

MINUTES OF THE NORTH SOMERSET LEVELS INTERNAL DRAINAGE BOARD FULL BOARD MEETING HELD ON 16 NOVEMBER 2022 AT 14.30 IN KINGSTON SEYMOUR VILLAGE HALL

Attendance:			
Elected Members: Mr E Adams Mr T Bush (C) Mr N Cole Mr J Harris Mr P Kingcott Mr A Mead Mr R Mitchell Mr R Parsons Mr C Redding	Appointed Members: Mr P Burden Cllr J Cato Cllr P Harris Cllr K Haverson Cllr S Hearne Cllr M Pepperall Mrs D Yamanaka Cllr R Garner	Officers: Iain Sturdy Rob King David Crossman Phil Brewin Dan Alsop Giles Oliver Kay White Anthony Brinson Virginie Martin	Public:
Approved Apologies:			
Mr C Pyke	Cllr M Crosby Mr D Dash Cllr A Harley Cllr S Hogg Cllr J Tonkin Cllr R Westwood	Maggie Hammond Matthew Wall	
Non-Approved Apologies:			
Mr O Matthews Mr B Letts Mr G Plaister	Cllr C Gibbons Mr C Webb		

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	1.1. Apologies as per the above Attendance List. 1.2. P Burden advised that Cllr M Crosby is suffering from a long –term illness and the Council should have notified the Board.	
2. Items Additional to the Agenda	2.1 No items additional to the agenda were notified	
3. Declarations of Interest	3.1 No declarations of interest were made	
4. Opportunity for Members of the Public to address the Meeting	4.1 No members of the public wished to speak	
5. Approval of Minutes	5.1.The Minutes of the NSLIDB Full Board Meeting held 22 June 2022 had been provided to the Board in advance and were taken as read. Proposed: P Burden Second:D Yamanaka	

Each Board is a statutory public body with responsibilities for flood protection, land drainage and the environment.
All are members of the Association of Drainage Authorities.

	Vote : The minutes of the meeting held on 22 June 2022 were approved unanimously	RESOLUTION 1
6. Matters Arising	<p>6.1 I Sturdy (IS) informed the Board that a sub group has been set up to investigate unconsented works on watercourses.</p> <p>6.2 In regard to setting the Board's own measurable standards/objectives on climate change and biodiversity, IS advised that the discussion will start when the Environment Committee next meet</p> <p>6.3 The tour of inspection was organised and took place in August. The Chair thanked those responsible for organising.</p> <p>6.4 IS reported that the Dir Fin would continue to investigate what the level of reserves should be.</p> <p>6.5 Solicitors will continue to be engaged regarding implications of works around Sampsons Sluice.</p> <p>6.6 P Brewin will continue to spend time in the NSL area to check processes, make sure we have the right specifications for watercourses and report back to the Board as needed.</p>	<p>Action: NSL20220202-2 Complete</p> <p>Action: NSL20220413-1 Ongoing</p> <p>Action: NSL20220413-2 Complete</p> <p>Action: NSL20220622-1 Ongoing</p> <p>Action: NSL20220622 – 2 Ongoing</p> <p>Action: NSL20220622 - 3 Ongoing</p>
8. Governance	<p>8.1 The Chair announced the appointment of IS as permanent Clerk/CEO and welcomed him to the role. IS thanked the Chair for his remarks.</p> <p>8.2 IS advised the Board that the other two Boards in the Consortium have been going through the elections process. These were completed and both Boards have full elected membership. He advised that the Local Authorities covering the two Boards are moving to a Unitary Authority in April, which will affect the appointed memberships but there are ongoing conversations regarding how that process will work.</p> <p>8.3 IS confirmed that the annual IDB1 has been completed and returned to Defra. It has also been copied to the CEO of the Local Authority. There was some discussion around whether this is a form of audit. IS confirmed that this, along with the AGAR forms, demonstrate that sufficient checks and balances are in place. The Chair reminded the Board that we are currently one elected member short and he would be pleased to hear if any members could suggest anyone.</p> <p>8.4 IS presented his proposed SDBC staff structure (as presented to the interview panel at his interview) The costs associated with these changes work out to be almost neutral due to the removal of some posts. IS agreed to supply a copy of the slides if people</p>	<p>Action: NSL20221116 - 1</p>

	<p>requested.</p> <p>8.5 I Sturdy advised that there has been a significant recruitment campaign with around 10 posts being advertised recently. The Development Control Engineer has been appointed; he welcomed Virginie Martin to SDBC. None of the other posts have been filled. There was some discussion regarding pay levels and it was advised that as part of the restructure proposal, measures had been taken to aid staff retention and recruitment by revising pay scales.</p> <p>8.6 IS recognised that the process of initiating new model byelaws has not been completed due to staff departures but new notices will be put in the public domain and the process will be concluded probably within 3 months.</p> <p>8.7 IS drew the members' attention to the new calendar of Board Meetings. (Enclosure 2)</p>	
<p>9. Finance Report (RFO)</p>	<p>9.1 The End of Q2 Finance Report for SDBC (Enclosure 3) had been sent out in advance of the meeting and was taken as read. In the absence of the RFO, IS presented this, highlighting the Staff costs total favourable variance of £293,910, due to unfilled vacancies. The intention is that this will be ring-fenced by the consortium to aid the transition to the new structure. Some discussion ensued regarding what will happen to the funds if left unspent; in this case the option of returning the funds to each board proportionately would be considered.</p> <p>The safety of invested funds and interest rates were discussed and this topic will be raised with the RFO for review.</p> <p>9.2 The End of Q2 Finance Report for NSLIDB (Enclosure 4) had been sent out in advance of the meeting and was taken as read. There were no questions from the Board.</p>	<p>Action: NSL20221116 - 2</p>
<p>10. Engineering & Operational Report</p>	<p>10.1 The Engineering and Operational Report had been sent out in advance of the meeting and was taken as read.</p> <p><i>In addition to the report:</i></p> <p>10.2 R King presented a map showing maintenance progress, advised that winter penning should be completed by 20th November. He advised that there has been theft of metalwork from Passage Rhyne, Congresbury which will be replaced as soon as possible. Costs for a new pump for Sampsons Sluice are being obtained, having been advised by the contractor who maintains it, that it will need to be replaced soon. It was discussed that tampering with equipment occurs across the consortium, measures such as padlocks are used to deter such behaviour. IS observed that although theft can be a reason for tampering with Board equipment, it</p>	

can also be driven by a desire to change water levels. Getting a better understanding of this and providing a solution to the water level issues can help to resolve this.

10.3 Giles Oliver (GO) drew the Board's attention to the Planning and Land Drainage Consent lists provided with the report, which together with the new Development Control Engineer, V Martin, he has been working through and some are still pending.

10.4 GO observed that within improvement works/winter maintenance there are a number of items carried forward from last year, he advised that there is some positive action on these now in terms of arranging contractors, invitations for tenders to go out in the next couple of weeks. This year's work will be prioritised and issued to R King for repairs and renewals or M Wall for tree work or requiring contractors.

10.5 GO stated that he will be keeping the pressure on the EA to resolve the issues at Broadstone Rhyne siltation and Milleaze Rhyne Agency access culvert following site visits.

10.6 GO briefed the Board on current status with the planned Banwell Bypass, which will cross a number of watercourses in the Board's district. The Board's formal comments were submitted in September and there will be ongoing consultation with the agent for the planning authority and the EA.

10.7 GO updated the Board with the current status on enforcement action at Willow Close, a letter has been written to the planning authority to say it is a clear breach of planning and to Highways and responses are pending. It is likely that enforcement action will be in the hands of the Local Authority as Highways cannot take action.

10.8 D Alsop (DA) provided an update on the Crossman's Hatch improvements which were approved at the last meeting. The fabrication of the tilting weir unit has just started.

10.9 DA reported that he is looking into solutions for improved water levels on Claverham Drove for Yatton and Congresbury Wildlife Action Group (YACWAG) who require higher levels than the surrounding landowners. He is looking at the option of preventing water from draining in that area when the summer pen is released. Prices will be obtained for a small sluice and presented at the next meeting with a view to allocating some budget to that.

A Mead queried the source of funding for these changes and requested that if Board funding was required this

Action:
NSL20221116-3

	<p>should go before the Board for approval. D Alsop agreed to bring a proposal before the Board at the next meeting.</p> <p>10.10 DA advised that he has spent some time working with V Martin on Planning and Development Control and carrying out compliance inspections.</p> <p>10.11 J Harris requested clarification on how the Hydrometric Summary information was gathered. IS confirmed that this was a monthly report supplied by the EA and was an average taken from multiple rain gauge sites across the Wessex region.</p> <p>10.12 J Harris asked if the consortium has regular meetings with the EA. IS confirmed that a recent meeting has taken place and this will occur periodically and as required.</p> <p>10.13 J Harris raised the issue of damaged gauge boards. DA assured the Board that he will be instigating a programme of renewal and repair across the Board along with checking the levels are correct.</p> <p>10.14 Following a question from Cllr J Cato relating to environmental impacts from moisture deficits, IS provided an explanation distinguishing between ground water and soil moisture deficit. IS advised that there is work going on particularly around peat conservation and CO2, he agreed to make available a copy of a report due from ADA on managing peat resource once available.</p> <p>10.15 C Redding called for a simplification of procurement procedures. IS responded that he is unable to change Board approved procedures overnight but the issue has been raised by staff and whilst we need to ensure we exercise sufficient financial controls we don't want to become perfunctory about it.</p>	<p>Action: NSL20221116 - 4</p>
11.0 Environmental Report	<p>11.1 The Environmental Report had been sent out in advance of the meeting and was taken as read. In addition to the Environmental Report, P Brewin made a presentation to the Board on invasive species and took questions from the Board.</p>	
12. Health and Safety Report	<p>12.1 The Health and Safety Report had been sent out in advance of the meeting and was taken as read. IS drew the Board's attention to the accidents and near misses report, explaining the importance of this reporting and advised that a process was being developed whereby active monitoring of staff and contractors could take place.</p> <p>The next H&S sub-committee meeting is on 06 December 2022</p>	
13. Any Other	<p>13.1 IS presented a table showing the status of drainage</p>	

Business	rate collection for the year to date. 13.2 IS briefed the Board following his attendance at the ADA Conference.	
14.Date of Next Meeting	Full Board Wednesday 01 February 2023	
	Meeting closed at 16.47	

Annex:

A. NSLIDB Board – Table of Outstanding Actions

CHAIR.....DATE

NSLIDB BOARD – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee:
NSL20220413 - 1	To discuss at the Consortium Environment Committee set its own measurable standards/objectives in regard to climate change and biodiversity	I Sturdy/Phil Brewin
NSL20220622 - 1	Investigate what the level of reserves should be and report back in November	M Hammond
NSL20220622 - 2	Solicitors will need to be made aware of implications if the structure at Sampsons Sluice were to be relocated.	I Sturdy
NSL20220622 - 3	Spend more time in the NSL area over the summer to check processes, make sure we have the right specifications for watercourses and report back to the Board at the next meeting	P Brewin
NSL20221116 - 1	Proposed SDBC staff restructure - I Sturdy agreed to supply a copy of the slides if members requested it.	I Sturdy
NSL20221116 - 2	The safety of invested funds and interest rates - this topic will be raised with the RFO for review	M Hammond
NSL20221116 - 3	Proposal for new sluice to improve water levels on Claverham Drove to be presented to the Board in February 2023 meeting.	D Alsop
NSL20221116 - 4	I Sturdy agreed to make available a copy of a report due from ADA on managing peat resource once available.	I Sturdy