

Cold Weather Plan

Emergency Preparedness, Resilience and Response Version 5.0 October 2022

Foreword

The Cold Weather plan outlines the management structures and procedures used by Portsmouth and Southampton City Councils during a period of cold weather.

This plan has been produced by Portsmouth and Southampton City Councils Emergency Preparedness, Resilience and Response Team working jointly on behalf of both Portsmouth and Southampton City Council.

Portsmouth City Council – Information specific to Portsmouth City Council ONLY

Southampton City Council – Information specific to Southampton City Council ONLY

Information that is relevant to both Portsmouth and Southampton City Councils has not been colour coded.

Distribution List

This plan is stored on Portsmouth and Southampton City Councils websites and relevant pages on ResilienceDirect (secure website). Appropriate access will be given to responding agencies.

The original document is held by Portsmouth and Southampton City Councils Emergency Preparedness, Resilience and Response Team (EPRR).

This Plan will be made available to appropriate members of staff at Portsmouth and Southampton City Council (SCC and PCC). This will be done via its internal document sharing system or plans will be printed and shared with officers.

Amendments

Version	Date	Comments	Name
4.0	Nov 2021	Addition of COVID-19 Ventilation information, plan review and distribution	DP
4.1	Oct 2022	Annual Review Draft	JC

Plan Ownership

Prepared for: Portsmouth and Southampton City Council

Plan Author: EPRR Officer

Plan Owner: Service Lead: Emergency Planning and Business Resilience

Plan Reviewed By: Senior EPRR Officer

Plan Authorised By: Service Lead: Emergency Planning and Business Resilience

Department Responsible: PCC & SCC Emergency Preparedness, Resilience and Response Team

Implementation Date: November 2022

Review Date: October 2023

Protective Marking

This Plan has been given the protective marking of **OFFICIAL**

This Plan will be made available to staff who require access to it as part of their role. Where possible stakeholders will be given access to the plan through ResilienceDirect, in other cases it will be sent electronically to those agencies in the distribution list. Upon receipt of the plan, individual agencies become fully responsible for document security and dissemination within their own organisation as per its classification

Acronyms

Acronym	Definition
JEPDO	Joint Emergency Planning Duty Officer
EPRR Team	Emergency Preparedness, Resilience and Response Team
PCC	Portsmouth City Council
SCC	Southampton City Council

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1.0 Introduction

Declaration of Cold Weather

The Cold Weather Alert service forecasts the potential impact of cold weather on health and triggers a coordinated response. Depending on the severity, duration and geographical spread of severely cold weather conditions, a series of escalating alerts will be issued up to a major incident (Level 4); these are:

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

Level 0: Year-round planning

This level of alert aims to emphasise the need to prepare for, adapt to and mitigate climate change and develop long-term sustainable approaches which seek to ensure behaviour change across the general population, community, and health care professionals. Level 0 denotes that these are actions that should be taken throughout the year.

Level 1: Winter preparedness and action

This is in force throughout the winter from *1 November to 31 March* and indicates that preparations should be in place to protect health and ensure service continuity in the event of severe cold and winter weather.

Level 2: Severe winter weather forecast – Alert and readiness

This is declared when the Met Office forecasts a 60% risk of severe winter weather in one or more defined geographical areas in the days that follow. This usually occurs two to three days ahead of the event. A Level 2 alert would be issued when a mean temperature of 2°C is predicted for at least 48 hours, with 60% confidence, and/or widespread ice and heavy snow are forecast with the same confidence.

Level 3: Severe weather action

This is issued when the weather described in Level 2 actually happens. It indicates that severe winter weather is now occurring, and is expected to impact on people's health and on health services.

Level 4: Major incident – Emergency response

This is reached when a period of cold weather is so severe and/or prolonged that its effects extend outside health and social care and may include, for example, transport, power or water shortages; and/or where the integrity of health and social care systems is threatened. At this level illness and death may occur among the fit and healthy, not just in high-risk groups, and will require a multi-sector response at national and regional levels. The decision to go to a Level 4 is made at the national level and will be taken considering a cross-Government assessment of the weather conditions, coordinated by the Civil Contingencies Secretariat (Cabinet Office). A Level 4 alert is a judgement made considering this cross-Government assessment and, depending on the severity of the conditions and impact, could be declared over any time period.

2.0 Notification – Escalation and Stand Down

The Met Office's National Severe Weather Warning Service (NSWWS) warns organisations and the public about a range of high-impact weather events, including rain, snow, wind, fog, and ice. The following will receive the alerts within Portsmouth and Southampton City Councils

- Portsmouth and Southampton Joint Emergency Preparedness, Resilience and Response Team
- Portsmouth and Southampton Public Health Team members
- Individual departments who have signed up to alerts (to sign up for alerts, services can email enquiries@metoffice.gov.uk)

2.1 Cascading Alerts

It's the responsibility of the Joint Emergency Planning Duty Officer (JEPDO) to cascade alerts received by email to the following teams in both Portsmouth and Southampton. A distribution list has been set up in collaboration with team members from across each council. The master copy is held by PCC and SCC EPRR Team and will be updated as required this includes;

- Council Management Team
- Nominated team members from each local authority department
- Public Health team
- Health Protection Forum members

Templates are held in the JEPDO Guidance outlining the information that will be sent based on the alert level issued. This is available on ResilienceDirect

<https://collaborate.resilience.gov.uk/RDSservice/home/239937/01.-JEPDO-Guidance>

2.2 Stand Down

When an alert level is reduced and returns to Level 1 the Met Office will notify PCC and SCC EPRR Team. The JEPDO will cascade this information via the cascade system outlined in **Section 2.1**

3.0 Public Health Cold Weather Plan

This plan is written in conjunction with the UKHSA England Cold Weather Plan and therefore should be referred to for detailed guidance and actions. It is available via the following link:

<https://www.gov.uk/government/publications/cold-weather-plan-cwp-for-england>

3.1 Supporting Documentation and Advice

There are several useful documents and websites that provides advice for organisations and the public. Note – some links may require copy and pasting.

Further information is available in **Annex 1**

3.2 Keep Warm Keep Well Leaflet

The following link takes you to the NHS "Keep Warm, Keep Well" and top tips for keeping warm and well leaflets.

<https://www.gov.uk/government/publications/keep-warm-keep-well-leaflet-gives-advice-on-staying-healthy-in-cold-weather>

3.3 Actions for Local Authority services

Detailed action cards can be found by clicking on the following links:

- Appendix 1 - [Commissioners and local authorities \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- Appendix 2 - [Provider organisations: health and social care \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- Appendix 3 - [Frontline health and social care staff in community and institutions \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- Appendix 4 - [GPs and practice staff \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- Appendix 5 - [Voluntary and community sector \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- Appendix 6 - [Individuals \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

3.4 COVID-19 specific actions

The following presentation has been produced related to Covid specific actions and is available via the following link

- **Cold weather health risks and COVID-19: actions to prevent harm**

[Cold weather health risks and COVID-19: Actions to prevent harm \(khub.net\)](#)

3.5 COVID-19 and ventilation

Adequate ventilation reduces how much virus is in the air. It helps reduce the risk to people who may breathe in small particles in the air (aerosols) after a person with the virus has been in the same enclosed area. The risk from aerosols is greater in areas that are poorly ventilated.

You can practice good ventilation by following the guidance set out by the HSE via the following link.

<https://www.hse.gov.uk/ventilation/index.htm>

