

Appendix 9

HUDDERSFIELD TRAMPOLINE CENTRE FLOOD EVACUATION PLAN

Written	December 2019
Signed Off	Julie Foster
Next Review	December 2022

Flood Emergency Plan

Introduction, Scope & Objective

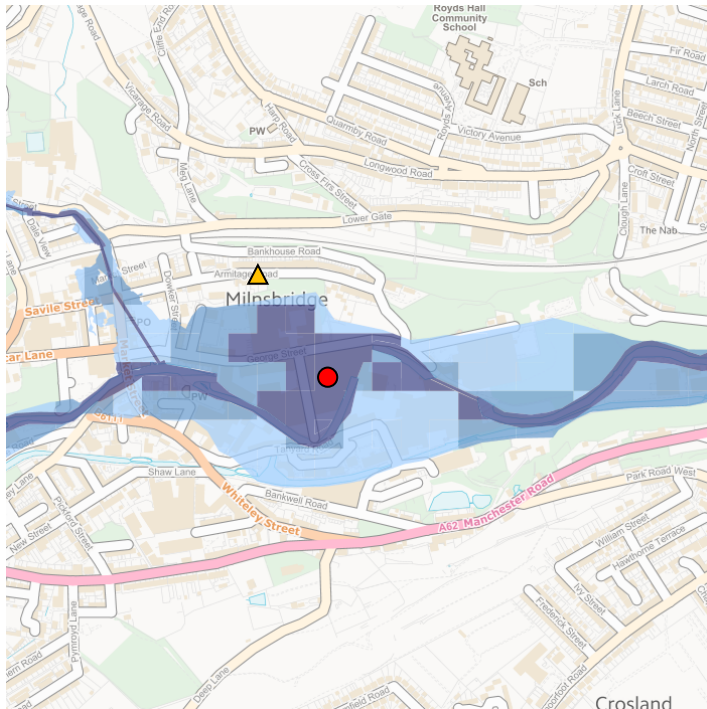
The objective of this plan is to raise awareness of the risk of flooding in the location specified below, to detail the Flood Warnings and estimated lead time available, and to detail how the Plan is triggered by who and when, and what actions are required by those people in the area.

The Plan describes the evacuation procedure and need for safe refuge.

The location covered by this Plan:

Unit 2 Pollard Street South
Milnsbridge
Huddersfield
HD3 4GU

As marked by the red dot on the map below.



The orange triangle is the meeting point following evacuation.

Flood Risk

The location covered by this Plan is at risk from flooding from the River Colne, and is covered by the Environment Agency (EA) Flood Warning System. The frequency / probability of flooding at this location is The chance of flooding from the river in this area is greater than once every 30 years

This Plan does not rely on flood warning alone as the only way of managing residual risk, and active planning for response to floods is included.

Due to the impacts of climate change it may not be possible to say exactly how deep flood water will be, and any flooding may be higher or lower than estimated or experienced before. People on site need to be aware of this possibility, and the likely implications on how they can evacuate safely.

Flood Warnings

The EA operate a flood forecasting and warning service in areas at risk of flooding from rivers or the sea, which relies on direct measurements of rainfall, river levels, tide levels, in-house predictive models, rainfall radar data and information from the Met Office. This service operates 24 hours a day, 365 days a year.

If flooding is forecast, warnings are issued using a set of easily recognisable codes. A description of the codes and actions to be taken are shown in appendix 1.

Floodline Register

Floodline Warnings is a free service operated by the EA that provides flood warnings direct to you by phone, email or text message.

Julie Foster and Jane Bates are responsible for activating this plan and are registered with the EA Flood Warnings Service and should receive a warning through this system.

The warning(s) will then be cascaded by phone call / text message to,

1. Those coaches who are working in the premises at the time.
2. Parents for any members attending sessions in the premises at that time.
3. All other coaches / employees of the club.
4. Parents and coaches due to attend the premises in the immediate future.
5. A warning will also be placed on the Health & Safety notice board within the club.

Estimated Flood Warning Time

For this location the estimated lead time provided by the EA is as a minimum half an hour but can be up to 2 days, a more accurate estimation will be provided when the warning is made.

Decision Making

Once a Flood Warning has been received Jane Bates and/or Julie Foster will decide what actions they or others now have to take.

It should be noted that the flood warning codes are not always used in sequence and a severe flood warning can be issued immediately in case of imminent danger of flooding.

If immediate flooding is forecast and the opportunity to safely evacuate is gone, pre-emptive flood protection tasks must be implemented (if time allows) and the order given for moving to the area of safe refuge.

The receipt of and response to warnings of floods is an essential element in the management of the residual risk of flooding.

The warning and subsequent decisions will be communicated to the people in the other premises on Pollard Street South, paying particular attention to those with impaired hearing, sight and with restricted mobility.

Response Actions / Considerations

Site Evacuation Procedures & Routes

The premises will be classed as a safe dry place. If there is need to evacuate the coaches should lead parents and members away from the River Colne following the route shown below

1. Walk to the end of Pollard Street South, away from the River
2. Turn left and follow George Street
3. Turn right on Dowker Street
4. Turn right and meet at Milnsbridge Village Hall which is outside of the flood risk area.

Deploying Flood Protection

Within the premises

- Place the flood kit within easy access
- Move any valuable or electrical equipment to the highest point possible
- Lift as many mats as possible and place on top of the trampolines
- Place Hydrosacks in front of the fire door and across the office door
- Place Hydrosnakes across the opening from the office area and the matted area
- Switch off gas and electricity at the mains
- Ensure the premises are totally evacuated
- Lock up the unit and fit the floodgate to the roller door

Safe Refuge

In the case of a no warning flooding event.

- Place the flood kit within easy access
- Move any valuable or electrical equipment to the highest point possible
- Lift as many mats as possible and place on top of the trampolines
- Place Hydrosacks in front of the fire door and across the office door
- Place Hydrosnakes across the opening from the office area and the matted area
- Switch off gas and electricity at the mains
- Fit the flood gate to the Roller door

- Contact the emergency services
- Contact all parents
- All persons to remain in the trampoline hall and the trampolines and end decks.
- Minimum food supplies are held on site for the tuck shop. Water is available from the water fountain.

Reoccupation of The Site

Take care if you must go into flood water. There could be hidden dangers like sharp objects, raised manhole covers and pollution.

Ensure good ventilation if using portable indoor heating appliances to dry out indoor spaces. Do not use petrol or diesel generators or other similar fuel-driven equipment indoors: the exhaust gases contain carbon monoxide which can kill.

Do not turn on gas or electrics if they may have got wet. Only turn them on when they have been checked by a qualified technician.

If you notice a change in water quality, such as a change in the colour, taste or smell of your tap water, phone your water company

Do not eat food that has touched flood water. Do not eat fresh food from the fridge or freezer if your electricity has been turned off for more than four hours. Wash your hands regularly with clean water and soap. If there is no clean water, use wet wipes or hand sanitising gel.

Phone your insurance company as soon as possible and follow their advice.

Take photographs before you start cleaning and ask your insurer before discarding items that cannot be cleaned.

Wear rubber boots and gloves to clean up, and be sure to wash hands afterwards. Clean all hard surfaces (such as walls and floors) with hot water and detergent. Hard surfaces contaminated by sewage need to be cleaned and disinfected.

Wash clothes used for cleaning separately from your other clothes. Wash soft items (such as clothing, bedding and children's toys) on a 60°C cycle with detergent.

Place rubbish in hard bins or in rubbish bags.

Dispose of dead rodents and pests in a plastic bag, wearing rubber gloves.

Heating, dehumidifiers and good ventilation can help dry out buildings.

Mould will stop growing as you're the building dries out but if it persists, contact a specialist cleaner.

Training & Exercising

All individuals who work at Unit 2 Pollard Street South will be made aware of this plan and briefed / trained accordingly.

- Practise evacuations will be undertaken at random regular intervals.
- All staff will be given training annually.

- Checking of flood prevention equipment and the flood kit will be undertaken quarterly.
- Copies of this plan will be retained at the premises and be readily available to anyone that wants a copy. A copy will also be available by the club website.

Document Control

This Plan is owned, maintained, and updated by Jane Bates. All users are asked to advise Jane Bates of any changes in circumstances that may materially affect the plan in any way.

Details of changes should be sent to:

Email: janeathc@gmail.com

Phone: 0783 789 9071

The plan will be reviewed at least every three years, as a result of lessons identified after an activation event or exercise, following changes ownership of the property or following any change to the flood risk or warning process that is used by the Environment Agency.

Appendix 1 - Environment Agency Warning Codes

Flood Alert



Key Message: Flooding is possible. Be prepared

Timing: 2 hours to 2 days in advance of flooding

Actions: Be prepared for flooding

Ensure access is available to the flood kit of essential items
Monitor local water levels and flood forecasts through local news and weather forecasts

Warn coaches and members due to be using the premises

Make sure phones and torches are charged up

IN CASE OF DANGER CALL 999 IMMEDIATELY

Flood Alerts are to warn people of the possibility of flooding and encourage them to be alert, stay vigilant and to make early preparations for flooding.

Advice given by the emergency services on the ground should always take precedence.

Flood Warning



Key Message: Flooding is expected. Immediate Action Required

Timing: Half an hour to 1 day in advance of flooding

Actions: Act now to protect the property

Evacuate the premises

Ensure access is available to the flood kit of essential items
Monitor local water levels and flood forecasts through local news and weather forecasts

Warn coaches and members due to be using the premises advising not to come in

Make sure phones and torches are charged up

Turn off gas, electricity and water supplies if safe to do so

Move cars, food, valuables and important documents to safety

IN CASE OF DANGER CALL 999 IMMEDIATELY

Flood Warnings are to warn people flooding is expected and encourage them to take immediate action to protect themselves and their property.

Advice given by the emergency services on the ground should always take precedence

Severe Flood Warning



Key Message: Severe flooding. Danger to life

Timing: When flooding poses a significant threat to life and different actions are required

Actions: Stay in a safe place with a means of escape

Evacuate the premises if safe to do so

Co-operate with the emergency services

Call 999 if you are in immediate danger

Severe Flood Warnings are to warn people of a significant risk to life or significant disruption to communities caused by widespread or prolonged flooding, and encourage them to take immediate action to protect themselves and follow the advice of the emergency services.

Advice given by the emergency services on the ground should always take precedence

**Warnings no
longer in force**

(no icon)

Key Message: No further flooding is currently expected for your area

Timing: When river or sea conditions begin to return to normal

Actions: Be Careful. Flood water may still be around for several days and could be contaminated

Be aware of possible hidden dangers in the flood water

Take care as flood water may have caused structural damage to the premises

Keep listening to weather reports

If you've been flooded, ring your insurance company as soon as possible

DO NOT touch sources of electricity when standing in flood water or turn the power or gas on if in doubt that services and appliances may have been affected by flood water.

Warnings are removed to inform people that the threat has now passed.

Appendix 2 - Useful Sources of Information

Contact Numbers

Floodline	0345 988 118
Incident Hotline	0800 80 70 60
Environmental Agency	03708 506 506
Meteorological Office	0370 900 0100
Fire Brigade	01484 842618
Police	101
Ambulance Service	0333 130 0550
LA Emergency Planning	01484 842618

National Planning Policy Framework and the Planning Practice Guidance.

<https://www.gov.uk/government/collections/planning-practice-guidance>

Am I at Risk of Flooding?

<https://www.gov.uk/check-flood-risk>

Environment Agency Flood Warnings

<https://www.gov.uk/sign-up-for-flood-warnings>

Prepare a Flood Plan for your home or business

<https://www.gov.uk/prepare-for-a-flood/make-a-flood-plan>

Improving the flood performance of new buildings: flood resilient construction.

<https://www.gov.uk/government/publications/flood-resilient-construction-of-new-buildings>

Flooding: advice for the public:

<https://www.gov.uk/government/publications/flooding-planning-managing-and-recovering-from-a-flood>