

Report a reservoir incident Part B: final report

Part B (final report) reviews your incident in more detail than Part A (preliminary report). It identifies the cause of the incident, investigation and lessons learned. If you are reporting an incident for the first time, complete Part A (report a reservoir incident) instead.

Complete Part B (final report) within 12 months of the date of this incident and send to the National Reservoir Safety team via email at reservoirs@environment-agency.gov.uk. Do not update Part A. Any more information can be added to the additional information text box at the end of this form.

About the reservoir

Reservoir name

Undertaker name

Date of incident

About you

Your name

Your position

Contact number

Email address

Tell us about the causes of the incident

Select the primary causes which you feel best describe the incident.

Tick all that apply.

- Instability
- Deterioration of material
- Excessive or damaging vegetation
- Flood
- Poor drainage
- Adverse weather (not flood)
- Mining activity
- Wave damage
- Damage by animals
- Damage by vehicles
- Vandalism
- Human Error
- Seismic activity
- Telemetry failure
- Mechanical or electrical failure
- Other

If other, describe the cause

Select a secondary cause (root cause) which you feel best describes the incident.

Tick all that apply.

- Design shortcoming
- Surveillance shortcoming
- Maintenance shortcoming
- Process/ procedural shortcoming
- Construction shortcoming
- None

Describe how the various causes came together to cause the incident

Tell us about the effects on the reservoir

Select the effects which you feel best describe the incident

Tick all that apply.

- Deterioration of face protection
- Exterior erosion
- Internal erosion (adjacent to structures)
- Internal erosion (fill deterioration)
- Internal erosion (foundation deterioration)
- Instability or damage to the spillway or overflow
- Failure of spillway or overflow
- Foundation failure
- Mass movement
- Settlement or deformation
- Failure or damage to safety critical structures – pipework
- Failure or damage to safety critical structures – valves or gates
- Pollution (including from scour release)
- Other

Describe the effects on the reservoir

Describe any human factors which prevented or mitigated the incident or near miss worsening

Was instrumentation effective leading up to and during the incident

Choose one option.

Yes

No

If no, please provide details

Was the on-site flood plan used?

Choose one option.

Yes

No

Was the on-site flood plan effective?

Choose one option.

Yes

No

Are amendments to the flood plan likely to be made because of the response to this incident?

Choose one option.

Yes

No

Investigations carried out

Describe the studies or investigations carried out to find out the cause of the incident (if applicable).

Describe the studies or investigations carried out to determine the scope of remedial or improvement works.

Describe the actions that have been taken (or are planned to be taken) to improve the safety of the reservoir.

[Empty rectangular box for text input]

Lessons learned

Fill out one lesson per text box, if there are more, please use the free text section on the final sheet for any further elaboration. You do not need to complete all lessons learned options.

Lesson 1

Lesson 2

Lesson 3

Additional information

Use this box to add anything extra which you feel is relevant or makes useful learning. This may be text, photographs or diagram. You may also add supporting documentation to your email submitting this form.

Date form completed