



the **moray** council

FLOOD RISK MANAGEMENT

PROJECT PLAN (FLOOD PREVENTION REVENUE WORKS 2010/11)



Contents:

- Project Team

- Resources

- Project Targets

- Customers

- Customer Consultation

- Funding

- Flood Prevention Revenue Budget 2010/11

- Reserve List

- Service Requests

- Flow Chart for dealing with reports of flooding

- Useful Contacts



Project Team:

Peter Haslam	-	Senior Engineer
John Stewart	-	Engineer
Graham Dunlop	-	Technician
Allan Watt	-	Technician
John Morrison	-	Inspector
Jo Mercer	-	Technical Clerk

Roles & Responsibilities:

Peter Haslam: Is the budget holder and responsible for setting priorities and allocating the budget. He supervises the rest of the team and provides design support when needed. Peter also reports to the Economic Development & Infrastructure Services Committee regarding progress and funding.

John Stewart: Is responsible for the Newmill Land Drainage Scheme in conjunction with the Capital budget for the same project. John will carry out option appraisal and consultation with the stakeholders to implement a strategy to reduce flood risk to residents of Newmill.

Graham Dunlop: Graham's role as technician is to design and implement the schemes identified by Peter. Graham also issues direct work instructions for annual maintenance as and when required. He also liaises with statutory bodies, utility companies, members of the public, land owners and other organisations that might be affected by flood alleviation works or have a significant interest in specific projects. Graham is also responsible for supervising the contractors during construction.

Allan Watt: Is a technician taking on increasing responsibilities with regard to liaising with the public, attending to any annual maintenance and reactive works brought to the Council's attention by various people/organisations.

John Morrison: John carries out regular inspection of watercourses in Moray. These are reported back to Graham or Allan who would issue work instructions if remedial works were required. John also helps with supervision of the contractors during the construction periods of any projects.



Jo Mercer: Is responsible for financial monitoring, processing invoices and the spending profile for the Flooding revenue budget.

Resources:

There are numerous areas of resources available to the Flood Risk Management Team. There is the availability of the experience and knowledge of the other departments within The Moray Council. A further resource available is Morrison Construction who is the Moray Flood Alleviation Framework Contractor and as such can be directly employed to carry out tasks as/when required. Royal Haskoning Consulting Engineers are also part of the framework and can be employed to provide specialist advice that may otherwise be unavailable to the Moray Council. If these resources are not suitable for particular works then other specialists can be contracted to carry out tasks on behalf of The Moray Council but still under the management of one of the members of the Team.

Project Targets:

The aim of the flood prevention revenue budget is to alleviate the effects of flooding to the communities of Moray in accordance with the statutory duties placed on the Council under the Flood Risk Management (Scotland) Act 2009, within the limits of minor works or annual maintenance. The Flood Risk Management (Scotland) Act 2009 is a new Act with a phased implementation. The Flood Risk Management Team will need to be augmented as more duties are placed on local authorities by the Act.

Asset management is another key task carried out by the Flood Risk Management Team. As more Flood Alleviation Schemes are completed, more assets require monitoring and maintenance, which in turn will increase the workload for which further budget will be required. The Lhanbryde FAS and the Burn of Mosset FAS both have large raised reservoirs as flood attenuation measures, which must comply with the Reservoir Act 1975.



Customers:

This is not easily defined in local authorities. The customer is ultimately defined as the end user, so in the context of this project the end user/customer is the resident, business or landowner who is flooded or at risk of flooding. The aim is to provide a service that complies with the Act while setting priorities to deliver the service within the budget set by the Council for the purpose of flood alleviation.

Customer Consultation:

The end user or customer will be fully consulted on all aspects of the proposed flood risk management measure and the priority given to works. Often, it is members of public that highlight flooding problems to which a risk assessment is attached and the process of dealing with the problem is started (*see dealing with reports of flooding*).

Funding:

The funding for works is from The Moray Council's revenue budget. The budget is set and funds allocated to projects that are assessed as priority.



FLOOD RISK MANAGEMENT
SCHEDULE OF CLEARANCE AND REPAIR WORKS FOR WATERCOURSES FUNDED FROM
FLOOD PREVENTION REVENUE BUDGET EXPENDITURE 2010/11

	Various locations	Annual maintenance works as detailed below	£96,000
7572 L212	Buckie	Rathven Burn – sheet pile repairs	£13,000
7570 L056	Cunningston	Sump clearance and pipe investigation CCTV & Jetting	£10,000
7563 L219	Elgin	Exeeco Cabin replacement	£10,000
	Forres FAS	Visitor information board	£3,000
	Forres	River Findhorn vegetation coppicing	£7,000
7564 L023	Forres	Pilmuir remove obstructions in piped watercourse	£15,000
7580 L123	Garmouth	Erosion control downstream of new bridge	£8,000
	Lhanbryde FAS	Water level monitoring and telemetry	£5,000
7566 LB51	Newmill	Land Drainage	£89,000
	Newmill	Garralburn fish passage improvements	£3,000
TOTALS			£259,000.00

ANNUAL MAINTENANCE WORKS

7568 L045	Aberlour	Flood prevention scheme	£1,000
7563 L000	Elgin	Tyock Burn	£35,000
7563 L001		Lossie	£4,000
7571 L062	Findochty	Station Burn	£2,000
7571 L061		Clear outlet of Strype Burn	£2,000
7564 L015	Forres	Pilmuir Maintenance	£2,000
7564 L016		Burn of Mosset FAS Asset Management	£20,000
7594 L208	Lhanbryde	Lhanbryde FAS Asset Management	£15,000
7582 L142	Portgordon	Outfall at foreshore	£1,000
7565 L028	Roths	Burn of Roths (Burnside Road)	£2,000
7577 L090	General	Minor reactive works	£10,000
	Asset Management CCTV Surveys	CCTV Survey and Jetting at various locations on 5-year continuous programme	£2,000
TOTALS			£96,000



FLOOD RISK MANAGEMENT

SCHEDULE OF CLEARANCE AND REPAIR WORKS FOR WATERCOURSES

RESERVE LIST

Brodie	General tidy up of banks	£3,500
Drybridge	Bank improvements downstream of bridge	£5,000
Dufftown	Mount St, Flooding to Hamewith	£10,000
Dyke	Little Burn, widening of burn downstream of nursery	£10,000
Dyke	Build up level in field	£87,000
Elgin Springs	Improvement to watercourse at Logie Burn	£10,000
Fogwatt	drainage at Hillview House & pipe from marsh area	£15,000
Forres	Mosset Burn, eyot at Mosset Grove	£15,000
Forres	Mosset Burn erosion control at Burdshaugh Cottage	£7,500
Forres	Pilmuir system, new MH at Market Green	£10,000
Forres	Pilmuir system, silt removal between Cllr walk and Mosset burn	£50,000
Garmouth	Drainage improvement	£3,000
Keith	Drain condition survey Bridge St to Den Burn	£40,000
Keith	Improvement to drainage above builders yard	£20,000
Kingston	Drainer Burn, Vegetation	£7,000
Lhanbryde FAS	Erosion upstream of Station St bridge	£20,000
Lhanbryde	Repairs to flood wall at St Andrews Road	£6,000
Longmorn	BT diversion	£15,000
Towiemore	Improvements to drainage	£11,500
Marcassie Cottage	Vegetation overgrown to be cut back	£5,000
	TOTALS	£350,500



Service Requests:

A Service Request Report as shown below is completed every time a member of the Flood Risk Management Team is requested to visit a site. This should help the assessor plan how the work should be programmed, i.e. put on the waiting list etc. If urgent remedial works are required then a direct work order should be raised.

Service Requests Report

SR No:

Assessed By:

Checked By:

Date:

Time:

Weather:

Location:

Watercourse:

Risk Assessment:

		Consequences (C)			
		1	2	3	4
Probability (P)		Negligible	Minor	Significant	Major
A	Improbable	X	KIV	KIV	1
B	Remote	X	KIV	1	2
C	Possible	KIV	1	2	3
D	Probable	KIV	2	3	3

Consequences (C) x Probability (P) = Risk

		Cost			
		1	2	3	4
RISK (R)		Negligible	Minor	Significant	Major
			>£1,000	>£5,000	>£20,000
1	Low	RL	RL	RL	CW
2	Medium	CY	NFY	RL	CW
3	High	CY	CY	NFY	CW

Risk (R) x Cost = Action

KIV – Keep in View

RL – Reserve List

CY – Current Year

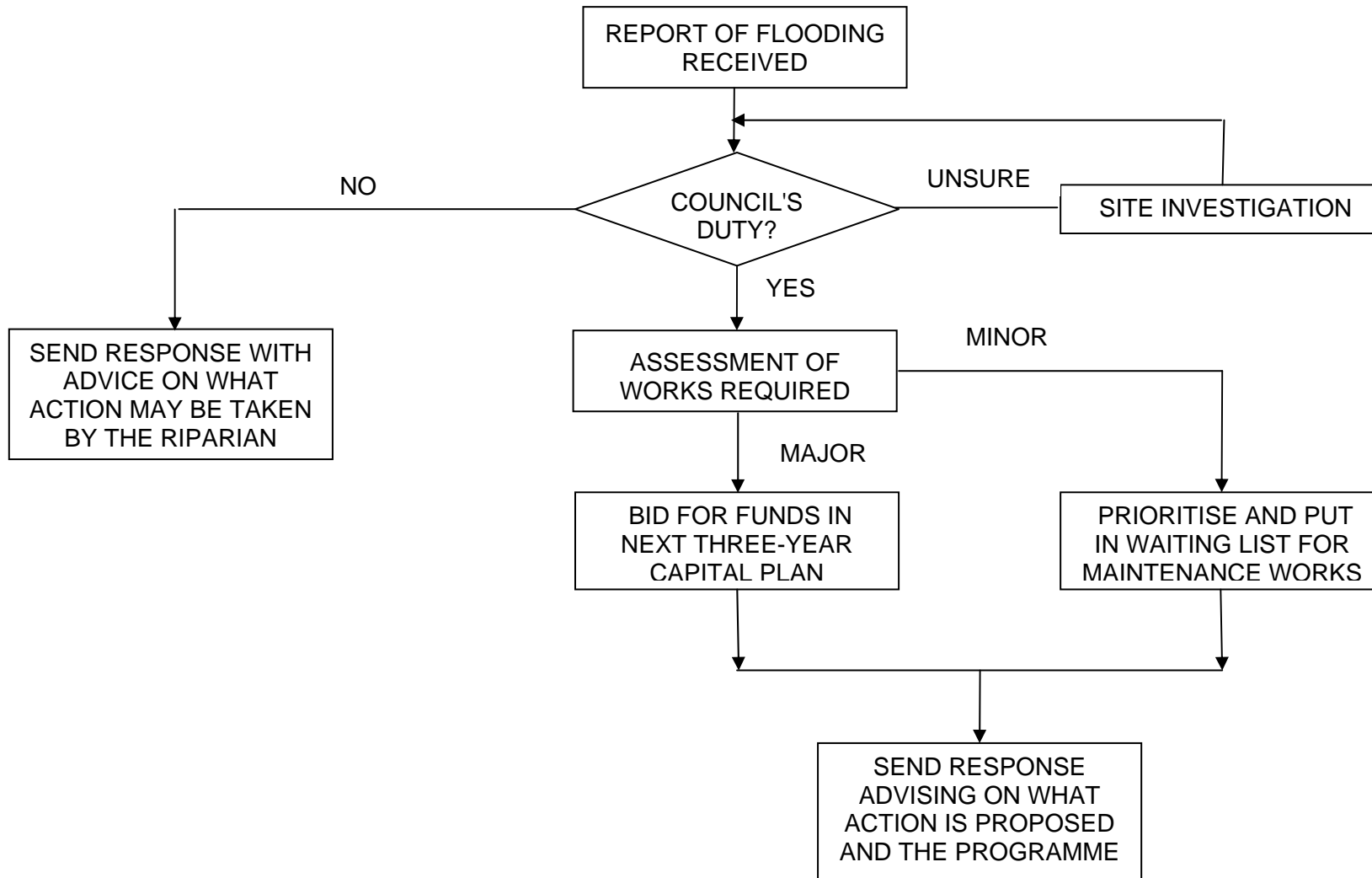
NFY – Next Financial year

CW – Capital Works

Action from Risk Assessment:

Further Comments:

Flow Chart for dealing with reports of flooding:



Useful Contacts:

SEPA Elgin Office
28 Perimeter Road
Pinefield
Elgin
IV30 6AF
(01343) 547663

graeme.henderson@sepa.org.uk

bevis.winter@sepa.org.uk

Floodline: 0845 988 1188

Scottish Water
Kingshill House
Arnhall Business Park
Westhill
Aberdeenshire
AB32 6UF

Scottish Natural Heritage
32 Reidhaven St
Elgin
(01343) 541551
jennifer.heatley@snh.gov.uk

River Lossie Fishery Board
(01343) 890412
watson@watsonbell.co.uk

Spey Fishery Board
Research Office
Nether Borlum Cottage
Knockando
AB38 7SD
research@speyfisheryboard.com

Elgin Angling Association
(01343) 541 984
Mianmackay@aol.com

Morrison Construction Ltd.
Moray Flood Alleviation
The Wards
Elgin
Moray
IV30 6AA