

North Somerset Levels Internal Drainage Board
Minutes of Special Board Meeting
22nd January 2019

Present Cllr P Burden (Vice Chairman), R Adams, W M Britten, B Gray, P Kingcott, B Letts, R Mitchell, R Parsons, C Pyke, R Triggol, and Council Representatives, R Cleland, R Garner, J Iles, D Payne, M Pepperall, T Porter, D Shopland, S Stokes, J Tonkin and D Yamanaka.

Also in attendance : The Clerk

This special meeting had been called specifically to discuss the implementation plan to become a constituent Board within the Somerset Consortium of Drainage Boards (SDBC) Agreement. This plan had been received in response to a formal request to SDBC to further investigate the feasibility of NSLIDB operating under the SDBC arrangements as from 01 April 2019 whilst retaining the Ground Floor Offices at The Cider House, Hewish, as an operational hub (*hereafter* referred to as 'Option 4').

In the Chairman's absence the Vice Chairman chaired the meeting.

623 Apologies and Declaration of Members Interests

Apologies for absence were received from T Bush (Chairman), N Cole, A Mead, G Plaister, C Redding and Council Representatives S Codling, D Poole, M Trump and C Webb. There were no declarations of interests.

624 Implementation Plan to become a constituent Board within the SDBC Agreement

The draft Plan, with timeline, (*Appendix 1*) had been distributed to all members beforehand and was taken as read. Revised Plan (*Appendix 2*) was distributed at the meeting. This had been received the previous day and discussed in detail by the FP&GPC this morning; it was now used in place of the original draft for this evening's meeting. Vice Chairman advised the meeting that he and the Clerk had gone through the draft Plan with the SDBC CEO, author of the Plan, and that Appendix 2 was the result.

There having been no changes to Items 1, 2 or 3 the Vice Chairman took the members through each of the 'ASSUMPTIONS' under Item 4 in turn asking if the meeting agreed each one.

4.1.1 to 4.1.8 : agreed by the meeting.

4.1.9 : agreed subject to amendment identifying the NSLIDB Admin Assistant's new line manager. It was noted that the office would close at 14.00 to ensure the Admin Assistant (KW) would be able to actually leave at 14.30. i.e. number of working hours unchanged. (*Also see Item 7 – Staff Consultations*)

4.1.10 to 4.1.13 : agreed by the meeting.

Vice Chairman commented re 4.1.12 that he viewed the date of 06 Mar as possibly optimistic, and advised re 4.1.13 that the NSLIDB present accounts with HSBC would not be closed on that date.

4.1.14 : agreed by the meeting.

The meeting further agreed that the Chairman or Vice Chairman plus R Mitchell should meet with the relevant SDBC committee to discuss the Scheme of Delegation (SoD) - and other urgent related policies as soon as possible if decision to join SDBC is made by this meeting. Vice Chairman advised the meeting that NSLIDB would have 2 or 3 members on each of the joint SDBC committees.

4.1.15 : to be amended to state that as data found to not be fully compatible and transferrable this could now entail additional work; so wording 'on 20 Mar 19' should instead read 'when practicable'.

4.1.16 : agreed subject to inclusion of date – i.e. 'as of 01 April'.

4.1.17 : agreed by the meeting.



4.1.18 : agreed by the meeting after PB advised members he had spoken with D Colbourne who had agreed to assist the Board with its IT issues after 01 April.
Query from a member as to whether a trial transfer to take place; answer not known but would be asked.

4.1.19 & 4.1.20 : agreed by the meeting.

4.1.21 : agreed subject to amendment to clarify that UFN means until NSLIDB decide otherwise.

4.1.22 & 4.1.23 : agreed by the meeting.

4.1.24 : Amendment required. Second sentence – the words “by the CEO of SDBC” to be added immediately after ‘It is strongly recommended’.

Proposed WM Britten, seconded B Gray, that with the amendments & clarifications as above, the meeting approve all ‘Assumptions’ under Item 4. On a vote the meeting agreed this proposal (one abstention, none against).

Item 5 – ‘TECHNICAL’

5.1 to 5.4 : accepted by the meeting.

Item 6 – ‘COSTINGS’

Amendment : Clerk advised ‘Admin’ costs revised upward to £6K.

Noted by the meeting.

Item 7 – STAFF CONSULTATIONS

Noted by the meeting.

At KW’s request the SDBC CEO had arranged to visit the office again before the February Board meeting to discuss any questions specific to her position that were not addressed at this joint meeting. (This opportunity was also offered to the Rhynes Supervisor (AB) who declined.) Clerk to ask KW if she would like a member of the Staff Reviews Committee (SRC) to attend this meeting. If the Board decision tonight was to come under the SDBC Consortium arrangements as of 01 April 2019 as per Option 4, the SRC would hold further staff review meeting with both KW and AB. During discussion regarding potential changes to the Admin Assistant’s working practices a query was raised as to who would pay for any hours KW might work on non-NSLIDB matters as a result of the change. Clerk to raise this with SDBC CEO.

Item 8 – RECOMMENDATIONS

Heading : Amendment to state that these are the recommendations ‘of the SDBC CEO’.

8.1 : Clarification – members would have preferred the statement ‘once the Cider Barn has been relinquished’ to read ‘if the Cider Barn is relinquished’ and **wished it to be clarified for the record that it would be a NSLIDB decision as to whether or not this route was taken in the future.**

General : Clarification required that in all instances within this paper ‘until further notice’ (UFN) means until NSLIDB decide otherwise.

Proposed JT, seconded DP that, subject to the above amendments and clarifications, this Board formally request that an agreement be drawn up to be signed by the NSLIDB Chairman to have this Board come under SDBC Arrangements effective as from 01 April 2019. On a vote the meeting approved the proposal (one against, no abstentions).

Meeting closed at 8.15pm