

# North Tyneside Council

## Report to Cabinet

### Date: 14 January 2013

ITEM 7(g)

Title: Flooding Task and  
Finish Group Final Report

Portfolio(s): Elected Mayor

Cabinet Member(s): Mrs Linda Arkley

Report from : Flooding Task and Finish Group

Wards affected: All

#### 1.1 Purpose:

The purpose of this report is to update Cabinet on the progress of the Task and Finish Group, and present its final recommendations.

#### 1.2 Recommendation(s):

It is recommended that Cabinet:

- (1) agree the Task and Finish Group's Final Recommendations and Next Step Report, as attached at Appendix 1; and
- (2) duly authorise the Council Lead Officers identified in the Action Plan at Appendix 1, Annex C, in consultation with the Elected Mayor, to take forward the necessary actions to progress the respective activities attributed to them in the Plan.

#### 1.3 Forward plan:

This report has not been subject to the requisite 28 days notice on the Forward Plan. This was due to the timing of the final meeting of the Flooding Task and Finish Group at which the final recommendations were agreed.

#### 1.4 Council plan and policy framework:

This report, as with the previous Cabinet report from the Flooding Task and Finish Group of 12 November 2012 (at Appendix 1, Annex A), relates to the following themes/programmes/projects in the Sustainable Community Strategy 2010-13: Quality of Life, Sense of Place; and to the following themes of the Council's Performance Framework: Housing (Tenant Services), Health and Wellbeing, Street Scene.

#### 1.5 Information:

On 28<sup>th</sup> June 2012, North Tyneside was subject to a Super Cell Storm. This was the most significant pluvial flooding event for some time. Over 200 homes were

affected, business was disrupted and there was a major impact on the transport infrastructure.

On 26<sup>th</sup> July 2012, the Elected Mayor called for a cross party, all-partner Flooding Task and Finish Group to look at the Borough's preparation for such an event, examine the response and recovery as well as to consider what more could be done in North Tyneside to live with the consequences of rising numbers of pluvial flooding incidents.

Subsequent to that call there was a further flooding incident on 25<sup>th</sup> September 2012. While not at all to the same level as the June storm, it still meant some people in North Tyneside saw their homes flooded once more.

On the 26<sup>th</sup> and 27<sup>th</sup> of November the borough experienced further flooding. While only a very small number of homes were affected, significant effort went into protecting homes and the Woodlawn and Langdale schools site.

## **1.6 Decision options:**

The following decision options are available for consideration by Cabinet:

### Option 1

Cabinet may agree the recommendation at paragraph 1.2.

### Option 2

Cabinet may not approve the recommendation at paragraph 1.2.

Option 1 is the recommended option.

## **1.7 Reasons for recommended option:**

Option 1 is recommended because this will ensure that the recommendations of the Flooding Task and Finish Group move forward quickly.

## **1.8 Appendices:**

Appendix 1 – Task and Finish Group Final Recommendations and Next Steps report

## **1.9 Contact officers:**

Paul Hanson - Strategic Director Community Services Tel: 0191 643 7000

Ken Wilson - Head of Regeneration, Development and Regulatory Services  
Tel: 0191 643 6091

Phil Scott - Head of Environmental Services Tel: 0191 643 7295

Jacqueline Laughton - Strategic Manager Policy & Partnerships Tel: 0191 643 7070

Alison Campbell – Finance Business Manager, Tel 0191 643 7038

## **1.10 Background information:**

None.

## **PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING**

### **2.1 Finance and other resources**

The costs of the flood events during the year were included in the Financial Management Report to the meeting of Cabinet on 12 November 2012 (at Appendix 1, Annex A). The recommendations suggested by the Task and Finish Group has identified solutions which require some additional capital and revenue funding during 2012/13.

Revenue funding is required for items such as additional personal protective clothing, flood defence materials and additional gully cleaning capacity. At the meeting on 12 November 2012, Cabinet agreed to £0.096m of the Area Forum revenue budget to be vired across to fund this spend, in addition to £0.100m of New Homes Bonus grant money.

In addition, there is £0.092m Capital funding that is as yet uncommitted in the Area Forums' Environmental budgets and Cabinet agreed the virement of this funding into the flood prevention and response surface water management improvement work agreed by the Flooding Task and Finish Group.

Following these virements, it is anticipated that the costs of the recommendations of the Task and Finish Group can be contained within existing budgets for 2012/13. If this is not the case, any proposals requiring additional resources will be reported back to Cabinet for a decision before expenditure is incurred.

Business cases for future capital and revenue spend are being considered as part of the 2013-15 Budget setting process.

### **2.2 Legal**

The Council's legislative responsibilities in relation to flood management are set out in paragraph 1.5.5.1 of the Cabinet report of 12 November 2012 at Appendix 1, Annex A.

### **2.3 Consultation/community engagement**

#### **2.3.1 Internal Consultation**

The work undertaken and to be undertaken by Members of the Flood Task and Finish Group, and its sub groups, forms a key strand of the report. The Elected Mayor met with the Chairs of the Area Forums who agreed to the virement of the Area Forum Environmental Budget.

#### **2.3.2 External Consultation/Engagement**

Around 700 residents who were directly affected by the floods in June and September 2012 have been kept informed. External consultation has also been undertaken via the members of the Flood Task and Finish Group, and its sub

groups – including Northumbria Water, Environment Agency, Nexus, Northumbria Police and the Tyne and Wear Fire and Rescue Service and information has been shared at Area Forums.

#### **2.4 Human rights**

There are no human rights implications directly arising from this report.

#### **2.5 Equalities and diversity**

There are no equalities and diversity implications directly arising from this report.

#### **2.6 Risk management**

Without this work, there is an increased risk that the Council will not have a fully developed Flood Action Plan to deal with any future flooding events.

#### **2.7 Crime and disorder**

There are no crime and disorder issues arising from this report.

#### **2.8 Environment and sustainability**

It is anticipated that the recommendations from the Flooding Task and Finish Group that will have a positive impact on the environment of North Tyneside, and the sustainability of communities owing to improved Surface Water Management Plans.

### **PART 3**

#### **PART 3 - SIGN OFF**

- Chief Executive
- Strategic Director(s)
- Mayor/Cabinet Member(s)
- Chief Finance Officer
- Monitoring Officer
- Strategic Manager Policy and Partnerships



**North Tyneside Council**

**To:** Flood Task Group Members

# Briefing

**Authors:** Ken Wilson, Phil Scott,  
Jacqueline Laughton and Paul Hanson

**Cc:** Graham Haywood, Chief Executive

**Date:** 6<sup>th</sup> December 2012

**Title of Briefing: Task and Finish Group Final Recommendations  
and Next Steps**

**Issue**

1. This note summarises the progress made so far by the Task Group and presents some draft, final recommendations and next steps for the Group to consider. The note deliberately restates some matters of background and process for completeness.

**Background**

2. On 28<sup>th</sup> June 2012, North Tyneside was subject to a Super Cell Storm. This was the most significant pluvial flooding event for some time. Over 200 homes were affected, business was disrupted and there was a major impact on the transport infrastructure.
3. On 26<sup>th</sup> July 2012, Linda Arkley, called for an all-party, all-partner Flooding Task and Finish Group to look at the Borough's preparation for such an event, examine the response and recovery as well as considering what more could be done in North Tyneside to live with the consequences of rising numbers of pluvial flooding incidents.
4. Subsequent to that call there was a further flooding incident on 25<sup>th</sup> September 2012. While not at all to the same level as the June storm, it still meant some North Tynesiders saw their homes flooded once more.
5. On the 26<sup>th</sup> and 27<sup>th</sup> of November the borough experienced further flooding while only a very small number of homes were involved significant effort went into protecting homes and the Woodlawn and Langdale schools site.

## Task Group Arrangements

6. The Task Group met for the first time on 15<sup>th</sup> August. At that meeting the Task Group confirmed its membership and its terms of reference. The Task Group also considered the response to the incident and the Flood Recovery Management Plan.
7. The Task Group met for the second time on 6<sup>th</sup> September. At that meeting the Task Group considered progress in responding to the incident including understanding the approach adopted by North Tyneside Homes to make sure tenants returned to their homes as quickly as possible. The Task Group agreed to establish four sub-groups on order to structure the analytical and planning work required for the Group to reach some useful conclusions. They were
  - 7.1. **Existing surface water management maintenance regimes and investment plans;** a group considering what is already in place. Led by Ken Wilson, Head of Regeneration, Development and Regulatory Services for North Tyneside Council
  - 7.2. **The individual roles and responsibilities of each organisation;** a group confirming each partner's roles and responsibilities led by Ian Lillie, Project Engineer, Council Buildings, North Tyneside Council
  - 7.3. **The Council's preparedness;** a group considering what the Council did and what more it might do led by North Tyneside Council's Silver Commander, Phil Scott, Head of Environmental Services, North Tyneside Council
  - 7.4. **Community preparedness;** a group looking at what advice is available and what individuals, communities and businesses can do to prepare to live with flooding events. This is being led by Phil Scott with support from Jacqueline Laughton, Strategic Manager, Policy and Partnerships, North Tyneside Council.
8. The Task Group met for the third time on 11<sup>th</sup> October. At that meeting the Group considered
  - Progress made by each sub group
  - The emerging messages from each sub group
  - The work still to do in those sub groups
  - The outcomes the Group felt residents and businesses wanted to see from the partnership work done on flooding and surface water management; and
  - A proposed approach to working in partnership into the future.
9. On the 12<sup>th</sup> November, the Elected Mayor presented that progress to Cabinet who agreed a set of recommendations which will support this work moving forward.
10. Those recommendations were that Cabinet
  - 10.1. Note the information relating to the progress of the Flooding Task and Finish Group
  - 10.2. Note the proposed next steps of the Flooding Task and Finish Group and its sub groups
  - 10.3. Consider the virement of £0.096m Revenue funding and £0.092m Capital funding from the 2012/13 Area Forums environmental budget

- 10.4. Agree the Council policy on Risk Management Approach to Flood Response
  - 10.5. Acknowledge the Council Motion of 25 October 2012
  - 10.6. Agree that the Elected Mayor meet with Northumbrian Water Limited to discuss the original development in the Preston Ward area.
11. The Cabinet Report is included at Annex A.

### **Final recommendations against the agreed outcomes**

12. In reaching a draft set of recommendations for the Task Group to consider we have taken a very straight forward approach. We have looked at the work of the sub groups and the outcomes agreed to be important to residents and businesses and made sure there were practical steps to be taken in each area.
13. Task Group Members will remember those outcomes, agreed at the meeting held on 11 October 2012, were

#### **13.1. Visible Preparation and Management**

The residents, communities and businesses of North Tyneside need to be able to see that the Council and its partners play their appropriate part in preparing for flooding and managing surface water in a manner that mitigates the risks of pluvial flooding. North Tyneside residents and businesses need to see that the Council and partners take flooding seriously and work hard to mitigate the risks.

#### **13.2. Community Awareness and Resilience**

The Council and its partners, especially the Community and Voluntary Sector need to work together to help residents, communities and businesses understand the risks, the intelligence available to them and what they can do to be resilient to flooding. North Tyneside residents and businesses need to feel they know how to cope.

#### **13.3. Understood Response Priorities**

The Council and other Category One Responders under the Civil Contingencies Act 2004 have clear response priorities. For the Council that is the protection of the elderly and the vulnerable. It is clear that is sometimes at odds with other partners' priorities which might be to open the road network for example. North Tyneside residents and businesses need to understand the priorities in a response situation and act accordingly.

#### **13.4. Visible Partnership and Accountability**

The Council and its partners need to be seen to work together and to be accountable for their performance in this area. North Tyneside residents and businesses need to understand who is acting on their behalf and what responsibilities those organisations have.

### **The draft recommendations**

14. The draft recommendations are presented against those outcomes. They are presented in the order they need to occur in managing surface water, drainage and flooding events.

#### **14.1. Visible Partnership and Accountability**

**Recommendation One;** the Council and its partners will establish a Surface Water and Drainage Partnership for North Tyneside ("the Partnership". The draft membership and terms of reference are at Annex B).

**Recommendation Two;** that Partnership will provide regular updates on progress to North Tyneside Council's Cabinet and other bodies as required.

**Recommendation Three;** the Partnership will develop and oversee the Local Flood Risk Management Strategy by maintaining a Development Plan for surface water and drainage research and testing work and an Implementation Plan for the programme of investment in drainage and surface water management implied by the Development Plan. The Partnership will also have oversight of the Council's Surface Water Management Plan.

**Recommendation Four;** the Partnership will develop and maintain a communications plan that keeps residents and businesses, Council Members and partners informed of its work

**Recommendation Five;** the Partnership embarks on a targeted programme of engagement with affected communities in order to explain responsibilities of the partners, explain the action being taken in that community and to support that community in considering how to increase its resilience, including working with other organisations; for example the National Flooding Forum. That engagement should start before the end of the calendar year and will prioritise the areas most affected, including

- Monkseaton
- Dudley
- Shiremoor
- Preston Village
- Longbenton
- Forest Hall

This recommendation recognises that work has already been completed in Means Drive, Burradon, Angus Close Killingworth, Coniston Close, Killingworth, on Davy Bank in Wallsend and on Beach Road in North Shields. And the work planned by the Council at Woodlawn and Langdale Schools.

This engagement will involve ward members – recognising the key role they have to play in supporting local communities to become more resilient and also to support local people in the event of an emergency.



## 14.2. Visible Preparation and Management

**Recommendation Six:** the Partnership will have a public Implementation Plan that clearly shows what drainage and surface water investment is being made and where.

**Recommendation Seven;** the Task and Finish Group asks that North Tyneside Council considers amending planning policy to increase the degree to which both major and minor developments must consider surface water management and drainage. (Suggested Planning Policy amendments were considered at the Task and Finish Group's meeting on 11 October 2012).

**Recommendation Eight;** the Council increases its gully cleaning capacity. This recommendation recognises that an additional 4 500 gullies have been cleaned since the recent incidents.

**Recommendation Nine;** the Partnership will work with local farmers to consider what targeted interventions might improve the risk of surface water run-off causing pluvial flooding.

**Recommendation Ten;** the Council should lead a Flood Season Planning process which matches the Winter Plan process ensuring appropriate measures are in place and exercised before the high risk period begins from May to October.

**Recommendation Eleven;** the Partnership maintains and shares a Capability Catalogue (a list of the resources at each partner's disposal) that is updated each year with the Flood Season Plan.

**Recommendation Twelve;** the Council improves the provision of Personal Protective Equipment to its front-line response team.

**Recommendation Thirteen;** the Council updates its Risk Assessment for working in flood water.

**Recommendation Fourteen;** the Council introduces a Flood Risk Assessment process for all its facilities including schools, to match the Fire Risk Assessment process and to ensure facility managers understand the flood risk to their facility and what they can do to protect it.

**Recommendation Fifteen;** the Council invests in a greater stock of sandbags and alternative barriers but continues to target these at high risk priority sites identified during the preparation and response phase. The Group recognises it is not practical or appropriate to simply deliver sandbags on a general basis.

**Recommendation Sixteen;** the Partnership develops an approach to Neighbourhood Flood Plans that can be used by communities across North Tyneside.

## 14.3. Community Awareness and Resilience

**Recommendation Seventeen;** the Partnership creates and owns a communication plan for and with residents and businesses to help them understand who is responsible for what and what residents, communities and businesses can do to prepare themselves for pluvial flooding.

**Recommendation Eighteen;** the Council provides standard briefing, by Ward; to help Elected Members communicate the risk of flooding and how to manage that risk; helping Elected Members to be clear about their role in any emergency event.

**Recommendation Nineteen;** the Council invests in a stock of airbrick covers to be offered to affected householders based on risk and practical use.

**Recommendation Twenty;** the Council publicises ways for residents and businesses to make sure they are informed of the risks of flooding; for example by taking part in the Environment Agency's Flood Awareness Campaign and encouraging residents to sign up to the alert process: Or via North Tyneside Homes working with new tenants in areas of risk.

**Recommendation Twenty One;** the Partnership creates some design guidance for householders and businesses to help them consider large, medium and small adjustments to their property which will make it more resilient in the event of pluvial flooding.

**Recommendation Twenty Two;** the Council should lead the Partnership in an annual report to Cabinet at the end of each Flood Season with a summary of action taken and any lessons learned.

#### 14.4. **Understood Response Priorities**

**Recommendation Twenty Three;** the Partnership maintains, as part of the Flood Season Plan, a set of individual organisation's priorities and command structures.

**Recommendation Twenty Four;** the Partnership publishes its priorities in the event of an incident helping residents understand what to expect.

#### **Task Group decisions**

15. The Task Group are asked to consider, discuss and agree

- The recommendations
- The proposed lead agencies and officers; and
- The proposed timetable for implementation. All of which is shown as an Action Plan in Annex C.

**Flooding Task and Finish Group  
Report to Cabinet 12<sup>th</sup> November**

**North Tyneside Council  
Report to Cabinet  
Date: 12 November 2012**

**ITEM 7(I)**

Title: Flooding Task and  
Finish Group

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**Portfolio(s): Elected Mayor**

**Cabinet Member(s): Mrs Linda Arkley**

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**Report from Directorate: Community Services**

**Report Author: Paul Hanson**

**Tel: (0191) 643 7000**

**Wards affected: All**

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**PART 1**

**1.11 Purpose:**

The purpose of the report is to inform Cabinet of the progress made so far by the Flooding Task and Finish Group; the emerging messages from its sub groups and explains proposed next steps.

**1.12 Recommendation(s):**

It is recommended that Cabinet:

- (1) Note the information relating to the progress of the Flooding Task and Finish Group and its sub groups.
- (2) Note the proposed next steps of the Flooding Task Group and its sub groups.
- (3) Consider the virement of £0.096m Revenue funding and £0.092m Capital funding from the 2012/13 Area Forums environmental budget.
- (4) Agree the revised Council policy on Risk Management Approach to Flood Response.
- (5) Acknowledge the Council Motion of 25 October 2012 (per paragraph 1.5.6).
- (6) Agree that the Elected Mayor meet with Northumbria Water Limited to discuss the original development in the Preston Ward area.

### 1.13 Forward Plan:

This report appears on the Forward Plan for the period 24 October 2012 to 28 February 2013.

### 1.14 Council Plan and Policy Framework

This report relates to the following themes/programmes/projects in the Sustainable Community Strategy 2010-13: Quality of Life, Sense of Place, and to the following themes of the Council's Performance Framework: Housing (Tenant Services), Health and Wellbeing, Street Scene.

### 1.15 Information:

#### 1.15.1 Background

On 28<sup>th</sup> June 2012, North Tyneside was subject to a Super Cell Storm. This was the most significant pluvial flooding event for some time. Over 200 homes were affected, business was disrupted and there was a major impact on the transport infrastructure.

On 26<sup>th</sup> July 2012, the Elected Mayor called for a cross party, all-partner Flooding Task and Finish Group to look at the Borough's preparation for such an event, examine the response and recovery as well as to consider what more could be done in North Tyneside to live with the consequences of rising numbers of pluvial flooding incidents.

Subsequent to that call there was a further flooding incident on 25<sup>th</sup> September 2012. While not at all to the same level as the June storm, it still meant some people in North Tyneside saw their homes flooded once more.

#### 1.15.2 Task and Finish Group Arrangements

The Task and Finish Group met for the first time on 15<sup>th</sup> August. At that meeting the Task and Finish Group confirmed its membership and its terms of reference. The list of those involved and the agreed terms of reference are contained in Appendix A. The Task and Finish Group also considered the response to the incident and the Flood Recovery Management Plan.

The Task and Finish Group met for the second time on 6<sup>th</sup> September. At that meeting the Task Group considered progress in responding to the incident including understanding the approach adopted by North Tyneside Homes to make sure tenants returned to their homes as quickly as possible. The Task Group agreed to establish four sub groups in order to structure the analytical and planning work required for the Group to reach some useful conclusions. The details of those sub groups are at Appendix B. They are:

**1.15.2.1 Existing surface water management maintenance regimes and investment plans;** a group considering what is already in place, led by the Head of Regeneration, Development and Regulatory Services for North Tyneside Council.

**1.15.2.2 The individual roles and responsibilities of each organisation;** a group confirming each partner's roles and responsibilities, led by the Team Leader Asset Maintenance, Public Buildings, North Tyneside Council.

**1.15.2.3 The Council's preparedness;** a group considering what the Council did and what more it might do, led by North Tyneside Council's Silver Commander, Head of Environmental Services, North Tyneside Council.

**1.15.2.4 Community preparedness;** a group looking at what advice is available and what individuals, communities and businesses can do to prepare to live with flooding events. This is being led by the Head of Environmental Services, North Tyneside Council with support from the Strategic Manager, Policy and Partnerships, North Tyneside Council.

### **1.15.3 Sub group progress and main messages**

The sub groups have been working since the August meeting to consider their specific remits. This section of the report describes the progress made and the emerging picture.

#### **1.15.3.1 Existing surface water management maintenance regimes and investment plans**

**Progress:** the Group has been considering the investment managed by the Council which divides between Environment Agency Funded Schemes (based on the Local Levy and Flood Defence Grant in Aid) and schemes funded from the Council's own revenue resources. The Group are in the process of ensuring they have a clear picture of each of the partner's investment and their plans.

**Emerging messages:** it is clear that no level of investment could have prevented the impact of the June incident. However, significant investment has been made and is planned for the future. In the main, the major schemes in the Borough appeared to have made a significant difference in mitigating the impact of the flooding in June. For example in Longbenton, an area where 40 homes were flooded in 2007, saw only 4 flooded in 2012. While it is clear this is of no relevance to those four families coping with the flood damage, it does show a consequence of the significant investment in this area.

The important issue will be to ensure that investment is seen to be targeted at known risks and the effort is communicated effectively. Appendix C contains the location of current Surface Water Management Areas.

There are also emerging ideas that building control and planning powers and policies might be adjusted to encourage greater thought on the part of individuals undertaking development to their own homes and also prompt developers to increase the investment in Sustainable Urban Drainage Systems (SUDS). Appendix D contains some suggestions around this. Finally, there are also emerging suggestions that highlight more work which could be done with land owners and farmers to manage land more effectively to minimise the risk of run-off causing local surface water flooding.

**Still to do:** the Group need to finalise the investment programme and give further consideration to what can be done via building control and planning powers and take a view on how best to work with landowners and farmers to improve surface water drainage.

### 1.15.3.2 The individual roles and responsibilities of each organisation

**Progress:** The Group members have been providing information on their roles, responsibilities and priorities in terms of their response to a flood event. They are also providing equipment and resource information where applicable. These are currently being collated and will enable all partners to have a clearer understanding of each agency's respective capabilities and approach.

**Emerging messages:** It is evident that whilst all of the agencies have similar priorities around protecting the public, property and infrastructure, the response can be fragmented and there is room for closer alignment. Group members are clear there are opportunities to improve communication, resource sharing and intelligence to ensure more coordination and a more effective response during a flood event.

**Still to do:** the Group need to finalise a comprehensive catalogue of responsibilities, priorities and capability.

### 1.15.3.3 The Council's Preparedness

**Progress:** the Group has looked at the Council's response. It has identified some issues around appropriate equipment both in terms of plant and personal protective clothing and is making sure that the transfer to Capita Symonds and Balfour Beatty does not interrupt response capability and indeed that the partnership with Capita Symonds adds capacity and capability.

**Emerging messages:** it is clear that the Council's preparedness needs to be supplemented in two key areas. The key internal issue is helping Council facilities and schools to ensure they have a local flooding plan and that pluvial flooding risk is treated in the same way as management of fire and asbestos risks. The key external issue is helping residents, communities and businesses to plan to be as resilient as possible and this is driving the agenda for the Community Preparedness subgroup. Finally, the Group is concluding that, just as the Council and its partners have a Winter Plan to deal with seasonal cold weather, the regularity of the "flooding season" suggests a similar approach should be taken for pluvial flooding during the period May to October. The work has also led to a review of the Council's policy and procedures on risk management approach to flood response. The proposed revised policy is attached at appendix F.

**Still to do:** the Group need to take a final view on some additional equipment the Council team might need. They also need to think through how most effectively to help each facility and school ensure it has suitable plans for flooding and agree the precise nature of an annual "Flooding Plan".

### 1.15.3.4 Community Preparedness

**Progress:** the Group has considered the feedback given directly to the Council and particularly that directed towards the Elected Mayor. This has provided a significant insight into what is of concern to individuals, communities and business. In addition the Group have considered what has been successfully established elsewhere.

**Emerging messages:** significant work needs to be done to help individuals, communities and businesses take responsibility for protecting their homes and properties. Elected Members have a key role to play in that, especially if they are provided with the right summary of risk areas in their ward.

The Group are clear there is useful work that can be done on jointly produced and branded communications products used in the right channels to reach people consistently and quickly.

The Group have also identified the potential to identify “at risk areas” and base community engagement and resilience work in those areas.

**Still to do:** the Group is still to consider the future role of the Community and Voluntary Sector. It is also looking at how Elected Members can be effectively briefed and the risks and information that they might be furnished with particularly during induction for new Members. The Group also need to identify the best practical steps householder and businesses might take to protect their property.

#### **1.15.4 Outcomes**

The meetings of the Subgroups and the Task and Finish Group are suggesting one main message and four key outcomes which will need to shape the Task Group’s recommendations.

The evidence considered by the Task Group suggests the key message is that North Tyneside and all of our residents and businesses will need to learn to live with the risk of pluvial flooding. It is clear neither the Council nor any of its partners can prevent the kind of incident that occurred in June and September. The people and organisations of the Borough therefore need to put together their own plans.

The key outcomes for the work of the Task Group, at this stage, seem to be:

##### **1.15.4.1 Visible Preparation and Management**

The residents, communities and businesses of North Tyneside need to be assured that the Council and its partners are preparing for flooding and managing surface water in a manner that mitigates the risks of pluvial flooding.

##### **1.15.4.2 Community Awareness and Resilience**

The Council and its partners, especially the Community and Voluntary Sector, need to work together to help residents, communities and businesses understand the risks, the intelligence available to them and what they can do to be resilient to flooding. Residents and businesses need to feel they know how to cope.

##### **1.15.4.3 Understood Response Priorities**

The Council and other Category One Responders under the Civil Contingencies Act 2004 have clear response priorities. For the Council that is supporting the emergency services and the protection of the elderly and the vulnerable. Residents and businesses need to understand the priorities in a response situation and act accordingly.

##### **1.15.4.4 Visible Partnership and Accountability**

Residents and businesses need to understand who is acting on their behalf and what responsibilities those organisations have.

### **1.15.5 A structure**

We are proposing a particular structure to handling the outputs of the Task and Finish Group and aiming to secure the outcomes described in section 1.5.4. This structure is based on the [Metropolitan Glasgow Strategic Drainage Partnership](#), identified as a best practice approach by the Sir Joseph Rowntree Foundation during their work last year on managing pluvial flooding and the community impact. Appendix E contains a little more information on the Glasgow partnership.

The Task and Finish Group recommend the creation of two plans: a Development Plan and an Implementation Plan.

#### **1.15.5.1 Development Plan**

Surface water management and pluvial flooding are complex. Fluvial flooding is by far more predictable as the course of rivers and the condition of their banks are usually well understood. In the case of pluvial flooding, a series of complex issues are in play.

The legislative environment has seen some significant developments in the last three years.

[The Flood Risk Regulations 2009](#) translate the EU Floods Directive into law for England and Wales. The Regulations bring the Environment Agency, County Councils and Unitary Authorities together with partners such as water companies to manage flood risk from all sources and to reduce the consequences of flooding on human health, economic activity, cultural heritage and the environment.

The [Flood and Water Management Act 2010](#) is designed to put in place the changes recommended by Sir Michael Pitt in his review of the summer floods of 2007.

The 2009 Regulations and the 2010 Act carry with them some new duties for local authorities, including:

- The duty to produce a Local Flood Risk Management Strategy;
- The duty to produce and maintain a register of assets which have a significant effect on the flood risk in the area. Such assets need to be designated and works to those assets subsequently controlled through a consent procedure;
- A responsibility to investigate and publish reports on flood incidents in their area; and
- The duty to establish a Sustainable Urban Drainage Schemes approval body.

The Council completed a Level 1 Strategic Flood Risk Assessment (SFRA) in July 2010 which forms part of the evidence base for the Core Strategy and the Area Action Plans. The Surface Water Management Plan (SWMP) will build upon the findings of the SFRA with respect to pluvial flood risk.

Northumbrian Water have also commissioned a Tyneside Sustainable Drainage Study which aims to reduce flood risk while accommodating existing and future



demands on the drainage network in a sustainable manner. It currently has a number of pilot studies underway and aims to be complete in 2013.

This highlights the need to have a clear development plan that captures the academic and technical work to ensure the outputs inform investment plans and also to look to see if work is needed in particular spaces and places.

We are proposing that the Development Plan runs for a rolling period of around 5 years and is used to shape and adjust the Implementation Plan.

#### **1.15.5.2 Implementation Plan**

From the areas identified in Appendix C, as under investigation, some of the proposed schemes may be able to be delivered in the short term, while other major capital investment can be long term and require significant lead in times. We are proposing the planned works and routine inspections are captured in an Implementation Plan. We are proposing a plan that lines up with the Sustainable Community Strategy, as this is a clear priority for the Borough. We would also propose that the Development Plan and the Implementation Plan will effectively become the statutory Local Flood Risk Management Strategy with a requirement for annual review.

#### **1.15.5.3 Governance**

The development, management and evaluation of these plans would require appropriate governance. We are proposing a partnership to handle the relationships and plans in the long term. The accountabilities from that group could be to North Tyneside's Cabinet as well as the particular governance routes required by partners. There may be some merit in linking the work to the North Tyneside Strategic Partnership's Green North Tyneside Theme which takes responsibility for the environment. What is clear is that this work needs to be in the clear line of sight of senior officers who are accountable for each partner's contribution.

#### **1.15.5.4 Communications**

The Elected Mayor has worked hard to inform around 700 residents, involved in the incidents in June and September, and to explain what the Council and its partners are doing about flooding. There needs to be a clear communication plan to handle the recommendations and, if agreed, the development and implementation plans. The performance management of those plans and progress reporting will be critical to securing the outcomes described in section 1.5.4.

In addition, there is a need to engage with communities who have been affected to explain the Task and Finish Group's response and the plans for their area.

#### **1.15.6 Council Motion**

At its meeting on 25<sup>th</sup> October Council agreed the following Motion:

"The impact of the recent flooding in the Preston Ward Area of the Borough, especially after the construction of new storm tanks, is somewhat disturbing for the Preston Residents. The storm tanks, it would appear, have contributed to the flood damage rather than alleviate it. Therefore Council requests that an independent engineer be appointed to advise on the drainage situation in this area and be asked

to report to the Flooding Task Group on their findings and proposals to improve the situation.”

The following points need to be considered in respect of this:

- The Council has no statutory powers to compel a regulated provider to appoint or accept the recommendations of an “independent engineer”.
- Northumbria Water Limited perform in their own regulatory environment with appropriate duties and obligations as a statutory water and sewage undertaker.

Therefore, it is recommended that Cabinet acknowledge the Motion and Council’s request and do not take any action.

It is also proposed that Cabinet acknowledge the concerns of the residents of Preston Village and the conversations which the Elected Mayor, Cabinet Members and the Ward Councillors have had with those residents. Therefore, it is recommended that Cabinet agree that the Elected Mayor should meet with Northumbria Water Limited to understand their original development in the Preston Ward area and to discuss how effective the measures were with the flooding event in June. This should also consider how Northumbria Water Limited can engage with the residents of Preston Village to explain what happened in June and what action might be taken in the future.

### **1.15.7 Next steps**

The proposed next steps are:

- the completion of the sub-groups’ work
- the development of a final report of the Flooding Task and Finish Group
- the development of a communication plan for that report
- a final meeting of the Flooding Task and Finish Group to consider its final report and recommendations.

There is a need for some funding to assist the work being done to improve surface water management in year. As part of the Area Forum budgets for 2012/13 are currently unspent and flooding prevention has emerged as a priority across all four areas of the Borough, it is proposed that Cabinet consider £0.096m of revenue funding from the Area Forum budgets to be used to support the work on flood preparation. This recognises that dealing with flooding is one of the most pressing issues for local residents as discussed at the Area Forum meetings. This money could be used to fund such costs as hire of a gully wagon with associated staffing and fuel costs, personal protection equipments (wellington boots, waders, socks, gloves, waterproofs, hard hat and torches) and training for the teams involved in flood response and for stocks of air brick covers and sandbags.

A detailed programme of surface water management improvements is being drawn up for consideration as part of the Budget setting process for 2013-15 and it is proposed that £0.092m of the capital in the Area Forum budget be vired across in addition to £0.100m of New Homes Bonus to allow some work to be performed in

2012-13. A detailed programme will be presented to Cabinet as soon as it becomes available.

#### **1.15.8 Recommendations**

It is recommended that Cabinet:

- (1) Note the information relating to the progress of the Flooding Task and Finish Group and its Sub Groups.
- (2) Note the proposed next steps of the Flooding Task Group and its Sub Groups.
- (3) Consider the virement of £0.096m Revenue funding and £0.092m Capital funding from the 2012/13 Area Forums environmental budget.
- (4) Agree the revised Council policy on Risk Management Approach to Flood Response.
- (5) Acknowledge the Council Motion of 25 October 2012.
- (6) Agree that the Elected Mayor meet with Northumbria Water Limited to discuss the original development in the Preston Ward area.

#### **1.16 Decision options:**

The following decision options are available for consideration by Cabinet:

##### Option 1

Cabinet may agree the recommendations at paragraph 1.2.

##### Option 2

Cabinet may not approve the recommendations at paragraph 1.2.

Option 1 is the recommended option.

#### **1.17 Reasons for recommended option:**

Option 1 is recommended for the following reasons. This will enable the work of the Flooding Task and Finish Group to proceed and if, following consideration by Cabinet, the proposed virement is agreed, also to provide some resources within the short term for appropriate measures this financial year.

#### **1.18 Appendices:**

Appendix A: Flood Task Group Terms of Reference and membership

Appendix B: Subgroup Membership

Appendix C: Surface Water Management – Areas under investigation

Appendix D: Potential changes to how building control and planning powers might be used to manage the risk of surface water flooding

Appendix E: Metropolitan Glasgow Strategic Drainage Partnership

Appendix F: North Tyneside Council Risk Management Approach to Flood Response.

#### **1.19 Contact officers:**

*Paul Hanson, Strategic Director Of Community Services, tel. (0191) 643 7000*

## **1.20 Background information:**

The following background papers/information have been used in the compilation of this report and are available at the office of the author:

- The [Metropolitan Glasgow Strategic Drainage Partnership](#)
- [The Flood Risk Regulations 2009](#)
- [Flood and Water Management Act 2010](#)

## **PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING**

### **2.1 Finance and other resources**

The costs of the flood events during the year are included in the Financial Management Report to this meeting of Cabinet. The work carried out by the Task and Finish Group has identified solutions which require some additional capital and revenue funding during 2012/13.

Revenue funding is required for items such as additional personal protective clothing, flood defence materials and additional gully cleaning capacity. It is proposed that Cabinet consider £0.096m of the Area Forum revenue budget to be vired across to fund this spend, in addition to £0.100m of New Homes Bonus grant money.

In addition, there is £0.092m Capital funding that is as yet uncommitted in the Area Forums' Environmental budgets and it is proposed that Cabinet consider the virement of this funding into the flood prevention and response surface water management improvement work agreed by the Flooding Task and Finish Group.

Business cases for future capital and revenue spend will be considered as part of the 2013-15 Budget setting process.

### **2.2 Legal**

This report reflects the Council's legislative responsibilities in relation to flood management as highlighted in paragraph 1.5.5.1.

### **2.3 Consultation/community engagement**

#### **2.3.1 Internal Consultation**

The work undertaken and to be undertaken by Members of the Flood Task and Finish Group, and its sub groups, forms a key strand of the report. The Elected Mayor will be inviting the Chairs of the Area Forums to consider the virement of the Area Forum Environmental Budget.

#### **2.3.2 External Consultation/Engagement**

Around 700 residents who were directly affected by the floods in June and September 2012 have been kept informed. External consultation has also been undertaken via the members of the Flood Task and Finish Group, and its sub groups – including Northumbria Water, Environment Agency, Nexus, Northumbria Police and the Tyne and Wear Fire and Rescue Service.

## 2.4 Human rights

The proposals within this report do not have direct implications in respect of the Human Rights Act 1998.

## 2.5 Equalities and diversity

There are no adverse equalities or diversity issues arising from this report.

## 2.6 Risk management

Without this work, there is an increased risk that the Council will not have a fully developed Flood Action Plan to deal with any future flooding events.

## 2.7 Crime and disorder

There are no direct crime and disorder issues arising from this report.

## 2.8 Environment and sustainability

This report does not have a direct impact on the environment or sustainability of North Tyneside, however, going forward, there will be recommendations from the Flooding Task and Finish Group that will have a positive impact on the environment of North Tyneside, and the sustainability of communities owing to improved Surface Water Management Plans.

## PART 3 - SIGN OFF

- Chief Executive
- Strategic Director(s)
- Mayor/Cabinet Member(s)
- Chief Finance Officer
- Monitoring Officer
- Strategic Manager, Policy and Partnerships

## Flood Task Group Terms of Reference and membership

### Terms of Reference

The Group will seek to address the following issues:

How did the Council and its partners respond to the flooding of 28<sup>th</sup> June? What worked well? What could be improved and how?

How can the Council, alongside its partners, support residents and communities to ensure that they are prepared for future flooding instances? How can they inform residents best about how to be ready for flooding and what to do should it happen?

What support do local authorities and their partners need from Central Government and other bodies to strengthen their resistance against flooding given its increased prevalence in recent years?

How can each organisation's policies be adapted to take into account the risk of flooding?

### Outcomes

The Group will, following its deliberations and discussions, come forward with a plan of action for the Council, its partners and the community to ensure that North Tyneside is effectively prepared for flooding, be even more proactive when it hits and able to respond post-flooding.

Through having all the relevant organisations around the table, it is hoped the outcomes will deliver real actions that will increase the resistance of North Tyneside to the increasingly frequent extreme weather seen of late.

### Membership

Mrs Linda Arkley	Elected Mayor of North Tyneside (Chair)
Councillor Ed Hodson	Cabinet Member for Transport and the Environment
Councillor George Westwater	Cabinet Member for Community and Regulatory Services
Councillor Brian Burdis	Labour Group, North Tyneside Council
Councillor David Ord	Liberal Democratic Group, North Tyneside Council
Eddie Darke	Representing Mary Glindon, M.P.
Ken Wilson	Head of Regeneration, Development and Regulatory Services
Phil Scott	Head of Environmental Services
Jacqui Old	Head of Adult Social Care
Philip Pollard	Housing Options, North Tyneside Homes
Lee Nesbitt	Housing Investment, North Tyneside Homes
Ian Lillie	Team Leader Asset Maintenance, Council Buildings
Mike Madine	Northumbria Water
Phil Kirkland	Head of Rail Infrastructure, Nexus
Inspector Mark Anastasi	Northumbria Police
Peter Iveson	Tyne and Wear Fire and Rescue
Phil Welton	Flood and Coastal Risk Manager, Environment Agency
Diane Hurley	Health Emergency Planning Advisor, North Tyneside PCT

## Subgroup Membership

### (1) Existing surface water management maintenance regimes and investment plans

A group considering what is already in place, led by Ken Wilson, Head of Regeneration, Development and Regulatory Services, North Tyneside Council. It comprises:

Ken Wilson - (Chair)	Head of Regeneration, Development and Regulatory Services
Phil Scott	Head of Environmental Services
Jacqui Old	Head of Adult Social Care
Peter Woods	Team Leader Traffic Rights of Way Management
Leila Huntington,	Environment Agency
Mike Madine,	NWL
Leanne Clough,	NWL
Councillor Ed Hodson	
Ian Lillie	Project Engineer, Council buildings
David Foster,	NTH
Lee Nesbitt,	NTH
Councillor Brian Burdis	
Andrew Burnett	Project Engineer, District drainage team
Brian Wilson,	Nexus
Mandy Shea,	Northumbria Police
Jacqueline Laughton,	Strategic Manager, Policy and Partnerships
Lindsey Horwood	

### (2) The individual roles and responsibilities of each organisation

A group confirming each partner's roles and responsibilities led by Ian Lillie, Project Engineer, Council Buildings. It comprises:

Ian Lillie	Team Leader Asset Management, Council Buildings
Neil Howliston	Northumbria Water
Leila Huntington	Environment Agency
Bernard Garner	Nexus
Julian Bowran	Northumbria Police
Jeff Wilkinson	Tyne and Wear Fire and Rescue Service

### (3) The Council's preparedness

This group is considering what the Council did and what more it might do led by North Tyneside Council's Silver Commander, Phil Scott, Head of Environmental Services. It has prepared the Flood Recovery Management Plan and handled the stage de-briefs from the incidents in June and September. It comprises:

Phil Scott	Head of Environmental Services
Lindsey Horwood	Resilience and Security Manager
Ian Lillie	Team Leader Asset Management, Council Buildings
Iain Betham	Senior Manager, Education Capital Planning
Jacqui Old	Head of Adult Social Care

### (4) Community preparedness

This group is looking at what advice is available and what individuals, communities and businesses can do to prepare to live with flooding events. Their considerations have been split into two work streams considering community resilience and property level protection led by Phil Scott and Jacqueline Laughton, Strategic Manager, Policy and Partnerships. It comprises:

Phil Scott	Head of Environmental Services
Councillor Brian Burdis	
Jacqueline Laughton	Strategic Manager, Policy and Partnerships
Marietta Evans	Director of Public Health
Ian Lillie	Team Leader Asset Management, Council Buildings
Felicity Shoesmith	Engagement Manager
Jeanette Hedley	Communications Manager
Steve Helyer	Group Manager, Fleet and Facilities
Angela Hardcastle	Northumbria Water Limited
Leila Huntington	Environment Agency
Mark Perry	Procurement

A representative from VODA is still to be confirmed.



## **Surface Water Management – Areas Under investigation**

### **North West area**

- Seaton Burn river
- Green Lane, Dudley
- Otterburn Close, Forest Hall
- Rocket Way, Forest Hall
- Balliol Business Park
- A189 Salters Lane 'Findus' roundabout
- A189-A1056 Weetslade roundabout
- Ashdown Close, Benton
- Devonshire Drive, Holystone
- Garth 22, Killingworth
- Killingworth Lake

### **Whitley Bay area**

- Briar Vale, Fairfield Green & Otterburn Avenue, Whitley Bay
- Brantwood Avenue & Sunningdale Avenue, Whitley Bay
- Astley Drive, Whitley Bay
- North Ridge, Whitley Bay
- Lesbury Avenue, Shiremoor

### **Wallsend area**

- A1058 Coast Road-Station Road interchange
- Oak Grove
- Aysgarth Avenue, Wallsend
- Chicken Road, Wallsend
- Davy Bank, Wallsend
- Addington Drive/Bewick Park
- Appletree Gardens / Wallsend Boys' Club (scheme within the Newcastle City Council boundary)

### **North Shields area**

- Burnside Road, Cullercoats
- Marden Quarry, Cullercoats
- Murton Village
- Weyhill Avenue, Meadow Well
- Preston Road, North Shields
- Percy Main
- West Chirton

**Potential changes to how building control and planning powers might be used to manage the risk of surface water flooding**

**Major new housing development**

The following condition could be imposed, where necessary, on any planning permission granted for new housing development, which will require developers to ensure that new homes are better protected against flooding

*“No development shall take place until details to prevent floodwater entering the dwellings hereby permitted have been submitted and approved in writing by the Local Planning Authority. Thereafter the approved details shall be installed prior to first occupation.*

*Reason: To protect people’s homes from floodwater in accordance with National Planning Policy Framework.”*

Developers might also be encouraged to submit details of resilience measures with planning applications. If they do so a condition might not be necessary.

Those resilience measures might include an increase in finished floor levels and installations of air bricks at a higher level, as well as sustainable measures to reduce surface water, for example, water butts, green roofs and water recycling.

**Householder extensions and Changes of Use which involve a reduction in the permeable area of the application**

The following condition could be imposed where alterations are proposed to existing properties which would reduce the permeable area of the application site, for example through new buildings, extensions to existing buildings or changes to the surface where a previous permeable surface is replaced by an impermeable one.

*“No development shall take place until details to reduce the amount of surface water runoff from the application site have been submitted to and approved in writing by the Local Planning Authority. Thereafter the approved details shall be implemented and maintained thereafter.*

*Reason: To prevent the increased risk of flooding on or off site in accordance with National Planning Policy Framework.”*

This could include measures such as:

- Introduction of soakaways;
- Green roofs;
- A net gain in the amount of landscaping on the site;
- A net gain in the overall amount of permeable surfaces on the site.

These conditions would supplement those already in wide use to require the principles of Sustainable Urban Drainage Systems to be used in new developments.

*“Development shall not begin until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydrogeological context of the development has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is occupied.*

*The scheme shall include:*

*Details of the measures to ensure that surface water discharge can be limited to Greenfield run-off rates.*

*Design calculations to show the volume of attenuation (including climate change) required to store any additional surface water discharge above Greenfield run-off rates.*

*Confirmation that flows up to a 1 in 100 year flood event with climate change can be stored safely on the site without increasing flood risk.*

*Details of how the scheme shall be maintained and managed after completion.*

*Reason: To prevent the increased risk of flooding on or off site and to ensure future maintenance of the surface water drainage system.”*

The next steps on this work would involve the Council working with the Environment Agency and Northumbria Water to produce appropriate guidance in order to sign-post people to where there is already existing advice, and then publicise the changes and the supporting advice.

### **Metropolitan Glasgow Strategic Drainage Partnership**

Established in 2002 to map and manage the complexity of Metropolitan Glasgow's drainage the partnership recently published its Development and Implementation Plans.

The Partnership was tightened following flooding in the East End of Glasgow and its membership is currently made up from:

- Scottish Water
- Scottish Environment Protection Agency
- Scottish Enterprise
- Glasgow City Council
- British Waterways, Scotland.

More information is available at [www.mgsdp.org](http://www.mgsdp.org)

## **North Tyneside Surface Water and Drainage Partnership Terms of Reference**

The Partnership aims to secure the following outcomes

### **Visible Partnership and Accountability**

The Council and its partners need to be seen to work together and to be accountable for their performance in this area. North Tyneside residents and businesses need to understand who is acting on their behalf and what responsibilities those organisations have.

### **Visible Preparation and Management**

The residents, communities and businesses of North Tyneside need to be able to see that the Council and its partners play their appropriate part in preparing for flooding and managing surface water in a manner that mitigates the risks of pluvial flooding. North Tyneside residents and businesses need to see that the Council and partners take flooding seriously and work hard to mitigate the risks.

### **Community Awareness and Resilience**

The Council and its partners, especially the Community and Voluntary Sector need to work together to help residents, communities and businesses understand the risks, the intelligence available to them and what they can do to be resilient to flooding. North Tyneside residents and businesses need to feel they know how to cope.

### **Understood Response Priorities**

The Council and other Category One Responders under the Civil Contingencies Act 2004 have clear response priorities. For the Council that is the protection of the elderly and the vulnerable. It is clear that is sometimes at odds with other partners' priorities which might be to open the road network for example. North Tyneside residents and businesses need to understand the priorities in a response situation and act accordingly.

The Partnership is responsible for the Local Flood Risk Management strategy comprising

- The Development Plan
- The Implementation Plan
- The Surface Water Management Plan

These are to be reviewed and revised annually: Reported publicly, to include North Tyneside Council's Cabinet.

### **Membership**

Mrs Linda Arkley	Elected Mayor of North Tyneside (Chair)
Councillor Ed Hodson	Cabinet Member for Transport and the Environment
Councillor George Westwater	Cabinet Member for Community and Regulatory Services
Councillor Brian Burdis	Labour Group, North Tyneside Council
Councillor David Ord	Liberal Democratic Group, North Tyneside Council

TBC	Head of Business and Economic Development
Phil Scott	Head of Environmental Services
Jacqui Old	Head of Adult Social Care
Ian Conway	Head of North Tyneside Homes
Jacqueline Laughton	Strategic Manager Policy and Partnerships
Ian Lillie	Asset Maintenance, North Tyneside Council
Barry Pilkington	Operational Director, Capita Symonds
Mike Madine	Northumbria Water
Phil Kirkland	Head of Rail Infrastructure, Nexus
Chief Inspector Mark Anastasi	Northumbria Police
Peter Iveson	Tyne and Wear Fire and Rescue
Phil Welton	Flood and Coastal Risk Manager, Environment Agency
Diane Hurley	Health Emergency Planning Advisor North Tyneside PCT

**Meeting arrangements**

The Partnership will meet quarterly, dates to be arranged 18 months in advance. Secretariat will be provided by North Tyneside Council.

Personal attendance is expected but a briefed substitute will be preferred to non-attendance.

Minutes to be published and shared with both local M.P.s.

The draft recommendations shown as a work plan

Recommendations		Lead Officer	Timescale
<b>Visible Partnership and Accountability</b>			
<b>One</b>	The Council and its partners will establish a Surface Water and Drainage Partnership for North Tyneside (“the Partnership”. The draft membership and terms of reference are at Annex B)	P. Hanson, P. Scott and Head of Business and Economic Dev.	In place and operational by 31.03.13
<b>Two</b>	That Partnership will provide regular updates on progress to North Tyneside Council’s Cabinet and other bodies as required	Head of Business and Economic Dev.	From 31.3.13
<b>Three</b>	The Partnership will develop and oversee the Local Flood Risk Management Strategy by maintaining a Development Plan for the programme of investment in drainage and surface water management implied by the Development Plan. The Partnership will also have oversight of the Council’s Surface Water Management Plan	Head of Business and Economic Dev.	From 31.3.13
<b>Four</b>	The Partnership will maintain a communications plan that keeps residents and businesses, Council Members and partners informed of its work	J. Laughton	31.1.13
<b>Five</b>	<p>The Partnership embarks on a targeted programme of engagement with affected communities in order to explain responsibilities of the partners, explain the action being taken in that community and to support that community in considering how to increase its resilience, including working with other organisations; for example the National Flooding Forum. That engagement should start before the end of the calendar year and will prioritise the areas most affected, including</p> <ul style="list-style-type: none"> <li>• Monkseaton</li> <li>• Dudley</li> <li>• Shiremoor</li> </ul>	J. Laughton	To start by end December programme to run until end February – begging of March 2013.

	<ul style="list-style-type: none"> <li>• Preston Village</li> <li>• Longbenton</li> <li>• Forest Hall</li> </ul> <p>This recommendation recognises that work has already been completed in Means Drive, Burradon, Angus Close, Killingworth, Coniston Close, Killingworth, on Davy Bank in Wallsend and on Beach Road, North Shields. And the work planned by the Council and Woodlawn and Langley Schools.</p> <p>This engagement will involve ward members – recognising the key role they have to play in supporting local communities to become more resilient and also to support local people in the event of an emergency.</p>		
<b>Visible Preparation and Management</b>			
<b>Six</b>	The Partnership will have a public Implementation Plan that clearly shows what drainage and surface water investment is being made and where	Head of Business and Economic Dev.	31.3.13
<b>Seven</b>	The Task and Finish Group asks North Tyneside Council Planning Committee to consider amending planning policy to increase the degree to which both major and minor developments must consider surface water management and drainage. (Suggested Planning Policy amendments were considered at the Task and Finish Group meeting on 11 <sup>th</sup> October 2012	Head of Business and Economic Dev.	31.3.13
<b>Eight</b>	The Council increases its gully cleaning capacity. This recommendation recognises that an additional 4,500 gullies have been cleaned since the recent incidents.	K. Wilson	Complete
<b>Nine</b>	The Partnership will work with local farmers to consider what targeted interventions might improve the risk of surface water run-off causing pluvial flooding	Head of Business and Economic Dev.	From 31.3.13
<b>Ten</b>	The Council should lead a Flood Season Planning process which matches the Winter Plan process ensuring appropriate measures are in place and exercised before the high risk period begins from May to October	P. Scott (ERLG)	31.03.13
<b>Eleven</b>	The Partnership maintains and shares a Capability Catalogue (a list of the resources at each partner's disposal) that is updated each year with the	P. Scott (ERLG)	31.03.13



	Flood Season Plan		
<b>Twelve</b>	The Council improves the provision of Personal Protective Equipment to its front-line response team	P Scott, I. Conway and B. Pilkington	Immediate
<b>Thirteen</b>	The Council updates its Risk Assessment for working in flood water	S. Quinlan	Complete
<b>Fourteen</b>	The Council introduces a Flood Risk Assessment process for all its facilities including schools, to match the Fire Risk Assessment process and to ensure facility managers understand the flood risk to their facility and what they can do to protect it	P. Scott and B. Pilkington	Agreed by Cabinet complete by 31.1.13
<b>Fifteen</b>	The Council invests in a greater stock of sandbags and alternative barriers but continues to target these at high risk priority sites identified during the preparation and response phase. The Group recognise it is not practical or appropriate to simply deliver sandbags on a general basis.	B. Pilkington	Immediate
<b>Sixteen</b>	The Partnership develops an approach to Neighbourhood Flood Plans that can be used by communities across North Tyneside	J. Laughton	31.3.13
<b>Community Awareness and Resilience</b>			
<b>Seventeen</b>	The Partnership creates and owns a communication plan for and with residents and businesses to help them understand who is responsible for what and what residents, communities and businesses can do to prepare themselves for pluvial flooding	J. Laughton	31.1.13
<b>Eighteen</b>	The Council provides standard briefings, by Ward, to help Elected Members communicate the risk of flooding and how to manage that risk	J. Laughton	31.3.13
<b>Nineteen</b>	The Council invests in a stock of airbrick covers to be offered to affected householders based on risk and practical use	B. Pilkington	Immediate
<b>Twenty</b>	The Council publicises ways for residents and businesses to make sure they are informed of other risk of flooding; for example by taking part in the Environment Agency's Flood Awareness Campaign and encouraging residents to sign up to the alert process. Or via North Tyneside Homes working with new tenants in areas of risk.	J. Laughton	31.3.13
<b>Twenty One</b>	The Partnership creates some design guidance for householders and businesses to help them consider large, medium and small adjustments to their property which will make it more resilient in the event of pluvial flooding	B. Pilkington	31.3.13
<b>Twenty Two</b>	The Council should lead the Partnership in an annual report to Cabinet at the end of each Flood Season with a summary of action taken and any lessons learned	Head of Business and	From 30.11.13

		Economic Dev. and P. Scott	
<b>Understood Response Priorities</b>			
<b>Twenty Three</b>	The Partnership maintains, as part of the Flood Season Plan, a set of individual organisation's priorities and command structures.	P. Scott (ERLG)	31.3.13
<b>Twenty Four</b>	The Partnership publishes its priorities in the event of an incident helping residents understand what to expect	P. Scott	31.3.13