



Association of Drainage Authorities

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TECHNICAL AND ENVIRONMENTAL COMMITTEE

Minutes of the Meeting held on Tuesday 12th January 2016 at
 CIWEM Offices, Saffron Hill, London EC1N 8QS

Present: Trevor Purllant (TP) (Chairman)

Ian Benn (IB), Cliff Carson (CC), Rob Cathcart (RC), Chris Manning (CM), Ken Pratt (KP), Martin Shilling (MS), Nick Stevens (NS), Alison Briggs (AB), Roy Loblely (RL), John Oldfield (JO), David Thomas (DT), Henry Cator (HC), Innes Thomson (ITh) (Chief Executive)

Apologies: David Sisson (DS) (Honorary Secretary), Andrew Newton (AN), Paul Sharman (PS), Peter Bateson (PBa), Paul Burrows (PBu)

In Attendance: Ian Moodie (IM) (Technical Manager), Ian Russell (IR) (Environment Agency/ADA Partnership Manager), Heather Bailey HB (ADA)

Ref	Minute	Action
1363	Welcome new members – RL, JO, AB and PS	
1364	Declarations of interest None	
1365	Minutes of last meeting held on 16 September 2015 require one minor correction; David Thomas did not attend - otherwise agreed as true and fair record. Proposed MS and seconded KP.	
1366	Matters arising Min 1353 – MS enquired about any further guidance on assessing Biodiversity 2020. RC advised that guidance would be issued in conjunction with ADA in 2016. IDBs planning to review and revise their biodiversity action plans should hold fire until such time as this is issued. Action: IM to send communication to IDB Clerks so they know that guidance will be issued later in 2016. Min 1362 – KP heard Environment Agency were working on guidance regarding ground pressure of tyres and tracks on different reaches of watercourse depending on bank type and appendages of tractors. Action: IR to take forward. KP to circulate safety cards seen in office.	IM IR/KP
1367	Health, safety and welfare Update from IB regarding managing work related risks from driving while tired. Very important consideration for workforces given that fatigue can affect decision making and cause major accidents. The Health & Safety Executive have produced guidance which should be discussed with all employees. The	

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	<p>Environment Agency have issued a document called 'Driving While Tired'.</p> <p>IB has put together a document that covers risk assessment and role of H&S method statements along with examples of incidents recorded. Action: IM to circulate to IDB Clerks and associate members, also précis for e-news and Gazette.</p>	IM
1368	<p>Setting committee work streams for 2016</p> <p>The Committee discussed potential work stream topics at length (as below), then agreed which subjects should become ADA priorities and be tackled by T&E Committee in 2016, with all committee members being asked to assign themselves to support one or more of the work streams.</p> <p>Work stream discussions:</p> <p>Committee members were asked to list out the priorities they felt ought to be considered for action by the T & E Committee in 2016 and headings were put forward as follows;</p> <p>Water voles, eels and biodiversity 2020 – topic suggested by CM.</p> <p>Publicity - DT highlighted the need for a focus on publicity and establishing a framework / lines of communication with the media so ADA can react when needed.</p> <p>Governance - IB recommended the need for model documents so that the highest level of standards are attained. IM advised that a lot of this would be covered by the <i>Governance and Accountability for Smaller (Category 2) Authorities in England - A Practitioners' Guide to Proper Practices to be used in the preparation of Accounts and Governance Statements.</i></p> <p>Partnership funding guidelines - KP suggested the need for formality between partners (e.g. how you calculate a commuted sum for the long term maintenance of SuDS assets adopted). National guidance to local authorities and IDBs from ADA would help.</p> <p>Emergency response – JO gave the example of a simulated emergency event organised across Cambridgeshire/Bedfordshire services where there was no IDB involvement. IDB teams are an excellent source of information during an incident, particularly because of local knowledge. Typically seen as 2nd tier responders but a lot depends on emergency planning team at county council. JO suggested it is worth managing expectations around what IDBs can and can't do in such situations.</p> <p>KP raised the question: Should emergency response be included as part of the PSCA work stream?</p> <p>MS stated that emergency response is not high priority in his area. KP mentioned that Lincolnshire authorities have 'Communities At Risk' to determine flooding issues and responders. IM suggested the opportunity to share learnings from Witham 3rd IDB around how other IDBs could play their part in an emergency response.</p>	

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Training / links with academia / website – put forward by DT

Natural Capital Committee/Total Catchment Management – NS suggested that following recent flooding events across the country, it would be useful for ADA to provide a synopsis in the next gazette. HC said “Each time we have flooding – it always seems to be an ‘exceptional event’. We need to collect historical data from met office to understand if the pattern is changing or if there is a trend in which case, let’s not be surprised about it”.

RC updated that following his discussions with Defra and Environment Agency, Rory Stewart MP is keen to change the ways catchment areas are being managed. Defra are developing a new 25 year Environment Development Programme to include flood risk management and natural capital committee. ADA will want to influence this.

KP raised the question – Is Medway Letter still fit for purpose when talking about total catchment management? IT suggested this could possibly be covered by P&F Committee.

IB proposed that the Total Catchment Management work stream includes asset management, natural capital committee and innovation.

ADA needs voice around what we see as Total Catchment Management – IM.

Data & Evidence – AB suggested work stream to cover climate change and associated sea level rise, also invasive and non-native species.

Water Transfer – DT expressed that this should be high on the agenda of work stream priorities.

Committee were then asked to prioritise the above list with a view to delivering a tangible outcome and the resulting work stream topics and committee members involved were agreed.

T&E committee agreed this list of work stream topics for 2016 and owners:

- Data & Evidence to include National Policy Setting (DT/CM/DS)
- PSCAs and Emergency Response (IR/KP/TP/IB/PS)
- Water Transfer (DT/MS/PBu/PS)
- Natural Capital Committee – to possibly include total catchment management, asset management and innovation (IB/NS/CM/JO)
- Biodiversity 2020 / WFD (CM/RC/CC/AB)
- Nationwide Reviews following 2015/16 floods (JO/RL/NS)

Other topics discussed and owners:

- Website redesign (ITh) confirmed ADA would manage
- Training and education - P&F committee
- Planning & SUDS – not prioritised but will monitor for opportunities to react where ADA needs to.

Next steps:

Action: Participants in each work stream to consider who will lead each workstream and other relevant contributors who would ought to be

All

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	<p><i>involved.</i></p> <p>Action: Participants in each work stream to put together terms of reference / scope of work for sending to ITh.</p> <p>Action: Offer above list of work stream topics to PBa and PS.</p> <p>IR recommended using resources within Environment Agency and local authorities to support ADA's work streams.</p> <p>HC suggested the opportunity for presentations at FloodEx 2016 would be a great way of showcasing ADA's work stream messages.</p> <p>ITh agreed to allocate a workshop session at FloodEx 2016 for the T & E Committee workstreams.</p> <p>Action: TP to co-ordinate with workstream leads on content for FloodEx 2016</p> <p>TP checked with committee members who all agreed they were happy for their contact details to be shared. Action: ADA office to circulate contact details.</p> <p>Action: Work stream topics to be published for T&E and P&F on ADA website.</p> <p>In concluding the discussion on work streams ITh advised ADA office will act as a support to getting work stream messages out and wider engagement across water level management bodies including IDBs, Environment Agency and commercial members. ITh also explained how the government are receptive to listen to what ADA have to say, so we are in a good position to present our case.</p>	<p><i>All</i></p> <p><i>ITh</i></p> <p><i>TP</i></p> <p><i>ADA HQ</i></p> <p><i>IM</i></p>
1369	<p>Environment Agency update</p> <p>IR provided an update from the Environment Agency.</p> <p>Sir Philip Dilley had resigned as Chair of the Environment Agency and his interim replacement would be Emma Howard-Boyd as Acting Chair.</p> <p>Spending Review Outcome - £2.3bn over next six years to better protect homes from flooding. Defra and Environment Agency working to deliver 10% efficiency saving. The Government had stated that investment on maintenance would be protected in real terms during the current parliament at existing rates (£171m).</p> <p>EA prioritising spend on maintenance – annual figures below.</p> <p>£171m – 2015/16 £171m – 2014/15 £147m – 2013/14 £169m – 2012/13 £156m – 2011/12 £161m – 2010/11</p>	

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	<p>'One Defra Approach' – Environment Agency and Defra looking to save 15% on Defra running costs by sharing back office services and offices between Defra family of agencies. As a result, EA Lincoln office moving to outskirts of the city.</p> <p>National Flood Resilience Review announced in December 2015 – led by Oliver Letwin. Strands of the review will include:</p> <ul style="list-style-type: none"> • Mapping and modelling • Risk assessment of critical infrastructure • Future investment needed <p>Role of ADA members in emergency response – There had been a number of good examples in recent weeks of two way process with IDB and EA collaboration.</p> <p>PSCA update – 39 agreements currently in place, 37 with IDBs and 1 with local authority. Action: Revised PSCA user guide – to go onto ADA website.</p> <p>Action: River Maintenance Pilots Report to be posted on ADA website.</p>	<p><i>IM</i></p> <p><i>IM</i></p>
1370	<p>LLFA update</p> <p>Priority is being given to three issues</p> <ul style="list-style-type: none"> • National guidance • Partnership agreements • Lincolnshire looking at 'Communities At Risk' <p>ITh is seeking a meeting with LGA to discuss ADA/LGA interaction on future priorities.</p> <p>Action: meeting to be arranged with LGA</p>	<p><i>ITh</i></p>
1371	<p>Water voles update</p> <p>IM updated that since the T&E Committee in September 2015 there had been a further meeting arranged by ADA between Natural England and the Bedford Group of IDBs, Ely Group of IDBs and Water Management Alliance class licence. The outcome was to create and share with Natural England a list of maintenance activities which fall below the scope of the class licence. This had been condensed by IM and sent to Natural England. JO asked whether the Natural England Position Statement would be revised to take account of the list? Action: IM to discuss this with Natural England.</p> <p>The Class licence for developers has gone to business consultation. CM advised that this licence only permits spring window limited to 50 metre stretches which may mean pattern of consent will move to winter.</p> <p>Natural England happy to develop other licences if demand dictates.</p>	<p><i>IM</i></p>
1372	<p>FloodEx</p> <p>ITh confirmed details of FloodEx which will be held on 18 and 19 May 2016 at the Peterborough Arena. The event is virtually at break-even point in terms of stand sales with a good number of exhibitors signed up. Confirmed keynote presenters include: Alison Baptiste, Director of Strategy & Investment, Environment Agency and Peter Simpson, Chief Executive Anglian Water. The free-to-attend seminars and workshops will qualify for CPD accreditation.</p>	

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	<p>ITh asked the committee for their support in promoting this important trade event to colleagues across IDBs / Local Authorities. Event will be free to attend. Action: Promotion flyer to be circulated to all members.</p> <p>EUWMA colleagues from Germany and Netherlands having already registered their intention to attend.</p>	ADA HQ
1373	<p>Eels Regulations</p> <p>AB highlighted the current endangered status of European Eel which have seen low recruitment levels for a number of years despite some more recent local improvements.</p> <p>As of November 2015 the Environment Agency had clarified approval of eel regulations that allowed for works to be coordinated with refurbishment and replacement works. Ultimately remains a duty for pumps and other obstructions to be eel compliant but it is more widely accepted that to achieve this, timescales for implementation must be reasonable to help manage costs.</p> <p>A number of packages of research are ongoing looking at eel downstream behaviour which will be of benefit to the EA and IDBs. The Hull International Fisheries Institute at University of Hull showed in trials that silver eels pass through St Germans Pumping Station without damage.</p> <p>IR advised that the Environment Agency are looking to set up another liaison meeting in February 2016.</p>	
1374	<p>Working with CIWEM</p> <p>DT advised the Committee that CIWEM are keen to share messages including driving forward the importance of maintenance and working with natural systems and processes.</p>	
1375	<p>Local Authority workshop</p> <p>ITh updated the committee on ADA's local authority seminar which will form part of the Flood & Coast 2016 conference on 24th Feb 2016 in the Telford International Centre. The focus will be on local partnership working and collaboration. The 90 minute session will include plenty of discussion time following the presentations. Speakers include:</p> <ul style="list-style-type: none"> • Priscilla Mumby, Flood Drainage and Special Projects Officer, Medway Council • Steve Wragg, Flood Risk Manager, City of York Council • David Hickman, Strategic Partnerships Manager, Lincolnshire County Council • Ian Russell, Senior FRM Advisor, EA <p>The Flood & Coast conference will run 23-26 Feb 2016. ADA will be offering an £80 discount for local authority associate members attending the workshop.</p>	
1376	<p>Venue for next meetings</p> <p>ITh suggested there was the opportunity for a technical visit as part of the next meeting and asked the Committee for their thoughts around London or an IDB office for future meetings.</p>	

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	<p>AB recommended choosing an IDB close to the motorway network. KP suggested that depending on what comes out of nationwide reviews – a site visit could be a good idea. DT and IB felt CIWEM was an ideal London venue and more business-like than the Farmers Club.</p> <p>Committee agreed that the next meeting should take place at CIWEM.</p> <p>As next T&E meeting is on Wednesday 11th May 2016 and P&F meeting on Thursday 12th May there is an opportunity for an evening catch up for those interested.</p> <p>Action: ADA office to make arrangements for remaining 2016 meetings and May evening catch up.</p>	<p>ITh</p>
<p>1377</p>	<p>AOB</p> <p>DT updated the committee on the following:</p> <p>Disappointment with the Flood Risk Management Report produced by the Environment Agency. He advised that there were factual inaccuracies and a large number of comments ignored.</p> <p>New grant web portal being developed whereby all submissions can be done online.</p> <p>BS 85500 – Flood Resistance & Resilient Construction. A new British standard developed to provide guidance to developers and designers on how to improve the flood resistance and resilience of buildings to reduce the impacts of flooding.</p> <p>New guidance on SuDS by CIRIA had been published and featured in Winter 2015 ADA Gazette. A New Reservoir Guide was in the latter stages of development. CIRIA updated SUDS manual. Action: DT to send IM Reservoir Guide, to feature article in ADA Gazette/website.</p> <p>NS asked the Committee if any of their organisations offered apprenticeships. TP & JO run finance and admin apprenticeships respectively.</p> <p>IR advised that the Environment Agency run a graduate training scheme.</p> <p>CC said that Middle Level Commissioners run a shadowing scheme in summer months. Action: NS to correspond with respective members as required.</p> <p>Action: Letters of thank you to be sent to retiring committee members.</p> <p>Dates of next meetings: Wednesday 11th May 2016, London Thursday 22nd September 2016, venue tbc.</p>	<p>DT/IM</p> <p>NS</p> <p>TP/ITh</p>