



# Representing Drainage Water Level & Flood Risk Management Authorities

## BOARD MEETING FINAL APPROVED Minutes

**Wednesday 06 October 2021 at 11.00 to 15.30  
North Level IDB Offices, Thorney & MS Teams online**

Invitees					
Name	Representing	Present	Name	Representing	Present
Robert Caudwell	Chair	Y	Lord De Ramsey	President	Apol.
Tim Farr	Vice Chair Policy & Finance Committee	Y	Henry Cator	Vice President	Y
Trevor Purlant	Vice Chair Technical & Environment Committee	Y	David Riddington	Vice President	Y
Chris Mutten	Eastern Branch	Y	Jean Venables	Vice President	Y
John Heading	Great Ouse Branch	Y	Neil Parish	Vice President	Apol.
Keith Casswell	Lincolnshire Branch	Y	Anne McIntosh	Vice President	Y (until 13.00)
James Hereford	Marches Branch	Y	John Grogan	Vice President	Apol.
Bill Symons	Northern Branch	Y	Hazel Durant	Defra (co-opted)	Apol.
Priscilla Haselhurst	South Eastern Branch	Y	William Harrington	Defra (co-opted)	Y
Tony Bradford	South Western Branch	Y	Peter Bateson	Company Secretary	Y
Will Staunton	Trent Branch	Y	Innes Thomson	Chief Executive	Y
John Markwick	Wales Branch	Y	Ian Moodie	Technical Manager	Y
Duncan Worth	Welland & Nene Branch	Y	Sofi Lloyd	Technical Officer	Y
Catherine Wright	Environment Agency	Apol.	Mark Garrett	Environment Agency	Y
David Hickman	Local Authorities	Y			
David Jenkins	RFCCs	Apol.			

Ref	Minute	Action
<b>357</b>	<b>Welcome, Apologies and Declarations of Interest</b> RC welcomed Vice-Presidents, Board & guests to the meeting and noted those apologies received. Particular welcome was extended to Mark Garrett attending in place of Catherine Wright.	
<b>358</b>	<b>Declarations of Interest</b> RC highlighted the declaration of interest forms circulated to Directors and requiring completion at the earliest opportunity.	

	<p><b>Action: All Directors complete and return their declaration of interest forms to ADA.</b></p> <p>No further declarations made.</p>	<b>All Directors</b>
<b>359</b>	<p><b>Minutes of the 7 July 2021 Board meeting</b> The minutes of the Board's meeting on 7 July were approved by the Board subject to the following adjustment.</p> <p>MG: Minutes suggest EA extending the asset replacement fund. This was not the case, it is a Defra fund, but the EA has explored willingness and update.</p> <p><b>Action: Correction of minutes</b></p>	<b>IT</b>
<b>360</b>	<p><b>Matters Arising</b></p> <p>Nothing to report.</p>	
<b>361</b>	<p><b>Finance Reports</b></p> <p>a. <u>Bank Balance</u> IT reported that the balance at the end of August 2021 stood at just over £373,000.</p> <p>Bank balance curve is running below that of preceding years, but IT remained confident that balances would remain stable through 2021.</p> <p>b. <u>Income and Expenditure</u> Income was reported at £48,000 lower than expected, owing to cancellation of Floodex 2021 in the spring, and reduced revenues from advertising in the ADA Gazette.</p> <p>Expenditure £218,000, £76,000 lower expenditure, partially due to cost savings from not running Floodex and other in person events, but also savings on meeting costs resulting from pandemic.</p> <p>c. <u>Debtors</u> Outstanding debts. Concerned that a number of local authorities still have not paid ADA membership in 2021. Several may not renew.</p> <p>IT reported that the current position was of £70,000.</p> <p>d. <u>Budget forecast to year end</u> IT reported that both income and expenditure will be markedly below the original budget forecasts for the year. The original budget forecast anticipated a return to normal trading conditions in the spring, which did not materialise as result of the continued COVID pandemic. IT also reported that in view of alterations to work/business plans through 2021, the budget deficit for the year would be considerably less than the sum of £54k agreed by the Board.</p>	
<b>362</b>	<p><b>Draft Budget 2022</b> IT presented a draft budget for ADA in 2022, alongside actual expenditure and budget allocations for the current and preceding years. This reflected a 1% increase in ADA subscription fees, slightly reduced income and expenditure on work for ASA, and no income from an exhibition event. Consequently, ADA income was anticipated to be £10,000 less than in 2021.</p>	

	<p>IT attended ASA Executive Board Meeting on 5 October 2021, their executive wish to extend to agreement with ADA for three years, as well as exploring a joint resource to assist ADA and ASA in the third quarter of 2022, and the membership income both ADA and ASA derive from RFCCs going forwards.</p> <p>A deficit budget of £56,000 which included the additional items, some of which are carried over from 2021, as reported was approved in principle by the Board (proposed TF, seconded DW ), with a final budget to be brought back to the Board in February 2022 in the light of possible inflationary pressures starting to be reported in the media.</p>	
<b>363</b>	<p><b>Company Secretary updates</b> PB reported that ADA Directors were due for appointment/re-appointment in 2021. JH has been reappointed by the Great Ouse Branch in March, WS by Trent Branch on 6<sup>th</sup> July 2021 and PH by the SE Branch on 14<sup>th</sup> Sept 2021</p>	
<b>364</b>	<p><b>All Party Parliamentary Group</b> The Board was informed of ADA's intention to set up an All Party Parliamentary Group for Sustainable Flood &amp; Drought Management. Work is ongoing to recruit a Group chair and members from across the different political parties. The Board were asked for suggestions about approaching MPs in their areas.</p> <p><b>Action: All Board members invited to recommend MPs for approach by ADA</b></p>	<b>ALL Board</b>
<b>365</b>	<p><b>Membership update</b> Membership remains stable, with some cancellations and some new local authority and associate members joining.</p> <p>ADA is following up on some new membership leads established at the recent Flood Expo 2022 event in Birmingham.</p>	
<b>366</b>	<p><b>Remuneration Sub-Committee</b> TF presented a paper covering plans for the sub-committee setting out its remit, membership and experience sought for the sub-committee.</p> <p>ADA Board approved the creation of the ADA Remuneration Sub-Committee as proposed.</p>	
<b>367</b>	<p><b>Communication and events</b> <u>ADA Conference and AGM 2021</u> IT reported that both events would once again be held remotely, owing to the ongoing uncertainty around travel to London as a result of the pandemic. Three speakers have been confirmed: Rebecca Pow MP, Dieter Helm and Lord De Ramsey. Members attending the AGM will be asked to adopt the new Memorandum and Articles of Association that had been approved by the Board of Directors at their July 2021 meeting.</p> <p><u>EUWMA meeting 2021</u> RC reported on the meeting held in the Netherlands which demonstrated good, collaborative working between Dutch water boards and farmers to build greater climate resilience. EUWMA looking to expand its membership of observing countries, specifically, Denmark, Croatia, Republic of Ireland, and Switzerland. Observing membership is available for organisations from European countries, but where their water management functions are not sufficiently independent from national government.</p>	

	<p><u>Flood Expo 2021</u>  ADA attended and exhibited at Flood Expo, on the basis of an agreed contra-deal. The exhibition was effectively an add-on to the much larger Waste Management Expo and the breadth of flood and water management exhibitors was limited. Some positive contacts were however made, and ADA is following up some potential membership/advertising leads.</p> <p><u>ADA Technical Seminar</u>  IM reported that an ADA Technical Seminar is being held on 20 October at the Great Northern Hotel in Peterborough.</p> <p><u>ADA Demonstration 2023</u>  Agreement in principle has been reached with Dyson Farms to hold a joint demonstration event based around their Carrington headquarters and the drainage channels there maintained and managed by Witham 4<sup>th</sup> IDB.</p> <p><u>River Conveyance Summit</u>  A follow up event in 2023 is being planned to the virtual summit held with the CLA in June 2021. This will involve working closely with both the Environment Agency and NFU in its delivery.</p> <p>IT reported that ADA has made representations to HM Treasury regarding the Spending Review 2021 and FCERM revenue budgets.</p> <p><u>ADA Conference &amp; AGM 2022</u>  Discussion on format &amp; dates for 2022.</p> <p>The Board was supportive of continuing to split the Conference and AGM into separate events, holding the AGM going forwards as an online virtual event, with the Conference remaining as a high-profile face-to-face event. It's location may not necessarily be London. A third technical event could be held nomadically around the UK and as a hybrid event, targeted in years when an ADA demonstration was not being held.</p> <p>RC, JV and AM all highlighted the importance of holding politically influential events in Westminster to enable MPs and peers to attend. IT responded by assuring the Board that the purpose of creating the APPG would fulfil that request.</p> <p><b>Action: ADA to prepare a schedule of proposed events for 2022</b></p>	IT/IM
368	<p><b>Environment Agency update</b></p> <p>MG updated the Board on Environment Agency Matters as follows;</p> <ul style="list-style-type: none"> <li>- National FRM strategy – currently working to a 12-month version of the action plan and focus on developing the next action with forward look to 2025, working with stakeholders. The next meeting on 14<sup>th</sup> October will focus on the guidance and appreciate support from ADA.</li> <li>- Delivery of schemes under way on 1<sup>st</sup> year of 6-year Capital Investment programme. 56% of programme will be delivered by other RMA's. EA will be providing programme and finance input at the ADA Technical Seminar.</li> <li>- Precept guidance has been updated and circulated internally at the EA. An external-facing summary &amp; comms note with IT/IM</li> </ul> <p><b>Action: awaiting comments</b></p>	IT/IM

	<ul style="list-style-type: none"> <li>- Held Rural Resilience workshop with NFU regional advisors to advise on catchment permits. Possible article in Gazette. Joint Winter Readiness article circulated and meeting with NFU/ADA to be held to provide 3 month outlook.</li> <li>- 2021 Flood awareness is launching 22<sup>nd</sup> Nov with Action Flood Week.</li> </ul>	
369	<p><b>Defra update</b> WH updated the Board on Defra matters as follows;</p> <p>Group of July publications, 5 key elements:</p> <ul style="list-style-type: none"> <li>- government new investment programme.</li> <li>- Insurance,</li> <li>- Land use planning,</li> <li>- surface water</li> <li>- update on local Flood Risk management planning.</li> </ul> <p>Environment bill nearing completion in House of Lords. Review of schedule 3 to be undertaken by government.</p> <p><b>Action: to see how ADA can be involved in the review process</b></p> <p>ELMS being discussed by team. Concern expressed that ADA is still not properly involved on water management related issues.</p> <p><b>Action: meeting to be planned to include ADA to move forward.</b></p>	<p>WH</p> <p>WH</p>
370	<p><b>Committee Reports</b> Minutes of both Committee Meetings were made available to Board members as part of the papers in preparation for the meeting.</p> <p>JH raised concern over lack of action re climate change. IM advised of work being done including looking at Carbon calculator.</p>	
371	<p><b>Red diesel</b> – IM advised that ADA has written to HM treasury again following meeting in June 21, they were open to further discussion but asked for input on the effects of the exemption ending on agricultural contactors. ADA conducted survey of which 61 IDB's responded, and this information was passed back to HM Treasury. Have asked for 2 policy reconsiderations and meeting with senior advisor by end of month.</p>	
372	<p><b>Environmental Good Governance Guide</b> Excellent work carried out by SL to provide strong technical guide with the intention to provide reference for IDB's. Subject to other priorities such as red diesel, efforts will be made to try and get it ready for conference</p>	
373	<p><b>Biodiversity Metrics</b> SL has now completed the biodiversity metrics template and questionnaire to enable IDB to report positive contributions on an annual basis.</p> <p><b>Action: To send out to all IDBs for completion by 31st December 2021</b></p>	SL
374	<p><b>Health, Safety &amp; Welfare Survey 2021</b> The Board were informed that a second H, S &amp; W survey would take place of all IDBs towards the end of 2021 or early in 2022.</p>	

375	<p><b>Consultations</b></p> <p>ADA have responded to recent consultations covering:</p> <ul style="list-style-type: none"> <li>- HM treasury spending review.</li> <li>- Water resources and abstraction into Environmental Permitting</li> <li>- Re-introduction of beavers.</li> </ul>	
376	<p><b>ADA Board Meeting dates 2022</b></p> <p>Dates for ADA Board Meetings were approved as follows.</p> <ul style="list-style-type: none"> <li>- 9<sup>th</sup> February 2022 ( <i>post-meeting note: changed to 8<sup>th</sup> Feb</i> )</li> <li>- 6<sup>th</sup> July 2022</li> <li>- 12<sup>th</sup> October 2022</li> </ul>	
377	<p><b><u>AOB</u></b></p> <p>IT advised relevant boards should receive request for continued engagement and contribution from WRE.</p> <p>RC expressed thanks to Paul Burrows ( Area Flood Risk Manager, Anglian Central ) for the excellent job he has done in engaging with IDB's &amp; stakeholders and wished him well in his new EA National role.</p> <p>PH advised she is moving jobs from Medway council to take over as CEO for the Lower Medway IDB, and continue managing North Kent Marshes IDB.</p>	
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