



Representing Drainage Water Level & Flood Risk Management Authorities

ADVISORY COMMITTEE MEETING

Wednesday 25 September 2024

Start 10.30 | Finish 13.00

Acorn Room, Rural Innovation Centre, Stoneleigh Park, Coventry, CV8 2LG

Chair: Tim Farr

Tea/Coffee will be available from 09.30 and a light buffet lunch available at 13.00.

AGENDA

Item	Lead	Time
1. Welcome and apologies	Chair	10.30
2. Declarations of Interest	Chair	10.32
3. Minutes of previous meeting (<i>Attached Minutes 11.06.2024</i>)	Chair	10.33
4. Update from the Board of Directors previous meeting (<i>Attached Minutes 02.07.2024</i>)	R Caudwell	10.35
5. Matters Arising (<i>and not covered in meeting agenda</i>)	Chair	10.40
6. Recruitment Update	I Thomson	10.45
a. ADA membership officer (<i>Attached: Job specification</i>)		
b. Process for inviting expressions of interest for ADA Chairman 2026		
7. Financials for reporting to Board in October	I Thomson	10.50
a. Bank Balance (<i>see paper attached</i>)		
b. Income & Expenditure (<i>see paper attached</i>)		
c. Balance sheet (<i>see paper attached</i>)		
d. Debtors (<i>see paper attached</i>)		
8. Budget 2025/2026/2027 (<i>Attached: Draft Budget 2025, 2026 and 2027 against actuals 2022, 2023 and budget 2024</i>) (<i>Attached: Scale of Membership Fees 2025 at 6.5% increase</i>)	I Thomson	11.00
9. Staff Pay & Conditions	Chair	11.25
10. Future Structure of Membership Fees	I Thomson	11.55
11. ASA/ADA Collaboration	Chair / I Thomson	12.10
12. Events	I Thomson	12:15
a. Conference – 13 November 2024		
b. AGM – 03 December 2024		
c. Future events 2025		
13. Business Plan	I Thomson	12:25
14. Summary of items to take forward/report to ADA Board Meeting	I Thomson	12.45
15. AOB	Chair	12.55
Close of meeting		13.00