LOWER SEVERN (2005) INTERNAL DRAINAGE BOARD

Executive Committee Meeting

Wednesday 22 July 2026

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 22 July 2026 at 10:30am, 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.	**Minutes of the last committee meeting for approval**	5	Chair
4.	**Comments on brought forward Exec Actions**	9	GT
5.	**Management reports, any queries or comments from that previously circulated**	Circulated	GT/JD/JT
6.	**Pump Program Report/Update**	Verbal	GS
7.	**Operators update (handout at the meeting)**	Handout	GT
8.	**Policy review status at July 2026. Policies ready for committee review:** - **Environmental statement – reworded** - **H&S Policy – updated by Citation with JD (86 pages available at meeting)** - **Risk Register – updated for consideration under item 10**	10	GT
9.	**Strategic plan update review and progress**	13	GT
10.	**Risk Register review and update**	15	GT
11.	**Forecast Update**	Verbal	GT
12.	**Any Other/New/Update Item which the Chair/CEO decide is urgent/be mentioned**		MB/GT
13.	**Confirmation of new Actions**		GT
14.	**Date of Next Meeting: 9 September 2026**		Chair
15.	**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.

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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 24 June 2026 at 10:30am, IDB Offices/Hybrid

DRAFT MINUTES

1.	**Apologies/Welcome** **Present:** Mr M Barnes (Chair), Cllr M Riddle (Vice Chair), Mr R Godwin, Mr J Hore, Mr G Simms, Glenn Taute. **Apologies:** None received.
2.	**Declaration of Members' Interest** RG noted that his previous declaration of interest had been incorrectly recorded as "Land at Lapperditch" and should read "Land at Wicks Green." This represents his standing declaration of interest for the Pump Programme.
3.	**Minutes of the last committee meeting for Approval** Add RG's amendment above. Minutes approved – all in favour. Minutes accepted.
4.	**Comments on brought forward Exec Actions – Glenn Taute** • It was confirmed that the request for the landowner to obtain a professional valuation has now been completed. A letter explaining the outcome, together with a cheque, has been sent. • As a courtesy, the landowner was contacted by telephone following the Board's decision to issue notice to enter his land to carry out the fencing works. Although there had been delays to the works, these were acknowledged and accepted. A separate governance issue was raised by GS concerning the rule requiring elected Board members who have not attended a Board meeting within six months to obtain Board approval before attending again. • It was noted that, because the Board now meets less frequently, more members are likely to fall within this rule unintentionally. • Members agreed that the current rule should be reviewed to determine whether it remains appropriate given the reduced frequency of meetings. • It was clarified that the rule applies only to elected Board members, not appointed members and that submitting apologies for a meeting, even if accepted, does not count as attendance for the purposes of the six-month rule. • Members discussed whether the rule should instead focus on consecutive missed meetings **(**for example, missing two or three Board meetings in succession) rather than a fixed six-month period. • Comparisons were made with local authority practice, where similar attendance rules exist, and where exceptional circumstances such as long-term illness can be considered by the Board in private session.

	• There was also discussion over whether attendance at committee meetings should count towards the attendance requirement, this aspect should be checked when this action to review this policy is undertaken. • The meeting agreed that the attendance provisions should be reviewed to ensure they remain fair and practical under the current meeting schedule, with potential amendments to be considered, if necessary, in November's Board meeting.
5.	**Management Reports** All Management Reports had been received and read by members. MR raised concerns regarding the low number of near-miss incidents being reported. Members discussed the importance of encouraging a stronger reporting culture, recognising that near-miss reporting is a key part of improving health and safety. It was suggested that staff would benefit from further guidance and practical examples of what constitutes a near miss, supported by positive awareness and education to encourage reporting without fear of blame. Members acknowledged that the organisation operates in a high-risk environment, making effective near-miss reporting particularly important. The committee noted that two new field staff members have been recruited. Members were informed of the recent death of a field team member, who passed away following a short illness. The Board expressed condolences, noting that the organisation is supporting the employee's widow and that a life insurance claim has been submitted and is currently being assessed. It was agreed that, due to the timing and sensitivity of the circumstances, the death had not been discussed in detail at the previous meeting. Members agreed that the employee's contribution should be formally recognised at the November Board meeting, including observing a minute's silence. It was also noted that letters of condolence had been sent to the employee's widow on behalf of both the Board and individual members. GT then provided an overview on his Financial Report and noted the following: • Income for the period was £6k above budget, primarily due to higher-than-expected interest earned on deposits. • Variances in fees and recharges were attributed to timing differences, with income relating to the Avonmouth development expected later in the financial year. • The committee noted that the Local Government Pension Fund has confirmed that no employer pension contributions will be required for the next three years due to a high level of surplus fund assets over liabilities, and this is resulting in a favourable payroll variance. • Members discussed the longer-term position of the Pension Fund, acknowledging that although it is currently in a strong financial position with assets significantly exceeding liabilities, future actuarial reviews could alter the position. It was agreed that the situation should continue to be monitored and consideration given to future financial provision if required. • Other expenditure variances were noted as largely being the result of timing differences. • The Balance Sheet was reviewed, with no significant issues or concerns identified. • The committee noted that investment in the Pump Programme stood at £6.9 million at the end of April. • Members were advised that the paperwork for the £2 million loan drawdown was ready drawn upon, this ensures that the facility was available when required. The timing of drawing down the loan would be determined at a later date. • The meeting was informed that an unspent balance of approximately £75k from a land-related grant would be returned to the funding body, following confirmation that an extension to spend the remaining funds had not been approved. Members agreed that returning the unspent grant demonstrated good financial governance and helped protect the organisation's reputation with funding partners. • It was noted that the planned Environment Agency site visit had been postponed. • The Pump Programme expenditure report showed limited activity during April, with expenditure largely relating to contract management services.

	• Overall, the committee noted that the organisation remains in a strong financial position. The Financial Report was received without further questions.
6.	**Pump Program Report/Update** GS reported that: • A report had been circulated, providing a review of the project now that it has reached approximately 50–60% physical completion, broadly in line with financial expenditure. The review examined project performance to date, key variances and lessons learned to help inform the remainder of the programme. • Members noted that experience gained during the project had highlighted the importance of effective project management systems. Whilst the FastDraft project management system had proved valuable for managing project activities and maintaining a comprehensive record of design information, it was emphasised that the system requires knowledgeable users and ongoing active management rather than relying solely on the software. • The meeting heard that the proactive approach taken to pursuing grant funding had been successful. Officers will continue to seek funding opportunities whenever possible, even where funding bodies have indicated that no funding is currently available, recognising that circumstances can change. • Members reviewed stakeholder engagement and communications. It was noted that communication with Executive Members, the Board, parish councils and key stakeholders, including the Environment Agency, had generally been effective. However, some local opposition had been experienced, particularly in the Lapperditch area, and it was agreed that continued engagement and flexibility would be required to address concerns as the project progresses. • It was reaffirmed the decision to operate with minimal contingency within the project budget. Members noted that this approach promotes transparency, maintains Board oversight of budget changes and ensures that any significant financial variations are brought back to the Board for approval rather than being absorbed through large contingency allowances. • An update was provided on the operational challenges experienced over the Christmas period relating to temporary over-pumping and flooding. Officers advised that extensive discussions had taken place with the contractor to review the issues, resulting in agreement that the contractor would absorb elements of the additional pumping and diesel costs. Changes to the contractor's staffing and management arrangements had also led to a significant improvement in performance. Members noted that, whilst the period had been challenging, a satisfactory compromise had been reached regarding the associated costs. • Members sought clarification on consultancy support provided by Motion. It was confirmed that the consultants possess the necessary engineering expertise and have undertaken specialist work, including factory acceptance testing. However, officers will continue to monitor their involvement closely to ensure resources are used efficiently and that work remains within the agreed scope. • It was noted that relationships with the Environment Agency continue to be positive, with no significant delays in obtaining approvals or permissions. Regular liaison meetings remain in place, although meetings are postponed where there are no matters requiring discussion. • Members discussed costs associated with the over-pumping works and noted that while some additional costs had arisen due to operational requirements, others resulted from contractor issues, including a blockage caused during the works. The Board was assured that contractor costs had been robustly scrutinised and challenged where appropriate. • Issues with grid/ internet cables delaying the programme discussed. Highways Agency permission is being sought as hidden cables and connections are disruptive to the Programme; potential road closures discussed. • The meeting noted the report and the lessons learned to date, recognising that these would help improve project delivery during the remaining phases of the Pump Programme.
7.	**Pump Programme investment forecast update** The Board received the Pump Programme Investment Forecast Update from GT and noted the following: • Members considered a revised investment forecast comparing the current projected outturn against the budget approved in January. • The Board noted that the current forecast indicates an overall project variance of approximately £307k over budget, or 3%**.** However, officers advised that this is not expected to have a significant impact on cash flow due to the level of grant funding secured and the availability of approved borrowing.

	• Members discussed the anticipated requirement for borrowing through the Public Works Loan Board (PWLB). It was noted that, whereas the project had originally anticipated borrowing in excess of £6 million, successful grant funding had substantially reduced this requirement. The current estimate is that between £1 million and £1.5 million of the approved £2 million loan facility may ultimately be required. • The committee acknowledged that there remains approximately two years of the programme to complete and that further changes could occur. However, members were advised that the principal project elements and associated variances have now been identified, providing increased confidence in the overall forecast. • Members noted that, should the programme be completed ahead of schedule and avoid extending into 2028, significant savings could be realised through reduced project overheads and inflationary costs. • The committee discussed the importance of long-term asset management and financial sustainability. Members noted that the Board's Treasury Management arrangements include provision for establishing earmarked reserves from future operating surpluses to fund the eventual replacement of the pumping infrastructure. • Officers advised that, based on current forecasts, setting aside surplus cash relating to depreciation would provide sufficient funding over the expected 40-year life of the assets to contribute towards their replacement, reducing the financial burden in the future. • Members welcomed the improved financial outlook for the programme and noted that the investment would leave a lasting legacy through modernised, more resilient infrastructure, incorporating improved engineering solutions that address shortcomings in the original designs.
8.	**Any Other/New/Update Item which the Chair/CEO decide is urgent/be mentioned** • RG brought up the issue of long-term impact of climate change on the Board's pumping infrastructure, particularly at Wicks Green, Oldbury and Marshfield. Concern was expressed that, as sea levels rise and overtopping of river defences becomes more frequent, the existing pumps may no longer have sufficient capacity to cope with the increased volumes of floodwater. A potential long-term solution was suggested involving the installation of a tidal sluice or flap within the river defences to allow floodwater to drain naturally once river levels fall. Members agreed the concept had merit but acknowledged it would require partnership working with the Environment Agency and long-term planning, given the likely timescales involved. • Members were informed that four new appointed Board Members had joined the Board and would attend an induction session on 8th July, including presentations and a site tour. Board Members were invited to attend if they wished.
9.	**Confirmation of new Actions** The Board noted the following actions and discussion points arising from the meeting: • It was agreed that the six-month non-attendance rule for Board members should be reviewed, including clarification as to whether it applies solely to Board meetings or also extends to committee meetings. • Members requested a review of the definition and understanding of “near miss” reporting within the organisation. It was agreed that further work should be undertaken to clarify expectations and to support improved health and safety reporting culture, encouraging openness and viewing reporting positively rather than as a weakness. It was noted this would be particularly important for new operational staff joining the organisation. • It was agreed that, at the next Board meeting, reference should be made (under Chairman’s Announcements) to the recent deaths of two former colleagues. It was further agreed that this would be noted informally rather than recorded as a formal action, given the sensitive nature of the matter and the publication of minutes. • Members agreed that the strategic plan should include consideration of a tidal sluice/flap system in the relevant area as a potential long-term measure to mitigate the impacts of increased tidal overtopping and flooding. This would be explored further as part of future planning work.
10.	**Date of Next Meeting:** 22 July 2026
11.	**Close:** 12.10pm

#	Created	Action	Assigned	Due	Status	Comments
Executive Committee Actions						
96	24/05/26	"Extended Absence Policy review" with regard to elected members and meeting attendance within the 6 month rule. Collectively includes Board and Committee meetings?	GT	Jul-26	Completed	The Extended Absence policy is stipulated in the LDA 1991, and includes board and committee meetings. All members bar 1 have at least 2 meetings to attend in any 6 month period. Recommended that policy remain as is, but to be formally applied going forward.
97	24/05/26	Re H&S :- To review the disclosure of "near misses" in the work place, sensitise the benefits of reporting, change culture to encompass the positive outcomes of transparency in this respect.	JD/GT	Sep-26	Completed	To send a letter to the field team regarding the reporting of minor accidents and near misses, with the aim of raising awareness of the importance and benefits of such reporting in driving continuous improvement of workplace health and safety.
98	24/05/26	Include as an objective the installation of a Tidal Flap/Sluice Gate on the Severn in the Lapperditch area, with EA, to relieve overtopping floods.	GT/JT/JD	Jul-26	Completed	Included in the Strategic Plan as a draft objective to pursue.

Policy Review Schedule (after governance audit review of all policy updates in 2024/5)

Status at July 2026 for current year update and review:

Currently being updated:

Updated for Review | **In Progress** | **To Start in 2026** | **Outstanding** | **No Change**

Policies	Review due	Year for next review
Anti Bribery and Anti-Fraud Policy	Every 3 years	2028
Biosecurity Policy and Procedures	Every 3 years	2028
Business Continuity Plan	Every 2 years	2027
Culverts and Structures Statement	Every 3 years	2028
Complaints Against Board Members Procedure	Every 4 years	2029
Complaints Procedure	Every 4 years	2029
Data Protection Policies:	Every 2 years	2027
- Data Protection Policy		
- Handling Data Subject Requests Policy		
- Candidate Privacy Notice		
- Employee, workers and contractors Privacy Notice		
- Website Privacy Notice		
- Data Breach Incident Plan Policy		
- Data Retention Policy		
Delegation of powers to officers	Every 2 years	2027
Employee Handbook	Annually	**2026**
Environmental Statement	Annually	**2026**
Financial Regulations	Annually	**2026**
Flood Protection and Water Level Management Policy Statement	Every 4 years	2029
Freedom of Information Publication Scheme	Every 2 years	2027
Gifts and Hospitality Policy	Every 5 years	2030
Grievance Hearings	Every 3 years	2028
Guidance for Elected members in respect of extended absence	Every 5 years	2030
Health and Safety Policy	Annually	**2026**
Home Working Policy	Every 3 years	2028
Media and Publicity Protocol	Every 5 years	2030
Member Code of Conduct	Every 2 years	2027
Members/ Officer Protocol	Every 2 years	2027
Members Register of Interest	Every 5 years	2030
Mission Statement	Every 3 years	2028
Risk Register	Annually	**2026**
Redundancy Policy	Every 3 years	2028
Standing Orders	Every 2 years	2027
Substitute Member Protocol	Every 5 years	2030
Sexual Harassment Policy (new 2026)	Annually	2027
Voting on Appointments Procedure	Every 5 years	2030
Whistle Blowing Policy	Every 3 years	2028
Terms of References:	Every 2 years	2027
- Executive Committee		
- Finance Committee		
- Operations Committee		
- Business Service Committee		
- Programme Board		
- Matters Reserved for the Board		

Policy Review Process

1. The CEO will monitor and review new or amended legislation, guidance, and recommendations, consulting solicitors, relevant resources, and appropriate regulatory bodies where necessary. The CEO will revise and update policy documentation as required.
2. Any proposed changes will, where appropriate, be reviewed and validated by relevant subject matter experts.
3. The Senior Leadership Team (SLT) will review the proposed amendments. Any feedback, suggestions, or recommendations will be considered before the final draft is prepared.
4. The draft policy will be reviewed by both the Executive Committee and the Business Services Committee. Any agreed amendments will be incorporated into the final version of the policy.
5. Where a policy remains relevant, accurate, and up to date, it will continue in force as the current version without further amendment.
6. Where amendments are proposed, the final draft will be uploaded to the members' web portal for review before the updated policy is submitted to the Board for approval.

Environmental Statement

We are committed to preventing pollution and complying with all applicable environmental legislation, regulations, and other relevant environmental requirements.

We will regularly assess the environmental impact of our activities, products, and services and take appropriate action to continuously improve our environmental performance.

It is our policy to:

- Minimise the use of energy, water, and natural resources.
- Reduce waste through prevention, reuse, and recycling wherever practicable.
- Dispose of waste safely, responsibly, and in compliance with legal requirements.
- Avoid the use of hazardous materials wherever practicable.
- Work with suppliers who demonstrate environmentally responsible practices.
- Prevent environmental harm and minimise nuisance factors such as noise, emissions, and air pollution.

We will establish environmental objectives, targets, and improvement initiatives that align with this policy and address our significant environmental aspects. Progress against these objectives will be monitored and reviewed regularly.

We are committed to providing appropriate environmental training, promoting environmental awareness among employees, and, where appropriate, engaging suppliers in our environmental objectives. We will also communicate our environmental performance to relevant stakeholders.

We will implement effective processes and controls to prevent environmental non-conformities and ensure that we are prepared to respond appropriately to potential environmental incidents and emergencies.

This Environmental Statement will be reviewed and updated regularly to reflect organisational priorities, changes in environmental legislation, and recognised best practices.

---July 2026

Strategic Plan for the LSIDB – Approved Minute 3659 November 2025

Mission statement, vision, goals, principles & 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 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, as and when opportunities arise
- 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

The strategic plan is proposed to include: -

- being in line with our current broad statements in the mission, goals, and principles
- preparing a situational analysis of the board
- establishing goals (broad overarching outcomes)
- setting objectives to support goals
- action plans to realise objectives
- timelines
  - short term 1-year
  - medium term 2-5 years
  - long term 5-10+ years

The following objectives have been approved: - (updates)

- **Possible additional pump stations in the long term 2030-2035 – An assessment to be undertaken in the short/medium term to determine the possibilities in the boards area. Will be addressed once the current programme is completed, and in consideration with the longer-term projects and their priority.**

- **Environment/Biodiversity – ponds, environmental re flora & fauna and expertise development, cooperation with associated parties, long term evolution. Ad hoc cooperation is being undertaken.**

- **Pump Replacement Program(current) in the short/medium term 2025-2028. In progress, with two stations to be completed in 2026, with the remaining two in 2027/28.**

- **Workshop, yard, office improvements short-medium-long term, storage for generator/mobile pump/other for 2026/27. This has started regarding the yard and store, with the store and bunkers in the completion stage. The resurfacing of the remainer of the yard is planned for the 2026/27 year. The workshop has been considered without any change, and the office has been given a facelift.**

- **The existing schedule of machinery replacement long term. This is in place and is updated and applied annually.**

- **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. The effect of Climate Change. EA's reduction in maintenance impact, and the future of IDBs. EA/DEFRA strategy to be reviewed for consideration.**

- **Long term Cash Build forecasting and reporting so as to support possible future investments in the plan. This is being applied and will start building once the current pump station programme in completed in 2027/28.**

- **Board member numbers, current proposal and consideration regarding the unitary authority mergers. Progressing from feedback received, plan to complete md-2027**

- **Demaining project for the Longdon Brook River within the boards area. The other two possible rivers would be the Tirley Main Drain & the Wicksters and Capehall Brook. Initial investigation and feedback has been communicated, but will be reviewed again in 2028. Increased focus will be applied once the current pump station programme is completed.**

- **Other developments such as SUDS work being allocated to IDBs, to be considered as and when these may occur. A memorandum of agreement is in place between ADA and the SUDS authority, and is pending outcomes.**

- **Investigate the installation of a Tidal Flap/Sluice Gate on the Severn in the Lapperditch area, with EA, to relieve overtopping floods. This has been recently added as a draft objective for consideration and approval**

---Update July 2026

Lower Severn IDB - Risk Register

(last update July 2026)

Category Key - 1 Governance, 2 Finance, 3 Operations/Maintenance, 4 Human Resources, 5 IT Systems. 6 Strategic, 7 Reputation, 8 Legal,

Traffic light key - 1-5 Green, 6-12 Yellow, 15-20 Orange, 25 Red

#	REF	RISK DESCRIPTION	IMPACT DESCRIPTION	IMPACT LEVEL	PROBABILITY LEVEL	Latest Level - May 2026	MITIGATION NOTES	OWNER	Previous Level Nov 25	Change Indicator	Change Comment	ACTIONS TO REDUCE RISK	ACTIONS TARGETED OUTCOME	LATEST REVIEW COMMENTS
#	Ref Number	Give a brief summary of the risk.	What will happen if the risk is not mitigated or eliminated?	Rate 1 (LOW) to 5 (HIGH)	Rate 1 (LOW) to 5 (HIGH)	(IMPACT X PROBABILITY)	What can be done to lower or eliminate the impact or probability?	Who's responsible?	Nov-25	Green- Improvement. White- neutral Red- higher risk	Influencer	Actions and outlooks.	Actions affect	Changes since last risk measure leading to target
1	1.1	Failure to comply with key legislation and regulations	Legislative sanction by government, potential fines	4	1	4	Keep up to date with current legislation, audits, staff training	Executive Committee/Full Board/CEO	8		Knowledge network growth. Staff, ADA, Other IDBs. Policy reviews ongoing.	Complete Governance Audit. Policy update rota. Refer to Government sites for updates. ADA input/guide.	4	Knowledge growth within staff from completed governance audit, review of new ADA guide, staff service time, and expert network growth.
2	2.1	Effect of inflation changes.	Budget overspent in year. Adverse rates impact. Cost increase re pump replacement programme forecast. War and supply chain affects	3	4	12	Refer to Govt. and other financial institution forecasts. Consider contingency.	Finance Committee and RFO	8		War and supply chain affects, fuel cost.	Review of forecasts. Variances to budgets review.	4	Latest inflation forecast shows an upward trend from the current 3.3%. Supply shortages and costs.
3	2.1	Changes in interest rates.	Deposit interest income will change. New loans will be impacted.	2	4	8	Refer to Govt. and other financial institution forecasts. Consider contingency.	Finance Committee and RFO	8		Inflationary forces. BoE expect lower rates but this contrary to inflationary influences.	Review of forecasts. Variances to budgets review.	6	Interest rates reductions have slowed so as to contain inflation and support softer spend curves. May rise in the current situation.
4	2.3	Security of deposit takers.	Loss of cash deposits.	5	1	5	Only use A rated institutions. Spread deposits between institution. Monitor ratings and news.	Finance Committee and RFO	5		Still holding high level of deposits. An unsettled world heightens risk.	Currently deposit are with AA & AAA institutions, so on the safer end of risk.	4	Currently deposit amounts are relatively high but this will reduce over time as the pump programme spend comes to pass, hence reducing the risk impact.
5	2.4	Fraud	Loss of cash.	4	1	4	Internal controls. Audits. Regular management accounts & reports. Training of staff. Policies.	Finance Committee and RFO	4		Audit confirmation. Staff integrity.	Strong controls in place with trusted staff. Checks and Balances are regularly undertaken. Reporting is in place.	4	Fraud risk is at a low level.
6	3.1	Inadequate provision for safeguarding the Boards assets.	Loss of machinery through theft or damage	3	2	6	Insurance guidelines, secure compounds, procedures, CCTV and motion sensors, locked security barrier in yard, alarm system	Operation Service Committee/Hoos	6		Review of Waterside Buildings CCTV. New yard store.	The has and will been an increase in mobile assets which come with higher risks of losses. Lock down actions are being developed.	6	The increased risks with increased mobile assets is being counted by locking down assets on remote sites.
7	3.2	Damage to Third Party property of individuals	Cost impact, downtime, injuries, morale	4	1	4	Services searches, procedures, insurance	Operation Service Committee/Hoos	4		Experienced staff.	Training of new staff, transfer of work area risks.	4	New staff will bring increased risks due to learning curves and knowledge of risk points.
8	3.3	Asset Failure	Downtime, cost impact, flooding,	4	1	4	Inspections, maintenance programme, spares/replacements, capital programme	Operation Service Committee/Hoos	8		New pump stations in construction. Mobile pump. Replacement schedule.	New pump stations, maintenance, and replacement schedule.	6	The new pump station should bring a reduction in failures
9	3.4	Health and Safety	Injury, death, fines, fire risk	5	2	10	Training, risk assessments, inspections, updated procedures and controls, PPE	Executive Committee/Full Board/CEO/Hoos	10		Nature of industry with ground work and workshop	Training and knowledge sharing.	10	New staff will bring increased risks due to learning curves and knowledge of risk points.
10	3.5	Improper regulation of development, and control	Increased flood risk	4	1	4	Proper procedures for dealing with applications, Enforcement	Civil Engineer and Hoos	4		Avonmouth development/ Servenside	Set Procedures. Regular review and visits to development areas regularly	4	Contained process. Review and regular site visits
11	4.1	Inability to retain or recruit new staff	Flooding risk from delayed annual maintenance programme, Reputational risk	4	2	8	Keep up to date with market pay conditions, long notice re resignation and retirements as advance warning	Business Service/ SLT/Full Board	12		Improved quality and availability of staff. Use of agencies, word of mouth.	Networking improvements, and OTE is good.	8	We now have a stable workforce and recent networking has yielded some good candidates.
12	5.1	Disaster to office premises/IT	Downtime, cost impact	4	1	4	Business Continuality Plan and Insurance	Business Services committee and executive committee	4		Reviewed and enhanced BCP.	Update to business continuity plan.	4	Consistent low probability.
13	5.2	Data Security Issues	Fines, Fraud, Reputation	4	2	8	Training, keeping up to date with legislation and cloud based data storage with cyber security	Business Service Committee and Executive Committee	8		Cyber crime still high. Training in place.	Training on cyber security and fraud emails. Insurance to cover this.	6	New insurance taken out for cyber security attacks. Staff training to being formalised/rolled out.
14	6.1	Impact of climate change	Increased workload, Increased cost, Asset Loss	4	3	12	Increased pump capacities, maintain channel capacities	Board	12		Pending new pump station completion.	Weather watch.	8	Forecast to be more challenging.
15	6.2	Flood Risk	Increased workload, Increased cost, Asset Loss	4	2	8	Increased pump capacities, maintain channel capacities	Board	8		New pump stations and continuous maintenance.	Weather watch.	8	New risk.
16	6.3	Very Long Term Climate Change Impacts	Future of the IDB	4	3	12	EA Liaison	Board	12		Local impact low to date. But heightened awareness.	Participation with the EA	8	To consider in Strategic plan update
17	7.1	Negative public perception of the LSIDB	Increased pressure to staff, reduced motivation	3	1	3	Comms Training, Comms Plan	Board	3		Doing our job, modest profile outlook. Balanced communications.	Pump programme communications to be rational and balanced.	3	The IDB is a low profile body.
18	8.1	Legal disputes with landowners and local authorities	Cost, Reputation, Staff Impact	3	1	3	Proper processes and procedure, training, working within legislation, communication	Board	3		Doing our job, modest profile outlook. Balanced communications.		3	The programme impact on local residents is a factor being monitored.