

# LOWER HALSTOW PARISH COUNCIL

## ABRIDGED EMERGENCY PLAN

Rev 02



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### ISSUE STATE

Issue No	Date	Issue No	Date	Issue No	Date
01	09/01/2017				

**Note:**

This is an abridged version of the Emergency Plan which is intended to be viewed on the Plumtree Parish Council website ([www.plumtreeparishcouncil.org.uk](http://www.plumtreeparishcouncil.org.uk)) for information only. Full contact details, information about village resources, skills, etc. are included in the full version but are omitted here.

For a full version of the Emergency Plan, contact the Emergency Co-ordinator.

## Purpose

All major emergencies will be dealt with by the emergency services, local authorities, utilities and voluntary agencies in a combined response. This Emergency Plan is not intended to be a substitute for these services and, on an emergency situation arising, the first action should always be to contact the emergency services by dialing 999.

The purpose of the plan is to cater for extreme circumstances (for example heavy snowfall) that might prevent the emergency services from reaching the scene immediately. In such cases the initial response may rely entirely on Plumtree residents; this plan describes how such an initial response will be coordinated.

## Initial Actions

If an emergency arises and it is not possible to contact the emergency services straight away (or if their response may be delayed), the Lower Halstow Emergency Plan should be initiated as follows:

1. Contact the Emergency Co-ordinator:

Role	Contact
Clerk to the Parish Council	Mrs Ann Smith

If the Emergency Co-ordinator is not available, contact the Initial Response Team (see step 2)

2. The Emergency Co-ordinator will contact the Initial Response Team:

Role	Contact
Parish Council Chair	Rob Smith
Parish Council Vice Chair	Allyson Beerstecher

3. The Initial Response Team will co-ordinate the local response by contacting the following:

Role	Contact
Parish Councillor	Sue Hartfree
Parish Councillor	Steve Gates
Parish Councillor	Keith Howard-Challis
Parish Councillor	Steve Parker
Parish Councillor	Rod Dadson

## Follow-up Actions

### Primary Assembly Point

4. All villagers who are willing to help in the emergency should gather at the Primary Assembly Point:

Lower Halstow Memorial Hall, School Lane

or, if the Memorial Hall is inaccessible, they should gather at:

The Three Tuns Public House

### Village Resources

5. The assembled villagers will assess if resources such as four-wheel drive vehicles, lifting equipment or chainsaws may be relevant to the emergency and contact the appropriate providers.

### Village Skills

6. The assembled villagers will assess if skills such as those of doctors, nurses and first-aiders may be relevant to the emergency and contact the appropriate providers.

### Vulnerable Groups

7. If appropriate (for example, if the emergency occurs during the day in term time), the assembled villagers will make contact with the following vulnerable groups:

Group	Contact

### Vulnerable Individuals

8. If appropriate, and using local knowledge, the assembled villagers will make contact with vulnerable individuals in the village. The Clerk to the Council holds a list of vulnerable persons.

## Incident handling

9. During the emergency, anyone involved in coordinating a response should keep a log of all requests for assistance and action taken. See the form at the rear of this document.

A supply of suitable forms is held by the Emergency Co-ordinator.

## Temporary Shelters

10. In the event of there being persons (including casualties) requiring temporary shelter, one or more of the following buildings will be made available:

Building	Address	Keyholder Name
Memorial Hall	School Lane	Kieth Howard-Challis

## Emergency Planning Contact Numbers

Swale Borough Council Main Switchboard	<a href="http://www.swale.gov.uk">www.swale.gov.uk</a>	01795 417850	07824 623392 07713 708383
Swale Borough Council Emergency Planning	<a href="mailto:emergencyplanning@swale.gov.uk">emergencyplanning@swale.gov.uk</a>	01795 417430 01795 417619	07824 623392 07713 708383
Kent County Council Main Switchboard	<a href="mailto:county.hall@kent.gov.uk">county.hall@kent.gov.uk</a>	03000 41 41 41	03000 41 41 41
Kent County Council Resilience and Emergencies Unit	<a href="mailto:emergency.planning@kent.gov.uk">emergency.planning@kent.gov.uk</a>	03000 41 41 41	03000 41 41 41
KCC Highways & Transportation Main Switchboard	<a href="http://www.kent.gov.uk/roads-and-travel">http://www.kent.gov.uk/roads-and-travel</a>	03000 41 81 81	03000 41 81 81
Kent Resilience Forum Kent Resilience team	<a href="mailto:KRT@kent.fire-uk.org">KRT@kent.fire-uk.org</a>	01622 212409	n/a
Kent Police Force Control Room	<a href="http://www.kent.police.uk/contact_us">http://www.kent.police.uk/contact_us</a>	101	101
Kent Fire & Rescue Main switchboard	<a href="mailto:enquiries@kent.fire-uk.org">enquiries@kent.fire-uk.org</a>	01622 692121	n/a
Southeast Coast Ambulance Headquarters	<a href="http://www.secamb.nhs.uk/contact_us">http://www.secamb.nhs.uk/contact_us</a>	0300 123 0999	n/a
NHS	<a href="http://www.nhs.uk">http://www.nhs.uk</a>	111	111
Environment Agency General enquiries	<a href="mailto:enquiries@environment-agency.gov.uk">enquiries@environment-agency.gov.uk</a>	03708 506 506	n/a
Environment Agency Incident reporting	n/a	0800 80 70 60	0800 80 70 60
Environment Agency Floodline	n/a	0345 988 1188	0345 988 1188
Electricity - Power cuts UK Power Networks	<a href="http://www.ukpowernetworks.co.uk/internet/en/power-cuts/">http://www.ukpowernetworks.co.uk/internet/en/power-cuts/</a>	0800 316 3105	From mobiles: 0333 323 2105
Gas Leaks Gas	<a href="http://www2.nationalgrid.com/UK/Safety/Gas-emergency/">http://www2.nationalgrid.com/UK/Safety/Gas-emergency/</a>	0800 111 999	0800 111 999
Southern Water General enquiries	<a href="https://www.southernwater.co.uk/call-us">https://www.southernwater.co.uk/call-us</a>	0330 303 0368	n/a
Southern Water Leak line	<a href="https://www.southernwater.co.uk/call-us">https://www.southernwater.co.uk/call-us</a>	0800 820 999 or 0330 303 0146	0800 820 999 or 0330 303 0146
South East Water Water Supply enquiries	<a href="http://www.southeastwater.co.uk/contact-us">http://www.southeastwater.co.uk/contact-us</a>	0333 000 0002	0333 000 0365

