

1. **Attendance and Apologies:** as recorded in the attendance book. The Chairman welcomed guests, members and officers to the meeting.
2. **Chairman's Introduction:** The Chairman addressed the meeting:
 - A 'Thank you' card had been received from Dr Jean Venables in respect of the kind words and retirement gift presented at the ADA Conference
 - Appointed members were encouraged to take an active role in the running of the Boards
 - Concern was expressed for member attendance at Board meetings, on occasion this has been as low as 50%, causing strain to active members to ensure no detriment to the work of the Boards
 - SRA – formation and funding. 2014 the Boards met with the Prime Minister, Secretary of State and other prominent Ministers following the severe flooding of 2013/14, at which time the PM requested Somerset create a plan to work with the main rivers and other water channels that had been neglected
 - Funding was made available and the EA undertook an initial dredge on the River Parrett. A report has identified huge benefits and reduction in the duration and depth of flooding
 - The EA has been given permission to undertake a further dredge
 - The IDB will oversee maintenance of 2 km of the initial dredge
 - Maintenance will continue following future dredging, which will be costly. However a Parrett barrier will reduce silt and future issues
 - The main purpose of the SRA should be to keep the main rivers and water carries in the best condition possible
 - The SRA are considering a 5 year programme of works
 - Much work has been delivered over the past 18 months and credit should be given to those who have made it possible
 - It would be an enormous benefit to see how the Boards in the East prioritise and fund flood alleviation works, as they have had a partnership in place for several years which works well
 - Gratitude was expressed to Brian Watkis and Carrie-Anne Porter for their contributions in the administration of SWADA
3. **Minutes of the meeting held 29 April 2015:** (appended) having been previously circulated, the minutes were signed by the Chairman as a true and correct record of the meeting held.
4. **Matters Arising:** none
5. **Annual Business: Finance Report:** (appended) C-A Porter advised that the income and expenditure, including outstanding payments of £2,361.70 results in a balance of £1,771.21. Dan Alsop expressed concern for the balance and expenditure in respect of venue hire. The meeting was reminded that an additional meeting had been held during the course of the year, which had increased expenditure.

The general consensus was that the venue was appropriate for location, size and catering facilities, having good links to the motorway and rail network.

Proposed Peter Maltby, Seconded Jeff Fear 'that outstanding payments of £2,361.70, subscriptions of £2,950 and venue costs are settled as submitted on the 2015 finance report.' Motion carried RESOLUTION 1

T Bradford advised that a nominal charge may be set for lunch at future meetings.

Subscriptions: following a brief discussion it was agreed that subscriptions will remain unchanged for 2016, however a review will be held prior to 2017.
6. **Secretary's Report:** Brian Watkis (BW) addressed the meeting stating that the agenda provides plenty of scope for discussion the future shape and relationship of ADA branches, as well as the development of what may be different approaches from different areas of the country to ensure better practicable liaison between authorities involved in, or having an influence on, surface water management, particularly in respect of main river maintenance.

The Branch has not been involved in consultation with the SRA, however the Chairman is involved as Vice-Chairman of the SRA.

The Branch is best used as a forum for discussion of progress at its widely separated open meetings; emergency meetings can be arranged if necessary.

Correspondence: a request from Nat West bank for a resolution to remove Paula Cook as a signatory from the account, with a new mandate to be completed.

Gratitude to the staff of the Consortium, in particular C-A Porter, as well as Tony Bradford and Jeff Fear for their assistance.

Proposed Richard Cook, Seconded Cllr Matthew Riddle 'that Paula Cook is removed as a signatory from the SWADA bank account with Tony Bradford Jeff Fear and Brian Watkis remaining as signatories for the new mandate.' Vote: unanimous RESOLUTION 2

7. **Branch Constitution:** (appended) B Watkis thanked Jackie Iwaskiw and Carrie-Anne Porter for their contributions to update the Constitution. Members were advised that the Branch Constitution is the ADA model document which has been amended to become relevant to the South West Branch.
Proposed Mervyn Winslade MBE, Seconded Philip Betty 'that the South West Branch Constitution is adopted as submitted.' **Vote: unanimous RESOLUTION 3**
8. **Reports from SWADA Representatives on ADA Board and other Bodies on which SWADA has been represented:** T Bradford advised that when an area inspection tour is held local MP's should be invited to see the important work that the Board is undertaking. Local authority budgets may have an influence on ADA in the future.
ADA Board of Directors: I Thomson advised that the ADA Board of Directors is constructed with one representative from each Branch as well as one member from each ADA Committee, regional RFCC, EA and Lead Local Flood authorities. The key points covered are:
 - Increasing the public face of ADA for public understanding of water level managers
 - Involving MP's at a local level
 - Encouraging younger membership
 - Water level Management encompasses not only drainage but surface water and providing water
 - 5 year plan review will be held during 2016 – plan due 2017**Eel Regulations:** logical and pragmatic solution for applying Eel Regulations is being encouraged by ADA
ADA Vice-Chairman: Advertising the position of Vice-Chairman of ADA to succeed H Cator in 2017 as Chairman
2016 Subscriptions: robust discussions were held with a democratic decision to raise an additional £12k
Flood Ex 2016: a trade expo to be held 11-12 May 2016 at Peterborough Arena; orders of trade exhibitors have already reached 80%.
Mr Bradford thanked Mr Thomson for his contribution and continued efforts with the works of ADA.
9. **Report of ADA Conference:** NWS briefed members (this list is not exhaustive):
 - Rory Stewart MP: to get an understanding of the issues affecting his constituency, Mr Stewart walked around Cumbria with the EA for 3 days.
 - Mr Stewart favours local issues require local discussions
 - Sir Dilley: favours more integrated local decision making
 - Sustainable economy and sustainable environment
 - Innovation needed to meet the challenge of climate change
 - PSCA's are an opportunity to share knowledge as well as skills
T Bradford expressed his gratitude for the calibre of guests at the conference.
10. **Lower Severn (2005) IDB:** G Littleton, Chairman addressed the meeting:
Eel Regulations: estimated cost £2.3m – works to be completed by 2016. Consultants are advising the Engineers, who are working on compliance of the regulations. There will not be a differential rate, the rate will be increased as a whole to the IDB over a 10 year period.
The engineers will provide a more in-depth report at the April SWADA meeting.
I Thomson commends the work of LSIDB, and its pragmatic approach to the Regulations and fund raising.
D Thomas Mid-Level Commissioners and A Briggs JBA are working with the EA for ADA to comply with the Eel Regulations.
Discussions are being held with regard to the creation of a new ADA Branch, Severn & Wye, which may affect LSIDB and SWADA; Mr Littleton opined that the Board are proud to be members of the South West Branch as much of the area is within the South West, however consideration is to be given to river catchments, therefore it is important that the Board be involved with an annual meeting hosted by the EA.
I Thomson advised that he appreciates the thinking that is being undertaken around the subject of setting up a new Branch, and stated that a Board may join more than one Branch.
11. **Guest Speakers:** TB introduced **David Jenkins, Chairman Wessex RFCC.**
Mr Jenkins addressed the meeting, outlining the RFCC as follows (this list is not exhaustive):
 - there are 12 regional committees in England which have been in their present form since 2011
 - Wessex area consists of most of Dorset, Somerset and Wiltshire, parts of Hampshire and Gloucester and 4 west of England unity authorities being Bristol, Bath and North East Somerset, South Gloucestershire and North Somerset. The South West consists of Devon, Cornwall and Isles of Scilly
 - Funding: 6 year funding has been agreed for 2015-2021 of £2.3 billion, of which 45% is for coastal flood and erosion work and 55% for inland flooding

- The programme assumes £345 million for partnership funding
- The EA and Defra targets are that this programme provides protection for 300,000 households nationally
- The Wessex share of this programme is set to be £135 million and the target is 15,000 households protected
- The National Audit Office recently carried out a report on strategic flood risk management, followed by a hearing of the Public Accounts Committee. Recommendations included that the government should lengthen the budget settlement period for revenue, and the government should be aware of the risks of reducing the revenue programme on maintenance
- An announcement of the revenue settlements for government departments until the next general election stated that Defra have agreed revenue reductions of 30% over the next 4 years, this has reduced by 32% since 2010 which resulted in 24% reduction staffing
- The RFCC is a member of ADA and they are looking forward to continuing to support the organisation.

Nick Stevens - Somerset Rivers Authority overview:

- A dredging plan is being prepared, however there have been many changes due to government decisions
- The SRA is arranging work on the ground as well as organising works programmes and attempting to seek further funding and legislation.
- A Memorandum of Understanding has been entered into with the EA
- More information on the works and organisation of the SRA is available on their website

Questions and Answers:

Q: Cllr A Fraser: What type of barrier is being considered to protect Bridgwater and surrounding areas?

A: NWS advised that it would most likely be a surge barrier. The EA are carrying out investigations into the best methodology for operating the barrier. Dr R Burden commented that the key is to deliver something achievable to have a structure that will deliver.

Daniel Everett Principal Drainage Engineer for Wiltshire Council, Wiltshire's Unitary Authority and Vicky Farwig Environment Agency:

- They maintain a local Flood Risk Management Strategy and have taken on the EA byelaws
- Atkins had been consulted to produce a developer guide which gives details of expectations for developers
- Investigations have been undertaken to consider the actual flood risk in Wiltshire
- Between 2006 and 2026 it is estimated that 42000 homes are to be built in Wiltshire
- Staff resources have been increased to carry out flood prevention works
- Operational Flood Working Groups have been set up which are chaired by councillors and are held bi-monthly
- The format of the FWGs are "open door" meetings that request all parishes affected by flooding have flood wardens and an active flood plan. Information is shared between parishes to produce a shared flood plan
- Relationships have also been built with Wessex Water, Thames Water and Network Rail to share information that is useful in flood prevention/alleviation

12. Address by Innes Thomson, Chief Executive ADA: Mr Thomson summarised the meeting:

- The previous presentation identified the sharing experience, examples and lessons that others have learnt
- In Somerset, understanding the situation of the 2013/14 flooding at that time and the current situation is a fantastic example of people listening and working together as part of a larger team
- Phil Brewin was championed for the amount of information he provides through social media, such as twitter. This is encouraging others to use the technology available
- Over the next year ADA will be representing the branches in government offices. A meeting is to be held in the near future for 1 hour in the cabinet office. Oliver Letwin MP has drawn attention to other ministers to be present at the meeting, the Local Government Association, CLA and NFU will also be represented
- Gratitude was expressed to every member for supporting their local branch and the importance of PSCA's was expressed and encouraged
- ADA is looking at asset transfer in medium and low consequence flood risk systems with the EA

- Flood Ex 2016 is trade show incorporating ADA, to be held in Peterborough on 11/12 May. This will be a free to enter demonstration and trade show. ADA will host a gala dinner during the event with special guests
- ADA are intending to update their website
- Vacancies within ADA: Vice Chairman and representative positions on both the Policy & Finance committee and Technical and Environment Committee

The Chairman thanked all the speakers for addressing the meeting with presentations that were received well by members.

13. Any Other Business: None

14. Date of next meetings: 27 April 2016 Venue: Oaktree Arena
23 November venue to be confirmed

The Chairman summarised the meeting and thanked everyone for attending before closing the meeting at 13.15 hrs.

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Chairman

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Date