

Tarring Flood Action Group



# Community Resilience & Emergency Action Plan

**STAY SAFE!**

**If you are in  
immediate danger**

**CALL 999**

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# Local Risk Assessment (Flooding)

Local risk assesment (Flooding)	Impact on community	How can the Community Emergency Group prepare?
Pluvial Flooding	<ul style="list-style-type: none"> <li>• Flooding of local streets, homes and businesses</li> <li>• Damage to property</li> <li>• Vulnerable residents endangered</li> <li>• Loss of trading for commercial properties</li> <li>• Possible sewage overflow from combined drains</li> <li>• Dangerous driving conditions</li> </ul>	<ul style="list-style-type: none"> <li>• Develop, implement and maintain a detailed Emergency Action Plan (EAP ) with detailed responsibilities, actions and appropriate training</li> <li>• Encourage residents to improve home flood defences – door and air vent barriers such as Floodsax or Floodgate door barriers.</li> <li>• Identify risk areas and identify possible solutions, e.g. rainwater gardens, soakaways, soft landscaping, etc.</li> <li>• Seek to implement recommendations made by TFAG's Landscape consultants, Project Centre in concert with WSCC Operation Watershed and associated Agencies</li> </ul>
Blockages in drainage system	<ul style="list-style-type: none"> <li>• Localised pooling after heavy rain</li> <li>• Reduces ability to handle pluvial flow increasing the possibility of flooding</li> </ul>	<p>Promote and manage Adopt-a-Drain initiative</p> <p>Report blockages to the Love West Sussex website. <a href="https://love.westsussex.gov.uk">https://love.westsussex.gov.uk</a> or phone <b>01243 642105</b></p> <p>Regular review of condition of drains and gullies</p> <p>Liase with Highways and Southern Water on condition of storm drains</p>
Burst water main	<ul style="list-style-type: none"> <li>• Localised pooling and flooding</li> </ul>	<p>Implement appropriate sections of EAP and notify Southern Water and Emergency services if appropriate</p>

# Locations identified as at risk of flooding

## Flood warnings, Trigger Levels and action to be taken

Area number	Location of risk	Trigger level	Actions
Area 1	Rectory Road North and South of junction with High Street and area around Fair Oak Triangle. Northern part of the High street generally	Weather warning of heavy rain <b>Red</b> Pooling during heavy rain	Weather watch by TFAG members. Advisory traffic management when pooling becomes significant, causing bow waves and hydroplaning
Area 2	Bottom of High Street at junction with Glebe Road and Church Road. The southern part of the High Street generally, including properties on both sides of the street.	Weather warning of heavy rain <b>Red</b> Early pooling during heavy rain outside The Old Bakehouse/George and Dragon and in Area 1	Weather watch by TFAG members Advisory traffic management, including recommended restricted access to High Street when pooling becomes significant, causing bow waves and hydroplaning Flood Wardens to call up and direct actions by volunteers to stop threshold breaching of vulnerable properties. Assist in the deployment of property protection measures where available. Ensure that all drains are clear and free flowing
Area 3	(Upper) South Street generally opposite Tarring Park, particularly at mid point in the region of the offices of 3%(Three Per Cent)	Weather warning of heavy rain <b>Red</b> Early pooling during heavy rain at any point in Areas 1&2	Weather watch by TFAG members Advisory traffic management/signage when pooling becomes significant, causing bow waves and hydroplaning. Assist in the deployment of property protection measures where available. Ensure that all drains are clear and free flowing
Area 4	Glebe Road generally, particularly properties on the south side	Weather warning of heavy rain <b>Red</b> Early pooling during heavy rain at any point in Areas 1&2	Weather watch by TFAG members Assist in the deployment of property protection measures where available. Ensure that all drains are clear and free flowing
Area 5	(Lower) South Street, opposite West Worthing Baptist Church, junction of Guildford Rd, Becket Rd & St Dunstan's Rd	Weather warning of heavy rain <b>Red</b> Early pooling during heavy rain at any point in Areas 1&2	Weather watch by TFAG members Advisory traffic management when pooling becomes significant, causing bow waves and hydroplaning.
All areas	Raise awareness of the emergency with residents <ul style="list-style-type: none"> <li>• Alert Adopt-a-Drain volunteers</li> <li>• Assisting vulnerable residents</li> <li>• Property protection – assistance with sandbags/Floodsax/ door barriers etc.</li> <li>• Isolation of electrical and gas supply if appropriate</li> </ul>		

**Phase 1 Emergency  
Action by Flood  
Wardens in event of  
RED Trigger Level being  
breached.**

1. Flood Wardens will be on Flood Alert when a Weather Warning has been issued or heavy rainfall occurs.

2. When any Flood Warden becomes aware of a Red Flood Trigger Level being breached then send an Emergency Alert to all flood Wardens via *Flood Warden Group Text/WhatsApp Lists*.  
Text to read: <<**Flood Trigger Level Breached. All Flood Wardens proceed to meeting point**>>

3. In the event of a life-threatening event alert Emergency Services via 999 call, or via 101 call for a non-life-threatening event.

4. On receipt of alert, all available Flood Wardens to proceed to meeting point - **Emergency Equipment Storage Area at The Old Bakehouse**.

Flood Wardens should advise their availability by sending a response text of either <<**On way**>> or <<**Not available**>>. If no response text is received, it will be assumed that the flood warden is not available.

5. At meeting Point, Flood Wardens jointly assess the current situation to decide if full Emergency Action Plan needs to be invoked.

If Yes

If no

6. **If yes**, send an Emergency Alert to all registered volunteers via the *EAP Volunteer Text /WhatsApp lists*. Text to read: <<**Flood alert. All volunteers proceed to meeting point at the Old Bakehouse**>>

**If no**, agree a monitoring plan until the flood threat subsides.

7. Use the **TFAG Emergency Action Plan Phase 2** (See next page) to dictate subsequent actions

**Phase 2 Emergency Action by Flood Wardens in event of RED Trigger Level being breached.**

**1. At meeting point, quickly assess the current situation**

**Location and extent of flooding:**

- A school or Crèche? (e.g. The Young People's Hub)
- A vulnerable area/property?
- A main access route? (e.g. Risk of bow wave breaching thresholds and aquaplaning)

**Type of Emergency:**

- Imminent or in progress?
- Is there a threat to life?
- Has electricity, gas or potable water been affected?

**Are Emergency Services involved? If not, should they be?**

- At all times during the incident assess the need to generate an emergency services request for assistance should the incident escalate beyond the group's skill set and capability. Provide support to Emergency Services only if appropriate and only as directed by them

**Are there any vulnerable people or properties involved?**

- Elderly or infirm.
- Families with children

**What resources do we need?**

- Current Volunteer Contact Listings, - held by all Flood Wardens
- Road Closure kit
- Drain clearance

continue  
over



## Phase 2 continued



### 2. What actions can safely be taken?

- Generate list of tasks as circumstances dictate.
  - Deploy Flood Wardens and EA teams to Flood Risk Areas 1-5 as appropriate
  - Arrange access to equipment storage areas and make available to volunteers
  - Allocate signage to identified risk areas as appropriate
- Raise awareness of the emergency with residents
  - Assisting the vulnerable
  - Property protection – assistance with sandbags/Floodsax/ door barriers etc
- Advisory road closures and diversions
  - Vehicle towing/clearance if appropriate
- Ongoing risk management
  - Drain monitoring and clearing where necessary and safe
  - Identify and make safe any floating hazards

### 3. Feedback, monitor and review

Review actions taken and monitor effectiveness. Reallocate resources as necessary

### 4. Communications failure

In the event of a communications failure. (e.g. Mobile network overloaded or disrupted) then an alternative method of communication between sites and volunteers should be established. (e.g 2-way radio or a runner/messenger)

### 5. Recovery

Flood wardens should bear in mind that there may be the need for a follow-up plan of action for short-term remedial work/surface clearance/utility reconnection, etc.

# Local Skills and Resources Assessment

Skill/Resource	Who?	Contact details	Default Location	Comment
Trained Emergency First Responders	Flood Wardens and other volunteers to be trained			Being arranged by Cllr Thorpe
Flood Wardens  (Trained "What If" Road Closure/Traffic Management Responders)	Graeme Jeffery  Alison Gilbert  Robert McCusker  Peter Smith  Gerard Loughrey  Hazel Thorpe  David Steff  Stuart Miles	07778 536 814  07963 596 535  07774 229 407  07989 847 538  07788 404 954  07999 444 753  07919 354 023  07715 261 812/ sjmgardenservice@gmail.com	Area 1  Area 5  Area 2 & 3  Area 1  Area 2  As allocated  As allocated  As allocated	
Adopt-a-Drain Volunteers	All Flood Wardens have a current contact list			Contact list to be updated and issued to Flood Wardens quarterly
Equipment Inventory Controllers	Graeme Jeffery  Alison Gilbert	07778 536 814 chilloutmrg@hotmail.com  07963 596 535 (text only) W. 01903 214 457 prunegilbert@gmail.com	The Old Bakehouse  WW Baptist Church	See Appendix 3 for equipment listing
Emergency Action Volunteers	See page 8			
4x4 vehicle and driver	Volunteer(s) to be sought			



# Emergency Action Volunteer Call List

**Volunteers must not put their own life at risk!**

Volunteer Name	Phone	Email
Hazel Thorpe FW	07999 444 753 / 01903 201 299	hazel.thorpe@worthing.gov.uk
Gerard Loughrey FW	07788 404 954	gerardoftarring@hotmail.co.uk
Graeme Jeffery FW	07778 536 814	chilloutmrg@hotmail.com
Robert McCusker FW	07774 229 407	bobmacs@ntlworld.com
Alison Gilbert FW	07963 596 535 (text only) 01903 214 457	prunegilbert@gmail.com
Peter Smith FW	07989 847 538	psmith711@btinternet.com
David Steff FW	07919 354 023	dave.s1@ntlworld.com

**See a Flood Warden for current contact details of all other *Emergency Action* volunteers**

## **NOTE:**

List of local volunteers/flood wardens that could be contacted in an emergency.

They may be required to lift heavy sandbags so should be reasonably active or fit.

Consider using other volunteers such as communicators, administrators or minders of vulnerable people during an incident.

# Key Locations for use as Places of Safety

## identified with Local Authority

Building	Location	Potential use in an emergency	Contact details of keyholder
St Andrews Church	41a Church Rd Worthing BN13 1HQ	Rest Centre/safe place	Jane Wells 07935 117 718
WT Young People's Hub	9b High Street Tarring BN14 7NN	Rest Centre/safe place  Note that the Hub will not be able to be used as a place of Safety during Pre-School operating hours which are normal school term dates, Mon-Fri 8am-3pm	Tyler Slade, Chairman 07769 553 107 WTYPHub@gmail.com
West Worthing Baptist Church	45 South Street Worthing BN14 7LU	Rest Centre/safe place	Alison Gilbert 07963 596 535 (text only) 01903 214 457

## List of Community Organisations

that may help in identifying vulnerable people, groups or locations in an emergency

Organisation	Name and role of contact	Phone number
High Street, Tarring Residents Association	Phil Birch (co-chair) Richard Scott (co-chair) Angela Tanner (co-chair)	Ask Flood Warden for contact details
St Andrew's Church	Fr Mark Lyon (Rector)	01903 417 807
St Lawrence Surgery 79 St Lawrence Avenue Worthing BN14 7JL	Jo Wadey (Practice Business Manager)	01903 222 900
Thomas A'Becket Infant School 62 Pelham Road Worthing BN13 1JB	Amanda Dingwall (Head Teacher)	01903 235 386
Thomas A'Becket Junior School Glebeside Avenue Worthing BN14 7PR	John Gadd (Head Teacher)	01903 202 268
West Worthing Baptist Church 45 South Street Worthing BN14 7LU	Alison Gilbert Luciana Damascena (Minister) Hazel Sherman (Minister)	01903 214 457 07923 374 159 07812 176 544

# Emergency Contact List

Organisation	Information and key contacts
Adur & Worthing Emergency Planning	01903 239 999 Office hours
	07713 889 128 out of hours
Flood Wardens	See page 7 for Flood Warden contact list and contact details
West Worthing Baptist Church Equipment Store	<b>Title:</b> Emergency equipment storage
	<b>24hr telephone contact:</b> Alison Gilbert 01903 214 457 Luciana Damascena (Minister) 07923 374 159 Hazel Sherman (Minister) 07812 176 544
	<b>Address:</b> 45 South St, Worthing, BN14 7LU
The Old Bakehouse Equipment Store	<b>Title:</b> Emergency equipment storage
	<b>24hr telephone contact:</b> Graeme Jeffery 07778 536 814 Robert McCusker 07774 339 407 Hazel Thorpe 07999 444 753 Keycode required for access. Contact any Flood Warden if Bakehouse closed
	<b>Address:</b> 2 High Street Tarring
National Gas Helpline	If you have a suspected gas leak
	0800 980 0420
Southern Water	For water supply or wastewater emergencies, blocked drains or possible pollution
	0330 3030 368
Southern & Scottish Electric (SSE)	For problems with power supplies
	0800 980 0420

**Note:**

[tarringfloodgroup@outlook.com](mailto:tarringfloodgroup@outlook.com) is registered with <https://public.govdelivery.com/accounts/UKWSCC/subscriber/new> to receive **Extreme Weather Alerts**

# Plan Distribution List

Organisation	Contact	Contact Details	Issued on
All Flood Wardens	Community Flood Wardens	Flood Warden contact list and contact details are shown on p7	
West Sussex CC	Shane Gindra (Resilience & Emergencies Advisor)	What.if@westsussex.gov.uk 03302 222 274	
Adur & Worthing Councils	Lloyd Harris (Safety & Resilience Manager)	lloyd.harris@adur-worthing.gov.uk 07879 412 971	
High Street Residents Association	Richard Scott (Co-Chair) Phil Birch (Co-Chair) Angela Tanner (Secretary)		
Old Bakehouse	Ruth and Kelly (Proprietor)	2 High Street, Tarring BN14 7NN 01903 218 869	
St Andrew's Church	Father Mark Lyon (Rector)	01903 417 807	
St Lawrence Surgery	Jo Wadey (Practice Business Manager)	79 St Lawrence Avenue, Worthing BN14 7JL 01903 222 900	
Thomas A'Becket Infant School	Amanda Dingwall (Head Teacher)	01903 235 386	
Thomas A'Becket Junior School	John Gadd (Head Teacher)	01903 202 268	
West Worthing Baptist Church	Hazel Sherman (Minister)	45 South Street, Worthing BN14 7LU	