

05/03/15

Local Flood Representatives – role description

What is a Local Flood Representative?

A Local Flood Representative is an individual nominated by their Parish Council or Federation of Bath Residents' Associations Group to liaise with Bath & North East Somerset Council's Drainage & Flooding team. They will provide an important communication link between residents in the Parish and the Council and other Flood Risk Management stakeholders on issues of:

- land drainage
- surface water flooding
- groundwater flooding
- watercourse flooding

On occasion Local Flood Representatives may be invited to attend an Operational Flood Working Group meeting (see below) where they can discuss particular drainage and flooding issues relating to their area.

The Local Flood Representative may also be called upon to help disseminate drainage and flooding information from the Council, the Environment Agency or Wessex Water to the local community. In 2015 they will also be asked to contribute to Bath and North East Somerset's Local Flood Risk Management Strategy.

It should be emphasised that the position is not a flood emergency role. It is primarily concerned with the reporting of on-going local land drainage and flooding issues in order to come up with practical solutions for long-term improvements.

No technical knowledge of drainage or flooding is required, what's more important is that you are willing to gather information about drainage issues and pass this on to the Council's Drainage and Flooding team.

What is the Operational Flood Working Group?

Bath & North East Somerset Council have set-up an Operational Flood Working Group.

The purpose of the Operational Flood Working Group is to discuss and agree ways to manage flood risk from local sources. The Operational Flood Working Group will discuss specific flooding or drainage issues with a view to coming up with practical measures to improve drainage or reduce flood risk.

The group consists of technical officers from the Drainage and Flooding team, the Environment Agency and Wessex Water, as well as other invited Council officers and Local Flood Representatives as required.

The Operational Flood Working Group meets every two months. Local Flood Representatives may be invited to attend meetings where specific issues in their local area are to be discussed.

What sort of things would a Local Flood Representative report to the Council's Drainage & Flooding team? How often should they report? What kind of information is required?

Bath & North East Somerset Council's Drainage and Flooding team would like to know about any on-going local drainage or flooding issues. Written below are the sorts of common things that a Local Flood Representative might relay to the Drainage and Flooding team:

- Maintenance issues with watercourses such as overgrown vegetation impeding flows, silt build-up or other restrictions to flow including rubbish or debris.
- Maintenance issues with watercourse structures (e.g. blocked culverts or trash screens)
- Land drainage issues. For instance where rainwater runoff from land may be spilling onto roads or property.
- Local drainage knowledge to help inform development proposals

Issues such as these should be reported by the Local Flood Representative as and when they occur. The more information provided the better, with photos being particularly useful. The Drainage and Flooding team will then consider the issues and they may be discussed at an Operational Flood Working Group meeting.

What sort of things would the Local Flood Rep NOT report to the Drainage & Flooding team? Where else should these matters be referred?

Emergency Flooding issues – these should be directed to the emergency services.

Community flood planning – this should be managed and co-ordinated within the community but the Operational Flood Working Group may be able to act in a supportive role.

Highway drainage and flooding issues including blocked gulleys, pot holes and water ponding on highways – these matters should be referred to Bath & North East Somerset Council's Council Connect service (Web: www.bathnes.gov.uk/reportit Email: councilconnect@bathnes.gov.uk Twitter: Via @ccbathnes or www.twitter.com/ccbathnes Telephone: 01225 39 40 41 Text (SMS): 07797 806545)

Private drainage matters. Where there are drainage issues occurring on private land or between land owners, these matters should be dealt with by the appropriate land owners. The Drainage and Flooding team can advise when this is the case.

More questions?

If you have more questions about the Local Flood Representative role, please email Bath & North East Somerset Council's Drainage and Flooding team: drainage&flooding@bathnes.gov.uk

I'm interested in becoming a Local Flood Representative, what do I need to do?

If you would like to become a Local flood Representative please liaise with your Parish Council or Federation of Bath Residents' Association Group to make sure that they are happy for you to volunteer for the role. You will then need to provide the following details to the Council's Drainage and Flooding team:

Parish Council name OR Federation of Bath Residents' Association group name	
Your name	
Contact telephone number	
Contact email address	
A short paragraph outlining why you would like to be a Local Flood Representative.	
Any other roles that you have within the Parish Council or other elected bodies.	

We would like to receive nominations for Local Flood Representatives by 30th April 2015.

Please send this form to:

Highways & Traffic
Highway Maintenance & Drainage Team
Drainage and Flooding Team
Lewis House
Manvers Street
Bath
BA1 1JG

Or email the above details to: drainage&flooding@bathnes.gov.uk