

Bampton Parish Council

Emergency Response Plan: 2015

(contacts updated 19 January 2017)

This Plan is designed to provide a framework to try and ensure an effective and robust approach for the management of a Bampton self-help response during a major incident that may threaten the safety and welfare of the community. It has been issued to all houses and businesses in the Village.

In an emergency situation the responsibility for emergency response lies with the Emergency Services (ES), Oxfordshire County Council (OCC) and West Oxfordshire District Council (WODC). However, it is recognised that help from these organisations may not be immediately available or overwhelmed due to the scope and nature of the emergency which is why this self-help plan has been developed.

What is a Major Emergency?

Officially it is any event or circumstance 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. In other words something that affects the whole community or a large part of it that cannot be dealt with in the normal way by the Police, Fire & Rescue Service etc. For example flooding, total loss of main services such as gas, electricity or water, major road accident, explosion or plane crash.

Who declares an emergency and who are the primary responders?

Emergencies can be declared by the Emergency Services or local Councils. Bampton Parish Council cannot declare an emergency; however this plan enables us to respond at a local level when necessary.

Each of us has a responsibility to be prepared to deal with emergency situations. In potential flooding situations for instance, especially where houses have flooded in the past, the residents need to prepare themselves for the same event happening in the future, by keeping sandbags or other flood protection products available for immediate use.

If you become aware of a serious incident happening or threatening to develop, you should first contact the emergency services via 999, but if they are delayed significantly then this ERP makes provision for a 'Parish Council Emergency Response Team' to be activated.

In the event of a major emergency, Thames Valley Police will usually be responsible for co-ordination and control at the scene. They will alert and call for assistance from the following as required.

Oxfordshire Fire and Rescue Service

- Taking measures to protect life and property
- The rescue of trapped persons
- The provision of special equipment such as pumps, emergency lighting, cutting equipment etc.
- Acting as focal point for the County Contact System

Ambulance Service - responsible for the overall co-ordination of medical response, the designation and alerting of receiving hospitals, the establishing of casualty loading points and the assessment of numbers and condition of casualties.

Local Authorities (OCC and WODC) - responsible for maintaining normal public services as far as possible, as well as assisting local residents in distress. They will also support the emergency services as required.

THE BAMPTON PARISH COUNCIL EMERGENCY RESPONSE PLAN

The Parish Council Emergency Response Plan (ERP) is aimed at trying to deliver services during a major incident. The Parish Council is The Emergency Response Team (ERT) and will lead the community response and act as central point for information and communication for the community, emergency services and local authorities. The Plan contains details of actions to be taken following a request for assistance by the Emergency Services, Oxfordshire County Council or West Oxfordshire District Council, or where the Parish Council itself decides that the situation warrants mobilisation of the Emergency Response Team.

What can Bampton Parish Council do?

The Parish Council has very limited resources and are restricted as to what activities they may undertake so in the main will have to rely on others to deliver emergency response. Although Parish Councillors and Volunteers may be able to recce situations in order to advise the Emergency Services of the position on site or even help to rescue people from houses under threat, they are not allowed to undertake major work. This will be done by qualified persons (usually under the control of the Emergency Services).

However, the Council will do the following when an emergency occurs:

- Activate its Communications and Coordination Centre (CCC) in the Old School Community Centre. If for some reason this is not available e.g. due to the emergency, then the CCC will be established elsewhere.

- Call for assistance from the emergency services and others such as the Environment Agency (EA) and local authorities i.e. 'the responders'.
- Assist the above responders as required within the limited resources at its disposal.
- If the responders cannot offer immediate help, coordinate on-scene efforts to try to mitigate the impact of the emergency.
- Call out any ERP Volunteers to help.
- Act as a focal point for villagers to contact to get help.
- Open the Village Hall or other suitable facilities if necessary to act as a Survivor Reception Centre or Rest Centre for people who have had to evacuate their homes.
- Maintain communications with people in Bampton through the Public Communications Plan.
- If possible, call out available Contractors to assist.

What should you do?

If you become aware that a major incident is happening or threatening to develop, you should first call 999 but if the appropriate emergency services are unable to help immediately you may call one of the ERT.

You will be asked to supply the following details:

- Your Name & Contact Details
- Full details of the incident
- Exact location of the incident
- Emergency Service(s) already requested and when they were contacted
- Estimated casualties
- Hazards and road blockages

The ERT member will liaise with the Chairman of the ERT in order to determine if this plan should be activated. If the incident is clearly an ERP activating event, or the Chairman cannot be contacted, then the ERT member can activate the ERP immediately and advise the other ERT members as soon as possible.

Public Communication Plan

We will let you know what is happening as soon as we can by placing information updates on the notice boards in the Market Square and Bridge Street (Emmie's) and at the Broad Street and Bushey Row bus stops. Although we will not contact the media directly, information may also be relayed to BBC Oxford and Heart FM and other local media via the local authority (either WODC or OCC as relevant). Updates will also be available on the Bampton Website (if update access is possible) as well as OCC, WODC and Bampton Beam websites. Door-to-door communication may also be used if necessary to keep you up to date with the status of the emergency.

You can also access:

Flood Information- On the EA website you can also access real-time information on river levels. The EA uses the following codes at present:

- Flood Alert: flooding possible. Be aware. Be prepared. Watch out.
- Flood Warning: flooding expected affecting homes, businesses and main roads.
- Severe Flood Warning: Imminent danger to life and property. Act now.
- All clear: issued when flood watches or warnings are no longer in force

Weather Warnings– the Met Office issues two different types of warnings:

Severe Weather Warnings– likely to result in considerable inconvenience to a large number of people or present a danger to life. There are two categories:

- Early warnings – issued when conditions are expected to be widespread, normally 12-48 hours in advance
- Flash warnings – normally issued up to 6 hours in advance and may be issued without previous warning

Motoring Weather Warnings – likely to affect public services operations for example heavy rain resulting in surface water problems on the roads

Road Information - On the OCC website, you can find out which roads are to be salted around the area.

Identification of People Who Can Help

Oxfordshire County Council Staff engaged in emergency tasks will have the following identification



- Each officer travelling by car to an incident will have on the front of the car windscreen a white sticker with the OCC logo and the words: "ON EMERGENCY CALL"
- Officers will wear their OCC identity cards and yellow jackets or tabards marked with "Oxfordshire County Council"
- Parish Councillors and the Clerk will wear Identification Badges. The Clerk also holds spares for use of visitors, volunteers or contractors and all IDs will be worn when out and about during an emergency situation.

Volunteers

If members of the ERT request volunteers to undertake work during an emergency, then the principle of 'request what is reasonable under the circumstances' will be followed. Therefore Councillors and members of the public should not ask volunteers to undertake anything which the ERT feels they are not qualified or not fit to do. They must only be asked and not ordered and it should be noted that no cover is given for tools, plant, vehicles and other such items so they will be used at the owners risk. Sources OCC and WODC

Clean-up

In certain circumstances clean up help may be available from ERP volunteers. However, for major works such as removing a sandbag wall, WODC has indicated that they will be willing to do or pay for the work.

TELEPHONE NUMBERS

In the event of an emergency call 999 first.

If the relevant emergency service cannot attend due to the pressure of demand at the emergency site, contact one member of the ERT in this order:

Name	Bampton Number	Mobile
Clerk	01993 851870	
Jacky Allinson	01993 850368	
Douglas Bamber		07900 890949
Dee Clarke	01993 850416	
Philip Foster	01993 851246	
Richard McBrien	01993 852651	
Steve McLaren		07921 820743
Helen Rainey	01993 852147	
Pauline Smith	01993 851921	
Sally Taylor	01993 201034	
Nick Thorpe	01993 850918	
Richard Wilkins	01993 850406	
Recreation Ground Manager	07733 305114	
Facilities Manager	07810 545232	
Bampton Surgery	01993 850 257	0845 345 8995 - Out of Hours
Ted Fenton– District Councillor	01993 358056	
Martin Barrett– District Councillor	01993 202165	07733 014591
James Mills– County Councillor	01993 700884	
Witney Hospital	01993 209400	
JR Oxford	01865 741166	
Rev. David Lloyd	01993 851222	
Bampton CoE School	01993 850371	
Environment Agency(Floodline)	0845 9881188	
British Gas	0800 111999	
Southern Electric	0845 7708090	
Thames Water	0845 9200800	
Old School Community Centre– for use when the ERP is in operation	01993 852933	