BARRIER BANK FILLING STATION

FLOOD EVACUATION PLAN



Project Quality Control Sheet

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Location: Barrier Bank Service Station, 2 Goodison Rd, Lincs Gateway Business Park, Spalding, Lincs, PE12 6FY

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Flood Excavation Plan

The main objective of this plan is to raise awareness of the low risk of the site being flooded, to detail the Flood Warnings and to outline how the plan is triggered and what actions are required by the occupants of the site.

The area is protected from flooding by adequate flood defences along the coastal edge, identified on the Environment Agency's Flood Maps Fig 1. However the site is shown to be at risk from flooding, in extreme weather, from a breach to the tidal/fluvial flood defences to the North Sea & the River Welland.

The risk has been assessed as being minimal due to the width height and construction of the tidal and the river flood defences and which is classified as being greater than the 1 in 200 year's tidal level and the 1 in 100 year fluvial level.

The site has been raised to be above the existing ground level to reduce the chance of being flooded.
All visitors to the site will be using facilities, which are classified as being vulnerable in flood conditions with a depth of flooding for the area to be in the region of 500mm.

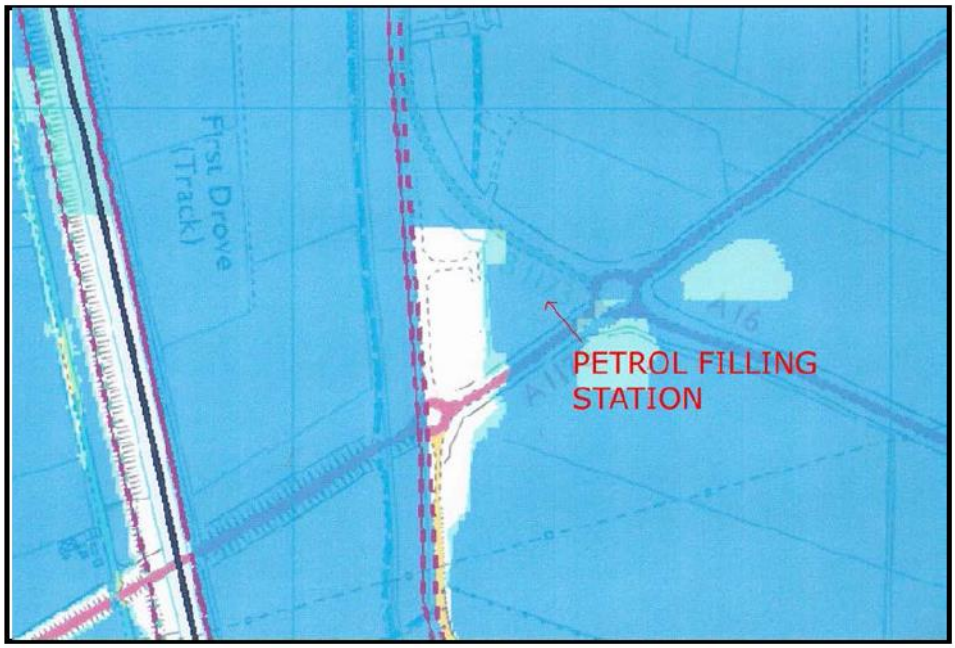


Fig 1 Environment Agency Flood Map

The site will be registered with the Environment Agency's **Flood Warnings Direct** and will automatically be informed that the site may be at risk from flooding. All KEY WORKERS will apply to be added to this free flood warning service to receive all

levels of warnings including alerts. The Environment Agency will send them a message via a Text, E-mail, mobile or landline or Fax when these have been issued

A flood Marshall, Name ....., has been appointed who will be responsible to notify the occupants that flood warnings have been issued by the Environment Agency and to implement the evacuation of the site if necessary. A loud hailer will be kept in the office to assist in the evacuation notification.

In the event of an advance flood warning being received all visitors and staff will be informed.

In the remote chance of a flooding warning being received, which would affect the site the following plan and action will be implemented.

Also the Environment Agency's website will be monitored regularly for new warnings.

Users of the site should familiarise themselves with the evacuation procedure and evacuation route displayed in the Kiosk.

Do not panic, listen to the local radio for up to date information and act accordingly or as instructed by the site manager and/or designated Flood Marshall.

The Plan will have **four** trigger points:

1.



The nominated Flood Marshals and the Site Manager will be informed and they will patrol the site and inform all persons on site that a FLOOD ALERT status had been received

Flood Alert All site users will be informed via a prominent displayed notice or personally of an increased flood threat and ensure they are aware of possible site evacuation if the situation deteriorates, the likelihood of the site being flooded and that they should be prepared to leave the site, be vigilant regarding weather conditions forecasts and sea levels, stay tuned to local radio or TV. Make sure that others are aware of the present flood warning status and they are aware of what this means and what to do if a further warning is received.

Means; - Flooding of low lying land & roads is expected
What to do;

- Monitor local news and weather forecasts
- Be aware of water levels near you
- Be prepared to act on your Flood Plan
- Charge your mobile phone.

2.



Flood Warning: - The Flood Marshalls or Site Manager will place a prominent sign stating that a Flood Warning has been issued for the area and ensure that the site users are ready to move off site. The petrol filling station will be closed to the public facilities will be closed down and made as safe as possible and all personnel on site will be requested to leave the site, if safe to do so by their own transport or on foot turning left at the site entrance onto Barrier Bank Road towards Spalding alternative turn right to the roundabout and proceed either north or south on the A16 (Fig 2) or as advised by the Emergency Services. Priority will be given to the vulnerable (elderly or disabled). Flood Marshals will check, if safe to do so, that all occupants have left the site and will assist any person remaining to the safe refuge.

The state of the sea will be checked, also the local weather forecast to ascertain whether the situation will deteriorate or improve.

Means; Flooding of homes and businesses is expected to happen. ACT NOW
What to do;

The site manager, if safe to do so will arrange to carry out the following to ensure the safety of the petrol filling station:-

- Act on the flood plan
- Move all cars to safety
- Get flood protection in place around kiosk
- Check and secure all storage fill caps
- Manually trip shear valves under each dispenser
- Be sure dispensers/pumps are anchored to the island.
- Print out or manually record critical information that may be needed to restore the station. Move valuables & important documents to safety.

- Turn off gas, water and electricity from all equipment. Safety lockout Procedures should be used
- Ensure dispenser doors are properly closed and that seals are in good condition. If seals are questionable use waterproof tape around the door seals.
- Cover pump and dispenser openings Printer openings, cash acceptor openings Etc with waterproof tape to protect equipment.
- Remove all non original equipment and add on signs from dispensers and pumps.Seal holes with waterproof tape
- Secure or remove any forecourt or station equipment that could float and damagepumps and dispensers during flood conditions.
- Protect yourself, and help others

3.



Severe Flood Warning: - Upon receiving this warning Flood Marshalls or the Site Manager will monitor the situation from a safe location. The site will remain closed until the WARNINGS NO LONGER IN FORCE has been issued.

Means: - Act now severe flooding is expected and extreme danger to life & property.

What to do;

- If safe to do stay in a high place with a means of escape
- Avoid electricity sources
- Avoid walking or driving through flood water
- In danger call 999 immediately
- Listen to emergency services

Act on the flood plan

4 Warnings no Longer in Force-

Nobody will be allowed back on site until the Environment Agency has issued the all clear notice for the area. The Site Manager and the Flood Marshals will carry out an initial inspection of the site to determine whether it is safe to return, also to assess the level of damage to the facilities and buildings.

Means: - No further flooding is expected.Water levels will go down

What to do;

- Listen to emergency service.
- Keep listening to weather reports.
- Only return to evacuated buildings when told to do so.
- Beware of sharp objects and pollution in flood waters.

SHOULD FLOODING OF THE SITE OCCUR AND BEFORE THE PETROL STATION IS BROUGHT BACK INTO USE THE FOLLOWING GENERAL PRECAUTIONS WILL HAVE TO CARRIED OUT BY A COMPETENT PERSON

- Ensure that all power was removed from all equipment on site.
- Have an electrician and technician check equipment condition and AC power service and make any needed repairs before restoring power.
- Check tanks for water. If present remove water from tanks before attempting to dispense fuel. If water and contamination is heavy tanks may need to be pumped out completely, cleaned and filled with fresh product.
- Check for water in conduit. Test for possible insulation damage shorts or opens. If water is present, vacuum or blow water from conduits. Replace defective wires as necessary and re-pour seal-offs.
- Do not use emergency generators except for lighting; Emergency generator power may cause damage to electronic components.
- Do not operate pumps or dispensers if there is any chance that water may enter the hydraulic system. Pumping water will damage hydraulic components.
- Replace filters. If filter caps are present, remove caps and install filters.
- Repair/replace all damaged components. Use only certified parts.

Ask for advice before cleaning up

The notice of the evacuation procedure and trigger points will be displayed within the kiosk and handouts will also be available to take away.

The **Floodline** telephone number is **0845 988 1188** for up to date flood information

Annual Review

The site operator must review the Flood Evacuation Plan at least annually in accordance with Environment Agency guidance and taking into account the rise in sea level due to global warming and the following actions:-

- Read and understand the plan and update the contact lists.
- Contact the Environment Agency to check that the flood risk to the property has notchanged.
- Contact the Environment Agency Floodline Service to ensure that you are stillregistered to receive flood alerts by your preferred method.
- Know how and where to isolate gas, water and electric supplies.
- Have regular meetings and updates of any changes affecting the site.
- At least once a year a staff test of the evacuation plan will be carried out to ensure thatall staff is familiar with the plan and its procedures.

FIG 2 EVACUATION PLAN



Fig 2 Flood Evacuation Plan

REMEMBER

Do not walk through flowing water- Currents can be deceptive and shallow fast flowing water can knock you off your feet.
Do not swim through fast flowing water – You may get swept away or struck by an object in the water
If you have to walk into standing water – use a pole to ensure that you do not get swept into deep water, open manholes or ditches
Do not drive through a flooded area – you may not be able to see abrupt drop offs and depths over 0.5m which can carry a car away
Avoid contact with flood water – it may be contamined with sewage, oil chemicals and/or other substances.