



## REPORT AND SUPPLEMENTARY INFORMATION

Overview and Scrutiny Committee

Wednesday, 17 October 2018

The following report is now enclosed, as follows:

Agenda Item Number	Page	Title
6	1 - 18	RESILIENCE COMMISSION INFORMAL TASK GROUP.

# **Final report of THE RESILIENCE COMMISSION INFORMAL TASK GROUP**



**Lancaster City Council  
October 2018**

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## Chairman's Foreword

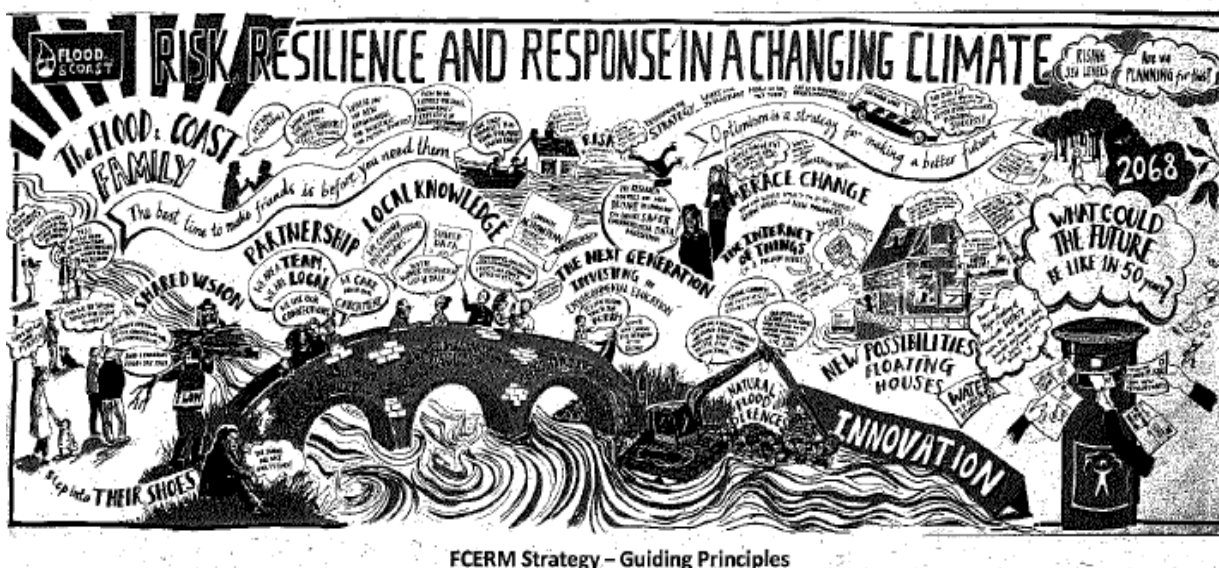
Following the serious and often unexpected consequences of the December 2015 flooding and prolonged power outage, the City Council Overview and Scrutiny Committee played an important part in reviewing the effects upon the district and receiving information from the agencies involved. It was clear all statutory bodies needed to work on improving communications and inter agency work and better outcomes have been noticeable over 2017/2018 in particular. However it was clear from our review that there were gaps in agency outcomes and in particular our communities needed to be far more involved in increasing their own resilience. We also realised as communities we had not profited from the experience of near neighbours Carlisle and Kendal and hoped by our work to take their learning into account and ensure our contribution reached a wider audience.

In the midst of a great deal of work by other bodies dealing with flooding, the Task Group took on and refined a remit that represented those elements councillors felt essential to our situation, to the concerns of councillors in their wards and the voice of local community members. Considerable success has been achieved in working through the pressing community issues that were flagged up early in 2016 through the work of Civil Contingencies Officer, Mark Bartlett supported by councillors. We can now see a much more coherent approach to working with communities, not just by the City Council but also by elements of the County Council, the Environment Agency and utilities companies. Recent flooding in Halton, Galgate and Hala has shown not only the progress made by communities and agencies but also the continued need for our communities to be part of a network of effective communication and included in coherent decision-making at district and county level, including in the planning arena, that is based on good local knowledge.

Flooding is no longer a one off disaster: it is a fact of life now. As a Resilience Commission we recognise our district contains a cross section of communities, all of whom need effective support to create their own resilience. We trust our recommendations will go some way to making that happen.

Thanks are due to task group members and to officers for keeping up with and adapting the report and recommendations as circumstances at both national and local level have changed.

**Councillor Caroline Jackson**  
on behalf of the Task Group



FCERM Strategy – Guiding Principles

## 1. **Introduction**

Following the flooding and associated power outages, transport, and communication issues experienced during Storms Desmond and Eva the Overview and Scrutiny Committee was tasked with investigating the impacts and emergency response procedures.

The events of Storm Desmond highlighted the need for planned resilience within communities across the district.

The Resilience Commission Task Group was set up by the Overview and Scrutiny Committee and tasked with developing a way of pulling together community groups across the district to share experience and good practice regarding emergency planning and resilience within smaller community groups in rural and urban parts of the district.

## 2. **Role of the Task Group**

The concept of the Resilience Commission Informal Task Group originally stemmed from the Storms Desmond and Eva report presented to the Overview and Scrutiny Committee on 20<sup>th</sup> April 2016. The Committee was advised of the broad impacts of these storms on the district and the effect that engagement in the emergency and recovery operations had on the City Council. In addition the report outlined the changes which may need to be made to the district's resilience arrangements as a consequence of the experience. Various organisations attended the meeting.

The rationale behind the Task Group was that the flooding and consequential loss of power highlighted the need for resilience in our communities. It was also felt that there was a risk to transport generally and to infrastructure such as bridges and the M6, which can leave communities vulnerable.

Following further incidents of flooding, since Storms Desmond and Eva, the Chairman of the Task Group has requested further information to be considered by the Task Group and the Overview and Scrutiny Committee, with recommendations being submitted to the City Council's relevant decision-making meetings.

## 3. **Terms of Reference**

The following Terms of Reference were agreed by the Overview and Scrutiny Committee:

1. To identify issues to be considered by the Resilience Commission such as communities, power and transport.
2. To identify community partners.
3. To determine how to test the sustainability of relevant plans.
4. To consider how to disseminate information into the communities.

At the first meeting of the Informal Task Group it was agreed that the issues to be considered by the Resilience Commission would, in addition to the specific examples in the Terms of Reference, also include:

- Communication.
- Vulnerable People.
- Existing resilience.

- Rest centres/information and support hubs.
- Availability of food supplies.
- Identification of good practices.
- Planning Regulations.
- Drainage.





4. **The scope of the Informal Task Group is provided below:**

<b>Review Topic</b> (name of Review)	Resilience Commission Task Group
<b><u>Councillors Involvement in scoping</u></b> (names of Cllrs involved)	Councillors Goodrich and Jackson. If an informal Task Group other Members to be agreed by Groups on an interest basis.
<b><u>Officer Support</u></b> (names of Officers required)	To be determined by the Chief Executive.
<b><u>Rationale</u></b> (key issues and/or reason for doing the Review)	Flooding and the consequential loss of power highlighted the need for resilience in our communities. There is also a risk to transport generally to infrastructure such as bridges and the M6, which can leave communities vulnerable.
<b><u>Purpose of Review/Objective</u></b> (specify exactly what the Review should achieve)	Identify issues to be considered by the Resilience Commission such as communities, power and transport. Also to identify community partners, sustainability of plans and how to disseminate information into the communities.
<b><u>Indicators of Success</u></b> (what factors would indicate that a Review has been successful)	A clear plan for the Resilience Commission to work to. Communities will have a resource to help manage future issues.
<b><u>Methodology/Approach</u></b> (what types of enquiry will be used to gather evidence and why)	The information gathering from the Overview & Scrutiny Committee on 20 <sup>th</sup> April 2016.  Ward Councillors.  Discussions with Carlisle City Council.
<b><u>Specify Witnesses/Experts</u></b> (who to see and when)	Ward Councillors.
<b><u>Specify Evidence Sources for Documents</u></b> (which to look at)	None.

<b><u>Specify Site Visits</u></b> (where and when)	None.
<b><u>Specify Evidence Sources for Views of Stakeholders</u></b> (consultation/workshops/focus groups/public meetings)	None.
<b><u>Publicity Requirements</u></b> (what is needed – press release, fliers, leaflets, radio broadcasts, etc.)	None.
<b><u>Resource Requirements</u></b> (people, expenditure)	Officer time to be determined by the Chief Executive.
<b><u>Barriers/dangers/risks/etc.</u></b> (identify any weaknesses and potential pitfalls)	None.

Following the scoping of the Task Group the Overview and Scrutiny Committee also requested that the Resilience Commission review the City Council's policy on the provision of sand bags in emergency flooding situations.

## 5. **Project Scope**

The project was to review and consult on the setting up of a Resilience Commission and to identify issues to be considered by the Commission such as communities, power and transport. Also to identify community partners, sustainability of plans and how to disseminate information into communities.

## 6. **Membership of the Group**

The Task Group comprised of Councillors Caroline Jackson (Chairman), Claire Cozler, Nigel Goodrich, Brendan Hughes (prior to being appointed a Cabinet Member), Roger Mace and Nicholas Wilkinson.

The Task Group was supported by Suzanne Lodge – Chief Officer (Health and Housing), Mark Bartlett – Civil Contingencies Officer, Stephen Metcalfe – Principal Democratic Support Officer and Sarah Moorhen - Democratic Support Officer.

The Task Group gratefully acknowledges the contributions and evidence freely given by Carlisle City Council.

## 7. **Documentary Evidence Considered**

The Structured Debrief Report of the City Council following Storm Desmond was considered. The Task Group also received information provided by Carlisle City Council that had resulted from dealing with Storms Desmond, Eva and Frank and other previous storms. The Task Group did not consider, in any depth, any of these documents as separate entities, but scrutinised these as a whole and the evidence contained within these.



A presentation regarding flooding has also been provided, which was available to all Members of Council.

**8. Status of Report**

This report is the work of the Informal Task Group, on behalf of the Overview and Scrutiny Committee, and where opinions are expressed they are not necessarily those of Lancaster City Council.

Whilst we have sought to draw on this review to make recommendations and suggestions that are helpful to the City Council, our work has been designed solely for the purpose of discharging such work in accordance with the terms of reference agreed by the Overview and Scrutiny Committee. Accordingly, our work cannot be relied upon to identify every area of strength, weakness or opportunity for improvement.

This report is addressed to the Overview and Scrutiny Committee. It has been prepared for the sole use of the City Council and the Task Group takes no responsibility for any Member or Officer acting in their individual capacities or to other third parties acting on it.

**9. Background and Context**

The district experienced unprecedented flooding and related transport and power impacts on 5<sup>th</sup> December 2015 as a direct result of Storm Desmond, with smaller and more isolated incidents experienced during Storm Eva on Boxing Day and Storm Frank.

The Overview and Scrutiny Committee reviewed the impacts of these storms and it was agreed that the floods had highlighted the need for community resilience.

Overview and Scrutiny set up the Resilience Commission Informal Task Group with the aim that a Resilience Commission would pull communities together creating an infrastructure for the future.

**10. Report**

An interim report has previously been submitted to the Overview and Scrutiny Committee.

The Overview and Scrutiny Committee was asked to agree to the recommendations and arrangement of a meeting on 10<sup>th</sup> November 2016 and note that the Committee may be asked to consider further recommendations that could result from the information gathered at that meeting.

This report also provides recommendations on the issues that are outstanding and also issues that have come to light more recently after further flooding in the district in November 2017.

**Interim Report Recommendations**

The interim report made the following recommendations:-

- (1) That the Chairman meets with the Civil Contingencies Officer to discuss and consider how a meeting of the Commission will be arranged, including invitees and items to be discussed. The Task Group and all other Members of Council be invited to attend the meeting.
- (2) That, subject to (1) above, a meeting of the Commission be called.

- (3) That the meeting considers a set of geographical areas, focuses on buildings that could be used when there is an emergency and considers funding of improvements to buildings identified to provide power and other facilities when there is an emergency and considers how to ensure that communications with residents are effective at such times.

## 11. **Resilience Meeting**

Following discussions, referred to above, a resilience meeting was arranged. The meeting was open to the public, community and business groups. All Members of Council were invited to attend the meeting.



The meeting was held at this time due to the limit on timescales for community resilience bids for grant funding being made available by the Community Foundation for Lancashire and Merseyside. The meeting ensured that any opportunities were not missed.

The majority of the groups receiving funding have liaised with the City Council's Civil Contingencies Officer to develop Community Emergency Plans (please see below).

## 12. **Community Emergency Plans**

Storm Desmond, in December 2015, and in particular the power blackout created a high level of interest in the idea of Community Emergency Plans (CEPs) and in early 2016 the Civil Contingencies Officer contacted town and parish councils and offered to attend meetings to give a brief presentation on the idea of creating a plan. This has generated a great deal of interest and in total the Civil Contingencies Officer has attended 19 meetings, with most expressing an interest in taking the idea further.

To date the following Plans have been completed and published: -

Carnforth, Caton and North Quernmore, Halton with Aughton, Ireby and Leck, Nether Kellett, Over Kellett, Slyne with Hest, Sunderland Point and Warton.

Plans for the following are being developed: -

Borwick and Priest Hutton, Galgate, Glasson and Thurnham and Silverdale.

Stanley Road Baptists have agreed that their building can be a Level 1 Rest Centre when refurbishment work is completed and Scotforth St. Paul's has also agreed that the church hall can be a centre too.

Some of the communities already have local community resources and a centre where people can gather and support each other.

Plans are tailored to the local community requirements. Some groups are developing plans to get out and about around their villages in an emergency, whereas others are concentrating more on providing a local emergency centre at their village hall.

Copies of plans are kept in the City Council's Emergency Control Centre to provide a way of communication between groups and the centre if there is a major emergency. They are

also stored on a secure extranet system known as Resilience Direct where they can be accessed by the emergency services and utility companies if an emergency situation arises.

**Recommended:** That officers ensure that recovery and emergency plans are regularly assessed.

### 13. Exercises/Events

The City Council is developing a means of sharing good practice between groups. One way of doing this is by community exercises.

A meeting with Community Emergency Planning Groups (CEPGs) took place in February (2018) at Caton when the November floods were reviewed and there was a presentation from the Galgate representative. A further meeting in October (2018) will include an exercise to test plans.

CEPGs were invited to send representatives to a training course on retrofitting flood resilience to older buildings. The first of these was on 12<sup>th</sup> September (2018) and was well received. Community members have been trained alongside Council officers and a further event was held on 2<sup>nd</sup> October.

Several CEPGs sent representatives to a Flooding Training for Partners event at The Platform on 26<sup>th</sup> September (2018), where they made a significant contribution to training for police, fire, military, UU, EA and council officers.

A similar exercise was held at Overton Memorial Hall on 6<sup>th</sup> October (2018).

**Recommended:** That similar exercises continue to be arranged and held in the future in the district to develop a means of sharing good communication and practices.

### 14. Lancashire Flood Appeal (Community Foundation for Lancashire & Merseyside)

The development of local emergency plans has been boosted by the offer of funds from the Lancashire Flood Appeal (Community Foundation for Lancashire & Merseyside), which has offered grants of up to £10,000. Local groups were able to submit bids to improve the resilience of their communities to future flooding, or other emergencies.

At the time of writing this report in the District a total of over £75k has been awarded to the groups.

The grants have been made to purchase emergency equipment and improve the facilities at various local halls to make them more suitable to act as local emergency centres by providing generators and making improvements to electrical supplies, catering facilities etc.



*Equipment provided to community groups. Grant funded by the Community Foundation for Lancashire and Merseyside*



#### 15. **Role for Councillors - Community Leadership**

It is noted that, when this Task Group was created, the City Council Plan included Community Leadership as a priority. The Plan stated that: -

The role of our ward Councillors is vital in engaging with communities and working with community groups and individuals to make a difference through a wide range of initiatives in local areas and the Council's process will be strengthened to support this. Community pride is a key theme that has emerged from our local engagement work and the Council wishes to support local groups and communities to become involved locally, improving where they live in many ways so that they can take pride in their local areas and the communities around them.

In reports to the Council it has been noted that the City Council had placed a significant emphasis on community leadership and advised that it was encouraging to see a wide range of activity often led by local elected Members championing, running and supporting activities.

It is felt that the role of Councillors should be utilised in future to provide the vital role of engagement and, where possible, providing information to their communities.

#### **Recommended:**

That the role of a Councillor regarding community leadership be included within the Councillors' induction when elected.

That Lancashire County Council, as the Lead Local Flood Authority under the Flood and Water Management Act 2010 and Flood Risk Management Overview and Scrutiny (England) Regulations 2011, be requested to appoint a City Council representative as a co-optee non-voting Member, to its relevant Scrutiny Committee when considering flooding issues regarding this district.

#### 16. **Planning Issues**

As part of the evidence gathering exercise for the Group, the following enquiries were made:-

- Consultees – what is the input from Environment Agency/Flood Authority on new planning applications; how much weight is given to their views ?;
- Cross over of local authority borders – Effects on the flooding of our district from other local authority areas, could we be a consultee for any planning applications affecting the river Lune or other rivers considered by other local authorities. Do we liaise with any other adjoining local authorities on flood issues ?;

- Building Regulations issues (previously raised at the Overview and Scrutiny Committee meeting), can we consider whether Building Regulations could be used for making buildings more flood resilient ?.

**The following information was provided by the City Council's Regeneration and Planning Service.**

- On the issue of consultees: the City Council will continue to consult with the Environment Agency (EA) and the Lead Local Flood Authority (LLFA) regarding planning applications, where there is a statutory requirement to consult with them. There will be a presumption that if one of these organisations raises an objection that the City Council, as the Planning Authority, will not approve the application.

The LLFA has recently set up meetings regarding "Making Space for Water" to which the City Council is invited and represented.

- Regarding cross-boundary issues: the City Council has a role under the 'Duty to Cooperate' to discuss cross boundary issues with neighbouring authorities. This primarily relates to housing and economic matters however there is no reason that flooding matters should not be discussed where a recognised cross-boundary issue exists. Should such issues arise in the future there are certain mechanisms to address this via the Duty to Cooperate.

The main cross boundary flooding issues relate to the Lune catchment and these of course are influenced by uplands in both Cumbria and Bowland. The Environment Agency are undertaking work on managing upland catchments and it is known this will be influencing Management Plans for the Lake District and Yorkshire Dales National Parks, as well as the Forest of Bowland AONB Management Plan, where appropriate.

The City Council has representation on the latter two and the former Chief Officer (Regeneration and Planning) personally called for consistency between the Management Plans and the Environment Agency's catchment management objectives.

- Building Control: Building Regulations are not the appropriate mechanism for making buildings more flood resilient. It is the planning system that can be used to ensure that buildings are flood resilient at the point of construction/first use. As detailed above on any planning application, which is affected by the potential for flooding (identified on the City Council's Planning Constraint Mapping), the City Council will consult the relevant statutory consultees - Environment Agency, LLFA and United Utilities. They will often recommend flood-resilience measures (e.g. raising the finished floor level of a proposed building), and these are subsequently imposed as planning conditions on the planning permission. If the statutory consultees recommend refusal on (evidenced) flooding grounds then it is anticipated that planning permission will be refused. In the unlikely event that the City Council wanted to approve a major development that had elicited an objection from the Environment Agency, then we would notify them on our intention (to approve) before proceeding to decision. This might result in the application being 'called-in' for the Secretary of State to determine.

Following the responses received the issue of a new classification regarding mapping of Zone 1 surface water was raised, together with the need to include updates from the Woodlands Trust regarding felling of trees, both inside the district and cross-border, that could impact on flooding.

Also considered was the City Council's Building Control Service, which is a valued service, that it is felt should be resourced and extended.

**Recommended:**

That the City Council's Building Control Service is a valuable service that should be resourced and extended.

That clarification be provided by the EA that all parties have access to the latest detailed maps that provide information on the latest classification of Zone 1 surface water.

That regular reports on cross boundary flooding issues are reported to the proposed Flooding Cabinet Liaison Group. This to include, amongst other issues, updates from the Woodlands Trust regarding felling of trees, both inside the district and cross-border, that may have implications on flooding within the district.

## 17. **Sandbags**

As part of its information gathering the Group was asked to make recommendation to the Overview and Scrutiny Committee upon the City Council's policy regarding sandbags. Information was obtained and circulated to the Group's Members.

The City Council maintains a supply for use on its own installations and, through the Council's website, information is provided to householders on how they can plan ahead in the event of flooding. Widespread experience during the floods demonstrated the very limited value of sandbags in most circumstances and the logistical problems that occur in trying to distribute them in a period of emergency. They also cause many subsequent problems after water has subsided as they are contaminated and heavy, may split open and sometimes block drains and exacerbating the impact of further rainfall. Properties susceptible to flood risk are far better taking advantage of flood resilience measures such as closable barriers and pumps rather than sandbags. Because they deteriorate rapidly it simply is not practical for the City Council to create and maintain a large supply of sandbags routinely.

Comprehensive information is provided on the City Council's website.

<https://www.lancaster.gov.uk/environmental-health/emergency-planning/flooding-how-to-prepare-and-what-to-do-if-you-have-been-affected>

As referred to earlier the City Council maintains a stock of sandbags for its own use, if required, for engineering options, such as a breach in a sea wall, or to assist to shore up river defences.

There are innovative alternatives to sandbags, which react with water to provide the same or better defence, but are much easier to store, and will have a longer lifespan, such as floodsax. (Search 'sandbag alternatives' on an internet search engine to find such products).

**Recommended:** That alternatives to sandbags, such as floodsax, be trialled by the City Council and, subject to a successful trial, be made available to sell to local residents, with details made available on the City Council's website.

## 18. **Council Properties**

During recent flooding events it was reported that a number of Council houses/bungalows had been flooded.

It is suggested that for those houses/bungalows, where it has been shown that properties have flooded in the past, adaptations be made to these properties. Consideration should include adapting doorframes so that flood boards can be fitted and, if appropriate flood guards for air bricks.

**Recommended:** That for those Council houses/bungalows, where it has been shown that properties have flooded in the past, adaptations be made to these properties. Consideration should include adapting doorframes so that flood boards can be fitted and, if appropriate, flood guards for air bricks.

## 19. **Communication**

In the Interim Task Group report it was noted that the work undertaken by Carlisle City Council, after repeated flooding, had highlighted that residents wanted better communication and, in particular, to know what was being done and why. One outcome of the work with communities will assist in tackling this issue too.

Parish/Town areas have been encouraged to produce Community Emergency Plans (CEPs), with representatives from these areas being provided with the District Emergency Control Centre (DECC) contact details. Copies of all community plans, with contact details, are kept in the DECC.

The Multi-Agency Flooding Plan has been revised and reissued to incorporate learning from the latest events.

Related to communication are the works undertaken to improve and maintain electricity supplies in the district by E-NW (see also section 21). These works should ensure that electricity supplies to mobile telephone masts are maintained, thus ensuring that communications by phone are more resilient.

As referred to previously training exercises/events (also see section 13) will also help to strengthen communications between groups and organisations. It is felt that a co-opted Councillor Member on the relevant County Council Scrutiny Committee could improve the flow of information between Councillors.

### **Recommended that:**

- Issues regarding communication be considered by the Flooding Cabinet Liaison Group (more detail provided in Section 22 – The Way Forward);
- Issues regarding communication continue to be considered at exercises and training events to develop a means of sharing good communications;
- That Lancashire County Council be requested to appoint a City Council representative as a co-optee non-voting Member, to its relevant Scrutiny Committee when considering flooding issues regarding this District (also recommended in section 15 – Community Leadership).

## 20. **SMART District**

It is noted that the use of SMART District technologies will help emergency planning by ensuring that, in the event of emergencies, footage is available from key public locations to assist the City Council and services like the Police and Fire and Rescue etc. (Cabinet - 03.10.17).



## 21. Caton Road, Lancaster - Sub Station

Following Storm Desmond in 2015 and the floods that effected the Sub-Station on Caton Road, Lancaster causing power outages across the district, Electricity North West has taken action to deal with the effects of 100 year floods by raising all the equipment on the site.



Members of the Overview and Scrutiny Committee attended a site visit earlier this year to view the work done on site and were impressed with the remedial work carried out.



On 2<sup>nd</sup> October 2018 Electricity North West switched on the new 132/33kV transformer. This means that the works over the summer have progressed as planned with two 132kV transformers and 33kV equipment on the site now at the new elevated position above the 1:1000 year flood level. There is further work planned to follow with the 33/11kV transformers, (the smaller ones on site), but the strategic assets for the city and wider area should now be secure from flood risk.



*A site overview with the new elevated transformer to the upper left.*



*The transformer being craned into position.*

## 22. **Cabinet Liaison Group**

At Cabinet, at its meeting on 26<sup>th</sup> June 2018. it was reported that following on from Storm Desmond the Overview & Scrutiny Committee had established an informal Resilience Commission Task Group. One of the suggestions from the Chairman of the Task Group, which has been supported by the Cabinet Member with responsibility and by the Chief Officer (Health & Housing), is the merit of establishing a Cabinet Liaison Group.

Whilst the City Council plays a major part in responding to flooding incidents, particularly in the recovery phase, we recognise that work to try and mitigate the effects of flooding, as well as actions to help residents become more resilient to inevitable future flooding incidents, needs to be a multi-agency effort involving our communities as well. The purpose of the group will be to provide a strategic oversight of flooding issues in the district including hearing the action plans and timescales from all the agencies with a responsibility for flooding, e.g. the Environment Agency and Lancashire County Council and to hear from residents about what would help them best prepare and deal with flooding. A Flooding Cabinet Liaison Group could meet twice a year, or more frequently if required. Cabinet agreed to the establishment of the task group in principle, with the terms of reference to be agreed at a future Cabinet meeting.

The Task Group has made recommendations including recommendations regarding the terms of reference of the Cabinet Liaison Group, as follows.

## 23. **Recommendations**

Set out below are the recommendations that have emerged from the Task Group's work.

### **Recommendations**

That it be recommended as follows: -

- That training exercises/events continue to be arranged and held in the future in the district, to develop a means of sharing good communication and practices.
- That the role of a Councillor regarding community leadership be included within the Councillors' induction when elected.
- That Lancashire County Council, as the Lead Local Flood Authority under the Flood and Water Management Act 2010 and Flood Risk Management Overview and Scrutiny (England) Regulations 2011, be requested to appoint a City Council representative as a co-optee non-voting Member, to its relevant Scrutiny Committee when considering flooding issues regarding this District.
- That the City Council's Building Control Service is considered a valuable service that should be resourced and extended.
- That clarification be provided by the EA that all parties have access to the

latest detailed maps that provide information on the latest classification of Zone 1 surface water.

- That alternatives to sandbags, such as floodsax, be trialled by the Council and, subject to successful trial, be made available to sell to local residents with details made available on the City Council's website.
- That for those Council houses/bungalows, where it has been shown that properties have flooded in the past, adaptations be made to these properties. Consideration could include adapting doorframes so that flood boards can be fitted and, if appropriate, flood guards for air bricks.
- That officers ensure that recovery and emergency plans are regularly assessed.
- That a Flooding and Community Response Cabinet Liaison Group be created, with Terms of Reference as set out below: -

#### **Terms of Reference**

#### **Recommended Terms of Reference for the Flooding and Community Response Cabinet Liaison Group**

To provide assistance to the Cabinet Member to form a strategic oversight of flooding issues in the district including hearing the flooding issues, action plans and timescales from all the agencies with a responsibility for flooding e.g. the Environment Agency and Lancashire County Council and also to hear from community groups and residents about what would help them best prepare and deal with flooding and to attract membership from qualified and knowledgeable people in the community.

To advise the Cabinet Member on actions arising from an update report on relevant issues that will/may affect the District from the Lancashire Resilience Forum.

To consider, on an annual basis, arrangements to mitigate the risk to council properties, where it has been shown that properties have flooded in the past and for appropriate adaptations to be made to these properties.

To advise on the local flood emergency responses of the various agencies.

To advise the Cabinet Member on action following receipt of reports on cross boundary issues.

**Note:** The main cross boundary flooding issues relate to the Lune catchment and these of course are influenced by uplands in both Cumbria and Bowland.

To invite members of the Planning Policy Cabinet Liaison Group, at an appropriate time, in order to hear policies/strategies for reducing the impact of

flooding when planning for new development.

That future reports and surveys, including reports from the Lancashire Flood Partnership, be submitted for consideration to assist the Cabinet Member in making recommendations for action.

That regular reports on cross boundary flooding issues are reported to the proposed Flooding Cabinet Liaison Group. This to include, amongst other issues, updates from the Woodlands Trust regarding felling of trees, both inside the district and cross-border, that may have impactions on flooding within the district.

That issues regarding communication be considered by the Liaison Group.

**Frequency:**

The Group to meet twice a year, and/or more frequently as/when required.