

Community Response Plan Webinar Series



Part 2
Thursday 10th October

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Communities Prepared, part of the Building Resilience Together
Project Team

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Community Resilience Coordinator, LLR

People and Communities Standing Group
(Co-Chaired by Kristy Ball, LCC Communities Team and Rachael
Payne, British Red Cross)

Some of the LLR Area **Local Resilience Officers**

Great to have so many on the call, please use the chat and hands up function for questions

Please stay on mute, to avoid background noise

Today's session has a broad focus, please avoid very specific, area focused questions – email communityengagement@leics.gov.uk

Session being recorded and slides will be shared afterwards.

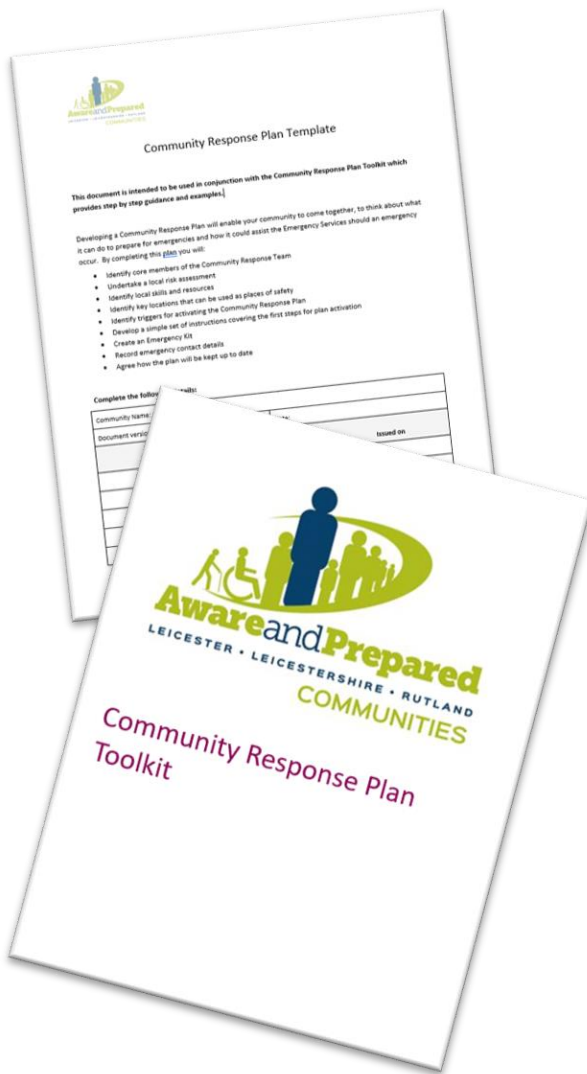
Session 1 Summary



**Building
Resilience
Together**

Last time we covered....

- Introducing the LLR Local Resilience Forum
- LLR Resilience Partnership
- Role of the Resilience Officer
- Local Risks impacting LLR
- What is an emergency plan
- What is a Community Response Plan and why create one
- Introduced the LLR CRP Template



**Kibworth Villages
Community Emergency Plan**
Updated March 2020



This plan will help the community to respond effectively to an emergency of any kind in Kibworth Beauchamp or Kibworth Harcourt.

If there is a risk to life or of serious injury or if you are in immediate danger call 999

↓

Advise the Local Emergency Response Team

↓

Convene at Kibworth Grammar School Hall

↓

Initiate the plan

Do not put yourself or others in danger.
Follow the instructions given by the emergency services.
Try to remain calm, think before acting, and reassure those around you.
Check for injuries to yourself and others, and always attend to yourself first.

Locations
Appleby Magna
Ashby de la Zouch
Breedon on the Hill
Castle Donington
Coleorton
Diseworth
Donesthorpe
Kegworth
Lockington cum Hemington
Long Whatton
Measham
Sawley Marina

Session 2

Developing your Community Response Plan



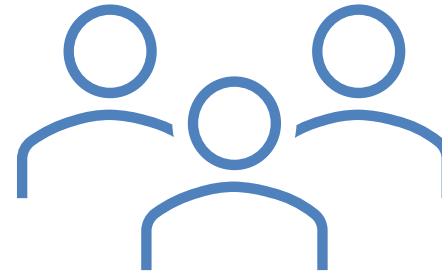
What to think about when you start your CRP



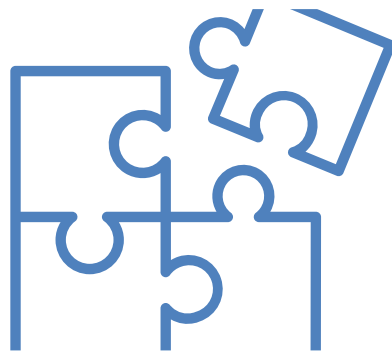
**Building
Resilience
Together**



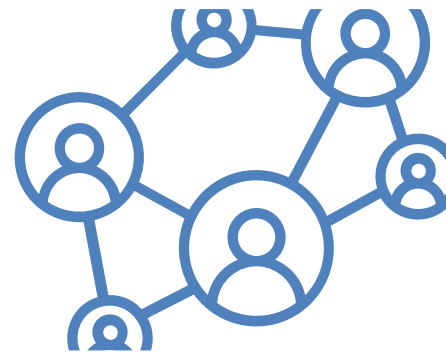
Define the area of
your community



What is your plan
for/focused on?



Who can help? –
(Knowledge, skills,
resources)



What
networks/relationships
exist?

Remember your plan is not happening in isolation

- Ensure you engage wider community members, get their inputs and experiences
- Learn from a past incident, put a plan in place for next time
- Talk to established groups, engage with existing networks, build new relationships
- Talk to groups with a plan in place – opportunity to combine or create annex versions within existing plans



One plan better than several competing

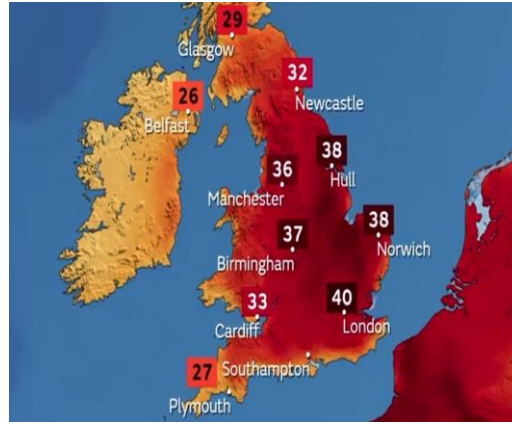
Set your aim and objectives:

- **AIM:** What is the goal for your Community Response Plan?
- **OBJECTIVES:** How will you achieve your goal?
- Making friends before you need them, so you have time to engage and prepare.
- Not going to be able to make friends, build relationships, agree a plan by candlelight, don't miss your opportunity

Content for your CRP



**Building
Resilience
Together**



Risk	Impacts
Wildfire	
Storms	
High temperatures, heatwave	
Low temperatures, snow	
Flooding	
Drought	
Pandemic, infection disease outbreak	
Power outage	
Severe space weather	
Cost of living crisis	
Infrastructure failure	
Major transport accident	
Food shortage	
Industrial accident	

Risks	Impacts
Wildfire	Loss of power, etc...
Storms	Loss of power, etc...
High temperatures, heatwave	
Low temperatures, snow	
Flooding	Loss of power, etc...
Drought	
Pandemic, infection disease outbreak	
Power outage	Loss of power, etc...
Severe space weather	Loss of power, etc...
Cost of living crisis	
Infrastructure failure	Loss of power, etc...
Major transport accident	Loss of power, etc...
Food shortage	
Industrial accident	Loss of power, etc...

LLR Template Example

Risks	Location	Impact on Community	What action can be taken
Flooding	ABC Village	Loss of access roads, power outage	Have a flood warden scheme to prepare, respond, recover

What can your Community do already, and what can your community plan to do....

- Skills
- Resources
- Experience
- Networks
- Tool & Equipment
- Locations
- Transport



Vulnerability in your community:

- Different hazards affect people/locations differently.
- Some people/locations are vulnerable;
 - to some hazards and not others
 - more than others
 - temporally, and others longer
 - some events, ALL people/locations are vulnerable to.
- Identifying vulnerable people/locations is not to make a single, one-time universal list...
- Vulnerability is multi-faceted and changeable, so your list needs to be too.

Everyone in the community could have a role to play

Different ways to be involved – local knowledge, local venue, local volunteers.

Will depend on the incident, need, capabilities.

- Local councillors
- Local businesses
- Places of worship
- Community groups
- Residents
- Housing associations
- Schools
- Local Amenities
- Local spaces



Whoever is willing and able to be involved, need to have agreed roles

Be part of the team and part of the process

Flood warden

Snow Warden

Community response volunteer

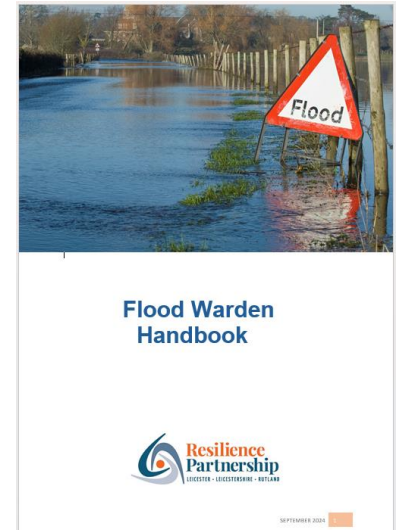
Community response volunteer coordinator

Role based on a specific skill: First aid, tree surgeon

Role based on a specific resource: 4x4 driver, community space manager

Engage with your local resilience officer to help map this out for you and your community.

Contact communityengagement@leics.gov.uk to be put in contact with the right person for your area.



LLR Template Example

Skill/Resource	Provider Contact Details	Limits on availability/ operation e.g. special license
First Aider	Ms. Jane Doe, 07123456789	Certified in April 2024 Small kit bag Works 9-5pm in city

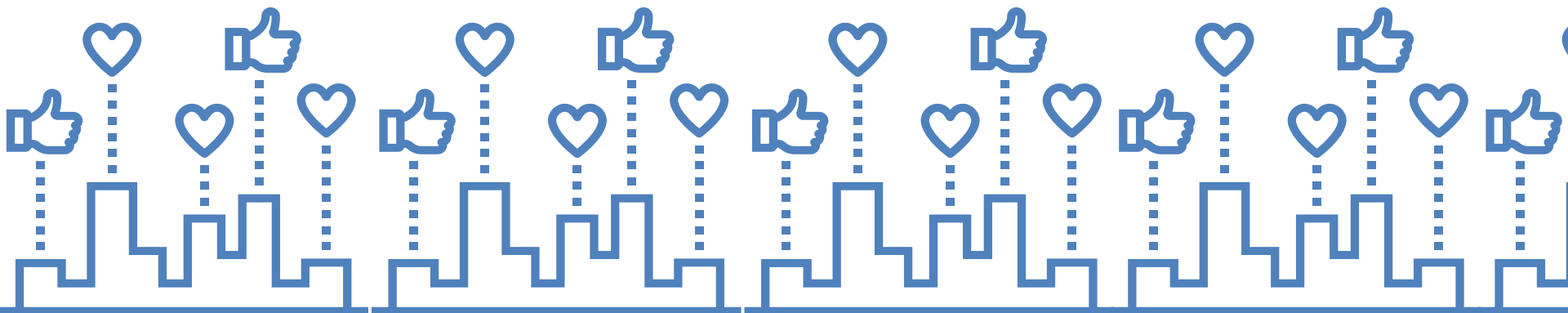
A Rest Centre is an official response venue, pre identified and set up by the LA.

BUT

There may be a need for immediate places of safety before an official rest centre is set up

Identify possible places of safety in your communities: Village hall, library, pub,

Need to pre identify so you have already made the decision and have the needed information



LLR Template Example

Venue	Facilities	Key holder details/instructions for access	Limitation on use
Village Hall	Large hall, small kitchen, storage, WCs	Mr. John Doe has keys. 07987654321	Retired but limited mobility. ACTION: Identify 2 nd key holder

You need to discuss, agree and communicate your plans activation triggers

- Think about it as 'If X, then ABC' 'If Y, then 123'
- What needs to happen for you to activate
- Also important to be able to know when not to activate
- Consider how you are getting your information

Community Response Team Triggers and Activation



LLR Template Example

Description	How assessed / by whom
River gauge reaches X Level	Flood Wardens, confirmed using EA Data

Think about what actions will be needed, to get your community emergency plan up and running.

Consider:

- How the community response team will be assembled
- How the situation will be assessed
- Agree early priorities
- Who else should be contacted
- Planned meeting point in the event of a comms out
- Trust your common sense



As part of mapping out your actions, consider what procedures or processes are needed to support, protect, enable these actions:

- Communication during an incident
- Incident log
- Briefing & Debrief
- Specific equipment and needed training
- Training requirements and log
- Buddy/lone working
- Rests
- Clarity on leadership and the role of leaders during incidents
- Spontaneous volunteers – people who show up and start helping.
- Insurance
- Safeguarding: Undertake a safeguarding checklist
<https://www.anncrafttrust.org/checklist-overview/>

Anything else that would be relevant to your CRP.

Action No'	Description	Who Responsible
1	Agree priorities	CR Team Members

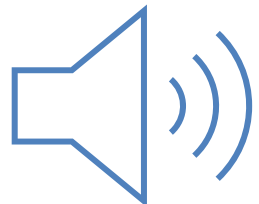
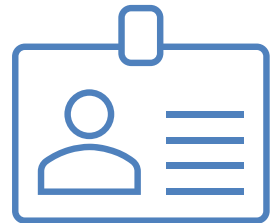
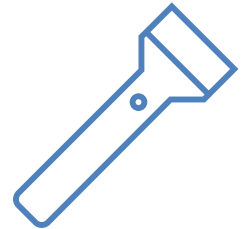
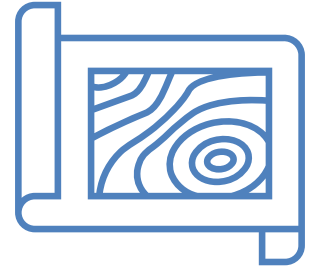
Based on your plan, the risks, the actions,
the processes....

What Emergency Kit might you need to
support?

Consider:

- Local OS Maps
- Road maps
- High visibility tabards
- Torches
- Radios

Think about where you will store these items, who has
access, how you need to keep them up to date and
ready to use



Emergency Kit

Emergency Kit Location	Access
Village Hall	John Doe, 07987654321

Item No'	Description	Quantity	Update Frequency
1	Torch	10	Batteries checked Sept 24

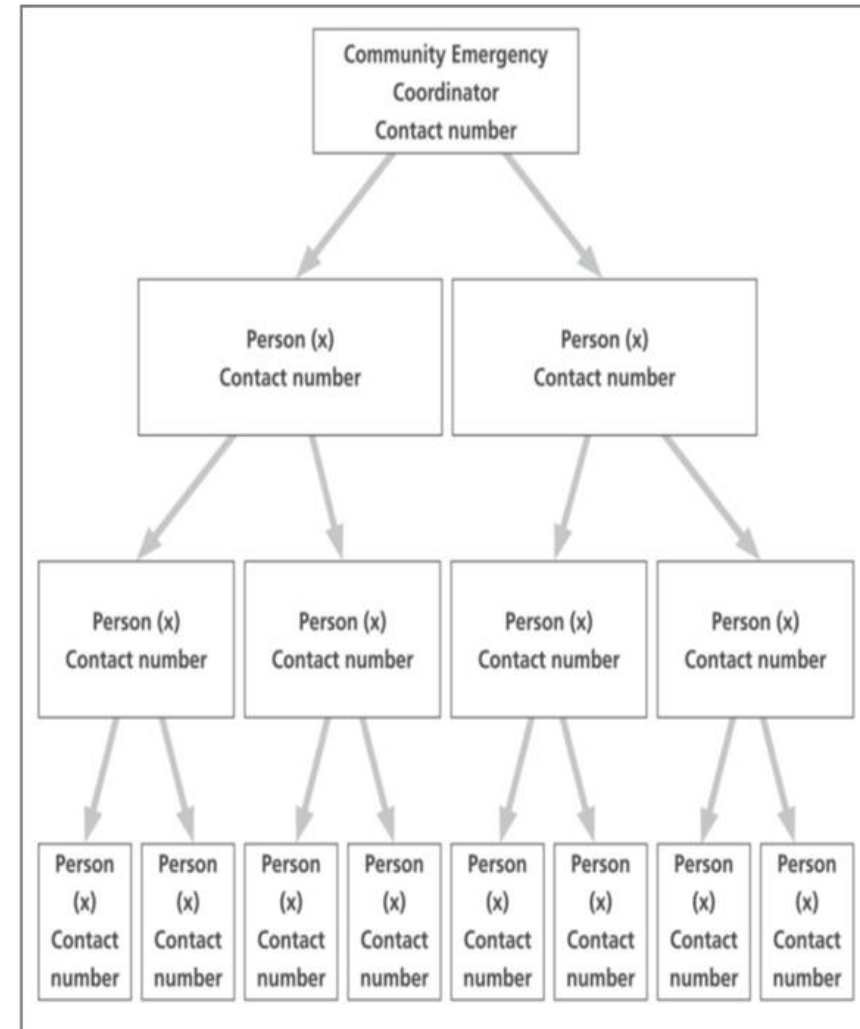
Emergency contact list

- Record all this information in your plan sections, such as:
 - volunteers,
 - people who may assist locally and from authorities/support agencies,
- Use telephone trees and messaging apps.

What to do if there is no phone signal?

- Consider GDPR

<https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/>



Emergency Contact List

Description	Name & Address	Reference	Contact Details
Police, Fire, Ambulance			
Emergency Planners			
Local Authority			
Gas			
Electricity			
Water			
Roads			
GP Surgery			
Schools and Colleges			
Radio station			
Newspaper			
Flooding			

Rather than a separate plan... have a flood focused annex

Flood warden activities before, during and after an incident

Flooding trigger points: flood warnings, river and rain gauges

Explore Environment Agency Supporting online tools

- Check your flood risk
 - gov.uk/check-long-term-flood-risk
- Sign up to the Flood Warning Service
 - gov.uk/sign-up-for-flood-warnings
- River levels online
 - check-for-flooding.service.gov.uk/river-and-sea-levels



Flood Warden
Handbook



SEPTEMBER 2024

So far you will have.....

- Mapped & defined your community & your CRP aims and objectives
- Agreed the local risks and hazards you are focusing on
- Defined your Community Response Team members & their roles
- Identified your local skills and resources
- Determined places of safety
- Agreed your activation triggers (and when not to activate)
- Detailed initial actions
- Considered your emergency kit & the associated logistics
- Created an emergency contact list so you can contact key people and organisations at a moment's notice

Community Response Plan Part 3: How to update and maintain your community response plan.

Monday 28th October at 12.00-1.00pm OR 7.00-
8.30pm

We will look at how to finalise, manage, maintain,
share your Community Response Plan

Please complete the
feedback form

Thank you

Any Questions?

communityengagement@leics.gov.uk