



**STATEMENT OF COMMON GROUND  
BETWEEN HUNTINGDONSHIRE DISTRICT  
COUNCIL, ENVIRONMENT AGENCY AND  
LEAD LOCAL FLOOD AUTHORITY**

**November/2025**

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# STATEMENT OF COMMON GROUND BETWEEN HUNTINGDONSHIRE DISTRICT COUNCIL, ENVIRONMENT AGENCY AND LEAD LOCAL FLOOD AUTHORITY

## 1. INTRODUCTION

This document presents a Statement of Common Ground (SoCG) between the Huntingdonshire District Council, Environment Agency and Cambridgeshire County Council as the Lead Local Flood Authority.

It has been prepared jointly in response to the National Planning Policy Framework to collaborate and identify strategic matters documenting cross-boundary matters and progress in cooperating to address these matters.

The statutory provisions relating to the duty to cooperate were introduced by the Localism Act 2011 and are set out in section 33A of the [Planning and Compulsory Purchase Act 2004](#). It places a legal duty on local planning authorities such as Huntingdonshire District Council to engage constructively, actively and on an ongoing basis with specific named organisations on strategic cross boundary matters to maximise the effectiveness of local plan preparation.

Huntingdonshire District Council is the Local Planning Authority for the Huntingdonshire administrative area. Environment Agency is the Prescribed Body as defined in Part 2 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) as the government advisor for the water environment. Cambridgeshire County Council is the Lead Local Flood Authority for the administrative area of Cambridgeshire of which Huntingdonshire forms part.

Huntingdonshire District Council (HDC), Environment Agency (EA) and the Lead Local Flood Authority (LLFA) are obliged under the Duty to Cooperate to engage and work together on relevant strategic matters in a proportionate and meaningful manner.

A memorandum of cooperation (Appendix 1) signed by HDC, the EA and the LLFA in June 2022 set out established and agreed milestones, including "Feedback into any potential updates required to the scope for SFRA Level 2 study, considering any data quality or availability issues identified by the Level 1 study."

This Statement of Common Ground covers matters relating to the methodological approach to the Huntingdonshire Integrated Water Management Strategy: Level 2 Strategic Flood Risk Assessment (Level 2 SFRA) and the assessment of sites, as part of the evidence to inform Huntingdonshire's Local Plan update. The statement sets out the agreement and where necessary areas of disagreement as appropriate.

## 2. PARTIES INVOLVED

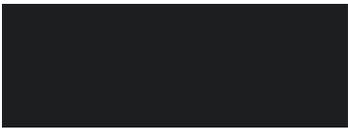
The parties involved in this Statement of Common Ground are:

- Huntingdonshire District Council
- Environment Agency
- Lead Local Flood Authority (Cambridgeshire County Council)

## 3. SIGNATORIES

**The signatories on behalf of Huntingdonshire District Council are:**

*Clara Kerr - Head of Planning Infrastructure and Public Protection:*



11/03/26

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Name

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Date

**The signatories on behalf of Environment Agency are:**

*Adam Ireland- Team Leader*



17 December 2025

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Name

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Date

The signatories on behalf of Lead Local Flood Authority (Cambridgeshire County Council) are:



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Name  
Quinton Carroll  
Head of Natural & Historic Environment

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Date  
3 December 2025

## 4. ADMINISTRATIVE AREAS COVERED/ STRATEGIC GEOGRAPHY

The Statement of Common Ground (SoCG) specifically addresses the approach that Huntingdonshire District Council (the District) should adopt regarding modelling as part of Huntingdonshire's Integrated Water Management Strategy: Level 2 Strategic Flood Risk Assessment (Level 2 SFRA). However, it is recognised that flooding and its associated impacts transcend district boundaries, and that growth occurring both within Huntingdonshire and in neighbouring Local Planning Authorities may have ongoing effects elsewhere. This consideration has been integrated into the Huntingdonshire Integrated Water Management Strategy: Level 2 Strategic Flood Risk Assessment.

Huntingdonshire is one of six districts comprising the county of Cambridgeshire, also sharing borders with Bedfordshire and Northamptonshire. The district is traversed by several rivers and ordinary watercourses, which play a significant role in the District's flood risk and flood risk management. Huntingdonshire forms part of the wider Anglian River Basin with a number of main rivers originating outside of the District. Development within and outside the District all have the potential to impact fluvial, surface water and groundwater flooding across the Anglian River Basin.<sup>1</sup>

The Anglian River Basin District Flood Risk Management Plan has identified that the Huntingdon area is a Flood Risk Area (FRA) due to the risk of surface water flooding and the Huntingdonshire District Councils Level 1 Strategic Flood Risk Assessment<sup>2</sup> identified a number of flood risks to the area from rivers, surface water, sewer, groundwater and reservoirs.

Although this SoCG officially sets out Huntingdonshire's approach to modelling as part of the development of Huntingdonshire's Integrated Water Management Strategy: Level 2 Strategic Flood Risk Assessment. The signatory organisations recognise that that the matters within the SoCG and the modelling approach discussed apply to a wider spatial area rather than simply to Huntingdonshire alone, as demonstrated in figure 1.

The authorities of influence upstream and downstream of HDC are:

Upstream	Downstream
North Northamptonshire	City of Peterborough
Bedford	Fenland
Central Bedfordshire	East Cambridgeshire
	South Cambridgeshire

<sup>1</sup> Page 38, [Huntingdonshire Integrated Water Management Strategy: Level 1 Strategic Flood Risk Assessment](#)

<sup>2</sup> [Evidence Library for Local Plan Update - Huntingdonshire.gov.uk](#)

# Figure 1: Area Covered by Statement of Common Ground

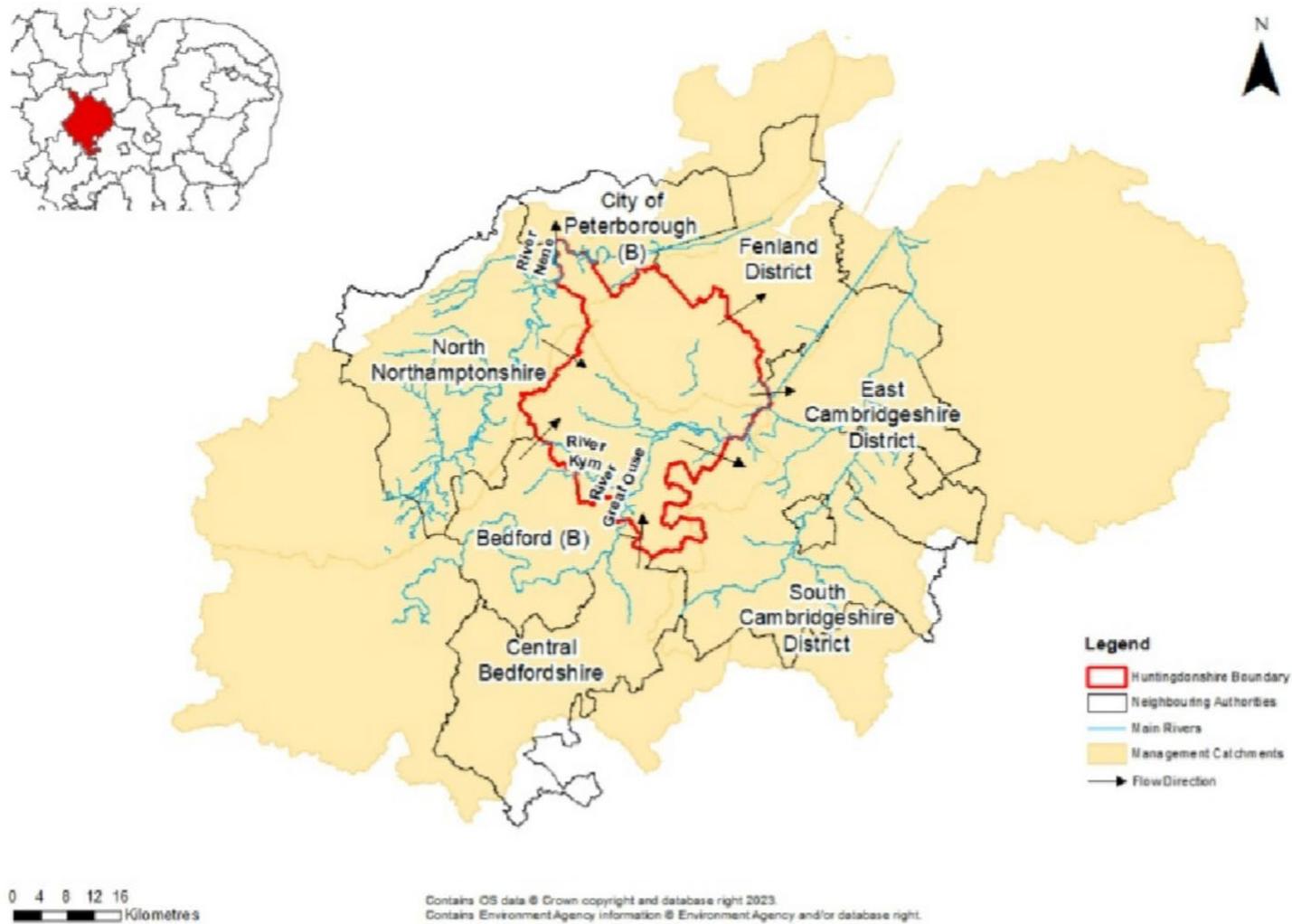


Figure 4-5 Hydrological linkages for catchments in and around Huntingdonshire

Source: Page 38, [Huntingdonshire Integrated Water Management Strategy: Level 1 Strategic Flood Risk Assessment](#)

## 5. STRATEGIC MATTERS TO BE ADDRESSED

As part of Huntingdonshire District Council's (HDC) emerging Local Plan, a Level 2 SFRA was required due to potential development sites located within areas of flood risk. This is demonstrated within the Level 1 SFRA (March 2024) and the Level 1 SFRA update (June 2025)<sup>3</sup> which was required because of updates to the Environment Agency Flood Maps in early 2025 following the publication of the National Flood Risk Assessment 2 (NaFRA2).

High-level screening of 437 sites revealed 82 sites with fluvial, tidal, or surface water flood risk which had the potential for consideration as site allocations in HDC's Local Plan. Further review identified the requirement for 73 sites to progress to a Level 2 SFRA assessment. Further detail can be found in the Integrated Water Management Strategies<sup>4</sup>.

HDC's sequential test found no alternative lower-risk sites within Huntingdonshire, confirming the need for Level 2 SFRA.

A Level 2 Strategic Flood Risk Assessment Scoping Study was undertaken between June and July 2005 which presented the requirements and methodology for the Level 2 SFRA, aligned with current government flood risk guidance and policy:

- National Planning Policy Framework (NPPF) 2024
- Flood Risk and Coastal Change Planning Practice Guidance (FRCC-PPG) 2022
- How to Prepare a Strategic Flood Risk Assessment guidance 2025
- Strategic Flood Risk Assessment Good Practice Guide 2021
- Flood Risk Assessments: Climate Change Allowances 2022

The draft scoping study outlined some areas requiring clarification with regard to certain aspects of the methodology that would be used for the Level 2 SFRA. A duty to cooperate meeting was held between HDC, their consultants (JBA consulting), the Lead Local Flood Authority (LLFA) and Environment Agency on 16th July 2025 to discuss and agree an approach to the Level 2 SFRA methodology. Five strategic matters were identified. HDC, EA and LLFA agreed that the main strategic matters requiring cooperation were:

**Strategic Matter 1.** Assessment of fluvial and tidal flood risk with climate change

**Strategic Matter 2.** Approach to assessing surface water flood risk

**Strategic Matter 3.** Approach to assessing surface water flood risk and climate change

**Strategic Matter 4.** Residual risk modelling

**Strategic Matter 5.** Assessment of risk - unmodelled watercourses

<sup>3</sup> [Evidence Library for Local Plan Update - Huntingdonshire.gov.uk](https://www.huntingdonshire.gov.uk/evidence-library-for-local-plan-update)

<sup>4</sup> [Evidence Library for Local Plan Update - Huntingdonshire.gov.uk](https://www.huntingdonshire.gov.uk/evidence-library-for-local-plan-update)

## 6. STRATEGIC MATTER 1: ASSESSMENT OF FLUVIAL AND TIDAL FLOOD RISK WITH CLIMATE CHANGE

Environment Agency (EA) Strategic Flood Risk Assessment guidance requires Strategic Flood Risk Assessments (SFRA) to assess climate change impacts from all flooding sources. For fluvial risk, both central and higher central climate change allowances should be evaluated for each management catchment. For tidal risk, higher, central and upper end allowances for sea level rise.

Previously, the Huntingdonshire Level 1 SFRA Update (June 2025)<sup>5</sup> used the EA's Flood Zone 2 dataset (0.1% AEP event) as a proxy to represent the modelled Flood Zone 3 plus climate change scenario (1% AEP event + climate change for fluvial and 0.5% AEP event plus climate change for tidal), which the Environment Agency accepted.

For the Level 2 SFRA due to the timing of data releases modelled climate change data was not available from the Environment Agency.

The EA and LLFA were consulted as to whether, due to the timing of data releases, the proxy approach used in the Level 1 SFRA would be acceptable in its place. EA were also consulted on the approach to new settlements or substantial urban extensions on whether the upper end allowance for peak river flows is an appropriate approach.

### Areas of Agreement

All parties agreed to the use of a proxy approach to assessing the impacts of climate change. All parties agreed that as this is a proxy approach the reporting and documents within the SFRA will need to be caveated identifying what this means for development on the sites. This was agreed by all parties

The following proxy approach was agreed:

- 3.3% AEP, defended and undefended, fluvial central and higher central allowances
- 1% AEP, defended and undefended, fluvial central and higher central allowances
- 0.1% AEP, defended and undefended, fluvial central and higher central allowances
- 3.3% AEP, defended and undefended, tidal higher central and upper end allowances
- 0.5% AEP, defended and undefended, tidal higher central and upper end allowances
- 0.1% AEP, defended and undefended, tidal higher central and upper end allowances.

There were no unresolved issues within the discussion in relation to assessment of fluvial and tidal flood risk with climate change and therefore there are no further resolutions required.

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<sup>5</sup> [Evidence Library for Local Plan Update - Huntingdonshire.gov.uk](https://www.huntingdonshire.gov.uk/evidence-library-for-local-plan-update)

## 7. STRATEGIC MATTER 2: APPROACH TO ASSESSING SURFACE WATER FLOOD RISK

Environment Agency's national Risk of Flooding from Surface Water (RoFSW) map (as updated in January 2025) did not at the time of HDC's Level 2 SFRA preparation have available information on depth, hazard, and velocity data suitable for use in planning and therefore could not be considered in the Level 2 SFRA. The LLFA also noted at the current time that there was not detailed local modelling to supplement this.

### Areas of Agreement

It was therefore agreed by all parties that the Level 2 SFRA maintains the use of the third generation Risk of Flooding from Surface Water map flood depths and hazards whilst also considering the new mapped flood extents (national Risk of Flooding from Surface Water) to maintain the 'best available data' scenario.

There were no unresolved issues within the discussion in relation to assessment of surface water flood risk and therefore there are no further resolutions required.

## 8. STRATEGIC MATTER 3: APPROACH TO SURFACE WATER FLOOD RISK AND CLIMATE CHANGE

Environment Agency climate change guidance for assessing flood risk from surface water<sup>6</sup> recommends using the upper end allowance for peak rainfall in SFRA for the 2070s.

The EA's national surface water climate change mapping (Jan 2025) currently reflects the central allowance for the 2050s, which is unsuitable for planning.

### Areas of Agreement

It was therefore agreed by all parties that that the low-risk surface water flood event is used in the Level 2 SFRA as a conservative substitute for the medium risk plus climate change scenario if suitable modelled data are unavailable.

For HDC, this would entail:

- 3.3% AEP rainfall event + 35%
- 1% AEP rainfall event + 40%

There were no unresolved issues within the discussion in relation to assessment of surface water flood risk with climate change and therefore there are no further resolutions required.

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<sup>6</sup> [Flood Risk Assessments: Climate Change Allowances | Environment Agency | 2022](#)

## 9. STRATEGIC MATTER 4: RESIDUAL RISK MODELLING

National Planning Practice Guidance on Flood Risk and Climate Change (Paragraph 004) asks that plan-making take into account residual flood risk from flood risk management infrastructure.

For Huntingdonshire's Level 2 SFRA, this process will require modelling defence breach scenarios and assessing potential blockages in drainage assets (such as culverts) and using available EA models for sites within defended areas or which have culverts on or near to potential sites. According to the EA's SFRA guidance<sup>7</sup>, if specific breach models are not provided by the EA, consultation with the EA is recommended to determine how to assess the likely impact and extent of floodwater following a defence breach. Climate change impacts are also to be included in assessments.

At the time of production of Huntingdonshire's Level 2 SFRA there is no national EA guidance on culvert blockage modelling.

### Areas of Agreement

Therefore, it has been agreed by all parties that:

- Appropriate blockage scenarios will be selected based on precedent from completed Level 2 SFRA's and professional judgement;
- Where EA specific breach models are available this will be used;
- Where modelling is not available this should be identified and caveated within the assessment;
- That to resolve the issue of no guidance on culvert blockage modelling Huntingdonshire's SFRA Level 2 will provide enough detail on defence types, SoPs, conditions, breach modelling requirements and culvert blockage modelling requirements so this can be easily understood by the developer at the site-specific Flood Risk Assessment (FRA) stage;
- That residual risk locations will be highlighted within the reporting and state the FRA must account for this on application for any development.

There were no unresolved issues within the discussion in relation to assessment of surface water flood risk with climate change and therefore there are no further resolutions required.

## 10. STRATEGIC MATTER 5: ASSESSMENT OF RISK - UNMODELLED WATERCOURSES

Of the 82 sites flagged as medium or high flood risk in Huntingdonshire's Level 1 SFRA update (June 2025), 73 required detailed Level 2 SFRA assessments. These will involve individual reports summarizing site-specific findings. The remaining nine sites appear to have minimal risk based on current data, therefore, the intention detailed within the scoping report is that a rapid review and brief report on the risk and any,

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<sup>7</sup> [How to prepare a strategic flood risk assessment - GOV.UK](#)

mitigation required would be used in order to allocate them in the Huntingdonshire Local Plan.

There are a significant number of unmodelled watercourses on or adjacent to many of the sites. This entails 42 of the 73 sites to be assessed. Many of these watercourses are likely to be drainage ditches.

### **Areas of Agreement**

All parties agree that for unmodelled watercourses the presumption should be that the risk is assessed at the site-specific Flood Risk Assessment (FRA) stage and that:

- where an unmodelled watercourse is located and included on maps that a conservative approach to the likely risk (based on the National Surface Water Map) is taken;
- unmodelled watercourses should be identified as to whether they are fluvial/ field ditch/ field drain documenting how they function;
- it is clear that it will be the responsibility of the developer/ applicant to fully ascertain risk through an FRA as part of the Local Plan allocation wording

There were no unresolved issues within the discussion in relation to assessment of unmodelled watercourses and therefore there are no further resolutions required.

## **11. GOVERNANCE ARRANGEMENTS**

HDC, EA and LLFA have been cooperating closely and engaging on an ongoing basis through duty to cooperate meetings and collaboration, as well as through written consultation representations.

Key to the collaboration process is a Memorandum of Understanding which was signed by all parties in June 2022. The Memorandum of Understand identifies the following areas of collaboration and can be found at Appendix 1:

- Contribute to, peer review and agreement of the scoping requirements.
- Input into, and agreement of, flood risk classifications for sources of flooding.
- A 'professional' review of any tenders received by Huntingdonshire District Council to highlight any good points, areas of concern or questions they may like to ask.
- Free provision of all necessary data as requested by the appointed consultants to inform preparation of the reports.
- Contribution to the SFRA and WCS development process through review of and provision of detailed comments on draft reports and associated documentation including highlighting areas of concern and areas of omission, and identification of any elements which need improvement/amendments along with provision of suggested changes within timescales to be agreed between the organisations and the appointed consultants.

- Assessment of links to the Cambridgeshire County Council Flood and Water SPD process to confirm any elements that may be more appropriate to carry forward into the SPD review if they are not deemed appropriate at SFRA level.
- Free provision of details of all organisation's investigations/ known flooding areas within Huntingdonshire and other adjoining parts of Cambridgeshire as may be requested by the appointed consultants.
- Agreement of any revisions needed to the works required in the SFRA Level 2 and WCS Stage 2 arising from any data quality or availability issues raised by the Level 1 and Stage 1 reports.
- Agreement and 'sign off' of final reports.

The key areas of collaboration to date have been identified below (these exclude on the most part email exchanges). The parties have worked collaboratively within a close working relationship to recognise, raise and remedy arising issues.

Date	Format	Remit	Attendees/ recipients / contacts	Discussion	Outcomes
7/03/2022	Meeting	Scoping meeting for SFRA and WCS	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> <li>Huntingdonshire District Council</li> </ul>	<ul style="list-style-type: none"> <li>Comment on the proposed scope of the SFRA &amp; WCS</li> <li>Advise on the availability of any relevant data and information</li> <li>Highlight relevant information in other strategic flood risk documents that may be useful in preparing the SFRA</li> <li>Help identify if we need to commission any further modelling work etc.</li> </ul>	<ul style="list-style-type: none"> <li>Discussion on IWMS Scope</li> <li>Agreement to review scope for IWMS and provide feedback</li> </ul>
28/03/2022	Email	Sharing of draft SFRA brief for comment	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> <li>Huntingdonshire District Council</li> </ul>	Sharing of draft SFRA tender documents and brief for comment	Comments received from the Environment Agency and Lead Local Flood Authority
27/05/2022	Meeting	To discuss scope of SFRA and WCS	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> <li>Huntingdonshire District Council</li> </ul>	<ul style="list-style-type: none"> <li>Memorandum of Cooperation</li> <li>Joint working position</li> <li>Terminology</li> <li>Comments on the revised brief</li> <li>Address final comments and agree approach</li> <li>Next steps and timeframe</li> </ul>	<p>Development of Memorandum of Cooperation</p> <p>Discussion on brief prior to final comments received</p>
07/06/2022	Memorandum of Understanding	Memorandum of Understanding	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> <li>Huntingdonshire District Council</li> </ul>	Agreement between HDC, CCC LLFA and Environment Agency to action key deliverables and to work together on the development and sign off of the Level 1 and 2 SFRA and Stage 1 &2 of the WCS.	<p>Memorandum of Understanding signed by:</p> <ul style="list-style-type: none"> <li>CCC-LLFA 19/05/2022</li> <li>Environment Agency 06/06/2022</li> <li>HDC 07/06/2022</li> </ul>
16/09/2022	Email	Professional review of tenders	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> <li>Huntingdonshire District Council</li> </ul>	Sharing of tender submissions to Environment Agency and LLFA for professional review	<p>Response received from LLFA 30/09/2022</p> <p>Response received from EA 30/09/2022</p>

Date	Format	Remit	Attendees/ recipients / contacts	Discussion	Outcomes
11/11/2022	Meeting	IWMS inception meeting	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> <li>Huntingdonshire District Council</li> <li>JBA (consultants)</li> </ul>	<p>Water Cycle Study</p> <ul style="list-style-type: none"> <li>Data Identification</li> <li>Recommendation for Water Quality Modelling and Baseline Data#</li> <li>Data Gap Analysis</li> <li>Confirmation of Strategic Documents to be referred to</li> </ul> <p>SFRA</p> <ul style="list-style-type: none"> <li>Data Identification</li> <li>Current Flood Risk Studies</li> <li>Enhancements to the Scope</li> <li>Functional Floodplain</li> <li>SWFR mapping</li> <li>Sequential Test Approach</li> <li>Agreement of Cumulative Impact Assessment Options</li> <li>Impacts of Climate Change Clarification</li> <li>Peak Rainfall Allowances</li> <li>Parish Wide Assessments</li> <li>Growth Scenario Options</li> <li>Mapping</li> <li>Reporting on uncertainty</li> </ul> <p>Project Management</p>	Notes recorded and actioned
01/02/2023	Consultation	Notification of Consultation	<p>Sent to:</p> <ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> </ul>	<p>Opportunity to respond to consultation documents: Consultation on a <a href="#">Statement of Community Involvement</a> and <a href="#">Sustainability Appraisal Scoping Report</a> which ran from 1 February to 15 March 2023.</p>	<p>Response received from:</p> <ul style="list-style-type: none"> <li>Environment Agency</li> </ul>
29/03/2023	Consultation	Notification of Consultation	<p>Sent to:</p> <ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> </ul>	<p>Opportunity to respond to consultation documents</p> <p>Consultation on the <a href="#">Land Availability Assessment Methodology</a> and <a href="#">Settlement Hierarchy Methodology</a> which ran from 29 March to 10 May 2023.</p> <p>Consultation on the Call for Sites which ran from 29 March to 7 June 2023. Further details can be found on the <a href="#">Call for Sites</a> webpage.</p> <p>Consultation on the Issues Engagement Papers consultations which ran from 26 April to 5 July 2023:</p> <ul style="list-style-type: none"> <li><a href="#">The Issues Engagement Paper</a></li> <li><a href="#">The Issues Summary Paper</a></li> <li><a href="#">The Issues Easy Read Version</a></li> </ul>	<p>Response received from:</p> <ul style="list-style-type: none"> <li>Lead Local Flood Authority</li> <li>Environment Agency</li> </ul>

Date	Format	Remit	Attendees/ recipients / contacts	Discussion	Outcomes
09/11/2023	Email	Review of SFRA Level 1 and WCS Stage 1	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> </ul>	Request to review Level 1 SFRA and Stage 1 WCS	<p>Comments received Environment Agency 21/11/2023</p> <p>Comments received Lead Local Flood Authority 01/12/2023</p>
18/09/2024	Consultation	Notification of Consultation	<p>Sent to:</p> <ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> </ul>	<p>Opportunity to respond to consultation documents</p> <p>Consultation on the following between 18 September 2024 and 27 November 2024:</p> <ul style="list-style-type: none"> <li><a href="#">Further Issues and Options</a></li> <li><a href="#">Land Availability Assessments</a></li> <li><a href="#">Sustainability Appraisal</a></li> </ul>	<p>Response received from:</p> <ul style="list-style-type: none"> <li>Lead Local Flood Authority</li> <li>Environment Agency</li> </ul>
20/01/2025	Meeting	Discussion on Level 2 SFRA	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> <li>Huntingdonshire District Council</li> <li>JBA (consultants)</li> </ul>	<ul style="list-style-type: none"> <li>Approach to sites in flood zone 1 with Surface water flood risk</li> <li>Approach to large scale sites predominantly in flood zone 1 with a small portion of Flood zone 3 (nominal risk) – sequentially locating development</li> <li>Approach to sites within the Middle level</li> <li>Approach to new flood maps for planning and impact on the SFRA</li> </ul>	Agreement of methodology, to be reviewed at Level 2 SFRA scoping
23/04/2025	Consultation	Notification of Consultation	<p>Sent to:</p> <ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> </ul>	<p>Opportunity to respond to consultation documents.</p> <p>Consultation on the following between 23 April 2025 for 6 weeks until Wednesday 4 June 2025:</p> <ul style="list-style-type: none"> <li><a href="#">Additional Sites Land Availability Assessments</a></li> <li><a href="#">Additional Sites Sustainability Appraisals</a></li> </ul>	<p>Response received from:</p> <ul style="list-style-type: none"> <li>Lead Local Flood Authority</li> </ul>
16/07/2025	Meeting	Level 2 Scoping Clarifications	<ul style="list-style-type: none"> <li>Environment Agency</li> <li>Lead Local Flood Authority</li> <li>Huntingdonshire District Council</li> <li>JBA (consultants)</li> </ul>	Clarifications on scoping and methodology to inform Level 2 SFRA and discussion on formulation of Statement of Common Ground to document agreement of the methodology	<p>Agreed approach to:</p> <ul style="list-style-type: none"> <li>Climate change</li> <li>Unmodelled Watercourses</li> <li>Residual Risk</li> <li>Surface Water</li> <li>Agreement to a Statement of Common Ground</li> </ul>

## **Next Steps**

Next steps include the review and sign off from all parties on the Level 2 Strategic Flood Risk Assessment and Stage 2 Water Cycle Study in Autumn 2025

The parties have also agreed to:

- Keep dialogue open on matters arising which are likely to significantly impact on the delivery of the Huntingdonshire Local Plan to 2046.
- Continually review and update this SoCG in light of any changing circumstances; and
- Maintain positive principles of cooperation.
- Review and update, if necessary, the Memorandum of Cooperation

## **Main points of Contact**

The main points of contact for day-to-day collaboration are established as:

- Huntingdonshire District Council: Frances Schulz, Principal Planning Policy Officer
- Environment Agency: Megan Turnpenny, Sustainable Places Planning Advisor (East Anglia area)
- Lead Local Flood Authority (Cambridgeshire County Council): Richard Whelan, Flood Risk Programme Coordinator





**Memorandum of Cooperation between  
Cambridgeshire County Council as the Lead Local  
Flood Authority, Huntingdonshire District Council; and  
the Environment Agency**

**Strategic Flood Risk Assessment and Water Cycle  
Study for Huntingdonshire**

**JUNE 2022**

## 1. PURPOSE OF THE MEMORANDUM OF COOPERATION

- 1.1. The Memorandum of Cooperation agrees the cooperation between Cambridgeshire County Council as the Lead Local Flood Authority, Huntingdonshire District Council and the Environment Agency (the Organisations) concerning the scoping, production and implementation of a Strategic Flood Risk Assessment (Level 1 and 2) and Water Cycle Study (Stage 1 and 2) for Huntingdonshire District Council to support the preparation of Huntingdonshire's next Local Plan.
- 1.2. The Memorandum of Cooperation sets out cooperation between the aforementioned Organisations as part of the Duty to Cooperate as set out in:
  - [Section 33A of the Planning and Compulsory Purchase Act 2004](#)
  - [Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#)
  - Strategic Matters are outlined in paragraphs 20-23 of the [National Planning Policy Framework \(NPPF\)](#)
  - Maintaining Effective Cooperation as set out in paragraphs 24 to 27 of the [National Planning Policy Framework](#)
  - [National Planning Practice Guidance](#)

## 2. BACKGROUND

- 2.1. Huntingdonshire District Council is undertaking a review of Huntingdonshire's Local Plan to 2036. As part of the review the Council will commission Strategic Flood Risk Assessment (Level 1 and 2) and Water Cycle Study (Stage 1 and 2) for Huntingdonshire District Council to support the review of Huntingdonshire's Local Plan.
- 2.2. Preparation of the next Local Plan is currently anticipated to start in the last quarter of 2022 which will include a call for sites to inform future development allocations. Subject to the volume of responses and sites proposed in early engagement phases the earliest a full draft of the next Local Plan may be ready for consultation is the first quarter of 2025. Outcomes of the Water Cycle Study and Strategic Flood Risk Assessment will be needed to inform preparation of this document.
- 2.3. Huntingdonshire District Council has explored which neighbouring authorities could, through collaborative working or cooperation, enable a greater catchment wide understanding, especially with regard to water related issues. Relevant Local Authorities included Greater Cambridge Shared Planning, Bedford Borough Council and Central Bedfordshire Council. The timings of Local Plan preparation of the respective authorities do not coincide sufficiently to enable joint studies however Huntingdonshire District Council has written agreement from Greater Cambridge Shared Planning and Bedford Borough Council to sharing data and findings regarding water resources and water quality that could be facilitated by our consultants once appointed and subsequently fed into the authorities' respective studies.

## 3. AGREEMENT BETWEEN THE ORGANISATIONS

- 3.1. It is agreed that the Organisations will work together to agree the scoping, production and implementation of a Strategic Flood Risk Assessment (Level 1 and 2) and Water Cycle Study (Stage 1 and 2) to ensure a joined up, cross sector approach enabling a comprehensive assessment of flooding and water related matters for Huntingdonshire District. The aforementioned documents will inform and support the development of policies and allocation requirements and shape Huntingdonshire's strategy for development into the 2040s.

## 4. KEY DELIVERABLES

- 4.1. Cambridgeshire County Council as the Lead Local Flood Authority, Huntingdonshire District Council and the Environment Agency agree to cooperate and input into the Strategic Flood Risk Assessment (Level 1 and 2) and Water Cycle Study (Stage 1 and 2) to achieve this, the following tasks have been agreed:

### **Cambridgeshire County Council as the Lead Local Flood Authority**

- Contribute to, peer review and agreement of the scoping requirements.
- Input into, and agreement of, flood risk classifications for Local sources of flooding.
- A 'professional' review of any tenders received by Huntingdonshire District Council to highlight any good points, areas of concerns or questions they may like to ask.
- Free provision of all necessary data as requested by the appointed consultants to inform preparation of the reports.
- Contribution to the SFRA and WCS development process through review of and provision of detailed comments on draft reports and associated documentation including highlighting areas of concern and areas of omission, and identification of any elements which need improvement/amendments along with provision of suggested changes within timescales to be agreed between the Organisations and the appointed consultants.
- At least 10 working days notice of any meeting will be given. In the event that the representative of the organisation cannot attend the meeting a substitute officer with authority to make any necessary decisions shall be provided to ensure that project delivery can continue in a timely manner.
- Assessment of links to the Cambridgeshire County Council Flood and Water SPD process to confirm any elements that may be more appropriate to carry forward into the SPD review if they are not deemed appropriate at SFRA level.
- Free provision of details of all Cambridgeshire County Council investigations/ known flooding areas within Huntingdonshire and other adjoining parts of Cambridgeshire as may be requested by the appointed consultants.
- Agreement of any revisions needed to the works required in the SFRA Level 2 and WCS Stage 2 arising from any data quality or availability issues raised by the Level 1 and Stage 1 reports.
- Agreement and 'sign off' of final reports.

### **Huntingdonshire District Council**

- Project management of scoping, production and implementation of Strategic Flood Risk Assessment (Level 1 and 2) and Water Cycle Study (Stage 1 and 2).
- Draft, review, proof read and agreement of the scoping requirements.
- Input into, and agreement of, flood risk classifications for all sources of flooding in consultation with Cambridgeshire County Council as the Lead Local Flood Authority and the Environment Agency.
- Organisation, review and final selection of tenders received by Huntingdonshire District and appointment of the preferred consultants.
- Meeting dates will be agreed no less than 10 working days in advance and any required documentation from Huntingdonshire District Council will be provided at least 5 working days prior to the meeting.
- Contribution to the SFRA and WCS development process through review of and provision of detailed comments on draft reports and associated documentation including highlighting areas of concern, areas of omission and specification of any elements which need improvement/amendments along with provision of suggested changes within timescales to be agreed between the Organisations and the appointed consultants.
- Contribution to the Cambridgeshire County Council Flood and Water SPD process by confirming any elements arising that may be more appropriate to carry forward into the SPD review if they are not deemed appropriate at SFRA level.
- Agreement of any revisions needed to the works required in the SFRA Level 2 and WCS Stage 2 arising from any data quality or availability issues raised by the Level 1 and Stage 1 reports.
- Agreement and 'sign off' of final reports.

### **Environment Agency**

- Contribute to, peer review and agreement of the scoping requirements.

- Input into, and agreement of, flood risk classifications for sources of flooding such as major reservoirs, sea, coastal and main rivers.
- a 'professional' review of any tenders received by Huntingdonshire District Council to highlight any good points, areas of concerns or questions they may like to ask.
- Free provision of all necessary data as requested by the appointed consultants to inform preparation of the reports.
- Contribution to the SFRA and WCS development process through review of and provision of detailed comments on first and final draft reports and associated documentation including highlighting areas of concern and areas of omission, and identification of any elements which need improvement/amendments along with provision of suggested changes within timescales to be agreed between the Organisations and the appointed consultants.
- At least 10 working days notice of any meeting will be given. In the event that the representative of the organisation cannot attend the meeting a substitute officer with authority to make any necessary decisions shall be provided to ensure that project delivery can continue in a timely manner.
- Assessment of links to the Cambridgeshire County Council Flood and Water SPD process to confirm any elements that may be more appropriate to carry forward into the SPD review if they are not deemed appropriate at SFRA level.
- Free provision of details of all Environment Agency investigations/ known flooding areas within Huntingdonshire and other adjoining parts of Cambridgeshire as may be requested by the appointed consultants.
- Agreement of any revisions needed to the works required in the SFRA Level 2 and WCS Stage 2 arising from any data quality or availability issues raised by the Level 1 and Stage 1 reports.
- Agreement and 'sign off' of final reports.

## 5. PROJECT DELIVERY

5.1. To facilitate the scoping, production and implementation of the Strategic Flood Risk Assessment (Level 1 and 2) and Water Cycle Study (Stage 1 and 2) a series of milestones have been established and agreed.

Stage	Date
<b>Scoping</b> Meeting to discuss update of scoping brief including agreement of key inputs	27 May 2022
<b>Scoping</b> Written feedback from LLFA and EA of review of scoping brief for outstanding issues not covered in the meeting	6 June 2022
<b>Scoping</b> Review (written) and agreement of the final brief to be sent by HDC by 13 June 2022. Agreement of follow up meeting if required.	27 June 2022
<b>Publication of tender materials</b> Publication by HDC of the finalised brief and active contacting of potential consultants to encourage submission of bids. Formal opening and initial review of all tender bids received.	w/c 11 July 2022 2 September 2022
<b>Tender Review</b> a 'professional' written review of any tenders received by Huntingdonshire District Council to highlight any good points, areas of concerns or questions they may like to ask	19 September 2022 Interviews – if required w/c 22 September
<b>Appointment of consultants</b> Formal appointment of consultants to undertake the SFRA (Level 1 and 2) and WCS (Stage 1 and 2)	TBC w/c 29 September 2022
<b>Review of SFRA level one and Water Cycle Study stage one</b>	TBC November 2022 start.

Stage	Date
<p>Review of and provision of detailed on comments on draft reports and associated documentation including highlighting areas of concern and areas of omission, and identification of any elements which need improvement/amendments along with provision of suggested changes.</p> <p>Feedback into any potential updates required to the scope for SFRA Level 2 study, considering any data quality or availability issues raised by the Level 1 study.</p>	<p>Anticipated completion October 2024</p> <p>Draft 6 weeks in advance</p>
<p><b>Review of SFRA level two and Water Cycle Study stage two</b></p> <p>Review of and provision of comments on draft reports and associated documentation including highlighting areas of concern and areas of omission, and identification of any elements which need improvement/amendments along with the provision of suggested changes.</p>	<p>TBC</p> <p>Anticipated completion October 2025</p> <p>Draft 6 weeks in advance</p>
<p><b>Final Reports</b></p> <p>Agreement and 'sign off' of final reports.</p>	<p>TBC</p>

## 6. SIGNATORIES

6.1. Cambridgeshire County Council as the Lead Local Flood Authority, Huntingdonshire District Council and the Environment Agency agree to the contents of the Memorandum of Cooperation regarding Huntingdonshire’s Strategic Flood Risk Assessment and Water Cycle Strategy.

### Signed for and on behalf of Cambridgeshire County Council as the Lead Local Flood Authority



19/05/2022

Principal Officer - Flood and Water

\_\_\_\_\_

Insert name and position

Date

### Signed for and on behalf of Huntingdonshire District Council



06/06/2022

\_\_\_\_\_

\_\_\_\_\_

Senior Planning Policy Officer

Date

### Signed for and on behalf of the Environment Agency



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\_\_\_\_\_

Keira Murphy Planning Specialist

07/06/2022