

PENALLT COMMUNITY EMERGENCY PLAN

OPERATIONAL ACTION CARD

SEVERE WEATHER / BLOCKED ROADS

REFERENCE	CEP-AC-06	CLASSIFICATION	OPERATIONAL
VERSION	0.1	STATUS	Draft for operational review
ISSUED	12 JULY 2026	REVIEW	July 2027 or after activation/exercise

☐ MONITOR Weather warning affects Penallt; verify, charge batteries and prepare.	☐ STANDBY Road access or power disruption is credible; confirm people and resources.	☐ ACTIVATE Routes are blocked, people isolated or responder access is affected.
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LIFE SAFETY FIRST: Do not approach unstable trees or fallen power lines. Do not work during dangerous winds, enter a blocked route or attempt unauthorised traffic control. Call 999 for immediate danger.

PURPOSE

Provide a rapid, safe and coordinated response to severe weather affecting Penallt's narrow rural roads and access routes. Mature trees can fall or shed branches, minor lanes may remain blocked for extended periods, and power or communications may fail. Restricted fire-appliance access around Tregagle is a known local concern. This card focuses on warning, situation reporting, support for isolated households and preserving responder access; it does not authorise road closures, traffic control or hazardous clearance work.

ACTIVATION TRIGGERS

MONITOR	Any Met Office weather warning affects Penallt; strong wind, snow, ice or intense rainfall is forecast; saturated ground increases tree-fall risk; or early reports indicate debris, branches or difficult road conditions without confirmed serious impact.
STANDBY	Several local routes may become unsafe or impassable; repeated short power interruptions occur; trees or branches are falling; snow or ice is preventing normal access; or vulnerable residents may become isolated within hours.
ACTIVATE	A key access route is blocked or unsafe; households are isolated; emergency-service access is compromised; fallen lines or multiple trees create danger; several locations need support; or MCC/emergency services request community assistance.

Important: Penallt has no warden network. Do not promise route clearance, household checks or transport until conditions and resources are confirmed. Only trained and competent people may use chainsaws or specialist machinery, and never near suspected live electrical equipment.

PRIORITIES

1 Protect life Keep people clear of unstable trees, lines and unsafe roads.	2 Establish the picture Confirm blocked routes, isolated homes and secondary impacts.	3 Preserve access Protect safe routes for emergency services and essential support.
4 Support isolated people Prioritise urgent welfare, medical and communication needs.	5 Warn and inform Issue verified route and safety information; prevent self-deployment.	6 Log and coordinate Record observations, decisions, tasking, outcomes and handovers.

FIRST 30 MINUTES

- Confirm who is acting as Community Emergency Coordinator and appoint a log keeper if available; record the first report, source, time and location.
- On any Met Office weather warning or NRW flood warning affecting Penallt, set the Pelham Hall batteries to charge from the grid to 100% while mains power remains available. Confirm charging and log the starting charge and time.
- Start the separate Community Emergency Incident Log. Record the current status: Monitor, Standby or Activate.
- Check the current warning detail and timing. Record forecast hazards, likely impacts and the expected period of highest risk.
- Call 999 for immediate danger, injury, people trapped or a tree/line threatening life. Report power loss or damaged electrical equipment through 105 and keep everyone well clear.
- Build a route picture from safe, verified observations: location, direction of travel, obstruction type, whether vehicles can turn safely, and whether emergency access is affected.
- Identify urgent welfare risks: isolated households, powered medical equipment, loss of heating, carers, people living alone, livestock needs and loss of communications.
- Confirm which communication channels and volunteers are actually available. Assign only specific low-risk tasks, normally in pairs, with check-in/check-out and a clear stop condition.
- Issue the first public update: verified hazards, routes to avoid, official warning, 999/105 advice and the time of the next update. Do not publish speculative alternative routes.

COMMUNICATIONS

- Use one nominated communicator and one agreed core message across WhatsApp, Facebook, email and the website while those channels remain available.
- Plan for broadband and Wi-Fi calling to fail during a power cut. Use SMS, direct calls, battery radio, safe neighbour-to-neighbour relaying and notices where practical.
- Ask residents not to travel to inspect damage, move barriers, cut trees or post unverified road information. Correct inaccurate route reports quickly.
- Penallt has no warden network and cannot guarantee direct contact with every household. State clearly what support is and is not available.
- Update every 30-60 minutes during rapid deterioration, or whenever a route, warning, power status or emergency-service instruction changes.

WELFARE

- Contact known affected households by telephone first. Ask about immediate danger, warmth, medication, communications, water/food and safe access.
- Prioritise people who are medically dependent, older, very young, disabled, living alone, caring for others or unable to travel safely.
- Deliver essential supplies only where the route, weather and return plan are safe. Do not send volunteers into a blocked lane or beneath damaged trees.
- Use 999 for immediate danger and NHS 111 Wales for urgent health advice. Record only the minimum personal information necessary.

SEVERE WEATHER / BLOCKED ROADS ACTIONS

- Observe obstructions only from a safe stopping point. Do not stand beneath damaged trees, cross fallen cables or enter a route where turning back may be impossible.
- Report fallen or dangerous trees through Monmouthshire County Council. For urgent highway danger use 01633 644644 in office hours or 0300 123 1055 out of hours; call 999 where life is at risk.
- Treat any fallen or low cable as live. Keep people, vehicles and animals away and report through 105; call 999 for immediate danger, fire or electric shock.
- Do not attempt clearance while dangerous winds continue, where the tree is hung-up or under tension, where the route is unstable, or where power equipment may be involved.
- Chainsaws, tractors, winches and agricultural machinery may be used only by confirmed competent operators with appropriate PPE, a dynamic risk assessment, communications and a safe exclusion zone.
- Community volunteers are not authorised to close roads or direct traffic. Use warning messages and safe observation; request police or MCC support where formal control is required.
- Keep confirmed safe access routes clear for emergency services. Do not create unofficial diversions through private land or narrow lanes without permission and a safety assessment.
- Monitor secondary flooding, power, mobile coverage, water supply, structural damage and wildfire risk. Start the relevant Action Card if another incident develops.

PELHAM HALL ACTIONS

- The Community Emergency Coordinator decides whether Pelham Hall remains closed, becomes an operational base or opens as a Community Support Centre.
- Before use, confirm keyholder, safe access, staffing, building condition, battery charge, water, sanitation, heating and communications. Do not direct residents along an unsafe route.
- If used as an operational base, maintain a route board showing verified blocked, uncertain and confirmed passable roads; mark the time and source of every update.
- If opened to residents, retrieve the Emergency Box, appoint a Hall Lead, establish registration and welfare arrangements and publish the purpose, access route, opening time and limitations.
- Manage battery energy carefully. Prioritise lighting, communications, limited charging and essential welfare needs; do not assume electric heating or cooking can be sustained.

STAND-DOWN CHECKLIST

- Stand down only when the warning has expired or reduced, no immediate danger remains, priority routes and households have been checked through safe means, and official partners no longer require support.
- Stop tasking, account for every volunteer, close check-ins and record any unresolved obstruction, welfare issue or damaged equipment for handover.
- When the warning and immediate risk have passed, return the Pelham Hall battery system to normal settings unless another active risk justifies maximum reserve.
- Close Pelham Hall safely if used, recover and inspect equipment, recharge devices, replenish supplies and secure all completed records.
- Arrange a debrief within 72 hours. Record route intelligence, near misses, equipment issues and changes required to maps, contacts, resources or this card.

INCIDENT LOG

- Begin the separate Community Emergency Incident Log at Standby or Activate - earlier if decisions, welfare contact or volunteer tasking have started.
- Record time, source, exact location, verified information, decision/action, owner, outcome, official references and volunteer check-in/check-out.
- Completed logs are restricted. Do not record unnecessary personal or medical information; secure records and hand them to the Community Emergency Coordinator.

LIFE RISK	POWER / LINES	MCC	MCC OOH	POLICE	OFFICIAL INFO
999	105	01633 644644	0300 123 1055	101	MET OFFICE

Operational basis: Penallt Community Emergency Plan v2.1 Draft; Penallt Community Risks and Response Guide v2.1 Draft; current Met Office, Powercut 105 and Monmouthshire County Council guidance. Official instructions take precedence.