

# Lower Severn (2005) Internal Drainage Board

## MISSION STATEMENT

We provide land drainage, flood risk management and surface water management to achieve safe, prosperous communities that enjoy the amenity and biodiversity benefits of the water environment.

## Finance Committee

### Mr J Hore (Chair)

Ald N Barton, Mr J Cornock, Cllr S Milestone, Mr J Nichols  
Cllr M Riddle, Ald M Sykes  
Mr G Taute Senior Responsible Officer

**NB The quorum for this meeting is 3 Members**

**Wednesday 6<sup>th</sup> December 2023 @ 10.30am, Lower Severn IDB Offices / Hybrid**

## AGENDA - Update

Committees Terms of Reference are included for Members' information

Item		Page No	Lead
1.	Appointment of Chair		Chair
2.	Appointment of Vice-Chair		Chair
3.	Apologies/Welcome		Chair
4.	Chairman's Announcements		Chair
5.	Declaration of Members' Interests		Chair
6.	Actions of Previous Meeting held on 06 September 2023	1-2	DW
7.	Investments Value as at 31 October 2023	3-4	GT
8.	Finance Committee: Highlight Report to Note from CFO, <b>see updated report</b>	5-7	GT
9.	Financial Statement Forecast 2024 and Draft Budget 2025, <b>replaced in 8 above</b>	8-11	GT
10.	Operation Service Committee: Highlight Report to Note from Head of Operation Services	12-14	JD
11.	Business Services Committee: Highlight Report to Note from CEO	15-20	MP
12.	Business Development & Growth Committee: Highlight Report to Note from Business Development Manager	21-22	JT
13.	Payment to be Noted <ul style="list-style-type: none"> <li>Notable Payments over £500 made between 1<sup>st</sup> Aug 2023 to 31<sup>st</sup> Oct 2023</li> </ul>	23	GT
14.	LSIDB operations support Facility consultation – <b>additional item</b>		GS
15.	Confirmation of Actions		DW
16.	Any Other Item Which the CEO Decides is Urgent		Chair
17.	Date of Next Meeting: 24 <sup>th</sup> January 2024		Chair
	Close		Chair

- Any other consideration and comments/questions of an urgent nature shall be notified to the office at least 3 working days before the meeting to enable staff to compile the correct information.

- Any Committee Member unable to attend should arrange a deputy and inform the office prior to the relevant Meeting. If the Committee Member chooses, he/she may instead ask the Officers to contact all the other Members, not on the Committee, in order to recruit a deputy for the meeting.

### **Key Documents Link**

[Risk Register Link](#)

[Vision & Strategic Objectives Link](#)

[Comms Calendar Link](#)

# Lower Severn (2005) Internal Drainage Board

## MISSION STATEMENT

We provide land drainage, flood risk management and surface water management to achieve safe, prosperous communities that enjoy the amenity and biodiversity benefits of the water environment.

## Finance Committee

### Mr J Hore (Chairman)

Ald P Abraham, Mr J Cornock, Mr J Nichols  
Cllr M Riddle, Ald M Sykes,  
Mr G Taute Senior Responsible Officer

**NB The quorum for this meeting is 3 Members**

**Wednesday 6<sup>th</sup> September 2023 @ 10.30am, Lower Severn IDB Offices / Hybrid**

## AGENDA

Committees Terms of Reference are included for Members' information

Item		Page No	Lead
1.	Election of Vice-Chair		JH
2.	Apologies/Welcome		JH
3.	Chairman's Announcements		JH
4.	Declaration of Members' Interests		JH
5.	Actions of Previous Meeting held on 17 May 2023	1 - 3	JM
6.	Finance Report	4 - 8	GT
7.	Annual DEFRA Return for 2023	9 - 19	GT
8.	External Audit Closure Certificate and Notice of Conclusion	20 - 23	GT
9.	Capital Programme Monthly Highlight Report	24 - 25	JT
10.	HoOS Report	26 - 27	JD
11.	CEO Report	Verbal	MP
12.	Payments to be Noted <ul style="list-style-type: none"><li>Notable Payments made between 1<sup>st</sup> Apr 2023 to 31<sup>st</sup> Jul 2023</li><li>Transfers between accounts</li></ul>	28 - 31	GT
13.	Any Other Item Which the Chairman Decides is Urgent		JH
14.	Date of Next Meeting: 06 Dec 2023		JH
15.	Joint Session (Finance & Engineering Committee Members) Pump Programme Update	Verbal/Presentation	MP
	Close		

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- To Note : Would Member's please remember to record their mileages on attending meetings, alternatively you can email them to the office.**

## Key Documents Link

[www.lowersevernidb.org.uk](http://www.lowersevernidb.org.uk)

[Risk Register](#)  
[Vision & Strategic Objectives](#)

# Lower Severn (2005) Internal Drainage Board

## MISSION STATEMENT

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## F&GP Committee

**Mr J Hore (Chairman)**

Ald N Barton, Mr J Cornock, Cllr R Griffin, Mrs S Milestone  
Cllr M Riddle, Mr G Simms, Ald M Sykes,

**NB The quorum for this meeting is 3 Members**

**Wednesday 17<sup>th</sup> May 2023 @ 10.30am, Lower Severn IDB Offices / Hybrid**

## AGENDA

Committees Terms of Reference are included for Members' information

Item		Page No	Lead
1.	Election of Chair		
2.	Apologies/Welcome		
3.	Chairman's Announcements		
4.	Declaration of Members' Interests		
5.	Actions of Previous Meeting held on 25 <sup>th</sup> Jan 2023	1	
6.	Treasury Sub Committee Actions held on 15 March 2023	2	
7.	Internal Audit Report	3 – 33	
8.	<b>Financial Reports</b> a. Management Accounts 12 months to 31 <sup>st</sup> March 2023 – to agree & presented to the Board for approval b. Reconciliation of Accounts to AGAR Statement – to agree c. Bank Reconciliation d. AGAR 2022-23 to agree & presented to the Board for approval e. Cash Flow to 31 <sup>st</sup> March 2024 – to note f. Cash Flow 2023-28 – to note g. Pump Replacement Cash Flow to 2029 – to note h. Capital Programme to 2029 – to note & presented to the Board for noting i. Insurance Policies 2023-24 – to agree & presented to the Board for approval	34 – 55 36 – 38  39 – 41 42 43 – 48 49 – 50 51 – 52 53 – 54  55	
9.	<b>Payments to be Noted</b> • Payments made between 1 <sup>st</sup> Jan 2023 to 31 <sup>st</sup> Mar 2023 • Transfers between accounts	56 - 65	
10.	<b>Capital Programme Monthly Highlight Report</b>	66 - 67	G Simms
11.	<b>CEO Report</b>	Verbal	
12.	<b>Any Other Item Which the Chairman Decides is Urgent</b>		
13.	<b>Date of Next Meeting: 06 Sep 2023</b>		
	<b>Close</b>		PTO

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**Key Documents Link**  
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[Vision & Strategic Objectives](#)

# Lower Severn (2005) Internal Drainage Board

## MISSION STATEMENT

We Provide land drainage, flood risk management and surface water management to achieve safe, prosperous communities that enjoy the amenity and biodiversity benefits of the water environment.

## Finance & General Purposes

### Ald C Williams (Chairman)

Ald N Barton, Mr J Cornock, Cllr R Griffin, Mr J Hore, Mrs S Milestone  
Cllr M Riddle, Mr G Simms, Ald M Sykes,

**NB The quorum for this meeting is 3 Members**

**Wednesday 25<sup>th</sup> January 2023 @ 10.30am, Lower Severn IDB Offices**

## AGENDA

Committees Terms of Reference are included for Members' information

Item		Page No	Lead
1.	<b>Apologies/Welcome</b>		
2.	<b>Chairman's Announcements</b>		
3.	<b>Declaration of Members' Interests</b>		
4.	<b>Minutes of Previous Meeting</b> To approve the minutes of the F&GP Committee Meeting held on 07 December 2022.	1 – 14	
5.	<b>Treasury Sub Committee Report</b> No meetings since last F&GP Meeting		
6.	<b>Risk Register</b> To review the comments received from other Committees, and propose changes, prior to forwarding to the Board for their consideration and approval.	15 – 24	
7.	<b>Financial Reports:</b> a) Management Accounts 1 <sup>st</sup> April 2022 to 30 <sup>th</sup> November 2022 b) Forecast results for the year ended 31 <sup>st</sup> March 2023 c) Draft Budget for 2023/24 d) Estimated Balance Sheets as at 31 <sup>st</sup> March 2023 & 31 <sup>st</sup> March 2024 e) Capital Expenditure 2022/23 and 2023/24 f) Apportionment Between Charging Authorities 2023/24 g) Capital Programme to 2028/29 h) Medium Term Financial Plan 2023/2028 i) Cash Flow to April 2023 j) Cash Flow for 2023/24 k) Developers Funds as at 30 <sup>th</sup> November 2022 To note and agree, as appropriate, the above reports, and present reports to the Board as per the Recommendations in the Accounts Officer Reports.	25 – 45 27 – 29 30 31 – 32 33 34 – 35 36 37 – 38 39 – 40 41 – 42 43 – 44 45	
8.	<b>Rate Setting</b> To recommend a 2023/24 Levy and Drainage Rate to the Board on 8 <sup>th</sup> February 2023.	Verbal	
9.	<b>Payments to be Noted</b> <ul style="list-style-type: none"><li>Payments made between 1<sup>st</sup> Nov 2022 to 31<sup>st</sup> Dec 2022</li><li>Transfers between accounts</li></ul>	46 - 52	
10.	<b>CEO Report</b>	Verbal	
11.	<b>Any Other Item Which the Chairman Decides is Urgent</b>		
12.	<b>Date of Next Meeting: 17 May 2023</b>		<b>PTO</b>

	<b>Close</b>		
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