

**Appendix 2
Oxfordshire County Council Action Plan 2015 – 2021 (reviewed annually)**

Ref.	Title	Description	Responsibility	Funding/Source	Timescale	Action	Status and comments and end of strategy period - 2024	Local Flood Risk Management Strategy Update - 2024
1. Improve Understanding								
1.1	Explanation of statutory duties of risk management authorities	Roles of individuals, businesses and land managers	OCC	Lead Local Flood Authority	April 15	OCC website updated.	Completed - The Oxfordshire flood toolkit provides information on roles and responsibilities. This website is reviewed and updated when required.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
1.2	Consider comments and representations by property owners	On Flood Risk Management Decisions	OCC	Lead Local Flood Authority	Oct – Nov 2014	Consultation from strategy.	Completed during last LFRMS consultation and current expectation is that there will be a public consultation commencing in June 2024	NA - This will form part of the LFRMS public consultation
1.3	Information on flood risk	Easy formats for public use	EA & OCC	Lead Local Flood Authority	To be reviewed annually	Maintain updated flood risk information on the public website.	Completed - The Oxfordshire flood toolkit provides regular information including items such as Storm Henk and Section 19 formal flood investigation reports.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
1.4	Information on residual flood risk	The public and businesses to make informed decisions	EA & OCC	Lead Local Flood Authority	To be reviewed annually	EA and County Council web site.	Ongoing - flood risk information is available on the Toolkit, we are expecting further information from DEFRA/EA for national flood risk mapping	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
1.5	Develop guidance notes on surface water management issues	To inform the public and property owners on reducing flood risk	EA & OCC	Lead Local Flood Authority	April 16 and then reviewed annually	Review information published on County Council website. (Preparing for flooding).	Ongoing - we have reviewed the toolkit information as part of the toolkit refresh in 2023. The information is still relevant and does not require to be updated, but needs to be monitored.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
1.6	Develop system to record flooding incidents	To inform the public and undertake flooding investigations	OCC	Lead Local Flood Authority	Reviewed annually	To be updated following flooding events. Thresholds set and published on website.	Completed - we now have a flood incident database which will soon be available on GIS internally initially. We are reviewing the section 19 formal flood investigations threshold in the summer of 2024. Information about on going flood investigations/S19s is published on the Flood Toolkit website.	Completed
1.7	Recording of flood assets	Available to the public	EA & OCC	Lead Local Flood Authority	Reviewed annually	Additional assets being recorded including: gulleys, headwalls, manholes and carrier drains. Countywide 3 year programme.	Completed - we have a flood risk asset register for internal OCC use and external public use. This shows information on highway drainage assets, river information and Thames Water (internal use only). This is being updated as the background data is updated from the EA and Highways. A tool has been set up to allow SuDS and other flood risk assets to be added also through the SuDS Asset layer but	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
1.8	Designation of flood structures i.e. walls, banks	Design a consistent approach	OCC & Partners	Lead Local Flood Authority	Reviewed annually	Schedule of flood structure to be developed identifying owner.	On hold - no designations progressed, data capture of existing assets is ongoing.	Data and asset information will be continued in the next strategy period.
1.9	Improve knowledge of surface water flood risks	Produce surface water management plans	OCC with the City and District Councils	Lead Local Flood Authority	Dec 15	Initially prioritise areas at significant risk from surface water flooding.	Ongoing - We have developed a way of spatially mapping high flood risk areas based on surface water and flood incidents and are currently reviewing the output.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
1.10	Promote flood resilience	Support and promote opportunities concerning emergencies	OCC and Partners	Core Funding	Information updated annually	Continued promotion via County Council website.	Ongoing - A number of sessions with district, parish and town Clerics where undertaken at the Wallingford flood school promoting property level protection. We also used our flood incident reporting mechanism to allow us to qualify the County for the DEFRA funding for Storm Henk in relation to PFR - All the information was available on the Oxfordshire Toolkit including ability to apply online.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
1.11	Co-ordinate flood risk management with emergency planning	Work closely with County Council Emergency Planning and Severe Weather Manager	OCC, EA and City and District Councils	Core Funding	Quarterly meetings	Regular liaison meetings between Drainage, Emergency Planning and Severe weather Manager.	Completed - Emergency planning attend our RMA quarterly meetings and we also coordinate together for events such as running PFR sessions at Wallingford flood school. The Resilience team also sit on the LLFA Steering group within the County	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
2. Take a Collaborative Approach								
2.1	Oxfordshire Strategic Flooding Group	Develop partnership work	OCC & Partners	Core Funding	Quarterly meetings	To review progress against the Action Plan.	We hold a RMA quarterly meeting with the Districts, Thames Water and the EA. There are also strategic meetings held with Thames Water.	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
2.2	Oxfordshire Strategic Flooding Group	Invite emergency planning	OCC & Partners	Core Funding	January 2015	Emergency Planning attends meetings from January.	Completed on going - Emergency planning attend our RMA quarterly meetings. The LLFA Steering group which has OCC officers from different teams also is held monthly.	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
2.3	Forward planning on potential schemes	Reduce short and longer term flood risk	OCC & Partners	Core Funding	Reviewed Annually	To have developed a plan of forward schemes from relevant partners. Create a graphic review of partner's programmes.	Ongoing - Due to funding and resource issues this has not been progressed. We have developed a LLFA priority actions small scale list, with input from the District and City officers and also parishes. There is also project by project support such as the Littleworth NFM project. On-going - we have regular meetings with our Thames Flood Advisors who offer support for applying for funding and provide information on new funding. We also work closely with our district	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
2.4	Oxford and Abingdon Flood Alleviation Schemes	Investigate the potential scheme and financial contributions required.	OCC & Partners	GA, Levy and partnership contributions	April 2016	To work with partners in order to identify further sources of funding.	We sit on the sponsorship board also the project board for OFAS and provide input and support where appropriate	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
2.5	Funding schemes	Co-ordinate funding opportunities available for potential schemes	OCC & Partners	Lead Local Flood Authority	April 2015 and thereafter annually	To review potential schemes by the Strategic Flooding Group. To act as agenda item on the Oxfordshire Strategic Flooding Group.	Ongoing - partners including district colleagues and Thames Flood Advisors attend quarterly RMA meetings where funding opportunities are discussed. We do not have any schemes currently.	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
2.6	Assess resources and skills	To identify flood risk management program	OCC & Partners	Core Funding	Reviewed annually	Agreed by the Strategic Flooding Group.	During 2023 the Flood risk team was formed as an individual team covering the LLFA functions. The Directorate went through a restructure at the end of 2024 where the flood risk team was provided with a structure with permanent roles in order for the resilience of the team to be developed. We	NA
2.7	Promote good practice	On consenting, enforcement and maintenance	OCC & Partners	Core and Lead Local Flood Authority	Reviewed annually	Using County Council and partner websites.	Completed on-going - enforcement procedure drafted as part of the agency agreement between OCC and the District Councils. Template letters are also available on the FTK website for parish/town councils to use.	Completed
2.8	Work with partners	Provide information on riparian responsibilities	EA, OCC & Partners	Core Funding	Reviewed annually	Using County Council and partner websites arrange meetings with larger land owners to discuss issues of riparian ownership.	Completed - information is available for riparian owners on the Flood Toolkit website. An information poster is also to be distributed to parish councils and land owners in 2024.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
2.9	Records management	Structures affecting flood management	EA, OCC & Partners	Lead Local Flood Authority	Reviewed annually	Schedule of flood structure to be developed identifying owner.	Completed - we have a flood risk asset register for internal OCC use and external public use. This is constantly being updated and more information added to it e.g. flood incidents & SuDS assets.	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
2.10	Establish effective governance arrangements for the Flood Risk Management Strategy	To report progress against the Strategy Action Plan to the Oxfordshire Environmental Partnership	OCC	OCC	Reviewed annually	Reviewed annually, next review December 2015.	Ongoing - we currently have an update draft strategy which is due to go to public consultation in June 2024.	Strategy review will be undertaken annually following publication and will be directed through the OCC governance arrangements.
3. Prevent an increase in Flood Risk								
3.1	Lead Local Flood Authority to comment on all major planning applications as a statutory consultee	To Defra guidelines	OCC	Core Funding	April 15 onwards	OCC is carrying out statutory consultee duties as required by the legislation.	Ongoing - The teams resilience is being improved by recruiting a number of permanent staff to provide key skills in this area.	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
3.2	Working with Planning Authorities	Guidance on SuDS	OCC & Partners	Core Funding	To be confirmed	OCC is carrying out statutory consultee duties as required by the legislation.	Completed - The Local SuDS standards were prepared and are currently available on the website. OCC continue to review and respond to major applications with surface water drainage. We also offer a pre-application service to developers for a charge.	This will be continued through the next strategy period under Objective 4: Prevent an increase in flood risk from development where possible, by preventing additional flow entering existing drainage systems and watercourses.
3.3	Developers Guidelines	Guidance on SuDS	OCC & Partners	Core Funding	Commenced. Final approach to be confirmed	OCC is carrying out statutory consultee duties as required by the legislation.	Completed - The Local SuDS standards were prepared and are currently available on the website. OCC continue to review and respond to major applications with surface water drainage. We also offer a pre-application service to developers for a charge.	This will be continued through the next strategy period under Objective 4: Prevent an increase in flood risk from development where possible, by preventing additional flow entering existing drainage systems and watercourses.
3.4	Riparian land ownership	Work with land owners to ensure responsibilities are carried out and to also develop a process for enforcement	OCC & Partners	Core Funding	Reviewed annually	Promote Riparian responsibilities via County Council website.	Completed - information is available for riparian owners on the Flood Toolkit website. An information poster is also to be distributed to parish councils and land owners in 2024.	This will be continued through the next strategy period under Objective 3: Take a sustainable and holistic approach to flood risk management, seeking to deliver wider environmental and social benefits, climate change mitigation and improvements under the Water Framework Directive.
3.5	Flooding database	Guidance for risk management authorities	OCC	Lead Local Flood Authority	Reviewed annually	Details of all flooding events have been collated, information to be mapped and used for informing possible future schemes.	Completed - we now have a flood incident database which will soon be available on GIS, we now also have a flood prioritisation tool which can be used to highlight flood risk, including surface water flood risk.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
3.6	Groundwater flood risk	Collate information for providing advance warning of areas with potential groundwater flood risk	OCC & Local Resilience Forum	Lead Local Flood Authority	April 16	Existing groundwater flood maps shall be cross referenced with historical information and local knowledge.	Ongoing - we are currently working as a partner to the Project Groundwater team which has been funded through DEFRA/EA to develop tools for assessing and considering groundwater risks.	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
4. Take a Sustainable and Holistic Approach								
4.1	Community Resilience - Flood Plans	Work with communities and parish councils to establish flood management plans	OCC & Partners	Core Funding	Reviewed annually	Promote the adoption of Flood Plans by Parish Councils. Flood maps to be provided where required.	Ongoing - we work with the Emergency Planning Team to help parishes establish plans, especially following S19 events. Information is also available on the Flood Toolkit website.	This will be continued through the next strategy period under Objective 2: Take a collaborative approach to reducing flood risks, using all available resources and funds in an integrated way and in so doing manage and reduce overall flood risk.
4.2	Community Resilience - Communications	Increase the level of communications about self help and support available	OCC & Partners	Core Funding	Reviewed annually	Community Resilience is reviewed on an annual basis. Flood maps to be provided where required.	Completed - flood maps are available on the Flood Toolkit website along with other information booklets, we have ran sessions with district, parish and town Clerics at Wallingford flood school promoting property level protection. We also qualified for the storm Henk DEFRA PFR funding which is on going and all information is available on the Flood Toolkit website.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
4.3	Community Resilience - removing barriers	Work with volunteers to remove the barriers to clearing watercourses	OCC & Partners	Core Funding	Reviewed annually	Promoted via Parish Councils and local flood groups.	Ongoing - party within the flood warden pilot and the availability of the parishes to issue riparian owners letters, which are available on the Flood Toolkit.	This will be continued through the next strategy period under Objective 3: Take a sustainable and holistic approach to flood risk management, seeking to deliver wider environmental and social benefits, climate change mitigation and improvements under the Water Framework Directive.
4.4	Flood Volunteers	Consider the use of the national website for flood volunteers	OCC & Partners	Core Funding	Reviewed annually	Promote the use of volunteers at a Parish Council level and via Community events.	Completed - We have successfully ran a flood warden pilot scheme in 3 locations across the county for 12 months. This was a success and we are now expanding this across the county and will become business as usual.	This will be continued through the next strategy period under Objective 3: Take a sustainable and holistic approach to flood risk management, seeking to deliver wider environmental and social benefits, climate change mitigation and improvements under the Water Framework Directive.
4.5	Training	Improve training for Customer Service Advisors in dealing with flood related issues	OCC	Core Funding	Reviewed annually	Produce guidance that is reviewed annually to provide appropriate information for Customer Service Advisors.	Ongoing - this is to be continually updated following the promotion of the Flood Toolkit information.	This will be continued through the next strategy period under Objective 1: Improve understanding of flood risks and ensure that all stakeholders understand their roles and responsibilities for flood risk management.
4.6	Promote SuDS design in master planning	Blue and Green Corridors	OCC & Partners	Core Funding	Reviewed annually	County Council Drainage team to attend all relevant Master Planning meetings.	The Local SuDS standards were prepared and are currently available on the website. OCC continue to review and respond to major applications with surface water drainage. We also offer a pre-application service to developers for a charge.	This will be continued through the next strategy period under Objective 4: Prevent an increase in flood risk from development where possible, by preventing additional flow entering existing drainage systems and watercourses.
4.7	Flood risk management schemes	Take account of all plans and policies	OCC & Partners	Capital Programme	Reviewed when appropriate	To monitor the impact of new policies.	Ongoing - new flood risk policies from central government have remained largely unchanged. The SuDS approving body has of yet come forward. Other policies around the biodiversity net gain for example are dealt with across multi-functional working groups within OCC.	This will be continued through the next strategy period under Objective 3: Take a sustainable and holistic approach to flood risk management, seeking to deliver wider environmental and social benefits, climate change mitigation and improvements under the Water Framework Directive.
4.8	Develop and publish guidance documentation	Include guidance on flood management and environmental issues	OCC & Partners	Lead Local Flood Authority	October 2015 and review as appropriate	Provide links to national and local information as appropriate.	Completed - information is published on the Flood Toolkit website and updates are circulated to partners.	This will be continued through the next strategy period under Objective 5: Seek opportunities to communicate to people the potential impacts of flooding and how they can reduce the impact.

Lead Organisation key:
OCC – Oxfordshire County Council
EA – Environment Agency
WODC – West Oxfordshire District Council
South & Vale – South Oxfordshire & Vale of White Horse District Council City Council – Oxford City Council
Cherwell DC – Cherwell District Council E&RE – Environmental & Resource Efficiency EP – Emergency Planning