

Lower Severn IDB

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.

Business Services Committee

Mrs F Collins (Chair)

Ald N Barton, Mr C Daniell, Cllr L Harvey, Cllr S Johnson,
Cllr S Milestone, Cllr M Williams
Dr M Pope Senior Responsible Officer

NB The quorum for this meeting is 3 Members

28th February 10:30am @LSIDB Offices

AGENDA

Committees Terms of Reference are included for Members' information

Item		Page No	Lead / Time
1.	Introduction & Appointment of Chair		MP/ 5 mins
2.	Appointment of Vice Chair		Chair / 2mins
3.	Apologies/ Chair's Welcome & Announcements		Chair / 10mins
4.	Declaration of Members' Interests		Chair / 1Min
5.	To Confirm Terms of Reference		Chair / 2 mins
6.	Work Force Strategy Implementation – Verbal briefing - LSIDB Policy development Schedule for 2024-2025	1-6	MP/ 15mins
7.	SLT Reports a. Finance Highlight - Report to note b. Operations Service Highlight - Report to note c. Business Development and Growth Highlight – Reports to note d. Business Services Highlight Report to note e. Programme Highlight Report to note	7-13 14-18 19-21 22-37 38-41	MP/15mins
8.	LSIDB Service Level Agreements - audit and review - Verbal Briefing	Discussion	MP/10mins
9.	Governance Officer Highlight Report - to note	42-43	MP/ 5mins
10.	Strategic & Operational Communications Highlight Report - to note	44-45	MP/ 5 mins
11.	Confirmation of Actions		DW / 5mins
12.	Any Other Item Which the Chair Decides is Urgent		Chair
13.	Date of Next Meeting: 9th October 2024		Chair
	Close		

- 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](#)

[Vision & Strategic Objectives Link](#)

[Comms Calendar Link](#)