

BULKINGTON EMERGENCY PLAN;

Preparation and planning for emergencies: responsibilities of responder agencies and others

How the government prepares and plans for emergencies, working nationally, locally and co-operatively to ensure civil protection in the UK.

<https://www.gov.uk/preparation-and-planning-for-emergencies-responsibilities-of-responder-agencies-and-others>

Part 1 of the Act and supporting Regulations and statutory guidance '[Emergency preparedness](#)' establish a clear set of roles and responsibilities for those involved in emergency preparation and response at the local level. The Act divides local responders into 2 categories, imposing a different set of duties on each.

Those in **Category 1** are organisations at the core of the response to most emergencies (the emergency services, local authorities, NHS bodies). Category 1 responders are subject to the full set of civil protection duties. They will be required to:

- assess the risk of emergencies occurring and use this to inform contingency planning
- put in place emergency plans
- put in place business continuity management arrangements
- put in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency
- share information with other local responders to enhance co-ordination
- co-operate with other local responders to enhance co-ordination and efficiency
- provide advice and assistance to businesses and voluntary organisations about business continuity management (local authorities only)

Category 2 organisations (the Health and Safety Executive, transport and utility companies) are 'co-operating bodies'. They are less likely to be involved in the heart of planning work, but will be heavily involved in incidents that affect their own sector. Category 2 responders have a lesser set of duties - co-operating and sharing relevant information with other Category 1 and 2 responders.

Category 1 and 2 organisations come together to form 'local resilience forums' (based on police areas) which will help co-ordination and co-operation between responders at the local level. For more on what LRFs do and contact details for each, see the guide on '[Local resilience forums: contact details](#)'.

The bulk of Part 1 of the Act was brought into force in November 2005 (the duty on local authorities to provide advice and assistance to business and voluntary organisations about business continuity management commenced in May 2006).

Local Area Responders

Category 1;

The Police

The primary areas of Wiltshire Police responsibility at a major incident are:

- To save life in conjunction with the other emergency services.
- The coordination of the emergency responding agencies and other supporting organisations both at the scene of the incident and elsewhere.
- To secure, protect and preserve the scene and to control sightseers and traffic through the use of cordons, diversions and filters.
- To investigate the incident and obtain and secure evidence in conjunction with other investigative bodies where applicable.
- To ensure the access and egress for all the responding agencies and supporting organisations.
- To collate and distribute casualty information.
- To identify the deceased on behalf of HM Coroner.
- To prevent crime.
- To ensure short term measures to restore normality after all necessary actions have been taken.
- Co-ordination of the response to the media.

The Fire and Rescue Service

The primary areas of Wiltshire Fire and Rescue Service responsibility at a major incident are:

- Life-saving through search and rescue.
- Fire fighting and fire prevention.
- Rendering humanitarian services.
- Safety management within the inner cordon by implementation of an incident command system (see further definition within scene management).
- Provide and or obtain specialist advice and assistance in the management of hazardous materials.
- Protection and consideration of environmental issues.
- Salvage and damage control.
- Provision of mass decontamination.

The Ambulance Service

The primary areas of the Ambulance Service responsibility at a major incident are:

- The saving of life, in conjunction with other emergency services.
- To instigate a command and control structure.
- To protect the health, safety and welfare of all health service personnel on site.
- To co-ordinate the NHS communications on site and to alert the main receiving hospitals for the receipt of the injured.
- To carry out a health service assessment of the incident.

- To instigate a casualty triage process when required.
- To treat casualties.
- To transport casualties to hospital or other healthcare facility.
- To provide clinical decontamination of casualties and to support mass decontamination.
- To mobilise the UK Reserve National Stock for major incidents, as appropriate.
- To maintain adequate emergency cover throughout other parts of the Ambulance Service area.
- To reduce to a minimum the disruption of the normal work of the Service.
- To alert and coordinate the work of the health voluntary sector i.e. British Red Cross/St John Ambulance.
- To make provision for the transport of the Medical Emergency Response Incident Team (MERIT).

The Local Authority

The primary areas of Wiltshire Council's and Swindon Borough Council's responsibilities at a major incident are:

- To support the emergency services and those agencies engaged in the response to an incident.
- To be prepared to lead in certain major incidents, for example, incidents involving schools.
- To provide a coordinated response for all local authority resources.
- To maintain services and ensure a return to normality as soon as possible.
- To activate and coordinate the response of the voluntary agencies, utilities and other supporting agencies.
- To provide transportation and suitable temporary accommodation for survivors, evacuees, friends and relatives.
- To assist with the provision of suitable premises for use as emergency mortuaries.
- To provide, on request, a media centre.
- To provide emergency catering.
- To provide, on request, engineering, highways, environmental health, communications and specialist support.

The Director of Public Health (DPH), with Public Health England, will lead the initial response to public health incidents at the local level, in close collaboration with the NHS lead. The NHS will determine, in the light of the impact on NHS resources and with advice from the DPH, at what point the lead role will transfer, if required, to the NHS.

NHS England Area Team (Bath, Gloucestershire, Swindon & Wiltshire)

NHS England, through the Area Team, is responsible for ensuring there is a comprehensive NHS emergency preparedness, resilience and response system that operates at all levels, for assuring itself that the system is fit for purpose and for leading the mobilisation of the NHS in the event of an emergency or incident. The primary major incident responsibilities of NHS England are to:

- Facilitate a co-ordinated response to an emergency by Clinical Commissioning Groups and NHS-funded service providers and to ensure they are properly prepared to deal with emergencies.
- Provide NHS command, control, communication and co-ordination and leadership of all providers of NHS funded care.
- Ensure that NHS resources that are agreed with Public Health England and/or the Director of Public Health to mount an effective response to any local health protection incident are made available appropriately.

Clinical Commissioning Groups (CCGs)

Clinical Commissioning Groups are required to take appropriate steps for securing that they, as well as the services they commission, are properly prepared for facilitating a co-ordinated response to an emergency.

Clinical Commissioning Groups are required to:

- Contribute directly to health system co-ordination via NHS England.
- Be responsible for ensuring that all providers of local healthcare have robust business continuity arrangements and plans.

Public Health England (PHE)

Public Health England is responsible for providing public health leadership together with scientific and technical advice at all levels to protect the public against infectious diseases and minimise the health impact from hazards. It will provide:

- National leadership and co-ordination of the public health elements of the emergency preparedness, resilience and response system.
- Health protection services, expertise and advice and co-ordinate the Public Health England response to major incidents.
- Risk analysis and assessment of emerging diseases, extreme events, hazardous materials and Chemical Biological Radiological Nuclear and Explosive (CBRNe) threats to inform the Department of Health and other government departments and agencies.
- A range of specialist public health services i.e. laboratory, analytical and expert advice.
- Specialist advice to the Scientific and Technical Advice Cell (STAC) as well as the provision of a trained STAC Chair, if required.

The Environment Agency

The Environment Agency will respond to incidents if it is notified of or upon the request of the emergency services or local authority, for any incident where there is a threat of or actual harm to the environment. The primary roles areas of Environment Agency responsibility at a major incident are:

For pollution or other incident:

- Ensure the source of pollution is traced and stopped.
- Ensure remedial action is being taken to prevent situation worsening.
- Take samples from polluted watercourses and analyse where necessary.
- Advise on decontamination methods and disposal of contaminated waste arising from decontamination.
- Investigate the incident and obtain and secure evidence in conjunction with other investigative bodies where applicable.
- Advise and authorise where appropriate on disposal of waste arising from the incident and clean-up operations.

For a flooding incident:

- Issue flood warnings on main rivers to the public and relevant organisations.
- Maintain Environment Agency flood defences.
- Provide assistance to other agencies when appropriate/possible.
- Provide up to date information on flooding situation during the incident from continuous monitoring.

Category 2 Responders;

Category 2 Responders are cooperating bodies who have a vital role to play in resolving incidents that affect their sector. Category 2 Responders include:

- Utilities (Gas/Water/Electricity)

- Telecommunications
- Transport (Road/Rail/Air/Waterways)
- Government Agencies, e.g. Health & Safety Executive

Voluntary Organisations

The support of voluntary organisations in helping to resolve a major incident should be a consideration from the outset.

Local authorities, in conjunction with the emergency services, will coordinate the response of voluntary organisations such as:

- British Red Cross Society.
- St John Ambulance
- WRVS
- Salvation Army
- Clergy and inter faith groups of Wiltshire and Swindon
- RAYNET
- Wessex 4 x 4 Response
- Volunteer Rescue organisations
- Welfare organisations
- Charities
- Business Community

Central Government and Department of Communities and Local Government (DCLG) Resilience Emergency Division (RED)

Initial Central Government response is led through the Lead Government Department in Whitehall. DCLG via RED is the local link for Central Government.

The Lead Government Department is responsible for alerting the Civil Contingencies Secretariat (CCS). They may provide central oversight through the Civil Contingencies Committee (CCC) and may send a Government Liaison Team to the Strategic Coordinating Group, particularly during terrorist or major contamination incidents.

Representatives may include:

- A Government Liaison Officer
- A Consequence Management Liaison Officer
- A representative of Cabinet Office Civil Contingencies Secretariat
- Representatives from other Central Government Departments
- Other organisations depending on the incident.

Military Aid in the Event of a Major Incident

Reference

Military Aid to the Civil Authorities (MACA) is described in 'Operations in the UK' Defence Contribution to Resilience Joint Doctrine Publication.

Policy

In the initial response phase of a major incident, a local military commander will be authorised to assist the emergency services where an immediate threat to life exists.

The work must be something that the Armed Forces can undertake within capability and safely at the time, without special equipment or training.

The provision of MACA during the consolidation phase of a major incident is guided by three criteria:

- Military aid may be used after it has been determined that all other avenues of mutual aid including the private sector have been deemed insufficient or not available.
- The Civil Authority lacks the required level of capability to fulfil the task and it is unreasonable or prohibitively expensive to expect it to do so.

- The Civil Authority has a capability, but the need to act is urgent and it lacks readily available resources.

Whilst no resources are specifically set aside for such assistance, if the incident is sufficiently grave Ministers may approve the deployment of military capability. The assistance the Ministry of Defence may be able to provide will depend on what is available at the time of the incident to fill the identified capability gap. Assistance without cost will only be given in a major incident where a threat to life exists. Once that threat has passed charges may be raised.

Request for Military Aid

If military aid is required, it will be requested through the Strategic Coordinating Group or Tactical Coordinating Group.

In the event of a major incident, the Joint Regional Liaison Officer (JRLO) from 43 (Wessex) Brigade will deploy to the SCG to advise whether it is appropriate to seek military aid and assist with the procedures for doing so.

Command

Military personnel will deploy as a self-contained formed body under command of an officer or non-commissioned officer. They will work under the direction of the emergency service Bronze Commander. At the point of troop deployment to the incident, a military liaison officer will deploy as the military point of contact with the military headquarters established at the SCG.

Should the circumstances require a further liaison officer at TCG the military headquarters will task an officer.