

FLOOD WARNING AND EVACUATION PLAN

Land South of Heron Orchard Holiday Park

RCEF78147
Flood Warning and
Evacuation Plan
001
04 December 2020

REPORT

Quality Management

Version	Status	Authored by	Reviewed by	Approved by	Review date
001	Draft	Daniel Percival	Matthew Bell	Matthew Bell	04/12/2020

Approval for issue

Matthew Bell

4 December 2020

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Prepared by:

RPS Consulting Services Ltd

8 Exchange Quay
Salford, Greater Manchester M5 3EJ

Prepared for:

Mr J Connors

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1 INTRODUCTION

- 1.1 RPS Consulting Services Ltd ('RPS') has been commissioned by Mr J Connors ('the Applicant') to prepare a Flood Warning and Evacuation Plan (FWEP) to support the proposed extension to the existing Heron Orchard Holiday Park. The proposed development will comprise seasonal touring use. RPS have prepared a separate Flood Risk Assessment (RPS report reference RCEF78147_Land South of Heron Orchard_FRA, dated December 2020) to support the planning application.
- 1.2 The aim of the FWEP is to clearly set out the procedures that should be followed in the event of flooding. The FWEP should be an accessible document suitable for use by Site Management in the event of a flood.
- 1.3 The FWEP should be considered as a live document which will require regular review in accordance with any local changes in procedures. As a minimum, an annual review should be undertaken by Site Management along with a review following an event where the site is evacuated as a result of flooding.
- 1.4 A COPY OF THIS FWEP SHOULD BE STORED IN AN EASILY ACCESSIBLE LOCATION. SITE MANAGEMENT AND STAFF SHOULD BE AWARE OF THE CONTENT WITHIN.
- 1.5 INSTRUCTIONS IN THIS PLAN SHOULD BE DISREGARDED IF CONFLICTING INSTRUCTIONS ARE GIVEN BY THE EMERGENCY SERVICES IN THE EVENT OF FLOODING.

2 LINES OF COMMUNICATION

ON-SITE COMMUNICATION

- 2.1 In order for the evacuation process to run smoothly, clear lines of communication required.
- 2.2 The staff member with the overall responsibility for the implementation of the FWEP will be:
- **Site Warden:**
 - **Contact number:**
 - **Contact email:**
- 2.3 In the event that the Site Manager is unavailable, the Site Operator should be contacted:
- **Site Owner:**
 - **Contact number:**
 - **Contact email:**

External Communication

- 2.4 Table 1 identifies external organisations who may be involved in the evacuation of the site:

Table 1 External organisations and associated contact numbers

Organisation	Contact Details
Emergency Services	999
Environment Agency – General Enquiries	03708 506 506 – follow instructions
Environment Agency – Floodline	0345 988 1188 (0345 602 6340 for the hard of hearing). Select Option 1 and enter Quickdial number 172092
South Holland District Council	01775 761161
Lincolnshire County Council	01522 552222

- 2.5 The Environment Agency operate a Flood Warning Service that can be accessed online. It is recommended that the site is registered with the Flood Warning Service in order to receive automated text / telephone messages in the event the Environment Agency issue a Flood Alert or Flood Warning/Severe Flood Warning.

3 FLOOD WARNING AND EVACUATION PLAN

Implementation

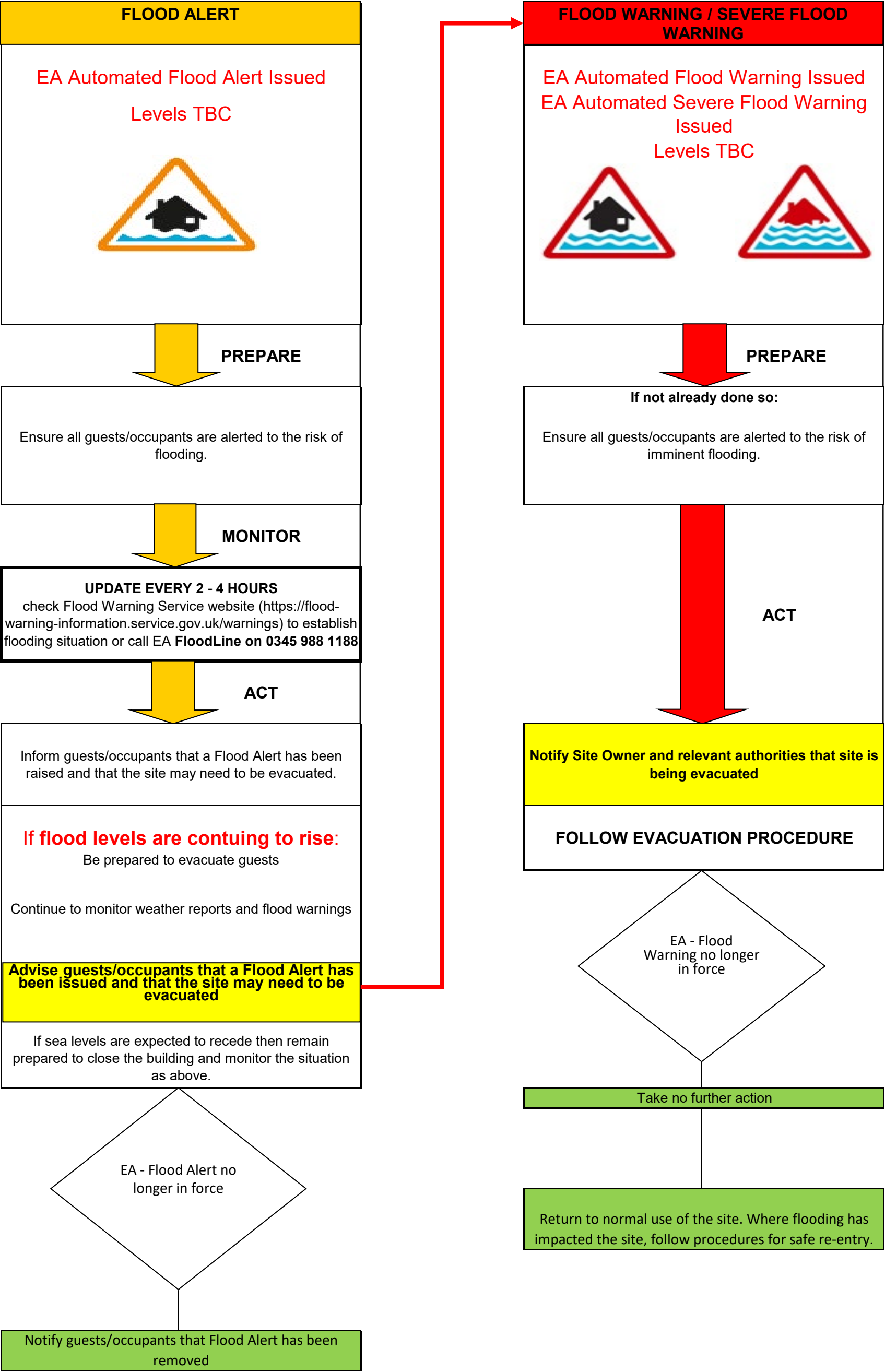
- 3.1 This section identifies the triggers that will result in the implementation of this FWEP.
- 3.2 Data obtained by the Environment Agency indicates that the site is at risk of flooding in the event of a breach of tidal defences along the east coast. As noted within Flood Risk Assessment (RPS report reference RCEF78147_Land South of Heron Orchard_FRA, dated December 2020) the site may be impacted by flooding of up to 0.5 m deep during a 1 in 200, 2115 breach event.
- 3.3 Storm events are typically highly publicised within the media and as such, significant warning times are generally available. In addition, the EA operate a Flood Warning Service which provides real time updates for areas potentially at risk of flooding. The Flood Warning Service comprises the four stages set out in Table 2 below.

Table 2 Environment Agency Flood Warning Service

Warning Symbol	Status
	Flood Alert Flooding is possible. Be prepared.
	Flood Warning Flooding is expected. Immediate action required.
	Severe Flood Warning Severe flooding. Danger to life.
No symbol	Warning no longer in force Flood warnings and flood alerts that have been removed in the last 24 hours.

- 3.4 Based on the tidal nature of flood risk within the site, flood alerts/warnings will be issued when sea levels reach a specific height, as set out within the trigger procedures provided overleaf.

LAND SOUTH OF HERON ORCHARD HOLIDAY PARK - FLOODING EVACUATION TRIGGER PROCEDURES



Evacuation

- 3.5 Should the site need to be evacuated, the initial warning would be provided by the EA Flood Warning Service. On issue of a Flood Alert by the EA, Site Management are alerted to the potential requirement to evacuate the site and the situation should be monitored accordingly. On issue of a Flood Warning or Severe Flood Warning, the site should be evacuated. The purpose of the evacuation is to ensure the site is clear of guests prior to the onset of flooding.
- 3.6 Lincolnshire County Council has identified 13 emergency evacuation routes for motorists to following in the event of a major flood in the county. The Council subsequently amended existing signs on major roads (i.e A16) to highlight the evacuation routes. An example of such a road sign is provided in Figure 1 below.

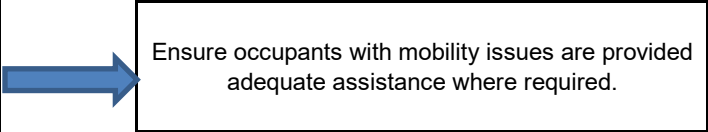


Figure 1 Example road sign indicating emergency evacuation route highlighted by red 'out ER' box. Image capture: May 2019 © Google

- 3.7 The evacuation procedures provided overleaf have been developed to ensure the safe evacuation of guests from site. Following evacuation of the site, occupants should travel west along the B1165 towards Spalding before turning south along the A16, eventually joining the A1175 towards Stamford. A plan showing the route from site towards Spalding is included as Appendix A.

ON THE DECISION TO EVACUATE OCCUPANTS FROM THE SITE
THE FOLLOWING PROCEDURES SHOULD BE FOLLOWED:

PROCEDURE		RESPONSIBLE PERSON
1	Audible Alarm and/or tannoy announcement to be made to guests	Site Warden
3	Ensure all guests have understood they they need to leave the building in an orderly and safe manner. (shortest route away from site shown in Figure 1).	Site Warden
5	Where safe to do so, turn off gas, electricity and water supplies.	Site Warden
6	Prevent people from entering the site	Site Warden
7	Avoid walking or driving in floodwaters wherever possible. Be aware of hidden underwater hazards such as drain covers where lids may have been displaced.	All guests / occupants
8	Be aware of health and hygiene hazards from sewerage or other items that may have contaminated flood waters. Where possible, avoid coming into direct contact with flood water. PPE must be worn if there is a requirement to enter flood water.	All guests / occupants
FROM ALARM TO EVACUATION THIS PROCESS SHOULD TAKE 30 to 60 Minutes		



ON SUCCESSFUL EVACUATION OF SITE OCCUPANTS:		
9	Wait for flood waters to recede to a safe level before re-entering the site	Site Warden
11	Undertake any necessary repairs / maintenance activies required to return building to normal use.	Site Owner
10	Site Operator to confirm re-opening of site. This is to be undertaken after the 'Flood Warning no longer in force' has been given by EA and is not anticipated to return in short term	Site Owner
12	Guests.occupants can return to the site with normal operating procedures	Site Owner/Warden

4 STAFF TRAINING

- 4.1 Staff will receive training to ensure they are aware of the nature of flood risk to the site and their role in the evacuation procedure.
- 4.2 The implementation of flood aware training will tie in with general health and safety training. Accordingly, staff will receive flood awareness training upon induction and receive refresher training as part of ongoing training.
- 4.3 The following topics will be covered in the training:
- The EA Flood Warning Service / Floodline;
 - The specific nature of flood risk to the site;
 - Flood Warning and Evacuation procedures and the role in implementing these;
 - The potential dangers associated with flood water including (but not limited to):
 - The dangers associated with driving, walking or swimming through flood waters;
 - Debris in flood water;
 - Contaminated flood waters; and
 - Hidden foot traps and popped manhole covers
 - Identification of emergency kit in the event guests are trapped on site in the event of flooding (this should not occur as the building should be evacuated prior to this occurring). The kit should include (but is not limited to):
 - Waterproof clothing;
 - Portable radio to monitor local news and weather broadcasts (plus batteries);
 - First aid kit;
 - Bottled water and non-perishable food;
 - Torch (plus batteries);
 - Mobile telephone; and
 - Blankets.

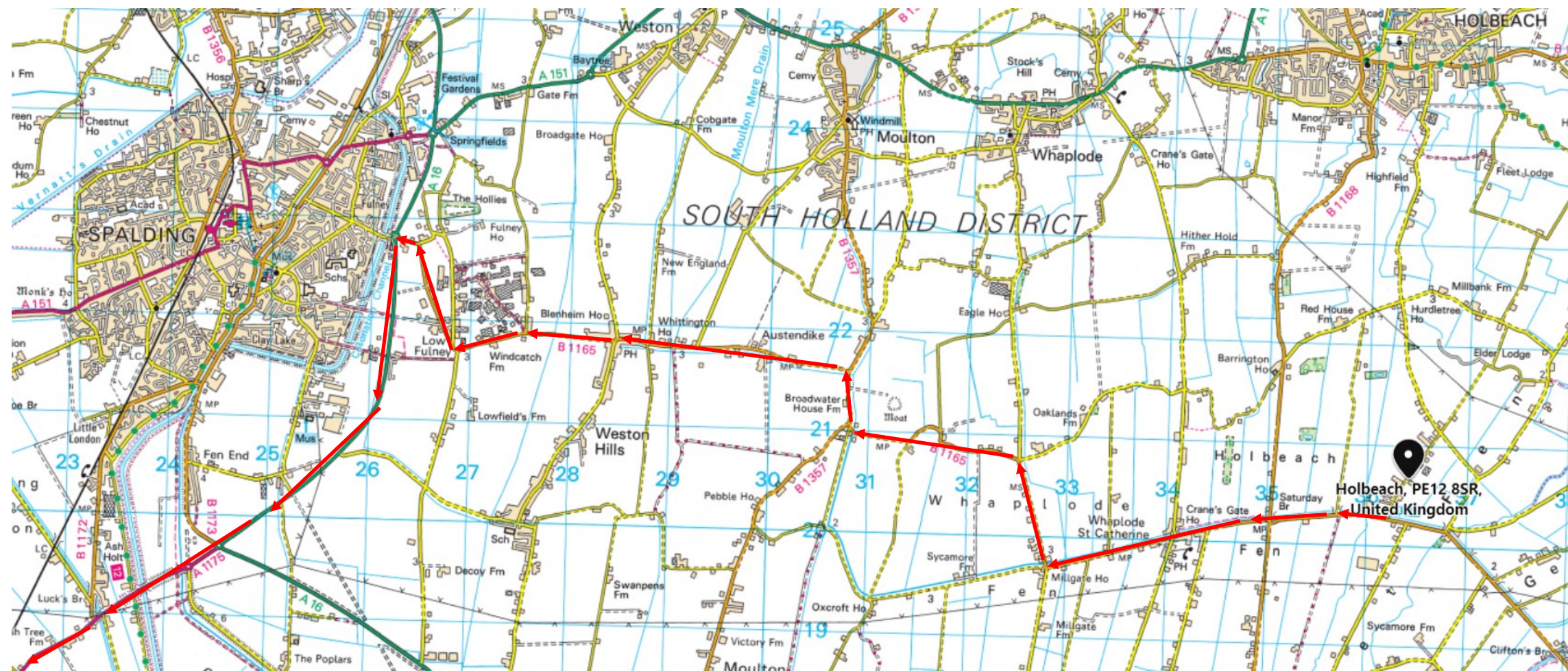
APPENDICES

Appendix A

Evacuation Route



← Evacuation Route from Site



8 Exchange Quay,
Manchester, M5 3EJ.
T: +44 (0)161 786 8550
W: rpsgroup.com

Client: Mr J Connors

Title: Evacuation Route

Site: Heron Orchard Holiday Park

Date: 04.12.20

Scale: NTS	Size: A3
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Job ref: RCEF78147	Rev: 00
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Image capture: December 2020. Bing Maps, Microsoft.