

FLOOD WARNING & EVACUATION PLAN

The Conifers,
Church Lane, Croft, Skegness, Lincolnshire, PE24 4RU



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1 INTRODUCTION

- 1.1 This Flood Warning and Evacuation Plan (FWEP) seeks to ensure that all users of the holiday accommodation at The Conifers (including management, staff, visitors) are prepared for a flood event and can safely evacuate should such an event occur.
- 1.2 This FWEP has been prepared in accordance with the latest advice from the Environment Agency and East Lindsey District Council (ELDC). Every effort has been made to ensure that the advice within this Plan is accurate at the date of issue. It is the responsibility the site owner/manager to ensure that the plan is kept up to date.

2 THE SITE & SOURCES OF FLOODING

- 2.1 The Conifers is located on the eastern side of Church Road (at Grid reference TF 53355 64625) which is to the north of the main body of Croft village (Figure 1). Croft is located just over 4km to the southwest of the town of Skegness (Figure 2).
- 2.2 Although the North Sea is over 6.1km to the east, a recent Flood Risk Assessment established that the site is within Flood Zone 3 (Figure 3) and that tidal flooding is the main potential source of flood risk in the area.

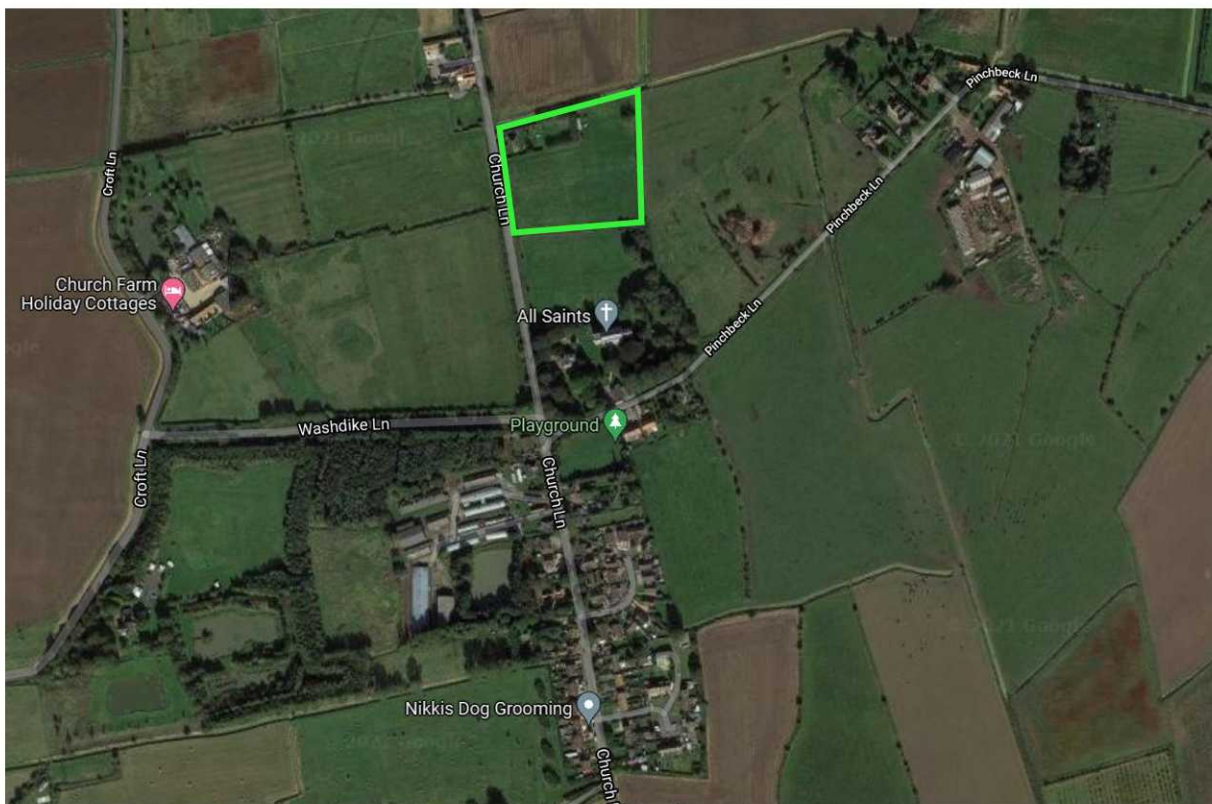


Figure 1: Aerial photograph showing the location of the site.

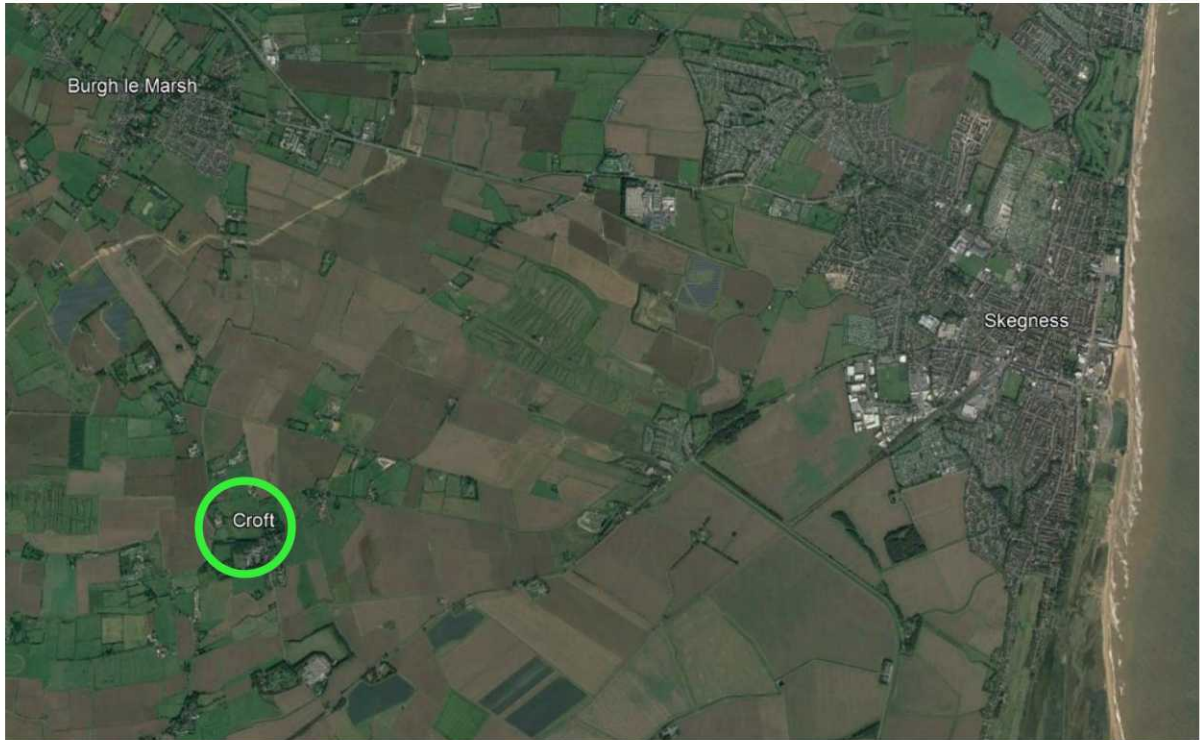


Figure 2: Aerial photograph showing the location of the site in relation to Skegness.

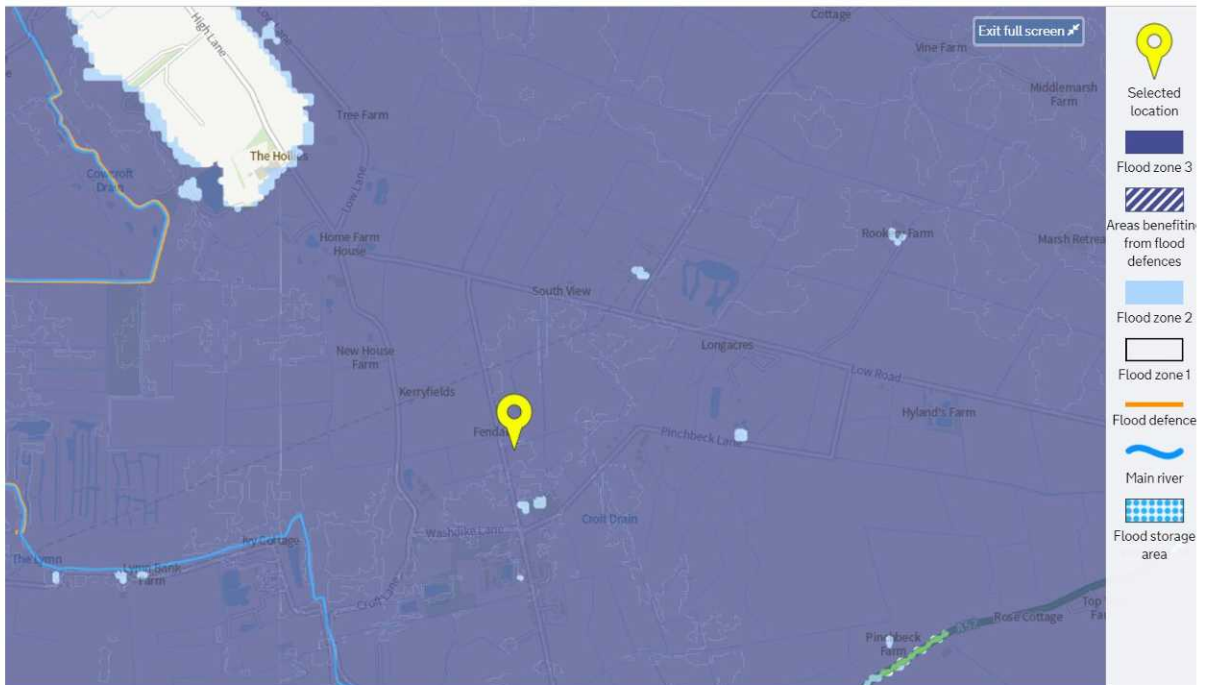


Figure 3: Extract from the Flood Map for Planning with the site highlighted.

3 FLOOD WARNINGS

- 3.1 The Check for Flooding service on the GOV.UK website tells you your risk of flooding from rivers, the sea and groundwater. The District Council should be contacted in relation to surface water flooding (as known as flash flooding).
- 3.2 Through this website it is possible to sign up to get free warnings in England if your home or business is at risk of flooding. Once signed up you will be alerted by phone, email, or text when flooding is expected.
- 3.3 The managers of the site will be required to register for this service, and it is advisable that visitors also register.
- 3.4 The 3 levels of flood warning which can be issued by the Environment Agency are shown below. The Agency has also provided advice for what to do in the event of one of these warnings being given. Visitors are encouraged to prepare a bag of essential items to take with them if they must leave the site. This should be kept in a safe place. It could include things like spare medication, glasses, clothing, important documents, and important contact details.

Would you know what to do in a flood?



**FLOOD
ALERT**

PREPARE

- Prepare a bag that includes medicines and insurance documents
- Visit flood-warning-information.service.gov.uk



**FLOOD
WARNING**

ACT

- Turn off gas, water and electricity
- Move things upstairs or to safety
- Move family, pets and car to safety



**SEVERE
FLOOD
WARNING**

SURVIVE

- Call 999 if in immediate danger
- Follow advice from emergency services
- Keep yourself and your family safe

Visit: flood-warning-information.service.gov.uk/what-to-do-in-a-flood

#PrepareActSurvive

- 3.5 Weather forecasts and warnings provided by the Met Office are another important method of keeping up to date with flood risk.

4 PLANNING AND PROCEDURES FOR MANAGEMENT

- 4.1 Visitors should be provided with a summary of this Plan listing the actions to be taken if a flood warning is given or flooding occurs. Flood Safety Procedures should also be shown on a notice board within the park.
- 4.2 In preparation for a flood event the managers of the site should carry out the following:
- Make a Business Flood Plan.
 - Register to receive flood warnings and put in place procedures to be followed in response to specific warnings.
 - Make up a flood kit including items such key documents, torch, mobile phone, first aid kit, blankets etc.
 - Make a list of useful numbers.
 - Ensure that all responsible people (i.e., staff/manager/owner) know how to turn off electricity and water throughout the park. Ensure that adequate warning is given to visitors before these services are switched off.
 - Make sure you have adequate insurance.
- 4.3 Personal safety should always be considered first and foremost. If any of the following actions cannot be carried out without undue risk, then they should be ignored in favour of protecting people. All staff and users of the site should bear in mind the following:
- Stay safe and remember that floods can kill. Do not walk or drive through floodwater, six inches of fast flowing water can knock you over and two feet of water will float a car. Manhole covers may have come off and there may be hazards you cannot see.
 - Never try to swim through fast flowing water, you may get swept away or be struck by an object in the water.
 - Do not walk on riverbanks or cross river bridges, if possible, they may collapse in extreme situations, or you may be swept off by large waves.
 - Avoid contact with floodwater, it may be contaminated by sewage.
- 4.4 Although the owner is available on site to receive and respond to flood warnings a 24-hour contact number should be made available to all visitors.
- 4.5 If a flood warning is given management should alert all staff and visitors, especially any vulnerable people such as those with impaired hearing or sight or with restricted mobility.

- 4.6 To protect the site the following should be carried out:
- Be prepared to turn off gas, electricity, and water supplies.
 - Weigh down manhole covers to prevent them floating away and leaving a hazardous hole.
 - Move anything not fixed down to safer locations.
- 4.7 Caravans and other buildings can be protected further by carrying out the following:
- Unplug all electrical items and store as high up as possible.
 - Raise furniture and large appliances up on bricks or blocks.
 - Move furniture away from walls as this helps when drying your property later.
 - Roll up rugs and store them as high as possible.
 - Hang curtains up over the rail so they are kept above flood water.
 - Keep important documents in a sealed bag and in a location safe from floodwater.

5 PROCEDURES FOR VISITORS

- 5.1 Personal safety should always be considered first and foremost. If any of the following actions cannot be carried out without undue risk, then they should be ignored in favour of protecting people.
- Cooperate with the managers of the park, the emergency services, and local authorities as you may need to be evacuated to a safe place.
 - Stay safe in a flood.
 - Floods can kill. Do not try to walk or drive through floodwater, six inches of fast flowing water can knock you over and two feet of water will float your car. Manhole covers may have come off and there may be hazards you cannot see.
 - Never try to swim through fast flowing water, you may get swept away or be struck by an object in the water.
 - Do not walk on riverbanks or cross river bridges, if possible, they may collapse in extreme situations, or you may be swept off by large waves.
 - Avoid contact with flood water; it may be contaminated by sewage.
- 5.2 Caravans and other buildings can be protected further by carrying out the following:
- Put plugs into sinks and weigh them down with something heavy and put sandbags in the toilet bowls to prevent backflow.
 - Unplug all electrical items and store as high up as possible.
 - Raise furniture and large appliances up on bricks or blocks, if possible.
 - Roll up rugs and store them as high as possible.
 - Protect your personal possessions by keeping important personal documents and sentimental items in a sealed bag and/or in a location safe from floodwater.

6 EVACUATION

6.1 Unless advice provided by the Emergency Services, Environment Agency or Local Authority is to the contrary, it is suggested that an immediate location to evacuate to is Burgh le Marsh (see route shown in Figure 4). According to the Environment Agency's Flood Map this area is not at risk of flooding and the principal route along High Lane is of a good standard.

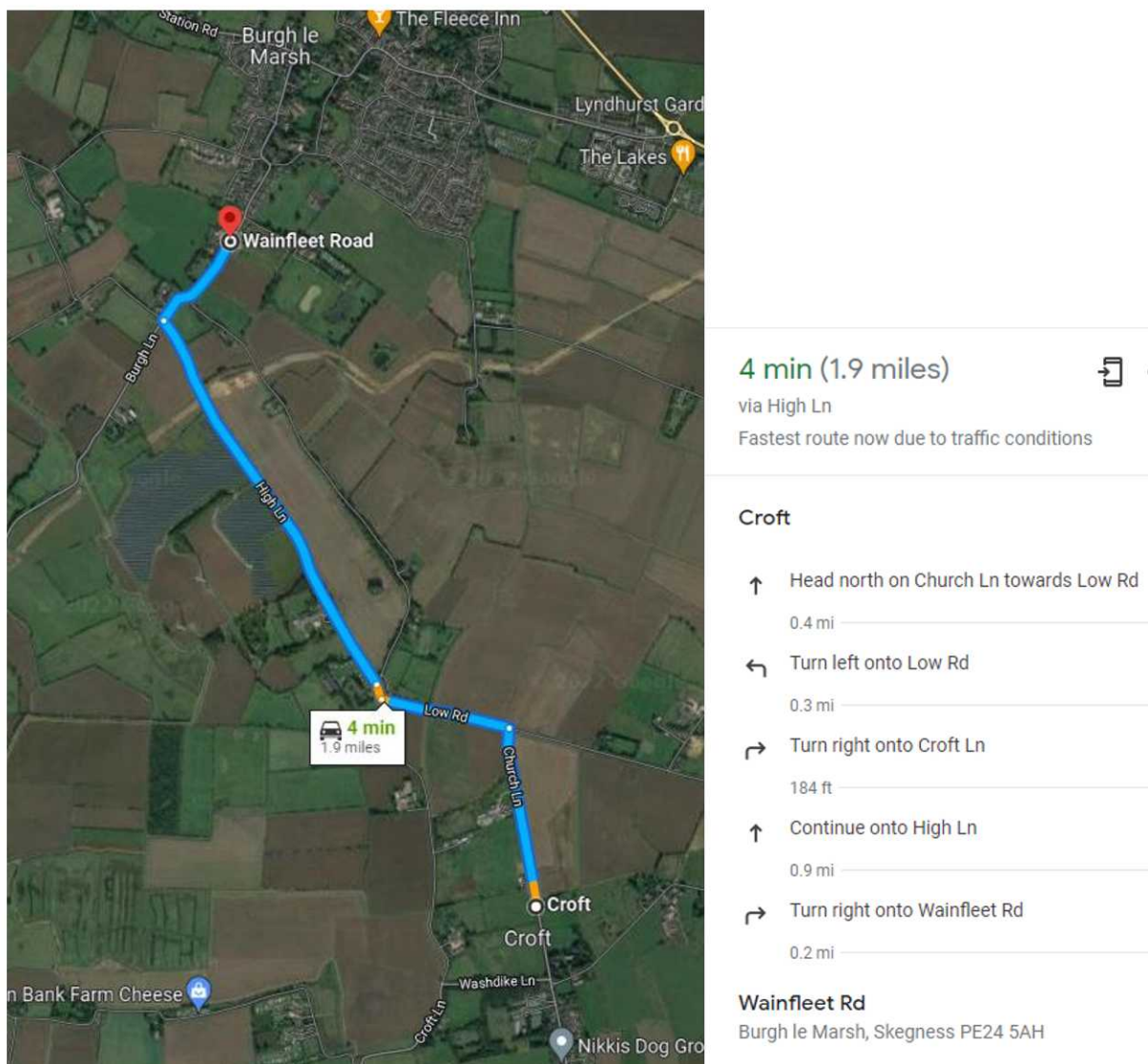


Figure 4: Evacuation route from The Conifers to Burgh le Marsh.

6.2 If there is any doubt about safety of moving vehicles, they should be abandoned. Do not try to walk, drive, or swim through deep floodwater. Avoid walking on riverbanks or bridges if possible and avoid contact with floodwater as it may be contaminated with sewage.

7 WHAT TO DO AFTER A FLOOD HAS OCCURRED

- 7.1 Open doors and windows to ventilate buildings if required.
- 7.2 Find out where you can get help to clean up. Check with your local authority or health authority in the first instance.
- 7.3 Contact your Electricity and Water Company. Have your power supply checked before you use them to make sure they have dried out. Wash taps and run them for a few minutes before use.
- 7.4 Throw away food which may have been in contact with floodwater as it could be contaminated. Contact the local authority Environmental Health department for advice.
- 7.6 Keep a record of the flood damage (especially photographs or video footage) and retain correspondence with insurers after the flood.
- 7.7 Call you insurance company's (24 hour) emergency helpline. They will be able to provide information on dealing with your claim and assist in getting back to normal.
- 7.8 Do not think it cannot happen again. Restock your supplies.
- 7.9 Further information of what authorities will do in the days, weeks and months following a flood can be found on the GOV.UK website.

8 WHO CAN HELP

8.1 THE ENVIRONMENT AGENCY

The Environment Agency is responsible for building, maintaining and operating flood defences and for flood warning, including issuing warnings to the public.

8.2 LOCAL AUTHORITIES

Local authorities work with the police, fire and rescue services and the Environment Agency to coordinate the response during severe flooding. They set up rest centres for people evacuated from their homes and arrange temporary housing if required. They also deal with road closures and may provide sandbags.

8.3 THE POLICE

The police coordinate the emergency services in a major flood incident and help with evacuation of people from their homes where necessary.

8.4 THE FIRE SERVICE

The fire service is responsible primarily for saving life, rescue, and recovery. They may also pump out floodwater (there may be a charge for this service to owners).

8.5 CITIZENS ADVICE BUREAU (CAB)

The CAB may be able to offer advice on how to obtain money in an emergency and deal with insurance queries. Details of your local Bureau can be found in the phone book or on the CAB website www.nacab.org.uk.

9 ANNUAL REVIEW

- 9.1 The manager or owner of The Conifers must review this Flood Warning and Evacuation Plan at least annually and act according to the latest Environment Agency guidance.