

Meeting

ICE Reservoirs Committee Minutes

Date	Tuesday 23 rd June 2020
Start time	14.00 - Finish time 17.30
Venue	MS Teams
Chair	Richard Coackley
Panel members	
Sub-Committee 1	Martin Hewitt (Chair) Peter Mason David Brown Anthea Peters Chris Scott
Sub-Committee 2	Keith Gardiner Tony Judge Kenneth Barr Matthew Hill Hazel Durant, Richard Davies – Defra Claire Dodd – Scottish Government James Ashworth – SEPA Mark Stranaghan - Department for Infrastructure, NI Quinton Campbell - Department for Infrastructure, NI Matt O'Brien – Natural Resources Wales Tony Deakin – Environment Agency Mary McKeown – Department for Infrastructure, NI
Apologies	John Gosden (sub-committee 2 chair) Shaun Donnelly (Department for Infrastructure, NI)
Secretariat	Nadia Sheikh, Carol Brooks, Natasha Davies (ICE)



Summary of Applications in September 2020

New Applications

5 new applications were submitted to the Supervising Engineers Panels this cycle.

4 Supervising Engineer applicants have been recommended for appointment; 4 of which have been appointed in England, Wales and Scotland.

Re-applications

12 re-applications were made to the Supervising Engineers Panels and 3 re-applications were made to the All Reservoirs Panel.

3 All Reservoirs Panel re-applications have been recommended for re-appointment; 3 of which are re-appointed to England, Wales and Scotland.

11 Supervising Engineers Panel re-applications have been recommended for re-appointment and; 4 of which are re-appointed to England, Wales and Scotland, 7 to England and Wales.

Item No.	Part 2	Action
2020	Legislative changes and jurisdictional impacts	
	<p>Update on current legislative situation in each of the jurisdictions:</p> <p>I. England – Hazel Durant Defra’s consultation on reservoir emergency on-site flood plan has gone live and the closing date for the consultation will be 10 August. Please see the links below.</p> <p>Press release https://www.gov.uk/government/news/consultation-launched-on-reservoir-emergency-on-site-flood-plans Consultation https://www.gov.uk/government/consultations/reservoir-safety-making-reservoir-emergency-on-site-flood-plans</p> <p>The pdf version of the consultation document and a summary of the responses we received for the December survey regarding on-site flood plans were circulated.</p>	

	<ul style="list-style-type: none"> - Contributions from all are welcomed. <p>The Terms of Reference for Part B of the reservoir review led by Professor Balmforth has now been published, here is the link. https://www.gov.uk/government/publications/reservoir-review-part-b-2020.</p> <ul style="list-style-type: none"> II. Scotland - Claire Dodd <ul style="list-style-type: none"> - No update, maintaining discussions with Defra. III. Northern Ireland - Mary McKeown <ul style="list-style-type: none"> - No new updates IV. Wales - Matt O'Brien <ul style="list-style-type: none"> - Natural Resources Wales (NRW) is now receiving the first flood maps for newly registered reservoirs and will start producing designations for these from September. The remainder of the project will last through much of 2021. We will be providing guidance on this. - NRW is seeking voluntary compliance to achieve 100% availability of onsite emergency plans by March 2021. We will review our success of this and monitor the consultation responses in England to consider whether a Ministerial Direction is needed. - For Wales generally, we note that the Terms of Reference for Toddbrook Part B review include recognition that the Reservoirs Act applies in both England and Wales and we will contribute to this process where we can. 	
2021	Reports	
	<ul style="list-style-type: none"> I. British Dams Society (BDS) Update by Anthea Peters: <ul style="list-style-type: none"> - The BDS Conference has been cancelled; the next conference will take place in 2022. BDS are hosting a one-day seminar on 16th September, where we will be looking at the key papers which were going to be presented at the Conference - The Toddbrook seminar will take place on Monday 6th July 2020. - BDS has recognised that the reference list on the BDS website is out of date and will therefore be updated. II. Reservoir Safety Research Advisory Group (ReSRAG) Update by Tony Deakin: <ul style="list-style-type: none"> - The EA have put out to tender for a R&D project to cover the probable maximum precipitation and Probable Maximum Flood estimation for reservoirs in the UK. 	



	<ul style="list-style-type: none"> - Following advice and support from ReSRAG, the EA have commissioned R&D to cover recommendations from Part A spillways. Drafted project description which has now been put out to tender for delivery. - Action TD to request that ReSRAG Chair Alan Warren produces a summary for the Reservoir Committee. <p>III. Reservoir Safety Stakeholder Group Meeting</p> <ul style="list-style-type: none"> - RC notes thanks to Alex Macdonald for sharing these minutes/notes with the committee 	TD
2022	Reservoir Committee Elections	
	<p>Election of new Reservoir Committee members 2020 - 3 ARPE and 1 SupE are required. Martin Hewitt, Peter Mason and John Gosden ARPE stepping down. Tony Judge SupE and Owners' representative stepping down.</p> <p>The election procedure was followed with the 10 sub-committee members voting anonymously.</p> <p>The successful ARPE votes:</p> <ul style="list-style-type: none"> - Andrew Kirby received 6 votes - Martin Airey received 6 votes - Tom Wanner received 5 votes <p>Successful SupE:</p> <ul style="list-style-type: none"> - Jeremy Benn – single applicant. <p>David Brown will be the Owners' representative.</p> <p>RC noted concerns that future elections may involve a situation where two applicants tie on the same votes. He therefore suggests opening the process of how reservoir committee members are elected. TD noted concerns over only one applicant out of 130 applied for SupE position.</p> <p>Action: ResC to review election process and committee member attributes required with the emphasis to improve diversity. i.e. BAME is 14% national population shall we strive to meet a similar membership target. Include members who have not recently been on the committee and assess training requirements. i.e. interview techniques, unconscious bias, GDPR.</p> <p>Action: CB to circulate procedure on ICE professional reviews.</p> <p>Action: ND/RC to draft personalised letters and send to successful/unsuccessful applicants.</p> <p>Action: ND to organise for all new Committee members to complete induction process</p>	<p>ResC</p> <p>CB</p> <p>ND/RC</p> <p>ND/ResC</p>

	<p>and observe the next cycle of reservoir interviews.</p> <p>Action: Martin Hewitt (sub-committee 1 chair) and John Gosden (sub-committee 2 chair) are stepping down for October 2020. Therefore, two new chairs are required. RC requests that current ARPE consider this position due to experience on the committee and inform CB.</p>	ResC
2023	Toddbrook review	
	<p>The Government consultation on making a requirement for all large raised reservoirs to have an emergency onsite flood plan. The committee discussed submitting a unified response for the consultation process, alongside their own feedback.</p> <p>HD would find this helpful, particularly around training as it is not statutory. RC agrees, training is vital. DB notes that training needs to be rolled out to undertakers as well, as they are the ones writing flood plans and maintaining it.</p> <p>MO the feedback needs to be a response from the committee outlining what engineers are currently assessed on. MH agrees and recognises that one of the objectives of the committee is to review the competent needs of panel engineers.</p> <p>Action: RC, MO and TJ to draft a response and circulate to the committee for comment.</p> <p>Professor Balmforth's Terms of Reference for Reservoir Review Part B is published as above.</p> <p>David Balmforth has asked RC to be involved in the Part B review, this has been confirmed by a letter from Defra.</p> <p>CB reports that David Balmforth would like to observe and review two new applications and two reapplications for All Reservoir Panel Engineers in the next cycle of applications. Deadline date for applications 30th June 2020. CB will send David a copy of the Panel Engineers attributes, guidance notes, proformas and ResC procedures. David plan is as follows.</p> <ul style="list-style-type: none"> - Review applications: w/c 13th July - Sit in on subcommittee assessment: w/c 3rd August - Sit in on interviews: w/c 7th September - Attend ResC Meeting: 8th October <p>Action: CB to inform applicants and sub-committee members of the process and schedule in dates.</p>	<p>RC, MO, TJ</p> <p>ResC</p> <p>CB</p> <p>CB</p>



	<p>Toddbrook Reservoir Incident webinar is on Monday 6th July 2020. Pre-event presentations will be launched on the 29th June, available on the ICE website and VLE. Q&A follow up session whereby you can submit your questions in advance to bds@ice.org.uk</p>	
2024	Guidelines for application submission	
	<p>The Committee noted KG/JG concerns on rejection of applications, lack of information on forms as to the date work was undertaken and not following guidelines, specifically “5.2 Candidates should complete their application for reappointment in a manner that addresses the different attributes that are required of a Supervising Engineer, as set out in the Attributes document.</p> <p>The Committee noted the following.</p> <ul style="list-style-type: none"> - Candidates to follow the Attributes document guidelines strictly for submissions; otherwise applicant will be required to resubmit in the correct format. - The process needs to be fair and all applicants are to submit the correct information if they wish to be invited for interview. - The application form is cumbersome and time consuming. - The attributes are helpful to the committee and not the applicant. If they do not meet the attributes the applicants will fail. - Attributes are important for personal development whereby the applicant can see the areas of development. - Communication at interview is key for an applicant to show current skills. - The form is submitted to DEFRA therefore it needs to be in an accessible format. - Consider attachments/cut and paste or Microsoft online forms. - The attributes section of the form is fundamental for the committee to review and recommend panel engineers <p>Action: ND/CB to review the current application form and look at ways for improvement. Send to DEFRA for comment prior to review by the committee.</p> <p>CB met with Defra and Scottish government and amended the following procedures. 05_ResC_New Re-applications to the Reservoirs Engineers Panels FINAL 06_ResC_Guidance on conducting interviews to the Reservoirs Engineers Panels</p> <p>Action: ResC to review the procedure on SharePoint and send comments to CB by Monday 29th June 2020.</p>	<p>ND/CB</p> <p>ResC</p>

2025	Any Other Business	
	<ul style="list-style-type: none">- RC thanked Martin, Peter, John, and Tony for their contribution on the committee. Noted that their final meeting will be 8th October.- RC requests committee members recommend to peers to apply to be on the committee.- Nadia is leaving the ICE on the 29th June 2020. RC thanked her for her support and hard work over the years.	
2026	Future meeting dates: 8 th October 2020 11 th February 2021 3 rd June 2021 7 th October 2021	