

Amenities and Leisure Committee Meeting – 25th October 2023

Agenda Item 5.1 Emergency Flood Plan Test

Background

The lake at Maiden Erlegh Nature Reserve contains 32,000m³ of water and is classed as a 'Grade A' reservoir. Due to the classification of the lake, ETC, as the Undertaker, are required to have an On-Site Emergency Flood Plan which is then lodged with the Department for Environment, Food & Rural Affairs (DEFRA).

ETC has an external Supervising Engineer who carries out an annual inspection of the lake to record the condition of the two dams, checks for any issues, monitors paperwork, and identifies any actions in relation to maintenance, these actions must then be undertaken by ETC. The actions can include things like the clearance of branches, bridge maintenance, trimming of shrubs/vegetation etc. The Senior Park Ranger and Park Ranger also monitor water levels at the lake on a weekly basis, keeping a formal record of the information.

Reviewing & Testing of the Plan

In accordance with Section 12AA (4) of the Reservoir Act 1975, ETC must carry out various reviews and tests of the On-Site Emergency Flood Plan at different intervals. A desktop review takes place annually and a more active test of the Plan Management Test of the On-Site Emergency Flood Plan needs to be carried out every 5 years. On 9th October 2023, this Management Test of the On-Site Emergency Flood Plan was undertaken.



This particular test is aimed at ensuring that ETC's Main Responding Officers, as named in the plan, are knowledgeable in the actions that would be taken in an emergency flood situation. Officers wearing full PPE including hi-vis clothing, hard hats, head torches etc carried out a physical walk through of the plan, visiting the areas within the nature reserve that are specified in the Plan. A test of the equipment was carried out and the setting up of emergency lighting was practised.

Once the test had been completed, the officers gathered in the Interpretation Centre for a debrief to discuss any issues or observations in order that amendments can be made to future

tests if required. A full report of the test undertaken on 9th October will now be submitted to the external Supervising Engineer.

The named officers in the Plan are:

Lead Officer	Grahame Hawker
Incident Control Officer	Max Brown
Main Responding Officers	Jo Friend, Emma Carroll, Ashley Prior, Martyn Mills

Emma Carroll, Deputy Town Clerk
10.10.2023