

UPPINGHAM NEIGHBOURHOOD  
FORUM

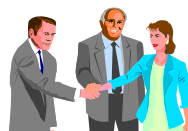
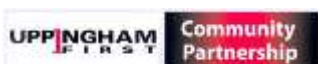


# Uppingham Community Emergency Plan

April 2020



To activate this Plan - Call the listed Plan Coordinators in turn until you get a response



## 1. Introduction

This plan has been created by the Uppingham Neighbourhood Forum on behalf of the Uppingham community in collaboration with the Leicester, Leicestershire and Rutland Resilience Forum. It was formally adopted by the community at the public Annual General Meeting of the Forum held on Thursday August 31<sup>st</sup> 2017. The plan's coordinators and key contacts are identified in the following pages. The key risks facing the town, places of safety and the community resources available in the event of a civil emergency or major incident are also listed. The plan identifies how a community wide response may be triggered and by whom. Finally, it includes a Household Emergency Plan to be retained by, and give advice to, households on how to be prepared and respond to any incident covered by the plan or notified by the civil or statutory authorities. Any enquiries concerning the plan should be directed to the Uppingham Neighbourhood Forum at [enquiries@uppinghamneighbourhoodforum.org.uk](mailto:enquiries@uppinghamneighbourhoodforum.org.uk) Alternatively, contact UpWatch on mobile 07710 328469.

## 2. Plan Review and Update Process

This plan will be reviewed and updated by the Executive Committee of the Uppingham Neighbourhood Forum at every Annual General Meeting. Latest update is April 2020.

## 3. Plan Area

This plan covers the town of Uppingham to the parish boundaries excluding Ayston.

## 4. Community Response Team

In the event of a major incident, **one** of the plan coordinators listed below should be contacted who will in turn mobilise the listed emergency plan team of volunteers and relevant premises leads. Helen Hardy, Resilience Officer with the Leicester, Leicestershire & Rutland Resilience Partnership **must also be contacted** Tel: 0116 305 6267 (or 6101) M: 07805300305.

### Plan Coordinators

Ron Simpson	7 Hawthorn Drive, Uppingham, Rutland LE15 9TA	Tel: 01572 823465 M: 07710 328469	E: <a href="mailto:rons@clara.net">rons@clara.net</a>
Margaret Simpson	7 Hawthorn Drive, Uppingham, Rutland LE15 9TA	Tel: 01572 823465 M: 07751 959608	E: <a href="mailto:mjs@clara.co.uk">mjs@clara.co.uk</a>
Mark Shaw	10 Elizabeth Way, Uppingham, Rutland LE15 9EQ	Tel: 01572 823061 M: 07875 248133	E: <a href="mailto:mj.shaw@me.com">mj.shaw@me.com</a>
Amanda Shaw	10 Elizabeth Way, Uppingham, Rutland LE15 9EQ	Tel: 01572 823061 M: 07875 131232	E: <a href="mailto:aj.shaw@me.com">aj.shaw@me.com</a>
Janet Thompson	48 Leicester Road, Uppingham, Rutland LE15 9SD	Tel: 01572 821560 M: 07799 737975	E: <a href="mailto:janetthompson169@gmail.com">janetthompson169@gmail.com</a>
Geoff Thompson	48 Leicester Road, Uppingham, Rutland LE15 9SD	Tel: 01572 821560 M: 07403 118711	E: <a href="mailto:geoff169@gmail.com">geoff169@gmail.com</a>
David Ainslie	22 Lime Tree Avenue, Uppingham Rutland LE15 9SS	Tel: 01572 821232 M: 07531 303284	E: <a href="mailto:davidainslie169@btinternet.com">davidainslie169@btinternet.com</a>
Sheena Ainslie	22 Lime Tree Avenue, Uppingham Rutland LE15 9SS	Tel: 01572 821232 M: 07940 592611	E: <a href="mailto:sheena.ainslie@btinternet.com">sheena.ainslie@btinternet.com</a>

### Emergency Plan Team

An Emergency Plan team of 12 additional volunteers is available for deployment by the Plan Coordinators subject to volunteer availability.



### Blue Light Recognised Safe Places

Uppingham Sports Centre  
Uppingham Community College  
The Falcon Hotel

### Emergency Plan Team Meeting Places

Church Rooms  
Methodist Church  
Town Hall  
Uppingham Surgery (When appropriate)

## 5. Local Risk Assessment

Risks	Location	Impact on community	Action to be taken
House Fire	Anywhere	Negligible	Shelter, clothing, food, pastoral support
Power Cut	Anywhere	Heating? Lighting? Cooking? Critical equipment	Initial support from neighbours. Deploy gas/battery/generator equipment where required
Gas Escape	Anywhere	Public safety	Evacuation if required Initial support from neighbours. Team response if required. Supply heating and or cooking equipment
Water Supply Loss	Anywhere	Scale dependent	Initial support from neighbours. Team /water authority response if widespread/prolonged
Extended Heat Wave	Everywhere	Significant over time – elderly, families, vulnerable	Home visits. Offer cooling equipment on loan. Open cool venues with fans
Extended Cold or Severe Weather	Everywhere	Significant over time – elderly, families, vulnerable	Home visits -Offer heating equipment on loan, shopping etc. Team to support environmental management if required. Monitor grit bins and deploy pavement gritter
Flooding	Vulnerable locations (near pumps/low land)	Limited	Team to make home visits to assess need. Team to support environmental management
Fuel Shortage	Everywhere	Potentially significant if extended	Enable UppWatch car sharing scheme. Checks on vulnerable households.
Pandemic/ Health Alert	Anywhere	Significant over time – elderly, families, vulnerable	Liaise with surgery. Home visits to the elderly/vulnerable
Missing child or vulnerable adult	Anywhere	Critical to family	Team to meet and organise search/support
Major accident or incident	Anywhere but A6003 and A47 most vulnerable	Scale critical	Team to meet and coordinator to liaise with blue light services
Criminal /Terrorist Incident	Anywhere	Large gatherings more vulnerable.	Dial 999. Team call out if requested

## **6. Local Skills and Resources**

UppWatch Equipment Pool and volunteers (see section 10))  
Uppingham Surgery (doctors and nurses)  
Pharmacies (medicines and first aid equipment)  
Defibrillators (Coordinators have access code)  
Town Centre Shops (according to need)  
Coop Store, One Stop Shop, Garage (food and water)  
Youth organisations and schools (leadership of young people)  
Spire Homes/Age UK/ Wardens (community support)  
Town Hall (tables and chairs) and town councillors (knowledge of their neighbourhood)  
Uppingham School Maintenance Department (local knowledge and expertise)  
Central Garage and Station Road Tyre Dealer (tools)  
Uppingham Vet (animal husbandry)  
Station Road, Uppingham Gate and Welland Vale businesses (multi skills)  
Heavy towing equipment/tractors - Local farming community

## **7. Plan Activation**

In certain circumstances this plan may be activated by the emergency services, Rutland County Council or the Health Service. However, it is envisaged that the plan will normally be activated by the community itself when emergency services are not necessarily in attendance e.g. flooding, heavy snow or severe weather, a major power cut, a flu/animal disease outbreak or loss of water supply. It may also be activated by any listed volunteer who is contacted by a responsible adult who comes upon a major incident or accident, provided they have also contacted the emergency services by dialling 999.

Public notification that the plan has been, or may be, activated will be broadcast on Rutland Radio (Frequency: FM: 97.4, 107.2 MHz and via Twitter (Uppingham) and Facebook (Uppingham Rutland). If appropriate, a text will also be sent on the UppWatch Alert Network.

## **8. Community Response Actions**

In the event of this plan being activated, the community coordinator first contacted will agree a safe meeting place for the emergency team from the approved list by contacting the relevant premises lead to gain access, and then initiate a call out of as many of the emergency volunteer team as are immediately available. The activated volunteers will attend the designated centre or agreed meeting point as instructed. This may be the scene of the incident if appropriate. A roll call of attending volunteers will then be taken by the call out coordinator and, if relevant, the lead blue light emergency services officer attending advised of the volunteer team availability.

The call out coordinator(s) will draw upon the listed equipment and resources as required.

The call out coordinator will be responsible for the welfare and direction of the volunteer team.

At the close of any incident or event attended, the lead coordinator(s) will be responsible for conducting a volunteer decommissioning roll call and the return of any equipment.

## **9. Community Response Team Roles**

In the event of a call out, volunteer roles will be allocated by the Lead Coordinator, subject to acceptance of the task by the volunteer concerned. The health and welfare of the volunteers will be paramount at all times.

The Lead Coordinator will be responsible for the implementation of any urgently required actions unless relieved of that role by a qualified member of the emergency services.

## 10. Emergency Equipment

### UppWatch Store

Defibrillators – Located at:-

- Market Place (on public toilet wall) LE15 9QH
- Rear of Town Hall ( in car park on corner of building) LE15 9PY
- Stockerston Road telephone box (near entrance to Stockerston Crescent) LE15 9UD
- Hawthorn Drive (on wall next to electricity sub-station and between No 5 & No 7) LE15 9TA
- Gerrard Court (on wall outside community room ) LE15 9SW
- Leicester Road (opposite the Bloor Homes development) LE15 9SD
- The Firs (at the corner of Goldfinch Road and Linnet Court) LE15 9UR
- Seaton Road (opposite Hornbeam Close) LE15 9QX

Pavement Gritters - Located at:-

- The Firs Estate - Contact Coordinator David Ainslie
- The Beeches - Contact Coordinator Mark Shaw

Head Torches (4)

First Aid Kit (2)

Maps

Mobile phones

Two way radios (4)

High visibility jackets (20)

Blank signage

Traffic cones (4)

Safety tape

Stihl pressure washer

Aluminium extension ladder (2)

Builder's wheelbarrow

Car battery charger

Various hand tools

Extension power lead with ELCB protection

Fan heater (3)

UppBox - Emergency Household Set (Hotplate, Kettle, Pans, Towels, heater, light, torch etc.)

Generator

Gas stoves (1)

Electric fans (2)

To be supplemented over time.....

## Emergency Agency Contact List

### Emergency Services

**Police** Emergency 999 Non-Emergency 101  
**Fire** Emergency 999 Non-Emergency 0116 2872241  
**Ambulance** Emergency 999

### Flooding

**Environment Agency** - Flood Line 0345 9881188  
 Incident Hot Line 0800 807060

**Reusable Sandbags** – [www.stopmeflooding.co.uk](http://www.stopmeflooding.co.uk)

### Utility/ Phone Companies

Gas Leak/Explosion 0800 111 999 Transco/National Grid  
 Electricity Power Cut (Western Power) 105 or 0800 6783105  
 Water or Sewage - Severn Trent 0800 783 4444 Anglian Water 08457 145145  
 BT Broadband/Telephone Open Reach 0800 0232023  
 Gigaclear Broadband 01865 591131  
 Vonage Telephone 0207 993 9000  
 O2 Mobile 0344 8090202  
 Mobile Vodafone 0333 3040191  
 Orange 07973 100 150

### Local Authorities

Uppingham Town Council 01572 822681

Rutland County Council 01572 722577

- Adult Social Care 01572 758465
- Environmental Health (RCC) 01572 722577
- Social Services Prevention and Safeguarding Team 01572 758341
- Children's Duty Team 01572 758407

**Out of hours Emergencies** 01858 464499

- Adult Emergency Duty Team (EDT) 0116 2551606
- Children's Emergency Duty Team 0116 3050005

Emergency Management Team 07786 198283 **Landline** 0116 305 6101

<https://www.lprepared.org.uk/prepared-residents/>

### Health

NHS Choices 111

NHS England (out of hours- 6.30pm to 8am) 0300 4210220

Uppingham Surgery 01572 823531

Rutland Memorial Hospital 01572 722552

Corby Urgent Care Centre 01536 202121

Defibrillator Team 01572 823465 or 07710 328469

### Voluntary Agencies

UppWatch 07710 328469 or 01572 823465 [www.uppwatch.uk](http://www.uppwatch.uk)

Voluntary Action Rutland /Rutland Community Hub 01572 722622 (mornings only)

British Red Cross 0345 054 7171

### Animals

Rutland Veterinary Surgery 01572 822399

RSPCA 0116 2336637

### Travel, Transport and Media

Major Roads (Highways Agency) 0300 1235000

Rutland Radio 01572 757868 Rutland Radio (Frequency: FM: 97.4, 107.2 MHz)

Twitter (Uppingham) and Facebook (Uppingham Rutland).

**Weather** <http://www.metoffice.gov.uk/public/weather/forecast>

## If someone collapses, follow these instructions



### ADDITIONAL COMPRESSION/BREATHING INFORMATION

- ♥ If you are unable or unwilling to give rescue breaths just do the compressions continuously.
- ♥ Give 30 compressions at a rate of 100-120 per minute and then give 2 breaths.
- ♥ Repeat 30 compressions and 2 breaths sequence.
- ♥ Continue until help arrives, you are too tired to continue, or the casualty starts breathing normally again.

FOR AN ADULT    USE 2 HANDS & COMPRESS 5-6 cm  
 FOR A CHILD     USE 1 HAND & COMPRESS 1/3 CHEST DEPTH  
 FOR AN INFANT    USE 2 FINGERS & COMPRESS 1/3 CHEST DEPTH

**Community Heartbeat Trust**  
 If you would like to see some videos on how to do chest compressions and how to use a defibrillator, use your smart phone to scan this QR code.



# Rotary





## How do I access our community defibrillator?

Easy as counting 1 to 10.....

1. When **still at the patient**, **call 999** ambulance
2. The ambulance service operator will ask you if the patient is **breathing/conscious**. If the answer is **no**, then they will activate the ambulance to your location.
3. The 999 operator will tell you to start **chest compressions** to save the patients life.
4. The call taker may then **tell you** where the nearest defibrillator to your location is, and if applicable, the access code. NOTE the nearest available and active defibrillator may not be the publicly accessible device.
5. If there is more than one person present, they will be told to collect the defibrillator, not you.
6. If only the single rescuer, you will be told to **stay with the patient** and continue chest compressions only (no breaths) until help arrives.
7. When the defibrillator arrives, the person bringing it will switch it on and follow the **audio and visual instructions**. Do not stop the chest compressions until the defibrillator tells you to.
8. With the defibrillator are scissors and gloves for you to use.
9. You cannot harm anyone, so do not delay!
10. Return the defibrillator to this cabinet after use or call local contact/CHT



# Household Emergency Plan

## If an emergency occurs – Initial Actions

### If an emergency occurs dial 999

Follow instructions given by the emergency services

### Action

In the event of fire, leave the building unless advised to do otherwise by the emergency services or your own common sense.

If an emergency means it is not safe to go outside (eg. toxic fumes):

- Go in (go indoors and close all windows & doors)
- Stay in (stay indoors)
- Tune in to Rutland Radio (FM: 97.4, 107.2 MHz), TV or the internet where advice from the emergency services will be broadcast

## If Staying Indoors

As far as possible you should be prepared to look after yourselves. Consider preparing a 'Home Emergency Kit'.

### Home Emergency Kit

#### Food and water for at least three days

- Tinned or dried food
- Bottled water
- Tin/Bottle opener
- Camping stove
- (Replace food & water every year)*

#### Other emergency items

- Radio (wind-up or battery)
- Torch (wind-up or battery)
- Batteries *(replace every 3 months)*
- First aid kit
- Insurance documents
- Anti-bacterial hand gel

## Emergency Evacuation

In the event of an emergency that means you have to leave your home, leave as quickly and calmly as possible and follow the instructions of the emergency services.

If there is time to do so, a responsible adult should turn off electricity, gas and water supplies, unplug appliances and lock all doors and windows.

Electricity turned off  
Gas turned off  
Water turned off  
Windows & doors locked

Once evacuated you may be out of your house for a number of hours or even days. Consider what you might need in the next 12, 24 or 48 hours, e.g. items used for job, school, university, work etc.

## Grab Bag

As well as a Home Emergency Kit, you may want to prepare a 'Grab Bag' of useful items in case you need to evacuate.

Home and car keys  
Mobile phone & charger  
Cash & bank cards  
Prescribed medication  
Hearing / sight aids  
Mobility aids  
Asthma & respiratory aids  
Toiletries  
Change of clothes  
Important documents  
First aid kit  
Supplies for babies

## Your Household

Do you have smoke detectors fitted and regularly check them?

Are you in a flood risk area and signed up to the Environment Agency Flood Warning Service?

### Staying in touch & staying together

If you can't get home or contact each other a pre-arranged meeting point will be helpful. It would be useful if you could stay overnight at these places if you couldn't get home.

The meeting point may need to be away from home where access may have been restricted. Is there a friend's or relative's home you could use as a meeting place?

Pick two places, one local and one outside your area. Perhaps put the phone numbers in your mobile phone.

Name:

Address:

Phone number:

Name:

Address:

Phone number:

### Helping each other

Do you have any neighbours who may need your help or may be able to help you?

Name:

Address:

Phone number:

Name:

Address:

Phone number

## Useful Numbers & Contacts

### Contact

### Number

Emergency	999
Police (non-urgent)	101
NHS England-out of hours (Out of hours)	0300 4210220
NHS Direct	111
Uppingham Surgery	01572 823531
Corby Urgent Care Centre	01536 202121
Rutland Memorial Hospital	01572 722552
County Council (Out of hours)	01572 722577 01858 464499

Local Community Emergency Plan Contact  
01572 823465

Highways Agency 0300 1235000  
Environment Agency Flood Line  
0345 988 1188

Environment Agency  
(Incident Hotline) 0800 807060  
National Grid – Gas Leaks 0800 111 999  
Power Cut 105 or 0800 6783105

### Water & Sewage

Severn Trent 0800 7834444  
Anglian Water 08457 145145

### Your Numbers

Electricity Supplier  
Insurance (Building)  
Insurance (Contents)  
Insurance (Car)

### Other Useful Numbers

School  
Work  
Carer  
Housing Association

## Keeping this information up to date

**Date of this plan:** April 2020

**Date of next update:** Sept 2021

**Uppingham Neighbourhood Forum Emergency Plan  
Please complete and keep to hand**