

## Appendix 1

| Rec No | Recommendations Local Authority Lead   | Delivery timetable           | Proposed Action   | Additional Notes  | Local Authority Impacted  |
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| 7      | <p>There should be a presumption against building in high flood risk areas, in accordance with PPS25, including giving consideration to all sources of flood risk, and ensuring that developers make a full contribution to the costs both of building and maintaining any necessary defences.</p> | <p>Beginning immediately</p> | <p>Planning applications are already subject to the requirements of PPS25. Section 106 mechanisms are used to ensure infrastructure is managed and maintained.</p> <p>SCDC was one of the first authorities to prepare a Strategic Flood Risk Assessment in 2005 and this recommendation confirms the guidance given in PPS 25. A review of the SFRA is now planned (lead by Planning Policy team), which will include consideration of ALL sources of flood risk and should be district wide. This will be used in the review of the LDF Core Strategy and future plan documents to locate planned development appropriately.</p> <p>Cambridgeshire Horizons is leading production of a Water Cycle Strategy, to address all water infrastructure related issues surrounding the major developments. This includes</p> | <p>Updating the FLOWS Drainage Database.</p> <p>No new Government funding will be available to help implement this recommendation, as it is already a requirement under PPS 25.</p> | <p>SCDC will need to prepare the SFRA, and continue to address planning applications appropriately.</p> |

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|    |   |             | input from a range of stakeholders, including water companies and the Environment Agency. SCDC should continue to support the project.  |   |                |
| 12 | All local authorities should extend eligibility for home improvement grants and loans to include flood resistance and resilience products for properties in high flood-risk areas.                                      | By end 2010 | Defra Household Level Grant Scheme provides potential funding for the provision of flood resistance and resilience products in high-risk areas. District grant provision policy could shift resources to this area to fulfil this recommendation, however without further government funding this may impact upon the Council's ability to support other essential home improvements such as the replacement of old boilers for new energy efficient equipment. SCDC must produce advice and support. | Home improvement grants and loans policy review | District issue |
| 13 | Local authorities, in discharging their responsibilities under the Civil Contingencies Act 2004 to promote business continuity, should encourage the take-up of property flood resistance and resilience by businesses. | By end 2008 | Under the Civil Contingencies Act 2004, SCDC has a duty to provide advice and guidance to the local business community to encourage the creation and maintenance of Business Continuity Plans (BCP). Information and assistance for   | Flood Awareness Programme                       | County lead    |

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|    |  |             | <p>businesses on preparing their own BCPs can be found on the SCDC website. Information can also be found on the Cambridgeshire &amp; Peterborough Local Resilience Forum Website (<a href="http://www.cplrf.org.uk">www.cplrf.org.uk</a>). South Cambridgeshire District Council, through the CPLRF Economic Resilience and Business Continuity Sub-Group, actively support and encouraging local business to prepare BCPs through a series of workshop type events and links with the local Chamber of Commerce and other business organisations.</p> |   |             |
| 14 | Local authorities should lead on the management of local flood risk, with the support of the relevant organisations. | By end 2010 | <p>It is proposed to place new responsibilities on local authorities particularly with regard to surface runoff and groundwater flooding. The Government intends to give County and Unitary authorities the lead role in dealing with these, but will expect District Councils and others to form partnerships arrangements to secure effective and consistent management of local flood risk.</p>  | <p>Multi-Agency Flood plan. This recommendation will require primary legislation and Government proposals will be set out in the draft Floods and Water Bill due to be published in Spring 2009. However, it is expected the partnership arrangements will be in place prior to the introduction of the new legislation.</p> <p>Funding for this recommendation will be</p> | County lead |

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|    |  |                       |  | set out in the draft Floods and Water Bill.  |  |
| 15 | Local authorities should positively tackle local problems of flooding by working with all relevant parties, establishing ownership and legal responsibility.             | Beginning immediately | The County Council will ensure that the Drainage Database (FLOWWS) is accurate and up to date. However, SCDC must ensure all changes and up to date information is provided to the County to facilitate the retention of accurate and relevant information.<br>Primary legislation will be set out in the draft Floods and Water Bill. However, Government expects local authorities to take this recommendation forward within current legislative and administrative arrangements. | Updating the FLOWWS Drainage Database. Funding for this recommendation will be set out in the draft Floods and Water Bill. | County will be lead but will affect SCDC as will need to ensure accurate information, updated regularly. |
| 16 | Local authorities should collate and map the main flood risk management and drainage assets (over and underground), including a record of their ownership and condition. | In place by end 2010  | The County Council will ensure that the Drainage Database (FLOWWS) is accurate and up to date. However, SCDC must ensure all changes and up to date information is provided to the County to facilitate the retention of accurate and relevant information.<br>Primary legislation will be set out in the draft Floods and Water Bill. However, Government expects local authorities to take this  | Updating the FLOWWS Drainage Database. Funding for this recommendation will be set out in the draft Floods and Water Bill. | County will be lead but will effect SCDC as will need to ensure accurate information, updated regularly. |

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|    |   |  | recommendation forward within current legislative and administrative arrangements.  |   |                   |
| 17 | All relevant organizations should have a duty to share information and co-operate with local authorities and the Environment Agency to facilitate the management of flood risk. | Beginning immediately                    | Details will be set out in the draft Floods and Water Bill. However, Government expects local authorities to take this recommendation forward within current legislative and administrative structures.   | Funding for this recommendation will be set out in the draft Floods and Water Bill. | County & District |
| 18 | Local Surface Water Management Plans, as set out under PPS25 and coordinated by local authorities, should provide the basis for managing all local flood risk.                  | Surface Water Management Plans completed | <p>The requirement of Local 'Surface Water Management Plans' will be covered in the Multi-Agency Flood Plan that the County Council is in the process of reviewing.</p> <p>Will become a requirement through the Floods and Water Bill. The Government indicate that new burdens of delivery of these plans will be fully funded by DEFRA, who are currently funding studies in priority areas.</p> <p>Government guidance on what should be included in a SWMP is still being prepared.</p> <p>The Water Cycle Strategy, including the coordination of infrastructure delivery and providing a framework for</p> |   | County & District |

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|    |   |   | preventing future problems, is already covering many aspects of what is likely to be required by a SWMP.   |  |                   |
| 19 | Local authorities should assess and, if appropriate, enhance their technical capabilities to deliver a wide range of responsibilities in relation to local flood risk management. | Beginning immediately, completed to support new statutory duties by end 2010. | <p>South Cambridgeshire District Council through the Drainage Manager and the Awarded Watercourses workforce has a technical capability not available to many other authorities. SCDC will have to assess the sufficiency of this capability especially in light of the tendering process currently being undertaken.</p> <p>The authority should also ensure that the community has knowledge with regards to flooding, i.e. policy regarding the distribution of sandbags, evacuation arrangements, self-help advice etc.</p> <p>Details will be set out in the draft Floods and Water Bill.</p> <p>However, Government expects local authorities to assess their current capability and begin making the necessary plans for taking on their flood risk management role ahead of legislation.</p> | <p>Funding for this recommendation will be set out in the draft Floods and Water Bill.</p> <p>Outcome of the tendering of the Awards Service likely to be known in the summer.</p> | County & District |

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| 20 | Ownership and maintenance of SUDS  | Not Known                    | <p>Government expects local authorities to adopt Sustainable Urban Drainage Systems (SUDS) in the future. County and Unitary authorities to take formal responsibility for adoption, but may enter into formal arrangements with the District Councils or others that reflect local circumstances and type of SUDS.</p> <p>The full proposals will be set out in the draft Floods and Water Bill – Spring 2009.</p> | Funding for this recommendation will be set out in the draft Floods and Water Bill. | County & District |
| 38 | Local authorities should establish mutual aid agreements in accordance with the guidance currently being prepared by the Local Government Association and the Cabinet Office.    | Guidance issued by end 2008. | Cambridgeshire District Councils have arrangements in place to provide mutual aid in times of crisis. Wider mutual aid agreements are coordinated at a County Council level. There is now a formal Mutual Aid Agreement with Hertfordshire and further agreements will be explored between other neighbouring County authorities.   | Mutual Aid Agreement  | County leading    |
| 41 | Upper tier local authorities should be the lead responders in relation to multiagency planning for severe weather emergencies at the local level and for triggering multi-agency | By end 2008.                 | <p>Flood Plan rewrite<br/>Cross ref to Rec. 14<br/>Develop trigger criteria and mechanism (Weather, flood warnings, tidal, saturation levels)</p>   | Written into Flood Plan   | County lead       |

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|    | arrangements in response to severe weather warnings and local impact assessments.  |                                    | Identify what extra info needed for flood plan.  |   |   |
| 66 | Local authority contact centres should take the lead in dealing with general enquiries from the public during and after major flooding, redirecting calls to other organisations when appropriate.                   | Arrangements in place by end 2008. | South Cambridgeshire District Council needs to ensure that the Contact Centre has been provided with a Q&A script. SCDC should also continue to ensure that their website Public Information pages are kept up to date and that the links to other relevant sites are maintained such as the Environment and Highways agencies. Information can also be found on the Cambridgeshire & Peterborough Local Resilience Forum Website. | Contact Centres   | County / SCDC through the Contact Centre.                     |
| 68 | Council leaders and chief executives should play a prominent role in public reassurance and advice through the local media during a flooding emergency, as part of a coordinated effort overseen by Gold Commanders. | Beginning immediately, ongoing.    | South Cambridgeshire District Council needs to ensure that the Council Members are aware of flooding issues and are kept informed. This can be achieved via briefings sessions, as required.   | Members   | District & County – Ensure Councillors are aware – briefings. |
| 72 | Local response and recovery coordinating groups should ensure that health and wellbeing support is readily   | Support available by October 2008. | Create separate Recovery Plan 'Annex'. To cover Psycho-Social effect, which includes effects of flooding,  | Annex to the County Council's Recovery Plan Environmental Health input required | County lead   |

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|    | available to those affected by flooding based on the advice developed by the Department of Health.   |  | link in with PCT.   |                                     |             |
| 74 | The monitoring of the impact of flooding on the health and wellbeing of people, and actions to mitigate and manage the effects, should form a systematic part of the work of Recovery Coordinating Groups. | Monitoring arrangements by October 2008. | Resourcing during and after event, establish liaison with PCT / Records Dept / GP's. Disease flag up to laboratory for early identification of any diseases. Mental health Trust. D of H. | Environmental Health input required | County lead |
| 76 | Local authorities should coordinate a systematic programme of community engagement in their area during the recovery phase.  | Programme developed by end 2008.         | Liaise with Warning & Informing Group and Recovery Planning. Generic part of 'Recovery'.  |                                     | County lead |
| 77 | National and local Recovery Coordinating Groups should be established from the outset of major emergencies and in due course there should be formal handover from the crisis machinery.                    | Beginning immediately.                   | Pre-identify specific and specialist officer functions in Recovery Plan.  |                                     | County lead |
| 78 | Aims and objectives for the recovery phase should be agreed at the outset by Recovery Coordinating Groups to provide focus and enable orderly transition into  | Beginning immediately.                   | Generic Aims in Flood Plan, ie Protect life and property.   |                                     | County lead |

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|    | mainstream programmes when multi-agency coordination of recovery is no longer required.  |                                    |   |                           |  |
| 83 | Local authorities should continue to make arrangements to bear the cost of recovery for all but the most exceptional emergencies, and should revisit their reserves and insurance arrangements in light of last summer's floods. | Arrangements in place by end 2008. | SCDC self-insures to cover the infrastructure of its Local Authority housing stock. Insurance to cover personal possessions should not have an impact on SCDC, as individuals are encouraged under the tenancy agreement to ensure they have adequate contents insurance. Unless, residents could prove the Council's negligence resulted in their home being flooded, there would be no liability to replace personal possessions. | Insurance – Recovery Plan | County & District – Additional burden on budget.           |
| 85 | Local Recovery Coordination Groups should make early recommendations to elected local authority members about longer-term regeneration and economic development opportunities.   | Beginning immediately.             | The County Council are leading on behalf of all Cambridgeshire District Councils in the production of a Recovery Plan. SCDC Members would need to attend an information briefing on Recovery to raise awareness of the potential issues and role Members could play to aid the Recovery process. Following the production of the County Plan, SCDC will produce a local   | Recovery Plan             | County lead District – elected members attending briefings |

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|    |  |                        | recovery strategy that will form part of he Council's Emergency Planning Manual.   |   |   |
| 90 | All upper tier local authorities should establish Oversight and Scrutiny Committees to review work by public sector bodies and essential service providers in order to manage flood risk, underpinned by a legal requirement to cooperate and share information. | Established June 2009. | County Council has allocated £200,000 budget to the Pitt Report project and a project leader has been appointed to lead the County response. There is also a review of the County Council scrutiny arrangements being conducted at the moment. | Upper Tier Local Authorities, but opportunity exists for joint working. | County with possible District joint working |
| 91 | Each Oversight and Scrutiny Committee should prepare an annual summary of actions taken locally to manage flood risk and implement this Review, and these reports should be public and reviewed by Government Offices and the Environment Agency.                | Implemented June 2009. | There is a review of the County Council scrutiny arrangements being conducted at the moment.   |   | County only<br>No impact for District       |