

TECHNICAL & ENVIRONMENTAL COMMITTEE MEETING

Final Minutes

Wednesday 8th January 2020 10.00 - 13.00

Goodenenough College, Mecklenburgh Square, Holborn, London WC1N 2AB

Present: Trevor Purllant (TP) (Chairman)

Roger Burge (RB), Robert Caudwell (RC), Ed Johnson (EJ), Chris Manning (CM), Andrew Newton (AN), Pete Reilly (PR), Martin Shilling (MS), Diana Ward (DW), Innes Thomson (IT) (Chief Executive), Sofi Lloyd (SL), Tim Farr (TF)

Apologies: Peter Bateson (PB), Ian Benn (IB), David Sisson (DS), Matt Jackson (MJ), Emily Dresner

	(ED)	
Ref	Minute	Action
1519	Welcome & Introductions TP asked for members of the Committee to be upstanding in memory of the passing of three notable members of the IDB and ADA communities; - David Noble OBE – past Chief Executive of ADA - Allen Dobney – Welland & Deeping IDB Board - Andrew Dale – Welland & Deeping IDB Board	
	TP also welcomed TF to the meeting, in his role as chair of the Policy & Finance Committee.	
1520	Declarations of interest None noted.	
1521	Approval of Minutes	
	Add Tim Farr to previous minutes 4th Sept 2019 attendees as was missed.	
1522	Matters Arising Review of action list: 1511 - IT - Only received risk assessment examples from Ian Benn. More needed. Action - to remind all IDB's to forward example of their risk assessments to IM	ALL IDBs
	1511b - IT met Steve Whittam at EA and EA will allow us to access their H&S system. SW will sift out the most useful areas. EA use a cloud-based system which is expensive. EJ — Could IDB's jointly piggy-back on the back of the EA licence as the system is	

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	just what is needed? Action - PR & IT will investigate the possibility. Just need to check if it can be tailored for IDB's use or if it would have to be mirrored functionality. Would definitely need near miss reporting and risk assessing and these should be the same.	PR&IT
	RB – We need to get near miss reporting "live" and standardised ASAP and all IDB's should use the same process. All near miss reports should be shared with all other IDB's in order for the process to be effective. CM – We need to investigate the possibility of an industry-wide software solution in order to standardise process and harness any possible "bulk buy" cost benefits. Action – ADA to investigate software options and consider the merits of a	ADA
	collective tendering process. 1514 - DW — short paper was circulated clarifying CL27 class licences and CM responded. Detail was that anyone can get a licence and hold one but must directly supervise the work being undertaken by their non-licenced colleagues on-site. CM - However, the EA are checking with NE as their (EA's) understanding is not the same.	(tbc)
	CM – Current "un-branded" EA water vole guidance includes stipulation for working distances from water which CM has met with EA to discuss and clarify. The distances relate to H&S not due to species sensitivity so local work around has been agreed with CM as distances are difficult to achieve on some embankments but needs to be clarified nationally. Action - CM to send details to PR and PR to check his own EA situation & report back their understanding.	CM/PR
	seek alternative venue 1504b - CM — Antony Martin has confirmed that he will provide a full page article	SL
1523	for the Gazette on Mink with a picture. Health, safety and welfare	
	IDBs' Health, Safety & Welfare Survey 2018 IT - There were 25-26 non-responding IDB's to the HS&W Survey. About 20 were from one group of IDBs and their non-response was due to the fact that a new system was being implemented which explains and justifies their non-response. Action – IT - the other 5-6 will be contacted by IM & IT ASAP. TP – a focus on HS&W improvements must be maintained and not now drift from people's minds. SL – A focus will be kept through the HS&W workshops. TP – The	IT/IM

wording regarding ADA HS&W actions in the 2019 advice note may be misleading

as many actions state completion "before Dec 2020" or "2021" which could

suggest that no activity will take place in the next 1 or 2 years so should be changed to be more specific and to maintain a constant activity. Action – SL will raise request dates revision with IM. SL/IM [Post meeting note: It was suggested that HS&W workshops be combined with the proposed environmental support workshops to be delivered in 2021 (subject to Defra funding approval – See section below). This consolidation proposal will be run past the board on the 12th Feb for their comment and direction.] **RB** – Proposed that the Committee should set up a H&S sub-committee to manage the workstream. CM – may also need to add to specialist H&S expertise, alongside Ian Benn. (AN, RB, CM & EJ volunteered to be part of it.) DW – Needs to be a formal H&S committee. Action – IT to send out call for volunteers to join the H&S sub-committee. IT EJ - How can we improve adherence to H&S across all IDB's? SL - IDB1 and proposed improvements to questions and guidance should be a carrot as the answers are publically visible. We can't make anyone adhere to it but can and will continue to provide encouragement and guidance. CM – Should there be a requirement for H&S officers to undertake CPD (continual professional development)? EJ – We should prioritise the guidance around legislation to make best use of time. SL & RB – This is what the H&S committee & ADA should be covering. **PR** – having a committee should lead to focus and efficiencies. **EJ** – We / they should not be reproducing what is available through the HSE as much information we are discussing is. AN – No but we should be raising awareness. IT – The shire group have some very good examples of H&S processes and documentation so will check with Ian Benn if it can be distributed. Action – as above - IT IT FCERM Strategy IT - The FCERM strategy was about to be communicated before the election after consultation but was then on hold. Subject to Government support of the EA's work, release of the revised Strategy Document is expected to be laid before Parliament this spring. The EA has asked ADA to provide 3 strategic actions which the industry should be able to commit to. **PR** – The focus is on adaption. **RC** – Adaption should not be an excuse not to do things though. IT – Which 7 policy asks should we push? All – Changes are needed to the funding criteria to assist investment in Resilience & adaption. Local Authority and EA strategies must also sit more comfortably together. **BA** - Any strategy must demonstrate investment to drive local economies. **Committee Workstreams** a) Delivering biodiversity **SL** – It is proposed that SL takes over the biodiversity workstream with immediate

1524

1525

effect and make some fast progress as it is recognised that it is the priority workstream. DW – we definitely need a re-group as little progress has been

made since mid-2019. **SL** – will undertake a handover with IM WC 13th Jan and contact CM or DW to get up to speed WC 20th Jan and progress from there. Action – SL as above SL **SL** – SL is drafting a proposal to DEFRA to begin an IDB environmental support guidance project similar to the good governance project which delivered a guidance handbook and workshops. DEFRA have offered approx. £15k to undertake. If approved, work will begin in Feb and workshops likely to take place in 2021. Data and evidence **b)** SL – report sent out before Christmas for review and comments to be delivered at this meeting. **DW** – can the amount spend on SSSI's detail be expanded to explain how there are supported? **SL** – not really as the question in the IDB1 report simply asks "SSSI expenditure" but through the process of proposing improvements to the IDB1 questions we could explore this. **DW** – biodiversity spend per hectare or as a % of income would be helpful. ? - The biodiversity information particularly in the last section of the analysis should be for internal use and not disseminated into the public forum as may not be helpful to do so. **SL** – agrees and has been recognised and narrative prefacing that section states the same. **SL** – Requests that all comments are forwarded to SL by the end of Jan as the infographic will be developed in 1st week of Feb for launch at Floodex. The ΑII numbers won't be the same as hopefully the 2018 – 2019 figures will be out by then but the analysis will be the same. Action – All comments by Committee members to be sent to SL by end of Jan. **SL** – Will postpone the questionnaire issue to see how much of the info can be gained through changes to the IDB1 data collection process. Then IDB1 guidance will be improved to help with a more consistent data collection across IDB's. **SL** – Have approached EA to seek guidance on appropriate GIS platform. Proposed New Workstreams Channel sedimentation was put forward as possible new workstream for consideration. Opportunity to link with innovative work being carried out in both Somerset and Black Sluice using innovative sediment control methods and possible demonstrations of techniques used on site. IT confirmed that past work has been carried out by the EA with regards to dredging and desilting and Adrian Rushworth was the best point of contact for this work. The Committee concluded that it was best to conclude the ongoing high-priority workstreams before embarking on a new piece of work.

1526

General Updates:

a)

Water transfer & abstraction licencing

IT – Is progressing and deadline is extended. **CM** – should we be more responsive when abstracting from a river?

b)

Educational resources

IT - Is underway as per update — LEAF is now writing a learning resources pack aimed at KS3/4 including practical activities with a focus on water level management and possibly a pumping station visit. A visit is being arranged for LEAF in Lincs to gain better overview of industry.

c)

Board Meeting summary

IT - Env. bill Is being progressed and still includes the Land Drainage elements. Good feedback received to membership request letter sent to RFCCs last year which included 2019 and 2020 ADA activity. Budget for 2020 agreed. Working and finances with ASA is positive. Updated 2020 – 2023 business plan to be presented to next Board meeting.

IT - Floodex – progressing with organisation. Dutch Delta Commissioner, DEFRA & PR NFU will attend.

Action - IT requests that lots of EA staff "man" the EA stand at Floodex – PR will communicate.

EJ – Will there be a tech Demo again in the future? IT – possibly in 2022 and investigating possibility of an Ouse and Humber site for use as such using an EA depot. Will take on a professional promotion body for it.

IT – IDB summit is being organised for possibly March.
 [Post-meeting note – date confirmed for 30th March].

IT – Flood & Coast IDB presentations and examples of innovation case studies requested.

ΑII

Action – as above by all

1527 AOB

MS – Witham & Humber drainage board group are progressing the emergency response and recovery cost implications with ADA and the EA in order to push for funding to cover costs which have been incurred due to evacuation of water and repairs due to main river overtopping and breaches.

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