



FLOOD WARNING & EVACUATION PLAN FOR TEMPORARY CHANGE OF USE

Haven Banks, Exeter

Welbeck CP

July 2023

Project no: 61645

Document Review Sheet: -

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Title: FLOOD WARNING & EVACUATION PLAN FOR TEMPORARY CHANGE OF USE
Project: Haven Banks, Exeter
Client: Welbeck CP
Project No.: 61645

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1. INTRODUCTION

Important Information

- 1.1. This Flood Warning and Evacuation Plan (FWEP) has been prepared for the use of the management, staff and attendees at Haven Road, Exeter for the temporary change of use from commercial to religious over a maximum twelve month period. This site is shown by the Environment Agency flood mapping as located in flood zone 3 (FZ3).
- 1.2. If management are referring to this plan after receiving a Flood Warning from the Environment Agency, turn directly to sections 3 to 6 where advice is given on what actions to take. ***If in doubt, unless you are instructed to evacuate the site by the emergency services, be prepared to evacuate if the situation worsens. If a Severe Flood Warning has been issued by the Environment Agency, reference 6.0 below, then act immediately, you do not have to wait for advice or instruction to do so from the emergency services.***
- 1.3. If the management are referring to this plan because flooding has occurred without warning at or near to the site, contact Devon County Council for an update on the situation for advice on what action to take and await further information from the emergency services via local radio. ***Do not walk through flood water, unless instructed by the emergency services. Even shallow water can be dangerous!***

Background

- 1.4. This FWEP is a live document and will require annual review to ensure that the contact details are relevant and up to date. The plan may need to be updated following changes to the proposed evacuation routes, Local Authority emergency plans or other matters beyond the control of the management and all appointed persons. A full copy or summary of this document should be kept in a safe place in a location known to the management, and staff of the temporary church.

- 1.5. The purpose of this plan is to provide guidance on the emergency response and procedures which management should undertake after Environment Agency Flood Warnings have been issued. During a flood event the advice of emergency services on the ground should always take precedence over the advice contained within this document. However, if a Severe Flood Warning has been issued, reference 6.0 below then you should act immediately following the advice given below.
- 1.6. At times of widespread flooding local services may have difficulty providing for large number of evacuees. If possible, the management and staff of the church should make arrangements for themselves and any visitors.

2. ACCESS AND EGRESS

- 2.1. The Environment Agency's mapping shows that the site is in flood zone 3 for fluvial / tidal risk, this is in **Appendix A**. The EA's provided preliminary results of their 2022 modelled water levels for the 100yr, 200yr and 1000yr events. These are used to assess risk at this site, then the potential water depths within the site are as shown in Table 1 using typical site level of 7.50m AOD:

Table 1 – Flood water levels at site using a typical site level of 7.50m AOD

Event	1:20 (5%)	1:75 (1.33%)	1:100 (1%)	1:200 (0.5%)	1:1000 (0.1%)	1:100 + CC
Flow (m3)	-	-	1042	1243	1839	1521
Flood Level (m)	-	-	7.50	8.15	8.65	8.38
Depth (m)	-	-	0.00	0.65	1.15	0.88

- 2.2. Table 1 demonstrates that for the 1 in 100yr event there is no flood risk to the site for the 1 in 100yr event.
- 2.3. The EA data for the enhanced defences in this area shows a crest level of between 9.15mAOD and 9.46mAOD. The new preliminary modelling indicates that the residual risk of flooding to the site is medium to low in 2022.

Evacuation with Flood Warning

- 2.4. The level of risk of flooding, identified by flood warning codes, reference 5 and 6 below, will be issued by the Environment Agency.
- 2.5. Early evacuation of visitors by independent means before flooding becomes an issue, is the responsibility of the visitors. With sufficient warning it is feasible that visitors would be able to safely leave the site before flooding becomes an issue.
- 2.6. If a flood warning is issued that could result in a defence failure or overtopping of the defences the commercial areas of the development should be closed and the staff sent home.
- 2.7. In accordance with the new flood modelling data, the site is safe (no flooding) for the 1 in 100yr event and no escape plan is required. However, future climate change may cause risk of flooding to increase, in which case a flood evacuation plan is necessary, and a safe route required for visitors to get to safety. It is prudent to note that this proposal is for a relatively short period of time to a maximum of 12 months, and so, the effect of climate change over such a short period of time is negligible. An evacuation map is presented at **Appendix B**.

Evacuation for Limited or No Flood Warning

- 2.8. In the unlikely event of flooding occurring at the site with no prior flood warning from the Environment Agency, management and staff of the church should leave the area if still safe to do so.

3. ENVIRONMENT AGENCY FLOODLINE WARNINGS DIRECT SERVICE

- 3.1. The Environment Agency's Flood Warning Direct Service provides real-time Flood Warning information throughout England and Wales. The service covers designated Flood Warning Areas.
- 3.2. When there is a risk of flooding the Environment Agency also issues warnings through the media. The warnings are broadcasted on TV weather bulletins and on radio weather and travel reports.
- 3.3. The site is in the following Flood Warning and Flood Alert areas:
- 3.4. Flood Warning Area: The River Exe at Exeter

Visitors and staff can sign up for alerts here:

[HTTPS://WWW.GOV.UK/SIGN-UP-FOR-FLOOD-WARNINGS](https://www.gov.uk/sign-up-for-flood-warnings)

3.5. Flood procedures following Flood Warning Codes are provided in sections 4 to 7 below, further information can be found in Appendix E.

4. **FLOOD ALERT**



What it means:

- Flooding is possible
- Be prepared

When it's used:

- Two hours to two days in advance of flooding

5. **FLOOD WARNING**



What it means:

- Flooding is expected
- Immediate action required

When it's used:

- Half an hour to one day in advance of flooding

6. **SEVERE FLOOD WARNING**



What it means:

- Severe flooding
- Danger to life

When it's used:

- When flooding poses a significant risk to life or a significant disruption to communities

If you receive a severe flood warning and overtopping and/or a breach of the defences is forecasted, visitors and managers should take the following actions:

- Evacuate and take your flood kit. **Do not wait for the flood water to arrive!** Follow the local advice at the time.

Close down procedures:

- Inspect non-return valves on drainage systems.
- Shut off the gas/electric/water supplies, see services plan in **Appendix D.**
- Ensure any hazardous materials like bleach etc. are safe and secure and do not create any additional risks by encountering flood waters. Large quantities of hazardous materials should be taken out of the flood zone and stored in a safe place, prior to the flood. Valuable computers and laptops and important documents should be secured in accordance with management plans.
- Tie or anchor down equipment that could potentially float and cause an additional hazard (e.g., containers used for storage).
- While closing the premises tune in to a local radio station and listen to local news and weather forecasts.
- If sufficient time is available notify potential visitors that it is not safe to come to the site.
- Check that all visitors and staff have safely left and do not remain on the site.

- 6.1. A Severe Flood Warning code is not necessarily preceded by a Flood Warning code.
- 6.2. If a severe flood warning is issued the Environment Agency considers it likely that there will be widespread severe flooding in the area which will cause a major disruption to infrastructure in and around the area.
- 6.3. The advice given by the Emergency Services on the ground should always take precedence over this Flood Warning & Evacuation Plan. However, visitors do not have to wait for instructions or advice before evacuating, **if a**

Severe Flood Warning has been issued, that could over top the defences then Evacuate immediately.

- 6.4. At this stage the local authority, the emergency services and the Environment Agency will be managing the situation, with widespread flooding potentially occurring over a large area, they will endeavour to provide advice on an evacuation route, shelter and assistance to evacuees. The local authority has a legal obligation to aid evacuees under Homelessness Act 2002. This would normally be provided in rest centres (school, halls etc.).

7. ACTIONS AFTER WARNINGS ARE NO LONGER IN FORCE

- 7.1. Persons who have sought safe refuge (after an un-warned event) should wait there until the emergency services or statutory bodies have advised that it is safe to leave.
- 7.2. For persons who have been evacuated, it may now be safe to return to the site. Local emergency service advice should be followed as it may still not be safe to return after flood waters have started to recede.
- 7.3. The local authority will continue to provide rest centres or other suitable emergency accommodation for those who are unable to return to their homes (or those who do not have suitable insurance provision) and will assist for as long as necessary.
- 7.4. The Emergency Services should be consulted before re-occupying the site to ensure that it is safe to do so. If there are any doubts, professional opinion should be sought. Check with your insurance company before re-occupying the premises.
- 7.5. Before switching the electrical power, gas and water services back on these MUST be checked by accredited engineers from the utility companies. Contact the relevant insurance company as soon as possible to get their approval and advice before arranging any clean-up or repairs, or for the disposal of damaged property.
- 7.6. An accurate record of damaged property should be kept, including photographs for insurance purposes and any other details required by your insurance policy or advisor.

8. REVIEW AND AWARENESS

- 8.1. It is recommended that management take responsibility for updating this plan annually (say at the beginning of autumn), so that it continues to provide relevant advice over the long term. The following actions are advised:
- Check the contacts list and update contact names and telephone numbers if necessary.
 - Contact the Environment Agency Flood line Service on 0345 988 1188 to check that the flood risk to the property has not changed.

- ensure that non-return valves are serviced annually or as recommended in the manufacturer's guidelines.
- The Environment Agency should be kept informed of the outcome of the annual review and any changes that are made.

8.2. General public health advice and information following a flooding event can be found on the Health Protection Agency website: -

<http://www.hpa.org.uk/Topics/EmergencyResponse/ExtremeWeatherEventsAndNaturalDisasters/EffectsOfFlooding/>

In particular, the website provides the following health advice.

- General information following floods.
- How to clean up safely following floods.
- Coping without mains water

9. RESPONSIBILITIES

9.1. The response to a major flood event will involve several organisations working together at a local level including the emergency services, the local authority, utilities companies and the Environment Agency. Other bodies that may lay a major role in the response are communications media, voluntary organisations and the public.

9.2. The role and responsibilities of the main bodies in Devon are summarised below.

9.3. The Environment Agency will be responsible for:

- Issuing flood warning messages to Devon Police, Devon County Fire and Rescue Service and the general public.
- Notifying Devon Police, Devon Fire and Rescue Service and Devon County Council of the failure of the defence.
- Maintaining the Environment Agency's own Operational Flood Plans.

9.4. The Devon Police will be responsible for:

- Protection of life and property, provision of public warnings if called upon by the Environment Agency.
- Co-ordination and initial control of all activities within the flooded area, including evacuation where necessary.
- Control of traffic and ensuring all strategic routes are kept available for essential vehicles.
- Maintaining the security of flooded areas.
- Notifying other emergency services.
- Activation of the Strategic Co-ordination Centre

9.5. The Devon County Fire and Rescue Service will respond to flood emergencies in order to:

- Save life and rescue people that are trapped by flood water
- Carrying out pumping of water as part of the essential damage control
- Assist other agencies to minimise the effect of major flooding on the community

9.6. Utility Companies roles are:

- In the event of a flood, they will attempt to secure their services and equipment to ensure continuation of supply.
- Repair services disrupted by flood.
- Provide alternative means of supply during service disruption if life and health risks are identified.

10. PERSONAL FLOOD PLAN PROFORMA

- 10.1. **Appendix C** provides a form to be used for important contacts and key information to hand in the event of an emergency. This form should be kept with the FWEP.

10.2. Contact for Devon County Council:

Office Hours: Tel 0345 155 1015

Information on flooding can be found at the Devon Resilience forum website.

<https://www.devon.gov.uk/floodriskmanagement/flood-resilience/>

11. EMERGENCY SERVICES

11.1. If there is a danger to life always **dial 999** and ask for the appropriate emergency service.

Service	Telephone Number (non-emergency)
Devon County Fire and Rescue Service	101
Devon Police	101
Southwestern Ambulance Service NHS Trust	01392 261500

12. PREPARE A FLOOD KIT

12.1. Essential items in a flood kit should be available to Management.

- Copies of your building insurance documents.
- List of prescription medication if required.
- A torch with spare batteries.
- A wind-up or battery radio.
- Warm, waterproof clothing and blankets.
- A first aid kit and prescription medication.
- Bottled water and non-perishable foods.
- Baby food and baby care items if required.
- Pet food if required
- Wellington boots.
- A copy of this plan.
- A watertight box in which to store the above.
- Cash and credit cards.
- Spare building keys.

13. FURTHER INFORMATION

Environment Agency Website

www.environment-agency.gov.uk

BBC DEVON

<https://www.bbc.co.uk/news/england/Devon>

Local Radio stations in Devon can be found on the following frequencies:

BBC RADIO Devon – 95.7FM

Heart FM Exeter – 96.2FM

Local television stations are:

ITV – Westcountry

BBC – Spotlight

Appendix A

Environment Agency Flood Data (2011)



Devon Cornwall and Isles of Scilly Area

Preliminary Opinion Advice Note

January 2019

This document sets out the environmental issues we will consider when providing our planning application consultation advice to Local Planning Authorities. It can be used by applicants, developers and consultants at the pre-planning stage.

Further pre-application options

We are able to provide detailed and bespoke advice and answer technical questions for a charged fee which equates to £100 per hour plus VAT.

If you are interested in finding out more about this service, please email:

SPDC@environment-agency.gov.uk

We can explain this service and provide you with a bespoke quote for further pre-application advice that you may require.

Fluvial/Tidal Flood Risk

Development must be safe and should not increase the risk of flooding.

You can view a site's flood zone on the Flood Map for Planning on the .gov.uk website

<https://flood-warning-information.service.gov.uk/long-term-flood-risk>

If your proposed development is located within flood zone 2 or 3 you should consult the Flood Risk and Coastal Change pages of the National Planning Policy Guidance (NPPG)

<http://planningguidance.communities.gov.uk/blog/guidance/flood-risk-and-coastal-change/>

Here you can determine whether the flood risk vulnerability of your proposed development and the flood zone are compatible. You can also establish if there are flood risk sequential test and exception test requirements for your proposed development.

If your proposed development is located within flood zone 2 or 3 and its vulnerability and flood zone are considered acceptable under the NPPG then a site specific Flood Risk Assessment (FRA) is required to support any subsequent planning application. This is required by paragraph 103 of the National Planning Policy Framework (NPPF)

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

Guidance on the content of a site specific FRA can be found on the NPPG and the .gov website:

<https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications>

We are in the process of making the majority of our data open source. Flood risk data is available from .gov.uk <https://data.gov.uk/data/search?q=Flood&publisher=environment-agency&unpublished=false>

However, if you need more detailed flood risk modelling data to help you produce a FRA then please contact our Customers and Engagement team at DCISEnquiries@environment-agency.gov.uk

Climate Change Allowances

On 19 February 2016, we published new guidance for planners and developers on how to use climate change allowances in a site-specific FRA: <https://www.gov.uk/guidance/flood-risk-assessments-climate-change-allowances>

If you have any questions regarding this guidance, please contact our Customers and Engagement team:

DCISEnquiries@environment-agency.gov.uk

Groundwater Quality

Development must not cause pollution to the water environment.

Source Protection Zones

These zones indicate that an area is very sensitive to pollution risks due to the proximity of drinking water sources and the way groundwater flows. In these areas we may consider it inappropriate for development to discharge foul or surface water into the ground.

To see if your proposed development is located within a Source Protection Zone, please use our online map: <http://apps.environment-agency.gov.uk/wiyby/37833.aspx>

Contaminated land

The NPPF takes a precautionary approach to land contamination. Before the principle of development can be determined, land contamination should be investigated to see whether it could preclude certain development due to environmental risk or cost of remediation.

Where contamination is known or suspected, a desk study, site investigation, remediation and other works may be required to enable safe development (paragraph 121 of the NPPF). Minimum requirements for submission with a planning application are a preliminary risk assessment, such as a site walkover or desk top study.

Site investigation and remediation strategy reports may be required for submission with a planning application for sensitive land use types or where significant contamination, or uncertainty, is found. When dealing with land affected by contamination, developers should follow the risk management framework provided in the CLR11, Model Procedures for the Management of Land Contamination:

<https://www.gov.uk/guidance/land-contamination-risk-management>

Pollution

If the proposed development use has the potential to pollute ground or surface water receptors then an assessment to establish whether the risk of pollution is acceptable or can be satisfactorily mitigated for will be required within any planning application.

Foul Drainage

When drawing up wastewater treatment proposals for any new development, the first presumption is to provide a system of foul drainage discharging into a public sewer to be treated at a public sewage treatment works (those provided and operated by the water and sewerage companies). This should be done in consultation with the sewerage company of the area prior to the submission of a formal planning application.

If connection to the public sewerage system is not feasible, a private foul drainage system may be considered. Under the Environmental Permitting Regulations 2010 any discharge of sewage or trade effluent made to either surface water or groundwater will need to be registered as an exempt discharge activity or hold a permit issued by the Environment Agency, in addition to planning permission. This applies to any discharge to inland freshwaters, coastal waters or relevant territorial waters.

Further guidance is available at:

<https://www.gov.uk/government/publications/small-sewage-discharges-in-england-general-binding-rules>.

Main Rivers

Ecology

If a Main River is located on or within 8 metres of your proposed development site an ecological survey is required to establish whether development is likely to have a detrimental impact on the biodiversity of the watercourse. We would not support development proposals if there was shown to be a likely detrimental impact on the water environment. In accordance with the National Planning Policy Framework (NPPF), any development proposal should avoid significant harm to biodiversity and seek to protect and enhance it. Opportunities to incorporate biodiversity in and around the development will be encouraged.

Your scheme should be designed with a naturalised buffer zone of at least 8 metres from the main river to protect and enhance the conservation value of the watercourse and ensure access for flood defence maintenance.

This buffer zone should be managed for the benefit of biodiversity for example by the planting of locally appropriate, UK native species. The buffer zone should be undisturbed by development with no fencing, footpaths or other structures. This buffer zone will help provide more space for flood waters, provide improved habitat for local biodiversity and allows access for any maintenance requirements.

To identify any Main Rivers in proximity to your proposed development please see our Main Rivers Consultation Map: <http://apps.environment-agency.gov.uk/wiyby/151293.aspx>

Water Framework Directive (WFD)

With any development alongside watercourses, consideration should be given to the requirements of the Water Framework Directive (WFD) <http://ec.europa.eu/environment/water/water-framework/> . This includes preventing overall deterioration in water quality and promoting improvement in the ecological status of any water body. Actions to achieve this are listed in the South West River Basin Management Plan (RBMP) <https://www.gov.uk/search?q=River+Basin+Management+Plans>.

Where appropriate, a WFD Assessment (<http://planningguidance.communities.gov.uk/blog/guidance/water-supply-wastewater-and-water-quality/water-supply-wastewater-and-water-quality-considerations-for-planning-applications/>) should assess any potential impacts on the watercourse and demonstrate that the required enhancements will be delivered. In some cases the requirements of a WFD assessment can be incorporated into an Environmental Impact Assessment (EIA). Any development that has the potential to cause deterioration in classification under WFD or that precludes the recommended actions from being delivered in the future is likely to be considered unacceptable to us.

Environmental Permitting Regulations

To see if your proposed development requires an Environmental Permit under the Environment Permitting Regulations please refer to our website:

<https://www.gov.uk/guidance/check-if-you-need-an-environmental-permit>

From 6 April 2016 an Environmental Permit is required for any proposed works or structures, in, under, over or within 8 metres of the top of the bank of a designated Main River and within 16 metres of a tidal defence.

Please note

This document is a response to a pre-application enquiry only and does not represent our final view in relation to any future planning application made in relation to any site. You should seek your own expert advice in relation to technical matters relevant to any planning application before submission.

If you have any questions please contact the Sustainable Places team:

SPDC@environment-agency.gov.uk

Our ref: ENQ22/DCIS/247725

Your ref:

Date: 27th January 2022

Dear James,

Enquiry regarding *Product 4, 5 & 6*

Thank you for your enquiry which was received on 17th January 2022.

We respond to requests under the Freedom of Information Act 2000 and Environmental Information Regulations 2004. The information is attached.

Abstract

Name	Product 4
Description	Detailed Flood Risk Assessment Map for Exeter
Licence	Open Government Licence
Information Warnings	
Information Warning - OS background mapping	<i>The mapping of features provided as a background in this product is © Ordnance Survey. It is provided to give context to this product. The Open Government Licence does not apply to this background mapping. You are granted a non-exclusive, royalty free, revocable licence solely to view the Licensed Data for non-commercial purposes for the period during which the Environment Agency makes it available. You are not permitted to copy, sub-license, distribute, sell or otherwise make available the Licensed Data to third parties in any form. Third party rights to enforce the terms of this licence shall be reserved to OS.</i>
Attribution	Contains Environment Agency information © Environment Agency and/or database rights. Contains Ordnance Survey data © Crown copyright 2017 Ordnance Survey 100024198.

Name	Product 5
Description	<i>Exeter Model Report 2011</i>
Licence	Environment Agency Conditional Licence
Conditions	<ol style="list-style-type: none">1. You may use the Information for your internal or personal purposes and may only sublicense others to use it if you do so under a written licence which includes the terms of these conditions and the agreement and in particular may not allow any period of use longer than the period licensed to you.2. Notwithstanding the fact that the standard wording of the Environment Agency Conditional Licence indicates that it is perpetual, this Licence has a limited duration of 5 years at the end of which it will terminate automatically without notice.

	<p>3. We have restricted use of the Information as a result of legal restrictions placed upon us to protect the rights or confidentiality of others. In this instance it is because of third party data. If you contact us in writing (this includes email) we will, as far as confidentiality rules allow, provide you with details including, if available, how you might seek permission from a third party to extend your use rights.</p> <p>4.1 The Information may contain some data that we believe is within the definition of “personal data” under the Data Protection Act 1998 but we consider that we will not be in breach of the Act if we disclose it to you with conditions set out in this condition and the conditions above. This personal data comprises names of individuals or commentary relating to property that may be owned by an individual or commentary relating to the activities of an individual.</p> <p>4.2 Under the Act a person who holds and uses or passes to others personal data is responsible for any compliance with the Act and so we have no option but to warn you that this means you have responsibility to check that you are compliant with the Act in respect of this personal data.</p> <p>5. The location of public water supply abstraction sources must not be published to a resolution more detailed than 1km². Information about the operation of flood assets should not be published..</p> <p>6.1 Where we have supplied model data which may include model inputs or outputs you agree to supply to the Environment Agency copies of any assessments/studies and related outputs, modifications or derivatives created pursuant to the supply to you of the Information, all of which are hereinafter referred to as “the Data”.</p> <p>6.2 You agree, in the public interest to grant to the Environment Agency a perpetual royalty free non-exclusive licence to use the Data or any part thereof for its internal purposes or to use it in any way as part of Environment Agency derivative products which it supplies free of charge to others such as incorporation into the Environment Agency's Open Data mapping products.</p>
Information Warnings	
Attribution	<p>Contains Environment Agency information © Environment Agency and/or database rights.</p> <p>May contain Ordnance Survey data © Crown copyright 2017 Ordnance Survey 100024198.</p>

Name	Product 6
Description	Model Output Data <i>for Exeter 2011</i>
Licence	Environment Agency Conditional Licence
Conditions	<ol style="list-style-type: none"> 1. You may use the Information for your internal or personal purposes and may only sublicense others to use it if you do so under a written licence which includes the terms of these conditions and the agreement and in particular may not allow any period of use longer than the period licensed to you. 2. Notwithstanding the fact that the standard wording of the Environment Agency Conditional Licence indicates that it is perpetual, this Licence has a limited duration of 5 years at the end of which it will terminate automatically without notice. 3. We have restricted use of the Information as a result of legal restrictions placed upon us to protect the rights or confidentiality of others. In this instance it is because of third party data. If you contact us in writing (this includes email) we will, as far as confidentiality rules allow, provide you with details including, if available, how you might seek permission from a third party to extend your use rights. <p>4.1 The Information may contain some data that we believe is within the definition of “personal data” under the Data Protection Act 1998 but we consider that we will not be in breach of the Act if we disclose it to you with conditions set out in this condition and the conditions above. This personal data comprises names of individuals or commentary relating to property that may be owned by an individual or commentary relating to the activities of an individual.</p> <p>4.2 Under the Act a person who holds and uses or passes to others personal data is responsible for any compliance with the Act and so we have no option but to warn you that this means you have responsibility to check that you are compliant with the Act in respect of this personal data.</p> <p>5. The location of public water supply abstraction sources must not be published to a resolution more detailed than 1km². Information about the operation of flood assets should not be published.</p> <p>6.1 Where we have supplied model data which may include model inputs or outputs you agree to supply to the Environment Agency copies of any assessments/studies and related outputs, modifications or derivatives created pursuant to the supply to you of the Information, all of which are hereinafter referred to as “the Data”.</p> <p>6.2 You agree, in the public interest to grant to the Environment Agency a perpetual royalty free non-exclusive licence to use the Data or any part thereof for its</p>

	internal purposes or to use it in any way as part of Environment Agency derivative products which it supplies free of charge to others such as incorporation into the Environment Agency's Open Data mapping products.
Information Warnings	Please be aware that model data is not raw, factual or measured but comprises of estimations or modelled results based on the data available to us.
Attribution	Contains Environment Agency information © Environment Agency and/or database rights.

Data Available Online

Many of our flood datasets are available online:

- Flood Map For Planning ([Flood Zone 2](#), [Flood Zone 3](#), [Flood Storage Areas](#), [Flood Defences](#), [Areas Benefiting from Defences](#), ,)
- [Risk of Flooding from Rivers and Sea](#)
- [Historic Flood Map](#)
- [Current Flood Warnings](#)

Please get in touch if you have any further queries or contact us within two months if you'd like us to review the information we have sent.

Yours sincerely

Hannah
Hannah Dolley
Flood and Coastal Risk Management Officer
Partnerships and Strategic Overview
Devon, Cornwall & Isles of Scilly

 DCISEnquiries@environment-agency.gov.uk

Use of Environment Agency Information for Flood Risk Assessments

Important

The Environment Agency are keen to work with partners to enable development which is resilient to flooding for its lifetime and provides wider benefits to communities. If you have requested this information to help inform a development proposal, then we recommend engaging with us as early as possible by using the pre-application form available from our website:

<https://www.gov.uk/government/publications/pre-planning-application-enquiry-form-preliminary-opinion>

We recognise the value of early engagement in development planning decisions. This allows complex issues to be discussed, innovative solutions to be developed that both enables new development and protects existing communities. Such engagement can often avoid delays in the planning process following planning application submission, by reaching agreements up-front. We offer a charged pre-application advice service for applicants who wish to discuss a development proposal.

We can also provide a preliminary opinion for free which will identify environmental constraints related to our responsibilities including flooding, waste, land contamination, water quality, biodiversity, navigation, pollution, water resources, foul drainage or Environmental Impact Assessment.

In preparing your planning application submission, you should refer to the Environment Agency's Flood Risk Standing Advice and the Planning Practice Guidance for information about what flood risk assessment is needed for new development in the different Flood Zones. This information can be accessed via:

<https://www.gov.uk/flood-risk-assessment-standing-advice>
<http://planningguidance.planningportal.gov.uk/>

You should also consult the Strategic Flood Risk Assessment or other relevant materials produced by your local planning authority.

You should note that:

1. Information supplied by the Environment Agency may be used to assist in producing a Flood Risk Assessment (FRA) where one is required, but does not constitute such an assessment on its own.
2. This information covers flood risk from main rivers and the sea, and you will need to consider other potential sources of flooding, such as groundwater or surface water runoff. Information produced by the local planning authority referred to above may assist here.
3. Where a planning application requires an FRA and this is not submitted or is deficient, the Environment Agency may raise an objection.

Appendix B

Flood Evacuation Plan

DO NOT SCALE



KEY:



SITE



ESCAPE ROUTE DIRECTION

P3	23.12.22	SAFE ROUTE UPDATED	OCS	MG
P2	11.10.22	SAFE ROUTE UPDATED TO EA's COMMENTS	SJA	MG
P1	27.06.22	PRELIMINARY ISSUE	SJA	MG
REV	DATE	DESCRIPTION	DRAWN	CHKD

REVISIONS

This drawing is to be read in conjunction with all other Engineer's drawings and all other project information. Any discrepancy between the Engineer's drawings and other project information is to be reported to the Engineer immediately.



Project

HAVEN ROAD, EXETER

Title

EMERGENCY FLOOD EVACUATION
ROUTE PLAN

Client

WELBECK CP

847 The Crescent, Colchester, Essex CO4 9YQ
Unit 06C130, 6th Floor, 1 St. Katherine's Way, London, E1W 1UN
5 Quern House, Mill Court, Great Shelford, Cambs CB22 5LD
4 The Old Church, St. Matthews Road, Norwich, Norfolk NR1 1SP
The Wheelhouse, Bonds Mill, Stonehouse, Gloucestershire GL10 3RF
Email Address: mail@rj.uk.com

Tel: 01206 228800
Tel: 020 7448 9910
Tel: 01223 314794
Tel: 01603 230240
Tel: 01172 020070
Website: http://www.rj.uk.com

Scale NTS	Drawn SJA	Date 27/06/22					
Project Manager MG	Checked MG	Approved MG					
Status S2	Suitability Description FOR INFORMATION	RJL Project No : 61645					
project	originator	zone	level	type	role	number	revision
61645	RJL	XX	XX	DR	C	0002	P3

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Appendix C

Personal & Business Flood Plan Proforma

would your business stay afloat?

A guide to preparing your
business for flooding



Flooding is the most common and widespread natural disaster in the UK. Since 1998 there has been at least one serious flood every year. Businesses like yours are more likely to be flooded than destroyed by fire. As our climate changes we can expect to see more extreme weather – and more floods.

We aim to reduce the likelihood of flooding by managing land, rivers, coastal systems and flood defences. While we do everything we can to reduce the chance of flooding, it is a natural process and can never be completely eliminated.

By taking action to prepare in advance for flooding, most businesses can save between 20 and 90 per cent on the cost of lost stock and movable equipment, as well as some of the trouble and stress that goes with such an event.

This is a simple guide to some of the easy actions that you can take to make sure that your business is as well prepared as possible.

It tells you about how to find out if your business is at risk, our flood warning service and what our flood warning codes mean. It also has a simple template to use to design a flood plan for your company.

For more information about flooding, visit our website at **www.gov.uk/flood** or call Floodline on **0345 988 1188**.

Make sure that your business is prepared for flooding.

How do I find out if my business is at risk from flooding?

There are two quick and easy ways for you to find out if you're at risk.

call us on
0345 988 1188

Our Floodline service is open 24 hours, calls are charged at local rate. By taking your postcode, our operators will check and see if your business is in a flood risk area.

Look at our website
www.gov.uk/flood

You need to be aware of flooding and keep an eye on the water levels and weather situation at all times. You can do this by checking the flood forecasts and the river and sea levels on our website.

Our online flood map uses the latest technology and data gathered over many years to give the most accurate view of flooding in your area.

By entering your postcode you can find out if your business is at risk. Areas at risk from flooding are shown in dark blue and areas at risk from extreme flooding in light blue.

My business is at risk from flooding. What should I do now?

Start preparing now. If the weather conditions are right, flooding can happen at any time.

Remember, floods can happen at any time and any day – make sure you provide a number that can be contacted at all times – even out of working hours.

Sign up for flood warnings.

The first thing you should do is find out if you can receive flood warnings. In areas of high flood risk, we offer a service called Floodline Warnings Direct. This is a free, 24 hour service that sends automated flood warnings by telephone, SMS text, email, fax or pager.

To find out if you can receive this service, call Floodline on 0345 988 1188.

If your business isn't in an area covered by our warnings you can still check the latest flood warnings in force on our website.

When the situation is serious, flood warnings will also be broadcast on local television and radio news.

What practical steps can I take to protect my business?

Now that you've checked your risk and found out about flood warnings, it's time to start thinking about preparing a flood plan specifically for your business.

Taking simple steps can go a long way to protecting your business from flooding. Preparing a flood plan could:

- Significantly reduce financial losses, damage to property and business interruption;
- Help compliance with regulatory requirements (for example, Occupier's Liability Act 1984);
- Reduce exposure to civil or criminal liability;
- Enhance your company's image and credibility with employees, customers, suppliers and the community;
- Help fulfil your moral responsibility to protect employees, the community and the environment;
- Help you to obtain insurance cover.

What is a flood plan?

Just as many businesses have health and safety policies and contingency plans for an emergency, they should also have flood plans.

A flood plan is a written document that outlines how your business will respond to a flood.

This might include a list of steps you will take in case of a flood and the order you will take them in. It could also include the purchase of flood products and insurance.

A written plan can make information **easy** to access during a flood, **easy** to communicate to staff, and **easy** to remember.

Small businesses should make sure there is a plan of action in case of flooding. As the business owner, this may be your responsibility.

If your business is **medium sized**, flood preparation might be the responsibility of a team of people from different areas of the business.

If your business decides to have a flood planning team, this could be led by the business owner or Managing Director.

The leader of the flood planning team will need to let staff know about the plan once it is finished.

All members of the team should also keep a copy of important flood contacts at home for easy access.

Key areas to consider in your flood plan are:

- human resources;
- maintenance/facilities;
- finance and purchasing.

Once you have completed your plan don't forget about it. Look at it regularly and make sure it is up to date and in the event of a flood **use it**.



business flood plan



A written flood plan is recommended for businesses.

It should include:

- A list of important contacts, including Floodline, building services, suppliers and evacuation contacts for staff;
- A description or map showing locations of key property, protective materials and service shut-off points;
- Basic strategies for protecting property, preventing business disruption and assisting recovery;
- Checklists of procedures that can be quickly accessed by staff during a flood.

If a flood is imminent, your main priority is to make sure that your staff are safe. However there may be other actions that you can take to prepare your building and it's contents to minimise damage and post-flood repair and restoration costs.

Business flood plan

Flood plan for _____ dated _____

Registered address _____

Postcode _____

Staff contact list

Name	Address	Telephone/mobile	Emergency contact	Emergency telephone and address

Note staff who may require assistance in the event of a flood.

Name	Office location

Key locations

Service cut-off	Description of location
Electricity	
Gas	
Water	

Answer the following if applicable

	Description of location	How to protect from a flood (for example, move, cover, tie down)
First Aid Kit		
Oil based products (gasoline, oil, cooking oil etc.)		
Chemicals (including cleaning products)		

Protective actions

Identify stock, equipment and possessions that may need special protective measures, and describe the actions you will take to prevent damage in the event of a flood. We have suggested items and ways to protect them, but make sure you follow through on your plans.

think about:

- Computers;
- Tables / heavy furniture;
- Vehicles;
- Paper files;
- Electrical items;
- Chairs / stools;
- Databases;
- Soft furnishings;
- Computer files;
- Staff files.

ways to protect items

- Make a copy of important documentation and store in safe location;
- Raise items above ground level;
- Buy flood protection products;
- Buy new flood-resistant items;
- Move items to a safer location if possible – to an upper level of the building or off site.

Valuable item	Protective action	New location (if applicable)	Done
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Suggested basic building materials to help protect your property

If materials are not needed, leave the relevant section blank

Materials	Used for	Items to protect / where to use	Storage location	Done
Sand and sand bags (unfilled), shovel	Creating flood barriers (used with plastic sheeting)			<input type="checkbox"/>
Tools – hammer, nails, saw	Boarding up doors, windows and openings, creating shelves			<input type="checkbox"/>
Wood – plywood, blocks of wood	Boarding up doors, windows and openings, creating shelves			<input type="checkbox"/>
Sturdy plastic sheeting	Sandbag barriers, pulling up around furniture and appliances			<input type="checkbox"/>
Strong plastic bags	Putting around legs of tables and chairs			<input type="checkbox"/>
Pallets	Raising stored stock above flood level			<input type="checkbox"/>
Emergency power generator	Maintaining function of air conditioning units (can help dry out a building), running fridges and freezers, medical equipment if appropriate			<input type="checkbox"/>

Identify people who can help you before, during and after a flood, and what they can do.

We have suggested ways they might be able to help, but you'll need to discuss this with them.

Name	Address	Telephone day	Telephone evening	Mobile

Ways people can help

- assistance with installing flood products;
- assistance with transporting stock/materials to new location if possible;
- provision of emergency storage;
- provision of emergency supplies or medical support if required.

discussion guide

This discussion guide sums up the key areas of flood planning. Some of this information can be found in this pack to help get you started.



Research

- Look at your existing business policies, and think about whether they are appropriate in the event of a flood.

Staff

- Make a list of **employees' contact details in the event of an evacuation**. This might include mobile telephone numbers, or numbers for their home or the home of a friend or relative;
- Think about staff who **may need special assistance** in the event of a flood (for example, elderly, deaf, blind etc.)

Security procedures

- **Locking windows, doors and setting the alarm**. You might need more than one person to help do this;
- Insurance policies – **Are you insured for flood damage**, business interruption and lost revenue?
- Employee manuals – You might **add flood safety to staff information packs**, or adapt job descriptions to include flood warden duties;
- Hazardous materials plan – You must ensure that **chemicals, oils and other substances in your possession are kept safe** and do not contaminate flood water;
- Health and safety assessment – Plan to **check the functioning of flood products and flood warning systems regularly**, just as you do for fire safety equipment.

Check codes and regulations that might apply to your business in the event of a flood. The following could provide guidance on the right actions to take:

- Occupational health and safety regulations;
- Environmental regulations.



Important contacts

Make a list of important telephone numbers, including contacts for gas, electricity, water and telephone providers.

Key locations

- **Know the location** of cut-off points for gas, electricity and water. Ideally, these should be marked on a map that is stored with your flood plan;
- Know the location of chemicals, oils or other materials that could be dangerous or contaminate flood water. These should be stored safe from floods and other damage.

Protective actions

- Note key stock, equipment and possessions that may need special protection from flood water;
- Consider things you may need during or after a flood (for example, sandbags, plastic sheeting, loudspeaker);
- See if it's **possible to move key operations**, such as shipping or customer services, to another building.

Suppliers and external links

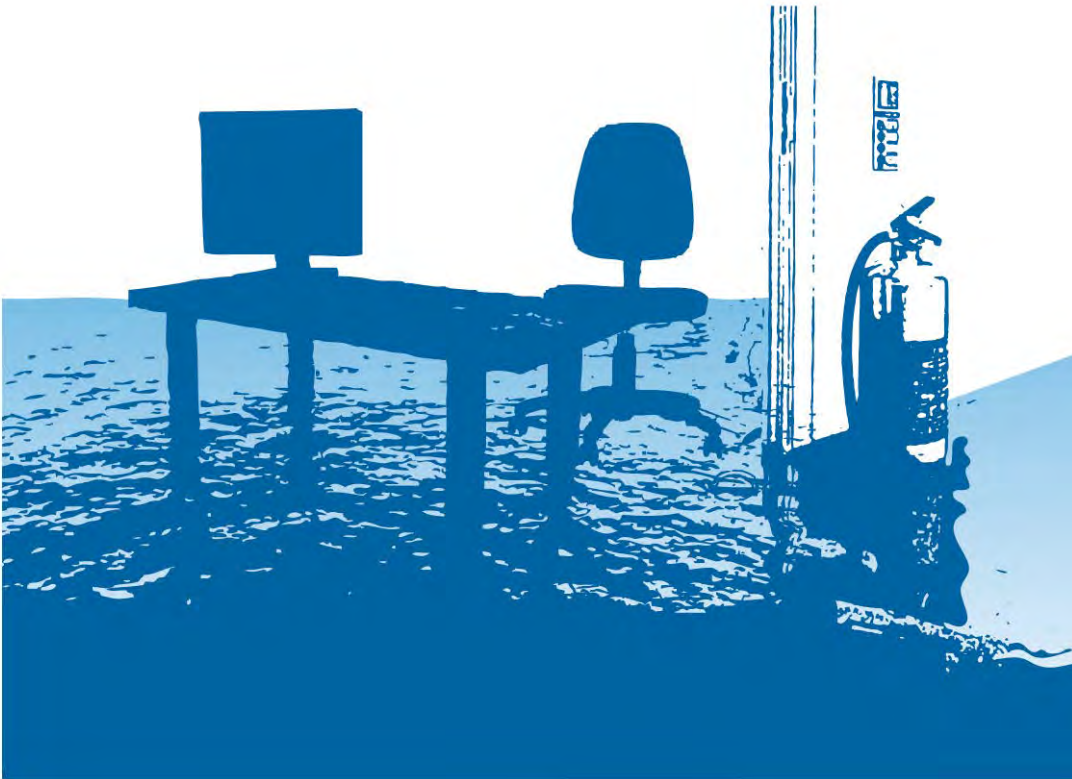
- Identify products and services you won't need in the event of a flood, or which suppliers may not be able to provide. **Make back-up plans** or arrangements for short-notice cancellation of deliveries;
- Consider contracting in advance with companies whose help you may need after a flood.

business checklist

Are you prepared for flooding?

If you answer no to any of the questions overleaf, there may be more you can do to protect your business.

The individual sections will give you valuable information on effective actions you can take to prepare for a flood.



If you can answer yes, please ☒, otherwise leave blank for no.

Know if you're at risk

- ☐ Do you know if you're at risk of flooding?
- ☐ Are flood warnings available in your area?
- ☐ Do you know how you can receive flood warnings?

Preparing a flood plan

- ☐ Do you know how your business will respond to a flood?
- ☐ Do you have a list of useful numbers including Floodline, local authority and insurance company?
- ☐ Do you know how to shut off your gas/electric/water supplies?
- ☐ Are your stock, fittings and valuable equipment stored above flood level?
- ☐ Have you developed flood contingency plans with suppliers and/or clients?
- ☐ Can you call someone to help you in the event of a flood?

Staff training and evacuation

- ☐ Are you aware of correct flood safety procedures for you and your staff?
- ☐ Have you trained your staff on flood safety procedures?
- ☐ Can your staff work quickly and efficiently to protect your business in the event of a flood?

Protecting your property

- ☐ Have you installed flood protection products?
- ☐ Do you have a stockpile of useful materials including plywood, plastic sheeting, sandbags (unfilled), sand, nails, hammer, shovel, blocks of wood and a saw?
- ☐ Have you installed non return valves in your toilets and drains?
- ☐ Do you and your staff have high ground where you can park your cars?
- ☐ Are your electrical sockets above flood level?
- ☐ Do you have computer equipment in the basement?

Flood insurance

- ☐ Do you have sufficient insurance cover in the event of a flood situation?
- ☐ Do you know what information your insurer will require to support a claim?

Evacuation

- ☐ Do you have an easy way to let your staff know about an evacuation?
- ☐ Do you know which roads will stay open in your area during a flood?
- ☐ Have you identified where staff can shelter in the event of a flood?
- ☐ Could you control staff panic during a flood?

understand your flood warning codes

Our warning service has three types of warnings - Flood Alert, Flood Warning and Severe Flood Warning - that will help you prepare for flooding and take necessary actions.

ONLINE FLOOD RISK FORECAST

What it means

Be aware.
Keep an eye on the weather situation.

When it's used

Forecasts of flooding on the Environment Agency website are updated at least once a day.

What to do

- Check weather conditions.
- Check for updated flood forecasts on our website.



FLOOD ALERT

What it means

Flooding is possible.
Be prepared.

When it's used

Two hours to two days in advance of flooding.

What to do

- Be prepared to act on your flood plan.
 - Prepare a flood kit of essential items.
 - Monitor local water levels and the flood forecast on our website.
-



FLOOD WARNING

What it means

Flooding is expected.
Immediate action required.

When it's used

Half an hour to one day
in advance of flooding.

What to do

- Move staff, stock and valuables to a safe place.
 - Turn off gas, electricity and water supplies if safe to do so.
 - Put flood protection equipment in place.
-



SEVERE FLOOD WARNING

What it means

Severe flooding.
Danger to life.

When it's used

When flooding poses a
significant risk to life.

What to do

- Stay in a safe place with means of escape.
 - Be ready should you need to evacuate.
 - Co-operate with the emergency services.
 - Call 999 if you are in immediate danger.
-

WARNING NO LONGER IN FORCE

What it means

No further flooding is
currently expected in
you area.

When it's used

When river or sea
conditions begin to
return to normal.

What to do

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

useful contacts

Fill in the contact details you may need if your business floods.
Keep it in a safe place, where you can hold of it quickly.

	Company name	Telephone number/s
Environment Agency Floodline		0345 988 1188
Electricity supplier and meter number		
Gas supplier and meter number		
Water supplier and meter number		
Telephone provider		
Local authority emergency services		
Insurance company 24-hour number and policy number		
Insurance agent		
Local radio station for news alerts and weather updates		
Companies that may be able to help you after a flood		
Electrician		
Plumber		
Builder		
Equipment repair/suppliers		
Security services		
Water pumping services		
Emergency power suppliers		

**Would you like to find out more about us,
or about your environment?**

Then call us on

08708 506 506* (Mon-Fri 8-6)

email

enquiries@environment-agency.gov.uk

or visit our website

www.gov.uk/environment-agency

incident hotline 0800 80 70 60 (24hrs)

floodline 0345 988 1188 (24hrs)

*** Weekday Daytime calls cost 8p plus up to 6p/min from BT Weekend Unlimited. Mobile and other providers' charges may vary.**



Environment first: Are you viewing this on-screen?

Please consider the environment and only print if absolutely necessary. If you're reading a paper copy, please don't forget to reuse and recycle if possible.

Personal flood plan

Name



Are you signed up to receive flood warnings?

If not call Floodline on 0345 988 1188 to see if your area receives free flood warnings.

☐

Let us know when you've completed your flood plan by calling Floodline on **0345 988 1188**. This will help us learn more about how people are preparing for flooding.

General contact list	Company name	Contact name	Telephone
Floodline	Environment Agency		0345 988 1188
Electricity provider			
Gas provider			
Water company			
Telephone provider			
Insurance company and policy number			
Local council			
Local radio station			
Travel/weather info			

Key locations

Service cut-off	Description of location
Electricity	
Gas	
Water	

Who can help/who can you help?

Relationship	Name	Contact details	How can they/you help?
Relative			
Friend or neighbour			

Be prepared for flooding. Act now

Personal flood plan

What can I do NOW?



Put important documents out of flood risk and protect in polythene

☐

Look at the best way of stopping floodwater entering your property

☐

Find out where you can get sandbags

☐

Identify what you would need to take with you if you had to leave your home

☐

Check your insurance covers you for flooding

☐

Make a flood plan and prepare a flood kit

☐

Identify who can help you/ who you can help

☐

Understand the flood warning codes

☐

What can you do if a flood is expected in your area?

Actions	Location
Home	
• Move furniture and electrical items to safety	
• Put flood boards, polythene and sandbags in place	
• Make a list now of what you can move away from the risk	
• Turn off electricity, water and gas supplies	
• Roll up carpets and rugs	
• Unless you have time to remove them hang curtains over rods	
• Move sentimental items to safety	
• Put important documents in polythene bags and move to safety	
Garden and outside	
• Move your car out of the flood risk area	
• Move any large or loose items or weigh them down	
Business	
• Move important documents, computers and stock	
• Alert staff and request their help	
• Farmers move animals and livestock to safety	
Evacuation - Prepare a flood kit in advance	
• Inform your family or friends that you may need to leave your home	
• Get your flood kit together and include a torch, warm and waterproof clothing, water, food, medication, toys for children and pets, rubber gloves and wellingtons	

There are a range of flood protection products on the market to help you protect your property from flood damage. A directory of these is available from the **National Flood Forum** at www.bluepages.org.uk

Be prepared for flooding. Act now

Appendix D

Service Cut off Locations TBC



Colchester
01206 228800



London
020 7448 9910



Norwich
01603 230240



Cambridge
01223 314794



Bristol
01172 020070

www.rj.uk.com