

## Frequently asked questions

### How much work is involved?

This can range from a couple of hours to a couple of months depending on the type of emergency plan that you chose. Starting small doesn't take long at all.

### I'm not in a flood risk area – why should I write a plan?

Flooding is one of the area's high risks, but the last few emergencies have involved major fires, power failures and heavy snow. You can never tell what's going to happen, and that's why we recommend that every Parish prepares a plan.

### What happens if I'm not here in an emergency?

No one is committed to doing anything – just to help if they are in a position to do so.

### Our village is so small we know everyone, why do we need an emergency plan?

It's still a good idea to write a plan so that emergency contact numbers can be kept close to hand. Also, it will help to share your contact details with the emergency services. You would only need to write a very short plan, or you could approach your neighbouring communities and prepare a joint plan.

### What about insurance?

You should check with your insurance provider, but many organisations like Parish Councils will be covered by their public liability insurance.

### How much will it cost?

Very little, if anything. Usually just the cost of printing, and maybe a few items for your emergency box.

### What support is available?

Humber Emergency Planning Service can let you have templates, standard letters and other documents to help you prepare your plan, and they can come and see you see to explain how to do it.

Visit [www.heps.gov.uk](http://www.heps.gov.uk) for more information, or call **01482 393050**.

This document can be made available in other formats (large print, audio and Braille) and different community languages. Please telephone **01482 393939**.

Is your community ready for an emergency?

**Get ready for the unexpected**



# Get ready for the unexpected

Have you ever thought about how your community would cope in an emergency? Who would step up and take the lead? Could you get quick access to local resources and local expertise? Do you know which people in your community might need particular support?

The emergency response agencies will do all they can to help our communities, but they also rely on local people being ready to help themselves. Emergencies can significantly disrupt our daily lives and whilst we can't prevent them happening, we can produce a community emergency plan to minimise the impact.

## What is a Community Emergency Plan?

When an emergency happens there usually isn't the time to stop and think. A community emergency plan will give immediate access to the key telephone numbers, local information and action prompts that you will need to support your community in an emergency.

## Why do we need a Community Emergency Plan?

Emergencies happen. Local emergency responders will always prioritise those in greatest need during an emergency, especially where life is in danger. But there could be times when you and your community are affected by an emergency but life is not in immediate danger and the emergency services are not able to help. During this time, you need to know how to help yourself and those around you.

*"In looking how to deal with big emergencies; small problems, which are more likely to occur, were highlighted and strategies were devised to deal with these.*

*It also fostered greater community spirit and our band of helpers grows each month"*

Winteringham Parish Council

*"On a practical note, when recording your list of useful local organisations / companies / churches etc. make reference to the post holder to be contacted e.g. Town/Parish Council Chairman / Ward Councillors / Chairman of the Village Hall Committee / Secretary of the W.I. This reduces the burden of data protection as far as recording personal information is concerned, and also removes the need to amend the content of the plan whenever a post holder changes"*

Brigg Town Council

# Build up your emergency plan

There are four different levels of community emergency plan. Templates are available to download at [www.heps.gov.uk](http://www.heps.gov.uk). You can pick the one that feels right for your community, or you can start small and build up.

**Level 1** – Gather some key community contact numbers and share them with the emergency services.

**Level 2** – Gather key contact numbers, identify local resources like a village hall, and think about preparing an emergency box.

**Level 3** – Get key contact numbers, identify local resources and prepare an emergency box, identify people that might be vulnerable in an emergency, and people with skills and resources that would be willing to help in an emergency.

**Level 4** – A joint plan. Think about writing a joint plan with a neighbouring parish, neighbourhood watch etc.

## Benefits of community emergency planning to your community

By planning in advance your town or parish council could help coordinate local response activities. Being prepared and able to respond to an emergency can often help people recover more quickly. This illustrates how successful community resilience can be and why over 50% of our communities are already engaged in this planning.

### Preparing a CEP can;

- Help your community to cope better with a disruptive event, particularly if emergency services are overloaded.
- Reassure your community.
- Improve, organise and co-ordinate your community response to an emergency.
- Provide your community and the emergency services with a local point of contact and assistance.
- Help keep your community informed so people know what to do and are able to respond, especially in those first few critical hours following an incident.
- Help you provide support, information and practical help to the vulnerable people in your community.

*"Recently we had to put our emergency plan into practice when a leak appeared in the River Aire Flood Bank.*

*Having the emergency plan in place helped us inform councillors and residents of the situation quickly and calmly. For the emergency services attending the incident, the plan supported them by providing much-needed, local knowledge"*

Snaithe and Cowick Town Council

