

Rivertrees, Henley

Flood Warning & Evacuation Plan

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Job Number:

31856

Date

04 April 2025

Revision

01

Notes/Amendments/Issue Purpose

Draft

21 May 2025

02

Submittal

30 May 2025

03

Submittal

02 July 2025

04

Submittal-Updated

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1 Introduction

This Flood Warning and Evacuation Plan seeks to ensure that site occupants at Rivertrees, Henley are satisfactorily prepared for a flood event and can safely evacuate the site or be safe on site should a flood event occur.

Rivertrees is a single private residence, and its occupants are responsible for the health and welfare of all site users.

The objective of this plan is to:

- I. Raise awareness of the risk of flooding
- II. Detail the type of Flood Warnings and estimated lead time available
- III. Explain how the plan is triggered, by who and when
- IV. What actions are required by those people on site
- V. Describe the evacuation procedure and need for safe refuge

This Flood Warning and Evacuation Plan has been prepared with reference to the government's website and guidance document "What to do before or during a flood".

This plan should be a live document and may need to be updated in the future as a result of local policies and strategies being changed.

This Flood Plan should be amended as necessary with a log kept of any changes and reasons for change. This is included in Appendix E and should be completed following any revisions.

2 Sources of Flooding

The main source of flooding is fluvial flooding from the River Thames. The site is in Flood Zone 3, an area at high risk of flooding from watercourses, with an annual probability of flooding greater than 1%, Figure 2.1. The site is not protected by a formal flood defence.

Figure 2.1 shows the EA's flood risk map for the site from fluvial flooding.

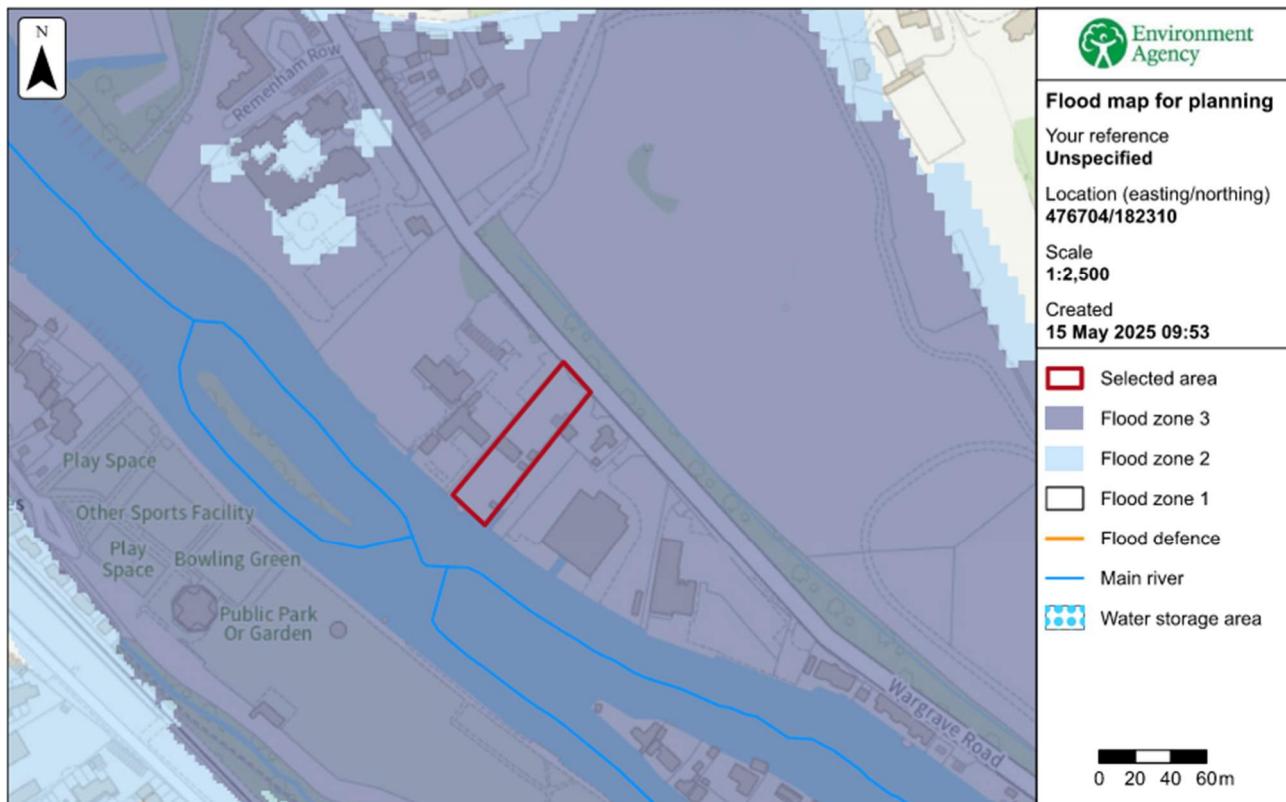


Figure 2.1: Flood Map for Planning (EA)

Figure 2.2 shows the flood water depth from the EA's 2019 *Thames Mapledurham to Hurley* flood model.

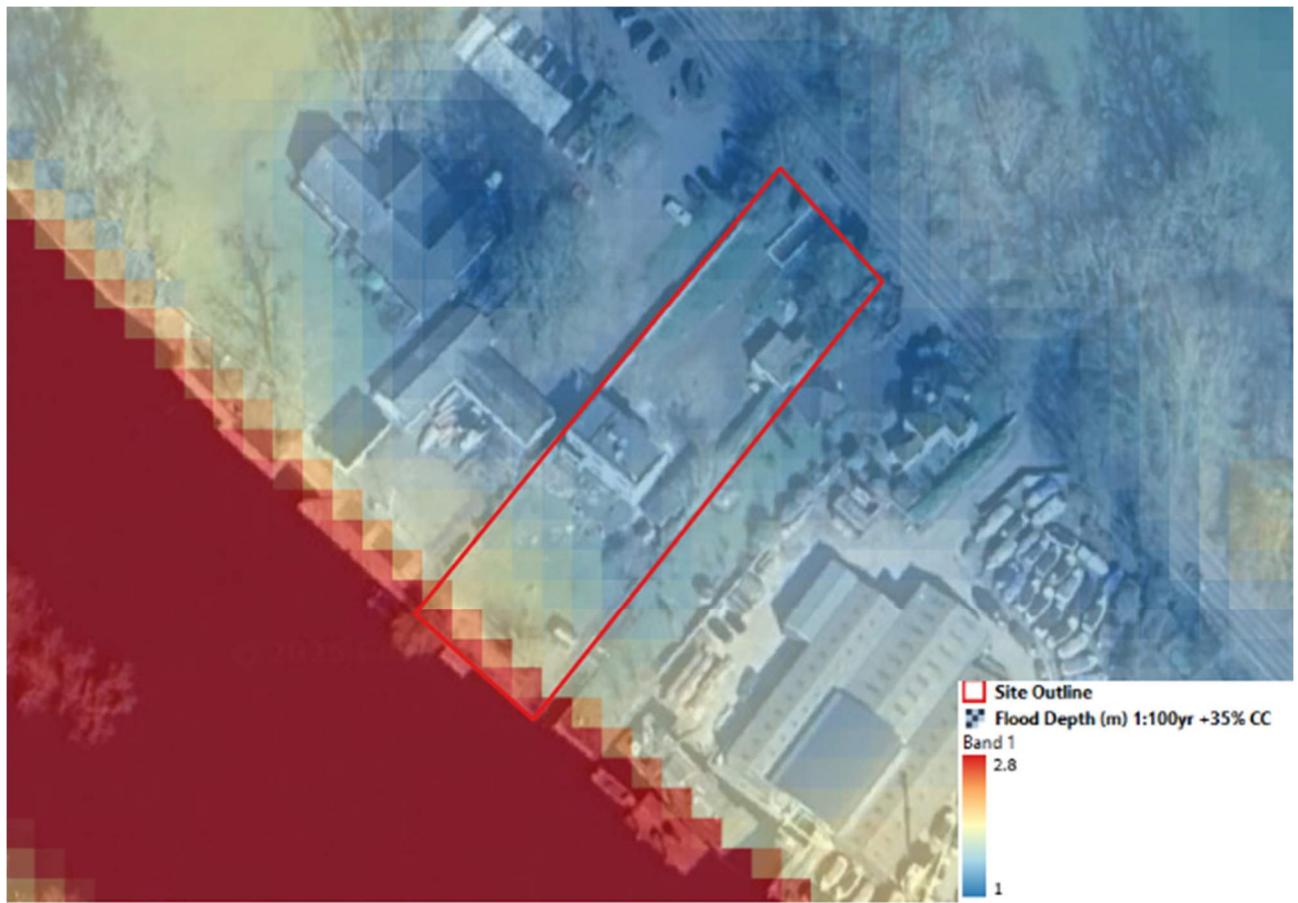


Figure 2.2: 1:100yr + 35 CC Flood Depth Map (Extract from the EA *Thames Mapledurham to Hurley* Flood Model Data)

At the northeast side boundary of the site, adjacent to the A321, the depth of fluvial flood water could reach approximately 1.02m. The depth of flood water gradually increases towards the southwestern boundary with the River Thames. This area of the site could experience a flood depth of approximately 2.76m. These flood depths reflect the site's topography, as there is a ground level change of approximately 1.7m between these boundaries.

The flood model shows that in the area of the proposed development flood depth could reach approximately 1.31m (33.11 mAOD).

3 General Precautions and Information

This plan should be submitted to the current residents of the house and transferred to future site residents if the property is sold.

A lead resident shall be designated and will be responsible for triggering the plan. All residents should be aware of this plan, understand it and are fully briefed on the contingency plan.

The lead resident of the house should ensure that the emergency flood kit is prepared located for easy access and is checked every three months.

The residents should pay particular attention to weather conditions and flood warnings during these times.

The Environment Agency operates a tiered level of flood warning (illustrated in Appendix A) these warnings are published on the government website (check-for-flooding.service.gov.uk/alerts-and-warnings) with more details available through the 'Floodline' (0345 988 1188).

The residents will be registered on the Environment Agency's flood warning service and if a flood warning is issued a call, email or text will be sent to the residents. Residents should be prepared to initiate the contingency plan if this warning escalates to a 'Severe Flood Warning'.

4 Response to Flood Alerts & Flood Warnings

Once a 'Flood Alert' has been reported, be prepared to act on the flood plan, locate the emergency flood kit of essential items and monitor local water levels on the Government's website.

Once a Flood Alert is escalated to a 'Flood Warning', the following actions will be undertaken. The Environment Agency is responsible for issuing severe flood warnings, but a warning by phone or in-person may be received from the emergency services.

The guiding principle is that no action is to be carried out that places at risk any individual's safety.

Listen to local radio and watch other media to assess the developing situation. **BBC Radio Berkshire 94.6 FM- Henley.**

Emergency Flood Kit will be checked for contents. (See Appendix B for box contents).

4.1 Protecting the Site

- Be prepared to turn off gas, electricity and water supplies to the property.
- Unplug all electrical items and store as high up as possible.
- Move anything not fixed down to safer locations, e.g. dustbins, light equipment, oil, etc.
- Put any flood protection barriers in place.
- Keep important documents in a sealed bag and in a location safe from floodwater.

Once a 'Severe Flood Warning' has been issued, the following actions should be taken:

1. Inform occupants and guests at the property.
2. Locate the Emergency Flood Kit.
3. Avoid evacuation wherever possible, as it will be very difficult to evacuate people from the site to an area outside the floodplain using a designated safe route. Access to the evacuation route and trafficability can be lost early in the flood because of rising floodwaters.
4. Residents and guests are to shelter themselves on the upper levels to stay above the flood levels.
5. If an emergency occurs while sheltering in the upper levels, an evacuation must be organised by the emergency services in this instance.
6. Co-operate with the emergency services. **Call 999 if you are in immediate danger.**
7. Depending on the level of flood risk and its imminence the emergency services will advise the residents on the quickest and safest way off the site.

4.2 Personal Safety During a Flood Event

- Stay safe and alert in a flood.
- Don't try to walk or drive through floodwater. Manhole covers may have come off and there may be hazards you cannot see in flood water. Six inches of fast-flowing water can knock over an adult and two feet of water can move a car.
- Avoid contact with flood water; it may be contaminated by sewage. Wash your hand thoroughly if you touch it.
- Never try to swim through fast flowing water, you may get swept away or be struck by an object in the water.
- Don't walk on riverbanks or cross river bridges, if possible, they may collapse in extreme situations or you may be swept off by large waves.

5 After a Flood

Take care as there may be hidden dangers in the flood water like sharp objects, raised manhole covers and pollution.

Flood water can contain sewage, chemicals and animal waste. Always wear:

- Waterproof outerwear, including gloves.
- Wellington boots.
- Face mask.

If your electricity supply is not already switched off at the mains, get a qualified person to do this. DO NOT touch sources of electricity when standing in flood water.

You can get water out of your buildings using a pump and generator. Position the generator outside in the open air as generators produce carbon monoxide fumes which can kill.

Only pump out water when flood levels outside your buildings are at a lower level than inside. This reduces the risk of structural damage.

Shovel mud away evenly from both sides of a wall. This stops pressure from building up on one side. You can clean and disinfect your buildings using ordinary household products.

A garden hose is useful for washing down. Do not use high pressure hoses as they blast contaminated matter into the air. If you are drying your buildings naturally, keep doors and windows open as much as possible. If using dehumidifiers, close external doors and windows.

If you have gas or oil central heating and it has been checked by an engineer, turn it on. Keep the thermostat between 20-22 degrees centigrade for steady drying.

Local councils usually provide skips and extra rubbish collections for items that your insurance company has agreed you can throw away.

IMPORTANT: DO NOT RE-ENTER ANY BUILDING UNTIL INSTRUCTED TO DO SO BY THE ENVIRONMENT AGENCY OR THE EMERGENCY SERVICES

NO ACTIONS SHOULD BE TAKEN WHICH COMPROMISE THE SAFETY OF THE PERSONS INVOLVED

6 Annual Review

The residents must review this Flood Warning and Evacuation Plan at least annually and the following actions should be taken in line with Government and Environment Agency guidance.

- Reading the plan and updating the contacts list – so all residents are familiar with the required actions and that all contact numbers are up to date.
- Contact the Environment Agency to check that the flood risk to the property has not changed; for example, flood defences may have been built.
- Contact the Environment Agency Flood Warning Service on 0345 988 1188 to register to receive flood alerts directly to your phone.
- Prepare and maintain an emergency flood kit to contain items which are essential for evacuation. The flood kit will also be useful for general emergencies and should be stored where it can be easily accessed (even during a flood or power cut) and should include the items listed in Appendix B.
- Check your insurance cover – ensure it covers flood damage.
- Know how to turn off the gas, electricity and water mains supplies.
- Think about what items you would want to move to safety during a flood.

Appendix A

Environment Agency Warning Codes

Flood Alert - Prepare: Flooding is possible. Be prepared	
 Is used from two hours to two days in advance of flooding.	Following Actions: <ul style="list-style-type: none"> • Check your flood risk • Sign up for flood warnings • Keep up to date with the latest situation - call Floodline on 0345 988 1188 • Have a flood kit bag ready with vital items like insurance documents and medications in case you need to leave your home • Check you know how to turn off your gas, electricity and water mains supplies • Plan how you'll move family and pets to safety
Flood Warning - Act: Flooding is expected. Immediate action is required	
 Is used from half an hour to one day in advance of flooding.	Following Actions: <p>As with Flood Alert plus;</p> <ul style="list-style-type: none"> • Move family, pets to safety • Move car, valuables and other items to higher ground/ upstairs or to safety • Turn off gas, water and electricity if it's safe to do so. • If you have property protection products such as flood barriers, or air brick covers, use them now
Severe Flood Warning - Survive: Severe flooding. Danger to life	
 Is used when flooding poses a significant threat to life.	Following Actions: <p>As with Flood Warning plus;</p> <ul style="list-style-type: none"> • Call 999 if you're in immediate danger • Follow advice from the emergency services and evacuate if you're told to do so • Keep yourself and your family safe • Make sure your emergency flood kit bag is ready. • Alert neighbours and offer help if it's safe to do so

Appendix B

Emergency Flood Kit Contents

1. Encapsulated procedure checklist with pen
2. Copies of the insurance document
3. A wind-up or battery radio
4. A first-aid kit, including a supply of any essential medication
5. Torch and relevant spare batteries
6. Bottled water and non-perishable foods
7. Warm, waterproof clothing and blankets
8. Red and white hazard tape
9. A list of useful telephone numbers
10. An up to date copy of flood warning information (EA)

Appendix C

Procedure List

The procedure list below is to assist the residents in the delivery of the response plan:

Priority	Action	Complete ✓
1	<ul style="list-style-type: none">Inform all residents and guests about the flood warning	
2	<ul style="list-style-type: none">Continue to monitor the situation by listening to radio	
3	<ul style="list-style-type: none">Gather residents and visitors into building at first floor.	
4	<ul style="list-style-type: none">Contact emergency services.	
LEAVE THE SITE FOLLOWING THE EMERGENCY SERVICES INSTRUCTIONS		

Appendix D

Useful Numbers

Organisation/Contact	Telephone Number/Information
Flood Line-Environment Agency	03459881188
Quickdial Number	999
Local Authority Emergency Helpline	0800 212 111
Insurance company 24-hour number & policy number	
Local radio station frequency for news alerts and weather updates	BBC Radio Berkshire 94.6 FM- Henley
Local police station	01865 841148- Reading Station
Gas supplier and meter number	
Electricity supplier and meter number	
Water supplier and meter number	
Electrician	
Plumber	
Builder	

Appendix E

Document Log

Revision	Author	Date	Changes Made
1	Harvey Doran	04/04/2025	-
2	Harvey Doran	21/05/2025	Section 2- Sources of Flooding
3	Harvey Doran	30/05/2025	Section 5- After the Flood-Wording Changes
4	Harvey Doran	02/07/2025	Section 3- General Precautions and Information & Section 4- Response to Flood Alerts & Flood Warnings