

# London Borough of Richmond Upon Thames Local Flood Risk Management Strategy Action Plan

Version: 0.1  
 Revision Date: 14 April 2014  
 Last Review Date:  
 Next Review Date: 01 September 2014



Measure / Scheme				Delivery		Programme				Comments
ID	Objective	Measure	Actions	Lead	Partners	Start	Finish	Review	Status	
001	1) Encourage direct involvement in decision making through the establishment of and maintaining partnerships with key organisations, including the Environment Agency and Thames Water.	Clarify roles and responsibilities of all risk management authorities and key stakeholders involved in dealing with flood risk in Richmond Borough	Regularly review and update the current list of risk management authorities	Richmond LLFA		2014			In progress	
			Review and make relevant Council teams aware of the Borough's Local Flood Risk Management Strategy	Richmond LLFA		2014			In progress	
002		Lead and maintain the Richmond Council Flood Group and work together to understand and manage	Continue to hold quarterly Flood Group meetings	Richmond LLFA		2014			In progress	
			Share the minutes and actions of the Richmond Flood Group meetings with all other relevant RMAs	Richmond LLFA		2014	on going		In progress	
003		Establish and continue collaborative working relationships with neighbouring LLFA officers to manage cross-boundary flood risks, particularly with South West London boroughs	Review opportunities for collaborative working through the Richmond Council Flood Group meetings and raise opportunities to South West London Flood Group, as appropriate	Richmond LLFA		2014	on going		In progress	
			Maintain regular contact with managers and/or officers dealing with flood risk matters in neighbouring boroughs to ensure awareness of cross-boundary projects or initiatives	Richmond LLFA		2014	on going		In progress	
004		Establish effective data and information sharing agreements, particularly with all other risk management authorities, including the Environment Agency and Thames Water	If relevant, invite Thames Water to quarterly Richmond Flood Group meetings, and ensure actions are assigned and minutes distributed to absentees	Richmond LLFA	Thames Water	2014	on going		In progress	
			Maintain contacts within key organisations including the Environment Agency, Transport for London, UK Power Networks, Network Rail and local environmental groups such as the South West London Environment Network and Friends of the River Crane Environment etc.	Richmond LLFA	Environment Agency, Thames Water, FORCE, Transport for London, UK Power Networks, Network Rail	2014	on going		In progress	
005	2) Improve our knowledge and understanding of the interactions between different sources of flooding in Richmond Borough	Collate and review information on ordinary watercourses	Consolidate disparate information on ordinary watercourses held by Richmond Borough Council and external partners	Richmond LLFA		2014	01-Dec-14		Not Started	
			Use the SWMP modelling to identify the key ordinary watercourses which have the greatest impact on flood risk in Richmond borough	Richmond LLFA		2014	01-Dec-14		Not Started	
			Publicise on the Council's website the importance of ordinary watercourses and the responsibilities of private land owners with ordinary watercourses situated on their land	Richmond LLFA		2014	01-Mar-15		Not Started	
006		Develop a comprehensive flood investigation protocol, including a process map for reporting flood incidents, and agree thresholds for formal investigation to ensure that flood events are investigated where the Council deems it necessary and appropriate	Define significant flood events as those which include internal flooding of a single residential property, business or office premises, or where a flood affected an identified item of key infrastructure, except where the source of flooding is groundwater and where this only affects one single property.	Richmond LLFA		2014	01-Jun-14		Not Started	Threshold for investigation to be consulted on during the public consultation, determine in the finalised strategy
			Consolidate flood reporting into one centralised location and aim to update the reporter as to any action taken as a result of this.	Richmond LLFA		2014	01-Dec-14		Not Started	
			Continue with the creation of an online system for reporting flooding incidents from blocked gullies and drains, similar to the highways database for reporting street light faults. Encourage the public to report incidents by filling out a web-based form.						In progress	
			Investigate the creation of an online system for reporting flooding incidents from all sources. Encourage the public to report incidents by filling out a web-based form.	Richmond LLFA		2014	01-Dec-14		Not Started	
007		Where necessary undertake studies with the support of key stakeholders to investigate potential flood risk interactions, and ensure additional modelling will be undertaken to fully assess the joint probability of fluvial and tidal floods	Review prioritised list of Critical Drainage Areas for further investigation and produce a programme for how and when these studies will be taken forward, considering EA, Thames Water, TfL and other stakeholder funding timetables and potential partnership funding opportunities	Richmond LLFA		2014	01-Apr-14		In progress	
			Work together with the Environment Agency to understand the fluvial and tidal interactions and the operation of the Thames Barrier	Richmond LLFA	Environment Agency	2014	on going		In progress	
			Work together with Thames Water to understand the interaction between the sewer system and fluvial/tidal flooding	Richmond LLFA	Thames Water	2014	on going		In progress	

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008		Compile and maintain a register of key structures and features that could affect flood risk in the Borough, including their significance, condition and ownership	Evaluate and transfer asset data to the central asset register - Flood Station. This is a web-based asset management tool for drainage assets, such as pipes, gullies, storage tanks and SUDS, developed by the London Drainage Engineers Group (LoDEG) to be used by all London boroughs.	Richmond LLFA		2014	01-Apr-14		Not Started	
009		Identify, and where necessary designate, privately owned structures or features to ensure they are protected and encourage their owners to maintain these assets	Use the outputs from the SWMP to identify assets which are key in the management of flood risk	Richmond LLFA		2014	on going		In progress	
010	3) Encourage residents, businesses and local landowners to take action and contribute to the management and reduction of flood risk	Develop strong and targeted communications to improve awareness and explain the level of risk affecting the residents and businesses of the Borough by providing a clear overview of the different types of flooding affecting the Borough	The Richmond Council Flood Group will consider producing a Flood Risk Management Communication and Engagement Plan.	Richmond LLFA		2014	on going		Not Started	
			Contact all relevant community representatives outlining Richmond's LLFA duties and responsibilities, and current flood risk information available	Richmond LLFA		2014	on going		Not Started	
			Hold briefing sessions to inform councillors of the latest flood risk developments, as appropriate	Richmond LLFA		2014	on going		Not Started	
			Review and consolidate Richmond Councils flood related webpages and combine the information into one easily accessible location on the website. Ensure this includes appropriate links to external websites for further guidance.	Richmond LLFA		2014	on going		Not Started	
011		Enable and empower all partners, businesses and residents to respond effectively to flooding events by providing information and guidance through engagement activities (such as consultations, workshops etc) and highlight which actions they should be taking to manage flood risk	Include an article in the Village Newsletters on how residents can manage their own flood risk and provide links to websites or organisations who can help.	Richmond LLFA		2014	on going		Not Started	
			Ensure the Richmond Multi Agency Flood Plan is regularly reviewed and kept up to date.	Richmond LLFA		2014	on going		In progress	
			Maintain contacts with established business groups in the borough and if appropriate hold briefings to inform those in flood risk areas where to go for further information.	Richmond LLFA		2014	on going		Not Started	
			Where required, assist community groups in developing flood plans and offer to help carry out emergency exercises to test these plans.	Richmond LLFA		2014	on going		Not Started	
012		Work with the Environment Agency to understand the uptake of the flood warning service and encourage all other residents and businesses that are at risk of flooding to register for this service	Keep up to date with current Environment Agency, Met Office and Flood Forecasting Centre surface water flood forecasting initiatives	Richmond LLFA		2014	01-Apr-14		Not Started	
			Hold briefing sessions with the Environment Agency to understand how to use their flood warning systems more effectively	Richmond LLFA	Environment Agency	2014	on going		Not Started	
			Identify areas which are at risk of flooding and which have a low sign up rate to the Environment Agency's flood warning service; consider steps to take in conjunction with the Environment Agency to increase the uptake.	Richmond LLFA	Environment Agency	2014	01-Dec-14		Not Started	
013		Integrate updated and improved flood risk modelling, in particular in relation to surface water flood risks, into future flood emergency plans and procedures	Ensure emergency plans are up to date and the Council emergency planners are informed of any updates to the flood risk modelling	Richmond LLFA		2014	on going		Not Started	
			Ensure all links to flood risk information on Richmond Councils website are correct and in particular during an event have clear links, preferably on the front page to direct residents to the best available information.	Richmond LLFA		2014	on going		Not Started	
014	4) Target resources where they have the greatest effect by adopting a risk-based approach	Avoid building within flood affected areas, ensure new developments are designed to minimise and reduce flood risk and consider developing planning policies or guidance for areas that are susceptible to surface water flooding , taking account of future legislation and	Regularly review and update the Strategic Flood Risk Assessment for Richmond borough to provide developers with the most up to date information	Richmond LLFA		2014	on going		In progress	
			Investigate if the outputs of the surface water maps can be linked to planning applications, for example by flagging up sites that are located in surface water flooding hot spot zones.	Richmond LLFA		2014	on going		Not Started	

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		guidance on Sustainable Drainage Systems	Investigate the need to produce a Supplementary Planning Document for flood risk and sustainable drainage.	Richmond LLFA		2014	on going		Not Started	
			Monitor current parliamentary processes with regard to Sustainable Drainage Systems Approving Bodies (SAB) and ensure the Council is prepared to act on this when the new legislation comes into force						Not Started	
			Develop and produce guidance on Sustainable Drainage Systems for use by planning applicants and council officers (by summer 2014)	Richmond LLFA		2014	01-Apr-14		In progress	
015		Continue a pro-active approach to the management of the Council's assets, and target known problem areas e.g. gully clearing, ditches, leaf clearing	Continue to undertake a drainage maintenance regime that prioritises key drainage points.	Richmond LLFA		2014	on going		In progress	
016		Develop an action plan and a robust approach for prioritising spending on schemes that are designed to reduce flood risk and improve the cost/benefit ratio	Progress proposed flood risk schemes at Haliburton Road, Heath Road, Mogden Lane, Petersham Road, Burtons Road, Ferry Road, Ferry Road, Hampton Court Road, and Waldegrave Road	Richmond LLFA		2014	on going		In progress	
			Publish the successful flood risk schemes as referred to above	Richmond LLFA		2014	on going		Not Started	
017	<b>5) Contribute to wider social, economic and environmental outcomes by encouraging sustainable multi-benefit solutions for the management of local flood risk</b>	Ensure that flood risk management schemes and works in the Borough enhance and improve biodiversity, water quality and the natural environment where possible and take account of the likely effects of climate change	Assess planned schemes against the Water Framework Directive.	Richmond LLFA		2014	on going		Not Started	
			Use schemes to reconnect people to the natural environment and improve river bank access through the setting back of flood defences in line with the Thames Landscape Strategy.	Richmond LLFA		2014	on going		Not Started	
			Work together with local environmental groups, including the South West London Environment Network and Friends of the River Crane Environment etc, to utilise best practice for the improvement of the natural environment.	Richmond LLFA	SW London Environment Network, FORCE	2014	on going		In progress	
018		Ensure that flood risk management schemes and works in the borough have wider benefits which bring about positive social development	Identify opportunities for tackling environmental and social issues together by building capacity and awareness in the community, tackling flood risk problems and social exclusion simultaneously.	Richmond LLFA		2014	01-Apr-14		Not Started	
			Assess proposed schemes for social impacts and identify opportunities for mitigation or enhancement.	Richmond LLFA		2014	on going		Not Started	
019		Ensure that flood risk management schemes bring about economic benefits	Undertake full lifecycle cost benefit analysis for schemes.	Richmond LLFA		2014	on going		Not Started	
			Investigate alternative sources of funding.	Richmond LLFA		2014	on going		Not Started	
			Reduce economic damage in the borough by investigating schemes which protect local businesses.	Richmond LLFA		2014	on going		Not Started	