

THE STABLES, HOOK MILL LANE, LIGHTWATER GU18 5SR

Flood Warning & Evacuation Plan

Introduction

The site extends to approximately 3.29ha and is located to the east of Lightwater town, 0.8miles to the north of West End village and approximately 0.7miles from Windlesham village. The approximate centre of the site is located at Ordnance Survey National Grid reference SU 94090 62230 and the post code is GU18 5SR.

The site currently comprises open grassland, stables and an access road which connects to Hook Mill Lane to the north of the site.

The nearest watercourse to the site is the Hale Bourne located along the southern boundary of the site, approximately 167m to the south of the existing stables, and flows in an easterly direction. A group of ditches is located within the application site boundary, to the south and west of the existing stables.

The EA Flood Map for Planning indicates that the site is largely located within Flood Zone 2 (between 1 in 100 and 1 in 1,000 annual probability of river flooding) and Flood Zone 3 (1 in 100 or greater annual probability of river flooding) to the south. Detailed flood level data and mapping from the Environment Agency indicates that the proposed dwelling and access road is located in Flood Zone 2. Therefore, the development is appropriate in terms of flood risk.

The current EA Flood Map for Planning is shown in Figure 1 below.

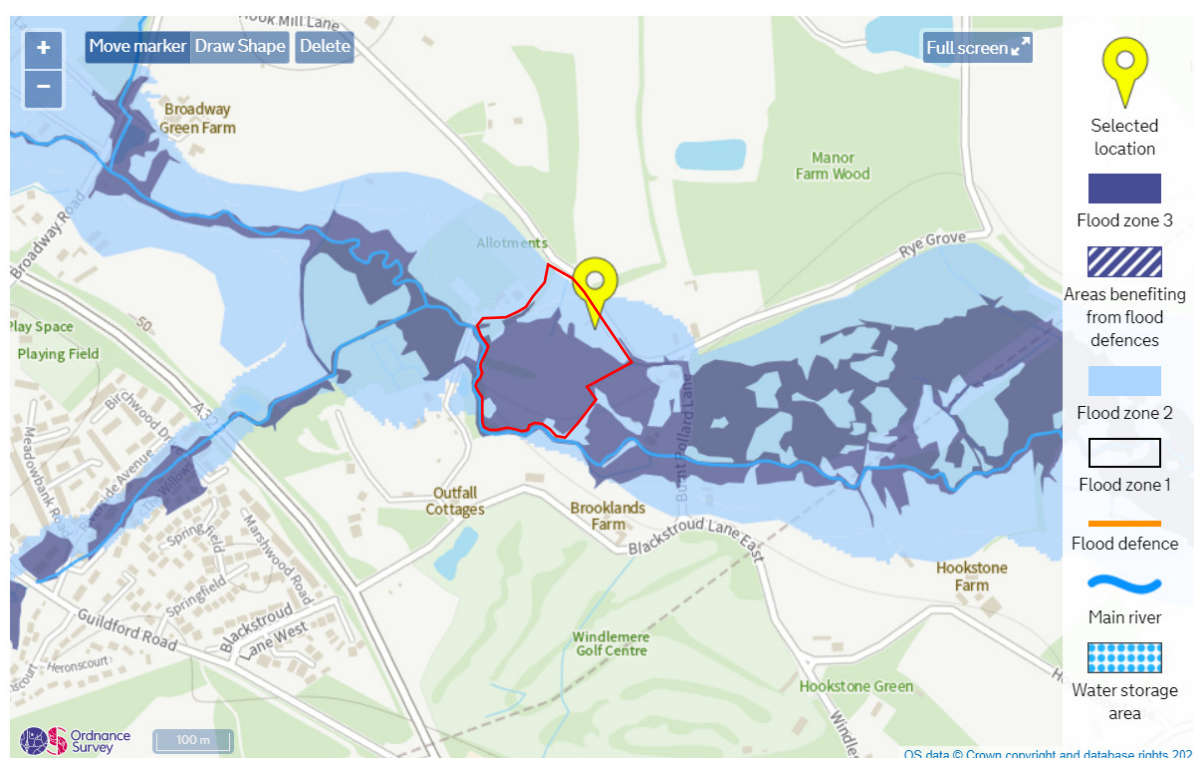


Figure 1 Environment Agency Flood Map for Planning

The average ground level within the proposed dwelling location is around 39.5m AOD. As such, locating the FFL of the building at a minimum of 300mm above the general ground level (i.e. **39.8m AOD**) would satisfy standing advice given by the EA and provide flood resistance for events exceeding the 1:100 year+70% climate change allowance event.

The FFL will be set such that the dwelling is flood resistant, and resilience measures should not be required. However, in the event of more severe flooding and water entering the residential development, flood resilient measure could minimise the damage and reduce the time taken for the building to be restored to an acceptable condition.

Access and egress to and from the site would ordinarily be along Hook Mill Lane to the north-west towards Broadway Road and then to the north towards Windlesham village. An alternative access and egress route would be along Hook Mill Lane to the north-west towards Scutley Lane, located approximately 83m to the north of the proposed dwelling location, and then to the north towards Woodlands Lane and Windlesham village. Safe emergency access and egress from both routes is possible for the 1:100year+70%CC fluvial flood event. However, during extreme rainfall storm events these routes may become partly inaccessible in areas indicated as 'high', 'medium' and 'low' risk of surface water flooding on the EA flood risk map and a site-specific Flood Warning and Evacuation Plan is therefore deemed appropriate to advise the users of the building of the associated risks.

It is recommended that residents should evacuate the dwelling at the earliest opportunity, before flood waters have affected the aforementioned access routes, including Hook Mill Lane. It should be noted that safe refuge will be provided within the proposed dwelling with the finished floor level raised above the existing ground level and relevant flood level, which will prevent the ingress of any flood water within the building.

This Flood Warning & Evacuation Plan therefore aims to detail flood warnings and contacts, together with actions suggested during the various stages of any alerts. It is recommended that the occupants and any regular users of the building familiarise themselves fully with the contents of this plan.

Communication

A list of emergency and non-emergency contact details is presented in Table 1. An Emergency Flood Co-ordinator should be nominated, and flood warnings should be sent to the Emergency Flood Co-ordinator, who should organise measures as appropriate.

The Emergency Flood Co-ordinator should be responsible for updating and tailoring this plan for specific measures being implemented, at least annually.

Table 1: Emergency and Non-Emergency Contact Details

Contact	Details	Contact Details
Flood Warning Information Service	Flood warning status, local water levels and flood forecasting	www.check-for-flooding.service.gov.uk/
Floodline	Register for flood warnings. Advice during and after floods	0345 988 1188 0345 602 6340 (hard of hearing)
Emergency Services	If in immediate danger	999
Emergency Flood Co-ordinator Name: _____	Nominated site contact	24 hr telephone number _____ Email _____ Address _____ _____
National Flood Forum	Support and information for preparing for a flood, during and after flooding	01299 403055
Surrey Heath Borough Council	Advice on evacuation, shelter, and assistance to evacuees	01276 707100

Actions Prior to a Flood Warning Being Issued

The **Emergency Flood Co-ordinator** should:

- Contact the Environment Agency (EA) Flood Warning Services on 0345 988 1188 or www.gov.uk/sign-up-for-flood-warnings to register to receive free flood alerts direct to a phone or e-mail at the property and / or their place of work.
- Ensure the occupants are familiar with this plan and any required actions and contact details.
- Prepare and maintain a flood kit at the property to contain items essential for evacuation. The kit should be easily accessible in the event of flooding or black out and should include:
 - a portable first-aid kit, including a supply of any essential medication;
 - a list of useful telephone numbers;
 - a portable radio and supply of batteries or wind up radio;
 - an A to Z map of the local area and the Access Route map included in this plan.
- Assess potential openings around the property and ensure that sufficient temporary sandbags, sheeting, flood door and window guards and airbrick guards are available and stored in an appropriate place for quick assembly and installation.
- Check the quantity of sandbags and heavy-duty plastic sheets stored at the property on a regular basis and obtain more if required.
- Check if loose sand is available on a regular basis and order more if required.
- Identify who will move valuables / items and arrange practice sessions.

All **residents / occupants** should:

- Ensure that up to date contact numbers are provided.
- Ensure that they are familiar with how to turn off gas, electricity and water supplies. Taps or switches should be marked with stickers to aid memory.
- List any valuables / items that are to be removed to safety in the event of a flood or that are to be moved to a higher elevation within the building.

Environment Agency Warning Level 1: "Flood Alert"

Flooding is possible. Be aware, be prepared, watch out.



The EA will issue a Flood Alert when flooding is possible through its website and Flood Warning Direct. This warning is issued two hours to two days in advance of possible flooding. When a flood alert warning is issued the **Emergency Flood Co-ordinator** should:

- Inform the occupants that a flood alert has been activated and talk through the flood emergency plan to ensure that everyone is clear on procedures.
- Listen to and watch for weather and flood warnings on local radio and television stations.
- Contact Floodline on 0345 988 1188 for more site-specific advice.
- For the changes to the flood warning status, local water levels and flood forecasting, monitor the website www.check-for-flooding.service.gov.uk.
- Ensure sandbags are filled and transport them and flood guards to areas of the building as required.
- Check rooms with secure flood doors and seal and secure these areas.
- Check and reassess regularly for any localised flooding / potential dangers / pinch points.

Environment Agency Warning Level 2: "Flood Warning"

Flooding is expected. Immediate Action Required



This warning is issued half an hour to one day in advance of flooding. A flood warning will be issued when water levels are rising and / or severe weather is expected - it is advised to safeguard the building and prepare to evacuate.

- The **Local Authority** should be contacted to find out whether evacuation is considered necessary and for any updated advice on designated evacuation centres as evacuation centres may vary based on suitability on the day.
- All guests should be informed of the emergency plan and evacuation procedures.
- All residents are to co-operate with the emergency services and do as instructed.
- Neighbours should be contacted to make sure that they are aware of the situation and have prepared accordingly.
- Keys / tools for locking windows and switching off gas and electricity supplies should be located. It will be necessary to switch off utilities and secure unoccupied buildings before evacuation. If you are unsure of how to do this, then you must contact your supplier. Make sure that you are ready to turn off services promptly for the eventuality that you will need to evacuate.
- The flood kit should be close to hand, and everyone prepared for a potential evacuation.
- Sandbags should be installed on plastic sheeting to all openings not protected by flood guards, and flood guards fixed where appropriate.
- Any non-return valves to all drains running from property should be checked to ensure that they are in place.
- All furniture and valuables designated by the residents should be moved to agreed locations in higher rooms.
- The situation should be closely monitored at all times. The EA Floodline 0345 988 1188 should be called periodically and weather and flood warnings listened to and watched on local radio and television stations.
- All residents should monitor water levels from a safe vantage point and stay alert and be ready to potentially increase protection measures, move valuables or evacuate until the EA issues the "Warnings No Longer in Force" status.

Environment Agency Warning Level 3: "Severe Flood Warning"

Severe flooding is expected. Danger to life.



- All should co-operate with the emergency services and do as instructed.
- The Local Authority should be called for updates on the evacuation status. If in immediate danger call 999.
- All people at the building are to stay in a safe place with a means of escape close to the evacuation route.
- All doors in evacuated areas including internal doors and windows, should be securely locked and closed, with the exception of emergency exits and doors leading to the evacuation route.
- If the site is in imminent danger of flooding, the **Emergency Flood Co-ordinator** is to evacuate everyone not already evacuated immediately.
- All people are to evacuate immediately if the emergency response team advise to do so.
- All are to check for potential dangers to people or property and report anything of concern to the **Emergency Flood Co-ordinator** immediately.

At all flood warning stages, the Local Authority and emergency services should be managing the situation and will be endeavouring to provide advice on evacuation routes, shelter and assistance to evacuees as circumstances dictate. The Local Authority has a legal obligation to provide assistance to evacuees under the Homelessness Act 2002. However, you should be aware that at times of widespread flooding local services may have difficulty providing for a large number of evacuees. It is therefore advisable to have a nominated safe place to evacuate to which can be used in the first instance during an emergency situation.

Evacuation

The ground floor of the building provides a safe refuge for the occupants. The **Emergency Flood Co-ordinator** should ensure the portable radio is on and listen to local radio alerts. The advice of the emergency services should be listened to and acted on accordingly. If recommended to evacuate, this should occur immediately. Everyone should group together prior to leaving the site and follow the routes included in the attached plan, where safe refuge can be found.

Residents should be aware that flood water can be extremely dangerous; six inches of fast flowing water can knock over a fit and healthy adult and two feet of water can move a car. Walking or driving through flood waters should therefore be avoided wherever possible. All routes of escape involve travelling through land potentially prone to flooding. Therefore, if told to evacuate by the emergency services, it is imperative that residents act accordingly, as to delay may allow time for water to build up on routes surrounding the site, even if visible routes seem passable.

If anyone is in any immediate danger, dial 999.

Environment Agency Warning Level 4: "Warnings No Longer in Force"

No further flooding is currently expected in your area. River or sea conditions begin to return to normal.


- Keep listening to weather reports.
- Only return to the evacuated building if told it is safe.
- Beware of sharp objects and pollution in flood water.
- Wash hands if they come into contact with floodwater.
- Be careful, floodwater may still be around for several days.
- Contact the Local Authority to check that it is safe to return to the building. Be aware that if floodwaters have entered the building it will need to be cleaned, disinfected and repaired and fully dried out prior to reoccupation.
- Check that the building is safe before entering the building, and if there are any doubts seek a professional opinion.
- Do not switch the power or gas back on if there is any doubt that appliances may be water damaged. These must be checked before power or gas is switched back on by a professional.


Once the **Emergency Flood Co-ordinator** is satisfied that the building and site is safe to return to, the following actions in the clean-up operation should be undertaken:

- Sandbags and flood guards to be removed and stored in an allocated area.
- Possessions to be returned from higher positions back to pre-flood positions if feasible.
- Any equipment should be checked, serviced and repaired before returning it to storage.
- **Emergency Flood Co-ordinator** should co-ordinate any feedback to learn lessons for the future and update this emergency plan if necessary.



KEY

 Site Boundary

 Access Route

Route A: Access route to/from the proposed development site, via Hook Mill Lane to the north-west towards Broadway Road and then to the north towards Thorndown Lane and Windlesham village.

Route B: Access route to/from the proposed development site, via Hook Mill Lane to the north-west towards Scutley Lane and then north towards Woodland Lane and Windlesham village.

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Client:

Robert Headley

Project:

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Hook Mill Lane
Lightwater GU18 5SR

Title:

Access and Egress Route

Project Engineer:	AQ	Scale:	1:5500@A3
Project Director:	KR	Date:	11/01/2022

Drawing No:

Access and Egress Route