

Theme	ID	Action			Priority Ranking	Timing			Action Type	Responsibility				Other Stakeholders	EU Related?	Review	
		What?	How?	Where?		Timeframe	Start Date	Approx. Duration		Lead Organisation	LLFA Dept.	Primary Support	Frequency			Next Review Date	
LLFA duty	LBHF1	Implement and populate a standardised Asset Register for the LBHF, prioritising surface water assets in those areas that are known to regularly flood	Implement a standardised asset register structure as per the suggested template provided by Defra. Educate departments involved in filling in the register, need to ensure everyone involved understands the register, its purpose and the methodology. Populate Asset Register with Council-owned Surface Water / Drainage Assets	Borough Wide	High	Short	Highways	6 months	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning	GIS Team & Transport / Highways Team	EA, TfL, Network Rail, TWUL, London Underground, Energy Operators + others as appropriate	Yes	annual	Mar-24
LLFA duty	LBHF2	Revise & improve Asset Register	Revise the Asset Register as required to incorporate more information, i.e. survey details and develop a GIS/web based-compatible database to create a spatial representation of the surface water assets.	Borough Wide	Low	Medium	Highways	Ongoing	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning	GIS Team & Transport / Highways Team		Yes	annual	Mar-24
LLFA duty	LBHF3	Implement a standardised Flood Incident Log to record and investigate future flooding incidents within the LBHF	Implement a standardised flood incident log to record flood events. Educate departments involved in filling in the spreadsheet to ensure everyone involved understands the log and the methodology. It is recommended that the source of flooding be recorded, e.g. gully surcharging, to inform maintenance priorities.	Borough Wide	Complete	Short	Emergency Planning	6 months to Implement the log - this could be done immediately. The training of staff may take more time to formulate and action but it should be completed within 6	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning			Yes		

Communication	LBHF4	Establish a Flood Risk Management Group for LBHF	Set up a LBHF Flood Management Group with key departments and stakeholders in the Borough included.	Borough Wide	Complete	Short	Highways	3 months	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning	All Teams in Council	EA, TWUL, TfL	Yes		
LLFA duty	LBHF5	Develop a Local Flood Risk Management Strategy for the LBHF	Develop, maintain, apply and monitor a Strategy for local flood risk management of the area.	Borough Wide	High	Short	Highways	6 months	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning		TWUL, TFL, EA, Local Residents	Yes	annual	Jan-25
LLFA duty	LBHF6	Take forward existing and future Local Flood Risk Management Actions (under FWMA 2010 and from SWMP) in collaboration with multiple Boroughs / stakeholders	Take forward existing and future local actions in the SWMP through the LBHF Flood Risk Management Group and South West London Strategic Flood Group. Take forward existing and future strategic actions in the SWMP, including those involving multiple Boroughs or other flood risk management authorities.	Borough Wide	High	Medium	Highways	Ongoing	Flood and Water Management Act / Flood Risk Regulations	LBHF, RBKC		N/A		TWUL, TFL, EA	Yes	annual	Apr-24
LLFA duty	LBHF7	Develop a Flood Risk Management Plan for the LBHF as required under FRR 2009. Engage with the Environment Agency as required.	Produce and submit to the EA a Flood Risk Management Plan for the LBHF by 22 June 2015.	Borough Wide	High	Medium	Highways	6 months	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning	EA	TWUL, TFL, EA, Local Residents	Yes	annual	Apr-24
LLFA duty	LBHF8	Work with the EA to record and investigate groundwater flooding incidents and mechanisms	Record and investigate groundwater flooding incidents (initially in conjunction with the EA) to identify flooding mechanisms and risk across the Borough.	Borough Wide	Medium	Medium	Highways	Ongoing	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning	EA		Yes	annual	Apr-24
Collaboration	LBHF9	Work with the EA to incorporate any findings from the SWMP into other fluvial / pluvial modelling projects	Ensure the findings and recommendations from the SWMP are incorporated into other fluvial / pluvial modelling projects.	Borough Wide	Medium	Medium	Highways	Ongoing	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning	EA		Yes	annual	Apr-24

Collaboration	LBHF10	Consider the incorporation of Thames Water Pumping Station rates into the SWMP when data becomes available.	Work with Thames Water to incorporate the combined sewer overflow pumping station losses from the baseline model once the data is made available.	Borough Wide	Medium	Medium	Highways	1 Year	Investigation / Feasibility / Design	LBHF		Spatial Planning	Service Providers	EA (Fluvial), TWUL (Sewer), TfL (Highways), Network Rail (Railways), Others as appropriate	No	annual	Jun-24
Collaboration	LBHF11	Work with Thames Water to identify where areas of surface water and sewer flooding coincide.	Utilise the modelled data available from the Thames Water Counters Creek Model and LBHF SWMP model to identify areas where both surface water and sewer flooding are a concern.	LFRZs and CDAs	High	Short	Highways	1 Year	Investigation / Feasibility / Design	LBHF		Spatial Planning	TWUL	EA (Fluvial), TWUL (Sewer), TfL (Highways), Network Rail (Railways), Others as appropriate	No	annual	Jul-24
Collaboration	LBHF12	Work with Thames water to develop integrated solutions to manage flood risk.	In areas identified to be at risk of both surface water and sewer flooding, develop integrated solutions to manage flood risk from both sources.	LFRZs and CDAs	Medium	Medium	Highways	2 Years	Investigation / Feasibility / Design	LBHF		Spatial Planning	TWUL	EA (Fluvial), TWUL (Sewer), TfL (Highways), Network Rail (Railways), Others as appropriate	No	2 years	Jul-24
LLFA duty	LBHF13	Develop, update and maintain the draft Action Plan	Review and update the draft Action Plan yearly to review and agree ongoing and future flood management actions for the LBHF.	Borough Wide	High	Short	Highways	Ongoing	Flood and Water Management Act / Flood Risk Regulations	LBHF		Spatial Planning	Other Teams as required		Yes	1 year	Mar-24
Training	LBHF14	Ensure required skills and technical capability is in place to deliver FWMA 2010 / FRR 2009 requirements	'Upskilling' training programme for appropriate individuals or departments (as determined by the partnership structure) alongside Consultancy Support in the short-term where required	Borough Wide	High	Medium	People and Talent	2 Years	Financial / Resourcing	LBHF		Spatial Planning	Other Teams as required	EA	Yes	1 year	Mar-24
Funding	LBHF15	Identify local flood risk management funding opportunities through internal and external, existing and future, funding initiatives and mechanisms	Collation and documenting of all potential funding routes (including Defra funding), including application requirements and timeframes.	Borough Wide	High	Short	Highways	6 months	Financial / Resourcing	LBHF		Spatial Planning	Other Teams as required	EA	Yes	6 months	Jun-24

Communication	LBHF16	Design and gain buy-in to a Communication and Engagement Plan	Produce a Communication Plan to identify how to effectively communicate and raise awareness of risk to different audiences using a clearly defined process for internal and external communication with stakeholders and the public.	Borough Wide	High	Short	Communications	Initially 3 months - Ongoing review as part of LFRM Strategy Review	Communication / Partnerships	LBHF		Spatial Planning	Communications Team, EA under Strategic Overview Role, London Councils	EA, TWUL, TfL, GLA and other parties required as external partners	No	1 year	Jun-24
Communication	LBHF17	Internal proactive awareness raising of Local Flood Risk Management	Include planners and planning policy influencers in awareness raising activities as set out in the Communications Plan - ensure CDA information is clear and accessible	Borough Wide	High	Short	Highways	6 months	Communication / Partnerships	LBHF		Spatial Planning	London Councils		No	6 months	Jul-24
Communication	LBHF18	Actively engage political stakeholders	Engage political stakeholders as appropriate within formal political structures and communication protocols - as determined in the Communication Plan	Borough Wide	High	Short	Highways	6 months	Communication / Partnerships	LBHF		Spatial Planning	London Councils, GLA		No	3-years	Jul-24
LLFA duty	LBHF19	Continue to validate SWMP model outputs	Investigate whether flooding incidents have occurred in LFRZs through undertaking a survey of local residents (e.g. mail drop, door knocking) and confirming drainage capacity assumptions with third party asset owners	All LFRZs across the Borough	Medium	Medium	Highways	1 Year	Investigation / Feasibility / Design	LBHF		Spatial Planning	Local Residents	EA (Fluvial), TWUL (Sewer), TfL (Highways), Network Rail (Railways), Others as appropriate	No	1-year	Jun-24

Emergency planning	LBHF20	Determine resilience of Critical Services	Determine whether services (e.g. power, telecommunications) are resilient to surface water flooding through providing outputs of Drain London to critical services providers (including energy providers) and meet to discuss the overall resilience of service	Borough Wide	Medium	Medium	Emergency Planning	6 months	Investigation / Feasibility / Design	LBHF		Emergency Planning / Civil Contingencies	Service Providers	Spatial Planning Team	No	18months	Sep-23
Emergency planning	LBHF21	Review Emergency Response procedures	Determine whether current emergency response to Borough-wide surface water flooding are appropriate through reviewing the Multi-Agency Flood Plan in the context of the Drain London outputs and involving key transport providers such as TfL and Network Rail	Borough Wide	Medium	Short	Emergency Planning	3 months	Investigation / Feasibility / Design	LBHF		Emergency Planning / Civil Contingencies	Local Resilience Forum	EA, TWUL, TfL, Network Rail	No	annual	Mar-24
Communication	LBHF22	Consider opportunities for Raising Community Awareness	Increase awareness of flooding within communities at risk through letter drop, information portal and/or preparation of a Community Flood Plan for example	Borough Wide	High	Medium	Communications	Ongoing	Communication / Partnerships	LBHF		Other	Local Residents	EA	No	annual	Jul-24
Maintenance	LBHF27	Consider opportunities for Ongoing Improvements to the Maintenance of the Drainage Network	Identify opportunities for improving the maintenance of the drainage network through, for example, targeting known problem areas (e.g. LFRZs, blocked gullies), improving the coordination and timing of gully cleansing, or increasing infiltration for sports grounds through aerating pitches.	Borough Wide	medium	Short	Communications	6 months	Flooding Mitigation Action	LBHF		Transport / Highways Team	Operations	TWUL, TfL	No	18 Months	Jan-25

Collaboration	LBHF30	Consider opportunities for the implementation of Green Roofs across the LBHF owned buildings.	Utilise the modelled data and knowledge of green roof suitability to undertake a detailed assessment of green roof suitability and feasibility.	Borough Wide	Medium	Medium	Housing/Education	1 year	Investigation / Feasibility / Design	LBHF		Spatial Planning	EA		No	annual	Jun-24
Projects	LBHF31	Consider opportunities for the modification of existing tree planters and development of new tree planters across the borough.	Feasibility study to determine suitable tree planter areas to be modified.	Borough Wide	Medium	Medium	Highways/Parks/Housing	1 year	Investigation / Feasibility / Design	LBHF		Spatial Planning	EA	Local residents groups	No	annual	Jul-24
Collaboration	LBHF32	Liaise with relevant council departments to determine process for implementation of tree planters.	Utilise maintenance regimes in place within other council departments to outline a phase approach to implementation and potential funding arrangements.	Borough Wide	Medium	Medium	Climate Change	1 year	Communication / Partnerships	LBHF		Spatial Planning	EA	Parks, Transport & Highways, other as required.	No	annual	Jul-24
Projects	LBHF33	Undertake feasibility study for potential incorporation of detention basins.	Use SWMP modelled outputs as an indication of potential flood mechanisms. Undertake a detailed analysis of a specific areas to determine feasibility.	CDA specific areas	Low	Medium	Highways	1 year	Investigation / Feasibility / Design	LBHF		Spatial Planning	EA, TWUL		No	annual	Mar-25
Projects	LBHF34	Undertake feasibility study for potential incorporation of permeable paving systems across council owned open space.	Undertake feasibility study, incorporating local geology, to determine the type and location of permeable paving measures.	Borough Wide	Low	Medium	Highways	1 year	Investigation / Feasibility / Design	LBHF		Spatial Planning	EA	Parks, Transport & Highways, other as required.	No	annual	Jun-24
Collaboration	LBHF35	Liaise with relevant council departments to determine process for implementation of permeable paving.	Utilise maintenance regimes in place within other council departments to outline a phase approach to implementation and potential funding arrangements.	Borough Wide	Low	Medium	Highways	1 year	Communication / Partnerships	LBHF		Spatial Planning	EA	Parks, Transport & Highways, other as required.	No	annual	Jun-24

Planning	LBHF36	Ensure appropriate Development Control Policy for repaving of gardens / driveways	Ensure that policies are in place (where possible) to provide permeable surfaces when driveways / patios / other property-level hard surfaces are being repaved, or gardens are being paved over. Where possible, follow up repaving post implementation to ensure it has been completed to the correct specifications.	Borough Wide	High	Medium	Planning	LDF Plan Period	Policy Action	LBHF		Development Control	EA	No	annual	Jun-24
Planning	LBHF39	Development Control Policy - Driveway / Garden Repaving - information portal	Provide an information portal that residents can consult for further information on permeable paving and other SuDS measures, including links to other organisations (e.g. EA) who can provide 'best practice' guidance and examples	Borough Wide	Low	Medium	Planning	Ongoing	Communication / Partnerships	LBHF		Development Control		No	annual	Jun-24
Planning	LBHF40	Development Control Policy - Driveway / Garden Repaving - education of Council staff	Education/training of Council staff to ensure that planning officers: <ul style="list-style-type: none"> • are aware of the existing planning permissions, guidance and best practice; • are in a position to educate the public if enquiries are made regarding planning permission to change their drive/garden; and • can identify/enforce for non-compliance or non permitted conversion (in particular in CDAs where it exacerbates the problem). 	Borough Wide	Low	Medium	Highways	Ongoing	Financial / Resourcing	LBHF		Development Control	EA	No	annual	Jun-24

Planning	LBHF42	Ensure development Control Policy incorporates Surface Water Management	Through Development Control Policy, ensure that developments within CDAs are achieving the required surface water attenuation measures to manage surface water runoff from the site. Where necessary, this should be supported by detailed drainage design.	All CDAs and Borough Wide.	complete	Medium	Planning	LDF Plan Period	Policy Action	LBHF		Development Control	EA		No		
Planning	LBHF43	The SWMP modelled outputs should be used to inform the policy on self contained basements units.	Amend policy to account for properties at potential risk of surface water and sewer flooding. Set requirements for flood resistant and flood resilient measures to be incorporated into the development.	LFRZs	Complete	Medium	Planning	Ongoing	Policy Action	LBHF		Development Control	EA	TWUL	No		
Planning	LBHF44	Consider opportunities to promote rainwater harvesting in both new and existing development throughout the Borough.	Consider options and opportunities for promotion of rainwater harvesting systems in existing and new developments and potential incentive schemes for developers / commercial properties to install these.	Borough Wide	Complete	Medium	Planning/Economy	Ongoing	Flooding Mitigation Action	LBHF		Development Control	Spatial Planning Team	EA	No		
Projects	LBHF45	Rainwater Harvesting - incentive scheme for use of rainwater harvesting	Consider providing an incentive scheme for the use of rainwater harvesting systems across the Borough. This may be linked to the Council's sustainability checklist.	Borough Wide	Low	Medium	Housing/Education	Ongoing	Flooding Mitigation Action	LBHF		Development Control	Spatial Planning Team	EA	No	annual	Mar-24

Communication	LBHF48	Consider opportunities to promote use of water butts in both new and existing development throughout the Borough.	Consider options and opportunities for promotion of property-level water butts in existing and new developments, and opportunities for promoting these to local residents.	Borough Wide	High	Medium	Economy/Planning	Ongoing	Flooding Mitigation Action	LBHF		Development Control	Spatial Planning Team	EA	No	annual	Mar-24
Planning	LBHF49	Water Butts - retrofitting water butts to existing developments	Consider retrofitting water butts on all existing development. This provides supplementary benefits beyond regeneration and redevelopment sites (volumetric reduction with opportunity for complimentary water quality improvements).	Borough wide, in particular LFRZs and CDAs	Complete	Medium	Planning/Economy	Ongoing	Flooding Mitigation Action	LBHF		Development Control	Spatial Planning Team	EA	No		
Communication	LBHF51	Consider opportunities to promote awareness of property level flood mitigation measures throughout the Borough.	Consider options and opportunities for promotion of property-level flood mitigation measures such as raising property-level thresholds in new developments, particularly in those areas of higher flood risk.	Borough Wide, in particular LFRZs and CDAs	High	Medium	Communications	Ongoing	Flooding Mitigation Action	LBHF		Other	Spatial Planning Team	EA	No	annual	Jul-24
Collaboration	LBHF52	Property Level Resistance & Resilience - realise suitable, sensible and cost effective property thresholds	Work with residents to realise suitable, sensible and cost effective property level resilience to potential flooding (through, for installation of flood doors), particularly in areas where roads / properties are known / identified to be susceptible to surface water flooding.	Borough Wide, in particular LFRZs and CDAs	Low	Medium	Highways/Climate Change	Ongoing	Flooding Mitigation Action	LBHF		Other	Spatial Planning Team	EA	No	annual	Jul-24

Projects	LBHF53	Incorporate sustainable drainage and greening measures within highway design processes including the street smart guide	redraft current documents and create new smart guides that flag the priority of flood risk measures	Borough Wide	High	Medium	Highways/Transport	2 year	Investigation / Feasibility / Design	LBHF		Highways/Transport	Spatial Planning	EA	No	annual	Mar-24
Collaboration	LBHF54	Set up regularly meeting with Thames Water to monitor their action plan. Develop funding and joint working opportunity	Commit Thames Water Senior offices for a bi-weekly meeting to discuss flood risk issues and progress of their action plan and update on condition of their sewers and encourage sharing of data	Borough Wide	Medium	Medium	Highways/Transport	ongoing	Communication / Partnerships	LBHF		Highways/Transport	Spatial Planning	EA	No	annual	May-23
Projects	LBHF60	Investigate the use of open public space to store water by creating areas that are low laying so they flood to create temporary lakes that slowly release the water over a set period of time to create more capacity in the borough.	Working with Parks and Housing need to identify current locations that would add benefit to flood risk.	Borough Wide	Medium	Medium	Highways/Transport	ongoing	Flooding Mitigation Action	LBHF		Highways/Transport	Spatial Planning	EA	No	18months	Jun-25