Appendix B – Asset Register Recommendation

1.0 Background

1.1 In line with the Flood and Water Management Act 2010, each Lead Local Flood Authority has a duty to maintain a register of assets. This is to include:

- Structures or key features which in the opinion of the authority (LLFA) are likely to have a significant effect on flood risk in its area and
- A record of information about each of those structures or features including information about the ownership and state of repair.

1.2 As part of the Drain London project, a review of each borough’s asset register data was carried out and recommendations have been put forward as to how best to fulfill the requirements of the Flood and Water Management Act 2010.

1.3 This review process classified asset registers according to their development levels as follows:

- Level 1 – The Borough knows where their assets are, what they look like and what condition they are in. Register system may take the form of a spreadsheet or hard copy records.
- Level 2 – The Borough is aware of the ‘Local Authority Flood Risk Asset Tool’ currently being produced by the EA / Defra. Their register is GIS based (basic proprietary system only) or uses a highways based asset management system database. Their register captures information generally aligned with guidance provide by the Tool and the EA NFCDD system where practical. They know where their assets are and carry out reactive maintenance of significant structures as required.
- Level 3 – The Borough has a detailed understanding of Asset Registers as required by the Flood and Water Management Act. Their register system accurately replicates the ‘Local Authority Flood Risk Asset Tool’ data standards and related NFCDD structures to an attribute level. Their register is GIS based (advanced proprietary or bespoke system) or is completely
integrated with an existing asset management system. They know where their assets are and carry out periodic maintenance on the structures using a risk based priority system.

2.0 Achieving different levels of register

2.1 To achieve “Level 1” a borough must first be aware of the location of all the assets that may have a significant affect on flood risk. While London boroughs may commonly hold databases of certain assets such as highways drainage, information on other assets such as sewers is not always held. As such it is important that this information is collated so that a borough is aware of the location of all of its assets and their condition.

2.2 To progress to “Level 2” it will be necessary for a borough to upgrade their information to common GIS formats and so will require the conversion of paper records. This may involve obtaining the data originally used for the paper records, manually digitizing the data within GIS or scanning the paper records and linking them within a GIS layer.

2.3 For “Level 3”, the consolidation of data will require a specifically formatted GIS database that is compatible with existing standards. This can be used in conjunction with other FWMA requirements such as recording flood incidents. Designed correctly this system will allow all flood related data to be held in the same place and to be easily distributed amongst those in need of the information. Figure 1 shows a schematic example that has been recently developed for Gloucestershire County Council to maintain their asset register and flood records. This system could be adapted to individual borough’s specific needs.
3.0 Borough asset data

3.1 The Borough has provided asset data as part of the Drain London Tier 1 data collection exercise. The data supplied and the extent to which it meets the requirements of the Flood and Water Management Act 2010 is outlined in Table 1. This shows the type of data requested from the Borough along with the borough’s response and the resulting recommendation if any improvements are needed to reach the next level.
4.0 Conclusions and recommendations

4.1 Based upon the information received, it is recommended that the Borough should aim to achieve a “Level 1” classification.

- Level 1 – The Borough knows where their assets are, what they look like and what condition they are in. Register system may take the form of a spreadsheet or hard copy records.

However, the Borough provided/holds very little asset information and as such it is strongly recommended that in order for this to be achieved, a collation exercise begins to collect, and find the location of, all asset information. This will enable all asset data to be analysed to ascertain the assets at risk and help to develop a level 1 asset register.

Should data already exist in GIS format then a “Level 2” asset register could be achieved easily. Alternatively, if much of the data is either in paper formats or not geo-referenced then significantly more work would be required to bring data up to the “Level 2” standard.

Once data is held in GIS format, Level 3 could be achieved by combining the new GIS information into a GIS database similar to that developed for Gloucestershire County Council to hold asset register information and flood incident recording.