

# TOCKWITH COMMUNITY RESILIENCE PLAN



**Last Update: November 2021**

## **Key Contacts:**

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## **1. Introduction**

### **1.1 Background**

During a widespread or extensive emergency, the Emergency Services and Local Authorities may not be able to respond immediately and may have to prioritise according to need. The North Yorkshire Local Resilience Forum are keen to encourage local communities to develop resilience, by creating their own Community Resilience Plan, enabling them to begin a response to the emergency until other resources can be allocated to support them.

During this time, individuals and communities may need to rely on their own resources to ensure they are able to cope with the consequences of an emergency. Many communities already help one another in times of need, but previous experience has shown that those who have spent time planning and preparing for this are better able to cope, and recover more quickly. The value of planning at the community level cannot be over-estimated.

It is not about creating or identifying a whole new community network or a one-off response to or recovery from an incident, but rather an ongoing process of using and enhancing existing relationships to better improve the emergency preparedness of an area.

This plan encourages our community to identify and appreciate the potential risks that could affect our local area, and in doing so it should help us to consider how we can reduce those risks and what actions we can take during an emergency.

Having a plan in place will enable our community to take prompt independent action in emergencies and experience has proven that having a plan can dramatically reduce the scale of the damage sustained in an emergency as well as facilitating a more rapid restoration to normality.

## **This is our plan, to protect our community!**

### **1.2 Aim**

The aim of this plan is to enable us to develop procedures and processes in order to optimise the use of local resources and expertise to help in an emergency, in a way that complements the response of the emergency services.

### **1.3 Objectives**

The following objectives have been identified and will be addressed in order to support the aim of the plan:

- The identification of local risks, resources and vulnerable groups
- The Identification and utilization of local resources to help in the response by providing support to emergency services
- Helping those that are vulnerable, by providing shelter, care, support, information or practical help
- Establishment of an Emergency Committee to provide a point of contact for emergency responders and the community and to determine priorities
- Maintaining communications within the community and with the Borough Council
- Managing the response of local voluntary organisations
- Represent the community
- Assisting with community recovery

## **1.4 Maintenance and Review**

This Plan is owned by the Tockwith Emergency Committee and is maintained on their behalf with the support of the Harrogate Borough Council Emergency Planning Unit (led by Ian Speirs). It is the responsibility of all members of the Emergency Committee to ensure that they are familiar with the plan and that they maintain accurate contact details.

This plan will be subject to continuous review and revision, as well as formal annual reviews. The plan should be reviewed:

- As a result from lessons identified after invocation due to a real incident
- Any major changes to the emergency committee structure
- As a result of lessons identified from exercising or training

## **1.5 Exercise and Training**

This plan will be exercised (using discussion, table-top or live formats) to varying degrees throughout the year. The objectives of exercising will be to:

- Validate plans
- Test procedures and systems
- Identify training needs

All observations from training will be reviewed and where appropriate any changes to plans will be implemented.

## **1.6 Activation**

This community plan will be activated by the Tockwith Emergency Committee on the advice of the Emergency Services, the Harrogate Borough Council Duty Emergency Planning Officer or by any member of Tockwith Emergency Committee. Where the decision to implement the plan has been taken by Tockwith Emergency Committee, the Borough Council should be advised that the plan has been activated. An activation Flowchart can be found within the Response arrangements of this Plan at paragraph 3.

Set out below are the triggers which will cause the activation of your Community Resilience Scheme.

- At the request of the emergency services or Borough Council
- At the request of a member of the Tockwith Emergency Committee
- When any event/Incident has or has the potential to have an impact across the community
  - Severe Flood Warning Issued (trigger through HBC Multi Agency Flood Plan)
  - Severe weather alert
  - Major Accident or event

We should also be prepared to assist other communities within the Parish who may need our support in a separate emergency but this will only be undertaken if it does not compromise any ongoing activation in Tockwith. HBC Emergency Planners would advise in these circumstances.

## **1.7 Roles and Responsibilities**

### **1.7.1 Community Response Team**

The Tockwith Emergency Committee coordinate the community's response to ensure that any contingency arrangements are actioned, vulnerable people are cared for, liaison is established with the emergency services and Borough council and to promote self-help to householders. They are also responsible for keeping the plan up to date.

### Tockwith Emergency Committee Members

<b>Plan No</b>	<b>Name</b>	<b>Role</b>
1	Bob Cooling	Lead/HQ
2	Alastair Alton	Deputy/Roving link with incidents/Heavy equipment
3	Arnold Warneken	External assessor
4	Sue Corbett	HQ/Communications/ Roving Fixer
5	Stuart McHenry	External assessor
6	Fiona Steed	HQ logistics/community welfare issues
7	Simon Blake	HQ/Resources/ Liaison with authorities
8	Ted Tomes	External assessor/ Risk and safety adviser

#### 1.7.2 The Emergency Committee Chair and Deputy:

- Ensure that the plan is regularly reviewed and updated.
- Act as a focal point for the community in the response to an emergency
- communication is maintained.
- Ensure that the appropriate authorities and individuals are notified.
- Communicate important messages to the community.
- 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.

#### 1.7.3 Emergency Committee members:

The emergency committee members should:

- Have good local knowledge.
- Be able to activate the support of the community and speak on behalf of the community.
- Ensure that communications are maintained within the community and Borough Council.
- Maintain an incident log in the event of an emergency.
- Create a 'grab bag' containing the plan and any appropriate clothing / equipment which may be required.
- Have sufficient knowledge of the plan to act as Co-ordinator in their absence.
- Responsible for activating the scheme either in part or fully.
- Ensure that you have a deputy to carry out duties in your absence.
- Ensure this scheme and any associated documentation is maintained.

## 2.0 WhatsApp Group/Call out pyramid

A WhatsApp Group backed up by a contact pyramid establishes a quick and efficient method to coordinate communications and rapidly spread information amongst the Emergency Committee. Having assessed our strength of turnout we can then quickly call forward Community Volunteers where necessary to enhance our core team.

While the use of the WhatsApp Group will be our preferred method of contact individuals will need to acknowledge the alert so that we can rapidly assess our strength of reaction. Where a response is not received the landline numbers listed below should be used. Not everyone keeps their mobile device active at night so an alternative means of contact will be vital.

Where an individual cannot be contacted it is important that this is noted so that we can try again later. We should also bear in mind that the duration of a local emergency may be significant and individuals will need to be relieved to rest/recover so a pool of available replacements may be needed and should be contacted in good time so they can prepare.

**Bob Cooling**  
01423 359205  
07714 762475

**Alastair Alton**  
01423 358115  
07763 388749

**Arnold Warneken**  
07702 121386  
01423 358098

**Sue Corbett**  
07805 446885

**Simon Blake**  
07717 418190  
01423 637435

**Ted Tomes**  
07966 406438  
01423 358612

**Stuart McHenry**  
07778 199578  
01423 359981

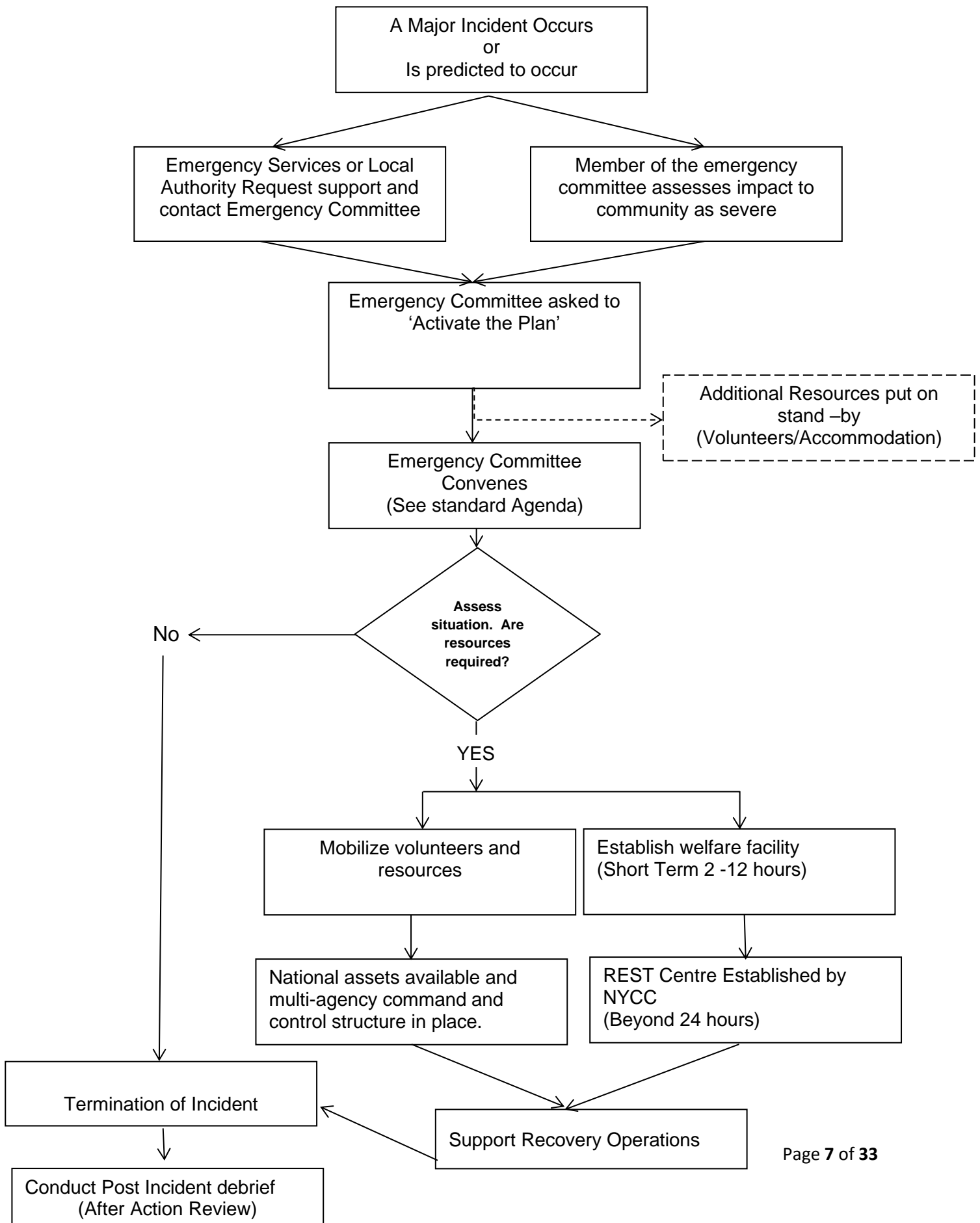
**Fiona Steed**  
01423 358808  
07535 154951

## 2.1 Community Volunteer Group

A list of community volunteers who are prepared to be on-call will be maintained by the Emergency Committee with contact numbers where appropriate and held in the Village Hall. It is not listed here because it is likely to be a dynamic list which will need regular updating.

### 3. Response Arrangements

#### 3.1 Activation Flow Chart



### 3.2 Initial Actions Check List

On receipt of information that may require your Community Resilience Plan to be activated- **DO NOT OVERREACT**. Take time to fully assess the situation and how you are going to proceed.

**If there is any potential risk to life then '999' emergency services must be called.  
If not then call the police on 101.**

No	Suggested Considerations	Checklist (Tick)	Remarks/Action Take
<b>INITIAL APPRAISAL OF THE SITUATION</b>			
1	Assess the situation. Do you need to assemble the Emergency Committee Where will your EC arrange to meet?		
2	Do you need to initiate the Contact Pyramid?		
<b>COMMUNITY RESILIENCE TEAM</b>			
3	Consider what action the EC may need to take.		
4	Do you need to activate your Emergency Plan?		
5	Consider allocating jobs/roles within the EC members or other local volunteer organisations		
6	Is the incident large-scale and do you need to escalate to the emergency services? Do you need to establish a rota system for EC?		
7	Agree action plan, and inform and agree this with police, Local Authority and other agencies if they are present.		
8	Keep an eye on the incident's development and be flexible and adapt to changing circumstances.		
<b>INFORM AND LIAISE</b>			
9	Inform and liaise with:- <input type="checkbox"/> Emergency Services; <input type="checkbox"/> Local Authority; <input type="checkbox"/> Environment Agency; etc... as to what actions may be being taken by them, how you may assist and obtain any advice they can provide. Some useful contact numbers are at Section 7 of the plan		



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10	Can neighbouring parishes assist?		
11	Consider creating frequent reciprocal updates with liaising organisations.		
<b>LOG BOOK</b>			
12	<p>Start a log book to record:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Any decisions you make;</li> <li><input type="checkbox"/> Actions taken;</li> <li><input type="checkbox"/> Messages- who you speak to and what was discussed.</li> </ul> <p>See Incident Log Template</p>		
<b>ACTIONS AND RESOURCES</b>			
13	Consider what actions you may be able to take to mitigate the incident- eg sandbagging, opening assessment centre (p17), using roadblocks etc.		
14	Consider what resources may be of use and where to acquire them?		
15	<p>Consider contacting other community members who can help or need to be alerted:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Volunteers/Skilled people</li> <li><input type="checkbox"/> Key holders</li> </ul>		
16	Is there anything you can do to help the Vulnerable Establishments and People in the affected area?		
<b>WELFARE CENTRE</b>			
17	Consider what preparations would be required to open an Welfare Centre.		
18	Would opening an Welfare Centre be worthwhile/required?		
19	If you decide to open Welfare Centre, look at helpful checklist/guidance.		

**IMPORTANT NOTES:-**

- Ensure that you regularly update the community with non-confidential, approved information.
- If you have to travel or go anywhere always ensure someone knows where you are going, approximately how long you will be away, and have a contact number by which they can contact you.
- Do not put yourself or others at risk.
- If Emergency Services are on site- work with them – do not obstruct them.

### 3.3 First Meeting – Issues to be briefed to Emergency Committee

<b>Ser</b>	<b>Item</b>	<b>Remarks</b>
<b>1</b>	<b>Who is Present</b>	<b>Is anyone missing do we need to invite any other interested parties</b>
<b>2</b>	<b>Why we have been activated</b>	<b>One sentence as to why we have been activated</b>
<b>3</b>	<b>What has happened</b>	<b>SITUATION REPORT</b> <b>When:</b> <b>Where:</b> <b>What has happened</b> <b>What Outcome:</b>
<b>4</b>	<b>What have we been asked to do?</b>	
<b>5</b>	<b>What do we need to do</b>	<b>Brief inventory of what we still have.</b> <b>Where resources have been lost / damaged, what is required in order to continue and/or recover key functions</b>
<b>6</b>	<b>Who will do it?</b>	<b>Identify appropriate and skilled volunteers or volunteer groups to assists.</b>
<b>7</b>	<b>Who else needs to know?</b>	<b>Do we need to communicate to residents if so what message what means and who will lead</b>
<b>8</b>	<b>What Liaison needs to be established</b>	<b>Has liaison / communication been established with (if appropriate)?</b> <ul style="list-style-type: none"> <li>• <b>Emergency Services</b></li> <li>• <b>Residents</b></li> <li>• <b>Local Businesses</b></li> </ul>
<b>9</b>	<b>THE WAY FORWARD</b>	<b>Recap on actions required and any areas that still need to be addressed</b>

### 3.4 Evacuation Support

In the event that an evacuation of properties within the area is called then the Emergency Committee may be approached for assistance with the evacuation. This may be in the form of advice with 'Local Knowledge', with the cascade of information to residents and other voluntary organisations or with the staffing and running of a Welfare Centre.

No	Action/Consideration	Checked	Remarks
1	Request received for assistance with evacuation of an area within Parish name		
2	Activate the Emergency Committee		
3	Place additional resources on stand-by (Volunteers and voluntary groups)		
4	Establish Liaison with Harrogate Borough Council Duty Emergency Planning Officer		
5	Confirm area that is to be evacuated and confirm: - Numbers being evacuated - Expected time scale of evacuation - Any special requirements - The Point of Contact		
6	Review Vulnerable sites and persons within evacuation area and advise accordingly		
7	Activate Welfare Centre if required		
8	If prolonged displacement of residents, expect Rest Centre to be activated.		
9	Prepare to handover and support the MIRT team with the REST Centre		
10	Advice emergency responders on additional resources available within the local area.		

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### 3.5 Opening a Welfare (Rest) Centre

No	Suggested Considerations	Checklist (Tick)	Remarks/Action Take
<b>INITIAL CONSIDERATIONS</b>			
1	Collect Emergency Box if not located at the centre.		Located in village hall
2	Open logbook to record events, actions and decisions, engage a note-taker if possible.		
3	Nominate who is going to take charge of the Welfare Centre.		
4	Consider the resources needed to manage the number of potential people/evacuees.		
5	Inspect the building to ensure it is still fit for purpose. Eg check power, heating, structure etc. <b><i>If it is not fit for purpose, consider alternative accommodation!</i></b>		
6	Establish contact with Police/ Local Authority as necessary.		
<b>SET-UP CENTRE</b>			
7	Use this plan and the Emergency Box contents to organise the internal layout.		
8	Brief staff, and establish regular briefings.		
9	Ensure all staff have on means of identification (eg tabard and ID badge)		
10	Allocate staff specific roles/ areas of responsibility.		
11	Designate a supervisor for each area.		
12	Organise shift working as soon as possible. The busiest areas will need shorter shifts.		
13	Ensure all staff and volunteers get proper breaks, rest and refreshment away from the main areas.		
<b>RUNNING A WELFARE CENTRE</b>			
14	Ensure everyone entering the location is registered. Name, age, gender, home address, place from which evacuated (if different), and destination (if known). (See also Emergency Box)		
15	Ensure Evacuees are taken inside immediately, are able to sit down and have a (hot) drink.		
16	Do not try to register people who have more obvious and urgent needs. People are more important than administrative procedures.		
17	Do not hold on to evacuees longer than absolutely necessary. If they have somewhere to go (relatives or friends), discharge them as quickly as possible, assisting them with transport if necessary.		
18	Do not allow children or pets to run riot. Quickly allocate closely supervised entertainment areas for children, and separate accommodation for pets.		

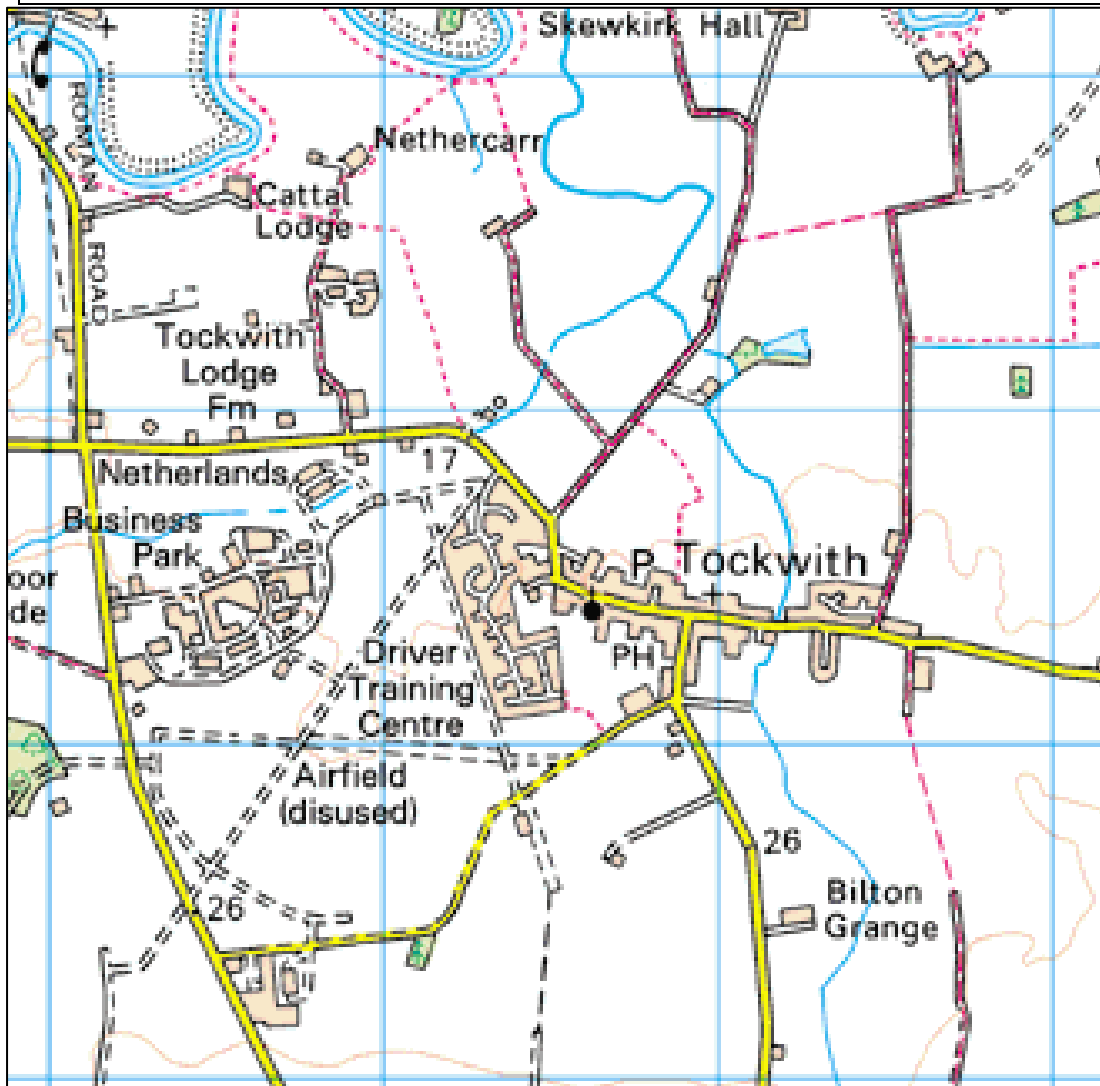
## **ANNEX A Geography and Community Profile**

### **A.1.1 Community Profile**

Area covered by this Scheme:- Parish name: Tockwith with Wilstrop

Mapping:

1:50,000 OS Landranger Map, Series Number 105 York & Selby/1:25,000 OS Explorer Series Number 289 Leeds



**Tockwith** is situated 9 miles west of York and 5 miles north-east of Wetherby. The village is approached through relatively flat farmlands from the west along Fleet Lane, with the church clearly visible. The village has grown significantly since the war, with several large developments on its boundaries. There are two public houses in the heart of the village, the *Boot and Shoe* and the *Spotted Ox*. There is a large Business park to the west of the village providing local employment to many. The population is likely increase significantly in the next few years with a further 300 houses set to be built taking the population over 2500.

## Infrastructure

### A.1.2 Roads

The key routes for accessing the community are:

Roads – There are no classified roads in the village. The main road through the village leads to Long Marston to the east and Cowthorpe and A168 to the west. The western end of the parish is bordered by the old Roman Road of Rudgate which leads to the small market town of Boroughbridge.

### A.1.3 Rivers and Becks

The northern end of the Parish is bordered by the River Nidd approximately 1.25 miles away. There are two feeder becks in the village which lead to the River Nidd. Sike Beck and Fleet Beck

### A.1.4 Utilities

BT Exchange – Cattal Moor Lane adjacent to Tockwith and District Show Field  
Yorkshire Water Sewage Treatment Work Fleet Lane

### A.1.5 Neighbouring Parishes

Listed below are the contact details of neighbouring communities that may be able to provide help and assistance during an emergency:

<i>Parish</i>	<i>Contact person</i>	<i>Address</i>	<i>Phone/Email</i>
Hunsingore and Cattal	Sue Bramley	Corner House Cattal YO26 8DX	01423 358453 Suebramley1@gmail.com
Bilton with Bickerton	Trevor Grant	Stonecroft Tom Cat Lane Bickerton LS22 5ES	01423 359961 <a href="mailto:biltonandbickertonpc@hotmail.co.uk">biltonandbickertonpc@hotmail.co.uk</a>
Long Marston	Dot Rice	198 Prince Rupert Drive Tockwith	<a href="mailto:clerklmpc@outlook.com">clerklmpc@outlook.com</a> 07908212753
North Deighton	Rosie Richardson	Holly Cottage The Green North Deighton	<a href="mailto:Rosie_porto@hotmail.com">Rosie_porto@hotmail.com</a>
Kirk Hammerton	Amanda Kennerley	21 Abbots Way Knaresborough	<a href="mailto:Amanda.khpc@gmail.com">Amanda.khpc@gmail.com</a> 0778 648 2313 01423 862893

## **ANNEX B**

### **Shelter and Resources**

#### **B.1.1 Welfare Centres and Rest Centres**

We must try to provide a service which will reduce the distress of people removed from their normal environment because of serious danger.

*Note:* Depending upon the nature of the emergency evacuees may be transported to an alternative longer-term site, or found alternative accommodation for the initial duration of the emergency.

- **Remember** that Evacuees may be tired, wet, distressed, sick, hungry or in shock and this may cause them to display abnormal behaviour, eg be aggressive.
- **Identify quickly anyone having special needs** and see to those immediately; medical welfare, disability, age, nursing mothers- anyone needing any form of additional assistance for any reason.
- **Be alert** for symptoms of delayed shock or severe stress.
- **Keep everyone informed** frequently and regularly of what is happening with non-confidential, approved information.
- **Treat everyone** as an individual, having different rights, attitudes and needs.
- **Keep Evacuees occupied** by assisting with: special needs, tidying up, serving refreshments, walking e.g. fire watch etc.
- Ensure staff remain friendly, attentive and compassionate.

#### **B.1.2 Welfare and Rest Centre Locations**

Listed below are the details of certain community assets that could be used as a Welfare Centre or Rest Centre. Rest Centres will on the whole be administered by the Major Incident Response Team.

<b>Community Asset</b>	<b>Address</b>	<b>Grid ref.</b>	<b>Contact Details</b>
<b>Preferred Shelter/Refuge</b> Village Hall	Marston Road	<b>Postcode:</b> YO26 7PR <b>Grid:</b> SE 4687 5240 <b>W3W:</b> dignify.thudding.floating	Fiona Steed 01423 358808 07535 154951 Margaret Dalgleish 01423 358626
Primary School	Southfield Lane	<b>Postcode:</b> YO26 7RP <b>Grid:</b> SE 4676 5210 <b>W3W:</b> tinny.charted.devoured	Justin Reeve 01423 358375

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Pub	Spotted ox Westfield Road	<b>Postcode:</b> YO26 7PY <b>Grid:</b> SE <b>W3W:</b> joystick.care.flexibly	Mr David Clemence 01423 358387
	Boot and Shoe Marston Road	<b>Postcode:</b> YO26 7PR <b>Grid:</b> SE 4689 5233 <b>W3W:</b> image.blinking.committee	Mr David Harper 01423 358232
Sports Hall With car park	Kirk Lane	<b>Postcode:</b> YO26 7PY <b>Grid:</b> SE 4687 5240 <b>W3W:</b> dignify.thudding.floating	Mike Corbett 01423 359254
Tockwith Hub	Local outreach	<b>Postcode:</b> YO26 7PY <b>Grid:</b> SE 4687 5240 <b>W3W:</b> dignify.thudding.floating	Ray Clark 01423 358 939 07751 048 376
Church	Westfield Road	<b>Postcode:</b> YO26 7PY <b>Grid:</b> SE 4661 5234 <b>W3W:</b> slot.pipe.appoints	Deryck Wilson 01423 358364
			Sarah McBride 01423 359152
Tockwith and District Showfield Open Space 24 acres	Cattal Moor Road (outskirts of village)	<b>Postcode:</b> YO26 7GH <b>Grid:</b> SE 4523 5341 <b>W3W:</b> degree.juggled.bliss	Norman Waller 07702 058430
Tockwith Community Field south of Sports Field – open grassed area	Tockwith Lane	<b>Postcode:</b> YO26 7RP <b>Grid:</b> SE 4687 5190 <b>W3W:</b> wink.zoned.organisms	Joy Richardson 07929 372352

### B.1.3 Welfare and Rest Centre Resources

Details of the resources available at each Welfare/Rest centre can be found in the Welfare Centre Plan.



<b>FACILITIES – VILLAGE HALL</b>
<p><b>ESTIMATED CAPACITY:</b> 91 people seated (without risk assessment). To increase this number risk assessment required. Main hall - 42 feet long x 18 feet wide. Annexe - 16 feet long x 14 feet wide. Meeting room – approximately 16 feet square.</p>
<p><b>TYPE OF HEATING:</b> Gas Boiler feeding to hot-water radiators.</p>
<p><b>COOKING:</b> Domestic cooker with oven and 4 hobs, and microwave oven. <b>TOILETS:</b> Female – 3 cubicles and 3 hand-wash basins, electric hand-dryer. Male – 1 cubicle, 3 urinals, 3 hand-wash basins, electric hand-dryer Disabled Toilet with baby changing facilities</p>
<p><b>WASHING:</b> Double stainless steel sink unit in kitchen. No washing machine. <b>PARKING:</b> Sufficient for 8 vehicles if double-parked.</p>
<p><b>WiFi:</b> BTBHub6-PN6F Password: nvXe3G7NU49Y <b>Telephone number:</b> 01423 358899</p>

## **BOROUGHBIDGE COMMUNITY CARE – 01423 324504**

[Boroughbridgecommunitycare@gmail.com](mailto:Boroughbridgecommunitycare@gmail.com) Resources

### **B.1.4 Local Resources**

Set out below is a list of equipment and resources which may be utilised during an emergency. Some of the equipment may require specialist skills/training and the use of appropriate safety equipment- these requirements are set out in the 'conditions of use' column.

<b>Equipment/Resource</b>	<b>Location</b>	<b>Contact</b>	<b>Condition of use</b>
Cutting Equipment	Wetherby		
Power Saws			
Winches			
Building Tools			
Nails	Backhouse Hunsingore Spruce and Hawe		
Timber / Metalwork			
Building materials	Marston Wetherby		
Small generators	Marston Business Park?		
Petrol/fuel	Bickerton Wetherby Skipbridge		
Solid fuel			
Gas cylinders	Tockwith Caravans	Bob Frenndt	
Temporary lighting	Stage One?		
Transport	Tockwith	Revis Transport	

### **B.1.5 Local Skills**

These are individuals who are willing to volunteer their specialist knowledge or practical skills and time during an emergency.

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

- not endanger themselves or others;

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- assess the risk prior to any activity they undertake;
- ensure their contact details are kept up-to-date;
- be prepared to act quickly;

### B.1.6 Emergency Box (Battlebox)

Set out below is the location and contents of your communities Emergency Box:

Location	
Address:	Contact Information
Tockwith Village Hall	Bob Cooling 01423 359205 07714762475

Contents	
Items	Checklist (tick)
Copy of this Community Resilience Scheme	√
First Aid Kit	√
Maps of the Area	√
Incident Log Sheets (Template Sheets6.9)	√
Copies of Standard Welfare Centre forms (e.g. Registration Forms 6.6)	
Stationery	√
Torch (Wind up/Battery powered)	√
Radio (Wind up/Battery powered)	
Spare Batteries	√
Candles and Matches	
Latest copy of the Yellow Pages and/or Thomson Local	√
Other: Current electoral list	√

**High viz jackets and shovels stored with battle box.**

## **ANNEX C**

### **Community Risks and Vulnerabilities (Risk Assessment)**

#### **C.1.1 North Yorkshire Community Risk Register**

The hazards described in the North Yorkshire Community Risk Register are worst case scenarios. The assessments relate to the risk occurring over a five year period. The risk assessments included in the register only cover non-malicious events (i.e. hazards) rather than threats (i.e. terrorist incidents). This does not mean that we are not considering threats within our risk assessment work. The current risk register can be viewed at: <http://www.emergencynorthyorks.gov.uk/>

#### **C.1.2 Local Hazards**

Recorded below are various known/potential hazards and threats which could affect your geographical area. - eg main roads, severe weather- snow etc, rail lines, aircraft, power plants.

<b>Hazard</b>	<b>Comments</b>	<b>Remarks</b>
Electrical power supply	Can be subject to power surges during thunderstorms	
Major accident / incident Marston Business Park Rudgate Business Park Moorside Business Park Connexions Southfield Lane Minster Hag (to be developed)	Industrial premises	Incident could potentially close Rudgate Lane.
Aircraft flight path	Flight path for RAF Linton on Ouse (base currently on a closure programme.	Aircraft could potentially use disused Tockwith Airfield
Agricultural incident: foot and mouth, blue tongue, bird flu		National and Local arrangements for any outbreaks
Pandemic	Risk is still high on the national and regional risk registers	Multi agency plan (HBC NYCC) developed at Regional level
Severe weather / Climate: flooding, winds, snow / cold, heat, earthquake etc.		
'Industrial' action which impacts critical services		National plans have been developed
Bomb/terrorist threat	No high risk sites have been identified within the Parish Although explosive store is planned to be built at Mister Hag Tockwith.	Emergency plan under NYCC

#### **C.1.3 Severe Weather**

The National Severe Weather Warning Service warns the community by providing warnings of severe or hazardous weather which could cause problems, ranging from widespread

disruption of communications to conditions resulting in transport difficulties or threatening lives. Types of hazards include:

- Severe Gales
- Heavy rain
- Heavy Snow and icy roads
- Thunderstorms and Lightning
- Heat and Sun
- Dense Fog

The Severe weather warnings for Yorkshire and Humberside can be found at:

[http://www.metoffice.gov.uk/weather/uk/yh/yh\\_forecast\\_warnings.html](http://www.metoffice.gov.uk/weather/uk/yh/yh_forecast_warnings.html)  
<http://www.metoffice.gov.uk/weather/uk/>

### C.1.4 Flooding

The following areas are at risk from surface water flooding.

Location (Street/Road/Estate)	Postcode or Grid Reference	Properties Affected
Marston Road	YO26 7PR	95-105 *resolved 2016
Marston Road (near Sike Beck)	YO26 7PR	44,46 49

#### C.1.4.1 National Flood Warning Service

The Environment Agency provides a flood warning service throughout England and Wales in areas at risk of flooding from rivers or the sea. In some parts of England we also provide a flood warning service for flooding from groundwater.

Using the latest available technology, our they monitor rainfall, river levels and sea conditions 24 hours a day and use this information to forecast the

	<p><b>Severe Flood Warning</b> Severe flooding. Danger to life.</p>
	<p><b>Flood Warning</b> Flooding is expected. Immediate action required</p>
	<p><b>Flood Alert</b> Flooding is possible. Be prepared.</p>

possibility of flooding. If flooding is forecast, they issue warnings using a set of three different warning types.

These warning are passed to residents within affected areas as well as the emergency services and the local authority. The 3 different warning types are as shown above.

## C.1.5 Vulnerable Places

### C.1.5.1 Schools

Establishment	Address	Contact No(s).
Tockwith C of E Primary School	Southfield Lane Tockwith York North Yorkshire <b>Postcode:</b> YO26 7RP <b>Grid:</b> SE 4676 5210 <b>W3W:</b> tinny.charted.devoured	Mr Justin Reeve (Head teacher) 01423 358375

### C.1.5.2 Residential and Respite Care Homes (including sheltered living accommodation)

Establishment	Address	Contact No(s).	Remarks
None			

## C.1.6 Vulnerable People

There are a number of groups of people who, in a crisis, should be considered as potentially vulnerable, they include:

- People with mobility limitations, both young and old.
- Disabled people (including physical disability and learning disability).
- Blind and partially sighted people.
- Parents who are on their own with children under 12.
- Anyone in charge of a group of children when the incident happens e.g. playgroup staff, Guide and Scout leaders.
- Newcomers to the parish who may not know all its facilities.
- Hearing impaired people. It should also be noted that people who are deaf or hard of hearing may not be aware of broadcast alerts, and may need a personal visit to ensure they know of any risks to which the community is being alerted.

For data protection reasons, we have elected not to include this data here. Vulnerable peoples information will be provided when needed and/or when this plan is activated. For awareness vulnerable persons will be categorised on a priority for assistance on a scale of 1-3:

- 1= Must contact, (visit if it is safe to do so)
- 2= Should contact, (or visit if safe to do so)
- 3= Contact if time allows

Additional information for those who need special help in an emergency may also be sought from the following organisations:

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**C.1.6.1** Vulnerable People Engagement Matrix

<b>Name</b>	<b>Address</b>	<b>Contact No.</b>
NYCC Adult Social Care (Those with care plans)	Working Hours: NYCC	<b>0845 034 9410</b>
	Out of Hours: Emergency Duty Team	<b>0845 034 9417</b>
Age UK	See Contact Directory	01609 771624
Neighbourhood Watch	Through North Yorkshire Police	101
Community First Responders	Through Yorkshire Ambulance Service	0845 120 3155

Certain incidents/emergencies may give rise to the need for providing the community with both shelter and food, or people may be made temporarily homeless.

## **ANNEX D**

### **D.1.0 Communications and Contacts**

During an emergency the local community may need to set up improvised communication links within the local area. The following means of communications currently exist within Tockwith :

Method	Location	Responsible Contact	Additional Information
Information Boards (including location)	Westfield Road	Parish Clerk 07929 372352	
	Marston Road Village Hall	Fiona Steed 07535 154951	
	Church	Sarah McBride 01423 359152	
Community Organisation Meeting	Village Hall Marston Road	Fiona Steed	01423 358808
	Tockwith Residents Association	Peter Pozman	01423 359152
	Community Hub	Tim Mallett	01423 359731
Community Magazine / Directory	Village and Parish News	Susan McKernon	01423 358831
Email / Website	<a href="http://www.tockwith.gov.uk">www.tockwith.gov.uk</a>		
School(s) Tockwith C of E Primary Academy	Southfield Lane Tockwith York North Yorkshire YO26 7RP	Justin Reeve (Head teacher)	01423 358375

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### D.1.1 Contact Details

#### Emergency Committee and other Contacts

<b>Emergency Committee Contacts</b>			
<i>Name</i>	<i>Role</i>	<i>Address</i>	<i>Contact Number(s)</i>
Bob Cooling	Lead	Northfield Farm House 25 Marston Road Tockwith	01423 359205 07714762475
Alastair Alton	Deputy	Orchard House 29 Marston Road	01423 358115 07763 388749
Arnold Warneken	EC	Goosemoor Organics, Warfield Lane, Cowthorpe	01423 358098 07702 121386
Ted Tomes	EC	Beechroyd, Kirk Lane, Tockwith	01423 358612 07966 406438
Simon Blake	EC	6 Bramblegate Road, Tockwith	01423637435 07717 418190
Sue Corbett	EC	The Old Coach House, Westfield Road, Tockwith	07805 447885
Fiona Steed	EC	6 Lucas Grove South, Tockwith	01423 358808 07535 154951
Stuart McHenery	EC	158 Prince Rupert Drive, Tockwith	01423 359981 07778 199578
Tim Mallett	CV	Rose Lea Marston Road Tockwith	07932 626896
Martin Otter	Pastoral	The Vicarage Rufforth	01094 738262 07842 106044
Angela Jenkins	CV	Moorside Farm Moorside Tockwith	01423 358067 07753 583 361
Sarah McBride	CV	East House Marston Road, Tockwith	01423 359152
Jim Tinsley	CV	Cobblestones 4 Marston Road Tockwith	01423 358222
Fiona Ross	CV	Ferncliffe House 41 Westfield Road Tockwith	07885 28 215
Dominic Curran	Para medic	Tockwith	07462 918362
Mike Corbett	CV	The Old Coach House, Westfield Road, Tockwith	07469 253370



### D.1.2 Emergency Services

Organisation	Contact No
North Yorkshire Police	Non-emergency: 101 Emergency: 999
North Yorkshire Fire and Rescue	Non-emergency: 01609 780 150 Emergency: 999
Yorkshire Ambulance Service	999
British Transport Police	999
Maritime and Coast Guard Agency	999
Cave Fell and Mountain Rescue (Upper Wharfedale and Swaledale MRT Cave rescue Organisation)	999

### D.1.3 Local Authorities and Government Departments

Harrogate Borough Council	<i>Switchboard:</i> 01423 500 600 <i>Emergency:</i> 01423 556 300
North Yorkshire County Council	<i>Switchboard:</i> 01609 780 780 <i>Incident Reporting:</i> 08458 727374 Out of hours social care 01609 534527
DEFRA	Helpline: 08459 33 55 77
Environment Agency	<i>General:</i> 08708 506 506  <i>Report an Incident:</i> 0800 807 060  <i>Floodline:</i> 0345 9881188  <i>River Level Info:</i> 0906 619 7722 Incident Number 0800 807060

### D.1.4 Utilities Companies

Gas (National Grid)	<b>Service Calls: 0870 606 4750</b> <b>Emergency: 0800 111 999</b>
Electricity	<b>York Power grid: 0800 375 675</b> <b>Emergency: 105</b>
Water Company (Yorkshire Water)	<b>Enquiries: 0345 124 2424</b> <b>Leakages: 0800 573 553</b>

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Telephones (British Telecom)	<b>Faults and Emergencies: 0800 800 151</b>
British Waterways	<b>Enquiries: 0113 281 6800 Emergencies: 0800 479 9947</b>
Network Rail	<b>Network Rail 0845 711 4141</b>  <b>British Transport Police 0800 40 50 40</b>
Northern Rail	<b>Northern Rail 08450 000125</b>
Highways Agency	<b>0300 12350000</b>

### D.1.5 Voluntary Organisations

Woman's Royal Voluntary Service	Telephone: <b>0845 600 5885</b>  Email: <a href="mailto:leedsyorkhub@royalvoluntaryservice.org.uk">leedsyorkhub@royalvoluntaryservice.org.uk</a>
St John Ambulance	<b>08700 10 49 50</b>
British Red Cross	2 Armley Court - LS12 2NB  t: 0113 201 5240
RSPCA	01904 654949 0300 1234999
Veterinary Services	01937 582025 01904 481637 01904 788840  0300 777 1540
Age Concern	Telephone: <b>01423 864956</b> Cliff House, 1 Hilton Lane, KNARESBOROUGH, HG5 8BX
Just B	T: (01423) 856 790
Cruse	Tel: 01904 481162
The Samaritans	89 Nunnery Lane, York, North Yorkshire, YO23 1AH T: 01904 655888
Local Church	01423 359152 01423 358 364
Tockwith Village Hall	Fiona Steed 01423 358 808 07535 154 951 <b>Note incoming calls only</b> <b>01423 358899</b> Wi-fi name <b>BTBhub6-PN6F</b>

### D.1.6 Mobile Networks coverage within the Community

Listed below are the various mobile telephone networks which are available within your community, (this is especially useful for the emergency services):

Network	Coverage (Good, Average, Poor)
<b>Orange</b>	<b>Excellent</b>
<b>Virgin</b>	<b>Good</b>
<b>Vodafone</b>	<b>Good</b>
<b>02</b>	<b>Good</b>
<b>3</b>	<b>Moderate</b>
<b>T Mobile</b>	<b>Good</b>

### D.1.7 Local Radio

The local radio and television will communicate relevant public advice, severe weather warnings, emergency telephone numbers and other emergency information so it is important to TUNE IN! In the event of a power cut a windup/battery operated or car radio could be used to monitor broadcasts. Messages can be passed to the Radio stations through the Duty Emergency Planning Officer.

Station	Frequency	
	FM	AM
BBC Radio York 01904 641641	103.7/104.3/95.5	
Stray FM 01423 520972	97.2	
Vale Radio 01904 765900	97.5	<a href="mailto:studio@thevaleonline.com">studio@thevaleonline.com</a> <a href="mailto:news@thevaleonline.com">news@thevaleonline.com</a>
TempoFM Radio Wetherby	107.4	mail@tempofm@.co.uk
BBC Radio Leeds 0845 3033333	92.4/95.3	

### D.1.8 Community Amateur Radio

Radio Amateurs possess equipment that has a longer range than CB Radio. They may be knowledgeable and resourceful people and could be of great assistance in setting up a local or area communications network. Their details are recorded in the box below:

**Name: Raynet: Radio Amateurs Emergency Network  
Zone 2 – Yorkshire & Humberside**

**Contact via: Mike Higlett G6WTM, Controller Nidderdale RAYNET Group.**

**24 hour emergency contact: 0141 621 2121 (NB: check website for local contact details first)**

[www.raynet-uk.net](http://www.raynet-uk.net)

### **D.2.0 Citizen Band (CB) Radio**

There may be a number of CB Radios available within the community which can use short distance radio communications to form a localised communications network.

### **D.2.1 Two-way Radios**

Many organisations use hand-held and vehicle borne radios while conducting their business. It may be possible to use such radios to pass messages for onward transmission by the base station to the local authority. Examples of such organisations include:

:

- Taxi Firms
- Local Authorities

**FORMS AND TEMPLATES**

**STANDARD Welfare REGISTRATION FORM**

<p>It is important this form is used. It helps trace missing people, and also proves to insurance companies that an evacuee has had to use this centre in a future claim for damage to their property.</p>	<p><u>REST CENTRE</u> .....</p> <p>DATE .....</p>
--	---

Reg. No.	Name	DoB	Home Address & Previous Rest Centre if any	Next Destination & Contact No	Time In and Out

PLEASE USE BLOCK CAPITALS

### Flood Planning Support Matrix

No	Trigger	Action	Checklist
1	<b>Flood Alert</b>	Assess the situation. Do you need to assemble an Emergency Committee? Be prepared to act on your plan. Prepare a flood kit of essential items Monitor local water levels and latest weather forecasts	
2	<b>Flood Warning</b>	Move family, pets and valuables to a safe place Turn off gas, electricity and water if it is safe to do so	
3	<b>Prepare your property for flooding</b>	There are lots of things you can do to prepare your home or business premises, so that if flooding happens the damage it causes is less extensive and less costly.	
4	<b>Inform and liaise</b>	<ul style="list-style-type: none"> <li>• Emergency Services;</li> <li>• Local Authority;</li> <li>• Environment Agency;</li> </ul> As to what actions may be being taken by them, how you may assist and obtain any advice they can provide.	
5	<b>Severe Flood Warning</b>	Call 999  Stay in a safe place with means of escape Be ready should you need to evacuate your home	



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Attach building plan of Welfare centre if applicable

**PLEASE REFER TO VILLAGE HALL EMERGENCY PLAN**

Contact details vulnerable people:

NAME	ADDRESS	PHONE	CATEGORY	COMMENT
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**Distribution:**

The CRP will be distributed individually to:

All Emergency Committee members (8)

The Clerk to the Parish Council (1)

Copies to be held in the Village Hall Battle box (5)

Mr Ian Speirs, HBC Emergency Planner (electronically and for further distribution at his discretion to Emergency Services and other authorities)