

Terms of Reference – Officer Technical Group

The agreed Somerset Rivers Authority Constitution states (in Section 10) that “*an Officer Technical Group will be established in support of the Board. Its terms of reference and membership will be agreed.*”

This paper sets out the Terms of Reference for the Technical Group as shown in the transitional SRA Structure.

The Technical Group is a key part of the SRA structure to pull together the Common Works Programme (CWP) and Enhanced Maintenance Programme (EMP) for presentation to the Management Group for their input and ultimately to the SRA Board. In order to effectively pull together the combined proposals the Group is a partnership officer-level group populated by technical officers who can contribute expertise towards a coordinated and efficient programme of flood risk management works.

The CWP/EMP is a list of schemes making up the coming financial year’s proposed works for maintenance (funded with existing organisation’s budgets) and other enhanced flood management work (funded by the SRA) by flood management organisations in Somerset.

Secondly the Group will include the current activities of the FAP Delivery Group i.e. leading the delivery of the Flood Action Plan.

The Group will:

- Bring forward “business as usual” schemes from each organisation that are proposed for inclusion in the CWP.
- Work together to identify opportunities for cost saving through joining up activities from partner organisations and considering joint/alternative delivery approaches.
- Identify opportunities for schemes with multiple benefits that a single organisation may not be able to justify in isolation.
- With reference to the 2015/16 Enhanced Maintenance Programme and the SRA 5 Year Programme:
 - Identify potential schemes for funding;
 - Review the viability of schemes put forward, with respect to benefits, costs, environmental impacts and deliverability;
 - Prepare a consolidated programme from partners for approval by the SRA Board, taking demonstrable account of funding criteria and identifying a delivery partner;

- Prepare a monthly report on progress on delivery;
 - Providing a technical challenge (procurement strategy, flood risk management, project management) to both the implementation plan and performance;
 - Identify any potential changes to the Programme for recommendation to the Management Group.
- Discuss issues of mutual interest in flood risk management with a view to improving practices and service delivery in Somerset.
 - Lead the delivery and regular monitoring of performance of actions in the Somerset Flood Action Plan.

As part of its work helping to pull together the CWP/EMP the Group has a “critical friend” role and as such officers from other organisations can take part of this Group to maximise the value it brings to the process.

Membership

The Group will consist of a balanced mix of officers, including those from the following organisations, many of which contribute schemes as part of the CWP/EMP:

- The Environment Agency
- Somerset Drainage Boards Consortium
- The County Council – (Lead Local Flood Authority and Highways)
- District Councils
- Wessex Water
- FWAG
- Natural England

The Group will meet monthly.

In addition to the roles above the Group can also make comment or recommendations on other activities such as consultation requirements for particular schemes, etc.

END