

NATIONAL TECHNICAL ADVISORY GROUP ON FLOODING ISSUES

GUIDANCE SUBGROUP – REPORT FOR 1 APRIL 2004 NTAG MEETING

Purpose

1. The purpose of this paper is to provide the National Technical Advisory Group on Flooding Issues (NTAG) with a progress report from the Guidance Sub-Group.

Background

2. The Guidance Sub-Group met on 21 January 2004 and a second meeting has been arranged for 25 May 2004. Meetings are chaired by Alan Burdekin (Scottish Executive) and a list of Members is attached at Annex 1.

3. This sub-group has been tasked with providing the Executive with advice to help in the preparation of national technical guidance for local authorities and interested parties on taking forward flood prevention schemes under the Flood Prevention (Scotland) Act 1961 (“the 1961 Act”).

Main discussion points

4. There was a general discussion around the need for separate guidance in Scotland and Members agreed that this was necessary and that the Sub-Group should use the DEFRA guidance as a starting point.

5. Jonathan Chapman (Environment Agency) led a discussion on water course responsibility. Sewer flooding and the links with fluvial flooding were also discussed in detail.

6. Members agreed that flexibility in the design standards process is an extremely important issue and discussed the issue of setting minimum or national design standard.

21 January 2004 meeting recommendations to NTAG

7. Sub-Group Members agreed to recommend to NTAG that technical guidance includes a section on “Methods of Partnership Working” upfront in an overview chapter.

8. Members also agreed that a chapter on the statutory processes under the 1961 Act should be included. (This chapter should also refer to the power in section 12 of the 1961 Act whereby the council may receive contributions from anyone towards the cost of a flood prevention scheme.)

9. The design standards chapter should include a section titled “Consequences of Failure”, which would cover residual risks. (This would be the equivalent of the DEFRA section on “Design considerations” (chapter 4.3, page 16, PCDPAG1).)

Proposed guidance outline

10. The Sub-Group proposes that technical guidance be laid out as follows:
- a) **Introduction and overview** – custom guidance required highlighting partnership working.
 - b) **Statutory process** – Scotland specific guidance explaining the 1961 Act required.
 - c) **Strategic considerations** – custom guidance required which will cover mapping and hydrometric issues and sustainable flood management.
 - d) **Design standards** – this volume should be supplemented by the Baptie Report findings on climate change.
 - e) **Economic appraisal** – to be taken from DEFRA guidance PAG 3 (This volume will be updated by DEFRA in 2005.)
 - f) **Approaches to risk** – to be taken from DEFRA guidance PAG 4.
 - g) **Environmental appraisal/impacts** – based on DEFRA guidance PAG 5. (This volume will be updated by DEFRA in the near future.)
 - h) **Project prioritisation methodology** – new guidance required.
 - i) **Post-Project Evaluation** – The DEFRA guidance PAG 6 on post-project evaluation has still to be published. Its relevance to Scotland will be considered later.
11. Members recommend that work is undertaken in two phases.

Phase one

12. Members recommend that the first step is to provide Scottish versions of DEFRA PAG 3, 4 and 5 (when updated) (and 6 when completed). This entails:
- identifying inappropriate text, diagrams and references,
 - establishing common sections that could be adopted fully,
 - highlighting common areas that need partial revision due to different emphasis/progress in Scotland,
 - indicating specific parts that require amendment to reflect the Scottish statutory and institutional arrangements,
 - correcting for consequential changes, and
 - checking that the adjusted documents and any examples are consistent, one to one and with each other.
13. This would produce about a third of the guidance required in total. The Executive has secured the services of a technical writer, Peter Bolton, to start on phase one immediately. Peter has been contracted to provide a first draft of the “**Economic appraisal**” and

“**Approaches to risk**” chapters based on PAGs 3 and 4 respectively. The Sub-Group will be able to consider the drafts at its meeting in May.

Phase two

14. Work on the remaining chapters will start after the Sustainable Flood Management and Mapping and Hydrometric Issues Sub-Groups have concluded their work. No completion dates have been set for this phase.

Training

15. Members recognised the importance of practitioners having access to training in the use of the new guidance. The Sub-Group, therefore, recommends that the Executive considers the possibility of providing training when the new guidance is rolled out.

Next steps

16. The Sub-Group will report its initial findings on the first two chapters (“**Economic appraisal**” and “**Approaches to risk**”) to NTAG on 3 June. How we can progress the “**Environmental appraisal/impacts**” and the “**Post-Project Evaluation**” chapters based on PAGs 5 and 6 will be discussed further at the Sub-Group meeting on 25 May.

Conclusions

17. **Members are invited to:**

- **discuss the above;**
- **agree the recommendations made in paragraphs 7, 8 and 9 above;**
- **agree the chapter outline at paragraph 10 above;**
- **agree to a two phase approach to producing technical guidance, and**
- **consider the need to provide training for practitioners.**

**NTAG Secretariat
March 2004**

THE NATIONAL TECHNICAL ADVISORY GROUP ON FLOODING ISSUES

**MEMBERSHIP OF THE NATIONAL TECHNICAL ADVISORY GROUP ON
FLOODING ISSUES GUIDANCE SUBGROUP**

Chair

Alan Burdekin, Scottish Executive (Environment Department, Air, Climate and Engineering Division)

Members

Tom Harvie–Clark, Scottish Executive (Environment Department, Analytical Services Division)

Jim Hutchison, DEFRA

Stan Irvine, Scottish Executive (Environment Department, Air, Climate and Engineering Division)

Adam Olejnik, COSLA

Dr John Riddell, Independent Consultant

Jonathan Chapman, Environment Agency

Secretariat

Debi Garft, Scottish Executive (Air, Climate and Engineering Division)

William Walker, Scottish Executive (Air, Climate and Engineering Division)

**NTAG Secretariat
January 2004**