



Is your community prepared for an emergency?

Welcome to our 12th Edition



by Sue Herne, Keith Fawkner-Simpson and Emily Roden

Hi and welcome to this latest edition of the Community Emergency Planning Newsletter - Suffolk Prepared

This month sees the start of Autumn and time to be preparing for the winter ahead, hence the return of the winter preparedness workshops.

Severe weather can strike quickly and cause major disruption to our homes, families and communities. However, the good news is that with a few simple steps it's easy to prepare for these unexpected eventualities.

There are some changes to the format and content this year, so come along to your local Winter Preparedness Workshop where we will be busting the myths around winter gritting. Find out how to refill your grit bin and how sensible self-help snow clearance doesn't leave you accountable if you have registered with your local district council.

Some of you may remember Jim Whiteside talking about Norfolk and Suffolk 4x4 at the conference last year, well he be giving a presentation on winter driving tips in the West & Central workshops.

John Hammond, one of our local weather advisors from the Met Office will be attending with more information about

Warnings and how the Met Offices WOW (Weather Observation Website) can be used by your volunteers.

There will be some additional input from Suffolk County Council, including an update on Winter Gritting and also from the Environment Agency.

If you wish to attend your local session please contact your local Emergency Planning Officer. (contact details on P 7)

This edition is also the start of the individual Steering Group members introducing themselves. This quarter you'll get an opportunity to learn more about what prompted Tim Beach from East Suffolk to get involved in Community Emergency Planning and to join the Steering Group. You'll also get an insight into John Drewienkiewicz's background and why he is on the Exercise and Planning Sub Group of your Steering Group.

Our Twitter followers are also going from strength to strength (690) and the more Community Emergency Planning Groups that set up their own twitter accounts, the more we can network and share information and opportunities.

This Autumn, The East Suffolk Team are introducing a workshop for 'developing plans'. This will be a half-day session and is aimed across the board for any group thinking about starting a plan, having one under way, or looking at an annual review.

Working together, we can share best practices with simple or detailed plans, look at the common components that make a 'framework response document' a 'plan' and challenge those plans to enable you to have confidence that you can activate it with your local group(s) and interact with either ourselves or the Emergency Services. We'll be running this as per the workshop schedule at Riverside Offices Lowestoft on the 20th Oct and at the Council Chambers, Melton Hill, Woodbridge on the 28th Oct.

Suffolk Prepared

September 2016

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Find out what 105 is all about from UK Power Networks.



Why did Tim Beach get involved in Community Emergency Planning and what prompted him to join the Steering Group?



What does John Drewienkiewicz get up to in his spare time and what qualifies/motivates him to be involved in the Exercise and Planning sub group of your Steering Group?

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Find out what some of the volunteer groups have been doing in terms of their involvement in Exercise Triton 2



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What you can do to help us, what we are doing, some useful tips and tools and a reminder about some upcoming workshops



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A reminder of all our upcoming workshops and training sessions that are open to you and still free of charge

Don't be left in the Dark

by UK Power Networks

There's a new number to call if you have a power cut.

When the power goes out, it can leave people feeling unsure about what to do. Research by Energy Networks Association found that 72% of people don't know who to contact during a power cut, with many wrongly thinking they should call their electricity supplier that they pay their bill to.

105 aims to solve this problem, providing you with an easy-to-remember number that will put you through to your local electricity network operator - the company that manages the cables, wires and substations that bring electricity into local homes and businesses.

In England, Scotland and Wales, there are six Distribution Network Operators (DNOs) that operate in different geographical regions and several Independent Distribution Network Operators (IDNOs) that operate across regions. DNOs and IDNOs are each responsible for ensuring that homes and businesses have electricity 24 hours a day, 365 days a year.



105 is just one of the ways you can contact your network operator. They can still be contacted directly by phone on their 0800 number or via their website – and most can be reached through social media too.

105 is a free service for people in England, Scotland and Wales, and you can call the number from most landlines and mobile phones. It doesn't matter who you choose to buy your electricity from - anyone can call 105.

You can also call 105 if you spot damage to electricity power lines and substations that could put you, or someone else, in danger. If there's a serious immediate risk, call the emergency services too.

What should I do during a power cut?

- Switch off all electrical appliances that shouldn't be left unattended, ready for when the power comes back on.
- Leave a light on so you know when the power cut has been resolved.
- Check to see if your neighbours are okay.
- Wrap up warm.
- Contact your electricity network operator to report the power cut, either by calling 105 or via their other channels.
- Visit powercut105.com for details of your local network operator.

How can I prepare for a power cut?

- Keep a torch handy – it's much safer than using candles.
- Get a battery-powered or wind-up radio (useful for keeping up to date with relevant local news).
- Keep warm – keep a blanket and warm clothing handy, and fill a vacuum flask or hot water bottle.
- Stock your cupboard with food and drink that doesn't require electricity to prepare it.
- Keep your mobile phone and laptop fully charged.
- Check your network operator's website or social media channels for updates.

Can I use my phone during a power cut?

Cordless phones probably won't work during a power cut. They take their power from the mains and most don't have battery back-up. Traditional corded phones will work – you might want to keep one handy so you can plug it in and make phone calls if you have a power cut. In most cases, mobile phones will work if they are charged.

I'm on the Priority Services Register. Should I now call 105?

Priority Services Register is for people who might need extra support during a power cut; for example, people who need electricity for vital medical equipment. If you are on the Register and you have a power cut, you should continue to call the phone number that you have been given.

Don't be left in the dark. Call 105. To find out more, visit our website
<http://www.powercut105.com/>

Snape Community Emergency Planning Group

by Tim Beach

The 5th December 2013 is a date that people in the village of Snape and many on the east coast will remember for many years to come and it was the date that I first got involved with Community Emergency Planning.

The tidal surge, which devastated homes and businesses in parts of Snape, as well as many other places across Suffolk and Norfolk, left our community feeling that something had to be done to prepare for future events. Although many people in the village were aware that there was some risk of flooding in the village, there was no emergency plan in place at that time that could have helped to structure a community response.

Of course, many people naturally offered help and support to those who had been flooded, but it was obvious to many people in the village that the responses could have been better coordinated.

Consequently, at a number of Parish events over the next few months, when some residents and victims of flooding met with emergency planners and the Environment Agency, it was agreed that the village needed to construct its own Emergency Plan, with their support.

The work was organised by a small group of volunteers from the village. One of the most important pieces of work was the circulation round the village of a questionnaire to identify what skills and resources were available within the village community.

As part of that process approximately 300 questionnaires were circulated and 40 plus responses were received back.

It became apparent that there were residents with first aid qualifications, access to alternative communication systems, boats, chain saws, and 4 x4 vehicles all of whom were more than willing to offer help. Similarly many were willing to offer emergency

accommodation and help staff an emergency centre, provide drinks and if required refreshments.

We had a formal launch of the emergency plan on the first anniversary of the flooding which got significant coverage in the local media.

Since that initial work, we have also applied to have the village hall fitted with a telephone line, an internet connection and an emergency power external connection in case there was a significant power loss. Much of the money to fund these facilities has come from local fund raising.

In early 2016 we recirculated the questionnaires and guidance leaflets and reviewed the plan by re-contacting all of the volunteers to check that they were still available.



The plan will be run into the future by local volunteer co-ordinators who will liaise with the Local Authority and Emergency Services to ensure that Snape receives effective support when needed.

This will involve advising the Local Authority and Emergency Services (Life threatening response) and Local Authority (shelter and recovery) of the situation in the village during an incident and what support is needed and who will need it. They will also provide immediate local support to residents whenever possible.

One local resident and Parish Council member has also worked to revamp the Snape village website so that it contains a live link to the Environment Agency

information on tides and flooding and the details of the local volunteer group.

The East Suffolk Internal Drainage Board undertook repairs to the Snape Village wall in the immediate aftermath of the flooding and carried out additional work through 2015 to strengthen the defences

There is now work being coordinated by the Alde and Ore Estuary Partnership to improve flood defences both at Snape and at other locations along the length of the river including Aldeburgh.

All that work prompted me as Chair of our local group to become involved with the County Community Emergency Planning Steering Group (CEPSG) from 2014.

The CEPSG is made up of volunteers from across Suffolk all of whom have had direct experience of emergency planning in their local areas, supported by the Suffolk Joint Emergency Planning Unit (JEPU). The intention of the group is to try to promote the creation of CEPs across each parish in Suffolk. A challenge, but one we have accepted. We are also trying to promote some training and the sharing of good practice.

There have been previous articles about the work of the Steering Group in the newsletter but it still surprises me that there are many parishes with either no plan at all or even more astonishingly, at least in my view, some that have indicated that they do not wish to even start on the process of making a rudimentary plan.

So if you do read this and you need assistance in creating a plan or you live in a village or parish without one then I would urge you to contact JEPU and they will give you the required assistance and point you in the direction of the nearby parishes who have got a plan and can offer assistance.

Emergencies in Sarajevo

by John Drewienkiewicz

In March 2016 a member of our Emergencies Working Group was invited to travel to Bosnia. The Army's newest unit, 77 Brigade, based near Newbury, has the task of assisting stricken areas with Post Conflict Reconstruction and Natural Disaster Relief.

It has a core of regulars but the majority of its members are part-time reservists who bring their real-life skills to bear. Thus the unit includes

engineers, logistics experts, financiers, medics, and even media people. Its debut exercise was to deploy to Sarajevo, and after a call John Drewienkiewicz, who had earlier lived there for five years, joined the group.

The task was to help the local officials with 'Civil Protection' duties to devise and conduct a disaster response exercise. So a group went to Sarajevo to

help create an exercise narrative of events that would require officials with a history of working in 'silos' rather than across disciplines, to share problems and work out collective solutions.

Although it is more than 20 years since the Bosnian Civil War ended, and the area is peaceful again, the communities have remained separate by inclination, and they have got out of the habit of cross-community cooperation.

So whilst our response here in Suffolk, to each event depicted during the exercise could have been to seek help from, or offer help to, a neighbour in distress, the reaction in Bosnia tended to be to try to fix everything using only resources that were available to the

affected community. Having an international team to facilitate the response helped to convince sceptical officials that it was worth checking if their counterparts in the next community were willing to assist.

Three things were needed from the international team. First they had to be credible exercise planners. Then, second, the scenarios had to be credible to the locals.



The exercise had officials working through a scenario of the aftermath of a strong earthquake 150 miles north in Banja Luka. The events were based on a real earthquake that happened in 1968, so the effects were known and could be re-examined in the light of modern technology. For example, the mobile telephone network, which did not exist in 1968, was affected. Roads no longer stayed in the valleys but ran through deep cuttings and over vulnerable long span bridges. The earth slippage in cuttings was a bigger problem, and there was also the possibility of unexploded munitions from the 1990s war being uncovered.

All these issues, and more, meant that the problems of today would be similar to those of 1968, but on a much larger

scale.

Finally, the British Team had to be aware of the local sensitivities. With the Bosnia War 20 years behind, hardly any serving members of the Army were initially aware of the local sensitivities.

Three Bosnia 'old hands' including the author, were the remedy. They briefed the 77 Brigade team on the cultural and situational 'do's and don'ts', to the extent of rewording some of the

exercise injects in a way that resonated with the locals.

By the end of the exercise, in mid-March, the participants had worked their way through an increasingly complex set of events and had rediscovered

the extent to which, neighbours who are strangers, will offer and provide help and cut through red tape in a crisis.

Further progress was made in helping the official information staff, who needed help to devise a strategy for round-the-clock media activity.

Oh, and yes, the original aim, of helping the Bosnian staff devise realistic and challenging exercises to test procedures and emergency responses, was also met.

Here in Suffolk we are working on a scaled down scenario that will be available to all of you to test your plans in the future.

Voluntary Involvement in Exercise Triton 2

by Jim Whiteside

Exercise Triton 2 was a multi-agency exercise held in July 2016, primarily to test the national High Volume Pump capability to deal with multiple incidents.

One of the three locations was at a location near Thetford, managed by Norfolk Fire and Rescue Service (NFRS) where the scenario was based on a large wildfire. The scenario at the other two locations in the Greater Manchester area were based on flooding.



The voluntary group Norfolk & Suffolk 4x4 Response, were contacted by NFRS requesting assistance during the exercise with transport and logistics.

During initial planning meetings, the involvement of groups from the Norfolk Resilience Forum, Voluntary and Faith Group, was widened to include Norfolk Civil Protection Volunteers (NCPV) to provide tents, tables and chairs for use of responders while having welfare breaks.

Raynet groups from Norfolk, Suffolk, Essex, Cambridgeshire and Hertfordshire were also involved to demonstrate their communication capability, and also Lowland Rescue teams from Norfolk and Suffolk were involved to carry out searches of surrounding areas. The NCPV Command Unit was also used as a base for coordination of the Voluntary Groups.

This was the first time in recent years that many of the groups had worked together on such a scale, and the opportunity was used to trial having a 'Voluntary Sector Coordinator' encouraging collaboration and communication between groups, as well as representing the sector at Tactical

level meetings with the Statutory Responders.



Voluntary Control was located next to the Enhanced Logistic Support vehicle from Nottinghamshire FRS based at the Strategic Holding Area at the Forestry Commission offices in Santon Downham. This was also used by the Norfolk Constabulary Police Search Adviser (PoISA) to coordinate search activities.

The main Forward Command Point and Holding Area for voluntary responders was at St Helen's picnic site, a few miles away.

High Volume Pumps from four other counties were present and were coordinated by the Fire and Rescue Service National Coordination Centre, and several kilometres of water main hoses were laid through the forest, including, for a short while, crossing the B1107 Brandon Road.

In total over 60 volunteers took part in the exercise, representing almost 40% of the total manpower available to incident commanders. 15 vehicles from 4x4 Response were used to transport Fire and Rescue Service staff, to take a party of VIPs around the exercise area, and also supported the Lowland Rescue activities.

Raynet, with 20 members present, provided communication infrastructure for 4x4 Response, and were able to demonstrate a solid capability to communicate over the entire exercise area.

In one circumstance, they were able to communicate in one location where the

Fire and Rescue Services 'fireground' radio was not in range.

Lowland Rescue had three foot teams and one mountain bike team, carrying out taskings under the direction of the PoISA, initially ensuring surrounding areas were clear of members of the public. Then again later with specific missing person searches.

Other agencies involved in the exercise included the Environment Agency, Forestry Commission, Breckland District Council and the Military. During the debrief process, the voluntary involvement was highly regarded and it was seen as a useful demonstration of capability and joint working practices.

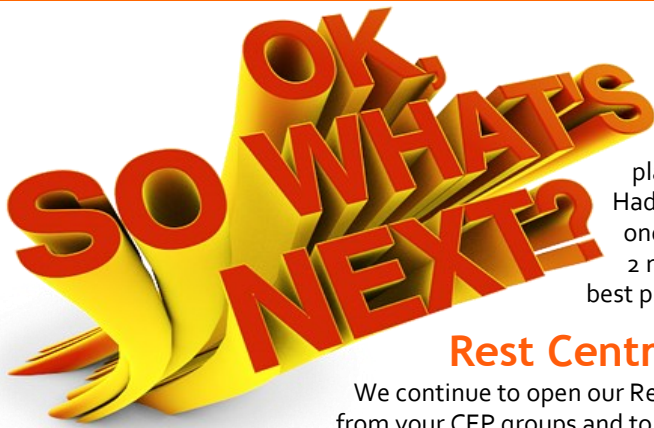


One National Tactical Adviser commented that "the use of the Voluntary Sector was invaluable".

We would like to thank Norfolk Fire and Rescue Service for the opportunity to participate in the exercise.

Want to find out more about Norfolk & Suffolk 4x4 Response?

If you are interested in finding out more about us as a potential user of our services or if you are thinking of joining us, click [here](#) or on the picture above for more information. You are welcome to browse the website and view some of the content as a guest. You will need to [register](#) if you wish to interact with group members on the forum. However some areas of the site are visible to group members only <http://www.4x4response.net/>



Workshops for New Groups

The next workshop for parishes wanting to find out more about Community Emergency Planning, or thinking about starting a plan is taking place on the **18th of October** at the Council Offices in Hadleigh, Suffolk. The East will advise and support new groups on a one to one basis. However, as mentioned on page 1, they are holding 2 new workshops to help develop plans and to facilitate sharing of best practice. See page 9 for dates of all workshops.

Rest Centre Training

We continue to open our Rest Centre Training for Council Staff and Managers to volunteers from your CEP groups and to District Councillors. However, if there is enough demand, we can run an evening session for anyone that is working and is unable to attend day time trainings in Central & West Suffolk. Dates will be circulated to all Community Emergency Planning Groups when these are scheduled and publicised in future newsletters. See the Dates for your Diary Page.

Places for all workshops are currently free of charge and can be booked by emailing emergency.planning@suffolk.gov.uk. Any CEP Volunteers can attend these sessions irrespective of which local authority your Parish or group falls within. Please note that training is not just for your core group, it's for any of your volunteers.

Our community is growing, however there are still areas of Suffolk where we have yet to forge any community partnerships, and get new groups and plans off the ground. We need all the help we can get to encourage more Towns, Parishes and communities to come forward and take up the challenge. The latest map charting progress for Suffolk can be found on www.getpreparednow.co.uk on the Who's got a plan page.

Here's how you can help us improve that:

- ➔ Promote the work you are doing amongst your community and share it with your local District and County Councillors and other local groups
- ➔ Provide articles or feedback for future newsletters
- ➔ Contact neighbouring communities and work jointly, offering and benefitting from mutual resources
- ➔ Stay in touch with us and keep up to date with developments and opportunities.
- ➔ Make the most of any local opportunities for publicity that you can.
- ➔ Don't forget to annually review your plans and promote any changes to your communities and send us a revised copy of your plan.

So what are we doing?

Here's a taster of some of the activities coming up.

- ➔ Follow-up workshops to help develop or complete your plans
- ➔ Continuing to improve the information on the District Websites and on www.getpreparednow.co.uk
- ➔ We continue to attend Parish Council meetings and other events to promote community emergency planning.
- ➔ Sharing information and best practice that may be useful to you and your community volunteers. If you haven't already done so, then check out the link below for some useful tool kits. www.practicaltoolkits.org.uk
- ➔ The Steering Group is gearing up now and is starting to shape the future of community emergency planning in Suffolk. Look at their pages on the websites to find out more and see who your local contacts are www.getpreparednow.co.uk
- ➔ Continuing to keep the map up to date showing what stage parishes are at with their plans and which Parishes are engaged

Tools of the trade:

You can contact the Suffolk Joint Emergency Planning Unit via the following email addresses

Email us at

emergency.planning@westsuffolk.gov.uk
emergencyplanning@baberghmidsuffolk.gov.uk
emergency.planning@ipswich.gov.uk
emergency.planning@eastssuffolk.gov.uk
emergency.planning@suffolk.gov.uk

You can also follow us on Twitter <https://twitter.com/SuffolkPrepared>

Keep up to date with information by visiting our website www.getpreparednow.co.uk

For more information on Community Resilience, case studies and a 5 step plan visit:

<http://www.cabinetoffice.gov.uk/communityresilience>.

Some of you have been asking questions about the Data Protection Act, the link below might help you to determine whether your group needs to register or not. http://www.ico.org.uk/upload/documents/library/data_protection/practical_application/the_guide_to_data_protection.pdf



Contact Details

Babergh , Forest Heath, Mid Suffolk and St Edmundsbury Emergency Planners:

Steve Henthorn
 M: 07920 466340
 T: 01284 758460 / 01473 825884
 Email: stephen.henthorn@suffolk.gov.uk

Sue Herne
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Claire Weller
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 Email: claire.weller@suffolk.gov.uk

Waveney, Suffolk Coastal and Ipswich Emergency Planners:

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 Email: peter.langford@suffolk.gov.uk

Keith Fawkner-Simpson
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Emily Roden
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 Email: emily.roden@suffolk.gov.uk

Environment Agency Community Resilience Advisors

Carol Mayston
 M: 07900 406755 (Central & East Suffolk)
 T: 01473 706005
 Email: carol.mayston@environment-agency.gov.uk

Tamsyn Ellway
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Chris Chapman
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 T: 01473 706710
 Email: chris.chapman@environment-agency.gov.uk

Dates for your Diary

October

5th Steering Group Meeting 16:00—18:00, Mid Suffolk District Council, 131 High Street, Needham Market, Suffolk IP6 8DL

14th Winter Preparedness Workshop 10:00—13:00 Council Chamber, Forest Heath District Council, College Heath Road, Mildenhall, Suffolk, IP28 7EY

18th New Starters Workshop 10:00—13:00, Committee Room 1, Babergh District Council, Corks Lane, Hadleigh, Suffolk, IP7 6SJ

20th Developing Plans Workshop 0930-1230, Room G13, Riverside Offices, Lowestoft NR33 0EQ

28th Developing Plans Workshop 1400-1700, Council Chamber, Melton Hill, Woodbridge, IP12 1AU

November

9th Rest Centre Practical, 09:30- 12:30, Dove Room, Mid Suffolk District Council, 131 High Street, Needham Market, Suffolk IP6 8DL

9th Winter Preparedness Workshop, 1345-1630, Kelsale Cum Carlton Community Centre

17th Rest Centre Practical, 09:30—12:30, West Suffolk House, Western Way, Bury Saint Edmunds IP33 3SP

9th November 17:15 –19:30 (Time TBC) Plan Activation Exercise—Table top exercise to test your plan to be held at Stratford St Andrew. Please book via keith.fawkner-simpson@suffolk.gov.uk

16th Winter Preparedness Workshop 18:00—21:00 Dove Room **Mid Suffolk District Council, 131 High Street, Needham Market, Suffolk IP6 8DL**

December

9th Rest Centre Training, 09:00-16:15, Water Lane Leisure Centre, Lowestoft NR32 2NH

January

4th Rest Centre Practical, 09:30 –12:30, Old Canteen, Babergh District Council, Corks Lane, Hadleigh, Suffolk, IP7 6SJ

19th Rest Centre Practical, 09:30—12:30, Forest Heath District Council, College Heath Road, Mildenhall, Suffolk, IP28 7EY

N.B. Steering Groups Meetings are for members of that group only, however minutes from the meetings will be placed on our [website](#)

Places on all the workshops & courses can be booked by emailing emergency.planing@suffolk.gov.uk There are no charges for any of the events listed above.

I hope that you have found this to be an interesting edition, and as ever please do forward us any suggestions that you have for future articles, or feel free to submit any articles or photos that you may have for future editions.

Our next edition will be due out at the end of December so plenty of time to get those thinking hats on! Articles for the next newsletter should be sent to Sue Herne by the end of October.