

Minutes of the meeting of the Lower Severn (2005) Internal Drainage Board
Held on Wednesday 4th November 2020 at 2.00 pm
Gables/Zoom blended meeting

Present:

Cllr M Riddle	Chairman	Miss R Hewlett
Mr M Barnes	Vice-Chairman	Mr J Hore
Cllr B Behan		Mr J Nichols
Cllr P Burford		Mr I Ractliffe
Mrs F Collins		Mr G Simms
Mr J Cornock		Ald M Sykes
Mr T Cullimore		Ald C Williams
Cllr R Griffin		

Staff:

Kieran Warren	Principal Officer	PO
Martin Dear	Accounts Officer	AO
James Druett	Land Drainage Engineer	LDE
James Thomas	Civil Engineer	CE
Louise Reading	Minutes	

3110	Election of Chairman 2020/21 The PO invited nominations for the post of Chairperson. Cllr Riddle was proposed and seconded for the post. No other nominations were proposed. Resolved that: Cllr M Riddle be elected Chairman for the ensuing year. Cllr Riddle thanked Members for their support over the previous two years which he hoped would continue in the coming year.	
3111	Election of Vice-Chairman 2020/21 Cllr Riddle took the Chair and invited nominations for the post of Vice-Chairperson. Mr M Barnes was proposed and seconded for the post. No other nominations were proposed. Resolved that: <ul style="list-style-type: none"> Mr M Barnes be elected Vice-Chairman for the ensuing year. 	
3112	Apologies Apologies were received from Mr R Godwin, Mr P Goodey, Mr G Littleton, Cllr F Hance, Cllr Howells, Mr R Hyslop, Mr R Thatcher, Cllr P Toleman, Mr K Withers and Cllr M Williams	
3113	Chairman's Announcements The Chair thanked all Board Members and staff for the continued hard work over the last year which had proven more challenging than previous years. The Chair also thanked Members who had signed up for the virtual ADA annual conference and AGM.	
3114	Declaration of Members Interest None	
3115	Minutes of Previous Meeting It was resolved that: <ul style="list-style-type: none"> Subject to the correction that Mr T Cullimore attended the Minutes of the meeting held 22nd July 2020 be approved as a correct record. 	

3116

Dates of Future Board Meetings

The PO had prepared a schedule of dates for November 2020 to February 2021 Board and Committee meetings for approval and confirmed that a date for the rescheduled Engineering meeting would be sometime in December. The Chair advised Members that if necessary, in line with government guidance, the Board would revert back to virtual meetings.

Mr Nichols asked why the Treasury Sub Committee meeting, having only 5 Members couldn't meet at the Board's Offices.

The Chair informed Members that whilst meeting for business purposes was allowed the Board had a duty of care to not only its Members but to its staff also. It was important to minimise the risk as much as possible.

Ald Williams suggested that it would be prudent to re visit this on 2nd December when the next announcement would be made.

Cllr Abraham reiterated that he felt that the staff should not be put at risk and whilst remote meetings were difficult for some it was necessary during these unprecedented times.

There were no planned meetings during the lockdown period and it was agreed to revisit this on 2nd December.

It was resolved that:

- **The following schedule of meetings be approved:**

Meeting	Date	Time
<i>Governance & Probity</i>	<i>2 December 2020</i>	<i>10.30am</i>
<i>F&GP</i>	<i>9 December 2020</i>	<i>10.30am</i>
<i>Staff & Pensions</i>	<i>13 January 2021</i>	<i>10.30am</i>
<i>F&GP</i>	<i>20 January 2021</i>	<i>10.30am</i>
Full Board Meeting – Rate Setting	3 February 2021	2.00 pm
Treasury Sub	10 March 2021	10.30 am
Governance & Probity	31 March 2021	10.30 am
Engineering Committee	14 April 2021	10.30am
Staff & Pensions	5 May 2021	10.30 am
F&GP	19 May 2021	10.30 am
Full Board Meeting	9 June 2021	2.00 pm
Treasury Sub	1 September 2021	10.30 am
F&GP	8 September 2021	10.30 am
Full Board Meeting	22 September 2021	2.00 pm
Engineering Committee	20 October 2021	10.30am
Full Board Meeting – Annual Meeting	3 November 2021	2.00 pm
Governance & Probity	1 December 2021	10.30 am
F&GP	8 December 2021	10.30 am
Staff & Pensions	12 January 2022	10.30 am
F&GP	19 January 2022	10.30 am
Full Board Meeting – Rate Setting	2 February 2022	2.00 pm

3117	<p>Appointment of Committees for 2020/2021</p> <p>It was resolved that</p> <ul style="list-style-type: none"> The membership of the Committees for the ensuing year be as shown below: <p><u>Finance & General Purposes Committee – 10 Members</u></p> <table border="1"> <tr> <td>Mr M Barnes</td><td>Mr J Cornock</td><td>Cllr R Griffin</td></tr> <tr> <td>Mr J Hore</td><td>Mr G Littleton</td><td>Cllr M Riddle</td></tr> <tr> <td>Mr G Simms</td><td>Cllr P Abraham</td><td>Ald M Sykes</td></tr> <tr> <td>Ald C Williams</td><td></td><td></td></tr> </table> <p><u>Engineering Committee – 13 Members</u></p> <table border="1"> <tr> <td>Mr M Barnes</td><td>Mr J Cornock</td><td>Mr T Cullimore</td></tr> <tr> <td>Mr R Godwin</td><td>Mr P Goodey</td><td>Cllr R Griffin</td></tr> <tr> <td>Miss R Hewlett</td><td>Mr R Hyslop</td><td>Cllr J Jones</td></tr> <tr> <td>Mr I Ractliffe</td><td>Mr G Simms</td><td>Mr R Thatcher</td></tr> <tr> <td>Cllr M Williams</td><td></td><td></td></tr> </table> <p><u>Governance & Probity – 6 Members</u></p> <table border="1"> <tr> <td>Cllr B Behan</td><td>Cllr P Burford</td><td>Mrs F Collins</td></tr> <tr> <td>Cllr J Jones</td><td>Cllr M Riddle</td><td>Cllr P Abraham</td></tr> </table> <p><u>Staff & Pensions Committee – 9 Members</u></p> <table border="1"> <tr> <td>Cllr B Behan</td><td>Cllr R Griffin</td><td>Mrs F Collins</td></tr> <tr> <td>Mr R Godwin</td><td>Cllr P Abraham</td><td>Mr G Littleton</td></tr> <tr> <td>Mr J Nichols</td><td>Mr G Simms</td><td></td></tr> </table> <p><u>Treasury Sub Committee – 5 Members</u></p> <table border="1"> <tr> <td>Mr M Barnes</td><td>Cllr P Howells</td><td>Mr J Nichols</td></tr> <tr> <td>Cllr M Riddle</td><td>Ald C Williams</td><td></td></tr> </table>	Mr M Barnes	Mr J Cornock	Cllr R Griffin	Mr J Hore	Mr G Littleton	Cllr M Riddle	Mr G Simms	Cllr P Abraham	Ald M Sykes	Ald C Williams			Mr M Barnes	Mr J Cornock	Mr T Cullimore	Mr R Godwin	Mr P Goodey	Cllr R Griffin	Miss R Hewlett	Mr R Hyslop	Cllr J Jones	Mr I Ractliffe	Mr G Simms	Mr R Thatcher	Cllr M Williams			Cllr B Behan	Cllr P Burford	Mrs F Collins	Cllr J Jones	Cllr M Riddle	Cllr P Abraham	Cllr B Behan	Cllr R Griffin	Mrs F Collins	Mr R Godwin	Cllr P Abraham	Mr G Littleton	Mr J Nichols	Mr G Simms		Mr M Barnes	Cllr P Howells	Mr J Nichols	Cllr M Riddle	Ald C Williams		
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3118	<p>Land Drainage Engineer's Report</p> <p><u>Maintenance</u> The LDE advised Members that routine maintenance was on course, with approx 500km of watercourse being completed by December.</p> <p><u>Elmore Back</u> The LDE updated Members that the consent for the fish pass and the planning for the demolishing of the existing building at Elmore Back were still outstanding. Tender invitations were issued on 23rd October and expected back on 23rd November. Tenders would then be appraised with a letter of intent being issued 1st December. Negotiations with the successful company would follow and the contracted awarded in January. The works were expected to take around 4 months and should be completed by May. The LDE advised this slippage of a couple of weeks was regrettable but manageable given the current climate.</p> <p>The Chair asked the LDE if the delay with the Environmental Agency was a cultural problem or a one off. The LDE advised that it seemed to be a cultural problem however Covid had also impacted it.</p> <p>Some Members offered assistance in chasing this up and it was agreed that the Chair would issue a letter outlining the Board's concerns.</p>	<p>20201103FB The Chair to write to the EA</p>																																																

	<p>Machinery The LDE informed Members that he was investigating options for the replacement machinery and would take it to the Engineering Committee at the next meeting.</p> <p>In response to Mr Simms question the LDE advised that the reason for the machinery replacement was due to reaching the 7 years and 7000 hours operating limit.</p> <p>Mr Simms underlined the importance of the varying factors that should be considered when replacing machinery such as breakdown cost, maintenance costs, hours and reliability.</p> <p>Outfall at Tiddenham The LDE brought to Members attention an outfall in Tiddenham that was in disrepair. This fell under the remit of the EA. Members showed concern over the impact of these flaps and outfalls being left and the potential cost of replacement or land becoming unusable. This could also impact rate income.</p> <p>Whilst it was felt that EA budgetary constraints had affected the maintenance of these flaps the Board felt it would be prudent to have a list of both maintained and non-maintained flaps so that any impact within the Boards area could be monitored.</p> <p>Cllr Burford asked if the Board could also request a copy of the criteria the EA used to decide on which outfalls/flaps were maintained.</p> <p>Mr Hore suggested contacting ADA to see if this was a countrywide problem for all Drainage Boards.</p> <p>The Chair agreed to pen a letter to the EA to request information regarding these outfalls and flaps.</p> <p>It was resolved that</p> <ul style="list-style-type: none"> • The report be noted 	<p><u>20201103 FB</u> The Chair to write to the EA</p>
3119	<p>Civil Engineer's Report The CE advised Members that new laptops were being purchased for full time staff Members to assist in the home working environment Covid had dictated.</p> <p>The CE also confirmed that a investigation by the Boards consultants to move water from Oldbury on Severn catchment to the Hill catchment suggested the scheme was not feasible.</p> <p>It was resolved that</p> <ul style="list-style-type: none"> • The report be noted 	
3120	<p>Any Other Item Which the Chair Decides in Urgent The Chair informed Members that some Members had contacted him in respect of developing and progressing the monitoring and reporting of the Boards operations.</p> <p>The Chair suggested setting up a small working party to review the current procedures and make suggestions for developing performance management.</p> <p>Ald Williams supported this proposal, as he felt that all public bodies should endeavour to monitor and measure works undertaken.</p> <p>Cllr Griffin suggested it would be sensible to set the objectives first.</p>	

	<p>Mr Nichols questioned that the Board were already reviewing performance. The Chair agreed and explained that this was to develop the existing performance reporting.</p> <p>The Chair commented that it would be important that any new monitoring procedure was proportionate to the Board's size.</p> <p>It was resolved that:</p> <ul style="list-style-type: none"> • The establishment of a working group to investigate the development of performance management be approved. 	
3121	<p>Date of next meeting</p> <p>Members noted that the next Full Board meeting would be held on 3rd February 2021.</p>	
	The meeting closed at 15:20 pm.	