

FLOOD WARNING & EVACUATION PLAN

Marsh Farm,
Sea Lane,
Wrangle,
Boston,
PE22 9HE

RM ASSOCIATES

10 Main Street
Thorpe on the Hill
Lincoln
LN6 9BG
Tel 01522 681728
Mobile 07967 304737
Email: ray.rmassociates@gmail.com
November 2023 Version 1

RMA

Contents

INTRODUCTION..... 1

FLOOD WARNINGS 2

ENVIRONMENT AGENCY WARNINGS..... 2

1 Flood Alert 2

2 Flood Warning 2

3 Serve Flood Warning 3

On Site Reservoir 4

SAFE EVACUATION ROUTE 4

All Clear Notice..... 4

Annual Review 5

Emergency Contacts.....6

Figures

Fig 1 Safe Evacuation Route

INTRODUCTION

This Flood Warning and Evacuation Plan (FWEP) is for the 134 seasonal workers accommodation at the Staples Vegetables Ltd Marsh Farm site. It forms part of the overall health and safety information for all new and existing workers at the site and is to be used in the event of a flood event arising either from a breach of the tidal flood defences close to the site or flooding arising from the surface water reservoir on the site.

This FWEP is an update from the 2014 FWEP.

The site lies within 1km of the coastline in an area that is protected from tidal flooding to a very high standard by both primary defences, maintained by the Environment Agency (EA), and secondary/tertiary defences, both behind the EA defences and around the site.

The on-site reservoir is a fully engineered structure and is under the direct control of Staples Vegetables Ltd who are responsible for the inspection and maintenance. The probability of flooding from the lagoon is extremely low as the inflows are pumped and therefore controlled, there are facilities for drawing down the water level in the event of an emergency and the lagoon is lined with an impermeable liner all of which combine to make making sudden failure highly unlikely.

All staff at their induction course will be given a full briefing on flood risk including this FEWP and it will be explained how it is to be used in the event of a flood event arising from a breach of the tidal flood defences and how to advise visitors on site.

The main objective of this plan is to raise awareness of the 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 supervisors, employees and visitors of the site. It will be issued to provide advice and guidance to all staff in the event of an extreme flood event affecting the site to ensure safe evacuation from the site.

The Environment Agency aims to provide at least 2 hours warning between the Flood Warning alert being issued and the commencement of flooding. The EA recommends that all personnel should prepare to evacuate when a Flood Warning or Severe Flood Warning status is issued. If flood levels continue to rise, supervisors, employees and visitors will be advised to evacuate before safe access is lost.

The overall responsibility for managing a flood event on the site and for the co-ordination of flood warnings and evacuation procedures lies with Staples Vegetables Ltd. However, all visitors and staff should heed the advice/warnings and follow the instructions of the emergency services.

Staples Vegetables Ltd are already registered with the Environment Agency's **Flood Warnings Direct** free flood warning service for the Site Manager 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.

In the event of an advance warning being received of a possible flooding, all supervisors, employees and visitors of the site will be alerted by the Site Manager. All will then assemble at the designated assembly and pick up area and a roll call will be taken and reported to the Site Manager. If a flooding warning is received, affecting the site, the following plan and action will be implemented. Also, the Environment Agency's website should be monitored regularly for new warnings.

All staff will familiarize themselves with the evacuation procedure and evacuation route, which will be given to them.

Do not panic stay calm and reassure others, listen to the local radio for up-to-date information and to act accordingly.

A list of the permanent employees and all visitors will be maintained by the Flood Warden in order that they can be accounted for at three stages:

FLOOD WARNINGS

In the event of an ALERT for Area 5, warning code No 055WAT602WTEa (or any successor flood alert code) for extent of tidal flooding of areas near the Wash Frontage in Lincolnshire from Gibraltar point to Kirton Marsh being received of a possible flooding event, all personnel on site will be alerted by the **Site Manager or Flood Wardens**.

If a FLOODING WARNING for Area 1670 code No 053FWTWASH14 (or any successor flood warning code) for tidal flooding in the area near the Wash Frontage from Gibraltar Point to Freiston Shore including Croppers Lane, Grovefield Lane, Cut End Road, Limb Lane and Sea lane being received, all personnel on site will be alerted by the **Site Manager or Flood Wardens** to be ready to evacuate the site.

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

In the event of a flood incident, staff and visitors should heed the advice/ warnings and follow the instructions of the emergency services to evacuate or shelter on site.

The Local Authority has a legal obligation to aid evacuees under the Homelessness Act 2002. However, residents must be aware that at times of widespread flooding local services may have difficulty helping many evacuees.

ENVIRONMENT AGENCY WARNINGS

The Environment Agency has 3 levels of warnings for flooding.

1 Flood Alert



Flood Alert

Flood Alert: - All personnel on site will be informed personally, of an increased flood threat and ensure that 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 tide / river levels and stay tuned to local radio or TV. Make sure that others are aware of the present flood warning status and that 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.
- Check on an hourly basis with Floodline for updates.
- Be aware of water levels near you. Check if tidal levels are rising. If water is already on the floodplain, consider leaving the site.
- Be prepared to act on your FloodPlan
- Charge your mobile phone.
- Think about what items you would want to move to safety during a flood.

2 Flood Warning



Flood Warning

Flood Warning:- The **Site Manager** will ensure upon receipt of this warning that steps are taken to close the premises and if it is safe to do so, must be evacuated from the site before the safe egress is lost.

The Flood Warning notice for the site will be issued by the sounding of the Flood/Fire alarm under the direction of the Flood Warden. This will initiate procedures for the orderly evacuation of the site, from the buildings and caravans. All employees will assemble with portable personal belongings at the Assembly Point which is outside the main office block at Marsh Farm, at which point a roll call will be taken by the Flood Warden.

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

What to do.

- Act on the flood plan.
- Move all cars to safety.
- Prepare to turn off gas, water, and electricity from all equipment. Safety lockout procedures should be used.
- Protect yourself and help others.

3 Severe Flood Warning



Severe Flood
Warning

A severe flood warning means that severe flooding is expected. Issued when flooding poses a significant threat to life and different actions are required. There is extreme danger to life and property and people are advised to act immediately i.e., **Evacuate if safe to do so.**

The local authority, the emergency services and the Environment Agency will be managing the situation, with widespread flooding potentially over a large area, and will endeavour to provide advice on an evacuation route, shelter, and assistance to the evacuees. Ensure that you know the location of the gas, electricity, and water main supplies and how to turn them off.

Before evacuating the site, the **Site Manager** must ensure that the site is secure and that all visitors and staff have left the site. If flood waters have entered the building, switch off all power to the store, to minimise risk of fire or electrocution.

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 or evacuate the site as stated in the plan or as advised by the Emergency Services.
- Avoid electricity sources.
- Avoid walking or driving through flood water.
- In danger, call 999 immediately.
- Listen to emergency services.

On Site Reservoir

The on-site reservoir is a fully engineered structure and is under the direct control of Staples Vegetables Ltd who are responsible for the inspection and maintenance. The probability of flooding from the lagoon is extremely low as the inflows are pumped and therefore controlled.

The Flood Warden will check the condition of the reservoir embankments daily, by walking the crest and toe to ensure that there are no signs of leakage, cracking, subsidence or movement. If problems are noted the retained water level in the lagoon will be immediately lowered using the permanent diesel pump located on the crest.

If a breach of the reservoir is suspected immediate action will be taken by the site management to lower the retained water level using the permanent diesel pump located at the reservoir. This will discharge into the adjacent fields. If necessary, additional diesel pumps will be mobilised from the site to increase the rate of draw down.

In the unlikely event that this action is initiated the site will be put onto 'Flood Alert' status

SAFE EVACUATION ROUTE

Staples Vegetables Ltd will provide transport for the staff who do not have their own vehicles and transfer them to their inland sites that do not lie within the extreme flood area and these will be used as places of safe refuge for the employees. These are at Station Farm, Sibsey and Scrafield Farm, Scrafield.

The safe evacuation route to Station Road Farm Sibsey is as follows: -

From the assembly point follow Sea Lane up to the junction with the A52(1.3Km) turn left towards Wrangle, follow the A52 to Old Leake (4Km) turning right onto the A1185, travel through the village and keep left on to The Grid follow this road for (5Km) to Station Farm. **Fig 1.**

All Clear Notice

When the Environment Agency has issued the **all clear** notice for the area, the **Site Manager** should contact the local authority to check that it is safe to return to their property. Staff advised to call the Site Manager for further information on the site reopening.

The **Owner** should be aware that if floodwaters have entered the property it will need to be cleaned disinfected and repaired and fully dried out prior to reoccupation. Ask for advice before cleaning up.

The building must be checked to ensure it is safe before entering the building, and if there are any doubts professional opinions should be sought.

If there is any doubt that appliances may be water damaged, they must be checked before switching the power or gas back on. Contact the insurance company as soon as possible to get their approval before arranging any clean-up or repairs.

Annual Review

The Site Management must review the Flood Evacuation Plan at least annually, in accordance with Environment Agency guidance and considering the rise in sea/river level due to global warming and will update employees through an annual meeting and/or update.

- Read and understand the plan and update the contact lists.
- Contact the Environment Agency to check that the flood risk to the property has not changed.
- Contact the Environment Agency Floodline Service to ensure that you are still registered to receive flood alerts by your preferred method.
- Know how and where to isolate gas, water, and electric supplies.
- At least once a year a test of the evacuation plan will be carried out to ensure that they are familiar with the plan and its procedures.

This Flood Warning and Evacuation Plan will be provided to employees and erected and maintained by the Site Management in key communal areas of the site.

The following lists are to be completed by the Site Management, added to as necessary and updated monthly.

Emergency Contacts

Service	Contact Information
Emergency Services	
E A Flood Warnings Direct	
Boston Borough Council	
Electricity Supplier& Meter No	
Gas Supplier & Meter No	
Water Supplier & Meter No	
Insurance Company & Policy No	
Local Radio Station	
Medical (non-emergency)	
Police	

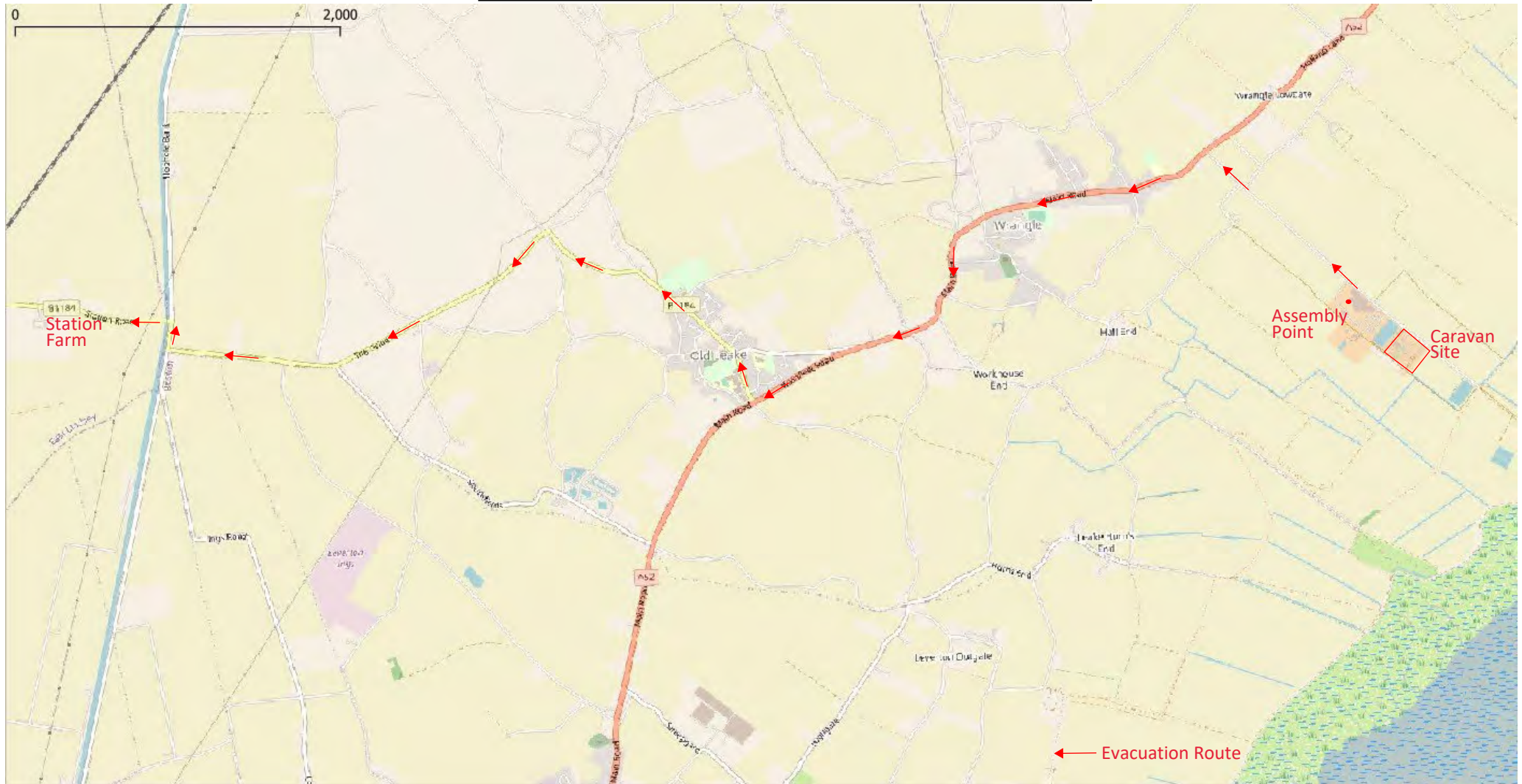
Site Contact list

Name	Address	Telephone	Mobile

Key locations

Service Cut Off point	Location	Shut Down procedure
Electricity Do not touch if standing in water		
Gas		
Water		
Oil Based Products		
Chemicals etc.		

Fig 1 Safe Evacuation Route Plan



The safe evacuation route to Station Road Farm Sibsey is as follows: -

From the assembly point follow Sea Lane up to the junction with the A52(1.3Km) turn left towards Wrangle, follow the A52 to Old Leake (4Km) turning right onto the A1185, travel through the village and keep left on to The Grid follow this road for (5Km) to Station Farm.