



TECHNICAL & ENVIRONMENTAL COMMITTEE

Minutes of the Meeting held on 4 September 2019

Present: Trevor Purllant (TP) (Chairman)

Robert Caudwell (RC), Emily Dresner (ED), Steve Graham (SG), Matt Jackson (MJ), Ed Johnson (EJ), Chris Manning (CM), Andrew Newton (AN), Martin Shilling (MS), David Sisson (DS), David Thomas (DT), Diana Ward (DW)

Apologies: Roger Burge (RB), Ian Benn (IB), Pete Reilly (PR), Innes Thomson (IT) (Chief Executive)

In Attendance: Sofi Lloyd (SL), Ian Moodie (IM)

Ref	Minute	Action
1507	<p>Welcome TP welcomed committee members and SL to her first meeting as ADA's Technical Officer.</p>	
1508	<p>Declarations of interest None noted.</p>	
1509	<p>Approval of Minutes Minutes of the meeting held on 5 June 2019 were agreed as a true and fair record by the committee present.</p>	
1510	<p>Matters Arising The Committee noted the actions reported as completed following the previous meeting and discussed:</p> <p>Item Nos: 1504 (b) - Water vole conservation and mink MJ had some concern over eradication of mink and suggested there may be another balance or option.</p> <p>CM noted that, the prevalence of mink was a particular issue across the Fens and in the UK the options for the management of mink remain to either continue to sustain the current population by controlling numbers, do nothing and enable the population to substantially expand or eradicate the invasive non-native species.</p> <p>Eradication was noted as being consider by national agencies and supported by some IDBs as the least-worst option.</p>	

	<p>IM noted that ADA wishes to remain neutral, but provide links for members to the latest scientific thinking to inform their own decisions.</p> <p>ED noted that Natural England is broadly in support of the control of invasive non-native species.</p> <p>Action: IM to share draft article with ED before publication in the ADA Gazette.</p>	
<p>1511</p>	<p>Health, safety and welfare</p> <p>a) Recent updates</p> <p>IM reported that IB had prepared a note on risk assessments for the Committee and this would be discussed at the next Committee meeting in January 2020.</p> <p>Action: Committee members to provide IM with other examples of their respective organisations approach to risk assessments.</p> <p>b) IDBs' Health, Safety & Welfare Survey 2018</p> <p>IM presented to the Committee the draft Advice Note of the Survey's findings and focused on the recommendations it contained for IDBs and ADA.</p> <p>The Committee supported ADA holding training events for IDBs, targeted at board members, on health, safety and welfare in 2020, to provide encouragement to ensure all IDBs have appropriate policies, processes and trained staff in place. These workshops should be held in a similar format to those on governance and accountability in 2019.</p> <p>The Committee discussed the importance of IDBs having suitably qualified staff to guide their employees and perhaps push for NEBOSH, or equivalent qualified staff. The Committee recognised a need for a clearer definition in relation to 'near-misses' and their reporting in the sector.</p> <p>Action: IM to seek suitable near-miss definition from Environment Agency for inclusion within training and guidance to IDBs.</p> <p>The Committee discussed whether ADA members not meeting minimum compliance standards in terms of HS&W should be excluded from ADA membership.</p> <p>IM felt that at the current time our effort should be on providing guidance and training to elevate the standard, but it was important that all IDBs attended such events and engaged actively with the subject.</p>	<p>ALL</p> <p>IM</p>
<p>1512</p>	<p>Committee Workstreams</p> <p>a) Delivering biodiversity</p> <p>IM provided an update to the Committee on the work to update the template for IDBs' Biodiversity Action Plans, to develop a set of biodiversity reporting metrics for IDBs and a suitable reporting system. IM confirmed that the current</p>	

<p>preference would be to include a suite of questions within the annual IDB1 form collected by Defra from every IDB.</p> <p>IM reported that the workstream had discussed changing the name of IDB Biodiversity Action Plans given that the terminology had fallen out of favour. However IDBs' were familiar with the name and had widely supported their implementation. Keen to build on existing structures.</p> <p>b) Emergency response and recovery DS reported that those involved with the workstream had agreed to develop a series of case studies highlighting best practice in integrating emergency response and recovery across risk management authorities in an area. Examples would come from Water Management Alliance and Water Management Consortium.</p> <p>c) Data and evidence SL presented a progress report on the Data and evidence workstream, particularly her analysis of the IDB1 form data from 2017-18.</p> <p>The Committee wanted to ensure that the data was used to help IDBs benchmark themselves, but not directly compare one IDB with another. It was noted that for some income and expenditure heading there was some differences in interpretation as to what figures should be included, for example for non-SSSI biodiversity expenditure.</p> <p>SL would like to work with Defra to improve the IDB1 form questions and guidance where possible and will produce a worked example to assist with completion.</p> <p>Action: SL to draft and distribute revisions to IDB1 form and guidance to ADA Committee members.</p> <p>Action: SL to draft and distribute revised IDB questionnaire to Committee members.</p> <p>SL reported that ADA will be working on using GIS systems to compare the boundaries of internal drainage districts with other available datasets regarding infrastructure and land type. SL noted that permission was still being sought from a handful of IDBs to release their internal drainage district boundary data under an Open Government Licence.</p> <p>The Committee discussed whether IDBs should have already facilitated the release of this data as taxpayer funded public authorities. IM stated that ADA had taken the view that in the interests of maintaining good working relationships with members it would seek permissions from all IDBs before publishing the dataset. IM noted the frustration of committee members that this had taken over a year since ADA had brought the dataset together.</p> <p>d) Policy & Finance Committee workstreams</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p>SL</p> <p>SL</p> <p></p> <p></p>
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	<p>DS provided a brief update on progress with those workstreams being led by ADA's Policy and Finance Committee.</p>	
1513	<p>Public Sector Cooperation Agreement (PSCA) renewal</p> <p>The Committee discussed the renewal of PSCAs and the revised agreement prepared by the Environment Agency. Changes in relation to the CDM Regulations were noted, namely that the 'Delivery Party' shall be treated, for the purposes of the CDM Regulations, as the only client in relation to the programme within a PSCA.</p> <p>EJ agreed that IDBs should be prepared to assume the role as client under the CDM Regulations and the regulations should be a topic for consideration within any future health, safety and welfare training or guidance.</p> <p>The Committee noted that some EA representatives needed to be reminded that working with IDBs under these arrangements was a partnership, and should not be treated to act as the Environment Agency's contractors. Where IDBs were assuming responsibility for works they should be undertaking these in accordance with their own internal controls and a statutory body.</p> <p>Action: IM to follow up with JY on PSCA renewal and seek engagement on CDM regulations in relation to ADA's health, safety and welfare work.</p>	IM
1514	<p>Protection of Badgers Act 1992 - CL27 class licence clarifications</p> <p>CM presented a clarification of the current position from Natural England regarding IDB Badger Class License (CL27), regarding annual reporting by IDBs under the licence, and whether a separate licence was required per individual.</p> <p>There was some discussion between DW and CL as to whether licences needed to be held individually. The Committee agreed that in the absence of formal guidance from Natural England the Committee would note the issues and seek further clarification from Natural England. Until clarified, ADA would not publish the guidance note to IDBs at the current time.</p> <p>CM, ED and DW to liaise on appropriate guidance in relation to holder of CL27 licences.</p>	CM/ED DW
1515	<p>Water transfer licences</p> <p>IM presented the latest guidance from the Environment Agency on the circumstance in which IDBs needed to apply for water transfer licences, titled '<i>Abstractions within an IDD (including wetlands) under New Authorisations</i>'. It clarified that transfers from main river that occurred within an internal drainage district did not require a water transfer licences. Whilst the decision was welcome, substantially reducing the number of licences required by IDBs, it demonstrated the bureaucratic nature of the Environment Agency's licencing provisions, which would provide no benefit to the management of water resources in lowland areas and continued to have the potential to result in damage to lowland wetland ecosystems.</p>	

	<p>The guidance had been released by the Environment Agency in late August, ADA had originally requested the clarifications about main river within internal drainage districts back in April. IM also noted that the guidance released was titled 'version 6' and ADA had not been invited to comment on or assist with any of the drafts, demonstrating a continued lack of joined up working by the Environment Agency on this topic.</p>	
<p>1516</p>	<p>Spreading arisings from de-silting/reformation works CM took the Committee through a paper regarding the handling of dredged material under Waste Regulations. There was concern that the existing exemptions were contradictory and should clearly highlight the beneficial use of such material. There was a role for ADA to lobby for better regulation for those maintaining watercourses with consideration for the environment.</p> <p>Action: Beneficial use of silt to be developed as a topic for an ADA workstream led by the Committee in 2020.</p>	<p>IM</p>
<p>1517</p>	<p>Committees & Workstreams 2020 The Committee approved the dates for Committee meetings in 2020: - 11.00 – 13.15 Wednesday 8 January 2020 CIWEM, Farringdon, London - 10.00 – 12.00 Tuesday 2 June 2020 Teleconference, format TBC - 11.00 – 15.00 Tuesday 15 September 2020 CIWEM, Farringdon, London</p> <p>Committee members expressed a preference for face to face meetings over teleconferences and for whole day rather than half day meetings.</p> <p>Action: TP to take a final decision on holding the 2 June meeting as a teleconference at 8 January meeting.</p> <p>IM reported that DT and PR were coming to the end of their current term on the Committee at the start of 2020. The Committee also had a vacancy following Karen Thomas' change of jobs. ADA would be seeking new applicants for the Committee in the autumn and those at the end of their terms were welcome to reapply.</p> <p>The Committee suggested the following potential topics for workstreams in 2020:</p> <ul style="list-style-type: none"> • Beneficial use of silt • Climate change adaptation and resilience • Riparian margin maintenance <p>The ADA Board (Item 176) has also requested consideration of a further workstream on FDGiA approvals and processes.</p> <p>Action: Committee members to develop ideas further for workstreams in 2020.</p>	<p>TP</p> <p>ALL</p>
<p>1518</p>	<p>Any other business DT reported that he had been appointed as a director acting on behalf of ADA on</p>	

	Water Resources East's board of directors representing IDBs across the area of WRE operational interest. DT will be reporting to the Committee on this role.	
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