

Date

Attach distribution list

Highways and Transport

Council Offices
Market Street, Newbury
Berkshire RG14 5LD

Our Ref: JWi

Your Ref:

Please ask for: Jon Winstanley

Direct Line: 01635 519087

Fax: 01635 519637

e-mail: jwinstanley@westberks.gov.uk

Dear ??

Notification of S19 LLFA Flood Investigation.

Location:

Date of Flooding Event:.....

I would like to inform you of West Berkshire Council's intention to undertake a flood investigation in accordance with section 19 of the Flood and Water Management Act 2010.

A formal flood investigation will be undertaken as *(insert reasons why threshold level for investigation exceeded along with a brief description of the incident. Refer to location plan if appropriate)*.

The flood investigating officer will be

Please provide the following details: *(delete as appropriate)*

- Details of any property flooding including details of type of property;
- Details of flood alerts/warnings issued;
- Sewerage flooding within properties within properties;
- Details of actions your agency undertook during this period in this area
- Details of your risk management duties in relation to this flooding;
- Any relevant information on past flooding incidents at this location.

In order to progress this investigation please send in your responses by

Please acknowledge receipt of the letter and if you require any further information please contact me on 01635 519087.

Yours sincerely

Jon Winstanley
Projects Manager

Distribution list for notification of S19 flood investigation.

Environment Agency

Jeanne Capey
Partnership and Strategic Overview Team Leader,
Kings Meadow House,
Kings Meadow Road,
Reading,
RG1 8DQ.

Thames Water

Mark Dickinson
Development Planning Manager
Maple Lodge
Maple Lodge Close
Maple Cross
WD3 9SQ

Canal & River Trust

If a cross boundary issue:

Reading Borough Council

Vaughan Norris

Wokingham Borough Council

Eddie Napper

Wiltshire

Oxfordshire

Hampshire

Other Agencies as appropriate eg

Highways Agency

Network Rail

Critical Infrastructure Owners

Land Owners