



WEST YORKSHIRE **PREPARED**

YOUR SERVICES WORKING TOGETHER

Welcome to West Yorkshire Prepared

West Yorkshire's Local Resilience Forum

Developed by Community Resilience Officer, Adrian Fickling

A brief introduction to West Yorkshire Prepared

- West Yorkshire Prepared is the **Local Resilience Forum** for West Yorkshire. It is made up of representatives from the region's emergency services, the five Local Authorities (Leeds, Bradford, Calderdale, Kirklees and Wakefield), health services, government agencies and a number of supporting organisations including the military, utility companies and the voluntary and faith sector.
- West Yorkshire Prepared works collaboratively with partners to help communities **prepare for, respond to and recover from emergencies and major incidents.**
- As a multi-agency partnership we ensure there is **co-ordination, co-operation and efficiency** across the region, working together for the benefit of the communities we serve.

How did it start?

- Local Resilience Forums (LRFs) were created as part of the **Civil Contingencies Act (CCA) 2004**.
- This Act provides the legal framework for how the UK prepares for, responds to, and recovers from major emergencies. It defines what an emergency actually is, sets out the responsibilities of emergency responders, and gives government powers to act when needed.
- The Act replaced older legislation that was no longer considered fit for purpose. Events such as the fuel protests and widespread flooding in 2000, the foot and mouth disease outbreak in 2001, and the terrorist attacks in the United States on 11 September 2001 highlighted the need for stronger and more coordinated emergency planning in the UK.

How did it start? (cont.)

- Under the Act, **Local Resilience Forums were established within each police force area.** LRFs bring together organisations such as local authorities, emergency services, health bodies, and utility providers to work jointly on emergency preparedness.
- A key requirement of the Act is for these organisations to assess local risks that could lead to a major emergency. These risks are recorded in a Community Risk Register, which is published so communities can understand what emergencies are most likely in their area.
- This Community Risk Register is the first step in the emergency planning process; it ensures the plans that are developed are proportionate to the risk.

What do we do?

As a partnership, West Yorkshire Prepared:

- **Assesses the types of risks and hazards** that might affect our region. E.g. pandemics (such as COVID), floods, fire, severe weather, and cyber threats.
- **Puts plans in place** to address the different types of emergencies that may occur within our region or may occur nationally but would impact our region.
- **Delivers training and exercises** to test these plans ensuring all our partners are prepared in the event of an emergency.
- **Provides advice, information and assistance** to the public, business community, and voluntary organisations in an emergency, keeping them informed before, during and after the incident.
- **Creates and publishes the Community Risk Register** providing information on the most significant risks that could impact communities in their local areas, including their likelihood of occurring and the potential severity of their consequences.

Community Response Plan (CRP)



Developing a Community Response Plan

In this section, we'll look at:

- What is a Community Response Plan (CRP)
- Why we need a CRP
- How it can help your community
- How we create a CRP
- What happens next, once we have created a plan
- How it works
- Preparing a grab bag

PREPARE, RESPOND, RECOVER

What is a Community Response Plan?

The purpose of a Community Response Plan (CRP) is to have something in place, which will enable your community to respond to major incidents or emergencies that may have an impact on the normal lives of individuals within your community. A CRP provides a framework document to:

- **Identify potential threats and hazards** within your community and the likelihood of such an incident occurring.
- **Identify a place of safety** should evacuation be required.
- **Identify the most vulnerable individuals** within your community who may need additional assistance in an emergency.
- **Outline any resources and capabilities** you may already have within your community.
- **Establish a good network of contacts** within your community so information can be passed quickly – either in person, by phone or via social media.
- **Provide a direct line of communication** between community members and the local authority during an emergency.

Why do we need a Community Response Plan?

Emergencies happen every day in the UK and across the world. They can be caused by severe weather or other natural hazards, by deliberate actions, accidents or infrastructure failure.

These events may be over in a few hours or can sometimes continue for days, months, or even longer. They can happen suddenly and without warning. Even with advance notice, they may still cause disruption to the daily lives of you and your community.

In an emergency, the blue light services, local authorities and other partners will be working together to support your community and provide help as quickly as possible. However, if the emergency is widespread - such as flooding, heavy snow, or a power outage – priority will be given to the most vulnerable, so there may be a delay in support reaching your community.

Resilient communities can respond and recover more quickly from emergencies or major incidents limiting disruption to individuals.

Why do we need a Community Response Plan?

(cont)

Having a CRP in place in your community could help keep everyone safe and informed during an emergency or major incident. It will mean you are better prepared and able to respond and recover from these incidents more quickly.

Think about what you would need to do if there was an incident that required parts, or all, of your community to be evacuated due to an emergency. (E.g. flooding, large fire, power outage or unexploded device).

- Where would you go if you were required to evacuate your property ?
- What facilities would be available? (Toilets, cooking facilities, somewhere warm and dry)?
- What would you do about food and drink ?
- What would you do with your pets if required to evacuate ?
- How would you know when it was safe to return ?

By being prepared and creating a Community Response Plan, your community will be able to support each other while help makes its way to you.

How can a CRP help your community ?

A CRP will help you:

- **Identify a place of safety** within your community should there be a need to evacuate individuals during an emergency.
- **Quickly access contact details** of individuals and groups in your community to enable you to warn community members of any incidents and share accurate information and advice, avoiding misinformation which could cause tensions and fear.
- **Help you identify any vulnerable individuals** or areas of vulnerability within your community that may require additional assistance in an emergency.
- **Bring together voluntary groups, businesses, other organisations, and individuals** with specialist skills within your community when needed.

Having a CRP will also enable your community to be prepared for future incidents so you can respond and recover quicker from emergencies. It will help build a greater sense of community cohesion and independence knowing you're more resilient and less reliant on assistance from the local authority, emergency responders and other services.

How does it work ?

In the event of an emergency or major incident you may be contacted by your local authority to activate your plan, or you may become aware of an emergency or major incident before the local authority and choose to activate your plan independently. It is important to consider possible scenarios that could require an activation. (Note: You may not always be required to activate the full plan; it could be as simple as sending messages out to the community warning people about an incident or providing assistance where required).

Below are a few examples of how this might work:

The Met office or UKHSA issues a flood or severe weather warning

- Possible action: Do you need to warn people in the affected areas? Do they require any assistance? If individuals are displaced, do you need to open your place of safety?

You have identified an emergency or major incident within your community such as a power outage

- Possible action: Do you need to send messages to the community warning them of the incident? Do you need to check on the most vulnerable individuals or check if anyone requires assistance? Do you need to contact the emergency power outage line? Do you need to contact the local authority emergency team informing them of the outage?

The Local Authority Emergency Team contact you to request you activate your plan

- Possible action: Do you need to send out messages to the community? Has the local authority requested you advise people to leave the affected areas or go to your place of safety?

How can we create a CRP?

- To create your own CRP, visit the West Yorkshire Prepared website (www.westyorkshireprepared.org.uk) and click on the 'Community Response Plan' link on the homepage.
- You will then be directed to input your name and contact email into a Microsoft Form. This will be forwarded to West Yorkshire Prepared where we will record your expression of interest.
- You will then be sent a simple CRP template to complete. Once completed, you will need to return the template to West Yorkshire Prepared at wurf@westyorkshire.police.uk where we will retain a copy.
- If you need any guidance when completing the form, you can contact our Community Resilience Officer for help and advice at wurf@westyorkshire.police.uk. Please ensure you leave contact details so they can get in touch.

What happens next?

West Yorkshire Prepared's Community Resilience officer will contact your designated team leader and, if required, they can:

- Arrange to attend one of your meetings.
- Offer help and advice and try to answer any questions you may have.
- Look into assisting with some basic resources at your place of safety (e.g. tabards, aide memoires).
- Arrange a simple tabletop exercise with you and your team to test your plan.

Running a tabletop exercise will help you understand how you might respond to various scenarios, test communication between members, and identify any issues within the plan. This will help improve preparedness and community resilience and highlight areas for improvement.

The plan may be tested annually if needed to ensure it is fit for purpose and should also be reviewed after every use to identify any learning points.

West Yorkshire Prepared will hold a copy of all Community Response Plans from across West Yorkshire (in a secure file). These plans may be accessed by the Local Authority Emergency Team in your area in the event of an emergency or major incident.

Preparing a grab bag

Resilient communities are generally made up of prepared individuals and households, so you should ensure you are also ready at home.

One way you can do this is by preparing a grab bag of essential items you could take with you if you were required to evacuate your property. Remember not to make it too large as it may be difficult to carry if required to move quickly. Draw up a list of items you may need if the evacuation were to be prolonged.

This could include:

- First aid kit and any essential medication.
- Torch, either wind up or battery (If battery, make sure you include spares).
- Radio, again either wind up or battery including spares. This could be used to listen to official warning and informing messages.
- Powerbank for your phone, tablet or other electronic items.
- Non-perishable food and bottled water.
- Supplies, if needed, for babies and children.
- Supplies, if needed, for pets.
- Money and vital documents, such as passports and insurance policies.

Any Questions?

If you have viewed this presentation and have any questions, please contact the West Yorkshire Resilience Forum Community Resilience officer at wyrf@westyorkshire.police.uk and they will get back to you asap.