



Representing Drainage Water Level & Flood Risk Management Authorities

ADA TECHNICAL & ENVIRONMENTAL COMMITTEE MEETING

Minutes

Remote Meeting via Zoom
Tuesday 2nd June 2020
10.00am – 13.00pm
DRAFT FOR APPROVAL

Invitees					
Name	Representing	Present	Name	Representing	Present
Andrew Newton	Engineer - Ely Group of Drainage Boards	Apol.	Ed Johnson	Chief Engineer - Witham Fourth IDB	Y
Chris Manning	Environmental Officer, WMC & Doncaster East IDB	Y	Innes Thomson	Chief Exec - ADA	Y
David Thomas	CE - Middle Level Commissioners	Y	Martin Shilling	Director of Operations & Engineering Services – Witham & Humber Drainage Boards	Y
Diana Ward	Ecologist for Ely and Bedfordshire groups of IDB's	Y	Mat Jackson	West Sussex CC	Y
Emily Dresner	Natural England	Y	Pete Reilly	EA	N
Peter Bateson	CE - Witham Fourth IDB	Apol.	Roger Burge	CE & Clerk - Somerset IDB's	Y
Robert Caudwell	ADA Chairman	Y	Trevor Purlant	Committee Chairman	Y
Steve Graham	Bedford Pumps	Y	Sofi Lloyd	Committee Secretary & Tech. Officer - ADA	Y
Ian Moodie	Tech Manager - ADA	Y	Heather Bailey	ADA Events & Marketing	Y
Phil Winrow	Governance & Audit Adviser	Apol.	Sadie Hobson	Natural England	Y

Ref	Minute	Action
	Formalities, Regular Topics & Updates	
1527	Apologies and welcome to new members - TP TP welcomed everyone to the meeting and a special mention and welcome to the Committee was extended to Sadie Hobson from Natural England who joined for the first time. Apologies were recorded from Pete Reilly, Peter Bateson and Andrew Newton.	
1528	Declarations of Interest - TP None noted.	
1529	Approval of Minutes of meeting held on 8th January 2020 - TP Minutes of last meeting held on 8 January 2020 were approved.	

	<p>Action Log - outstanding items - TP 1511 – Risk Assessment Action – Committee members to send examples of their respective organisations approach to risk assessments. More examples required.</p> <p>RB - Interested in how others are dealing with COVID-19 risk assessment.</p> <p>1522 – H&S Software SL - Will be considered as part of H&S Sub Committee workstream</p> <p>1525b – Data & Evidence A few responses received. SL to progress with comments received to date.</p>	All
1530	<p>Brief workstream updates</p> <p><u>Biodiversity Action Plan</u> - SL SL updated the Committee and thanked CM, DW, PR and PB for their input and revisions to the Biodiversity Action Plan template. SL will send revised template to Natural England’s ED and SH in advance of formal release.</p> <p>MJ suggested:</p> <ul style="list-style-type: none"> • Using the name of the board instead of IDB • Using ‘Water & Nature’ rather than Biodiversity, which is a bit dated and not in line with other partners • Having a series of documents, e.g. The Plan, The Vision, Biodiversity <p>SH welcomed the discussion around the importance of keeping language in line with latest thinking and acknowledged that ‘Nature & Water’ and ‘Biodiversity’ do feature in the new Environment Bill. RC, RB, DT, CM, DW, SH all share the view that biodiversity remains a standard term and should not be changed.</p> <p>IT and MS suggested including both ‘Nature & Water’ and ‘Biodiversity’ in the title, possibly as a strapline. Action: TP concluded that the branding remains a topic for the sub-committee to consider & SL will progress.</p> <p><u>Biodiversity Metrics</u> - SL SL opened the discussion by highlighting that the Biodiversity Metrics allows for IDBs to be selective and pick the metric(s) that are most appropriate based on their individual board. ADA will be recommending to DEFRA that the metrics are collected through the IDB1 and whilst not every question will be applicable to each IDB, hopefully there will be at least one where each IDB can contribute, in conjunction with their Biodiversity Action Plan.</p> <p>SL advised the Committee of the value in ADA having metrics and evidence to demonstrate to DEFRA what IDBs are doing, also to head off what is coming in the Environment Bill. RC echoed the value of metrics for ADA when meeting with politicians / EFRA Committee to influence decisions around water management.</p> <p>CM emphasised the importance of getting this part of the process right, otherwise it will be enforced by the new Environment Bill.</p> <p>DW, RB and MS share the same concerns around some IDBs not being able to contribute to the metrics which could lead to inappropriate comparison or ranking against other IDBs by DEFRA.</p> <p>MJ proposed that ADA give consideration to aligning metrics with other</p>	SL

organisations' partnership funding calculators, which would also support IDBs to attract funding.

IT thanked the Committee for their contributions to this work. ADA will reflect on input and the Committee can expect to see output within the next 6 weeks.

Environmental Good Governance Project Update – SL

SL - ADA have appointed Lou Mayer of the Environment Agency as the primary author of ADA's Environmental Good Governance Guide, which will be funded by DEFRA. It is anticipated that other subject experts will be required in addition to Lou and these will be secured by ADA as the project progresses.

Data & Evidence - SL

SL has a meeting with the Environment Agency on 4/6/20 to discuss GIS and obtain guidance around information gathering and best platform. Infographic is currently work in progress by Ryan Dixon and will be available soon for sharing.

IDB1 revision recommendations to be presented to DEFRA.

Education - IM

IM updated the Committee on ADA's Education Resources project in collaboration with LEAF Education. ADA has reviewed and edited all of the material produced by LEAF Education. The next step is for LEAF Education to update the resources and then trial with a pilot school during the summer term.

IM - Volunteers requested to act as ambassadors for the scheme. This is being promoted in the ADA Gazette Summer 2020 issue. Also keen to hear from IDBs with pumping stations or other water management structures that have facilities that could host a school visit and again has requested as above. Educational pack has a Somerset focus but there is scope for further phases of the project to cover Fenlands, Humberhead Levels etc.

Action: Request volunteers to act as ambassadors for the scheme.

Action: Request additional case studies for the Fens and northern areas.

TP - Suggested the project may be of interest to Countryfile with opportunity for IDB visit.

Health, Safety & Welfare - SL

SL thanked the H,S&W sub-committee for volunteering to be part of the work group. With reference to the paper circulated in advance of this meeting, the T&E Committee concluded the following topics for initial focus;

- CDM Regulations
- Near Miss Accident Reporting
- Toolbox Talk Materials

IT suggested that ADA could deliver online presentations, similar to those produced as part of the Good Governance Guide workshop training.

New Work Streams - IM

The T&E Committee agreed that 'Managing Channel Sedimentation' should be the priority, with 'Climate Change Resilience' also hugely important.

DT noted applications for grant-in-aid partly dependent on organisations playing their part in delivering on carbon neutrality. **DT** would like to see

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All

	<p>how as an industry we are looking into delivering on the carbon neutral front.</p> <p>IM suggested putting 'Climate Change Resilience' to P&F Committee as two of their work streams come to an end in the summer & managing channel sedimentation remain with T&E.</p>	
	<p>Short Comfort break</p>	
<p>1531</p>	<p>General Updates <u>Summary of last Board Meeting - IT</u> IT updated the Committee on the last ADA Board Meeting where the format changed with the business part in the morning and discussion topics including Water Conveyancing and River Maintenance in the afternoon.</p> <p>IT - The ADA Board agreed the ADA Business Plan for 2020-2023. IT acknowledged the work of TF and TP in bringing it together and confirmed edit required in referencing work around changing climate.</p> <p>IT - Finances are in good order.</p> <p>Catherine Wright presented a review of Toddbrook Reservoir, Whalley Bridge and lessons learnt around conveyance and river maintenance, as follows:</p> <ul style="list-style-type: none"> • Interested in consistent and transparent action and recognition of geography • More say on how precept is spent • Stronger local choices – accept that these need to strengthen through RFCC's • Too much time spent on decisions. Need to delegate to flood risk managers • Big legacy issue to solve. Not enough work done on day-to-day maintenance • Focus on EA and LA teams working tightly with IDBs • Should be looking at capital investment and revenue maintenance • Partnership working • Need to be more proactive <p>MS commented that public money has been put into schemes that are now neglected. MS emphasised the importance of communication and co-operation from the EA.</p> <p>CM confirmed that this is a widespread issue but did note that he is making progress with a PSCA and good co-operation from his local EA, also precept money available.</p> <p>IT confirmed that ADA are having positive conversations with John Curtin and Ministers Pow and Eustace.</p> <p><u>PSCA's - SL</u> With reference to the paper issued in advance of this meeting, SL advised that the revised PSCA agreement and draft guidance have been issued so those who have agreements due for renewal should have been contacted by local EA leads. The agreement version has not changed since August 2019, instead it is process changes which have gone into the guidelines. In particular, the need to appoint roles under the CDM regulations.</p> <p>SL confirmed that she is having discussions with James at the EA around discouraging small frequent changes under PSCAs and having a clear complaints procedure.</p>	

Floodex 2020 review - IT

IT - Despite ADA's concerns about the support for Floodex 2020, the quality of footfall was extremely good and overall, well received although takings were down about 35%. The networking dinner at the Orton Hall Hotel was successful. Fortunately, Floodex was scheduled in advance of COVID-19. The next Floodex is planned for 18-19 February 2021.

ADA Events 2020 and 2021 - IT

IT confirmed that in the light of COVID-19, ADA will host the July 2020 Board Meeting via Zoom video-conference and with Board approval perhaps a hybrid event for October 2020.

All ADA Committee Meetings will be via Zoom for this year.

ADA Conference & AGM on 11 November 2020 - For the safety and wellbeing of all our members the ADA Board have taken the decision to move to an online event.

ADA Branch Meetings – Second quarter meetings were postponed. ADA has offered assistance to branches to use Zoom video-conferencing platform for their meetings later in the year.

ADA River Conveyancing Summit – Postponed until 2021.

Flood & Coast 2020 - Scheduled for 8-10 December 2020. Decision will be taken in September in line with Government guidelines.

EUWMA Meeting – Annual meeting due to take place in The Netherlands in September 2020 has been postponed. Mid-term meeting due to take place in Norwich in June, has been rescheduled to a Zoom meeting.

IDB Drop-In Sessions – These have been taking place weekly by video call since end of April 2020 with pleasing results so far. Topics include COVID-19 restriction on IDBs meetings and activities, FCERM policy and funding, and partnership working.

Demo Event 2022 – ADA is considering a live demonstration event in 2022 and have commissioned Zing Insights to survey our members to better understand their wishes for future exhibition type events.

P&F Update - IM

IM advised that Partnership Funding and the revised rules that DEFRA has brought in are on the agenda for discussion at the P&F Meeting on 17 June 2020.

Developer Contribution Guidelines - we are almost there on this. Applies more broadly than just IDBs.

IDB Model Bylaws – found a way forward with DEFRA who will now take into consideration attenuation and non-development water discharge. DEFRA to look at whether linear features include fences.

ADA discussing operating and governance procedures with DEFRA in the light of COVID-19, including timing for audits/flexibility, updating standing orders, IDB elections and voting by email.

	<p>With reference to the paper produced by IT regarding the Honorary Advisors Review and Proposals, the general opinion of the Committee was that ADA should broaden the width of expertise by calling up members as and when needed and based on geographic requirement and local expertise available.</p> <p>DW, RB, MS all concluded that wider experience is valuable.</p> <p>IT will also seek opinion of P&F committee</p>	
1533	<p><u>Environmental Sub-Committee Proposal - SL</u></p> <p>SL outlined the opportunity for ADA to have an Environment Sub-Committee whereby ecologists, environmentalists could be brought together 3-4 times a year with a view to looking at specific tasks and sharing information.</p> <p>TP/DT/CM confirmed their agreement to this forum. CM suggested that this forum could potentially support CPD.</p> <p>DW advised that local government ecologists meet fairly regularly so this might be a model that ADA could follow.</p> <p>SL will organise.</p>	
1534	<p>AOB</p> <p>SG - New technical publication produced by Bedford Pumps on 'Fluid movement of pumping'. SG will post out copies to the Committee. IM suggested to SG that he may wish to promote this in the ADA Gazette Autumn 2020 issue.</p> <p>Action: SG to discuss with Lucy Ogden in Marketing at Bedford Pumps & make publication details available.</p> <p>TP - Thank you to Emily Dresner – TP recorded his thanks to Emily Dresner for all the support and input to the Committee and wished Emily well in her new role.</p>	SG
1535	<p>Future Meeting Dates 2020 - TP</p> <p>Wednesday 16th September 2020. Likely to be online but possible some could meet in same locality.</p>	
	Close	