

**MINUTES OF THE NORTH SOMERSET LEVELS INTERNAL DRAINAGE BOARD
FINANCE AND WORKS SUB COMMITTEE MEETING HELD VIA ZOOM ON 23 MAR 21**

Attendance:			
Elected Members: Mr T Bush (C) Mr M Britten Mr B Gray Mr R Mitchell	Appointed Members: Mr P Burden Cllr J Cato Mr R Garner Cllr A Harley Cllr J Tonkin	Officers: Mr R Burge Mrs M Hammond Mrs C-A Morgan Mr I Sturdy Mr G Oliver Mr R King Mr M Wall	Public:
Apologies:			
Non-Attendance			

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	1.1 Apologies as per the above Attendance List.	
2. Items Additional to the Agenda	2.1. No additional items.	
3. Declarations of Interest	3.1. No declarations at this time. Members were requested to submit declarations as necessary throughout the Meeting.	
4. Approval of Minutes	4.1. The Minutes of the Finance & Works Sub-Committee Meeting of 23 Mar 21 were accepted unanimously and signed by the Chair as a true and accurate reflection of the Meeting.	
5. Matters Arising	5.1. <i>Item 7.3. The Cut: Concern was expressed that NSC had not undertaken necessary works to clear access to enable routine maintenance work by the Board's maintenance Contractor. The Chair reported that this work had been completed.</i>	

	<p><u>Review of Actions</u></p> <p>5.2. Action NSL/20201006-01 (To seek a quote for an increased premium to cover Sampson’s Sluice for a value of £2,000,000 and report at the full Board Meeting on 19 Oct 20); Dir Fin reported that Zurich had not been able to provide adequate cover proposals as the full extent of the risk in which they needed to insure was not understood. The Clerk recommended this Action be closed. In lieu of a new Action:</p> <p>5.3. New Action: NSL/20210323-01: Board Officers to discuss options for adequate insurance cover of Sampson’s Sluice and propose a new way forward for Board consideration.</p>	<p>Action NSL/20201006-01: Closed</p> <p>New Action: NSL/20210323-01: Board Officers</p>
<p>6. Engineering & Maintenance Works</p>	<p>6.1. Mr G Oliver provided an overview of Engineering & Maintenance with the following points of note:</p> <ul style="list-style-type: none"> • Routine maintenance was 98% complete. • Aspiration to complete all contracts in good time and within ecological constraints, cognisant of Environmental Land Management Schemes (ELMS) and planting timetables. <p>6.2. He further reported that the Capital Works programmes would be completed where ground conditions permitted.</p> <p>6.3. Sampson’s Sluice: A new electrical control panel had been installed and servicing to flap valves and winding mechanism would be completed in the new financial year.</p> <p>6.4. Health & Safety concerns had been expressed for access to walkways by the Rhyne Supervisor (South). The Engineer reported that</p>	

	<p>works were being prioritised and actioned via the Defects Register.</p> <p><u>Development Control Officer</u></p> <p>6.5. The Clerk reported that recruitment was underway, and that he was confident Engineering and Development Control capability would not be hindered as an internal candidate had been identified, progress to be reported at the Apr 21 full Board Meeting.</p>	
<p>7. Strategic Review Update</p>	<p>7.1. The Clerk reported that preparation for implementation of the Strategic Review and mitigations were being put-in place.</p> <p><u>Staff</u></p> <p>7.2. South Rhyne Supervisor: Mr A Brinson would transfer under formal TUPE arrangements to the Axe Brue as lead Board for the Consortium as of 01 Apr 21 as an Area Supervisor. Following consultations, Mr Brinson had indicated he was content with the transfer arrangements.</p> <p>7.3. North Rhyne Supervisor: Mr D Crossman's contract for services as a Rhyne Supervisor (now Area Supervisor) would transfer to Axe Brue on his same current Job Description and Fee arrangements, the name of the Employer was the only significant change. Consultation continues.</p> <p>7.4. Mr G Oliver's secondment from the Axe Brue Board (as lead Board for the Consortium) to NSLIDB under the previous service agreement was being rescinded and would continue in his previous role as Project Engineer, releasing responsibility for Watercourse Management and annual maintenance Contract Management role to the new Operations Manager and Contracts Manager respectively. It was the intention that Mr</p>	

	<p>Oliver would continue to deliver ongoing engineering services to the NSLIDB.</p> <p>7.5. Other Staff changes of note:</p> <ul style="list-style-type: none"> • Mr R King - Operations Manger • Mr MS Wall – Contracts Manager • Mr A Dowden – Operations Consultant for SDBC <p><u>Storage Yard Capability</u></p> <p>7.4. The Clerk reported that the Deputy Clerk was working to ascertain storage yard requirements following implementation of the Strategic Review. This matter would be briefed in due course.</p>	
<p>8. Any Other Business</p>	<p><u>Outstanding Rates</u></p> <p>8.1. The Deputy Clerk provided an overview of Drainage Rate payments with the following points of note:</p> <ul style="list-style-type: none"> • £3,155.78 outstanding, being 3.63% of total Drainage Rate demands. • £797.69 currently being enforced by Bailiffs (included in total outstanding Drainage Rates). 32 of 35 accounts successfully prosecuted for non-payment of Drainage Rates have settled their accounts. 	
<p>9. Date of Next Meeting</p>	<p>9.1. The date of the next Finance & Works meeting was reported as being 15 Jun 21.</p> <p>9.2. Future key dates in the short-term were highlighted as:</p> <ul style="list-style-type: none"> • NSLIDB Full Board: 19 Apr 21 	

	9.2. There being no other business, Members and Officers were thanked for their attendance, and the meeting was closed at 1500.	
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Annex:

A. NSLIDB F&W Meeting – Table of Outstanding Actions

CHAIRMAN.....DATE

**ANNEX A TO
NSLIDB F&W COMMITTEE MINUTES
DATED 23 MAR 21**

NSLIDB F&W MEETING – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee:
NSL/20210323-01	To discuss options for adequate insurance cover of Sampson's Sluice and propose a new way forward Board consideration.	Board Officers