

MINUTES OF THE SDBC ANNUAL MEETING HELD AT BRADBURY HOUSE ON 13 MAR 20

Attendance:			
Elected Members:	Appointed Members	Officers:	Public:
Mr T Bradford (Chair) Mr R Adlam Mr W Barnard Mr P Betty Mr B Bryer Mr T Bush Mr J Fear Mr A Franks Mr B Gray Mrs P Thorne Mr D Vigar Mrs W Welland	Cllr A Betty Cllr A Bradford Mr P Burden Cllr P Costello Cllr M Crosby Cllr D Durdan Cllr A Gilling Cllr J Keen Cllr S Kingham Cllr M Martin Cllr A Matthews Cllr R Westwood	Mr R Burge Mr I Sturdy Mrs M Hammond Mrs C-A Morgan Mr P Brewin Mr M S Wall Mr R King Mr G Oliver Mr A Dowden	
Apologies:			
Mr R Barrington Mr R Coombes Ms R Horsington Mr N Lukins Mr R Mitchell Mr R Parsons Mr C Passmore Mr C Rowe Mr D Tratt Mr M Wall Mr M Watts	Cllr S Bridger Cllr J Cato Cllr P Clayton Cllr I Dyer Mr R Garner Cllr L Gibson Cllr A Hendry Cllr R Keen Cllr M Murphy Cllr J Pay Cllr K Pearce Cllr L Perry Cllr C Riches Cllr L Scott Mrs D Yamanaka		
Non-Attendance:			
Mr E Adams Mr W M Britten Mr B Clapp Mr N Cole Mr C Durston Mr M Heywood Mr P Kingcott Mr B Letts Mr A Mead MR G Plaister Mr C Pyke Mr C Redding Mr R Stitch Mr R Triggol Mr J Winslade	Cllr M Caswell Cllr N Cottle Cllr C Cronnelly Cllr D Dash Cllr A Harley Cllr P Harris Cllr S Hogg Cllr M Lewis Cllr J Tonkin Mr C Webb Cllr J Woodman		

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	1.1. Attendance & Apologies as per the above.	
2. Items additional to the Agenda	2.1. No additional items requested.	
3. Declarations of Interest	3.1. No declarations given at this time.	
4. Members of the Public	4.1. No members of the public present.	
5. Approval of Minutes	5.1. The Minutes of the SDBC AGM of 13 Mar 19 were accepted as a true and accurate reflection of the Meeting.	
6. Matters Arising	<p>6.1. <i>Item 5.2 Bleadon Sluice</i> – The Clerk advised that there has been no further engagement with Bristol Water and the Environment Agency, and the IDB can do no more.</p> <p>6.2. He further reported that there is currently no agreement between Bristol Water and the Environment Agency for funding of refurbishment.</p> <p>6.3. Cllr Gilling reported that this matter had been discussed with the SRA Chair.</p> <p>6.4. <i>Item 8.4 Parrett Operations and Maintenance</i> – Director of Operations (Dir Ops) reported that the Board continues to cooperate in external strategies and reporting.</p> <p>6.5. He further highlighted that there is a standing item on Board Agenda's for updates.</p> <p>6.6. <i>Item 7.1. North Somerset Levels IDB</i> – Members of NSLIDB reported that they feel they have been welcomed into SDBC and that the process is working well.</p>	
7. Chairman's Report	<p>7.1. The Chair reported:</p> <ul style="list-style-type: none"> • North Somerset Levels IDB – a smooth transition with a good outcome. • ADA hosted a workshop to introduce a Good Governance Guide. • The three Board's operate to the highest standards of work on the ground and office administration. • IDB Strategic Review of Manpower & Machinery is to be considered by a Task & Finish Group for recommendation to the Full Boards. 	

	<ul style="list-style-type: none"> • Due to the current situation with Covid-19, many Meetings have been cancelled or postponed. Although disappointing, it is the right thing to do to minimise the risk to Officers and Members. 	
<p>8. Chief Executive's Report</p>	<p>8.1. Strategic Review of Plant & Machinery and Manpower:</p> <ul style="list-style-type: none"> • Investigate best VfM of conducting IDB Annual Maintenance responsibilities (taking into account Risk) including: <ul style="list-style-type: none"> • Vulnerabilities in the delivery of outputs • Resilience of Staff • Commonality of Process and Procedure • Best use of Shared Resource (Economy of Scale) <p>8.2. Resilience and Succession Planning</p> <ul style="list-style-type: none"> • Resilience: <ul style="list-style-type: none"> • <i>Strength-in-depth (Structure)</i> • <i>Ability to backfill gapped posts in short to medium term</i> • Succession Planning: <ul style="list-style-type: none"> • <i>Current reliance upon 'External' recruitment</i> • <i>Growing 'new-blood' from within the Organisation</i> • <i>Staff morale/competence</i> • <i>Looking ahead and planning for Staff replacement</i> <p>8.3. Strategic Review Paper:</p> <ul style="list-style-type: none"> • Review consists of 7 x Parts (71 Pages) <ul style="list-style-type: none"> • Introduction • Plant & Machinery - Issues • Evaluation & Assessment Criteria • Plant & Machinery - Options • Manpower - Issues • Manpower – Options • Conclusion and Recommendations • Joint Task & Finish Group (x12) sitting on 19 Mar 20 for initial review <p>8.4. Enforcement of LDA and Board's Byelaws:</p> <ul style="list-style-type: none"> • Recent increase in issues surrounding breaches of Boards' BYELAWS 	

	<ul style="list-style-type: none"> • Alignment of Enforcement Policy across all Boards • Common approach ('Public Interest' & 'Consistency') <ul style="list-style-type: none"> • Parrett – Salerno Court (Developer Bank Works without LDC) • Axe Brue – Pint-Pot Cottage (Notice of Entry)/Meare Road, Glastonbury (Tree Planting)/Current Prosecution Case in-progress in Mark • NSLIDB – Stowey Rhyne (Notice of Entry) • Joint SDBC Enforcement Policy to be presented to next Full Board Meeting for Endorsement & Signature by individual Board Chairmen • Draft Document to be sent out with Calling Notice 	
<p>9. Engineer's Report</p>	<p>9.1. The Director of Operations provided an overview of Engineering and the distribution of schemes for the Boards.</p> <p>9.2. Parrett Operations & Maintenance:</p> <ul style="list-style-type: none"> • Length of viewed rhyne maintained: 580 km open channel, 6.7 km culverted watercourse. • Water level management: 367 Water level control structures, operated by Expeditors/private landowners. 1 Pumping Station, Podimore. <p>Other operational challenges or improvements in the preceding year:</p> <ul style="list-style-type: none"> • Thorney combe to Thorney Lake area made safer with a more workable bank put in place. • Sections of Back Brook and Dry Brook (Cary Valley). • Hinton Meads Brook (1,914m) removed • Section of Back Stream Upper added to Back Stream Lower from A303. • Marston Magna Rhyne extended west from Park Farm to Weir. • An additional siphon (LG076) has been added at Summerway Bridge Rhyne • Cannington Brook (EA main river) no longer IDB maintained (2089m). • 242 highways culverts, bridges and structures inspected and risk assessed.(As of Jan 2020) • Flood and Drought Management 	

	<p>9.3. Axe Brue Operations and Maintenance:</p> <ul style="list-style-type: none"> • Length of viewed rhyne maintained: 614 km open channel, 9 km culverted watercourse. • Length of IDB desilting: 9.7 km. Due to the delayed start not all desilting was completed and some work had to be postponed until Nov/Dec 2020. • Water level management: Total of 332 assets, of which 214 are water level control structures operated by IDB staff and Board Members/Private Landowners under IDB supervision. • Other operational challenges or improvements in the preceding year: During the 2019 summer the UK recorded its highest ever temperature 38.7C (101.6F) on Thursday 25th July at Cambridge Botanic Garden. High temperatures were also recorded within the Board's area and this presented some challenges with water supply within the rhyne systems however the Agency and the IDBs monitored the situation and worked together successfully to overcome water supply issues. • In contrast to the summer, the winter of 2019/20 was one of the wettest on record which saw the Wessex region received an 'exceptionally high' amount of rainfall in February of 147mm (223% LTA). This was once again dealt with by the operational team working with the EA. <p>9.4. North Somerset Levels Operations & Maintenance:</p> <p>Schemes:</p> <ul style="list-style-type: none"> • Yatton Little River new inlet/outlet control structure • Hurst Pool Rhyne new water control structure • Crossmans Hatch new water control structure • CCTV / Telemetry Project • Sampsons Sluice & Huckers Bow • Elver Passes - north & south areas. <p>Maintenance:</p> <p>Winter Maintenance minor works including:</p> <ul style="list-style-type: none"> • De-silting • Culvert repair and replacements 	
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	<ul style="list-style-type: none"> • Bank Stabilisation works <p>Annual Works: weed-cutting</p> <p>External Projects in progress or due to commence in 2020</p> <ul style="list-style-type: none"> • Huckers Bow • National Grid underground cabling Project • MetroWest Portishead light railway project • NSC North Somerset Spine Road project • Natural England Coastal Footpath project • NSC Coastal Cycleway project • Weston Power extensive new cabling • Highspeed Broadband cabling • Ongoing residential and industrial development sites <p>9.5. Development Control</p> <p>Land Drainage Consents – 209</p> <ul style="list-style-type: none"> • Axe Brue 98 • Parrett 45 • NSLIDB 66 <p>Planning Applications assessed – 435</p> <ul style="list-style-type: none"> • Axe Brue 226 • Parrett 130 • NSLIDB 79 <p>9.6. Dir Ops reported on February 2020 weather:</p> <ul style="list-style-type: none"> • Rainfall: 223% of long term average • Sixth wettest February on record in Wessex area, since 1861 • EA have been pro-active • Rainfall and flow exceeds 2012 summer floods • Rainfall in Dec/Jan equates to 1 in 10 yr. event. 	
<p>10. Date of Next Meeting</p>	<p>9.1. The Clerk informed the date of the next Meeting is to be confirmed:</p> <p>9.2 The Chair thanked all for their attendance and closed the meeting at 12.40</p>	

Annex:

A. SDBC – Table of Outstanding Actions

CHAIRMAN.....DATE

DRAFT

**ANNEX A TO
SDBC ANNUAL MEETING MINUTES
DATED 13 MAR 20**

SDBC – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee:

DRAFT