

MINUTES OF THE NORTH SOMERSET LEVELS INTERNAL DRAINAGE BOARD FINANCE AND WORKS MEETING AT BRADBURY HOUSE 18 JANUARY 2023 AT 14:30

Attendance:			
Elected Members: Mr T Bush (C) Mr R Mitchell Mr P Burden Mr J Harris	Appointed Members:	Officers: Mr I Sturdy Mrs M Hammond Miss N Cornish Mr M Wall	Public:
Apologies:			
Mr C Redding	Cllr A Harley		
Non-Attendance			
	Cllr J Tonkin		

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 19 Jan 22 were accepted unanimously and signed by the Chair as a true and accurate reflection of the Meeting.	
5. Matters Arising	5.1. IDS reported that a visual inspection of Sampsons Sluice has been done and the corrosion is as expected. A full inspection will be done by WSP but he is not concerned at this point in time about the rates of corrosion. 5.2. IDS said he couldn't see any issue with giving David Crossman an uplift in his fuel contribution rate but he had not raised it with Officers.	

5.3. IDS was pleased to tell Members that Michelle Crossman, David's daughter had been offered a part time position working alongside David. He hoped this would continue David's relationship with the Board for the longer term and lead to transfer of knowledge. He further updated Members that in the wider consortium two people have been interviewed for the Axe Brue and Parrett areas and if references are suitable this will fully populate the Operations team. All these new Deputy Area Supervisors would eventually be deployed through all the Boards areas.

5.4. IDS updated Members on the recommendation that Rate Manager be used throughout the Drainage Board. He said feedback from previous users of Rate Manager for Development Control was positive and they had asked Dave Colbourne to develop the system so it could be used across the rest of the Consortium for Development Control purposes. There was discussion around the future support system of the Rate Manager system.

5.5. NSL/20210323-01- To discuss options for adequate insurance cover of Sampson's Sluice and propose a new way forward -
Along with the repair of Sampsons Sluice there will also be a valuation for a replacement. This will be carried out with WSP at a cost of about £20k and is currently underway.

5.6. NSL/20220623-1- To calculate the suitable reserve position - MH reported she has started investigating what other IDB's are doing with regards to reserves and needs to look at risks to North Somerset and put a value to the risk before she can report back to the Board with options.

5.7. NSL/20220623-2- To form a committee to discuss Hewish Office – Peter Burden declared that he finds it hard to believe that four years after joining the SDBC they are still renting the Hewish Office. IDS said he had not actioned this as he feels they should go into the discussions open minded as to whether they need an Office in North Somerset. MH added from her point of

	<p>view she would like justification of why the money needs to be spent and as long as they are getting value for money for the ratepayers she is happy. Peter Burden said when they joined the SDBC Council appointees were convinced that a presence in North Somerset was needed but a new set of Councillors would need to be convinced again. His ideal outcome would be an office but not necessarily The Cidar House. IDS will draft a paper stating the situation. Tim Bush reminded Members it is not just the rent but the gas/electricity, printers, phone and business rates which increase the outgoings.</p>	
<p>6. Finance Report</p>	<p><u>Quarterly Reconciliation of Bank Statements</u></p> <p>6.1. MH reported the banks have been reconciled up to 31 December 2022 and at the year-end there will be an estimated overspend of £116,993k due to Board schemes but these figures must be shown in the current year despite being money from previous years. IDS explained to Members there was no budget this year for schemes as there was a backlog of money from previous years for schemes not delivered. John Harris queried the legal fees from the previous minutes asking if it was something that might be necessary in the coming year. MH said some of the legal costs have been moved from the Consortium into the Boards they relate to and there shouldn't be the need for significant legal costs in this budget.</p> <p>6.2. MH discussed the proposed budget for 2023/24, informing Members one of the bigger increases is the admin budget which was underfunded last year due to the cost of living increase being higher than budgeted for and this has left an additional staffing cost of £11k on the Boards admin charge. There was a new budget for invasive weeds and telemetry of £16k. Tim Bush said an Area Supervisor has told him he can manage for another year without telemetry and asked IDS to make the case for why it is needed. IDS informed Members of the benefits of telemetry saying Area Supervisors can monitor water levels from their devices and make decisions about water levels without having to attend site. John Harris asked about the reliability of telemetry and the potential for physical damage. IDS explained they are bolted to the</p>	

	<p>side of structures in places where they are best placed to avoid accidental knocking. There was then discussion around whether telemetry needed to be in next year's budget. Tim Bush asked whether the gauge boards were going to get sorted out. IDS said he would take it as an action and report back to the Board. MH informed Members the budget for routine maintenance was going down due to the element for white diesel not being needed. Tim Bush queried the uplift for contractors. MH said the year 2 contracts allow for CPI for April so whatever the CPI is will be the increase to their contract.</p> <p>6.3. Peter Burden asked what would happen if the Council said there should be an increase of no more than 5%. IDS responded there would be a lot of cutting back of services to get to that amount as this budget will deliver the core service. Bob Mitchell commented that the Council Members may look at the reserves and question why there is an increase when there are reserves MH said using the reserves to reduce the penny rate will not only use up the reserves but next year the rate will have to increase by much more. After some discussion IDS said it was a standing budget and anything less would be a cut in services.</p> <p>6.4. Tim Bush asked to discuss the underspend and whether it was being ringfenced or shared between the Boards. IDS reminded Members they had discussed keeping the surplus in the Consortium should there be any additional costs with the transition of the staffing structure. MH said from the Consortium point of view there's an estimated underspend of £237k and most of this relates to staff vacancies. The budget as it is doesn't have anything for smoothing out the impact of staff costs but each Board will get their share and it is up to the Boards to decide whether to ringfence the surplus for any problems that may arise in the Consortium. Without a quorate meeting there was no vote but Members were happy to recommend the budget to the Full Board</p>	<p>Action: 20230218-01 To Investigate maintenance of Gauge Boards</p>
<p>7. Meeting Calendar</p>	<p>7.1. IDS said a new meetings calendar will be sent out with the Full Board papers.</p>	

8. Any Other Business	8.1. None	
9. Date of Next Meeting	<p>9.1. Future key dates in the short-term were highlighted as:</p> <ul style="list-style-type: none"> • NSLIDB Full Board: 01 February 2023 • NSLIDB Finance & Works 22 March 2023 <p>There being no other business, Members and Officers were thanked for their attendance, and the meeting was closed at 16.45</p>	:

Annex:

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

CHAIRMAN.....DATE

**ANNEX A TO
NSLIDB F&W COMMITTEE MINUTES
DATED 18 JANUARY 2023**

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 - Underway
NSL/20220623-1	To calculate the suitable reserve position	RFO - Ongoing
NSL/20220623-2	To form a committee to discuss Hewish Office	Clerk with write a paper – Ongoing
NSL 20230201	To investigate maintenance of gauge boards	IDS