

# Community Emergency Plan



**Town:** Tadley

**Borough:** Basingstoke

**Co-ordinator:** Town Clerk

**Deputy:** Chairman or Vice Chairman

**Effective date:** 1/11/10

**Review date:** February 2021

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

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

			Responders, AWE emergency services*	
Hazardous vapour	• Threat to life		• Evacuation area downwind	<b>B</b>
Incident at AWE	• Threat to life	• AWE emergency plan in place		<b>B</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	<a href="http://www.hampshire4x4response.co.uk/">http://www.hampshire4x4response.co.uk/</a>	

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

	Heather Drive	home for young people with profound physical and learning disabilities.	9815147
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## Additional Community Resources

Organisation	Name	Contact No.
Baughurst Parish Council	Penny Waterfield	0118 9812944
Pamber Parish Council	Leonie Brown	07920 787170
Aldermaston Parish Council	Christine McGarvie	0118 97015767

## 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	<a href="http://www.tadleyroundabout.co.uk/">www.tadleyroundabout.co.uk/</a>	

## 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
<b>Emergency Services</b>	<b>999</b>	<b>N/A</b>
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



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