

Tarring Flood Action Group



# Community Resilience & Emergency Action Plan

**Stay  
Safe!**

If you are in  
Immediate  
Danger

**Call  
999**

Issued by Tarring Flood Action Group  
[www.tarringfloodactiongroup.org](http://www.tarringfloodactiongroup.org)  
Issue version 2023/01

# List of Contents

Local risk assessment (Flooding)	2
Locations identified as at risk of flooding: Flood warnings, Trigger Levels and action to be taken	3
Emergency Action by Flood Wardens in event of <b>RED</b> Trigger Level being breached - Phase 1	4
Emergency Action by Flood Wardens in event of <b>RED</b> Trigger Level being breached - Phase 2	5 & 6
Local skills and resources assessment	7
Emergency action volunteer call list	8
Key locations identified with Emergency Services as places of safety	9
List of community organisations that may be helpful in identifying vulnerable people or communities in an emergency	9
Emergency contact list	10
Plan distribution List	11

# Local Risk Assessment (Flooding)

Local risk assessment (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 Community Resilience &amp; Emergency Action Plan (CREAP) 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 and any other faults using the Love West Sussex problem reporting pages <a href="http://love.westsussex.gov.uk/account/logon">http://love.westsussex.gov.uk/account/logon</a> or phone <b>01243 642105</b></p> <p>Regular review of condition of drains and gullies</p> <p>Liaise 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 CREAP 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.	<b>Amber.</b> Warning of heavy rain <b>Red.</b> Pooling during heavy rain	Weather watch by TFAG Core Team. 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.	<b>Amber.</b> 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 Core Team 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 bordering Tarring Park, particularly north of the park entrance.	<b>Amber.</b> Warning of heavy rain <b>Red</b> Early pooling during heavy rain at any point in Areas 1&2	Weather watch by TFAG Core Team 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.	<b>Amber.</b> Warning of heavy rain <b>Red</b> Early pooling during heavy rain at any point in Areas 1&2	Weather watch by TFAG Core Team 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	<b>Amber.</b> Warning of heavy rain <b>Red</b> Early pooling during heavy rain at any point in Areas 1&2	Weather watch by TFAG Core Team 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 via Voodoo platform if required</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.** All available Flood Wardens will be on **Amber** Flood Alert when a localised Weather Warning has been issued or heavy rainfall is forecast or occurs.

**2.** When any Flood Warden becomes aware of a **Red** Flood Trigger Level being breached then send an Emergency Alert to TFAG Core Team via [www.voodoosms.com/login](http://www.voodoosms.com/login) using **Core Team template**

**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 their personal Designated Meeting Points – these are at Thomas a’ Becket School entrance, The Old Bakehouse and WW Baptist Church. Any appropriate responses by Flood Wardens should be sent via the TFAG WhatsApp platform.

**5.** At meeting points, appoint Lead Wardens if appropriate and jointly assess the current situation to decide if the full Emergency Action Plan needs to be invoked.

If Yes

If no

**6. If yes,** send an Emergency Alert to all EAP volunteers via [www.voodoosms.com/login](http://www.voodoosms.com/login) using **EAP Volunteer template**. Consider alerting AaD volunteers via [www.voodoosms.com/login](http://www.voodoosms.com/login) using **AaD Volunteer template**

**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 points, Lead Wardens to quickly assess the current situation**

**Location and extent of flooding:**

- Status at known high-risk areas?
- A vulnerable area/property?
- A main access route? (e.g. risk of bow-wave breaching thresholds and aquaplaning)

**Extent of Emergency:**

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

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

- If at any time there is immediate danger to the community alert the Fire and Rescue Service on 999.
- Report road flooding to the WSCC Floodline on **01243 642 105**
- Report any flooding of properties as a 'Flood Incident' to Southern Water's 24hr emergency number **03303 303 0368** quoting unique reference number for the Tarring Conservation Area CSMS 4398265

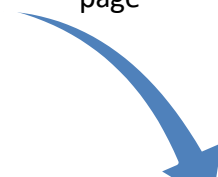
**Are there any vulnerable people or properties involved?**

- Refer to Vulnerable Person and Properties list as issued to Flood Wardens
- Families with children
- Low lying properties

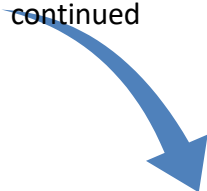
**What resources do we need?**

- Protective clothing & Safety Equipment
- Road Closure/Flood Warning signs
- Drain clearance & other stored equipment

Continue on next page



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 and available
- Ongoing risk management
  - Pooling and drain monitoring and clearing where necessary and safe
  - Identify and make safe any floating hazards



## 3. Feedback, monitor and review

Maintain communication between designated areas using mobile network. Review actions taken and monitor effectiveness. Reallocate resources as necessary



## 4. 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			To be arranged by Cllr Thorpe
Flood Wardens  (Trained "What If" Road Closure/Traffic Management Responders and other Core Team Members)	Graeme Jeffery  Alison Gilbert  Robert McCusker  Peter Smith  Gerard Loughrey  Hazel Thorpe  Patrick Crehan  Nick Dymott	07778 536 814  07963 596 535  07774 229 407  07989 847 538  07788 404 954  07999 444 753  07949 355 098  07894 438 022	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 maintained on Voodoo platform
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 TaB Junior School          WW Baptist Church	Equipment listing with Inventory Controllers
Emergency Action Volunteers	All Flood Wardens have a current contact list			Contact list to be maintained on Voodoo



# 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
Patrick Crehan	07949 355 098	patrickl1crehan@btinternet.com
Nick Dymott	07894 438 022	

**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 to assist vulnerable people during an incident.

(FW) denotes that the volunteer has taken part in WSCC *What if?* Community Resillience programme.

# 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	Rector
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	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	Becky Linford (Head Teacher)	01903 202 268
West Worthing Baptist Church 45 South Street Worthing BN14 7LU	Alison Gilbert Luciana Damascena (Minister)	01903 214 457 07923 374 159

# 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 8 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
	<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 229 407 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 quoting our reference number CSMS 4398265
Southern & Scottish Electric (SSE)	For problems with power supplies
	0800 980 0420

**Note:**

**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 page 8	
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 (Proprietors)	2 High Street, Tarring BN14 7NN 01903 218 869	
St Andrew's Church	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	

\* A reference copy is available here.