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Radio Alert Scheme
Safer Business Award

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www.citycentralbid.com

Citysafe
LIVERPOOL A SAFE CITY

"Working in partnership to reduce crime and disorder, anti-social behaviour, environmental damage, drugs, alcohol and substance misuse, and the fear of crime."

For further information on community safety issues visit:
www.liverpool.gov.uk/citysafe

HELP REDUCE FALSE ALARMS

YOUR premises, YOUR alarm, YOUR responsibility.

Call our advice line and ask for Legislative Fire Safety:
0151 296 4000 - www.merseysidefire.gov.uk

St Johns
Shopping Centre Liverpool
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LIVERPOOL CITY CENTRE EVACUATION ZONES



PREPARING FOR EMERGENCIES

This wall chart should be displayed in a prominent place!



PREPARING FOR EMERGENCIES

A major emergency can be in many guises and may affect the City Centre at any time. It is essential that we all plan ahead and minimise the risks to the people and businesses that make up the heart of the City.

In the event of a major incident it may be necessary to evacuate all, or part of the City Centre. The City Council Emergency Planning Unit in partnership with the emergency services and other partner agencies has prepared this zoning map, which when used in conjunction with the 'Liverpool Priority Alert' scheme, will enable details of any incident and any information necessary to be given to the people in the City Centre.

"We cannot be complacent when planning for the future. It is impossible to predict what may happen and that is why we always plan for the worse-case scenario. We want you to do your part by displaying this chart in prominent positions and ensure you and your staff is aware of the zones and your positions within them. Please make full use of this chart in your own emergency contingency planning arrangements."

Superintendent Simon Irving, Merseyside Police

HOW WILL I KNOW THAT AN EVACUATION IS REQUIRED

Messages will be broadcast on the 'Liverpool Priority Alert' scheme to those who have joined the scheme. For details on joining the scheme please contact Vocal on 0800 035 0081

Radio systems used in shops, pubs and clubs to circulate information on crime may be used.

Requests to evacuate may be broadcast using other public address systems in the City Centre, along with those located in shopping centres, bus and railway stations.

Police Officers will co-ordinate, along with other emergency responders, the evacuation of the required zones, and should be assisted by your building management and security staff.

WHAT SHOULD I DO IF AN EVACUATION OF MY ZONE IS REQUIRED

- Be connected to the live Police Alert feeds via SMS text message and email.
- Implement your appropriate building evacuation plan immediately.
- Inform others who do not appear to be responding to the evacuation request.
- Use security staff or nominated company representatives to escort everyone away from danger.
- Follow police advice.

HOW CAN I PREPARE

You should prepare an evacuation plan for your premises and include considerations of:

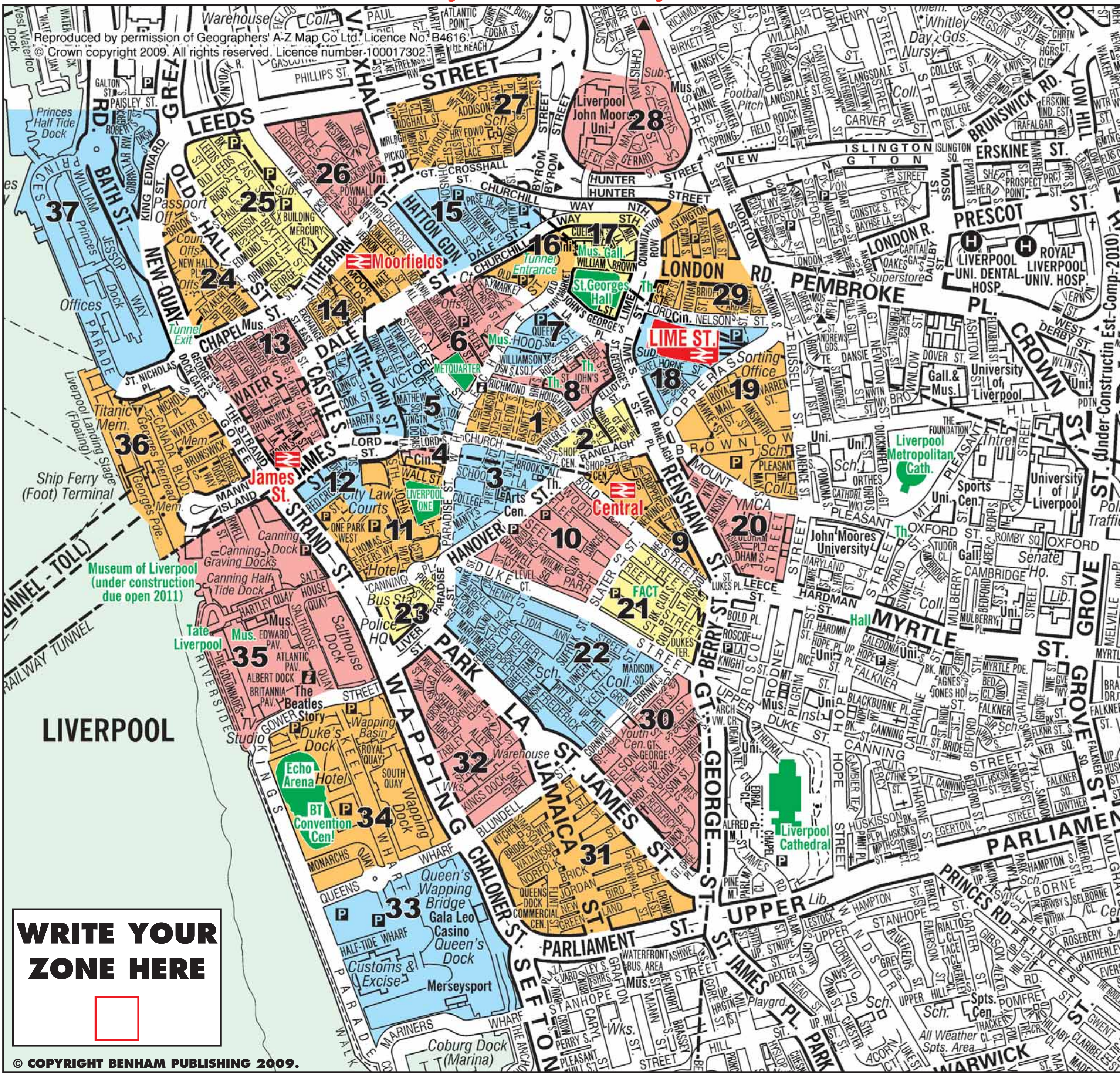
- How you will ensure that all your staff are aware of your plan.
- Identify staff with specific responsibility for building evacuation.
- Pre-identify appropriate fire assembly points, a safe distance from your building.
- Pre-identify bomb assembly points in adjacent zones to yours and possibly an assembly point outside the City Centre.
- Establish how to alert your staff and visitors to the need to evacuate and how to inform them of chosen assembly point.
- How you will ensure that all of your staff can reach the assembly point
- Create specific procedures to assist staff and visitors with physical or visual difficulties.
- Establish how you will account for all of your staff at the assembly point.
- Decide how you will communicate with your staff whilst they are out of your premises.
- Regularly test your evacuation plan.

Merseyside Police in conjunction with Liverpool City Council have initiated a new and vastly improved priority alert scheme for the City Centre, this scheme is provided by Vocal, the UK's leading provider of emergency messaging.

This wall chart has been produced by Liverpool City Council Emergency Planning Unit in conjunction with the following participating organisations.
This information can be provided in alternative formats on request.

The City of Liverpool
 Health Protection Agency
 Merseyside Police
 Merseytravel
 British Transport Police
 Merseyside Fire & Rescue Service
 North West Ambulance Service
 Liverpool Primary Care Trust

The colours have no significance other than to distinguish the different zones.



The new scheme will be used by Merseyside Police to send Priority Alert Messages for the City Centre to all the people who have registered.

Messages on the new scheme can be sent via SMS text messaging to mobile phones, e-mail or by pagers.

MESSAGES ISSUED BY THE POLICE WILL INFORM YOU OF THE:

- Details of the incident.
- Location and which zone it is in.
- Zones to be evacuated.
- Updated information on the situation.
- Information (if necessary) on the recovery phase.
- Details of when it is safe to return to zones.
- Details of any security arrangements that may be in place.

The primary use of this Priority Alert Scheme is to warn and inform the residents and businesses in the City Centre of any alert or incident in the area. It will assist the Police to manage the incident and effect a speedy self evacuation of the affected zones. The scheme will also be used to provide information as the situation progresses, help speed up the recovery phase, and the return to normality.

The Priority Alert Scheme is designed to allow recipient businesses to decide who are the most appropriate staff to receive messages and initiate their building evacuation plan. Building managers, bomb or fire evacuation wardens, security staff and identified key senior nominated officers should be placed on the Priority Alert Scheme.

FURTHER INFORMATION

Information on joining the Priority Alert Scheme can be found at:
www.warnandinform.com/liverpool

or by contacting Vocal on telephone number:- **0800 035 0081**

Additional copies of this zoning map can be downloaded from the Emergency Planning Unit of the City Council's website at:-

www.liverpool.gov.uk/images/tcm21-80047.pdf

or obtained in hard copy from:

**Liverpool City Council, Emergency Planning Unit,
c/o Municipal Buildings, Dale Street, Liverpool, L2 2DH.**

BUSINESS'S - EMERGENCY GRAB BAG

When an emergency strikes your workplace, having some basic provisions can make all the difference to you and your colleagues if you have to evacuate the premises.

A good idea is to keep some essentials in an easy to carry bag, in an accessible place, ready for when you have to leave. Here are just a few suggestions of things you could put in your bag:

- Copy of your Business Continuity Plan & building plans
- Useful telephone numbers e.g. suppliers, stakeholders/partners, utilities, etc.
- Mobile phone and charger
- First aid kit
- Foil blankets
- High visibility vests (identification of fire wardens etc)
- Wind up or battery powered radio and spare batteries
- Torch and spare batteries
- Notebook and pen
- Staffing list
- Megaphone or whistle
- Salvage inventory
- Cash (for phone)
- Laminated action cards

LET'S GET READY LIVERPOOL

A free booklet available from Liverpool City Council which gives simple advice on measures you can take to help keep you and your family safe, and what the city council and other agencies do to prepare for emergencies. Also available on-line via **www.liverpool.gov.uk**

Other useful websites:

- www.ukresilience.info**
- www.nhsdirect.nhs.uk**
- www.liverpoolpct.nhs.uk**
- www.metoffice.gov.uk**
- www.environment-agency.gov.uk**

QVC

working with
Liverpool City Council
for a safer community

HER MAJESTY'S COURTS SERVICE

Environment Agency

Report an environmental incident

Environment Agency Hotline:
0800 80 70 60

Event Guides, Retail & Visitor Guides, Directories & Magazines

For further information please call
0151 236 4141

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Liverpool NHS Primary Care Trust

If you become unwell or are injured,
a range of NHS services exist to help you get well. Choosing the right one will ensure you receive the best possible treatment, allowing in-demand services to help those in most need.

A&E or 999
Choking, Chest pain, Blacking out, Blood loss.

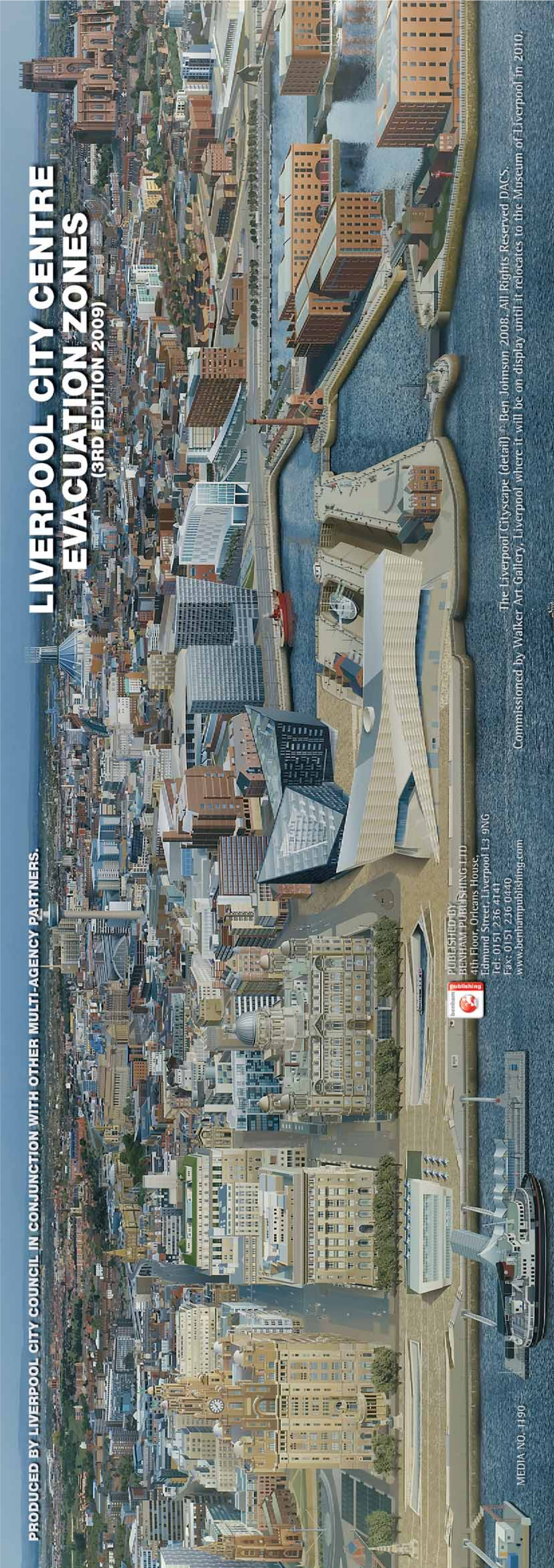
NHS Walk-in Centre
Cuts, Strains, Itches, Sprains.

GP
Anxiety, Sore belly, Back ache, Ear pain.

Pharmacist
Diarrhoea, Runny nose, Painful cough, Headache.

NHS Direct
Unwell? Unsure? Confused? Need help? 0845 4647

Self-care
Hangover, Grazed knee, Sore throat, Cough.



PRODUCED BY LIVERPOOL CITY COUNCIL IN CONJUNCTION WITH OTHER MULTI-AGENCY PARTNERS.

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