

SECTION 5: FLOOD PLAN AND SUMMARY OF FLOOD PROCEDURES

2016/17

HILDENBOROUGH PARISH COUNCIL

FLOOD PLAN

This plan has been developed in consultation with the Environment Agency, Tonbridge & Malling Borough Council, the Kent Resilience Forum and Volunteer Flood Wardens. It is intended to keep flood wardens updated via email updates and residents via Keys Magazine. It is expected to include information from the Technical Group who will feed back to the Parish Council following every meeting.

All Volunteer Flood Wardens have been given the opportunity to undergo training and they have received an equipment pack to support their work as flood wardens. The Parish Council's insurers provide cover for those Volunteer Flood Wardens who have undertaken training. The Parish Council has provided every warden with Summary Guidelines which give the Flood Warning Codes, summary of actions to take, maps of the area affected by flooding in 1968 and 2013 and colour coded A3 map of areas covered by individual flood wardens together with names of volunteers and a telephone tree to contact each other. A job description for volunteer flood wardens is also included. Individual residents have been contacted by their volunteer flood warden(s) and have been given a pack, provided by the Environment Agency giving advice and information on protecting their household against flooding.

5.1 Flood Warning Service

The Environment Agency uses the latest available technology to monitor rainfall and river levels 24 hours a day and uses this information to forecast the possibility of flooding. If flooding is forecast, warnings are issued using a set of three easily recognizable codes (see below).

Each of the three codes indicates the level of danger associated with the warning. The codes are not always used in sequence, for example, in the case of a flash flood, a Severe Flood Warning may be issued immediately with no other warning code preceding it. You can access a recording of Flood Alerts and Flood Warnings in force via the Environment Agency's Floodline on **0345 9881188**. On the first call menu **select option 1** and when prompted dial the quickdial number for the area you are interested in from the list below.

Flood **Alert** Area: The Middle River Medway Area - **217035**

Flood **Warning** Area: Tonbridge and Hildenborough - **317046**

5.2 Collecting Information for use during a flood alert or warning

Volunteer Wardens should gather information on any vulnerable residents in their 'patch', noting the degree of help which could be required and their contact details, together with those households likely to need sandbags, including the number required. Details of access to the sandbag store and road closed signs is given at the end of this document.

5.3 Flood Warning Codes

Residents and wardens have been encouraged to sign up for flood warnings direct from the Environment Agency. They are advised to sign up for Flood alerts for the Middle Medway, TA Code 064WAF8MidMed and Flood warnings for Tonbridge and Hildenborough, TA Code 064FWFTTonbridge.

Flood Alerts (Middle Medway): These are given when flooding of low lying land is possible and those signed up to receive this alert can expect to receive this when the outflow at the Leigh Barrier is predicted to reach 50m³ per sec (cumecs). This level of flow will not result in flooding in Hildenborough.

Flood Warning (Tonbridge and Hildenborough): This is given when the weather forecast is predicting very heavy rain and the outflow at the Leigh Barrier is expected to increase significantly. Flooding of property may be expected although vulnerable property in Tonbridge would be affected first. Hildenborough residents need to take action if this prediction starts to approach 100m³ per second. Flooding in Hildenborough would be expected to occur should this reach 130m³ per second. The warning will give more details as well as a comparison between what is predicted and the 2013 flood.

Severe Flood Warning: This is communicated to those on the flood warning notification list when the flood is expected to be severe with significant risk to life.

5.4 Actions to Take:

When a **flood alert** is issued, volunteer flood wardens should be aware of what is happening around them and report issues to the Hildenborough Flood Plan Co-ordinator (currently the Parish Clerk) who should liaise with the relevant authorities. They should, where relevant, keep a check on the flow of the Hawden Stream for blockages, blocked gullies etc . All wardens have been issued with a list of phone numbers for the Parish Council, Borough Council, Environment Agency floodline, Kent Highways (blocked gullies) Southern Water (sewage issues), gas and electricity authorities for supply problems and emergency services.

When a **flood warning** is issued:

- Inform all residents with a leaflet completed with relevant details (proforma supplied to all wardens) of the likelihood of flooding and the degree of flooding expected. Information on this will be given via the Environment Agency Flood Warning.

- Ensure own home is protected
- Notify the Parish Council/Borough Council/Emergency Services of any vulnerable people their contact details and their needs if known
- Notify Parish Council if residents need transport for obtaining sandbags.
- Keep the Parish Council updated on the extent and depth of flooding as any changes occur
- Keep in touch with each other to give support where necessary.
- Designated wardens to erect Road Closures at locations previously agreed with KCC Highways when required but must inform the Parish Council who in turn will inform KCC

Severe Flood Warning is issued:

- Stay indoors, do not attempt to visit other households
- Keep in touch with other wardens, the Parish Council and other authorities as required.




Our Flood Risk

The main source of flooding in Hildenborough is surface water/groundwater resulting in drainage issues and in extreme conditions the backing up of the Hawden Stream and Hilden Brook when the River Medway is unable to cope with the volume of run-off water.

SUMMARY FLOOD PROCEDURES 2016/17

This Summary is intended to be used as a quick reference and reminder of procedures and contacts in the event of flooding. It is important this Summary is used in conjunction with the Flood Warden's Handbook, cross referenced below.

5.5 Flood Alerts /Warnings


















Symbol	Meaning	Flood Warden's Action and Handbook Reference	Impacts likely to be seen
 FLOOD ALERT	Flood Alerts (2 hours to 2 days in advance) are issued when flooding is possible, either reflecting a risk of flooding to low lying land and roads, or an early indication that there may be a developing risk to properties. If you currently receive Flood Alerts, these areas will remain unchanged.	Take no action but monitor situation, notify appropriate authority if problem perceived. p.30 Warnings	Flooding on fields, recreation land and car parks. Flooding of minor roads and farmland
 FLOOD WARNING	Flood Warnings are issued when property flooding is expected and your safety, home and possessions are at risk. You should take immediate action when a Flood Warning is issued. You should not wait for a Severe Flood Warning to take action as this may be too late.	Follow telephone tree contacts Notify all neighbours of risk Distribute leaflet on actions householders need to take Note any vulnerable residents and any other problem to be reported to appropriate authority Ensure own residence is protected KEEP LOG OF ACTION TAKEN p.30 Warnings p. 9- 20 warden's role	Flooding of homes and businesses Flooding of rail infrastructure Flooding of roads with major impacts Extensive flood plain inundation
 SEVERE FLOOD WARNING	Severe Flooding/danger to life Warnings are issued where flood conditions pose a significant risk to life and/or widespread disruption to communities. You should co-operate with the emergency services and be ready should you need to evacuate your home.	FOLLOW ADVICE IN WARDEN'S HANDBOOK – DO NOT PUT YOURSELF AT RISK IN FLOOD WATER OR CONSEQUENTLY DISEASE. p.9 -20 warden's role p. 21 - 25 safety information	Deep and fast flowing water Debris in the water causing danger Potential or observed collapse of buildings and structures Communities isolated by flood waters Critical infrastructure for communities disabled Large Number of Evacuees

5.6 Authorities Assistance can be sought from

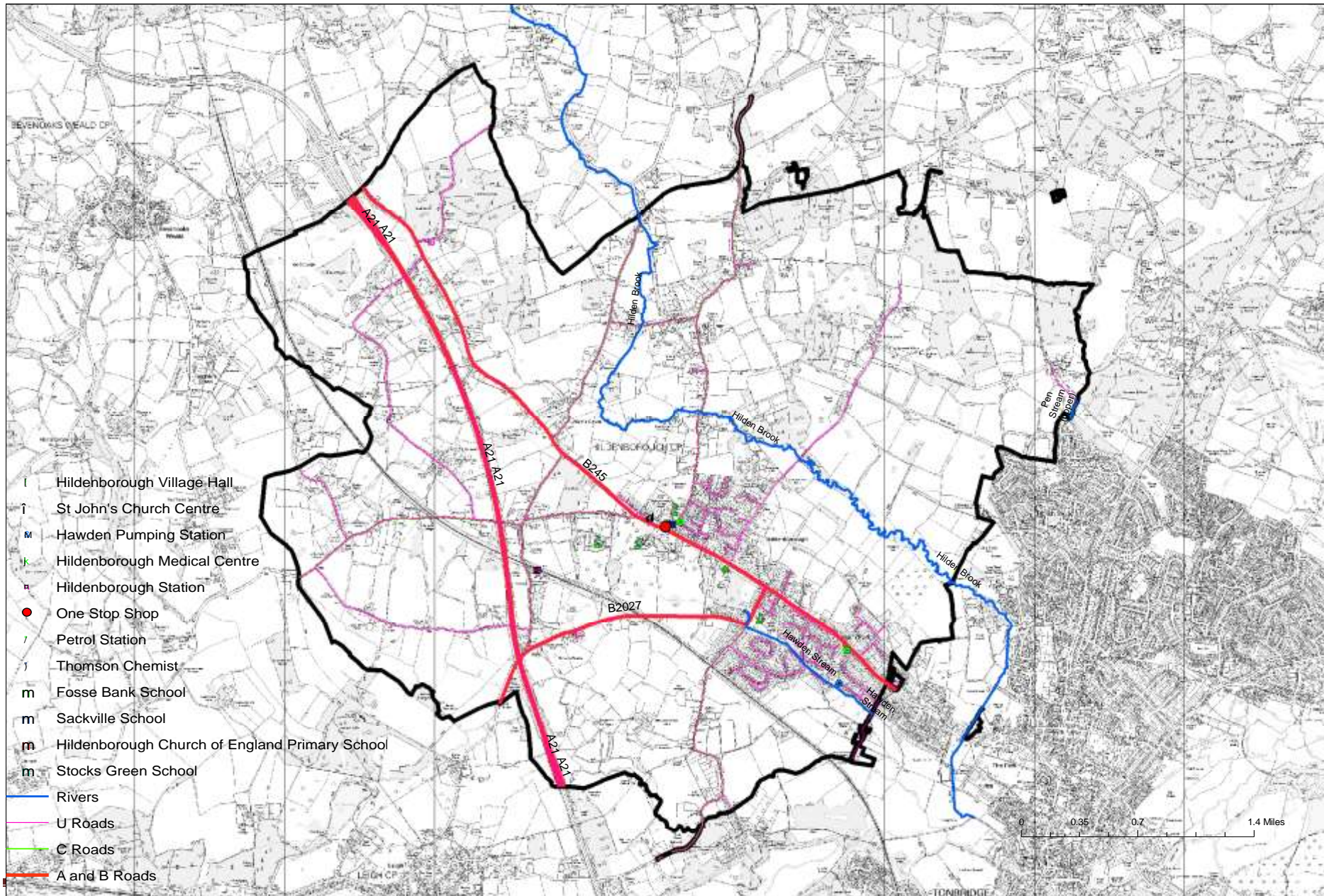
Authority	Contact phone No.	Information/resource available
INDIVIDUAL FLOOD WARDENS	See tree	Monitor drainage systems and report blockages Following flood alert monitor area and keep in touch with Met Office forecasts Ensure householders have leaflet on actions to take Protect own property Following flood warning alert agreed neighbours/area, alert Parish Council to vulnerable people Report any emergency situation to relevant authority
HILDENBOROUGH PARISH COUNCIL	01732 832367 07821 699921 01732 833759	Co-ordinates flood warden scheme Alerts flood wardens through cascade system Provides information on resources available
ENVIRONMENT AGENCY	0345 988 1188	Issues flood alerts and warnings Deals with emergency repairs and blockages on main rivers Responds to pollution incidents and advises on waste disposal issues
TONBRIDGE & MALLING BOROUGH COUNCIL	01732 844 522	Co-ordinates emergency response from Borough Emergency Centre Provides emergency assistance including sandbags Deals with environmental health issues Receives reports of vulnerable people from Parish Council
KCC	0300 41 41 41	Co-ordinates county wide emergency arrangements Organises road signage and repairs Clears blockages of highways drainage system
KENT POLICE	999 emergencies only 101 report an incident	Take an overall co-ordination role during an incident
KENT FIRE AND RESCUE SERVICE	999	Responds to all emergency incidents as required Assists the public where a need is identified
SERVICE PROVIDERS: S-E WATER SOUTHERN WATER ELECTRICITY (UK Power Network) GAS (Southern Gas Networks)) BT – land line Mobile	0333 000 2468 9845 272 0845 0800 028 0247 0800 111 999 0800 912 1700 0800 800 151 0330 123 4151	Attends emergencies relating to their service at properties where life is at risk as a result of flooding Smell of gas Customer Services

5.7 Telephone Tree only provided for those included on the tree

5.8 Volunteer Flood Warden Areas

Road name	Numbers	No of properties	Key to: Large map	small	Name of volunteer warden supplied to households in area and other wardens
Copse Road Brookmead	All 47 and 49	18	 Pink		<input type="text"/>
Byrneside	All	18	* brown		<input type="text"/>
Leybank	All	22	* light blue		<input type="text"/>
Bramble Close	25-45 (11) 36-48 (7)	18	 dark blue		<input type="text"/>
Bramble Close	2-34	16	 brown		<input type="text"/>
Bramble Close Elm Grove Brookmead	1-23 (12) 2-8 (4) 70/72 (2)	20	* dark green		<input type="text"/>
Brookmead Greenview Crescent	36-68 (17) 60 + 43 (2)	19	 Orange		<input type="text"/>
Brookmead	35-45 (6) 51-89 (10) 74-88 (9)	25	* light green		<input type="text"/>
Elm Grove	10-44	18	* red		<input type="text"/>
Elm Gove	1-15	8	* light blue		<input type="text"/>
Hawden Close	18-31 + 34, ?, ?, 37)	18	* black		<input type="text"/>
Hawden Close	2-17 + 1 and 17a	18	* orange		<input type="text"/>
Hilden Park Road	90 – 106	10	* yellow		<input type="text"/>

5.9 Map of Hildenborough – Important Landmarks



5.10 Volunteer Flood Warden Areas



5.11 Modelled Flood Event extent Map centred on Hildenborough created 20 December 2016

1. Leigh FSA at 162 m³/s
2. Leigh FSA at 152 m³/s
3. Leigh FSA at 112 m³/s
4. Leigh FSA at 102 m³/s

SEE SEPARATE PDF FILE **16 Dec 20 Leigh FSA peak outflows_extents**

5.12 Deploying Road Closure Signage

People designated to deploy road closure signage are: (names supplied to volunteer flood wardens)

These are stored in the sandbag store the Leigh Road end of West Wood.

The store contains 1950 sandbags, plastic sheeting, 'Road Closed' signs and cones to support them.

ANY ROAD CLOSURE MUST BE NOTIFIED TO PAM GOW OR IF UNAVAILABLE WHOEVER IS DEPUTISING.