

# Caravan & Chalet Parks Meeting 10<sup>th</sup> July 2014

- Welcome. H&S Briefing
- Introductions
- Emergency Planning
- Fraud & Error
- Flood Awareness
- In the Summertime
- Occupancy Report
- Next Event 14<sup>th</sup> January 2015 @ Weeley

# **TDC Emergency Planning Arrangements & Liaison with Caravan & Chalets Parks**

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# Emergency Planning

1. Tendring District Council Arrangements
2. Community Resilience
3. Generic Emergency Plan Development
4. 3 Key Points of Contact
5. Recent Events
6. Next steps

# TDC Arrangements

- A Suite of Emergency Plans
- TDC Callout Lists
- Exercises – Internal & External
- Training – Internal & External
- Liaison & Support
- 24/7 Callout Arrangements
- Emergency Equipment

# Community Resilience

- Parish and Town Councils
  - Development of the web page
- Caravan and Chalet Parks
  - Development of the web page
- Emergency Services
- Public Engagement:
  - Keep Safe
  - Breathe Easy

# Generic Emergency Plan for Caravan & Chalet Parks

- Template
- Generic Information
- Includes Fire Plan (or other plans you may already have)
- Includes Specific Section on Flooding
- Recovery
- Awareness, Training & Review
- Available to down load from web site

# Generic Emergency Plan for Caravan & Chalet Parks

- Willows Caravan Park
  - Completed a draft versions
  - Draft version received
  - Detailed feedback sent
  - Willows in process of updating their plan

Their plan is **GENERIC**

However they have included a **specific section** for Flooding to consider their **FLOOD RISK**

## 3 Key Points of Contact

- Provision of 3 Key Points of Contact
  - Emergency Co-ordinator
  - 1<sup>st</sup> Alternate
  - 2<sup>nd</sup> Alternate
- Landline, Mobile and E-mail
- Enables 24 / 7 / 365 contact
  - **WHY?**



# Recent Events: Severe Weather Warnings

**Warnings in place for the region: East of England**  
Issued on Wed 12 Mar



**Warnings in place for the region: East of England**  
Issued on Thu 22 May



**Warnings in place for the region: East of England**  
Issued on Fri 6 Jun



Issued on Fri 27 Jun



**Warnings in place for the re**  
Issued on Tue 8 Jul



**List 18: Caravan Parks ( R = Residential / H = Holiday / M = Mixed) – Emergency Contact Record**

Incident:

Date:

R = Residential / H = Holiday / M = Mixed Name	Address	Emergency Contact	Alternate contact 1	Alternate Contact 2	Record Contact Details and Time
Ashley Holiday Park (H)	33 London Rd Little Clacton CO16 9RN				
Bentley Country Park (H)	Flag Hill Great Bentley Colchester CO7 8RF				
Brightlingsea Haven (H)	The Promenade Way Brightlingsea Colchester CO7 0LW				
Castle Hill Park (R)	London Road Clacton-on-Sea				
Dovercourt Haven Caravan Park (M)	Low Road Dovercourt CO12 3TZ				
Elm Farm Caravan Park (H)	Frinton Road Thorpe-le-Soken				

# Prepare a Grab Bag

## Emergency grab bag checklist:

- Prescription medicines details - for the family
- Toiletries
- Identity documents
- First aid kit
- Radio (battery or wind up)
- Torch (battery or wind up)
- Spare batteries
- Notebook, pen/pencil
- Spare glasses/contact lenses
- Mobile phone charger
- Contact list - including phone numbers
- Insurance details
- Spare keys for house/car
- What else? (chocolate is always useful)

# Follow the advice given

- **Monitor TV and local radio for information on circumstances that may affect your site;**
- **Follow the advice given by Emergency Services;**
- **If asked to evacuate, know what you are going to do, take and where you are going to go!**

## Next Steps

- Continue development of Site Generic Emergency Plans
- Feel free to contact us for feedback & advice
- Provision of 3 Points of Contact

# Emergency Planning

Thank you for your attention.

Any questions?

# Looking Forward / Q & A

- Completion of Generic Emergency Plans
- Provision of 3 Points of Contact
- **Next meeting 14<sup>th</sup> January 2015**
- What would you like to hear about?
  - Police
  - Fire
  - Health
  - Environment Agency
  - Met Office
  - Other TDC