

Harberton Parish **Community Emergency Plan**

December 2018

Notes

If an emergency occurs, your first action should always be to contact the emergency services by dialling 999.

The District Council has trained officers who will respond to emergency situations and should be contacted through the switchboard at 01803 861234

The initial local contact is the Harberton Parish Clerk on 0845 557 8469 or the Chairman or Deputy Chairman of the Council.

No one should place themselves in danger or ask others to undertake any act that will place them in jeopardy. The Emergency Services even in the most difficult conditions are still the best agency to undertake those tasks and must be called.

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1. Introduction

a) Role of Plan

The aim of this plan is to increase resilience within the local community through developing a robust, co-ordinated approach that complements the plans of responding agencies.

The objectives are to:

- Identify the risks most likely to impact on the community
- Identify relevant steps to mitigate and respond to emergency situations including preparing the community as required
- Identify vulnerable people and groups in the community
- Identify resources and skills available to assist during an emergency
- Provide key contact details
- Provide information and assistance to Emergency Services upon their arrival and as appropriate throughout the emergency response.

b) Potential risks

Emergencies can arise without warning and from a range of reasons. In many cases the crises only affect individuals, but major events can affect the community as a whole. Potential emergencies that may impact on the Parish include:

- Severe weather with heavy rain resulting in flooding and heavy snowfall blocking roads
- Failure of public utilities including electricity and water supplies
- Road and aircraft accidents
- Fire
- Hazardous radiation arising from nuclear accidents
- Terrorism attacks including cyber crime affecting public utilities and/or businesses
- Medical epidemics affecting the residents of the Parish, and animal epidemics such as Foot and Mouth which impact on residents as well as the stock affected.

The probability of any particular event varies. Emergencies associated with terrorism, air crash or nuclear accident have a low probability whereas road accidents and severe weather events are much more likely.

c) Procedures

When an emergency situation arises,

- it should be reported to a member of the core emergency team.
- The latter should assess the scale and type of event
- Contact and liaise with the Emergency Service leading the response
- If appropriate convene a meeting of the full emergency team
- Prepare a plan making use of local resources to assist the Emergency Service

- Implement the plan making use of local resources and volunteers
- Debrief volunteers active in implementing the plan
- Assess the impact of the plan including success and failures
- Record the event, action taken, outcome and any lessons for future events

The process can best be carried out from a designated control base which normally should be either the Parish Hall at Harberton or the Village Hall at Harbertonford.

2. Emergency Response Team

a) Role

The role of the Emergency Response Team is to:

- Liaise with the Emergency Services and the District Council Emergency officer
- Initiate action by local volunteers
- Communicate with Parish residents
- Monitor and record details of the emergency/incidents

b) Members

The core emergency team consists of:

- Chairman of the Parish Council
- Deputy Chairman of the Parish Council
- Clerk of the Parish Council

Once alerted to an incident/emergency, any member of the core team can convene the full emergency response team, including all members of the Parish Council and any volunteer with appropriate skills to offer in respect of the type of incident.

c) Responsibilities

The Emergency Response Team will be responsible for:

- Identifying the type and scale of the emergency
- Contacting the appropriate Emergency Services including the District Council Emergency Officer to offer any assistance and contacts required
- Identify any action to be taken by the Council and the available local resources including volunteers
- Organise and tasks appropriate volunteers to take action
- Provide information to the residents of the Parish including advice for individual action
- Record details of the emergency, the response and action taken and outcomes
- Reviewing and updating the Community Emergency Plan each year at the AGM.

d) Communications

Communications between the emergency team, volunteers, the Emergency Service and the local community will be essential for effective action.

- Telephone contact by mobile or land line will be the primary communication link. In the case of a breakdown of wireless or electricity links, land lines form a useful back up to the mobile network
- The Harberton Newsletter site together with the Harbertonford Village Life and Parish Magazine are useful means of disseminating information to the local community at large, as well as social networks

- Local radio can also be a useful source of information and advice

e) Records

In order to learn lessons for future emergencies, it is important to record information on the emergency event, who was involved in dealing with it, action taken by the emergency team and volunteers, resources used and lessons learnt. The records should form part of the Parish Council meetings and archive.

The Community Emergency Plan should be reviewed annually to update information and procedures as necessary

3. Flooding

a) Potential Threats

Main threats include:

- a. Rivers and streams overflowing their water courses
- b. Run off from fields and roads during heavy rain and saturated ground
- c. Blocked drains, culverts and buddle holes leading to local flooding
- d. High water table levels during prolonged wet period

b) High risk areas

1. Properties close to the River Harbourne in Harbertonford, notably in Woodland Road, Old Road and Bow Road, including the Malsters Arms.
2. Properties in lower Harberton along Vicarage Ball and alongside the Cholwell Stream. The watercourse drains a wide area of mainly agricultural land which feeds run off into the stream during wet weather. The capacity of the watercourse is constrained by the capacity of the culvert resulting in flooding in the immediate vicinity, exacerbated by runoff from the road from Luscombe Cross.

c) Organisations

The organisations concerned with flooding issues include:

- The **Environment Agency** has a responsibility to provide a monitoring and advisory service, and for main rivers including the Harbourne below Harbertonford Bridge.
- **Devon County Council** has responsibility for monitoring and advisory service for minor streams below main rivers status
- **South Hams District Council** can provide advice on protecting individual properties and assistance with sandbags
- **South West Water** is concerned with flooding arising from sewers and water pipes
- **Residents** have a responsibility to protect their property from the effects of flooding.

d) Contacts

Environment Agency : 0345 988 1188 (24 hour flood call service)

Devon County Council: 0345 155 1004 (flooding on highways and blocked drains)

South Hams District Council: 01802 861234

: 01803 867034 (out of hours)

South West Water: 0844 346 2020

Parish Council contacts: George Waite (Harbertonford) 01803 732191 Or 01803 732465

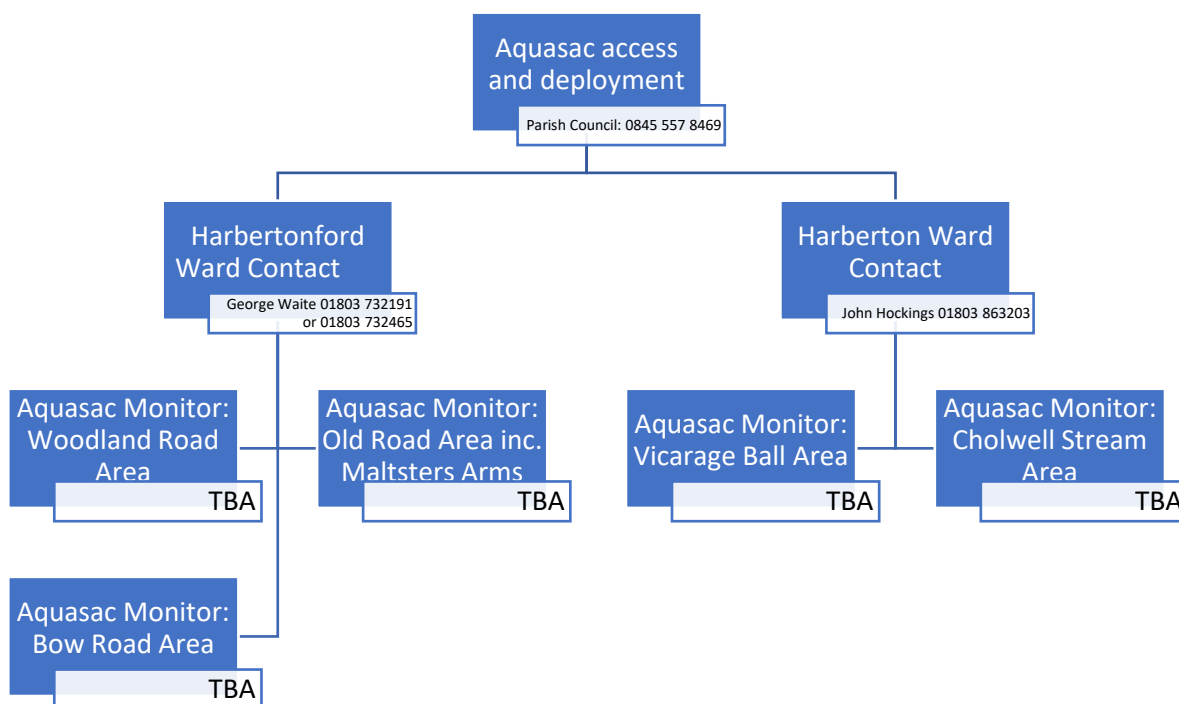
: John Hockings (Harberton) 01803 863203

e) Resources

- A limited supply of reusable Aquasacs is stored in the Parish and can be obtained through the Parish representatives. Parish Council Ward representatives will co-ordinate deployment with 'Aquasac monitors': volunteer residents from the areas most at risk of flooding to

ensure that Aquasacs are deployed strategically for the most effective benefit. See figure below.

- South Hams District Council can supply up to 10 sandbags to protect individual households. Initial enquiries re supply can be made through George Waite or directly to South Hams Totnes Depot
- In exceptional circumstances, the Fire Service may be able to assist with pumping out flood waters.



3. Snow

a) Potential threats

Snow is not a regular occurrence in the Parish, but heavy snowfall can take place. On such occasions considerable disruption can occur on roads throughout the Parish resulting in:

- Temporary blocking of the A381 and the Totnes – Avonwick road
- Closure of minor roads throughout the Parish cutting off villages, hamlets and isolated dwellings
- Damage to overhead telephone and electricity lines
- Isolation of stock in fields away from farmsteads

Thawing of accumulated snow and ice could result in local flooding, as well as making driving and walking treacherous.

b) High risk

- Villages, hamlets and isolated dwellings where access is restricted or blocked by snow
- The elderly and infirm confined to home by snow and/or ice
- The primary school

c) Organisations

- Devon County Council Highways is responsible for clearing major routes including the A381 and the Totnes-Avonwick Road
- The County Council also provide grit/salt for roadside bins at critical points on the minor road network

d) Local resources

- The Parish Snow Warden and his team of assistants will seek to clear streets away from the main road using deposits of salt and grit contained in the bins to aid pedestrian and traffic movement
- Volunteers with machinery capable of clearing snow and ice will be mobilised to open up minor roads within the Parish
- Volunteers with 4 wheel drive vehicles capable of coping with road conditions will be mobilised to assist in delivering supplies and transporting people.

5. Accidents and incidents

a) Potential threats

Road accidents vary in severity from minor shunts to those involving numerous casualties. The A381 linking Totnes to Kingsbridge and Dartmouth together with the Totnes – Avonwick road carry substantial volumes of traffic particularly during the summer holiday season. The traffic includes large articulated lorries, tourism coaches and caravans on single carriageway roads. The numerous bends and frequent junctions with poor sight lines increases the risk of collision.

Fire in residential and/or commercial buildings can cause casualties as well as damage to property.

Air crashes are fortunately rare and major disasters such as Lockerbie even more so. The Parish lies under multiple flight paths for commercial aircraft as well as low flying civil and military helicopters.

b) High risks

- The A381 and Totnes – Avonwick road corridors have the highest risk of serious accident due to higher traffic volumes and speeds compared to the minor road network.
- Fire can be particularly serious in more densely built up areas with terraced and semi-detached properties.
- The impact of air crashes can be widespread and devastating in built up areas

c) Organisations

- Police, the lead emergency service - 999
- Fire, with specialist equipment to access vehicles involved in accidents - 999
- Ambulance service - 999
- Civil Aviation Authority with responsibilities for aircraft safety – 0330 022 1500
- Devon County Highways 0345 155 1004

d) Resources

Accidents normally involve specialist expertise provided by the emergency services. However, local assistance could include:

- Volunteers with medical skills living within the Parish
- Defibrillators available in the two villages
- Air ambulance landing sites within the Parish including the night landing site in Harbertonford.

6. Health emergencies

a) Potential Threats

The Government judges that a flu pandemic is the second highest risk after terrorism. A pandemic is the rapid nationwide spread of a new viral strain of flu that people have no immunity to resulting in a more widespread and serious illness than seasonal flu.

In a worst case scenario, up to half of the population could be infected over one or more waves each lasting 12-15 weeks. At peak, 10-12% of the population could be infected per week. Up to 4% with symptoms may need hospitalisation and up to 2% may die.

Emergency, health and essential services will be under stress due to heavy demand and staff illness, with hospitals closed to all but emergency admissions.

b) High risks

All ages are likely to be infected. In particular, at greater risk are:

- Those with underlying medical conditions
- Pregnant women
- Children
- Otherwise fit young adults

It will be important to encourage vaccination to vulnerable people as well as volunteers and the Emergency Team.

c) Organisations

- Local GP services
Leatside Surgery 01803 862671 and Catherine House Surgery 01803 862073
- Totnes Community Hospital 01803 862622
- Torbay Emergency Duty Service
The Service provides social work support in Torbay outside normal office hours – 0300-456-4876
- Intermediate care service
The service consists of a team of nurses, social carers, physios and their feet. The service is usually arranged/contacted via the GP
- Mat Team
The team is attached to the acute admissions ward at Torbay Hospital offering a hospital at home service. Contact through Torbay hospital 01803 614567
- The Red Cross
They provide a support service aimed at helping people just discharged from hospital – 0344 871 1111
- Totnes Caring
Provide home support and voluntary transport service to hospital for the vulnerable and elderly persons – 01803 865684

d) Local resources

The Parish Council has a role to play in bringing advice to the community as a whole re information on the pandemic, symptoms and treatments.

The Emergency Team could also mobilise volunteers to support health and social services in visiting and providing assistance in the home for those affected by illness.

7. Utility failures

a) Potential threats

Serious failures by the public utilities are rare but can have a major impact on local communities when they do occur. Threats include:

- Electricity outages due to system failure and/or bad weather damaging overhead lines
- Water supply disruption resulting from major leaks in the system
- Contamination of water supply by chemical or biological sources

Interruption to gas supplies are rare, and if they do occur will only impact on Harbertonford which has a mains gas supply. Loss of telephone land lines and/or mobile signals occur locally but are usually limited in duration. Interruptions impacting on the internet can seriously disrupt local businesses.

b) High risks

Disruptions to electricity and /or water supplies impact on the community as a whole. Within the community it is likely to particularly put at risk:

- Ill people
- The elderly
- Young families

c) Organisations

- Electricity – Western Power – emergency number 0800 6783 105
- Water – South West Water – 0800 230 0561
- Gas – Wales and West Utilities, National Emergency Helpline – 0800 111 999
- Telephone – Openreach – 0800 800 154

d) Resources

- Bottled water may be supplied by South West Water in emergency
- Bottled water for sale is stocked by Harbertonford Post Office and Stores and the Harbourne Filling Station
- The shop and garage also stock batteries and candles for emergency lighting.

8. Other threats

a) Nuclear accident

There is a potential risk of an accident in a nuclear facility resulting in the leakage of radiation material over the Parish. Nuclear sites where an accident could impact over a wide area include the Nuclear Submarine Base at Devonport (20 miles), Hinckley Point Nuclear Power Station (56 miles) and the French Nuclear Processing Facility at Cap de la Hague (94 miles).

Should an accident occur, communication with the local community through local and national radio as well as local information networks will be important in providing advice and information.

b) Agricultural emergencies

Outbreaks of diseases such as Foot and Mouth and birdflu can have devastating effects on the farming community. There are well established procedures and guidance available from the Ministry of Agriculture for farms affected in the Parish, with much of the action required to combat outbreaks falling on the farmers themselves.

However, there may be action which the wider community could take to assist in meeting the challenges posed by the disease outbreaks including information to the local community and visitors on behaviour in the affected areas and practical assistance in temporary closures of footpaths or open spaces. Any such actions instigated by the Emergency Team should only be carried out in conjunction with Ministry of Agriculture and the advice of local farmers affected by the emergency.

9. Resources

a) Shops

Harbertonford Shop & PO	01803 732220	
Harbourne Filling Station	01803 732445	

A wide range of further shopping facilities are available in Totnes

b) Fuel

Harbourne Filling Station	01803 732445	
Totnes Cross Garage	01803 712533	
Morrisons Filling Station	01803 862943	

c) Commercial Accommodation

Church Barn Harberton	01803 868652	
The Tall House, Harberton	01803 864352	
Virginia Cottage, Harberton	01803 866554	

There are also a number of Air B&B outlets in the Parish which can be contacted through their website.

Accommodation is also available in hotels and inns at Ashprington, Bow Bridge, Tuckenhay and Totnes..

d) Inns

Church House Inn, Harberton	01803 863707	
Malsters, Harbertonford		

There are further establishments at Halwell, Bow Bridge, Tuckenhay, Ashprington and Totnes.

e) Emergency Accommodation

Harberton Parish Hall	Jan Carne	01803 863014
Village Hall Harbertonford	Jean Blackler	01803 732588
Harbertonford Primary School	Elizabeth Lethbridge	01803

All three venues have kitchen and toilet facilities, and could provide temporary accommodation for around 50 – 100 people

In addition both St Andrews Church, Harberton and St Peter's Church, Harbertonford could provide emergency accommodation and/or assembly points, although neither church has toilet facilities

	Rev David Sayle	01548 821199
St Andrew's Harberton	Mrs Edwina Hookway Mrs Alicia Stolliday	01803 732201 01803 867372
St Peter's Harbertonford	Hazel Willis	01803 732672

f) Doctors

Leatside Surgery	01803 862671	
Catherine House	01803 862072	

g) Chemists

Boots	01803 847819	
Well Pharmacy Totnes	01803 863093	
Morrisons	01803 862943	

h) Hospitals

Totnes Hospital	01803 862622	
Torbay Hospital	01803 614567	

i) Veterinary Services

Seymour Vets	01803 866283	
Dartmoor Vale	01803 862142	

j) Medical emergency

Defibrillator	Harberton Bus shelter	
Defibrillator	Harbertonford Post Office	
Night Landing site	Harbertonford football field	

10. Contacts**a) Emergency Services**

Police	999
Fire	999
Ambulance	999
Coastguard	999

b) Local Authorities

Devon County Council	0845 1551015
South Hams District Council	01803 861234

c) Parish Council

Core Emergency Team	
Cllr Ginny	01803 847659
Cllr David Camp – Deputy Chair	07855 774098
Cat	0845 5578469
Standing Team Members	
Cllr John Hockings	01803 863203
Cllr Steve Hockings	01803 840680
Cllr Sean White	
Cllr Nick Williams	01803 864413
Cllr Peter Beamish	01803 732476
Cllr Chris Bowley	
Cllr Gwen Janes	01803 732447
Cllr Nuala McDonnell	
Cllr George Waite	01803 732191
Snow warden – Cllr Steve Hocking	01803 840680
Flood warden – Cllr George Waite	01803 732191
Flood warden – Cllr John Hocking	01803 863203
Tree warden – Cllr Chris Bowley	
Tree warden -	

11. Household resilience

It is everyone's personal responsibility to be prepared for an emergency. It will reduce the impact on you and your household and make you less dependent on the emergency services.

To help you to survive in emergencies when power, heat, water or access to shops may be unavailable, it could be useful to keep some or all of the following items in the home.

- List of emergency contact numbers
- Battery (or wind up) operated torches or lamps and spare batteries
- Battery (or wind up) operated radio and spare batteries
- Any essential medication, some toiletries and first aid kit
- Three days supply of bottled water and ready-to-eat food that won't spoil
- Copies of important documents such as insurance policies and birth certificates
- Pencil, paper penknife and whistle
- Spare keys to home and car
- Spare glasses or contact lenses
- If needed baby and pet supplies

It is also useful to consider having some alternative means of heating, cooking and lighting in the case of emergencies involving prolonged outages of electricity and/or gas. Know the emergency procedures at your children's schools. Are there any elderly, disabled or vulnerable family members, friends or neighbours that might need your help?

Appendices

Restricted circulation to Emergency Team Members only.

All volunteers to give their consent to inclusion in the tables.

I Volunteers

a) Persons with medical experience

b) Volunteers with heavy moving equipment

To assist in road clearance including fallen trees, snow or rock fall

c) Volunteers with four wheel drive vehicles

To assist in carrying people or goods during difficult driving conditions

II Areas and persons at risk

a) Properties at risk

- Harbertonford primary
- Houses at risk of flooding in Harberton and Harbertonford
- Isolated dwellings away from villages and hamlets

b) Vulnerable people

- Elderly
- Ill and/or disabled
- Pregnant
- Young children