Flood Risk Assessment

Marine Park Gardens, Aldwick, Bognor Regis, PO21 2QN

Client

Sloane and Brown

Consulting Engineers

GTA Civils & Transport Limited

Maple House

192-198 London Road

Burgess Hill

West Sussex

[redacted]

Ref: 14068

Date: November 2025

Index

Schedule of Appendices

Issue	Issue date	Compiled	Checked
Preliminary Issue	06/11/2025	AW	JP / FVV

1 Introduction

1.1 This report has been prepared for the Client in relation to the proposed development at Marine Park Gardens, Aldwick, Bognor Regis, PO21 2QN. No responsibility is accepted to any third party for all or part of this study in connection with this or any other development.

1.2 GTA Civils & Transport Limited was appointed by Sloane and Brown to prepare a Flood Risk Assessment (FRA) report as required by the Environment Agency and Arun District Council in order to support a Planning Application for change of use, from a building of public conveniences to a commercial building.

1.3 It is understood that there is no physical changes to the building except the construction of a detached bin store enclosure, and that the items that will therefore need to be addressed in this FRA are 'appropriate flood mitigation measures', and demonstrating 'a safe access/egress' for occupants and emergency vehicles.

1.4 This report will take the form of a formal Flood Risk Assessment in accordance with the 2025 National Planning Policy Framework (NPPF) and the current Planning Practice Guidance (PPG).

2 Existing Site & Current Flood Risk

2.1 The application site lies within Bognor Regis, which is administered by Arun District Council. The Site comprises a single storey building currently used for public conveniences. A site location map and aerial view are shown in Appendix A.

2.2 Hydrology: The Site lies approximately 60m north of Aldwick beach (English Channel). The nearest Main River is the Aldingbourne Rife, approximately 2.3km east of the site.

2.3 Topography: There is no topographic survey available at this time. A contoured map of the Site is shown in Appendix B. This was derived from publicly available LiDAR data, using ScalgoLive. This shows that the building's lowest level is at approximately 6m AOD.

2.4 Geology: The BGS's online geology map shows the site comprises London Clay Formation (clay, silt and sand). Superficial deposits of River Terrace Deposits (sand, silt and clay) are shown across the Site.

2.5 Storm drainage from the building is assumed to drain via gravity to a public sewer or directly into the sea.

2.6 Coastal Flooding: The EA's Flood Map for Planning shows the Site lies mostly within Flood Zone 3– High Probability. Coastal/tidal sites in FZ3 are susceptible to an annual exceedance probability of more than 1 in 200 years (>0.5% AEP).

2.7 Fluvial flooding: There is no fluvially influenced river or watercourse in the local area.

2.8 The EA's "Flood Map for Planning" is in Appendix C.

2.9 The EA's modelled data-pack (in Appendix C) shows the modelled outputs for this site (defended and undefended scenarios). The flood levels and depths are displayed at 5 nodes throughout the Site, 1 in the centre of the building and the rest in each of the 4 corners. The 2115 0.5% undefended and defended flood depths at node #2 are 0.04m and 0.01m respectively. The predicted sea level rise of 18.2mm/yr must be added to these up to 2126 (11 years) as this is the 'Upper End Allowance' set out for the South East in table 1 of the EA's 'Climate Change Allowances' website. 11 x 18.2 = 200mm. 0.04 + 0.200 = **0.204m** is the critical 2126 0.5% flood depth. This undefended flood depth is a residual risk, albeit only slightly deeper than the defended flood depth (0.03m difference.) As this is only a marginal variation the undefended scenario shall be taken as actual risk for the purposes of this report.

2.10 Climate Change: the EA provides guidance on the level of climate change to apply for developments. This is on a catchment basis, with this site falling in the Arun and Western

Streams. The correct level of CC to apply here for peak river flow is 25% , for Central – 2080's epoch, for a site in FZ3. As there are no fluvially influenced rivers in this area, this item can be deprioritised here.

2.11 Surface Water Flooding: this can occur when excess rainwater does not infiltrate into the ground, or is not intercepted by urban drainage systems, and instead flows across the surface. The EA's online Surface Water Depth Flood Map, in Appendix C, shows the western half of the Site is at 'Low Risk' of flooding from this source. The risk of surface water flooding is less impactful than the coastal flood pattern and so the measures required for the latter will be more than adequate for mitigating the SW flooding over the west half of the site. Surface water will have to be considered however for the additional roof area over the proposed bin storage, and this is addressed in Section 3.

2.12 Groundwater Flooding: Groundwater flooding can occur when groundwater rises up from the underlying aquifer to flood subsurface infrastructure or to emerge at the ground surface. The EA's Groundwater Vulnerability Zones (GWVZ) and Groundwater Protection Zones (GWPZ) mapping shows the Site to be overlying a 'Medium - Low' vulnerability zone, and it does not lie in a source protection zone. These maps can be found in Appendix C.

2.13 Artificial Sources: flooding from reservoirs, canals and docks. The EA's Reservoirs Flood Map in Appendix C shows the Site to be removed from this source of flooding. There are no docks or canals in this area.

2.14 Historical Flooding: A review of the available data and documents has not identified any records of flooding incidents at or close to the site. The EA's historical flood map is also in Appendix C.

2.15 In conclusion, the flood risk profile of the Site is High – the building is liable to flood from the coast. The calculated predicted flood depth is 0.204m in a critical storm at the centre of the site, where the proposed structure is located.

3 Proposed Development & Flood Risk Mitigation

3.1 The proposed Planning Application is for the Change of Use from an existing building for public conveniences, to a commercial building. No change to the building footprint or external levels are proposed, except for a small addition of a detached bin store enclosure. See Appendix D for the proposed architect's scheme drawings.

3.2 Vulnerability Classification: The majority of the Site lies within Flood Zone 3. Since the proposed specific use of the building is yet to be determined beyond being for 'commercial' use, it is not possible to classify the vulnerability at this stage. It is understood that a Sequential Test doesn't have to be applied for a 'change of use' application, however this report will address the flood risks at the Site described in Section 2, by demonstrating that the development will be safe over its predicted lifetime and will not increase flood risks elsewhere.

3.3 Surface water from the additional roof area over the proposed bin storage will run into the existing surface water network. This is - highly likely - routed unrestricted into the English Channel, and therefore it is contended that no additional surface water drainage systems are required.

3.4 Coastal flood risk: the critical flood depth has been calculated at **0.204m**. The following observations can be made:

3.4.1 Due to architectural constraints and limited floor to ceiling heights, it would not be feasible to suggest raising the floor levels of the proposed structure. The best mitigation after considering the floor level, is to consider is flood resistance.

3.4.2 Due to the critical flood depth of 0.204m, and adding on 0.3m freeboard, a FloodMatik automatic passive flood barrier, with a minimum depth of 504mm would be required to mitigate coastal flood risk. These types of flood barrier can be designed with a maximum depth of 750mm so are suitable for this site.

3.4.3 As the flood depth is larger than 0.2m, it is considered as hazardous for most users and therefore a 'Flood Warning and Evacuation Plan' will be required.

3.5 Safe Access To Dry Land: In order to comply with the NPPF, all occupants must be able to make their way, unassisted by the Emergency Services, to dry land. Occupants would have no safe refuge or route to dry land (with the potential flood depth being >0.2m and possibly a High Hazard rating due to the flood water's velocity. A Flood Warning and Evacuation Plan has been prepared to help the Manager plan and prepare for such an eventuality – refer to Appendix E. This will be a live document, meaning that the

business will review and edit this in light of changes to the site's flood risk profile on a regular basis.

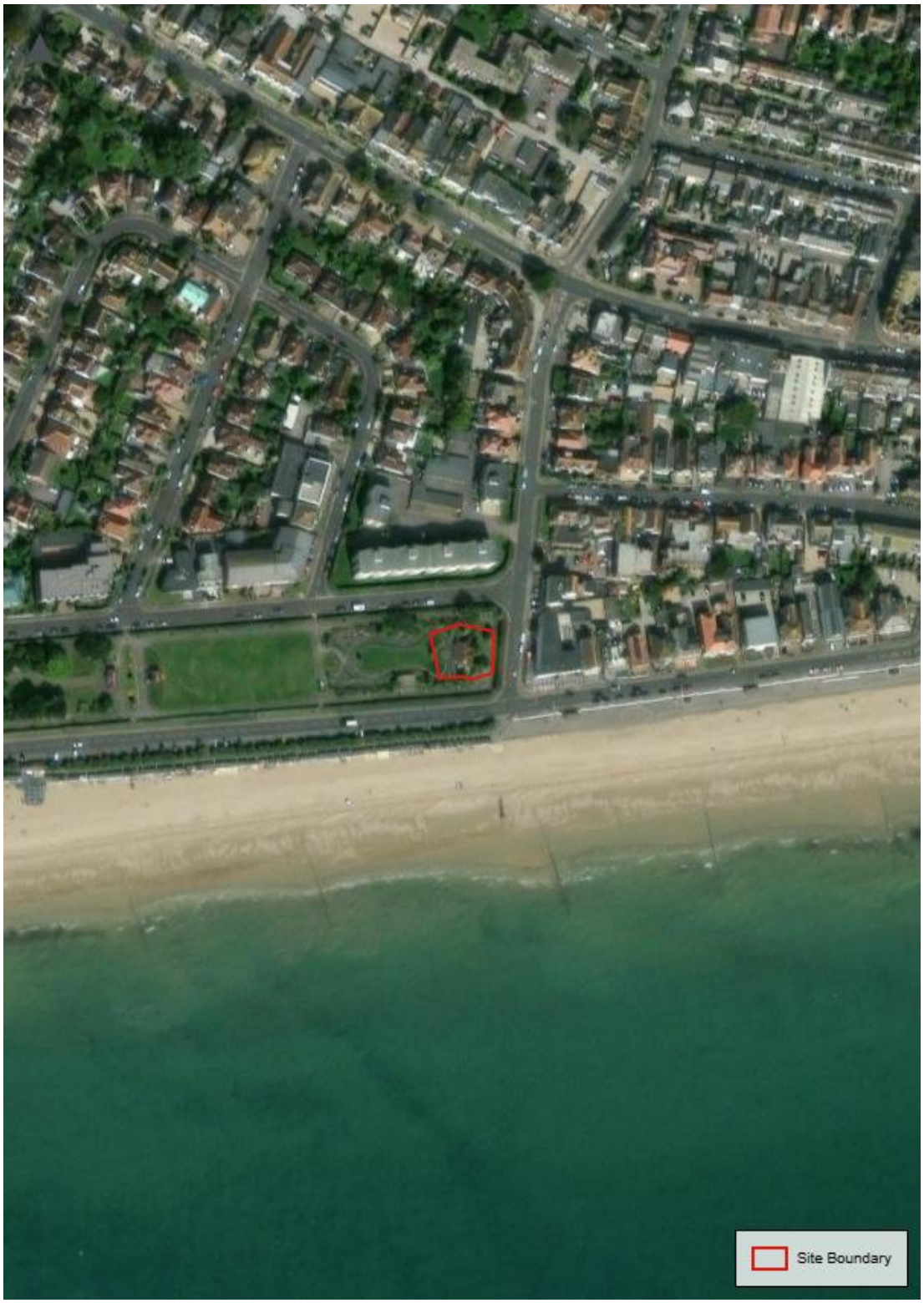
3.6 This FRA has demonstrated that the proposed change of use will remain safe from Flood Risk over its predicted lifetime; this will not increase Flood Risk elsewhere and therefore complies with NPPF and current planning practice guidance, in terms of flood risk.

- End of Report -

Appendix A

Location Plan

Aerial Photo

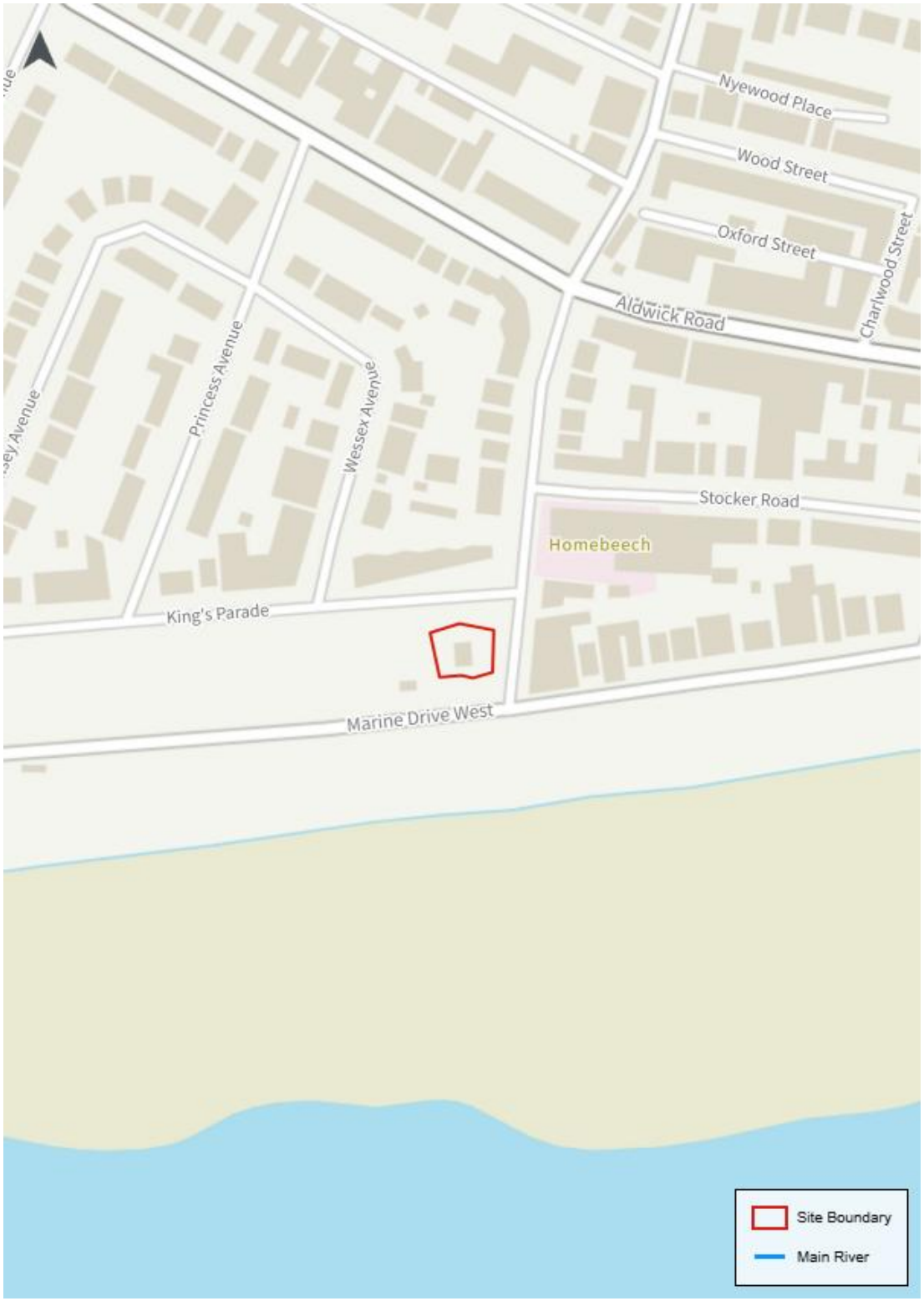


Appendix B

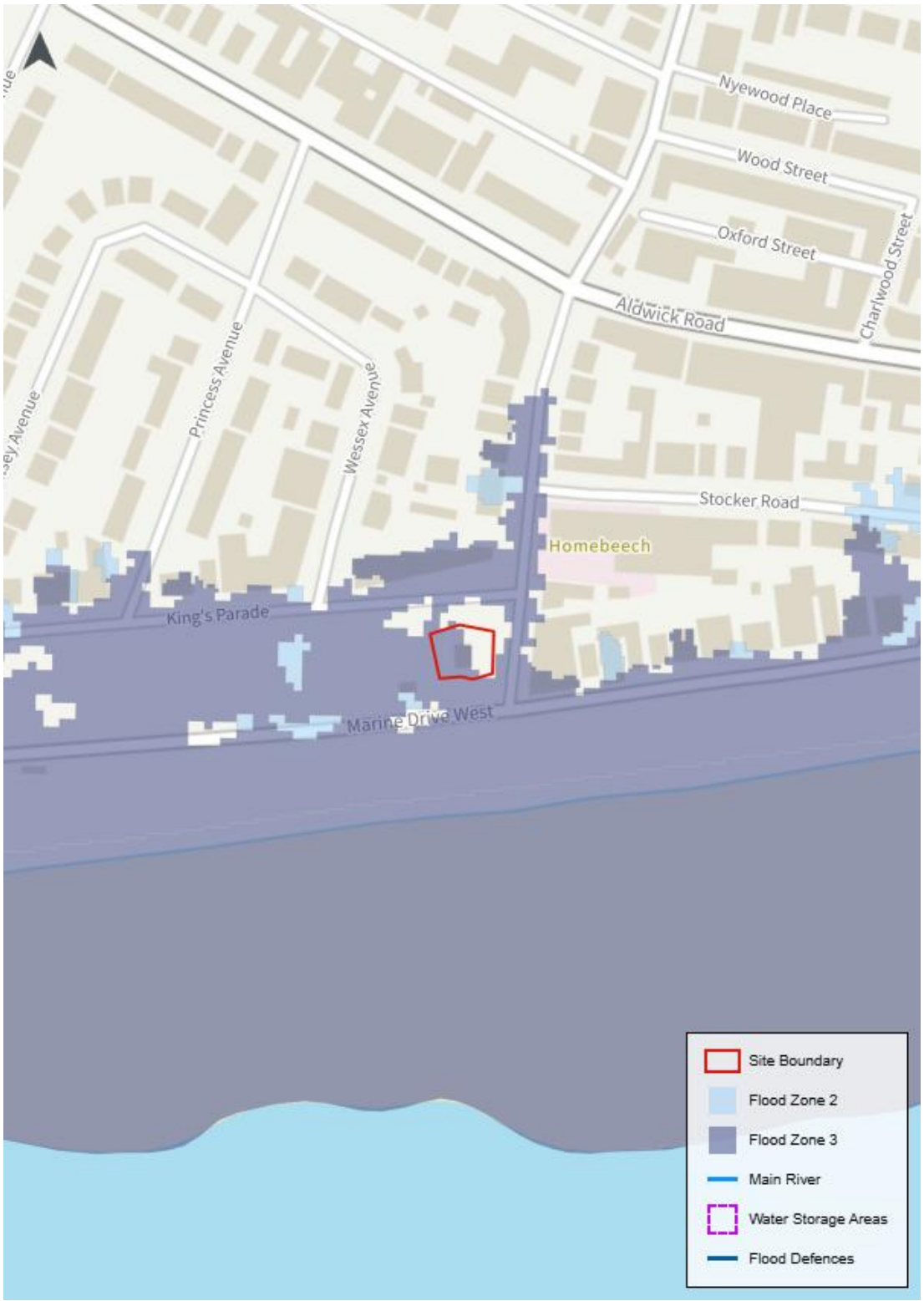
LiDAR Contour Map

Appendix C

Environmental Agency's Flood Maps



Environment Agency Main Rivers Map



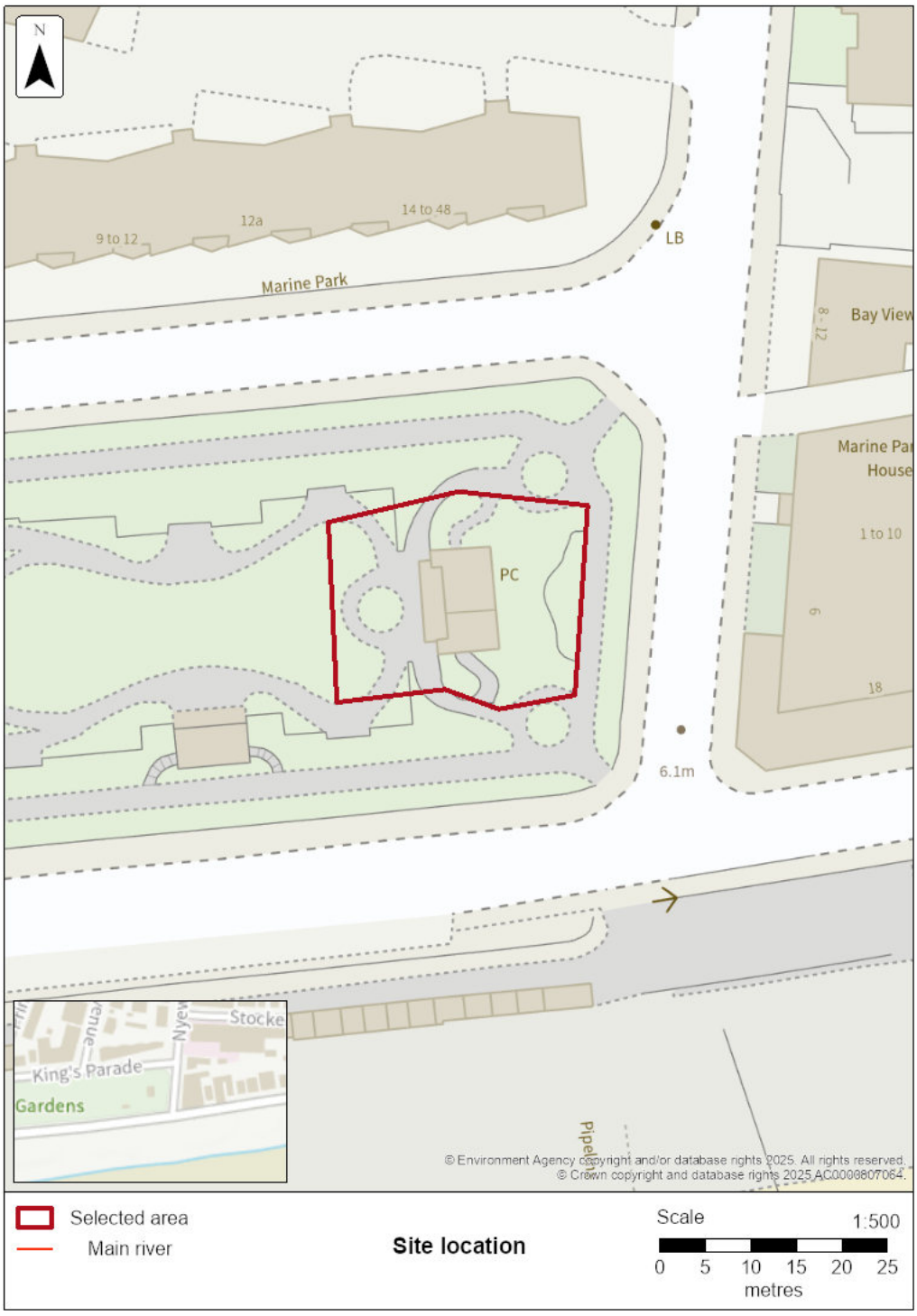
Environment Agency Flood Map for Planning

The Site is located in Flood Zone 3

Flood risk assessment data

Location of site: Marine Park Gardens, Marine Drive West, Bognor Regis, PO21 2QN
Document created on: 17 October 2025
This information was previously known as a product 4.
Customer reference number: EIR2025/31781

Map showing the location that flood risk assessment data has been requested for.



How to use this information

You can use this information as part of a flood risk assessment for a planning application. To do this, you should include it in the appendix of your flood risk assessment.

We recommend that you work with a flood risk consultant to get your flood risk assessment.

Included in this document

In this document you'll find:

- how to find information about surface water and other sources of flooding
- information on the models used
- definitions for the terminology used throughout
- flood map for planning (rivers and the sea)
- modelled data
- information about strategic flood risk assessments
- information about this data
- information about flood risk activity permits
- help and advice

Information that's unavailable

This document **does not** contain:

- past floods
- flood defences and attributes

We do not have past flooding data for this location.

Please note that:

- flooding may have occurred that we do not have records for
- flooding can come from a range of different sources
- we can only supply flood risk data relating to floodng from rivers or the sea

You can contact your Lead Local Flood Authority or Internal Drainage Board to see if they have other relevant local flood information. Please note that some areas do not have an Internal Drainage Board.

We aren't able to display flood defence locations and attributes as there are no formal flood defences in the area of interest.

Surface water and other sources of flooding

When using the surface water map on the check your long term flood risk service the following considerations apply:

- surface water extents are suitable for use in planning
- surface water climate change scenarios may help to inform risk assessments, but the available data fall short of what is required to assess planned development
- surface water depth information should not be used for planning purposes

To find out about other factors that might affect the flood risk of this location, you should also check:

- reservoir flood risk
- groundwater flood risk - you could use the British Geological Survey groundwater flooding data, groundwater: current status and flood risk and the guide on mining and groundwater constraints for development - further information may be available from the lead local flood authority (LLFA)
- your local planning authority's SFRA, which includes future flood risk

Your Lead Local Flood Authority is West Sussex County.

For information about sewer flooding, contact the relevant water company for the area.

About the models used

Model name: Emsworth to Littlehampton Model - Arun to East Head (2016)
Scenario(s): Defended tidal, Undefended tidal
Date: 9 April 2016

This model contains the most relevant data for your area of interest.

Terminology used

Annual exceedance probability (AEP)

This refers to the probability of a flood event occurring in any year. The probability is expressed as a percentage. For example, a large flood which is calculated to have a 1% chance of occuring in any one year, is described as 1% AEP.

Metres above ordnance datum (mAOD)

All flood levels are given in metres above ordnance datum which is defined as the mean sea level at Newlyn, Cornwall.

Flood map for planning (rivers and the sea)

Your selected location is in flood zone 3.

Flood zone 3 shows the area at risk of flooding for an undefended flood event with a:

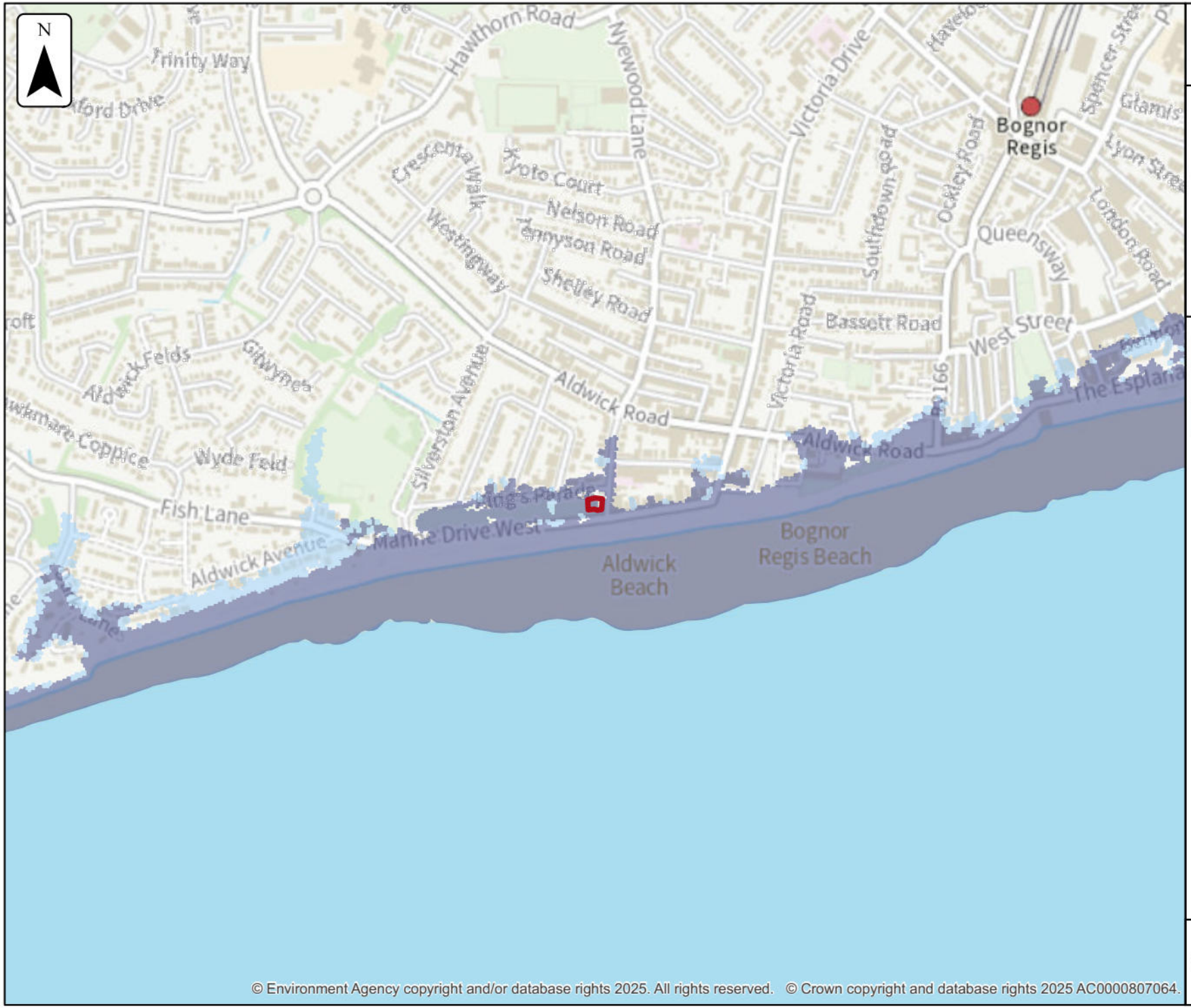
- 0.5% or greater probability of occurring in any year for flooding from the sea
- 1% or greater probability of occurring in any year for fluvial (river) flooding

Flood zone 2 shows the area at risk of flooding for an undefended flood event with:

- between a 0.1% and 0.5% probability of occurring in any year for flooding from the sea
- between a 0.1% and 1% probability of occurring in any year for fluvial (river) flooding

It's important to remember that the flood zones on this map:

- refer to the land at risk of flooding and do not refer to individual properties
- refer to the probability of river and sea flooding, ignoring the presence of defences
- do not take into account potential impacts of climate change



Environment Agency

Flood map for planning

Location (easting/northing)
492553/98644

Scale
1:10,000

Created
17 Oct 2025

- Selected area
- Flood Zone 3
- Flood Zone 2

0 100 200 300 400 500
metres

Modelled data

This section provides details of different scenarios we have modelled and includes the following (where available):

- outline maps showing the area at risk from flooding in different modelled scenarios
- map(s) showing the approximate water levels for the return period with the largest flood extent for a scenario and table(s) of sample points providing details of the flood risk for different return periods

Climate change

The climate change data included in the models may not include the latest flood risk assessment climate change allowances. Where the new allowances are not available you will need to consider this data and factor in the new allowances to demonstrate the development will be safe from flooding.

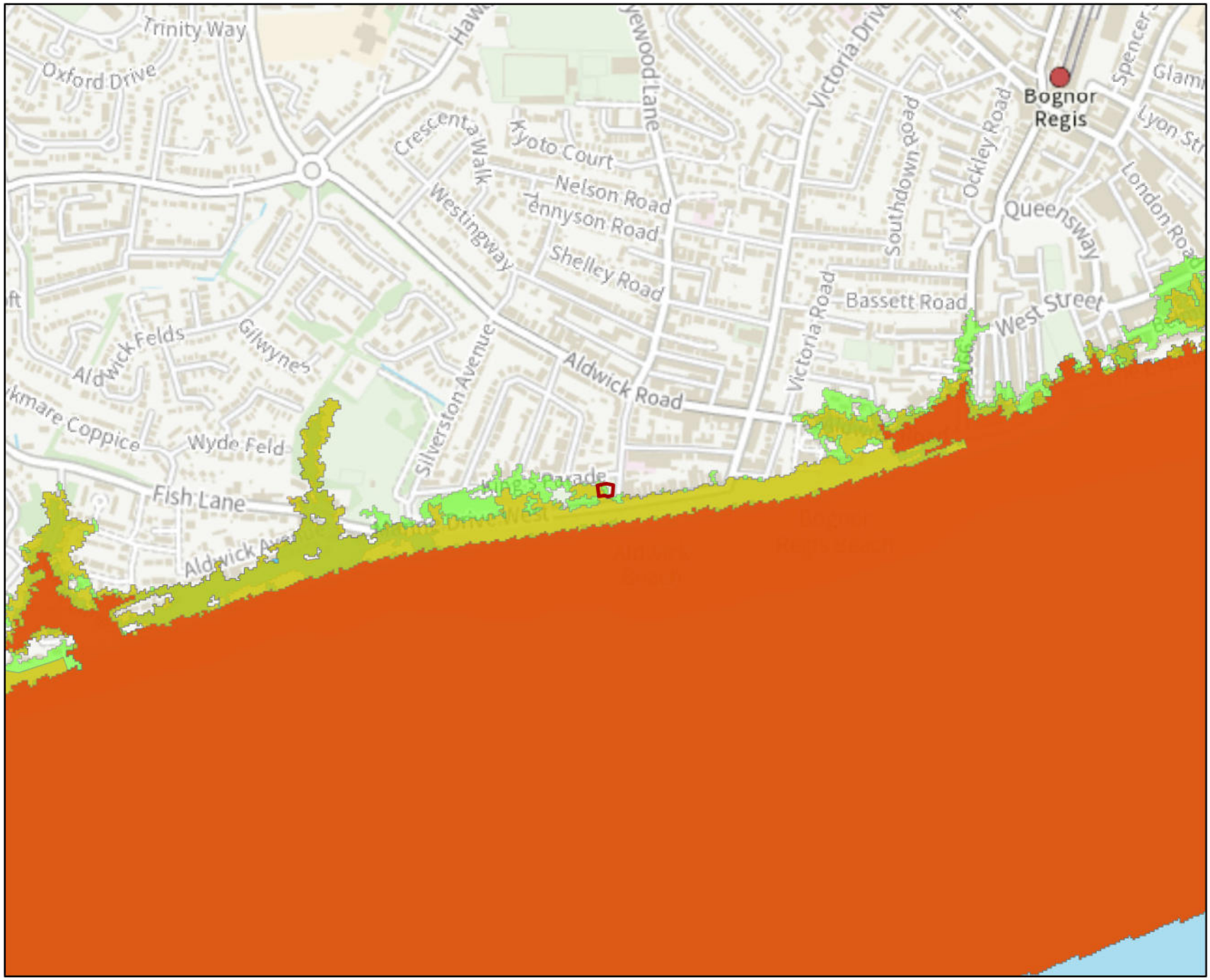
The Environment Agency will incorporate the new allowances into future modelling studies. For now, it's your responsibility to demonstrate that new developments will be safe in flood risk terms for their lifetime.

Modelled scenarios

The following scenarios are included:

- Defended modelled tidal: risk of flooding from the sea where there are flood defences
- Defences removed modelled tidal: risk of flooding from the sea where flood defences have been removed

Modelled Flood Outlines (Defended Tidal). Centred PO21 2QN. Created 17/10/2025.



Environment Agency

N

Legend

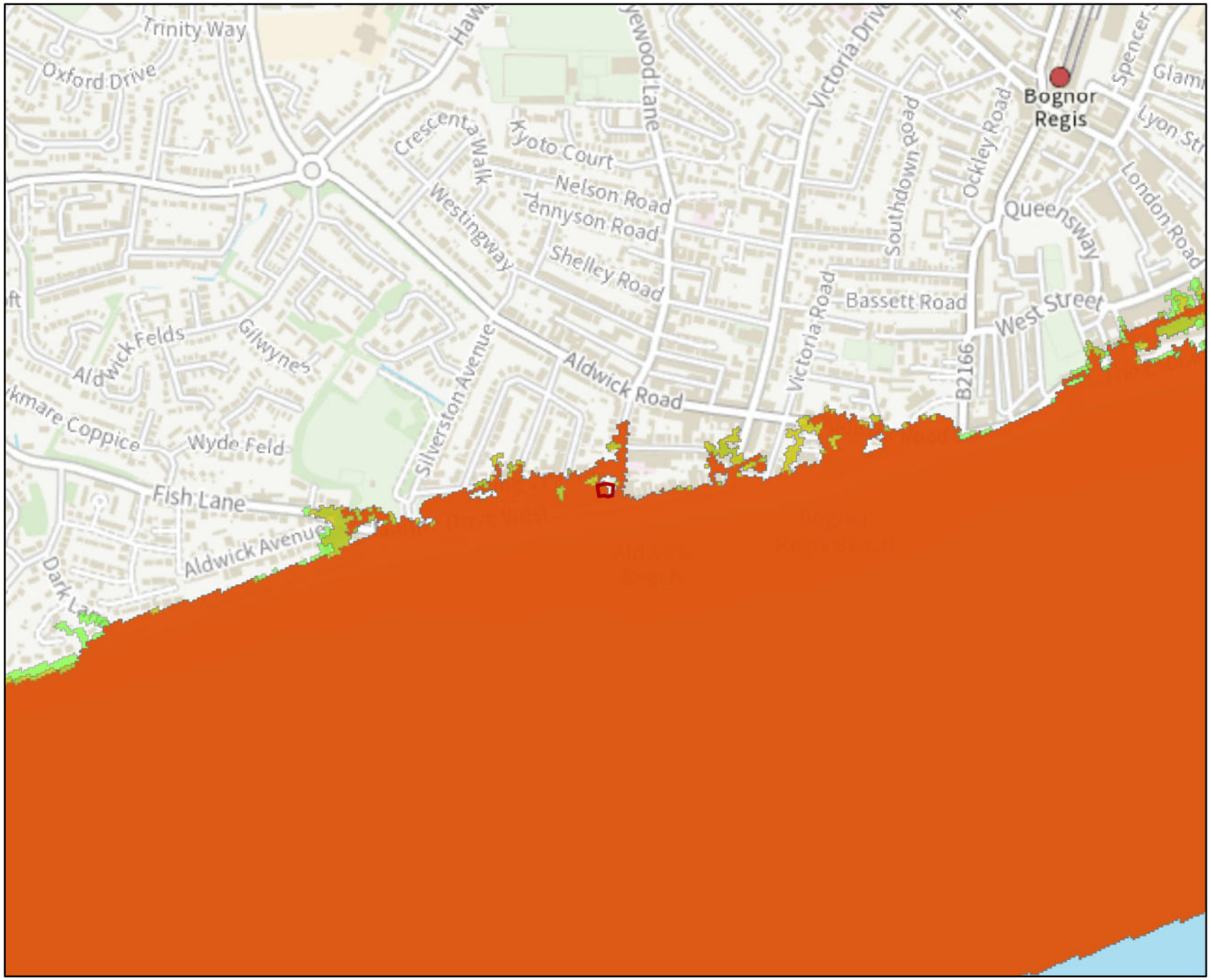
- Site Boundary
- 0.5% AEP (Defended Tidal)
- 0.5% AEP (2070) NPPF (Defended Tidal)
- 0.5% AEP (2115) NPPF (Defended Tidal)
- 0.1% AEP (Defended Tidal)

Annual Exceedance Probability (AEP) The probability of a flood of a particular magnitude, or greater occurring in any given year.

Scale: 1:10,000

0 0.225 0.45
Kilometers

Modelled Flood Outlines (Undefended Tidal). Centred PO21 2QN. Created 17/10/2025.



Environment Agency

N

Legend

- Site Boundary
- 0.5% AEP (Undefended Tidal)
- 0.5% AEP (2070) NPPF (Undefended Tidal)
- 0.5% AEP (2115) NPPF (Undefended Tidal)
- 0.1% AEP (Undefended Tidal)

Annual Exceedance Probability (AEP) The probability of a flood of a particular magnitude, or greater occurring in any given year.

Scale: 1:10,000

0 0.225 0.45
Kilometers

FRA Site Boundary & Node Points. Centred PO21 2QN. Created 17/10/2025.

Environment Agency

N

Legend

- Site Nodes
- Site Boundary

Annual Exceedance Probability (AEP) The probability of a flood of a particular magnitude, or greater occurring in any given year.

Scale: 1:350

0 0.0075 0.015
Kilometers

Product 4 Flood Risk Data Requested by: John Pakenham

Site: Marine Park Gardens, Marine Drive West, Bognor Regis PO21 2QN

Table 1: Water Levels: Tidal Undefended

	NGR		Modelled Flood Levels in Metres AOD Undefended Annual Exceedance Probability			
Node Ref	Eastings	Northings	0.5%	0.5% (2070)*	0.5% (2115)*	0.1%
1	492542	98652	5.89	5.93	5.93	5.91
2	492555	98646	5.93	5.96	5.96	5.95
3	492566	98654	-	-	-	-
4	492543	98636	5.93	5.97	5.97	5.95
5	492564	98636	-	-	-	-

Table 2: Water Levels: Tidal Defended

	NGR		Modelled Flood Levels in Metres AOD Defended Annual Exceedance Probability			
Node Ref	Eastings	Northings	0.5%	0.5% (2070)*	0.5% (2115)*	0.1%
1	492542	98652	-	5.53	5.82	-
2	492555	98646	-	-	5.89	-
3	492566	98654	-	-	-	-
4	492543	98636	-	5.68	5.88	-
5	492564	98636	-	-	-	-

Table 3: Water Depths: Tidal Undefended

	NGR		Modelled Flood Depths in Metres Undefended Annual Exceedance Probability			
Node Ref	Eastings	Northings	0.5%	0.5% (2070)*	0.5% (2115)*	0.1%
1	492542	98652	0.40	0.45	0.45	0.42
2	492555	98646	0.03	0.04	0.04	0.03
3	492566	98654	-	-	-	-
4	492543	98636	0.35	0.38	0.38	0.36
5	492564	98636	-	-	-	-

Table 4: Water Depths: Tidal Defended

	NGR		Modelled Flood Depths in Metres			
			Defended Annual Exceedance Probability			
Node Ref	**Eastings**	**Northings**	**0.5%**	**0.5% (2070)***	**0.5% (2115)***	**0.1%**
1	492542	98652	-	0.05	0.34	-
2	492555	98646	-	-	0.01	-
3	492566	98654	-	-	-	-
4	492543	98636	-	0.09	0.30	
5	492564	98636	-	-	-	-

All levels taken from: River Arun to East Head Coastal Modelling (2016), by JBA Consulting.

Produced on: 17/10/2025

*** The flood risk data provided is based on existing EA hydraulic models with an allowance for climate change. Please note the climate change allowances provided are not up to date. These were updated on 27 July 2021.**

You should refer to 'Flood risk assessments: climate change allowances' for the most up to date allowances. You will need to undertake further assessment of future flood risk using different allowances to ensure your assessment of future flood risk is based on best available evidence.

There is no additional information or health warnings for these levels/depths or the model from which they have been produced.

[redacted]

Strategic flood risk assessments

We recommend that you check the relevant local authority's strategic flood risk assessment (SFRA) as part of your work to prepare a site specific flood risk assessment.

This should give you information about:

- the potential impacts of climate change in this catchment
- areas defined as functional floodplain
- flooding from other sources, such as surface water, ground water and reservoirs

Your Lead Local Flood Authority is West Sussex County.

About this data

This data has been generated by strategic scale flood models and is not intended for use at the individual property scale. If you're intending to use this data as part of a flood risk assessment, please include an appropriate modelling tolerance as part of your assessment. The Environment Agency regularly updates its modelling. We recommend that you check the data provided is the most recent, before submitting your flood risk assessment.

Flood risk activity permits

Under the Environmental Permitting (England and Wales) Regulations 2016 some developments may require an environmental permit for flood risk activities from the Environment Agency. This includes any permanent or temporary works that are in, over, under, or nearby a designated main river or flood defence structure.

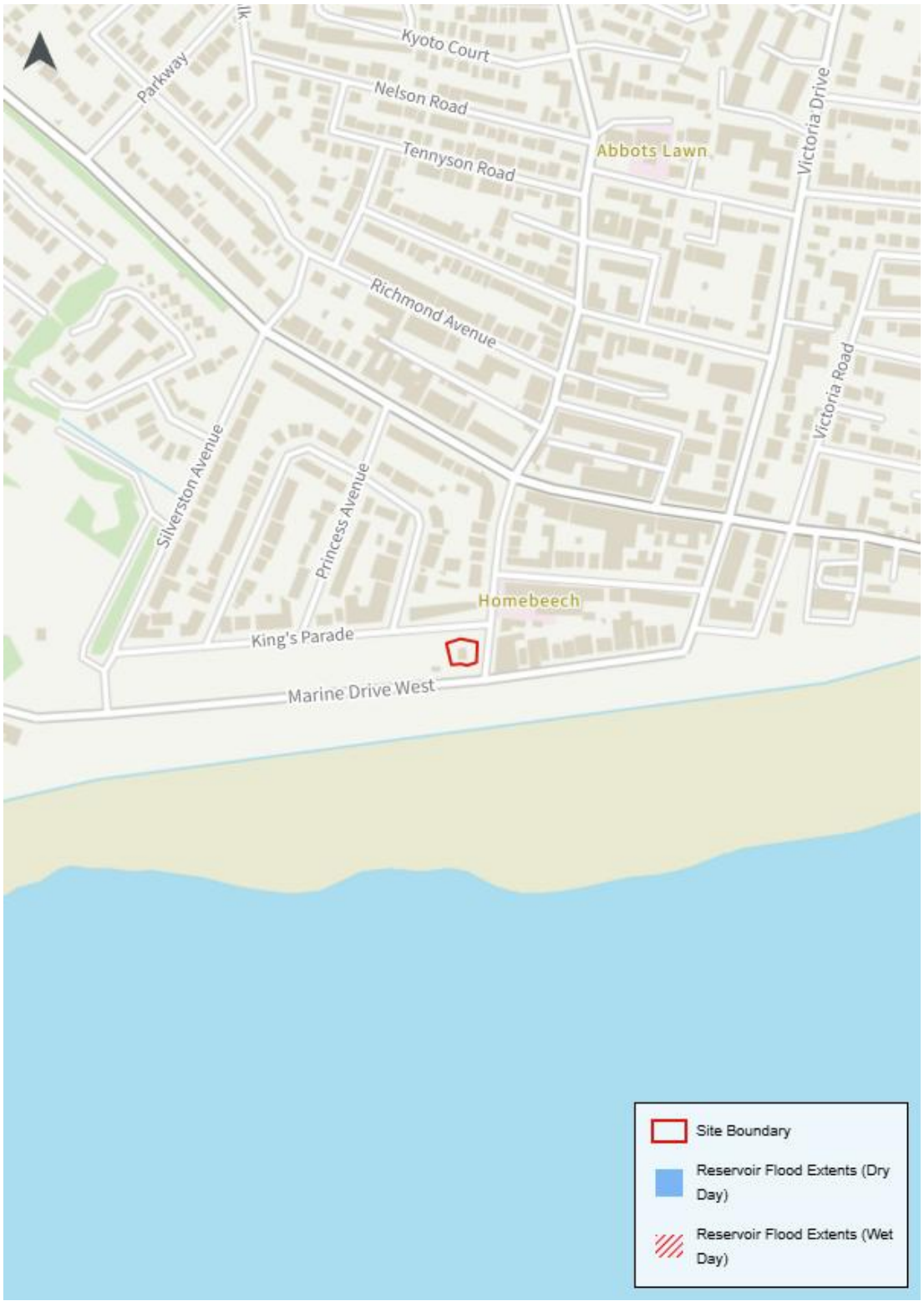
Find out more about flood risk activity permits

Help and advice

Contact the Solent and South Downs Environment Agency team at ssdenquiries@environment-agency.gov.uk for:

- more information about getting a product 5, 6, 7 or 8
- general help and advice about the site you're requesting data for

Environment Agency Surface Water Flood Extents Map



Environment Agency Flood Risk from Reservoirs

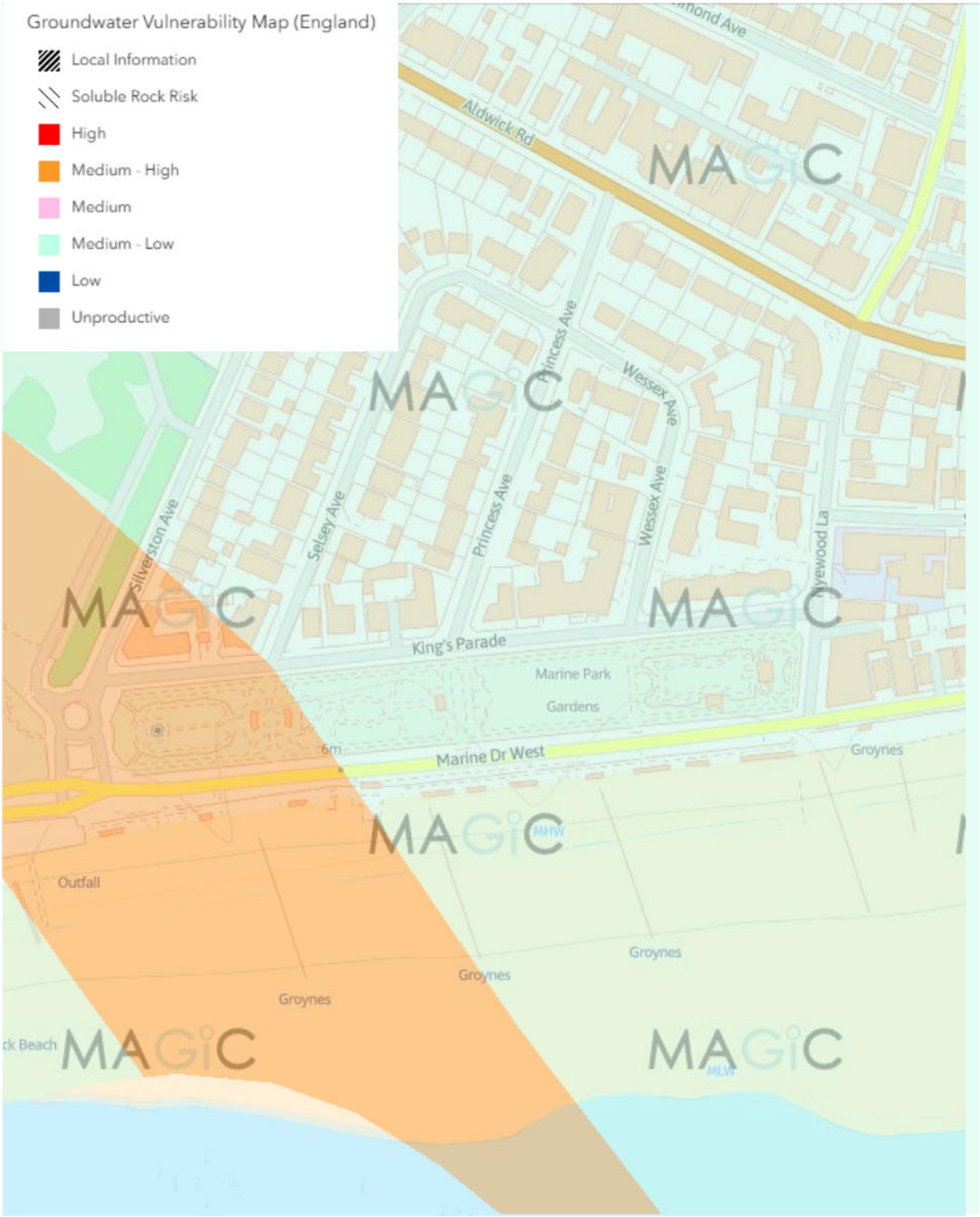
The Site is clear from the risk of flooding from this source

DEFRA Historical Flooding Map

Neither this site nor anywhere in the vicinity has been affected by flooding in the past

Environment Agency Groundwater Source Protection Zones Map

The Site is not situated within a SPZ.



Environment Agency Online Groundwater Vulnerability Zones Map

The Site overlies a Medium - Low Groundwater Vulnerability Zone without soluble rock risk.

Appendix D

Architect's Scheme Drawings

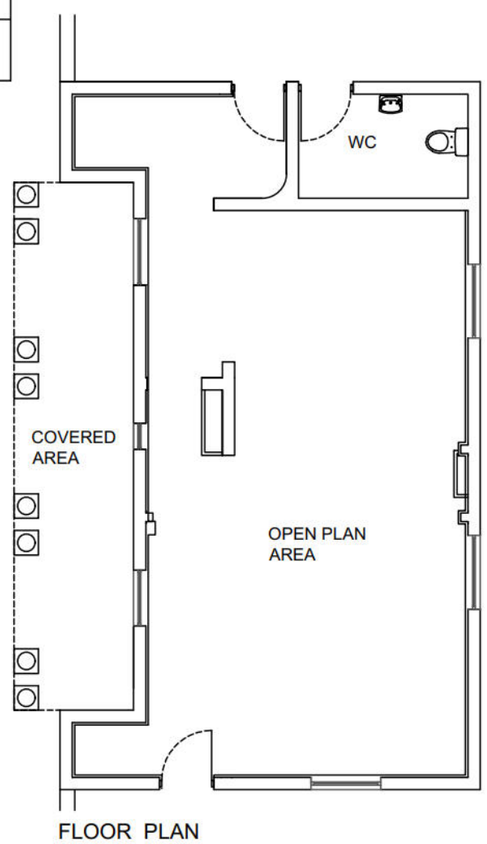
NOTES
WRITTEN DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALE, AND ARE TO BE CHECKED ON SITE PRIOR TO COMMENCING WORK.
THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER DOCUMENTS RELATING TO THIS PROJECT.
ANY DISCREPANCIES ARE TO BE REFERRED IMMEDIATELY TO THE PROJECT DESIGNER.

IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE COMPLIANCE WITH THE BUILDING REGULATIONS.

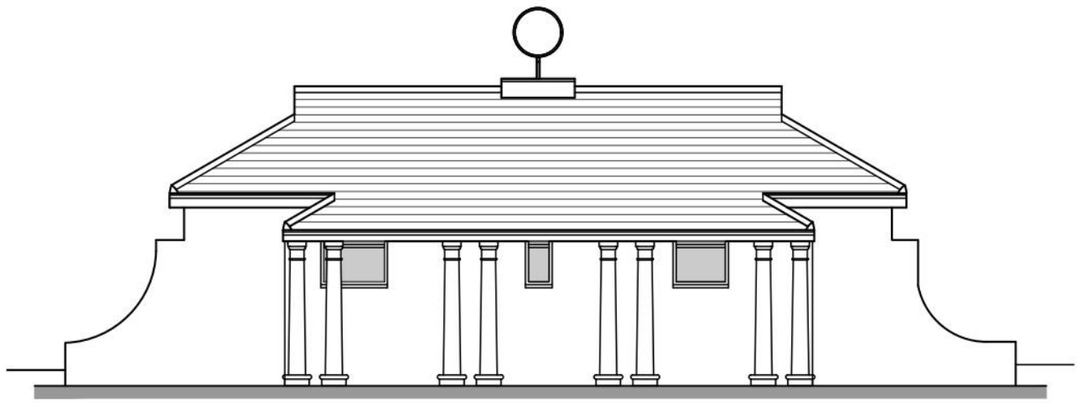
1 : 100

Scale bar (m)

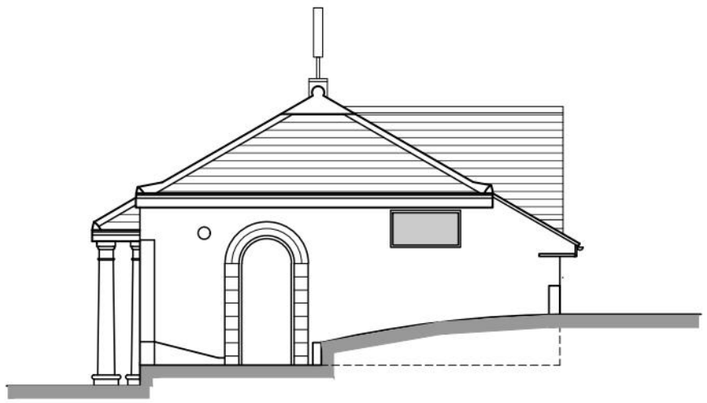
0 1 2 3 4 5 10



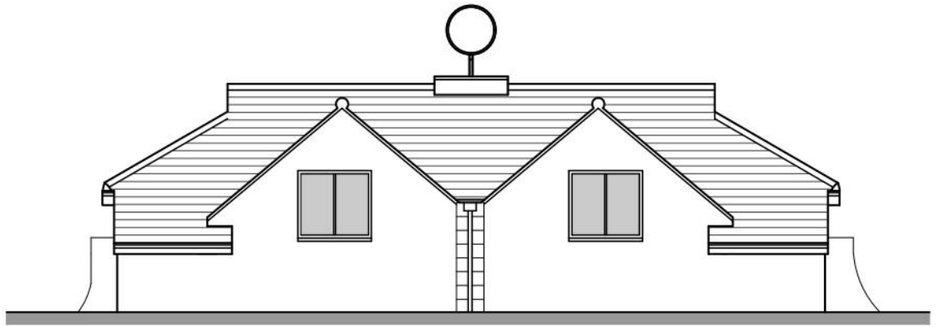
FLOOR PLAN



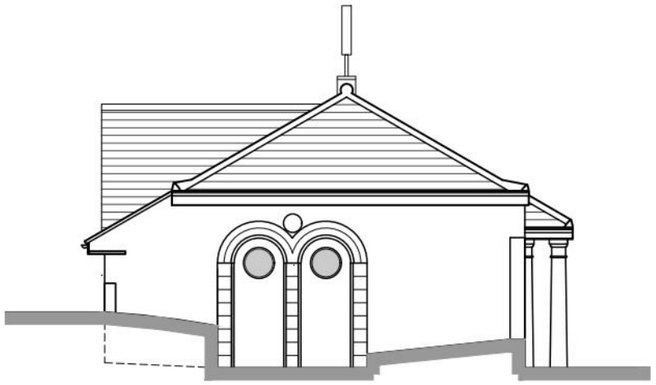
WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION



NORTH ELEVATION

REV DESCRIPTION DATE

PROJECT
FORMER PUBLIC WCS
MARINE PARK GARDENS,
MARINE DRIVE WEST,
BOGNOR REGIS PO21 2QS

CLIENT
ARUN DISTRICT COUNCIL

DRAWING TITLE
EXISTING FLOOR PLAN & ELEVATIONS

SCALE	DRAWN BY	DATE
1:100 @ A3	SKW	SEPT '25

DWG NO 1459/01 REV.-

Unit 3b Woodhorn Business Centre
Woodhorn Lane
Oving Chichester
West Sussex PO20 2BX
Tel 01243 774764

CHARTERED BUILDING SURVEYORS
SLOANE & BROWN

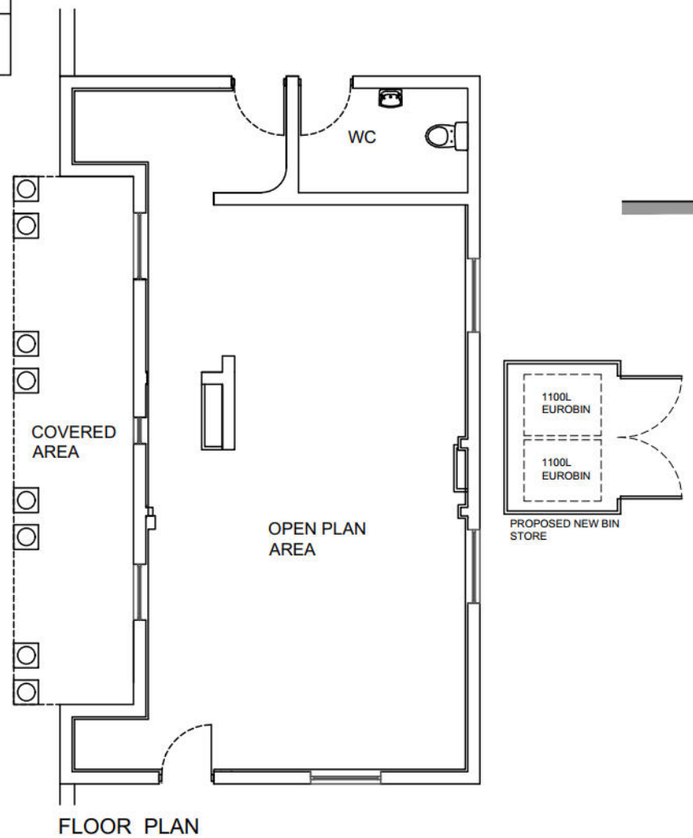
NOTES
WRITTEN DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALE, AND ARE TO BE CHECKED ON SITE PRIOR TO COMMENCING WORK.
THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER DOCUMENTS RELATING TO THIS PROJECT.
ANY DISCREPANCIES ARE TO BE REFERRED IMMEDIATELY TO THE PROJECT DESIGNER.

IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE COMPLIANCE WITH THE BUILDING REGULATIONS.

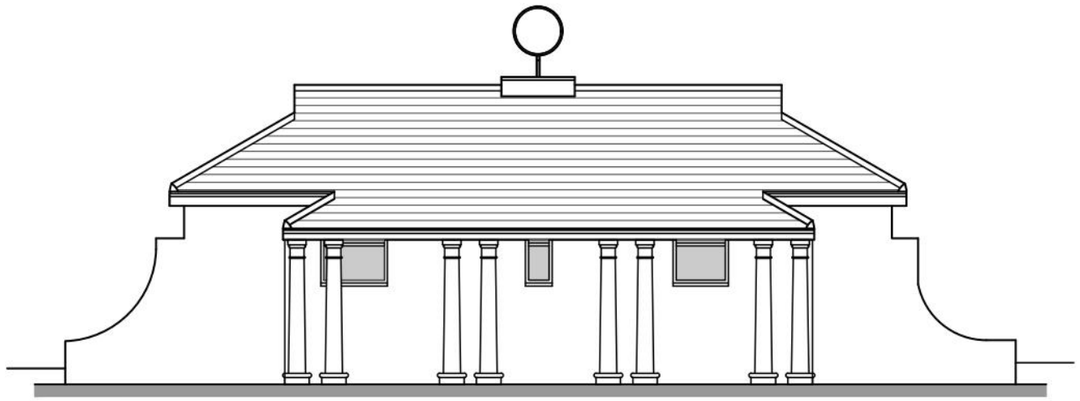
1 : 100

Scale bar (m)

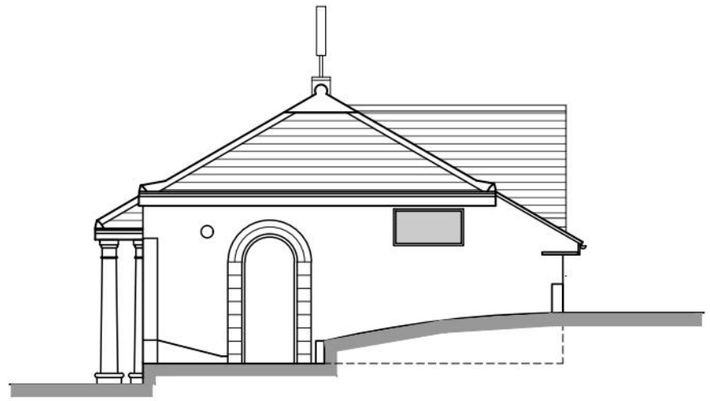
0 1 2 3 4 5 10



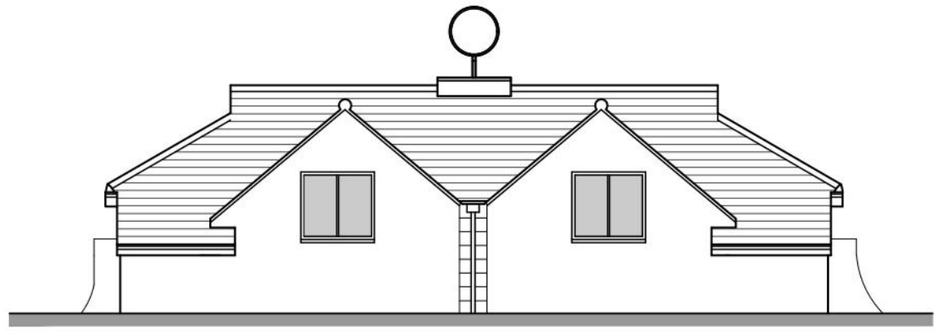
FLOOR PLAN



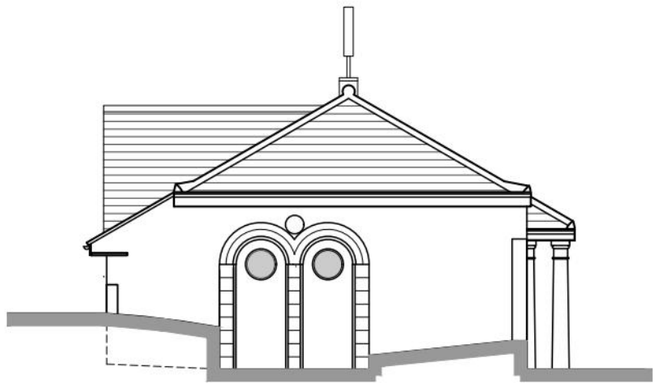
WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION



NORTH ELEVATION

REV	DESCRIPTION	DATE

PROJECT
FORMER PUBLIC WCS
MARINE PARK GARDENS,
MARINE DRIVE WEST,
BOGNOR REGIS PO21 2QS

CLIENT
ARUN DISTRICT COUNCIL

DRAWING TITLE
PROPOSED FLOOR PLAN & ELEVATIONS

SCALE	DRAWN BY	DATE
1:100 @ A3	SKW	SEPT '25

DWG NO 1459/04 REV.-

Unit 3b Woodhorn Business Centre
Woodhorn Lane
Oving Chichester
West Sussex PO20 2BX
Tel 01243 774764
www.sloaneandbrown.co.uk

CHARTERED BUILDING SURVEYORS
SLOANE & BROWN
ARCHITECTURAL SERVICES

Appendix E

Flood Warning and Evacuation Plan

Introduction

The main objectives of this Plan are to 1) raise the awareness of the flood risk to this Commercial Unit and 2) to highlight the need for the Manager to plan in advance how all occupants would evacuate this area well before the peak flooding.

A copy of this Plan must be bound into the legal documentation (leases or freehold deeds), so as to alert the owners or tenants.

This Plan shall be tested as soon as practicably possible by the Manager - and reviewed and amended annually. The Manager will take overall responsibility for its implementation and review.

The Manager will have overall responsibility for this Plan. If they decide to appoint one or more Deputy Managers of said plan, they are to assume temporary responsibility as if they are the Manager during deputisation periods, (eg for periods of holiday or sick leave.)

Background

This Building is in the area administered by Adur & Worthing Council.
The main threat of flooding is from the coast . This stretch of beach benefits from sea defences but not to a high standard. The anticipated maximum flood depth around the building is **0.204m** and deeper between this unit and the coastline. Such depths are potentially life threatening to most users of this building – as the combination of depth and speed of flow is hazardous.

Warning Arrangements

This area is covered by the EA's Flood Warnings service. The Manager shall subscribe to 'Floodline', the Environment Agency's free flood warning system. This area is covered by the EA's Warnings as this is a High Risk Area. Visit https://www.fws.environment-agency.gov.uk/app/olr/register, this being the best web page at the time of preparing this in 2025 – search "EA flood warnings UK" if this has changed.
The possibility of flooding to the property will trigger an automatic 24 alert message to the registered address contact. These flood warnings are intended to be given in sufficient time to allow evacuation plans to be implemented.

Time to inundation: the tides and weather forecasts make predicting such a flood event possible well in advance, probably between 24 and 48 hours.

This plan has been prepared so that all occupants can prepare to evacuate the area via the best safe route. Although the total time of inundation is unlikely to be long (as the tide will recede quickly) there may be no safe place to reside during the peak flood period.

This plan has been prepared so that you can prepare to evacuate the area via the best safe route – see Appendix C - so as to minimise the impact on the emergency services.

In addition to the automated service, further information on the flooding can be obtained by consulting the Environment Agency website (www.environmentagencv.gov.uk/flood) and phoning Floodline on 0345 988 1188, selecting option 1. The site lies within an EA Flood Warning Area. Information on these telephone numbers is updated every 15 minutes.

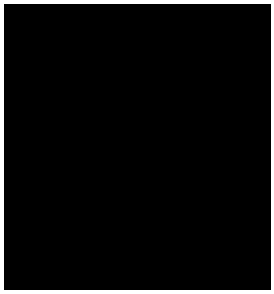
For a local media outlet offering flood information, consider tuning into BBC Radio Sussex:

Frequency: 104.5, 104.8 & 95.0–95.3 FM; DAB: NOW Sussex Coast; Freeview: 720

Many other radio stations are available online and DAB – browse by name.

Emergency Telephone numbers:

General first responders, namely police, ambulance and fire
Adur & Worthing Council (business hours)
Adur and Worthing – out of hours emergencies
Gas Leaks/safety
EA Floodline
RSPA



You should prepare by collecting any other emergency numbers relevant to your business, eg insurers, vehicle cover, landlord, managing agent.

Flood Warning Codes

If flooding is forecast, alerts are issued by the EA using a set of four easily recognisable codes.

Each of the four codes indicates the level of danger associated with the warning/alert. The EA aims to issue flood alerts up to 12 hours in advance, although this is not always possible. The codes may not always be used in sequence; a Severe Flood Warning may be issued immediately, with no other warning code preceding it.

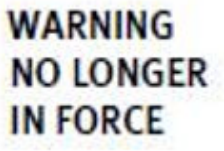
The Flood Warning Codes and their meanings are:

- What it means: Flooding is possible. Be prepared.
- When it's used: two hours to two days in advance of flooding.
- Impact: flooding of low lying land and roads - property flooding is not expected.

- What it means: Flooding is expected. Immediate action required.
- When it's used: Half an hour to one day in advance of flooding.
- Impact: Property flooding of homes and businesses is expected.

- What it means: Severe flooding. Danger to life.
- When it's used: When flooding poses a significant threat to life.
- Impact: manager, fast flowing water. Debris in water. Communities cut off.

Source: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/311020/flood_warnings_LIT_5215.pdf



- No further flooding is currently expected in your area.
- When it's used: When river (and sea) conditions return to normal.

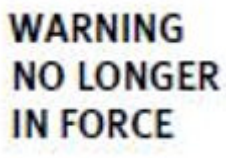
Action to be Taken on Receipt of Flood Warnings

- What it means: Be prepared to act on your flood plan. Refer to the Action Checklist – below.
- Call Floodline on 0345 988 1188, select option 1 for up to date information.
- Monitor local water levels and flood forecast on the EA website.

- What it means: Flooding is expected. Serious consideration needs to be given to the need to evacuate. It may be impossible for the emergency services to reach this building if events unfold differently to as anticipated.
- Move valuable items to as high a level as possible.
- Carry out the rest of the Action Checklist – as appropriate to the nature of the flooding

THE PROPERTY MUST BE EVACUATED IF SAFE TO DO SO.

- Co-operate with the emergency services. Call 999 if you are in immediate danger.
- If there has been a sudden breach or overtopping of a reservoir resulting in hazardous floodwaters surrounding the site, seek safe refuge at high level.



- Be careful. Floodwater may still be around for several days.
- If you've been flooded, ring your insurance company as soon as possible.

There is a map at the back of this Plan that shows the safest route to dry land. All adults in this Park should be familiar with these routes.

Preparation for a Flood Event

The Manager shall prepare a list of all the important contacts and keep this to hand. This shall include the business's insurer(s).

The Manager and any appointed deputy must know how to turn off the electricity, gas and water.

The Manager and any appointed deputy should be aware of a) the contents of this Plan, b) the other members of staff and their special needs, if any and can refer to the list of visitors at any time. They have to know what their role is in the event of having to evacuate.

Because of there being a probable warning time of over 24 hours, the Manager should consider not opening up on the next working day – and advising staff and all visitors with appointments to not make this journey and work from home, if possible – and re-schedule meetings as necessary. It should be unnecessary to have to carry out an emergency evacuation.

Action Checklist

An evacuation route is shown at the end of this Plan. The Manager (or appointed deputy in the temporary absence of the Manager) must evacuate the premises via this or a similar route on receipt of a firm flood alert.

The evacuation route guides occupants from this building to higher, dry ground. Study

this so that you are familiar with this in advance of deciding to evacuate.

Evacuate! Ensure all the measures listed above are in place – lock up and leave.

Upon Return & Recovery

When to go back? The responding organisations will be providing updates on the situation and notification when it is safe to return. Follow their advice.

How do I Recover?

- Do not start the clean-up until the threat of further flooding has passed
- Don't throw anything away until told to do so by your insurer
- *Before starting* - check with your insurance company if it is OK to start cleaning the property
- Use a permanent marker to mark on the walls the max flood height in each room
- Wear waterproof, gloves, boots and a face mask when clearing up
- As soon as possible, ask your insurance company when a loss adjuster will visit
- Take photos and video of your damaged property
- Make a list of your damaged property

Awareness and Review

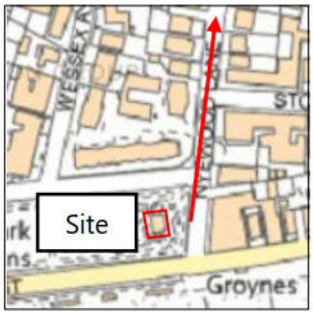
All members of staff must be instructed on the procedures that affect them, this being similar to how Fire Risk is managed. Any deputies acting on the Manager's behalf (eg to cover sickness and any other similar reason) must be given more detailed instruction/training.

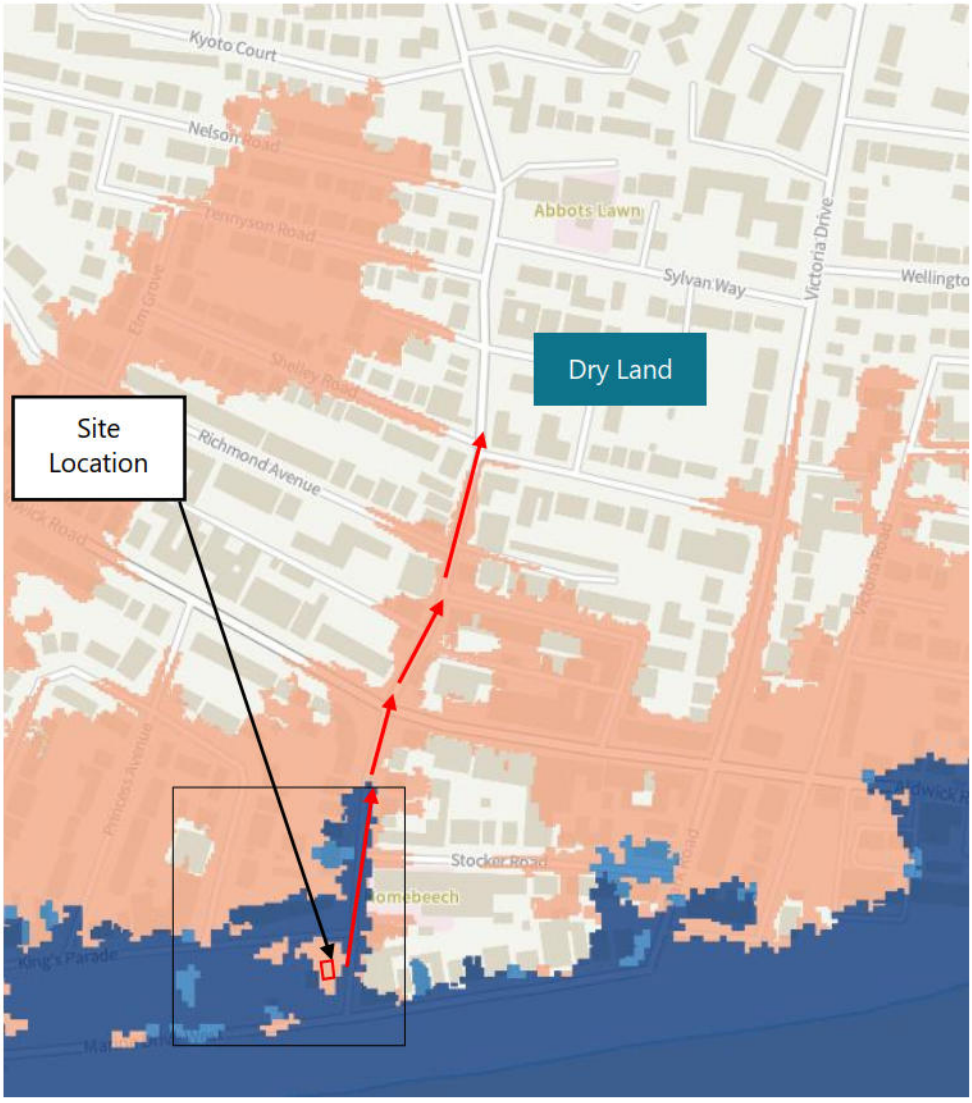
This Plan is a live document and will be reviewed and amended by the Manager. Any member of staff acting as Duty Manager must be involved during the testing and review of this Plan and assume the responsibilities, albeit temporarily, as if they were the Manager, whilst on duty.

This Plan will be reviewed no later than after 2 years after inception - and every 3 years from then onwards.

Map Showing Route to Dry Land

Map Insert:





The safest route to dry land is to head north up Nyewood Lane - away from the coast

Civil Engineering - Transport Planning - Flood Risk

GTA Civils & Transport, Maple House, 192-198 London Road, Burgess Hill, West Sussex, RH15 9RD

[redacted]

GTA Civils & Transport Limited, Registered in England No. 11917461. VAT Registration No. 319 2609 02

Citation ISO Certification Quality management ISO 9001: 2015 REGISTERED

Smas Registered

We are a Living Wage Employer

Certificate No:89542021