A585 Windy Harbour to Skippool Improvement Scheme

(TR010035)

Correspondence received after the close of the Examination at 23:59 on 09 October 2019

No.	Name	Organisation	Date
1.	Layla Beckett	Highways England	10 October 2019
2.	Paula De-Valle		13 October 2019
3.	Edward Greenwood		17 October 2019
4.	Layla Beckett	Highways England	28 October 2019
5.	Edward Greenwood		05 November 2019
6.	Deborah Rossall		09 March 2020

 From:
 A585 Windy Harbour to Skippool

 To:
 Cc:

 A585 Windy Harbour to Skippool

Subject: Highways England - A585 Windy Harbour to Skippool Improvement Scheme

Date: 10 October 2019 16:48:13

Dear Mr Blyth

We have seen your representation that was made at Deadline 9. May we start by apologising that you have not received information relating to the Development Consent Order (DCO) direct to your property. We carried out a comprehensive exercise to determine correct landownership details ahead of our DCO submission in October 2018. This included information from the Land Registry, undertaking 192 searches, obtaining information from electoral registers in Fylde and Wyre, reviewing Companies House information and obtaining information from Land Interest Questionnaires. In addition, in May 2019, Singleton Management Company provided the project with a completed Land Interest Questionnaire that stated that Mr Bainbridge was the leaseholder of Flat 20 Singleton Hall, which aligned with the other checking processes that had been carried out. We have found that the Land Registry can take between 3-6 months to make available any changes in the Land Registry title.

Despite carrying out checks to identify changes in land ownership during the preexamination and examination phase there was nothing that highlighted a change to the ownership of Flat 20 (LAN61600). Now that we are aware, however, we will ensure that our records are now updated in light of your representation.

A number of letters were sent to Flat 20 as part of the DCO process including s56 letters advising the leaseholder that they were an Affected Party, unfortunately this would have been addressed to Mr Bainbridge, however it was our belief that this information would have been received because no letters had been returned.

Highways England have had numerous meetings, emails and discussions with the appointed representative (Mr Paul Dennis) for the Singleton Hall Management Company and limited correspondence direct with the Director of the Management Company (Mr Ken Carter). Most recently, meetings were held with Mr Dennis on 1 August and 2 October 2019. Emails have been received from Mr Dennis and Mr Carter on 3 and 4 October, respectively. Highways England has also exchanged a number of emails directly with yourself responding to queries raised about the design of the Scheme, the planting in the vicinity of Lodge Lane and the layby on the westbound carriageway of the bypass just north of Singleton Trust land. Therefore, whilst you may not have received correspondence direct, there has been ongoing dialogue with Singleton Management Company and with yourself.

As leaseholders of the flats the residents of Singleton Hall have what is known as a Category 2 interest, being a right to use Singleton Hall Management Company's driveway (the management company has what is known as a Category 1 interest because it owns the driveway comprising plots 5/13, along with plots 5/13a, 5/13b and 5/13c). The driveway is to be permanently acquired and re-provided as part of the Scheme.

Note that reference to 'permanent' within the Statement of Reasons indicates that

the land forming plot 5/13 will be required permanently as part of the Scheme, rather than temporarily during the construction of the Scheme. Compulsory acquisition reflects the powers the DCO would give the undertaker (Highways England) to facilitate the authorised development (A585 Windy Harbour to Skippool Scheme). Note plot reference 5/13, which is all interests and rights in land required permanently only for part of the driveway on the east of Lodge Lane forming the access to Singleton Hall, Lodge Lane, Singleton (FY6 8LU) (Land Registry title reference LA926246). As part of the Scheme, a replacement connection from Lodge Lane to the driveway is to be provided which is shown in the General Arrangement drawings (document reference TR010035/APP/2.5 - Sheet 3). Access to Singleton Hall will be maintained throughout the construction period.

If you have any further queries please do not hesitate to get in touch.

Yours Sincerely

Layla Beckett I Business Manager I A585 Windy Harbour to Skippool Team

Mobile: 0300 470 2700

Highways England | 5th Floor | 3 Piccadilly Place | Manchester | M1 2BN

Web: http://www.highways.gov.uk

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Consider the environment. Please don't print this e-mail unless you really need to.

From:

To: mark.menzies.mp@parliament.uk; A585 Windy Harbour to Skippool

Subject: A585 Windy Harbour to Skipool Scheme

Date: 13 October 2019 20:12:06

Dear Mr Menzies

I am in receipt of your letter dated 2/10/19 (below) concerning the above scheme and requesting comments in advance of your intent to meet and review the scheme with Highways England.

I was both surprised and frustrated to receive your letter and intentions. From my understanding this scheme was announced as part of a £100-£150 million road investment strategy by the government in 2014. The scheme works are due to commence in spring 2020 and as a resident on the route we have been involved and under consultation concerning the proposals, alternatives and chosen options since 2016.

I would question, therefore, why you are getting involved at this point and at such a late stage as I am unaware of your involvement during the preceding three year consultation period. You may be aware that we have already had related Windy harbour junction works during 2017/18, the Norcross junction works are currently being undertaken and there have been multiple assessments for wildlife and historical interests conducted for this scheme during 2019. It therefore seems strange that as we are on the cusp of the commencement of the main works the scheme decision is being reviewed.

The only known communication we have had on this scheme has been from Highways England and although most of their communication is not easy to understand they do offer multiple channels to pursue understanding if needed. We have been satisfied through the consultation process that although not a perfect solution the option chosen does meet the requirements to ease congestion on Mains Lane and reduce the intolerable levels of traffic. For your information the population along this 14 mile route, through housing stock growth in the Poulton, Over Wyre, Fleetwood and Thornton Cleveleys areas, has increased massively over the last twenty years. This has meant that with an associated lack of road and infrastructure expansion the road usage and traffic on the A585 are immense. There is gridlock at peak times and it is telling that United Utilities had to call off work a year or so ago due to the impossibility of enabling traffic control measures without total gridlock in the area. Additionally, any traffic measures for ad hoc utility works causes chaos unless undertaken overnight. It is a critical issue and will continue to be so unless this lack of road infrastructure and the scheme are undertaken.

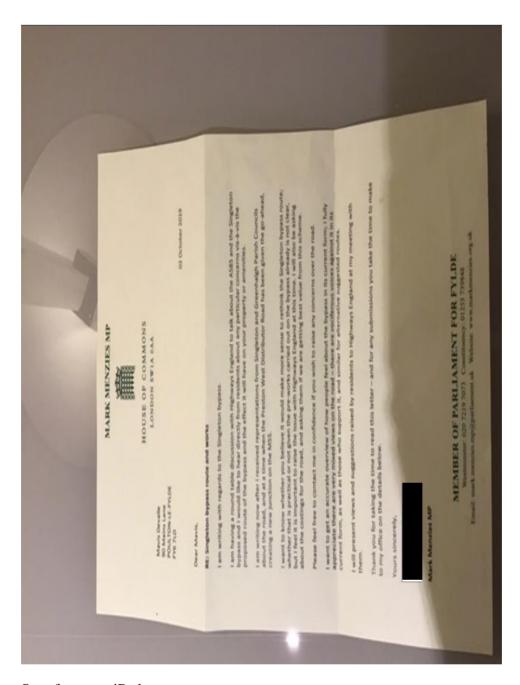
On a personal note is is almost impossible to turn right out of our property due to the lack of any break in traffic flow and along with other residents of Mains Lane we have been discussing and awaiting a by pass for the past 20 plus years. The last scheme raised was subject to conflicting views and in the end the funding for the scheme was diverted to Cumbria. We have no wish for this to happen again. We know there is no perfect scheme but extensive and appropriate consultation was undertaken by Highways England and there has been multiple opportunities to raise objections. Naturally the Singleton parish may be anti the by pass but they too must realise that they benefitted from their own by pass in the past which ironically forced more traffic on to the a585 and windy harbour/Skippool and Garstang road route. I would urge you to speak with your fellow MPs that represent these areas and listen to people on the a585 not just the vocal opponents who have never accepted any of the proposals, alternatives or the chosen route.

On a separate note I believe that the 'moss road' and the windy harbour scheme are

fundamentally different schemes supporting different transport needs. I am aware from connections in Lytham and through the local newspaper that you have publically championed the 'moss' link road that is only just breaking through on the M55. I would hope and trust that as a local person you would welcome all investment into the infrastructure of the north west and would recognise that the roads, especially the A585 is not fit for purpose given the population growth and has not been for many years. Lytham is a relatively prosperous area in comparison to Fleetwood and Cleveleys and any review of spending that may jeopardise investment does not seem helpful at this stage.

I have copied in Highways England and will query your letter and proposed review with the other local MPs - Paul Maynard, Ben Wallace and Cat Smith who are all impacted by the direction of the route.

Regards



Sent from my iPad

A585 Windy Harbour to Skippool From:

To:

A585 Windy Harbour to Skippool
RE: A585 Windy Harbour to Skippool Improvement Scheme (TR010035) Subject:

Date: 01 November 2019 11:38:35

Dear Mr Greenwood

Thank you for your email and attachment.

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The Planning Inspectorate will hold your submission and send it to the Secretary of State shortly after the Examining Authority's Report, including their recommendation, has been submitted. It is for the Secretary of State to decide whether or not to take your submission into consideration when making the decision on the application. Highways England will not be able to respond to the points raised and the submission, along with the Examining Authority's Report, will not be published on the project page of the National Infrastructure website until the Secretary of State's Decision Letter is issued.

I note that the Deadline 9 representations were published on the project page of the National Infrastructure website on 8 October 2019 and have been added to the Examination Library, including your representation of 7 October 2019 - REP9-016.

Yours faithfully

Michele Gregory

A585 Windy Harbour to Skippool Case Team

National Infrastructure Planning

The Planning Inspectorate, Temple Quay House, Temple Quay, Bristol, BS1 6PN

Helpline: 0303 444 5000

Email: <u>A585WindyHarbourtoSkippool@planninginspectorate.gov.uk</u>

Web: https://infrastructure.planninginspectorate.gov.uk/ (National Infrastructure

Planning)

Web: www.gov.uk/government/organisations/planning-inspectorate (The Planning

Inspectorate)

Twitter: @PINSgov

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From: Edward Greenwood

Sent: 17 October 2019 14:17

To: A585 Windy Harbour to Skippool <A585WindyHarbourtoSkippool@planninginspectorate.gov.uk>

Subject: Re: A585 Windy Harbour to Skippool Improvement Scheme (TR010035)

Our Reference 20021754

Dear Mr Wiltshire

Highways England's Response REP7 - 039.16 in reply to the flood risk set out in our Representation FREE. 063.5 published in the same document does not address the problem.

The consensus of opinion is that if the 1977 flood had been caused by a 1 in 200 year storm the flood level would have been 1 metre higher. This is approximately the same water level as that predicted in the Flood Risk Assessment (FRA) after allowing for 100 years of rising sea levels.

If these calculations are based on UKCP18 and the Coastal flood boundary conditions for the UK are they correct; if they are is is there an error in the assumptions on which these documents are based? Flood level at Skippool and Windy Harbour should be higher than predicted in the FRA which brings into question the bypass design and flood risks for residents along the river.

The Environment Agency's Written Representation dated 17 May 2019 sets out your responsibility as the Examining Authority for the development to formally consider the emergency planning and rescue implications in the event of a severe storm.

Is the attached Wyre Flood Plan May 2018 to be used to address this issue? If so it does not take into account the time available and the scale of the evacuation that will be required even today during a high tide with a 2 metre tidal surge. The next storm could be greater than those in 1927 and 1977 and when this happens large parts of Fleetwood, Thornton, Knott End and Pilling will also require evacuation measures. Therefore the Plan will require a large team of rescuers to be assembled, that could be at night, to carry out a multitude of rescues in a little over an hour. Having a team on standby for fifty years or more is not a practical option.

It appears you are in a similar position to the Board of Trade who was asked 100 years ago to allow an unsinkable ship to have insufficient lifeboats to save all aboard in the event of a catastrophy. The Dutch solution is to allow for a 1 in 10,000 year flood risk in designing their sea defences. A barrier across the River Wyre would give this degree of protection and save thousands of houses, schools and many businesses from flooding. It would cost less than the proposed bypass and be self funding by

producing electricity. Building high walls along the river banks is unpopular with the pubic, they will not eliminate the risk and will have ongoing building costs as sea levels rise.

The Deadline 9 Representations have not been entered to your Library document. Will Highways England be allowed to respond to the points raised and if so can others reply to the Highways England's Responses?

Yours faithfully

Edward Greenwood For Free 2007

On Thu, 10 Oct 2019 at 13:16, A585 Windy Harbour to Skippool <a>A585WindyHarbourtoSkippool@planninginspectorate.gov.uk> wrote:

A585 Windy Harbour to Skippool Improvement Scheme (TR010035)

Dear Sir/ Madam

Your Reference: 20021754

Please find below a link to the letter giving notification of completion of

the Examining Authority's Examination:
https://infrastructure.planninginspectorate.gov.uk/document/TR010035-000878
If this link does not automatically work, please proceed to cut and paste the link into your browser.

You can also view the letter on the project page of the National **Infrastructure Planning website:**

https://infrastructure.planninginspectorate.gov.uk/projects/North%20West/A585-Windy-Harbour-to-Skippool-Improvement-Scheme/

Yours Faithfully, **A585 Windy Harbour Team**

Email: A585WindyHarbourtoSkippool@planninginspectorate.gov.uk

Telephone: 0303 444 5000

Web: https://infrastructure.planninginspectorate.gov.uk



Our ref: TR010035

By Email JMW Solicitors LLP Kings House 36-37 King Street London EC2V 8BB Jon Stokes – Project Manager Highways England 5th Floor 3 Piccadilly Place Manchester M1 2BN

Tel: 0300 470 2700 28 October 2019

Dear Sirs

A585 WINDY HARBOUR TO SKIPPOOL IMPROVEMENT SCHEME ("THE SCHEME")
REFERENCE TR010035
RESPONSE TO CARRINGTON GROUP
YOUR REFERENCE: WIT/WIT/569138C.1/Carrington Group Mains Lane Limited

This letter provides a response to the representations that were made at Deadline 8 and subsequently at Deadline 9. The Applicant considers there are a number of inaccuracies in the representation that have been made, but will seek to clarify the current situation and status of any discussions to date.

In January 2019, a meeting was held with Carrington Group in relation to Parcel 2 (9-unit residential development) to discuss how to close out Planning Conditions associated with this development, in particular Condition 11 which interfaced with the proposed Scheme. The Applicant actively engaged the Carrington Group and helped identify a solution that would that would achieve close out of the Planning Conditions for the development. Drawing 1036-001 A (enclosed in this letter) shows the amendments that were to be made to close out the conditions. The plan clearly shows the locations of the 9 units, it is unclear how the developer was seeking to extend the development into Parcel 3 without affecting/amending the planning application and the conditions of the consents that have now been agreed. The plans do not indicate any access from the southern boundary of Parcel 2 to access Parcel 3, and we note that there is no space for a separate access road from Mains Lane, therefore it is considered that the assertion that the Scheme has sterilised the land is incorrect. The planning application for the 9-unit development was submitted with full knowledge of the proposed Scheme.

It is not possible for the bypass to be re-aligned southwards for the following reasons;

i. Horizontal and vertical alignments are governed by design speeds and the Design Manual for Roads and Bridges, along with any transitions. To achieve a re-alignment to the south would result in reduced radii which would depart from the standards and potentially introduce safety issues for the travelling public.



ii. The land adjacent to Main Dyke is a Flood Zone 2 and 3 area, including areas with Parcel 1. Therefore, it has been necessary to balance the Scheme alignment and embankments against potential flood risks of Main Dyke. The flood risk assessment (document reference TR010035/APP/5.2) which has been accepted by the Environment Agency has taken into account flood potential. If the Scheme were to be relocated towards the Main Dyke this would likely introduce unacceptable flood risks along the Scheme length and reduce the agreed flood compensation areas.

Parcel 1

It is unclear what representations have been made that insinuate "Plot 1 will need to come forward for residential development". It should also be noted that the Carrington Group was asked to comment on their proposed development as part of the ExA's Question 1.8.7, which they failed to do so. Fylde Borough Council as part of their representations and response to the ExA's Question 1.8.7 (document reference: REP2-065) made the following statements

"it is clear from Fylde Borough Council that "the Inspector appointed to examine the Local Plan was satisfied that the housing sites allocated in the plan provided sufficient land to meet the objectively assessed housing need for Fylde Borough in full, without the need to include any further sites. Accordingly, the land in question is not allocated for housing in the plan and falls within the Countryside Area as identified on the FLP Policies Map."

However, as set out in the Council's letter at Appendix A, the scope of the Local Plan review will not include revisions to the existing housing allocations (either through the removal of current allocations or the introduction of new ones) in the plan. That is because the existing allocations in the FLP will continue provide sufficient land to meet the Borough's objectively assessed housing need up to the end of the plan period without the need to introduce additional sites. Accordingly, there are no proposals to include the land in question as a housing allocation in the revised FLP as it is not required, nor would the bypass' potential to sterilise that site (either in whole or in part) jeopardise the Council's ability to maintain the required supply of deliverable housing sites.

Notwithstanding the constraints to development that would arise as a result of the bypass (including the loss of land and the potential barriers regarding the creation of a new development access onto the bypass itself), in FBC's view there are a number of technical and policy constraints associated with the land which limit its suitability for residential development. The main constraints include: (i) the land's designation as Countryside Area and the failure of a housing scheme of the size mentioned by the Carrington Group to meet any of the limitations in FLP policy GD4 where development would be permissible within this designation as a matter of principle; (ii) the adverse effects that such a large scale and unnatural encroachment of development into open countryside would have on the character and appearance of the area; (iii) the fact that part of the site falls within flood



zones 2 and 3 as identified on the Flood Map for Planning (including the potential need for the sequential test to be met).

Given the above, FBC does not consider the land in question to be "important to the delivery of housing in Fylde".

The representations were based on the Fylde Local Plan to 2032, which was adopted by the Council on 22 October 2018.

Furthermore, we refer to the <u>Fylde Council Draft Annual Position Statement</u> that was published in July 2019, which indicates that the Council considers that the list of sites assessed [within the Local Plan] are deliverable and the list is highly robust. The report also states that the implications from the housing test results are that no further uplift on the buffer to the 5-year housing land is required (under footnote 39 of the Framework).

Based on the feedback received from the Council during the examination of the proposed Scheme, along with the published Five Year Housing Land Supply Draft Annual Position Statement, it is difficult to see how, at the current point in time, any development in Parcel 1 has a clear prospect of being approved through the Local Planning Authority.

Connection of Parcel 1 onto the Strategic Road Network

The Applicant has been in dialogue with the Carrington Group and has been advised by them on a number of separate occasions that the land use for the LAN17956 is agricultural. We note that the access to the field was widened in 2008 by United Utilities as part of a project they had to construct a new pumped rising main that crosses Parcel 1. This temporary site access was constructed in liaison with Highways England (then the Highways Agency) due to safety concerns about site traffic entering and leaving the site onto Mains Lane. Once the works had been completed by United Utilities, Highways England agreed that the access could be retained in the current form because it would continue to operate as an agricultural access.

Design of Parcel 1 access

The access track has been developed based on the design standard CD123 "Geometric design of at-grade priority and signal-controlled junctions", which forms part of the Design Manual for Roads and Bridges. Section 4.2.2 states "The width of a direct access for a field access should be a minimum of 3.5 metres", the design team increased the width of the access to 4.5m to ensure that agricultural vehicles would be able to continue to access the fields to the south of the proposed bypass (the remaining part of Parcel 1). Furthermore, no allowance has been made for a footpath because this is an access into a field only with no other public access. Note, The Road Vehicles (Construction and Use) Regulations 1986 indicate a 2.5m width for all normal vehicles (including agricultural motor vehicles and agricultural tractors). There are no requirements within the standards to allow for agricultural vehicles being able to pass one another on the access. A length of 18.75m has been provided from the proposed



field access gate to the stop line of Skippool Bridge junction to allow for a tractor with trailer to be able to stop safely, close the gate and not encroach onto the mainline, this complies with accommodating one vehicle in the access, clear of the main running lane.

The Applicant does not consider that the access presented in Plan 2 would affect the existing use of the fields for agricultural use, and it aligns with the current design guidelines. References made to the Manual for Streets are adhered to as they are not precluding the agricultural access to the fields which is the current form and as such there is no sterilisation of Parcel 1 for its current agricultural use. We also note that the Carrington Group opened pre-application discussions with the Council and Highways England after the announcement of the proposed Scheme, despite Parcel 1 not being allocated for development in the recently adopted Fylde Local Plan (October 2018) as shown on the Adopted Policies Map, and not being allocated for development at the time of the proposed Scheme announcement under the previous adopted Fylde Local Plan. Additionally, no formal planning application has been submitted in relation to housing development on Parcel 1. On this basis, it is the Applicant's view that there is no sound planning justification for amending the proposed access to Parcel 1 as part of the proposed Scheme, which would also require the re-evaluation of the operability of the bypass. In the absence of any firm proposals from the Carrington Group, we are not in a position to comment further at this stage on the acceptability of an enhanced form of access to serve Parcel 1.

We note there have been a number of discussions held with the Carrington Group, one of which specifically was held around the access into the field named Parcel 1, refer to meeting minutes HE548643-ARC-GEN-A585-MI-ZM-3035 appended to this letter. Further discussions were held with the Carrington Group, however due to the divergence in agreement on how the land should be valued, it was considered that the fairest and most appropriate way to assess the land value was through a Section 17 Certificate for Appropriate Alternative Development.

The Applicant has been willing to engage with the Carrington Group in constructive discussions, prior to the submission of the application for the Development Consent Order for the proposed Scheme and throughout the pre-examination and examination periods. The Applicant remains willing to discuss any of the aspects outlined above with the Carrington Group, although any further engagement should have regard to the engagement already undertaken to date.

Yours sincerely



Jon Stokes

Project Manager – A585 Windy Harbour to Skippool Improvement Scheme

Email: A585WindyHarbourToSkippool@highwaysengland.co.uk



From: A585 Windy Harbour to Skippool

To: A585 Windy Harbour to Skippool

Subject: RE: A585 Windy Harbour to Skippool Improvement Scheme (TR010035)

Date: 18 November 2019 13:39:16

Dear Mr Greenwood

As you will appreciate we are unable to comment on matters raised following the close of the Examination. I can confirm however that your email of 5 November 2019 will be sent to the Secretary of State, along with your email of 17 October 2019, shortly after the Examining Authority's Report is submitted.

Yours faithfully

Michele Gregory

From: Edward Greenwood

Sent: 05 November 2019 11:05

To: A585 Windy Harbour to Skippool <A585WindyHarbourtoSkippool@planninginspectorate.gov.uk>

Subject: Re: A585 Windy Harbour to Skippool Improvement Scheme (TR010035)

Dear M/s Gregory

Thank you for your email clarifying the handling of submissions to the Minister.

Turning to the changes in Document OD-001 WHSK – Regulation Transboundary Screening; included in the July 2019 update; in the Advice Note 11 Annex D, reference is made to the Flood risk assessment and the Environment Agency detailed Flood Models. As flooding now can be deeper at Skippool than predicted in the A585 Flood Risk Assessment (FRA) in 100 years' time; is the source of information shown in Appendix 2 reliable?

Can this be why on Page 5 of the bypass FRA, Arcadis was unable to guarantee the accuracy of information provided by others?

Yours faithfully

Edward Greenwood

For FREE 2007

On Fri, 1 Nov 2019 at 11:38, A585 Windy Harbour to Skippool A585WindyHarbourtoSkippool@planninginspectorate.gov.uk wrote:

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Yours Faithfully, A585 Windy Harbour Team

Email: A585WindyHarbourtoSkippool@planninginspectorate.gov.uk

Telephone: 0303 444 5000

Web: https://infrastructure.planninginspectorate.gov.uk



Wyre Flood Plan

Multi Agency Flood Plan Part 2



Version 4.00: May 2018

Current version	Version 4.00
Plan prepared by	John Blundell (Emergency Planning Officer)
Plan reference	W 1.05
Original document location	Copse Road Depot
Authorised date	May 2018
Authorising authority	Corporate Management Team
Plan live Version 2.00	May 2012
Document control	Official
12 monthly review (Next due)	May 2019
Comprehensive review (To Version 5.00)	May 2020
Date published to the Intranet	May 2018
Location on Intranet	Not applicable
Plan number (See page 10)	

The Emergency Planning Officer has prepared this plan and will review and facilitate it on behalf of the Corporate Management Team.

The plan owner and deputy plan owner are the primary reviewers.

Only they can authorise any alterations.

The plan is reviewed every 12 months.

Contact details are reviewed 3 monthly.

Note to add when published externally to partners and intranet.

All sensitive Information, local resources, and personal contact details have been removed from this plan for data protection purposes.

Box 1	Generic
Box 2	Risk Specific
Box 3	Site Specific

SECTIO	N 1 - FOREWORD	1
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SECTION 1 - FOREWORD

1.1 AIM OF THE PLAN

The Environment Agency are the lead authority for the management of flood and coastal risk from rivers and the sea in England and Wales, and provides flood warnings from all sources, where practical and possible, to protect people and property at risk.

This plan sets out the Council's arrangements and identifies the responsibilities and the actions to be taken, in responding to a flood warning issued by the Environment Agency. This also applies to Severe Weather Warnings for surface water flooding issued by the Met Office or to local conditions regardless of whether a warning is issued or not.

This plan may operate as a stand-alone plan for flooding within the Borough of Wyre or it may be read in conjunction with the wider Multi Agency Flood Plan Part 1 (MAFP) for Lancashire.

For further information or copies of Part 1 please contact the Environment Agency at this email address: FR-Lancashire@environment-agency.gov.uk

The Wyre Council website link is shown below for advice and guidance and also a copy of this plan: http://www.wyre.gov.uk/info/200144/emergency_planning/382/flooding

1.2 STRATEGIC OBJECTIVES OF THE PLAN

In addition to the wider objectives of the MAFP Part 1, the Council also sets out the following objectives:

- Meet the Authority's statutory obligations under the Civil Contingencies Act;
- > Establish a Management process that clearly identifies roles and responsibilities;
- > Liaise with and engage with local communities and vulnerable people;
- Outline the Council's response to severe weather and flooding from the sea, rivers, watercourses and flash flooding;
- Provide clear lines of communication;
- Support the multi-agency objectives;
- Prevent escalation of the Incident;
- Enable resources to be mobilised to deal with any predicted or actual severe weather incident;
- Identify the local critical infrastructure assets, highlight risks and establish emergency contacts.

The strategic outcome of the plan is to mitigate the effects of flooding in order to:

- Save life:
- Minimise damage to property;
- > Protect the environment:
- Provide information, warning and informing;
- Assist or lead in the recovery element of a flood related incident.

This plan applies to the declaration of an emergency or major incident, or the disruption to critical services within the boundaries of the Borough of Wyre. It can be activated in full or to standby dependent on the risk assessment at the time.

1.3 OWNERSHIP

Plan Owner	Emergency Planning Officer
Print Name	John Blundell
Signature	
Date	31 st May 2018

Deputy Plan	Senior Engineer, and	
Owner	Emergency Planning Officer	
Print Name	Kathrine Pye	
Signature		
Date	31 st May 2018	

1.4 ASPECTS NOT COVERED BY THE PLAN

This plan does not cover flooding from foul sewers, burst water mains, private lakes or canals, but should significant flooding occur from one of these sources, elements of the plan may be activated to support the multi-agency response.

1.5 CONTEXT OF THE PLAN

The Flood Plan (MAFP) allows all responding agencies to work together on an agreed, coordinated response to flooding.

This plan has been developed by the Lancashire Resilience Forum (LRF) Flooding and Severe Weather Sub Group.

Category 1 and 2 responders have supplied information regarding their roles, responsibilities and response to flooding.

1.6 TRAINING

Multi-agency training is arranged by the Lancashire Resilience Forum. The Emergency Planning Officer carries out a regular training needs analysis and implements the appropriate training both internally and via external providers.

1.7 EXERCISES AND TESTING

The records below demonstrate when this Plan has been tested.

No.	Test Date	Type: Live, Table top etc	Test Location	Facilitated
1	28/11/2011	Exercise Deucalion, table top, testing both part 1 and 2, operational response, cross border working, recovery and resource implications.	Police HQ Hutton	LRF/EA
2	05/12/2013 and 03/01/2014	Live events and plan activation, severe weather on 3 occasions leading to lessons learnt and plan review.	Fleetwood, Cleveleys, and Knott End	LRF/EA
3	05/12/2015 to the 29/12/2015	Live event due to severe weather, this plan, Wyre Flood Plan, and Rest Centre Plan activated several times. Lessons learnt and actions from the exercise have formed part of the plan review.	Garstang Leisure Centre, and the Grapes Public House St Michaels	MIMG, Lancashire Resilience Forum LRF/EA

4	22/08/2016	Live event due to severe weather, this plan, Wyre Flood Plan, and the (GERP) activated. Abnormal incident notification received by the EA. Lessons learnt and actions from the exercise have formed part of the plan review.	Churchtown, and Garstang localised flooding. Fleetwood and Cleveleys Beaches.	LRF/MIMG
5	22/11/2017	Live event due to severe weather, this plan, Wyre Flood Plan activated. Lessons learnt and actions from the exercise have formed part of the plan review.	Fleetwood, Cleveleys, Poulton, Hambleton, Pressall, areas Over Wyre.	FIMG

1.8 TRIGGERS FOR PLAN ACTIVATION (SCOPE)

This plan may be activated to standby prior to an emergency being declared or be used in conjunction with the Council's (GERP) and Business Continuity Management Plan both of which are activated once a major incident is declared.

The decision to activate the (GERP) would be made by any member of the Corporate Management Team, the Head of Engineering or the Emergency Planning Officer.

The Multi-Agency Flood Plan Part 1 would be activated by the Police Force Incident Manager.

The following categories will be used to ensure that nominated officers are kept informed during an unusual or flooding incident, whilst avoiding, if possible, the unnecessary commitment of personnel and resources:-

- Request to take plan Standby (early warning heads up);
- Request to Activate the plan (request immediate setting up of the (FIMG) and operational response);
- Request to Stand-down the plan (used to signify the phased withdrawal of the response).

The decision to activate the plan to standby or to implement would be a joint discussion between officers and made by:-

- Any member of Corporate Management Team;
- Head of Engineering;
- Emergency Planning Officer;
- Senior Engineers;
- Severe Weather Officer outside of normal hours.

The plan may be activated to standby by the following triggers:-

- ➤ 1 or more flood alerts issued by the Environment agency;
- > 1 or more yellow weather warnings issued by Met Office;
- a flood advisory teleconference with eth Environment Agency;
- weather conditions sufficient to cause localised problems; and or a flooding incident;
- > It may also be utilised in response to a major incident in an adjoining Authority.

The plan will be activated by the following triggers:-

- ➤ 3 or more flood alerts or 1 or more flood warnings in the same location issued by the Environment Agency;
- ➤ 1 or more severe flood warning issued by the Environment Agency;
- ➤ 1 or more Red weather warnings issued by Met Office;
- > Up to 5 or more adjacent properties flooded;
- a flood advisory teleconference with the Environment Agency;
- It may also be utilised in response to a major incident in an adjoining Authority.

This plan is a tactical document providing operational guidance and leadership during the response phase. It supports the strategic objectives of the plan shown at 1.2 above.

The decision making process will be fully documented at all times on the appropriate log sheets and cascaded as shown at 1.9 below.

The Severe Weather Officers will use a standard template for this process, this dated and time marked log will be the main source of information on the ground.

A decision flow chart will assist the Severe Weather Officers in activating the plan to standby or implementation and is included on the following page.

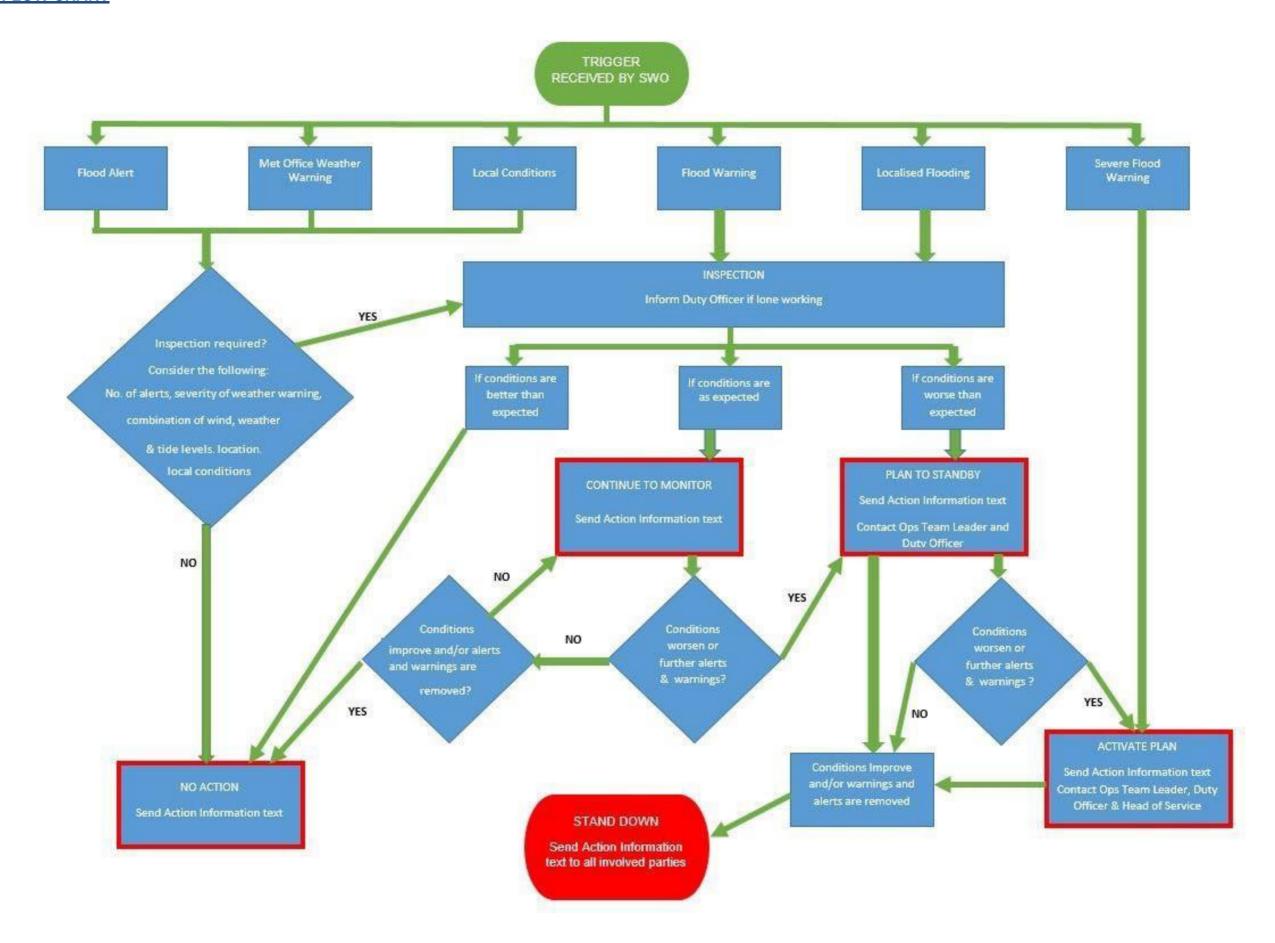
Flooding Sources

Flooding Source	Status within Community Risk Register
Local/urban fluvial or surface water	Very High
Local fluvial	High
Coastal/Tidal	Very High
Flash Flooding	High
Reservoir Failure	Medium

Consequences of Flooding leading to the discharge from combined sewers, and subsequent notification by the Environment Agency

During times of heavy rainfall and flooding there is a risk that certain facilities such as sewage works can be inundated causing their systems to fail and causing an abnormal incident that will affect public places such as beaches and estuary waterfronts leading to a potential risk to human health.

In the event of sewage pollution incident caused by flooding the Council has an agreed procedure in place, led by the Coast and Countryside Team, supported by the FIMG.



1.9 NOTIFICATIONS AND UPDATES

Warning and Alerts (Emails-Text-Phone call) from either the Met Office or Environment Agency (During normal Hours).

On receipt of a warning or alert from any agency one of the **Senior Engineers** will document our actions and send a response to the agency by **text** initially, copying in those shown below at 1 to 13 at all times.

And if required follow up with an **email** using the standard template providing a short update on the situation on the ground, again copying in those shown below at 1 to 13 at all times.

Warning and Alerts (Emails-Text-Phone call) from either the Met Office or Environment Agency (Outside of normal Hours)

On receipt of a warning or alert from any agency one of the **Severe Weather Officers** will document our actions and send a response to the agency by **email** providing, a short update on the situation on the ground, copying in or texting those shown below at 1 to 14 at all times.

- 1. Head of Engineering;
- 2. Emergency Planning Officer;
- 3. Operational Team leader (GS);
- 4. Operational Team Leader (PG);
- 5. Operational Team Leader (GC):
- 6. Senior Engineer (KP);
- 7. Senior Engineer (PL);
- 8. Severe Weather Officer;
- 9. Duty Officer;
- 10. Coast and Countryside Manger;
- 11. Coast and Countryside Ranger Duty Officer;
- 12. Communications and Marketing Lead:
- 13. Communications Generic in box:
- 14. Community Resilience Flood Action Groups.

To be carried out by one of the Senior Engineers during normal Hours, and the Severe Weather Officer outside of normal hours.

Plan to standby or activate

When the plan is put to standby or activated we must in addition to the officers above at 1 to 14 notify:-

- Police Force Incident Manager (By phone call);
- > EA Incident Control Room (By phone call);
- Lancashire County Council Duty Officer (By phone call).

To be carried out by the Emergency Planning Officer, Head of Engineering, or a Service Director.

In addition to the above notifications (consider removing content of a sensitive nature) a further cascade email with relevant updates should be sent to Brian (Council's internal communications network) with relevant information and may also be given to:-

- Corporate Management Team;
- Heads of Service;
- ➤ Third Tier Mangers;
- Members:
- Parish and Town Councils;
- Local Flood Groups;
- Local Media outlets.

Along with the normal media cascades, contact centre updates as outlined in the GERP.

To be carried out by the Corporate Communications Team, with regular updates as required.

1.10 STANDING THE PLAN DOWN

The process and activity associated with stand down will relate directly to the activities undertaken during the response phase.

The key principle is that the arrangements/activities which have taken place should be stood down in a co-ordinated manner and communicated to all relevant agencies.

The plan will be stood down by the following triggers:-

When the (FIMG) are happy that all services can be delivered as part of their day to day business.

Once the joint decision has been taken to formally Stand down the response phase we must make contact with partners below:-.

- Police Force Incident Manager (By phone call);
- > EA Incident Control Room (By phone call);
- Lancashire County Council Duty Officer (By phone call).

To be carried out by the Emergency Planning Officer, Head of Engineering, or a Service Director.

The message to formally Stand down the response phase internally, and to update media messages will only be carried out following the completion of the notification above.

To be carried out by the Corporate Communications Team, with regular updates as required.

1.11 CIRCULATION

INTERNAL DISTRIBUTION

Title	Location	Copies	Plan No
Head of Engineering (C Green)	Civic Centre Room 220, and off site	2	1

	l	
Civic Centre Room 221, and off site	2	2
Copse Road Depot Fleetwood, and off site	2	3
Grab bag, available to be taken to any Incident response	1	4
Grab bag off site, available to be taken to any incident response	1	5
Civic Centre Room 128, and off site	2	6
Civic Centre Room 221, and off site	2	7
Civic Centre Room 221, and off site	2	8
Off site	1	9
Off site	1	10
Off site	1	11
Copse Road Depot Fleetwood	1	12
Copse Road Depot Fleetwood	1	13
Copse Road Depot Fleetwood	1	14
Civic Centre Room 131	1	15
Civic Centre Room 121, and off site	2	16
Civic Centre Room 121	1	17
Civic Centre Room 139	1	18
Available in off-site grab bags, J drive, Resilient Direct if required	N/A	
Through Resilience Direct	N/A	
Through Resilience Direct	N/A	
Through Resilience Direct	N/A	
	Copse Road Depot Fleetwood, and off site Grab bag, available to be taken to any Incident response Grab bag off site, available to be taken to any incident response Civic Centre Room 128, and off site Civic Centre Room 221, and off site Civic Centre Room 221, and off site Off site Off site Off site Copse Road Depot Fleetwood Copse Road Depot Fleetwood Copse Road Depot Fleetwood Civic Centre Room 131 Civic Centre Room 121, and off site Civic Centre Room 121 Civic Centre Room 139 Available in off-site grab bags, J drive, Resilient Direct if required Through Resilience Direct Through Resilience Direct	Copse Road Depot Fleetwood, and off site Grab bag, available to be taken to any Incident response Grab bag off site, available to be taken to any incident response Civic Centre Room 128, and off site Civic Centre Room 221, and off site Civic Centre Room 221, and off site Off site 1 Coff site 1 Copse Road Depot Fleetwood 1 Copse Road Depot Fleetwood 1 Copse Road Depot Fleetwood 1 Civic Centre Room 131 Civic Centre Room 121, and off site 2 Civic Centre Room 121 Civic Centre Room 139 Available in off-site grab bags, J drive, Resilient Direct if required Through Resilience Direct N/A Through Resilience Direct N/A

EXTERNAL DISTRIBUTION (UNCONTROLLED COPIES)

Copies of this plan have been distributed to Multi-Agency Partners through Resilience Direct.

Copies of this plan have been distributed through the Council's website and to Flood Group Partners and Forums who have formed part of this plan's development.

1.12 VERSION CONTROL AND RECORD OF REVISIONS

The following plan updates have been issued and recorded:

Date	Version	Outline of revisions	Made by	Approved
		Previous plan development can be found in Version 1.00 (last updated on the 28/03/2011		
28/02/2013	2.00	Comprehensive review to Version 2.00	P Long	
24/10/2013	2.01	General review updated following the completion of the Pressall site specifics.	J Blundell	J Blundell and P Long
01/07/2014	2.02	6 monthly plan review update and check contact details, also added in lessons learnt from the severe weather events in December 2013 and January 2014.	J Blundell	C Green
01/07/2015	2.03	General review updated July 2015 following the completion of the Stalmine site specifics.	J Blundell	C Green and P Long
16/12/2016	3.00	Comprehensive review following plan activation during Storms Desmond, Eva, and Frank December 2015, this plan has been updated to reflect any lessons learnt, the action plan reflecting these changes can be produced if required. Also takes into account the new structure from the 1st July 2016 and August 2016 flooding. Consultation with all partners and flood groups.	J Blundell	Corporate Management Team
31/5/2018	4.00	12 monthly plan review 2017, comprehensive review following plan activation during flooding in November 2017, this plan has been updated to reflect any lessons learnt, the action plan reflecting these changes can be produced if required. Consultation with all partners and flood groups.	J Blundell	Corporate Management Team, and FIMG
31/05/2019	5.00	12 monthly plan review 2019, update and check contact details for flood groups, light touch only.		
31/05/2020	6.00	12 monthly plan review 2020, Comprehensive review, to include consultation with all partners and flood groups.		

SECTION 2 - FLOOD INCIDENT MANAGEMENT WHEN ACTIVATED TO STANDBY OR IN FULL

2.0 DURING A FLOOD EVENT

The Council's priorities in addition to the aims of the plan are as follows:-

- Establishing a framework for the overall management of the incident and determining the strategic, tactical and operational objectives;
- Provide warning and informing and lead on communicating with the community;
- ➤ Ensure that critical ordinary watercourses are freely flowing, although this is the responsibility of the Environment Agency we will assist as required, if it's safe to do so:
- Ensure that pumping stations are operating satisfactorily, if it's safe to do so;
- Provide assistance to support the Community Resilience Flood Action Groups in supporting vulnerable groups, and individuals;
- Provide assistance to partners in protection of critical infrastructure where possible, if requested, and if it's safe to do so;
- ➤ Provide assistance, where possible, to property owners and our partners in the protection and evacuation of water from properties, commercial premises and caravan sites, and if it's safe to do so;
- > Deploy officers to the scene to act as the link into multi-agency meetings;
- > Deploy sandbags to pre-determined sites;
- Provide support where possible to the multi-agency response;

For site specific local actions and response arrangements please refer to Appendix F.

Also refer to Part 1 of the MAFP, the Council's Generic Emergency Response Plan.

2.1 INCIDENT CONTROL ROOMS

In the event of a Flooding Emergency, a flood incident room may be set up at one or more of the following locations, dependent on the location of the flooding.

Location	Contact No.	Out of hours
Copse Road Depot		
Copse Road,	01253 887531	01253 895116
Fleetwood, FY7 6RP		
Sea Defence Depot,		01253 895116
Chatsworth Avenue,	01253 887538	
Fleetwood, FY7 8EJ		
Emergency Incident Room		
No 1	01253 891000	01253 895116
Civic Centre, Breck Road	01233 091000	
Poulton le Fylde FY6 7PU		

For large scale flood events, the Council's (GERP) would also be activated. If for any reason the Civic Centre is not available, alternative premises are available and pre-determined. Emergency Incident Room No 2 at Thornton Little Theatre would be set up to manage the incident if required.

2.2 FLOOD INCIDENT MANAGEMENT GROUP (FIMG)

For minor incidents, where the impact is more localised, the incident will be managed by the (FIMG), when the incident goes beyond normal means and become protracted escalation to the (GERP) will become active. The (FIMG) will be the decision makers and call for the escalation.

Initially the group would be made up of a small number of officers whilst a watching brief is kept, activating the plan to standby, prior to activating the plan in full.

A Service Director will strategically manage the incident, also including tactical incident management supported by the Emergency Planning Officer or Senior Engineer.

The group would meet following triggers shown at 1.8 and 1.9 above to agree and manage the strategic, tactical, and operational response to the potential threat from flooding or severe weather.

This group will/may run alongside those set up by the Lancashire Resilience Forum TCG, and designated officers from within the FIMG will/may be expected to dial into or attend multi-agency tactical meetings, normally at the Police Headquarters, Hutton.

The key tasks of this group are:

To provide the tactical direction to the operational response on the ground, a framework and leadership for the Council's response to an emergency.

They must ensure that the actions taken at the operational level are coordinated, coherent, and integrated in order to save lives, minimise harm, and mitigate the emergency in an effective and efficient manner.

In those cases where it becomes clear that resources, expertise or co-ordination are required beyond the capacity of this group, it may be necessary to escalate the decision to the strategic level, to take the appropriate action and set the strategic direction.

- > Determine priorities for allocating available resources;
- > Plan and coordinate how, when, and by who tasks will be undertaken;
- > Call for additional resources, plant and equipment;
- > Assess significant risks, and use this to inform operational managers;
- > Put in place adequate resources, Room Management and administration;
- > Press and media liaison, Social Media monitoring;
- ➤ Ensure the health and safety of the public and personnel at all times, including staff rotas and welfare arrangements;
- Consider the emergency in its wider context (neighbouring authorities);
- ➤ Establish a framework for the overall management of the incident determining the strategic objectives, providing direction and prioritising demand;
- Meet regularly to ensure a co-coordinated response to the emergency;
- Identify major and potential problems arising from the emergency;
- Warn and Inform, preserve life, protect environment;
- Monitor progress, and prepare progress reports and assess future requirements;
- Ensure clear lines of communication are in place, in line with the overall strategy;
- Maintain a log of events for the duration of the emergency;
- Use the pre prepared agenda at appendix D.

When the plan is on standby

This team will be made up from some or all of the following personnel, or their nominated deputies either during or outside of normal hours:-

PLAN TO STANDBY ACTIVATES FIMG

Tactical (Silver) Decision Makers

Formed and meets at Copse Road Depot

Group members and decision makers, or nominated deputies:-

- Carl Green (Chair of the Group) (Attends/Dials into the Lancashire Resilience Forum Tactical Coordinating Group at Hutton);
- John Blundell (Provides Strategic/Tactical advise and support, also Vice Chair);
- Kath Pye (Provides Strategic/Tactical advise and support, also Vice Chair);
- Emma Lyons (Communications and Marketing Team Lead);
- Paul Long (Provides Technical Support and Advice);
- Assistant Engineer x 1 (Provides Technical Support and Advice);
- Current Severe Weather Officer (Provides Technical Support and Advice);
- Current Duty Officer (Provides Support and Advice);
- Gary Scott (Leads on Operational Response and Deployment of Resources);
- Phil Gooden (Leads on Operational Response and Deployment of Resources);
- Graham Clarkson (Leads on Operational Response and Deployment of Resources);
- Alison Boden (Leads on Warning and Information, Safety on Coastal/River Strip).

This may be dealt with as a teleconference if required, group members would meet to decide on the appropriate course of action.

A record of all meeting and tactical decisions must be kept, and cascaded as shown in section 1.9 notifications.

When the Plan is activated in full

The Service Director supported by the Head of Engineering will strategically manage the incident, also including tactical incident management supported by the Emergency Planning Officer.

PLAN ACTIVATED FIMG

Tactical (Silver) Decision Makers

Formed and meets at Copse Road Depot

Group members and decision makers, or nominated deputies:-

- Mark Billington (Chair of the Group) (Attends/Dials into the Lancashire Resilience Forum Tactical Coordinating Group at Hutton);
- Carl Green (Vice Chair of the Group) (Attends/Dials into the Lancashire Resilience Forum Tactical Coordinating Group at Hutton);
- John Blundell (Provides Strategic/Tactical advise and support);
- Kath Pve (Provides Strategic/Tactical advise and support):
- Clare James (Sub group Chair as shown below);
- Neil Greenwood (Sub group Chair as shown below);
- Peter Mason (Subgroup Chair as shown below);
- Catherine Postle Room Manager, admin support (Subgroup Chair as shown below);
- Emma Lyons (Communications and Marketing Team Lead):
- Paul Long (Provides Technical Support and Advice);
- Any of the 2 Leads on Operational response;
- Multi-Agency Partners as required if localised to Wyre.

Some sub groups would be formed with chairs and deputies as shown below:-

Chair Clare James	Chair Peter Mason	
Vice chair Paul Harrison	Vice Chair Emma Lyons	
Finance, cost recovery (Bellwin), and Donations	Communications, VIP visits, Volunteers, memorials, and community engagement.	
	Contact centre, collation of data, sharing of data with partners, and door knocking.	

Chair Carl Green	Chair Neil Greenwood
Vice Chair Ruth Hunter	Vice chair Dave McArthur
Operational Response (Engineers,	Health Protection, Environmental impacts,
Transport, Street Cleansing, Grounds	Housing, and vulnerable groups
maintenance, Waste management),	
Resource deployment, Depot	
Management, and Dangerous	
Structures	

Chair David Thow	Chair Liesl Hadgraft
Vice Chair Maria Blundy	Vice Chair Jane Collier
Local business, regeneration, and	Health and Safety, Legal, Welfare, IT, and
Infrastructure Building Control,	Human Resources

Maintenance, Asset Management, and	
alternative accommodation	

Chair Joanne Billington	Chair Catherine Postle
Vice Chair Neil Mountford	Vice Chair Corporate Support Team
Business Continuity Management	Room Management, administration, staff officers

The sub group chairs and vice chairs shown above would be expected to manage the work load allocated to them and report back at the FIMG meeting.

This group would meet face to face to decide on the appropriate course of action.

A record of all meetings and decisions must be kept. Corporate Support will be responsible for the documentation and cascading as shown at section 1.9 notifications.

The FIMG will be responsible for monitoring conditions on site.

Senior Officers will have their own areas of responsibility as shown in 2.4 below and adequate resources will be provided to support their actions.

They will be supported by Assistant Engineers and Area Officers; they will be feeding back resource requirements and providing engineering advice and guidance to customers and multi-agency partners.

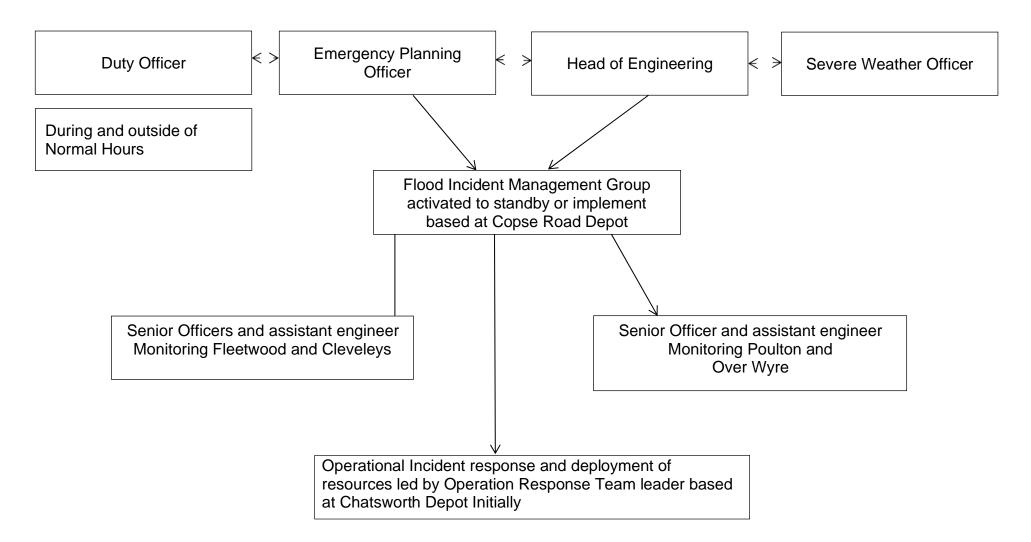
The Operational deployment of resources following the request from the FIMG and Multi-Agency Partners, will be dealt with by the Operational Response Team Leaders based from Chatsworth or Copse Road Depot.

The structure below gives an overview of how any incident would/may be managed.

Agenda for this meeting shown at APPENDIX D.

2.3 INCIDENT MANAGEMENT STRUCTURE FOR THE WYRE FLOOD PLAN

The triggers activating the LRF Multi Agency Flood Plan can be found in Part 1 section 3.6 of that plan.



2.4 RESPONSE DEPLOYMENT STRUCTURE (FIMG) ACTIVATED

Head of Engineering will strategically manage the incident, when the plan is on standby or activated in full supported by the Emergency Planning Officer; Senior Engineers will be responsible for monitoring conditions on site, feeding back resource requirements and providing engineering advice and guidance to customers and multi-agency partners; All resource deployment and management will be dealt with by the Operational Team Leaders, Depot Based Operational team from Chatsworth or Copse Road Depot

		TACTICAL INCIDENT MANA	GEMENT (FIMG)			
			nagement, collation of information, and the resource deployment of OTL at nks into CMT, SLT, Communications teams supported by Admin		Senior Officer Poulton and Over Wyre Inspections / Monitoring / Reporting	
Supported by Assistant Engine	ers and Area Officers TBC	Feeds into FIMG and OTL	Centre during normal office hours, Copse R	Road Depot out of hours.	Supported by Assistant Engineers and Area Officers TBC	
Ops Team Lea	ider (CWD)		Ops Team Leader (CRD)		Ops Team Leader (CWD)	
		OPERATIONAL INCIDENT M	ANAGEMENT AND DEPLOYMENT OF RE	ESOURCES		
Engineering Maintenance Tear Depot to be deployed as requir Copse Road Depots			Resource deployment and response to all incidents from CWD, Ops Team Leader (TBC from 3 above)		Transport Maintenance Team be deployed as required.	pased at Copse Road Depot to be
Fleetwood	Thornton	Cleveleys	Poulton	Garstang Rural	Knott End	Hambleton
Area Officer	Area Officer	Area Officer	Area Officer	Area Officer	Area Officer	Area Officer
Fleetwood Response Team	Thornton Response Team	Cleveleys Response Team	Poulton Response Team	Garstang Response Team	Knott End Response Team	Hambleton Response Team
Located at Marine Hall and Chatsworth	Located at Marsh Mill and Stanah (Rangers)	Located at Derby Road and town centre	Located at Skipool Creek and Civic Centre	Located at Discovery Centre	Located at Quail Holme Road car park & town centre	Located at Shovels car park
Vehicle 2 men, with sandbags and radios	Vehicle 2 men, with sandbags and radios	Vehicle 2 men, with sandbags and radios	Vehicle 2 men, with sandbags and radios	Vehicle 2 men, with sandbags and radios	Vehicle 2 men, with sandbags and radios	Vehicle 2 men, with sandbags and radios
Call Sign (50)	Call Sign (51)	Call Sign (52)	Call Sign (53)	Call Sign (54)	Call Sign (55)	Call Sign (56)
Parks and Open Spaces Transit van	Street Cleansing Transit van	Parks and Open Spaces Transit van	Parks and Open Spaces Transit van	Parks and Open Spaces Transit Van (??)	Street Cleansing Link Tip	Parks and Open Spaces Transit van
Sand bags as shown at	Sand bags as shown at Section 2.8	Sand bags as shown at Section 2.8	Sand bags as shown at Section 2.8	Sand bags as shown at Section 2.8	Sand bags as shown at Section 2.8	Sand bags as shown at Section 2.8

2.5 MAIN ROLES AND RESPONSIBILITIES

Major Incident Management Group (MIMG) (see (GERP) for Roles and Responsibilities)

- When a flood emergency has been declared as having a substantial impact on the population or environment, this team will be responsible for ensuring the Council discharges its statutory duties;
- > The (GERP) will be activated when the (FIMG) can't cope with the existing resources;
- Activate the (GERP);
- > Determine strategic aims and objectives and re-allocation of resources.

Flood Incident Management Group (FIMG) will endeavour:-

- For minor events where the impact is more localised the incident will be managed by this group;
- ➤ If the incident develops and looks like escalating, the (GERP) would be activated and the (FIMG) would be replaced by the MIMG lead by a Service Director;
- > Establishing a framework for the overall management of the incident and determining the strategic, tactical, and operational objectives;
- > Transfer the DO mobile number and establish the hunt group in Copse Road Depot;
- Providing direction and prioritising demand;
- Meet regularly to ensure a co-coordinated response to the emergency;
- Identify major and potential problems arising from the emergency;
- Monitor progress of the overall response;
- Prepare progress reports and assess probable future requirements;
- Providing resources to meet the demand from the incident;
- Liaising with the Emergency Services, County Council and other Districts or organisations responding to the emergency;
- Deploy officers to the scene to act as the link into Bronze multi-agency meetings, including site inspections:
- Consider issue of appropriate public safety messages;
- Make use of mastanaut allowing efficient deployment of vehicles, plant etc;
- Consider media issues, communications internally, liaison with Contact Centre as required allowing script updates;
- Ensure communications with those affected are managed accordingly;
- Arrange for the I-Bus to be deployed to the affected area to act as a single point of contact;
- Consider the needs of vulnerable groups;
- Consider Environmental Impacts, and Waste Management;
- Develop working schedules and handover procedures;
- ➤ Ensure health and safety, staff welfare and safe working procedures are in place at all times, ensure resilience, shift working etc;
- > Assist on the ground with warning and informing;
- Assist on the ground with safeguarding vulnerable people, or communities;
- Document and record all actions;
- Proactively look for opportunities to mitigate and reduce risks and vulnerabilities;
- Raise potential weaknesses in service delivery;
- Consider the need and prepare for the possible evacuation of the public in areas of risk;
- Plan for recovery from the outset.

Service Directors

- > Chair the Group once plan activation occurs;
- Nominate deputy;
- > Document, and record all actions, collating evidence and photographs;
- > If escalation occurs attend Gold Strategic meetings within the LRF;
- To attend (supported by the EPO) Silver Tactical meetings within the LRF;
- > Will ensure the response is fully resourced;
- Activate the GERP if required;
- > Ensure CMT are fully briefed.

Head of Engineering or the Emergency Planning Officer provides strategic and tactical support and guidance

- For short notice events and those starting at the weekend, the Severe Weather Officer may initially take on this role;
- Document, and record all actions, collating evidence and photographs;
- ➤ Make contact with the police Force Incident Manager (By phone call);
- Make contact with the EA Incident Control Room (By phone call);
- Make contact with the Lancashire County Council Duty Officer(By phone call);
- ➤ If required liaise with members of the Corporate Management Team, to appraise of the situation, prior to requesting any support;
- ➤ Establish contact with Lancashire Constabulary (FLO), initially through the Duty Officer and liaise as necessary;
- Make contact with the Operational Response Team Leader;
- Maintain regular contact with the deployed officers to continuously monitor the overall situation.

Senior Engineer/Engineering Assistants/Severe Weather Officer

Dependent on the nature of the warning consider the following:-

- > Take on the responsibility for monitoring conditions and responding as appropriate;
- > Document, and record all actions, collating evidence and photographs:
- Assist in coordinating the Council's response to a flooding incident:
- Evaluate the risks on the ground and feed in resource requirements to the (FIMG) initially;
- Monitor weather forecasts Met Office:
- Log into and utilise Hazard Manager:
- Contact and liaise with the Met Office Public Weather Service Advisor as required from the outset;
- Monitor weather forecasts, flood alerts from the EA;
- Liaise with Lancashire County Council Highways regarding the need to erect warning signs and/or close roads to traffic, under the approval and direction of the Police;
- Notify Corporate Management Team of the incident by text or email;
- Liaise with Local Flood Forums and Wardens:
- Provide regular updates to those on distribution lists;
- Provide regular updates to Communications team when safe and timely to do so;
- Officers to the scene to act as the link into Bronze multi-agency meetings, including site inspections;
- Any additional roles and responsibilities are covered individually in the Flood Risk Summary sheets for each location;
- Instruct operational response team leader to open up operational depots;

- Consider establishing a forward operational response point;
- Consider the needs of vulnerable groups
- > Consider Health and Safety, dynamic risk assessments and welfare arrangements;
- Consider Environmental Impacts and Waste Management;
- Develop working schedules and handover procedures;
- Maintain regular contact with the deployed officers to continuously monitor the overall situation.

Duty Officer

- Single point of contact out of hours;
- Document and record all actions:
- ➤ To liaise with the Severe Weather Officer, the Emergency Planning Officer, and the Head of Engineering as required;
- On plan activation report to Copse Road Depot;
- > Follow standard operating procedures;
- Consider, Health and Safety;
- Provide Initial briefing session.

Operational Team Leaders

- Will coordinate the operational response, including site inspections, will be responsible for monitoring conditions and mobilising resources initially as necessary to deal with the emergency;
- ➤ Will receive instruction from the (FIMG) and deploy resources as required;
- Will call in additional resources from call out register;
- Monitoring conditions and mobilising resources as necessary;
- Will ensure staff welfare and safe working procedures are in place at all times;
- Duties may include monitoring conditions within the borough and distributing sandbags where required;
- ➤ May be involved in clean-up operations such as clearing debris, sand, shingle etc, recovering sandbags, pumping out properties etc;
- Distribution, of plant and equipment, and an accurate record kept on each location;
- Consider Environmental Impacts, and Waste Management;
- > Ensure all waste is disposed of appropriately and recorded:
- > Develop working schedules and handover procedures:
- Maintain regular contact with the deployed officers to continuously monitor the overall situation;
- Form part of the (FIMG) and provide regular updates.
- Coordinate the Council's workforce, and any subcontractors who may be called upon to carry out the instructions from the operational team leaders, to be deployed from Copse Road or Chatsworth Depot.

Coast and Countryside Manager, Rangers and Volunteers

- ➤ To carry out the instructions from the FIMG, to be deployed from Copse Road or Chatsworth Depot;
- ➤ Their duties may include monitoring conditions and beaches and low lying land within the borough;
- They may be involved in warning and informing, restricting access to the sea wall area, particularly at Rossall Picnic Site, Cleveleys Promenade including the 5 Bar Gate:
- Monitor water levels/obstructions at the Stanah Pumping Station, and act as key holder if required.

Contact Centre, information bus

- Take calls from customers, record all information, advise and update;
- > Follow and update scripts as required, as shown at appendix G;
- To carry out the instructions from the (FIMG);
- Based on site within the I Bus;
- They may be involved in warning and informing, and the collation of data as part of early response and recovery.

2.6 ROLES AND RESPONSIBILITES FOR CATEGORY 1 AND 2 RESPONDERS

Full details setting out the generic roles and responsibilities of responding agencies during a flooding incident can be found in Part 1 of the MAFP, Appendix B.

2.7 AVAILABLE RESOURCES

Additional Personnel

The (FIMG) or Major Incident Management Group if the GERP is activated will engage other Council employees as necessary by activating the Councils Business Continuity arrangements which will bring in additional support to co-ordinate the Council's response to all flooding events and mobilise personnel as required, when insufficient numbers of specialist workers are available.

An up to date list of available members of operational staff who could be called out if required is available at all times and checked on a 3 monthly basis with particular emphasis around availability during extended office closures.

If there are insufficient numbers of Council employees to deal with the emergency, then external agencies may be called upon for assistance.

There are previously agreed Mutual Aid protocols to call for resources from a neighbouring authority, or County. We should also consider resource issues during extended periods of closures such as the Christmas shutdown. See **APPENDIX B**.

Vehicles plant, equipment, fuels, and materials

The Transport Manager holds a full inventory of all available plant and equipment that could be called on from either internal or external sources. See **APPENDIX C.**

2.8 SAND BAG POLICY

The Council's Sand Bag Policy on the provision of sand bags for flood defence:-

The decision on the deployment of additional sand bags over and above those already predeployed at sites at 2, 4, 8, 10 and 11 below will be made by the (FIMG), and will only take place on activation of the plan to either standby or implement.

The Council has no statutory obligation to provide sandbags for flood protection but may supply filled sandbags as an emergency measure to the designated drop zones detailed below.

If required, sandbags will be made available for collection by customers at designated drop zones as shown below. It is the responsibility of property owners to take appropriate action to protect their property from flooding.

Householders should be advised not to rely on the Council being able to respond to all needs in an emergency and to reflect upon measures they can take to prepare prior to a flooding incident.

We will always endeavour to assist where it is reasonably practicable to do so and prioritise and direct our resources where possible to protect vulnerable properties and people.

PROVISION OF SAND BAGS AND DESIGNATED DROP ZONES

The purpose of the sandbag drop zones is to assist the Council to effectively distribute sandbags during an emergency.

Consideration should be given to the areas that are furthest away from Fleetwood, particularly Over Wyre, while at the same time consideration must be given to areas that may become cut off from vehicular traffic and in some cases evacuation may be required.

The designated Sandbag Drop Zones across the Borough are shown below, and customers can collect from any of these drop zones irrespective of where they live within Wyre.

Supplies at 2, 4, 8, 10 and 11 are checked and replenished on a regular basis. If we activate the plan sandbags may be deployed to any of the designated drop zones at 1-3-5-6-7 and 9 shown below. In addition, dependent on the location of the flooding, sandbags could be delivered close to those affected by flood water.

The Local Flood Wardens in an individual town may be able to assist with this process.

Again sandbags would be checked on a regular basis throughout the year, and checked and replenished on a regular basis throughout an incident.

When flood alerts or severe weather notifications are issued sandbag stocks will be checked, and resources put in place to replenish supplies if required.

The Council's website and social media streams will identify the collection points and will be updated on a regular basis.

1. For areas in Fleetwood	In the layby areas opposite Fleetwood Museum, Queen's Terrace, Fleetwood FY7 6BT. Sandbags would be dropped off at this location as and
	when required.
2. For areas in Thornton	In the car park next to the outdoor football pitches, Thornton Sports Centre, Victoria Rd East, Thornton- Cleveleys Lancashire FY5 3SX.
	Please note we keep a small stock of around 200 sandbags here at all times.
3. For areas in Cleveleys	In the car park Derby Road East, Off Beach Road, Cleveleys, Lancashire FY5 1ER.

	Sandbags would be dropped off at this location as and
	when required.
4. For areas in Poulton	Civic Centre car park, Breck Road, Poulton-Le-Fylde, FY6 7PU.
	Please note we keep a small stock of around 350 sandbags here at all times, in the rear garages garage, key holder to open up as required.
5. For areas in Knott End, Pressall.	On the car park at Pressall Park (Bethel United Reform Church), Lancaster Road Pressall, Lancashire FY6 0DY
	Sandbags would be dropped off at this location as and when required.
6. For areas in Pilling.	On the car park, adjacent Play Areas, School Lane, Pilling, Preston PR3 6HB.
	Sandbags would be dropped off at this location as and when required.
7. For areas in Hambleton.	On the car park at the Shovels Inn, Green Meadow Lane, Hambleton, Poulton-le-Fylde, Lancashire FY6 9AL.
	Sandbags would be dropped off at this location as and when required.
8. Sunnyside Terrace Pressall.	200 sandbags stored in barn at bottom of Cart Gate for flood alleviation measures, Pressall FY6 0EH.
	Please note we keep a small stock of around 200 sandbags here at all times.
9. For areas in Garstang, Catterall, Scorton and Forton.	High Street Car Park to the rear, High Street, Garstang, PR3 1EB.
	Sand bags would be dropped off at this location as and when required.
10. For areas in Churchtown.	Kirkland and Catterall Memorial Hall, The Avenue, Churchtown, Preston PR3 0HR
	Salt bins containing around 600 sandbags are deployed around the village as per the FRSS, monitored, maintained and issued by the local flood group.
	Please note we also keep a small stock of around 200 sandbags at the Memorial Hall at all times.
11. For areas in St Michaels.	St Michaels Parish Hall, Blackpool Road, Preston PR3 OTJ
	Please note we also keep a small stock of around 200 sandbags at the Parish Hall all times.

2.9 KEY INSTALLATIONS AND HIGH RISK PREMISES

Key installations and high risk premises are detailed in the site specific plans within **APPENDIX F**.

2.10 KEY OPERATIONAL SITES AND INFRASTRUCTURE

Pumping Stations

- 1. Stanah pumping station, River Road, Thornton FY5 5LR;
- 2. Royles Brook PS, Thornton Sports Centre, Victoria Rd East, Thornton FY5 2WA;
- 3. New Lane pumping station No.1, New Road, Thornton FY5 5NJ;
- 4. New Lane pumping station No.2, New Road, Thornton FY5 5NJ;
- 5. Springfield PS, Cala Gran Caravan Park, Fleetwood Rd, Fleetwood FY7 8RS.

For additional defence measures at specific sites, see **APPENDIX F**.

2.11 CLOSURE OF STORM BOARDS AND FLOOD GATES

The severe weather officer will make the decision to close storm boards to either level 1 and 2 based on predicted tide level, surge or local weather conditions; we have 39 sets of storm boards and flood gates, 11 in Fleetwood, 17 in Cleveleys, and 11 at Knott End.

The situation will be monitored at all times and the boards and gates opened as the risk diminishes, and once any debris has been removed.

The Council's website and social media streams will be updated on a regular basis.

Locations of storm boards and flood gates can be found at APPENDIX E.

2.12 EVACUATION PROCEDURES

Rest Centres

In the event of an evacuation being considered, contact should be made with the Force Incident Manager and Lancashire County Council's Emergency Planning Duty Officer, if you've not already done so. Any necessary evacuation will be carried out under the direction and co-ordination of the Police.

For smaller flooding incidents it may be appropriate to identify alternative local buildings to use for temporary, safe accommodation, prior to the Rest Centre(s) being opened, this will be done in conjunction with the Local Authority, Emergency Services and local community.

The designated Emergency Rest Centres are:

- Marine Hall, The Esplanade, Fleetwood, FY7 6HF;
- Fleetwood Leisure Centre, The Esplanade, FY7 6HF;
- Cleveleys Community Church & Centre, Kensington Road, Thornton-Cleveleys, FY5 1ER;
- > The Civic Centre, Brecks Road, Poulton Le-Fylde, FY6 7PU;
- Thornton Cleveleys Sports Centre, the YMCA, Victoria Road East, Thornton, FY5 3SX;
- Garstang Leisure Centre, Windsor Road, Garstang, PR3 1ED.

Procedures for opening one or more Rest Centres are detailed in the Lancashire Resilience Forums Human Aspects Plan and Guidance, and within Wyre Rest Centre Plan W1.01, and hard copies are also held off-site.

Emergency Transportation

It may also be necessary to provide emergency transportation, and in the first instance local sources of transport should be used as shown in the Council's Emergency Response Plan.

Mass Evacuation

Should additional transport be required, Lancashire County Council's Emergency Planning Duty Officer has access to bus and coach operators. A specific plan is in place to deal with this subject.

2.13 VULNERABLE PEOPLE

The flood risk summary sheets and maps in this plan will identify vulnerable groups, and individuals wherever possible, local flood groups will hold a records, and contact details will be kept confidential outside of the Flood risk Summary Sheets.

2.14 ENVIRONMENTAL IMPACTS

Flooding can have a wide range of physical impacts on the local environment and a severe impact on the community affected, both in the short and long term. The Recovery and/or Regeneration of affected areas will be achieved through the Council's Business Recovery Group; which would have a sub group dealing with specifics around the Environment.

Issues that may arise following a flood could be:-

- Disposal of animal carcasses;
- Disposal of contaminated personal property:
- Disposal of silt;
- Disposal of contaminated sandbags;
- Saline intrusion at freshwater sites (SSSIs);
- Pollution.

2.15 RECOVERY PROCEDURES

Recovery is taken to mean the process of rebuilding, restoring and rehabilitating the community following an emergency, This is referred to as the recovery phase.

A recovery lead will be brought in at the outset, initially as part of the (FIMG), forming as a Recovery Group dependent on the scale of the incident as covered in section 8 of the Generic Emergency Response Plan, and the Council's Recovery Plan

The Local Authority will usually lead in the recovery phase following the procedures shown in the Multi-Agency Flood Plan Part 1.

The FIMG Chair will nominate a lead on Recovery.

2.16 DATA SHARING AND INFORMATION GOVERNANCE

At the commencement of the incident, the Head of Governance will be asked to nominate a Data Sharing lead officer to be responsible for providing guidance on the co-ordination of any data sharing process either through the Lancashire Resilience Forum or other equivalent process.

The latest guidance in relation to the General Data Protection Regulations should be observed and advice should be sought from the council's Data Protection Officer (DPO) – currently the Head of Governance or their nominated deputy – currently the Electoral Services and Information Governance Manager.

The Head of Governance and/or the nominated Data Sharing lead officer will be asked to attend tactical group meetings as the main point of contact. Their role will not be to take over responsibility for data sharing as they must remain independent from the process but they will provide support and advice.

A summary of exemptions and a pro-forma data sharing agreement in an agreed format will be made available to all staff involved in the incident.

SECTION 3 ADMINISTRATION

3.0 ADMINISTRATION OFFICER

In the event of a major incident an Administration Officer shall be appointed to coordinate the administration of both the initial response and recovery.

3.1 DOCUMENT CONTROL AND RECORD KEEPING

Details of all actions taken, decisions made and costs incurred must be recorded in addition to the operational logs maintained by all the officers involved in the emergency response.

This information will be collated by the Chair of the Room Management and Administration sub group or nominated deputy, and retained for records.

3.2 COST RECOVERY

From the commencement of the incident, the Head of Finance will be asked to nominate a Finance lead officer to be responsible for the co-ordination of any cost recovery process either through the government's Bellwin Scheme or other equivalent process. A Bellwin incident (usually severe weather related) is declared then the latest guidance from central government should be followed in order to reclaim costs over and above any established threshold.

The Finance lead officer will be asked to attend tactical group meetings as the main finance representative, a determination will be made at the time as to whether this officer should be temporarily relocated from the Civic Centre to another location e.g. Copse Road Depot in order to facilitate the co-ordination of the process.

Timesheets in an agreed format will be made available to all staff involved in the incident in order to capture overtime costs, but also core time where allowed under the terms of any claim process. Copies of invoices and other relevant evidence should be co-ordinated by admin support with the help of the Finance lead office

See time sheet template at APPENDIX I.

3.3 HEALTH SAFETY AND WELFARE OF STAFF

The Council's Health and Safety Policy and Procedures as well as current legislation still apply throughout the duration of an emergency and should be applied to all activities undertaken.

See APPENDIX H.

3.4 COMMUNICATIONS (EMERGENCY CONTACT NUMBERS)

The Lancashire LRF Resilient Telecommunications Plan details the communications arrangements that are present in all of Lancashire's Category 1 responder organisations. It also provides best practice and how communications between responding organisations would work in the case of any of the public networks failing.

The Council also has its Private Band Radio network to draw on and is used as part of our standard operating procedures.

See APPENDIX A.

3.5 MEDIA ARRANGEMENTS

In emergency situations media arrangements will be handled by the Communications Team as outlined in the Generic Emergency Response Plan.

3.6 FLOOD WARNINGS

Flood warnings are received direct from the Environment Agency.

Floodline – the EA's 24 hour flooding information telephone service – 0845 988 1188

http://www.environment-agency.gov.uk/homeandleisure/floods/31618.aspx

3.7 FLOOD WARNING CODES

The Environment Agency issues warnings to the public, the media and partner agencies of impending flooding.

The Flood Alert and Flood Warning areas are based on the likelihood and timing of different levels of flood threat within a specific community or catchment.

Severe Flood Warnings are based on the likelihood and/or impact.

The flood warnings and our generic arrangements are shown below.

3.8 GENERIC EMERGENCY PROCEDURES CHECKLIST

Head of Engineering, the Emergency Planning Officer or the Severe Weather Officer would initially take on the lead role during normal hours to provide Strategic and tactical support and quidance.

Outside of normal hours the severe weather officer would take the lead until the (FIMG) had been established, actions may include those shown below.

The Flood Risk Summary Sheets shown at appendix F show the drill down into more local site specific issues.



What it means: Flooding is possible. Be prepared;

When it's used: Two hours to two days in advance of flooding;

What to do: Be prepared to act on your flood plan;

Prepare a flood kit of essential items;

Monitor local levels and the flood forecast on the EA website.

Generic arrangements the Council have in place at flood alert:-

- Arrangements are in place 24/7/365 to monitor the conditions on site;
- Severe Weather Officer, Duty Officer, Emergency Planning Officer will liaise to ensure the appropriate actions have been taken and to confirm the lead Severe Weather Officer for the Incident;
- ➤ (FIMG) to liaise with Corporate Communications Team if appropriate;
- All to monitor weather forecasts EA Floodline (0845 988 1188);
- > All to monitor weather forecasts Met Office, ERA, NSWWS, websites etc;
- Request further assistance from other Officers if necessary;

- Insert some or all storm boards if deemed necessary;
- Check pre deployed sandbag stocks, replenish as required;
- Deploy temporary supplies to designated drop zones;
- Check dyke and culvert levels, pumping stations and screens;
- Check radio communications:
- > Be aware that the situation could worsen:
- > Escalate, downgrade as necessary, and confirm message to all parties.



What it means: Flooding is expected. Immediate action required:

When it's used: Half an hour to one day in advance of flooding;

What to do: Move family, pets and valuables to a safe place;

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

Put flood protection equipment in place.

In addition to the above at flood warning:-

- Consider notifying and setting up the (FIMG);
- > Dependant on the number and location of the warnings:
- Consider plan activation or putting on standby, or implement;
- > Establish contact with Lancashire Police (FIM) as necessary:
- ➤ (FIMG) to liaise with Corporate Management and Communications Team;
- > Establish contact with the Environment Agency control room;
- Contact with the Lancashire County Council Emergency Planning Service;
- Notify Duty Officer, advise who to direct calls to if a call for assistance is received:
- Consider setting up an Operational Response Point;
- Consider setting up call handling procedures in Copse Road;
- Check back-up supplies, generators etc;
- Consider putting other teams on standby, and contact contractors;
- Bring in additional resources as required:
- Notify priority contacts;
- Notify rest centres and put on standby should conditions deteriorate;
- Consider the needs of predetermined vulnerable groups;
- Consider the needs of predetermined vulnerable infrastructure;
- Mobilise additional resources as necessary to fill sandbags;
- Consider the need for further resources from external organisations;
- Prepare for the possible evacuation of the public in areas of risk:
- Maintain a record of events and maintain a detailed personal log.
- What it means: Severe flooding is possible. Danger to life;



When it's used: When flooding poses a significant threat to life;

What to do: Stay in a safe place with a means of escape;

Be ready should you need to evacuate from your home:

Co-operate with the emergency services; Call 999 if you are in immediate danger.

In addition to the above at severe flood warning:-

As above, plus:-

- (FIMG) to meet with resources as agreed;
- (FIMG) to activate the flood plan;
- (FIMG) to activate the GERP if required;
- Establish Emergency Incident Room at Copse Road Depot;

Establish Operational Response from Chatsworth Depot; Update Corporate Management Team: > Consider opening rest centres; > Consider activation of Business Continuity Management arrangements to bring in resources; Consider Recovery. What it means: No further flooding is currently expected in your area; **Warnings** When it's used: When river or sea conditions begin to return to normal; no longer in force What to do: Be careful, flood water may still be around for several days; If you've been flooded, ring your insurance company as soon as possible. At this stage:-(FIMG) to stand down; Commence Recovery;

Recovery Group established.

APPENDIX A

CONTACT NUMBERS

For incidents outside of normal hours, the duty officer and severe weather officer hold up to date contact details for all responders as part of our Emergency Planning and Business Continuity arrangements.

Contact Centre (Main switch board)	During normal hours	01253 891000
Duty Officer (Out of hours service)	Out of hours	01253 895116
Severe Weather Officer	Working Hours Out of Hours mobile	Contact numbers held and available at all times.
Emergency Planning Officer	Working Hours Out of Hours mobile	Contact numbers held and available at all times.

PUMPING STATIONS

The surface water pumping stations can be contacted and their telemetry interrogated by telephone. The stations will report their station number, operating status (normal/warning) and the current water levels.

Stanah (Surface Water) (Outstation 1)	Dynamic Logic Telemetry	Process managed by Engineering Team	
Royles Brook (Surface Water) (Outstation 2)	Dynamic Logic Telemetry	Process managed by Engineering Team	
Springfield (Surface Water) (Outstation 3)	Dynamic Logic Telemetry	Process managed by Engineering Team	
Marine Hall (Sewerage) (Outstation 4)	Dynamic Logic Telemetry	Process managed by Engineering Team	
CATEGORY 1 RESPONDERS AND MULTI AGENCY CONTACT NUMBERS			

See Multi Agency Flood Plan part 1 Appendix A.

POLICE FORCE INCIDENT MANAGER

01772 410001

APPENDIX B

AVAILABLE RESOURCES

Internal

Call out list of volunteers with a	G Scott	Contacts numbers are held at all
range of skills to support the	P Gooden	times by the 3 Operational
Operational Response from	G Clarkson	Response Team Leaders, as shown
Chatsworth Depot		to the left.

External Contractors

MJ Wilkinson Plant Hire (General Labour)	Mike Wilkinson	Contact numbers held and available at all times.
Gary Carr Building Services (General Labour)	Garry Carr	Contact numbers held and available at all times.
Boulting Group Limited (Pumping Station maintenance	Main Office	Contact numbers held and available at all times.
Environment Agency (General Labour)	Duty Officer Incident Room	Contact numbers held and available at all times.
Mutual Aid through LCCEPS	Resources through Mutual Aid agreements	Contact numbers held and available at all times.

APPENDIX C

VEHICLES, PLANT, EQUIPMENT, FUELS AND MATERIALS

Who	Contact	Number
MJ Wilkinson Plant Hire	Mike Wilkinson	Contact numbers held and available at all times.
Ruttle's Plant and Equipment Hire	Head Office	Contact numbers held and available at all times.
A Plant	Head Office	Contact numbers held and available at all times.
Smith Equipment Hire	Head Office	Contact numbers held and available at all times.
Boats	Fire and Rescue, Coast Guard	Contact numbers held and available at all times.
High Volume Pumps	Fire and Rescue, Local Authority	Contact numbers held and available at all times.
Environment Agency (Plant and Equipment)	Duty Officer Incident Room	Contact numbers held and available at all times.
Wyre Council (As shown below)	Operational Team Leader, or Transport Manager	Contact numbers held and available at all times.

Transit Connect Vans X 14	Daf 18 Tonne Tipper / Hiab with under floor compressor X 1
Transit Panel Vans X 3	(Fits into Daf 18 Tonne Tipper)
Transit Panel Vans/Crew Cab (5 people) X 2	Econ demount gritter body X 1
Transit 3.5 tonne Cage / Tipper / Tail Lift X 10	Daf 12 Tonne Tipper with 3 Demount bodies X 1
Transit 3.5 tonne Plastic Body Tipper X 2	Dennis 18 tonne RCVX 1
Honda Quad Bike 4 Wheel Drive X 1	Daf 15 tonne Johnston VT650 Sweeper X 1
Kubota Utility Vehicle 4 Wheel Drive X 2	Johnston 201 Compact sweeper 4.5 tonne X
Iveco 7.5 tonne Tipper / Tail Lift X 1	Johnston 101 Compact sweeper 2.4 tonne X
Four Wheel Drive Vehicles X 3	Kubota compact tractors X 2
Kubota STV40 medium tractor X 1	John Deere 5090M Large Tractor X 1
(Various attachments to fit tractor)	JCB 3CX with forks
JCB 801.6 mini digger x 2	Fork Lift Truck X 1 (Depot use only) Diesel water pumps 3 inch X 4
Mobile Information office x 2 (Self-contained fitted with generators and IT facilities	Shtill saws X 3
Small petrol water pump X 2	110v water pumps x 3

110v Light sets x 3	Generators x 6
Trailers X 14	Chainsaws X 5
Cold Water pressure washers X 2	Numerous items of small plant and equipment
Grinders, Drills, Strimmer's, Oxygen Cutting Gear, Welders, Chains, Ratchet Straps etc	

Bunded fuel supplies

White and Red Diesel, small quantities of petrol.

Materials

Wyre Council	Operational Team Leaders	Contact numbers held and	
		available at all times.	
Builders Supplies West	Head Office	Contact numbers held and	
Coast		available at all times.	
Jewson's, North West	Head Office	Contact numbers held and	
		available at all times.	
J & H.M Dixon Limited	Head Office	Contact numbers held and	
(Sandbags)		available at all times.	
C & C Supplies	Head Office	Contact numbers held and	
		available at all times.	
Smith Equipment Hire	Head Office	Contact numbers held and	
		available at all times.	
Mini Quip Equipment Hire	Head Office	Contact numbers held and	
		available at all times.	
Various Trades	Asset Management	Contact numbers held and	
	approved contractor list	available at all times.	

APPENDIX D

FLOOD INCIDENT MANAGEMENT GROUP (PROFORMA/AGENDA)

Incident		
Date		
1		
Location/s		

- 1. Apologies
- 2. Matters/actions arising from the last meeting
- 3. Confirmation on plan activation (standby, activation, stand-down) and notifications;
- 4. Confirmation on chair and vice chair;
- 5. Situation updates
 - Incident overview (TBC)
 - Site (Senior Engineers);
 - Operational response and resources (TBC);
 - Communications (TBC);
 - Site audit/Door knocking (TBC);
 - Health and welfare, vulnerable groups/individuals (TBC);
 - Environmental Impacts, waste management (TBC);
 - Collation of data, accurate records of flooded properties (TBC);
 - Business Support (TBC);
 - > Finance cost recovery (TBC);
 - Predicted weather forecast (TBC);
- Proposed Strategic actions/decisions;
- 7. Proposed Tactical actions/decisions/deployment of resources;
- 8. Health, Safety and Welfare considerations;
- 9. Additional resources, plant, equipment and people;
- 10. Emails that require an immediate response;
- 11. Multi-agency updates and support, Utilities;
- 12. Updates from Flood Groups;
- 13. Recovery Group (TBC);
- 14. Resilience of staff/WTD hours worked;
- 15. AOB;
- 16. Agreed actions;
- 17. Date for next meeting.

APPENDIX E

LOCATIONS AND CLOSURES OF STORM BOARDS AND FLOOD GATES

Closure to Level 1 Storm boards and gates across the coastal strip will be to put in place as deemed necessary during normal hours, where possible as a precautionary measure. The Council's website and social media streams will be updated on a regular basis.

- 1. Storm Gate South Promenade Opposite Kingsway Cleveleys x 1:
- 2. Storm Gate South Promenade Opposite Ellerbeck Road Cleveleys x 1
- 3. Storm Gate South Promenade Opposite Coronation Street Cleveleys x 1
- 4. Storm Gate Plaza Areas Opposite Victoria Road West Cleveleys (No 2) x 1:
- 5. Storm Gate North Promenade Opposite Beach Road Cleveleys (No 1) x 1:
- 6. Storm Gate North Promenade Opposite Beach Road Cleveleys No 2) x 1;
- 7. Storm Gate North Promenade Opposite the Vue Cinema Cleveleys x 1:
- 8. Storm Gate North Promenade Car Park Cleveleys x 1;
- 9. Storm Boards in between Carr Gate and Thornton Gate Cleveleys x 1:
- 10. Storm Boards North Promenade Opposite Groyne 10, to 5BG Cleveleys x 1;
- 11. Storm Boards North Promenade Opposite Groyne 11, to 5BG Cleveleys x 1;
- 12. Storm Boards North Promenade Opposite No 27 to 5BG Cleveleys x 1;
- 13. Storm Boards North Promenade Opposite Groyne 12, to 5BG Cleveleys x 1;
- 14. Storm Boards North Promenade Opposite No 41 to 5BG Cleveleys x 1;
- 15. Storm Boards Marine Hall, entrance to promenade Fleetwood x1;
- 16. Storm Boards Marine Hall, Wyre Lounge access Fleetwood x1;
- 17. Storm Boards Westbourne Road Knott End (No1) x 1:
- 18. Storm Boards Westbourne Road Knott End (No 2) x 1;
- 19. Storm Boards Shelter opposite Salisbury Avenue Knott End (No 1) x 1:
- 20. Storm Boards Shelter opposite Salisbury Avenue Knott End (No 2) x 1;
- 21. Storm Boards Shelter opposite Worsley Close Knott End x 1;
- 22. Storm Boards opposite Worsley Close Knott End (No 1) x 1;
- 23. Storm Boards opposite Worsley Close Knott End (No 2) x 1

Additional closure to Level 2.

If the situation deteriorates any further the 5 storm gates below would be put in place preventing access to the promenade areas due to the heightened risk.

- 1. Storm Gate Plaza Areas Opposite Victoria Road West Cleveleys (No 1) x 1;
- 2. Storm Gate at Café Cove slade, Cleveleys x 1;
- 3. Jubilee Gardens, Car Park/Bowling Green, Cleveleys x1:
- 4. Storm Boards alleyway to Westbourne Road Cleveleys x 1;
- 5. Rossall Hospital New scheme Fleetwood x1:
- 6. Fairway New scheme Fleetwood x 1;
- 7. Larkholme Parade New scheme Fleetwood x 1:
- 8. Marine Parade New scheme Fleetwood (No 1) x 1;
- 9. Chatsworth Avenue New scheme Fleetwood x 1.
- 10. Storm boards by path to west of Princes Way car park, Fleetwood x 1;
- 11. Storm boards at the end of the path from log cabin, lower promenade Fleetwood x 1;
- 12. Storm Boards Leisure Centre, adjacent chalets Fleetwood x1;
- 13. Storm Boards Bourne May Hotel The Esplanade Knott End x 1:
- 14. Storm Boards Ferry Slipway The Esplanade Knott End x 1;
- 15. Storm Boards Quail Holme Road Car Park Knott End x 1:
- 16. Storm Boards Quail Holme Road Car Park Knott End x 1;

APPENDIX F

SITE SPECIFIC FLOOD RISK SUMMARY SHEETS AND FLOOD RISK VULNERABILITY

Ref	Area
1	Cleveleys
2	Fleetwood
3	Thornton
4	Poulton
5	Hambleton
6	Knott End
7	Preesall

Area
Pilling
Scorton
Garstang
Churchtown
St. Michaels
Great Eccleston
Stalmine and Staynall

Please note that the flood maps provided by the Environment Agency which are shown in the flood risk summary sheets below are currently under review and the most up to date versions can be found on the link below.

https://www.gov.uk/browse/environment-countryside/flooding-extreme-weather

If there are any site-specific risks identified from the following categories they will be referred to in the flood risk summary sheets.

Priority 1 - Essential and Critical Infrastructure

• Essential transport infrastructure (including mass evacuation routes) which has to cross the area at risk.

Priority 2 - Highly Vulnerable (those the greatest risk)

- > Police stations, ambulance stations and fire stations;
- Command Centres and telecommunications installations required to be operational during flooding events;
- Emergency dispersal points;
- Basement dwellings:
- Hospitals;
- Residential institutions such as residential care homes, children's homes, social service homes and hostels;
- Caravans, mobile homes and park homes intended for permanent residential use;
- > Installations requiring hazardous substances consent.

Priority 3 – More Vulnerable (those at a lesser risk who should be self-sufficient)

- > Buildings used for dwelling houses, student halls of residence, drinking establishments, nightclubs and hotels;
- > Non-residential uses for health services, nurseries and educational establishments;
- Landfill and sites used for waste management, facilities for hazardous waste;
- Sites used for holiday or short-let caravans and camping, subject to a specific warning and evacuation plan.

Priority 4 – Less Vulnerable (with their own response arrangements in place)

- Police, ambulance and fire station which are not required to be operational during flooding;
- > Buildings used for shops, financial, professional and other services, restaurants and cafes, hot food takeaways, offices;
- > General industry; storage and distribution;
- > Non-residential institutions not included in 'more vulnerable';
- Assembly and leisure;
- > Land and buildings used for agriculture and forestry;
- Waste treatment (except landfill and hazardous waste facilities);
- Minerals working and processing (except for sand and gravel working).

APPENDIX G

REPORTED FLOODED PROPERTY INVESTIGATION/CHECKLIST

Date				Officer visiting						
CRM Number			Officer taking call							
							Post	Code)	
Address										
Type of Property		Residential		Commercial			Othe	r		
Grid Reference			Easting				Northing			
NO ACCESS RECORD:		Time	e		Leaflets posted					
If No Access	(Ask Ne	eighb			plete follow	ving				
Contact details for occupants.			Any Knowr Vulnerabilit				Source o informati			
(name, alternative							(Name ar	nd		
address, mobile, etc)							address			
medic, cic,							providing			
Name of pers	on							<i>,</i>		
		Name(s)						No. c	of pants	Age Range
For Househo Occupants: F							Occu	pants	(0-1)	
provide name									(1-5)	
quantity in ea									(6-15)	
(Personal Da	ia)									(16-45)
										(46-65)
										(66-80)
										(>81)
Would you cl										
yourself or an										
vulnerable ar										
please provid										
details (Perso	onai									
Vulnerable		Yes				N	0			
Person(s) ide										
Landline Tel.	_				Emeil Ada	d r.c				
(Personal Da	ıa)				Email Address (Personal Data)					
(Personal Da	ta)				(. J.					

Description of flood incident and any damage caused							
Photograph taken and uploaded							
Date of flooding incident		ave	proximate erage depti ng area	h in			
Extent of flooding Internally	Under floor boards			Integral cellars and basements		At risk of/ or affecting services	
	Comments		22				
Extent of flooding externally	within gar		egral At risk of affecting services		ıg	Outside of property boundary	
	Comments						
Duration of flooding (select	Water Still Present		Less Than 1 hour		1 -	- 24 hours	
category)	24 hours to we	ek	More than	a week Not		ot sure	
Origin of flooding (select categories)	River	Lak r	e/reservoi Tidal			Ditches / drainage channels	
	Water rising out of the ground	drai	ste water nage / rage	Back u blockag road drainag	ge of	Back up or blockage of bridge or culvert	
	Waves caused by vehicles	flow	nwater ring over ground	Other		Not sure	
in identifying source of flooding	Low		Medium		Hi	gh	
What services were affected by the	Services not affected		Sewers			ater supply	
flooding	Gas		Electricity		Phone line		
	List services still affected:						
Types of refuse requiring collection (estimated quantity of waste; any white goods?)							

Have you vacated your property, if so where to									
Insurance Cover	Yes	No	Partially covered						
Large pets (Horses, ponies, livestock)	Yes	No	Туре						
Small pets (dogs, cats, other)	Yes	No	Туре						
Has your property been flooded before									
If so when and to what extent									
The council offer adv	The council offer advice on flood resilience products, would you like information to be sent to you?								
The Council works with local flood liaison action groups, would you like your local FLAG co-ordinator to contact you or Can we pass your contact details onto them.									
Signature									
Actions									
Collated to Master Spreadsheet									
Reported to United Utilities									
Reported to Environment Agency									
Reported to Lancash Council	ire County								

APPENDIX H

HEALTH AND SAFETY

Health, Safety and Welfare

The Council's Health and Safety Policy and Procedures as well as current legislation still apply throughout the duration of an emergency and should be applied to all activities undertaken.

Those with roles and responsibilities within this plan should undertake appropriate risk assessments of working conditions, requirements for suitable equipment and personal protective clothing, etc, and advise their staff of potential risks and necessary countermeasures if they become apparent.

The normal risks involved when travelling to and from work, the time of day, mode of transport, etc., are every employees own personal responsibility, but when contacted at home or elsewhere and requested to attend an incident, the employee is deemed to be at work.

This applies not only to the work location, but also the journey there and back.

Personal safety risks that exist may be equal to, or exceed those in a normal work environment and travelling or working alone may increase the risks still further.

Staff must be aware of these extra risks and try to eliminate or reduce them.

Generic risk assessments have been completed and are held by the Engineers within Copse Road Depot, specific risk assessments for many tasks have been completed by the line managers of individual teams. Dynamic risk assessments will be undertaken as required.

Floods can kill

The following guidelines should be adhered to in any flood situation:-

- ➤ Do not try to walk or drive through floodwater unless you're in a vehicle capable of coping with the depth and you've had the appropriate training six inches of fast flowing water can knock a person over and two feet of water will float a car.
- Drainage and manhole covers may have come off and there may be other hazards in the water that are not visible.
- The water may be electrically charged from underground or downed power lines.
- Never try to swim through fast flowing water there is a high risk of being swept away or struck by an object in the water.
- > Do not walk on sea defences, riverbanks or cross-river bridges if possible they may collapse in extreme situations.
- Large waves can knock someone over or worse, sweep him or her away.
- Beware of stones and pebbles being thrown up by waves;
- Please be aware of the risks of driving in water and seek guidance from the Transport Manager or his nominated deputy.

Dynamic Risk Assessments

In emergencies, risk becomes dynamic. New risks emerge, previously recognised risks recede and the balance between risks changes continuously.

Active risk assessment and management should be an on-going process.

This should enable rather than obstruct effective operations by providing analysis of, and solutions to, anticipated problems before they arise.

Contamination Risks

Floodwater may be contaminated with sewage, oil, petrol and a variety of hazardous chemicals and bacteria.

Therefore, contact with floodwater should be avoided at all times. Bacteria can get into the body through cuts and scratches and through the lining of the mouth, throat, nose and eyes.

Risk assessments and working practice must be adhered to for those who are working in or near floodwaters. Exposure to sewage or its products may result in a number of illnesses.

Safe Traffic routes for access and egress

One of the roles of the FIMG will be to provide regular updates to those responding to the incident.

APPENDIX I (Wyre Council Time Sheet and Overtime Claim Form for Emergency Incidents)												
Event:			Employee Name:		Employee No Grade:			Week Ending Sunday:				
Date	Start Time	Finish Time	"R" Number (if known)	Cost Centre	Location	Activity	Total Hours	Core Hours	*/** Overtime to be claimed OT10 OT15 OT20		***Grade to be paid at	
12/03/2018	14:00	18:00	R9999	2300	Fleetwood Foreshore	Filling Sandbags	4.00	3.50	0.50	0.00	0.00	
					Total ha		4.00	3.50	0.50	0.00	0.00	
					rotai no	urs worked:						e
* Ledger Code for all Incident Overtime is: 2300/14000/DOS ** Under 5.7 of the Pay and Toil Policy, the restriction on working up 37 hours before enhanced rates are paid, will be lifted if the Emergency Plan has been activated.												
*** Grade: If payment is to be made at a different grade, then you MUST insert the Grade at which overtime is to be paid.												
EMPLOYEE NAME SIGNATURE					SUPERVISOR	SIGNATURI	PAYRO	LL USE (ONLY			
ORIGINAL authorised form to be sent to Human Resources with a COPY sent to Finance												

Official Page 43 Version 4.00

From: deborah rossall

Sent: 09 March 2020 13:18

To: TransportinfrasTransportinfrastructure@dft.go.uk;

A585WindyHarbourtoSkippool@highwaysengland.co.uk; A585 Windy Harbour to Skippool

<a href="mailto:<a href="mailto:A585WindyHarbourt

Subject: a585 greenhalgh

Windy Harbour traffic lights to the motorway.

Has a current survey been done on this road? Since the installation of the traffic lights on J3 of the M55 the traffic has altered considerably.

every morning the traffic is queued from our house to the motorway. How can a proposed plan to increase the speed in which motorist arrive on this same stretch of road possibly alleviate any problems?

I believe this new bypass will only alleviate traffic from mains lane and all traffic will STILL be congested heading towards the motorway.

Please can you respond and let me know if a current up-to-day survey has been done to monitor the traffic along this stretch of road since the installation of the traffic lights at the motorway junction.

An alternative road to the motorway should have been continued from the thornton end of the new bypass to aleiviate traffic here and not increase it.

I myself was almost hit from behind at high speed last week

This is a dangerous stretch of road that was not made to accommodate the amount of traffic that will be diverted onto it.

What point is there doing a bypass of Mains Lane then diverting all the traffic back onto this same, accident prone, stretch of road???!!!

Someone needs to take note that the alterations will ensure that traffic will inevitably build up further on this stretch of road!!

Reduced journey time may occur on the new part but the mile and a half queue to to motorway that is present now will inevitably increase!

Further accidents and issues will increase as the sheer amount of traffic increases and nobody seems to think this is relevant.

Only when it is reported in the future that accidents and injuries have occurred will anyone take notice.

I look forward to receiving a report of the traffic flow since installation of the junction lights if available. Thank you

Mrs D Rossall