

Lower Severn IDB

MISSION STATEMENT

We provide land drainage, flood risk management and surface water management to achieve safe, prosperous communities that enjoy the amenity and biodiversity benefits of the water environment.

Extraordinary Full Board Meeting

Approved Minutes of the Full Board meeting of the

Lower Severn (2005) Internal Drainage Board

**Hybrid meeting held at Lower Severn IDB Office, Waterside Building, Oldbury
Naite, South Gloucestershire, BS35 1RF and online**

Wednesday 16th July 2025 at 10.30am

Board Members:

Mr. Mike Barnes (Chairman)

Mr. Geoff Simms

Mr. Jim Nichols

Mr. Roger Godwin

Cllr. Christine Wild

Cllr. Liz Harvey

Mr. Richard Hewlett

Mr. John Hore

Cllr. James Crawford

Cllr. Mark Williams

Ms. Rachael Chamberlayne

Mr. John Cornock

Cllr. Liam Harries

Cllr. Abi Finch

Officers:

Glenn Taute- CEO and RFO

Victoria Bailey – Communications Officer

James Thomas- Business Development Manager

Civil Engineer

Joanna Mathews – Business Co-Ordinator

Jim Druett – Head of Operational Services

Agenda Item		Minute Reference
1.	<p>Apologies/ Welcome/ Introduction</p> <p>MB welcomed all to the meeting.</p> <p>Apologies:</p> <p>Mr. Matthew Riddle (Vice Chairman)</p> <p>Mr. Charles Daniell</p> <p>Mr. Robert Hyslop</p> <p>Mr. James North</p> <p>Ald. Mary Skyes</p> <p>Mr. Richard Hewlett</p> <p>Cllr. Simon Phelps</p> <p>Cllr. Liam Harries</p> <p>Ms. Rachael Chamberlayne</p> <p>Cllr. Simon Johnson</p> <p>Cllr. Tony Williams</p> <p>Cllr. Sue Milestone</p> <p>Mr. Tom Cullimore</p> <p>Cllr. Terri Kennison</p> <p>Welcome:</p> <p>MB welcomed new Board member Terri Kennison.</p> <p>MB reminded members to contact VB if they wish to help at the Heritage Open Day event at Oldbury Pumping Station on Wednesday 17th September.</p> <p>MB noted that a positive article on the Pumping Station Programme was on page 22 of the ADA Gazette Summer 2025 edition and available online.</p>	3645

2.	Declaration of Member's Interest None received	3646
3.	Chair Mid-Term review of Programme Board a) Mid-Term Strategic Review b) Changes to Terms of Reference <p>GS explained the reason for this extraordinary meeting is because of a significant change in strategy by the Programme Board and it needs to be formally recorded.</p> <p>GS added that the budget is approved for Lapperditch and Marshfield but not for Wicks Green or Oldbury Pumping Stations. GS would also like the Board's approval for minor changes to the Terms of Reference, including Vicky Bailey and John Hore joining the Programme Board.</p> <p>GS reminded all of the history of the Programme Board and of how it currently works.</p> <p>GS noted financially LSIDB is in a strong position, especially after being offered a further £900,000 in grant funding. He explained how financial figures are predicted; a vast scope is explored pre-contract (using some of ARUP's work) and this ensures we have the full scope and reduces potential variations to the budget. Everything is auditable and goes through a rigorous approval process to ensure we are satisfied to pay invoices. Any part of the project which has fallen outside of the scope has not been due to 'forgetting' but due to other issues such as the sheet piling. ARUP costed sheet piling up to £2.4m across the project. GS, JD and JT instead carried out a survey which resulted in an estimated cost of £203,000, however a cost from Jacksons arrived this morning at a cost of £304,000. On Wicks Green the discharge needs to be lined, leading to another variance. GS reminded all that projects are dynamic. Geographically it makes sense to continue to Wicks Green rather than go to Oldbury. This is the key change requested and will bring forward the programme for a year. Due to the increase in workload the Jacksons engineer will solely work on LSIDB Pumping Station projects. Relationship with Jackson's is very positive although LSIDB are retaining responsibility.</p> <p>The financial report brings Wicks Green and Oldbury into a formal budget; seeks Board's approval for this.</p>	3647

	<p>Telemetry at Elmore; decision was made to have the same telemetry across all pumping stations for ease of monitoring. Telemetry is an out of scope item added to the budget, and approval is being sought for this.</p> <p>The purchase of a piece of land at Wicks Green pumping station is planned due to the station being difficult to access for machinery and screen cleaning at present. This is included in the budget presented to the Board.</p> <p>GT added that the financial report is a live document and an updated review of this will be available for November's Full Board meeting.</p> <p>GS concluded that the Board's approval was needed to make sure everything planned is authorised, as budgetary approval is in place for Lapperditch and Marshfield but not Wicks green or Oldbury. Estimates for telemetry and sheet piling were received this morning so are not included on the financial papers Board members have been sent for today.</p> <p><i>Nikki Barton joined the meeting online</i></p> <p>GT mentioned that the proposed request for the programme board to be able to approve variances up to £100k would support a more pragmatic approach to the project implementation and improve efficiency. Also, without having to have too many board approval meetings but to report any such occurrences through the monthly reporting and the next board meeting.</p> <p>JH explained that he was asked to join the Programme Board at the start of the year and is amazed at the level of detail and congratulates the team on successfully obtaining grant funding. JH is impressed at diligence and stressed the importance of the weekly Programme Board meetings, and how issues are picked up quickly and dealt with promptly. JH spoke to Tom Cullimore who agrees with him on the success of the Programme Board.</p> <p>GS invited questions from Board members:</p> <p>Liz Harvey: Working on four stations creates a larger programme – how are you handling risks?</p> <p>GS: We carefully considered whether we have capacity to undertake four stations simultaneously. Due to the Jacksons</p>	
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	<p>engineer being dedicated to working only on LSIDB projects this is no longer a concern. The workload will come down as the programme progresses.</p> <p>LH: Are the stations operational while being worked upon?</p> <p>JD replied that provision has been made in the project for over pumping when construction is in progress, and due to the purchase of the mobile pump they can all remain operational. No two stations will be off at the same time. At Wicks Green pumping station one pump will remain operational due to the difficulty in overpumping.</p> <p>LH: Explain the financial section; why ask for variations not contingencies?</p> <p>GS: This is due to my past experience in project management where contingencies are seen as 'money which is seen as available to spend' and therefore decided to work with variances instead. Managing variance is an important part of successful management.</p> <p>LH: Are you removing contingency altogether?</p> <p>GS: We don't need a contingency and deliberately made this decision.</p> <p>LH: The £100,000 variance; is this across the budget for the four stations or per station?</p> <p>GS: It is against specific items.</p> <p>GT: It gives the Programme Board flexibility to not have to wait for approval. We can go ahead and have it ratified at Full Board in November and subsequent meetings.</p> <p>GS: The project can't wait for November; an example of this being the variation which came this morning relating to sheet piling. It's likely that £100,000 variance will occur again so we need to manage these changes within boundaries.</p> <p>LH: You are asking the Board to approve a £100,000 variance which, from a £9.9m budget equates to a 1% flex within the budget.</p> <p>GS: We want flexibility of managing a variance of £100,000 on an individual scope. All actions will be auditable and reported to Full Board.</p>	
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	<p>GT: Once we have a formal quote for Wicks Green and Oldbury we will take that to Full Board in November. There will be ongoing costs before then, hence the importance of having the flexibility of a £100,000 variance.</p> <p>LH: On page 11 'Total Cash Allocated' it is broken down into four projects. Are you asking for £9.4m or £9.9m?</p> <p>GS: Lapperditch and Marshfield are within the contracted numbers but Wicks Green and Oldbury are estimates. Today we are looking for the approval of £9.91m to cover the scope.</p> <p>LH: What are you asking for?</p> <p>GS: The sheet piling price only came in this morning so aren't in the papers. We are asking for £9.91m. Our programme is being with defined budgets for each station and there are strong controls over this.</p> <p>RG: I thought we had already approved this spend? If the Wicks Green pipe needs lining will this significantly change its price?</p> <p>GS: We had a £50,000 estimate for this.</p> <p>JN: Why aren't we going for a Bedford pump?</p> <p>JD: ACE are a preferred supplier on the Environment Agencies Framework and therefore a chosen supplier by Jacksons.</p> <p>JC: The pump at Elmore broke; will the new ones be as sensitive and could they overheat? We have to stop potential temperature overload.</p> <p>JD: The problem at Elmore was a piece of timber lodged in the flute. This did not raise motor resistance but caused cavitation which led to the overheating of the motor seals.</p> <p>GS: The telemetry is high tech and there will be cameras on them.</p> <p>JN: Are Jacksons familiar with the pumps?</p> <p>JD: Yes.</p> <p>JC and JN both expressed their displeasure at not being invited when Jacksons were looking at Oldbury. GS apologised and will bare in mind to get in touch with JN and JC next time.</p>	
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	<p>GS Proposal: Board approve budget of £9.91m to cover Lapperditch, Marshfields, Wicks Green and Oldbury which includes out of scope items and a £100,000 variance limit.</p> <p>This is to be accepted with the amendment of the changes to the figure £9.91m to include £204,000 out of scope work, which was not presented prior to the meeting due to time limits.</p> <p>Proposed: JN</p> <p>Seconded: JH</p> <p>All in favour</p> <p>GS Proposal: Terms of Reference change for Programme Board to be approved</p> <p>Proposed: GS</p> <p>Seconded: JN</p> <p>Majority in favour; one not in favour</p> <p>LH added she would like to see tracked changes when policies are modified in the future; this was agreed as a good idea.</p>	
4.	<p>Review of Actions agreed at the Board</p> <p>JM read through the actions; all in agreement</p>	3648
5.	<p>Any Other Item Which the Chair Decides is Urgent- AOB</p> <p>None</p>	3649
6.	<p>Date of next Meeting: Wednesday 12th November 2025</p> <p>Location TBC</p>	3650
	Meeting closed: 12.05pm	