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

DRAFT MINUTES

1. Apologies/Welcome

Present: Chairman Michael Barnes, Matthew Riddle (part of the meeting), Geoff Simms, John Hore and Glenn Taute (CEO) and James Thomas (Civil Engineer.)

Apologies: Roger Godwin.

2. Declaration of Members' Interest

None received.

3. Minutes of the last committee meeting for approval

All in favour; minutes accepted.

4. Comments on brought forward Exec Actions

GT followed up GS's enquiry regarding the consequences of members not attending for six months. GT reviewed LSIDB's policy and the guidance within the Land Drainage Act. GT reported that most members have two attendance opportunities within a six-month period. Elected members are automatically excluded if they do not attend within the six-month period (although there are extenuating circumstances.)

Health and Safety; JD has reminded all Operators to report near misses and accidents. GS has also urged Operators, office staff and Board members to all report near misses and accidents.
GT reported that the idea of a tidal flap in the Lapperditch area is now included within the Strategic Plan and to be looked at in the future.

5. Management reports, any queries or comments from that previously circulated

GT said that Reports were sent to members two weeks ago.

JH asked JT about the Hallen situation; JT reported that:

- The works are expected to be substantial and may take several weeks, if not months, to complete.
- JT explained that, several years ago, a developer had filled in a large drainage ditch without consent and subsequently raised the surrounding land level. This significantly reduced the ditch's capacity and caused ongoing drainage problems in the area.
- Temporary mitigation measures, including the creation of relief channels, have been undertaken to alleviate flooding while a permanent solution was pursued.
- It was noted that the developer responsible had since sold the land twice. The Internal Drainage Board delayed enforcement action until the most recent land transaction was completed, with the agreement that the new owner would fund and undertake the remedial works.
- JT had sought to avoid lengthy legal enforcement against a major developer, instead working towards securing a practical resolution through negotiation.
- JT commented that the matter had required considerable time and effort over more than two winters but expressed satisfaction that the project was now progressing towards implementation.

6. Pump Program Report/Update by Geoff Simms, Chair of Programme Board.

Lapperditch

- Works are progressing well, with the majority of equipment now installed.
- A minor engineering challenge was encountered due to the alignment of the existing culvert connecting to the pumping station inlet, requiring additional connection works. This has largely been resolved.
- Installation of the weed screen is underway and is expected to complete the main equipment installation.
- Manual access arrangements are also being constructed.

- No significant additional costs are anticipated from the culvert connection, although there may be some minor variations relating to ground stabilisation.

Marshfield

- Construction is expected to follow shortly after completion of the Lapperditch works.
- Commissioning is planned for mid-August, with pumps expected to become operational around that time.
- Staff training will take place during the commissioning process, including testing of the backup generator to ensure resilience during power outages.
- A short delay to the telemetry installation was caused by redesigning the user interface to improve functionality, delaying the programme by approximately two weeks.

Oldbury

- Design work is progressing ahead of schedule.
- Discussions are ongoing regarding the contractor's proposed laydown area. The Board is seeking to minimise costs by using a just-in-time delivery approach rather than storing materials on site.
- The Board has now acquired the required land, with temporary boundary fencing to be installed until construction is complete.
- Preparatory work is progressing for the road crossing, which will provide a permanent over-pumping facility and incorporate fish pass infrastructure. A road closure of approximately three days is anticipated to complete these works.

Overall Programme

- All three pumping station projects are progressing satisfactorily despite some challenges with suppliers and utility companies.
- Following completion of the construction works, on-site acceptance testing, commissioning, maintenance documentation and operational sign-off will be undertaken.
- A budget variance of approximately £300,000 is anticipated and will be reported to the Board in November, supported by a detailed paper explaining the reasons for the increase. Members may be asked to approve the variance either via a special online meeting or at the November Board meeting.
- It was noted that expenditure remains manageable, with no immediate cash flow concerns anticipated.

	• Members were advised that the new telemetry control room is also being set up and is expected to be ready for demonstration at a future Board meeting.
7.	**Operators update (handout at the meeting)** Matthew Riddle joined online.
8.	**Policy review status at July 2026. Policies ready for committee review – Glenn Taute** - Environmental statement – reworded - H&S Policy – updated by Citation with JD (86 pages available at meeting) - Risk Register – updated for consideration under item 10 GT provided an update on the 2026 policy review programme. Green items had been completed and blue items were currently in progress. The Environmental Statement had been reviewed and updated with minor grammatical improvements only; no changes had been made to the policy's content. Members reviewed and noted a proposed policy review and approval process, which includes: • Monitoring legislative and regulatory changes. • Review of proposed amendments by relevant subject matter experts. • Review by the Senior Leadership Team. • Consideration by the Operations and Business Services Committees. • Circulation of final draft policies to Members via the web portal before Board approval. • Submission of revised policies to the Board for formal approval, expected in November 2026. • It was reported that the revised Health and Safety Policy, prepared by Citation, had not been included in the meeting papers due to its length (86 pages). The document will be circulated to Committee members for review ahead of the next meeting. • Members requested that future versions of the Health and Safety Policy include tracked changes or a version control summary to clearly identify amendments from previous versions. It was also suggested that all

- Board policies include a version history or summary of changes to aid future reviews.

The Committee noted the update.

9. Strategic plan update review and progress – Glenn Taute

The Committee reviewed progress against the Strategic Plan objectives.

- The Committee noted that progress continued to be made against the Strategic Plan and that a number of objectives were ongoing or linked to the completion of the current capital programme.
- It was agreed that the Strategic Plan should be reviewed and prioritised to identify what actions remain outstanding, establish timescales for delivery and ensure future work is programmed effectively.

10. Risk Register review and update – Glenn Taute

- GT read through the Risk Register and explained the colour coding; it has evolved over past two years
- GT ran through the 18 items and commented on each.
- The Committee reviewed the Risk Register and considered whether any additional strategic risks should be included or amended.
- Members discussed the potential risk of asset failure, particularly ageing infrastructure such as sheet piling, culverts and other structures within the Board's district.
- Reference was made to the sheet piling at Oldbury, which was highlighted as an example of infrastructure that could require significant investment if it were to fail in the future.
- It was noted that some structures, including road culverts, are not the responsibility of the Board. Members discussed the importance of clearly identifying ownership and responsibility where potential infrastructure risks are identified.
- The Committee agreed that where the Board identifies infrastructure that presents a potential risk but falls under another organisation's responsibility, appropriate representations should be made to the relevant authority.
- Members discussed whether concerns regarding the condition of the Oldbury sheet piling should be raised with South Gloucestershire Council before any deterioration occurs.

- It was suggested that a preliminary condition assessment could be undertaken to establish whether there is evidence of deterioration before approaching the responsible authority. Members also discussed whether undertaking such inspections could inadvertently imply responsibility for the asset, although it was considered that carrying out an assessment would not transfer ownership or liability.
- Staff recruitment was discussed.

Matthew Riddle left the meeting at this point

- Discussed improved safety measures due to more CCTV, monitoring, insurance and awareness.
- Impact of climate change; pumps have 50% extra capacity due to this.
- Public perception of IDB – GS felt that communications are important and has long term benefits in relationship building. JH suggested advertising the work LSIDB do whilst work is being carried out – this was agreed as a good idea. GS added that Parish Council's are important to interact with. GS noted the success of the Heritage Open Day VB organised in 2025. Decided that it would be good to showcase the new Oldbury station once completed.
- GS asked how often the Risk Register is raised; GT assured all Committees see their Risk Register

11. Forecast Update

GT screen-shared the Forecast Update.

- The Committee received the updated financial forecast and cash flow projections.
- It was reported that the Board's cash balance at the end of June stood at approximately £5.2 million, comprising around £3 million allocated to the Pump Replacement Programme, with the remaining balance available to meet the Board's operational expenditure through to March 2027.
- Members noted that the financial forecast is based on monitoring and managing budget variances throughout the year, providing increased confidence that expenditure will remain within the approved budget by year end.
- The Committee noted that the Board's overall cash flow position remains strong and that no major capital expenditure is currently anticipated beyond the approved Pump Replacement Programme.

	• It was reported that the forecast included the borrowing of the full £2 million loan from the PWD. • Following completion of the pump station programme, there would be an ongoing accumulation of cash reserves intended to fund the medium to long-term replacement of the Board's pump stations and buildings. • Members noted that the forecast incorporates a 5% annual increase in drainage rates over the forecast period. • It was reported that, under the current financial projections, the Board would be in a position to build a general reserve equivalent to approximately one year's operating expenditure, providing greater financial resilience against future risks. • The Committee noted that the financial position was considered to be comfortable and provides sufficient time to consider future financial planning and investment priorities. • It was agreed that the financial forecast would be updated ahead of the November Board meeting, when Members would consider any proposals arising from the revised forecast, including any budget adjustments if required.
12.	**Any Other/New/Update Item which the Chair/CEO decide is urgent/be mentioned** None
13.	**Confirmation of new Actions** • GT to encourage staff to report near misses Health and Safety face to face (not via emails or letters) • External Communication options to be considered • Include tracked changes where possible on LSIDB policies being reviewed • On the risk register, the Health and Safety lined to be moved to top
14.	**Date of Next Meeting: 9 September 2026**
15.	**Close**