

APPENDIX 1

LEAD DIRECTOR FOR EMERGENCY PLANNING RESPONSIBILITIES FOR PLAN MAINTENANCE

1. Maintenance of the Plan is the responsibility of the LHBs' Lead Directors for Emergency Planning. Those responsibilities include the following activities:
 - 1.1 To undertake a periodic review of the structure and overall contents in conjunction with all LHB Lead Officers for Emergency Planning and the Regional Director, or representative.
 - 1.2 To undertake an annual review of the operational details of the Plan in conjunction with members of the Major Incident Review Group (MIRG).
 - 1.2 Distribution of the Plan to all key stakeholders and circulation of any important amendments.
 - 1.4 Undertake an annual plan validation and training programme based on an assessment of the training needs and including:
 - ?? Twice-yearly tests of the internal and external alerting arrangements.
 - ?? Annual awareness briefing for key response staff, including on-call officers.
 - ?? Opportunities for staff to participate in joint-agency training and exercise programmes.
 - ?? Periodic participation in multi-agency exercises.
 - 1.5 Ensuring that NHS Trusts have major incident plans and the necessary resources to put them into action.
 - 1.6 Provide LHB support in response to any incident when requested by the Welsh Ambulance Services NHS Trust the National Public Health Service and/or any other agency responding to a major incident.

APPENDIX 2

HEALTH TRUSTS' RESPONSIBILITIES

1.1 NHS Trusts are required to comply with “Planning for Major Incidents –NHS Guidance” and the provisions of the Welsh Risk Management Emergency Planning Standard 25.

1.2 Arising from these documents, essential actions of the NHS are as follows:

1.2.1 NHS Trusts must:

- ?? Have a major incident plan that considers all foreseeable causes of a major incident, and all aspects of the hospital response.
- ?? Ensure that staff are trained and equipped for their roles in major incident.
- ?? Provide a trained and equipped Mobile Medical Team (MMT) to attend the site of a major incident.
- ?? Exercise their plans.
- ?? Provide an annual report to the Regional Director and for submission to the Local Health Board.

In the event of a major incident, NHS Trusts must inform the LHB and support any co-ordination arrangements implemented.

1.2.2 Welsh Ambulance Services NHS Trust must:

- ?? Have a major incident plan that considers all foreseeable causes of a major incident and all aspects of the ambulance response.
- ?? Ensure that staff are trained and equipped for their roles in major incident.
- ?? Exercise the Plan.
- ?? Provide an annual report to the Regional Director

In the event of a major incident, the Welsh Ambulance Services NHS Trust must alert the LHB, NPHS and NHS Trusts and support any co-ordination arrangements that the LHB implement.

APPENDIX 3

NATIONAL PUBLIC HEALTH SERVICE RESPONSIBILITIES

The generic responsibilities of the NPHS in major incident situations are to:

- ?? Assess the potential risk to the public health
- ?? Recommend measures to protect the public health and mitigate the effects of the incident, as appropriate
- ?? Where necessary provide the public health response at strategic and operational levels
- ?? Ensure that health care providers are kept informed in relation to biological, chemical and radiological incidents
- ?? Ensure that specialist advice is made available to health care providers and emergency services personnel, where necessary
- ?? Liaise with health care providers to help ensure that health care needs arising from such incidents can be met
- ?? Provide health advice to the public and media
- ?? Provide a strategic view on long-term threats
- ?? Arrange epidemiological follow-up if necessary
- ?? Provide public health advice during the recovery phase in the aftermath of a toxic release, in collaboration and co-operation with specialist agencies
- ?? Provide advice and support to agencies at local, regional and national level in relation to other incidents which may threaten the public health directly, or indirectly arising from measures to manage such incidents (e.g. oil spillages at sea, foot and mouth disease)

In addition the NPHS has specific responsibilities in relation to major communicable disease, chemical and radiological incidents.

APPENDIX 4

LOCAL AUTHORITY RESPONSIBILITIES

1. Following a major incident, the LHB is likely to need to liaise with one if not all of its partner Local Authority organisations, initially through the Local Authority Emergency Planning Office (EPO).

2. Local Authority responsibilities may include:
- ?? Co-ordinating the response to certain major incidents e.g. serious pollution (including shoreline oil pollution), heavy snow, dangerous buildings, incidents involving schools, rabies and notifiable disease outbreaks.
 - ?? Supporting the emergency services and those engaged in the response to an incident and maintain existing services to the community.
 - ?? Providing a wide range of support services.
 - ?? Activating the voluntary agencies and faith community, and co-ordinating their response.
 - ?? Providing suitable rest centres for the temporary accommodation of survivors/evacuees.
 - ?? Arrange for the use and equipping of (through an outside contractor) suitable temporary mortuary premises.
 - ?? Assisting with arrangements to warn, inform, evacuate, feed and shelter the local population.
 - ?? Assisting at friends and relatives reception centres and survivor reception centres.
 - ?? Leading recovery of the scene and return to normality.

APPENDIX 5

SOUTH WALES POLICE RESPONSIBILITIES

The primary areas of South Wales Police responsibility in a major incident may be summarised as follows:

1. The saving of life, in conjunction with the other emergency services.

2. Assuming overall control and co-ordination of the activities of various services at the scene throughout the period of a major incident by establishing a 'Gold', 'Silver' and 'Bronze' command structure.
3. Assist with the provision of public information, and public warnings of potential incidents and manage the evacuation of the public in the affected area, as appropriate.
4. Activating and calling out all the services needed in an emergency.
5. Protection, preservation and security of the scene.
6. Providing a comprehensive information service in the event of a major incident – this service could cover both enquiries from the public and the media.
7. Identification of victims, on behalf of HM Coroner.
8. Participating in investigations, collecting evidence and preparing reports.

APPENDIX 6

FIRE & RESCUE SERVICES REPONSIBILITIES

The role of Mid and West Wales Fire and Rescue Service is derived from its experience in fire fighting and rescue operations of all types, together with its ability to immediately mobilise an appropriately sized response and can be summarised as:

1. The rescue of live casualties.

2. Preventing further escalation of the incident by tackling fires, dealing with released chemicals and other hazardous situations.
3. Information gathering and hazard assessment to give advice to the Police and enable them to advise the public to evacuate or stay put.
4. Liaison with the Police regarding the provision of an inner cordon around the immediate incident to enable the Fire Service to exercise control.
5. The safety of all personnel involved in rescue work.
6. Mass decontamination including support to decontamination of people arriving at hospitals.
7. Consideration of the immediate effect the incident may have on the environment and the action to be taken to minimise this.
8. Participating in investigations as appropriate and preparing reports and evidence for enquiries.
9. Stand-by during non-emergency recovery phases to ensure continued safety at and surrounding the site if necessary.
10. If necessary, implement the Chemsafe Scheme – to provide advice and assistance in accidents arising from the transportation of dangerous chemicals.

APPENDIX 7

MARITIME AND COASTGUARD AGENCY

The role of HM Coastguard in major incidents may be summarised as follows:

1. Co-ordination of all civil maritime search and rescue operations around the coastline of the UK and for 1000 miles into the North Atlantic. This includes mobilising, organising and despatching resources to assist people in distress at sea or in danger on the cliffs or shoreline.
2. Co-ordination of the involvement of the emergency services and other agencies in the response to a maritime incident.

3. Initiation of an early warning to MPCU and the Police of any threat from oil or chemical pollution or munitions.
4. Ensure that health is involved in any response to major oil pollution as set out in the National Contingency Plan for oil pollution.

APPENDIX 8

PERFORMANCE INDICATORS

The NHS Guidance "*Planning for a major incident*" (WHC (99) 155) and supplementary "*Interim Guidance*" (March 2003) as well as the Welsh Risk Standard 25 requires NHS providers to develop performance indicators thus insuring annual improvements to service delivery.

Plan Review:

?? The LHB Major Incident Plan will be reviewed on an annual basis and endorsement of the plan will follow on from a consultation process with all partner agencies.

Training:

?? The LHB will provide role specific training to those persons employed within the Board who have a response detailed within this Plan.

?? A matrix detailing the annual training and exercising activities will be published.

?? The LHB will assist in the funding requirements of NHS Trusts for the training of staff in Major Incident Medical Management and Support (MIMMS) as well as other subject related courses.

Exercises:

?? The LHB will partake in multi-agency exercising as well as internal health service exercising in accordance with that described within The NHS Guidance "***Planning for a major incident.***"

Additional information relating to planned training and exercising is available from the Emergency Planning Officer (Welsh Ambulance Services NHS Trust).

APPENDIX 9 HAZARDOUS SITES WITHIN THE AREA

Control of Major Accident Hazard Regulations (COMAH)

1. The Local Authority is responsible for preparing 'off-site' plans required under the COMAH Regulations for top-tier COMAH sites. LHBs and its partner health agencies take an active role in assisting in the preparation of the "Off Site" plans required under the COMAH regulations, and the participate in exercises which test the plans.

Copies of these plans are held in the LHB offices.

2. Current Top Tier COMAH Sites: Neath Port Talbot & City & County of Swansea area (5 sites/plans)

BOC Gases, Margam, Port Talbot

BOC Gases is a major industrial gases production and distribution facility that produces mainly oxygen and nitrogen in liquid or gaseous form. Three tanks contain 4000 cubic metres each, one with oxygen and two with nitrogen. It can also produce 2.7 tonne of hydrogen and 3 tonnes or carbon monoxide per day. The site can store up to 4600 tonnes of liquid oxygen, 6869 tonnes of liquid nitrogen, 610 tonnes of liquid argon and 150 tonnes of LPG.

A pipeline from BOC feeds oxygen and nitrogen to CORUS.

Hydrogen gas is also supplied to CORUS by BOC through a pipeline and natural gas is fed to BOC by TRANSCO.

Although unlikely under normal circumstances, a massive release of one of the liquids or gases made or stored by the company could lead to an explosion or pose an asphyxiation hazard, whilst a leak of oxygen would pose an enrichment hazard rather than an explosive hazard. A pipeline rupture, a fire in the site itself or in the cylindrical/tank area, an electrical fault, sabotage or an off-site incident affecting the site could cause such releases.

The most probable off-site consequence would be caused as a result of a massive release of one of the liquids or gases made or stored by the company. This could lead to an explosion or pose an asphyxiation hazard and injury to people is more probable if they are in the open or in rooms of building facing or overlooking the site.

Glanafan School playing fields are situated near to the site.

Calor Gas, Aberdulais, Neath

Stores and transfers LPG (propane and butane) from storage tanks to domestic cylinders. As well as the LPG in the bulk storage tanks there is up to 773 tonnes held in varying capacity in domestic cylinders, road tankers, cylinder trailers, pipelines and pipework. There is a risk of gas release and/or explosion.

Corus Port Talbot

The following installations produce or utilise dangerous substances as part of their normal activities:

- ?? Coke Ovens – Coke Oven Gas (COG), Blast Furnace Gas (BFG), Coal Tar, Benzole, Propane, Oxygen
- ?? Burden Handling & Sinter Plants – Natural Gas (NG), Propane
- ?? Energy & Environment – COG, BFG, NG, Propane, Oxygen
- ?? Blast Furnaces – COG, BFG, Oxygen, NG, Propane
- ?? Steel Making and Concast – COG, Oxygen, Propane
- ?? Hot Mill – NG, COG, Propane
- ?? Cold Mill – NG, Hydrogen

Any significant loss of containment or control of these gases could result in a major accident hazard.

Flogas, Llandarcy, Neath

Nine pressure vessels of 200 tonnes are capable of storing LPG (commercial propane) on-site in the LPG storage compound. Additionally, commercial propane and commercial butane is on-site in cylinder storage. Natural gas is present in a pipeline crossing the site and is of nominal volume. Deliveries of LPG are made to the site from a supplier, by articulated road tankers. Cylinders are delivered by articulated lorries using slip trailers.

There is a risk of gas release and/or explosion.

Inco Europe Ltd, Clydach Nickel Refinery, Swansea

The site refines imported nickel concentrates by conversion to gaseous nickel carbonyl using the Mond process. The refining process involves the use of a variety of hazardous substances but two, nickel carbonyl in both liquid and vapour form and sulphur dioxide may present an off site risk. Sulphur dioxide is stored in a purpose-designed tank farm inside one of the buildings.

3. Current Sites which are a risk but do not require Off Site COMAH Plans (Lower Tier sites)

Gower Chemicals LTD, Crymlyn Burrows, Swansea

Gower Chemical Ltd provides a Total Chemical Management Service, which includes blending and/or diluting chemicals for etching, cleaning, water treatment and other purposes and supplies chemical products and services including waste management. It is classified as a lower tier COMAH site and does not require an off-site emergency plan.

Risks include chemical spillages, including Hydrofluoric Acid, Hydrochloric Acid and Sulphuric Acid, with the potential of fuming liquid and vapours. A further risk is the potential of fire.

Emergency contact: 07970 409447

Other Lower tier COMAH sites are **Timet UK**, Waunarlwydd, **Albion Chemicals**, Landore and **United Utilities**, Velindre.

Major Accident Hazard Pipelines (MAHP) (5 plans for Neath Port Talbot and City & County of Swansea area)

Pipelines are considered a safe mode of transportation for conveying hazardous substances and are often safer than alternative methods, for example, by road or rail. However there are occasions when the pipeline failure results in loss of containment or accidental release of the pipeline contents.

TRANSCO pipeline network, within the NPT area transport North Sea Gas, identifying all pipelines in their network with permitted operating pressures in excess of 75 bar (approximately 1087lbs psi).

Also TRANSCO pipeline network in Swansea area (as previous parag.)

BOC Gases, a short length of pipeline transporting North Sea Gas from the TRANSCO network near j38, M4 to supply the BOC Gases complex at Margam.

BOC Gases, a short length of pipeline transporting Hydrogen gas to the CORUS Abbey Steel Works.

Baglan Bay Generation, a pipeline transporting North Sea Gas from the TRANSCO network on Tonna Mountain to the Baglan Bay Gas Turbine Power Station.

There are no specific sites or installations in Bridgend County Borough that require off site emergency plans apart from the Major Accident Hazard gas pipelines. Consideration has also be given to the hazards that exist in neighbouring Local Authorities which, in the event of a major incident could have an impact on the population. These risks include a large number of COMAH sites, an international airport, ferry port and a military installation. There is one lower-tier COMAH site at Rockwool, near Pencoed.

The South Wales to London mainline service runs through the three LHB areas as do trains loaded with chemicals from installations.

APPENDIX 10

OTHER HAZARDS

In addition to the COMAH sites and Pipelines listed in appendix 8, a major incident could be declared as a result of the following:

- ?? Aircraft accident
- ?? Rail transport incident
- ?? Motorway transport incident
- ?? Incident due to Hazardous substances transported by air, sea or road
- ?? Shoreline pollution
- ?? Severe weather – wind, snow, ice and rain
- ?? Airborne radioactive particle release
- ?? Animal health disease outbreaks – foot and mouth, rabies, anthrax and SVD
- ?? Human disease outbreaks – influenza pandemic meningitis, rabies and anthrax
- ?? Loss or contamination of drinking water supply
- ?? Loss or degradation of telephonic communications
- ?? Loss or degradation of electricity supply
- ?? Loss or degradation of gas supply
- ?? Loss or degradation of sewage system
- ?? Petrol stations
- ?? Fuel shortage
- ?? Civil unrests
- ?? Public events
- ?? Terrorist attack
- ?? Escape of clients and loss of control in prisons
- ?? Escape of clients and loss of control –Secure Units and hospitals for people with mental illness
- ?? Incident at airport
- ?? Incident at ports
- ?? Ferry
- ?? Earthquake
- ?? Landslide
- ?? Chemical/biological contamination eg at water treatment works
- ?? Industrial heritage eg coal workings and remnants of coal tips

The agencies will be working jointly to identify all potential hazards and undertake a risk assessment of each of them.

CASCADE SYSTEM FOR ALERTS

1. Alerts are received from Public Health (Chief Medical Officer) and WAG (Medicines and Healthcare Products Regulatory Agency) either by email or hard copy.
2. The alert is faxed to 'Surfax' for the immediate cascade to the relevant contractors.
3. There are groups of fax numbers: -
 - a. Neath Port Talbot GPs
 - b. Swansea GPs
 - c. Bridgend GPs
 - d. All GPs
 - e. Additional List (hospitals, private hospitals, out of hours etc)
4. An exception report is received in respect of any number not connected. The information is sent out 1st class for these numbers.
5. Pharmacists or Dentists are also mailed.
6. Carmarthen Business Service Centre mails Nursing Homes.

If urgent, within 6 hours there is a facility to verbally cascade to Pharmacists. Advice on this is given by National Public Health Service.

LHBs are sent copies and notified weekly of actions taken.

GLOSSARY OF TERMS

Ambulance Control Point- An emergency control vehicle identified by a green light, providing an on-site communications facility and focal point for NHS/medical resources attending an incident.

Ambulance Incident Officer (AIO) – The Officer with overall responsibility for the ambulance response at the scene of a major incident. He/she works closely with the Medical Incident Officer (MIO).

Casualty Clearing Station (CCS) – An area set up at a major incident by the ambulance service in liaison with the MIO to triage, assess and treat casualties and direct their evacuation.

Emergency Response Team – The team established to manage the health response to an incident.

Health Emergency Control Centre (HECC) - The location from which LHBs can manage and co-ordinate the health response.

Inner Cordon – Surrounds the immediate scene and provides security for it. Usually controlled by the fire service.

Joint Health Advisory Cell (JHAC) - A group, led by the Regional Director of Public Health (RDPH) to provide advice to the police, following a deliberate chemical/biological release

Joint Agency Controls – Locations where joint-agency operational, tactical and strategic co-ordination is undertaken, usually led by the police.

Listed Hospitals- Hospitals equipped to receive casualties in the event of a major incident.

Major Incident Definition – Any incident which presents a serious threat to the health of the community, disruption to the services, or causes (or is likely to cause) such numbers or types of casualties as to require special arrangements to be implemented by hospitals, ambulance services or Local Health Board.

Medical Incident Officer (MIO) – Officer with overall responsibility for medical resources at the scene of an incident. He/she works closely with the Ambulance Incident Officer (AIO) and should not be part of the mobile medical team.

Mobile decontamination facilities – Mobile facilities held by the ambulance service to be taken to chemical incidents in order to decontaminate people.

Mobile Medical Team – Medical staff, including nurses, who are sent from a hospital to the scene of a major incident. They must be trained and properly equipped and have protective clothing to work at the incident scene.

Outer Cordon – Seals off the controlled area to which unauthorised persons are not allowed access. Usually controlled by the police.

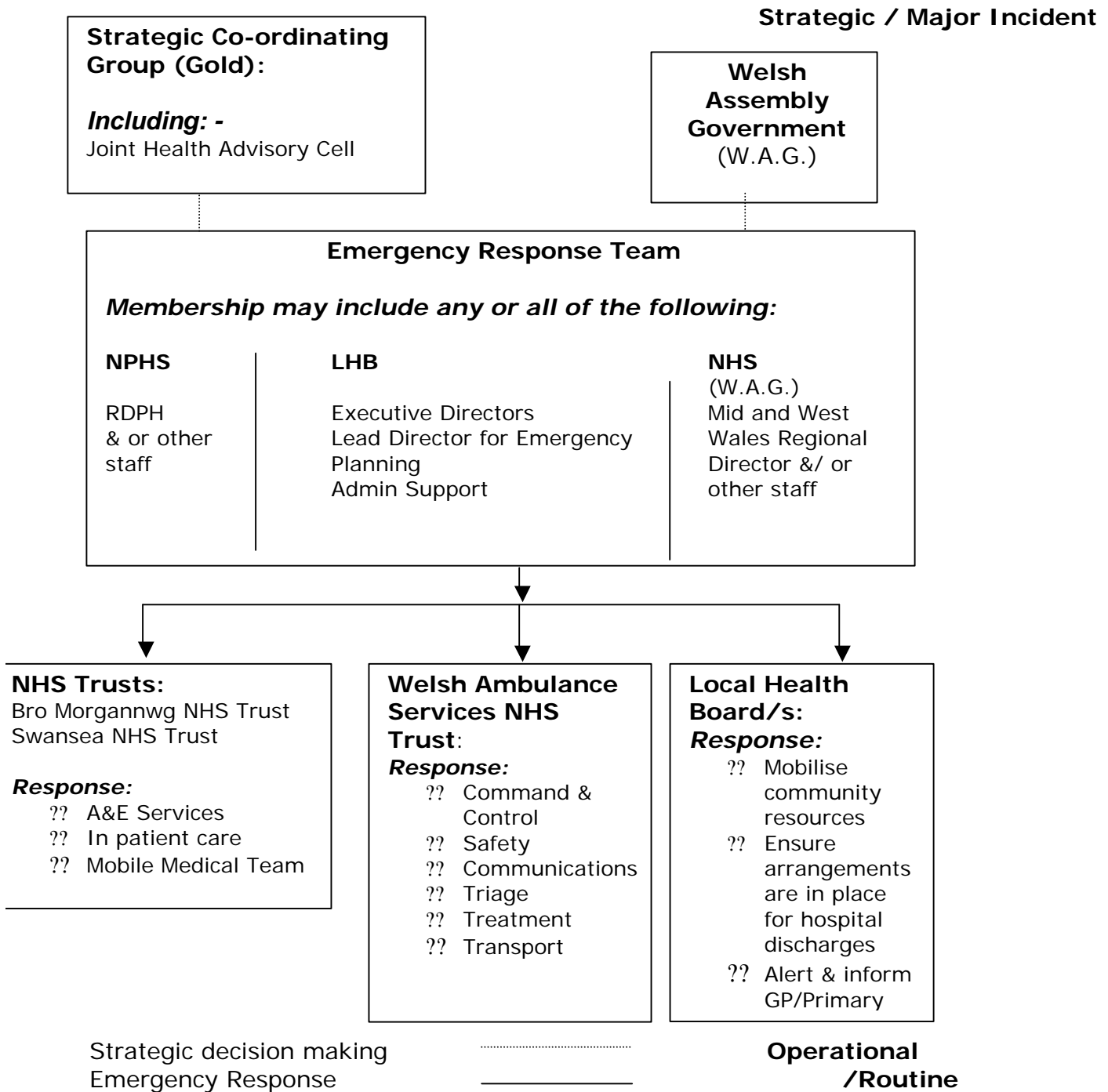
Police Casualty Bureau – Central police controlled contact and information point for all records and data relating to casualties.

Receiving Hospitals –The hospitals selected by the ambulance service to receive casualties following a major incident.

Support Hospital – a hospital, which may receive walk-in casualties, patients decanted from a Designated Receiving Hospital or patients triaged at the site of the major incident as appropriate for specialised services (e.g. ophthalmic or ENT casualties suitable for Singleton Hospital).

Triage – Process of assessment and allocation of priorities by the medical or ambulance staff at the site or casualty clearing station prior to evacuation.

MAJOR INCIDENT HEALTH EMERGENCY RESPONSE STRUCTURE



DIRECTIONS TO KEY OFFICES**Directions to Bridgend LHB**

North Court, David Street, Industrial Estate, Bridgend CF31 3TP
Tel: 01656 754402

- ?? Exit Junction 35 of M4
- ?? Take exit A473 to Bridgend
- ?? Proceed until second roundabout
- ?? Take right hand lane and take third exit off roundabout
- ?? Take first left into the Industrial Estate onto North Road
- ?? Take first left onto David Street (brick building on corner)

Directions to Neath Port Talbot LHB

Suite A, Britannic House, Llandarcy, Neath SA10 6JQ
Tel: 01792 326500

- ?? Exit Junction 43 of M4 signposted Neath and follow signs for Llandarcy and the B4290
- ?? Turn right into BP oil refinery works and make your way to the mini roundabout
- ?? From the visitors car park return on foot to the mini roundabout and Britannic House is on your right up the hill.

Directions to Swansea LHB

Kidwelly House, Charter Court, Phoenix Way, Swansea Enterprise Park SA7 9FS
Tel: 01792 784800

- ?? Exit at Junction 45 of the M4
- ?? Take the exit signposted A4067 signposted Swansea
- ?? Take the second slip road signposted to 'The Lakeside Shopping Park'
- ?? At roundabout turn left
- ?? At next roundabout turn right
- ?? At next roundabout turn left
- ?? At next roundabout turn right onto Phoenix Way
- ?? Drive past the Ramada Jarvis Hotel and take the next left where you will see Lloyds and Barclays Bank.
- ?? Turn first right

Directions to 36 Orchard Street, Swansea

Tel: 01792 458066

- ?? Exit Junction 42 at Briton Ferry Bridge
- ?? Follow directions for Swansea City Centre
- ?? Follow Fabian Way A483
- ?? Approaching major junction at the river take the right filter lane
- ?? Turn right at lights then bear left
- ?? Move to right hand lane and turn right at traffic lights
- ?? After 200 yards turn left – follow car park signs to right

- ?? Park on floor 6.7 or 8
- ?? Walk along bridge alongside railway station
- ?? Cross road and follow footpath to the right, around corner to number 36.

**Directions to Police Headquarters Bridgend
Cowbridge Road, Waterton, Bridgend CF31 3SU
Tel:01656 655555**

- ?? Exit M4 at Junction 37, signposted Pyle
- ?? At roundabout take exit A4229
- ?? At roundabout take 3rd exit A48 signposted Bridgend
- ?? At roundabout take 1st exit
- ?? At roundabout take 2nd exit A473
- ?? At roundabout, 2nd exit (straight on)
- ?? At roundabout with lights, straight on.
- ?? Under railway bridge.
- ?? Roundabout by Wickes, straight on.
- ?? Large roundabout, turn left.
- ?? At traffic lights straight on.
- ?? Next lights, turn right into Police HQ