

Notice of Meeting

Greener Select Committee

Tuesday, 8th June, 2010 at 6.30 pm
in Committee Room 1 Council Offices
Market Street Newbury

Date of despatch of Agenda: Friday, 28 May 2010

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact David Cook on (01635) 519475
e-mail: dcook@westberks.gov.uk

Further information and Minutes are also available on the Council's website at
www.westberks.gov.uk



Agenda - Greener Select Committee to be held on Tuesday, 8 June 2010 (continued)

To: Councillors Peter Argyle, Howard Bairstow, Lee Dillon, Alan Macro, Tim Metcalfe, Tony Vickers (Vice-Chairman) and Emma Webster (Chairman)

Substitutes: Councillors Paul Bryant, Manohar Gopal and Owen Jeffery

Agenda

Part I

	Page No.
1. Apologies To receive apologies for inability to attend the meeting (if any).	
2. Minutes To approve as a correct record the Minutes of the meeting of this Committee held on 30 March 2010.	1 - 6
3. Declarations of Interest To receive any Declarations of Interest from Members.	Verbal Report
4. Procurement of Local Food <i>Purpose: To receive evidence in support of the review into the use of local food.</i>	Verbal Report
5. Flooding Update Report <i>Purpose: To update members on the progress made since the flooding event of July 2007.</i>	7 - 46
6. Waste Management <i>Purpose: To receive a presentation on the role of the Select Committee in monitoring the waste contract.</i>	Verbal Report
7. Work Programme <i>Purpose: To prioritise the Greener Select Committee work programme.</i>	47 - 48

Andy Day
Head of Policy and Communication

Agenda - Greener Select Committee to be held on Tuesday, 8 June 2010 *(continued)*

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If you require this information in a different format, such as audio tape, or in another language, please ask an English speaker to contact Moira Fraser on telephone (01635) 519045, who will be able to help.



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Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

GREENER SELECT COMMITTEE

**MINUTES OF THE MEETING HELD ON
TUESDAY, 30 MARCH 2010**

Councillors: Peter Argyle (P), Howard Bairstow (P), Tim Metcalfe (P), Tony Vickers (Vice-Chairman) (P) and Emma Webster (Chairman) (P)

Also Present: Councillor Paul Bryant, Nic Lampkin, Executive Director Organic Research Centre (Elm Farm), Lawrence Woodward, Co-Director Organic Research Centre (Elm Farm), Tamara Sciopu, Executive Director Berkshire, Buckinghamshire and Oxford Food Group, and Alexander Farrow Director Thames Valley Farmers Market., and David Cook (Principal Policy Officer WBC).

PART I

1 Apologies

Apologies for the inability to attend the meeting were received on behalf of Councillor Lee Dillon.

2 Minutes

The Minutes of the meeting held on 19 January 2010 were approved as a true and correct record and signed by the Chairman.

3 Declarations of Interest

Councillor Emma Webster declared an interest in Agenda Item 5, and reported that, as her interest was personal and prejudicial she would be leaving the meeting during the course of consideration of the matter.

4 Review of Local Resources - Local Food

The Committee considered evidence (Agenda Item 4) from Nic Lampkin, Executive Director Organic Research Centre (Elm Farm), Lawrence Woodward, Co-Director Organic Research Centre (Elm Farm), Tamara Sciopu, Executive Director Berkshire, Buckinghamshire and Oxford Food Group, and Alexander Farrow Director Thames Valley Farmers Market. The evidence formed part of the Greener Select Committee's review of the use of local food.

Nic Lampkin and Lawrence Woodward gave a presentation on the views of the Organic Research Centre into the review being conducted by the Greener Select Committee. The committee were informed that the Organic Research Centre's, aim was to develop and support sustainable land-use, agriculture and food systems, primarily within local economies, which build on organic principles to ensure the health and well-being of soil, plants, animals, people and the environment.

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The Organic Research Centre was established as a "Centre of Excellence" to address the major issues raised by a global economy based on an intensive agricultural system.

It was the UK's leading research, development and advisory institution for organic agriculture, having played a pivotal role in the development of organic research, policy and standards since 1980.

Nic Lampkin informed Members that he supported the views raised by Kelvin Hughes, at the previous meeting of the Greener Select Committee, regarding the work of the Local Strategic Partnership's Greener Sub-Partnership. Members were informed that local production was important to assist local economic development by targeting spend on local communities, to help reduce energy used and greenhouse gas emitted by reducing food miles and improving food quality through improved freshness.

Members were informed that just because food was produced locally did not mean they met the aims previously mentioned. People need to question what quality standards were guaranteed, how energy or carbon efficient the production and transport of the food was, did buying from a local business ensure local production and was local trade necessarily fair and ethical? To make sure local production did make a real contribution to sustainability local food should meet environmental standards, meet food quality standards, meet animal welfare standards and be aware of social standards such as Fair Trade.

With regards to organic food Members were informed that organic farms aimed to improve the quality and sustainability of food production that operated to standards that addressed environmental and animal welfare issues. As the term 'organic food' was legally defined and regulated its standards should be more reliable than food labelled as local without any quality assurance. Members were also informed that organic food need not be significantly more expensive and the additional costs were usually associated with supermarkets artificially increasing the cost.

The sustainable benefit of organic food was recognised across Europe and by Department for Environment, Food and Rural Affairs. The benefits included reduced energy consumption, increased biodiversity, reduced pollution, high animal welfare standards, increased evidence of food quality benefits and positive social impacts such as increased employment. As organic food was legally defined there would be no legal procurement restrictions in organisations targeting organic food in their procurement process.

With regards to the recommendations for the Greener Select Committee and the work of the Local Strategic Partnership's Greener Sub-Partnership, there should be support for initiatives that encouraged more 'grow your own food', support for local food initiatives, school food education initiatives, promote food festivals, a West Berkshire local food standard or promoting local procurement.

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GREENER SELECT COMMITTEE - 30 March 2010 - MINUTES

Members were informed that the Organic Research Centre could help by providing advice on local food issues, advice on standards and regulations, support school education activities and be an active partner with the Local Strategic Partnership. The research centre had also recently opened its conference centre and was keen to work on joint initiatives with the Nature Discovery Centre.

Whilst discussing the presentation Members raised the following points:

- Was it more expensive to produce organic food or was it an economy of scale? Members were informed that there were large organic farms for larger production yields; however any cost benefits could be removed with low yield production. There was high demand in the retail sector but this could not be met with low supply levels.
- The benefits to increased local employment: was this a contributory factor in the increased cost of organic food? Organic farms often employ more people but this was offset by the increased yields per worker. Some of the increased costs of organic food in supermarkets were often caused by high mark up margins imposed by the retailer.
- As certain drugs were banned in organic production did this increase the discomfort of live stock? Animal welfare was secured by the lower stress levels associated with organic farming methods and it was permitted to use some drugs to maintain animal health.
- Was there a moral dilemma with introducing organic production to help meet national requirements when internationally people were going without food? Promoting organic farming methods has helped promote local food production in third world countries that in turn has helped stimulate food security. Current agricultural methods were very dependent on fossil fuels and thus were not sustainable. It was not possible to feed the world on a western diet, for sustainable production we had to look at production, distribution and diet.
- Was there a role for genetically modified food? Genetically modified food might have a role in the future but not in the short or medium term. Part of Elm Farm's role was to look at changes in technology with regards to food production.

Tamara Schiopu attended the meeting to inform Members of the work of the Local Food Group and to answer any questions pertinent to the review. Members were informed that the term 'local' could be very wide or narrow in its definition. As the Local Food Group covered three counties they classed local food as food produced in these counties, they did not wish to introduce barriers to collective working.

Members were informed that there used to be three separate food groups, in 2004 they were merged with the aid of funding from the South East England Development Agency. This funding ceased on 31 March 2010 and the group were looking for additional support. Since the group were created they had become a support network for local producers and worked at introducing local suppliers to local businesses. 'Meet the buyer' events were held and they also published Local

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Flavours that promoted locally produced food and drink. If funding could be found they would like to introduce local food walks and a food and drink trade show in West Berkshire. In response to questions Members were informed that local food hubs could be introduced so buyers had a central point of contact that introduced them to a wide variety of producers within the local area.

Alexander Farrow informed Members that the Thames Valley Market Co-operative was a 'not-for-profit' organisation that promoted fresh, seasonal, local food. Most produce for the Newbury Farmers Market were within 30 miles however they had to be flexible, for example the fish came from Southsea. The idea was to be more local rather than totally local. Farmers markets could be useful as local food hubs and local restaurants have been asked to cook at local markets. As markets were not always weekly it was difficult to get people to visit them as part of their weekly routine. The Council could help farmers markets by improving signage to make people aware when they were in town.

Whilst discussing the presentation Members raised the following points:

- National legislation, such as health and safety, often hindered local producers from selling directly to the public.
- many of the stall holders at local farmers markets also had farm shops; the market was a way of advertising their produce.
- Local markets were hindered by having to sell seasonal food and by people's habits of having the variety of choice and ease of access in supermarkets.
- There was a role for the Local Education Authority in teaching children the benefits of eating seasonal food.
- A number of supermarkets were moving towards selling more locally produced products, however there were issues around how local the food was after it has been packaged at regional hubs or via co-operatives.
- The farmers market charter gave the market added value that would prevent the market from reverting into a charter market.

The Chairman thanked the presenters for their time and the information provided. Members agreed that the next stage for the review was to invite officers from the Council's Procurement team to give evidence.

5 **Review of Renewable Energy**

(Councillor Emma Webster declared a personal and prejudicial interest in Agenda item 5 by virtue of the fact that her employer was looking at renewable resources in the District. As her interest was personal and prejudicial she left the meeting and took no part in the debate or voting on the matter).

Councillor Tony Vickers took the chair.

Councillor Paul Bryant attended the meeting for discussion on this item.

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GREENER SELECT COMMITTEE - 30 March 2010 - MINUTES

The Committee considered a report (Agenda Item 5) regarding a future scrutiny review into renewable energy. Members were informed that they were being asked to consider the draft terms of reference for a review into renewable energy arising from a motion put forward by Councillor Royce Longton at Council on 4 March 2010.

Members agreed that Councillor Tim Metcalfe, Councillor Roger Hunneman and Councillor Paul Bryant would form the membership of the task group.

Resolved that the terms of reference be agreed and the review placed on the Greener Select Committee's Work Programme.

6 Work Programme

The Greener Select Committee considered a report (agenda item 6) concerning its future work programme.

Resolved that if Members were available on 24th May 2010 the Select Committee would consider waste and continue their review into the use of local resources.

(The meeting commenced at 6.30 pm and closed at 9.05 pm)

CHAIRMAN

Date of Signature

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Title of Report:	Flooding Update Report
Report to be considered by:	Greener Select Committee
Date of Meeting:	08 June 2010
Forward Plan Ref:	N/A

Purpose of Report: **Update report to the Greener Select Committee on the progress made since the Flooding event of July 2007**

Recommended Action: **1. Note the actions taken to date
2. Approve and support officers to complete the proposals as detailed item 6 of the report.**

Reason for decision to be taken: To Monitor Progress and Public Interest

Other options considered: N/A

Key background documentation: OSC Flood Report and Recommendations
Highways and Transport Highways flooding Review (24/4/08 (EX 1595))
review of the Flooding 20 July 2007 - the way forward (24/4/08 (EX1527))
Flood Action Plan (10/7/08 (EX 1606))
OSC Report March 09
CB report Nov 09

The proposals contained in this report will help to achieve the following Council Plan Priority(ies):

- CPP1 – Support our communities through the economic recession** – to alleviate the impact on different communities and individuals who find themselves out of work and/or disadvantaged
- CPP2 – Raise levels of educational achievement** – improving school performance levels
- CPP3 – Reduce West Berkshire’s carbon footprint** – to reduce CO₂ emissions in West Berkshire and contribute to waste management, green travel, transportation and energy efficiency

The proposals will also help achieve the following Council Plan Theme(s):

- CPT1 - Better Roads and Transport**
- CPT2 - Thriving Town Centres**
- CPT3 - Affordable Housing**
- CPT4 - High Quality Planning**
- CPT5 - Cleaner and Greener**
- CPT6 - Vibrant Villages**
- CPT7 - Safer and Stronger Communities**
- CPT8 - A Healthier Life**
- CPT9 - Successful Schools and Learning**
- CPT10 - Promoting Independence**

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- CPT11 - Protecting Vulnerable People
- CPT12 - Including Everyone
- CPT13 - Value for Money
- CPT14 - Effective People
- CPT15 - Putting Customers First
- CPT16 - Excellent Performance Management

The proposals contained in this report will help to achieve the above Council Plan Priorities and Themes by:

Portfolio Member Details	
Name & Telephone No.:	Councillor Hilary Cole - Tel (01635) 248542
E-mail Address:	hcole@westberks.gov.uk
Date Portfolio Member agreed report:	

Contact Officer Details	
Name:	Carolyn Murison
Job Title:	Principal Civil Contingencies Officer
Tel. No.:	01635 519105
E-mail Address:	cmurison@westberks.gov.uk

Implications

Policy: None

Financial: None

If there are any financial implications contained within this report this section **must** be signed off by a West Berkshire Group Accountant. Please note that the report cannot be accepted by Policy and Communication unless this action has been undertaken.

Personnel: None

Legal/Procurement: None

Property: None

Risk Management: The improvement of the Major Incident Plan, development of policies and improved community engagement should reduce the risk to the Council and the Community.

Equalities Impact Assessment: None

For advice please contact Principal Policy Officer (Equalities) on Ext. 2441.

NOTE: The section below does not need to be completed if your report will not progress beyond Corporate or Management Board.

Is this item subject to call-in?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
If not subject to call-in please put a cross in the appropriate box:		

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The item is due to be referred to Council for final approval	<input type="checkbox"/>
Delays in implementation could have serious financial implications for the Council	<input type="checkbox"/>
Delays in implementation could compromise the Council's position	<input type="checkbox"/>
Considered or reviewed by Overview and Scrutiny Commission or associated Task Groups within preceding six months	<input type="checkbox"/>
Item is Urgent Key Decision	<input type="checkbox"/>

Executive Summary

1. Introduction

- 1.1 Following the flooding incident of July 2007 the Council's Overview and Scrutiny Management Commission (OSMC) undertook a comprehensive review of the Council's response. The outcome of this was the publication of the OSMC Report 2008 and associated recommendations.
- 1.2 This report sets out progress to date with respect to the 43 recommendations in the OSMC report. This report also details progress against the relevant Highways and Transport Service recommendations following their internal review and highlights emerging challenges to be overcome.
- 1.3 A Flood Action Group comprising Council officers from the key services was established to oversee the delivery of the various action plans.

2. Proposals

- 2.1 The Flood Action Group will continue to monitor progress on a quarterly basis with a final report being prepared for OSMC after March 2011 in relation to the outstanding actions. It is the intention of the group to complete any outstanding actions by March 2011.
- 2.2 The Flood Action Group will revise its Terms of Reference to include:
 - (1) Monitoring new legislation and guidance and its impact on the Council.
 - (2) Ensuring the Council's duties under new legislation are assigned and implemented.
 - (3) Monitoring funding opportunities and submit applications where applicable.
 - (4) Providing advice and guidance to the local communities.
 - (5) Establish and maintain partnerships with other agencies, establish roles and responsibilities and share information.
 - (6) Improving the Flood Plan for West Berkshire Council
- 2.3 The membership of the group is proposed to change to include the following:
 - (1) Head of Highways and Transport Service (Lead and chair)
 - (2) Principal Highways Engineer
 - (3) Civil Contingencies Manager.
 - (4) Senior Planning Policy Officer
 - (5) Representatives from other services as necessary e.g. Public Relations, Education, Countryside and Cultural Services.

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- (6) Representatives from External Agencies as necessary including Environment Agency, Thames Water & British Waterways.

3. Recommendations

- 3.1 The Greener Select Committee are asked to note the actions taken to date and approve and support officers to complete the proposals as detailed in 2 above.

Executive Report

1. Introduction

- 1.1 Following the flooding incident of July 2007 the Council's Overview and Scrutiny Management Commission (OSMC) undertook a comprehensive review of the Council's response. The outcome of this was the publication of the OSMC Report with recommendations.
- 1.2 This report sets out progress to date with respect to the 43 recommendations in the report. This report also details progress against the relevant Highways and Transport Service recommendations following their internal review and highlights emerging challenges to be overcome.

2. Overview of Community Progress

- 2.1 Since the publication of the OSMC report communities have slowly returned to normality with all households now reported to be back in their homes (this is based on council tax information).
- 2.2 Where possible the Council continues to assist communities through the recovery process. This has however moved on from counselling and distribution of monies, to support for community projects and providing information to individuals who are having difficulties with their insurance companies. Moving forward, the Council continues to work supportively with a number of local groups in order to make local improvements.
- 2.3 There are now a number of local community flood groups in operation, which are working with the Council and other agencies in order to improve the situation in their communities. This is focussed on reducing the risk of local flooding and on flood response measures.
- 2.4 A number of grant bids were submitted to the Environment Agency and Defra in order to support communities and specific projects to protect communities at risk. A large number, but not all, of these bids were successful.

3. Overview of Council Action Plans Progress

- 3.1 As a result of the OSMC Report, and the Highways and Transport Flood Alleviation Plan, four action plans were developed which highlighted the works required for the financial years 2008 -2011.
- 3.2 The details of the actions undertaken by relevant services are detailed in Appendices A – D.
- 3.3 The action plans are progressing well as detailed below:
 - (1) OSMC Action plan – only 3 items from the original 41 are not completed in full. A substantial amount of progress has been made in these 3 outstanding actions however due to complexities they have taken longer than anticipated. All the actions will be completed by the end of March 2011. More details are in Annex A.

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- (2) Highways and Transport Flood Alleviation schemes for 2008/09 – 100% completed. The other works which are not completed for 2009/10 have all commenced however due to landowner agreements, external funding and the severe weather not all have been completed as intended. This will however continue and it is anticipated that the majority of the actions in the 3 year programme will be completed by March 2011.
- (3) The actions in the Highways and Transport Service Recommendations plan is currently 75% complete with 3 actions outstanding. It should be noted that one of the actions forms part of a 3 year programme and will not be completed until March 2011. (HT1).
- (4) The Pitt Review recommendations with respect to Councils are also attached. It should be noted however that a number of actions relating to Councils cannot be progressed due to other agencies, including information from Government not being made available. In addition many of the other actions not directly relating to Councils are being progressed by the Thames Valley Local Resilience Forum flooding working group. It should be noted that much of the Pitt Review actions have now been superseded as a result of the Flood & Water Management Act 2010.

4. Other Council Achievements

4.1 In addition to the action plans detailed above, other work has been ongoing which complements this work. Some of the achievements include;

4.2 Flood Action Group. The West Berkshire Flood Action Group has recently been under the chairmanship of Paul Hendry with representatives from Highways, Civil Contingencies, Education, Community Care and Planning. The chair has changed due to organisational changes with Mark Edwards, Head of Highways and Transport taking on this responsibility in April 2010. This group is set to continue to meet on a quarterly basis for at least a further year. The terms of reference are being reviewed but are likely to contain the following roles:

- (1) Monitoring new legislation and guidance and its impact on the Council.
- (2) Ensuring the Councils duties under new legislation are assigned and implemented.
- (3) Monitoring funding opportunities and submit applications where applicable.
- (4) Providing advice and guidance to the local communities.
- (5) Establish and maintain partnerships with other agencies, establish roles and responsibilities and share information.
- (6) Improving the Flood Plan for West Berkshire Council

4.3 The membership of the group is proposed to change to include the following:

- (1) Head of Highways and Transport Service (Lead and chair)

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- (2) Principal Engineer Highways & Transport Service
- (3) Civil Contingencies Manager.
- (4) Senior Planning Policy Officer
- (5) Representatives from other services as necessary e.g. Public Relations, Education, Countryside and Cultural Services.
- (6) Representatives from External Agencies as necessary including Environment Agency, Thames Water & British Waterways.

4.4 Thatcham Surface Water Management Plan Pilot Project. The Department for Food and Rural Affairs called for a number of Surface Water Management Plans (SWMP) to be undertaken in line with the recommendations of the Pitt Review.

- (a) West Berkshire Council submitted a bid for funding to undertake a SWMP for Thatcham. The proposal involved a partnership between WBC, Thatcham Town Council, the Environment Agency, Thames Water Utilities and the engineering consultants WSP Group. The Thatcham SWMP was chosen by Defra as one of 6 pilot studies and West Berkshire Council was awarded £50k of funding from Defra and a separate grant of £80k from the Environment Agency for the computer modelling element of the plan.
 - (b) The SWMP is a framework through which local partners with a responsibility for surface water and urban drainage work together to understand the causes of surface water flooding and agree the most cost effective way of managing surface water flood risk. The purpose is to make more informed and sustainable decisions that are evidence based, risk based and take account of the views and preferences of all stakeholders. The SWMP can also be used to coordinate and inform other strategic plans and emergency procedures.
 - (c) Stakeholders including Thatcham Flood Forum and Cold Ash Community Partnership and Thatcham Elected Members were invited to attend steering group meetings. All parties worked together to provide integrated solutions.
 - (d) The option of constructing detention basins in and around Thatcham was the main engineering intervention identified in the plan. Work has already started on the detailed design of one of the basins. As a consequence of the SWMP, WBC has been allocated about 900k in EA grants for the design and construction of two of the basins.
 - (e) The SWMP project is now completed and bids have been submitted to allow the identified actions to progress.
 - (f) It should be noted that this project will continue for all partners in order to monitor progress.
- (2) External Funding. Further to the Council's success in obtaining external funding from Government departments and the British Red

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Cross, further funds have been awarded, or have been tendered for including:

- (a) The Thatcham Surface Water Management Plan (SWMP) Project. Funding received from DEFRA and Environment Agency. Including an additional £20k from Defra (£80k from Env Agency and £70k from Defra in total grants)
- (b) A number of grant in aid bids have been submitted and approved including two for 2010/11 – Cold Ash Hill Study and Lower Padworth study.
- (c) Bids have been tendered and approved for further specific projects relating to flood alleviation including early action flood prevention works including funding relating to the Thatcham SWMP project.

West Berkshire Council has been allocated £225K from the £5m Defra fund for the following bid(s):

- Cromwell Road, Newbury - £100k
- Pangbourne - £40k
- Winterbourne - £60k
- Broom Hill, Woolhampton - £25K

- (d) Bids were also submitted to the Environment Agency with respect to funding grants to be made available to households to protect their own homes against flooding in the most 'at risk' properties (1:20 year flood risk). Unfortunately no bids were successful in West Berkshire or indeed in the whole of the Thames region area. Feedback is pending as to why not.
- (3) Closer working relationships with third parties. As projects have progressed communication with third parties such as Thames Water and the Environment Agency have continued to improve. There are ongoing issues with Thames Water in relation to the Thatcham SWMP project which has been raised with DEFRA and with Thames Water management. The main issues relate to communication and information sharing.
- (4) Improved Town and Parish Council Relationships. During the last year a further training session has been held for town and parish councillors. Template plans have been provided, together with both general and specific guidance on flood awareness and response so that Town and Parish Councils can prepare their own response plans. In addition, individual meetings and group sessions have taken place with town and parish council's in order to support them in writing their response plans.
- (5) Support to Town and Parish Councils. In early 2009 it was agreed to support financially those town and parish councils who were most at risk of flooding. It was also agreed to support them by purchasing equipment they have identified therefore allowing for benefits from

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economies of scale purchases. This project was completed at the end of 2009.

- (6) Revised Highways and Transport Winter Maintenance Plan. This plan has been revised and has taken account of many of the lessons learnt during the flooding of 2007 and the severe weather in February 2009. This has included the revised Sandbag Policy. This is being reviewed again in light of the severe weather over the 2009/10 winter.
- (7) Land Drainage Act Policy and Leaflet. A leaflet has been produced by Highways and Transport, which explains the implications of the Land Drainage Act and responsibilities of riparian landowners. The aim is to raise awareness and ensure that landowners play their part in flood alleviation. Copies have been sent to all Members and Parish Councils.

5. On-Going and Developing Issues

5.1 The points below are issues that are on-going, or are developing issues in relation to flood prevention that have, or will have, an impact on the Council. They require ongoing attention and in some cases have impacted adversely on progressing other matters. These issues are important in terms of the overall recovery process.

- (1) Insurance Issues. This is continuing to be an issue for a number of residents. Whilst there are now less enquiries both Highways and Transport and the Civil Contingencies Team are still receiving enquiries from a number of residents who are having difficulties with their insurance companies, specifically with respect to the excess charges. Whilst this is a national issue and one being taken up by the local MP, there is still a demand from residents for advice.
- (2) Additional highways improvements. Additional land drainage and highway issues are continually coming to light during ongoing flooding investigations. These have been added to the Highways and Transport Action Plan. In some cases these investigations have highlighted a more complex issue that needs to be resolved and this has resulted in delays in delivering against the action plan, particularly when additional budgets are required. Relevant bids are being made to support these works where appropriate. The consequence has been that some highways flood alleviation works have had to be reprioritised.
- (3) The Responsibilities of Other Agencies. Clearly each agency will have its own priorities. However, the regular meetings which are now being held with the agencies involved have meant that such issues are being progressed more quickly and in a coordinated manner.
- (4) National Progress with Pitt Review. Some of the national projects arising from Pitt are now coming to fruition these include:
 - (a) Flood and Water Management Act 2010 - this received royal assent on 8 April 2010. The impact on Councils is significant. This is detailed in a separate report.

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- (b) Reservoir Planning. Under the Water Act 2003 there is a requirement for Emergency Plans to be in place in relation to Reservoirs. They only apply to raised reservoirs holding over 10,000 cubic metres of water above natural ground level. The Act requires for:
- (i) the Environment Agency to provide an inundation map,
 - (ii) for the owner of the site to produce an on-site reservoir emergency plan and
 - (iii) for the local authority to produce an off-site reservoir emergency plan.

Currently the effect of any of these reservoirs becoming inundated and flooding communities are being determined and mapped. These maps were made available to Local Authorities in late December 2009. West Berkshire Council has 1 Category A reservoir under the terms of the legislation.

6. Future Actions

- 6.1 It is the intention of the Flood Action Group to complete the actions as detailed in the plans by March 2011.
- 6.2 The Flood Action Group will continue to monitor progress on a quarterly basis with an annual report being prepared for OSC one year after this report. This will now be lead by the Head of Highways and Transport.
- 6.3 The Flood Action Group will revise its Terms of Reference as detailed in 4 above
- 6.4 The Civil Contingencies Team will continue to monitor the progress of external agencies.
- 6.5 The impact of the Flood and Water Management Act 2010 and the Reservoir Planning process will be brought to the Board's attention under a separate report.

7. Recommendations

- 7.1 The Greener Select Committee are asked to note the actions taken to date and approve and support officers to complete the proposals as detailed in 6 above.

Appendices

- Appendix A OSC Recommendations Updated Action Plan
Appendix B Highways and Transport Flood Alleviations Action Plans.
Appendix C Highways and Transport Recommendations Updated Action Plan
Appendix D Update on LA recommendations from Pitt Review.

Consultees

- Local Stakeholders:** N/A
Officers Consulted: Flood Action Group
Trade Union: N/A

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Appendix A

OSC Recommendations Progress Report as at May 10
 PROGRESS OF ACTIONS OUTSTANDING FROM 2009 OSC REPORT

Serial	Action	Lead Service (s)	Notes/Progress	Completion Date	RAG
OSC1	Work should be undertaken to reduce the risk of flooding to Aldermaston school and to mitigate the effect that any flooding may have.	Education	<p>A great deal of work has been focused on the School and the surrounding Aldermaston area in order to mitigate flood risk in the future. This has included:</p> <ul style="list-style-type: none"> • An Flood Assessment of the area as to why the school flooded • Flood alleviation works to the highways and adjacent ditches including <ul style="list-style-type: none"> - Clearance of the surface water sewer from Forsters to Fisherman's Lane - Clearance and regarding of the outfall ditch adjacent to Fisherman's Lane - An existing culvert head and storm drainage pipe, to the front of the school has been cleared and developed such that they are now working at 100% efficiency. <p>A study for the school works has been completed with further recommendations to protect the school from flooding which are to progress over the next few months and include:</p> <ul style="list-style-type: none"> • providing a new drainage facility within the school site • connecting to a new ditch to the rear of the school site <p>Authorisation has been given for the works to progress.</p>	Sept 09 – revised date Sept 10	R

Serial	Action	Lead Service	Notes/Progress	Completion Date	RAG
OSC3	An investigation should be undertaken to find out how the flooding in Pangbourne happened, and work be planned to ensure all water courses are properly maintained and any possible flood alleviation measures are put in place.	Highways	<p>The investigation was undertaken and completed in 2007. Since then works have been carried out jointly by the Council in particular the Highways & Transport Service, the Environment Agency, Thames Water and the local community, led by the Pangbourne Parish Council flood Group, to improve a number of assets and river conditions to improve the flows of the River Pang and Sulham Brook. Work that has been undertaken includes:</p> <ul style="list-style-type: none"> • regarding of the Sulham Brook, • improving sluices on the River Pang, • clearing water routes of trees and other restrictions in the Pang & Sulham • improving the monitoring and warning for the stretches of water affecting Pangbourne. • removal of an old turbine in a Thames Water building • cleaning of the River Pang bed downstream of the old Turbine location (removal of 0.75m of silt). <p>The project has not only benefited the flood risk in the area but the river also looks healthier.</p> <p>Further work planned for 10/11 in order to complete this project includes:</p> <ul style="list-style-type: none"> • Further joint working with the above agencies and the owner of Tidmarsh Mill in order to agree operating procedures for the operation of Tidmarsh and Pangbourne sluices in order to prevent the river overtopping south of Tidmarsh. • A bid was submitted to EA for Grant in Aid for a pipe crossing to divert the Briars Close culvert downstream of the Reading Road Bridge which has now been approved. Works to progress in 2010/11. 	March 2011 for further work detailed in notes.	A

Serial	Action	Lead Service (s)	Notes/Progress	Completion Date	RAG
OSC5	Information and communication technology options should be examined to assist in the management of large numbers of incident related calls.	Customer Services	<p>Actions undertaken have included:</p> <ul style="list-style-type: none"> • The contact centre and the Civil Contingencies Team have information sharing through the ELM System which ensures emerging issues are identified early. • A cascade system can be initiated to enable more people to be available on the contact centre phones. • An answerphone system has also been put in place to support the callers and reduce the number of urgent calls to the contact centre. • The website has been significantly improved in order to support the information to the community. • Projectors are available in the Contact Centre so staff can quickly review the situation as it takes place in order that more accurate information can be shared. 	Mar 08 – revised date March 10	G

Serial	Action	Lead	Notes/Progress	Target	RAG
OSC6	The use and deployment of 'Airwave' radios and other appropriate systems by non-blue light Category 1 responders should be examined to allow better communication between organisations at incident sites.	CC Team	<p>Progress has been made with communication assets including:</p> <ul style="list-style-type: none"> • Access to 20 Airwave handsets from Thames Valley Police under the terms and conditions of their Ofcom licence which allows access to the emergency services talk groups. <p>In addition to the above the Council communication assets include:</p> <ul style="list-style-type: none"> • Its own radio system • Its own satellite phone • access to other radios as necessary from other organisations (racecourse etc). • access to communications support from RAYnet and other local radio hams. Work is ongoing with respect to developing a working system with these groups <p>This will be an ongoing project due to changing communications and improving technology. Two projects are currently ongoing including:</p> <ul style="list-style-type: none"> • As a result of new guidance in late 09, relating to IBIS = (Airwave Interim Bronze Interoperability Solution (IBIS)) which allows access of Local Authorities to emergency services 'talk groups' etc in emergencies. Enquiries are ongoing with Airwave providers to determine costs and licence implications. Information from providers identify that this process may take up to one year to complete. • A full communications review is being undertaken across the Thames Valley to identify requirements of equipment and interoperability. 	Mar 09 revised to Mar 2011	G

Serial	Action	Lead	Notes/Progress	Target	RAG
OSC 17	Business continuity plans should be amended to reflect the reality that in prolonged incidents staff diverted to deal them will not be available to carry out their normal duties.	Business Continuity Officer and all Services	A target for each service every year is to review the Business Continuity Plans. All plans have been reviewed and will do so again on an annual basis. This will be an ongoing undertaking.	Review Aug 08 revised date: Mar 10	G

Serial	Action	Lead	Notes/Progress	Target	RAG
OSC 20	All Category 1 responders should ensure that they have appropriate plans, equipment and facilities in place to be able to communicate with isolated residents who may not have access to the usual communications channels.	CC Team	<p>All Cat 1 responders in the Thames Valley are engaged in a Warning & Informing programme. This includes media statements, specific education projects including the commission of a Thames Valley 'Are you prepared?' leaflet due to be provided to all residents in May/June 2010. It is also reviewing all communications methods, best practice etc.</p> <p>For West Berkshire Council the following actions have been undertaken:</p> <ul style="list-style-type: none"> • the process for communication has been reviewed and updated. It is included in the Warning and Informing, media and activation sections of the Major Incident Plan revised and distributed in Nov 09. • Progress with the Town and Parish Councils has continued with respect to involving them in the communications streams. • The Vulnerable People Plan, supports the options available to remote community vulnerable people. • Updated website – ready access to information during an event. • Use of social networking systems to warn local residents • Following the severe weather more use of local community businesses are being progressed including a larger net work of email contacts in parishes and identifying local community shops/buildings to place information for the community. <p>This will be an ongoing project as technology develops and the work with Town & Parish Council progresses.</p>	Mar 09 revised date: Mar 10	

Serial	Action	Lead	Notes/Progress	Target	RAG
OSC 34	A recognised central authority should be established to determine the location, ownership and responsibility for all aspects of drainage.	Highways	<p>This has now been formally reflected in the Flood & Water Management Act 2010 which only received Royal Assent on 8 April 2010. Regardless, the Council has progressed this action as follows:</p> <ul style="list-style-type: none"> • Identifying WBC assets using Geographical Positioning System (GPS) logging of all the gulleys, grips, ditches and headwalls in the District. • Shared information with Thames Water regarding their assets etc. • Mapping of main rivers, where the Env Agency has a more detailed input. • Production of flood and riparian ownership leaflets for the community. • Introduction of regular formal meetings with Thames Water and the Environment Agency in order to identify ownership issues relating to flooding problems in order to resolve problems in a coordinated manner. <p>This will continue to progress over a number of years.</p>	On-going – revised date Review Mar 11	
OSC 36	Inspection, maintenance and cleaning schedules should be published to demonstrate active management of resources and to inform public debate on the costs when weighed against the benefits.	Highways	The gully emptying schedule is now on the Council's website and can be accessed through the Property Search under Roads and Streets.	Completed	

Key	
	Work in progress but will not be completed on time
	Work in progress – ongoing projects.
	Completed

Appendix B

Highways & Transport Service - Flood Alleviation Works 2008 – 2011

Parish	Location	Description	Start Date	Status
Aldermaston	Aldermaston Village	Investigate & clear culvert between Forsters and Fisherman's Lane.	2008/09	Complete
		Clear & regrade open ditch adjacent Fishermans Lane.	2008/09	Complete
		Demolish & reconstruct headwall	2008/09	Complete
	Wasing Lane (additional action)	Build new headwall and redesign entrance to culvert opposite school	2009/10	Complete
Aldworth		Investigate and Install additional highway drainage at the entrances to Brackefield and Lower Point.	2009/10	Investigation completed. Works to be undertaken early in the 10/11.
		Create a bund along the southern boundary of the field to the north of St Mary's Church.	2010/11	
Beedon	Stanmore Road	Enlarge existing swale. Install new outlet pipe and raise setts across Purton access.	2008/09	Complete
Beech Hill	Beech Hill Village	Reinstate the ditch and grips on the north side of Wood Lane	2010/11	
		Reinstate the ditches and grips on Beech Hill Road in front of The Bothy.	2010/11	
Beenham	The Bourne	Clear the Bourne west of Bourne Cottages.	2009/10	Established riparian ownership, Notice to be serviced requiring works to be undertaken.
	Clay Lane and Back Lane	Install additional highway drainage.	2009/10	Investigation completed. Existing highway drains to be cleansed. No further works required
	Grange Lane	Culvert replacement and ditch clearance	2009/10	Complete
Bradfield	Union Road opposite Waylands Close.	Ditch Clearance.	2008/09	Complete
	Back Lane near Rushall Manor Farm	Ditch Clearance.	2008/09	Complete
	South End Road	Assess capacity of surface water drainage in South End Road and enlarge if required.	2009/10	Cleared root infested section of the existing highway drainage system. Further clearance works to be carried out early 10/11
	South End	Investigate opportunities to divert road drainage towards the playing fields in the centre of South End.	2010/11	
		Review the settings at the weir and sluice on the River Pang to ensure the optimum settings are used for different flow condition (WBC/EA).	2010/11	
Brightwalton	Brightwalton Village	Raise kerbs in front of the accesses to the affected properties to retain the flood water on the carriageway.	2010/11	
Brimpton	Brimpton Road	Ditch clearance.	2008/09	Removed from programme – no longer required

Parish	Location	Description	Start Date	Status
Bucklebury	Briff Lane	Construct spillways into existing watercourse and culvert on lower section of Briff Lane.	2009/10	Design work and estimate completed. Works early 10/11
	Tylers Lane (additional action)	Form new spill way into existing sink hole and install pipe under Tylers Lane to and existing roadside ditch	2009/10	Complete
	Marlston Road (additional action)	Improvements to existing watercourse from Elm Tree Cottage to the River Pang	2009/10	Complete
	Carbinswood Lane.	Ditch clearance and new headwall/pipe repairs	2008/09	Complete
	The Slade.	Ditch clearance.	2008/09	Complete
Burghfield	Allotment Gardens	Create an earth bund on allotment site north of Burghfield Brook and a low bank adjacent to the Post Office.	2008/09	Written to Parish Council who are commissioning their own investigations. Parish Council study was inconclusive. The Parish Council oppose the creation of a bund. No further action.
	Allotment Gardens (additional action)	Application for EA to commission further study	2013/14	Application approved and included in EA grant allocation programme Study 40k, 2013/14 Project 280k, 2014/15
Chaddleworth	1. South of Nodmore. 2. Two Acre Dairy. 3. North of Woolley Farm opposite the Elms	Ditch clearance.	2008/09	All complete
Cold Ash	Cold Ash Hill	New filter drain along the perimeter of Vernwood and the Willows	2008/09	Completed
	Cold Ash Hill (additional action)	Cleanse/record existing gullies and highway drain from vicarage lane to Floral Way	2008/09	CCTV reports received, repairs required. Capital bid required to fund works and bid submitted.
	Southend	Reconstruct headwall and replace trash screen. Clear and regrade ditch system and raise bank to the watercourse north of Southend.	2008/09	Complete
Cold Ash	Cold Ash Hill	Introduce a gate in the hedgerow marking the edge of the field behind Meadow End, and on the western side behind The Willows.	2010/11	
		Realign ditch at the south western of remove the 90 degree bend.	2010/11	
	Cold Ash Hill (additional action)	Application for EA for new balancing pond north of Southend	2009/10	Application approved and included in EA grant allocation programme Study 46k, 2010/11 (confirmed) Works 350k, 2011/12

Parish	Location	Description	Start Date	Status
Chieveley	High Street	Install additional road gullies.	2009/10	Capital bid required to fund works and bid submitted.
	Wallingford Road	Raise embankment along south of the field east of Merrywood House.	2009/10	Investigation completed. Land owners permission required and being sought
East Ilsley	High Street	Install additional surface water drains to the rear of Rainbow Cottage.	2010/11	
Frilsham	Brocks Lane	Provide ditch to intercept field run-off opposite Frilsham Manor Farm Cottages.	2009/10	Investigation completed. Land owners permission required and being sought
	Hatchetts Lane	Improve drainage system outside Trenance Lodge.	2009/10	Brought forward to 2008/09 - Complete
	Beechfield	Consider installing new drainage system.	2009/10	Investigation, design and estimate completed. Negotiations underway for contribution from landowner
Great Shefford	B4000	Ditch clearance.	2008/09	Complete
	The Swan PH	Repair to highway drain and ditch clearance	2008/09	Complete
	Wantage Road	Create a ditch or embankment running behind the northern properties of The Mead, Downshire Way and Hawthorne Way	2010/11	
Greenham	Pigeons Farm Road	Reprofile area adjacent to the properties flooded on Pigeons Farm Road	2010/11	
Hamstead Marshall	Park Lane and Village	Ditch clearance.	2008/09	Complete
Hampstead Norreys		Clear ditch parallel to the road west of Mudgate Cottages at Hollingsworth.	2010/11	
Hermitage	Orchard Close	New and/or improved highway drainage system.	2009/10	Entrance to Orchard Close raised as part of Highway Maintenance Scheme 2008/09. Maintain and cleanse existing soakaways in Orchard Close
Hungerford	A4 Bath Road nr Farm Shop	Ditch clearance.	2008/09	Complete
Inkpen	Inkpen Common	Ditch clearance.	2008/09	Complete
	Heads Lane	Ditch clearance	2008/09	Complete
Kintbury	A4 Bath Road, Denford	Ditch clearance.	2008/09	Complete

Parish	Location	Description	Start Date	Status
Lambourn	High Street and Newbury Street	Investigate feasibility of installing additional gullies along High Street and Newbury Street.	2008/09	Existing drainage system jetted. No further action necessary.
	The Old Coach Works	Replace fence at the southeast corner of The Old Coach Works with open structure to prevent build up of water.	2008/09	A privately owned fence. The network of pipes and ditches in this area have been cleared. A new fence is no longer considered necessary.
	Crowle Road	Improve highway drainage in Crowle Road.	2008/09	Crowle Rd. system jetted and cleared. Complete
	7 Barrows	Ditch clearance.	2008/09	Complete
	Crowle Road	Investigate land drainage system in the Paddock to the west of Crowle Road.	2009/10	Investigation completed. Existing drained system cleansed. No further works required until Defra funded study is completed.
	Lambourn Woodlands	Reinstate embankment to the north east of Southwood on Ermin Street	2010/11	
Leckhamstead	Leckhamstead Village	Reinstate ditch to the west of the primary school.	2010/11	
Eastbury		Increase capacity of the culvert under Newbury Road.	2009/10	Further joint investigation with the EA required. Programmed for early 10/11.
Lambourn Woodlands		Re-instate ditches north of The Hare and Hounds.	2009/10	Complete
		Extend ditch to the south of Ermin Street from Ivy Cottage to B4001.	2009/10	Investigation completed. Land owners consent required and being sought
Leckhamstead	The Green	Install ditch along The Green and between Fraon and Mallindi. Re-instate ditch west of the school.	2009/10	Investigation completed. Land owners consent required and being sought
Midgham	Brimpton Road	Create an earth bund on Midgham Marsh adjacent to Railway Cottages and ditch clearance works.	2008/09	Plan developed by WBC and approved by Environment Agency. No support from affected residents. No further action required at present

Parish	Location	Description	Start Date	Status
Newbury	Turnpike Road from Fir Tree Lane to mini roundabout (additional action)	Ditch clearance	Oct 2008	Complete
	Cromwell Road	Provide ditch along the perimeter of the cemetery or the field to the north, or raise embankment on southern edge of cemetery.	2009/10	Ditch proposal investigated. An earth bund is required at significant cost. Application for Defra funding to be submitted. Design study commissioned in August 09. Defra grant application approved 100k works to commence in 10/11
	Fleetwood Close	Increase capacity of the drainage pipe to the north of Fleetwood Close.	2009/10	Investigation complete. The proposal was rejected as it would not solve the problem.
	A4 Skylings	Replace existing surface water sewer with larger diameter pipe	2009/10	Complete
	Shaw Crescent	Replace existing surface water sewer with larger diameter pipe.	2009/10	Phase 1 of the works completed. Phase 2 to be completed after SEC service diversion works in May 2010
	A4/B&Q Roundabout	Repairs to existing highway drains.	2009/10	To be included in A4 Highway Maintenance scheme
	Manor Lane (additional action)	Reshape road surface to shed water into existing sewer.	2009/10	Completed
	Fleetwood Close/ Waller Drive (additional action)	Application for EA grant to commission a catchments study	2009/10	WBC application (40k) approved and included in EA indicative programme 2014/15
	B4009	Increase the number of gullies along B4009 to capture run-off from the fields to the west and filter north past the cemetery.	2010/11	
		Provide ditch or bund system to divert run-off from the woods north of Yates Copse away from the properties.	2010/11	
Padworth	Oak End Way	Surface water sewer in Oak End Way to be cleansed.	2008/09	Complete
	Oak End Way	Application for EA grant to commission a full catchment study.	2009/10	Application approved and included in EA grant allocation programme Study 42k, 2010/11 Works 500k, 2011/12
	Oak End Way	Investigate increased attenuation storage and improved highway drainage on A4.	2008/09	Catchment study required. Application for grant in aid submitted in July 09. Env Agency decision confirmed funding to progress 10/11

Parish	Location	Description	Start Date	Status
Pangbourne	A329 to railway culvert	Reduce bank level on eastside of Sulham Brook and reinstate footpath.	2008/09	Complete
	Reading Road/Purley Rise	Cleanse highway drains.		Complete
	Sulham Brook	Remove old weir structure and obstruction north of railway embankments.	2008/09	Complete
	A329 (north)	Pipe and realign land drainage ditch east of A329 bridge.	2009/10	To be investigated. No longer considered necessary. No further action
	Briars Close	Locate and re-furbish existing land drain from west side of Briars Close to Sulham Brook.	2009/10	Unable to locate land drain. Presume the drain no longer exists. No further action
	A329 Reading Road/Purley Rise	Investigate /record and repair (if necessary) existing drainage on Reading Road.	2008/09	Repairs completed where possible. There are several more damaged sections that need to be repaired. However, this is a highway drainage issue rather than flood alleviation. A capital bid will be submitted to fund a complete refurbishment of the carrier drain. No further action.
	Briars Close	Construct an earth bund level with Sulham Lane along the south and western perimeters of Briar's Close.	2010/11	
	Briars Close (additional action)	Application for Defra grants early action grant to construct an earth bund south of Briars Close	2009/10	Application approved 40k, 2010/11
	A329 Reading Road (additional action)	Trial hole to establish feasibility of a culvert across the A329 from the farm ditch east of Briars Close to downstream of the A329 bridge.	2009/10	Complete
	A329 Reading Road (additional action)	Application for EA grant to fund culvert under A329	2009/10	Application approved and included in EA grant allocation programme Study 42k 2012/13 Works 180k, 2013/14
	The River Pang (additional action)	Repairs existing sluice owed by TWU at Pangbourne Mill	2009/10	Completed
	The River Pang (additional action)	Dredging of the River Pang immediately downstream of Pangbourne Mill	2009/10	Completed

Parish	Location	Description	Start Date	Status
Shaw cum Donnington	Love Lane	Large culvert crossing Love Lane serving Vodafone Love badly obstructed to be cleared.	2008/09	Complete
	Donnington Village	Investigate opportunities to reprofile the back of the recreation ground to attenuation run-off to Shop Lane.	2009/10	Investigation completed. Issue with sluice at old mill house. Liaison with Env Agency on-going.
	Oxford Road	Repairs to existing highway drains.	2009/10	Complete
	B4009/ Weswick (additional action)	New land drainage pipe across B4009	2009/10	Completed
	Grange Farm and Castle Lane	Install road drainage in Grange Farm to divert flow away from properties.	2010/11	
		Install additional gullies on Castle Lane below Donnington Castle to drain water into the fields to the south of the lane.	2010/11	
Speen	A4 Bath Road near B4000 junction and west of Milkhouse Lane	Ditch clearance.	2008/09	Complete
Stanford Dingley	Burnt Hill Road	Reinstate earth bund along north boundary of Stanford Farm Cottages.	2009/10	Design completed. Landowner requires residents to purchase land before the works can commence. Negotiations ongoing
	Standford Dingley	Increase capacity of drainage system along Jennetts Hill and past Jewell's Farm/Fairholme Farm.	2010/11	
		Install gullies on the hill past Manor farm.	2010/11	
Stratfield Mortimer	The Street	Investigate condition of the existing highways/surface water system. Cleanse highway drain along The Street.	2008/09	Complete
	North of Village	Improve highway drainage system.	2009/10	Postponed until completion of catchment study.
	The Street (additional Action)	Application for EA grant to commission study	2009/10	Application approved and included in EA grant allocation programme Study 47k, 2014/15
Sulhampstead		Cut channels in the northern embankment outside West Lodge and the eastern embankment by White Lodge to prevent water from ponding.	2010/11	
		Re-excavate ditch adjacent to sewage works past Hazel Cottage.	2010/11	
		Provide an additional route for the ditch which flows north from sewage works towards the stile and path 5m west of its current course.	2010/11	
		Clean out ditch between Pump House and Rose Court.	2010/11	
		Re-excavate ditches along Bottom Lane and the ditches between	2010/11	

Parish	Location	Description	Start Date	Status
Thatcham		the two lakes from junction Bottom Lane to Woolwich Green Farm. Commission 3D computer flood model of Thatcham to test storm scenarios and the effects of flood alleviation works.	2008/09	Completed. Part of Thatcham SWMP
	Thatcham (additional action)	Thatcham Surface Water Management Plan	2009/10	Completed
		Agree future inspection and maintenance regime of the sewers in Thatcham (WBC/Thames Water).	2008/09	Thames Water Utilities are unwilling so far to commit to a regular maintenance regime. Discussions with TWU are ongoing. Gully cleansing programme now published on WBC website. No further action
	North West Thatcham (additional action)	Application to EA for detailed study into a new balancing pond and new and improved watercourse to the north west of Thatcham.	2009/10	Application approved and included in EA grant allocation programme Study 40k, 2012/13 Works 420k, 2013/14
	Loundyes Close	Extensive repairs to existing surface water drainage system required including relaying part in highway.	2008/09	Complete
	Tull Way	Investigate forming a new balancing pond by reprofiling agricultural land to the north of Tull Way and west of Ashmore Green Road.	2008/09	Investigation completed. Part of Thatcham SWMP
	Tull Way	Excavate new ditch at bottom of existing bank to the north of Tull Way to link overflow stream to Ash Bourne watercourse	2008/09	Complete
	Tull Way	Construct new headwalls and fit trash screens	2008/09	Complete
	Tull Way / Heath Lane	Redesign and rebuild existing headwalls to north of Tull Way and Heath Lane ; 1. Opposite Mersey Way 2. Opposite Thames Rd. 3 On the boundary of The Creek with Heath Lane		Complete
	Florence Gardens	Investigate watercourse condition (Riparian owners).	2008/09	Complete. No further action required
	Floral Way	Investigate forming of a new balancing pond north of Floral Way and west of Harts Hill Farm estate.	2008/09	Complete. Part of Thatcham SWMP
	A4/Floral Way	Reinstate drainage ditch along A4 (northside) from Floral Way westwards and cleanse sewers crossing beneath A4 and Floral Way.	2008/09	Removal of hydro-brake at Floral Way balancing pond negates these proposals. No further action.
	Discovery Centre	Remove existing culvert and install a new timber footbridge.	2008/09	Spillway - Complete

Parish	Location	Description	Start Date	Status
Thatcham	Discovery Centre	Construct new spillway on existing watercourse.	2008/09	Complete
	High Street	Repair existing damaged highway drain.	2008/09	Works to be included in Broadway improvement scheme (Long term)
	Park Lane	Replace existing surface water sewer with larger diameter pipe from The Waverley's to Sagecroft Road.	2008/09	Complete
	Dunston Park	Undertake survey to determine viability of forming a new balancing pond	2008/09	Complete. Part of Thatcham SWMP
	Agricola Way (additional action)	Investigate feasibility of constructing a new large diameter highway drain from the ditch at the rear of Kennet School to Pipers Way balancing pond	2008/09	Complete
	Bowling Green Road (additional action)	Investigate the condition of existing highway/surface water system.	2008/09	Complete
	Bowling Green Road (additional action)	Cleanse ditch between Bowling Green Road and Tull Way	2009/10	Complete
	Bowling Green Road (additional action)	Undertake survey of existing bank between Bowling Green Road and Florence Gardens	2009/10	Complete. No further action required
	Ashmore Green Road (additional action)	Construct of new carrier drain across the garden of "Tudor Cottage" to divert water from Ashmore Green Road	2009/10	Completed
Tidmarsh and Sulham	Greyhound PH/ Tidmarsh Lane	Cleanse and/or repair highway drain from A340 to The River Pang.	2009/10	Complete. Ongoing cleansing undertaken three times a year.
Tilehurst	Blewbury Drive and Longworth Avenue	Increase capacity of surface water drainage system and culvert in flooded area.	2009/10	Investigation completed. CCTV survey sent to TWU for repairs to their sewer. Additional gully in Blewbury Drive to be installed early in 10/11.
Welford	Welford Village	Increase capacity of drainage ditch parallel to the road outside Home Farm.	2010/11	
		Construct a ditch in Weston, opposite the entrance to Weston Court, to the River Lambourn to divert debris and run-off from the fields to the south.	2010/11	
West Ilsley	Lands End, Copperidge Road	Ditch clearance.	2008/09	Complete
	Catmore Road	Create an embankment on northern boundary of the fields adjacent to Catmore Road.	2009/10	To be investigated early 10/11
	Catmore Road	Create a small embankment along the northern boundary of the field that runs from the pond adjacent to Catmore Road. Extend to the rear of the village hall to divert any overflow from the pond into the field.	2010/11	

Parish	Location	Description	Start Date	Status
Wokefield	Goring Lane near James Lane	Ditch clearance.	2008/09	Complete
Wokefield	Grazely Green	Investigate opportunities to increase storage capacity of the Lockran Brook.	2009/10	Working with land owners involved in the catchment analysis
		Install ditch along Goring Lane between Holly Cottage and Chandler Cottage.	2009/10	Alternative scheme to protect Chandlers Cottage completed. A solution to the flooding at Oaktree Cottages will depend on the catchment analysis
Woolhampton	Station Road	Relay surface water drain from Design Centre to Tonjilan.	2009/10	Completed
		Repair highway drain from A4 to the back garden of Winterbourne or lay replacement drain down Station Road to the Mill stream.	2009/10	Investigation completed. Major works needed requiring separate capital bid – submitted. Revised date 2014-15.
		Arrange for replacement culvert on field access west of Angel Mead.	2009/10	Private land drainage issue. No further action until completion of catchment study.
	additional action	Application for EA grant to commission full catchment study.		Application approved and include in EA grant allocation programme, 46k, 2014/15
Winterbourne	Winterbourne Farm	Increase capacity of culvert where Winterbourne Stream runs under the road north of Winterbourne Farm.	2009/10	WBC have cleared existing brick arches and improved flow through structure. Complete. Parish Council have employed own design/build Contractor and are liaising with the EA regarding partial funding. WBC to contribute to cost of scheme
		Create embankment from rear of The Old Cottage to southern edge of Minnibrook Cottage.	2009/10	Parish Council do not support this proposal. No further action
		Enlarge embankments along southern and western boundaries of the field to the north of Winterbourne Farm.	2009/10	Parish Council do not support this proposal. No further action
	Winterbourne Village	Create an embankment from the rear of The Old Cottage in the north, down to the southern edge of Minnibrook Cottage.	2010/11	
	Winterbourne Village (additional action)	Application for Defra grant for various minor flood prevention works	2010/11	Application approved 60k 2010/11

Roadside Ditching 2009/10

Parish	Location	Description	Start Date	Status
Aldworth	Applepie Hill and Church Road	Ditch clearance.	2009/10	Completed
	Applepie Hill / West of Woodrows Farm, Church Rd	Reprofile roadside ditch.	2009/10	Completed
Ashampstead	Aldworth Road	Ditch clearance.	2009/10	Completed
Basildon	Coffee House Crossroads	Ditch clearance.	2009/10	Completed
Bradfield	Union Road near Bournefield Farm,	Ditch Clearance	2008/09	Completed
Brightwalton	Sparrowbill	Ditch clearance.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.
Bucklebury	Hatch Lane / Kiff Green.	Ditch clearance.	2009/2010	Completed
	Pease Hill.	Ditch clearance.	2009/2010	Completed
	Harts Hill Road.	Ditch clearance.	2009/2010	Completed
Burghfield	Hollybush Lane, Pingewood Road	Ditch clearance.	2009/2010	Completed
Chieveley	Green Lane	Ditch clearance.	2009/2010	Letter drafted. Awaiting confirmation of riparian ownership.
Combe	Village ditch	Ditch clearance.	2009/2010	Letter drafted. Awaiting confirmation of riparian ownership.
Enborne	Wheatlands Lane (west)	Ditch clearance.	2009/2010	Letter drafted. Awaiting confirmation of riparian ownership.
Farnborough	Upper Farm, Copperidge Road	Ditch clearance.	2009/2010	Letter drafted. Awaiting confirmation of riparian ownership.
Hampstead Norreys	B4009 Eling	Ditch clearance.	2009/2010	Completed
Hermitage		Ditch clearance and regrading of southern and eastern boundary of Stronvar House.	2009/10	Completed
Lambourn	High St, Upper Lambourn	Ditch clearance.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.
	B4001 Upper Lambourn	Ditch clearance.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.
Peasmore	Mud Lane	Ditch clearance.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.

Parish	Location	Description	Start Date	Status
Shaw cum Donnington	Love Lane	Clear ditch on west side of Love Lane and reprofile to overspill into adjacent field.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.
Stratfield Mortimer	Pitfield Lane near The Street and Drury Lane	Ditch clearance.	2009/10	Completed
Sulhampstead	Kingston Lane/ Whites Hill and Bottom Lane	Ditch clearance.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.
	Sulhampstead Hill	Create ditches on the SW corner of Tudor Cottages and the western side of access into The Gables.	2009/10	Discuss with land owner
Woolhampton	Cods Hill near Golf Course	Ditch clearance.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.
	A4 Bath Road opposite Sunhill	Ditch clearance.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.
Yattendon	Manstone Farm Road, Burnt Hill, Scratchface Lane	Ditch clearance.	2009/10	Letter drafted. Awaiting confirmation of riparian ownership.

Key

	Will not be completed as planned
	Works in progress but not completed
	Completed
	2009/2010 Project
	2010/2011 Project
	Additional Actions 2009/10
	Funding approved for future years

Appendix C Highways and Transport Service Recommendations Progress Report March 2010

Follow up from outstanding actions from Mar 2009.

Serial	Action	Target Completion Date	Notes/Progress	Status
HT1	Implement approved flood alleviation works as recommended in Vol 2 of the H&T report.	Started June 08 - review Mar 2010. Complete Mar 11	The designing and implementation of project for 08/09 is nearing completion. As is the nature of some of the works they have transpired to be more expensive than originally estimated due to feasibility studies exposing more works to be undertaken. In addition through out the year due to further flooding events additional schemes have been added in priority areas. This project is to continue on to 2009/10 with further funding now secure to ensure all projects are completed by 2010/11. See Appendix B.	On line to be completed by Mar 11.
HT3	Consideration should be given to establishing a specialist drainage team within the H&T service	Mar 09	Consideration was given to this proposal and it has been decided not to pursue a specialist drainage team at this time.	G
HT6	West Berkshire Council should survey and compile a comprehensive inventory of its drainage assets	Review Mar 10	The Highways and Transport Service hired a drain cleaning tanker fitted with a Global Positioning System in order that it can record the highway drainage systems at all locations affected. This is initially undertaking works in the areas affected by the floods. This is an on-going project and will be reviewed subject to funding.	A
HT7	West Berkshire Council should create permanent covered sandbag stores at vulnerable locations	Nov 09	This project was undertaken prior to 2003. The outcome was that when needed the sandbags had rotted and were of no use. Communications were undertaken with Town and Parish Councils in vulnerable locations in relation to what they wanted. In addition it is clear that sandbags are not necessarily the answer to flood prevention unless used in strategic locations. Property level protection is better to be purpose made for each property. As a result it was agreed that funding would be provided to the specific risk Town and Parish Councils in order that they can spend on flood protection equipment that they believe they need for their area. This project was completed in Jan 10.	G

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Appendix D

Pitt Review Recommendations in relation to Local Authorities– progress report comments as at May 2010

Recommendation No	Action	Notes/Progress	Target Date	RAG
13:	Local Authorities, in discharging their responsibilities under the Civil Contingencies Act 2004 to promote business continuity, should encourage the take-up of property flood resistance and resilience by businesses	<ul style="list-style-type: none"> ○ Business Continuity promotion is part of the daily role of the Civil Contingencies Team. ○ As a result the team has used the local newspapers to push BC for businesses with respect to flooding and prevention. There has also been a flood fayre for businesses to attend etc. ○ The EA have also visited the area doing promotional work. ○ There is further work to be done in this area as an on-going project. 		G
14:	Local authorities should lead on the management of local flood risk, with the support of the relevant organisations.	<ul style="list-style-type: none"> ● This action is reflected in the Flood and Water Management Act 2010 which gained royal assent on 8 April 2010. The Council is now progressing with the detail. Prior to the Act west Berkshire Council has: <ul style="list-style-type: none"> ● been working closely with other agencies. This has included coordinating meetings on quarterly meetings with Thames Water on flooding matters and regular communications with the Env Agency. ● Taken the lead in providing training to Parish and Town Councils; and has also taken the lead in encouraging local communities to implement self help measures ● has coordinated financial bids, successfully receiving DEFRA funding for a SWMP project. As a result WBC is leading on the production of a SWMP for Thatcham, the worst affected town in WBC District by the 2007 floods due to surface water flooding. This project is supported by Thatcham Town Council, Environment Agency, Thames Water, Thatcham Flood Forum and Cold Ash Community Partnership. <p>This action will be ongoing in order to comply with the legislation.</p>		G

Recommendation No	Action	Notes/Progress	Target Date	RAG
15	Local authorities should positively tackle local problems of flooding by working with all relevant parties, establishing ownership and legal responsibility.	<ul style="list-style-type: none"> • WBC is fully engaged in the Thames Valley LRF (TV LRF) Flood Subgroup and works closely with other agencies. • WBC is also engaged with a number of Town and Parish Councils or groups of Councils along river catchment areas and are working with them, along with the EA and Water Company with respect to site specific area problems using Land Drainage Act as necessary to resolve issues. • A review is being undertaken to establish responsibility of the relevant assets. This data can be incorporated into existing GIS / asset management database. • A land drainage policy has been reviewed and adopted and is actively being used, along with legal land searches in order to resolve flood related issues on land not owned by the Council. • Flood and Land Drainage leaflets have been produced and distributed 		G
16	Local authorities should collate and map the main flood risk management and drainage assets (over and underground), including a record of their ownership and condition.	<ul style="list-style-type: none"> • This is an option that is currently being considered in the progress of the SWMP for Thatcham. The lessons learnt can be incorporated into future SWMPs. The information obtained for the Thatcham SWMP is contained on a GIS platform. This can be updated to include ownership and condition. • As more information becomes clear then the details are being considered as part of a revised flood plan. • GPS survey being undertaken of assets – and will continue • Have details of Thames Water assets • Working with Env Agency on a river by river basis identifying owners of strategic assets. <p>This is a long terms project and heavily reliant on cooperation of other agencies</p>		A

Recommendation No	Action	Notes/Progress	Target Date	RAG
17	All relevant organisations should have a duty to share information and cooperate with local authorities and the Environment Agency to facilitate the management of flood risk.	<ul style="list-style-type: none"> • There is a general principal within the TV LRF regarding positive information sharing for Cat 2 responders. • In addition a partnership has been set up with the Thatcham SWMP to enable information sharing. A central database has been set up to overcome problems with differing formats of information. Work is ongoing with the Met Office to establish a unique early warning system for the Thatcham area. • There are excellent working relationships in WBC with the Env Agency and other organisations and a developing relationship with the utilities companies. 		G
18	Local Surface Water Management Plans, as set out under PPS25 and coordinated by local authorities, should provide the basis for managing all local flood risk.	<ul style="list-style-type: none"> • Surface water management plans (SWMP) from PPS25 (and the PPS25 practice guide), do not form part of the statutory spatial planning system, but they do have important links with it. The Level 1 Strategic Flood Risk Assessment for West Berkshire identifies a number of Critical Drainage Areas. • The SWMP for Thatcham has been completed • Identifying the next key strategic areas for such a plan is now progressing. 		G
19	Local authorities should assess and, if appropriate, enhance their technical capabilities to deliver a wide range of responsibilities in relation to local flood risk management.	<ul style="list-style-type: none"> • Currently this is being managed within the Highways and Transport Service using existing resources', involving a number of officers from different teams including projects and maintenance. • Assessment has been made and capability gaps identified. However rather than develop in house specialists in one or two specialisms, which does not necessarily give the breadth of specialism required, it has been identified that using the appropriate external specialist is better for the LA coordinated by the Highways & Transport Service. 		G

Recommendation No	Action	Notes/Progress	Target Date	RAG
38	Local authorities should establish mutual aid agreements in accordance with the guidance currently being prepared by the Local Government Association and the Cabinet Office.	<ul style="list-style-type: none"> ○ WBC has an MOU with the other 5 Berks LA's and has signed an MOU as part of the TV LRF. 		G
41	Upper tier local authorities should be the lead responders in relation to multi-agency planning for severe weather emergencies at the local level and for triggering multi-agency arrangements in response to severe weather warnings and local impact assessments.	<p>The Council has a process in place with respect to Warning & Informing the local communities including via: Members, Town & Parish Councils, Local Businesses and Professional partners.</p> <p>This is continually being developed.</p>		G
66	Local authority contact centres should take the lead in dealing with general enquiries from the public during and after major flooding, redirecting calls to other organisations when appropriate.	Contact centre is aware of the main contacts and are regularly briefed in order to give the most up to date advice. The revamped website also facilitates this.		G

Recommendation No	Action	Notes/Progress	Target Date	RAG
68	Council leaders and chief executives should play a prominent role in public reassurance and advice through the local media during a flooding emergency, as part of a coordinated effort overseen by Gold Commanders	This is reflected in the recently revised Councils Major Incident Plan issued in Nov 09		G
81	There should be an agreed framework, including definitions and timescales, for local central recovery reporting.	This is reflected in the TV LRF recovery plan.		G
82	Following major flooding events, the Government should publish monthly summaries of the progress of the recovery phase, including the numbers of households still displaced from all or part of their homes.	Noted – this has been improved in the recent updates from Gov't as to their requirements.		G

Recommendation No	Action	Notes/Progress	Target Date	RAG
90	All upper tier local authorities should establish Oversight and Scrutiny Committees to review work by public sector bodies and essential service providers in order to manage flood risk, underpinned by a legal requirement to cooperate	<ul style="list-style-type: none"> ○ WBC already has an active OSC which reviewed the flood of 2007 and is continuing to monitor progress. ○ Debriefs are standard procedures for WBC ○ The new Flood & water Management Act 2010 places a requirement on LA's to undertake investigation into significant flooding events. 		G
91	Each Oversight and Scrutiny Committee should prepare an annual summary of actions taken locally to manage flood risk and implement this Review, and these reports should be public and reviewed by Government Offices and the Environment Agency	As above		G

Greener Select Committee Forward Plan



GREENER SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/09/21	Rights of Way Improvement Plan To review the WB ROWIP and make recommendations on delivery.	In meeting review with information supplied by, and questioning of, lead officers.	Make recommendations to improve delivery.	GSC	Start: 01/10/2010 End: TBC	Paul Hendry - 2858 Countryside & Environment	Councillor Hilary Cole	A review will be undertaken after the Local Access Forum has made its recommendations.
OSMC/09/25	Renewable/sustainable energy For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 2010/11 End: TBC	Countryside & Environment	Councillor Hilary Cole	The Greener Select Committee will review the finding of the LDF when available.
OSMC/09/26	Use of local resources For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 19/01/2010 End: TBC	Countryside & Environment	Councillor Hilary Cole	The review will start by looking at use of local food.
OSMC/09/27	Equality and amenity of the local environment For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 01/08/2010 End: TBC	Countryside & Environment	Councillor Hilary Cole	Review will be undertaken as part of the review of the Right of Way Improvement Plan.
OSMC/10/80	Council motion on renewable energy To consider action required to stimulate renewable electricity generation within West Berkshire and related targets.			GSC	Start: End:	Adrian Slaughter - 2424 Property		Agreed Council Motion - 4/3/10
OSMC/09/24	Accessibility of public transport Review accessibility of public transport in West Berkshire for all residents.	Information supplied by, and questioning of, lead officers, and external partners.	For review.	GSC/SC SC	Start: 19/01/2010 End:	Bryan Lyttle - 2638 and Mark Edwards - 2208 Planning & Trading Standards and Highways & Transport	Councillor Alan Law & Councillor David Betts	Joint work between GSC and SCSC to review accessibility of public transport and contribute to the work on Local Transport Plan 3. Item 68 merged with this item