



693. Sustainability & Climate Action - Climate Risk & Adaptation - Flood Risk & Drainage Resilience Review

Category:	Sustainability & Climate Action
Subcategory:	Climate Risk & Adaptation
Status:	Best Practice
Type:	Competent Person
Priority:	Recommended
Commonality:	Occasional

Note: This document provides guidance to support compliance but is not a substitute for professional advice.

Why This Task Matters

Your thorough review of flood risks and drainage systems protects pupils, staff, and the educational environment from potentially devastating weather events that could disrupt learning for extended periods. By ensuring robust drainage and flood resilience measures, you demonstrate responsible stewardship of school facilities, safeguard educational continuity, and build confidence in the organisation's preparedness while recognising the vital role facilities staff play in maintaining secure, resilient learning environments that protect both people and educational excellence.

Task Summary

Best Practice: This task involves an annual review of flood risk and drainage resilience, considering both site-level features and local authority flood maps. The review should assess current flood vulnerability, evaluate drainage system capacity, review emergency response procedures, and identify opportunities for resilience improvements. Staff should examine surface water drainage, sewer capacity, building ground levels, and flood mitigation measures. The process should include consultation with local authorities for updated flood risk information and assessment of climate change impacts on flood probability. Findings should be documented with updated flood risk assessments,

revised site maps, and recommendations for resilience enhancements. This comprehensive review supports emergency planning and helps ensure the school or college can continue operations despite increasing flood risks from climate change.

Relevant Legislation & Guidance

- **Flood and Water Management Act 2010:** Establishes framework for flood risk management.
- **National Flood and Coastal Erosion Risk Management Strategy:** Requires assessment and management of flood risks.
- **Environment Agency flood risk guidance:** Provides detailed requirements for flood risk assessment.
- **DfE guidance on emergency planning in education:** Includes requirements for flood risk management.
- **Climate Change Act 2008:** Requires consideration of climate change impacts on flood risk.

Typical Frequency

This task should be completed yearly, ideally aligned with the start of the autumn term when flood risks typically increase. The frequency could vary if significant flooding occurs, new development affects local flood patterns, or if climate projections indicate changing risk levels. In education settings, annual reviews ensure flood preparedness remains current with evolving climate conditions.

Applicability

This task is recommended and occasional, applying to schools and colleges in flood-risk areas or with drainage systems that may be vulnerable to extreme weather. It is particularly relevant for establishments near rivers, in low-lying areas, or with historical flooding issues, though all sites can benefit from drainage resilience assessment. The task applies more frequently to high-risk locations, but should be considered for any establishment wanting to ensure operational continuity during extreme weather.

Responsible Persons

- **Task Type:** This is a Competent Person task that should be carried out by staff with knowledge of site drainage and flood risk management.
- **Contractor Requirements:** Not applicable as this is a Competent Person task.
- **In-House Requirements:** Staff should have training in flood risk assessment and familiarity

with the site's drainage systems and emergency procedures.

- **Permit to Work:** No permit to work is required for this task.
- **Delivery Model:** This task is normally completed in-house by trained staff, though external consultants may be engaged for complex assessments.

Key Considerations

Important factors include using current flood risk data from local authorities, considering climate change projections, and coordinating with emergency planning teams. The review should not disrupt normal operations if timed appropriately. Consider the educational context and potential impacts on pupil safety and learning continuity. Risk assessment should focus on both property protection and operational resilience during flood events.

Task Instructions

Prerequisites & Safety

- Access to current flood risk maps and local authority data
- Understanding of drainage systems and flood mitigation measures
- Knowledge of emergency planning procedures
- Familiarity with site layout and vulnerable areas

Tools & Materials

- Current flood risk assessment documentation
- Local authority flood maps and climate projections
- Site maps and drainage system plans
- Emergency planning documentation
- Camera for photographic evidence

Method (Step-by-Step)

1. **Data Review:** Gather current flood risk information from local authorities and climate projections.
2. **Site Assessment:** Evaluate site drainage, ground levels, and flood mitigation measures.

3. **System Review:** Assess drainage capacity and identify potential failure points.
4. **Emergency Planning:** Review flood response procedures and emergency contacts.
5. **Resilience Evaluation:** Identify opportunities for improved flood resilience.
6. **Documentation Update:** Update flood risk assessment and site maps with findings.

Measurements & Acceptance Criteria

Flood risk should be assessed using established probability and impact scales with clear identification of vulnerable areas. Drainage systems should be evaluated against design capacity and climate projections.

If Results Fail

Follow instructions on the Compliance Pod task completion form to record remedial/follow up actions and generate Reactive Task Tickets as required. If critical flood vulnerabilities are identified, immediate actions should include consulting emergency planning specialists and implementing temporary mitigation measures.

Reinstatement & Housekeeping

No reinstatement required. Ensure all documentation is filed appropriately.

Completion Checks

Confirm that comprehensive review has been completed, documentation updated, and evidence uploaded to Compliance Pod.

Record-Keeping & Evidence

- **Upload Process:** Upload any required statutory or supporting evidence to the corresponding task form in Compliance Pod.
- **Statutory Evidence:** No statutory evidence is required for this task.
- **Supporting/Good Practice Evidence:** Reviewed flood risk assessment, updated site maps, and emergency planning minutes.

Common Pitfalls & Best Practice Tips

Common mistakes include relying on outdated flood risk data, failing to consider climate change impacts, or not involving emergency planning teams. Best practices include consulting local authority

flood risk management teams, integrating findings with emergency planning, and maintaining historical flood records. In educational settings, consider impacts on pupil evacuation routes and temporary accommodation needs. Warning signs include blocked drainage systems, outdated flood risk assessments, or lack of emergency planning integration.

Quick Reference Checklist

- [] Review current flood risk maps and data
- [] Assess site drainage and mitigation measures
- [] Evaluate emergency planning procedures
- [] Identify resilience improvement opportunities
- [] Update flood risk assessment and maps
- [] Review emergency planning documentation
- [] Upload evidence to Compliance Pod

Grouped Tasks

Grouping is feasible; align with related tasks of the same frequency and contractor visit.

Related Tasks

- Sustainability & Climate Action - Climate Risk & Adaptation - Climate Risk & Adaptation Audit
- Sustainability & Climate Action - Climate Risk & Adaptation - Sustainable Travel Plan Review
- Sustainability & Climate Action - Biodiversity & Ecology - Biodiversity & Green Space Maintenance Plan Review

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Users must ensure that all tasks are carried out in line with current legislation, manufacturer instructions, site-specific risk assessments, and organisational policies. Where necessary, professional advice should be sought from competent and accredited specialists — for example, fire risk assessors, water hygiene consultants, electrical engineers, gas safety contractors, or health and safety advisors.