

Braintree - Communities at risk of flooding

Community Emergency Plan Contact Update

July 2016

As part of our continuing service to improve communication to communities that are at risk of flooding, we are undertaking a pilot in Braintree in partnership with Braintree District Council. We are contacting all Parish Council Clerks to compile a directory of Community Emergency Groups in Braintree District.

To help us to improve communication links we need to update contact details where a Community Emergency Group is in place, and where they are registered to Floodline Warnings Direct to receive flood warning message for their group.

How have we chosen the Parishes?

Communities at risk of flooding

You are receiving this information as a Council Clerk that is responsible for a Parish which has been identified at flood risk from a river catchment in the Braintree District. For the purposes of this pilot we are not including surface water, but this may evolve at a later date.

For many years now Braintree District Council has updated all of the Community Emergency Plans and contacts, on an annual basis with the help of the Parish Clerk. This usually happens around September each year and involves contacting the Parish Clerk to help with liaising with their parish council to amend contact details.

For those people involved with emergency response within the community during an emergency, these contacts may vary and change more frequently.

The communications into a parish is only as good as the information that is received back. So the aim of this pilot is that by working in partnership with the Parish/Town Clerk, Parish/Town Council, Braintree District Council and the Environment Agency Flood Resilience Team, will be able to get an improved method of communications that will benefit any response to flooding.

In the past only those Parish/Town Councils that have registered to the Flood Warning Service as a Parish or Town Council have received a reminder each year to update their contact details. This will be sent from the Environment Agency Flood Resilience team in Ipswich, but only if they have registered as a Parish Council.

Many of the groups who have now developed a Community Emergency Plan will not be included in this mail out as they have registered under the individual's name of the Parish Clerk or another member of the group and not as the Parish Community Emergency Group.

This is not a robust method of communication. When people move away and stand down from the Parish Council these changes are not notified to us, and therefore does not maintain a reliable method of communication.

This is the challenge..... Ideally we would like to move to each group registering as the Parish.



What we need you to do:-

Clerk contact details

- We have used the most up-to-date information available to reach the Clerk in each Parish.
- Please can you confirm that you are the right person we need to talk to for the Parish or Town Council? Please complete the enclosed form.

Community Emergency Group contact details

- We do not currently hold information that identifies who is the lead person in each Community Emergency Group. Any Community Groups that have registered for the Floodline Warnings Direct Service, will have done so under their own name and not under the name of the Community Group or Parish.
- Please can you confirm if your Parish or Town has a Community Emergency Group set up that is involved in responding to the Community Emergency Plan? This may be the Parish Council themselves, or a group set up in the parish, if so please indicate this too on the enclosed form.

It's very important to us that we are able to communicate with the right people in a Parish during an emergency.

Aims and Objectives of this project:

1. To ensure that we have the correct contact details associated with your Parish/Town Community Emergency Group
2. To ensure a consistent naming convention so that Parish details can be easily identified by its name and found in an emergency. ie. Dunmow Community Emergency Group
3. To annually update this information using the details that you give us this year.

What we need you to do.

We are sending out a map to each parish clerk to highlight the flood risk area in their parish.

We are providing a pro forma that is prepopulated if you already have details registered for your Parish for Floodline Warnings Direct. Please check this information and update if required.

If you have a Community Emergency Group in your parish please send us the details of the lead person in your plan, and any others that receive the warnings. This will enable us to update their details into one account for the parish, using the new naming convention using the Parish as the identifying feature.

We are providing a pre-paid envelope to assist in returning the Floodline details back to us to ensure your personal details remains secure and not passed to a third party.

Once we have received your returned forms we will send out a confirmation of your account details, confirming the account name.

We appreciate your co-operation with this request, further details will be sent on to you to confirm the schedule of future work later this year. This will offer help and advice with updating and reviewing your plan, details to follow.

Carol Mayston

Community Resilience Advisor - Environment Agency

customer service line
03708 506 506

incident hotline
0800 80 70 60

floodline
0345 988 1188

www.gov.uk/environment-agency