management team
5. Identify resources available to the community in the event of an emergency

Risk Assessment Analysis

Risk Matrix Score: **A** = HIGH Likelihood and HIGH Impact
B = LOW Likelihood and HIGH Impact
C = HIGH Likelihood and LOW Impact
D = LOW Likelihood and LOW Impact

| Hazard | Impact | Mitigation in Place | Mitigation possible | Risk Matrix Score |
|---|---|--|---|-------------------|
| Flooding | <ul style="list-style-type: none"> • Loss of access • Loss of utilities • Water damage | <ul style="list-style-type: none"> • Monitor flood warnings issued by the Environment Agency • Sandbags stored at Rowan Road • Monitoring equipment installed at Bishopswood Stream • Identify any residents that require shelter • Clearance work carried out annually by Tadley Town Council and Environment Agency • Friends of Bishopswood Stream group meets occasionally • Act in a timely manner to reports of any blockages | <ul style="list-style-type: none"> • Police traffic diversions in place • Emergency rest centre activated • Residents install floodgates • Residents store sandbags | B |
| Total or partial loss of gas, electricity, water or telephone | <ul style="list-style-type: none"> • Loss of heating and or cooking facilities • Loss of lighting • Loss of sanitary facilities • Loss of communication | <ul style="list-style-type: none"> • Notify utility provider | <ul style="list-style-type: none"> • Identify any residents that require rest centre • Emergency rest centre activated | C |
| Severe weather | <ul style="list-style-type: none"> • Fallen trees • HCC unable to clear roads • Building damage | <ul style="list-style-type: none"> • Identify roads that need immediate clearance • Identify dangerous trees | <ul style="list-style-type: none"> • Identify any residents that require shelter • Emergency rest centre activated • Enlist volunteers | B |

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| | | | with chainsaws or tractors with chains | |
| Major fire | <ul style="list-style-type: none"> • Building damage • Threat to life | | <ul style="list-style-type: none"> • Evacuate area • Emergency rest centre activated | B |
| Heavy snow | <ul style="list-style-type: none"> • Access in and out and within the town difficult • Loss of utilities • Care providers unable to meet their commitments • Disruption for pedestrians and possible physical injury | <ul style="list-style-type: none"> • Monitor weather warnings issued by the Met Office • Ensure all grit bins are full | <ul style="list-style-type: none"> • Contact care providers to ensure they can meet their commitments • Contact neighbourhood watch coordinators so they can check on vulnerable people in the area • Contact Hampshire & Berkshire 4x4 Responders • Emergency rest centre activated | B |
| Major road accident | <ul style="list-style-type: none"> • Many injured people • Emergency services require assistance | | <ul style="list-style-type: none"> • Contact First Aiders, Padres, St Johns Ambulance, Community Responders, AWE emergency services* | B |
| Gas leak or explosion | <ul style="list-style-type: none"> • Building damage • Threat to life | | <ul style="list-style-type: none"> • Evacuate area • Emergency rest centre activated | B |
| Terrorism or violence | <ul style="list-style-type: none"> • Building damage • Threat to life • Many injured people • Emergency services require assistance | | <ul style="list-style-type: none"> • Evacuate area • Emergency rest centre activated • Contact First Aiders, Padres, St Johns Ambulance, Community Responders, AWE emergency services* | B |
| Aircraft accident | <ul style="list-style-type: none"> • Building damage • Threat to life • Many injured people • Emergency services require assistance | | <ul style="list-style-type: none"> • Evacuate area • Emergency rest centre activated • Contact First Aiders, Padres, St Johns Ambulance, Community | B |

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|------------------|------------------|-------------------------------|-------------------------------------|----------|
| | | | Responders, AWE emergency services* | |
| Hazardous vapour | • Threat to life | | • Evacuation area downwind | B |
| Incident at AWE | • Threat to life | • AWE emergency plan in place | | B |

*Dependent on the availability of resources

Community Resources

Contact Details:

Emergency Rest Centres

| Premises | Key Holder | Contact No |
|------------------------------------|---|--|
| Tadley & District Community Centre | Mandy Atkinson Adrian Noad Larry Pegg | 07768 004003 0118 9814538 Work 07766 016640 0118 9819281 Home 07888 998849 0118 9813270 |
| Hurst Leisure Centre | Lee Beetham | 07743442999 |

Medical / First Aid

In the event of injury or illness within the community assistance of professional medical support should be sought e.g. Ambulance, Doctor, Paramedic, First Responder, Qualified First Aiders.

| Name | Contact No |
|------------------------|--------------|
| Holmwood Health Centre | 0118 9814166 |
| Morland Surgery | 0118 9816661 |
| Hantsdoc | 0118 9365592 |
| St John Ambulance | 01962 863366 |
| Basingstoke Hospital | 01256 473202 |
| Holmwood Pharmacy | 0118 9811984 |
| Morland Pharmacy | 0118 9820157 |

Transport

The following local transport businesses can be called upon to transport people, essential equipment or provisions in the event of an Emergency.

| Buses / Taxis / 4x4s/ Tractors Name | Contact Details | Capacity |
|---|---|----------|
| Hampshire & Berkshire 4x4 | http://www.hampshire4x4response.co.uk/ | |

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|------------|-------------|--|
| Responders | 07010033301 | |
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Note the Town Council cannot provide any insurance cover for vehicles it requests to be used. Vehicles are used at the owners' own risk and discretion and should be taxed and insured.

Vulnerable Groups in the Community

| Name of Group | Address | Special needs | Contact No. |
|--|----------------------------------|--|------------------|
| Bishopswood Court | Bishopswood Road | Elderly | 01189814081 |
| Hylton Court | Bowmonts Road | Elderly | 0370 192 4000 |
| Bethany Care Home | 17A Pamber Heath Road | Elderly | 01189 701710 |
| Bo Peeps Day Nursery | The Old Coach House, Church Road | Young children | 0118 981 0805 |
| Greenacre Preschool | Barlows Road | Young children | 0118 981 1010 |
| Miss Polly's Kindergarten, Hurst Community College | Brimpton Road | Young children | 0118 981 4129 |
| Butterflies Pre-School | Heath End Village Hall | Young children | 01189810261 |
| Jiminy Crickets Pre-School | 1 Pinks Lane | Young children | 07709937773 |
| Tadley Under 5s | Community Centre | Young children | 07857694724 |
| Saplings Pre-School | Burnham Copse School | Young children | 0118 9812927 |
| Tadley Horizon | Tadley Common Road | Young people with special needs | 0118 981 7720 |
| Acorn Cottage Children's Home | 23 Mulfords Hill | Children | 0118 9333440 |
| Ashley Cottage Children's Home | 12 Main Road | Children | 0118 9333440 |
| Choice Ltd | Fairview, Pinks Lane | Adults with learning difficulties | 01189814280 |
| Dimensions Ltd | 21 Searing Way | Adults with learning difficulties | 0118 981 7929 |
| SeeAbility | Heather House, Heather Drive | People who are blind or partially sighted with additional disabilities | 0118 981 7772 |
| Peach Cottage | 3 Mount Pleasant | Young adults with complex health needs | 0118 9816314 |
| Seeability | Fir Tree Lodge, | Residential care | 0118 |

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| | Heather Drive | home for young people with profound physical and learning disabilities. | 9815147 |
|--|---------------|---|---------|

Additional Community Resources

| Organisation | Name | Contact No. |
|----------------------------|------------------|--------------|
| Baughurst Parish Council | Penny Waterfield | 0118 9812944 |
| Pamber Parish Council | Leonie Brown | 07920 787170 |
| Aldermaston Parish Council | Bill Scott | 0118 9813441 |

Communications

| Communication System | Contact / Responsibility | Comments |
|---|--|----------|
| Notice Boards: Town Council, Bishopswood Road shops, Sainsburys, Community Centre, Shyshack Lane, Swimming Pool and Fairlawn Road | Town Clerk | |
| Town Council Facebook and Twitter | Town Clerk | |
| Town Council Meeting | Town Clerk | |
| Town Newsletter | Town Clerk | |
| Cascade phone system | TownClerk/ Councillors | |
| Email / Website | clerk@tadleytowncouncil.gov.uk www.tadleytowncouncil.gov.uk | |
| Local media | See Contact list below | |
| Tadley Roundabout | admin@tadleyroundabout.co.uk www.tadleyroundabout.co.uk/ | |

Emergency Action Check List

Activation and Call out

- Dial **999** if Life or Property are threatened in your community by an incident or emergency
- Contact Borough Council (see contact sheet)

- Use the suggested log sheet at the back of the plan to record:
 - Any decisions you have made
 - Who you spoke to and what you said
- Contact other members of the Community that need to be alerted:
 - Those specifically under threat
 - The Town Council via the Town Clerk
 - Volunteers and key holders that may be needed

Contact initially may be to inform them of the emergency or inform them of current Emergency Service advice regarding any action to be taken.

Community Emergency Meeting

- Is a Community Emergency Meeting necessary?
- Is the venue safe to hold the meeting and can people get there safely?
- Has the Borough Council been informed you are holding a Community Emergency Meeting?
- Has the community been informed there will be a meeting?
- Take a copy of the first Agenda to the meeting.

Under no circumstance should you put yourself or others at risk to fulfil these tasks

Contacts

| Service / Role | Telephone Number | Website/email |
|-------------------------------------|------------------------------|--------------------------------|
| Emergency Services | 999 | N/A |
| Emergency Co-ordinator | 0118 9813360 | clerk@tadleytowncouncil.gov.uk |
| Basingstoke & Deane Borough Council | 01256 844844 | www.basingstoke.gov.uk |
| Hampshire County Council | 01962 841841 | www.hants.gov.uk |
| Emergency Planning Unit HCC | 01962 846846 07957 932584 | epoffice@hants.gov.uk |
| Police HQ | 08450454545 | www.hampshire.police.uk |
| Fire Service HQ | 02380 644000 | www.hantsfire.gov.uk |
| NHS direct | 111 | www.nhsdirect.nhs.uk |
| Environment Agency | 0800 807060 | www.environment-agency.gov.uk |
| EA Floodline | 0845 988 1188 | www.environment-agency.gov.uk |

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|------------------------------------|------------------------------|---|
| Hampshire Highways | 0845 8504422 | www.hants.gov.uk |
| Thames Water | 0800 714614 0845 9200 800 | Leaks Sewer flooding/loss of supply |
| Electricity | 08000 727282 | |
| Gas | 0800 111999 | |
| AWE | 0118 9814111 | www.awe.co.uk |
| Town Clerk | 0118 9813360 | www.tadleytowncouncil.gov.uk |
| St Paul's & St Peter's Church | 0118 9814860 | |
| St Mary's Church | 0118 9814435 | |
| St Michael's Church | 0118 9814572 | |
| Methodist Church | 0118 9816762 | |
| United Reform Church | 0118 9813239 | |
| Salvation Army | 0118 9815013 | tadley@salvationarmy.org.uk |
| Community Church | 0118 9817257 | |
| Bishopswood Infants School | 0118 9812836 | adminoffice@bishopswood-inf.hants.sch.uk, |
| Bishopswood Junior School | 0118 9812738 | adminoffice@bishopswood-jun.hants.sch.uk, |
| Burnham Copse School | 0118 9814498 | adminoffice@bcp.hants.sch.uk, |
| Tadley School | 0118 9813805 | adminoffice@tadley.hants.sch.uk |
| Hurst Community College | 0118 9817474 | theheadteacher@hurst.hants.sch.uk, |
| Tadley & District Chamber of Trade | 0118 9810606 | info@tadleychamberoftrade.co.uk |
| The Breeze | 01256 694000 | |
| Newbury Weekly News | 01635 564526 | |
| Basingstoke Observer | 01256 694127 | |
| BBC Radio Berkshire | 0118 9464200 | |
| Basingstoke Gazette | 01256 337444 | |
| BBC South Today | 023 80226201 | |
| ITV Meridian | 0844 881 2000 | |

Log Sheet

| Date | Time | Information / Decisions / Actions | Initials |
|------|------|-----------------------------------|----------|
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