

Leyburn Community Emergency Plan



UPDATED: August 2020

**In the event of an
MAJOR EMERGENCY
The first vital action is to
DIAL 999**

Then call to [ACTIVATION - COMMUNITY
RESPONSE GROUP \(CRG\)](#)

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COMMUNITY EMERGENCY PLAN ADOPTION BY LEYBURN TOWN COUNCIL

Name Of Community	Leyburn Town
Leyburn Community Emergency Plan Coordinator (EPC)	Town Clerk – MRS Charlotte Smith
Plan Adopted By	Leyburn Town Council
Date of first Adoption	17 th March 2020

Last Reviewed: 1.3.2020

Review Due:1.2.2021

EMERGENCY PLAN AMENDMENT RECORD

Issue or Change date	Pages Amended & Nature of Change	Date when change distributed
August 2020	Addition of health pandemic measures	24.8.20

PURPOSE

The Flooding of 2019 expressed a great deal of concern about the potential danger to the Town from flash flooding and this highlighted the importance of having an emergency plan in place to increase the preparedness and resilience of the community enabling a rapid response to any major emergency that may affect Leyburn.

The Plan was prepared by the Emergency Resilience Committee of Leyburn Town Council in cooperation with North Yorkshire County Council (As Lead Local Flood Authority) and Richmondshire District Council.

The Leyburn Community Emergency Plan is based on National Government and North Yorkshire policy and guidance.

The resultant Leyburn Community Emergency Plan, adopted by the Town Council on 17th March 2020, sets in place arrangements to meet the aims & objectives listed below.

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 as part of the emergency services, local authorities and other organisations normal day-to-day activities.

AIM OF THE COMMUNITY EMERGENCY PLAN:

To increase readiness, responsiveness and resilience within the Leyburn community before, during and after any major emergency in the town by establishing an organisation, management structure and procedures capable of reacting quickly and effectively at no notice.

This Plan documents how *Leyburn Community Response Group (CRG)* would respond in an emergency situation e.g. while awaiting the assistance of statutory authorities / emergency services, or in support of them.

The plan will link into the county and district councils', and emergency services' emergency response structures, where appropriate. **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 long hours without agencies' help and support.**

The plan may also be used when there is no emergency, but when the group feels it would be beneficial to do so. e.g. when snow or icy conditions cause problems for some residents trying to get out to shop for food and collect prescriptions.

OBJECTIVES:

- To increase the preparedness and resilience of the community enabling it to respond quickly and effectively to any major emergency affecting Leyburn, thus allowing the emergency and public services to focus attention where it is most urgently needed.
- To provide an up-to-date and accessible database that includes key personal contacts for the Community Response Group (CRG), key community resources, the Emergency Services, and County and District Councils.
- To provide details of the location of key buildings, facilities and resources in the town, for use by Town Clerks, Councillors and Group Members in their role as Emergency Plan Coordinators, and to assist others (e.g. Emergency and other Services) brought in from outside Leyburn who lack local knowledge, to deal more effectively with the emergency.
- To identify local hazards, possible emergencies, impacts on the community, and relevant actions to reduce the potential harm they may cause; and also to prepare plans to enable the Council and the community to take further action to mitigate the adverse effect of these hazards during an emergency.
- Consider vulnerable people / groups in the community who may need additional support.
- To encourage good neighbourliness so that members of the community look out for and assist neighbours at risk, and inform Councillors or the Emergency Hub should they believe a neighbour or someone else needs, or may be in need of assistance.
- Risk assess the proposed community response.
- Hold training sessions to improve the resilience of the Town.

THE LEYBURN COMMUNITY EMERGENCY PLAN ORGANISATION AND MANAGEMENT

The Leyburn Community Emergency Plan sets in place preparations, procedures, guidance and actions to enable the community to organise timely assistance to community members at risk, potentially reducing the burden on stretched Emergency and Council Services.

The aim is for the community to prepare for and respond effectively to any emergency, reducing the adverse effect upon individuals and the community as a whole. If adequately prepared, in some circumstances a community may itself be able to respond more quickly to an emergency than can some of the more distant responding emergency organisations.

It is stressed that the Leyburn Community Emergency Plan is separate from, but complementary to partner agencies' Major Incident Plans coordinated by North Yorkshire County Council.

However, because much of the assistance provided to Leyburn in a serious emergency could come from outside the town, the Leyburn Community Emergency Plan includes a database of useful information about Leyburn resources so that the Emergency Services and other outside agencies can readily refer to it and save valuable time.

Members acting as Emergency Plan Coordinators may also find this information beneficial in an emergency.

Note: It is important that details of organisations and individuals listed in the Plan are reviewed regularly to keep them up-to-date (e.g. Names, Tel Numbers etc.)

The plan makes provision to seek and organise community self-help, and to respond to requests for community assistance from North Yorkshire County Council ready for anything team or other members of Local Resilience Groups.

The Emergency Plan will be managed and led by the appointed Emergency Plan Coordinator, supported by the Town Council.

ACTIVATION OF THE PLAN IN THE EVENT OF A MAJOR EMERGENCY

In the event of a major emergency within or affecting Leyburn, this plan will be activated by the Community Response Group (CRG), the procedures set out in this Plan should then be followed.

The Plan may be activated when:

- **An emergency has occurred**
- **Warnings are received prior to an anticipated emergency**
- **Emergency services request support or are not able to attend immediately.**
- **No emergency / warning has occurred but it is felt a community response would be of benefit, particularly for more vulnerable residents e.g. prolonged cold snap and icy conditions.**

Volunteers may be put on stand-by prior to full activation of the plan, depending on the situation.

Local indicators / early warning signs

Indicator	Detail
<i>Weather forecast and weather warnings. Rain water indicators</i>	<i>met office and local forecasts Bellerby rain water indicators</i>
Other parishes raising the alarm. Residents raising the alarm Government guidance	Middleham, Bellerby, Wensley, Spennithorne & Finghall Phone call from residents Government health warnings

If a major emergency causes a partial or total telephone blackout, the Emergency Plan Coordinators, after becoming aware of the emergency from their own observation or when alerted by others, may themselves decide to activate the Emergency Plan.

In any case, in any kind of major emergency situation, the Emergency Plan Coordinators should initiate the alerting / call-out procedure, notifying all Community Response Group Members Councillors of the Town Council, North Yorkshire County Council and Richmondshire District Council and (unless considered unnecessary) should activate the Emergency Communications Hub and place of safety if needed. The hub should be staffed initially by the Town Clerk and when available, the Deputy Town Clerk.

The Community Response Group will communicate either in person or remotely to assess the situation, liaise with Emergency Services and consult with the District and County Council where necessary. The CRG will then put all or part of the Plan into effect as appropriate.

The Emergency Plan Coordinators may recommend that the Town Council call a Community Emergency Meeting at which to agree what actions the Emergency Resilience Committee & Town Council should take to mitigate the effects of the Emergency. Whenever practicable or appropriate, local actions recommended or decided at the meeting should be agreed with the District and County Council before implementation to ensure that they do not conflict with or duplicate actions being taken by RDC, NYCC or the Emergency Services, NHS, etc

ACTIVATION - COMMUNITY RESPONSE GROUP (CRG)

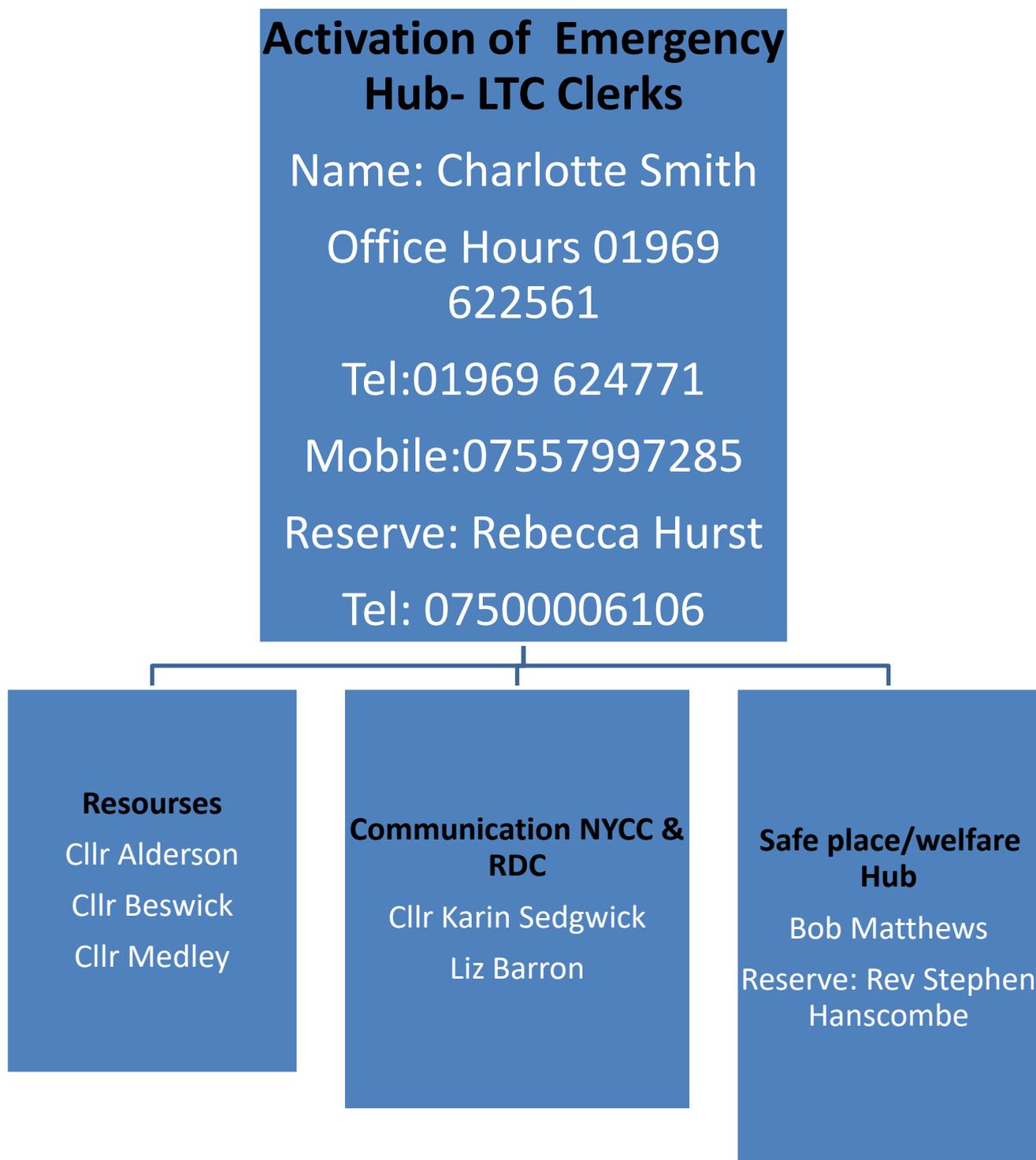
Name	Tel:	Email:	Address and post code
LEAD:	*Charlotte Smith 07557997285	Clerk@leyburntowncouncil.gov.uk	Lynwood Bellerby Leyburn North Yorkshire DL8 5QP
DEPUTY:	Becci Hurst 07500006106	Clerk@leyburntowncouncil.gov.uk	4 Brentwood Leyburn North Yorkshire DL8 5EP
	Sue Medley Mark Alderson	Cllr.s.medley@leyburntowncouncil.gov.uk Cllr.m.alderson@leyburntowncouncil.gov.uk	

* Indicates the person who will coordinate the community response, and be the point of contact for local authorities / emergency services. If unavailable, the next person listed will do this.

Copies of this Emergency Plan are restricted, and will be held by the CRG members. An electronic copy of the plan will also be made accessible to local authorities and emergency services.

ACTIVATION CONTACT PYRAMID

To activate the Emergency Plan contact the lead Mrs Charlotte Smith, if unavailable contact the Deputy Clerk Becci Hurst.



This sets out a quick and efficient method by which to coordinate communications and easily spread information amongst your community, especially your Community Emergency Team. The person at the top of the pyramid, usually the Lead/Deputy, contacts the next two people directly down the pyramid, and so on, until every person in the pyramid has been contacted. Where a person is absent, the person above should move down a level.

EMERGENCY COMMUNICATIONS HUB

Whenever the Emergency Plan is activated during a major emergency, the focal point for community and Town Council decision taking, action and liaison is normally to be the Emergency Communications Hub.

Whenever the Emergency Plan is activated it is to be the main focal point for contact between the Leyburn community, the Town Council, Richmondshire District Council, North Yorkshire County Council, the Emergency Services and the Utility Companies.

The Emergency Communications Hub will preferably be set up in **The Council Offices & Oak Room, Thornborough Hall, Moor Road.**

However, **The Old School House (TOSH) Richmond Road, Leyburn (opposite the Auction Mart) is earmarked as an alternative location** lest the Council Offices and Oak Room are unavailable. Any alternative location will be notified at the time of an emergency.

Primary emergency communication hub location- The Council Offices & Oak Room
Thornborough Hall
Moor Road Leyburn North Yorkshire DL8 5AB 01969 622561
Secondary Location
The Old School House
Richmond Road Leyburn DL8 5D

PLACE OF SAFETY

District councils are responsible for setting up Emergency Assistance Centres (EAC) during an emergency, which are run by council staff and may be used for a range of purposes, depending on the situation. Many schools, churches and community buildings are designated EACs.

However, it may be necessary to set up a temporary community-run Place of Safety e.g. for stranded travellers or people evacuated from their homes. In our community, the place of safety will be:

St Matthews Church, Leyburn

The CRG will contact the key-holder and other volunteers as necessary.

Welfare

The following building has been earmarked as an appropriate Safe Place meeting location / Welfare Centre- St Matthews Church
Premises: St Matthews Church
St Matthew’s Church Harmby Road Leyburn Pubs involved to provide food- contact pubs golden lion black swan and Bolton arms blankets and pillows Communications hub and Welfare group. Command hub in charge to just think, someone to taking incoming communications, then a group of volunteers to delegate tasks to. Media Karin and Bob Matthews
Contact details: who will Co-ordinate volunteers in the welfare hub at the church
Church Warden- Bob Mathews churchwarden@leyburn.church Vicar- Rev Stephen Hanscombe Stephen.Hanscombe@leeds.anglican.org
Key holders:
Primary - Bob Mathews
Alternative- Rev Stephen Hanscombe
Other Information:
Information about the building – e.g. parking, facilities, if it has a generator etc.
Parking facilities Wi-fi access Kitchen One toilet

Secondary place that could be used for an additional place of safety or welfare centre Leyburn Methodist Church

POSSIBLE EMERGENCIES, IMPACTS & ACTIONS

A list of the possible emergencies which could affect our community, their impact and the local actions which could help. The Community Response Group will undertake a risk assessment of these actions.

Type of emergency	Potential impacts	Actions - Prepare	Actions - Response
Mains electricity power failure during cold weather conditions.	<ul style="list-style-type: none"> - Residents with no access to power for a prolonged period of time. Most vulnerable are those with only electric power, heat, and cooking facilities. Also older residents, the sick and very young are most at risk in cold conditions. 	<ul style="list-style-type: none"> - Information in local newsletter / social media to encourage preparing for winter. - Promote the free Priority Service Register (Electricity NW) for residents most at risk. - Identify existing local groups and networks which may be in contact with residents most at risk. - Identify volunteers and Place of Safety. 	<ul style="list-style-type: none"> - Contact Electricity NE for update - Identify residents most at risk - Activate 'telephone tree' and use local social media to check on residents. - Open up Place of Safety (Village Hall) for hot refreshments and information point. - Coordinate hot refreshments delivery to housebound residents -
Flooding	<ul style="list-style-type: none"> - Potential risk to life - Flooded properties - No access to electricity, water, gas - Water pollution 	<ul style="list-style-type: none"> - Prepare necessary equipment needed should there be flooding (i.e. protective clothing, communication devices such as radios etc.) - Identify those at risk (i.e. vulnerable people) - forewarning for those at risk of flooding - Deploy Sandbags/equipment - Prepare collection point for sandbags to be available from - Identify volunteers & place of safety 	<ul style="list-style-type: none"> - Liaise with emergency services (i.e. Police/Fire service) - Provide a place of safety - co-ordinate volunteers to help those affected - co-ordinate hot refreshments and places of safety
Fire	<ul style="list-style-type: none"> - Risk to life - Potential explosion dependant on fire origin - Loss of access to amenities (electric, gas) - Loss of access to homes - Evacuation of premises 	<ul style="list-style-type: none"> - Identify those at risk (i.e. vulnerable people) - forewarning for those at risk - Evacuate homes close to fire - Identify volunteers & place of safety 	<ul style="list-style-type: none"> - Liaise with emergency services (i.e. Police/Fire service) - contact relevant boards (i.e. gas/electric/Water) - Provide a place of safety - co-ordinate volunteers to help those affected - co-ordinate hot refreshments and places of safety
Road tanker spillages	<ul style="list-style-type: none"> - Possible evacuation of area 	<ul style="list-style-type: none"> - Possibility of evacuation of homes 	<ul style="list-style-type: none"> - Liaise with emergency services (i.e.

	<ul style="list-style-type: none"> - dependant on spillage - Impact on infrastructure - Toxic Fumes released - Water pollution - Restricted access to amenities such as gas and water 	<ul style="list-style-type: none"> - Identify volunteers & place of safety -Identify those at risk (i.e. vulnerable people) 	<p>Police/Fire service)</p> <ul style="list-style-type: none"> - Provide a place of safety - co-ordinate volunteers to help those affected - co-ordinate hot refreshments and places of safety
Terrorist Attack	<ul style="list-style-type: none"> - Loss of life - Impact on infrastructure and services 	<ul style="list-style-type: none"> - ensure that local community are aware of places of safety -Identify those at risk (i.e. vulnerable people) - have plans in place for school closures and lockdown 	<ul style="list-style-type: none"> - Contact emergency services - co-ordinate a place of safety
Plane crash	<ul style="list-style-type: none"> - Risk to life - Explosion - Potential water pollution - Impact on infrastructure - Loss of access to premises 	<ul style="list-style-type: none"> - Identify volunteers & place of safety - Possibility of evacuation of homes 	<ul style="list-style-type: none"> - Liaise with emergency services (i.e. Police/Fire service) - contact relevant boards (i.e. gas/electric/Water) - Provide a place of safety - co-ordinate volunteers to help those affected - co-ordinate hot refreshments and places of safety
Snow	<ul style="list-style-type: none"> - Vulnerable People snowed in - Risk of injury due to Ice and snow - Loss of access to shops - Loss of access to water (due to frozen pipes) 	<ul style="list-style-type: none"> - Advance warning to residents of severe weather warnings. -Identify volunteers - Ensure access to grit and snow clearance equipment -Identify those at risk (i.e. vulnerable people) 	<ul style="list-style-type: none"> - co-ordinate clearance of snow - Provide a place of safety - co-ordinate volunteers to help those affected - co-ordinate hot refreshments and places of safety
Loss of water	<ul style="list-style-type: none"> - Loss of access to water - Risk to the vulnerable and elderly 	<p>Where possible (if there is advance warning) fill containers, bath and kettle full of water.</p> <ul style="list-style-type: none"> -Identify those at risk (i.e. vulnerable people) 	<ul style="list-style-type: none"> - Contact Water Authority - co-ordinate volunteers - co-ordinate distribution of water to those affected
Health Epidemic	<ul style="list-style-type: none"> - Closure of Residential 	<ul style="list-style-type: none"> - Communication to local community and 	<ul style="list-style-type: none"> - check on the vulnerable and ensure

<p>(Norovirus, Coronavirus or other contagious disease)</p>	<p>homes (i.e. Kirkwood)</p> <ul style="list-style-type: none"> - School Closures - Closure of pubs, restaurants, cafes & leisure centres. - Social distancing- risk to mental health, Malnutrition & starvation - People quarantined or isolated - Risk to life from virus - Villages and Towns could go into lockdown 	<p>services of the current situation.</p> <ul style="list-style-type: none"> - Plans in place for school closures and residential homes. - Schemes in place to ensure medications can be collected and delivered. -Organisation of volunteers to co-ordinate delivery of food, prescriptions to vulnerable persons. -Support hub to support people provide information to advise people of help available, circulate guidance to the community and signpost to services available. -co-ordinate distribution of protective clothing (i.e. facemasks etc.) - Shops have plans of action in place to ration items and reduce hours in order to be able to replenish stock. 	<p>they have enough provisions.</p> <ul style="list-style-type: none"> - gain access to relevant protective clothing. - Try to secure supplies of food and urgent provisions. -Keep residents informed with updates and help available. - May result in closure of public buildings like Thornborough hall, shops, pubs / cafes.
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CONTACTS & COMMUNITY RESOURCES

Volunteers have indicated that they would be prepared to help in the event of an emergency, and what they may be able to offer. The offer of help / resources / skills is intended only as a guide to assist the Community Response Group in identifying who may be most appropriate to carry out activities.

It is extremely important that volunteers understand that during an incident they should:-not endanger themselves or others, assess the risk prior to any activity they undertake, ensure their contact details are kept up-to-date.

Group/ position (if relevant)	Name	Contact (Address, Phone, Email) REDACTED	Offer of help / resources / skills
Town Council Clerk Deputy Clerk	Charlotte Smith Becci Hurst		Co-Ordinate volunteers Provision of maps if needed
Communications Hub: Thornborough Hall	Key-holders : Charlotte Smith Becci Hurst Cllr Wood		
Place of Safety: St Matthews Church	Key-holders: Bob Matthews Rev Stephen Hasncombe		Co-ordinate volunteers in the welfare hub at the church
Methodist Church			Could be used as a back up or additional space for emergency hub
Metcalfe Farms			Tractors, 4x4 vehicles, Pumps Replenishing sandbags
Good Neighbours Scheme			Volunteers
Rotary club			Volunteers
Round table			Volunteers
Naylor Myers			Sand
Simon Winstanleys			Equipment/protective clothing

The Old School House (TOSH)			Skills- Experience in dealing with emergency situations. TOSH could be also used as a hub if needed.
Leyburn Medical Practice			
Leyburn Chemist			

The information in this list is restricted to the Community Response Group. It is not for general distribution. Unrestricted copies of the Plan may be made available by deleting this contact list before distribution. An electronic copy of the plan will also be made accessible to local authorities and emergency services.

Emergency kit location- Thornborough Hall, Leyburn

Address and Contact Information
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Thornborough Hall Moor Road Leyburn North Yorkshire DL8 5AB

Sandbag collection location –Police Station & Storage container in RDC car park Volunteers for sandbag filling, water bags also
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Address and contact information
--

Police station <u>Grove Square, Leyburn DL8 5AQ</u>
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COMMUNITY VOLUNTEERS THE POTENTIAL CONTRIBUTION OF GOOD NEIGHBOURS, VOLUNTARY ORGANISATIONS, CLUBS AND SOCIETIES

The Leyburn Community Emergency Plan is aimed at enabling the community to prepare to look after itself as much as possible in a major emergency, allowing stretched Emergency Services, Public Services and Utility Companies to concentrate on dealing effectively with those most seriously affected.

A very important objective in an emergency is to ensure that vulnerable members of the Leyburn community do not become isolated, forgotten or put into danger through neglect or lack of vigilance by neighbours or the Council. This means anticipating where and what kind of help vulnerable members of the community might need. Voluntary organisations, clubs and societies can make an important contribution by keeping in regular touch with their members to find out whether any are in need of help, and also by responding positively to any calls for volunteer assistance requested by the Emergency Communications Hub. Also, individuals and organisations with useful skills, equipment or facilities, may wish to offer these through the hub.

Volunteer effort can range from responding to calls for workers in Rest Centres, to knocking on doors to find out whether potentially vulnerable people require help. Help could also include emergency shopping or arranging car lifts for elderly or disabled people to keep medical or dental appointments; alerting Social Services to new cases of people requiring assistance; clearing snow from and gritting or salting dangerous pavements, driveways and side roads; removing fallen trees or branches - doing anything that will help individuals in the community who, without help, might suffer needlessly.

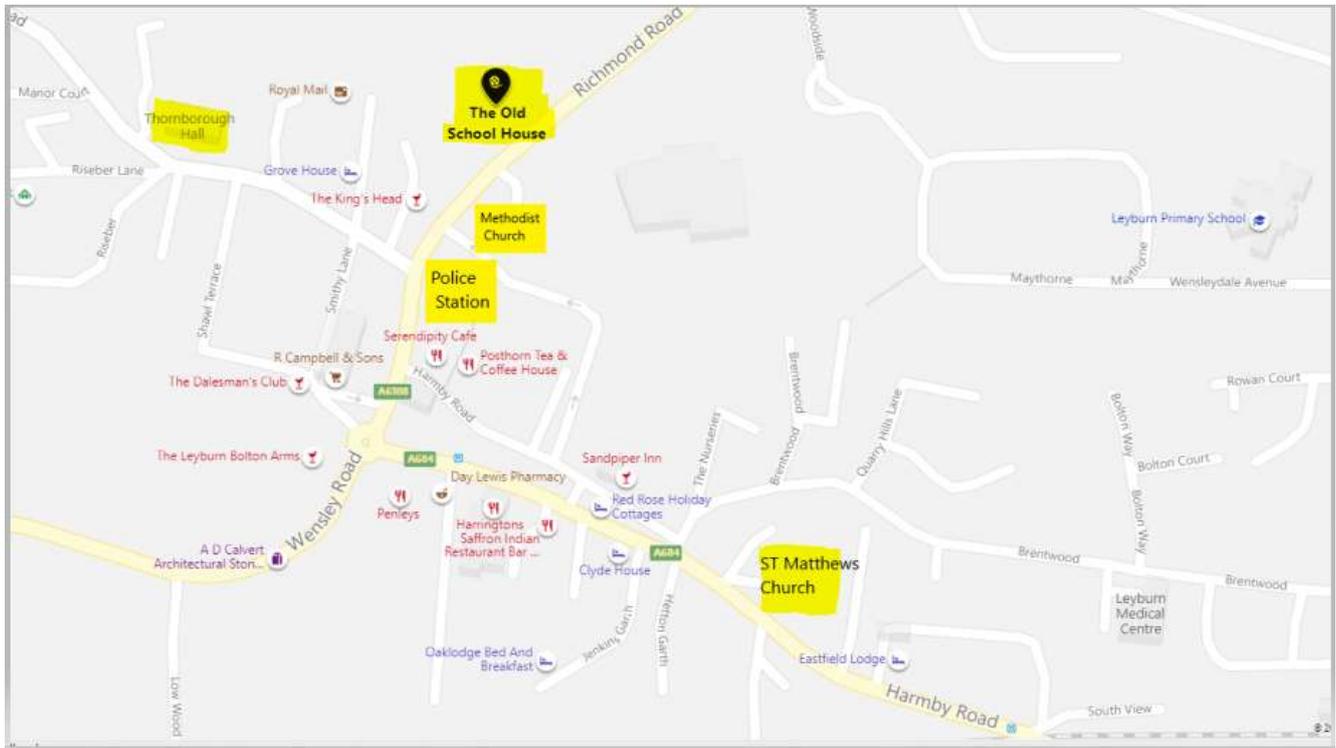
Volunteers from the Rotary Club, Round Table & Good Neighbours Scheme are willing to volunteer their time, specialist knowledge or practical skills during an emergency. E.g. First aid, transport, door knocking etc.

It is extremely important that volunteers understand that during an incident they should:-

- not endanger themselves or others
- assess the risk prior to any activity they undertake
- ensure their contact details are kept up-to-date

Community Maps





IDENTIFICATION AND PROTECTION OF VULNERABLE PEOPLE DURING EMERGENCIES.

During a wide-area emergency such as periods of severe winter weather or a heat wave and during serious health epidemics or a pandemic, the Leyburn community may be able to help reduce the adverse effects of such emergencies upon the most vulnerable by preparing in advance, and by practising and encouraging a spirit of good neighbourliness.

An important aim for the Town Council will be to ensure that people most at risk or in need of help are identified and receive help in good time.

This includes any potentially vulnerable people who are not normally seen regularly (e.g. daily) by visiting Social Services, medical staff or neighbours, but who may need urgent help in periods of extremely cold weather, a prolonged heat-wave, a serious epidemic or pandemic, or during a widespread loss of electrical power, other utilities or telephones. Not receiving help in time could have very serious consequences including death.

Vulnerabilities & assets

Vulnerable establishments/people	
This section lists establishments that may be particularly vulnerable to emergencies such as care homes, schools, caravan parks etc. As well as those residents who may require additional assistance	
Establishment / resident name	Address and contact number(s)
The Nurseries	The Nurseries, Leyburn
Kirkwood Hall	<u>Kirkwood Hall Harmby Rd, Leyburn DL8 5BX</u> 01969 623134
Thornborough Hall gardens	Leyburn, North Yorkshire, DL8 5BE
Woodside	Woodside, Leyburn
Wensleydale School	<u>Richmond Road, Leyburn DL8 5HY</u> 01969 622244
Leyburn Primary School	<u>Wensleydale Avenue, Leyburn DL8 5SD</u> 01969 623187

IDENTIFIED LOCAL HAZARDS.

Locally, Leyburn ([see Community Maps](#)) has few man made dangers; the main hazards are from natural causes such as flooding.

All classifications of hazard types, their impact and preparations or actions to minimise their impact are identified in [POSSIBLE EMERGENCIES, IMPACTS & ACTIONS](#). Depending on the severity, extreme weather conditions and a health epidemic or pandemic can also present serious hazards to the Leyburn community and to those living or working in nearby parishes reliant to varying degrees on Leyburn services.

The potentially most serious hazard is those associated with flooding, described in the [Section 19 Report](#) and amplified on [the Flood maps](#).

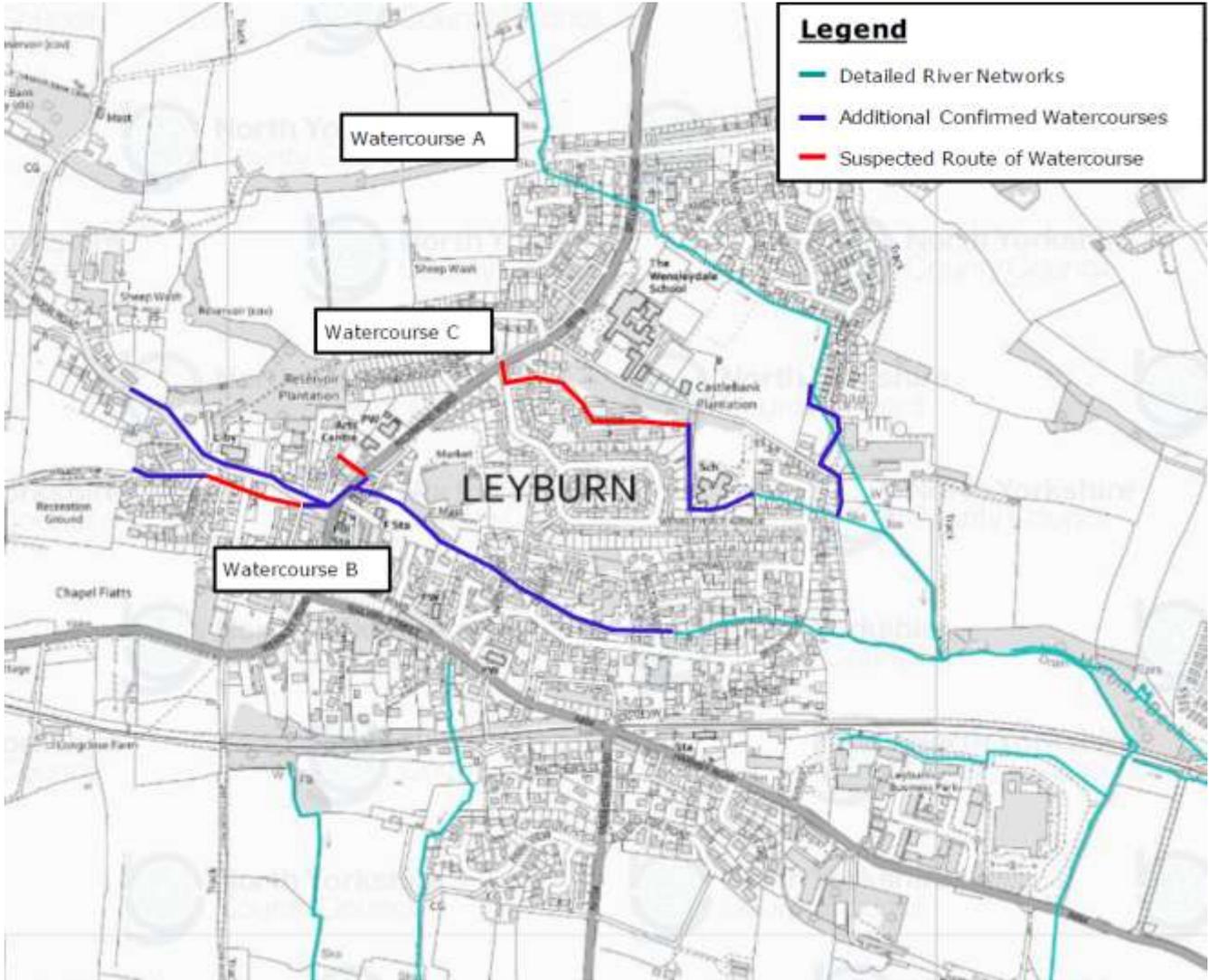
Flood maps

Overland flow map

[4319-C-D10-01 Overland Flow Paths.pdf](#)



Water courses



COMMUNICATION

Methods for warning and informing your community and sources of information	
Local warning and informing method	Responsible person / contact
Twitter	
Facebook	Charlotte Smith, Cllrs Alderson, Beswick & Medley.
Website	Charlotte Smith/ Rebecca Hurst
Noticeboards	Key at Hewsons leyburn & Town Council office
Other:	Parish Councils notifications and ring round
Local Radio Stations	Frequency
BBC Radio York	103.7, 95.5 and 104.3 FM
BFBS Catterick	106.9FM
TFM	96.6 FM

ALERTS & WARNING SYSTEMS

Flood Alerts and Warnings

Flood Warnings are issued by the Environment Agency

Website: <https://www.gov.uk/check-if-youre-at-risk-of-flooding>

5 Day Flood Forecast: <https://flood-warning-information.service.gov.uk/5-day-flood-risk>

Floodline Number: 0345 988 1188 (24 Hour Service)

SYMBOL	MEANING
 <p>FLOOD ALERT</p>	<p>FLOOD ALERT Flooding is possible – Be Prepared</p>
 <p>FLOOD WARNING</p>	<p>FLOOD WARNING Flooding expected – Immediate Action Required</p>
 <p>SEVERE FLOOD WARNING</p>	<p>SEVERE FLOOD WARNING Severe flooding – Danger to life</p>

Be vigilant and check the met office alerts for weather warnings met office

Areas Subject to flooding (all types) (see location map)				
Location [Street/Road/Estate]	Post Code or Grid Reference	Extent/ Other information	Properties Affected	
			Which Properties	Total
Mount Drive	DL8 5JQ			
Dale Grove	DL8 5GA			
Nurseries	DL8 5AX			
Brentwood	DL8 5HT DL8 5EP			

Met Office Warnings

Weather Warnings are issued by the Met Office

Website: <https://www.metoffice.gov.uk/>

5 Day Weather Forecast: <https://www.metoffice.gov.uk/public/weather/warnings>

SYMBOL	MEANING
[Green]	NO SEVERE WARNING
[Yellow]	BE AWARE
[Orange]	BE PREPARED
[Red]	TAKE ACTION

CONTACT DETAILS

Emergency Services	999	
Police: (non-emergency)	101	
NHS	111	

Organisation	Role / responsibility	Contact details	Online information
Local Authorities			
Richmondshire District council	Support the emergency services and those engaged in the response to an incident. Help in the recovery following an incident	Out of hours emergency: 01653 697737 Leyburn Office: 01748 900961 Mercury House, Richmond: 01748 829100	
North Yorkshire County Council / City of York	Support the emergency services and those engaged in the response to an incident. Establish Rest Centres for those evacuated. Help in the recovery following an incident.	<u>North Yorkshire County Council:</u> Switchboard: 08458 72 73 74 Resilience and Emergencies Team: 01609 532246 Emergency Planning: 01904 551003/1039	@NYorksPrepared @Yorkprepared www.emergencynorthyorks.gov.uk
Government Departments			
Environment Agency	Flooding issues Deals with emergency repairs and blockages on main rivers and own structures; Responds to pollution incidents and advises on waste disposal issues.	Report an incident on 0800 80 70 60 (Freephone, 24 hours) 0345 988 1188 (Floodline) General enquiries Mon to Fri 8am – 6pm 03708 506 506	@EnvAgencyYNE Flood warnings https://flood-warning-information.service.gov.uk/river-and-sea-levels River levels https://flood-warning-information.service.gov.uk/warnings
Met Office	Produce weather and warn people of extreme weather to mitigate its impacts	0370 900 0100	www.metoffice.gov.uk/public/weather/forecast http://www.metoffice.gov.uk/public/weather/warnings @MetOfficeYorks

Utilities			
Northern Gas Network	Maintain and ensure safe control of gas supplies.	Switchboard: 0800 0407766 Emergency: 0800 111999	@NGNgas
Northern Power Grid Yorkshire	Maintain and ensure safe electricity supply. Disconnect cables that constitute a danger to life and property.	Power cut: 105 General enquires: 0800 375675	@NorthPowergrid @PowergridNews
Yorkshire Water	Maintenance of water supplies and sewage disposal arrangements. Repair water mains, and availability of emergency water supply.	Switchboard: 0345 1242424	@YorkshireWater
BT	Maintenance and operation of National Telecommunications systems. Provision of increased facilities to meet emergency requirements.	0800 800 150	@BT_UK
Emergency Services			
North Yorkshire Police		101	@NYorksPolice
Yorkshire Ambulance Service		111	@YorksAmbulance
North Yorkshire Fire & Rescue Service		112	@NorthYorksFire

Neighbouring Communities			
Parish / Town / ward	Contact details	Community Emergency Plan?	Online Information
Bellerby	Lynn Watkinson	Yes	http://www.bellerbyvillage.com/#/council
Harmby	Charles Payne		http://harmbypc.org.uk/
Constable Burton and Finghall	Joan Hainsworth		
Spennithorne	Linda Stevens		
Middleham	David Keep	Yes	http://www.middlehamtowncouncil.co.uk/
Wensley	Diane Arnold		https://www.parishcouncilsnearme.co.uk/listing/wensley-parish-council/
Preston Under Scar	Mr David Brooks	Yes	https://prestonunderscarpc.co.uk/

Other useful numbers

RSPCA	RSPCA Darlington & District Branch PO Box 200 RICHMOND DL10 9DN RSPCA Northallerton, Thirsk & Dales Branch	Tel: 07972 368602 Tel: 01609 776652	
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USEFUL DOCUMENTS:

Section 19 Report

<https://www.northyorks.gov.uk/sites/default/files/fileroot/Environment%20and%20waste/Flooding/Richmondshire%20July%202019%20Section%2019%20Report.pdf>

Action card

Normal Conditions

Monitor local situation
Report any issues to relevant organisation

STANDBY / ALERT

Triggers:

- Warning from local authority / emergency services
- Local observation from team members or public
- Alert from member of community emergency team / public
- Flood alert issued by the Environment Agency
- Yellow weather warning issued by the Met Office

Actions / things to consider

Community Emergency Team Coordinator contacted	
Collect emergency kit and start incident log	
Place Community Emergency Team on standby (including key holders)	
Place Rest/Welfare Centre on standby	
Monitor local situation (tune in to local media & monitor local hot spots)	
Liaise with responding agencies to share information and get updates	
Inform vulnerable residents and establishments if necessary	
Advise those at risk to be prepared and monitor local situation, local news/media.	
Place Rest/Welfare centre on standby	

PLAN ACTICATION / WARNING / SUDDEN IMPACT EVENT

Triggers

- Time of forecast event
- Local observation from team members or public
- Flood warning issued by the Environment Agency
- Amber weather warning issued by the Met Office

Actions / things to consider

When action is required / predicted convene community emergency team	
Convene at initial meeting location and assess potential risk from the incident and to any responding Community Team Members	
Assign roles to community emergency team and volunteers	
Keep log of who is working where and contact details	
Deploy resources as required	
Continue to monitor local situation	
Continue to liaise with responding agencies to share info and get updates <ul style="list-style-type: none"> • Request emergency services' assistance or additional resources if required 	
Continue to inform vulnerable residents and establishments	
Advise those at risk to follow advice given / activate personal emergency plans	
Activate rest centre / info centre if required	
Convene regularly to update and reassign roles	

LARGE SCALE INCIDENT / SEVERE WARNING

Potential risk to life

Look after yourself – **do not put yourself at risk**

Support and cooperate with emergency services if requested. Do so from safe distance.

POST INCIDENT

Provide support to vulnerable and action recovery / clean up

AT NO POINT SHOULD ANY TEAM MEMBER OR VOLUNTEER PUT THEIR OWN LIVES AT RISK

PLAN REVIEW AND UPDATE

In order to keep details up to date, this plan, plus any supplementary documents, volunteer contact lists, risk assessment etc., will be reviewed and updated as needed. The plan will be reviewed every 6 months or as necessary by *Leyburn Resilience Committee*.

Following review, an updated electronic copy of the unrestricted plan will be made available to local authorities and emergency services.

During an emergency, volunteers will keep a record of actions taken. These will be entered in to a central log, kept by the CRG, so that they can be evaluated, and the plan altered if necessary. Information can be entered at the time, or directly after the emergency.