



## Information Pack for North West Regional Flood and Coastal Committee (RFCC) Applicants

The closing date for applications is **5 July 2019**.

The selection event will provisionally take place on the afternoon of **11 September 2019**.

Contact: Rachel Harmer, by email [NW-RFCC@environment-agency.gov.uk](mailto:NW-RFCC@environment-agency.gov.uk) or telephone 020302 50946.

Environment Agency, GMMC FCRM Programming Team, Richard Fairclough House, Warrington, WA4 1HT.

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# The Environment Agency

The Environment Agency was established by the Environment Act 1995. We are an executive non-departmental public body responsible to the Secretary of State for the Environment, Food and Rural Affairs. We protect and improve the environment and make it a better place for people and wildlife. This includes responsibility for protecting communities from the risk of flooding and for managing water resources. Visit [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk) for more information.

## What are Regional Flood and Coastal Committees?

Regional Flood and Coastal Committees (RFCCs) are committees of the Environment Agency. Being a member of an RFCC is an exciting opportunity to play an important local role in guiding flood and coastal management activities within catchments and along the coast.

RFCCs are critical to achieving the government's partnership funding approach<sup>1</sup> and will play an important role in deciding on local priorities, raising local levies and approving programmes of work. Our committees also have a critical role in supporting us and Lead Local Flood Authorities to work with communities and other partners to identify and bring in funding contributions. They are also responsible for promoting the consideration of climate change impacts in local decision making relating to our work in managing flood risk and our coastline.

The North West has a diverse environment from industrialised and urban areas in Manchester and Liverpool to the beautiful countryside of the Lake District, rural Lancashire and Cheshire. It covers over 14,900 square kilometres and covers some 6,569 kilometres of designated main river, 298 kilometres of estuary and 826 kilometres of coastline.

The flood and coastal risk management challenges in the North West are considerable. Over 140,000 residential and commercial properties have been identified as being at risk of flooding from rivers, sea and surface water. As the Environment Agency, we provide warnings to over 125,000 properties and in those areas of high flood risk, where we offer a direct warning service, we are working hard with communities to encourage sign up to this service. As a Committee we are working hard to deliver investment to reduce our risk of flooding and coastal erosion whilst, at the same time, supporting sustainable economic growth and improving our natural environment as much as possible.

Please see **Appendix 1** for a map of the North West RFCC area.

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<sup>1</sup> See Further Reading list for further details.

## Membership and vacancies

Each committee has its own composition document which sets out the number of different member types and who should appoint them. Defra appoints the Chairman, Lead Local Flood Authorities appoint LLFA members, and the Environment Agency appoint a number of independent members with specific skills and expertise.

The North West RFCC plans to adopt a formal business plan at its July 2019 meeting that has been publicly consulted on and the intention is to align the roles of its independent members more closely with that business plan.

Our thinking is that from October 2019 we would like the following additional special interest areas to be represented on the Committee. This recruitment exercise is seeking suitable candidates for these roles:

- **Coastal processes**
- **Working with communities at risk of flooding and/or coastal erosion**
- **Economics**
- **Development and planning**

More detail on each of the roles is provided in Appendix 3.

## Role of our members

Regional Flood and Coastal Committees have a valuable role in shaping and developing our plans and working closely with partners and communities. This is an exciting opportunity for you to become a part of this work. We are looking for enthusiastic and committed people who will bring new ideas and have a passion for flood and coastal management.

Our members may also have a critical role in working closely with us and Lead Local Flood Authorities to help bring in external contributions to enable us to do more for communities and really make a difference.

The independent members of the committee play a vital role ensuring strategic aims and guiding principles of both the National Flood and Coastal Erosion Risk Management Strategy<sup>2</sup> and the government's 25 Year Environment Plan are embedded within decisions made by the wider Committee. Your role is to bring your professional knowledge and personal skills and experience to the Committee to support informed decision making whilst also helping to ensure that there is a clear line of sight between national ambitions and local delivery.

Please note that we will appoint members as impartial individuals in their own right and not as representatives of any particular organisation.

For more detail on the role of members, please see the RFCC purpose document in **Appendix 2** and the role profiles in **Appendix 3**.

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<sup>2</sup> Please see Further Reading for links to the Strategy

## Diversity

We want to ensure our committees represent the communities we serve and we welcome applicants from all walks of life. We make all public appointments on merit, following a fair, open and transparent process.

## Time commitment

The committee meets four times a year and meetings are open to the general public. The meetings are held at venues across the North West Region.

Dates of forthcoming meetings:      Friday 19 July 2019  
   Friday 18 October 2019

You will be expected to attend all formal meetings, which usually last approximately half a day (typically 10am – 2pm), and to read the pack of papers in advance.

In order for us to make a real difference to the lives of communities living at risk of flooding and coastal erosion, we can fund and resource projects and initiatives to progress objectives set out within our North West RFCC Business Plan. The FloodHub website is a great example of a communication tool the North West RFCC has funded, requiring contribution from numerous partners. As an independent member we will ask you to take a sponsoring role on an objective within the Business Plan - helping to shape the work carried out by resources/partners with your expertise, making connections outside the RFCC, and reporting back on progress and successes to the Committee. This is likely to require an additional time commitment of 1-2 days per quarter.

We sometimes use additional workshops (1 - 2) over the year to progress specific issues which you may be asked to attend if relevant.

You will be appointed for terms of between two and four years, and you may indicate your preference as part of the application process. Members can serve no more than 10 years in total on the Committee.

We are extremely grateful for the time and commitment that our members give as member posts are unpaid. Committee members can claim expenses, including travel, subsistence and, where applicable, a fixed [allowance for loss of earnings](#).

## How to apply

Please complete the application form and the optional diversity monitoring form enclosed with this pack.

You must complete all sections of the application form as this will be the source of information for shortlisting candidates. **CVs are not accepted.**

Please return to Rachel Harmer, RFCC Secretariat Officer, Environment Agency, Richard Fairclough House, Knutsford Road, Warrington, WA4 1HT

or by e-mail [NW-RFCC@environment-agency.gov.uk](mailto:NW-RFCC@environment-agency.gov.uk)

**Return your completed application form to arrive by the closing date: 5 July 2019.**

There are some guidelines so you can check your eligibility for appointment. These are in paragraph 11 of the RFCC regulations [www.legislation.gov.uk/ukxi/2011/695/contents/made](http://www.legislation.gov.uk/ukxi/2011/695/contents/made) as well as the Seven Principles of Public Life <https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>

## Selection and interviews

The selection panel will consist of the Committee Chair, Environment Agency staff and at least one other existing RFCC member and/or support officer.

The selection panel will determine which candidates best demonstrate they have the specified qualities and experience. They will also consider the balance of skills and experience required across the committee. It is therefore essential for your application form to give full but concise information and evidence relevant to the appointment.

Short-listing will take place during July. Short-listed candidates will be invited to a selection event which has been provisionally arranged for the afternoon of Wednesday 11 September 2019. This is likely to be in a central North West location.

**Please indicate on your application whether you can attend on this date.**

Candidates will not be able to claim expenses incurred travelling to and from the selection event.

## Appointments

New members will be invited to attend the first committee meeting on **18 October 2019**.

If you are successful, some of the information entered on your application form will be made public (your name, brief background and other public appointments). If we place information in the public domain, we will agree it with you first.

All new members will be required to complete a 'declaration of interest' form which must be returned before attending their first meeting and renewed annually.

## Induction

In order to ensure the successful candidates have a good understanding of their role and background to issues being discussed, we will arrange for them to meet with the Committee Chair and Environment Agency managers, and receive an induction briefing before their first committee meeting. Our secretariat officer along with other members of our staff will provide ongoing support to the members.

## Further reading

If you would like to do some further background reading on the committee the following resources may be of interest. Alternatively, please get in touch with us if you have any questions.

### **Flood and Coastal Resilience Partnership Funding**

<http://www.defra.gov.uk/environment/flooding/funding-outcomes-insurance/funding/>

### **National Flood and Coastal Erosion Risk Management Strategy**

<http://www.environment-agency.gov.uk/research/policy/130073.aspx>

### **National Flood and Coastal Erosion Management Strategy Consultation**

<https://consult.environment-agency.gov.uk/fcrm/fcrm-national-strategy-info/>

### **Floodhub**

<https://thefloodhub.co.uk/>

### **Flood and Water Management Act**

<http://www.defra.gov.uk/environment/flooding/legislation/>

### **RFCC Regulations**

[www.legislation.gov.uk/ukxi/2011/695/contents/made](http://www.legislation.gov.uk/ukxi/2011/695/contents/made)

### **Minutes of previous NW RFCC Meetings**

[www.gov.uk/government/groups/north-west-regional-flood-and-coastal-committee](http://www.gov.uk/government/groups/north-west-regional-flood-and-coastal-committee)

### **Cabinet Office's Code of Conduct**

[www.gov.uk/government/publications/board-members-of-public-bodies-code-of-conduct](http://www.gov.uk/government/publications/board-members-of-public-bodies-code-of-conduct)

### **Committee on Standards in Public Life – Seven Principles of Public Life:**

<https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>

*Although these appointments do not come within the remit of the Commissioner for Public Appointments, we are making the appointments using a process which takes into account the Commissioner's Code of Practice.*

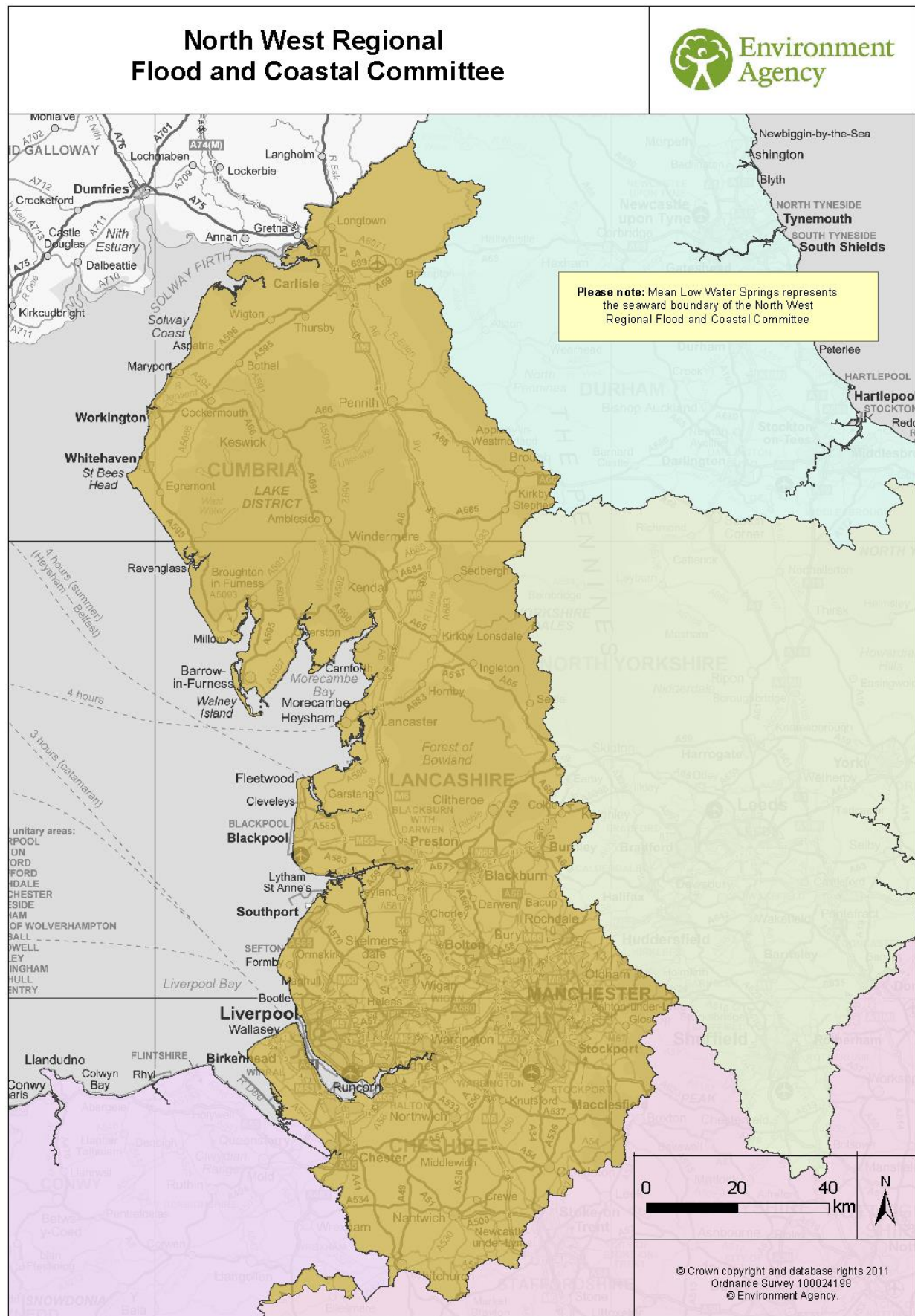
## Complaints

We have a complaints procedure which should be followed for any complaints relating to these appointments. Details are available here:

[www.gov.uk/government/organisations/environment-agency/about/complaints-procedure](http://www.gov.uk/government/organisations/environment-agency/about/complaints-procedure)  
or by telephoning 03708 506506 or emailing [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)



## Appendix 1 – RFCC Maps



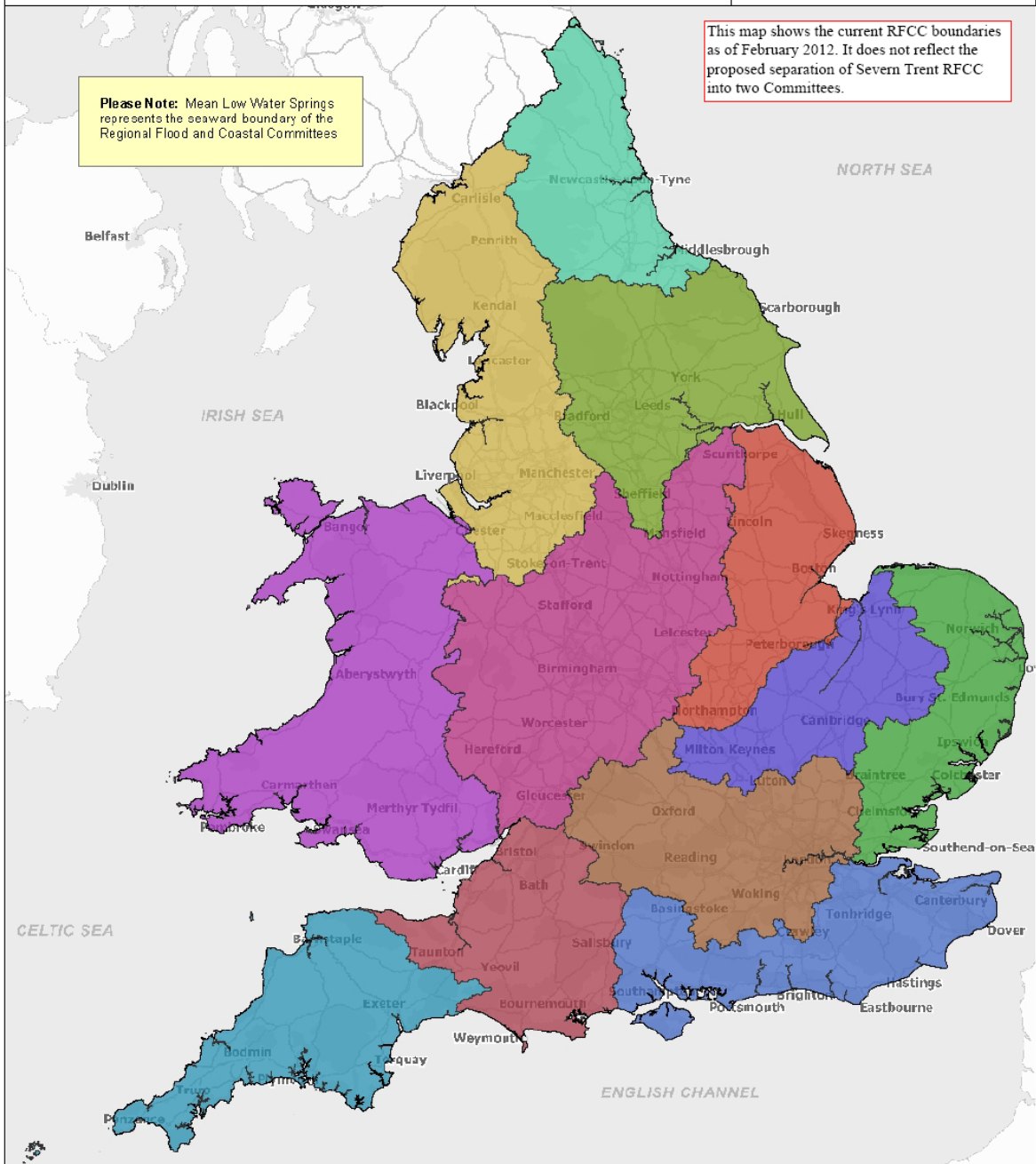


## Regional Flood and Coastal Committees: England and Wales



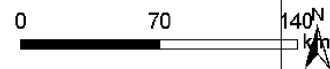
**Please Note:** Mean Low Water Springs represents the seaward boundary of the Regional Flood and Coastal Committees

This map shows the current RFCC boundaries as of February 2012. It does not reflect the proposed separation of Severn Trent RFCC into two Committees.



Regional Flood and Coastal Committees

Anglian Central	Severn Trent	Thames
Anglian Eastern	North West	Wales
Anglian Northern	Northumbria	Wessex
South West	Southern	Yorkshire



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## **Appendix 2 – RFCC Purpose**

### **RFCC Purpose – England & Wales**

#### **Purposes**

The RFCC is a Committee established by the Environment Agency under the Flood and Water Management Act 2010 that brings together members appointed by Lead Local Flood Authorities (LLFAs) and independent members with relevant experience for three purposes:

- to ensure there are coherent plans for identifying, communicating and managing flood and coastal erosion risks across catchments and shorelines;
- to promote efficient, targeted and risk-based investment in flood and coastal erosion risk management that optimises value for money and benefits for local communities;
- to provide a link between the Environment Agency, LLFAs, other risk management authorities, and other relevant bodies to engender mutual understanding of flood and coastal erosion risks in its area.

#### **Statutory Functions and the role of the RFCC**

Section 23 of the Flood and Water Management Act 2010 requires the Environment Agency (the Agency) to:

- consult with each RFCC about the way it proposes to carry out its flood and coastal erosion risk management functions in the Committee's region (s23(1)(a)).
- take into account representations made by the Committee about the exercise of its flood and coastal erosion risk management functions in the Committee's region (s23(1)(b)).
- obtain the consent of the RFCC before the Agency can implement its regional programme for the Committee's region (s23(2)).
- obtain the consent of the RFCC before the Agency can issue a levy under Section 17 of the Act (s23(3)).
- obtain the consent of the Committee to the spending of revenue under Section 118 of the Water Resources Act in the region where the revenue is raised (s23(4)).

#### **Additional considerations**

In pursuit of these purposes, the RFCC will:

- support the delivery of Government flood and coastal erosion risk management policy and strategy, taking into account Defra and Welsh Government and Agency guidance;
- support the Agency in its strategic overview role by providing a link between national and local flood and coastal erosion risk management and in assisting LLFAs in the development of their Local Flood Risk Management Strategies;
- review LLFA outputs under the Flood Risk Regulations 2009 and other current requirements imposed on LLFAs by legislation and guidance;

- review and endorse Catchment Flood Management Plans and Shoreline Management Plans;
- review and endorse medium and long term business plans for its region.
- promote partnership with project sponsors to secure external contributions and consider how levy funding will be used along with other sources of funding to deliver the regional programme and longer term strategic objectives;
- monitor and review reports on the performance and financial management of flood and coastal erosion risk management functions;
- work with partners to raise awareness of flood and coastal erosion risk management within its region;
- take into account wider environmental considerations within its region that will be influenced by flood and coastal erosion risk management decisions;
- report periodically on its work.

## Appendix 3 – Independent Member Role Profiles

### Coastal Advisor (Vacancy being recruited)

There is a legislative requirement for any RFCC which has a coastline to include a person with knowledge of coastal processes.

The North West has a significant length of coastline, in Cumbria, Lancashire, Merseyside and Cheshire. This represents the highest risk of flooding and coastal erosion within the North West, together with the largest environmental resource.

Coasts are subject to natural movement and change and this will increase with rising sea levels and more extreme weather events. In the long term it may not be sustainable to defend and preserve the coastline exactly where it is, in some places this may involve the complete loss of land and movement of coastal communities from unacceptable risk. In other places communities will need to adapt to flooding and coastal change. Supporting these communities in this adaptation requires long lead times and may require significant resources.

The North West coastline is diverse and faces a variety of challenges to its sustainability. The scale of flooding and coastal change in the coming decades will require a long term approach to improve understanding of risk and take appropriate, place-based and evidence-backed action. Creating resilient, thriving coastal communities requires raising the priority of investment in coastal change management within infrastructure and development partners.

#### Role specific functions

- To represent coastal flood and erosion risk management at a strategic North West level
- To improve strategic links between the RFCC and the North West Coastal Group
- To ensure coastal issues and the scale and significance of the coastal risk management programme are central to the work of the RFCC
- To observe and comment on the governance of coastal risk management issues across the North West, ensuring that this operates effectively at strategic, tactical and operational levels
- To work/liase closely with the Chair of the North West Coastal Group to provide clarity for the RFCC around your respective roles

#### Generic functions

- To provide effective input to RFCC meetings to help ensure it fulfils its statutory responsibilities, using your knowledge, skills and experience to actively advise and provide opinion
- To provide strategic advice to help support the delivery of the National Flood and Coastal Erosion Risk Management Strategy
- To take an active role leading and reporting back on work to deliver the Committee's Business Plan objectives, as required
- To contribute to updates of the North West RFCC Business Plan and development of the annual RFCC Action Plan
- To keep up-to-date with flood and coastal erosion risk issues in the North West and national and regional policy developments as appropriate (e.g. national planning policy and guidance)
- To seek and reflect views of external stakeholders so they are taken account of in RFCC decision making
- To communicate local priorities and successes to help raise awareness of flood and coastal erosion risk management work.
- To input to approval and overview of the delivery of local flood and coastal erosion risk plans and strategies
- To act as an impartial individual in your own right and not as a representative of any particular organisation

#### Desirable knowledge and experience

- Knowledge and understanding of coastal processes
- Knowledge and understanding of Shoreline Management Planning process
- Knowledge and understanding of Partnership funding arrangements
- Experience of working with coastal communities

## **Development and planning (Vacancy being recruited)**

There is high and unmet demand for new housing. Continued economic growth and prosperity will rely on new commercial development. Some land at risk of flooding should not be developed. Other land at flood risk still presents an opportunity if steps are taken to manage the flood risk and the development is appropriate. Planning of, and investment in, flood risk management measures and areas for regeneration needs to be fully integrated and should seek to deliver multiple benefits.

Existing development and hard landscapes are already making surface water and sewer flooding an increasing problem. New development will make flood risk worse unless widespread sustainable drainage solutions become an integral element of development.

Coastal change with rising sea levels and more extreme weather will require adaptation within and by impacted coastal communities. Coastal development and regeneration needs to take full account of potential coastal change and management policies.

### **Role specific functions**

- To help the RFCC to influence the planning and engineering communities in fully appreciating the flood and coastal erosion risks and opportunities posed by development in our climate changing world
- To identify how links can be further strengthened between Risk Management Authorities and Local Planning Authorities
- To help the Committee understand the baseline in the North West and identify measures we can take to improve this, including through identifying and sharing best practice from within the North West and elsewhere
- To advise how the planning process and documentation can be further adapted to increase the consideration of climate change and use of high quality sustainable drainage systems
- To influence relevant departments within North West universities to ensure the next generation of geographers, planners and engineers understand flood and coastal erosion risks and how these risks can be managed
- To take an active role leading and reporting back on work (resourced) to deliver Business Plan objectives relating to planning and development

### **Generic functions**

- To provide effective input to RFCC meetings to help ensure it fulfils its statutory responsibilities, using your knowledge, skills and experience to actively advise and provide opinion
- To provide strategic advice to help support the delivery of the National Flood and Coastal Erosion Risk Management Strategy
- To take an active role leading and reporting back on work to deliver the Committee's Business Plan objectives, as required
- To contribute to updates of the North West RFCC Business Plan and development of the annual RFCC Action Plan
- To keep up-to-date with flood and coastal erosion risk issues in the North West and national and regional policy developments as appropriate (e.g. national planning policy and guidance)
- To seek and reflect views of external stakeholders so they are taken account of in RFCC decision making
- To communicate local priorities and successes to help raise awareness of flood and coastal erosion risk management work.
- To input to approval and overview of the delivery of local flood and coastal erosion risk plans and strategies
- To act as an impartial individual in your own right and not as a representative of any particular organisation

### **Desirable knowledge and experience**

- Up-to-date knowledge of Town and Country Planning legislation and processes, strategic plan making processes and documents and development management processes
- Awareness of the links between development and climate change resilience
- Membership and/or involvement in professional bodies involved with planning and development (e.g. Royal Town Planning Institute, Town and Country Planning Association)

## **Communities (Vacancy being recruited)**

Climate change is bringing more extreme weather and sea level rise including repeated flooding in some locations. The risk of flooding and coastal erosion will increase and it won't be affordable or feasible to provide total protection everywhere. If we are to reduce the risk of harm (including fear and anxiety) to people, communities need to be ready to act in the event of flooding. As a society we need to protect where we can but also effectively adapt our homes, businesses and infrastructure so that recovery from flooding is quicker and the impact minimised as far as possible. Coastal communities may need to adapt more significantly to a changing coastline. Our work needs to recognise that the ability of individuals and communities to prepare and recover can vary widely.

### **Role specific functions**

- To ensure communities that have flooded or who are at risk of flooding or coastal erosion are always at the heart of the Committee's business
- To take an active role leading and reporting back on work (resourced) to deliver Business Plan objectives relating to community preparation and recovery
- To be aware of and reflect the experiences and perspectives of flooded communities to the organisations that make up the RFCC
- To provide insight in engaging the wider public on surface water flood risk and coastal communities who in time will need to adapt to a changing coastline
- To advise on and help develop engagement between communities, sub-regional partnerships and ultimately the RFCC itself, overseeing the development of a communications and engagement approach for the RFCC

### **Generic functions**

- To provide effective input to RFCC meetings to help ensure it fulfils its statutory responsibilities, using your knowledge, skills and experience to actively advise and provide opinion
- To provide strategic advice to help support the delivery of the National Flood and Coastal Erosion Risk Management Strategy
- To take an active role leading and reporting back on work to deliver the Committee's Business Plan objectives, as required
- To contribute to updates of the North West RFCC Business Plan and development of the annual RFCC Action Plan
- To keep up-to-date with flood and coastal erosion risk issues in the North West and national and regional policy developments as appropriate (e.g. national planning policy and guidance)
- To seek and reflect views of external stakeholders so they are taken account of in RFCC decision making
- To communicate local priorities and successes to help raise awareness of flood and coastal erosion risk management work.
- To input to approval and overview of the delivery of local flood and coastal erosion risk plans and strategies
- To act as an impartial individual in your own right and not as a representative of any particular organisation

### **Desirable knowledge and experience**

- First-hand experience of flooding and/or working directly with communities who have been flooded
- Preferably experience of community engagement and empowering people to take action
- We would particularly welcome applications from people from community flood forums or action groups.



## **Economics (Vacancy being recruited)**

Measures taken to reduce the risk of flooding and coastal erosion achieve not only those aims, but also deliver a wide range of other benefits. These include opening up land for development, urban regeneration, jobs and livelihoods protected or created. They create urban green space with opportunities for recreation, amenity and improvements in health and wellbeing. They create natural habitat which increases biodiversity. Currently the benefits of flood and coastal erosion risk management are overly focussed on damages to property avoided which means they are undervalued. Valuing the full range of benefits would demonstrate a return on investment which would change the conversations we are able to have with investors and decision makers.

There is growing recognition that our economic prosperity and wellbeing are underpinned by natural capital (i.e. its biodiversity, including ecosystems that provide essential goods and services). Natural capital accounting is a rapidly developing area which is starting to provide new tools to support decision making by taking account of changes (gains and losses) in the stock of natural capital. Given the natural capital benefits that can be achieved from flood and coastal risk management measures, this also represents a big opportunity for bringing about different investment conversations.

### **Role specific functions**

- To help the RFCC understand the sources and extent of opportunities to more fully demonstrate the return on investment in flooding and coastal erosion
- To keep track and raise awareness of emerging natural capital approaches within the North West and nationally
- To identify best practice tools which risk management authorities could use for valuing benefits and natural capital consistently across the North West
- To establish and use links with universities and other academic institutions to provide evidence, guidance and tools
- To influence, through the Committee, government thinking on how future investment in FCERM is calculated
- To take an active role leading and reporting back on work (resourced) to deliver the RFCC Business Plan objectives relating to the economics of flood and coastal risk management and its wider benefits

### **Generic functions**

- To provide effective input to RFCC meetings to help ensure it fulfils its statutory responsibilities, using your knowledge, skills and experience to actively advise and provide opinion
- To provide strategic advice to help support the delivery of the National Flood and Coastal Erosion Risk Management Strategy
- To take an active role leading and reporting back on work to deliver the Committee's Business Plan objectives, as required
- To contribute to updates of the North West RFCC Business Plan and development of the annual RFCC Action Plan
- To keep up-to-date with flood and coastal erosion risk issues in the North West and national and regional policy developments as appropriate (e.g. national planning policy and guidance)
- To seek and reflect views of external stakeholders so they are taken account of in RFCC decision making
- To communicate local priorities and successes to help raise awareness of flood and coastal erosion risk management work.
- To input to approval and overview of the delivery of local flood and coastal erosion risk plans and strategies
- To act as an impartial individual in your own right and not as a representative of any particular organisation

### **Desirable knowledge and experience**

- Ideally you would be an economist by training or someone with expertise and knowledge in assessing the economic value of benefits and expressing return on investment
- Awareness of the developing role and techniques of natural capital accounting

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