



City, Town & Parish Preparedness Survey

NAME OF CITY/TOWN/PARISH _____

RISK

Using a score of 0 (None) to 4 (Very Likely), please evaluate the extent to which you consider your Parish to be vulnerable to the following hazards. Where possible, please also give the date (or month and year) when this last occurred in your Parish.

	Date of Last Known Event	Score (0 – 4)
Property / Business Flooding		
Strong Winds		
Excessive Heat		
Excessive Cold, Snow and Ice		
Road Traffic Accidents		
Access limited by Accidents, Road Closures or Excessive Traffic		
Animal Disease		
Terrorism and Malicious Threats		
Pandemic		
Radiation Incident		
Industrial Incident		
Power Outage		
Fire		

For the rest of the survey, please use the same scoring system (0-4) to self-evaluate your level of preparedness as a Parish to deal with the risks you have identified.

PEOPLE

We have a very active parish, with many people volunteering in some capacity. There is a strong sense of identity and togetherness.	
When it comes to responding to an emergency, we have successfully recruited and retained a team of volunteers that cover all the required roles and requirements. Nature of team (eg; Flood Warden Group): _____	
We have an effective training programme that covers all relevant themes, technical knowledge, interpersonal skills, confidentiality and safeguarding and local knowledge.	
Co-ordinators can access training to give them the skills, knowledge and information they need to work effectively within the team and externally.	
The team works effectively together and can manage any spontaneous volunteers during an emergency. There is sufficient contingency built in such that effectiveness does not suffer if some members are missing.	

PLANS & PROCESSES

We have a good understanding of the hazards we face and have procedures in place to monitor and resolve any factors which might elevate risks still further	
We have a comprehensive and up-to-date emergency / flood plan that informs our activity, communications and organisational structure, including current contact details for all relevant stakeholders. Date when emergency / flood plan was last reviewed: _____	
We have clearly defined trigger points and a robust monitoring system (e.g. of river levels) so that there is a timely alarm that allows our emergency plans and processes to be actioned.	
The organisational structure of our team is flexible, effective and able to respond to local needs and geography.	
Our plans and processes define clear actions for individuals to complete during specific events and there is the necessary level of insurance cover in place to allow this to happen.	
Our plans and processes and assessments of risk mean that team members will be in the right place at the right time and with the right equipment during an emergency situation.	
We have a clear process to record all actions during an emergency and to subsequently review them in order to improve future responses.	
We have a clear strategy and action plan in place to improve our resilience and adapt to new levels of risk as the world around us changes.	

EQUIPMENT & RESOURCES

We have procedures such that all equipment and protective clothing is stored, checked, maintained and replaced as needed.	
We have procedures in place that ensures that team members are trained and competent in the use of our equipment and resources.	
We have well publicised and sufficiently equipped <u>Places of Safety</u> in the right locations to be able operate effectively during an emergency. This is/these are: _____	
We have a designated and sufficiently equipped space from which the emergency response can be successfully co-ordinated.	
We allocate sufficient Parish resource to increasing our preparedness and resilience. Total % of Parish Precept spent on this in previous financial year: _____% Total of Preparedness/Resilience/Adaptation Grants spent in the same period: £_____	

COMMUNICATIONS

Our plans and processes include a clear and effective way of alerting and sharing information with team members.	
All team members have a clear understanding of the significance of different alerts and what will be expected of them	
We have sufficient capable <u>Somerset Emergency Community Contacts (SECCs)</u> to help manage communications within the community and with external bodies (eg; with emergency services) during an emergency. Name(s) of known SECC(s): _____	
We have strong emergency response links with neighbouring parishes, keeping each other informed and supporting each other where possible	
There is good mobile phone signal in all areas of our parish	
There is good broadband available in all areas of our parish	
When dealing with an emergency, our chosen method(s) of communication are appropriate for our residents and our geographical context as well as the challenges and changes presented by an emergency situation.	

Is there anything you else you'd like to tell us about?

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Thank you for completing the survey.

As you filled out the survey and reflected on the state of readiness in your Parish, you may have identified areas where you'd like to strengthen. If you require advice, support or potentially even funding to do this, you are very welcome to contact somersetprepared@somerset.gov.uk.