Draft
South Tarrants
COMMUNITY EMERGENCY RESPONSE PLAN

Your priority is to stay safe
If you are in immediate danger call 999

SEPTEMBER 2023

Why is resilience important?
Communities that spend time planning and preparing are best placed to respond to and recover more quickly from local or wider emergencies.

They can use local knowledge and expertise to identify and prioritise risks and put in place plans to mobilise local skills and resources in response to an emergency

Definition of an emergency

An emergency / major incident is any event or circumstance (happening with or without warning) 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.

What are the benefits of community resilience?

1. It identifies who in your community might need your help
2. It makes you aware in advance of local risks and mitigation measures which could reduce the likelihood of an emergency occurring
3. Preparing yourself, your family and your community makes it easier to recover from the impacts of an emergency

4. Utilising local knowledge, skills and resources can significantly reduce the impact of an emergency: Local emergency responders will always have to prioritise those in greatest need, especially where life is in danger and during those first few critical hours.

Why develop a Community Emergency Plan?

To increase resilience within the local community (before, during and after emergencies) and to link into the local councils' (statutory authorities) and emergency services' emergency response structures.

This Plan documents how the South Tarrants would respond in an emergency situation e.g. while awaiting the assistance of statutory authorities/emergency services, or in support of them.

It is not the role of the community to take on the responsibilities of these agencies e.g. to save life; to take any risks to themselves; or to cope for hours without agencies' help and support.

Plan objectives:

- Identify the risks to the community and relevant response actions
- Identify vulnerable people / groups in the community
- Identify resources available in the community to assist during an emergency
- Provide contact details for the Community Response Group (CRG); key community resources; the Emergency Services; and local councils.

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Community Response Team Activation guidance documents and response tools

ACTIVATION OF THE PLAN

This plan will be activated when an emergency has occurred, or if warnings are received prior to an anticipated event.

It will also be activated when emergency services need support or are not able to attend immediately e.g. in severe weather.

If this is the case, the Community Response Team will assess the situation, ring Emergency Services if necessary and consult with the District/Borough Council. The Community Response Team will then put all or part of the Plan into effect as appropriate.

Follow Community Response Team Triggers and Activation procedure overleaf

Community Map?
Areas of risk
Community hub
Location of hard copy of this plan
Location of any specialist kit and equipment
Location of community food bank
Etc

Community Map?
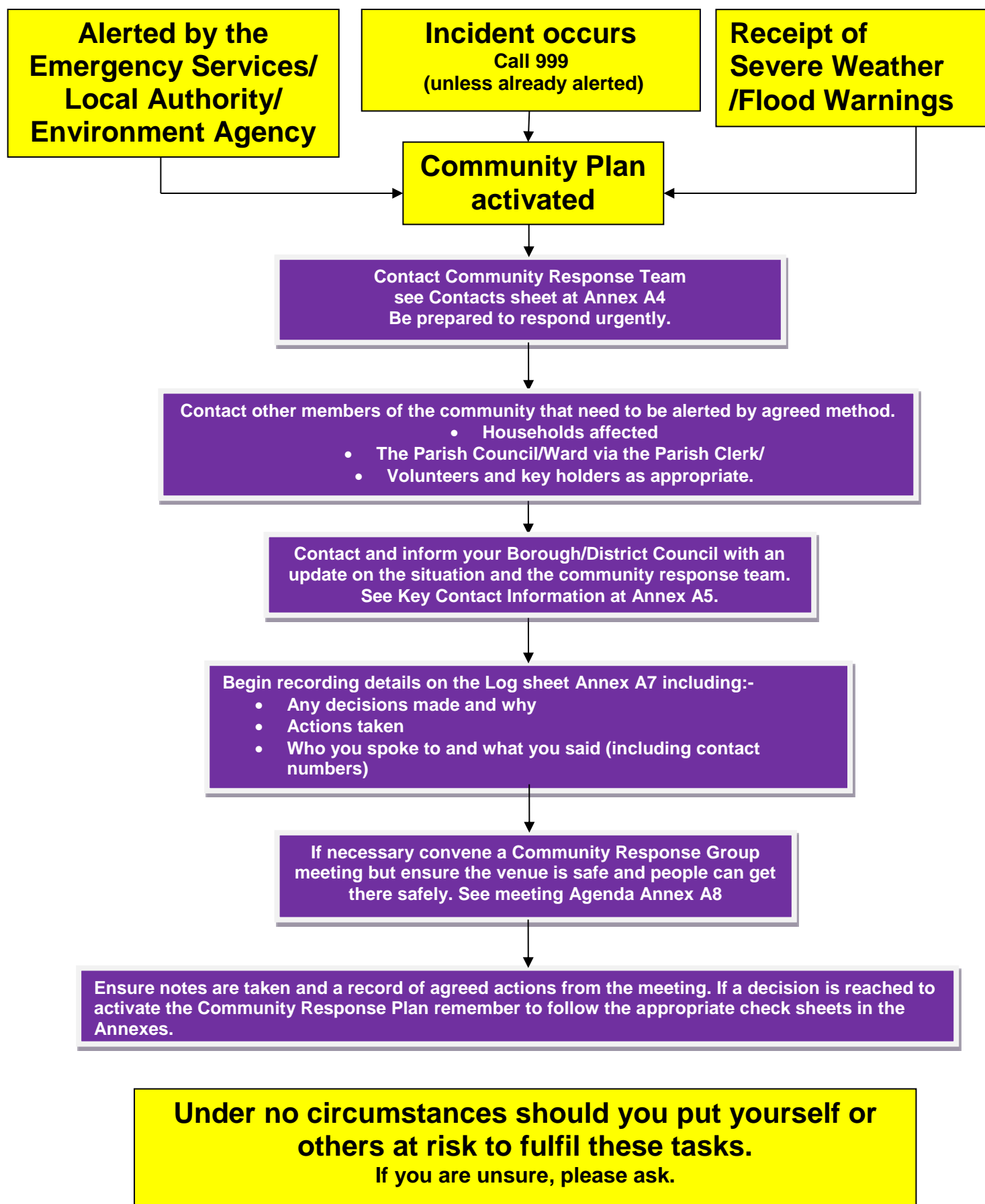*Areas of risk*
Community hub
Location of hard copy of this plan
Location of any specialist kit and equipment
Location of community food bank
Etc

Community Response Team Triggers and Activation

Alerted by the Emergency Services/ Local Authority/ Environment Agency

Incident occurs
Call 999
(unless already alerted)

Receipt of Severe Weather /Flood Warnings

Community Plan activated

Contact Community Response Team
see Contacts sheet at Annex A4
Be prepared to respond urgently.

Contact other members of the community that need to be alerted by agreed method.
- **Households affected**
- **The Parish Council/Ward via the Parish Clerk/**
- **Volunteers and key holders as appropriate.**

Contact and inform your Borough/District Council with an update on the situation and the community response team.
See Key Contact Information at Annex A5.

Begin recording details on the Log sheet Annex A7 including:-
- **Any decisions made and why**
- **Actions taken**
- **Who you spoke to and what you said (including contact numbers)**

If necessary convene a Community Response Group meeting but ensure the venue is safe and people can get there safely. See meeting Agenda Annex A8

Ensure notes are taken and a record of agreed actions from the meeting. If a decision is reached to activate the Community Response Plan remember to follow the appropriate check sheets in the Annexes.

Under no circumstances should you put yourself or others at risk to fulfil these tasks.
If you are unsure, please ask.

Activation of the Plan

Having a Community Emergency Response Plan is not a substitute for calling 999 if there is risk to life. This procedure details the call out order, communicating of information to the community and logging of actions.

- When an emergency happens, you will need to know how to activate your plan and contact your volunteers.

- You will have made your Community Response Team (CRT) aware of the plan as part of your planning process, so in most circumstances you will activate your plan in response to a call from the local category 1 responders (eg local authority, emergency services etc). You should work with them to identify how they will contact you and how you should contact them.

- You should develop a series of triggers you can use as a community to decide whether and when to take action.

- Using your list of skills, people and resources at **Annex A9** you will need to decide what you can do to safely support the work of the local emergency responders.

Community Response Group

First Community Response Group Meeting – (Sample draft agenda for your first meeting in an emergency situation **Annex A8.**)   It is important to make sure that everyone is safe and working in a co-ordinated way.

Incident Co-ordination

The community has identified their Emergency Meeting Points (EMP) as follows:

The primary EMP will be at: **Anne Biddlecombe Hall
Tarrant Keyneston DT11 9JE**

The secondary EMP will be at: **N/A**

EMP equipment is located at: **Meadowbrook,
Tarrant Keynston DT11 9JE**

Upon arrival of the emergency services, may locate at a different EMP, the Community Response Co-ordinator should make him/herself known to the emergency services. They should provide them with a copy of this Community Emergency Response Plan and be available to provide local knowledge.

A CRT should be established to co-ordinate the community's response to an incident. They are also responsible for keeping the plan up to date.

EVACUATION – During an emergency it may be necessary for some members of your community to be evacuated from their homes to a safe place (see **Annex A12** for identified locations). Speak to those co-ordinating the response to see what role the CRT can play. You may be able to assist with door knocking and the delivering of emergency messages or the running of a rest centre.

COMMUNICATIONS – Discuss how to cope if communications are disrupted in the area. You may have access to two-way radios or amateur radio groups. It may be necessary to consider door knocking as an option to communicate with the public. It is important to ensure that any messages delivered to the community are consistent with those issued by local or national authorities.

A sample Telephone Tree for cascading information can be found at **A6**

The role of the Community Response Team Co-ordinator is to:
- Pull together the Community Response Plan
- Ensure that the plan is regularly reviewed and updated.
- Report annually to the community, detailing if the plan has been activated and highlighting any changes to the Community Response Team members. *(Possibly via a Council Meeting)*
- Act as the main contact point for your local community area and the emergency services, to ensure that two-way communication is continually maintained.
- Ensure that the appropriate authorities and individuals are notified.
- Speak on behalf of the community as required
- Communicate important messages to the community. *(Consider signage/local radio etc) Please note: Press enquiries should be directed to your local councillor. In some instances the Emergency Services will take the lead with media enquiries*
- Delegate specific roles to others members of the Community Response Team.
- Activate resources as required.

Tasks should be delegated to team members as appropriate. The Co-ordinator should ensure that all team members are engaged in the planning and response processes.

All members of the Community Response Team should:
- Reside in the community.
- Have good local knowledge.
- Be able to activate the support of the community.
- Speak on behalf of the community at incident meetings during and after the emergency.
- Ensure that the vulnerable are provided with additional assurance during an emergency.
- Ensure that communications are maintained within the community and to the Local Authority Councils.
- Ensure that confidentiality is maintained where necessary.
- Maintain his/her own action log in the event of an emergency.
- Create a 'grab bag' containing the plan and any appropriate clothing/equipment that may be required.
- Have sufficient knowledge of the plan to act as designated Co-ordinator in their absence if required.
- The Deputy and other team members should support the Co-ordinator in carrying out their role.

Community Response Team (CRT) contact information

Community Response Team Coordinator **Ray Thompson**	**Office hours:**	Tel: 07889 096939 Email: ray.thompson@tarrantmeadow.co.uk
	Out of hours:	As above
Angie Thompson	**Office hours:**	Tel: Email:
	Out of hours:	Tel: Mobile:
Phil Challoner	**Office hours:**	Tel: Email:
	Out of hours:	Tel: Mobile:
Sue Challoner	**Office hours:**	Tel: Email:
	Out of hours:	Tel: Mobile:
Pamela Eaton	**Office hours:**	Tel: 01258 454559 Email:
	Out of hours:	Tel: Mobile: 07747 119808
Christopher Garland	**Office hours:**	Tel: 01258 480293 Email:
	Out of hours:	Tel: Mobile:
	Office hours:	Tel: Fax:
	Out of hours:	Tel: Mobile:
	Office hours:	Tel: Email:
	Out of hours:	Tel: Mobile:
	Office hours:	Tel: Email:
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	Office hours:	Tel: Email:
	Out of hours:	Tel: Mobile:
	Office hours:	Tel: Email:
	Out of hours:	Tel: Mobile:
	Office hours:	Tel: Email:
	Out of hours:	Tel: Mobile:

Key contact information

Contact details for statutory authorities and emergency services

Emergency Services	**24 hours:**	Tel:	999
Dorset Police **non-emergency number**	**24 hours:**	Tel: Website:	101 www.dorset.police.uk
Dorset & Wiltshire Fire & **Rescue Service** Five Rivers Health & Wellbeing Centre, Hulse Road, Salisbury SP1 3NR	Always call 999 in an emergency. If your call is operationally urgent, or you need to contact us out of hours, please contact Fire Control on 0306 799 0019. Tel: 01722 691000 Email : enquiries@dwfire.org.uk Website: www.dwfire.org.uk/		
District/Borough Council - not **applicable**	**Office hours:**	Tel: Website:	N\A
	Out of hours:	Tel: Mobile:	
County Council - Dorset	**Office hours:**	Tel: Website	01305 251000 www.dorsetforyou.com
	Out of hours:	Tel: Mobile:	
Dorset Council **Highways Emergencies**	**Office hours:**	Tel: Email:	01305 221020
	Out of hours:	Tel: Mobile:	0845 0678999
Report a sewerage flooding	**Office hours:**	Tel: Email:	0345 8505959
Report property flooding		Website:	https://apps.geowessex.com/swim/
Report road flooding		Website:	https://www.dorset/roads-and- driving/report-a-road-problem
Environment Agency: Incident Communications Service for public	**24 hours:**	Tel: Email:	0800 807060
	Out of hours:	Tel: Mobile:	
Environment Agency **Flood line (24 hr)**	**24 hours:**	Tel:	0345 9881188
		Website:	www.gov.uk/flood
Environment Agency General Enquires		Tel: Website:	03708 506 506 enquiries@environment-agency.gov.uk
Met Office General Enquiries (24hr)	**24 hours:**	Tel: Website:	0370 900 0100 enquiries@metoffice.gov.uk
Met Office Website for weather forecast and warning information		Website:	http://www.metoffice.gov.uk/

Key contact information (continued)

Met Office Mobile Website For weather forecast and warning information		Website:	http://www.metoffice.gov.uk/services/mobile-weather
Met Office App for weather forecast and warning information		Website:	http://www.metoffice.gov.uk/services/mobile-digital-services/weather-app
Met Office Twitter (24 hr) for weather forecast and warning information		Twitter:	@metoffice
National enquiry number for power outages	**24 hours:**	Tel:	105
Scottish & Southern Energy Power Distribution	**24 hours:**	Tel: Email:	0800 072 7282
Western Power Distribution	**24 hours**	Tel:	0845 651651
British Gas	**24 hours:**	Tel: Email:	0800 111999
Southern Gas Networks NECC Emergency Contact (General Public)	**24 hours:**	Tel: Email:	0800 111999
	Office hours:	Tel: Mobile:	01929 818020
NHS Choices	**Office hours:**	Tel: Website:	111 www.nhs.uk
Parish Council Chair: **James Cossins**		Tel: |Mobile:	01258 452769 07836 729476
Parish Council Clerk: **Kate Huck**		Mobile:	07706 490077
Parish Council Flood Warden And Community Resilience **Mark Deketeleare**		Mobile:	07736 071703
Local place of safety key holder: **Pam Eaton**		Mobile: Tel:	07747 119808 01258 454559
Chris Garland		Email: :	chrisgarland@sky.com
	Office hours:	Tel: Email:	
	Out of hours:	Tel: Mobile:	
	Office hours:	Tel: Email:	
	Out of hours:	Tel: Mobile:	
	Out of hours:	Tel: Mobile:	

Sample Telephone Tree

The Telephone Tree works as a pyramid, with the coordinator at the top making the first call to two people; in turn they call an assigned set of people and so on until the tree is complete

CURRENT PARISH COUNCILLORS
Tarrant Crawford:
Nick Parker
Telephone: 857453
Mobile: 07836 265756

Tarrant Keyneston:
Stuart Thomson
Telephone: 451185
Mobile: 07979 797889

Chris Garland
Telephone: 480293

Pam Eaton
Telephone: 454559
Mobile: 07747 119808

Ray Thompson
Mobile: 07889 096939

Debbie Beale
Telephone: 453686

Tarrant Rushton:
Tim Munford
Telephone: 459582

Nick Harding
Telephone: 458318
Mobile: 07887 773870

Mark Deketelaere
Mobile: 07736 071703

Tarrant Rawston
James Cossins
Telephone: 452769
Mobile: 07836 729475

Andy Sweetland
Telephone: 488774
Mobile: 07979 570938

Incident Log Summary Sheet

Date/Time (24hr)	Call from: (where appropriate)	Call to: (where appropriate)	Message / Event Text (including decisions and outcomes)

Incident Log Summary Sheet (continued)

Date/Time (24hr)	Call from: (where appropriate)	Call to: (where appropriate)	Message / Event Text (including decisions and outcomes)

Community Response Team
Meeting Agenda
In the event of an emergency and your plan's activation, this suggested agenda can help guide your response.

Date:

Time:

Location:

Attendees:

1. What is the current situation?

- Location of the emergency
- Type of emergency
- Has immediate threat to life been addressed? Are Emergency Services on site? Who is maintaining contact with them?
- Are there any vulnerable people involved?

- Have essential services (electricity, gas or water) been affected? Have appropriate authorities been informed? By who?

2. What local skills and resources do we need? (refer to Local skills and resources assessment sheet at Annex A11) Who is going to secure them?

- Food

- Off-road vehicles

- Blankets

- Shelter (refer to Shelter Locations sheet at Annex A14

3. How can we support the emergency services? Who will take the lead for agreed actions

4. What about ongoing communications?

- With residents – who will take the lead on this

- With essential service providers – who will lead on this

- With County Council officers – who will take the lead on this

    5. Any other issues?

Dorset Community Risk Register

The Dorset LRF Community Risk Working Group has considered the National Risk assessment and agreed the risks to the Dorset LRF area. These can be found on the Dorsetprepared website http://www.dorsetprepared.org.uk/media/57506/dorset-lrf-public-crr-7-november-2018.pdf and is also shown overleaf.

Local Community Risk Assessment

Many of the risks will be planned for at a National / Regional / County or District level. Therefore the risk assessments may consider how the community could respond to ensure the community's safety / wellbeing relevant to your local area by using your local knowledge.

Environment Agency Local Flood Risk Assessments

The Environment Agency Local Flood Warning Plan contains assessments and useful information of those areas at risk of flooding and can be made available to help develop the community plan.

Considering the risks to your community, complete the template **A10 on pages 18-21** detailing the likely impact on the community and what the Community Emergency Group can do to prepare.

Completion of the templates listed below, found on pages 22-25, will also assist in recognising who has local skills, key resources available and what vulnerable people and groups require special consideration.

Templates

A11 Local Skills and Resources
A12 Community Sandbag Stores (if available)
A13 Vulnerable Groups within the community
A14 Key locations identified with the emergency services for use as places of safety

The most current Dorset Community Risk Register can be found by clicking here
http://www.dorsetprepared.org.uk/media/57506/dorset-lrf-public-crr-7-november-2018.pdf
and is shown here.

Risk Ref	Risk Name	Impact	Likelihood	Risk Rating
H23	Pandemic Influenza	4-Significant	4-Medium High	Very High
H41	Failure of national electricity transmission	4-Significant	3-Medium Low	Very High
H18	Cold and Snow	3-Moderate	3-Medium	High
H19	Coastal Flooding	3-Moderate	4-Medium High	High
H21	Fluvial Flooding	3-Moderate	3-Medium	High
H22	Surface Water Flooding	3-Moderate	3-Medium	High
H24	Emerging infectious diseases	3-Moderate	4-Medium High	High
H62	Poor Air Quality	3-Moderate	4-Medium High	High
H9	Toxic chemical release	to be reviewed 2019	to be reviewed 2019	High
HL108	Localised flooding caused by groundwater emergence/ spring activity	3-Moderate	4-Medium High	High
H1	Gas supply infrastructure (Installations)	2-Minor	2-Medium Low	Medium
H13	Radiation release from foreign nuclear facility	3-Moderate	2-Medium Low	Medium
H14	Food supply contamination	2-Minor	4-Low	Medium
H16	Aviation crash	3-Moderate	1-Low	Medium
H17	Storms and Gales	2-Minor	4-Medium High	Medium
H25	Disease Animals	2-Minor	3-Medium	Medium
H31	Industrial action - Fuel tanker drivers	2-Minor	3-Medium	Medium
H32	Fuel supply (Insolvency)	2-Minor	4-Medium High	Medium
H38	Technical failure of a critical upstream oil/gas facility, gas import pipeline terminal, or Liquefied Natural Gas (LNG) import reception facility leading to a disruption in upstream oil and gas production	to be reviewed 2019	to be reviewed 2019	Medium
H39	Water supply infrastructure failure	2-Minor	2-Medium Low	Medium
H4	Accident - Hazardous liquids supply infrastructure	2-Minor	2-Medium Low	Medium
H44	Reservoir dam failure/collapse.	3-Moderate	2-Medium Low	Medium
H45	Failure of regional electricity transmission	3 - Moderate	2 - Medium Low	Medium
H46	Biological substance release	2-Minor	3-Medium	Medium
H48	Heat wave	2-Minor	2-Medium Low	Medium
H50	Drought	2-Minor	2-Medium Low	Medium
H56	Severe space weather	2-Minor	4-Medium High	Medium
H57	Public Disorder	2-Minor	4-Medium High	Medium
H58	Wildfires	2-Minor	2-Medium Low	Medium
H59	Financial/Banking system infrastructure failure	2-Minor	3-Medium	Medium
H60	High consequence dangerous good (road or rail tanker accident)	4-Significant	1-Low	Medium
HL104	Radioactive release during the visit of a nuclear powered vessel (NPV) to Portland Port	3-Moderate	1-Low	Medium
HL4	Major pollution of controlled waters	1-Limited	4-Medium High	Low
H12	Biological pathogen release	2-Minor	1-Low	Low
H15	Maritime Pollution	2-Minor	1-Low	Low
H33	Industrial action - Prison officers	1-Minor	4-Medium High	Low
H35	Industrial action - Public mass transportation	2-Minor	1-Medium	Low
H37	Influx of British nationals	1-Limited	4-Medium High	Low
H40	Telecommunications infrastructure/system failure	1-Limited	3-Medium	Low
H42	Rapid accidental sinking of a passenger vessel in or close to UK waters.	1-Limited	1-Low	Low
H5	Fuel supply infrastructure (pipeline)	to be reviewed 2019	to be reviewed 2019	Low
H54	Volcanic eruption	1-Minor	4-Medium High	Low
H63	Earthquake	2-Limited	1-Low	Low
H7	Gas Supply Infrastructure (high pressure pipelines)	2-Minor	1-Low	Low
HL11	Railway accident	2-Minor	1-Low	Low
HL21	Land movement (i.e. caused by tremors or landslides)	1-Limited	4-Medium High	Low
HL22	Building collapse	1-Limited	2-Medium Low	Low
HL23	Bridge closure or collapse	3 - Moderate	1 - Low	Low

Risk Assessment (based on the Dorset Local Resilience Forum (DLRF) Community Risk Register)

Use this section to identify which risks are most relevant for your community. Remember that many of them will be planned for at a national or local level so consider how your community could respond to them using local knowledge skills and resources.

Hazard	Impact on the community	What can the Community Emergency Group do to prepare?
Forest or moorland fires		
Local urban flooding		
Low temperatures and heavy snow		
Local tidal flooding		
Localised flash flooding		
Local fluvial flooding		
Local Fuel disruption		

EXAMPLE Hazard/risk identified locally	EXAMPLES Impact on the community	EXAMPLES What can the Community Emergency Group do to prepare?
River through village can flood		• *Sign up to receive Met Office weather warnings email alerts from www.metoffice.gov.uk/about-us/guide-to-emails for rain for your area.* • *Sign up to EA Flood alerts: www.environment-agency.gov.uk/* • *Encourage residents to improve home flood defences* • *Identify and train flood wardens* • *Notify DCC Highways in autumn of gulleys that are blocked: www.dorsetforyou.com/drainage* • *Apply for 1 T of sand from Xshire Council, noting the policy for your areas: www.dorsetforyou.com/flooding/protection*

Snow blocking roads		• *Sign up to receive Met Office weather warnings email alerts from www.metoffice.gov.uk/about-us/guide-to-emails for snow for your area*
		• *Agree places where gritting is required*
		  - *Steep Hill at X*
		  - *Tight Bend at Y*
		• *Access to be maintained to village shop*
		• *Write to Xshire Council in Oct, asking for grit bins to be refilled.*
		• *Check safety of vulnerable people.*
		• *Apply for 1T salt scheme*

Pandemic Flu	• People being able to get to pharmacy for medication	• *Flu Buddies Scheme - Identify volunteers who can collect and deliver medicines for people who are vulnerable / live alone.* • *Put up posters*

Hazard	Impact on the community	What can the Community Emergency Group do to prepare?
No notice loss of significant telecommunications infrastructure in localised incident such as a flood		
Heatwave		
Land movements		
Storms and gales		
Localised groundwater flooding		
Building collapse		
Loss of drinking water supplies due to a major accident affecting infrastructure		
Failure of water infrastructure or accidental contamination with a non-toxic contaminant		
Technical failure of the national electricity network		

Hazard	Impact on the community	What can the Community Emergency Group do to prepare?
Technical failure of electricity network due to bad weather causing damage to the system		
Drought		
Local accidents on major trunk road		
Bridge collapse or closure		
Large scale event evacuation (planned or unplanned)		
EXAMPLE Hazard/risk **identified locally**	**EXAMPLES** **Impact on the community**	**EXAMPLES** **What can the Community Emergency Group do to prepare?**
Power cut	• Residents with no access to power for prolonged period of time. Most vulnerable are those with only electric power • Residents can't get heat, light or hot water • Unable to cook food Defrosting fridges	• *Identify residents most at risk.* • *Activate 'telephone tree' to check on residents.* • *Open up Place of Safety (Village Hall) for hot refreshments and information point.* • *Coordinate hot refreshments delivery to housebound residents.* • *Promote registration with suppliers as vulnerable customers* • *Ask volunteers to door knock*

Local Skills & Resources

Key resources available to support the local community should be listed here. Consider who in your community has tools and machinery; there may be people who are qualified, willing and capable to operate the tools and machinery in an emergency.

Consider talking to local businesses and suppliers who might be willing to provide provisions such as food and water which may be difficult to obtain. (If a written agreement is made between your community and the supplier, attach a copy to this document as an annex).

Find out which vehicles could be used by the local community and how to access them in an emergency (i.e. 4 x 4 vehicles). It is important to ensure that the vehicle owners are properly licensed and insured to use their vehicles in this way.

Skills/Resource	Who	Contact Details	Location	When might be available
	Mark Deketelaere Vehicle with snow chains	Tarrant Rushton Mobile: 07736 071703		

Community Sandbag Stores

If there are existing sandbag stores in your community include details of them here

Address	Property

Vulnerable Groups within the Community

It is important to ensure that isolated or vulnerable people are contacted to see if they need assistance during an emergency. External organisations, such as The Red Cross or RVS volunteers, may have systems and resources to help, but these groups cannot always determine what individuals want or need, nor can they identify who in your community may be vulnerable in a crisis. This requires local knowledge and your help. Emergencies can make anyone vulnerable and make life more difficult for those who are already vulnerable. Your local emergency responders will need to help those in most need first; it will assist them if the Community Response group has an understanding of those in greatest need and where they live.

Lists are constantly changing and therefore it would not be practical for Communities to permanently hold a list. Emergencies can also make people vulnerable who are not normally, therefore any details should be collated following a major incident.
It is important to note that:
☐ People may become vulnerable at any point and in different circumstances
☐ Being vulnerable means different things to different people and groups
☐ Vulnerabilities vary in their duration and may last through the recovery period from an emergency

Name/Organisation	Telephone Number	Address	Additional Information

Key locations identified with the emergency services for use as places of safety

In an emergency, the emergency services may need your assistance to help identify a safe place for people to shelter and set up a rest centre. Different emergencies may affect different parts of your community in different ways, so you should try to identify a number of alternative locations. Remember to get permission of those responsible for any buildings you might wish to use in an emergency and ensure that they have the appropriate insurance and liability cover to use the premises in this way.

The Local Authority holds a list of identified establishments for Rest Centres that have agreed to assist in an emergency situation.

Building	Location	Potential use in an emergency	Contact details of key holders

DOCUMENT DETAILS

Document title	South Tarrants Community Emergency Response Plan
Version	Version 1
Date version published	*INSERT DATE* *12 September 2023*
Review process	A full review of the plan should be carried out annually to ensure that the information contained in the plan is up to date. Remember to document any amendments or additions and send updated copies of your plan to those on your distribution list. The next routine review date September */ 2024*
Circulation list	Once completed, share the plan with the Emergency Planning Officer from your Local Authority, the local emergency responders and the Dorset Civil Contingencies Unit so that, in the event of an emergency they will know who to contact and what assistance you can provide.
Document ownership	South Tarrants Parish Council Community Emergency Response Group
Acknowledgments	Insert the name of individuals contributing to the development of the most recent version of the document. Share the Plan with your community to get their views. It is important that the community feels the plan works for them.
Equality and diversity impact assessment	Refer to the supporting guidance on equality and diversity. (work in progress)
Data protection statement	The lawful basis of sharing personal information in support of emergency response is detailed in the BDP LRF Personal Data Exchange Agreement. This policy document makes reference to statutory duties in both the Civil Contingencies Act 2004 and the Data Protection act 1998.
Freedom of information statement	This document is disclosable under the Freedom of Information Act 2000 subject to any exemptions under the Act either for security or commercial reasons. All Responders must be contacted before disclosure to ensure that no compromise either tactical or commercial will be brought about by its disclosure as a whole or in part. This document has been classified under Her Majesty's Government's Protective Marking Scheme as 'Sensitive'.

DOCUMENT CHANGE HISTORY		
Version number	**Date**	**Details of change**
October 2016	Oct 16	Key Contact information page 10. Updated Dorset & Wiltshire Fire & Rescue Service contact information. Key Contact information page 11. Included National enquiry number for power outages.
January 2019	Jan 19	Included updated Dorset Community Risk Register
October 2020	Oct 20	Amendment to organisation name: Dorset Council. Amendment to Dorset CCU contact telephone number

Prepared by
Cllr Ray Thompson
South Tarrant Valley Parish Council

On behalf of
Dorset Civil Contingencies Unit
Police HQ
Winfrith
Dorset
DT28DZ
Telephone: 01202 229044
Email: ccuadmin@dwfire.org.uk