DERBYSHIRE County Council
Improving life for local people

Guidance Notes: DATA HELD, SOURCES AND REQUESTS

If you are unsure about anything within these notes then please contact the Flood Risk Management (FRM) team using the details at the end of this document.

In 2011 the County Council, became the Lead Local Flood Authority (LLFA) for Derbyshire, responsible for coordinating the management of flood risk from local sources (groundwater, surface water and ordinary watercourses). In 2011, in order to establish one set of historic flood information for the County, the FRM team requested and received all data held from the eight District/Borough Authorities and all Town/Parish partners. Additional information was provided by the three presiding water companies within Derbyshire (Severn Trent Water, Yorkshire Water and United Utilities), from the Environment Agency and from the Derbyshire Fire and Rescue service. Since then the County Council have continued to collate a range of data assisting with the work of the FRM team.

Data held and sources of this data

The following table displays the flood data sources available for Derbyshire, a description of the data held, the location of where/how the data is held or accessed and how often the data is updated. The list is not exhaustive but indicates the key data that the FRM team utilise in decision making.

FLOOD DATA SOURCES AVAILABLE FOR DERBYSHIRE				
DATA TYPE	**HELD BY**	**DESCRIPTION**	**LOCATION**	**UPDATED**
Historical flood records	Derbyshire County Council	The County Council hold a computerised list of flood incidents reported to the County Flood Risk Management and Highways teams which is provided by a number of sources including; District/Borough engineers, County Council engineers, parish councillors and/or the local community.	Derbyshire County Council Computer Network	Quarterly or after a severe weather event

Surface water flood maps	Derbyshire County Council	The County Council have modelled and produced Flood Maps for Surface Water (FMfSW) for Derbyshire. The maps show a representation of what happens to rainfall which falls on a model of land in Derbyshire. The output produced is however intended to be used at a high level and not to identify individual properties at risk.	Derbyshire County Council Computer Network	Subject to future review
Ground water flood maps	Environment Agency	The Environment Agency have produced strategic scale mapping that shows indicative flood risk areas for groundwater emergence. This information was made available by the Environment Agency to the County Council to complete their Preliminary Flood Risk Assessment (PFRA).	Environment Agency Computer Network	Request from the Environment Agency
Main River fluvial flood maps	Environment Agency	The Environment Agency has developed flood maps for main rivers in England and Wales which provide guidance on areas likely to be at risk from main river flooding. The flood maps are available publicly to view online. The Environment Agency provide this data to Derbyshire.	EA Website http://maps.environment-agency.gov.uk/wiyby	Request from the Environment Agency
British Geological Survey (BGS) Data	Derbyshire County Council	The County Council are licenced to hold BGS data for Derbyshire. The data set is a strategic overview of geological information for Derbyshire including distance to groundwater table, likelihood of instability of ground, appropriateness of area for infiltration etc.	Derbyshire County Council Computer Network	Approximately every 5 years
Highways Records and Reports	Derbyshire County Council Highways	The County Council Highways team hold data regarding historic issues relating to Highway drainage across the	Derbyshire County Council Computer	Quarterly or after a severe weather event

	Team	County. The team also hold limited information pertaining to the Highway drainage network.	Network	
Water Company Data	Water companies	The County Council have access to water company flood data including their DG5 (Director General) register including from Yorkshire Water, Severn Trent Water and United Utilities.	Water Company Computer Network	Request from the Water Company
Canal and River Trust Data	Canal and River Trust	The County Council hold records from the Canal and River Trust relating to all canals, locks, canal weirs, river weirs, sluices, culverts, aqueducts, embankments, reservoirs, stop/safety/flood gates and channel retaining walls including details of ownership and state of repair (where known).	Canal and River Trust Computer Network	Request from the Canal and River Trust
Asset Register	Derbyshire County Council	Under S21 of the FWMA the County Council are duty bound to hold a register of assets across Derbyshire that are known to have significant impact on flood risk.	Derbyshire County Council Computer Network (the public can view a copy of the register upon request)	As and when a new asset is identified.
Historical Land Maps	Derbyshire County Council	The County Council hold a range of historical land maps for Derbyshire.	Derbyshire County Council Computer Network	-
Reservoir Flood Mapping	Environment Agency	The Environment Agency has produced a reservoir flood map which is available publicly to view on their website. These flood maps detail those areas at risk should a reservoir breach occur. This information is also made available to the County Council's Emergency Planning	EA website http://maps.environment-agency.gov.uk/wiyby	Request from the Environment Agency

		team.		
Sough data	Environment Agency	The Environment Agency hold data about old stone soughs (often hidden) across Derbyshire, mainly linked to the lead mining areas of Derbyshire (Derbyshire Dales and the High Peak). This information has been made available to the County Council.	Derbyshire County Council Computer Network	Request from the Environment Agency
Communities @ Risk	Derbyshire County Council FRM Team and the Environment Agency	The Environment Agency have recently undertaken an exercise utilising all the data they hold to identify communities most at risk of flooding. The Environment Agency have recently shared this information with the County Council although it is currently at a very early stage in its development.	Derbyshire County Council and Environment Agency Computer Network	Request from the Environment Agency

Quality of data

The County Council strive to obtain the best quality data available. In some instances however the data collated may be anecdotal (e.g. historical flood information). The FRM team take into account the quality of the data when utilising it to inform any work and also make the public or any receiving authorities aware of the source when sharing the data.

Confidence rating

The FRM team have applied a confidence rating to all reported historical data. The methodology used is as follows:

High Confidence	- Incident witnessed by an officer of the FRM team, or a member of a Risk Management Authority. - Reported information to the FRM team supported by photos, videos and other evidence as well as timings and dates, where the source is easily identified.
Medium Confidence	- Reported information that is supported with some evidence where the source is believed to be known but not confirmed by an FRM team member.
Low Confidence	- Reported information where the exact date of the incident and source is unknown or where there is conflicting information.

Requesting information

Anyone has a right to request environmental information from a public authority.

Environmental Information Requests

Under the Environmental Information Regulations (2004) the County Council must provide any environmental information held to a member of the public upon request. This is known as an Environmental Information Request. In some instances however the County Council are able to refuse a request for this information such as if the information is incomplete or if disclosure of the information may result in harm. In some instances the data held by the County Council may be subject to a confidentiality agreement.

Freedom of Information Requests

Where a request for information made to the County Council is not environmental then it may fall under the Freedom of Information Act (2000). The Freedom of Information Act provides public access to information held by public authorities. Sometimes the FRM team may be asked to respond to a Freedom of Information request.

A request for information can however be refused where:
- It would cost too much to collate the data,
- The request is vexatious,
- The request repeats a request from the same person.

For more information then please visit the government's website for how to make a freedom of information request at:

www.gov.uk/make-a-freedom-of-information-request/the-freedom-of-information-act

Confidentiality agreements

Certain types of data the County Council hold may be subject to a confidentiality agreement which means that there are restrictions as to what can be released. Confidentially agreements have been entered into with the three water companies that cover Derbyshire and also for the British Geological Survey data. Certain sources of data provided by the Environment Agency are also subject to data restrictions.

Sharing information

Section 13 of the Flood and Water Management Act (FWMA, 2010) states that all relevant authorities should co-operate and share information relating to their flood risk management functions. The FRM team have provided a number of datasets to, and have also received a number of datasets from a range of Risk Management Authorities in Derbyshire (as highlighted in this guidance). The FRM team strive to share as much knowledge and data as possible to encourage integrated flood risk management.

Frequently asked questions

How do I make a request for environmental information?

Please send your request for environmental information through to the County Council's FRM team (using the contact details at the bottom of these guidance notes) and include your contact details for providing a response. A request for environmental information does not have to make any reference to the regulations nor does it have to be directed to the correct member of staff. Once received, the County Council then have 20 working days in which to provide a response to your request.

Is there a charge for a request for environmental information?

Currently there is no charge for providing a response for a request of environmental information from Derbyshire County Council.

Will any flooding information that I report to the County Council be shared with insurance companies and therefore affect my insurance premium?

As a Local Government body Derbyshire County Council are governed by the Data Protection Act which controls how personal information is used or shared. All insurance companies have access to their own data that informs their judgement on insurance decisions. Decision making for insurance is outside the remit of the County Council.

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