



Great Brighams Mead, Reading

Flood Management and Evacuation Plan

On behalf of **Kings Oak Capital**



Project Ref: 332511484 | Rev: 4 | Date: October 2023

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Document Control Sheet

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Glossary

1 in 20 Annual Probability	A flood event with a 1 in 20 (5%) chance of occurring in any year
1 in 100 Annual Probability	A flood event that has a 1% chance of occurring in any given year
EA	Environment Agency
Fluvial flood event	Flooding from a watercourse
FWD	Flood Warnings Direct, operated by the EA to provide flood warnings
FRA	Flood Risk Assessment
FMEP	Flood Management and Evacuation Plan
RBC	Reading Borough Council
m AOD	metres above Ordnance Datum
NPPF	National Planning Policy Framework
PFRA	Preliminary Flood Risk Assessment
PPG	Planning Practice Guidance
SFRA	Strategic Flood Risk Assessment
Surface water	Rainfall that collects and flows overland

1 Introduction, Scope, and Objectives

1.1 Overview

- 1.1.1 Stantec has prepared this Flood Management and Evacuation Plan (FMEP) on behalf of Kings Oak Capital for the residential conversion of Great Brighams Mead, which comprises 110 units following the granted approval under Permitted Development Rights.
- 1.1.2 The site is located to the north of central Reading, off the roundabout linking the A4155 Caversham Road with the A329 Vastern Road/Inner Distribution Road (IDR), at postcode RG1 8DJ and OS grid reference 471,360m E, 174,220m N.
- 1.1.3 The site consists of a three-storey building in a 'H' plan configuration, which is surrounded by external car parking. The site is bordered by residential development to the east and north, Brigham Road to the west and Vastern Road to the south. Vehicular and pedestrian access to the site is provided from the south via an entrance off the roundabout. Additional pedestrian access is available via gates along the northern and western boundaries.

1.2 Objective of the Plan

- 1.2.1 The objective of this Plan is to raise awareness of the risk of flooding to the site, to detail the Flood Warnings and estimated lead time available, and to detail how The Plan is triggered by who and when, and what actions are required.

This Plan is an initial issue intended for submission to the RBC for review and approval by emergency planners and will be finalised following the incorporation of any comments. The approved FMEP shall be implemented in full and maintained in perpetuity for the lifetime of the development.

- 1.2.2 Unless otherwise advised by relevant authorities, the default recommended approach given the safety of the development is safe refuge. The Plan also describes a 'evacuation' policy should safe refuge not be preferable.
- 1.2.3 The Plan covers residents and visitors of the residential development. While site management operatives can coordinate actions based on advance warnings from the EA and RBC, It should be emphasised that the ultimate responsibility for checking flood warnings and acting on such warnings accordingly lies with the residents of the site.
- 1.2.4 The location of the site covered by this Plan is shown in **Figure 1.1**.

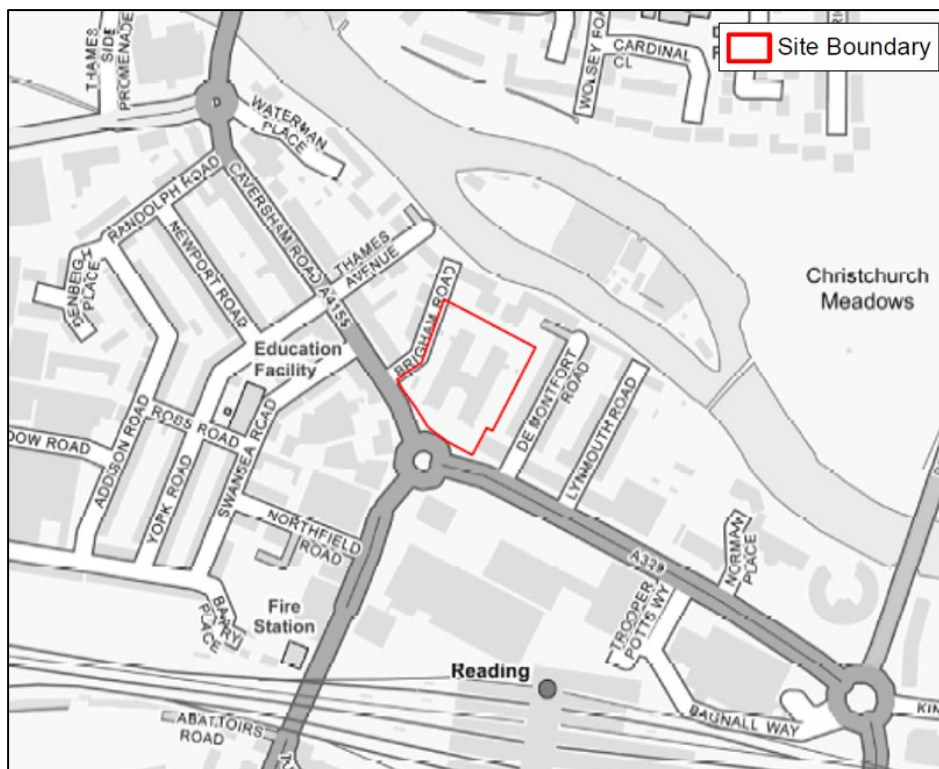


Figure 1.1: Site Location Plan

1.3 Scope of Plan

- 1.3.1 Detailed flood risk information for the site has been taken from the Flood Risk Assessment ('FRA') prepared by Stantec in 2021 to support the application for conversion to residential use of the ground, first, and second floors for prior approval under Permitted Development.
- 1.3.2 The Plan will be updated with relevant information, and it will become a 'live' document to provide advice and guidance to users in the event of an extreme flood; it is to be updated as and when required, as is consistent with the nature of a 'live' document.
- 1.3.3 The FMEP aims to supplement any wider scale plans for the area and does not supersede any advice given by RBC, the Emergency Services or the Environment Agency (EA).
- 1.3.4 The Plan demonstrates there is an effective framework for managing the flood risk to the site, ensuring the safety of those who will live on the site. It provides a level of information of the mechanism of flooding to be able to plan, properly manage, and take the appropriate actions for the site both, before, during, and after a flood event.

2 Document Control & Review

2.1 Document Control Arrangements

- 2.1.1 This Plan is to be owned, maintained, and updated by site management staff who are responsible for management of the site in a flood event. All users are asked to advise them of any changes in circumstances that may materially affect the plan in any way. Details of changes should be sent to:

**Property Manager
Kings Oak Harvard
52 High Street
Harrow
HA1 3LL**

- 2.1.2 The plan will be reviewed and updated at least every year, by the property manager, as a result of lessons identified after an activation event or exercise, following major changes of personnel or policy, or following any change to the flood risk or warning process that is used by the EA.
- 2.1.3 A master copy of all versions of the Plan will be retained by the site management staff.
- 2.1.4 Following construction and occupation of the site, the main point of contact is as follows:

-
- 2.1.5 The FMEP will be disseminated to management staff and residents prior to occupation.
- 2.1.6 The FMEP will be made available as part of any welcome pack/ purchase/ tenancy package of information at an appropriate time. Subsequent amendments or additions to the FMEP will be communicated via letter, electronic mail and notices displayed in communal areas of the development.
- 2.1.7 Residents, staff, and occupiers should undertake the following:
- Read the plan and update the contacts list.
 - Contact the EA Floodline Service on 0345 988 1188 to check that the flood risk to the development has not changed, for example flood defences may be built in the future.
 - Contact the EA Flood Warning Service on 0345 988 1188 to register to receive flood alerts direct to a designated phone. This information is also on the EA website and is currently available at the following address (this is a free service which provides vital information in the event of a flood).

[Sign up for flood warnings - GOV.UK \(www.gov.uk\)](https://www.gov.uk/sign-up-for-flood-warnings)

2.2 Document Review

- 2.2.1 It is recommended that the Plan is reviewed and updated at least every year, as a result of lessons identified after an activation event or exercise, following major changes of personnel or policy, or following any change to the flood risk or warning process that is used by the EA.

- 2.2.2 Details of changes should be sent to staff at the above address, who will review this plan to keep all contact details up to date, with changes detailed below.

Table 2.1: Document Review Record

Date of Review	Changes to Plan	Issued to

3 Flood Risk

The location covered by this Flood Management and Evacuation Plan (FMEP) is at risk of fluvial flooding from the River Thames. This area is covered by the EA Flood Warning System.

The River Thames is the dominant watercourse in the area and flows east, approximately 50m to the north of the site. The frequency, duration, and probability of flooding at this location is discussed below.

3.1 Flood Zone

3.1.1 As shown on **Figure 3.1** below, the EA Flood Zone map indicates that the site is within Flood Zone 3 'High Probability' (greater than 1 in 100 annual probability of fluvial flooding – i.e. the 1 in 100-year flood event – from the River Thames).

3.1.2 The south western boundary of the site – and land to the south of the site – is in Flood Zone 2 'Medium Probability' (between 1 in 100 and 1 in 1000 annual probability of flooding).

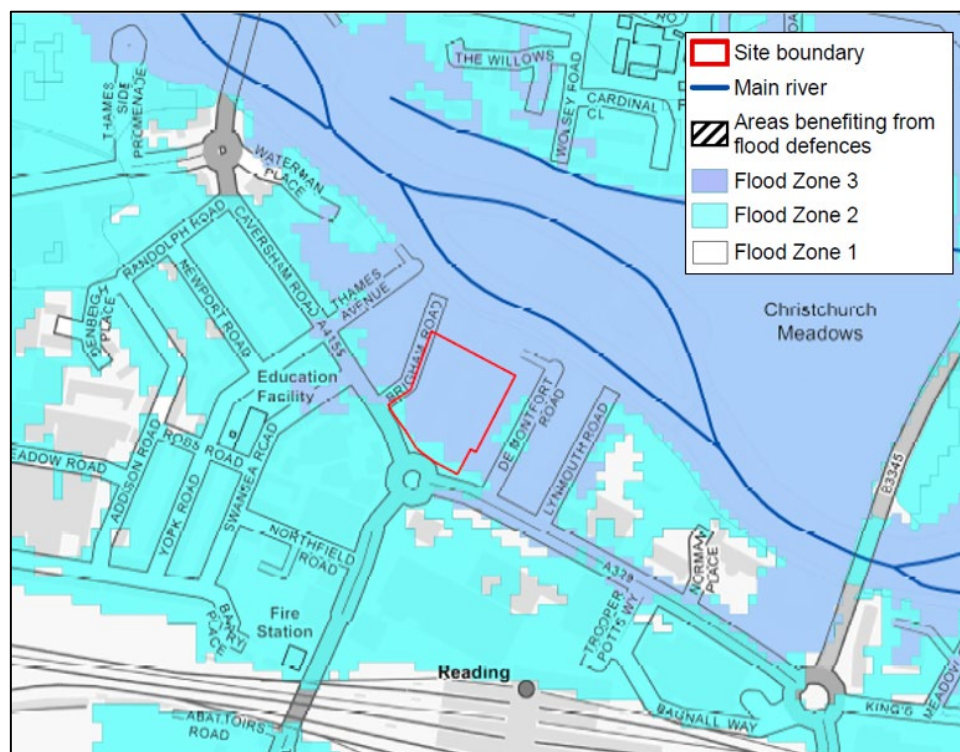


Figure 3.1: Extract of the online Flood Map for Planning

3.1.3 There are no flood defences protecting the site or wider area.

3.2 Reference Flood Levels

3.2.1 The reference flood levels, derived from the EA detailed river modelled used within the FRA, for the site are as follows (the extents of which are shown in **Figure 3.2**):

- 38.06m AOD for the 1 in 100 annual probability event,
- 38.36m AOD for the 1 in 100 annual probability +35% climate change event,

- 38.48m AOD for the 1 in 1000 annual probability event.
- 3.2.2 The site is unaffected in events less severe than a 1 in 100 annual probability (1 in 100-year) standard. As such, it would not be affected in a repeat of the most severe flood of the 20th Century on the River Thames, which occurred in 1947 and caused extensive flooding across the Thames Valley.
- 3.2.3 The ground around the building over the site would be affected by shallow depths of flooding in the 1 in 100 annual probability (see **Figure 5.1**) – i.e. less than 250mm maximum depth of water.
- 3.2.4 The site is affected by more significant depths of flooding in the 1 in 100 annual probability plus climate change scenario (up to approximately 500mm); however the velocities of such floodwater should be very low (if not standing water) as it is on the edge of the floodplain in a built up urbanised area.

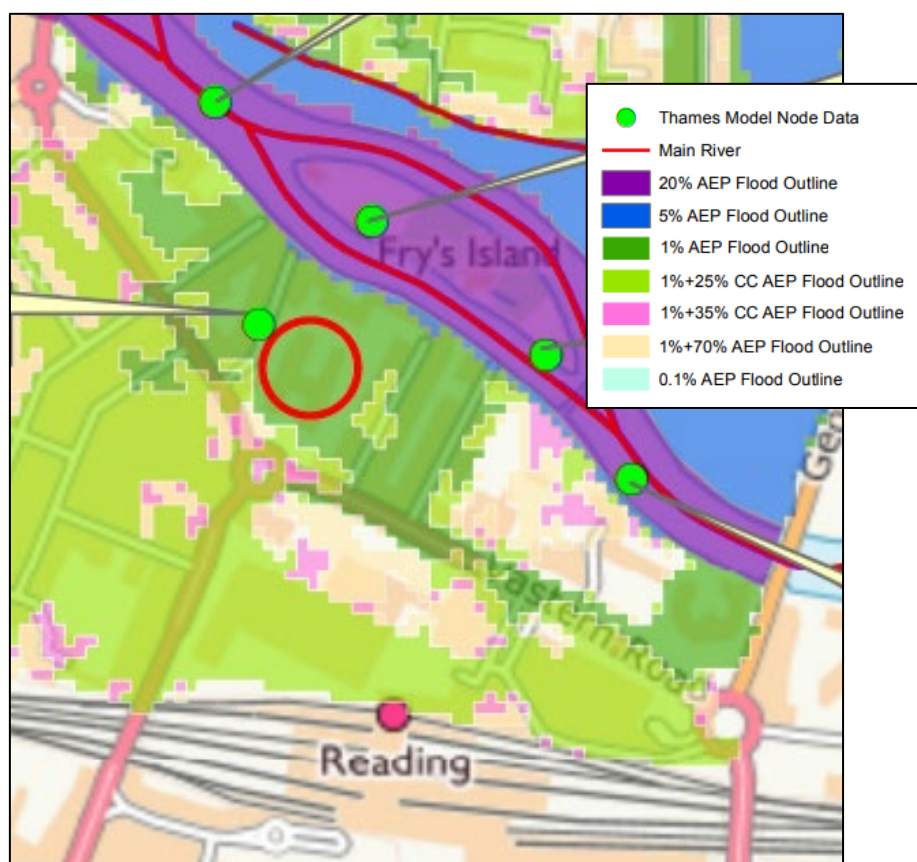


Figure 3.2: Modelled Flood Extents Plan (Excerpt of EA map THM_124288)

3.3 Flood Duration

3.3.1 The timing of the onset of flooding was considered in detail in the FRA (2021), informed by the hydrograph extracted from the adjacent river node to the site for the 'design' 1 in 100 annual probability +35% allowance for climate change flood event – see **Figure 3.3**.

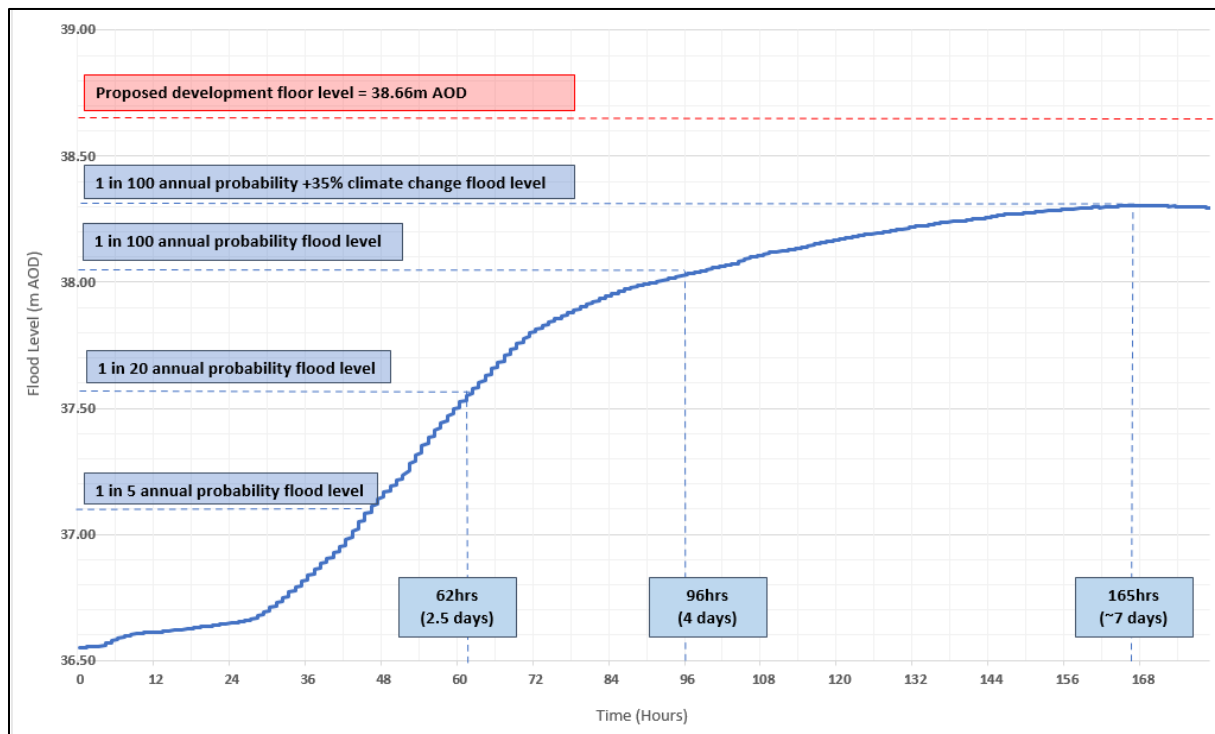


Figure 3.3: River Thames Hydrograph, Reading - 1 in 100 annual probability +35% climate change

3.3.2 It is noted that the overall rate of rise reflects the slow responding nature of the watercourse. Therefore, there will be a significant length of time from any local onset of flooding that will have-

- i. Any impacts around the site
- ii. Any impacts to compromise safe access.

3.3.3 Specifically, there will be 4 days from initial onset of flooding before peak of present day 1 in 100 annual probability flood and there is still safe access at this peak.

3.4 Mitigation Measures

3.4.1 The building is safe for the lifetime of the development, due to the following measures:

- **Floor Levels** as a minimum are 38.66m AOD, this provides a 600mm freeboard (i.e. margin of safety) above the present day 1 in 100 annual probability flood level (and 300mm above the equivalent level when climate change is also incorporated).
- **Safe Access** is available the present day 1 in 100 annual probability scenario and indicates only localised shallow flooding between the site entrance and the building access (a maximum flood depth of 230mm) even at the peak of this flood event, although access would become unsafe in a more severe flood.
- **Floodplain storage, flood flow routes, and surface water drainage** will not be impacted as there is no change to the building footprint.

4 Flood Forecasting and Warnings

4.1 Weather Warnings

- 4.1.1 The Met Office is responsible for issuing weather warnings, which warn of impacts caused by severe weather. Warnings are designed to let people, businesses, emergency responders and governments know what weather is in store and what the impacts of that weather may be.
- 4.1.2 The Met Office operates 24 hours a day, 365 days a year, so warnings can be issued at any time, day or night, and provides warnings up to seven days ahead for rain, thunderstorms, wind, snow, lightning, ice, extreme heat and fog.
- 4.1.3 Each weather warning provides the following information:
- **Headline** – a short weather headline which states what weather type is forecast
 - **What to expect** – details on the types of impact forecast and an indication of how likely those impacts are
 - **What should I do** – links to advice and guidance from MET office partners on how to stay safe in severe weather?
 - **Further details** – additional information on the forecast weather.
- 4.1.4 Met Office weather warnings are available via the Met Office app and website, social media, email alerts, TV, radio and RSS. Met Office Weather Warnings are included in **Appendix B**.

4.2 Flood Warnings Service

- 4.2.1 In addition to the EA flood warning service, the GOV.UK online 'Flood Information Service' sets out the available information on flood warnings within the area, with links to the 5-day overview of flood risk across the country:
- [Check for flooding in Reading, RG1 8DJ - GOV.UK \(check-for-flooding.service.gov.uk\)](https://check-for-flooding.service.gov.uk)
- 4.2.2 The site is located in the 'Thames' Flood Warning Area, as shown by **Figure 4.1**. This is also consistent with the 'Flood Alert Area' in this location.

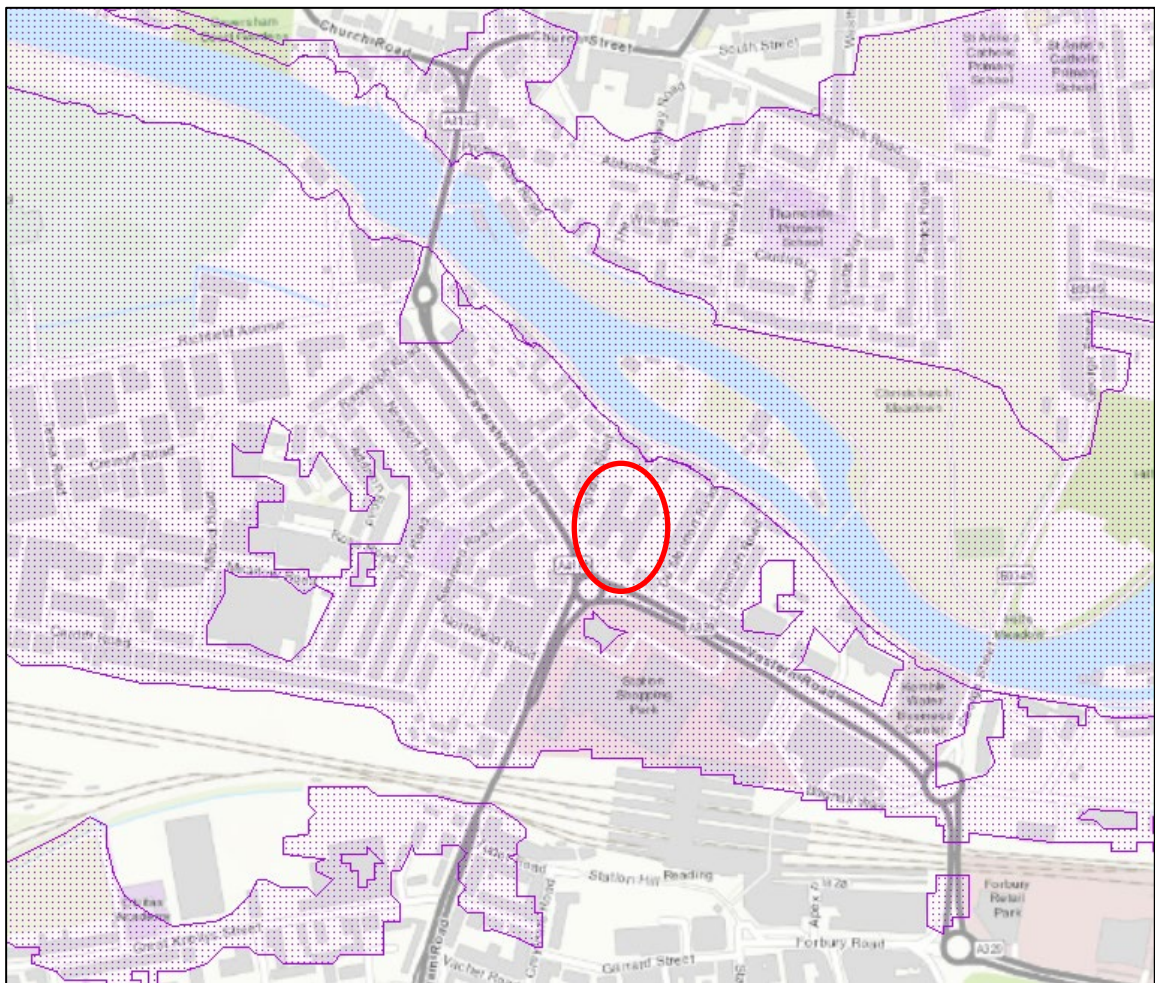


Figure 4.1: EA Flood Warning and Flood Alert Area Map

- 4.2.3 When a flood is expected, the local emergency services will be responsible for public care and safety, in liaison with the Council and the EA. Flood warnings are broadcast on TV, radio weather and travel bulletins and, in designated flood warning areas, direct to the local community via flood wardens, and in high-risk areas by phone or fax.
- 4.2.4 The flood warning information on the EA website is updated every 15 minutes. All warnings are also available through the EA's **24-hour Floodline service 0345 988 1188**. Furthermore, all residents and staff will be required to sign up to **Flood Warnings Direct** (FWD) to receive a pre-recorded flood warning message sent to their home, work or mobile phone number.
- 4.2.5 Floodline Warnings Direct is a free service operated by the EA that provides flood warnings direct to you by telephone, mobile, email, SMS text message and fax. Sign up for Floodline Warnings Direct by calling Floodline on 0345 988 1188 or online by following the link above.
- 4.2.6 The EA's flood warning service aims to minimize the risk to life and property from flooding from rivers and the sea. However, it would not claim in any way to eliminate the risk. If flooding is forecast, warnings are issued using a set of four easily recognisable codes. A description of the codes is provided in **Appendix A** together with the recommended actions in each case. This guidance is generic, and does not directly reflect the actions required by Great Brighams Mead residents.
- 4.2.7 Flood Warnings are issued as part of the Flood Warning Service by the EA when flooding is expected, whereas flood alerts are issued when flooding is possible. Flood Alerts are issued

more frequently, if a flood alert is received preparation for flooding should be put in place and the necessary actions investigated.

4.3 Emergency Alerts

- 4.3.1 Another Government alert scheme service intended to cover a range of emergencies is 'Emergency Alerts' which is currently in a Beta trial. Once registered, this will provide an alert to a user's mobile device or tablet to warn when there is a 'danger to life' in the local area, and this will correspond with 'severe flood warnings'.
- 4.3.2 Subscription to this service is strongly recommended. More information on this service can be found the link below:

[Emergency Alerts - GOV.UK \(www.gov.uk\)](https://www.gov.uk/emergency-alerts)

4.4 Flood Alerts on Facebook and Twitter

- 4.4.1 FloodAlerts is an application licensed by the EA, to provide Facebook users in England and Wales with flood warnings. Twitter users can also follow @FloodAlerts_BRK (see following link), which is an automated account that tweets all flood alerts, flood warnings and severe flood warnings for the Berkshire area - https://twitter.com/FloodAlerts_BRK
- 4.4.2 FloodAlerts is the first graphical representation of the flood alert data which provides localised updates every 15 minutes, keeping you informed about the potential flood risks in the area. When a flood alert is issued and affects the monitored location, the registered Flood Wardens will receive a notification on Twitter/Facebook and to their registered email address. This will give them a direct link to the relevant alert(s) on the map, helping them assess the situation as it develops.
- 4.4.3 The above information draws on data more fully consolidated on the website <https://www.floodalerts.com/>. Once registered on the FloodAlerts website, this provides the user a single location to monitor flood warnings, local gauge monitoring data and other community resources.

4.5 Estimated Flood Warning Time

- 4.5.1 It is expected warnings are likely to be provided a day or two in advance of flooding at the site as the Reading SFRA details that the River Thames is a slow-responding catchment and there has been widespread public awareness of prior flood events in the area several days before the area was affected, and there would be visual signs of wider flooding and the slowing rising floodwater from the site for a period of days before any access routes are compromised.
- 4.5.2 A review of historic Flood Alerts and Flood Warnings for the area indicates there have been 25 Flood Alerts, four Flood Watch alerts, and one Flood Warning in the last 15 years.
- 4.5.3 As a Category 1 responder, RBC must have in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency. More information on these responsibilities can be found in published government guidance [www.gov.uk responsibilities of responder agencies and others](https://www.gov.uk/responsibilities-of-responder-agencies-and-others).
- 4.5.4 There will be several days of flood warning on the River Thames before flooding occurs in the area.

5 Evacuation Plan

5.1 Overview

- 5.1.1 The building is safe and remains safe at the present day 1 in 100 annual probability. This is an extreme flood event and indicates the site would be safe – and access available – in an event more severe than any recorded Thames flood event of the 20th Century.

It is recommended that residents take safe refuge within the building until such time (if at all) that the authorities advise evacuation.

- 5.1.2 All residential units within the building provide safe refuge and in addition there are communal spaces on each floor for disseminating information amongst residents as shown in the floor plans in **Appendix D**.
- 5.1.3 The Thames is a slow responding watercourse, and the latest EA modelling indicates that there will be a period of typically 4 days of slowly rising river levels before the peak of the 1 in 100 annual probability event affects the land surrounding the site.
- 5.1.4 In the event of a more extreme event (for example, due to climate change), there is a risk that the site could be surrounded by floodwater for a further number of days, and the guidance from local authorities should be followed in relation to the need for evacuation.
- 5.1.5 **Appendix C** provides a summary sheet for flood risk which outlines key flood warning information and actions.

5.2 Command and Control

- 5.2.1 All management staff members will be made aware of their roles and responsibilities. The successful implementation of this plan is dependent on all staff and residents being familiar with its contents.
- 5.2.2 It is recommended, where possible, the procedures in this plan are practiced at regular intervals.
- 5.2.3 The management company will have a designated Flood Warden for the area/site, and once a Flood or Weather Warning or Flood Alert has been received, they discuss the warning, recent weather activity, estimate impact time, and will decide what actions are activated.
- 5.2.4 The approach in relation to the phases of flood warnings can be summarised as follows:
- **Phase 1 – Alertness and Preparation – Flood Alert**
 - **Phase 2 – Evacuation Arrangements – Flood Warning**
Severe Flood Warning
 - **Phase 3 – Return to Site – Warning No Longer in Force**
- 5.2.5 The warning and subsequent decisions are communicated to all users of the development by verbal communication and/or ringing of a fire bell.

5.3 Site Evacuation Procedures and Routes

- 5.3.1 As the site is safe from flooding in the 1 in 100 annual probability event – where flood levels are understood to reach 38.06m AOD, or 600mm below the existing building residential

ground flood level – the site should not be evacuated for all instances of flooding, but only where authorities advise evacuation.

- 5.3.2 **The management company will maintain a register of vehicles of residents on the site with owner contact details, and those residents with cars are anticipated to evacuate via their vehicles.** A folder will be compiled identifying the local car parking areas to which cars could be relocated and which are located outside the area of flood risk, so those residents who are not relocating beyond the vicinity of the site can move their vehicles as appropriate before flooding is anticipated, to minimise risk of damage to the vehicles on the site.
- 5.3.3 As it is expected there will be sufficient warning of a flood event, residents can vacate if they wish to an alternative location outside of the high-risk flood area prior to flooding of the site.
- 5.3.4 The evacuation route out of the building is via the building main front entrance. The pedestrian route to land outside the floodplain is a short distance of 50m from the building entrance to Vastern Road, immediately south of the site. The ground level along the route drops from 38.2m AOD at the building, down to a minimum of 37.83m AOD within the car parking area, before rising to 38.40m AOD at the site entrance off Vastern Road. The route and maximum flood depths at the peak of this flood event are shown on **Figure 5.1**.
- 5.3.5 Care should be taken when exiting the site so as not to obstruct the pavement or highway.
- 5.3.6 Flood depths of less than 250mm are considered a 'very low hazard' and therefore acceptable as a safe access route for pedestrians, in an emergency.
- 5.3.7 It is the responsibility of the management company to communicate with all on site and ensure the evacuation is carried out safely and effectively with the support of any on-site staff. Some residents may require additional support to evacuate the premises safely.
- 5.3.8 Due to the developed nature of the area, it is assumed that velocities would be very low, in which case the pedestrian routes would still be considered a 'Very Low Hazard' for depths up to 250mm.
- 5.3.9 It is the responsibility of the management company to keep a register to identify any occupants with particular mobility issues (e.g. wheelchair users), as well as inputting a process to allow for new residents to indicate to the management company of any assistance they may require for evacuation. The management company should aim to arrange their safe evacuation as required, otherwise it is recommended that any vulnerable occupants remain on their floor within the building - which provides safe refuge - until it is considered safe to leave the site.
- 5.3.10 Continuous safe access is available at the present day 1 in 100 annual probability event. However, river flooding is likely to become more severe when the impacts of climate change are considered. Therefore, in more extreme events where flood depths are more significant, evacuation before the event should be considered by authorities or safe refuge within the building where safe access routes are impeded by flooding.

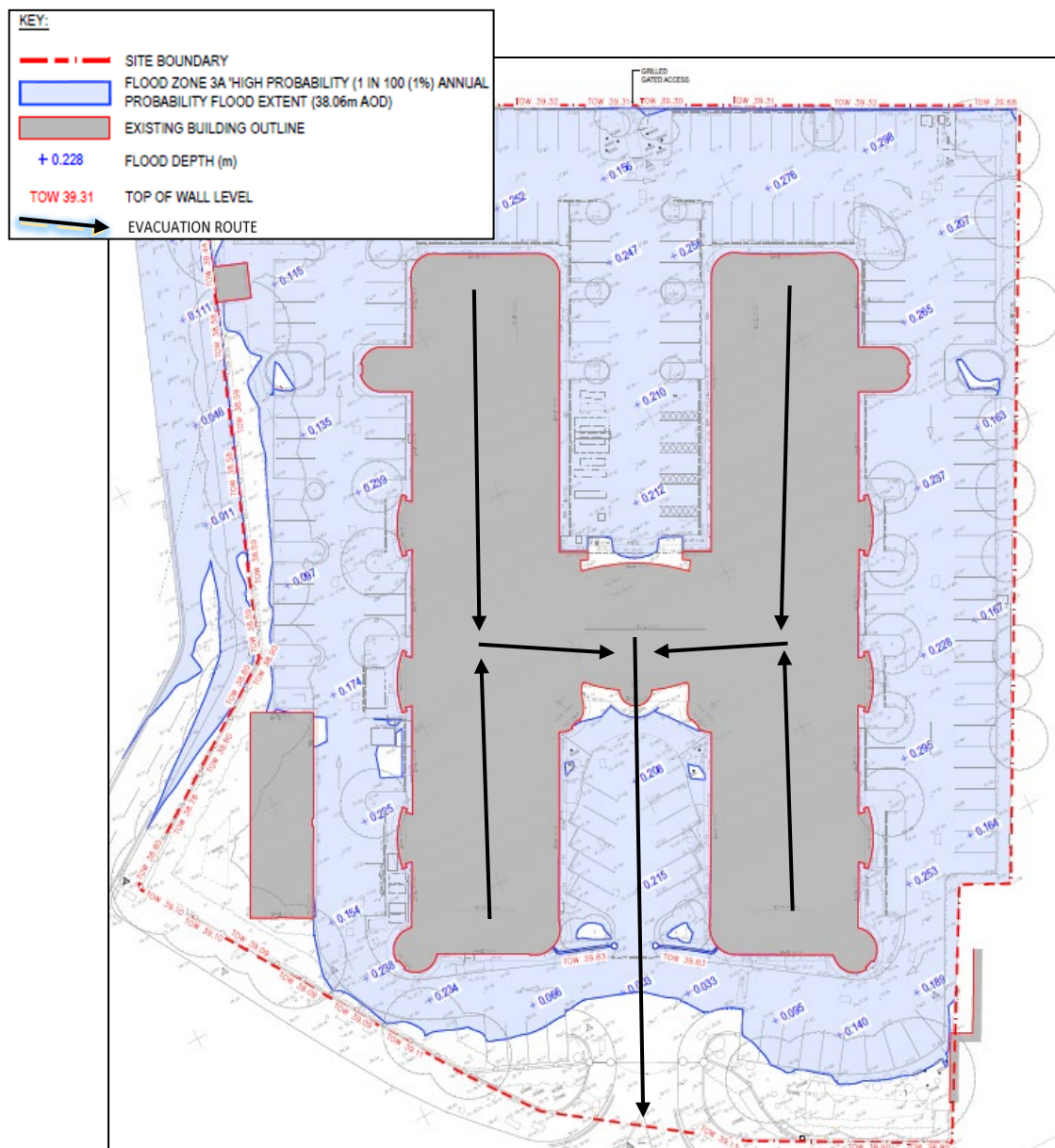


Figure 5.1: Lowest depth evacuation route in a 1 in 100 year scenario – 38.06m AOD (Excerpt of Stantec Drawing no 330510783/4000/001)

5.4 Safe Refuge

- 5.4.1 If a flood event occurs too quickly to allow residents and staff to safely evacuate (extremely unlikely given the nature of the River Thames), or where evacuation is deemed unnecessary, all occupants can take safe refuge within the main residential accommodation.
- 5.4.2 The finished floor levels of the ground floor residential units are 38.66m AOD; this provides a 600mm freeboard (i.e. margin of safety) above the present day 1 in 100 annual probability flood level (and 300mm above the equivalent level when climate change is also incorporated).
- 5.4.3 In a flood event, the building services may be damaged. Alternative temporary measures, including for water, power, and telecoms, should be planned for.

5.5 Reoccupation of the Site

- 5.5.1 If no further flooding is expected and water levels have receded, or an EA "Warning no Longer in Force" Status is issued, the designated Flood Warden should confirm that it is safe to return to the site.
- 5.5.2 There may be environmental hazards, loss of utilities (power, water etc,) and other such damage to the building which may require cleaning up and repairs. A record, including photographs and videos, of the damage to site should be taken to support any insurance claims.
- 5.5.3 The management company will be responsible for clean-up and repairs. Residents should not return to site until repairs are completed and the building can function safely.

5.6 Flood Plan Summary

Priority	Action
New Residents / Staff	
1	Residents are made aware that the site lies in an area which can be at risk of flooding and are advised to prepare a flood kit should the individual wish.
2	Staff are made aware that the site lies in an area which can be at risk of flooding and required to become familiar with the contents of this FMEP. A register should be kept identifying any occupants with particular mobility issues (e.g. wheelchair users) in the unlikely event of evacuation should they need assistance.
Flood Alert or Yellow Weather Warning	
3	Call Floodline 0345 988 1188 to listen to additional information.
4	Verify weather forecast and check expected river level and rainfall conditions. Monitor local radio & TV broadcasts
5	Staff presence on site is recommended, including the flood warden.
Flood Warning or Amber Weather Warning	
6	Assess health and safety risks. At no time should staff carry out anything that could put their life at risk.
7	All residents should consider advice from the relevant authorities.
Severe Flood Warning or Red Weather Warning	
8	Residents and management company to monitor weather forecast and check expected river level and rainfall conditions. Monitor local radio & TV broadcasts. Residents are responsible for protecting their own property from flooding. It is advisable for residents to prepare a flood kit and download the 'prepare, Act, Survive' EA guidance and personal flood plan: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1027409/Flood_Warnings_know_what_to_do.pdf https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/444659/LIT_4112.pdf
9	All residents should prepare for evacuation. The decision to evacuate lies with the individual resident.
All Clear	
10	Verify Weather Forecast and flood warning – all clear, no further rain or fluvial flood expected.
11	Take photographs or video flood damage to site. List the damage caused to property and belongings
12	Undertaken clean up and repairs as required.

6 The Role of Other Bodies

6.1.1 The response to a major flood event will involve a number of organisations working together at a local level, including the emergency services, the local authority, utilities companies and the EA. The general roles of the main bodies in relation to a major flood event are summarised below. It should be noted that this is a general list and specific duties may vary between different bodies:

The Police

- Coordination of the emergency services at a major flood event, as well as helping to save lives and protect property.
- Establish cordons where practicable to facilitate the work of the other emergency services in saving lives, protecting the public and caring for the public.

The Fire & Rescue Service

- Saving life and rescuing trapped persons.
- Provide monitoring procedures in respect of health and safety of those persons operating within an established cordon.
- Carry out essential damage control measures, including pumping out flood water and salvage work.
- Assist other relevant agencies, particularly the local authority, to minimise the effects of major flooding on the community.

Reading Borough Council as the Local Authority

- Emergency care, if necessary, including feeding, accommodation and welfare for those who have been evacuated from the flooded area.
- Information services for liaison with the media on the local authority response and for information to the public and to relatives of evacuees.
- Emergency environmental health advice for action relating to environmental problems caused by flooding.
- Coordination of the voluntary response.

The Environment Agency

- Issue flood warnings.
- Responsibility for maintenance and operation of EA owned flood defences. Checking defences and undertakes essential repairs and maintenance on EA owned flood defences and advise other owners as their maintenance responsibilities.
- Monitor water levels and flows, assessing the risk, clearing obstructions from known pinch points and advising the emergency services and local authority.

- Once its own systems and flood defences are secure support the police and local authority by providing materials, equipment and labour as far as resources and other duties permit.

Utilities Companies

- In the event of a flood, will secure their services and equipment to ensure continuity of supply.
- Repair services disrupted by flood.
- Provide alternative means of supply during service disruption if life and health risks are identified.

7 Contact List

This information is to be completed and periodically reviewed.

Contact	Company name	Telephone
Floodline	EA Floodline	0345 988 1188
Management Company		
Electricity provider		
Gas provider		
Water company	Thames Water	
Telephone provider		
Local Authority	Reading Borough Council (main switchboard)	0118 937 3787
Reading Flood Wardens		
Fire (non-emergency)	Royal Berkshire Fire & Rescue Service	01189 452888
Ambulance (non-emergency)	Royal Berkshire Hospital	0118 322 5111
Police	Thames Valley Police	Call on 101 for non-emergencies only. In an emergency always dial 999)
Local Public Transport	Reading Buses	0118 959 4000
Local Radio		
Insurance company		
Insurance agent		

Appendix A Environment Agency Warning Codes

Flood Alert 	Key Message: Flooding is possible. Be prepared Timing: 2 hours to 2 days in advance of flooding Actions: Be prepared for flooding Prepare a flood kit of essential items Monitor local water levels and flood forecasts
<i>Flood Alerts are to warn people of the possibility of flooding and encourage them to be alert, stay vigilant and to make early preparations for flooding. Note: Great Brighams Mead is considered safe in the event of flooding. The above guidance is generic, therefore not all actions are necessary, such as preparing a flood kit.</i>	
Flood Warning 	Key Message: Flooding is expected. Immediate Action Required Timing: Half an hour to 1 day in advance of flooding Actions: Act now to protect your property Block doors with flood boards or sandbags and cover airbricks and other ventilation holes Move family, pets and valuables to a safe place Turn off gas, electricity and water supplies if safe to do so Keep a flood kit ready Move cars, pets, food, valuables and important documents to safety
<i>Flood Warnings are to warn people flooding is expected and encourage them to take immediate action to protect themselves and their property. Note: Great Brighams Mead is considered safe in the event of flooding. The above guidance is generic; therefore the above actions may not be necessary.</i>	
Severe Flood Warning 	Key Message: Severe flooding. Danger to life Timing: When flooding poses a significant threat to life and different actions are required Actions: Stay in a safe place with a means of escape Be ready should you need to evacuate from your home Co-operate with the emergency services Call 999 if you are in immediate danger
<i>Severe Flood Warnings are to warn people of a significant risk to life or significant disruption to communities caused by widespread or prolonged flooding and encourage them to take immediate action to protect themselves and follow the advice of the emergency services. Note: Great Brighams Mead is considered safe in the event of flooding. The above guidance is generic; therefore the above actions may not be necessary.</i>	
Warnings no longer in force (no icon)	Key Message: No further flooding is currently expected for your area Timing: When river or sea conditions begin to return to normal Actions: Be Careful. Flood water may still be around for several days and could be contaminated If you've been flooded, ring your insurance company as soon as possible
<i>Warnings are removed to inform people that the threat has now passed.</i>	

Appendix B Met Office Weather Warnings

The Met Office is responsible for issuing weather warnings, which warn of impacts caused by severe weather. Warnings are designed to let people, businesses, emergency responders and governments know what weather is in store and what the impacts of that weather may be.

The Met Office operates 24 hours a day, 365 days a year so warnings can be issued at any time, day or night.

The Met office provides warnings up to **seven days** ahead for rain, thunderstorms, wind, snow, lightning, ice, extreme heat and fog.

Each Weather warning provides the following information:

- **Headline** – a short weather headline which states what weather type is forecast
- **What to expect** – details on the types of impact forecast and an indication of how likely those impacts are
- **What should I do** – links to advice and guidance from MET office partners on how to stay safe in severe weather?
- **Further details** – additional information on the forecast weather.

Met Office weather warnings are available via the Met Office app and website, social media, email alerts, TV, radio and RSS.

Yellow Warning:

Yellow warnings can be issued for a range of weather situations. Many are issued when it is likely that the weather will cause some low-level impacts, including some disruption to travel in a few places. Many people may be able to continue with their daily routine, but there will be some that will be directly impacted and so it is important to assess if you could be affected. Other yellow warnings are issued when the weather could bring much more severe impacts to the majority of people but the certainty of those impacts occurring is much lower. It is important to read the content of yellow warnings to determine which weather situation is being covered by the yellow warning.

Amber Warning

There is an increased likelihood of impacts from severe weather, which could potentially disrupt your plans. This means there is the possibility of travel delays, road and rail closures, power cuts and the potential risk to life and property. You should think about changing your plans and taking action to protect yourself and your property. You may want to consider the impact of the weather on your family and your community and whether there is anything you need to do ahead of the severe weather to minimise the impact.

Red Warning

Dangerous weather is expected and, if you haven't already done so, you should take action now to keep yourself and others safe from the impact of the severe weather. It is very likely that there will be a risk to life, with substantial disruption to travel, energy supplies and possibly widespread damage to property and infrastructure. You should avoid travelling, where possible, and follow the advice of the emergency services and local authorities.

Appendix C Flood Risk Summary Sheet

Great Brighams Mead may be at risk of flooding

The River Thames flows west to east, to the north of this site. The building is safe but surrounding access routes may be affected by flooding during a severe flood event (1 in 100-year flood or greater).

The safest route from the site is out the main ground floor entrance to Vastern Road



Flood Alert

- Be prepared to act in accordance with the Flood Management and Evacuation Plan.
- Monitor water levels and flood forecast on the EA website.
- Contact Floodline to listen to additional information.



Flood Warning

- Assess health and safety risks. At no time should staff or residents carry out anything that could put their life at risk.
- All residents should consider advice from relevant authorities.



Severe Flood Warning

- Flood Warden to monitor weather forecast and check expected river level and rainfall conditions. Monitor local radio & TV broadcasts.
- Residents should prepare for evacuation. The decision to evacuate lies with the individual. Safe refuge can be taken in all accommodation.



Warning No Longer in Force

- Verify Weather Forecast and flood warning – all clear, no further rain or fluvial flood expected.
- Take photographs or video flood damage to site. List the damage caused to property and belongings.
- Undertaken clean up and repairs as required.



Keep Records: Contact Floodline annually to check on the flood risk to your residence. Check that you are insured for flooding

Contact	Company Name	Telephone
Floodline	EA Floodline	0345 988 1188
Management Company		
Electricity Provider		
Gas Provider		
Water Company	Thames Water	0800 980 8800
Local Authority	Reading Borough Council	0118 937 3787
Reading Flood Wardens		
Fire (non-emergency)	Royal Berkshire Fire & Rescue	01189 452888
Ambulance (non-emergency)	Royal Berkshire Hospital	0118 322 5111
Police	Thames Valley Police	Non emergency: 101 Emergency: 999
Local Public Transport	Reading Buses	0118 959 4000
Local Radio	BBC Radio Berkshire	
Insurance company		

Appendix D Ground, 1st, and 2nd Floor Plans

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Redline property line as shown on HM Land Registry sheet SU7174SW,
title no BK73390

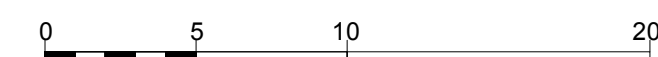
Exterior of building not altered, outline on plan as per survey
Landscape not altered, layout shown as per topographical survey

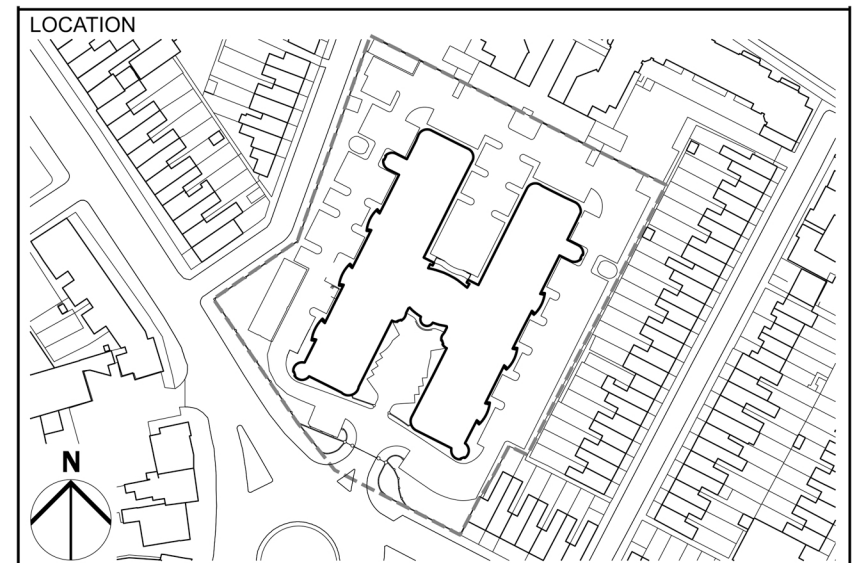
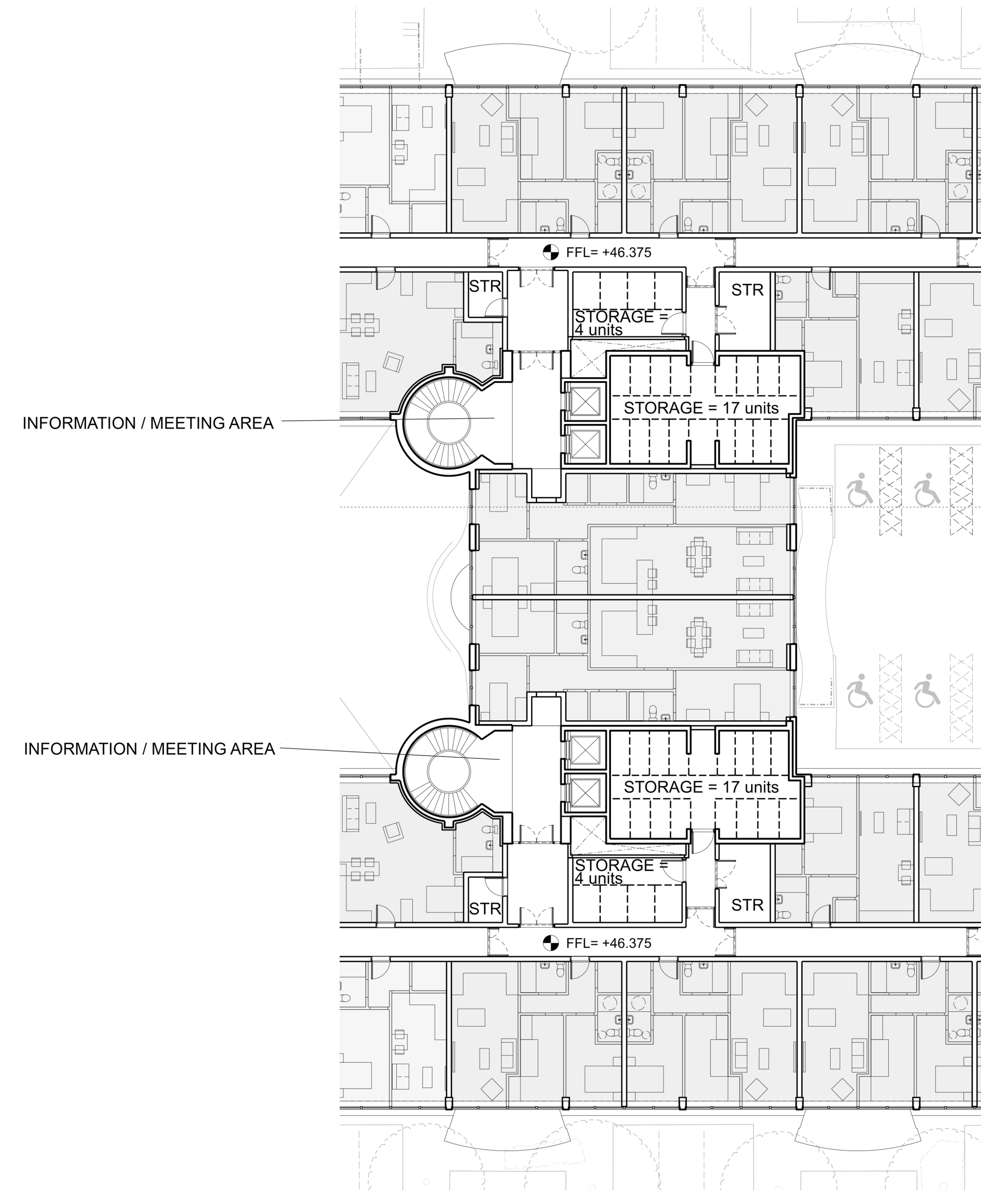
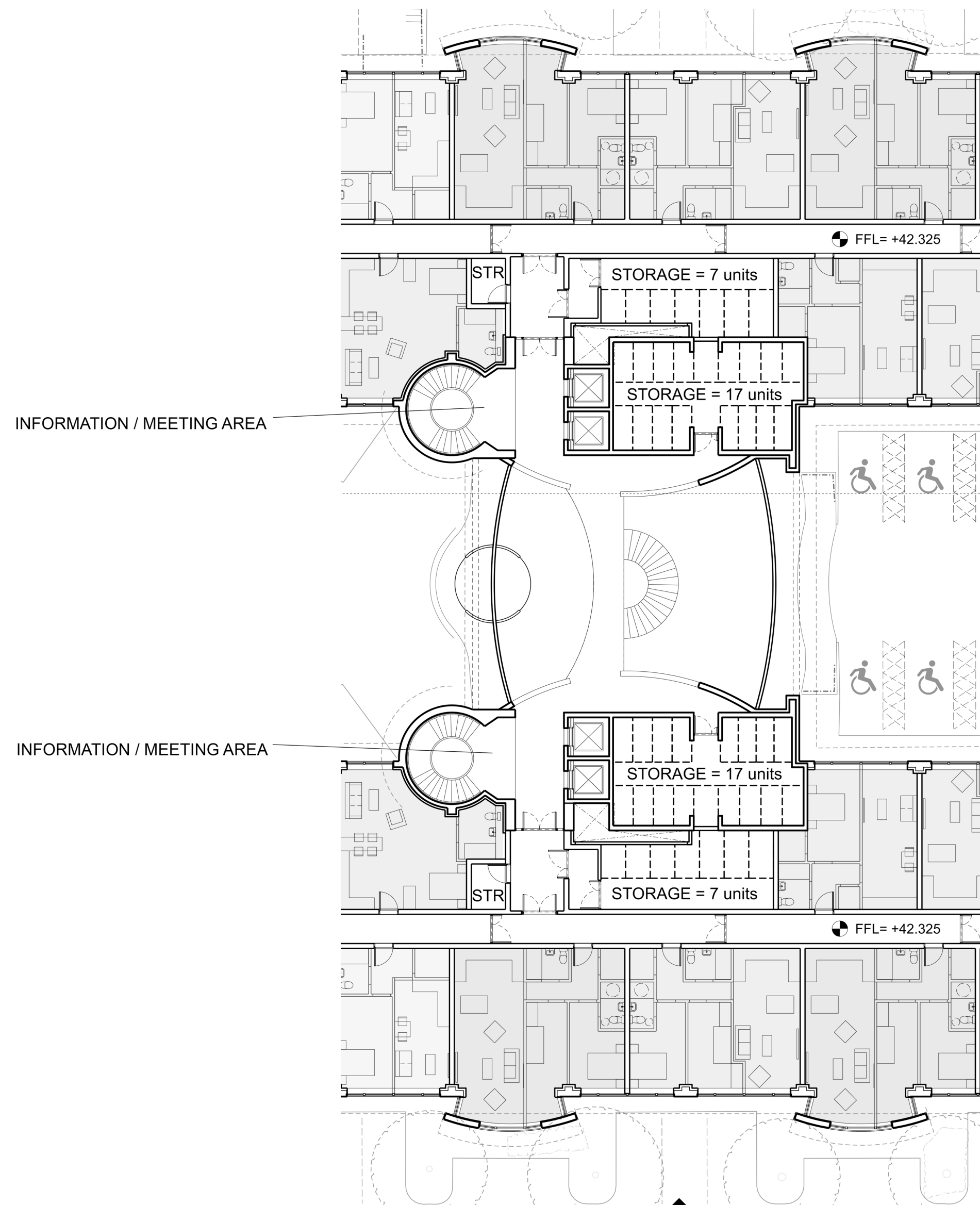
LOCATION

[illegible]

DRAWING NAME:
PROPOSED GROUND PLAN

PROJECT NO: DRAWING NO: REVISION: SCALE @ SIZE:
P1048 GA1100 Z 1:500 @ A4
 START DATE: FIRST AUTHOR: **1:250 @ A2**





LOCATION			
GREAT BRIGHAMS MEAD			
FIRST AND SECOND FLOOR EXERTS (FOR MEETING PLACES)			
drawn by	checked	scale	status
P1048		1:200@A1; 1:400@A3	PLANNING ONLY
project		drawing no.	revision
P1048		PL501	