
Briefing Note

Community Emergency Plan

1.0 Background

1.1 The Council in 2019 agreed to develop a Community Emergency Plan for Menheniot to improve our resilience to natural or manmade emergencies that may affect the community. A draft plan was developed, and an initial meeting held with potentially interested organisations. The meeting was poorly attended and there was little response to inform the Council on its plan.

1.2 As a response to Covid 19 in May 2020 very effective action was taken to provide structured support and help by way of improving and contacting those in need easier and to provide further support with grants and the involvement of the wider community. Some very important lessons can be taken from these initiatives to help planning better resilience and future emergencies that may face the community.

2.0 The role of the parish council in Emergency Planning

2.1 All major emergencies are dealt with by the Emergency Services, Local Authorities, Utilities and Voluntary Agencies in a combined response. In extreme conditions, it is possible that the Emergency Services may not be able to reach the scene or react immediately. In such circumstances, the initial response may rely entirely on local people coming forward. It is for this reason that on Government advice, the Parish Council is developing this Emergency Plan, to provide local support on the ground speedily and when it is most needed, using volunteers in a structured manner. The plan supports the Emergency Plans adopted by Cornwall Council, the Menheniot Primary School and local businesses.

3.0 Aim of Plan

3.1 The aim is to look after the immediate welfare needs of people in the Parish and help to maintain our infrastructure. It does not replace the support provided by the Emergency Services, but supplements it, particularly at the early stages. It is designed to deal with events affecting the Parish or parts of the Parish so that we may recover from an emergency situation more quickly.

This Emergency Plan is not designed to deal with local emergencies affecting only one householder or when the Emergency Services are perfectly capable of dealing with the emergency without any formal Parish involvement.

4.0 Activation

4.1 We propose that the Plan is not for general public circulation as it will contain personal contact details. An outline of the plan and the actions that will be taken will be posted on the MPC website. The contact number for activation will be published once the Plan is adopted. This is to avoid multiple activations causing confusion and delays.

4.2 The plan will only be activated by the Parish Clerk or nominated deputy.

The operational structure of the plan is based on 3 zones

North, *Merrymeet*, *Central*, Menheniot and *South*, Lower Clicker.

4.3 MPC may consider as part of the adoption awareness publicity to provide information separately on personal safety and well being. There are many publications that are available that we can refer to or provide.

5.0 Shelters

5.1 The main shelter for the public and rendezvous point is the hall in Menheniot but additional sites should be considered in the North and South zones as well as alternatives in the main centre of population. Approaches have been made seeking permission to use several alternative premises. These can be added to the plan in due course.

6.0 Responsibilities of Councilors and volunteers

6.1 The roles and actions required are set out in detail in the plan to reflect the structure of the response from the community and already agreed roles of individual Councilors and volunteers.

7.0 Training and review

7.1 Training will be undertaken with a desk top exercise following adoption. The plan will be reviewed every 12 months following adoption. Training support has been offered by Cornwall Council Emergency Planning team who have been fully consulted during the development of the plan.

8.0 Completion of details

8.1 The details of contacts and the completion of the appendices will be carried out before formal adoption and the data collated and stored in accordance with the Council's Data Protection policy by the Parish Clerk.

9.0 Members are asked to consider

A That the plan is not a document to be made available to the public and an awareness campaign is set in place following adoption.

B The plan is activated only by the Parish Clerk on a zone basis as appropriate.

C Coordination points /shelters are established in each zone.

D The role of Councilors is agreed as set out in the plan

C The plan is adopted with effect from the 1 November 2021 and is reviewed annually.

Authors: Cllrs Adrian Cole & Sean Smith

Date: 7 September 2021