

Annex C1

Roles and Responsibilities

Annex C1

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C1.1 Overview

- C1.1.1.1 Hampshire County Council cannot deliver the aims and objectives set out in the LFRMS in isolation. We will need to work together, and this document outlines who we will work with, their roles and responsibilities, and how we will work with them. Broadly, there are three categories of organisations and people who we will need to work with, each of which is discussed in the subsequent chapters:
- C1.1.1.2 Risk Management Authorities, as defined by the Flood and Water Management Act (2010) [NB: this includes relevant departments and service areas within HCC and districts/boroughs including property services, strategic planning, development control, legal, environmental health, and Civil Protection Team];
- C1.1.1.3 Other flood risk management stakeholders, which are defined as organisations who have a responsibility for drainage and flood risk management, or who may be affected by the LFRMS (e.g. Network Rail), and;
- C1.1.1.4 Public and local community groups, which includes flood action groups, parish/town councils, and businesses.

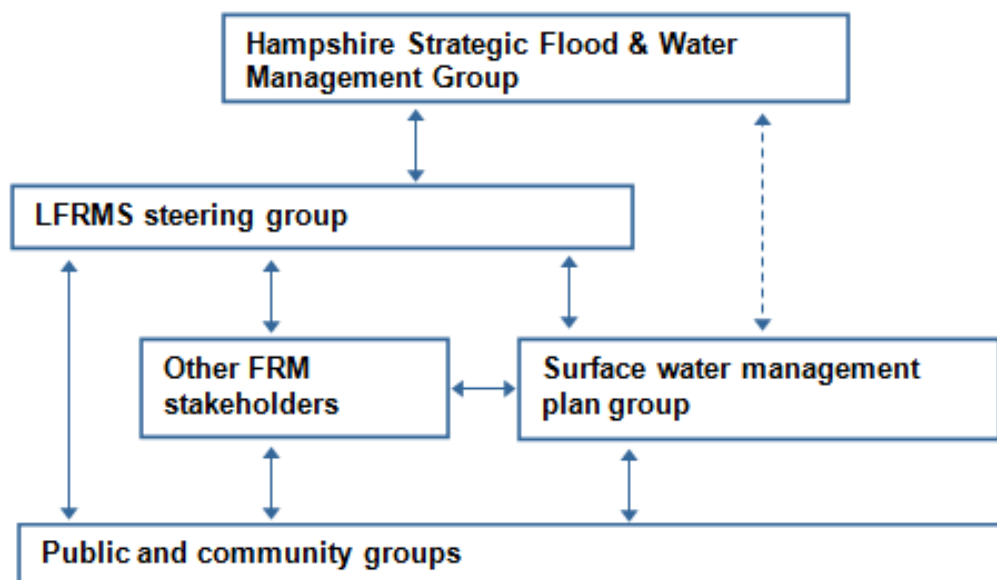


Figure C.1.1 LFRMS partnership model

C1.1.1.5 Figure C1.1 outlines the partnership model to be adopted in Hampshire. Cabinet and Scrutiny committees are in place to monitor and provide feedback on the LFRMS and progress on managing flood risk in Hampshire. The Hampshire Strategic Group consists of representatives from the Risk Management Authorities, and its main purpose is to set the direction and policy for flood risk management in Hampshire. Delivery Teams will be formed to deliver specific operations or projects (e.g. deliver a flood study or a flood alleviation scheme). Whilst they will primarily be formed of Risk Management Authorities they will need to establish strong links and work in partnership with other flood risk management stakeholders, and the public to ensure effective delivery. The Hampshire Strategic Group will also establish linkages with other flood risk management stakeholders and the public, but this will be less direct and frequent than engagement through Delivery Teams.

C1.2 Working with Risk Management Authorities

C1.2.1 Risk Management Authorities

C1.2.1.1 Risk management authorities are defined in the Flood and Water Management Act as the lead local flood authorities, district councils for areas where there is no unitary authority, the Environment Agency, internal drainage boards, water companies and highway authorities.

C1.2.1.2 Relevant authorities must co-operate with each other in exercising functions under the Act and can delegate functions to each other by local agreement (except for the LFRMS which HCC cannot delegate).

C1.2.2 Functions of Risk Management Authorities

C1.2.2.1 The primary flood-related roles and responsibilities of the Risk Management Authorities are illustrated in Table C1.1.

Risk Management Authority	Key summary of role	Statutory flood-related duties, powers & responsibilities
Hampshire County Council	LLFA, responsible for managing and co-ordinating local flood risk management	<ul style="list-style-type: none"> • develop, maintain, apply and monitor a LFRMS; • management and co-ordination of local flood risk, bringing together all relevant bodies to help manage local flood risk; • upon becoming aware of a flood, the LLFA must, to the extent is considers necessary or appropriate, investigate which authority has flood risk management responsibilities and whether that authority has or is proposing to exercise those function. • maintain a register of structures or features which are considered to significantly affect flood risk; • power to do works to manage flood risks from surface runoff and groundwater; • power to designate structures and features that affect flooding; • responsible for consenting third party works on ordinary watercourses • power of enforcement where works have been completed without a necessary consent for all districts/boroughs • power of enforcement to maintain a proper flow on ordinary watercourses • approval, adoption and maintenance of sustainable drainage systems (SuDS) • contribute towards achievement of sustainable development; • lead the co-ordination and preparation of emergency planning through the Emergency Planning Unit, and; • planning authority for minerals and waste, and HCC infrastructure (e.g. schools, highways)
District or Borough Councils	Responsible for undertaking works on ordinary watercourses, spatial planning lead, and part of emergency response	<ul style="list-style-type: none"> • power to do works on ordinary watercourses; • power to designate structures and features that affect flooding; • investigate flooding incidents on ordinary watercourses, subject to agreement with HCC; • contribute towards achievement of sustainable development; • duty to co-operate and may share information; • as the local planning authority, prepare a Local Plan outlining proposals for growth and determine planning applications, and; • category 1 responder to emergencies and responsible for assisting in preparation of Multi-Agency Flood Plans
Hampshire Highways	Responsible for highway drainage and roadside ditches	<ul style="list-style-type: none"> • responsible for the provision and management of highway drainage and roadside ditches under the Highways Act (1980). This excludes the roads that are the responsibility of the Highways Agency; • contribute towards achievement of sustainable development, and; • statutory consultee for the SuDS Approval Body where a drainage proposal is likely to affect a road

Risk Management Authority	Key summary of role	Statutory flood-related duties, powers & responsibilities
Environment Agency	Strategic overview of all sources of flood risk, and operational responsibility for flooding from Main Rivers, the Sea and Reservoirs	<ul style="list-style-type: none"> • responsible for managing flood risk from Main Rivers, the Sea and Reservoirs; • statutory consultee for the SuDS Approval Body where a drainage system directly or indirectly involves discharge of water into a watercourse.; • provides advice to local planning authorities in relation to development and flood risk; • provides fluvial and coastal flood warnings; • supports emergency responders when flooding occurs, and; • allocation of flood and coastal erosion risk management capital funding (FDGiA);
Southern Water Thames Water Wessex Water	Responsible for draining foul water, and runoff from roof and yards	<ul style="list-style-type: none"> • responsible for effectually draining foul water, and roof and yard runoff from their area; • duty to co-operate and may share information; • statutory consultee for the SuDS Approval Body where a drainage proposal would interact with a public sewer, and; • need to have regard to the LFRMS.

C1.2.3 Partnership approach with Risk Management Authorities

- C1.2.3.1 In response to the new duties and powers given to the County Council in its new role as Lead Local Flood Authority (LLFA) under the Flood & Water Management Act 2010 we established an officer group to begin to address the requirements of the Act in early 2010.
- C1.2.3.2 The group meets approximately quarterly and brings together all of the relevant flood risk management organisations including representatives from the County Council as well as the water companies, the Environment Agency, adjoining LLFAs (Southampton, Portsmouth and the Isle of Wight), district councils along with parish councils and national parks.
- C1.2.3.3 Implementing the Act is a new learning process for everyone so Hampshire County Council aim to share experiences and best practice and achieve a joined-up and consistent approach to managing flood risk.
- C1.2.3.4 Three sub-groups have been established; one to consider the register and third party assets aspects of the Act; another to address the more complex issue of SuDS; and the final one to lead this LFRMS.
- C1.2.3.5 The group has been active countywide, providing a forum for discussing strategic and legislative issues, collaborative working and identifying where multi-agency action can be effective.
- C1.2.3.6 In addition to the Hampshire Strategic Group, delivery teams will also need to be formed to deliver specific operations or projects (e.g. deliver a flood study or a flood alleviation scheme). Delivery teams will be project focussed and will involve different risk management authorities, depending on the nature of the flood risk in a given location. At the outset of a project whoever is the lead organisation should pro-actively engage with other Risk Management Authorities, especially where flooding is the responsibility of multiple organisations (e.g. sewer and surface water flooding), which may offer opportunities for joint investment to alleviate flooding.
- C1.2.3.7 Delivery teams have been or will be formed across Hampshire for a number of different reasons:
- to deliver specific studies where partnership working is required (e.g. Surface Water Management Plans)
 - to deliver flood alleviation schemes, or
 - to support implementation of the FWMA (e.g. implementing consenting and enforcement).

- C1.2.3.8 Because these delivery teams tend to focus on operations, delivery and implementation, it is anticipated that they would have more direct communication and engagement with internal service delivery areas, other flood risk management stakeholders, and the public. It is expected that delivery teams will work in partnership with other relevant stakeholders and the public to ensure effective delivery.

- C1.2.3.9 Within the Risk Management Authorities there are other internal departments and service areas outside the core flood risk management team. Within HCC, the relevant internal service areas are identified in Figure C1.4 (other Risk Management Authorities will have their own internal departments and service areas). Risk Management Authorities will need to be cognisant of other internal departments and service areas, and will need to engage with them where relevant, during the development of the LFRMS and the delivery of further studies or flood alleviation projects in Hampshire.

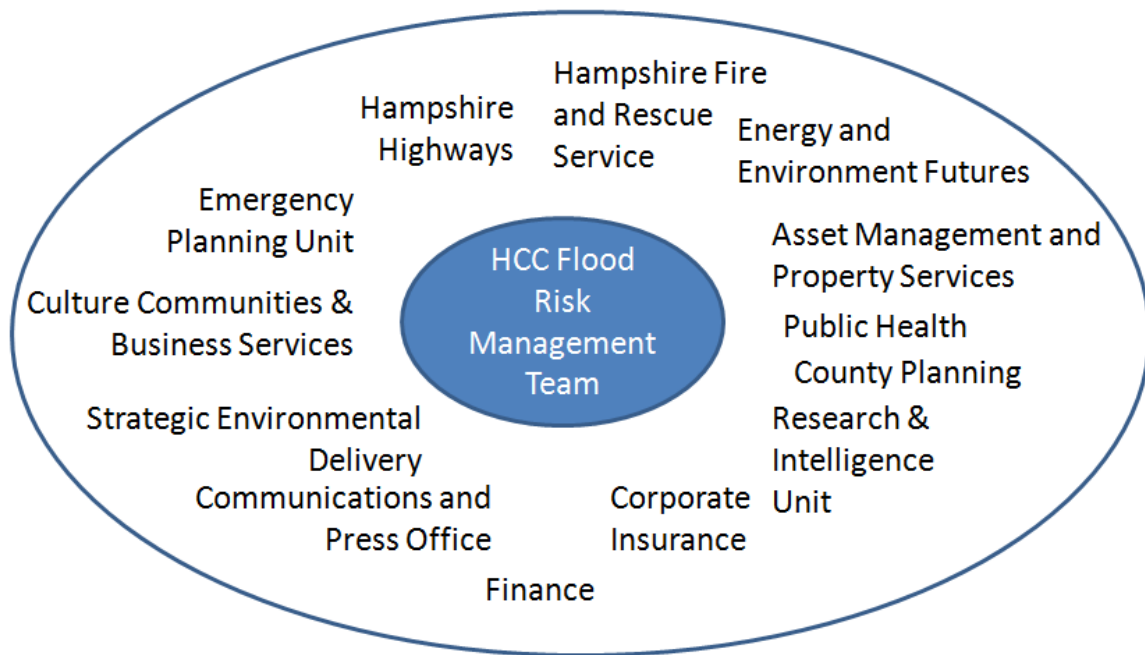


Figure C1.4 Hampshire County Council LFRMS internal partners

- C1.2.4 Protocol for requesting and sharing information between risk management authorities**
- C1.2.4.1 Sections 13-15 of the Flood and Water Management Act provide the basis for co-operation and sharing of information between relevant authorities (i.e. Risk Management Authorities). Section 13 states that relevant authorities must co-operate with one another in exercising their flood risk management functions. It also outlined that relevant authorities may share information with another relevant authority to assist them with their flood risk management responsibilities.
- C1.2.4.2 Defra and the Environment Agency have produced guidance on co-operating and sharing information, which is available at: <http://www.official-documents.gov.uk/document/other/9780108510373/9780108510373.pdf>. This provides helpful advice on how to share and request information, and should be read in parallel to this section of the LFRMS.
- C1.2.4.3 Section 14 permits LLFAs and the Environment Agency to request a person to provide information in connection with those functions. Section 15 of the Act permits an authority to issue an enforcement notice if the information request is not complied with.
- C1.2.4.4 A flow chart is provided (figure C1.5) which illustrates how risk management authorities in Hampshire should request information from other relevant authorities. It outlines a hierarchical approach. Use of Section 14 and 15 of the Act should be avoided, wherever possible. Through our well-established partnership working Hampshire County Council anticipate that most data requests can be satisfactorily dealt with through effective communication with relevant authorities. More commonly information will need to be shared to enable studies and flood alleviation schemes to be undertaken successfully. Therefore, as part of the establishment of partnerships on a project-by-project basis, there should be an early and open dialogue about what information can be shared and how it can be achieved.

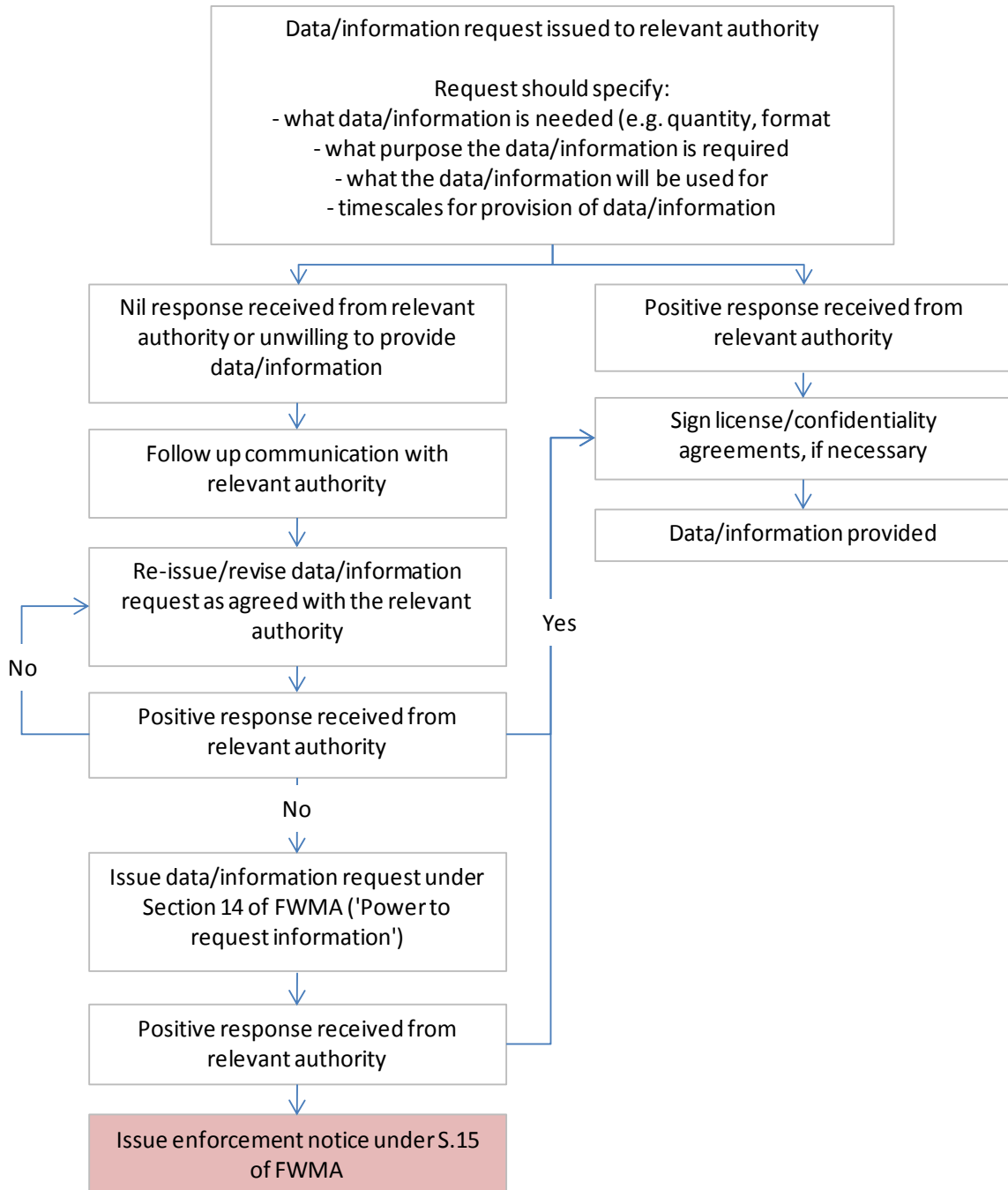


Figure C1.5 Flow chart of how to request information

C1.2.5 Working with other relevant Flood Risk Management stakeholders

- C1.2.5.1 There are a range of other relevant organisations that have a key role to play in local flood risk management, have a responsibility for drainage and flood risk management, or may be affected by the LFRMS. Table C1.2 identifies these stakeholders and considers their role in LFRM and how Risk Management Authorities should engage with them. These stakeholders will primarily be engaged when needed to support flood alleviation projects, or to provide information, support and input on a project-by-project basis.

Stakeholder	Role in LFRM	Method of engagement
Association of British Insurers	Provide insurance for flooding and support for recovery from flooding	Providing advice and comments where necessary
British Waterways	Ownership and maintenance of waterways and associated assets	Through delivery teams where required
Department for food and rural affairs (Defra)	Sets policy for flood risk management in England	Responding to consultations and inquiries
Emergency Services	Deal with emergency situations	Through MAFP and Gold Command
English Heritage	Statutory adviser on the historic environment	Through delivery teams where required
Highways Agency	Responsible for drainage from trunk roads	Through delivery teams where required
Housing Associations	Provide social housing	Sharing information on areas vulnerable to flooding & providing advice on property protection
Land owners & land/estate managers	Responsible for maintaining proper flow of watercourses (as riparian owner). Access and acquisition of land may be required for flood alleviation schemes	Through delivery teams where required
Local Government Association (LGA) & Local Government Information Unit (LGIU)	Voluntary lobbying organisation which advocates the local government sector	Sharing best practice and responding to queries
Met Office & Flood Forecasting Centre	Provide extreme rainfall alerts and daily flood guidance statements	Officer communication on local authority needs
National Farmers Union & agricultural groups	Responsible for land drainage and riparian ownership	Through delivery teams where required
Natural England	Responsible for helping to conserve and protect the natural environment	Through delivery teams where required
National Flood Forum	Provide support and advice to victims of flooding	Encourage local communities to take advice from NFF where they are seeking to establish action groups
Neighbouring local authorities	Responsibilities for LFRM within their area	Sharing information to assist with responsibilities and seek consistency, where possible

Stakeholder	Role in LFRM	Method of engagement
Network Rail	Responsible for drainage of rail and ownership of rail assets	Through delivery teams where required
Regional Flood and Coastal Committee (RFCC)	Responsible for managing local levy	Through local RFCC member
Universities (e.g. Southampton)	Develop flood science and officer knowledge	Through ongoing dialogue to continue learning opportunities
Utility companies	Hold network plans for various utilities	Through delivery teams where required