



84th ANNUAL GENERAL MEETING HANDBOOK

10 November 2021
Microsoft Teams Webinar

THE 84TH ADA ANNUAL GENERAL MEETING

to be held online via Microsoft Teams

ON WEDNESDAY 10 NOVEMBER 2021

at 14.00 (opens from 13.50)

HANDBOOK

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WELCOME

by ADA's Chairman, Robert Caudwell

A warm welcome from the ADA team to our Annual General Meeting 2021. Once again we are taking the AGM online to ensure that it remains accessible to all of ADA's members whilst we hopefully continue to move out of the pandemic.

Our AGM is an important forum through which we, ADA's members, directors and staff can exchange ideas and experiences on how to progress our association and the critical work of our members to reduce flood risk and more sustainably manage water levels across the UK. I am once again looking forward to your participation in the real-time Q&A elements and hearing your views.

Extremes of weather patterns across the world this year appear to be accelerating at an alarming rate, underlining the importance of an international commitment to both reducing carbon emission, and adapt to the changes to our climate we will inevitably see. We want to make sure that our members have the tools they need to play their role too. We have been advocating for the necessary funding for all risk management authorities to adapt, and commenced our own work to guide IDBs in calculating and reducing emissions in their management of water levels in lowland pumped catchments. These are commitments that I am pleased to share with our colleagues and friends in Europe and something that the Dutch presidency of EUWMA will be developing further in 2022 with us.

Following an increasing frequency of flood events from our rivers in recent years, I was heartened that so many of our members were able to participate in the online "Keeping our Rivers Flowing" Summit that we held with the CLA on 24 June. Senior Defra and Environment Agency officials were able to

hear first-hand from our members about increasing frustrations that our lowland rivers are becoming less able to deal with the flows of water to evacuate floods from food-producing land, peoples' homes and businesses, infrastructure and our environment. We have made sure that these concerns were raised in our representations to HM Treasury in advance of this year's Spending Review for government departments, calling on them to look more closely at investment in routine maintenance within the Environment Agency's revenue budget.

With the Environment Bill set to become law this year, we see a continued desire from parliamentarians to restore and enhance our environment. IDBs are collectively one of the largest managers of freshwater and wetland habitats and species. Consequently, IDBs have a critically important role to play in conserving and enhancing these habitats within and alongside their essential watercourse maintenance and improvement works. We now have a set of biodiversity metrics that we hope will enable us to gather data demonstrating the proactive contribution that IDBs are collectively making to improve the natural environment across England's lowlands.

Looking ahead to 2022 I hope to meet and talk to as many of you as possible as physical meetings return. The success of our Association remains very much down to the valued support of our members and partners. I wish you an interesting and enjoyable event.



ROBERT CAUDWELL
CHAIRMAN, ADA

AGENDA

Business and proceeding will be conducted in accordance with the Association of Drainage Authorities Memorandum & Articles of Association (<https://www.ada.org.uk/wp-content/uploads/2020/07/Amended-Articles-of-Association-arts-15b-e-13Nov2019.pdf>).

MOTIONS / AMENDMENTS

Any Associate or Full Member of the Company who desires to submit any motion or amendment, or to place any matter on the Agenda for discussion, shall send written particulars thereof to ADA's Chief Executive not less than 30 clear days before the date of the annual general meeting, together with a certified copy of the appropriate resolution of the Associate or Full Member in support thereof.

1. Microsoft Teams Technical Familiarisation
2. Welcome
3. Report of previous AGM (11.11.2020)
4. Election of Chairman and appointment of President & Vice Presidents
5. Report on the election of Directors to the Board
6. Report on the activities and proceedings of ADA Board, Committees and Staff in 2020/21
7. Presentation and adoption of Approved Accounts 2020
8. Appointment of internal auditor and audit arrangements for 2022
9. Notification of subscription rates for 2022
10. Approval of proposed revised Articles of Association
11. Motions/Amendments to be put to the AGM (notice required by 11 October 2021)
12. ADA Business Questions (AOCB)
13. Close

CHIEF EXECUTIVE'S REPORT

Reported by ADA's Chief Executive, Innes Thomson BSc CEng FICE

Slowly we start to creep back to a state of normality as the majority of us become more resilient to COVID19. That said, many of you expressed the continued concern about a large physical gathering and, given the obstinate level of infections still in the population, it has proven wise for us to yet again hold our AGM online. Last year's version actually allowed us to visit various items of business with more time for members to raise points for discussion. My thought for 2022 is not only aligning towards the continued use of an online meeting specifically for our AGM a potentially more efficient and effective option for the wider membership, but also, we do need longer for the AGM than was recently afforded at our Conferences at the ICE.

In an odd way, the pandemic has continued to help us operate very flexibly and efficiently and as always, my thanks go to our staff, Ian, Sofi, Heather, Sue and Ryan, in the way that they have delivered services and outcomes for our members this year. I have not missed all the travelling time and as I said last year, I will seek to achieve a better balanced approach of face-to-face and online contact with you all.

As I write this, much focus is being given to our changing climate and how worldwide and as a nation we need to address the subjects of resilience, adaptation and mitigation. Our AGM sits right in the middle of the COP26 climate Summit taking place in Glasgow and it is only right that we reflect

on the contribution which our sector can make to counter all the negative indicators.

MEMBERSHIP

ADA is entirely dependent on the good will of its members and their membership of the organisation, and we greatly respect that. I am pleased to say that despite the financial stress on many, our membership levels have held steady and so the majority of our income has too. We fully recognise our traditional core membership of Internal Drainage Boards and we also completely embrace the wider collaborative opportunities as a result of our broader membership base. Most of all, we like to think that we operate as a friendly, welcoming Association, doing our best to answer and support the various issues you are all encountering in these challenging times. With the rest of the team, I very much look forward to welcoming you back as members in 2022.

WEATHER EXTREMES

We may have ducked the worst of the various weather extremes which have been experienced world-wide (as we reported in the Autumn ADA Gazette) but there is no room for any complacency. Government continues to stand by its commitment to spend £5.2bn on new flood defences during this parliamentary period but we all know that delivering that goal will be very challenging. Alongside the EA and Local Authorities, IDBs will have a key role to play in delivering improvements and may also be

able to provide some extra delivery capacity to assist the EA in reaching its targets. ADA will continue to argue that we must not forget about everyday maintenance and management of our waterways and our Keeping our Rivers Flowing Summit in partnership with the CLA raised some uncomfortable truths about the state of our rivers to convey water. River and waterway conveyance works both for flood risk mitigation and drought resilience and the work of the various Water Resources units, and in particular Water Resources East is starting to identify the wider benefits of a well-maintained river system.

FCERM STRATEGY & POLICY – A FOCUS ON CLIMATE CHANGE ADAPTATION, RESILIENCE AND MITIGATION

I unashamedly repeat the message I gave you all last year that we need to be more ambitious, resilient and prepared to adapt to a changing climate. All of us have a key role to play and one of the areas ADA has committed to working on is how we can reduce the sector's carbon emissions particularly in relation to pumping water. In many places, our asset base is quite elderly and often less efficient than more modern systems and there is opportunity to explore rationalisation of systems between the various authorities. We also know that we cannot keep on building flood defences higher and higher but we do need to invest in strengthening our flood embankments to be more resilient to occasional overtopping without catastrophic breaches occurring. Linked to that, we also need to think about how we recognise farmers and landowners providing their land for flood relief and

how we can evacuate water back off that land as quickly as possible to minimise land and crop damage.

OUR PROJECTS

COVID lockdowns and more efficient working practices have helped us to focus on a number of projects which were waiting to be delivered. In this time of our necessary and heightening awareness and action on all matters concerning the environment in which we live, I am pleased to report excellent progress on a number of fronts. We have just published our EGGG for IDBs, which has been the result of 18 months hard work in bringing together a comprehensive set of guidelines to help IDBs understand and implement their role as environmental guardians. To complement that, we have also launched a template for IDBs to record various biodiversity metrics with the aim of helping IDBs to promote the work they are doing.

Another important project completed with the help of Defra has been the updating of IDB Bylaws and an updated set is now fully available. We have also completed and published guidance on how IDBs can work with developers where they can make contributions to work that assists and supports IDBs in managing local flood risk.

We have also overseen the preparation of three advice and guidance modules on strategic Health, Safety & Welfare, aimed largely at IDB Board members to help they understand their responsibilities and we plan to deliver more next year.

And finally as part of our commitment

to the updated FCERM Strategy, we have commenced a project, working with the EA, to try to understand what IDBs can do to reduce carbon emissions from pumping activities.

ADA'S FINANCES

Whilst initially forecasting a deficit at the end of 2020, we finished with a surplus of almost £29k. We started the year with an approved budget deficit of £55k which included for a number of specific spending items, some of which have been realised, some of which have not. I was anticipating a slightly quicker return to operating normality when setting the budget for this year and, in reality, we have seen a continuation of our working patterns from 2020. At the end of August, we were therefore reporting a surplus of over £85k so once again it is clear that we will end the year in positive territory although I do estimate an increased spending profile in the last quarter which will reduce that surplus. Given the above position, I have again presented a deficit budget to the Board for next year which focusses on a range of continued investments for members particularly in relation to the expected passing of the Environment Bill and the secondary legislation linked to IDBs being able to expand their drainage districts. We also expect an increase in government activity in relation ELMS, and continued focus on climate change and CO₂ reductions. Part of this year's budget allowed for the 12-month employment of a person to support Ian and Sofi in their technical work but we did not exercise that option and I have proposed to roll that over into next year's budget. I am pleased to report that, at their recent

meeting, the Board has supported the proposed budget proposals for 2021 which detail an estimated operating deficit of £56k for the year.

FUTURE EVENT PLANS

We have now left the partnership with FLOODEX, primarily to concentrate on the next live ADA Demonstration event which we are scheduling for July 2023. I am delighted to report that it is our intention to run the event in partnership with Dyson Farms and Witham 4th IDB and we are at an early stage of discussion with them about siting the event close to Dyson Farms' Headquarters at Carrington in Lincolnshire.

We have successfully run a series of technical webinars in the first half of 2021 to allow our Associate members to connect with other members and we intend to continue that series. We also held our first face-to-face Technical Seminar in Peterborough on 20 October covering a series of current topic issues largely relevant to IDBs and again, we will look to replicating that in 2022.

We will be working with others to plan and deliver a second Keeping our Rivers Flowing Summit sometime during the first half of 2022, as a follow on from the first Summit earlier this year.

And for our Conference and AGM in 2022, I am working with the Board to change our focus to separate events covering an annual water management conference, our AGM and a political-facing event through our intended setting up of an All Party Parliamentary Group. As always, member views on how we might do that will be most

welcome. As I said at the start, there is value in having more time at the AGM to cover matters of business which affect you as members and I want to be able to give that more attention. There is also the question of location and whilst London is seen as a premium choice, are there alternatives which we should be considering?

Thank you to all our members for the support and assistance we regularly receive for the work we do on your behalf and, as always, we are here to represent your interests in whatever way that is appropriate to each of you.

A handwritten signature in black ink, appearing to read 'I. Innes Thomson', with a long horizontal flourish underneath.

INNETHOMSON BSc CEng FICE
OCTOBER 2021

OFFICERS OF THE ASSOCIATION

PRESIDENT

LORD DE RAMSEY DL

Lord De Ramsey has stated his intention not to stand for re-election to the post of President.

VICE-PRESIDENTS

BARONESS MCINTOSH OF PICKERING

NEIL PARISH MP

DAVID RIDDINGTON OBE DL

JEAN VENABLES CBE

HENRY CATOR OBE FRICS FRAGS DL

JOHN GROGAN MP

CHAIRMAN

ROBERT CAUDWELL

robert.caudwell@ada.org.uk

COMPANY SECRETARY

PETER BATESON BA FCCA MBA

47 Norfolk Street, Boston, PE21 6PP

ADA OFFICE

Rural Innovation Centre, Avenue H, Stoneleigh Park, Warwickshire, CV8 2LG
Office Email: admin@ada.org.uk Office Telephone: 02476 992 889

CHIEF EXECUTIVE

EUR ING J INNES THOMSON BSc CEng FICE

innes.thomson@ada.org.uk

TECHNICAL MANAGER

IAN MOODIE MSci

ian.moodie@ada.org.uk

TECHNICAL OFFICER

SOFI LLOYD BSc MBPR

sofi.lloyd@ada.org.uk

ADMINISTRATION & FINANCE OFFICER

SUE CROWTHER

sue.crowther@ada.org.uk

PUBLICATIONS & COMMUNICATION OFFICER

RYAN DIXON

ryan.dixon@ada.org.uk

MARKETING & EVENTS OFFICER

HEATHER BAILEY BA

heather.bailey@ada.org.uk

DIRECTORS

Each of ADA's ten Branches appoints a single director to ADA's Board. The Environment Agency, and RFCCs each appoint a single director. A director is also appointed from ADA's LLFA members. ADA's Chairman and the chairs of each of ADA's standing Committees are also Directors.

Defra appoints an advisory representative to attend Board meetings without voting rights. ADA's staff and Honorary Advisors may attend Board and Committee meetings by invitation.

BRANCH DIRECTORS

Branch No.	Branch	Name of Representative	End of term
1	Northern	BILL SYMONS	31/03/2023
2	Marches	JAMES HERFORD	31/03/2022
3	Trent	WILL STAUNTON	31/03/2024
4	Lincolnshire	KEITH CASSWELL	31/03/2023
5	Welland & Nene	DUNCAN WORTH	31/03/2022
6	Great Ouse	JOHN HEADING	31/03/2024
7	Eastern	CHRIS MUTTEN	31/03/2025
8	South Eastern	PRISCILLA HASELHURST	31/03/2024
9	South Western	TONY BRADFORD	31/03/2023
10	Cymru (Wales)	JOHN MARKWICK	31/03/2023

CHAIRMAN

ROBERT CAUDWELL	N/A
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STANDING COMMITTEE DIRECTORS

Policy & Finance	TIM FARR	31/03/2022
Technical & Environmental	TREVOR PURLLANT	31/03/2023

NON-BRANCH DIRECTORS

Environment Agency	CATHERINE WRIGHT	31/03/2023
LLFAs	DAVID HICKMAN	31/03/2023
RFCCs	DAVID JENKINS	31/03/2022

ADVISORY REPRESENTATIVE

Defra	WILLIAM HARRINGTON	N/A
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COMMITTEES

ADA has two standing committees who meet throughout the year to discuss issues and topics affecting our members.

The Policy & Finance Committee discuss governance, legal, financial, audit and policy matters. The Technical & Environmental Committee discusses engineering, health and safety, environmental and operational matters.

Our Committees complete projects, known

as 'Workstreams', that they, our Board of Directors, and our Branches identify as important to the work of ADA's members.

The members of each committee are listed below. ADA's chairman, chief executive, and company secretary are also ex officio committee members on both. Guests and standing representatives* may be invited by the Committee. ADA staff provide technical and administrative support.

POLICY AND FINANCE COMMITTEE

Role	Name	End of term
Committee Chair	TIM FARR	31/03/22
Committee Secretary	IAN MOODIE	31/03/22
Member (Associate)	JOHN COOKE	31/03/22
Member (IDB)	ANGELA COWEN	31/03/22
Member (IDB)	PETE DOWLING	31/03/24
Member (IDB)	NIGEL EVERARD	31/03/22
Member (IDB)	JANE FROGGATT	31/03/23
Member (LA)	MATTHEW HARRISON	31/03/22
Member (EA)	RACHAEL HILL	Appointed
Member (IDB)	ANDREW MCGILL	31/03/24
Member (IDB)	LORNA McSHANE	31/03/24
Member (IDB)	CARRIE-ANNE MORGAN	31/03/24
Member (RFCC)	BRIAN STEWART	31/03/23
Rep. (Defra)*	CAROL TIDMARSH	Appointed

TECHNICAL AND ENVIRONMENTAL COMMITTEE

Role	Name	End of term
Committee Chairman	TREVOR PURLLANT	31/03/23
Committee Secretary	SOFI LLOYD	31/03/22
Member (IDB)	ROGER BURGE	31/03/22
Member (IDB)	PHIL CAMAMILE	31/03/24
Member (LA)	MAT JACKSON	31/03/22
Member (IDB)	ED JOHNSON	31/03/22
Member (EA)	NEIL LONGDON	Appointed
Member (IDB)	CHRIS MANNING	31/03/24
Member (IDB)	ANDREW McLACHLAN	31/03/24
Member (IDB)	ANDREW MORRITT	31/03/24
Member (IDB)	ANDREW NEWTON	31/03/22
Member (IDB)	DAVID THOMAS	31/03/23
Member (IDB)	DIANA WARD	31/03/22
Member (Associate)	VACANT	N/A
Rep. (Natural England)*	MARK PHILLIPS	Appointed

BRANCHES

ADA currently has ten regional branches across England and Wales where those involved in water level management can come together and share ideas with ADA and each other:

Branch	Role	Name of Representative	Contact
CYMRU (WALES)	Chair	HUBERT JONES	james.west@ naturalresourceswales. gov.uk
	Secretary	JAMES WEST	
EASTERN	Chair	ROBIN BUXTON	emma.dixon@ wlma.org.uk
	Secretary	EMMA DIXON	
GREAT OUSE	Chair	HARRY RABY	david.thomas@ middlelevel.gov.uk
	Secretary	DAVID THOMAS	
LINCOLNSHIRE	Chair	PETER RICHARDSON	andrew.mcgill@ lmdb.co.uk
	Secretary	ANDREW MCGILL	
MARCHES	Chair	ELISSA SWINGLEHURST	rlrj@ melverleyidb.org.uk
	Secretary	RICHARD JONES	
NORTHERN	Chair	IAN THORNTON	bill.symons@ yorkconsort.gov.uk
	Secretary	BILL SYMONS	
SOUTH EAST	Chair	LARRY COOKE	pete.dowling@ rsidb.org.uk
	Secretary	PETE DOWLING	
SOUTH WEST	Chair	JEFF FEAR	c-amorgan@ somersestdbs.co.uk
	Secretary	CARRIE-ANNE MORGAN	
TRENT	Chair	WILL STAUNTON	andrew.mcgill@ lmdb.co.uk
	Secretary	ANDREW MCGILL	
WELLAND AND NENE	Chair	DUNCAN WORTH	phil@wlma.org.uk
	Secretary	PHIL CAMAMILE	

Further details and minutes of branch meetings are available from the ADA website,

WWW.ADA.ORG.UK/BRANCHES

MEETING DATES 2022

ANNUAL WATER MANAGEMENT CONFERENCE 2022

09 NOVEMBER 2022	TBC
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85th ANNUAL GENERAL MEETING

TBC	TBC
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FLOOD & COAST

07 - 09 JUNE 2022	Telford International Centre
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BOARD

WEDNESDAY 09 FEBRUARY 2022	TBC
WEDNESDAY 06 JULY 2022	TBC
WEDNESDAY 12 OCTOBER 2022	TBC

POLICY AND FINANCE COMMITTEE

WEDNESDAY 19 JANUARY 2022	TBC
WEDNESDAY 25 MAY 2022	TBC
WEDNESDAY 21 SEPTEMBER 2022	TBC

TECHNICAL AND ENVIRONMENTAL COMMITTEE

TUESDAY 25 JANUARY 2022	TBC
TUESDAY 24 MAY 2022	TBC
TUESDAY 20 SEPTEMBER 2022	TBC

FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020

Association of Drainage Authorities

Company Limited by Guarantee

Officers and Professional Advisers

THE BOARD OF DIRECTORS

D J Hickman
T H Farr
J E Heading
A E D Bradford
T C Purllant
J G Markwick
D H Jenkins
D R Worth
K C Casswell
J N Hereford
R H Caudwell
C F Fileman-Wright
W J Staunton
P Haselhurst
C J C Mutten
W R A Symons

COMPANY SECRETARY

P J Bateson

REGISTERED OFFICE

Rural Innovation Centre
Stoneleigh Park
Kenilworth
Warwickshire
CV8 2LG

ACCOUNTANTS

Streets
Chartered Accountants
Potton House
Wyboston Lakes
Great North Road
Wyboston
Bedford
MK44 3BZ

SOLICITORS

Wilkin Chapman LLP
The Maltings
11-15 Brayford Wharf East
Lincoln
LN5 7AY

Association of Drainage Authorities

Company Limited by Guarantee

Directors' Report

Year ended 31 December 2020

The directors present their report and the unaudited financial statements of the company for the year ended 31 December 2020.

Principal activities

The principal activity of the company during the year was that of an association for water level management organisations in the United Kingdom.

ADA Branches

The board of directors of ADA includes representatives from regional branches. The regional branches are separate legal entities which report to, but are not controlled by, the board of directors of ADA.

Directors

The directors who served the company during the year were as follows:

D J Hickman	
T H Farr	
J E Heading	
A E D Bradford	
T C Purlant	
J G Markwick	
D H Jenkins	
D R Worth	
K C Casswell	
J N Hereford	
R H Caudwell	
C F Fileman-Wright	
W J Staunton	
P Haselhurst	
C J C Mutton	
W R A Symons	(Appointed 3 November 2020)
A J McLachlan	(Resigned 3 November 2020)

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of directors on 7 July 2021 and signed on behalf of the board by:



R H Caudwell
Director

Association of Drainage Authorities

Company Limited by Guarantee

Statement of Income and Retained Earnings

Year ended 31 December 2020

	Note	2020 £	2019 £
Turnover		387,815	391,550
Cost of sales		<u>40,382</u>	43,945
Gross profit		347,433	347,605
Administrative expenses		<u>323,875</u>	359,548
Operating profit/(loss)		23,558	(11,943)
Other interest receivable and similar income		<u>348</u>	722
Profit/(loss) before taxation		23,906	(11,221)
Tax on profit/(loss)		<u>782</u>	(50)
Profit/(loss) for the financial year and total comprehensive income		<u>23,124</u>	<u>(11,171)</u>
Retained earnings at the start of the year		248,222	259,393
Retained earnings at the end of the year		<u>271,346</u>	<u>248,222</u>

All the activities of the company are from continuing operations.

Association of Drainage Authorities

Company Limited by Guarantee

Statement of Financial Position

31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	6	2,483	1,533
Current assets			
Debtors	7	24,466	36,469
Cash at bank and in hand		269,817	243,518
		<u>294,283</u>	<u>279,987</u>
Creditors: amounts falling due within one year	8	<u>25,420</u>	<u>33,298</u>
Net current assets		<u>268,863</u>	<u>246,689</u>
Total assets less current liabilities		<u>271,346</u>	<u>248,222</u>
Net assets		<u>271,346</u>	<u>248,222</u>
Capital and reserves			
Profit and loss account		271,346	248,222
Members funds		<u>271,346</u>	<u>248,222</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with Section 1A of FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

For the year ending 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Association of Drainage Authorities

Company Limited by Guarantee

Statement of Financial Position *(continued)*

31 December 2020

These financial statements were approved by the board of directors and authorised for issue on 7 July 2021, and are signed on behalf of the board by:



R H Caudwell
Director

Company registration number: 08948603

Association of Drainage Authorities

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 December 2020

1. General information

The company is a private company limited by guarantee, registered in England and Wales. The address of the registered office is Rural Innovation Centre, Stoneleigh Park, Kenilworth, Warwickshire, CV8 2LG.

2. Statement of compliance

These financial statements have been prepared in compliance with Section 1A of FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis and are prepared in sterling which is the functional currency of the entity.

Revenue recognition

The turnover comprises subscriptions and other income which are recognised on an accruals basis in the period to which they relate. All amounts are stated exclusive of value added tax.

Taxation

The company is not trading with a view to profit, but only to meet its expenses for the mutual benefit of its member organisations. As such the company's only liability to corporation tax arises on investment income received in bank deposits and on activities for non-member organisations.

Tangible assets

Tangible assets are initially recorded at cost and subsequently stated at cost less any accumulated depreciation and impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Plant and machinery - 25% straight line

4. Company limited by guarantee

The company is limited by guarantee and does not have a share capital. Every member of the company undertakes to contribute to the assets of the company such amounts as may be required, with a maximum contribution of £1 per member.

Association of Drainage Authorities

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

5. Employee numbers

The average number of persons employed by the company during the year amounted to 7 (2019: 7).

6. Tangible assets

	Plant and machinery
	£
Cost	
At 1 January 2020	10,058
Additions	2,162
At 31 December 2020	<u>12,220</u>
Depreciation	
At 1 January 2020	8,525
Charge for the year	1,212
At 31 December 2020	<u>9,737</u>
Carrying amount	
At 31 December 2020	<u>2,483</u>
At 31 December 2019	<u>1,533</u>

7. Debtors

	2020	2019
	£	£
Trade debtors	14,711	26,622
Other debtors	9,755	9,847
	<u>24,466</u>	<u>36,469</u>

8. Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	10,810	13,615
Corporation tax	782	–
Social security and other taxes	8,386	11,656
Other creditors	5,442	8,027
	<u>25,420</u>	<u>33,298</u>

Association of Drainage Authorities

Company Limited by Guarantee

Management Information

Year ended 31 December 2020

The following pages do not form part of the financial statements.

Association of Drainage Authorities

Company Limited by Guarantee

Chartered Accountants Report to the Board of Directors on the Preparation of the Unaudited Statutory Financial Statements of Association of Drainage Authorities

Year ended 31 December 2020

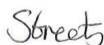
In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Association of Drainage Authorities for the year ended 31 December 2020, which comprise the statement of income and retained earnings, statement of financial position and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at www.icaew.com/en/membership/regulations-standards-and-guidance.

This report is made solely to the Board of Directors of Association of Drainage Authorities, as a body, in accordance with the terms of our engagement letter dated 31 March 2020. Our work has been undertaken solely to prepare for your approval the financial statements of Association of Drainage Authorities and state those matters that we have agreed to state to you, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF as detailed at www.icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Association of Drainage Authorities and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Association of Drainage Authorities has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Association of Drainage Authorities. You consider that Association of Drainage Authorities is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Association of Drainage Authorities. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.



STREETS
Chartered Accountants

Potton House
Wyboston Lakes
Great North Road
Wyboston
Bedford
MK44 3BZ

Association of Drainage Authorities

Detailed Income Statement

Year ended 31 December 2020

	2020 £	2019 £
Turnover		
Subscriptions	282,033	275,155
Contributions to WRE membership	15,000	–
Gazette advertising	43,565	45,523
Conference fees and sponsorship	–	25,688
Consultancy and sundry income	21,860	19,905
Events including Floodex	25,357	25,279
	<u>387,815</u>	<u>391,550</u>
Cost of sales		
Conference fees	745	20,270
Gazette direct costs	15,923	15,004
Event costs including Floodex	8,714	8,671
WRE board membership	15,000	–
	<u>40,382</u>	<u>43,945</u>
Gross profit	<u>347,433</u>	<u>347,605</u>
Overheads		
Administrative expenses	323,875	359,548
Operating profit/(loss)	<u>23,558</u>	<u>(11,943)</u>
Other interest receivable and similar income	348	722
Profit/(loss) before taxation	<u>23,906</u>	<u>(11,221)</u>

Association of Drainage Authorities

Notes to the Detailed Income Statement

Year ended 31 December 2020

	2020	2019
	£	£
Administrative expenses		
Directors' salaries	19,404	18,894
Directors' employer's national insurance contributions	1,471	1,424
Wages and salaries	211,757	188,952
Employer's national insurance contributions	17,831	16,699
Employer's staff pension contributions	12,536	9,109
Rent, rates and office costs	13,748	12,803
Insurance	1,734	2,507
Travel and subsistence	3,836	25,082
Telephone	2,051	1,529
Printing postage and stationery	4,850	6,065
Staff training	–	530
Software and computing costs	6,330	5,366
Committee meeting expenses	2,794	13,462
General expenses	3,328	1,365
External meeting expenses	575	11,770
Advertising	3,877	15,830
Consultancy for Good Governance Guide	6,800	3,807
Legal and professional fees	4,300	17,010
Accountancy fees	4,920	3,000
Depreciation of tangible assets	1,212	1,400
Bad debt cost / (recovered)	(115)	2,228
Bank charges	636	716
	<u>323,875</u>	<u>359,548</u>
Other interest receivable and similar income		
Interest on cash and cash equivalents	<u>348</u>	<u>722</u>



SUBSCRIPTIONS 2022

INTERNAL DRAINAGE BOARDS

Subscription Area - Value Factor*	Subscription 2021	Subscription 2022
0 – 999	£565	£571
1,000 – 1,999	£642	£648
2,000 – 2,999	£714	£721
3,000 – 3,999	£790	£798
4,000 – 4,999	£866	£875
5,000 – 5,999	£954	£964
6,000 – 6,999	£1,030	£1,040
7,000 – 7,999	£1,110	£1,121
8,000 – 8,999	£1,202	£1,214
9,000 – 9,999	£1,285	£1,298
10,000 – 19,999	£1,513	£1,528
20,000 – 29,999	£1,726	£1,743
30,000 – 39,999	£1,929	£1,948
40,000 – 49,999	£2,146	£2,167
50,000 – 59,999	£2,353	£2,377
60,000 – 69,999	£2,571	£2,597
70,000 – 79,999	£2,782	£2,810
80,000 – 89,999	£2,986	£3,016
90,000 – 99,999	£3,220	£3,252
100,000 – 133,333	£3,432	£3,466
133,334 - 166,666	£3,645	£3,681
166,667 – 199,999	£3,856	£3,895
200,000 – 299,999	£4,068	£4,109

Subscription Area - Value Factor*	Subscription 2021	Subscription 2022
300,000 – 399,999	£4,244	£4,286
400,000 – 499,999	£4,420	£4,464
500,000 – 599,999	£4,598	£4,644
600,000 – 699,999	£4,775	£4,823
700,000 – 799,999	£4,952	£5,002
800,000 – 899,999	£5,127	£5,178
900,000 – 999,999	£5,303	£5,356
1,000,000 – 1,099,999	£5,481	£5,536
1,100,000 – 1,199,999	£5,656	£5,713
1,200,000 – 1,299,999	£5,835	£5,893
1,300,000 – 1,399,999	£6,011	£6,071
1,400,000 – 1,499,999	£6,187	£6,249
*Area-Value Factor = Area of IDB in Hectares x Annual Value / 1,000,000		

WELSH INTERNAL DRAINAGE DISTRICT ADVISORY GROUPS		Rates as for IDBs less 20%
REGIONAL FLOOD AND COASTAL COMMITTEES	£2,527	£2,552
NATIONAL AGENCIES: ENVIRONMENT AGENCY, NATURAL RESOURCES WALES, RIVERS AGENCY, WATER COMPANIES AND ANY OTHER SIMILAR AGENCY/AUTHORITY	£680	£687
LOCAL AUTHORITIES	£341	£344
ASSOCIATE MEMBERSHIP	£415	£419
INDIVIDUAL MEMBERSHIP	£38	£38

All Plus VAT @ 20%

MEMBERSHIP 2021

As at 30 September 2021

INTERNAL DRAINAGE BOARDS AND DISTRICTS

Ainsty IDB	Hundred Foot Washes IDB
Airedale DC	Hundred of Wisbech IDB
Alconbury & Ellington IDB	Isle of Axholme & North Nottinghamshire
Ancholme IDB	WLMB
Axe Brue IDB	Kings Lynn IDB
Bedfordshire & River Ivel IDB	Kyle & Upper Ouse IDB
Benwick IDB	Lakenheath IDB
Beverley & North Holderness IDB	Lindsey Marsh DB
Black Drain DB	Littleport & Downham IDB
Black Sluice IDB	Lower Medway IDB
Bluntisham IDB	Lower Severn IDB
Braunton Marsh DB	Manea & Welney District DC
Broads IDB	March East IDB
Buckingham & River Ouzel IDB	March Fifth District DC
Burnt Fen IDB	March Sixth District DC
Cawdle Fen IDB	March Third District DC
Churchfield & Plawfield IDB	March West & White Fen IDB
Conington & Holme IDB	Melverley IDB
Cowick & Snaith IDB	Middle Fen & Mere IDB
Curf & Wimblington Combined IDB	Middle Level Commissioners
Danvm DC	Mildenhall IDB
Dempster IDB	Needham & Laddus IDB
Doncaster East IDB	Nightlayers IDB
Downham & Stow Bardolph IDB	Nordelph IDB
Early & Salterforth IDB	Norfolk Rivers IDB
East Harling IDB	Northwold IDB
East of Ouse, Polver & Nar IDB	North East Lindsey IDB
East Suffolk IDB	North Kent Marshes IDB
Euximoor IDB	North Level District IDB
Feldale IDB	North Somerset Levels IDB
Foss IDB	Old West IDB
Goole & Airmyn IDB	Ouse & Derwent IDB
Goole Fields District DB	Ouse & Humber DB
Haddenham Level DC	Over & Willingham IDB
Holmewood & District IDB	Padnal & Waterden IDB

Parrett IDB	Strine IDB
Pevensey & Cuckmere WLMB	Stringside IDB
^Pow of Inchaffray Drainage Commission	Sutton & Mepal IDB
Ramsey First (Hollow) District IDB	Swaffham IDB
Ramsey Fourth (Middlemoor) District IDB	Swale & Ure DB
Ramsey IDB	Swavesey IDB
Ramsey, Upwood & Great Raveley IDB	Thorn tree IDB
Ransonmoor District DC	Trent Valley IDB
Rawcliffe IDB Rea IDB	Upper Medway IDB
Reedness & Swinefleet DB	Upper Witham IDB
* River Arun IDD	Upwell IDB
River Lugg IDB	Vale of Pickering IDB
River Stour (Kent) IDB	Waldersey IDB
Romney Marshes Area IDB	Warboys, Somersham and Pidley IDB
Sawtry IDB	Waterbeach Level IDB
Scunthorpe & Gainsborough WMB	Waveney Lower Yare & Lothingland IDB
Selby Area IDB	Welland & Deepings IDB
South Holderness IDB	Whittlesey & District IDB
South Holland IDB	Witham First District IDB
Southery & District IDB	Witham Fourth District IDB
Sow & Penk IDB	Witham Third District IDB
Stoke Ferry IDB	Woodwalton IDB

KEY TO LIST

- * = Administered by the Environment Agency
- ^ = The only local body in Scotland with a specific purpose to manage water levels.
- ~~Example IDB~~ = not currently ADA members
- DB = Drainage Board
- DC = Drainage Commissioners
- IDB = Internal Drainage Board
- IDD = Internal Drainage District
- WLMB = Water Level Management Board
- WMB = Water Management Board

INTERNAL DRAINAGE DISTRICT ADVISORY GROUPS

Administered by Natural Resources Wales

Bangor & Maltraeth Marsh IDD's Advisory Group
 Caldicot & Wentlooge Levels IDD Advisory Group
 Dolgellau & Borth IDD's Advisory Group
 Powysland IDD Advisory Group
 Lower Wye IDD Advisory Group
 Meirionnydd IDD's Advisory Group

REGIONAL FLOOD AND COASTAL COMMITTEES

Anglian (Northern) RFCC	North West RFCC	Thames RFCC
Anglian (Great Ouse) RFCC	Severn & Wye RFCC	Trent RFCC
Anglian (Eastern) RFCC	Southern RFCC	Wessex RFCC
Northumbria RFCC	South West RFCC	Yorkshire RFCC

LOCAL AUTHORITIES

Bedford Borough Council	Leeds City Council
Bristol City Council	Medway Council
Bury Council	Norfolk County Council
Cambridgeshire County Council	North Devon District Council
Central Bedfordshire Council	North East Lincolnshire Council
City of York	Sedgemoor District Council
Derby City Council	Somerset Rivers Authority
East Lindsey District Council	South Cambridgeshire District Council
East Riding of Yorkshire Council	Suffolk County Council
Isle of Man Dept. of Infrastructure	West Sussex County Council

NATIONAL AGENCIES AND WATER COMPANIES

Anglian Water Services Ltd	Natural Resources Wales
Environment Agency	Network Rail
DfI Rivers	Coal Authority

ASSOCIATE MEMBERS

ADC (East Anglia) Ltd	McConnel Limited
Ainsty Timber Marketing Ltd	Mackley
Aquatic Control Engineering Ltd	Martin Childs Limited
Atkins Water	Mastenbroek Environmental Ltd
ATM Ltd	Meteor Communications (Europe) Ltd
AxFlow	MGF Excavation Support Systems
BAM Nuttall Ltd	Onsite Central Ltd
Bedford Pumps Ltd	OTT HydroMet Ltd
Bomford Turner Ltd	Ovivo UK Ltd
Breheny Civil Engineering	Paktronic Engineering Company
CGM Group	Panolin UK Ltd
Coulstock & Place Engineering	Platypus Anchors Ltd
Coxon Brothers	Roythornes Solicitors
Cumbria Rivers Authority Governance Group	SDS Ltd
DXB Pump & Power Limited	Smals Dredging UK Ltd
ECS Engineering Services Ltd	SoluForm (Hoben International Ltd)
Engineering and Hire Ltd	Spearhead Machinery Ltd
Envireau Ltd	Stantec UK Ltd
Essex Coast Organisation	Sulzer Pumps Wastewater UK Ltd
Fen Group	Sweeting Bros Ltd
FenFlow Limited	TDL Equipment
Flood Management Support Services Ltd	Test Products International Europe Ltd
Goodlad Contracting	TMS Maritime
GreenBlue Urban	Tony Gee & Partners LLP
Haskoning DHV UK Ltd	Towergate Risk Solutions
Hydro-Logic Services Ltd	Tubosider UK Ltd
Inter-Lec Ltd	Van Heck
Land & Water Group Ltd	VEGA Controls
Lattenbury Services Ltd	Waterfront Fluid Controls Ltd
Lee Dickens Ltd	Waterman Aspen Ltd
Liebherr - Great Britain Ltd	Water Resources East
Linear Ltd (HL Plastics)	Wilkin Chapman
	W M Plant Hire

ANNUAL CONFERENCE 2020 REPORT

ADA's 83rd Annual Conference took place virtually, via the Zoom Webinar platform, on the morning of Wednesday 11 November with 145 delegates attending from across ADA's members, associate members, and students from Brunel University London's, Flood & Coastal Engineering Programme.

The Conference focused on three excellent presentations from our guest speakers that you can find summarised on the facing page. The speakers' slides can be downloaded from www.ada.org.uk/ada-conference.

SPEAKERS

DAVID COOPER DEPUTY DIRECTOR FOR FLOOD & COASTAL EROSION RISK MANAGEMENT POLICY, DEFRA

David opened his address by thanking IDBs, and all ADA members, for their enthusiasm, skills and expertise maintaining watercourses, managing water, and reducing flood risk. He did this on behalf of Defra Minister, Rebecca Pow MP, who was unable to attend the Conference owing to the continued passage of the Environment Bill through Parliament.

David recognised that many involved with IDBs were keen to see the Bill progress, as it contained clauses that could facilitate new IDBs and the expansion of existing ones. But he emphasised that IDBs needed to continue to win the trust and support of the communities they serve and their MPs. He felt that IDBs can help to do that by demonstrating good governance and good environmental stewardship of the water environment.

On climate change, David stated that the Government's target was to reach net

zero greenhouse gas emissions by 2050, and that Defra would welcome IDBs and ADA exploring what can be done to reduce carbon emissions within IDBs' activities, especially through water pumping operations.

David reviewed the Government's investment in flood risk management schemes, the benefits it was delivering, and the record £5.2 billion to be invested between 2021 and 2027, to better protect a further 336,000 properties that was announced by the Chancellor in the Budget. He said that Defra understood that maintaining new and existing assets is also crucial. Within the recently published Policy Statement, which sets out the Government's ambition to create a nation more resilient to future flood and coastal erosion risk, Defra had committed to commence a review, by the end of 2021, of the statutory powers and responsibilities to map, monitor, inspect, and maintain all flooding coastal erosion assets. He said: ***"We want to ensure that responsibilities are clear so that local bodies, including yourselves, can work together to ensure the whole system of defences in an area works to its best advantage."***

**PROFESSOR CHRIS STOAT
HEAD OF RESEARCH AT THE
ALLERTON PROJECT, GAME &
WILDLIFE CONSERVATION TRUST**

The weather extremes expected of climate change, sedimentation of channels, and the resulting poor water quality are urgent challenges faced by managers of lowland freshwaters. Professor Chris Stoa set out the details of how the Water Friendly Farming project is studying the effectiveness of measures designed to reduce the harmful effects of these issues, when employed on a catchment scale. The research and demonstration is being undertaken in two Leicestershire headwater catchments, as a collaboration between a number of partners including: the Allerton Project, the Freshwater Habitats Trust, and the Environment Agency.

Some natural flood management (NFM) measures, such as permeable dams, have been used to great effect across the country and are being reviewed, refined, and improved as part of the Project. The changes to the design and installation of such structures were explained by Chris and could be key to their wider use and effectiveness.

Professor Stoa highlighted the criticality of improving and maintaining soil health and quality in conjunction with measures to intercept run-off and slow the flow if we are to achieve the freshwater quality improvements needed. The research results shown demonstrate that key elements to a healthy and permeable soil can all help to increase infiltration and soil water holding capacity. These elements include reduced

tillage approaches, reducing and alleviating compaction, and sustaining healthy earthworm populations. Consequently these can help reduce surface run-off and downstream flood risk.

Chris's sentiments hold true for the managers of lowland catchments too. Any approaches taken to keep soil in the fields will help to secure our food production capabilities in the future. The same approaches will mean there is less sediment to be removed from our channels, reducing pollution impacts on our wildlife, and lessening flooding of our communities. The holistic approaches to catchment management being promoted by Chris and the Water Friendly Farming project team will benefit all involved.

**DR TOBY WILLISON
EXECUTIVE DIRECTOR OF
OPERATIONS, ENVIRONMENT
AGENCY**

In one of his last public engagements in his role at the Environment Agency, before he moves to a new role as Environment Director at Southern Water, Toby Willison was keen to share three key messages with conference attendees. Covering partnership working, the journey to a carbon net-zero industry, and how we attract future generations to get involved in water and flood risk management.

On partnership working, he recognised the progress being made but observed that much can still be done by all parties to improve how those partnerships operate and deliver results. A number of Conference attendees challenged the equitable nature of partnership working at present, citing the

need for the process to be a truly bilateral one.

Toby went on to say that our changing climate is a scientific and uncontested fact and that we all have a duty to act to reduce our carbon footprints. Whilst he said that it might be too late to make a noticeable difference for our generation, our children and grandchildren will benefit from the actions we take now towards reaching a carbon net-zero position as soon as possible.

Following on from Prof Stoate's presentation on the management of soils, Toby, having himself been involved in similar work earlier in his career, echoed the messages around land management being one of the underestimated areas which could make significant future positive differences on water quality and watercourse maintenance.

He concluded his presentation by challenging the industry about how they must take more active steps to inform and attract the next generation of water managers to replace the skilled but increasingly ageing demographic of the current experts. Toby welcomed the attendance at the Conference of Brunel University London's Flood Foundation and BSc Degree students. He emphasised that the diversity of those involved in the future will be crucial as the risk of flooding and drought spares no-one.

OPEN DISCUSSION FORUM

A wide-ranging question and answer session was held as part of the ADA Conference. It provided an opportunity for delegates to raise flood and water management topics for discussion with both our guest speakers and a panel of experts, who were: Julia

Beeden (Cambridgeshire County Council), Emily Clarke (Anglian Water), John Curtin (Environment Agency), David Jenkins (Wessex RFCC), David Thomas (Middle Level Commissioners and IDBs), and Innes Thomson (ADA).

David Thomas opened the discussions by asking whether green energy incentives/grants might be considered for IDBs, who collectively operate hundreds of pumping stations across England. David Cooper said that Defra were happy to talk to ADA and the sector further on this once ADA had started to look at the greenhouse gas reductions that IDBs might want to make.

Michael Sly (North Level District IDB) asked about what timescales Defra envisaged for expanding drainage districts. David Cooper explained that there remained a number of steps to work through, firstly the passage of the Environment Bill through parliament, secondly the regulations and guidance to support IDBs with the new valuation process. He felt it would be into 2021 before IDBs could start making use of the new processes, and begin putting choices around expanded drainage districts to local decision.

Cllr Matthew Riddle (Lower Severn IDB) asked whether local councils should be given wider powers to inspect and audit maintenance work of SuDS in addition to their initial design. Julia Beeden agreed and felt councils would be willing to take that on as long as it was properly resourced. She said that a similar process needs to happen for sustainable drainage systems as for when highways are designed and constructed. Highways are built through a program of

inspection so that council officers have assurance that when they are adopted, they know that it has been constructed in the correct way and can be maintained.

There were questions about the function and maintenance of permeable dams for upstream attenuation within watercourses (David Thomas) and the role of beavers (Cllr Alan Beal, South Holland IDB). John Curtin, reported on a piece of work that the EA had been involved in with the Forestry Commission and ADEPT, looking at risk assessments around woody debris in channels. John had also visited a Woodland Trust site in the Northwest where they have planted willow into the base, holding woody debris dams in place for far longer and help lengthen the gaps between maintenance. John hoped that ELMS (new Environmental Land Management Scheme) may assist with maintaining natural flood management features, but recognised that it is still early days for the scheme's development.

On beavers, Chris Storate noted that a dam's ability to attenuate flood flows was dependent upon how much water a dam was already holding behind it. Toby Willison highlighted that there had been research in the Southwest of England that had shown that beaver dams could help slow the flows in certain circumstances. He said that Natural England, with Defra, were accumulating such knowledge to make a more informed policy decisions about the wider efficacy of beaver reintroductions. Innes highlighted the importance of learning from beaver populations in other European nations including Switzerland, Austria and the Netherlands.

Jonathan Glerum (Anglian Water) asked about how the sector could make a real difference to all those dispersed properties that are at risk from flooding. Julia Beeden agreed that this was a really important question from an LLFA perspective, given that the traditional funding approach does not work for schemes of that scale. Grouping projects together to create efficiencies and proposed changes to the partnership funding calculator, may help with this. Collaboration between the local highway authority/RMA, with the community and the parish councils themselves could help deliver some practical on the ground measures. Finally, Julia noted that the LGA were looking at devolving more funding decisions to councils.

The final questions put to the panel came from Peter Bateson (Witham Fourth District IDB), who asked how successful water companies had been in delivering partnership projects with other risk management authorities and from Martin Hurst (Southern RFCC) on new water company drainage and wastewater management plans. Emily Clarke said that Anglian Water were welcoming views on these plans and that during AMP6 had started a dedicated partnership funding programme. Through this programme Emily had liaised with all of the IDBs and LLFAs in the Anglian region. Their program over the next five years included lots of partnership schemes, but she said that if there were any IDBs/LLFAs that are looking at schemes that would provide benefits to Anglian Water assets and customers, then she would be happy to speak with them. David Thomas highlighted the positive work being undertaken by Water Resources East to bring partners together across the East of England.

ANNUAL GENERAL MEETING 2020

ADA's AGM took place at 14.00 on Wednesday 11 November 2020 via an online Zoom webinar, attended by 49 people.

ELECTIONS

ADA's current President, Lord De Ramsey, and Vice Presidents were re-elected for the coming year. Lord De Ramsey, thanked ADA's members and affirmed his intention that 2021 be his last year as ADA's President. He hoped for a fitting leaving present, the Government's next Comprehensive Spending Review addressing the dangerous decline in main river maintenance, for which ADA had taken a leading role in driving the conversation with the NFU, CLA and the Environment Agency amongst others.

Lord De Ramsey urged ADA members to: ***“Remember that our role will always need unwavering cooperation, partnership, and determination because otherwise we will fall foul of divide and rule. So stick at it and stick together.”***

DIRECTORS

Robert Caudwell (Chair) thanked ADA's Directors for their support and guidance through the year. Robert has completed his first three year term as ADA's chair and his appointment would be considered in line with ADA's appointment procedures at the next meeting of ADA's Board of Directors in February 2021. Innes Thomson (Chief Executive) reported that three directors were at the conclusion of their current term during 2020, two have been reappointed for a further term of three years, and Bill Symons had been

appointed as a new Director by ADA's Northern Branch.

ACTIVITIES AND PROCEEDINGS

Innes reported on the key initiatives that ADA was currently working on. On the environment these included: drafting an Environmental Good Governance Guide for IDB Board Members, creating a new biodiversity action plan template for IDBs, and new biometrics to demonstrate IDBs' ecological delivery. ADA was also about to publish new infographics summarising key statistics about IDBs and the FCERM sector, and the first in a series of training modules for IDB Board Members about health, safety and welfare. Further guidance on developer contributions, IDB elections and ratings (linked to the Environment Bill 2020) would be developed in 2021, and two new workstream projects were set to commence in 2021 considering: climate change and net zero for flood/water level management, and reducing/managing channel sedimentation.

Looking further ahead, ADA: would host a Conveyance Summit to discuss the maintenance of main rivers once the COVID-19 situation allows such large in person gatherings, will take part in Floodex 2021 scheduled for 7-8 April, and was starting work on a business model for a future ADA Demonstration event, likely to be held in the East Riding of Yorkshire in the summer of 2022.

FINANCES

The Company's Audited Accounts for the year ending 31 December 2019 were presented, as adopted by ADA's Board of Directors on the 1 July 2020. ADA's current auditors, Streets Chartered Accountants, were appointed as the company's internal audit and external accountant for the period ending 31 December 2020. ADA's membership subscription fees for 2021 would remain unchanged (0%) from fees in 2019, as had been approved by ADA Board of Directors.

MEMBERSHIP

ADA's membership in 2020 was reported in the Conference Handbook as 107 IDBs, 6 national agencies, 1 water company, 6 Welsh internal drainage district advisory groups, 12 RFCCs, 25 Local Authorities, and 71 Associate Members.

BUSINESS QUESTIONS

The AGM concluded with a discussion session on ADA and its members' business, with a panel drawn from across the breadth of ADA's membership. Items discussed included: the water environment apprenticeship scheme, environmental assessments for removing obstructions in main river, promoting environment and asset management accreditation (e.g. ISO14001/ISO55001), IDB precepts and EA high land water contributions, riparian owners responsibilities, and building regulations.

BOARD REPORT 2021

In 2020, the Board has met in February, July, and October. Details of Board governance, membership, meeting dates, and approved minutes, are available from www.ada.org.uk/board. The names of the Directors of the Board can be found on page 10. This report summarises some of the key topics discussed by the Board, as follows;

ADA BOARD MEMBERS AND STAFF

In the past 12 months, ADA's Board has welcomed new Director Bill Symons, replacing Andrew McLachlan as the ADA Northern Branch representative. Many thanks were extended to Andrew McLachlan for his period as a Director. Several Directors have been re-elected or re-appointed, namely Catherine Wright as the EA's nomination, and Priscilla Haselhurst, Will Staunton, Chris Mutton and John Heading representing their Branches.

There have been no staff changes at ADA over the past 12 months.

ADA OPERATIONS AND COVID 19

Following the gradual exit from the COVID pandemic, ADA's offices have fully re-opened and are operating with COVID social-distancing and hygiene measures in place. Both Staff and the business alike have benefitted from flexible working arrangements during the height of the pandemic and those flexible arrangements with a mix of home and office-based working will continue.

Committee and Board meetings have largely remained virtual with only the most recent Board meeting on 6th October having some face-to-face participants. Branch meetings have restarted although again, they remain in majority virtual. Eastern Branch has recently managed to

hold two very successful site visits and Northern Branch were in attendance at both the Great Yorkshire and Driffield Agricultural shows. A cautious approach to face-to-face meetings is likely to prevail through the winter period 2021/22.

FINANCES

The financial reporting period for ADA runs from 1 January until 31 December each year. COVID 19 has continued to affect both income and expenditure forecasts for 2021 and, at the end of August, ADA was reporting a surplus position of just over £87,000 against an original budgeted surplus at that point of just under £59,000. The original estimated out-turn for 2021 was a deficit of just under £54,000, but given the continued reduction in travelling and events costs, it is expected that we may again end the year in surplus. In view of this, ADA's budget for 2022, as approved in principle by the Board on October 6th, reflects a number of rolled-over items of spending resulting in an agreed and planned deficit for the year of approx. £56,000. This should all be considered against a background of the healthy bank balance currently held by ADA (just under £320,000 at the 1 September 2021).

ADA's audited accounts for 2020 were recommended for approval by the Board at the 7 July 2021 meeting.

ADA MEMBERSHIP AND SUBSCRIPTIONS

Despite COVID19 pressures on everyone, membership levels have once again remained reasonably stable. Over 95% of IDBs continue to be members of ADA in line with our Business Plan. We have seen a slight loss in numbers of Associate Members over the past 12 months, but we have enjoyed seeing various companies becoming new members. Local authority membership has, despite all the pressures facing them, remained stable although continues below our desired target.

ADA very much values the membership of the Regional Flood & Coastal Committees who, through the Environment Agency, continue to provide a sizeable financial support to the Association's income.

At its meeting on 7th July 2021, the Board approved that, following the freeze in subscription rates last year, an increase of 1% would apply for 2022. Advertising rates will be adjusted in line with inflation indices.

COMMUNICATIONS

ADA has re-adjusted its communication strategy to ensure that efforts are targeted where we believe we can achieve best value for our members. ADA's website continues to be our key communication tool with members, supported by the quarterly ADA Gazette, e-news releases, twitter feeds and occasional LinkedIn activity.

We have not been convinced by the effectiveness and reach of general press releases, but we have continued to retain

contact with reliable journalists to help try and raise awareness of our members work.

Over the past 12 months, we have instead focussed more attention on working with Defra and trying to increase our influence on critical decision makers. ADA is also working towards the creation of an All Party Parliamentary Group to help with general political contact and it is intended that such an APPG will cover the subjects of Sustainable Flood & Drought Management.

A very important part of our communications work has been the completion of the preparation of learning materials for various key stages of the education process, working with the support of ADA's Lincolnshire Branch and the services of LEAF Consultants.

It is very welcome to have received increased positive feedback about the quality of the ADA Gazette over the past 4 issues. Not unexpectedly, revenue streams from advertising income are slightly reduced this year, but we are hopeful that will increase as the economic recovery continues.

ASSOCIATION OF SuDS AUTHORITIES (ASA)

ADA continues to provide administrative services to ASA although the quantum of those services has been reduced over the past 12 months due to the effects of the pandemic. It is expected that momentum will increase once again in 2022 and the ASA Executive have intimated their support to extend the present agreement beyond July 2022. The working relationship and growth of exchange between the two

Associations continues to provide very positive and constructive discussions on a number of technical issues.

WATER RESOURCES

ADA continues to take a full interest in issues of water resources across the country and enjoys contact with several of the Water Resources units countrywide. ADA continued to hold a seat on the Board of Water Resources East, given the importance of its work to a large number of ADA IDB members. 2022 is a key year for the publication of water resource plans and through the Board, ADA continues to advocate close working relationships between IDBs and the various Water Resources units across the country in the build-up of those water resources plans.

Where ADA was previously directly contributing to WRE for the Board seat held, agreement was reached in early 2021 that WRE would seek those contributions directly from the IDBs involved for this financial year and ADA's Board is pleased that the majority of IDBs have continued to support the ADA seat on WRE's Board. It is understood that this contribution mechanism may change in 2022.

ADA EVENTS

Understandably, physical events have generally not taken place for the majority of 2021, with the cancellation in April of the last in the series of our FLOODDEX events in partnership with Indigo Media. We have since ended our collaboration contract with Indigo Media, who retain the FLOODDEX brand, although without ADA involvement.

FLOODDEX provided a good, but reducing, income stream for ADA and the lack of that income this year can be seen in our results. Fortunately, operational savings helped reduce the effects of that income loss.

Preparatory studies have been carried out to assess the viability of a live demonstration event and a detailed business case was presented to the Board at an extraordinary meeting on 18th June for a possible event in July 2022. The Board concluded that, as presented and as a sole organiser, the business case presented too much risk for ADA and directed officers to seek potential partnership arrangements to help share any risks. Subject to more detailed negotiations, approvals and arrangements being made, it was reported to the Board on 6th October that potential partners have been found with a target date for an event in Lincolnshire in July 2023.

Another key event held this year was the Keeping our Rivers Flowing online Summit on 24th June, in partnership with the CLA. It is planned to follow this up with another similar event in the first half of 2022.

ADA has continued to be represented on the advisory group for Flood & Coast which was once again held online with a series of webinar events. ADA will be continuing to support Flood & Coast into 2022 and their planned physical event in June.

The first face-to-face ADA technical meeting since the outbreak of COVID was held on 20th October covering a number

of relevant technical subjects, principally for the information of IDB officers and staff.

ADA has also started running a series of online monthly lunchtime technical seminars, aimed at connecting our Associate members with our wider public-sector membership.

Looking forward to next year, and to a new era of a balanced mix of online and face-to-face events, the Board has supported a move to separating out several parts of our traditional conference so that we can improve our connect with members and political presence. In essence, we will be looking at three separate events covering an Annual Water Management Conference, our AGM and a political lobbying event through an All Party Parliamentary Group (APPG) mechanism.

EUWMA ACTIVITIES

ADA has continued to hold the Presidency for a further 12 months as a result of the pandemic, until this September, when a face-to-face meeting was held in Vinkeveen, Netherlands and the Presidency was handed over to the Dutch. In May, an online technical meeting was held, hosted by ADA focussing on essential business and current issues in each of the member nations.

DEFRA/ENVIRONMENT AGENCY MATTERS

Other issues that were the subject of Defra and EA discussion with the ADA Board in 2021 have included;

- Ending of red diesel exemption for IDBs
- Carbon reduction and climate change
- Health, Safety & Welfare
- Alteration of meeting rules to allow future virtual meetings
- River Maintenance and Asset Replacement funding
- Environment Bill and IDB ratings reform,
- National FCERM Strategy,
- IDB Bylaws
- Land Drainage consenting
- Reservoirs – Balmforth report
- Surface Water responsibilities – Jenkins Report
- EFRA Report on flooding
- Water resources and abstraction licencing
- Spending Review (SR21) and Flood Defence Grant-in-Aid allocations,
- PSCAs,
- Defra IDB Policy Advisory Group,

REPORT OF THE POLICY AND FINANCE COMMITTEE

The Committee has met three times in 2021. Details of the Committee's constitution, membership, vacancies, and approved meeting minutes, are available from www.ada.org.uk/committees. Each Committee member serves a term of three years with the option to serve up to three such periods. ADA would like to express its gratitude to the Chair and all Committee members for their interest and contribution to the work of the Committee throughout 2021. ADA is currently advertising for expressions of interest from members wishing to fill three vacancies on the Committee starting in 2022.

WORKSTREAMS 2021

EDUCATIONAL RESOURCES

- To provide resources for Key Stage 3 and GCSE Geography around managing water and flooding in England's lowland landscape.
- Study packs based on case studies from The Fens and Somerset Levels and Moors have been prepared by ADA with LEAF Education.
- Example risk assessment for school visits to pumping stations/water infrastructure developed.
- Preparing for testing resources in school and training volunteer ambassadors from ADA members.

BYELAWS

- Revised and updated model byelaws for IDBs were published by Defra, with ADA's support, in July 2021.
- The next phase will be to write guidance on Enforcement Procedures for IDBs and LLFAs.

DEVELOPMENT GUIDANCE

- Workstream is currently paused to complete other priorities.
- Drafts of all chapters were completed in summer 2020.
- Drafts will be reviewed alongside copies of planning and development advice received from members, and MHCLG's Planning for the Future (2020) consultation.

IDB PROCEDURES

- Revised IDB Standing Orders enabling remote and hybrid board meetings were published by Defra with ADA's support.
- Committee commissioned ADA to produce guidance for IDBs on:
 - remote/hybrid meetings, and
 - election procedures.

RED DIESEL

- Prepared two detailed briefings on the use of red diesel by IDBs for HM Treasury.
- Wrote to HM Treasury ministers and relevant MPs.
- Met with HM Treasury official to discuss concerns in July 2021.
- Prepared a further detailed briefing on the use of red diesel by agricultural contractors used by IDBs in watercourse management operations.

OTHER BUSINESS

- Scrutinised and commented on revised Articles of Association for ADA.
- Responded to MHCLG local audit framework technical consultation.
- Responded to EA Water Resources Charging Proposals from April 2022.
- Discussed FCERM contractor entry to the UK as a consequence of COVID19 travel restrictions.
- Prepared an advice note for members on access and affordability of insurance.
- Discussed potential changes to Land Drainage Act 1991 consent fees and associated IDB/LA costs.
- Discussed findings from the JPAG and Practitioners' Guide survey 2020

REPORT OF THE TECHNICAL AND ENVIRONMENT COMMITTEE

The Committee met in January, June and September during 2021 and the minutes for each meeting can be accessed via www.ada.org.uk/committees along with the details of the constitution and current committee membership. The Committee has three vacancies arising in 2022 and ADA is encouraging anyone interested in applying to get in touch with Sofi Lloyd at ADA. Each Committee member serves a term of three years with the option to serve up to three such periods.

WORKSTREAMS 2021

BIODIVERSITY

- The first National IDB Annual Biodiversity Metrics was launched in September. First data submission deadline is 31 December 2021.

DATA AND EVIDENCE

- IDB Infographics were launched in December 2020 covering six themes and are for use by all members and stakeholders to help to better communicate the work and value of IDBs. Available from: www.ada.org.uk/value-of-water-level-management

HEALTH, SAFETY & WELFARE (HS&W) RESOURCES

- The first three HS&W awareness training modules were launched on the ADA website early in the year. These cover Board member responsibilities and managing risk. A further three modules, in a slightly different format covering topics such as successful HS&W delivery, are being discussed and can be expected in early 2022.

CLIMATE AND CARBON

- Committees agreed to study future climatic challenges facing lowland

water level managers and highlight appropriate mitigation and adaptation measures, including: carbon reduction, energy efficiency, renewable energy, and water resource management.

- Three initial objectives to be delivered during 2021-2023: a carbon calculator for IDB operations, a guide to carbon reduction for lowland pumped catchments, and initiate climate change adaptation reporting for IDBs.
- A number of established carbon calculators have been assessed for suitability. The most appropriate for IDB use will be identified and signposted or developed with accompanying guidance.
- A proposed chapter outline for the lowland carbon reduction manual has been developed and is currently being reviewed by ADA Committees. It will explore the potential strategies and techniques available to reduce carbon emissions associated with flood risk and water level management in lowland areas dependent upon pumping.

MANAGING CHANNEL SEDIMENTATION

- The scope of this workstream is

being finalised and will be progressed in the next quarter. There has been a clear steer from the Committees that a key focus should be working with landowners to prevent channel sedimentation and utilising/signposting to existing advice and guidance in this regard.

ALL PARTY PARLIAMENTARY GROUP (APPG)

- APPGs are informal cross-party groups that have no official status within Parliament. They are run by and for Members of the Commons and Lords, though many choose to involve individuals and organisations from outside Parliament in their administration and activities.
- ADA is taking steps to establish an APPG focused on the sustainable management of flooding and drought.
- ADA is currently working to secure the necessary support from both houses of parliament before planning an inaugural APPG meeting.

ENVIRONMENTAL GOOD GOVERNANCE GUIDE (EGGG)

- A draft of the guide was released over the summer for review by Defra and industry stakeholders
- Final editing and formatting is currently underway.
- Following its launch workshops for IDB members will take place in 2022.

OTHER BUSINESS

- ADA has set out the challenges and opportunities for IDBs in relation to lowland peat restoration to the Lowland Agricultural Peat Task Force (LAPTF)
- ADA has joined the National fly-tipping prevention group (NFTPG), managed by Defra, to represent IDB interests.
- Submitted a response to the Spending Review 2021 consultation on behalf of IDBs
- A Number of Environment Forums have been held in the year discussing a wide range of topics
- An advice note on IDB class licenses for badgers, developed in conjunction with Natural England has been published in the ADA website.
- ADA has lobbied DEFRA to be included on the ELMS stakeholder working group and will continue to lobby for improved prioritisation and support for water level management measures through environmental stewardship schemes. ADA submitted a response to the EFRA's ELMS consultation.
- Keeping members informed of the developing Environment Bill and its implications for IDBs
- Held a number of technical seminars to help members better understand the services available to them from other Associate members
- ADA organised an update workshop, delivered by the EA, around the new eels regulation process which was finalised early this year. The workshop which took place on 7 October used IDB-provided scenarios to walk-through and demo

GLOSSARY OF TERMS AND ACRONYMS

ABI	Association of British Insurers
ADEPT	Association of Directors of Environment, Economy, Planning and Transport
AIMS	Asset Information Management System is an inventory of assets relevant for flood risk management from main rivers, and the coast. Developed by the EA.
AINA	Association of Inland Navigation Authorities
ASA	Association of SuDS Authorities. Formerly LASOO (Local Authority SuDS Officer Organisation).
ASC	Adaptation Sub-Committee of the CCC. It provides independent scrutiny and advice on the Government's approach to climate change adaptation.
AWB	Artificial Water Body (As determined under the Water Framework Directive.)
BAP	Biodiversity Action Plan is an internationally recognised program addressing threatened species and habitats. Designed to protect and restore biological systems (BAPs can be specific to an organisation e.g. IDB BAPs, or regions/countries e.g. UKBAP).
CAP	Common Agricultural Policy of the European Union
CCC	Committee on Climate Change is an independent body established under the Climate Change Act to advise the UK Government on reducing greenhouse gas emissions.
CDM 2015	Construction (Design and Management) Regulations 2015
CFMP	Catchment Flood Management Plan The plans are led by the EA and aim to encourage an integrated, sustainable and strategic approach to the management of flood risk in river catchments.
CIWEM	Chartered Institution of Water & Environmental Management
CLA	Country Land & Business Association

COP26	The 2021 United Nations Climate Change Conference, is the 26th United Nations Climate Change conference. It is scheduled to be held in Glasgow, Scotland from 1 to 12 November 2021.
CRT	Canal and River Trust
DCN	District Councils' Network
DfI Rivers	The flood defence and drainage authority for Northern Ireland.
Defra	Department for Environment, Food and Rural Affairs (Government department, formerly MAFF).
EA	Environment Agency is a Defra sponsored public body with responsibilities relating to the protection and enhancement of the environment in England. It has a strategic overview role for all FCERM in England and has powers to manage flood risk from designated main rivers and the sea.
EFRA	Environment, Food and Rural Affairs Committee is appointed by the House of Commons to examine the expenditure, administration and policy of Defra and its associated public bodies.
ELM	Environmental Land Management, typically referred to in relation to the ELM scheme that will replace existing agri-environment funding from government when it is rollout from 2024-2027.
EPR	Environmental Permitting Regulations set out environmental permitting and compliance regime, in England and Wales, that applies to various industries and activities, including flood risk activities. Formerly known as a flood defence consent.
EUWMA	European Union of Water Management Associations (Of which ADA is a member).
FCERM	Flood and Coastal Erosion Risk Management (Sometimes used to refer to the Defra department responsible for these functions).
FDGiA	Flood Defence Grant in Aid The funding from central government for managing flood risk in England. Since 2011 this is often referred to simply as 'Partnership Funding' following the implementation of a revised approach to the assessment criteria for capital funding allocation.

FRA	Flood Risk Assessment
FRMP	Flood Risk Management Plan may refer specifically to regional plans under the European Floods Directive highlighting the risk of flooding from rivers, the sea, surface water, groundwater & reservoirs.
FWMA 2010	Floods and Water Management Act 2010
GDPR	General Data Protection Regulation is a European Union regulation that forms part of the data protection regime in the United Kingdom, together with the Data Protections Act 2018.
GEP	Good Ecological Potential (As defined by the WFD)
GES	Good Ecological Status (As defined by the WFD)
GIS	Geographic information system is a system designed to capture, store, manipulate, analyse, manage, and present all types of spatial or geographical data
HMWB	Heavily Modified Water Body (As determined under the WFD)
HS&W	Health, safety and welfare
ICE	Institution of Civil Engineers
ICO	Information Commissioner's Office
IDB	Internal Drainage Board
IDD	Internal Drainage District
JPAG	Joint Practice Advisory Group is a standing group providing guidance on Governance and Accountability for local councils and IDBs. ADA is represented on JPAG.
LDA 1991	Land Drainage Act 1991
LEAF	Linking Environment And Farming, registered charity
LEP	Local Enterprise Partnership are voluntary partnerships between local authorities and businesses set up in England to help determine local economic priorities and lead economic growth and job creation within the local area.

LGA	Local Government Association
LGO	Local Government & Social Care Ombudsman, which can investigate certain actions of IDBs, local authorities, RFCCs and the EA.
LLFA	Lead Local Flood Authority County councils and unitary authorities with flood risk management functions specified under the FWMA.
MHCLG	Ministry of Housing, Communities & Local Government
NALC	National Association of Local Councils
NAO	National Audit Office Audits most public-sector bodies in the UK and produces value for money reports into the implementation of Government policies.
NE	Natural England is a Defra sponsored public body responsible for ensuring that England's natural environment is protected and improved.
NFU	National Farmers' Union of England and Wales
NIC	National Infrastructure Commission
NRW	Natural Resources Wales is a Welsh Government sponsored public body responsible for the management of the natural resources of Wales including flood and water management.
Ofwat	Office of Water Services Regulates water and sewerage providers in England and Wales.
P&F	Policy and Finance Committee of ADA
PSCA	Public Sector Cooperation Agreement An agreement in relation to the flood risk management functions of two risk management authorities made pursuant to Section 13 of the FWMA.
RBMP	River Basin Management Plan Strategic plans for the regional implementation of the Water Framework Directive which requires standards be met in regards to water quality and biodiversity.

RFCC	Regional Flood and Coastal Committee is a statutory committee established under the FWMA that brings together members appointed by LLFAs and independent members with relevant experience to ensure the EA has coherent plans and funding arrangements for FCERM within a given region.
RMA	Risk Management Authority as named under the Flood & Water Management Act 2010. These are: EA, NRW, LLFAs, district councils, IDBs, water companies, and highway authorities.
SAAA	Smaller Authorities' Audit Appointments Ltd is the independent company created to procure external audit services for smaller authorities, including IDBs, following the closure of the Audit Commission. ADA is represented on the SAAA.
SAC	Special Area of Conservation is a conservation designation under the European Habitats Directive.
SEPA	Scottish Environmental Protection Agency
SMP	Shoreline Management Plan is a non-statutory, policy document that describes how a given stretch of shoreline is most likely to be managed to address flood and/or erosion.
SPA	Special Protected Area is a conservation designation under the European Birds Directive.
SRA	Somerset Rivers Authority
SSSI	Site of Special Scientific Interest is a conservation designation denoting a protected area.
SuDS	Sustainable Drainage Systems are designed to reduce the impact of surface water drainage discharges from developments by mimicking natural drainage patterns and features.
SWMP	Surface Water Management Plan outlines the preferred surface water management strategy in a given location, which helps local partners work together to understand the causes of surface water flooding, and agree the optimum way of managing the flood risk in their area.
T&E	Technical & Environmental Committee of ADA

UKIA	United Kingdom Irrigation Association
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WFD	Water Framework Directive is an European Union directive which commits member states to achieve good qualitative and quantitative status of all water bodies by enhancing and reducing the deterioration of aquatic ecosystems and reducing aquatic and groundwater pollution.
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WLMP	Water Level Management Plan Plans produced for areas where water levels are managed, particularly some SSSIs.
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WRE	Water Resources East a membership body, originally formed by Anglin Water, to study and collaboratively plan for the long-term water resources needs of Eastern England.
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