

COMMUNITY EMERGENCY PLAN

Dinnington St John's Town Council

Revised Edition Issued: November 2015

(1st issue to Members Sept 2012)

SECTION	CONTENT	PAGE
1	Action Card	1 & 2
2	Introduction	
	Scope	1
	Aim	1 & 2
	Definition of a Major Incident	2
	Government Guidance	3
3	Overview of the Community/Parish and Local Risks	
	Risk Assessment Process	1 & 2
	Community Profile	3
	Details of Local Risks	3
	Map of the Area	4
4	Activation	
	How This Plan is Activated	1
	Activation of Borough Emergency Plan	2
	Control and Co-ordination Structure of Rotherham Metropolitan Borough Council Response to a Major Incident	3
5	Local Community/Parish/Town Council	
	Role and Responsibilities	1 & 2
	Communications	2
	Health and Safety	2
	Meeting Agenda	3
6	Role and Responsibilities of Other Responding Agencies	
	Rotherham MBC	1
	South Yorkshire Police	1 & 2
	South Yorkshire Fire and Rescue	2
	Yorkshire Ambulance Service	2
	Health Agencies	3
	Environment Agency	3
	Essential Service Providers	3
7	Resources and Vulnerable Sites	
	Resources	1
	Community Resources	1 & 2
	Local Volunteers	2
	Vulnerable Sites/Buildings	2
	Important Locations and Infrastructure	3

SECTION	CONTENT	PAGE
8	Recovery	1 & 2
9	Public Information	1
10	Local Emergency Telephone Directory	
	Call Out Telephone Directory	1 & 2
11	Recording of Incident Details	1-3

PLAN ISSUE, AMENDMENT AND QUERIES

This plan is owned, maintained and issued by Dinnington St John's Town Council.

The information contained within this plan is registered under the Data Protection Act 1998 and should not be disclosed to any unauthorised person without permission.

If the plan is the subject of a request made under the Freedom of Information Act 2000, please consult the Plan author prior to any disclosure.

Amendments to this plan can only be issued by the Clerk to the Council.

Telephone numbers are to be checked at three monthly intervals with a full review on an annual basis.

Any queries concerning this plan or suggested amendments or corrections should be submitted to:

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Record of Amendments

Amendment Number	By Whom Incorporated	Pages Amended	Date	Signature

SECTION 1

ACTION CARD

DINNINGTON ST JOHN'S TOWN COUNCIL

Action Card

Dinnington St John's Town Council

OPERATIONAL RESPONSE

1. Initial Response

On being advised that an incident has occurred within the Town, the Town Councillor notified is to:

- | <u>Action Points</u> | <u>Tick when Activated</u> |
|--|----------------------------|
| <ul style="list-style-type: none"> ● Make careful note of the details of the incident as so far known (use Section 11 of this plan to record this information). | <input type="checkbox"/> |
| <ul style="list-style-type: none"> ● Agree with the Elected Ward Member or Rotherham MBC or the Emergency Services the scope of useful involvement by the Community/Parish/Town Council* at this early stage. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> ● Contact Members of the Town Council and Area Assembly Team and arrange a meeting (Community Emergency Group) to: <ul style="list-style-type: none"> ◆ Pass on details of the incident. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <ul style="list-style-type: none"> ◆ Identify planning arrangements to be activated. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <ul style="list-style-type: none"> ◆ Designate roles and responsibilities. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <ul style="list-style-type: none"> ◆ Formulate any requests for help, information or resources/facilities. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <ul style="list-style-type: none"> ◆ Organise liaison and updates to responding partners. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <ul style="list-style-type: none"> ◆ Obtain views of appropriate local bodies and residents. | <input type="checkbox"/> |

<u>Action Points</u>	<u>Tick when Activated</u>
◆ Co-ordinate local resources to ensure effective use.	<input type="checkbox"/>
◆ Identify any immediate needs for the community and its members.	<input type="checkbox"/>
◆ Inspect local critical locations if safe to do so.	<input type="checkbox"/>
◆ Request any additional identified resources.	<input type="checkbox"/>
◆ Co-ordinate supply of regular updates to partners.	<input type="checkbox"/>
◆ Maintain a log.	<input type="checkbox"/>

Please note that in order to protect individual Town Councillors, no public statements or interviews should be made without consultation/co-ordination with the Head of Communications and Marketing or a member of the Communication and Marketing Team from Rotherham MBC. The appropriate telephone number is given in Section 10 of this plan.

2. Further Actions

In the longer term, the role of the Town Councils will be to act as community leaders in the return to normality (Recovery). This may involve:

- Representing the community on organisations set up to oversee reconstruction and restoration of the affected area.
- Representing the community with regard to the management of Disaster Funds.
- Participating in commemorative events and other functions.

SECTION 2

INTRODUCTION

INTRODUCTION

Scope

1. Community Resilience is about local communities and individuals harnessing local resources and expertise to help themselves in an emergency and supporting the response of the emergency services and other responders whose main priority will always be to those in greatest need, especially where life is in danger.
2. This plan has been produced to ensure that we, as a community, are better prepared to be able to help ourselves during an emergency which will make it easier to recover from the impacts of the emergency.
3. An assessment of local risks has been completed and is included in the Plan. Vulnerable places and people located in the community who might need extra help in an emergency have also been identified as far as is reasonably practicable.
4. An assessment of local skills and knowledge has also been undertaken.

Aim

5. This plan defines how Dinnington Town Council will respond to an emergency or Major Incident and is in line with guidance received from the Emergency Planning Shared Service Rotherham.
6. In the event of an emergency or Major Incident occurring within the community or the border of Dinnington (shown on the map at Section 3), the principal concerns of the Town Council will be to assist Rotherham Metropolitan Borough Council in helping to:
 - Support the Emergency Services in preserving life and property.
 - Support and care for the Community.
 - Mitigate the effects of the incident.
 - Restore the Community and Environment following the emergency.

7. This Plan supports the local community response by:
 - Increasing the community's understanding of the risks they may face.
 - Identifying resources and preparatory actions that can be taken.
 - Identifying vulnerable and key locations and important infrastructure.
 - Describing activation and communication arrangements.
 - Establishing roles and responsibilities.
 - Identifying any particular needs of the community.

8. This plan is generic and specifies how we will respond to any emergency or Major Incident.

Definition of a Major Incident

9. For the purposes of this plan, a Major Incident is defined as a situation, event or occurrence which necessitates a response that is beyond the scope of normal day to day operation for the responding agencies such as the Emergency Services and Local Authority.

10. It is important that all Elected Members and Town Councillors are fully familiar with the contents of this plan and in particular their Role and Responsibilities at Section 5.

11. This does not preclude Elected Members or Town Councillors activating the Plan when a Major Incident has not been declared by the Emergency Services but where a community response would add value to the local response to a local emergency.

12. It is also important that the existence of this plan is publicised to members of the Town and that it will be activated during any major emergency.

13. Putting the plan and associated resources in place may require additional funding, the Government Guidance and website includes details of how funding can be accessed.

Government Guidance available to assist communities in planning for their resilience

14. Guidance documents have been published by the Government to assist communities to produce their plans as follows:
- a. The Strategic National Framework on Community Resilience which sets out the principles of community resilience and outlines what the Government's contribution will be to building community resilience and includes an overview of Government policy. The document includes definitions of a community.
 - b. Preparing for Emergencies – Guide for Communities which provides information for those community leaders or champions to invite, inspire and motivate them to take steps to help their community to prepare for and cope during an emergency.
 - c. Community Emergency Plan Toolkit and Template which provides community leaders and champions with a step by step guide of how to prepare their communities for emergencies and put plans in place and includes examples of good practice of what can be achieved which may be adapted for the local area.
 - d. The Emergency Planning Shared Service Rotherham and Sheffield have reviewed the guidance documents together with plans already in place, primarily the Parish Council Emergency Plans, to put together this Template to start the community planning process. However community leaders and champions are prompted to review the guidance documents themselves in case there is additional information that could be included in their individual plans. The documents can be reviewed at <http://www.cabinetoffice.gov.uk/content/community-resilience>

SECTION 3

**OVERVIEW OF THE COMMUNITY/PARISH* AND
LOCAL RISKS**

RISK ASSESSMENT PROCESS

1. The risk assessment process used in this Plan is consistent with that recommended in the Civil Contingencies Act 2004 and takes into account characteristics of the area/parish, including social, economic and cultural factors, infrastructure and environmental issues.
2. Everyday hazards in the town have been identified and the likelihood of these occurring and their impact has been analysed. These include such as severe weather and transportation incidents and those resulting from industrial accidents. The threat of terrorism and other deliberate acts are not included.
3. By working with the emergency services, local authority, health agencies and local partners, agreement has been reached regarding acceptable and unacceptable risks in the area/parish. Development and testing of this plan and other local strategies will help to mitigate these risks.

Risk Analysis

4. For each type of hazard, likelihood, impact and overall risk ratings have been assessed. The method of assessment is shown below.
5. "Likelihood" refers to the chances or probability of the event either occurring in or impacting on the communities/area/parish (some events, which may never occur, will nevertheless have an impact on people or organisations). Likelihood ratings are given on a 1-5 point scale.
6. Likelihood has been given one of five "broad-brush" descriptors based on the following classification:

Score	Classification	Description
1	Negligible	It is a conceivable but highly remote possibility
2	Rare	No significant incidents of this type have occurred in the area/parish, but it is capable of happening
3	Unlikely	Has occurred in the area/parish and is capable of happening again
4	Possible	Has occurred on multiple occasions in the area/parish and is capable of happening again
5	Probable	Has occurred on multiple occasions in the area/parish and is expected to occur in the future

7. "Impact" refers to the scale of the impact upon people or organisations. Impact ratings are given on a 1-5 point scale.

8. Potential impacts have been assessed in four categories - health, social aspects, environment and local economy. The following descriptors show the extremes of the rating system used:

Score	Classification	Description
1	Insignificant	very few injuries, little disruption, and few environmental effects
2	Minor	serious injuries, potential for fatalities, and some economic effects
3	Moderate	some deaths, large numbers of casualties, and medium term environmental effects
4	Significant	deaths and injuries, major social and economic disruption, with large-scale environmental effects
5	Catastrophic	many deaths and injuries, complete social and economic disruption and widespread and long-term environmental effects

9. (Although the classifications "Insignificant" and "Minor" are used, this refers to the level of impact on an overall or city/borough wide basis. It is not intended to diminish the scale of any impact on the lives of individuals.)
10. "Overall Risk" is obtained by multiplying ratings for likelihood and impact together as shown on the chart below, producing a rating on a 1-25 point scale. In this way a high-probability but low-impact event may be compared to a low-probability but high-impact event. Events that are both high in impact and high in probability are regarded as a greater overall risk than events that are low in impact or low in probability.

Overall Risk

IMPACT ↑	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
	LIKELIHOOD →	1	2	3	4	5

11. Overall Risk ratings fall into four categories:
- "Low" equivalent to ratings of 1-5
 - "Medium" equivalent to ratings of 6-9
 - "High" equivalent to ratings of 10-15
 - "Very High" equivalent to ratings of 16 and over.

COMMUNITY PROFILE

12. *To provide a brief description of the community characteristics such as physical environment and land use, economy and population demographics.*

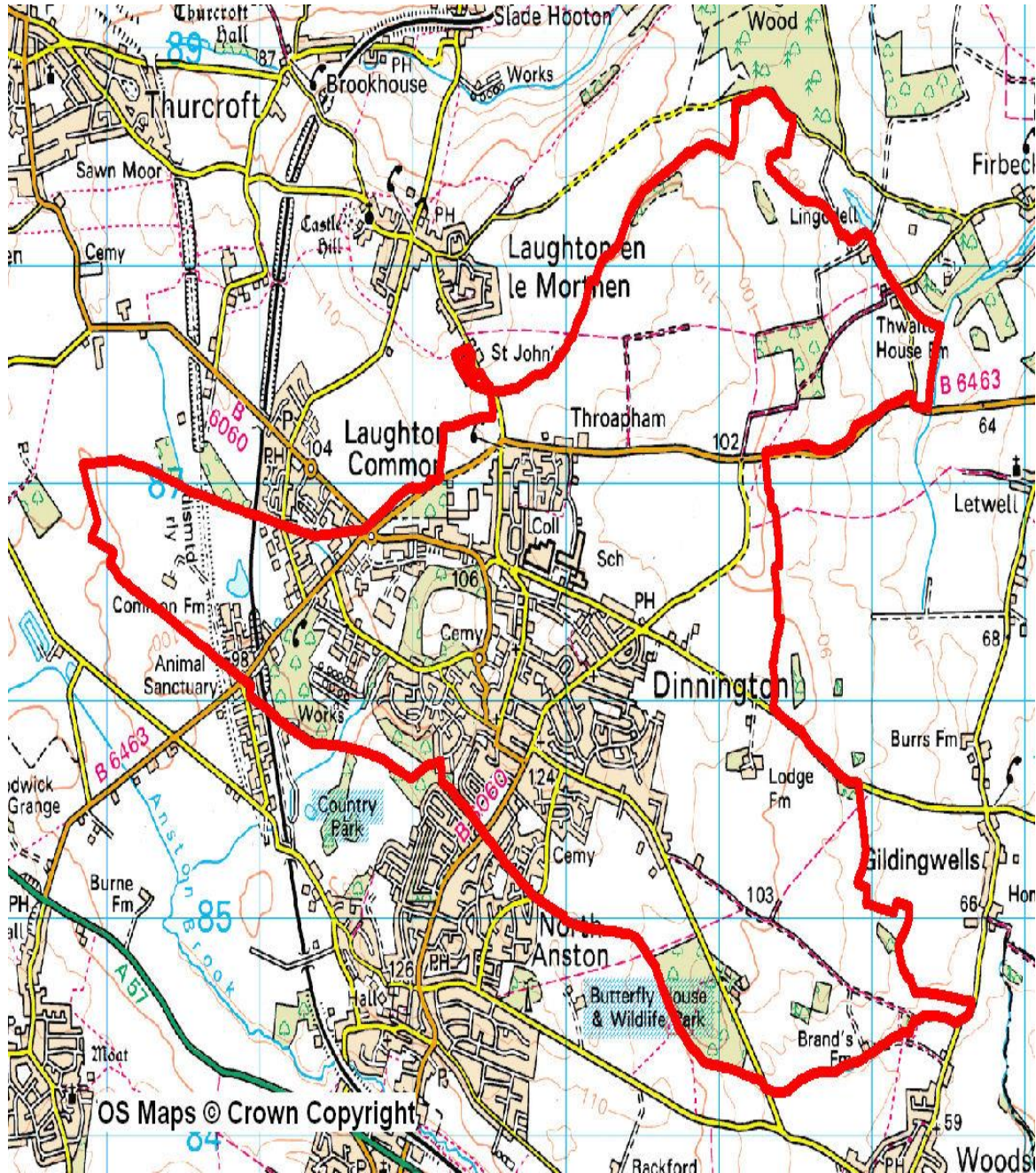
DETAILS OF LOCAL RISKS

13. The risk analysis has been prepared based on the location of the Parish/Community relative to everyday hazards which include fixed site hazards and transport hazards both within and outside the Parish or community boundary. The analysis has included a review of the past history of incidents but does not include any threats from terrorist activity or other deliberate acts.

Local Risks and Rating	Impact on Community	What can be done to prepare?
Disruption to Essential Services i.e. Electricity, Water or Gas 9	<ul style="list-style-type: none"> • Loss of electricity – short term loss of heating and cooking facilities and lighting. • Loss of gas – short term loss of heating and cooking facilities. • Loss of water – provision and collection of bottled or bowsered water. 	<ul style="list-style-type: none"> • Promotion of having personal emergency plans and emergency packs • Identify vulnerable people in the community who may need assistance such as in collecting bottled water. • Identify volunteers to assist the vulnerable. • Notify authorities. • Essential Service Providers have a duty to manage the disruption.
Severe Weather 9	<ul style="list-style-type: none"> • Ice and snow leading to disruption to daily life (e.g. education, welfare, transport) • Intense Rainfall leading to surface water flooding 	<ul style="list-style-type: none"> • Identify vulnerable people in the community who may need assistance such as clearing footpaths, fetching shopping or medication. • Identify volunteers to assist the vulnerable. • Notify/work with authorities. • Identification of community buildings that could be used for temporary accommodation and volunteers and resources to assist evacuees.

Local Risks and Rating	Impact on Community	What can be done to prepare?
Health Emergency such as a Flu Epidemic 20	<ul style="list-style-type: none"> • Disruption to daily life (e.g. education, welfare, transport) 	<ul style="list-style-type: none"> • Promote take up of the flu vaccine • Promote good health practices for avoiding getting the disease • Identify 'Flu friends' in the community. • Promotion of having personal emergency plans and emergency packs
Major Fire 8	<ul style="list-style-type: none"> • Evacuation 	<ul style="list-style-type: none"> • Identification of community buildings that could be used for temporary accommodation and volunteers and resources to assist evacuees. • Promotion of having personal emergency plans and emergency packs
Chemical Leak 6	<ul style="list-style-type: none"> • 'Go In, Stay In, Tune In' 	<ul style="list-style-type: none"> • Promotion of what to do if this happens
Disruption to major transportation routes/SYPTE mini interchange 10	<ul style="list-style-type: none"> • Disruption to travel • Drivers evacuated from their vehicles 	<ul style="list-style-type: none"> • Road diversions • Identification of community buildings that could be used for temporary accommodation and volunteers and resources to assist evacuees.
Disruption to Communication systems as a result of the loss of the telephone exchange 8	<ul style="list-style-type: none"> • Loss of communication system(s) 	<ul style="list-style-type: none"> • Identification of alternative communications system(s)

MAP OF THE DINNINGTON ST JOHN'S PARISH

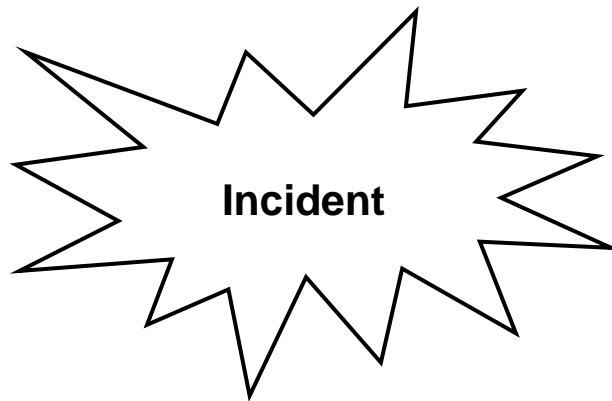


SECTION 4
ACTIVATION

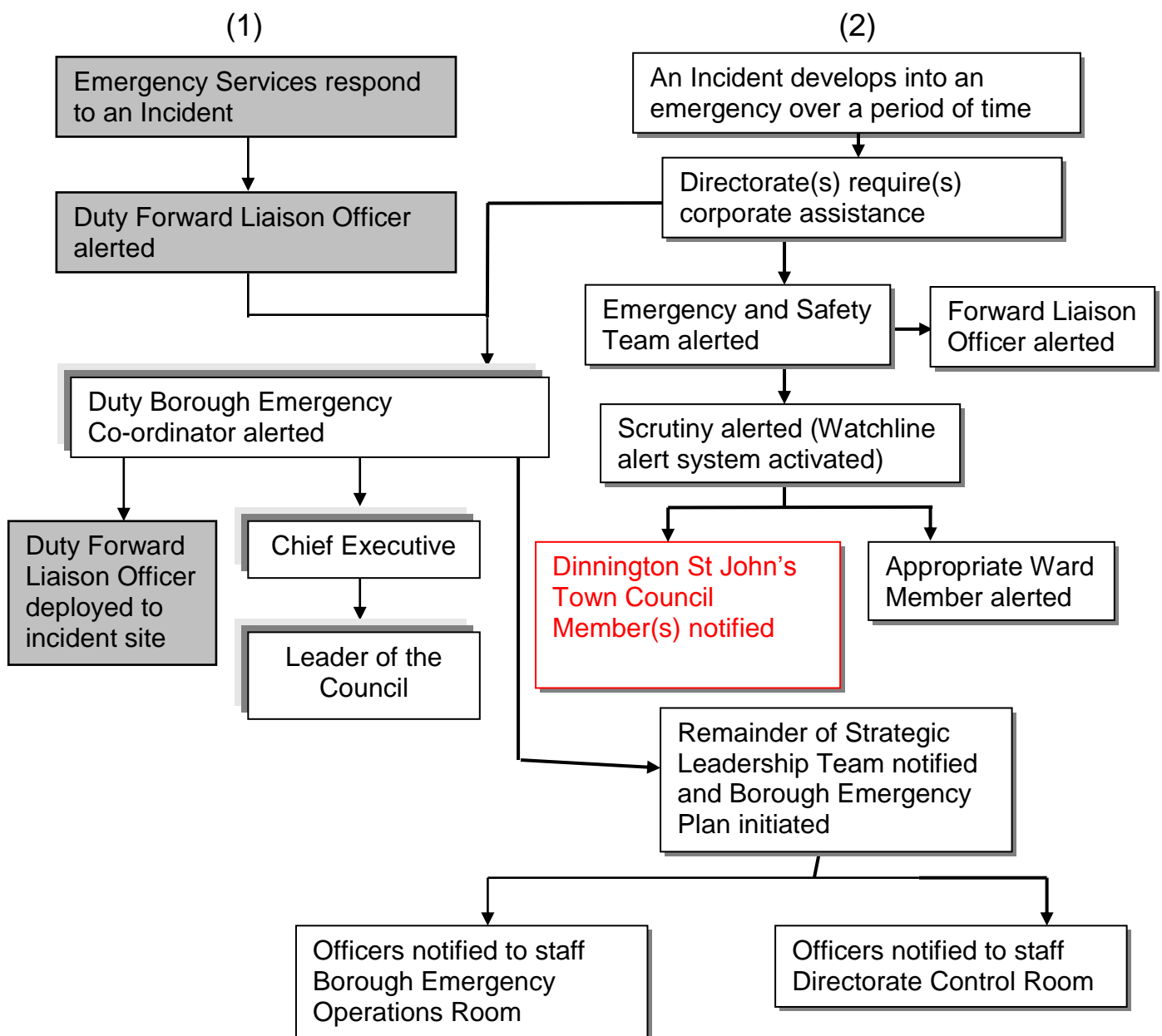
HOW THIS PLAN IS ACTIVATED

1. A Major Incident could arise in two ways:
 - Firstly, an unforeseen event could necessitate the 'call-out' of the Emergency Services, who would notify Rotherham MBC or Sheffield CC. This Town Council would be notified either through:
 - ◆ One of its Elected/Town Council Members.
 - ◆ Direct from Rotherham MBC Borough Emergency Operations Room or Emergency Planning Shared Service Rotherham.
 - ◆ Direct from Resources Directorate Control Room (Rotherham).
 - ◆ Scrutiny Team for Rotherham MBC, if applicable (Watchline alert system activated).
 - Alternatively, an existing situation of which the Authority is already aware could develop over a period of time.
2. The diagrams overleaf set out the activation of Rotherham Metropolitan Borough Council response, which includes the response of this Town Council and the resulting structure for the control and co-ordination of that response.
3. Nothing in this Plan over-rides the discretion of a Town Councillor involved in the response to an incident to take such action as he/she thinks fit in the circumstances prevailing at the time, providing always that such action and the reason(s) for it shall be properly recorded at the time.
4. Nothing in the Plan precludes the need for Town Councillors to consider their duty of care to the Emergency Services, Officers of Rotherham MBC, and members of their community.

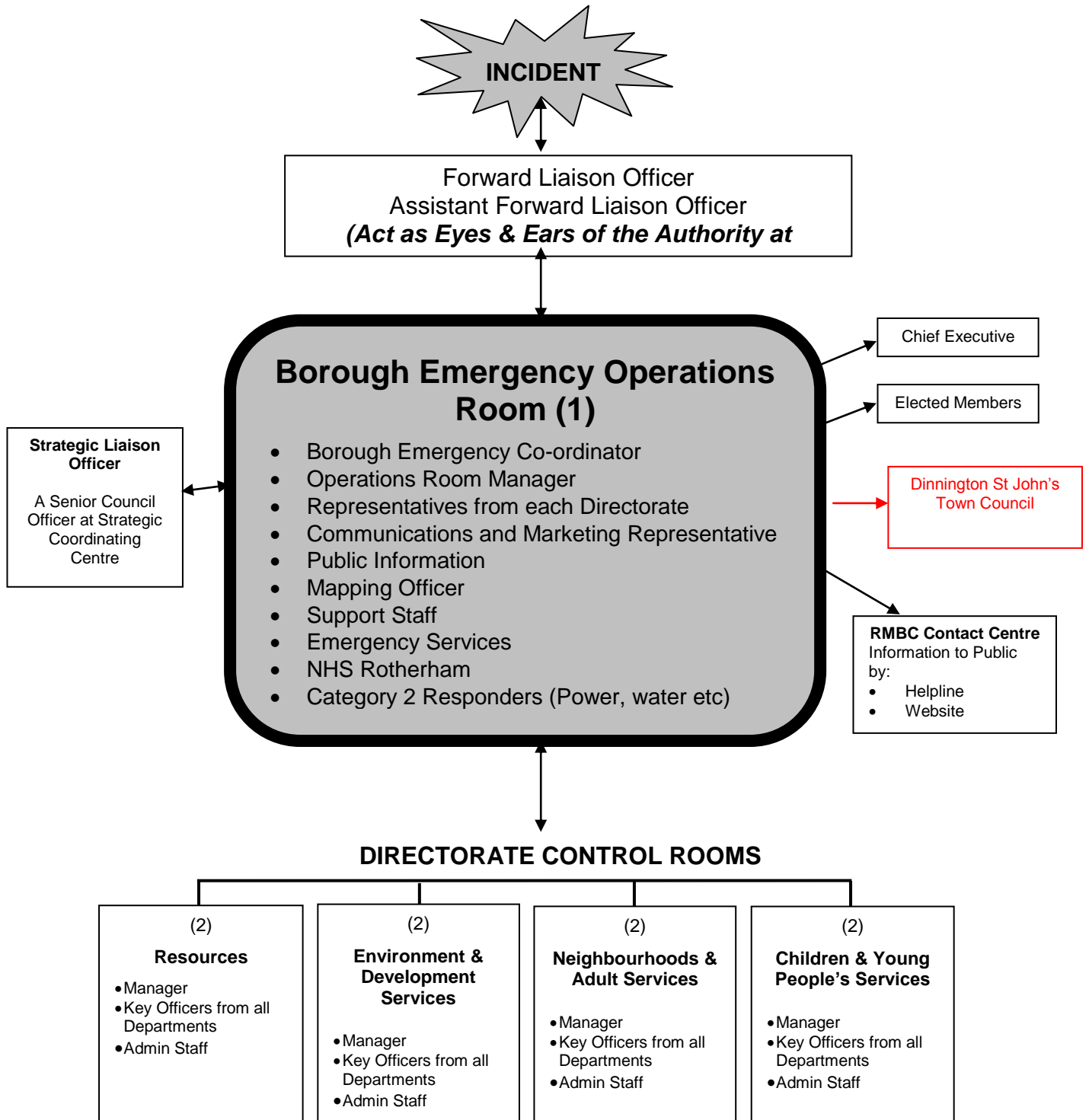
ACTIVATION OF BOROUGH EMERGENCY PLAN



A Major Incident could arise in two ways:



Control and Co-ordination Structure of Rotherham Metropolitan Borough Council Response to a Major Incident



(1) The Borough Emergency Operations Room controls and co-ordinates the whole corporate council response.

(2) Directorate Control Rooms instigate the deployment of the many resources or opening up of facilities.

SECTION 5

ROLE AND RESPONSIBILITIES

OF

DINNINGTON TOWN COUNCIL

ROLE AND RESPONSIBILITIES OF DINNINGTON ST JOHN'S TOWN COUNCIL

1. As a general principal, the Major Incident responsibilities of Dinnington St John's Town Council will be an extension of the normal responsibilities. In the event of a Major Incident, input from the Town Council affected will be crucial to the Rotherham MBC's and partner agencies such as the Emergency Services overall response. However, the essence of good major incident response arrangements is flexibility. The Town Council will have absolute discretion to re-assign roles and responsibilities throughout the response as considered appropriate.
2. Involvement of Dinnington St John's Town Council in the response to any Major Incident within its Town will be crucial to the overall response. The level of community response will be decided at a preliminary meeting of members of the Town Council (Community Emergency Group) when notified or made aware of an incident.
3. Town Councillors, as representatives of the community, will help provide Elected Members with a clear understanding of the concerns and needs of the people in the affected area.
4. Town Councils working in partnership with the Area Assembly, where appropriate and as representatives of the community will help to convey, through Elected Members, the concerns and needs of the people in the affected area.
5. Town Councils will be able to reflect to local people the work being undertaken by Rotherham MBC and emergency responders and reasons for any decisions which are being made.
6. The Town Council will, following consultation with appropriate Elected Member(s), if applicable:
 - Attend formal meetings (Community Emergency Group).
 - Obtain views of appropriate local bodies and residents.
 - Formulate any requests for help, information or resources/facilities.
 - Represent the community on organisations set up to assist with and oversee rebuilding and restoration of the affected area.

- Assist in representing the community regarding the setting up of Disaster Funds.
- Participating in commemorative events and other functions.

COMMUNICATIONS

7. There are no special arrangements in place to provide local responders with radios or other communication tools in an emergency; responders will need to be self sufficient using their own mobile phones and fixed telephone lines.
8. During emergency response communication is vitally important and dedicated numbers may be provided to local responders to ensure the passage of vital information. However these numbers will need to be restricted so as not to overwhelm the access arrangements. In most major incidents communication will be via the emergency responders at site who will relay information to their Control Rooms.

HEALTH AND SAFETY

9. It is important that personnel who take part in any activities during the emergency response do not undertake any dangerous work as the provisions of Health and Safety Legislation continue to apply. An assessment of any risks or hazards associated with work as part of the response should be undertaken and advice provided by emergency services personnel on site and take appropriate action. The requirement to respond to an emergency situation does not override the individual's duty to him/herself and others under the Health and Safety Legislation.

AGENDA FOR THE FIRST MEETING OF THE COMMUNITY EMERGENCY GROUP WHEN NOTIFIED OF AN INCIDENT/EMERGENCY

Suggested Agenda

1. Attendance
2. Current Situation
3. Impact of Emergency on Community
 - A. Disruption to daily life e.g. school closures
 - B. Disruption to transport e.g. road closures
 - C. Disruption to essential services
 - D. Displaced communities (evacuations)
 - E. Impact on local business
 - F. Damage to the environment
4. Communications
 - A. Establish links with emergency responders
 - B. Maintain links with affected community
5. Helping Hands – who is available to help
 - A. Voluntary Sector
 - B. Local Community Volunteers
6. Action Plan
7. Recovery
 - A. Advice and Guidance for the Community
 - B. Community Meeting Point
8. Next Meeting
 - A. Where, When
 - B. Who to attend

SECTION 6

**ROLES AND RESPONSIBILITIES OF OTHER
RESPONDING AGENCIES**

ROLES AND RESPONSIBILITIES

Rotherham Council will, where possible:

- Assist Emergency Services in the saving of life and protection of property.
- Provide care and welfare for the affected community through such processes as opening Emergency Reception Centres and Humanitarian Assistance Centres.
- Provide transport to Emergency Centres.
- Provide information to warn and inform the public.
- Provide road signage and a co-ordinated traffic management plan.
- In the event of a flooding incident, provide and distribute sandbags in line with the council's sandbag policy.
- Maintain, where possible, safe conditions on roads and pavements and removal of debris.
- Provide advice and guidance to the affected community.
- Co-ordinate the response of the Voluntary Sector.
- Lead on the Recovery phase.

South Yorkshire Police will, where possible:

- Save and protect life in conjunction with other Emergency Services.
- Establish control and coordination arrangements in conjunction with Rotherham MBC and other relevant agencies to facilitate the emergency response efforts.
- Protection and preservation of the scene:
 - ◆ The site of a disaster is treated as a 'scene of crime' and the police are responsible for protecting evidence so that investigative agencies can establish the cause whether or not this results in criminal prosecution.
 - ◆ The police are responsible for preventing unauthorised access by the media and other people.
 - ◆ Establish and maintain cordons.

- Traffic management.
- Investigation of the incident.
- Collection and dissemination of casualty information

South Yorkshire Fire and Rescue will, where possible undertake:

- Fire prevention and fire safety.
- Fire fighting and rescue in a fire situation.
- Rescuing trapped persons from non-fire emergencies (eg road traffic accidents, building collapses, flooding) where they have the necessary equipment and skills.
- Assisting in essential and appropriate salvage at non-fire emergencies where they have the necessary equipment and skills.
- Dealing with CBRN incidents, including mass decontamination and environmental protection.

Yorkshire Ambulance will, where possible:

- Provide a focal point at the incident, through an Ambulance Control Point, for all NHS/medical resources.
- The saving of life in conjunction with other Emergency Services.
- Triage and primary stabilisation of casualties.
- The treatment and care of those injured at the scene, either directly or in conjunction with medical personnel.
- Establishing a Casualty Clearing Station and an Ambulance Loading Point.
- Determining the main 'receiving' and 'supporting' hospitals for the receipt of those injured, and arranging and ensuring the most appropriate means of transporting casualties.
- Ensuring that adequate medical personnel and support equipment resources are available at the scene including, where appropriate, a Medical Incident Officer.
- The provision of communications facilities for NHS resources at the scene.

Health Agencies

- The core responsibilities of hospitals managed by Acute Trusts and Foundation Trusts are as follows:
 - ◆ Receive casualties resulting from the emergency.
 - ◆ Provide specialist medical teams for general healthcare to casualties at the scene of an emergency.
- Primary and community care services provide a range of health professionals who may be involved in the care of people affected by an emergency.
- Health Agencies commission healthcare services locally and will ensure a local health response to any public health emergency.
- Health Protection Agency provides public health advice to Government departments, the NHS, the statutory agencies and directly to the public.

Environment Agency main priorities are as follows:

- Prevent or minimise the impact of the incident.
- Investigate the causes of the incident and any potential enforcement action.
- Seek remediation, clean up or restoration of the environment.
- In a flooding incident the EA will issue flood warnings and information to partners and will operate its flood defences.
- In a pollution incident it will seek to prevent/control and monitor the input of pollutants to the environment.
- In other emergencies such as an animal disease outbreak it will provide advice and guidance, particularly on waste disposal.

Essential Service Providers will, where possible:

- Utility Companies and telecommunications and transport providers will work with local partners to deliver timely restoration of essential services.
- Activate emergency procedures as considered necessary
- Ensure safety of supply to homes.

SECTION 7

RESOURCES AND VULNERABLE SITES

RESOURCES AND VULNERABLE SITES

RESOURCES

1. This section of the plan lists the following:
 - Details of resources which may be useful locally such as 4 wheel drive vehicles, local sand bag stores and equipment.
 - Details of public and community buildings and areas which may be available for the community to use for such as Rest Centres.
 - Details of local community contacts and volunteers and what assistance they can provide.
 - Details of properties in the area whose occupants are vulnerable such as schools, care homes and warden controlled properties.
 - Details of vulnerable people who may need additional support during an emergency such as during an evacuation or obtaining supplies and medication.
 - Details of important infrastructure and locations in order to assess whether the incident may disrupt essential services and to notify appropriate agencies such as the emergency services.
 - Details of local businesses who may need support during the emergency or who may be able to provide resources, together with what they can provide, to assist the response efforts.
2. Information also includes where they are located and who to contact to access or inform during a Major Incident.

COMMUNITY RESOURCES

COMMUNITY RESOURCES	Where Located	Contact	Phone Number
Pick-up Truck/Tractor/Snow Plough	Park Avenue Cemetery	Ellen Stanger/Tony Pack	01909 550407 07790 556351
Grit Sand/Enviro-Thaw	Park Avenue Cemetery	Ellen Stanger/Tony Pack	01909 550407 07790 556351

COMMUNITY BUILDINGS	Where Located	Contact	Phone Number
Lyric Theatre	Laughton Road, Dinnington	Theatre Manager	07583 796827
Dinnington Resource Centre	Laughton Road, Dinnington	Reception	01909 518555
Salvation Army	Leicester Road	Cllr Les Clarke	01909 561695

PUBLIC HOUSES	Where Located	Contact	Phone No
Barleycroft Working Mens Club	5 Barleycroft Lane Dinnington Sheffield		01909 562 210
Monksbridge	Nobel Way Dinnington Sheffield. S25 3QB	Ray Hill	01909 566 225
Snooker Club	Laughton Road Dinnington, Sheffield. S25 2PS	Jules McKay	01909 565284
Squirrel Inn	194 Laughton Rd Dinnington Sheffield. S25 2PT		01909 239568
Ye Olde Village Private Club	12 Church Lane, Dinnington, Sheffield. S25 2LT		01909 562324

PUBLIC ACCESS GREEN SPACES	Where Located	Contact	Phone No
Welfare Land	Off Lodge Lane, Dinnington, Sheffield.	Cllr Steve Scott	01909 569755
Dinnington Resource Centre - Football Ground area	Laughton Road, Dinnington, Sheffield. S25 2PB	Reception	01909 518555
Dinnington High School Playing Fields	Rother Valley Campus, Doe Quarry Lane Dinnington Sheffield. S25 2NZ	Mr. C Eccles Mr I Holborn	01909 550066
Dinnington Rugby Club	Off Lodge Lane, Dinnington, Sheffield. S25 2PB	Gary Hebb	01909 562044

LOCAL VOLUNTEERS (SNOW CHAMPIONS)

Name	Job Title	Daytime Number	Mobile Number	Evening Number
Ellen Stanger	Works and Cemetery Supervisor	07790 556351	07790 556351	07790 556351
Tony Pack (also via Ellen Stanger)	Works and Cemetery			
Local List	Via Clerk to Dinnington St John's Town Council	01909 564169	07947 880573	07947 880573

VULNERABLE SITES/BUILDINGS

SCHOOLS	Where Located	Contact	Phone Number
Rother Valley Campus	Doe Quarry Lane Dinnington Sheffield S25 2NF		01909 559100
Dinnington High School	Rother Valley Campus, Doe Quarry Lane Dinnington Sheffield S25 2NZ	Mr C Eccles Mr I Holborn	01909 550066
Dinnington Community Primary School	School St Dinnington Sheffield S25 2RE	Mrs Vaughan	01909 550034
Dinnington St Joseph's Catholic Primary School	Lidgett Lane Dinnington Sheffield S25 2QD	Mrs Lear	01909 550123

ADULT PROVIDER PROPERTIES such as Care Homes, Warden Controlled	Where Located	Contact	Phone Number
Davies Court Residential Home	Coronation Road Dinnington Sheffield. S25 2AB	Lynn Todd	01709 334442

Athorpe Lodge	Off Falcon Way, Dinnington, Sheffield. S25 2NY	Wadzanai Dube	01909 568307
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CHILDREN'S FACILITIES	Where Located	Contact	Phone Number
Rother Valley College Day Nursery	Doe Quarry Lane Dinnington Sheffield S25 2NF	Sally / Kirsty, Nursery Managers	01909 559299
Dinnington Pre-School	Dinnington Resource Centre, Laughton Road, Dinnington, Sheffield. S25 2PB	Reception	01909 518555
Kiddywinks	New Road, Dinnington, Sheffield. S25 2QT	Lisa Cartledge	01909 563663

DOCTORS/ CHEMISTS	Where Located	Contact	Phone Number
Dinnington Group Practice	New Street, Dinnington, Sheffield. S25 2QT		01909 569456
Lloyds Chemist	Laughton Road, Dinnington, Sheffield. S25 2EX		01909 562336
Lloyds Chemist	New Street, Dinnington, Sheffield. S25 2PN		01909 562523

LOCAL BUSINESSES

NAME OF BUSINESS	Where Located	Resources available	Contact	Phone Number
Tesco	Undergate Road, Dinnington, Sheffield. S25 2PF	General supermarket, food, electrical, cleaning materials etc. On-site bakery and kitchens.		0845 6779835
ALDI	Littlefield Road, Dinnington, Sheffield. S25 2AF	General supermarket, food, cleaning materials etc.		
South	Rotherham Road,	300+ caravans,		01909

Yorkshire Caravans	Dinnington, Sheffield. S25 3RF	motorhomes, sleeping bags, camping equipment, heaters, etc		565661
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SECTION 8
RECOVERY

RECOVERY

1. Recovery should be considered as an integral part of the response arrangements to an emergency; actions taken during the response phase can have long term outcomes for communities trying to recover from the emergency. Recovery can be a complex and long running process and is considered to be the co-ordinated process of rebuilding, restoring and rehabilitation to the community following an emergency and takes into account reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being of that community. **In simple terms it is the process of returning a community to normality.**

2. The Local Authority usually co-ordinates the recovery phase. The handover of the co-ordination of the emergency response generally led by the Police to the Local Authority is usually formalised at the multi-agency strategic level. The recovery process will involve many agencies both public and private sector and will also involve the affected community. It is important to state that the recovery process may never be able to restore the affected area and community exactly to its previous state and in fact may be an opportunity to regenerate an area.

3. Recovery covers three phases:
 - **Short term Recovery** can be defined as those processes carried out along side the response to the incident and usually take place in the first few days following the incident.
 - **Medium-term Recovery** processes are too protracted or widespread to be considered during the initial response phase and take place in the first 3 months.
 - **Long term Recovery** lasts longer than three months and in fact may last for many months, years or even decades.

4. In managing the recovery process there are four key components to consider:
 - Humanitarian Assistance (including health).
 - Impacts on Infrastructure.
 - Environmental Impact.
 - Economic Impact.

5. The role and responsibilities of the Town Council will continue those undertaken during the response as follows:
- Provide Elected Members with a clear understanding of the concerns and needs of the community in the affected area to facilitate the return to normality.
 - Reflect to the community the work being undertaken by Rotherham MBC and partner agencies and reasons for any decisions which are being made.
 - The Town Council through regular meetings and following consultation with appropriate Elected Member(s), if applicable, will:
 - ◆ Obtain views of appropriate local bodies and residents.
 - ◆ Formulate any requests for help, information or resources/facilities.
 - ◆ Represent the community on organisations set up to assist with and oversee rebuilding and restoration of the affected area.
 - ◆ Assist in representing the community regarding the setting up of Disaster Funds.
 - ◆ Participating in commemorative events and other functions.
6. Some members of the community may suffer psychological problems following a Major Incident; Health Agencies in conjunction with the Local Authority have put a Psychosocial Plan in place to deal with these matters. Through liaison with Rotherham MBC, the Town Council will be able to signpost members of their community to access help of this nature, if it is required.

SECTION 9
PUBLIC INFORMATION

ADVICE AND GUIDANCE

1. Information to assist members of the community both during emergency response and recovery following an incident is readily available both on the Internet:

http://www.rotherham.gov.uk/info/703/civil_emergencies-emergency_plan

<http://www.southyorkshireemergencies.co.uk/>

and in booklet and leaflet form available at public buildings such as libraries.

2. A community that knows what to do in an emergency is generally more resilient through such as familiarisation with:

- Preparing for an Emergency
- What to do in an emergency such as flooding
- Preparing an Emergency Pack
- Preparing your Evacuation Plan
- What to do if the advice is to shelter
- Being prepared for severe weather
- Terrorism
- Coping emotionally
- How to recover from an emergency.

SECTION 10

LOCAL EMERGENCY TELEPHONE DIRECTORY

CALL OUT TELEPHONE DIRECTORY

1. This section of the plan contains telephone numbers of the individuals and agencies that it is considered would be of help and assistance during a Major Incident:

Individuals/Agency	Page Number
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Consider including the following:

- | | |
|---|---|
| • Chairperson | 2 |
| • Elected Members/Town Councillors | 2 |
| • Clerk to the Council | 2 |
| • All Parish/Town Councillors* | 2 |
| • Rotherham MBC contacts: | |
| ◆ Communications and Marketing Office | 3 |
| ◆ Contact Centre | 3 |
| ◆ Emergency Planning Shared Service Rotherham | 3 |
| ◆ Emergency Operations Room(s) | 3 |
| ◆ Rotherham MBC Web Site Details | 3 |

DINNINGTON ST JOHN'S TOWN COUNCIL

Town Councillors	
CHAIR: David Smith	01909 564749 07854 151911 davefirtleberry@yahoo.co.uk
VICE-CHAIR: Steve Scott	01909 569755 07973 446830 stevescott65@outlook.com
Dale Adams	01909 808637 07850 724018 daleadams@talktalk.net
Danny Boughton	07749 801164 Dannylb1990@outlook.com
Leslie Clarke	01909 561695 07590 004050 lcdsjtc@gmail.com
Pauline Davies	01909 567303 07840 966787 mail@paulinedavies.co.uk
Jean Hart	01909 562646 07794 804247 Jeanhart_900@hotmail.com
Brian Lewis	01909 281663
Bill Loftus	01909 518405 07956 478238 loftusalive@aol.com
Andy Milner	01909 560604 07503 920777 andymilner@gmail.com
Roy Mugglestone	01909 564796 roypauline7@talktalk.net
Paula Russell	01909 567344 07854 782294 russell.p7@sky.com
Colin Salt	01909 563278 07880 713340 Colinsalt2003@yahoo.co.uk
James Simmonds	01909 569104 James.simmonds1940@btinternet.com
Pat Smith	01909 564749 07990 912152 Trish.firtleberry@yahoo.co.uk
Town Council Support Staff	
Alistair Evans (Clerk and Finance Officer)	01909 564169 07947 880573 dsjtc@hotmail.co.uk
Carol Grice (Assistant Clerk)	07984 717022 dsjtc2@hotmail.com
Ellen/Tony (Works and Cemetery Team)	07790 556351 dinningtoncem@live.co.uk

ROTHERHAM MBC CONTACTS

Name	Contact Details
Communications and Marketing	01709 822735
Contact Centre	01709 822600
Emergency Planning Shared Service Rotherham & Sheffield Office	01709 823878
Rotherham MBC Web Site Details	www.rotherham.gov.uk
Financial Services (Advice on disaster appeal funds)	01709 823272

SECTION 11

RECORDING OF INCIDENT DETAILS

INCIDENT DETAILS

1. This part of the plan is to be used to take notes and details of the incident.

2. The first information recorded should be details of the initial notification and then recording of information received thereafter.

- Details of caller and time call received.

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- Incident details (time of incident, location, nature of incident and current situation).

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- Actions taken with the above information.

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