



PENRYN TOWN COUNCIL

COMMUNITY EMERGENCY PLAN WORKING PARTY

**Monday 15th March 2016, 2.00 p.m., Council Chamber, Town Hall,
Penryn**

AGENDA

Town Councillors: Councillor N S Ferris
Councillor Mrs G A Grant
Councillor K S Green
Councillor J Langan
Councillor Mrs M K May
Councillor M J Mullins
Councillor M Snowdon
Councillor E L Wilkes

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATION OF INTEREST**
To receive declarations of interest in relation to items on the agenda
- 3. DISPENSATIONS**
To consider requests for dispensations in relation to declarations of interest
- 4. MINUTES**
To approve the minutes of the meeting of the Community Emergency Plan Working Party held on 11 January 2016 [Page 1-2]
- 5. ACTIONS FROM PREVIOUS MEETING**
To review updates and actions carried out from previous meeting
- 6. COMMUNITY RESILIENCE TRAINING**
To receive an update from Councillor Mrs G A Grant on Community Resilience Training
- 7. COMMUNITY EMERGENCY PLAN**
To recommend to Council the final draft of the Community Emergency Plan for adoption
- 8. GRANT FROM CORNWALL COUNCIL**
To note the offer of a grant from Cornwall Council for completion of the Plan



PENRYN TOWN COUNCIL

COMMUNITY EMERGENCY PLAN WORKING PARTY

Monday 11 January 2016, 6.00 p.m., Town Hall, Penryn

MINUTES

Councillors: Councillor Mrs G A Grant
Councillor J Langan
Councillor Mrs M K May
Councillor M Snowdon

Also in attendance: Lauren Bayfield (Customer Support Officer)
Michelle Davey (Town Clerk)
Amy Pearce (Environment Agency FCRM Officer)
Arthur Roberts (Cornwall Council Emergency Management Officer)

1. APOLOGIES FOR ABSENCE

None received.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. DISPENSATIONS

There were no requests for dispensations.

4. MINUTES

The minutes of the Community Emergency Plan meeting held on 17 August 2015 were approved as a correct record.

Proposed by Councillor Mrs G A Grant and seconded by Councillor J Langan

5. ACTIONS FROM PREVIOUS MEETING

Members reviewed what actions had been carried out since the previous meeting.

6. CORNWALL COUNCIL AND ENVIRONMENT AGENCY FEEDBACK ON PLAN

Both officers commented that in its current state the plan was well put together and held a lot of useful information. Members then carried out an Incident Impact Assessment (IIA) of the plan using an emergency scenario with the guidance from the attending officers. The IIA uses seven assessments to aid management of a large emergency.

The exercise highlighted the following ways in which the plan could be improved:

- Increase resources and key locations in the south west area of Penryn
- Split the town into four areas to ensure resources and key locations are evenly distributed
- Purchase emergency phones that can be used by the Community Response Team in the event of mobile phone networks and electricity being down
- Identify areas that would benefit from sandbags
- Identify areas with known Vital Domestic Supplies

7. COMMUNITY EMERGENCY PLAN

The Community Emergency Plan and Flood Plan will be updated with the improvements identified above as well as:

- Purchasing sandbags
- List contact details of Cormac storage unit located in Penryn
- Utilise new CCTV monitoring system within plan

9. DATE OF NEXT MEETING

The date of the next meeting is to be confirmed.