



Dorney Emergency Plan [Draft 31 January 2023]

**Plan last updated on: 31 January 2023
Version: 2**

Plan ownership & maintenance details:

Jill Dax will be responsible for updating and disseminating the plan, determining how / how often the plan will be updated / disseminated and contact information

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PLAN DISTRIBUTION LIST:

Name	Role
Jill Dax	Emergency Management Team
Martyn Westcott-Wreford	Emergency Management Team
Anna Palmer	Emergency Management Team
Ruth Senior	Parish Clerk
Jo Metzner?	Dorney Lake
?	Thames Valley Police
?	County Council Resilience Team
?	District Emergency Planning Officer
?	Local Environment Agency officer
?	Local Flood Warden
All Parish Councillors	
Burnham, Taplow & Slough Councils	

PLAN AMENDMENTS:

Date of change	Date for next update	Details of changes made	Changed by
<i>21JUN22</i>	<i>30SEP22</i>	<i>Draft Published</i>	<i>Joanie Wraight</i>
<i>31JAN23</i>	<i>31MAR23</i>	<i>Updates</i>	<i>Jill Dax</i>

EMERGENCY MANAGEMENT TEAM CONTACTS

Name	Title	Email Address	Phone Number
Jill Dax	Leader	jill@daxfamily.com	07803 054491
Martyn Westcott-Wreford	Deputy Leader	martyn@turboww.co.uk	07768 731951
Anna Palmer	Deputy Leader	ap@dorneycourt.co.uk	07790 274878
Ruth Senior	Parish Clerk	clerk@dorneyparishcouncil.gov.uk	07769 704010

AIM & OBJECTIVES

Aim:

For example: To provide a framework to cope with emergencies or events affecting Dorney.

Objectives:

- To establish a Dorney emergency management team that will coordinate the Dorney response and liaise with the emergency services / local authorities as appropriate.
- To identify actions required to minimise the harm from identified hazards or threats.
- To establish a means of identifying vulnerable people in the Dorney with a view to supporting them in an emergency.
- To identify resources in the Dorney that would be available to minimise the severity of the emergency.
- To establish key contact details for the Emergency Management Team, key Dorney resources, the emergency services and local authorities.

NOTIFICATION OF AN INCIDENT

If you become aware of a serious incident happening or threatening to develop, call the emergency services, if appropriate. Then contact the Emergency Management Team leader with the following information:

- Your name, contact telephone number, address / location
- Full details of the incident as far as you are able to ascertain without putting yourself at risk:
 - When
 - Where (exact location)
 - What happened and what is happening now
- Emergency Services requested
- Estimated human casualties
- Estimated animal casualties (if any)
- Hazards and road blockages

ACTIVATION TRIGGERS

When should the Emergency Plan be activated?

A serious fire in the community (including wild fires)

Severe flooding – real or anticipated

Heavy snow/ice

Major Incident/Accident

On request by Police or Local Authority

On request by a substantial element of the community

Who should activate the Plan?

Usually the Emergency Team Leader or, in their absence, one of the Deputy Leaders.

How the plan will be activated?

Either a series of phone calls or following a meeting of the Emergency Team

EMERGENCY MANAGEMENT TEAM CONTROL ROOM

The location of the Emergency Management Team control room will be the most logical of the four Assembly/Shelter points, given the nature of the emergency.

FOUR DORNEY AREAS FOR ASSEMBLY AND SHELTER

Given the geographic spread of the Dorney community, the following locations have been identified for assembly and shelter points:

Dorney Reach	Dorney Village Hall and Dorney School
Dorney Village	The Palmer Arms
Boveney	Dorney Lake Boathouse (access process to be agreed)
Lake End	The Pineapple pub

SAMPLE TELEPHONE TREE

The phone tree works as a pyramid, with the coordinator at the top making the first call to two or more people. In turn, they call an assigned set of people and so on, until the tree is complete.

Dorney Emergency Coordinator – Cllr. Jill Dax 07803 054491

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□

Cllr. Martyn Wescott-Wreford 07768 731951	Cllr. Anna Palmer 07790 274878
Parish Clerk: Ruth Senior 07769 704010	

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Dorney Reach Coordinator: Cllr. Euan MacLennan Contact number: ██████████	Dorney Village Coordinator: Cllr. Martyn Wescott-Wreford Contact number: ██████████	Boveney Coordinator: Cllr. William Voaden Contact number: ██████████	Lake End Coordinator: Cllr. Robert Stopford Contact number: ██████████
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FIRST STEPS IN AN EMERGENCY FOR TEAM LEADER

	Instructions	Tick
1	Example: Call 999 (unless already alerted)	
2	Ensure you are in no immediate danger	
3	Start keeping a log (copy attached at Appendix D) and record: Any decisions you have made Action taken Who you spoke to and what you said Any information received	
4	Contact other members of the Emergency Management Team and members of the Dorney community that need to be alerted: Those specifically at risk Other members of Parish Council via agreed route Volunteers and key holders where appropriate	
6	If necessary, contact the Dorney Emergency Group to call a meeting but ensure the venue is safe and people can get there safely	
7	Make sure you take notes and record actions from the meeting.	
8		
9		
10		

FIRST STEPS IN AN EVACUATION

	Instructions	Tick
1		
2		
3		
4		
6		
7		
8		
9		
10		

ASSEMBLY AND SHELTER CENTRES

Building Name	Address	Facilities available	Key holder Contact details
Dorney Village Hall	Off Meadow Way, Dorney Reach	Toilets, Large Hall, small kitchen, no WiFi, Disabled access	Ruth Senior – KeySafe Code - [REDACTED]
Dorney School	Harcourt Close, Dorney Reach	Toilets, Hall, Kitchen, Wifi, Disabled access	See Page 20
The Palmer Arms	Village Road	Toilets, Kitchen, WiFi, Disabled Access	Chrys Fisher – [REDACTED]
Dorney Lake Boathouse	Dorney Lake	Toilets, Kitchen, Wifi, large space, Disabled access (Lift)	Adam Clift – [REDACTED]
The Pineapple	Lake End Road	Toilets, Kitchen, WiFi, Outdoor area, Disabled access	Chrys Fisher – [REDACTED]

USEFUL NUMBERS

Name	Organisation	Tel Number
Thames Valley Police		999 or 101
Environment Agency	Flood line Incident line	0845 988 1188 0800 80 70 60
Thames Water		0845 9200888
Power Cut		105
British Gas		0800 111 999
NHS		111
Highways Agency		0300 123 5000

DRAFT AGENDA FOR FIRST MEETING OF DORNEY EMERGENCY GROUP

Date:

Time:

Location:

Attendees: Revd.La Stacey, PCSO Angela O'Connell, Joanie Wraight, Jill Dax, Anna Palmer, Ruth Senior, Euan MacLennan, William Voaden, Martyn Wescott-Wreford, Robert Stopford.

1. What is the current situation?

Possible considerations:

Location of the emergency. Is it near:

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency: flood, aircraft crash, snow, pandemic, wild fires
- Is there a threat to life?
- Has electricity, gas or water been affected?

Are there any vulnerable people involved?

- Elderly
- Families with children
- Non-English-speaking people.
- What resources do we need?
 - Food?
 - Off-road vehicles?
 - Blankets?
 - Shelter?

2. Establishing contact with the emergency services

3. How can we support the emergency services?

4. What actions can safely be taken?

5. Who is going to take the lead for the agreed actions?

6. Any other issues?

**ALTERNATIVE ARRANGEMENTS FOR STAYING IN CONTACT IF USUAL
COMMUNICATIONS ARE DISRUPTED**

	Instructions	Tick
1	No Mobile Phone network. Use land lines (Need to obtain numbers) ensuring they have not been converted to VOIP. Consider "runners", including horse riders, between assembly/shelter points if safe and possible.	
2	No Landlines: Consider "runners", including horse riders, between assembly/shelter points if safe and possible.	
3		
4		
6		
7		
8		
9		
10		

LOCAL SKILLS

Skill/resource	Who?	Contact details	Location
Trained first aiders	Residents A, B, C		
Tractor Owners	Dorney Lake Pigeon House Farm Lake End Farm		
Large Selection of light and heavy machinery	Maydencroft	██████████ ██████████ Emergency Out of Hours: ██████████ ██████████	Dorney Common See following pages for details of equipment available
4x4 owner/drivers	Dorney Lake? Jill Dax Andrew Wiltshire John Wraight Ken Powell		
Chainsaw owners/(tree surgeon)	Maydencroft Andrew Wiltshire		
Doctors	Dr. John Wraight		
Nurses	Angie Wood Dow		
Plumbers			
Electricians			
Vets			
Farmers			

Vehicles & Plant



Timber grab, coupled to tractor and log trailer for on and off road collection



MEWP



Rayco tracked stump grinder.



Arb trucks for wood chip collection



1 of 4 Turntable woodchippers for safe highway work



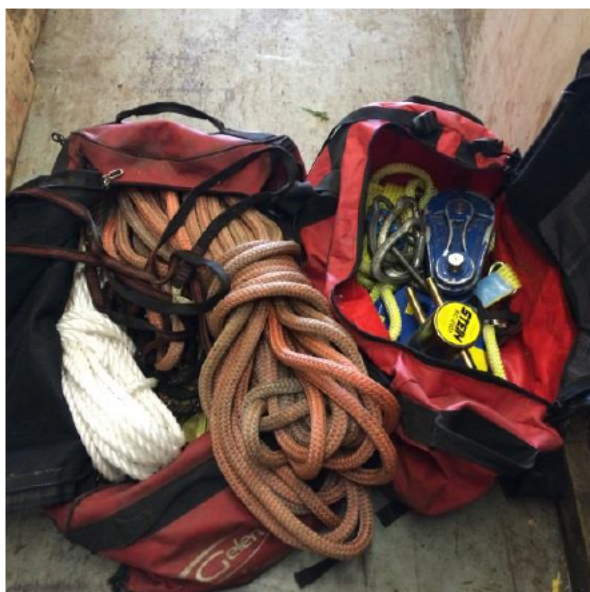
1 of 4 tracked woodchippers for off highway work



HV 15000p Hydraulic Winch mounted on a Unimog.



Lindana TP 250 9" wood chippers.



Light rigging kit (400kgs).



Heavy rigging kit (800kgs).



Toyota Hilux fleet

A selection of other assets:



32T Scania with timber and woodchip bodies that can be loaded directly on site as this is owned and operated in-house.



Valtra with high-tip bucket for loading woodchip.



Iceland 55 winch.



Spearhead multicut 420 side arm flail with quadsaw attachment.



Fast-tow trailer with sides and ramps for cordwood, chip or machinery.



Botex 11t timber trailer with 5.7m crane and electric joysticks.



Lasco Roli 10 cone splitter in use with a Kubota.



Rotating timber grapple.



16.5 tonne caged Liebherr with Seppi Mulcher.



2016 Valtra N154E reverse drive tractor.
2016 Valtra N154E reverse drive tractor.



Zero swing 3T Kubota excavator with grapple.



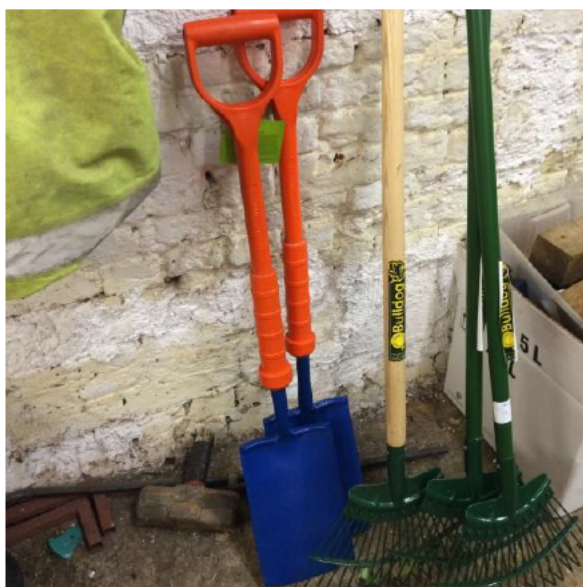
Herbst 16ft fast-tow dump trailer for woodchip.



12ft flatbed trailer.



High sided tipping trailer.



Insulated digging tools.



C.A.T.4+ scanner.

LOCAL RESOURCES

Resource	Who?	Contact details	Location
Water/food supplies	The Palmer Arms and Pineapple/Sainsbury's/Nisa Eton Wick		
Spare Bedding			
Spare clothing			
Torches			
First Aid Kits			
Generators	Jill Dax (6kW)		
Boats			

LIST OF DORNEY ORGANISATIONS / GROUPS CARING FOR THE VULNERABLE

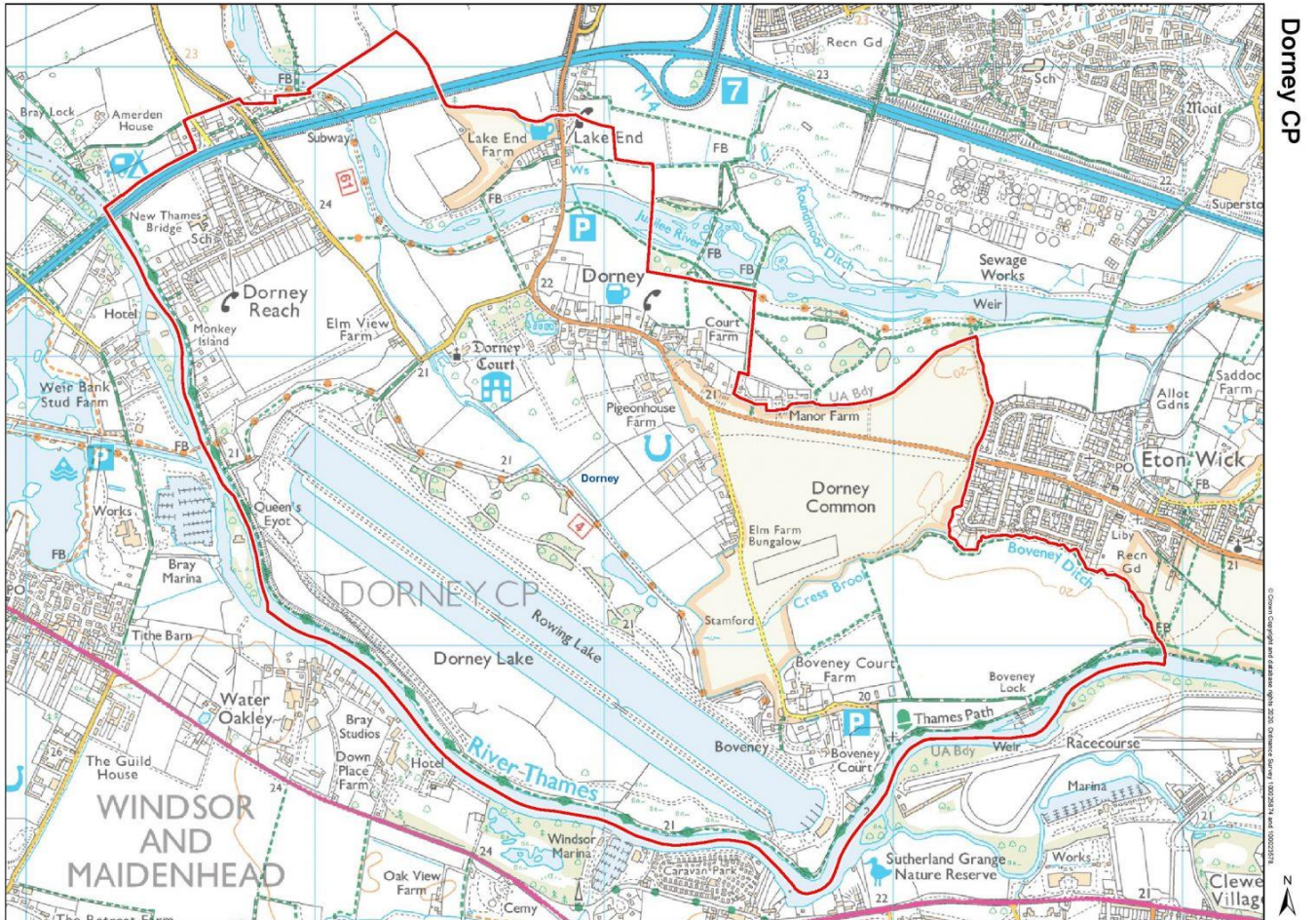
Name	Title	Telephone	Email address	Home Address
Rev La Stacey	Vicar			
Dorney School	Head Teacher			
Eton Dorney School	Head Teacher			
Others?				

VOLUNTEERS TO HELP IN AN EMERGENCY

[Contact details of groups or individuals in your local area who have agreed to make themselves available to look after the vulnerable in an emergency].

Group / Individual	Contact details (24 / 7 preferable)	Capabilities / skills	Comments / Notes

MAPS



LOCAL RISK ANALYSIS

What is the hazard?	Where is it?	Where is it affecting?	What are the consequences / impact?	What can we do to mitigate the impact before an incident?	What can we do to mitigate the impact after an incident?
(a)	(b)	(c)	(d)	(e)	(f)
River Thames and Jubilee River	Runs alongside and through village	Flood zones in village	Flooding of properties and primary school	Jubilee River is the flood relief scheme.	Evacuate to Assembly points; provide shelter, food & tea for up to XX people...
Heavy snow	Affects entire area	Affects entire area	Movement around Dorney; residents house bound; getting food from shop	Ensure have personal resilience plans / spare food; advise not to allow oil supply to drop too low; check sufficient salt / grit / snow shovels etc	Coordinate visits to identified vulnerable people; organise food delivery; liaise with voluntary group; clear footpaths; keep Dorney informed...
<i>Major Transport Accident on M4</i>					
<i>Major Aircraft Incident</i>					
<i>Fire, explosion</i>					
<i>Gales / Storms</i>					
<i>Heat wave</i>					
<i>Wild Fires</i>					
<i>Pandemic</i>					

Dorney School Details

During office hours 8am to 4pm Term time please use the following:

- Telephone 01628 620871
- Email office@dorneyschool.co.uk
- All term dates can be found on this link to our website: <https://www.dorneyschool.co.uk/term-dates/>

Out of hours contact details:

- School Emergency - Contacting Buckinghamshire Council - Duty Resilience Officer - Call [REDACTED]
- Dorney School out of hours security company is: Risk Management Security – phone [REDACTED] & email [REDACTED]

Both the two contact will have up to date contact information for the school staff on duty should anything happen.