



## ***Emergency Planning and Business Continuity***

### **SANDBAG POLICY**

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**Approved by Corporate Management Team**

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## Document Location

This document is held by Tamworth Borough Council, and the document owner is Derek Bolton, Corporate Information Security Manager.

Printed documents may be obsolete, an electronic copy will be available on Tamworth Borough Councils Intranet and the public facing website. Please check for current version before using.

## Revision History

Revision Date	Version Control	Summary of changes
02/11/10	1.01.01	Document Creation
	1.01.01	Approved

## Approvals

Name	Title	Approved
	Corporate Management Team	Yes
	Civil Contingencies Working Group	Yes
Phil Connor	Streetscene Co-Ordinator	Yes

## Document Review Plans

This document is subject to a scheduled annual review. Updates shall be made in accordance with business requirements and changes and will be with agreement with the document owner.

## Distribution

The document will be available as a public document both electronically on our Internet and on request in paper format.

## Security Classification

This document is classified as UNCLASSIFIED and publicly accessible.

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## 1 INTRODUCTION

Tamworth and the surrounding areas are served by two main rivers, the River Tame and Anker that converge within the town centre. It is recognised that historically that land and the property nearby are subject to flooding (fluvial) from these rivers and the tributaries adjoining them. Preventative measures in partnership with the Environment Agency are in place at key sites to protect land and property from this type of flooding.

Recent ongoing developments by the Environment Agency are highlighting the other cause of flooding that is referred to as Surface Water Flooding, primarily caused by an overwhelming of the drainage systems due to excessive rain in short period of time.

Together these are considered the highest risk to the community and are highlighted in the Community Risk Register that Tamworth Borough Council is obliged to keep under the Civil Contingencies Act 2004.

### 1.1 PURPOSE OF THIS DOCUMENT

The purpose of this policy is to clarify Tamworth Borough Council's position to the citizens and businesses in Tamworth and the surrounding area in regards to the provision of sandbags for use in times of flooding.

This document will be publicly available on our website, and on request in paper format and where appropriate other formats and languages.

### 1.2 DEFINITIONS

**Sandbags** Traditionally these are Hessian or woven synthetic sacks that have, or are capable of holding small quantities of sand for use in building defences to divert water, or to retain water in a bund or reservoir.

**Fluvial** Flooding caused by rivers and watercourses

## 2 POLICY STATEMENT

Tamworth Borough Council considers that the primary responsibility for protecting property from the risk of flooding rests with the property owner. It is also aware of the considerable efforts by the Environment Agency to notify property owners in flood risk areas of the risks they face. The Council support this approach and urges those living and those that operate businesses within the areas identified as being at risk from flooding to follow the advice of the Environment Agency, details of which are at the end of this policy.

The Council does not maintain large stockpiles of sandbags for the protection of private residencies or businesses for the following reasons:

- Sandbags have a limited shelf life
- Sandbags provide limited protection in the event of a flood and often their correct placement is critical.

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# SANDBAG POLICY (TIER 1)

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- Sandbags are most effective when placed prior to a flood event and in most cases it is difficult to arrange transportation and placement at a location quickly enough for them to be useful.

Although the Council does not have a duty to provide sandbags it does recognise that it has a duty of care and therefore the stocks that the Council is able to supply in the event of flooding will be used as per the following guiding principles:

- The use of sandbags will be for strategic purposes to protect, in order of priority, life, critical infrastructure and buildings.
- The distribution of sandbags will be co-ordinated by the emergency services working in collaboration with the Council.
- Sandbags will be used to protect the fabric of properties rather than damage to outbuildings or gardens.
- Sandbags will not be issued directly to the general public.
- Due to the risk of contamination, sandbags placed by the Council will be collected and disposed of by the Council.

It must be emphasised that Tamworth Borough Council residents and businesses who live and work in identified flood risk areas should not rely upon either the Borough or County Council to respond to a threat of flooding to their property but should have in place their own flood protection plan and resources.

### **3 FURTHER REFERENCE**

The following websites can be accessed to those requiring further information on how to prepare and deal with flooding.

Environment Agency advice on ways to keep floodwater out of your property  
[www.environment-agency.gov.uk/homeandleisure/floods/106769.aspx](http://www.environment-agency.gov.uk/homeandleisure/floods/106769.aspx)

Support and advice to communities that are affected by flooding  
[www.floodforum.org.uk](http://www.floodforum.org.uk)

Tamworth Borough Councils Advice on floods  
[http://www.tamworth.gov.uk/advice\\_and\\_benefits/emergencies/flood\\_warnings.aspx](http://www.tamworth.gov.uk/advice_and_benefits/emergencies/flood_warnings.aspx)

Home Flood Protection Kits  
<http://www.floodsax.co.uk/categories/Home-Flood-Protection/>

Sandbags Suppliers  
<http://www.sgbaker.co.uk/sandbags>

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**Appendix A**

**TAMWORTH BOROUGH COUNCIL  
RISK REGISTER**

SER	RISK	IMPACT	SEVERITY	LIKELIHOOD	SCORE
4	SW6 & SW76 Severe weather The Environment Agency has designated parts of the Town Centre and various residential areas as 1 in 100 year flood areas.	Flood risk for much of the centre of the town on the flood plains of the River Tame and the River Anker	3	3	MEDIUM

End of Document