







Appendix E: March 2022 Progress Report – Flood Risk Management and Preparedness

Reference	Recommendation	Proposed Response	Action by	Timescales	Progress RAG
	Short term				
S1	Collaborating with all Risk Management Authorities, local flood action groups and other beneficiaries to define the role and responsibilities of the Lead Local Flood Authority (LLFA) and all Risk Management Authorities in Lancashire and to publicise this accordingly.	The Head of Service Highways will ensure that clarity on this will be included in the refreshed Local Flood Risk Management Strategy.	Head of Service Highways	Target date was amended from 'late 2020' to 'spring 2021' to ensure sufficient attention to consultation responses and to accommodate formal approval cycles in 3 x LLFAs.	Complete Roles and responsibilities have been clearly defined in the Local Flood Risk Management Strategy for Lancashire, published November 2021.
S2	Increasing staffing levels within the county council's Flood Risk Management Team to support the need for a resource on service delivery for the people of Lancashire and to explore joint working opportunities with all Risk Management Authorities, including possible agency arrangements with district councils.	The need for and opportunities to increase staffing levels in the team will be reviewed by the Head of Service Highways following introduction of the new Highways Service Management Team (April 2020).	Head of Service Highways	Review to be complete by March 2021.	Complete
S3	Providing sufficient resource within the Flood Risk Management Team to enable timely and detailed reviews of all Strategic Flood Risk Assessments to support Local Plan reviews, and of the developers' site-specific Flood Risk Assessments, on which the LLFA is consulted by the local planning authorities.	The need for and opportunities to increase staffing levels in the team will be reviewed by the Head of Service Highways following introduction of the new Highways Service Management Team (April 2020).	Head of Service Highways	Review to be complete by March 2021.	Complete

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S4	Increasing the highways drainage budget.	Head of Service Highways to review with Cabinet.	Head of Service Highways	Review to be complete by March 2021.	Complete
S5	Collaborating with all Risk Management Authorities and Newground Community Interest Company to develop the county council's Flooding in Lancashire webpages and the Flood Hub Lancashire webpages and provide simplified advice, information, and signposting in relation to the role and purpose of the county council as LLFA; how to form a local flood action group; riparian ownership and responsibilities; rules, regulations and exemptions for obtaining licences to carry out work; funding and dedicated webpages for specific flood events whilst being mindful of the Flood Hub's website content.	This is a complex project to be developed with partner organisations. As part of any restructure, the Head of Service Highways will identify a project and resources to take this forward including traditional communications and media strategies – see response to recommendation M3 below.	Head of Service Highways	To be in place by June 2022.	In Progress New Partnership Coordinator is collating material for Lancashire Partnership web pages in the Flood Hub.
S6	Formalising and maintaining a central register of local flood action groups across Lancashire and to make accessible through The Flood Hub website via all Risk Management Authorities in Lancashire. In addition to publicise the register with the local Met Office and other pertinent organisations.	Underway. In regard to accessing Met Office weather warnings, groups and individuals may self-register for warnings and other updates by following the instructions available via this link .	Head of Service Highways	To be completed by Dec 2020.	Complete

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


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S7	Creating a culvert policy with a view to it being adopted by all district councils in Lancashire as a supplementary planning document.	Draft policy already prepared. To be reviewed and used as the basis of internal and external consultation. Timescales to adopt a culvert policy will depend on consultation responses, so not necessarily a short-term measure.	Head of Service Highways	Consultation was requested to be completed by March 2021; timescale adjusted to 2022/23.	In progress Undertaking policy updates for watercourse consenting and enforcement, and for flooding investigations. This action will be progressed alongside these policy reviews.
S8	Writing to the Secretary of State for Environment, Food and Rural Affairs to request that Network Rail, Highways England, Canal and River Trust, Limited Companies appointed by Ofwat (New Appointments and Variations) and property management companies become Risk Management Authorities and to collaborate with the Local Government Association on this matter. In addition to give consideration to request district councils in Lancashire to develop relationships with those organisations and to invite them to future Making Space for Water meetings and any other flood risk management related events and meetings.	Work with the district councils will be progressed through the existing partnership meetings. Letter to be prepared and issued in accordance with Lancashire County Council procedures.	Head of Service Highways	To be completed by Dec 2020.	Complete
S9	Collaborating with the North West Regional Flood and Coastal Committee and the Local Government Association	The council's Lead Member for Flooding (Cllr Stephen Clarke) has investigated this situation with United Utilities plc, and has	Lead Member for Flooding	Ongoing.	Complete

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


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	in writing to the Secretary of State for Housing, Communities and Local Government to request that right of connection, mandatory adoption and water companies as statutory consultees on planning applications be reviewed.	submitted a brief report and recommendations to the Chair of the North West Regional Flood and Coastal Committee NW RFCC). He will progress further activity for Lancashire County Council subject to the decisions of the NW RFCC.			
S10	Writing to the Secretary of State for Housing, Communities and Local Government expressing concern that approved surface water drainage provisions including sustainable drainage systems (SuDS) are not being implemented within developments as approved through the planning process, and that additional resources or legal provisions are required so that implementation of surface water drainage systems within new developments including SuDS can be properly monitored and enforced and to collaborate with the Local Government Association on this matter.	Letter to be prepared and issued in accordance with Lancashire County Council procedures.	Head of Service Highways	To be completed by Dec 2020.	Complete
S11	Writing to the Secretary of State for Environment, Food and Rural Affairs to consider publishing consistent guidance on when flood resilience grants would be made available to flooded homes and businesses for the installation of property	Letter to be prepared and issued in accordance with Lancashire County Council procedures.	Head of Service Highways	To be completed by Dec 2020.	Complete

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	resilience measures and to collaborate with the Local Government Association on this matter.				
S12	Writing to the Secretary of State for Housing, Communities and Local Government asking that he collaborates with the Local Government Association over potential amendments to the National Planning Policy Framework so that LLFAs be paid to carry out developers' Flood Risk Assessments so that development proposals will accommodate consistent practice and sustainable management of local drainage conditions and flood risk within and outside of all development sites.	Letter to be prepared and issued in accordance with Lancashire County Council procedures.	Head of Service Highways	To be completed by Dec 2020.	Complete
S13	Engaging with United Utilities to agree a mechanism for receiving advice on SuDS that are planned in a particular application that might be at a level to be adopted.	United Utilities plc has launched its SuDS adoption procedures (April 2020). The NW RFCC has engaged with all local planning authorities in the region to promote take-up, and to establish a pro-forma to enable standardised assessment of developers SuDS proposals. Lancashire County Council will continue to engage with these processes as 'business as normal'.	Highways Service Manager – Infrastructure to monitor.	Ongoing.	Complete

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S14	Promoting the educational programme established by United Utilities via the Lancashire County Council Schools' Portal.	The Head of Service Highways will facilitate the necessary discussions between United Utilities and Lancashire County Council Education Service to enable decisions on this to be made by the appropriate decision-makers.	Head of Service Highways	Introductions to be made by October 2020 – Recommended this be set back to October 2021 in recognition of schools' Coronavirus management demands.	Complete Schools have been informed of this opportunity, also of additional Key Stage 2 material produced by the NW RFCC available direct from the Flood Hub.
	Medium term				
M1	Collaborating with all Risk Management Authorities to formalise the walk-around offer currently offered in a limited manner within the Environment Agency and to notify all local flood action groups of its launch.	Already triggered by local business need through Making Space for Water partnerships. Flood Action Groups to be contacted and assured this will continue.	Highways Service Manager – Infrastructure	In place by September 2020.	Complete
M2	Promoting the flood risk management pre-application service.	The Highways Service Manager – Infrastructure has commissioned a review of the pre-app service and charges, seeking to promote it more positively alongside pre-application services provided for highways advice. Improvements will be established once the review concludes.	Highways Service Manager - Infrastructure	In place by December 2020.	Complete
M3	Producing a guide on how to setup a local flood action group to enable those people who wish to do so and for existing groups to flourish. It is suggested that the guide should include a template constitution;	The additional resource required to achieve this will be taken into account in the reviews identified in response to recommendation S5 above.	Highways Service Manager - Infrastructure	To be completed during 2021/22.	Complete Advice available from the Flood Hub.

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	advice on creating emergency plans and who to share these with; key contacts and advice on who to build working relationships with and examples of what funding could be used for and for the guide to be publicised and shared with all tiers of councils and councillors, Risk Management Authorities, and libraries throughout Lancashire.				
M4	The flood risk management team assessing every project for the scope to include upstream storage and increasing natural flood risk management activities.	This is a significant piece of work, beyond a simple design check, requiring cross-service collaboration. The Head of Service Highways will identify key stakeholders to take forward as a corporate initiative.	Head of Service Highways	To be completed during 2022/23.	In Progress
M5	Providing maximum surface water attenuation for new highways sponsored by Lancashire County Council through the implementation of tree pits and other attenuation features.	The relevant Head of Service to hold an internal review to identify current best practice	Head of Service Highways	To be completed during 2022/23.	In Progress
M6	Reviewing how powers can be delegated to enable local flood action groups to place road closure and other related signage on the highways in the event of a flood.	This proposal raises significant health and safety and legislative risks for all parties. The Head of Service Highways will review options including identifying any current practices elsewhere in the country.	Head of Service Highways	Target was March 2021. Recommend this is extended to 2021/22 in recognition of the significance of the legal and safety issues.	In Progress Lancashire County Council Highways have established a pilot project to be pursued March 2022.
M7	Exploring opportunities with the Fire and Rescue Service to embed a flood preparedness	The Head of Service Highways will facilitate a discussion with the appropriate officers of the	Highways Service	Timescale was March 2021; adjusted to 2021/22 to	Complete

RAG Key



Halted/problems






Newly revised dates



Complete/going to plan




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	element to their existing fire safety checks in homes.	Fire and Rescue Service to enable the feasibility of this recommendations to be explored and taken forward if possible.	Manager - Infrastructure	accommodate resources review by all parties.	Opportunities have been discussed. Identified that Lancashire Fire and Rescue Service (LFRS) have core role relating to fire and rescue; there is a significant resource implication for adding 'home flood safety' to the activity, and a risk of giving an incorrect message suggesting that LFRS might intervene to prevent flood waters ingressing. Other opportunities for public information and awareness will be pursued through the Flood Hub.
M8	Write to all district councils in Lancashire to request that all future agendas for Making Space for Water meetings include an opportunity for local flood action groups to address those meetings and raise any issues of concern; and to publicise dates of all future meetings on their websites.	The Making Space for Water meetings in Lancashire are the established forum for technical partners to discuss matters of common concern within a district area. They are not generally open to members of the public, community groups or their elected representatives, to ensure technical progress is shared and made on matters of joint concern which of necessity includes sharing of confidential data. Flood action groups are always welcome to raise queries direct with the drainage authorities for a	Highways Service Manager - Infrastructure	Timescale was March 2021; adjusted to 2022/23 to accommodate resourcing needs for this activity.	In Progress February 2021: the NW RFCC announced a change to the Partnership Coordination role, and a key Flood Risk Management team member announced their planned resignation effective May 2021. These circumstances mean that Lancashire County Council resources for this

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		joint response outside of Making Space for Water meetings.			activity have to be reviewed and redirected to ensure all aspirations are reflected by any changes in the Making Space for Water format.
M9	Write to all Risk Management Authorities to take steps to: a) Enable local flood action groups to contribute a local touch to funding applications for large scale projects submitted by them. b) Consult with local flood action groups as an essential step in the decision-making process on flood risk management project planning.	This recommendation will be discussed with all impacted flood risk partner organisations and progressed through the tactical partnership meetings.	Highways Service Manager - Infrastructure	Timescale was March 2021; adjusted to 2021/22 to accommodate resourcing needs for this activity.	Complete Local community consultation is now built into Lancashire County Council Flood Risk Management project procedures, also to United Utilities plc and Environment Agency project management procedures.
M10	Hold an annual forum/ conference/ workshop/ scrutiny inquiry or symposium to invite and bring together all the Risk Management Authorities and local flood action groups across Lancashire to discuss flood risk management and preparedness matters. This could be facilitated by the External Scrutiny Committee in its obligation to scrutinise flood risk management on an annual basis.	The benefits of this are recognised. Unfortunately, this is an action that can not easily be delivered remotely. The Highways Service Manager – Infrastructure will research options with other LLFAs and develop proposals to hold a future event when safe to do so.	Highways Service Manager - Infrastructure	To be completed during 22/23	In Progress Linked to M8 above.
M11	Exploring opportunities to utilise social media platforms,	The Flood Risk Management team currently circulates	Highways Service	Ongoing	In Progress

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	'In the Know' alerts or other real-time communication sources to provide preparedness and action messages around flood and weather warnings, successes, and post-event advice supplementary to any Met Office forecast, warnings, and advice issued.	Met Office weather warnings and other general communications messages relating to flood risk on an informal basis with flood action groups and other community groups who have asked to be included. It is acknowledged that more work should be done to make the communications with the team as meaningful as possible and to work with new and forthcoming technological advances. A lead officer will be nominated within the team to develop and deliver initiatives.	Manager - Infrastructure		Data and Communications Officer is progressing.
M12	Collaborating with all Risk Management Authorities' communications teams and Newground Community Interest Company to explore opportunities to display flood resilience information where there is high foot fall in public spaces and buildings; via social media platforms.	Whilst the country manages the Coronavirus crisis, physical communication measures are considered to be unreliable and have a low priority. It is acknowledged that more work should be done with physical measures to complement the emerging digital communication channels identified in M11 above. A lead officer will be nominated within the team to develop and deliver initiatives.	Highways Service Manager - Infrastructure	Ongoing	In Progress Data and Communications Officer is progressing.
*** complete? RVC to check with Kevin Topping M13	Reviewing accessibility of emergency respite centres and other activities taking account of children and pets.	The Head of Service Highways will raise this issue through the Lancashire Resilience Forum to enable the Rest Centre procedures to be reviewed and adapted where appropriate.	Head of Service Highways	To be completed during 2021/22.	In Progress Agenda item proposed for next meeting of the Lancashire Resilience Forum Community Resilience Group (March 2021).

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	Long term				
L1	<p>Taking steps to integrate culvert locations including those identified under rights of way within the county council's Highways Asset Management System (HAMS). Should no solution be found, to then consider the implementation of an alternative web application/ software suitable for the task and capable of integrating with HAMS.</p> <p>Funding a temporary post to support the recording of culvert location data into HAMS.</p>	<p>Initial investigations have identified that a Geographical Information System (GIS) product is required as HAMS does not offer a sustainable solution to this need. The operational requirements a suitable GIS product are to be considered and a corporate solution developed.</p>	Head of Service Highways	Ongoing. To be completed during 2022/23.	<p>In Progress</p> <p>New ways of working with GIS are under review between officers and the corporate GIS team, and new systems are expected in 2022/23.</p>
L2	<p>Collaborating with the Country Land and Business Association (CLA) and the National Farmers' Union (NFU) to encourage their members from Lancashire to report locations of any known (historic) culverts to assist the county council in developing its flood risk asset register. This could be carried out on a district-by-district basis.</p>	<p>The Head of Service Highways will facilitate the necessary discussions with these organisations, to establish a procedure for simple reporting mechanisms to capture new information on culverted watercourses. The same mechanism can then be used to capture and record information received from any source.</p>	Head of Service Highways	To be completed during 2022/23.	<p>In Progress</p> <p>Officers are developing the GIS specification to store and use this data.</p>
L3	<p>Collaborating with United Utilities and district councils to find suitable and reliable mechanisms for enforcing current regulations on impermeable paving of front gardens.</p>	<p>The Head of Service Highways will facilitate the necessary discussions with the local planning authorities.</p>	Head of Service Highways	To be completed during 2022/23.	<p>In Progress</p> <p>Progress underway through work with the NW RFCC and United Utilities plc.</p>

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L4	Exploring the possibility of establishing shared or pooled budgets for contribution by Risk Management Authorities on complex flood risk management projects as and when needed.	There is a mature understanding locally, regionally, and nationally that many benefits can be unlocked by sustainable flood risk management schemes including economic or job security, continuity of public services including education and transport, health and wellbeing, and habitat/conservation. All potential beneficiaries from a flood risk management scheme are engaged and bespoke funding structures are designed to share or pool the available funds and to maximise the achievable benefits. We commit to maintaining and developing this approach.	Head of Service Highways	Complete.	<p style="text-align: center;">Complete</p> <p>Driven through partnership funding requirements of the Flood and Coastal Erosion Risk Management Grant in Aid (national funding programme from the Department for Environment, Food and Rural Affairs).</p>
L5	Exploring the possibility of a shared casework system to which all Risk Management Authorities could access and contribute to.	Each drainage authority has its own legal obligations and corporate commitments, with casework systems developed to deliver these and to provide performance data for the individual organisations. We share data relating to shared interests between the relevant Risk Management Authorities under a formal data-sharing protocol, which also protects personal data from being shared inappropriately. Shared caseworks requiring more attention are also considered in the operational partnership meetings. These arrangements	Head of Service Highways	Complete.	<p style="text-align: center;">Complete</p> <p>Captured through operational partnership 'issues and actions' logs.</p>

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		are continuously reviewed and adapted where all parties affected can agree the changes.			
L6	Where appropriate encouraging relevant district councils to establish Internal Drainage Boards should the relevant bills in Parliament receive Royal Assent (Environment Bill and Rivers Authorities and Land Drainage Bill).	When new legislation is in force, the Head of Service Highways will work with all affected partners to progress Internal Drainage Boards or Surface Water Management Boards where these will work to reduce flood risk for homes, properties, and agricultural land.	Head of Service Highways	Complete.	<p style="text-align: center;">Complete (Subject to developing Environment Agency project)</p> <p>Current relevant parties have been briefed, and relationships with Association of Drainage Authorities are established to support progress at the appropriate time.</p>

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