

JM Enviro Limited

Environmental Consulting

Water, Air & Land

Flood Evacuation Plan

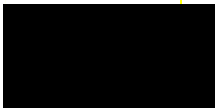
At

56 Montague Street, Worthing, BN11 3HE

For

Worthing Holdings Sub Limited

September 2026

PROJECT RECORD		
PROJECT NAME	56 Montague Street, Worthing, BN11 3HE	
CLIENT	Worthing Holdings Sub Limited	
REPORT DETAILS		
TYPE	Flood Evacuation Plan	
REFERENCE	JME289.56MontagueStreet.FEP	
ISSUE DATE	16 th September 2026	
APPROVED	Julian Moore BSc, MSC, DIC Director	
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RELIANCE AND LIMITATIONS		
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Flood Warning & Evacuation Plan
56 Montague Street, Worthing, BN11 3HE

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REGISTRATION OF AMENDMENTS

Revision and Date	Amendment Details	Approved
28th August 2026	Issued for client comment/approval	JM
Rev A – 14 th Sept 2026	Updated with latest architect plans and client comments dated 10/9/26	JM
RevB – 16 th Sept 2026	Updated with architect comments dated 15/9/26	JM

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1.0 INTRODUCTION

1.1 Brief

JM Enviro Limited was instructed by Worthing Holdings Sub Limited (The Client) to prepare a flood evacuation plan in order to assist with the discharge of planning conditions relation to the proposed change of use of part of the first floor and the entire of the second and third floor of 56 Montague Street, Worthing, BN11 3HE.

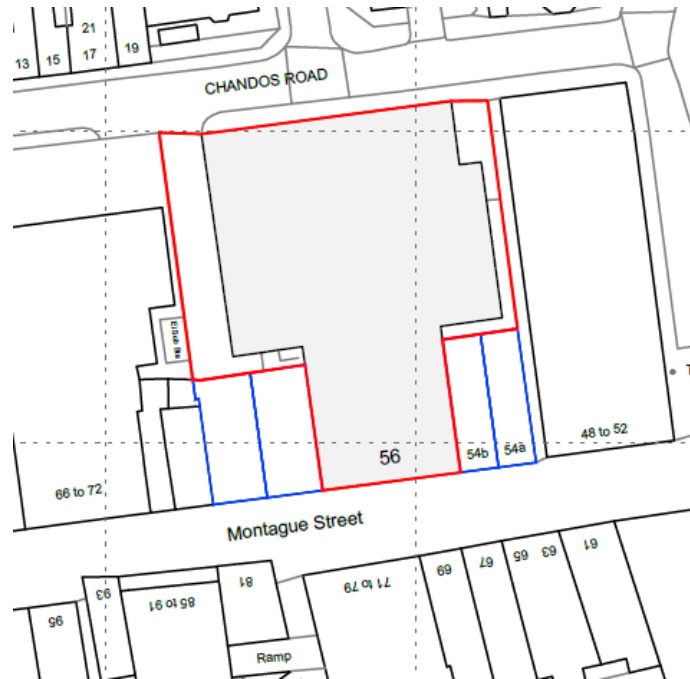


Figure 1.1 Site Location (in red)

1.2 Project Context

The site includes a 4-storey building located between Montague Street and Chandos Street with a hardstanding area (staff parking) to the west of the building (accessed from Chandos Road), and an external plant, and staff entrance on the eastern site (also accessed from Chandos Road). Retail access is from Montague Street with a rear access onto Chandos Street.

It is understood that the building was built and operated as a commercial building (since c. 1970) previously occupied by a department store (BHS), with the ground floor most recently occupied by Poundland. The upper floors were currently vacant retail space, with plant occupying the third floor.

A flood risk assessment (FRA) report prepared by JM Enviro Limited (JME289.56 Montague Street.FRA_RevB) dated 21st May 2024 was submitted to support six prior approval applications to convert parts of the upper floors of the building into up residential flats with retained commercial space on the ground floor. The following applications were submitted by the client:

Application number	Affected part of the building	Description
Notice 0003/24	Part 1 st Floor & part ground	4 flats on 1 st floor (access at ground only)
Notice 0004/24	Part 1 st Floor & part ground	3 flats on 1 st floor (access at ground only)
Notice 0005/24	Part 1 st Floor & part ground	3 flats on 1 st floor (access at ground only)
Notice 0008/24	Part 1 st Floor & part ground	8 flats on 1 st floor (access at ground only)
Notice 0009/24	Entire 2 nd floor part first/ground	11 flats on 2 nd floor (access at ground & 1 st only)
Notice 0006/24	Entire 3 rd & part first/ground	3 flats on 3 rd floor (access at ground 1 st & 2 nd only)

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Prior approval for all applications were granted for all applications in July and August 2024 and work is underway to implement all the applications simultaneously to create 32 residential units across the upper floors with commercial space retained on the ground and first floor. A retail operator is understood to be taking the commercial space in due course.

This report has been prepared based on the information in the FRA to assist with the discharge of condition 3 of the decision notice for all of the applications which states that:

“Prior to the first use of the development a Flood Evacuation Plan shall be submitted to and approved in writing by the Local Planning Authority. The Flood Evacuation Plan should be created in line with 'Flood risk emergency plans for new development' as produced by ADEPT and EA and demonstrate safe access and egress in accordance with NPPF. The development shall thereafter be managed in accordance with the details thus approved for the lifetime of the development”.

The layout of the entire building upon completion of the consented development is shown on Architect Drawings included as Appendix A, and it is understood that the proposed works are nearing completion at the time of writing.

1.3 Objective

To prepare a flood response plan setting out how residents of the property should prepare themselves and respond appropriately to flood warnings and flooding at the property in accordance with best practice guidance and other published information sources as set out in Section 2.

1.4 Ownership & Implementation of the Plan

Responsibility for updating the plan will remain the responsibility of the site owner. The plan should be updated periodically as new information on flood risk becomes available, and following any flooding at the site or in the surroundings where lessons have been learned that can improve the advice contained within this document.

It is understood that the property is to be let under tenancy agreement by the client following refurbishment and that no individual sale of the units is currently proposed.

The site owner is responsible for raising awareness of the risk of flooding at the site and providing all future residents with a copy of this document to ensure that all users of the property are aware of the risks.

The owner will need to supply this document to the operator of the retained commercial space in the building. The owner will need to ensure that the operations of the commercial operator do not impede the implementation of this plan.

A copy of the plan should be kept with the deeds in case the property is sold.

For avoidance of doubt, the advice of the emergency services should be followed in preference to any advice given in this report.

1.5 Structure of the Plan

The report is set out as follows:

- Section 1 - Introduction
- Section 2 - Sources of information
- Section 3 – What is the flood risk at the property
- Section 4 - Flood response plan
- Section 5 – Useful Contacts and Information Sources

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2.0 SOURCES OF INFORMATION

2.1 Records Review

Key reports, drawings and websites pertinent to this assessment are detailed below in Table 2.1.

Table 2.1: Key Information Sources

Document/Website	Author/Publisher	Date
Flood Maps for Planning, Rivers and Sea Flood Maps, Reservoir Flood Maps, Surface Water Flood Maps https://www.gov.uk/check-long-term-flood-risk & https://flood-map-for-planning.service.gov.uk/	Environment Agency	Accessed August 2026
https://flood-warning-information.service.gov.uk	Environment Agency	Accessed August 2026
Flood Risk Assessment & Sustainable Drainage Strategy - 56 Montague Street, Worthing, BN11 3HE (Report Ref: JME.289.56 Montague Street.FRA_RevB)	JM Enviro Limited	21st May 2024
Flood Risk Emergency Plans for New Development	EA and Adept	23 September 2019
Architect Drawings (Appendix A): - Drawing 21.1242/161 -Proposed GF Floor plan (RevA)* - Drawing 21.1242/162 -Proposed 1st Floor plan - Drawing 21.1242/163 -Proposed 2nd Floor plan - Drawing 21.1242/164 -Proposed 3rd Floor plan	Oaten Architects	Dated May 2024 *GF plan updated in September 2026

2.2 Consultation

Key parties consulted as part of this Flood Response plan are detailed in Table 2.2.

Table 2.2: List of Parties Consulted and Summary of Outcome

Consultee	Form of Consultation	Topics Discussed and Actions Agreed
Environment Agency	Email dated 8 th June 2026 and response Dated 12 th June 2026 see Appendix C.	Sought confirmation as to whether the data upon which the 2024 flood risk assessment was based is still valid. EA confirmed that: <i>"The Product 4 data previously provided in February 2024 was produced using the Arun to Adur Coastal Modelling (2012). This is still the most up-to-date modelling we have available for this area.</i> <i>The flood zones in many locations changed in early 2025 following publication of our new National Flood Risk Assessment (NaFRA2). However, in Worthing the flood zones created using detailed local modelling (2012, Arun to Adur Coastal Modelling) were retained.</i> <i>We are in the process of updating our detailed modelling for this section of the coastline, but we do not currently have a definite date when this will be available to update the flood map, or for use in site-specific Flood Risk Assessments."</i>

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3.0 WHAT IS THE LEVEL OF FLOOD RISK AT THE PROPERTY?

3.1 Flooding from The Sea (Coastal Flooding)

The Environment Agency Flood Maps¹ show your property to be located in Flood Zone 2 (medium flood risk category) associated with flooding from sea (Map 2) which passes along the western boundary of the site (Figure 2).

There are no formal flood defences in the area owned or maintained by the council or Environment Agency in proximity to the site however the shingle beach is maintained at a set height by Adur and Worthing Council, and the promenade which combined provide a degree of protection to the site and surroundings from the sea (coastal flooding).

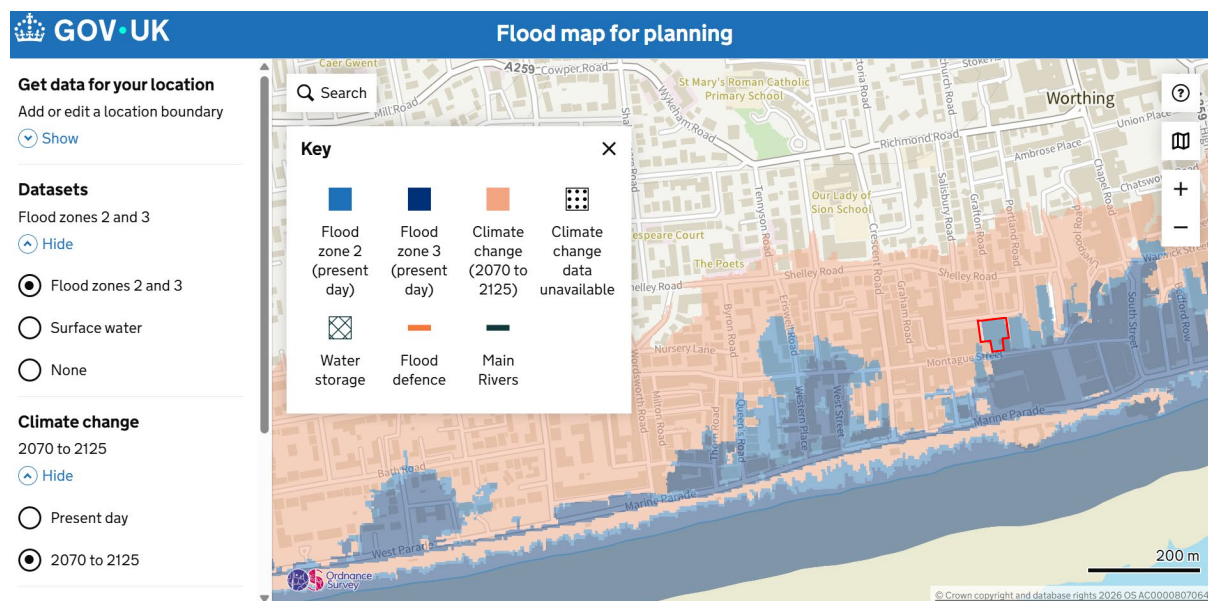


Figure 2: Flood Map for planning – Coastal Flooding (building Location is shown in red).

It is noted that the performance of the defences varies over time, with the shingle beach being significantly eroded following high tides and heavy storms. Therefore the degree of protection relies heavily on regular beach replenishment by the council.

Assuming the height of the defences are maintained, and remain in place, modelling suggests that floodwater from overtopping is likely to be at a similar level to the pavement of Montague Street at the front of the site (5.05mAOD) during the design flood (0.5% AEP event), and slightly deeper, 5.21mAOD depth when climate change is considered which is just below the assumed FFL (5.25mAOD). Safe dry access should be available to the north during the design flood. Ground levels rise to 5.6mAOD on Chandos Road.

However, flood depths could be significantly deeper still in the event of a breach, though the best available data only shows a depth of 5.25mAOD in the undefended scenario. This depth could be exceeded when different climate change scenarios and wave action are considered. This may mean that the ground floor

¹ <https://flood-map-for-planning.service.gov.uk/map?seg=fz,fzcl&cz=514740.9,102495.7,18.75584> – link created 28th August 2026

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and escape routes to and from the property could be partially flooded. Safe dry access may not be available during this scenario as shown in the latest EA flood extents.

Flood extents according to the EA modelling (dated 2012) reported in the 2024 FRA are included as Figure 3.

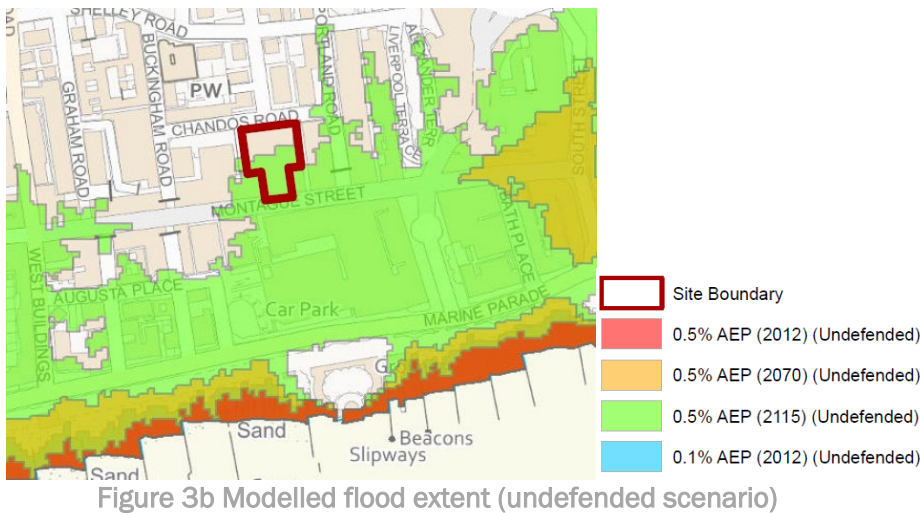
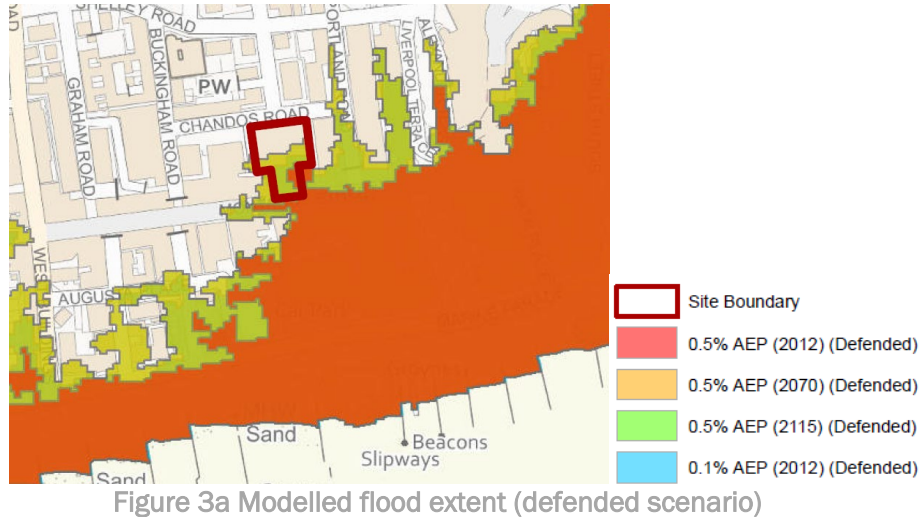


Figure 3 – EA Tidal flood modelling based on the latest (2012 model)
Source: EA Product 4 (extract from 2024 FRA)

The EA model is in the process of being updated, but at the time of writing was not available (See Table 2.2).

However, given that all habitable accommodation is on the upper floors (which will remain dry under all scenarios), the main risk is that safe dry escape may not be available in the event that the beach deposits are not at the correct height, during breach events, and/or during more extreme events than those modelled when climate change is considered. During more extreme events, the flooded area may be significantly larger than that shown and may reach your property quicker and result in deeper flooding. In the event of a breach of the defences, flooding may occur without warning.

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Without regular maintenance (beach replenishment) and improvements to the defences over time (maintenance and future raising/replacement of the existing defences) the proposed site is likely to become more vulnerable to flooding from overtopping and breach over time due to climate change. The Shoreline Management Plan policies covering Worthing, are such that residents should be able to rely on the council striving to maintain an adequate level of protection over time.

3.2 Flooding from Other Sources

Surface water (pluvial flooding) can occur during intense rainfall events, when water cannot soak into the ground or enter drainage systems. Overland flow is likely to follow the local topography, ponding in valleys or topographical depressions. Flooding can occur when the drainage systems in these areas get overloaded and/or blocked and surcharge.

The surface water flood map for planning² suggest that parts of the site are at risk of flooding in flooding from this source. The mapping (Figure 4) suggests that when climate change is considered the flood waters could reach 300mm in the western service yard during the design flood (1%AEP³ or 1 in 100 year) and up to 600mm in the extreme flood scenario (0.1%AEP⁴ or 1 in 1000 year).

However, the presence of drainage in this area will minimise the risk of flooding but it will need to be regularly inspected and maintained protection.

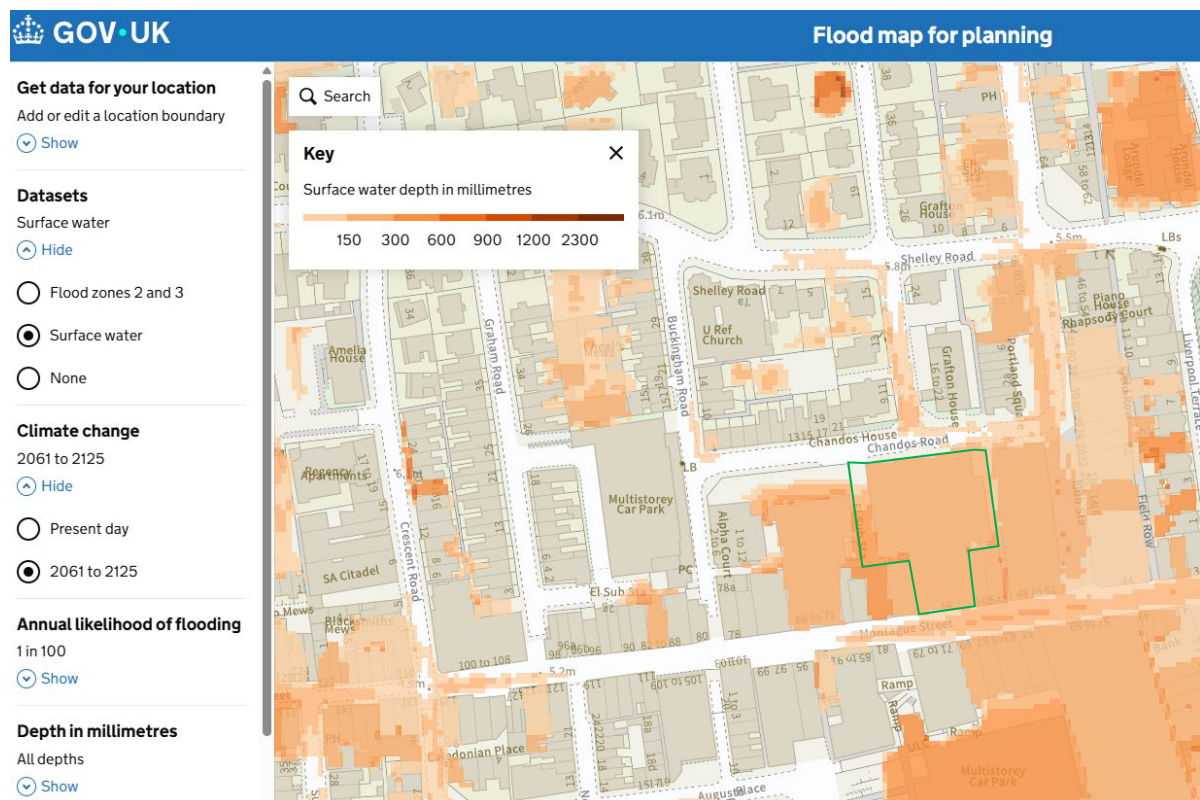


Figure 4a Surface water flood map - 1 in 100 Year Event (Design Flood Event) - Site in green

² <https://flood-map-for-planning.service.gov.uk/map?cz=514740.9,102495.7,18.75584&seg=sw,cl,lr,depthAll> and <https://flood-map-for-planning.service.gov.uk/map?seg=sw,cl,lr,depthAll&cz=514740.9,102495.7,18.75584> - links created 28th August 2026

³ The Design flood has a 1% chance of occurring each year.

⁴ The Extreme flood has a 0.1% chance of occurring each year.

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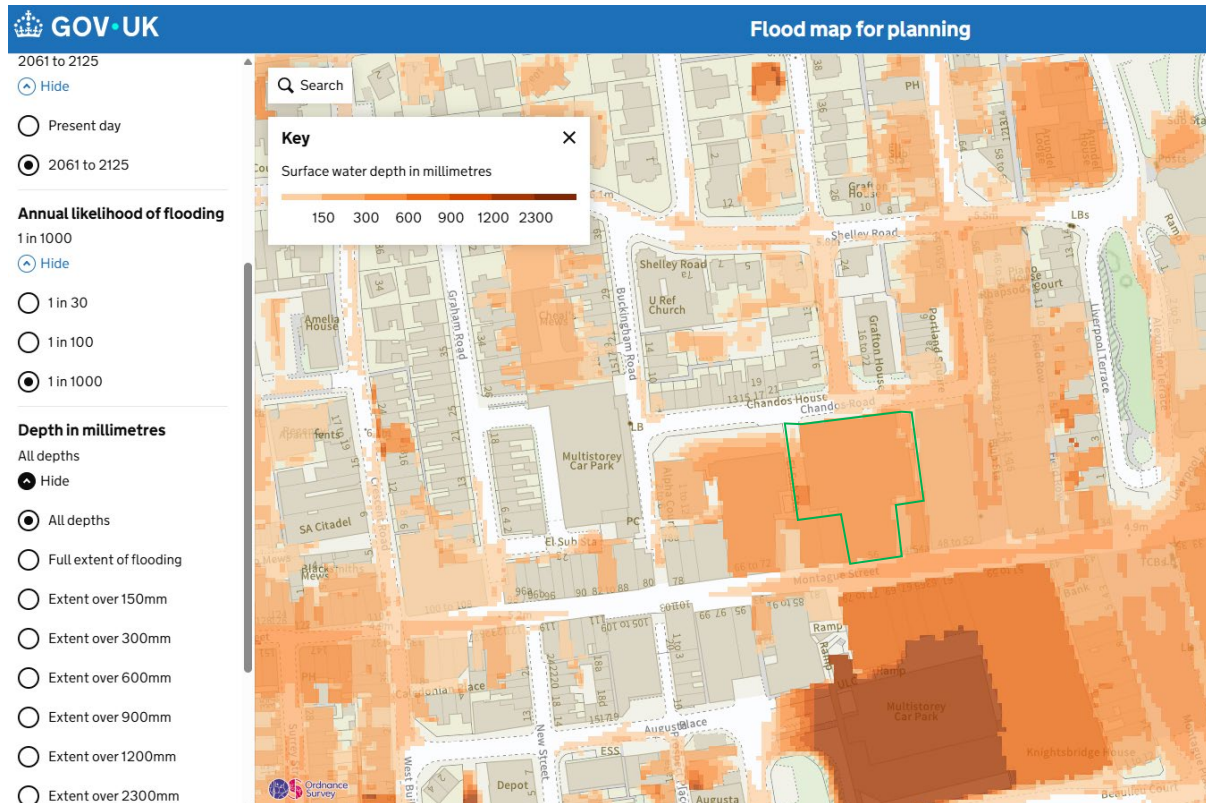


Figure 4b. Surface water flood map - 1 in 1000 Year Event (Extreme Flood Event) - Site in green

Figure 4: Flood Map for planning – Surface Water Flooding.

3.3 Summary of Flood Risk

Mapping in Appendix B is considered by the EA to be the most accurate coastal flood modelling for Worthing. It shows that overtopping from wave action may reach the building during extreme scenarios, but should not result in flooding that would a significant hazard to the site users based on the current level of protection offered by the coastal defences which protect the site and surroundings.

Residents should be able to rely on the defences being maintained as this is the policies in the Shoreline Management Plan covering this part of the coast, and you should have safe dry access based on the modelled scenarios.

However, the flood risk assessment indicates that in the event that the defences are not maintained at the correct crest height, and/or in more extreme scenarios such as a breach in the defences with associated wave action, then flood water may be more extensive and flood waters may approach the site more rapidly.

In that scenario, floodwaters may reach the ground floor and residential lobbies, noting the upper floors of the building is considered sufficiently high to not to be at risk of flooding. Map 1 shows the extent of the floodwater based on the latest EA flood map for planning which shows the extent of flooding without the presence of defences.

This may mean that the ground floor and escape routes to and from the property could be partially flooded. Safe dry access may not be available during this scenario as shown in the latest EA flood extents.

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There is also a risk of surface water and/or sewer flooding following intense rainfall (as shown by Map 3). This may occur quicker and without notice, but flood depths (shown up to 300-600mm) are considered localised and limited to the external service yards (particularly to the west of the building).

The presence of drainage in these area will minimise the risk of flooding but it will need to be regularly inspected and maintained protection.

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4.0 FLOOD RESPONSE PLAN -

ONCE APPROVED BY WORTHING COUNCIL THIS REPORT WILL BE MADE AVAILABLE TO ALL FUTURE RESIDENTS OF THE PROPERTY BY THE CURRENT OWNER OF THE PROPERTY WHO IS INTENDING TO LET THE UPPER FLOORS OF THE PROPERTY TO PRIVATE RESIDENTIAL TENNANTS. THE TENNANTS WILL BE RESPONSIBLE FOR IMPLEMENTING THE PLAN, AND THE SITE OWNER WILL BE RESPONSIBLE FOR REGULARLY, MAINTAINING AND REVIEWING THE PLAN.

4.1 Introduction

This Flood Response Plan is prepared for the residents of the upper floors of 56 Montague Street, Worthing, BN11 3HE. It is intended to inform you of the likelihood of flooding which might occur at your property, and to advise you of the safest way to prepare for, and respond to, a flood.

56 Montague Street and its immediate surroundings are located in an area at risk of flooding in the event of overtopping of the existing coastal defences protecting the site.

It is also partly in an area at risk of flooding from sewers and/or extreme rainfall which may exceed and/or overwhelm the drainage network resulting in flooding of the surrounding streets.

This Flood Response Plan is based upon flood information contained in a Flood Risk Assessment prepared by JM Enviro Limited (dated May 2004) and submitted with the Prior Approval application for the conversion of part of the first floor and the entire 2nd and 3rd Floors of 56 Montague Street from commercial usage to residential units. It is intended to provide information to ensure you are adequately prepared for, can respond safely to and return to your property in the event of flooding to the site and surroundings.

4.3 Prepare yourself for flooding

This Flood Response Plan is based upon flood information contained in a Flood Risk Assessment prepared by JM Enviro Limited in May 2024) and submitted with the Prior Approval application for the conversion of the conversion of 56 Montague Street from commercial usage to residential units. It is intended to provide information to ensure you are adequately prepared for, can respond safely to flooding to the site and surroundings, and safely return to your property afterwards.

You are responsible for implementation of this plan so you should familiarise yourself with this document upon occupation of the property, ensure that you are prepared for flooding as set out in this plan, and follow the correct procedures when a flood warning is issued, flooding occurs, and prior to returning the building if the building is flooded/evacuated.

Your property is located on the edge of an area where flood alerts and flood warnings are issued, therefore you must **register with the Environment Agency Floodline service** - Call 0345 988 1188 or register at <https://www.gov.uk/sign-up-for-flood-warnings> upon first occupying these premises.

You should ensure that you have appropriate insurance for the level of flood risk at the property - <https://www.abi.org.uk/products-and-issues/topics-and-issues/flooding/>

You should also **prepare a personal flood plan** based on gov.uk guidance (see Appendix C for a template – <https://www.gov.uk/government/publications/personal-flood-plan/personal-flood-plan>). The personal flood plan includes a list of things you should do (like moving sentimental items to safety), and provides space for you to note down important contact details such as your utility companies and insurance.

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Other helpful advice on preparing for floods, and what to do, is issued nationally on the gov.uk website: <https://www.gov.uk/prepare-for-flooding/future-flooding> and locally by the West Sussex County Council website: <https://www.westsussex.gov.uk/fire-emergencies-and-crime/dealing-with-extreme-weather/flooding/flooding-advice/>

In addition, **you should prepare a Flood Kit** stored in a raised location at your property. This could include the following:

- | | |
|--|--|
| ○ A paper copy of this Flood Response Plan | ○ Passports |
| ○ Insurance documents | ○ Toiletries |
| ○ Asthma and respiratory aids | ○ Home and car keys |
| ○ Change of clothes/warm clothing | ○ Supplies for babies and small children |
| ○ First aid kit | ○ Mobile phone and charger |
| ○ Prescribed medication | ○ Driving licences |
| ○ Mobility aids | ○ Warm clothing |
| ○ Pet supplies | ○ Personal Flood plan |
| ○ Money/credit card | ○ Battery/wind-up torch and radio; |

As well as this all residents should be prepared for a period of refuge and therefore should keep the following property:

- A copy of the Flood Risk Response Plan
- Non-perishable food to last for 48 hours (and suitable can opener)
- Drinking water to last 48 hours
- Gas stove
- Battery/wind-up torch and radio
- Spare batteries
- Candles and matches
- First aid kit

You should familiarise yourself with the location and procedures for isolating your electric, gas and water supply. Do not attempt to isolate the services if flooding of the lobby area has occurred.

If you have a disability or need extra help you can:

- Ask your council if you can be put on a list to get extra help during a flood.
- Contact Citizens Advice who can help make sure you'll get support if your energy supply is affected.
- Ask Floodline to send flood warnings to a friend or relative on your behalf.

This Flood Response Plan is subject to approval by the Adur and Worthing Planning Team. It is subject to ongoing review and revisions as further data relating to likely flood levels in the future, names and contact numbers of local flood wardens and other relevant Officers becomes available and the site management company/resident association will be responsible for ensuring that it is kept up to date and distributed to all residents.

You have a duty to report any flooding or any observations relating to the conditions of river, roads or leaking/burst watermain or blocked drainage which may result in flooding of the site and surroundings in line with advice on <https://www.gov.uk/report-flood-cause>. Contact details are presented in Section 5.

Information sources and key contacts are included in Section 5.

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4.4 What to do during a flood – Flooding from the Sea (coastal flooding)

This section below guides you as to what actions to take in the event that there is flooding from the sea in the vicinity of the site and surroundings.

Flood warning broadcasts (Floodline, Radio, local TV news stations – See contacts in Section 5), will keep you informed of any heightened flood risk and the Emergency Services will be mobilised in advance of or in immediate response to a flood to assist those in need. The location of Emergency Assistance Centres where you can seek refuge will also be broadcast. Nevertheless you should be prepared to respond unaided under the most onerous scenario.

As you are in a Flood alert and Warning Area, you **should have registered yourself for flood warnings using the Environment Agency Floodline [Telephone 0345 988 1188, Textphone: 0345 602 6340] or online at <https://www.gov.uk/sign-up-for-flood-warnings> upon first occupying these premises.**

This will enable you to receive flood warnings by phone, email or text message. You can at any time check the status of flood warnings in force by calling the Floodline number or by visiting the Gov.UK website (<https://www.gov.uk/check-flood-risk>) and information will be broadcast on your local radio and television stations in the event of anticipated flooding.

Pay close attention to the advice given by emergency services and the local authority. Take all of the warnings seriously and respond quickly.

Avoid contact with flood water when possible. Flood water is typically contaminated with sewage and other hazardous substance. Wear rubber gloves and boots and wash thoroughly if you do come into contact with flood water. Do not attempt to swim through flood water. Do not drive through flood water. Less than two feet of flood water can be enough to float a vehicle.

Blue light responders (i.e. the emergency services) will automatically become the ‘first responder’ during a flood event.

For avoidance of any doubt - **Any instruction provided by the emergency services should be followed and will supersede the information provided in this document**

The actions you should carry out for each of the flood warning categories are detailed below.

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Flood Alert Category	What it Means	When it is Used	What to do at 56 Montague Street	Equipment and time required
FLOOD ALERT 	PREPARE Flooding is possible, be prepared	Two hours to two days in advance of flooding	KEEP YOUR MOBILE PHONE CHARGED AND WITH YOU AT ALL TIMES – your landline may not work during a flood event - Upon the announcement of 'Flood alert' BE PREPARED to act on this flood plan. You may need to evacuate or take refuge and should follow the advice of the emergency services. Advice from the emergency services should override this plan. LOCATE/CHECK YOUR FLOOD KIT and ensure food, water and emergency items are in the premises (see Section 4.3) - Action your personal flood plan and MOVE VALUABLES as high as practical and if safe to move your vehicle or pets out of the flood plain MONITOR WEATHER AND THE FLOOD FORECAST on the Environment Agency website and Met Office website/App - If you find yourself in immediate danger you should dial 999 without delay and request the help of the emergency services - UNDER NO CIRCUMSTANCES SHOULD YOU PROGRESS THROUGH FLOOD WATERS OF ANY DEPTH.	Internet access, Phone, flood kit items. 30 minutes – 1 hour
FLOOD WARNING 	ACT Flooding is expected, immediate action required	Half an hour to one day in advance of flooding	KEEP YOUR MOBILE PHONE CHARGED AND WITH YOU AT ALL TIMES - If you find yourself in immediate danger you should dial 999 without delay and request the help of the emergency services. your landline may not work during a flood event - Upon the announcement of 'Flood Warning' you should EVACUATE YOUR PREMISES unless otherwise instructed by the emergency services – The recommended escape route is shown in Figure 5 of this report - Prior to evacuation residents should ISOLATE ALL GAS, ELECTRICITY AND WATER SUPPLIES if it is safe to do so – Appendix C - The site may have flood water approaching at this point so only evacuate if floodwaters have not advanced and there is a fully dry escape route. UNDER NO CIRCUMSTANCES SHOULD YOU PROGRESS THROUGH FLOOD WATERS OF ANY DEPTH. <u>If evacuation cannot be made safely</u> then SEEK REFUGE ON THE UPPER FLOORS of the building. If seeking refuge, NOTIFY EMERGENCY SERVICES OF YOUR LOCATION and CALL 999 IF YOU ARE IN IMMEDIATE DANGER	Flood kit, flood response plan 15 minutes
SEVERE FLOOD WARNING 	SURVIVE Danger to life	When flooding poses significant threat to life	KEEP YOUR MOBILE PHONE CHARGED AND WITH YOU AT ALL TIMES - If you find yourself in immediate danger you should dial 999 without delay and request the help of the emergency services. - When 'Severe Flood Warning' is announced, if you remain in your property, residents should ISOLATE ALL GAS, ELECTRICITY AND WATER SUPPLIES and you should SEEK REFUGE ON UPPER FLOORS. - You should however BE PREPARED TO EVACUATE the premises on the instruction of the emergency services. UNDER NO CIRCUMSTANCES SHOULD YOU PROGRESS THROUGH FLOOD WATERS OF ANY DEPTH. NOTIFY EMERGENCY SERVICES OF YOUR LOCATION and CALL 999 IF YOU ARE IN IMMEDIATE DANGER	Flood kit, flood response plan 15 minutes.
WARNINGS NO LONGER IN FORCE	No further flooding is expected in your area	When river conditions begin to return to normal	- Following any evacuation you MUST NOT RE-ENTER the area until such a time as the flood warnings have been revised downwards or you are allowed to either by the emergency services or another appropriate authority. Flood water may still be present for some time DO NOT RE-ENTER THE AREA until allowed to do so by emergency services or another appropriate authority DO NOT TURN ON GAS OR ELECTRICS if they may have got wet – contact electric and gas company for advice ONLY RETURN TO YOUR HOME WHEN ESSENTIAL REPAIRS AND CLEANING HAVE BEEN COMPLETED - Stay with friends or family, or ask your local authority to help you find alternative accommodation if your home has been damaged by flood water PHONE YOUR INSURANCE COMPANY as soon as possible	See contacts and useful links section and further information in Section 4.6

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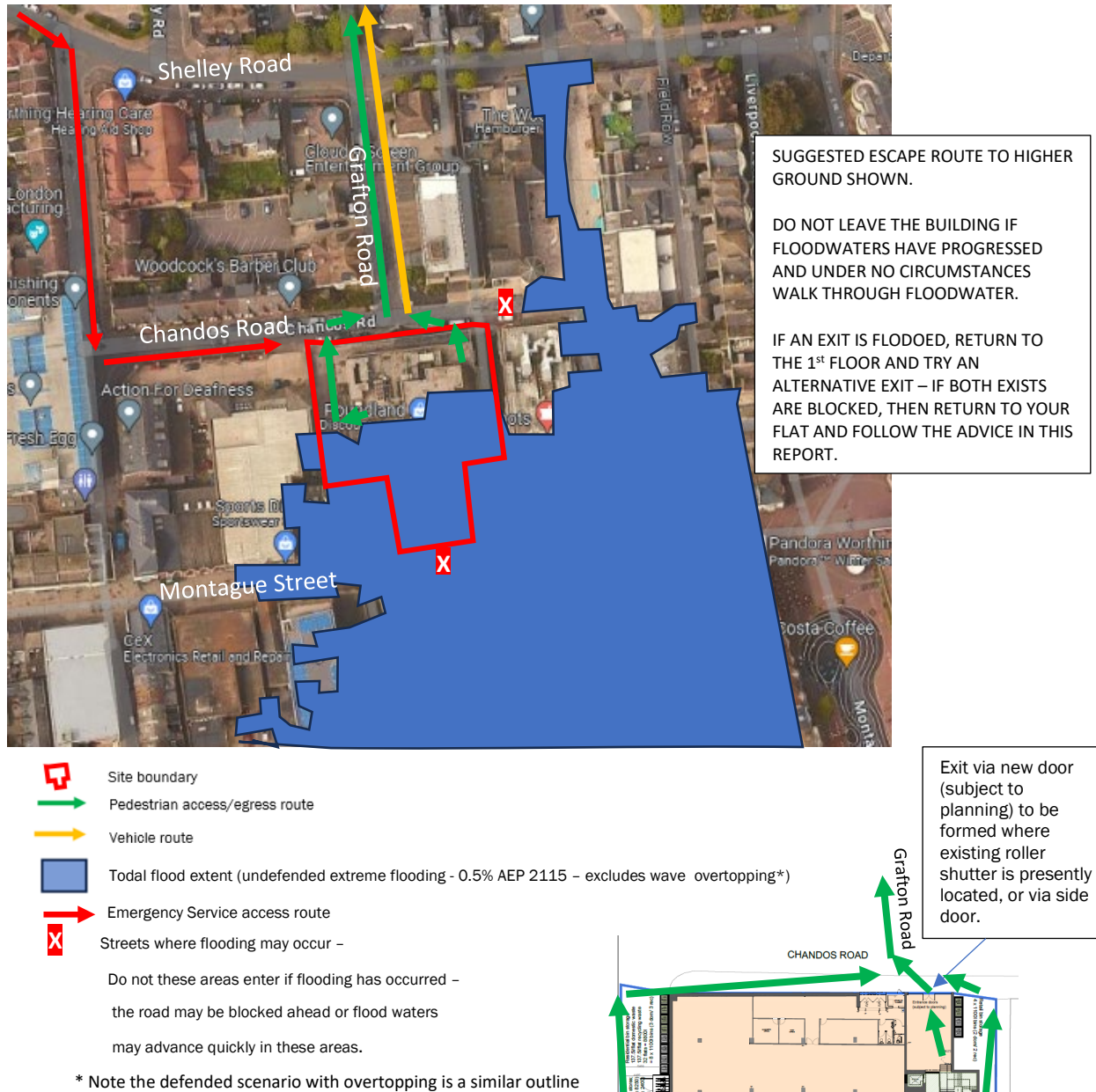
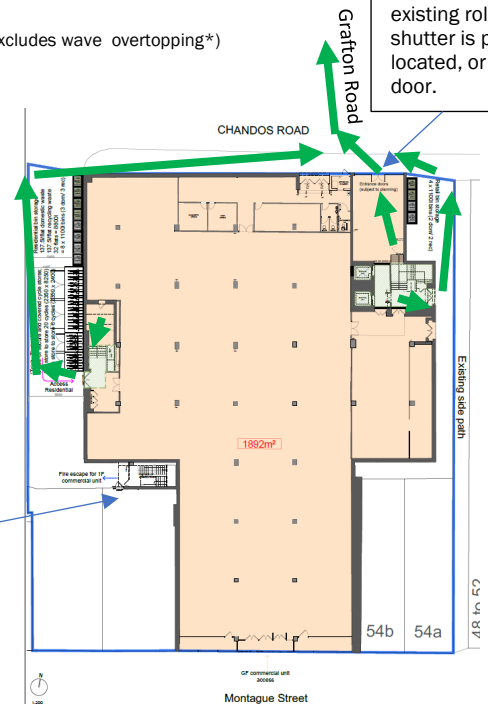


Figure 5 Evacuation Route from building if dry escape is available

If escape route is not dry, return to the property and seek refuge on the upper floor or follow advice off emergency services.

Do not use this stairwell in a flood evacuation!



Ground Floor Plan

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4.5 What to do during a flood – Flooding from Surface Water & Sewer flooding

This section below guides you as to what actions to take in the event that there is extreme rainfall resulting in surface water and/or sewer flooding of the site and surroundings.

Flood warnings may not be issued for surface water or sewer flooding and it should be noted that there may be little warning in advance of a flood. The Met office does provide severe weather warnings on their website and via radio, TV, social media, smart phone apps and via emails alerts and it is advised that you sign up to the services. The frequency of flood events requiring the use of the flood barriers may increase over time due to climate change.

Flood data and warning systems should improve over time, and you should also monitor the local Councils website at <https://www.adur-worthing.gov.uk/preparing-for-emergencies/flooding-and-heavy-rain/> and ensure this plan is reviewed and updated accordingly.

The following response should be made by the residents to surface water flooding:

- If you find yourself in immediate danger you should dial 999 without delay and request the help of the emergency services. It may be that during a flood event your land line telephone may not work. **KEEP YOUR MOBILE PHONE WITH YOU AT ALL TIMES** to make an emergency call if required and your emergency supplies and flood kit should be checked and readily available.
- On receipt of a flood warning from the emergency services or advancing floodwaters, residents should **ISOLATE ALL GAS, ELECTRICITY AND WATER SUPPLIES** and should **SEEK REFUGE within the property ON UPPER FLOORS** (in common areas or with neighbours if you are a ground floor resident).
- You should however **BE PREPARED TO EVACUATE** the premises on the instruction of the emergency services.
- **YOU SHOULD NOTIFY THE EMERGENCY SERVICES OF YOUR LOCATION IF YOU ARE SEEKING REFUGE.**
- **UNDER NO CIRCUMSTANCES SHOULD YOU PROGRESS THROUGH FLOOD WATERS OF ANY DEPTH.**

4.6 What to do following a flood – All sources

The following procedures are recommended following surface water flooding, though residents should exercise their judgement on the approach depending on the depth and nature of flooding:

- Following any flooding of the site or surroundings you **MUST NOT RE-ENTER** the area until such a time that the flood waters have subsided, flood warnings have been revised downwards, or you have been advised to either by the emergency services or another appropriate authority.
- **DO NOT TURN ON GAS OR ELECTRICS IF THEY MAY HAVE GOT WET.** Only turn them on when they have been checked by a qualified technician – call 101.
- Stay with friends or family, or ask your local authority to help you find alternative accommodation if your home has been damaged by flood water. **ONLY RETURN TO YOUR HOME WHEN ESSENTIAL REPAIRS AND CLEANING HAVE BEEN COMPLETED.**
- Stay with friends or family, or ask your local authority to help you find alternative accommodation if your home has been damaged by flood water. **ONLY RETURN TO YOUR HOME WHEN ESSENTIAL REPAIRS AND CLEANING HAVE BEEN COMPLETED.**
- Any floodwater debris, loose covers, silt should be **reported to the landlord via the letting agent** (contact details to added to Table in Section 5. You should not walk through any residual floodwaters, silt, or touch any debris left following flooding. It may be hazardous, sharp or unsafe.

Flood Evacuation Plan

56 Montague Street, Worthing, BN11 3HE

- Before cleaning up **PHONE YOUR INSURANCE COMPANY AS SOON** as possible and follow their advice. Take photographs before you start cleaning and ask your insurer before discarding items that cannot be cleaned (such as mattresses and carpets).
- **Further advice on clean up** can be found at: <https://www.gov.uk/after-flood>

4.7 Update of this plan

The site owner is responsible for ensuring that this plan is periodically reviewed and updated as Government advice, flood level predictions, warning systems improve, names and contact numbers of local flood wardens and other relevant Officers becomes available, and flood risks changes over time due to climate change. **This plan should be checked prior to operation to ensure that it reflects the as built layout, and should be reviewed after a flood event.**

The owner is to provide the FRA and this Flood Evacuation plan to any future commercial tenant occupying the ground and/or the first floor who will need to ensure that they have a plan in place to safely evacuate their staff and a responsibility to ensure that they do not impede the evacuation of the residential units on the upper floor.

Any proposed future modifications to the building should also consider whether it is necessary to update this plan.

Information sources and key contacts are included in Section 5.

Flood Evacuation Plan
56 Montague Street, Worthing, BN11 3HE

5.0 USEFUL CONTACTS AND FURTHER INFORMATION

Organisation	Telephone Number and/or and Website
Emergencies only (i.e. lives in danger)	999
West Sussex Police	Non-Emergency number – 101
West Sussex Fire and Rescue Service – Worthing Fire Station	Non- Emergency Number - 01243 786211 Website - https://www.westsussex.gov.uk/fire-emergencies-and-crime/west-sussex-fire-and-rescue-service/
Environment Agency via gov.uk	Sign up for Flood warnings (FLOODLINE) - 0345 988 1188 and https://www.fws.environment-agency.gov.uk/app/olr/register Flood Warnings in force - https://flood-warning-information.service.gov.uk/warnings
	Flooding Home Page - https://www.gov.uk/browse/environment-countryside/flooding-extreme-weather
	How to plan ahead and prepare for flooding - https://www.gov.uk/prepare-for-flooding
	Personal Flood Plan - https://www.gov.uk/government/publications/personal-flood-plan
	What to do before or during a flood https://flood-warning-information.service.gov.uk/what-to-do-in-a-flood?utm_source=warning&utm_medium=gov.uk&utm_campaign=respond&utm_content=national-view
	What to do after a flood - https://www.gov.uk/after-flood
	Environment Agency incident hotline - 0800 80 70 60 - Reporting a blockage, for example a fallen tree, unusual changes in river flow or flooding from the river
West Sussex County Council	Prepare for Flooding - https://www.westsussex.gov.uk/fire-emergencies-and-crime/dealing-with-extreme-weather/flooding/flooding-advice/#preparing-for-flooding_tab
	Drainage or flooding issues relating to rainwater gullies/road flooding should be reported via: https://westsussex-self.achieveservice.com/en/AchieveForms/?mode=fill&consentMessage=yes&form_uri=sandbox-publish://AF-Process-a2b11d9b-b9ac-4b5e-9f14-992606ee6801/AF-Stage-0eaed4a6-d095-4b6d-9020-48782f528dbb/definition.json&process=1&process_uri=sandbox-processes://AF-Process-a2b11d9b-b9ac-4b5e-9f14-992606ee6801&process_id=AF-Process-a2b11d9b-b9ac-4b5e-9f14-992606ee6801&noLoginPrompt=1
	Occurrences of Surface water flooding should be reported here: https://westsussex-self.achieveservice.com/en/AchieveForms/?mode=fill&consentMessage=yes&form_uri=sandbox-publish://AF-Process-fe8bf031-8f6f-4767-b0f8-368dc2859fe3/AF-Stage-78b4b499-733b-47ed-ad50-f9c5e02d8d5c/definition.json&process=1&process_uri=sandbox-processes://AF-Process-fe8bf031-8f6f-4767-b0f8-368dc2859fe3&process_id=AF-Process-fe8bf031-8f6f-4767-b0f8-368dc2859fe3&noLoginPrompt=1
	Resilience and Emergency Team – Tel: 033 022 22400 (duty Officer)

Flood Evacuation Plan
56 Montague Street, Worthing, BN11 3HE

Organisation	Telephone Number and/or and Website
Adur and Worthing Council	Safety and Emergency Team: For emergencies during office hours - phone 01903 239999 and outside of office hours - phone 07713 889 128 Email safety-resilience@adur-worthing.gov.uk
Met Office	UK weather warnings - https://weather.metoffice.gov.uk/warnings-and-advice/uk-warnings#?
Letting agent Emergency contact Details	(TBC by SITE OWNER)
National Flood Forum	A charity to help, support and represent people at risk of flooding - 01299 403055 - https://nationalfloodforum.org.uk/
Citizens Advice	Advice on flooding for rented property - https://www.citizensadvice.org.uk/housing/problems-where-you-live/rented-home-flooding-overview/
Sewerage and Water supply Company	For reporting sewer or water main flooding – Southern Water – Emergency Number – 0330 3030368
Electricity	To report an electrical hazard or power cut, call your local electricity Distribution Network Operator (UKPN – 0800 316 3105) or call 105 for free For advice on reconnecting electricity after a flood - 0800 028 4587 - https://www.ukpowernetworks.co.uk/help/how-do-i-get-reconnected-after-a-fire-or-a-flood
Gas	National Gas emergency number – 0800 111 999
Telecommunications	BT Openreach - 0800 023 2023 (option 1) Virgin Media - 0345 454 1111
BBC Radio Sussex:	95.3 FM
Heart Radio (South)	95.3 FM Or Digital via DAB or app/online via Global Player
V2 Radio	Digital via DAB or App via Apple Music or Radioplayer - https://www.v2radio.co.uk/on-air/how-to-listen-to-v2-radio/
Radio Worthing	https://www.radioworthing.co.uk/listen/ [not yet on air at time of writing]
Social Media	Follow WSCC News on X (formerly Twitter) using the hashtags #floodaware and #westsussex for updates
RSPCA	Emergency Number 0300 1234999
Insurance Details	(Homeowner to enter contact details)
Association of British Insurers	https://www.abi.org.uk/ or 0207 600 3333
Doctor	(Homeowner to enter contact details)
Neighbours	(Homeowner to enter contact details)

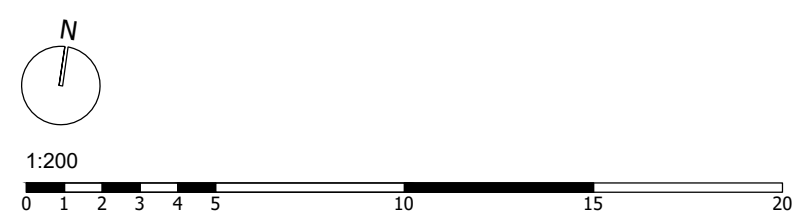
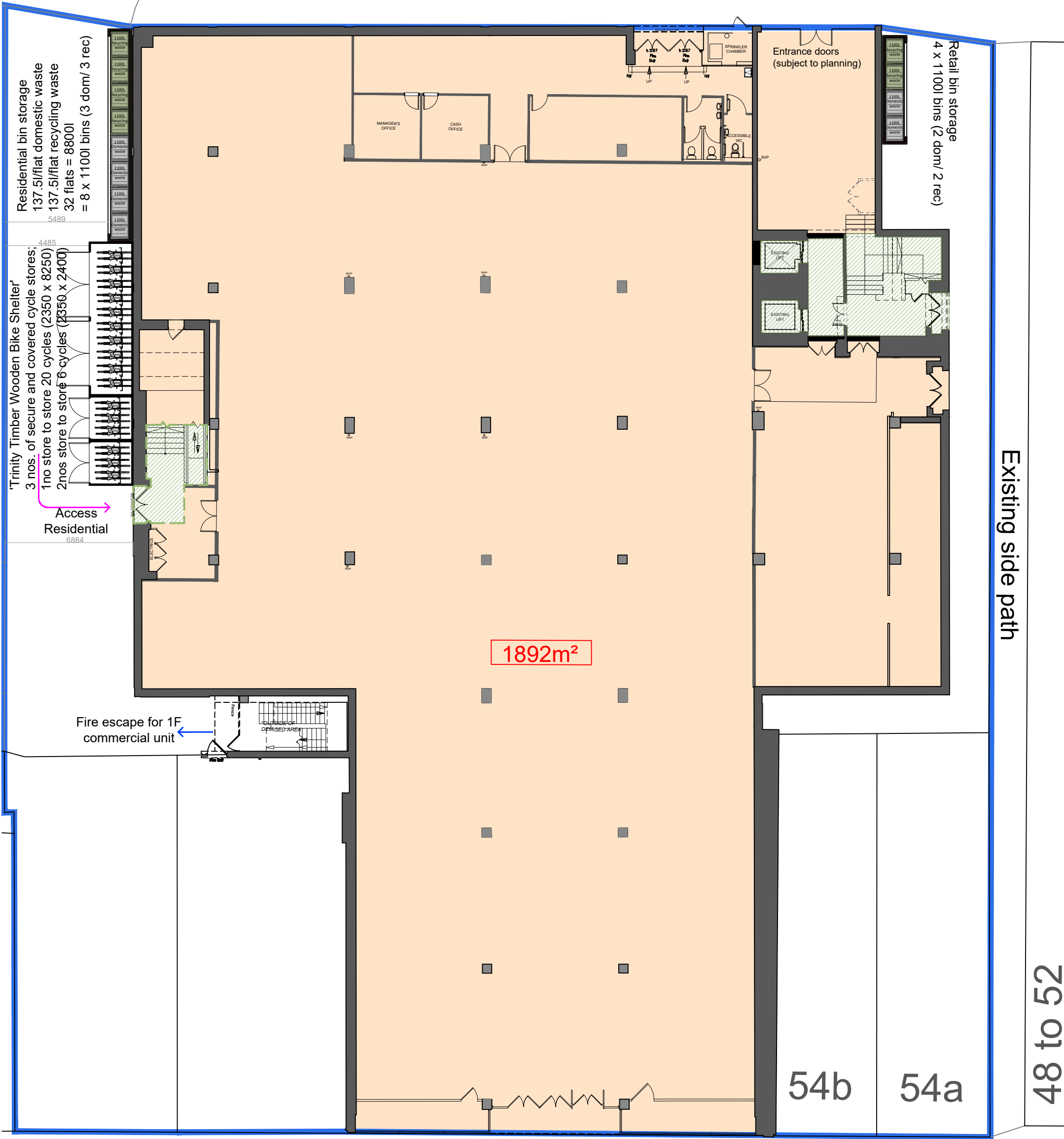
Flood Evacuation Plan
56 Montague Street, Worthing, BN11 3HE

Organisation	Telephone Number and/or and Website
Out of area contact (family/friend)	(Homeowner to enter contact details)
Work contact number	(Homeowner to enter contact details)
School contact number	(Homeowner to enter contact details)
Family and Friend Contacts	(Homeowner to enter contact details)

APPENDICES

APPENDIX A

CHANDOS ROAD



GENERAL NOTES:
USE FIGURED DIMENSIONS ONLY.
DO NOT SCALE OFF DRAWINGS.
ALL DIMENSIONS ARE TO BE CHECKED ON SITE.
INCONSISTENCIES ARE TO BE REPORTED TO
OATEN ARCHITECTS IMMEDIATELY.

REV.: DATE: DESCRIPTION:
A 14/9/26 Entrance doors added to North loading bay
(subject to planning)

OATEN ARCHITECTS

Oaten Architects Ltd,
33 West Street, Hastings, East Sussex, TN34 3AN
T 01424 256476
W www.oatenarchitects.com

PROJECT:
Montague St, Worthing BN11 3BP

STAGE: Planning
CLIENT: Tellington Ltd.

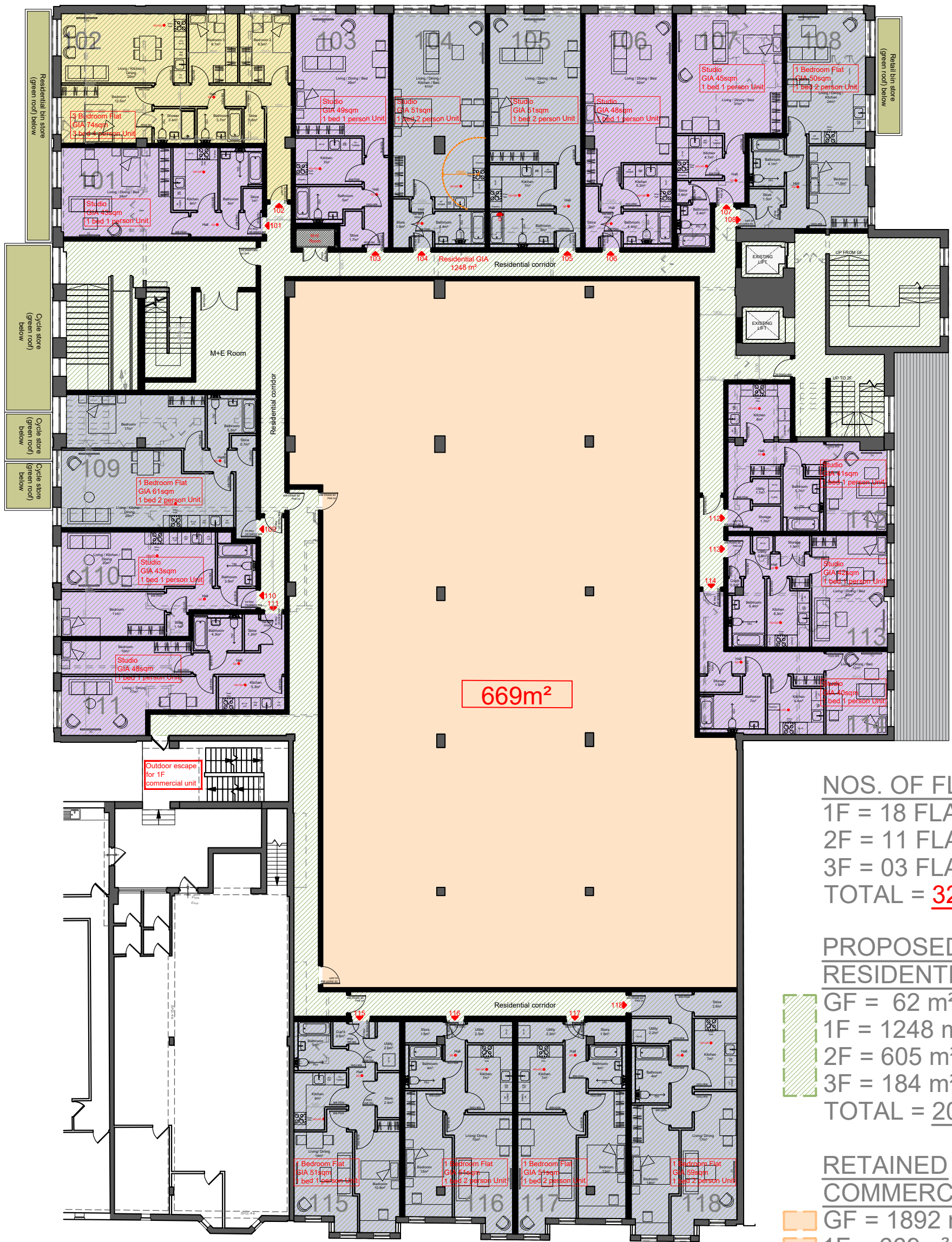
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DRAWN BY - DATE:
CY - Mar. 2024
CHECKED BY:
RO

DRAWING TITLE:
Proposed Ground
Floor Plan

DRAWING NO: 21.1242 / 161
REV NO: A

CHANDOS ROAD

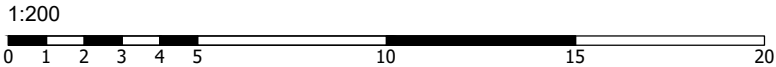
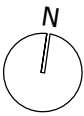


NOS. OF FLATS
1F = 18 FLATS
2F = 11 FLATS
3F = 03 FLATS
TOTAL = **32 FLATS**

PROPOSED
RESIDENTIAL AREA
GF = 62 m²
1F = 1248 m² tbc
2F = 605 m²
3F = 184 m²
TOTAL = **2099 m²**

RETAINED
COMMERCIAL AREA
GF = 1892 m²
1F = 669m²
TOTAL = **2561 m²**

Montague Street



GENERAL NOTES:
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ALL DIMENSIONS ARE TO BE CHECKED ON SITE.
INCONSISTENCIES ARE TO BE REPORTED TO
OATEN ARCHITECTS IMMEDIATELY.

REV.: DATE: DESCRIPTION:



OATEN ARCHITECTS
Oaten Architects Ltd,
33 West Street, Hastings, East Sussex, TN34 3AN
T 01424 256476
W www.oatenarchitects.com

PROJECT:
Montague St, Worthing BN11 3BP
STAGE:
Planning
CLIENT:
Tellington Ltd.
SCALE:
1:200 @ A3
DRAWN BY - DATE:
CY - Mar. 2024
CHECKED BY:
RO

DRAWING TITLE:
Proposed First
Floor Plan
DRAWING NO:

REV NO:

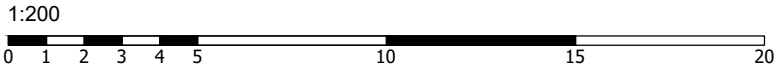
21.1242 / 162

CHANDOS ROAD



FLAT ROOF
AREA

Montague Street



GENERAL NOTES:
USE FIGURED DIMENSIONS ONLY.
DO NOT SCALE OFF DRAWINGS.
ALL DIMENSIONS ARE TO BE CHECKED ON SITE.
INCONSISTENCIES ARE TO BE REPORTED TO
OATEN ARCHITECTS IMMEDIATELY.

REV.: DATE: DESCRIPTION:



OATEN ARCHITECTS
Oaten Architects Ltd,
33 West Street, Hastings, East Sussex, TN34 3AN
T 01424 256476
W www.oatenarchitects.com

PROJECT:
Montague St, Worthing BN11 3BP

STAGE:
Planning
CLIENT:
Tellington Ltd.

SCALE:
1:200 @ A3

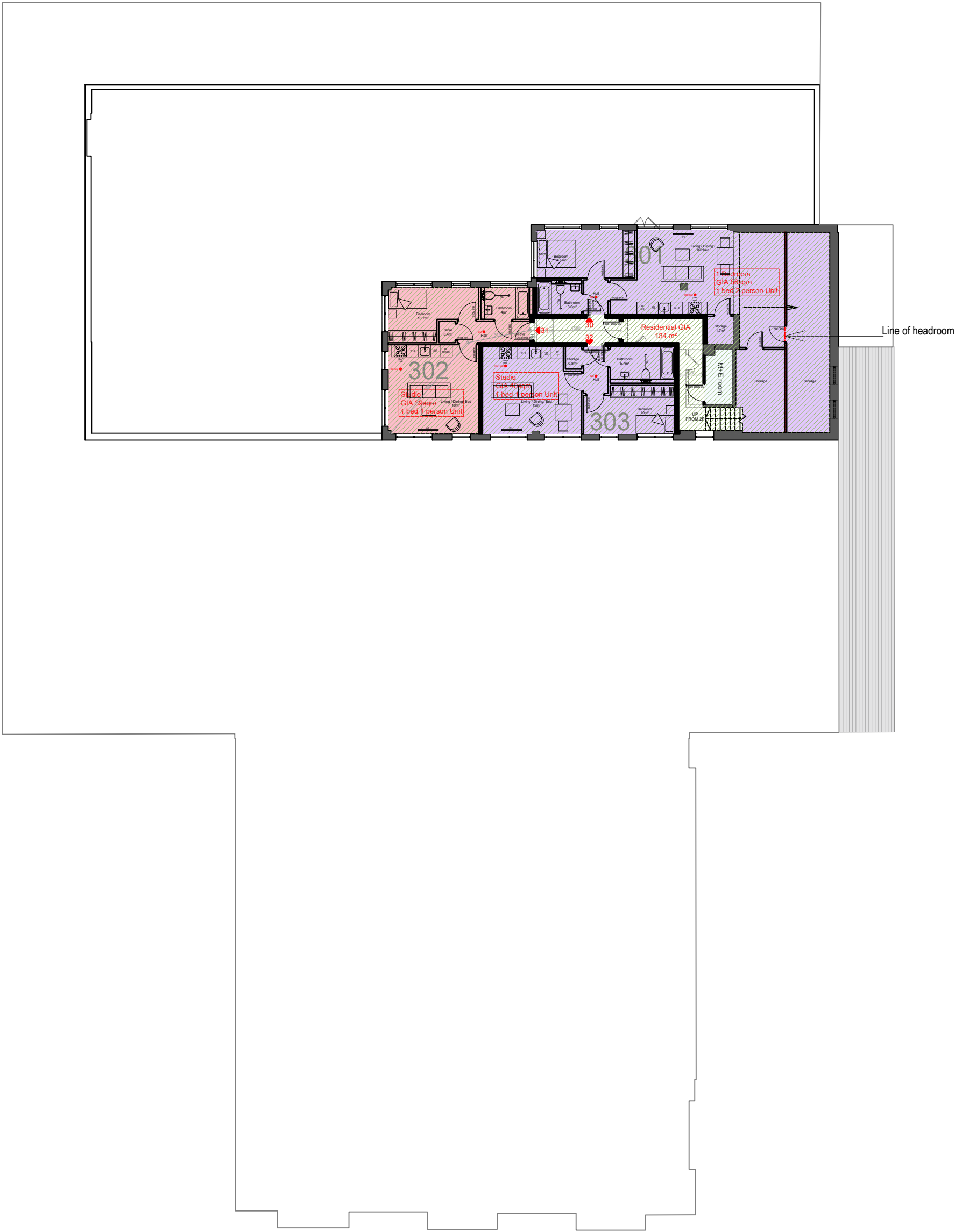
DRAWN BY - DATE:
CY - Mar. 2024
CHECKED BY:
RO

DRAWING TITLE:
Proposed Second
Floor Plan

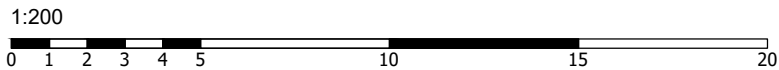
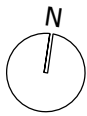
DRAWING NO:
21.1242 / 163

REV NO:

CHANDOS ROAD



Montague Street



GENERAL NOTES:
USE FIGURED DIMENSIONS ONLY.
DO NOT SCALE OFF DRAWINGS.
ALL DIMENSIONS ARE TO BE CHECKED ON SITE.
INCONSISTENCIES ARE TO BE REPORTED TO
OATEN ARCHITECTS IMMEDIATELY.

REV.: DATE: DESCRIPTION:



OATEN ARCHITECTS
Oaten Architects Ltd,
33 West Street, Hastings, East Sussex, TN34 3AN
T 01424 256476
W www.oatenarchitects.com

PROJECT:
Montague St, Worthing BN11 3BP

STAGE:
Planning
CLIENT:
Tellington Ltd.

SCALE:
1:200 @ A3

DRAWN BY - DATE:
CY - Mar. 2024
CHECKED BY:
RO

DRAWING TITLE:
Proposed Third
Floor Plan

DRAWING NO:
21.1242 / 164

REV NO:

APPENDIX B

Personal flood plan

Checklists to help you prepare for flooding

Before a flood

Actions	Done	Notes
Check what to do before or during a flood		
Sign up for flood warnings		
Check you understand what the warnings mean: • Flood alert • Flood warning • Severe flood warning		
Note your local radio station for travel and weather updates		
Note the phone number for Floodline (0345 988 118)		
Note your local websites and social media for updates		
Check if your insurance covers you for flooding		

Think about how you could stop water entering your home		
Check you know how to turn off your electricity and water		

Move important documents and possessions to a high-up place so that they're safe from flood water. Protect them in a waterproof container. Keep them in a place that is easy to get to in an emergency.

Documents	Done	Notes
Passport		
Driving licence		
Medical cards		
Insurance documents		
Computers or laptops		
Mobile phones and charges		
Important photos and papers		
Items of sentimental value		

Getting help

Keep a note of who can help you and anyone you can help.

This might be relatives, friends or neighbours. Make a note of what help you might need from them, or what you can do to help them.

Contact details you might need

Insurance	Done	Notes
Home		
Contents		
Vehicle		

Utilities	Done	Notes
Electricity		
Gas		
Water		
Telephone		
Broadband		
Mobile phone		
Media providers		

Finance	Done	Notes
Bank accounts		

Pets	Done	Notes
Kennels		
Carers		
Vets		

Council	Done	Notes
District or unitary		
Town or parish		

Medical	Done	Notes
Doctors		
Hospitals		

Preparing a flood kit

Items you might want to include	Done	Notes
Important documents and contact information		
Warm, waterproof and dry clothing and footwear		

A torch		
Drinking water		
Medicine		
Toys for children		
Baby care items		
Mobile phone or device charger or spare batteries		

Pets and animals

Think about what to do with pets if a flood happens.

Actions	Done	Notes
Where they might go		
Food		
Carriers		
Medicines		

If you are asked to evacuate, many centres will allow you to bring your pet. Put cats or small animals in a carrier or small box.

Immediately before a flood

Actions you can take if you know you are about to be flooded

Actions	Done	Notes
Turn off electricity, water and gas supplies		
Lift curtains over rails above flood water levels		
Use any measures you have to stop water entering your property, such as door guards or air brick covers		
Move important items to safety		
Lift rugs and smaller furniture upstairs or on to tables or worktops if possible		
Get your flood kit together and prepare to move from your home		
Move your pets and vehicles away from flood areas if possible		
Make sure your mobile phone or devices are charged		

When a flood happens

Actions you should take

Actions	Done	Notes
---------	------	-------

Follow warnings, information and advice issued by authorities		
Do not walk or drive through flood water, as it may conceal hidden dangers		
Do not put yourself or others at risk		
Take your flood kit with you if you are directed to an evacuation centre		
Let your family or friends know you are safe		
Check they are safe too		

After a flood

Actions you can take

Actions	Done	Notes
Do not return to your home until you are told it is safe to do so		
When returning home, remember that flood water may contain sewage and conceal hidden dangers		
Wear appropriate waterproof or protective clothing when cleaning up		

Contact your insurance company to start the claims process		
If you rent your property, contact your landlord and contents insurance company		
Throw away items damaged by flood water after your property and items have been checked by a loss adjuster		
Throw away items in an appropriate manner		

You may need gas or electricity engineers to check your supply before turning it back on.

Further information

You can find more information from:

- Your local council
- Your local advice centre
- The British Red Cross
- The National Flood Forum

Use this space to make any further notes you think might help you.

APPENDIX C

From: PSO West Sussex <PSOWestSussex@environment-agency.gov.uk>

Sent: 12 June 2026 15:17

To: Julian Moore <julian@jmenviro.co.uk>

Cc: SSD Enquiries <SSDEnquiries@environment-agency.gov.uk>

Subject: RE: SSD346471 - Product 4 Data - 31-35 Montague Street, Worthing, West Sussex, BN11 3BE

Good afternoon Julian,

Thank you for your email.

The Product 4 data previously provided in February 2024 was produced using the Arun to Adur Coastal Modelling (2012). This is still the most up-to-date modelling we have available for this area.

The flood zones in many locations changed in early 2025 following publication of our new National Flood Risk Assessment (NaFRA2). However, in Worthing the flood zones created using detailed local modelling (2012, Arun to Adur Coastal Modelling) were retained.

We are in the process of updating our detailed modelling for this section of the coastline, but we do not currently have a definite date when this will be available to update the flood map, or for use in site-specific Flood Risk Assessments.

If you have any further queries about this request, please do let us know.

Kind regards,

Amy O'Donnell ([she/her](#))

Flood & Coastal Risk Officer

Partnership and Strategic Overview West Sussex, Solent and South Downs

Environment Agency | Teville Gate House, Teville Road, Worthing, West Sussex, BN11 1UR

PSOWestSussex@environment-agency.gov.uk



From: Julian Moore <julian@jmenviro.co.uk>

Sent: 08 June 2026 10:50

To: PSO West Sussex <PSOWestSussex@environment-agency.gov.uk>

Cc: SSD Enquiries <SSDEnquiries@environment-agency.gov.uk>

Subject: Re: SSD346471 - Product 4 Data - 31-35 Montague Street, Worthing, West Sussex, BN11 3BE

Dear PSO/SSD Team,

Further to my correspondence with Amy back in early 2024, this project is moving to the next stage.

Please can you confirm whether the P4 you issued in Feb 2024 is still the latest.

I have a note on file that the data was due to be updated late 2024.

Please can you provide a revised P4 if that is the case and there is new data available.

Kind regards,

Julian

Julian Moore

julian@jmenviro.co.uk

07944 999980

JM Enviro Limited

Environmental Consulting

Water, Air & Land

<http://www.jmenviro.co.uk/>