

**MINUTES**

<b>Title:</b>		<b>Suffolk Flood Management Partnership (SFRMP)</b>	
<b>Date:</b>		15 November 2016	
<b>Place:</b>		Mid Suffolk DC, Needham Market	
<b>Time:</b>		09:30-12:30	
<b>Attendees:</b>		Matt Hullis, SCC, CHAIRMAN Will Akast, EA Cllr Christine Block, SCC Joint Flood Scrutiny Panel Giles Bloomfield, East Suffolk IDB Jane Burch, SCC Simon Curl, SCC Neal Evans, Suffolk Resilience Forum John Grayling, BDC/MSDC Steff Jones, SCC Kate Lindsay, EA Derek Oldham, SCC Cally Smith, Broads Authority Will Todd, EA	MH WA CB GB JB SC NE JG SJ KL DO CS WT
<b>Apologies:</b>		Highways Agency Andrew Newton, Ely Group IDB Rob Wise, NFU Jonathan Glerum, Anglian Water	
<b>Item No.</b>	<b>Item Description</b>	<b>Relevant business considered, facts noted, the decision taken and its rationale</b>	<b>Actions /Papers</b>
1.	<b>Welcome, Introductions and Apologies</b>	MH welcomed everyone to the meeting and listed apologies.	
2.	<b>Investment Planning</b>	<p>Suffolk-wide investment plans for FCERM were discussed. Whilst there is a 6-year capital programme the group needs to consider longer term strategic planning, particularly opportunities to scale-up plans and utilise resources to deliver projects.</p> <p>WT gave an Environment Agency update on the 6-year programme. There is an annual opportunity to refresh the plan with new information and projects from RMAs (e.g. new projects beyond 2012 or to bring upcoming projects forward earlier). RMAs are encouraged to use the EA business case package and submit claims forms. The new levy funded post-holder for Suffolk, Nicky China, will assist in getting projects delivered and is due to start mid-December.</p> <p>MH provided an update from the Easter RFCC meeting that the levy percentage rise is 5%. The Central RFCC votes in January.</p>	



		<p>KL updated that WT has a new role within EA, a strategic overview of Norfolk and Suffolk and WTs previous role will be back-filled.</p> <p>The group discussed funding challenges, including uncertainty around availability of government match-funding for partnerships, and the value of risk reduction per property in sparsely-populated rural areas. The group agreed that projects need to be developed despite funding uncertainty and the SFRMP should collectively integrate programmes in order to capture all benefits (e.g. highways and development planning). EA are currently working on mapping all projects and benefits geographically which will help to ensure all are aware of each others' work and provide opportunities to improve efficiency.</p> <p>Scheme eligibility was discussed and DO raised the £1.5m highways drainage schemes list currently being developed. Historically this would not be eligible for FDGiA but there is opportunity to discuss how such schemes could be integrated into other FCERM projects.</p> <p>WA highlighted NFU guidance regarding post-2020 CAP returns for ecosystem services which emphasises the multiple benefits to be gained by engaging with individual landowners. Therefore, there could be opportunities to work with NFU and landowners on Natural Flood Management and wider land management measures.</p> <p>The group mapped areas of activity across the county. Areas identifies as being in need of further study included Bury St Edmunds, Ipswich, Woodbridge and Oulton Broad.</p> <p><b>Action:</b> Mapping activity to be completed. Map to be circulated to all, and all invited to identify and compile projects/issues. At next meeting activities to be prioritised.</p> <p><b>Action:</b> MH to write to senior people at all LAs to encourage suitable engagement in the Partnership as only BDC/MSDC was present at this meeting.</p>	
3.	<p><b>SuDs and Planning Matters</b></p>	<p><u>General update and issues: Planning process and adoption of SuDs</u></p> <p>Difficulty with LPAs regarding the the adoption of SuDs for e.g. amenity value of open spaces was discussed. West Suffolk Councils was identified as an example authority that is willing to adopt SuDs. Planning process specifies "suitable management and maintenance of SuDs" however enforcement is an issue and Management Companies have poor long-term track record. Training has been offered to: developers, county planning officers and Councillors. IDBs may be willing to adopt. Further update needed from Anglian Water re adoption.</p> <p><b>Action:</b> Scrutiny Committee recommendation to come, expected end of 2016/17. A review to be led by LLFA of the current SuDs adoption situation and how to encourage or incentivise developers.</p> <p><b>Action:</b> As a planning authority, The Broads Authority requested to be included in training for officers and senior staff.</p>	


		<p><b>Action:</b> Anglian Water to confirm current situation re adoption of SuDS.</p> <p><u>Data sharing</u>          SCC is committed to sharing data with partners. Currently EA FCERM data and records of flood reports are shared with district planning authorities. The aim is to have the available via SCC website but not currently possible.          East Suffolk IDB shares flooding events.          SCC Highways shares drainage programme.</p> <p><u>Feedback from the Flood Scrutiny Committee</u>          MH provided feedback from the Flood Scrutiny Committee. This included recommendation for more SuDS training (already discussed) and standardised policies and procedures in planning (publishing standard conditions), Parish Councils information pack and review of SuDs adoption.</p> <p><u>On-going and Future joint working – LLFA and LPAs</u>          Pressure on planning teams and system to deliver within time-scales. Pre-application process to be enhanced to make more efficient (e.g. standard conditions and guidance).          NE raised the issue of SRF responses where EA exception test to ensure consistent responses from EA, SRF and LLFA.</p> <p><b>Action:</b> MH and NE to discuss the link between LA planners and resilience managers.          EA to align guidance with that of Suffolk Resilience Forum.</p>										
4.	<b>Environment Agency update</b>	<ul style="list-style-type: none"> <li>• Capital programme update (discussed earlier by WT)</li> <li>• Feedback from RFCC: levy increased to 5%, as already discussed.</li> <li>• Environmental Permitting Regulations (EPR update): EPR has been in effect since April 2016. By-law distance has now been standardised: 8m for main rivers, 16m for tidal rivers. KL summarised exclusions, exemptions, standard permits and bespoke permits. No cost for exclusions/exemptions but other permits cost £50 but cost likely to increase in time and a compliance charge will be made. Permits are dealt with at an area level and EA can advise. A list of standard activities and exemptions available <a href="#">online</a>. Future changes is charging will result in discrepancy between these permits and consents issued by LLFA/IDB. LGA and others lobbying on this matter.</li> </ul>										
5.	<b>Update on projects and S19 investigations</b>	<p><u>Review of S19 actions:</u></p> <ul style="list-style-type: none"> <li>• Terry Gardens, Kesgrave:</li> </ul> <table border="1"> <thead> <tr> <th>Action</th> <th>Responsible authority</th> <th>Timescale for response</th> </tr> </thead> <tbody> <tr> <td>Attenuation basin volume to be calculated</td> <td>Anglian Water</td> <td>Outstanding</td> </tr> <tr> <td>Attenuation basin to be cleared of waste material</td> <td>Anglian Water</td> <td>Complete</td> </tr> </tbody> </table>	Action	Responsible authority	Timescale for response	Attenuation basin volume to be calculated	Anglian Water	Outstanding	Attenuation basin to be cleared of waste material	Anglian Water	Complete	
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Outlet pipe to Mill River outfall be checked for blockage (CCTV)	Anglian Water	Complete		
Road gullies to be cleared	SCC	Complete		
<ul style="list-style-type: none"> <li>Aldwyck Way, Lowestoft: All actions complete – S19 closed.</li> <li>Bury Road, Lawshall:</li> </ul>				
Action	Responsible authority	Timescale for response		
Maintain and Improve Road Drainage	SCC Highway	Ongoing		
Enforce Maintenance	SCC Floods	Complete		
Maintain sewerage system and identify if improvements can be made	Anglian Water	Complete		
Ditch Clearance	Local landowners	Ongoing		
<ul style="list-style-type: none"> <li>East Street &amp; Elizabeth Court, Sudbury:</li> </ul>				
Action	Responsible authority	Timescale for response		
Capacity of AW surface water to be advised	Anglian Water	Complete		
Road gullies to be cleared	SCC	Complete		
Map of East Street highway drainage to be produce, providing location, type and capacity.	SCC	Ongoing		
Review of current maintenance schedule (every 9 months) for East Street to be looked into.	SCC	Complete		
<ul style="list-style-type: none"> <li>Langer Road, Felixstowe: A number of outstanding actions. DO noted that two areas with localised flooding have been put on a more regular cleansing cycle.</li> </ul>				
Action	Responsible authority	Timescale for response		
Suffolk Coastal District Council to review and implement a maintenance schedule for Langer Park watercourse	SCDC	Complete		
Suffolk County Council, Highways to review maintenance schedules for drainage assets Langer Rd from Undercliff Rd West to Beach Station Rd including side roads	Suffolk County Council Highways	Complete		
Anglian Water to review maintenance schedules for drainage assets and structure in the Langer Park watercourse	Anglian Water	Outstanding		
Suffolk County Council, Highways to evaluate and issue a report of the surface water system and its design capacity for Langer Rd from Undercliff Rd West to Beach Station Rd including side roads	Suffolk County Council Highways	Ongoing study		
Suffolk Coastal District Council, to review frequency of road sweeping in Langer Rd	SCDC	Outstanding		
Anglian Water to evaluate and issue a report of the surface	Anglian Water	Outstanding		

		water system and design capacity			
		Anglian Water to assess the design of the trash screen, and redesign if appropriate.	Anglian Water	Outstanding	
		<ul style="list-style-type: none"> <li>• Sheerwater Close, Bury St Edmunds: Three properties were flooded in June 2016. Recommendation are: highway work, creation of soakage areas, Anglian Water combined surface water sewerage. The group confirmed the S19 and will review progress at future meetings.</li> </ul> <p><u>Lowestoft Flood Risk Management Partnership update</u> Project delays experienced due to poor performance from Atkins to model surface water. EA reviewed initial work and further amendment to model and rerun of options is now underway. Progress expected before Christmas in hope that the Strategic Outline Case will go to the EA's Large Project Review Group for sign off in May/June. It is hoped this element will not delay the rest of the project.</p> <p>Lowestoft Temporary Flood Barrier. The capability demonstration and exercise to test the operational protocols for the Lowestoft Temporary Flood Barrier (LTFB) took place on 2nd November and will be fully operational from 1 December. The demonstration was only an example of a short section of the barrier. JEPUs are supporting work that was identified following the exercise to refine the protocol which is being led by Coastal Partnership East. In November 2016 Coastal Partnership East, on behalf of Waveney District Council, took delivery of 1400m of temporary flood barriers. These barriers will help to reduce the risk of tidal flooding to Lowestoft. An operating protocol and deployment plan has been developed in partnership with professional partners and key stakeholders, including the Environment Agency, Highways England and the Suffolk Resilience Forum. The Internal Drainage Board and Waveney Norse are providing the operational team to deploy the barriers in the event of a tidal surge. A full training exercise took place on 29th November. Over the Christmas and New Year period a full rota was in place to ensure that, should an event occur, the barriers could be safely deployed. This deployment also includes arrangements for traffic management and working with Associated British Ports and local landowners.</p> <p>Kirkley Stream: On-going maintenance of flood storage areas. Anecdotal evidence suggests the stream is not reacting as extremely as before.</p> <p>Ground investigations for tidal barrier ongoing as are discussions around final alignment of walls.</p> <p><u>Debenham FRMP</u> WT updated the group. A strategic outline case for the programme has found that larger upstream reservoir areas are not cost-beneficial, but that smaller flood storage features are cost-beneficial. The best option is a 'hybrid' of NFM, property-level protection and an improved warning service. Landowners for three small-scale NFM features are in support, which will deliver WFD benefits and some flood risk benefit. Landowners for larger NFM features are not currently willing to progress. EA are investigating whether the funding mechanism allows for the project to establish a concept for NFM in the area, in order to be prepared if a willing landowner comes forward in the future?</p> <p><u>Sudbury and Great Cornard</u> Fourth priority for SFRM Strategy. Modelling has begun for this area. Lack of engagement of partners is a problem.</p>			

		<p><u>Needham Market</u> WT updated that a business case is currently being developed for a range of measures across the town to reduce flooding from the Gipping and surface water. This includes some 'quick fixes' such as flood wall and installation on Crown Street. Long-term structure modification which offers wider environmental benefits are also being investigated.</p> <p><u>Benacre/Kessingland levels</u> Work being developed to replace water pumping station which is at risk of being lost to the sea. There are many beneficiaries including businesses Africa Alive and the Park Resorts caravan park, also A12. A 'roll back' system upstream is being considered. Karen Thomas, ESIDB is leading.</p> <p><u>Local Strategy Action Plan</u> The <a href="#">Strategy Action Plan</a> needs to be updated and was last updated in April.</p> <p><b>Action:</b> all Partners to submit any updates for inclusion in the Plan</p>	
6.	<b>Emergency Planning</b>	<p>NE outlined the two recent flood reviews - <a href="#">National Flood Resilience Review 2016</a> and the <a href="#">EFRA committee report</a>.</p> <p>Key findings support NFM, improving ways to describe flood risk and ensuring key infrastructure and utilities resilient to extreme flood events. Also, insurers are being encouraged to replace like-for-like rather than for improvements</p> <p>The EFRA report also suggested changes to the EA and flood governance structures but these are not widely supported politically.</p> <p><u>Emergency preparedness in Suffolk:</u> The JEPU Joint Policy Panel (elected member representatives of all Suffolk councils) is meeting in late November. This will confirm SCC's commitment to the Suffolk-wide Domestic Flood Protection Policy encouraging homeowners to take precautionary measures to prevent flooding of domestic premises and the policy that sandbags will not be provided to protect individual properties. This will be tied to the SFRMP flood mitigation strategy. Part of this will be the JEPU sharing information and potentially providing some funding to support the Suffolk Fire and Rescue Service on the proposed enhancement to their flood response capabilities with readily deployable flood barriers.</p>	
7.	<b>Water Framework Directive activities</b>	<ul style="list-style-type: none"> <li>• WA outlined WFD measures and their role in FR reduction.</li> <li>• WFD legislation will remain the same post-Brexit.</li> <li>• Will has good relationships with landowners and if Partners have messages to pass on Will can do so.</li> <li>• Good ecological status: <ul style="list-style-type: none"> <li>○ River habitat enhancements e.g. on the Stour to reduce diffuse pollution from agriculture. Removal of redundant structures are an opportunity to reduce flood risk and increase environmental benefits which can help gain more funding.</li> <li>○ Hydromorphological harm: work on a watercourse without considering WFD. There are three live cases currently, with a push for voluntary resolution. EA land and water colleagues offer another route to disseminate key messages to landowners (e.g.</li> </ul> </li> </ul>	

		sediment management, pesticide management, septic tank guidance).  <b>Action:</b> WA to share existing list of projects and invites Partners to submit projects now in order to be considered for funding	
8.	<b>Devolution and what it might mean for FCERM</b>	MH outlined devolution. A draft 'order' was to be published on day of meeting. Since the meeting took place, Norfolk Councils have voted against the Norfolk and Suffolk deal. Fresh negotiations are under-way locally to explore the possibility of a Suffolk-only devolution proposal to take to government, but as yet no timetable has been announced. Further updates will follow as appropriate.	
9.	<b>Review of Minutes from last meetings (19/01/2016 and 21/04/2016)</b>	Outstanding actions from the last meetings were reviewed – see below table.	 SFRMP-minutes-2016-01-19.pdf  2016-04-21-SFRMP-minutes.pdf
<b>ACTIONS from 19<sup>th</sup> January 2016</b>			
<b>Item reference</b>	<b>What</b>	<b>Who</b>	<b>Complete</b>
2. Strategy	KL to seek evidence to support the inclusion of Halesworth as a priority town	Kate Lindsay	KL: some evidence (hydraulic modelling) carried out in 2012. KL to share evidence.
3. F'stowe	Anglian Water to report review of trash screens and surface water capacity	J Glerum	J Glerum not present
Sudbury & Gt Cornard SWMP	Local Councillors to be advised of revised scope of project	S Curl/J Grayling	Outstanding
Other projects	DO to circulate full list of highway drainage projects across county to be tackled in priority order	Derek Oldham	<b>Now Complete</b>
6. EA updates	Share learning from PSCA – BP reports slow progress due to issues with legal time and missing info from EA. Roll over to next meeting.	BP	<b>Now Complete</b>
7. Review of Minutes from last meeting 29/10/2015	Outstanding actions:  Ensure AW project and Sudbury SWMP aligned  Update EA system with SCC project finances	S Curl/J Glerum  S Curl	Ongoing  Ongoing

		Include advice on beneficial use of clays in Suffolk SuDS guidance'. Karen Thomas currently looking at practicalities of doing this, e.g. movement of waste permit.	Simon Curl	Ongoing
<b>ACTIONS from 21<sup>st</sup> April 2016</b>				
<b>Item reference</b>	<b>What</b>		<b>Who</b>	<b>Complete</b>
5. SFRMS	All to notify JB once new Strategy adopted		ALL	No evidence. MH action to confirm.
	All to include Public Summary on websites		ALL	Outstanding. SJ to send MH exception list. Summary and guidance embedded here 
7. Resilience and emergency planning	NE to provide generic FAQs for Floodline service		NE	Training delivered to LAs. Ongoing.
10.	AOB	MH gave an updates on the SCC Flood & Water team (already discussed).  Date, venue and content of next meetings  Suggested dates for 2017: <ul style="list-style-type: none"> <li>• 8<sup>th</sup> March 2017 1330 – 1600 at West Suffolk House</li> <li>• 6<sup>th</sup> July 2017 0930 – 1200 at Suffolk Coastal District Council, Melton (tbc)</li> <li>• 31<sup>st</sup> October 2017 1330 – 1600 venue TBC</li> </ul>		

Adoption of revised Suffolk Flood Risk Ma

<b>SUMMARY OF ACTIONS from 15<sup>th</sup> November 2016</b>				
<b>Item reference</b>	<b>What</b>		<b>Who</b>	<b>Complete</b>
2. Investment Planning	Action: Mapping activity to be completed. Map to be circulated to all, and all invited to identify and compile projects/issues. At next meeting activities to be prioritised.		ALL	
	Action: MH to write to senior people at all LAs to encourage suitable engagement in the Partnership.		MH	



3. SuDs and Planning Matters	<p>Action: Scrutiny Committee recommendation to come, expected end of 2016/17. A review to be led by LLFA of the current SuDs adoption situation and how to encourage or incentivise developers.</p> <p>Action: Broads Authority to receive training for officers and senior staff.</p>	<p>MH to circulate</p> <p>SC</p>	
<p>5. Update on projects and S19 investigations</p> <p>Strategy Action Plan</p>	<p>Various S19 Actions – see tables in body of minutes</p> <p>Action: all Partners to submit any actions for inclusion in the Plan</p>	<p>Various</p> <p>ALL</p>	
7. Water Framework Directive activities	Action: WA to share existing list of projects and invites Partners to submit projects now in order to be considered for funding	WA	