

Executive Committee Meeting

Wednesday 23rd July 2025

**Lower Severn IDB Office/Hybrid
10:30am**

LOWER SEVERN (2005) INTERNAL DRAINAGE BOARD

TERMS OF REFERENCE OF THE EXECUTIVE COMMITTEE

**Approved 6th November 2024
Minute 3613**

Matters for determination by the Executive Committee

Policy & Guidelines

1. Purpose

The purpose of the Executive Committee is to undertake delegated tasks from the LSIDB Board including for key and immediate decisions from LSIDB's Current Sub Committee's:

The development and implementation of strategy, operational plans, policies, procedures and budgets;

- the monitoring of operating and financial performance of the Revenue Budget;
- the monitoring of operating and financial performance of the Capital Programme;
- the assessment and control of risk;
- the prioritisation and allocation of resources.

2. Membership

The Executive Committee will be made up of 6 members being, the Chair, Vice Chair, Committee Chairs, Programme Board Chair, plus additional member(s) that would be required to make up the full membership. Also, normally the Chief Executive Officer or his/her representative, unless the meeting is deemed part or wholly closed on occasion. Key Officers of the LSIDB will be invited as required. The committee shall appoint a Chair from among its members.

3. Meetings

The Executive Committee should meet on a monthly basis with prepared agendas of items for discussion. A quorum of three Members is required. Officers will be invited as required. The CEO or other LSIDB Officer will act as secretary and take actions of the meetings. The

actions of the meetings will be circulated at the LSIDB's Board Meetings, and the Chief Executive Officer will present a written report after each meeting which will be emailed out to all Board members.

4. Duties

(i) Management

- The successful execution of strategy.
- Recommending objectives and strategy for the LSIDB in the development of the Boards operations.
- Identifying new opportunities, Capital Investment Projects if approved, outside the current core activities.
- Reviewing the organisation structure of the LSIDB and making recommendations for change.
- Implementing policies relating to health and safety, environment, treasury and statutory social responsibility.
- Ensuring the control, co-ordination and monitoring of risk and internal controls.
- Ensuring compliance with relevant legislation and regulations.
- Prosecution, defence or settlement of litigation.
- Ensuring appropriate levels of authority are delegated to LSIDB officers throughout the LSIDB's Annual Planning and delivery of Operations.
- Review of the LSIDB's budgets and five-year plan to the LSIDB's Board and, following their approval, the achievement of the budgets and plans.
- Approval of unbudgeted capital expenditure between £10k and £25k, and the Identification of the necessary funds when making these approvals. Reporting to the Board at the earliest opportunity, per the financial regulations.
- Renewal of banking facilities and arrangements for treasury management per the financial regulations.
- Adherence to other Financial Regulations when authorising procurement, write offs, the sale of assets, appointment of internal auditor, and review/updates.

(iii) Statutory IDB Governance

The Committee shall conduct an annual review of its work and terms of reference and an assessment of its own effectiveness and make recommendations to the LSIDB's Board.

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.

Executive Committee

Members: Mr M Barnes (Chair), Mr R Godwin, Mr J Hore, Cllr M Riddle (Vice Chair), Mr G Simms

NB The quorum for this meeting is 3 Members

Wednesday 23 July 2025 @ 10.30am, Lower Severn IDB Offices/Hybrid

AGENDA

Committees Terms of Reference are included for Members' information

| Item | | Page No/Doc. | Lead |
|------|---|--------------|----------|
| 1. | Apologies/Welcome | | Chair |
| 2. | Declaration of Members' Interest | | Chair |
| 3. | Comments on brought forward Actions | Page 1 | GT |
| 4. | Minutes from the last Exec meeting for approval | Pages 2-3 | Chair |
| 5. | Comments on SLT Reports | Pages 4-9 | Chair |
| 6. | Strategic Planning draft outline for discussion | Pages 10-11 | GT |
| 7. | Activity Log Schedule Update | Page 12 | GT/JD/JT |
| 8. | Pump Program Report/Update, and Outcome re Programme requests | Page 13 | GS |
| 9. | Any Other/New/Update Item which the Chair/CEO decide is urgent/be mentioned | | MB/GT |
| 10. | Confirmation of new Actions | | GT |
| 11. | Date of Next Meeting: 20 August 2025 | | Chair |
| 12. | Close | | Chair |

- Any other consideration and comments/questions of an urgent nature shall be notified to the office at least 3 working days before the meeting to enable staff to compile the correct information.
- Any Committee Member unable to attend should arrange a deputy and inform the office prior to the relevant Meeting. If the Committee Member chooses, he/she may instead ask the Officers to contact all the other Members, not on the Committee, in order to recruit a deputy for the meeting.

Outstanding Actions for Executive Committee:

| <u>Executive Committee Actions</u> | | | Assigned to | Due | Status |
|------------------------------------|----------|--|-------------|--------|-------------|
| 69 | 21/05/25 | 2 letters from each of the RFCCs to support the Boards application to reduce the numbers | MR | Jun-25 | In Progress |
| 70 | 25/06/25 | Minutes to be implemented for all committee meetings going forward, limited to 1/2 pages | MR/JM | Jun-25 | In Progress |
| 71 | 25/06/25 | To recommend the appointment of an additional Operator to support succession planning, through the Business Services Committee. Proposed appointment from November 2025. | JD/GT | Jul-25 | In Progress |
| 72 | 25/06/25 | Risk Register : Climate Change, probability to be changed to 4/3 | JM | Jun-25 | Completed |
| 73 | 25/06/25 | Risk Register : Add long term future of the IDB, as its affected by climate change impacts, through EA participation | JT/JD | Aug-25 | Completed |
| 74 | 25/06/25 | Pump Programme Approval : Arrange an extraordinary Board Meeting for 16/7/25 at 10:30am Hybrid | JM/GT | Jul-25 | Completed |
| 75 | 25/06/25 | Bring the next Business Services meeting forward to August to facilitate confirmation of the appointment of an additional operator to support the succession plan | JM/GT | Jul-25 | In Progress |

Lower Severn IDB

**Draft Minutes from the Executive Committee held on Wednesday 25th June 2025
at 10.30am at Lower Severn Internal Drainage Board Offices/ Hybrid**

1. Apologies/Welcome

Board Members Present: Chairman Michael Barnes, Vice Chairman Matthew, Geoff Simms, Roger Godwin.

Officers Present: CEO Glenn Taute, Vicky Bailey, Jo Mathews, Jim Druett and James Thomas.

Apologies: John Hore.

2. Declaration of Members' Interest

None received.

3. Comments on brought forward Actions

JM read through the previous Executive Committee actions. GS and MR noted the importance of keeping up to date with proposed changes in local, district and unitary authorities as this will affect both rates and Board member numbers.

4. Comments on SL T Reports

MR enquired about recent LSIDB operations in Oldbury; JD replied that a culvert has been installed and another cleared to help prevent flooding.

JD added that the rebuilt Elmore Pump being reinstalled on 7th July.

RG was pleased with the additional £900,000 in funding towards the Capital Programme.

JD noted that the insurers are dealing with a £12,000 water bill with a rate payer.

5. June Board Meeting Outcome - Actions

JM read through the actions.

6. Minutes for Committee meetings to be reinstated

GT noted that the governance audit highlighted that we are obliged to take minutes of all committee meetings. Agreed by all to keep committee minutes concise and circulated monthly along with SLT reports.

7. Succession planning in operations

Two very suitable candidates applied for the Operator vacancy. One has been employed. Executive Committee members supported the succession plan recommendation that we offer employment to the second operator applicant from November 2025, as there is enough work and there are potential resignations within the next 18 months. Decided to take to BSC.

8. Risk Register Review and Update

Discussion on LH's suggested changes to environmental/climate change ratings. Agreed to change impact level to 3, resulting in the overall risk score becoming 12. Agreed to add 'Discussion at higher level (EA) regarding flooding' to the Risk Register, and to ensure we have an auditable trail. MR added that the new EA online mapping tool is very useful. Noted that as LSIDB are members of stakeholder organisations such as ADA, SWADA, Marches etc we have positive working relationships and keep up to date with the latest news.

9. Pump Program Report/Update

GS read the previously submitted report. Noted John Hore and VB have been added to the updated Terms of Reference. GS added that the strategic change of delivery will need to be approved by the Board as it effects financial management and the workload; agreed to hold an Extraordinary Board meeting to approve changes. Oldbury would become the final station to be replaced. Reported that Programme Board is functioning successfully. GT added that quotations for Oldbury and Wicks Green should be available before the November board meeting. The FastDraft system used by the Programme Board keeps a track of design, contract and budget variations and approvals which is proving very useful.

GS proposed holding an Extraordinary Board meeting on Wednesday 16th July to approve the mid-term strategic review and the change to the Terms of Reference. All agreed on the decision to hold an Extraordinary Board meeting.

10. Any Other/New/Update Item which the Chair/CEO decide is urgent/be mentioned Confirmation of new Actions

GT informed that a Team Day has been organised for the office staff on Wednesday 9th July, and a breakfast is planned for the Operations team in the coming months.

JM read through recorded Actions which were agreed as correct.

11. Date of Next Meeting: 23 July 2025

Meeting Closed 12.20pm

Lower Severn IDB

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Date: 07/07/2025

Report by: James Thomas – Civil Engineer

Programme Board Update

Contract update

Quotes have been received for the replacements of the control systems and telemetry at Elmore Back pumping station as well as the production of a modern telemetry front end system to monitor the 5 larger pumping stations.

Jacksons held a workshop with the Boards Engineers to discuss the over-plating issue at Lapperditch and Marshfield pumping stations. The result is a system of repairs that will result in a significant reduction in costs to deliver the upgrades at these locations.

Site visits at Oldbury on Severn pumping station was held on the 2nd of July 2025. This was to enable the contractors and designers access to the station to look at early issues in preparation for the design phase of the project.

Securing of the land required has been impacted by annual leave however we expect significant progress in July in obtaining the necessary land at Marshfield, Lapperditch and Wicks Green.

Funding Expressions of Interest

The grant agreement for the additional funding at Oldbury and Wicks Green has now been signed and we are committed to spend this by April 2026.

Eel Regulations Compliance

Designs have now been passed to the EA for approval covering Marshfield and Lapperditch pumping stations. We are awaiting confirmation from the EA that they are satisfied with our designs.

Recommendation: That the report be noted.

Lower Severn IDB

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Date: 04/07/2025

Report by: James Druett, Head of Operational Service.

Health and Safety

No near misses or incidents to report.

Dredging programme 2025

Dredging and bank reprofiling works have been completed or continue at the following locations

- Minsterworth/Cornham area.
- Oldbury on Severn
- Hempsted no 1 rhine together with some small woodland ponds for Gloucestershire Wildlife Trust.

Mowing and weed cutting programme 2025

Annual maintenance works have begun at many areas across the Boards district and some operators are now taking advantage of the additional summer overtime. Due to the exceptionally dry and warm weather we are experiencing prolific in channel weed growth.

- Pilning area
- Frampton
- Ryalls lane, Cambridge
- Hempsted
- Hill
- Rockhampton
- Oldbury

- Aust
- Western Approach, Severn Beach
- Cabot Park, Avonmouth
- Eldersfield Marsh upstream of M50

New operative appointment

The HoOS interviewed 2 applicants for the above role. Both of the individuals were suitable with a wide variety of skills which would be beneficial to the Boards workforce /operations.

Mr Damian Smith was appointed and started in his new role on Tuesday 1st July.

Elmore Back pumping station

The fully refurbished pump is being installed at the pump station on Monday 7th July by Avonmouth Engineering services.

Additional tasks undertaken June 2025:

- **Elmore pump removal/ rebuild and insurance claim. Ongoing**
- **Access negotiation/ Land drainage consents at Worlds End Solar Farm. Ongoing**
- **Water leak/trough service pipe damage. Investigate/Insurance claim. Complete**
- **Machine operator vacancy/interviews/appointment. Complete**
- **Order new portable 12" pump and relevant fittings. Complete**

Additional tasks to undertake July 2025:

- **Continuing working with Jacksons and project board on pump design. Ongoing**
- **Obtain quotation for aggregate bunker concrete slabs. Ongoing**

Recommendations: That the report be noted.

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General Management and Finance Report - July 2025

Glenn Taute, CEO/RFO

Outcomes to mention – June 2025

- The vacancy in operations has been filled.
- The final grant awarded has been formally accepted and the first payment has been received.
- The mobile pump has been ordered.
- Elmore Back pump has been repaired and will be installed in July. The insurance claim in this respect is pending.
- The cost of the third-party water mains pipe damage has been agreed and the insurance claim is to be settled shortly.

Financial summary for the May 2025 period

Income Statement:

The income statement for the year to date highlights the following: -

- Grant money received of £920k
- Interest income is favourable due to increased deposits and maintaining high interest rates.
- There is a general under spend in the expenditure lines to the budget
- The positive net outcome in the income statement is allocated to reserves

| Lower Severn IDB | | | | | |
|------------------------------|------------------|----------------|----------|----------|---|
| Income Statement | Year to Date | Year to Date | | | |
| May-25 | Actual | Budget | Variance | Variance | Comment |
| Income | May-25 | May-25 | £ | % | |
| Rates and EA Levy | 341,776 | 341,776 | 0 | | Revenue recognition as per approved Rates and Levies |
| Grant and Fund Income | 950,189 | 30,793 | 919,396 | | Grant 2B & Foreign Water in - EA, see counter levy cost below |
| Fees & Recharges | 150 | 600 | -450 | | Lower activity on consultancy, trend is expected to continue |
| Other Income | 38,763 | 13,710 | 25,053 | | Interest(£33k), Excavator Ins. claim(£5k), Material Recovery(£1k) |
| Total Income | 1,330,878 | 386,879 | 943,999 | | |
| Expenditure | | | | | |
| Payroll | 136,274 | 141,126 | 4,852 | 3.4% | Vacancy |
| Maintenance | 52,312 | 59,122 | 6,810 | 11.5% | |
| EA Levies | 38,587 | 39,361 | 773 | 2.0% | Foreign Water out - EA, revenue in Grants above |
| Travel | 3,869 | 5,150 | 1,281 | 24.9% | Timing re meetings, events and conferences |
| Administration | 10,016 | 9,785 | -231 | -2.4% | |
| Professional Fees | 3,106 | 5,150 | 2,044 | 39.7% | Timing |
| Depreciation | 76,001 | 76,001 | 0 | 0.0% | |
| Loan Interest | 17,503 | 17,503 | 0 | 0.0% | PWD Loan timing interest |
| Bank Charges | 2,787 | 2,200 | -587 | -26.7% | Additional money market deposits, associated costs |
| Total Costs | 340,455 | 355,398 | 14,943 | 4.2% | |
| Net Surplus/(Deficit) | 990,423 | 31,481 | | | |

Balance Sheet:

The balance sheet as at the 31 May 2025 shows the following: -

- The life time investment in the current pump station programme amounts to £2 703k, and a breakdown of this can be seen in the programme report below
- The Debtors balance includes rates & levies for 25/26, plus a brought forward 24/25 balance of £803.85. Of this 2024/25 balance brought forward, two accounts totalling £166.71 are at risk and are being pursued, and an amount of £552.67 is in probate proceedings, and the remain £84.47 is in the process of being resolved. In the 2024/25 period low value accounts (totalling £3.4k re low value accounts <£15.63 per rate payer), and adjustment write offs (of £0.7k), amounted to £4k, being in line with prior years.
- The cash balance stands at £6.7m and is as a result of brought forward cash, plus the loan and the grant, and prepaid levies. The cash at bank is mostly earmarked for the investment in the pump station replacement programme.
- The reserves show the inclusion of the income statement surplus.

| Lower Severn IDB | | | | |
|--------------------------------|------------------|------------------|-----------|---|
| Balance Sheet | At End | At End | YTD | YTD |
| May-25 | March 2025 | May-25 | Change | Comment |
| Fixed Assets | 1,567,854 | 1,436,785 | -131,070 | Excavator written off re insurance claim and current depreciation |
| Assets under Construction | 2,666,592 | 2,703,481 | 36,889 | Pump programme WIP, see programme cost report |
| Total Fixed Assets | 4,234,446 | 4,140,266 | -94,180 | Net of Additions less Depreciation and write off |
| Stock +WIP | 28,363 | 36,542 | 8,180 | |
| Debtors | -1,016,154 | 510,973 | 1,527,127 | March 2025 balance includes prepaid rates for 2024/25 |
| Prepaid Expenses | 53,214 | 237,917 | 184,703 | Includes EA foreign water prepayment |
| VAT | 262,664 | 5,043 | -257,622 | VAT on Programme expenditure pending HMRC audit |
| Cash at Bank | 2,589,773 | 2,446,720 | -143,053 | Current Acc balance at month end = £287k |
| Short Term Deposits | 2,676,888 | 4,203,372 | 1,526,484 | Deposits for the pump programme from grant funding |
| Current Assets | 4,594,749 | 7,440,567 | 2,845,818 | |
| Creditors | 919,726 | 794,915 | -124,811 | Expenses on account with vendors. Pump programme vendor balances |
| Accrued Expenses | 75,463 | 252,698 | 177,235 | Includes EA foreign water accrual |
| Prepaid Revenue Rates | 0 | 1,708,791 | 1,708,791 | Revenue recognition phasing adjustment, zero at year end |
| Current Liabilities | 995,189 | 2,756,404 | 1,761,215 | |
| Net Current Assets | 3,599,560 | 4,684,163 | 1,084,603 | |
| Long Term Liabilities | 2,000,000 | 2,000,000 | 0 | Public Works Loan, first repayment due in June 2025 |
| Long Term Assets - Pension | 2,616,000 | 2,616,000 | 0 | LGPF actuarial valuation at 31 March 2025, counter entry below. |
| | 8,450,006 | 9,440,429 | 990,423 | |
| Capital & Accumulated Reserve | 3,219,918 | 5,641,923 | | Brought Forward from prior year |
| Current Year Surplus/(Deficit) | 2,422,004 | 990,423 | | Surplus in the year from grants received. |
| Pension Reserve | 2,616,000 | 2,616,000 | | See counter above. |
| Revaluation Reserve | 192,083 | 192,083 | | As per property valuation March 2024. |
| | 8,450,006 | 9,440,429 | | |

Pump Station Investment Programme Cost Report

The following pump replacement programme report to the end of May 2025 shows the actual cost breakdown for the life of the programme so far, from its beginning of 2023, a completion forecast to 03/2028, the source of funds for this investment, and the rate/levy forecast outcome.

| Lower Severn IDB | | | | | | 31-May-25 | |
|---|--------------------|-------------------|--------------------|------------------|--------------------|------------------|-------------------------|
| Pump Programme Financial Report | | | | | | Life | |
| | | | | | | To Date | |
| Pump Station Allocation | Lapperditch | Marshfield | Wicks Green | Oldbury | Elmore Back | Total | Comment |
| <u>Actual Cost Life to Date(since January 2023)</u> | | | | | | | |
| Feasibility Study Report | 15,711 | 15,711 | 15,711 | 15,711 | | 62,846 | From 01/23 to 07/23 |
| Business Case Report | 36,233 | 36,233 | 36,233 | 36,233 | | 144,930 | From 08/23 to 03/24 |
| Pre construction Preparation | 50,855 | 50,855 | | | | 101,711 | From 04/24 to 11/24 |
| Project Construction | 443,509 | 443,509 | | | | 887,017 | From December 2024 |
| Contract Supervision | 10,423 | 10,423 | | | | 20,845 | From December 2024 |
| Payroll costs allocated | 162,536 | 162,536 | 49,094 | 39,436 | | 413,602 | Ongoing |
| Pumps | 95,275 | 247,295 | | | | 342,570 | In storage |
| Pumps | | | 301,020 | 428,940 | | 729,960 | In manufacture |
| Actual Cost Life to Date | 814,541 | 966,561 | 402,058 | 520,320 | 0 | 2,703,481 | 31-May-25 |
| <u>Forecast View 01/ 2023-03/2028</u> | | | | | | | |
| Pre contract costs | 102,799 | 102,799 | 106,944 | 111,944 | | 424,487 | Feasib./Bus.Plan/Prep. |
| Contractor | 1,468,000 | 1,442,000 | 2,182,500 | 1,818,750 | | 6,911,250 | Approved for LD & MF |
| Contract Supervision | 33,673 | 33,673 | 38,438 | 39,375 | | 145,159 | Responsible Engineer |
| Payroll Allocation | 230,798 | 230,798 | 143,330 | 91,383 | | 696,310 | Alloc. Ramping Down |
| Pumps | 95,275 | 247,295 | 301,020 | 428,940 | | 1,072,530 | Procured |
| Sheet Piling | 50,000 | 50,000 | 51,250 | 52,531 | | 203,781 | |
| Land | | | 90,000 | | | 90,000 | Land and Fees |
| Retro Upgrade | | | | | 250,000 | 250,000 | Telemetry replacement |
| Forecast View 01/ 2023-03/2028 | 1,980,546 | 2,106,566 | 2,913,482 | 2,542,924 | 250,000 | 9,793,517 | Total Forecast |
| Forecast less Actual Cost to Date | 1,166,004 | 1,140,004 | 2,511,424 | 2,022,603 | 250,000 | 7,090,035 | Forecast to be Spent |
| Percentage Unspent to Forecast | 59% | 54% | 86% | 80% | 100% | 72% | % of Forecast Unspent |
| Percentage Spend to Forecast | 41% | 46% | 14% | 20% | 0% | 28% | % of Forecast Spent |
| <u>Funded By</u> | | | | | | | |
| Grant Fund | | | | | | 5,300,000 | Gratis |
| Public Works Department Loan | | | | | | 2,000,000 | Repayable over 20 years |
| Cash Reserve brough forward | | | | | | 1,500,000 | |
| Cash Generation 2025-2028 | | | | | | 1,000,000 | |
| Total Cash allocated to the Pump Replacement Programme | | | | | | 9,800,000 | |
| <u>Rates Forecast</u> | | | | | | | |
| Rates in Pence | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | |
| | 11.55 | 12.50 | 13.40 | 13.75 | 14.50 | 15.25 | |
| Change year on year | 9.0% | 8.2% | 7.2% | 2.6% | 5.5% | 5.2% | |

The forecast will be updated as more refined cost inputs become available going forward.

Recommendation: That the report be noted.

Strategic Plan for the LSIDB – DRAFT Outline at July 2025

The strategic plan is proposed to include: -

- being in line with our current broad statements in this regard (see current statements below)
- preparing a situational analysis of the IDB
- establishing goals (broad overarching outcomes)
- setting objectives to achieve goals
- action plans to realise objectives
- time lines
 - o short term 1-year
 - o medium term 2-5 years
 - o long term 5-10 years

The following draft objectives are put forward for deliberation: -

- Possible additional pump stations in the long term 2030-2035 – e.g. at Frampton, Awre,
- Environment/Biodiversity – ponds, environmental re flora & fauna and expertise development, cooperation with associated parties, long term evolution
- Pump Replacement Program(current) in the short/medium term 2025-2028
- Workshop, yard, office improvements short-medium-long term, storage for generator/mobile pump/other for 2026/27
- The existing schedule of machinery replacement long term
- 50 years very long-term risk analysis for the IDB - internal factors: culture, resources, structure, and capabilities; external factors: political, economic, social, technological, legal, and environmental influences
- Long term Cash Build forecasting and reporting so as to support possible future investments in the plan
- Board member numbers, current proposal and consideration regarding the unitary authority mergers
- Other developments such as de-maining rivers and SUDS work being allocated to IDBs
- Other..... ?

Current strategy statements: -

Mission statement, vision & strategic objectives

Mission

To provide land drainage, flood risk management and surface water management that enables communities to thrive and enjoy the amenity and biodiversity benefits of the water environment.

Vision

LSIDB significantly contributes towards the sustainable management of the Lower Severn IDB's area with special drainage needs. Our vision is to deliver an efficient, cost-effective service and be recognised as key participants of the FCERM (Flood and Coastal Erosion Risk Management) community providing exemplary water level management within the areas we serve and assisting all our partners.

Strategic Objectives (GT - these are more like Goals)

- Reduce the risk to people, property, agricultural and developed infrastructure and the natural environment by providing and maintaining technically, environmentally and economically sustainable flood management and defences within our areas
- Become the preferred local delivery partner of choice for all flood risk management services in our watershed catchment areas, by working closely with other Flood Risk Management Authorities, partners and stakeholders
- Enable and facilitate land use for residential, agricultural, commercial, recreational and environmental purposes in our areas by guiding and regulating activities that would otherwise increase flood risk

Guiding Principles

- Be recognised as a competent FCERM authority
 - Play a full part in local partnerships
 - Have a distinct role working with other relevant authorities
 - As a regulatory body we Strive to become 'The benchmark delivery partner' of choice for Lead Local Flood Authorities and partners
 - Build capacity and adjust to deal with new challenges
 - Leading example in sustainable service operations and our proactive adaption to climate change impacts
-

| Lower Severn IDB | | | | | |
|--|---------------|-----------------|-------------------------------------|---|------------------------------------|
| Current project/works activity control log schedule | | | | | |
| (Excluding Pump Programme Project) | | | | | |
| Works/project | Target | Respons. | Description | Status at week 1/July 2025 | Status at week 2/July 2025 |
| Hallen | Sep-25 | JT | Major works to reinstate | Update meeting planned week1/July | Reinstatement works pending |
| Hitachi | Aug-25 | JD | Replacement Excavator | Order in progress, custom arm being built | Arm in manufacture |
| Elmore Back | Jul-25 | JD | Pump repair | Pump repaired and installed Wk2/July | Pump installed 7 July 2025 |
| Elmore Back | Jul-25 | JD | Insurance Claim | Insurers await final repair invoice | Invoices to insurers, will pay all |
| Angus Smith Leak | Jul-25 | JD/GT | Insurance Claim | Direct settlement with complainant | In progress, offer made by Ins. |
| Generator | Aug-25 | JD | Test and Monthly start/run, storage | Aim for first start and run July 2025 | In progress |
| Yard | Oct-25 | JD | 1st Phase Resurfacing and Bunkers | Quotation being sort | Pending receipt of quotation |
| Mobile Pump | Aug-25 | JD/GT | Purchase & Use Policy | Order Placed | GT make a draft |
| Succession Plan | Aug-25 | JD/GT | Additional Operator | Recommendation through Bus Serv Comm | Meeting set 6 August |
| Strategy update | Sep-25 | GT/JT/JD | Set work standards & 5 year plan | A kick off brainstorm set for 9 July | Draft list of goals made |
| Disaster Rec. Update | Nov-25 | All | To update current plan for changes | First review meeting to be setup | Pending meeting of 15 July |
| Avonmouth Dev. | Ongoing | JT | Plan - invoicing and Water Man rec | To start reporting and updates | Pending |
| Consents | Ongoing | JT | Current list and status | To start reporting and updates | Pending |
| Biodiversity Update | Dec-25 | All | Update current Policy | Kick off meeting June, draft being preped | Pending |
| Environment Policy | Dec-25 | All | New Policy | To start | Pending |

Programme Request from the Board at a meeting on the 16 July 2025

The following requested from the board: -

- The support of the mid-term strategic review update report
- To approve the current investment view for all 4 pump station replacements at £9.8m, which includes:
 - The Elmore Back Telemetry installation estimate of £250k
 - Purchase of Land for Wicks Green at probably £90k
 - Sheet Piling estimate for LD & MF at a total of £100k

To note that once quotations are received for the WG and OB pump design and build aspects the estimates for these pump station replacements will be adjusted and approval will be sort from the Board.

- That the Programme can approve any variance up to £100k to that approved by the board
- Agree changes to the programme boards terms of reference:
 - An additional Aim: - to ensuring that adequate funds are available and with board approval to execute the programme
 - Membership to include an additional board member (J Hore), and the communication officer (V Bailey)
