

**SOUTH WESTERN BRANCH  
OF THE  
ASSOCIATION OF DRAINAGE AUTHORITIES**

**CHAIRMAN:** J E Fear  
**SECRETARY:** C-A L Porter

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**MINUTES OF THE SWADA EXECUTIVE COMMITTEE HELD AT BRADBURY HOUSE ON 24 APRIL 2018**

<b>Attendance:</b>		
Mr Jeff Fear Ms Carrie-Anne Porter Cllr Matthew Riddle Mr Nick Stevens Mr Peter Maltby Mr Tony Bradford Mr Bernard Gray Mr Giles Oliver Mr David Mitchell Mr Iain Sturdy Mr John Rowlands	SWADA Chair. Axe Brue IDB SWADA Secretary. SDBC SWADA Vice Chair. Lower Severn IDB Parrett IDB SDBC Parrett IDB ADA Director. Parrett IDB North Somerset Levels IDB North Somerset Levels IDB SRA SDBC Environment Agency	<b>Public:</b>
<b>Apologies:</b>		
Mrs Jasmine Chesters and Mrs Susan Squire, Braunton Marsh IDB. Mr Kieran Warren, Lower Severn IDB Mrs Ailsa Colbourne, North Somerset Levels IDB Mr David Jenkins, WRFCC Dr Rachel Burden, Environment Agency Mr Nick Plumley, Sedgemoor District Council Mr Ray Adlam, Axe Brue IDB		

<b>Agenda Item:</b>	<b>Detail:</b>	<b>Action:</b>
1. Welcome by Branch Chair	Mr Jeff Fear welcomed all attendees to the meeting.	
2. Report from ADA	2.1 No ADA representative present. 2.2 Mr N Stevens advised that ADA will be presenting an updated Flood Risk Policy Statement, for water level management to be reviewed and adopted by IDBs.	
3. Report from local ADA Director	Mr Tony Bradford provided an update from the recent Directors meeting. 3.1 Local Authority SUDS Organisation (LASO) has been created to provide funding from ADA to enable a common approach to all Local Authority planning departments. 3.2 SDBC Development Control Officer has produced standing advice for planning and development for local authorities and development contractors, which includes pre-application advice. 3.3 SDBC Development Control Officer is now working on further advice as a local approach.	

	<p>3.4 South Gloucestershire Council encourages the set-up of maintenance agreements to look after development and drainage, which is overseen by the Council for enforcement if necessary.</p> <p>3.5 Consultation on three main river de-maining schemes has been well received.</p> <p>3.6 Public Sector Co-operation Agreements (PSCA) between Environment Agency and Drainage Boards are working well on a national level.</p> <p>3.7 Water Transfer Licences: Drainage Boards would prefer one licence to cover all structures within the Drainage Board district rather than individual licences, as produced currently.</p> <p>3.8 Three reconstitutions are currently underway: Axe Brue IDB, Parrett IDB and River Lugg IDB.</p>	
<p>4. Report and matters</p>	<p>4.1 Mr John Rowlands advised that although PSCA are being discussed nationally, the local Environment Agency has not determined its approach to PSCA.</p> <p>4.2 Quarterly strategic meetings are being held with the Somerset Drainage Boards, which may include PSCA discussion in the future.</p> <p>4.3 Rivers Authorities &amp; Land Drainage Bill – a paper produced by Rachel Burden was noted by members, with the implications for the Somerset Rivers Authority, in establishing itself as a statutory body with precepting powers.</p> <p>4.4 North Somerset Levels advised that a meeting is to be held with their insurance company to discuss possible future PSCA.</p> <p>4.5 CEO Recruitment – Mr N Stevens will retire 4 May 2018. NWS will provide a handover from 30 April to Mr R Burge.</p> <p>4.6 GDPR – Cyber Essentials accreditation is being completed for certification.</p> <p>4.7 A Privacy Statement will be written for IDBs to publish, with ADA producing a model Data Protection Policy.</p> <p>4.8 NVQ Trailblazers to provide a Rivers &amp; Waterways Worker training route, to recognize skills and abilities of operatives and provide a framework for transferable skills within a collaborative approach of Government organisations.</p> <p>4.9 Axe Brue and Parrett Reconstitution – Draft Notice has received no representations, therefore the Minister will agree the Order and advertise his intention to sign accordingly.</p> <p>4.10 Members concurred that the Axe Brue and Parrett Boards are to be congratulated for the efficiency of process and progression of the reconstitution scheme.</p> <p>4.11 Concern was expressed for future representation, should the two reconstituted Boards amalgamate in the future and reduce from 25 for each Board.</p> <p>4.12 North Somerset Levels, Lower Severn and Somerset Drainage Boards are seeking legal advice on guidance received regarding Pre-Action Protocol for Debt Claims.</p> <p>4.13 Lower Severn IDB provided an update of staffing and matters affecting the Board;</p> <p>4.14 Large developments and warehousing are being constructed throughout the district.</p> <p>4.15 Eel Regulations – upgrade and replacement of pumping stations being undertaken, commencing summer 2018. Funding for the pumping station to be sourced over 10 years.</p>	

	<p>4.16 Demaining – EA are considering four rivers, approx. 16km. Work could be accommodated within existing work programme.</p> <p>4.17 SWADA Exec April 2019 meeting could be held in Lower Severn area to include a tour of the area and the new pumping station.</p> <p>4.18 Braunton Marsh IDB – SDBC are providing Governance and Engineering support via a services agreement.</p>	
5. Feedback to ADA HQ	<p>5.1 National policy; SWADA IDBs request the rules for IDB's to work on main rivers are streamlined. The Clerk recommended this was not undertaken, stating that legislation need to be complied with and that IDB's work within frameworks, however there are no local frameworks.</p> <p>5.2 John Rowlands advised that applying for permits to work on Main River is now a much simpler process and that EA officers will assist with the process if necessary.</p>	
6. Minutes of last Meeting	6.1 Minutes of the Meeting held 26 April 2017 were accepted, and signed by the Chair as a true and correct record of the meeting held. All agreed.	
7. Venue for next Exec meeting	<p>7.1 Lower Severn IDB, to include a tour of the area and the new pumping station.</p> <p>7.2 It was agreed to email Mr R Cauldwell the November SWADA meeting date for his diary.</p> <p>7.3 Best wishes were expressed to Mrs A Colbourne for a full and speedy recovery.</p>	
8. Date of next meeting	8.1 To be confirmed. Provisional dates 19 or 26 April.	
	<p>Mr Fear took the floor and presented an oration on the IDB career of Mr Stevens, expressing gratitude for his services as Clerk and Chief Exec to the Axe Brue and Parrett Boards on behalf of members and officers.</p> <p>There being no other business, the meeting was closed by the Chair at 12.45.</p>	

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Chairman

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Date