



SEVERE WEATHER RESPONSE PLAN

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GENERAL DATA PROTECTION REGULATIONS 2016/679 and Data Protection Act 2018

This plan does not include personal, sensitive or special category data as defined under the General Data Protection Regulations. It does include data/information relevant to achieve planning arrangements and identifies how more specific personal data will be used during any emergency.

FREEDOM OF INFORMATION ACT 2000

This document will be made publicly available through the SRF website. Where content has been redacted under the freedom of Information Act 2000 (FOI) in the publicly available version, the paragraph number will be highlighted to show there has been a redaction and the relevant section of FOI referenced.

ENVIRONMENTAL INFORMATION REGULATIONS 2004 (IF REQUIRED)

This plan presumes disclosure of all environmental information, under Environment Information Regulations. Where exemptions are claimed under Environment Information Regulation 12 (5)a, this will only be where one of the responder agencies has judged that the information may adversely affect either international relations, defence, national security or public safety. Where such content has been identified, the paragraph number will be highlighted and the paragraph text removed from public versions of the plan.

PROTECTIVE MARKING

This plan uses the Government Protective Marking System to ensure that any sensitive information within this document is protected according to its degree of sensitivity.

STATEMENT OF COPYRIGHT

This document is subject to copyright legislation and no part or parts thereof shall be copied by any means without the approval of the Head of Emergency Planning, Suffolk Joint Emergency Planning Unit, Endeavour House, 8 Russell Road, Ipswich IP1 2BX.

REVIEW

This plan will be reviewed by the Suffolk Joint Emergency Planning Unit on behalf of Suffolk County Council and in conjunction with the Sizewell Emergency Planning Consultative Committee at least every 3 years. Earlier reviews will take place if there is a change in ionising work carried out by either Sizewell operator, if there is a change in legislation or if information from other radiation emergencies and exercises where lessons are identified

Any amendments will be issued by way of replacement page(s). Should significant changes be required, a complete re-issue of the plan will take place.

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DISTRIBUTION

DLUHC	- RED
Environment Agency	
Animal and Plant Health Agency	
Maritime & Coastguard Agency	- NMOC
National Highways	
Met Office	
Cadent Gas	
National Grid Electricity	
BT	- Emergency Planning
Network Rail	- Security & Emergency Planning
Greater Anglia	- Emergency Planning, Security and Fire Coordinator
Anglian Water	- Emergency Plans
Essex & Suffolk Water	- Emergency Plans
UKPN	- Emergency Planning Manager
HQ 7th Infantry Brigade & HQ East	- Joint Regional Liaison Officer East
HQ Air Command	- RAF Regional Liaison Officer East of England
USAFE (UK)	- RAF Mildenhall
Suffolk Constabulary	- Emergency Planning
Suffolk Fire & Rescue Service	- Resilience Team
East of England Ambulance Service NHS Trust	- Emergency Planning
NHS England	
UK Health Security Agency	
Suffolk ICBs	
Norfolk & Waveney ICB	
Emergency Planning	
Suffolk Local Authorities	- via JEPU
ABP Ipswich	
ABP Lowestoft	
Hutchison Ports Felixstowe	
Harwich Haven Authority	
British Transport Police	
Norfolk LRF	
Essex LRF	
Cambridgeshire LRF	

GLOSSARY

Abbreviation	Description
ACS	Suffolk County Council Adult and Community Services Directorate
CYP	Suffolk County Council Children's and Young People's Directorate
DLUHC	Department for Levelling Up, Housing and Communities (MHCLG)
EPRR	Emergency Preparedness, Resilience and Response
HWB	Health and Wellbeing Boards
HWS	Health and Wellbeing Strategy
ICB	Integrated Care Boards (Formally CCG's)
LA	Local Authority
LHRP	Local Health Resilience Partnership
MCA	Maritime & Coastguard Agency
MIU	Minor Injuries Unit
NH	National Highways
NMOC	MCA National Maritime Operations Centre
NRC	Network Response Centre
NSWWS	National Severe Weather Warning Service
OGD	Other Government Department
SCG	Strategic Coordination Group
TCG	Tactical Coordination Group
UKHSA	UK Health Security Agency (PHE)
RED	Resilience and Emergencies Division, DLUHC

The Cabinet Office has produced the [Civil Protection Lexicon](#). This is a single point of reference for terminology used in UK civil protection. The lexicon provides a common, agreed set of definitions for terms used across the range of Integrated Emergency Management activities.

INTRODUCTION

This plan is the multi-agency response plan for severe weather events in Suffolk and provides outline information on the response, management and roles and responsibilities of individual agencies.

This plan was devised and written by the Suffolk Resilience Forum Working on Wednesdays Group. Consultation with other Category 1 and Category 2 Responders (Civil Contingencies Act 2004) has taken place via the Suffolk Resilience Forum Support Group. It is linked to national policies on severe weather.

It should be noted that this plan does not cover flooding, which is catered for in the [SRF Flood Response Plan](#)

Linked SRF Plans:

[SRF Generic Emergency Response Plan](#)

[SRF Communications Plan](#)

[SRF Recovery Plan](#)

1. AIM

The aim of this plan is to provide a multi-agency emergency response framework for all agencies responding to a severe weather event in Suffolk.

2. OBJECTIVES

- a. Identify the risks and provide advice and information to communities and individuals to enable them to be prepared for the effects of a severe weather event.
- b. To provide a clear and concise procedure for the assessment of weather warnings, together with a corresponding escalation procedure and plan activation process.
- c. Agree specific roles, responsibilities and actions for all agencies involved in the response to a severe weather event.
- d. Identify key response issues that should be considered at both strategic and tactical levels in responding to a severe weather event.
- e. Determine activities to reduce disruption to the communities, utilities, businesses, and to protect the environment.
- f. Lead recovery activity to support the recovery of communities and businesses.

3. RISK

a. Overview. The nature of Suffolk's climate is such that in the past it has been subject to a wide variety of severe weather. These have included heavy snowfall in 2010 and 2018 which caused widespread disruption, heatwaves in 2006 and 2018, 2022 - and damage caused by the high winds in 1987, 1990, 2013 and 2022. The county will continue to be susceptible to severe weather conditions which are likely to change as the effects of climate change could present new challenges or effects of greater consequences.

b. Community Risk Register. A variety of severe weather risks have been rated as to their likelihood and potential effects on the county in the [Suffolk Community Risk Register](#).

Risk Rating	Hazard	Description
MEDIUM	Low Temperatures and Snowstorms	Snow falling and lying over most of the county for at least one week. After an initial fall of snow there is further snow fall on and off for at least 7 days. Most areas experience some falls in excess of 10cm, some drifts in excess of 30cm and a period of at least 7 consecutive days with daily mean temperature below -3°C. There is likely to be some disruption to transport networks, businesses, power supply, Communications and water supply, and also school closures.
MEDIUM	Storms and Gales	Storm force winds affecting most of a county for at least 6 hours. Most areas experience mean speeds in excess of 55mph with gusts in excess of 85mph. Short term disruption to infrastructure including power, transport networks, homes and businesses.
MEDIUM	Heatwave	Daily maximum temperatures in excess of 32°C and minimum temperatures in excess of 15°C over most of a county for at least 5 consecutive days. There is likely to be disruption to power, water, Supply communications, IT systems and transport infrastructure.

c. Severe Weather and Climate Change.

Over the coming years and decades, climate change projections show that Suffolk could expect further shifts in the types of weather it experiences. Over recent decades, observations show that average annual temperature across the county have already increased by 1 Celsius.

With a warming trend of the atmosphere highly likely to continue globally, Suffolk could see a range of further changes in its weather. These include:

Climate change forecasts indicate that in the coming decades, Suffolk could experience:

- Greater winter rainfall leading to an increased risk of in flooding.
- Reduction in summer rainfall amounts.
- Increases in summer rainfall intensities.
- Overall increases in annual mean temperatures.
- Increases in the number of very hot (heat risk) days.
- Increase in fire risk for heath and wooded areas.

There is also uncertainty with regards to:

- Low summer river flows with increased pressure on water resources in urban areas such as Ipswich.
- Increase in low oxygen in rivers affecting fish.
- Increase in toxic algae blooms in freshwater or marine water systems: rivers, lakes, coast and beaches.

NOT PROTECTIVELY MARKED

The SRF will need to be flexible in its approach and be responsive to severe weather as the climate changes and adapt its' plans in an appropriate manner.

NOT PROTECTIVELY MARKED

4. VULNERABLE PEOPLE

All people have the potential to become vulnerable especially during a significant severe weather event and if they are removed from their established support mechanisms. Cabinet Office guidance, ['Identifying People Who Are Vulnerable in a Crisis'](#), defines vulnerable people as:

“People that are less able to help themselves in the circumstances of an emergency”

Suffolk response and recovery strategies for dealing with incidents recognise that vulnerable groups within the community will need special provision both in implementing any preparatory and precautionary measures for a potential severe weather event and take account of specific considerations posed by vulnerable people.

5. WEATHER AND INFORMATION SERVICES

The **only** trigger for the activation of this plan will be by notification to responder agencies from the Met Office National Severe Weather Warning Service as below

[Met Office National Severe Weather Warning Service](#). This service notifies agencies through the provision of warnings of possible severe weather which can cause impacts ranging from widespread disruption of communications, to conditions resulting in transport difficulties or threat to life. The National Severe Weather Warning Service provides warnings for the following types of weather elements up to seven days in advance:

- Rain
- Lightning & Thunderstorms
- Wind
- Snow
- Extreme Heat
- Ice
- Fog

Product	Produced by	Type of weather	Response
National Severe Weather Warning Service (NSWWS)	Met Office	Rain, Thunderstorms, Wind, Snow, Lightning, Ice, Extreme Heat and Fog	This service will be used for triggering Severe Weather teleconferences depending upon the nature the warning received or an SCG called and chaired by Essex Police see chart below.
Heat Health Alert System	Met Office (in association with NHS England & UKHSA)	Excessive high temperatures. Operates in England and Wales from 1 June to 15 September each year.	4 levels of response based upon threshold maximum daytime and minimum night-time temperatures <u>so health care economy can make preparations to minimise the impact of heat on public health.</u>
Cold Weather Alerts Met Office alerts sent to NHS Trusts in England and Age UK.	Met Office (in association with NHS England & UKHSA)	Excessive low temperatures. Operates in England from 1 November to 31 March.	Alerts help people prepare for spells of prolonged cold weather and <u>allow the health care economy to take the necessary actions to reduce the risks of cold weather.</u> All organisations hold their own operational response plans for an event.

Weather warnings will be assigned a 'tick in the box' indicating a combination of the potential level of impact and the likelihood of the severe weather occurring. The colour will be assigned according to a matrix ^(Fig 1) to give each warning a colour:

Fig 1:

High Likelihood				
Medium Likelihood				
Low Likelihood			*	
Very Low Likelihood			*	*
	Very Low Impact	Low Impact	Medium Impact	High Impact

The Met Office Advisor for the East of England can provide more localised interpretation of forecasts and warning details. They can also be called upon to provide advice at multi-agency, Strategic Coordinating Group (SCG) meetings and provide additional weather details when required, such as for large outdoor events here in Suffolk.

Other sources for weather information can be obtained from

a. [Hazard Manager](#)¹. Hazard Manager is a one-stop information source for the emergency response community. It is designed to supplement the role of the Advisors, in providing consistent weather-related information and interpretation of severe weather events. Some of the services currently available on Hazard Manager include the following:

- Interactive Map Viewer with weather information.
- Flood Guidance Statements.
- Weather warnings.
- Hazard Advice.
- Space weather.
- FireMet and CHEMET services.

b. [Heat-Health Alert System](#)². The Heat-Health Alert system operates from 1 June to 15 September each year. The Met Office in association with the UKHSA uses this system to trigger heatwave warnings where the regional threshold temperatures are met or exceeded.

¹ <http://www.metoffice.gov.uk/publicsector/hazardmanager/access> - please note: this service is not publicly available

² [Adverse Weather and Health Plan - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

c. Cold Weather Alerts. Cold Weather Alerts operate in England and Wales from 1st November to 31st March each year. During this period, the Met Office consults with the UKHSA, Department of Health, the Cabinet Office and other experts to raise alerts at appropriate level in response to the weather forecasts and their likely impacts.

Detail of these 2 schemes can be found on the Dept of Health pages at www.gov.uk/ and at Annex A of this plan.

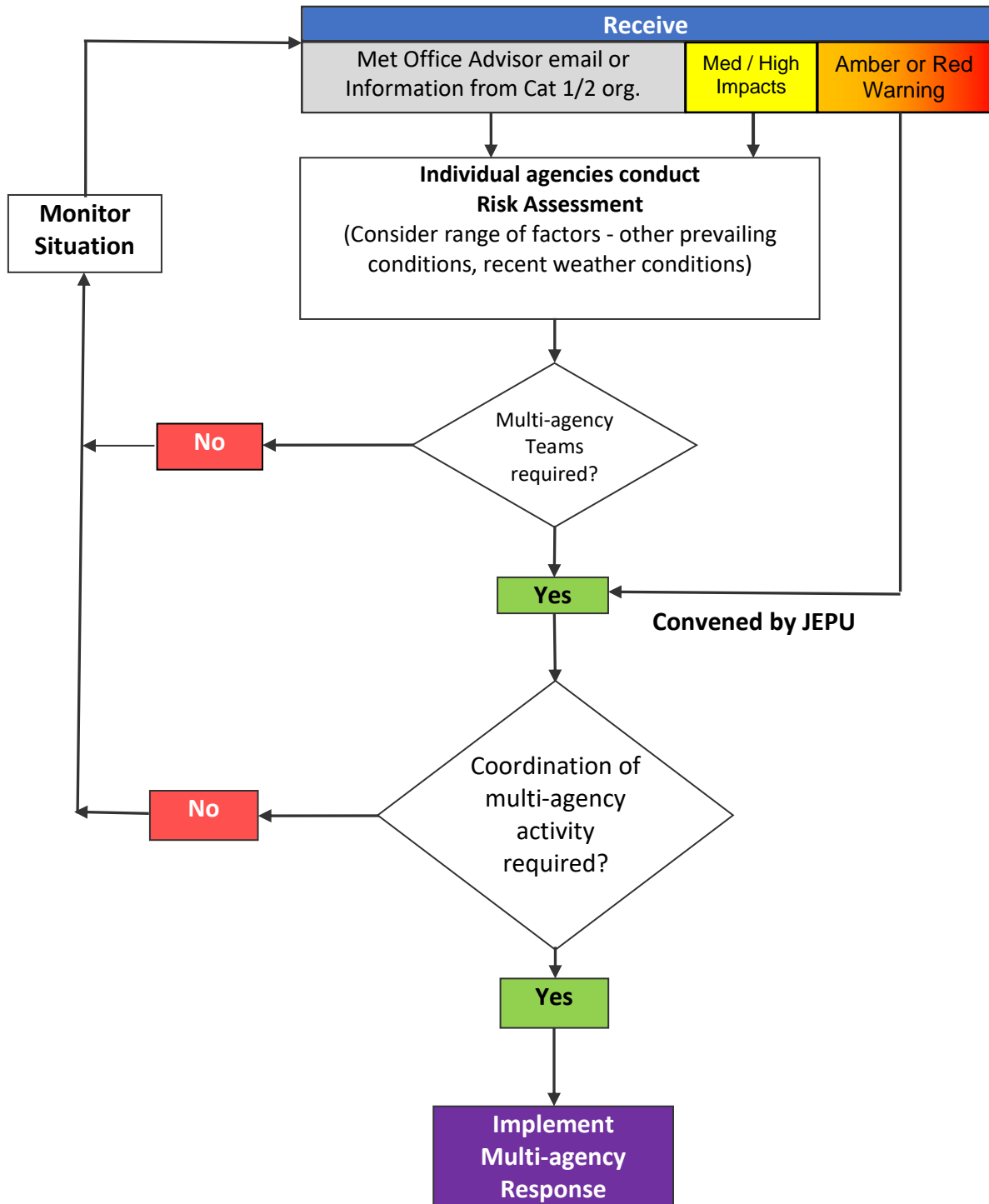
It should be noted that both the Heat Health Alerts and Cold Weather Watch systems are in place to **trigger Health Agencies activity and will not initiate activation of this plan unless level 4 is reached**

d. Suffolk Highways. Suffolk Highways receives daily forecasts from which service decisions are made by the Countywide Decision Maker. When severe weather is predicted or in place, then direct contact can be made with the forecasters to discuss and plan accordingly. Suffolk Highways also has 6 Weather stations which are updated on a 10 minute cycle and can view a further 5 weather stations.

e. National Highways. A National Highways Winter Service is operated from the 1st October to the 31st April each year. A daily road weather forecast enables winter decisions to be made. The National Highways Emergency Planning Team also has access to the Met Office weather updates from embedded forecasters at their National Traffic Control Centre.

g. Other Means of Notification. Any Suffolk Category 1 or 2 Responder can use the SRF Alerting Directory to initiate the generation of all or part of the Suffolk crisis management structure, in response to a severe weather warning. Notification may also be made to activate the plan due to the consequential issues that have arisen due to a severe weather event. Information may also be provided by members of the public contacting individual emergency services or other SRF partners in response to specific severe weather-related events.

6. ALERTING AND ACTIVATION OF EMERGENCY RESPONSE



7. GENERIC CONCEPT OF EMERGENCY RESPONSE TO A SEVERE WEATHER EVENT

Emergency Management

The process of declaring a Multi-agency or Major Incident will follow procedures laid down in the [SRF Generic Emergency Response Plan](#). The management of severe weather events is split into 5 levels; these mirror the levels and warnings in the specific response plans:

- a. Level 0 – Long-term planning
 - Identify Emergency Services and other multi-agency partners likely to be affected by severe weather event.
 - Review plans, confirm contingency arrangements and responsibilities in the pre-seasonal period.
- b. Level 1 – Preparedness
 - At start of appropriate severe weather season, review public information and advice.
 - Coordinate issue of general preparation messages to public by multi-agency partners.
- c. Level 2 – Alert / Prevention
 - On receipt of severe weather warnings, Emergency Managers conduct risk assessments and either monitor situation or:
 - Consider implementation of response activities.
 - Issue messages to public and other multi-agency partners.
- d. Level 3 – Action / Response
 - On receipt of specific severe weather warnings, SRF Partners conduct multi-agency Teams Meeting and either monitor situation or:
 - Implement response activities.
 - Issue messages to public and other multi-agency partners.
- e. Level 4 – Emergency Response
 - As appropriate, implement multi-agency coordination or Major Incident command and control when services are being severely affected (power failure, major transport disruption, etc.).

The multi-agency action plan for severe weather events is at [Annex B](#). Further details on specific agency response actions are included in individual organisations' response plans.

8. ROLES AND RESPONSIBILITIES

The generic roles and responsibilities of Category 1 and 2 responders are detailed in the [SRF Generic Emergency Response Plan](#). The following roles and responsibilities are those more specifically envisaged in a Suffolk response to a severe weather event:

Suffolk Resilience Forum (SRF) and Severe Weather lead:

- Monitor the situation for significant weather changes or new warnings being issued;
- Consider declaration of Multi-Agency Incident or Major Incident, as appropriate
- Identify requirements for any cross-agency staff or resources from Multi-Agency partners;
- Provision of coordinated public warnings and advice in response to hazardous situations.

DLUHC RED:

- Support the co-ordination of the response where the emergency crosses a number of counties within the region and brokerage of mutual aid across the region and between regions;
- Co-ordinate regional response activity with national response activity including coordination of resource requests.

East of England Ambulance Service NHS Trust (EEAST):

- Identify, in conjunction with partners, those persons who will require evacuation or special care measures from the 'At Risk Register';
- Coordinate the use of the voluntary and private sector in health emergency response.

Environment Agency (EA):

- Prevent/control and monitor the input of pollutants to the environment;
- Provide advice and technical support to other partners on the disposal of waste;
- Provide advice and technical support to partners on the environmental issues;
- Monitor water resource situation and put in place appropriate measures if required.

Suffolk Constabulary:

- Lead and co-ordinate the evacuation of a given area if considered appropriate;
- Traffic management, assisted by National Highways and Suffolk Highways, as appropriate;
- Closure of roads as appropriate;
- Control of movement in areas where hazards are present.

Suffolk Fire and Rescue Service:

- In conjunction with other agencies, assist with rescue operations.

Suffolk Local Authorities:

Suffolk County Council:

- Disseminate warning messages to service providers;
- Provide business continuity advice to businesses and voluntary organisations to enable them to mitigate the effects of severe weather;
- Provision of emergency transport if required;
- Provide specialist advice on the safety of roads/bridges;
- Social care support for vulnerable or displaced people;
- Assist traffic management through provision of highways support - roads & signs, road clearance;
- Treatment of roads to clear snow and ice;
- Mitigation of any environmental hazards (e.g. Closure of countryside parks or Rights of Way);
- Management of environmental, food and water safety, pollution issues;
- Liaison and coordination of support to and from community resilience groups.

District / Borough:

- Provision of emergency welfare for people, pets and livestock who become unavoidably detained and stranded;
- Provision of temporary emergency accommodation;
- Liaise with Town/Parish council resilience groups;
- Monitor/repair coastal protection structures;
- Local management of environmental, food and water safety, pollution issues;
- Confirm building structural safety and suitability for human occupation;
- Assist in the clearance of debris;
- Coordinate and provide advice on waste disposal and collection.

UKHSA and Director of Public Health:

- Provide clear and unambiguous advice on the health implications of a severe weather event;
- Provide health guidance and advice where necessary directly, or through the STAC.

Suffolk Integrated Care Boards (ICBs):

- Coordinate assistance to patients affected by or likely to be affected by the weather, both in the community and in hospital.

National Highways:

[NH has the responsibility for the following trunk roads within Suffolk: A14, A12S Copdock to Stratford St Mary, A47, Lowestoft to Blundeston and A11, Red Lodge to Elveden Gap]

- Precautionary treatment of roads where there is the likelihood of freezing or snow conditions;
- Provide temporary traffic management at any incident in support of the Police;
- Set strategic and tactical Vehicle Management Signs to support road closures;
- Provision of timely advice to the public on route availability and any diversion routes;

- Restore the highway to operational use, by snow clearance, treatment of the road / making the surface safe, removal of debris as a result of the conditions or incidents.

Met Office:

- Provide National weather and information services
- Specialist advisors:
 - Represent the Met Office at multi agency meetings/telecons.
 - Ensure that responders have consistent information and fully understand the information that has been provided by the Met Office such as severe weather warnings, Chemets etc.
 - Help with interpretation of information on Hazard Manager
 - Assist in the preparation of accurate, targeted information messages and warnings.

Maritime & Coastguard Agency (MCA):

- Initiate and coordinate maritime search and rescue;
- Lead response to any incidents of pollution at sea and assist local authorities with shoreline clean up;
- Provide specialist support to emergency services and local authorities.

Military:

- Provision of specialist advice and support, as available under the Military Aid to the Civil Authorities (MACA) arrangements.

Utilities:

Major utilities such as Cadent (Gas) and National Grid (Electricity), UK Power Networks, Anglian Water, Essex & Suffolk Water, BT have their own contingency plans, which would be activated as required. Transport companies such as Greater Anglia, Network Rail, National Express and local bus providers also have contingency plans in place. Companies will be required to liaise closely with emergency services and local authorities during the response and recovery phase, including linking in with Suffolk crisis management structures.

Voluntary Sector:

- The numerous voluntary organisations, nationally, regionally and in Suffolk, have the potential to provide additional capacity and specialist capability for any incident response or during the recovery phase;
- Responsibility for coordinating the response of voluntary groups is likely to rest with the Local Authority, through [Suffolk Voluntary Organisations Group](#) (SVOG).

Community Resilience

A number of Parish, Town Councils and other community groups, have developed Community Emergency Plans for their areas. The JEPU will liaise with Community Emergency Planning Groups to enable a coordinated and supported response of communities with the Emergency Services.

9. WARNING AND INFORMING

a. Warning and Informing the Public

One of the key aspects of any preparation and response to a severe weather event is the timely dissemination of accurate information, advice and warnings to the public. As severe weather tends to be seasonal, advice and preparatory information will be circulated as part of a coordinated strategy, linked to the 4 preparedness and response levels. This strategy is aimed at raising awareness and escalating from advice to warnings on notification of specific severe weather. Communicate Suffolk will lead on the planning and development of generic media advice in respect of warning / information as laid down in the [SRF Communications Plan](#). This will consider key messages (normally no more than 4), who the information is targeted at, what methods should be used for dissemination and what detailed information should be given (supplied by emergency planners). These messages should be pre-prepared and reviewed at Level 1 and available for release from Level 2 onwards in the appropriate annexes to this plan.

General advice to the public on preparing for and action to take in the event of severe weather is available from the sources listed below:

- Suffolk Resilience - general severe weather preparation information - www.suffolkresilience.com.
- Suffolk Community Emergency Preparedness - advice and information – <https://www.suffolkresilience.com/prepare-your-community>
- The Met Office website - general severe weather preparation information - Met Office: What to do in severe weather (<https://www.metoffice.gov.uk/public/weather/forecast>).
- General weather advice - <https://www.metoffice.gov.uk/barometer>
- [Department of Health](#), [UKHSA](#) websites – provide health-related information, guidance and advice.
- [Department for Education](#) - provide advice to educational establishments on preparation for severe weather.
- National Highways provides information on routes and travel disruptions on their website [Traffic England](#). UK wide travel information is available from Transport Direct.
- AA Roadwatch will also be used to broadcast warnings - www.theaa.com/travelwatch/travel_news.jsp.
- Network Rail provide information on travel and potential disruptions on their website www.nationalrail.co.uk
- Regional or national television may broadcast weather warning information during major events.
- Local radio stations.

An outline of the likely advice, information and warnings that will be compiled by Communicate Suffolk is at [Annex C](#).

b. Media

The media interest in any significant severe weather event, based upon historical evidence, is likely to be very high. The management of the Suffolk media response will be guided by the [SRF Communications Plan](#), centred upon the SRF Communications Working Group in the early stages and then SCG, on declaration of a Major Incident. Suffolk News network staff will maintain a link with GNN to ensure that a common communications message is produced.

10. RECOVERY

At, or shortly after the declaration of a Multi-Agency or Major Incident, the SCG will convene a Recovery Working Group (RWG) to prepare for the management of the post response activity aimed at restoring and rebuilding affected communities in the aftermath of a major severe weather event. This process will follow the national recovery guidance and [SRF Recovery Plan](#).

11. TRAINING

Any additional staff brought in to augment Suffolk responders may require to be trained and equipped to complete assigned tasks. Training of responders will take place either by individual agencies or multi-agency to ensure people can conduct the required response role and operate collectively. A protocol for multi-agency training has been developed in Suffolk.

12. EQUIPMENT

Procurement of equipment and supplies during an emergency response should wherever possible follow existing agency procedures. Further details are in the [SRF Generic Emergency Response Plan](#).

13. HEALTH AND SAFETY

All organisations referred to in this plan will have relevant risk assessments in place to carry out their organisation's responsibilities.

14. FINANCE

Initially the provision of support to an emergency response is provided at the cost to the providing organisation. Where costs are significant, application can be made via the Bellwin Scheme (Local Authority and Fire & Rescue Service) to Department for Levelling Up, Housing and Communities (DLUHC) for the relief of some or all of the costs related to the emergency response.

ANNEX A SEVERE WEATHER AGENDA AND OBJECTIVES

- 1 Attendees and Apologies
- 2 Agencies currently in Major Incident
- 3 Brief Incident Overview (1st meeting only) and Situation Awareness
- 4 Any Urgent Issues
- 5 Update on Actions / Tasks from Last Meeting
- 6 MAIC Update (After 1st Meeting and only if activated)
- 7 Updates from Key Agencies (Choose appropriate to the prevalent weather condition)

Snow / Ice	Rain	Wind	Heat
Met Office	Met Office	Met Office	Met Office
Police	EA	EA	Fire
Fire	Police	Police	Police
Ambulance	Fire	Fire	Ambulance
Road Network • Suffolk Highways • National Highways	Ambulance	Ambulance	Health • Suffolk ICB • Norfolk & Waveney ICB • Ipswich Hosp • West Suffolk Hosp • James Paget Hosp
MCA	MCA	MCA	MCA
Rail Network • Greater Anglia • Network Rail	Road Network • Suffolk Highways • National Highways	Utilities • UKPN • Cadent • Openreach	UKHSA
Utilities • UKPN • Cadent • Openreach	Utilities • UKPN • Cadent • Openreach	Road Network • Suffolk Highways • National Highways	SCC • ACS (Care Sector) • CYP (Schools)
Health • Suffolk ICB • Norfolk & Waveney ICB • Ipswich Hosp • West Suffolk Hosp • James Paget Hosp	Rail Network • Greater Anglia • Network Rail	Rail Network • Greater Anglia • Network Rail	EA

NOT PROTECTIVELY MARKED

Snow / Ice	• Rain	Wind	Heat
UKHSA	Health <ul style="list-style-type: none"> • Suffolk ICB • Norfolk & Waveney ICB • Ipswich Hosp • West Suffolk Hosp • James Paget Hosp 	Ports <ul style="list-style-type: none"> • ABP • Felixstowe 	Utilities <ul style="list-style-type: none"> • UKPN • Cadent • Openreach
SCC <ul style="list-style-type: none"> • ACS (Care Sector) • CYP (Schools) 	SCC <ul style="list-style-type: none"> • ACS (Care Sector) • CYP (Schools) 	Health <ul style="list-style-type: none"> • Suffolk ICB • Norfolk & Waveney ICB • Ipswich Hosp • West Suffolk Hosp • James Paget Hosp 	Road Network <ul style="list-style-type: none"> • Suffolk Highways • National Highways
EA	Local Authorities <ul style="list-style-type: none"> • Babergh & Mid Suffolk • East Suffolk • Ipswich • West Suffolk • SCC 	SCC <ul style="list-style-type: none"> • ACS (Care Sector) • CYP (Schools) 	Rail Network <ul style="list-style-type: none"> • Greater Anglia • Network Rail
Local Authorities <ul style="list-style-type: none"> • Babergh & Mid Suffolk • East Suffolk • Ipswich • West Suffolk • SCC 	Ports <ul style="list-style-type: none"> • ABP • Felixstowe 	Local Authorities <ul style="list-style-type: none"> • Babergh & Mid Suffolk • East Suffolk • Ipswich • West Suffolk • SCC 	Water Providers <ul style="list-style-type: none"> • Anglian Water • Essex & Suffolk Water
Ports <ul style="list-style-type: none"> • ABP • Felixstowe 	Water Providers <ul style="list-style-type: none"> • Anglian Water • Essex & Suffolk Water 	Water Providers <ul style="list-style-type: none"> • Anglian Water • Essex & Suffolk Water 	Ports <ul style="list-style-type: none"> • ABP • Felixstowe
Other Agencies		Other Agencies	Local Authorities <ul style="list-style-type: none"> • Babergh & Mid Suffolk • East Suffolk • Ipswich • West Suffolk • SCC
Communications	Other Agencies	Communications	Other Agencies
	Communications		Communications

- 8 Identification of Vulnerable Groups / Person / Locations at Risk
- 9 Multi Agency Information Cell (MAIC) Required?
- 10 Resilience Direct Pages and or Agency reports required? (Only applicable if MI not declared)
- 11 Declaration of Major Incident Required (TCG/SCG Chairs identified)

- 12 Need for National Alert
Has one been issued **(If a Red Weather Warning has been issues by the Met Office then an alert should be issued)**
Is there a need for one to be issued
If issued, is it still required or can it be cancelled
- 13 Comms Messaging Agreed
- 14 Activation of Vols Orgs Required (4x4 cell etc) – If MI not declared
- 15 AOB
- 16 Review of Actions /Tasks Agreed
- 17 Date / Time of next meeting
-

OBJECTIVES

Save and protect human life

Maintain Critical Services

To provide a clear and concise procedure for the assessment of weather warnings, together with a corresponding escalation procedure and plan activation process.

Identify the risks and provide advice and information to communities and individuals to enable them to be prepared for the effects of a severe weather event.

Agree specific roles, responsibilities and actions for all agencies involved in the response to a severe weather event.

Identify key response issues that should be considered at both strategic and tactical levels in responding to a severe weather event.

Determine activities to reduce disruption to the communities, utilities, businesses, and to protect the environment.

Providing adequate health and safety for responding personnel

Lead recovery activity to support the recovery of communities and businesses.

Facilitating a return to business as usual as soon as reasonably practicable

ANNEX B SEVERE WEATHER ALERT LEVELS AND RESPONSE ACTIONS

1. HEATWAVE

The Heat-Health Alert system is operated by the Met Office and the Department of Health from the 1st of June until the 15th of September each year. The Met Office issues weekly notifications by email during this period. Although these alerts follow the

Level 0	Long-term planning <i>All year</i>
Green Response	Heatwave and Summer preparedness programme <i>1 June – 15 September</i>
Yellow Response	Response <i>Heat likely to impact vulnerable persons who are likely to struggle to cope and action is required within health and Social Care Sector</i>
Amber Response	Enhanced Response <i>Expected impacts are likely to be felt across the whole health service, with potential for the whole population to be at risk and other sectors apart from health may also start to observe impacts</i>
Red Response	Major incident – Emergency response <i>Significant risk to life even for healthy population Severe impacts expected across all sectors</i>

2. COLD WATCH

A Cold Watch system will operate in England and Wales from 1st November to 31st March each year. During this period, the Met Office consults with the Department of Health, the Cabinet Office and other experts to raise alerts at appropriate level in response to the weather forecasts and their likely impacts.

Level 0	Long-term planning <i>All year</i>
Level 1	Winter preparedness and action programme <i>1 November to 31 March</i>
Level 2	Severe winter weather is forecast – Alert and readiness <i>Mean temperature of 2°C and/or widespread ice and heavy snow are predicted within 48 hours, with 60% confidence.</i>
Level 3	Response to severe winter weather – Severe weather action <i>Severe winter weather is now occurring: mean temperature of 2°C or less and/or widespread ice and heavy snow.</i>
Level 4	Major incident – Emergency response <i>Central Government will declare a Level 4 alert in the event of severe or prolonged cold weather affecting sectors other than health</i>

ANNEX C WEATHER ACTIVITY TABLE FOR EMERGENCY RESPONDERS

ACTIVITY LEVEL	Level 2 YELLOW	Level 3 AMBER	Level 4 RED
	ALERT AND READINESS	ACTION	MAJOR INCIDENT - EMERGENCY RESPONSE
Generic activity levels for ALL SEVERE WEATHER for emergency responder organisations	<p><u>All Agencies</u></p> <p>Liaise and confirm status of response, logistics and monitoring mechanisms (Cat 2 responders as appropriate).</p> <p>Identify public events likely to be affected.</p> <p>Communicate alerts to staff and make sure that they are aware of response plans and any actions required</p> <p>Issue public information advice and guidance</p> <p>If Medium or High Impact Warning – pre-severe weather teleconference discussion/email – Individual agencies conduct Risk Assessment</p>	<p><u>All Agencies</u></p> <p>Convene SRF Teams meeting to identify particular severe weather-related issues and implement plans and actions.</p> <p>Review safety of public events.</p> <p>Issue warning information and media alerts.</p> <p>Disseminate public information, alerts and messages.</p> <p>Communicate warnings to staff and implement response plans and actions</p>	<p><u>All Agencies</u></p> <p>Convene TCG/SCG to coordinate implementation relevant severe weather-related plans and actions.</p> <p>Review safety of public events.</p> <p>Update warnings, information and media alerts.</p> <p>Issue public information warnings advice and messages.</p> <p>Communicate warnings to staff and implement response plans and actions.</p>
Warning and Informing activity	<p>Issue public information advice and guidance</p> <p>Appropriate agencies disseminate Heat-Health Watch and Cold Weather Plan notifications and alerts</p> <p>Issue media messages – especially ‘hard to reach groups’.</p>	<p>Agencies to receive Met Office weekly notifications</p> <p>Update Community Resilience partners and encourage review of community emergency plans (JEPU)</p> <p>Coordinate dissemination of travel information and advice.</p>	<p>Agencies to receive Met Office weekly notifications</p> <p>Update Community Resilience partners and ask them to activate their community emergency plans (JEPU)</p> <p>Coordinate dissemination of travel information and advice.</p>
Specific activity levels associated with Heatwave	<p><u>UKHSA NHS & Local Authority (ACS & CYP)</u></p> <p>Implement Yellow response Heatwave actions</p>	<p><u>UKHSA NHS & Local Authority (ACS & CYP)</u></p> <p>Implement Amber Heatwave actions</p>	<p><u>UKHSA NHS & Local Authority (ACS & CYP)</u></p> <p>Implement Red response Heatwave actions</p>
Specific activity levels associated with WIND	<p><u>LA (Suffolk Highways) & NH</u></p> <p>Activate advice and warning messages on matrix signs</p>	<p><u>Police, LA (Suffolk Highways), NH</u></p> <p>Manage disruption to transport infrastructure</p>	<p><u>LA (Suffolk Highways) & NH</u></p> <p>Coordinate and prioritise route maintenance operations.</p>

NOT PROTECTIVELY MARKED

ACTIVITY LEVEL	Level 2 YELLOW	Level 3 AMBER	Level 4 RED
	ALERT AND READINESS	ACTION	MAJOR INCIDENT - EMERGENCY RESPONSE
	If Medium or High Impact Warning – pre-severe weather teleconference discussion/email – Individual agencies conduct Risk Assessment	Consider implementing Op STACK if Port of Felixstowe is closed. <u>LA & Police</u> Manage potential hazards in public spaces.	
Specific activity levels associated with RAIN/Thunderstorm	If Medium or High Impact Warning – pre-severe weather teleconference discussion/email – Individual agencies conduct Risk Assessment	<u>All Agencies</u> ³ Participate in Suffolk Flood Advisory Telecon to identify particular issues and potential mitigation strategies (EA lead). Consider establishing TCG to coordinate preliminary SRF Flood Plan actions (Evacuation planning, temporary flood defences).	<u>All Agencies</u> Identify risk / effected areas. Consider wider flood risks and refer to the SRF Flood Plan Activate Operational Flood Plan actions. Implement activation of planned evacuation strategy.
Specific activity levels associated with SNOW & ICE	<u>UKHSA NHS & Local Authority (ACS & CYP)</u> Implement Level 2 Cold Weather Plan actions <u>LA (Suffolk Highways) & NH</u> Deliver winter service plan, which includes actions for severe weather situation. If Medium or High Impact Warning – pre-severe weather teleconference discussion/email – Individual agencies conduct Risk Assessment	<u>UKHSA NHS & Local Authority (ACS & CYP)</u> Implement Level 3 Cold Weather Plan actions <u>LA (Suffolk Highways) & NH</u> Implement snow clearance and gritting contingency plans. <u>Police, LA (Suffolk Highways), NH and Greater Anglia</u> Manage any disruption to transport infrastructure. Coordinate dissemination of travel information and advice.	<u>UKHSA NHS & Local Authority (ACS & CYP)</u> Implement Level 4 Cold Weather Plan actions <u>LA (Suffolk Highways) & NH</u> Establish LA Highways HUB / Snow Desk to manage and coordinate winter service activities.
Specific activity levels associated with FOG	<u>LA (Suffolk Highways) & NH</u>	<u>Police, Port of Felixstowe & NH</u>	

³ Medium and High activity as detailed in the SRF Flood Plan v.5

NOT PROTECTIVELY MARKED

ACTIVITY LEVEL	Level 2 YELLOW	Level 3 AMBER	Level 4 RED
	ALERT AND READINESS	ACTION	MAJOR INCIDENT - EMERGENCY RESPONSE
	Activate advice and warning messages on matrix signs	Consider implementing Op STACK if Port of Felixstowe closed Coordinate dissemination of travel information and advice.	

ANNEX D WARNING AND INFORMING – EXEMPLAR PUBLIC MESSAGES

HEATWAVE

GUIDANCE MESSAGES FOR PUBLIC WARNING & INFORMING

These are the core messages that will be broadcast as ‘official Department of Health warnings’ alongside national and regional weather forecasts. They may be expanded or otherwise refined in discussion with broadcasters and weather presenters.

Level 1 – Heatwave and Summer preparedness

No warning required unless there is a 60 per cent probability of the situation reaching Level 2 somewhere in the UK within the next three days, then something along the lines of:

“If this does turn out to be a heatwave, we will try to give you as much warning as possible. But in the meantime, if you are worried about what to do, either for yourself or somebody you know who you think might be at risk, for advice go to NHS Choices at NHS Summer Health programme Alternatively ring NHS 111.”

Level 2 - Alert and readiness

The Met Office, in conjunction with UKHSA, is issuing the following heatwave warning for [regions identified]:

“Heatwaves can be dangerous, especially for the very young or very old or those with chronic disease. Advice on how to reduce the risk either for yourself or somebody you know can be obtained from NHS Choices at [NHS Summer Health programme](#) NHS 111, or from your local chemist.”

Level 3 and 4 - Heatwave action/Emergency

The Met Office, in conjunction with UKHSA, is issuing the following heatwave advice for [regions identified]:

“Stay out of the sun. Keep your home as cool as possible - shading windows and shutting them during the day may help. Open them when it is cooler at night. Keep drinking fluids. If there is anybody you know, for example an older person living on their own, who might be at special risk, make sure they know what to do.”

More advice is available from the Met Office website:

[Met Office: What to do in severe weather](#)

LOW TEMPERATURES AND HEAVY SNOW

HELPING SUFFOLK STAY SAFE IN BAD WEATHER

Members of the Suffolk Resilience Forum, including Suffolk County Council, Suffolk Constabulary, Suffolk Clinical Commissioning Groups and district and borough councils, are working together once again to ensure the county's residents stay safe during the current severe weather conditions.

The Forum is issuing a series of key messages and top tips to let people in the county know what's being done to deal with the bad weather and how they can keep safe in the snow and ice:

Suffolk Constabulary

- Advice on winter driving and potential travel disruption.

Local Authorities

- Information on road treatment regime and self-help gritting arrangements.
- School closures – Advice on where information is provided.
- Advice on changes to refuse collection schedules / frequency.

Suffolk Clinical Commissioning Groups / Director of Public Health

- Wellbeing advice, particularly for older people and consideration of vulnerable members of the community.

East of England Ambulance Service NHS Trust

- Reminder of the appropriate use of the 999 system.

Suffolk Fire and Rescue Service

- Fire safety precautions – advice on use of portable heaters, open fires, candles, etc.

More advice is available from the Met Office website: [Met Office: What to do in severe weather](#)

STORMS AND GALES

Before the storm

- Secure loose objects such as ladders, garden furniture or anything else that could be blown into windows and other glazing and break them.
- Close and securely fasten doors and windows, particularly those on the windward side of the house, and especially large doors such as garages.
- Park vehicles in a garage, if available; otherwise keep them clear of buildings, trees, walls and fences.
- Protect electrical appliance vulnerable to power surges.
- Close and secure loft trapdoors with bolts, particularly if roof pitch is less than 30°.
- Assess the strength or stability of scaffolding or equipment likely to be affected by high winds.

During the storm

- Stay indoors as much as possible.
- If you do go out, try not to walk or shelter close to buildings and trees.
- Keep away from the sheltered side of boundary walls and fences — if these structures fail, they will collapse on this side.
- Do not go outside to repair damage while the storm is in progress.
- If possible, enter and leave your house through doors in the sheltered side, closing them behind you.
- Open internal doors only as needed, and close them behind you.
- Do not drive unless your journey is really necessary.
- Take care when driving on exposed routes such as bridges, or high open roads and be aware of side winds.

After the storm

- Be careful not to touch any electrical/telephone cables that have been blown down or are still hanging.
- Do not walk too close to walls, buildings and trees as they could have been weakened.
- Contact your insurance company if there has been damage to your property or belongings.
- Make sure that any vulnerable neighbours or relatives are safe and help them make arrangements for any repairs.

More advice is available from the Met Office website: [Met Office: What to do in severe weather](#)