

Case Study – Community Emergency Plan Toolkit

Background

Following the 2007 floods in Gloucestershire, and the Pitt Review, communities were encouraged to produce their own Emergency Plan. Gloucestershire Rural Community Council (GRCC) worked with communities at this time, funded through the Red Cross, and realised that although a Plan template was published by County, parishes felt uncertain about how to go about the process. So, GRCC invested its own resources to produce the toolkit which fills the gap in a straightforward, manageable way and allows communities to produce a good working document. Then they would be prepared, know what to do, be able to recover sooner.

Summary

Developed and published “Your Community Emergency Plan” toolkit for use by parishes to complete their own Plan. The toolkit consists of an interactive PDF on a CD and includes:

- Step by step approach to putting together your Plan
- Downloadable versions of adjustable planning templates with completed examples
- Practical examples of work in some Gloucestershire communities/parishes
- Hints and tips, ideas to involve people in the community
- Information about linking into the support from local authorities and other organisation

Gloucestershire County Council Emergency Management Service comments on the Toolkit:

- Makes the development of a comprehensive plan look achievable in easy steps
- User friendly, uses buttons and tabs to work through the process
- Contains explanations, hints and tips, and encourages personal, as well as community resilience
- Includes experiences of dealing with various emergencies from a community perspective and lessons learnt – not just flooding emergencies
- Provides simple, and more detailed downloadable versions of planning templates to allow for the preferences/capability of the group formulating the plan, with completed examples too

Who was involved?

- Local Gloucestershire communities contributed their experiences

- Gloucestershire Emergency Management Services and Cotswold District Council liaised and helped with advice
- Red Cross helped to fund GRCC in 2007 to aid communities affected by flooding, from which GRCC gained the initial idea and evidence of need for the toolkit
- Local communities of different population size trialled the toolkit

What were the Outcomes?

Launched Dec 1st 2009, communities are recognising its value and getting their plans in place. In Gloucestershire, those who had Plans already included sections, those who were just starting out found it useful to construct a first draft, fill in a gap, or follow to completion. Lechlade had an incident where they brought their plan into play, and in review added modifications from the toolkit, based on an evaluation of their action. A new version of the toolkit has been developed to allow communities generally to take advantage of its flexible approach, and not have to reinvent the wheel. It has been used, not just in Gloucestershire, but other regions of the country.

Key Learning Points

- 'Your Community Emergency Plan' toolkit developed by Gloucestershire Rural County Council
- Interactive plan template makes emergency planning easier for communities
- Toolkit was trialled by local people with different skills, including councillors

Further information

Further information on the toolkit can be accessed here:

<http://www.grcc.org.uk/emergency-planning/emergency-planning>

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