

## Meeting

## ICE Reservoirs Committee Minutes

**Date** Thursday 10<sup>th</sup> February 2022  
**Time** 14.00 - 17.30  
**Venue** MS Teams  
**Chair** Richard Coackley

### Panel members

#### Sub-Committee 1

Chris Scott (Chair)  
David Brown  
Tom Wanner  
Martin Airey  
Anthea Peters

#### Sub-Committee 2

Kenneth Barr (Chair)  
Dave Crook  
Matthew Hill  
Andrew Kirby  
Jeremy Benn

Hazel Durant – Defra  
Ben Lukey – Defra  
Claire Dodd – Scottish Government  
James Ashworth – SEPA  
Mary McKeown – Department of Infrastructure, NI  
Shaun Donnelly - Department of Infrastructure, NI  
Lori Frater – Welsh Government  
Matt O’Brien – Natural Resources Wales  
Tony Deakin – Environment Agency

### By Invitation

#### Apologies

Mark Stranaghan - Department of Infrastructure, NI  
Jeremy Parr – Natural Resources Wales

#### Secretariat

Rabinder Phull (ICE)  
Kerrie McPeake (ICE)  
Mariam Awad (ICE)

## Summary of Applications in February 2022

### New Applications

3 new applications were submitted to the Supervising Engineers Panel and 1 new application was submitted to the All Reservoirs Panel this cycle.

1 All Reservoirs applicant has been appointed in England, Wales and Scotland.

1 Supervising Engineer applicant has been recommended for appointment in England and Wales and 2 Supervising Engineer applicants have been recommended for appointment in England, Wales and Scotland.

### Re-applications

8 re-applications were made to the Supervising Engineers Panels and 1 re-application was made to the All Reservoirs Panel.

1 All Reservoirs Panel re-application has been recommended for re-appointment to England, Wales and Scotland.

8 Supervising Engineers Panel re-applications have been recommended for re-appointment and; 2 of which are re-appointed to England, Wales and Scotland, 4 to England and Wales, 2 to Scotland.

| Item No.    |  | Action |
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| <b>2206</b> | <b>Legislative changes and jurisdictional impacts</b>  |        |
|             | <p>Update on current legislative situation in each of the jurisdictions:</p> <ul style="list-style-type: none"> <li>i. England – Ben Lukey. HD introduced BL as her replacement.                             <ul style="list-style-type: none"> <li>a) Future supply of engineers<br/>                                     Defra have started a contract with the ICE to address the future supply of engineers which is one of the key elements of David Balmforth’s report. The ICE has commenced research and will investigate links with academia, looking particularly at AR panel numbers as the demand for AR engineers increases. This work should conclude in August 2022 with interim outputs until then.</li> <li>b) Joint England and Wales panels<br/>                                     The joint England and Wales panels came into effect on 1 January 2022. Associated with this is an increase in the application fee to £450 from 1 April 2022.</li> </ul> </li> </ul> <p>TD provided the following update.</p> <ul style="list-style-type: none"> <li>a) Recommendations for Toddbrook Report Part A<br/>                     The work is nearing completion. From the seven guidance documents identified, the first relating to inspection information was produced in Summer 2021. From the remaining six - the inspecting engineer, supervising engineer and owners and operators guidance documents are being packaged together and released in early March. Deliverables 1, 2 and 3 regarding guidance on spillways will be packaged together and published at the same time, providing a slot is granted by No 10.</li> </ul> <p>An evening presentation has been planned for 7 March at the ICE to present the six documents.</p> <ul style="list-style-type: none"> <li>b) Emergency onsite plans<br/>                     Deadline date for submissions is 22 April and the EA are continually monitoring and sending reminders. Currently just over 400 have been received and 1600 to 1700 outstanding. As this is Ministerial direction and the EA have limitations on enforcement powers, failure to submit certificates may result in prosecution for the undertaker if an offence occurs. TD therefore urged engineer committee members to submit as early as possible.</li> </ul> <ul style="list-style-type: none"> <li>ii. Scotland - Claire Dodd                             <ul style="list-style-type: none"> <li>a. Will be looking into the application fee increase for those applying to the Scottish panels only although this may not</li> </ul> </li> </ul> |        |



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|             | <p>coincide with Defra’s 1<sup>st</sup> April date. Current panel members are mainly Scottish Water engineers.</p> <ul style="list-style-type: none"> <li>b. Will be considering statutory requirements to introduce onsite emergency plans in the next 12+ months.</li> <li>c. JA informed the committee that the 6 yearly risk designation review is underway. Reservoir owners were contacted and had two months to make representations. The representation period has closed and the Scottish government has received 12 to 15 representations. The information supplied will be reviewed and the risk designations confirmed.</li> </ul> <p>iii. Northern Ireland - Mary McKeown</p> <ul style="list-style-type: none"> <li>a. The consultation on orders and regulations to implement the NI Act started at the end of November 2021 and closed on 23 January 2022. The responses are now being considered and a consultation report will be published on the website. They will be considering any changes to the regulations and orders as well as to risk designations. There will be ongoing engagement with the ICE on the appointments and panels process and the ICE will promote when required via the NI Regional Director and team.</li> </ul> <p>iv. Wales - Matt O’Brien</p> <ul style="list-style-type: none"> <li>a. Will be making proposals to the Board in Spring on David Balmforth’s recommendations. This will be followed by wider circulation in the Summer and culminating with the BDS biannual conference. The proposals will look at changes that can be made in the short term without legislation changes and which encourage cross-border harmony. Longer term changes will also be considered.</li> </ul> |  |
| <b>2207</b> | <b>Reports</b>   |  |
|             | <ul style="list-style-type: none"> <li>i. British Dams Society (BDS)<br/>                 MA provided the following update:                 <ul style="list-style-type: none"> <li>- Last BDS committee meeting was held on 10 January. Many of the initiatives in discussion within the reservoirs committee have been pursued throughout the year.</li> <li>- All BDS members have received a copy of the BDS yearly handbook 2021. This describes the work that BDS has been doing with the knowledge, professional and educational groups with particular emphasis on the development of young</li> </ul> </li> </ul>  |  |

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|             | <p>professionals and mentoring. This should help to address the issue with a lack of AR and SuPE engineers and increase numbers.</p> <ul style="list-style-type: none"> <li>- BDS will be welcoming face-to-face meetings in 2022 to enable greater discussions and networking.</li> <li>- The BDS Conference will be held in September 2022 in Nottingham.</li> <li>- The ICOLD Congress is scheduled for mid-2022 in Marseilles.</li> <li>- BDS work is moving more on development rather than R&amp;D with a greater focus on young professionals, therefore is very much in line with the reservoir committee discussions and the BDS is happy to support their work going forward.</li> </ul> <p>ii. Reservoir Safety Research Advisory Group (ReSRAG)<br/>                 RP is waiting for an update/minutes of the last ReSRAG meeting from Chrissy Mitchell/Alan Warren and will circulate on receipt.<br/>                 A question was asked about the current basis of membership of ResRAG. TD confirmed that he would raise it at their next meeting.</p> <p>Post meeting note: ReSRAG meeting minutes received and circulated with these minutes.</p>   | TD |
| <b>2208</b> | <b>Reservoir Safety Review – 2nd report</b>   |    |
|             | <ul style="list-style-type: none"> <li>i. Update on progress<br/>                     BL and TD had already provided updates in agenda item 2206.</li> <li>ii. Panel Engineer Committee<br/>                     Following the Supervising Engineers Forum and AP’s discussion, RC as Chair of the Reservoirs Committee was approached by a number of reservoir engineers to set up a committee to consider and develop ways of working to deliver David Balmforth’s recommendations. Following further discussions and consideration of the remits for BDS, the reservoirs committee (mainly responsible for applications/review processes as well as policy) and inspecting engineers forum, it was agreed to create a separate Panel Engineers committee with 6 members including representations from BDS, the reservoirs committee and reservoir owners.</li> </ul> <p>RC drafted a letter inviting applications from all panel engineers and 18 applications had been received (7 ARs and 11 SupEs). RC thanked all those who contributed to producing the draft letter.<br/>                 RC will be reviewing all applications in the next week with the view that the new formed committee will have their first meeting within the next four to six weeks to appoint a Chair and agree the Terms of Reference. RC will be the Chair of the committee in the interim.</p> |    |



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|                    | <p>It is envisaged there will be valuable exchange of ideas and information between the new committee, the four nations and the ICE as work is undertaken to progress with the recommendations.</p> <p>ICE has commenced with the research project on future panel engineers which has been initiated by Defra. As part of this and the above, the ICE will be looking into creating a central Sharepoint site allowing the wider reservoirs community to share ideas and exchange information.</p> <p>TD pointed out that we should inform those who are not successful in getting onto the new committee, that there is and will be plenty of opportunity to support the work going forward.</p>  |  |
| <p><b>2209</b></p> | <p><b>Interview Review Process</b></p>  |  |
|                    | <p><b>i. Re-interview intervals for re-applicants</b></p> <p>To be deferred to the next meeting. However, committee members provided their comments:</p> <ul style="list-style-type: none"> <li>• Re-interview interval discussions have been ongoing and recently followed the receipt of a re-application from an applicant who had not been interviewed for 25 years</li> <li>• It was felt 15 years was deemed a reasonable length of time for re-interview although ideally it could be 10 years</li> <li>• This would significantly increase the workload of the sub-committees and administration</li> <li>• Sub-committee members reviewing the written applications are not informed of the date the applicant was last interviewed</li> <li>• The application form could/should be amended to include the ‘Date of last interview’</li> <li>• Update guidance documents indicating that applicants would be re-interviewed after a certain number of years</li> <li>• Would we need to assess on the full set of attributes for those engineers who are very active over the years or a specific set e.g industry knowledge or legislation changes</li> <li>• Is the interview a formality and should we be looking more closely at the written applications/assessments</li> <li>• Should we have a database detailing all applications, interviews, assessments etc. which over time would effectively create a service record for the applicant</li> <li>• With regards to safety, we need to be aware of review and interview intervals of registrations by other professional engineering</li> </ul> |  |

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|  | <p>organisations and re-interviewing would be welcome even though it would increase workload</p> <ul style="list-style-type: none"> <li>Those engineers working for employers would most likely be part of a system with robust reviews/professional competence assessments but many engineers work for themselves and have their own companies</li> </ul> <p>RP to draft a paper with comments for circulation and discussion at the next meeting.</p> <p><b>ii. Applicants’ mental and physical health</b><br/>                 Applicants are asked whether they are mentally and physically fit to undertake work, particularly as part of the Confined Spaces assessment. No further comments were made so it was agreed to close this item.</p> <p><b>iii. Applications and proposed/revised application form</b><br/>                 A meeting was held between AP, RC and Brendan VanRooyen (Head of ICE Professional Services) with the conclusion that the main issue with the current form was usability.<br/>                 Some of the new changes discussed included:</p> <ul style="list-style-type: none"> <li>Have a ‘locked’ form but allow more flexibility e.g. allow highlights to text, bold types but do not allow font changes</li> <li>RC02 projects box – allow copy and paste</li> <li>Add current appointment expiry date on front page</li> <li>Split Jurisdictions section and applicant can detail experience in each country as requirements are slightly different for each</li> <li>Split Section 8 by attributes and ask applicant to detail how each attribute has been achieved. This would mean a change to the guidance notes, a draft was circulated to members</li> <li>RC01 and RC02 sections ask for slightly different information on dams, where one requires more information than the other. Should this change?</li> <li>Merge England and Wales box</li> <li>It will be useful to know which jurisdiction the reservoir being listed is in</li> <li>Add a note in the guidance document asking applicants to write their dummy reports in English and Scottish formats</li> </ul> <p>ICE will be using an external provider to create the new form and the delivery turnaround is expected to be short. The first draft will then be uploaded to the sharepoint site for committee members to beta test before final release into</p> | <p>RP</p> |
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|             | <p>Live. Timeline is 3 to 4 weeks for the draft and the final version for use in the next cycle of applications after 25 February cycle.</p> <p>The benefits to changing the form will be twofold. Foremost is to make it easier for the applicant to use but secondly, it will help with the assessment process.</p>   |    |
| <b>2210</b> | <b>Reservoirs Committee membership</b>  |    |
|             | <p>KB and DB will be coming to the end of their 4<sup>th</sup> year terms on the committee in October 2022.</p> <p>RC has approached MH, CS and AP who are in their 3<sup>rd</sup> years in 2022. CS and AP have expressed their wishes to serve for a 4<sup>th</sup> year. MH will step down at the end of his 3<sup>rd</sup> year due to work commitments.</p> <p>The Secretariat therefore will be starting the process to appoint 1 AR, 1 SupE and 1 SupE Owners Representative to the committee in November 2022.</p> <p>RC has asked the ICE Secretariat to add dates in each calendar year for membership elections.</p> <p>MA stated that he will not be re-applying to the AR panel once his current appointment expires in December 2022.</p> <p>Post meeting note: MA's ARPE position on the committee will be advertised for next year's vacancies in accordance with the committee's Terms of Reference. There will therefore be 4 vacancies to fill for the new term starting in November 2022.</p> | RP |
| <b>2211</b> | <b>Any Other Business</b>   |    |
|             | <p>i. DB asked whether face-to-face meetings were going to be reinstated. RC believed that online meetings via Teams worked well and contributed to reducing the carbon footprint. Physical meetings would be held occasionally if the need arose.</p> <p>However, RC would investigate the process in place for professional exams at other organisations such as universities and the ICE. For example, universities have a short clause for applicants to sign indicating they are happy to have Teams meetings. This ensures there is no comeback on process following failed interviews.</p>   |    |

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|  | <p>Sub-committee members felt that interviews via Teams required greater time commitments. The Teams interviews were longer in duration with additional pre-interview and post-interview meetings. Pre-Covid, the committee were able to hold up to 3 interviews per day and occasionally 4 interviews.</p> <p>RC will contact individuals and draft a note for consideration by the committee, adding an appendix regarding timings.</p> <p>ii. On behalf of the committee, RC thanked HD for her time, support and work on the committee over a number of years. HD has found the work fascinating and thanked everyone for her enjoyment of working with committee members.</p> <p>iii. RC thanked all the committee members, knowing how much voluntary work goes into committee duties.</p> |  |
|  | <p><b>Future meeting dates:</b><br/>                 9<sup>th</sup> June 2022<br/>                 6<sup>th</sup> October 2022</p>   |  |

