

Equality Impact Assessment (EIA)

Land Drainage and Flood Defence Function

Equality impact, needs and requirements assessment form

Please use this form to record your findings, proposed actions, equality objectives and targets. Use the guidance notes to help you do the assessment or contact the Equality Standard Project Manager if you need some advice

About the policy, practice, service or function you are assessing

Name of policy, practice, service or function: Land Drainage and Flood Defence Function

Assessment team leader name: Neil Besley

Date of assessment: 4 March 2008

Department responsible: R&C

Service Area: Engineering Design

Other members of assessment team:

Name	Position	Area of expertise	Comments
Neil Besley	Principal Structural Engineer	Group Manager of the Structures section	
Kevin Tozer	Land Drainage & Flood Defence Manager	Land Drainage issues	
Nick Tolley	Project Engineer	Design of Drainage Schemes	

Question	Response/ findings
<p>What are the main aims and objectives or purpose of the policy, practice, service or function that you are assessing?</p>	<p>To maintain and where possible improve the Council's watercourse asset in the city boundary in order to protect properties from flooding . To investigate, promote and design capital schemes to reduce the likelihood of the City flooding from major watercourses. The provision of consultancy advice to internal departments within DCC and outside agencies/members of the public in connection with watercourse maintenance and flooding issues. To manage the watercourse asset in a manner which protects the city from flooding, provides environmental benefit and where appropriate provide a good public amenity.</p>
<p>Who implements, carries out or delivers the policy, practice, service or function? Please state where this is more than one person, team, department, or body – and include any outside organisations who deliver under procurement arrangements</p>	<p>The Land Drainage and Flood Defence team which consists of DCC Engineers supported by external agency staff where required. Improvement works are undertaken by contractors procured following the procurement procedures laid out in the DCC constitution</p>
Question	Response/ findings

<p>Who is affected by the policy, practice, service or function, or by how it is delivered? Such as, who are the external and internal customers, groups, or communities?</p>	<p>All residents and members of the public that are within an area that is likely to be affected by flooding from or pollution of any watercourse, particularly Riparian owners i.e. those residents who own property adjacent to watercourses. Internal sections/departments within DCC, external consultants and developers. Local environmental action/support groups and members of the public who may use watercourses for pleasure activities.</p>
<p>What outcomes do we want to achieve, why and for whom? For example, what do you want to be providing, how well, what changes or improvements, and what should the benefits be for customers, groups or communities?</p>	<p>To improve the condition of the watercourse asset within Derby City to reduce the likelihood of inundation to properties.</p> <p>The promotion of environmentally beneficial works which protects residents from flooding while encouraging the natural flora and fauna and other indigenous species.</p> <p>Wherever practicable improve access to watercourses in order to provide a better public amenity which can be enjoyed by all.</p> <p>Improved communication between DCC and local environmental and other friends of groups to promote joint schemes of work which will improve the condition of watercourses while providing information and education on the importance of watercourses within Derby City.</p>
<p>Question</p>	<p>Response/ findings</p>

What existing or previous inspections of the policy, practice, service or function are there? For example, Best Value Inspections, policy reviews, research into the effects of a policy or practice.

What did they tell you?

DCC is the Drainage Authority for Derby City and as such has responsibility for carrying out all of the functions of the Environment Agency in all aspects of flood defence. Most operations of the LD & FD team are dictated by government policy, legislation and Environment Agency High Level Targets:- The High Level Targets (HLTs) provide a mechanism by which government policy is to be delivered. The HLT's require DCC to provide information in regard to Emergency Flood Plan Procedures, watercourse asset condition, expenditure programmes for planned flood defence works and information on works that have provided environmental benefit. As part of the HLT's DCC is required to write and publish a Policy Statement on Flood Defences and Land Drainage in the City. The policy is reviewed on an annual basis.

Planning Policy Statements:- The LD & FD team provide comments on development and planning applications in line with government policy laid down in planning policy statements, in particular PPS 25 Development and Flood Risk, which controls inappropriate development in relation to flood risk.

Strategic Planning:- Data on past flooding events are used to predict the likely extent and impact of future flooding. We use the information to make equitable, rational and proportional decisions about where and how we spend public money to reduce flood risk. We target our resources to areas and communities with most need.

Public Awareness:- We provide information to members of the public through the DCC web site and through leaflet distribution to those likely to be affected by flooding or living adjacent to watercourses. This enables residents to make advance preparations should there be a threat from an

	<p>event.</p> <p>Partnership Meetings:- Regular meeting are held with our professional partners (Other Local Authorities, STW etc), local environmental action groups and other parties interested or affected by potential flooding incidents, to discuss flood prevention measures and obtain feedback on schemes undertaken with the objective of improving the overall service provided to all members of the public.</p>
Question	Response/ findings
<p>What do you already know about the equality impact or need? For example, from research, feedback, consultation or any performance monitoring</p>	<p>Planning Policy Statement 25 provides the mechanism to prevent inappropriate development in regard to flood risk. Access into and out of a particular development need to be considered during potential flooding episodes.</p> <p>Strategic Flood Risk Assessment:- The LD & FD team have undertaken a flood risk assessment for Derby (to be published shortly). This identifies areas which are potentially at risk from flooding. The information will be used to inform members of the public so that they can make informed choices with regard to housing purchases and will be used identify facilities at risk from flooding so that appropriate emergency procedures can be put in place. At present the LD & FD Team does not have information on vulnerable groups that may be affected during a flooding incident. Flood warnings are at present the responsibility of the EA. They do have procedures in place for advance warning of residents.</p>
Question	Response/ findings

<p>Is there any evidence of higher or lower take up under the policy or practice, or of the service or function for any particular groups? For example, who uses the service, who doesn't and why not?</p>	<p>At present the LD & FD team do not hold records in relation to particular groups. We do hold records of reported flooding/blockage incidents and have knowledge of a few vulnerable residents that may require more assistance during an extreme event.</p>
<p>Have there been any important demographic changes or trends locally? For example is the population changing, and if so, how and what might that mean for the service or function?</p>	<p>The LD & FD team does not hold any demographic information.</p>
<p>Question</p>	<p>Response/ findings</p>
<p>Is there an indication that any of the policies or practices involved with the service or function creates particular problems or difficulties for any groups of customers or communities?</p>	<p>In general, the owner of the land which lies adjacent to a watercourse, has a responsibility to ensure that the watercourse is maintained in good order and free from blockages, to ensure the free flow of water along the brook. The role of the LD & FD team is to inform residents of their Riparian duties and inform them of their responsibility to keep the watercourse free from obstructions, This can be problematic for elderly, infirm or disabled residents who may experience difficulties removing obstructions personally There is also the potential language difficulty for non English speaking households. The LD & FD team can arrange for the obstructions to be removed under permissive powers. The costs involved being passed on to the resident concerned.</p>
<p>What information or data exists? For example, statistics, customer feedback, complaints, research, monitoring – who keeps it and can you get hold of it?</p>	<p>The LD & FD team have a paper based complaints register. This is used to keep a record of the type and nature of flooding issues reported by residents. The record is kept in the LD office As part of the HLT's mentioned earlier, DCC has a responsibility to provide an annual report on the condition of the watercourse asset in Derby to the EA. The records are kept on a database on the DCC computer network</p>

Question	Response/ findings
<p>Do any equality or diversity objectives already exist? If so, what are they and what is current performance like against them?</p>	<p>At this time the LD & FD team does not have any specific equality or diversity objectives other than the environmental objectives set out in the LD & FD policy statement, which the team adheres to.</p> <p>There is the potential to improve our service to disabled or infirm residents that may find blockage clearance problematic.</p>
<p>Is the service having a positive or negative effect on particular people in the community, or particular groups or communities?</p>	<p>Following recent flood defence works undertaken by the team a number of residents have potentially benefited from reduced threat of flooding from watercourses.</p> <p>The works do not benefit one particular group, but providess benefit to the community as a whole in the particular area..</p>

Collecting the information and data about how the policy, practice, service or function, impacts on communities

Please record your information and data in this table and think about:

what information or data you will need
using both quantitative and qualitative data
making sure that where possible there is information that allows all perspectives to be considered
identifying any gaps in the information/ data and what it can tell you

Data or information	When and how was it collected?	Where is it from?	What does it tell you? You need to consider all six equality strands where you can	Gaps in information
----------------------------	---------------------------------------	--------------------------	---	----------------------------

<p>Customer feedback and complaints</p>	<p>Members of the public can make comment in the following ways:</p> <ol style="list-style-type: none"> 1. Responding to the DDC web-site 2. Reading the Riparian responsibilities leaflet distributed to residents living adjacent to watercourses. 3. Visiting Roman House and talking to a member of the team 4. Writing / phoning the office <p>Information collection is an on-going process</p>	<p>General public Stakeholders Community Groups Potential property purchasers / current property owners</p>	<p>In general no specific group/strand is particularly affected by flooding incidents. Reports from elderly/infirm/disabled users could be given greater consideration to ensure they are not disadvantaged.</p>	<p>It would be beneficial to incorporate highway drainage related flooding reports with those incidents attributable to watercourse/overland flow.</p>
---	---	---	--	--

<p>Consultation and community involvement</p>	<p>A consultation process with all parties residents, regulatory authorities, environmental groups, the EA and other stakeholder organisations is a requirement of all LD & FD schemes.</p>	<p>As above</p>	<p>Information gathered from the consultation process will:</p> <p>Enable the team to design an appropriately sympathetic scheme with regard to end users while being practical and fit for purpose.</p> <p>Enable the team to design a scheme which considers environmental benefits.</p> <p>Provide the mechanism to inform and involve all those affected by the scheme.</p>	
---	---	-----------------	---	--

<p>Performance information including Best Value</p>	<p>Records of smaller maintenance works and site clearance operations are kept on a database on the DCC network. The information is reported in the Asset Maintenance Plan. Intermediate value schemes affecting the highway are funded via an LTP budget allocation and as such governed by DCC procedures. Larger Capital schemes are funded via EA grant allocation. Procurement of the scheme is in line with DCC procedures with reports being made to Defra on regular occasions</p>	<p>Records generated from site operations and site diaries</p>	<p>Not applicable to the groups in question</p>	
---	--	--	---	--

<p>Take up and usage data</p>	<p>All reports of standing water/ flooding instances are investigated and appropriate action taken or advice given. Regular incident reports form the basis for obtaining funding for larger capital schemes. All pollution reports are investigated and reported to the responsible body.</p>	<p>As above</p>		
<p>Comparative information or data where no local information</p>	<p>Regular meeting are held with partner organisations and other stakeholders to discuss LD & FD issues and best practice, with a view to improving the service provided.</p>		<p>Regular meetings with other Local Authorities and Stakeholders provide a forum by which the most current information with regard to LD & FD can be shared. Does not affect any particular group.</p>	

<p>Census, national or regional statistics</p>	<p>As part of the High Level Targets, the DCC LD & FD team are required to report annually on the environmental benefits attributable to schemes undertaken by the section. They also report annually on the condition of the watercourse asset to the EA.</p>		<p>Does not affect any particular group.</p>	
<p>Access audits or assessments such as DDA assessments</p>	<p>It is a requirement that all schemes of work on watercourses are assessed by the EA prior to and following scheme commencement and completion.</p>		<p>Design requirements stipulated by the EA have to be incorporated in the final design of the scheme.</p>	
<p>Workforce profile</p>	<p>This information is governed by council policies and procedures</p>			

Analysing the information and data and setting equality objectives and targets

Please give your detailed findings in this table

Service or function	Policy or practice	Findings	Which groups are affected and how	Whose needs are not being met and how?
----------------------------	---------------------------	-----------------	--	---

<p>The function of the LD & FD team is to ensure that the watercourses in Derby City are maintained in order to minimise potential flood risk.</p> <p>Promote Capital Flood defence schemes to reduce the numbers presently at threat of flooding.</p> <p>Implementation of PPS 25 to prevent inappropriate developments</p>	<p>The LD & FD team aims and objectives are set out in DCC's Policy Statement on Flood Defence and Land Drainage, which is published on the DCC web site.</p> <p>Government targets as laid down in the HLT's</p>	<p>Meetings with Stakeholder and Government Agencies ensure that the team operate within the current standards.</p> <p>Consultations with members of the public via information leaflets, responses to flooding reports etc ensures that schemes target those areas most affected by flooding issues.</p>	<p>Most residents potentially benefit from the service provided by the LD & FD team. This includes those residents directly affected by flooding incidents from watercourses/other flooding sources, or those that require access into the city via a highway that is potentially inadequately drained. The LD & FD responsibility leaflets outline and provide information on maintenance issues. These are available in paper format and will soon be available on the web site.</p>	<p>Presently the elderly/infirm may be disadvantaged by the legislative nature of the Riparian responsibility. DCC could benefit this group by providing required maintenance measures at reduced cost.</p>
--	---	---	--	---

Objectives - process, impact or outcome based

Please give your proposed objectives/ targets in this table

Objective/Target:	Advise relevant residents of their Riparian responsibilities
Specific	Yes – will use variety of means such as leaflet drop, web-site and local media
Measurable	Number of letters sent out , and flood fayre attendance can be recorded.
Achievable	Yes – in liaison with DCC Emergency Planning section
Relevant	Yes – Relevant to those residents affected by flooding issues
Timed	On going. Residents need to be informed at regular intervals

Objective/Target:	Implementation of PPS25 in regard to planning applications
Specific	Ensure that applications are responded to fully within the requested response time
Measurable	Yes – Planning applications received are listed on a database
Achievable	Yes – May require additional dedicated staff resource
Relevant	Yes – Inappropriate developments greatly increase flood potential
Timed	On going

Objective/Target:	Implement Capital Schemes to reduce potential flooding incidents
Specific	Improvement works required on the Littleover and Bramble Brook watercourses.
Measurable	Yes – Planned completion date of 2011 for Littleover and 2009 for Bramble Brook
Achievable	Yes – Additional resources required
Relevant	Yes – Potentially removes large numbers of residents from the threat of flooding
Timed	Upon completion in 2009/11

Objective/Target:	Ensure condition of watercourse is maintained/inspected
Specific	Minimum of a monthly inspection of the condition of watercourse in Derby
Measurable	Yes – Database of visits made and work required
Achievable	Yes – Inspection regime is currently being implemented

Relevant	Reduces the potential of flooding to residences in specific areas
Timed	On going process

Monitoring and reviewing - incorporating into performance management

Please summarise your objectives and targets in this table with your proposed monitoring and reporting arrangements

Objective	Planned action	Responsible lead officer	Reporting cycle, for example, quarterly
<i>Advise relevant residents of their Riparian responsibilities</i>	<i>Use leaflets drops targeted to specific residencies, web-sites and public events (ie flood fayre) as and when appropriate</i>	<i>Kevin Tozer</i>	<i>Annually</i>
		<i>Kevin Tozer</i>	<i>Quarterly</i>
			<i>Quarterly</i>
			<i>Annually</i>

<p>Implement PPS 25 in regard to planning applications</p>	<p><i>Maintain the current planning application database and ensure that all planning application responses are supplied within 10 working days</i></p> <p><i>Regularly inspect watercourses and where possible remove blockages immediately and or implement a scheme of works. Record inspection data on a database.</i></p> <p><i>Currently two schemes have been identified. Both are at feasibility stage and require design/funding issues to be finalised</i></p>		
<p>Ensure that the condition of watercourses are inspected maintained adequately</p>			
<p>Implement Capital Schemes to reduce potential flooding incidents</p>			