

A MEETING OF THE BEDFORDSHIRE AND RIVER IVEL INTERNAL DRAINAGE BOARD WAS HELD VIRTUALLY VIA MICROSOFT TEAMS ON MONDAY, 7 JUNE 2021 AT 2PM.

Elected Members

J R Davison
B Huckle
J M Ream
M Robins
J Russell
* J Scott
* T Turner
* T Wootton

Vacant Position

Vacant Position

Vacant Position

Vacant Position

Appointed Members

Bedford Borough Council

G Coombes
* D Hodgson
* C McHugh
* D McMurdo
M Nawaz
* J Sampson
* M Towler

Central Bedfordshire Council

* A D Brown
S Dixon
* F Firth
R Morris
B Spurr

North Herts District Council

* S Jarvis

* Present (44%)

Doug McMurdo in the Chair

Guest Speakers:

Alys Bishop (Central Bedfordshire Council)

Officers in attendance:

Phil Camamile (Chief Executive), Phil Lovesey (Operations Manager),
John Oldfield (Director of Engineering), Alice Smith (Executive Assistant),
Nicole Souter (Principal Accountant)

ID	Bedfordshire and River Ivel IDB, Minute	Action
01/21	WELCOME AND INTRODUCTIONS	
01/21/01	The Chairman introduced the newly appointed Chief Executive, Phil Camamile, who had been in post since 22 March 2021. RESOLVED that this be noted.	
02/21	APOLOGIES FOR ABSENCE	
02/21/01	Apologies for absence were received on behalf of Jo Davison, Barry Huckle, Mohammed Nawaz, Mark Robins and James Russell.	

02/21/02 Members were advised that Barry Huckle had recently resigned as a Board member, which increased the number of casual vacancies on the Board to 5. He wished members and staff alike all the very best for the future. RESOLVED that this be noted.

02/21/03 The Chairman advised members that he would be writing to Barry Huckle thanking him for his valuable contribution to the Board's work over many years. RESOLVED that this be noted.

03/21 DECLARATIONS OF INTEREST

03/21/01 There were no declarations of interest made, other than those already recorded in the Members' Register of Interests.

03/21/02 The Chairman encouraged the Appointed Members to ask their Democratic Services Managers to advise the Board's officers of the membership changes that had been made, following the recent Local Government Elections. To date, no information had been received.

04/21 REVISED STANDING ORDERS

04/21/01 The Chief Executive apprised members of proposed changes to the Board's Standing Orders that had been drafted and approved by Defra, permitting IDBs to hold lawful virtual and hybrid public meetings permanently, beyond 7 May 2021 (a copy of which is filed in the Report Book). The revised Standing Orders had been approved by the Board's Chairman prior to 7 May 2021, as had been requested by Defra. It was agreed and thereby RESOLVED to ratify the Chairman's decision to approve these changes to the Board's Standing Orders with immediate effect.

04/21/02 It was noted that the legislative framework for IDBs was distinctly different to that of Local Authorities and Parish Councils who were no longer permitted to hold public meetings virtually beyond 7 May 2021.

05/21 TO CONFIRM THE MINUTES OF THE LAST BOARD MEETING HELD ON 8 FEBRUARY 2021

05/21/01 The minutes of the last Board meeting held on 8 February 2021 were confirmed and signed as a true record. There were no matters arising.

06/21 TO CONSIDER AND APPROVE THE ENGINEERING REPORT

06/21/01 The Engineering Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:

06/21/02 River Ivel Syphons

The Director of Engineering advised members that a response from the Environment Agency had been provided, however discussions were at an early stage.

06/21/03 Pix Brook Innovation Resilience Fund Project

The Principal Drainage Engineer from Central Bedfordshire Council, Alys Bishop joined the meeting and provided an update to members on her Council's Pix Brook project. New telemetry would help the Council to operate the integrated flood risk management infrastructure more effectively and optimise the existing flood storage areas. By investing in a network of telemetry, the Council would be able to better manage water capture and storage across the catchment. The project involved a number of key partners and the Board was one of these partners. Alys thanked the Board members and officers for their continued support and engagement.

06/21/04 Members thanked Alys for joining the meeting and for her informative presentation.

06/21/05 Frank Firth and Tom Wootton requested this item be added to future agendas to provide members with regular detailed updates.

JO

06/21/06 Martin Towler stressed the importance of landowner engagement throughout this project. Doug McMurdo agreed and requested that an invitation be sent to Stuart Roberts, NFU Deputy President, asking that he attend the next Board meeting to advise on this matter. Martin Towler advised members that Oliver Rubinstein; County Advisor would also be a good speaker to invite to the next Board meeting. RESOLVED that this be noted.

PJC

06/21/07 Kings Ditch, Bedford

The Director of Engineering reported that work to re-route the gas main on site had been completed during the school's half term as planned and the project remained on track. RESOLVED that this be noted.

07/21 TO CONSIDER AND APPROVE THE OPERATIONS REPORT

07/21/01 The Operations Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:

07/21/02 Incident Response/Work Progress

The Chairman thanked the workforce for their hard work during the recent high rainfall event and challenging period.

07/21/03 Watercourse Inspection

Frank Firth thanked the Operations Engineer for his recent watercourse inspection along watercourse 88 and 89.

08/21 FINANCIAL REPORT FOR THE YEAR ENDING 31 MARCH 2021

08/21/01 The Financial Report for the year ending 31 March 2021 was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:

08/21/02 It was agreed and thereby RESOLVED to report back to the Board explaining why the cost of insurances had increased from 2019/20 to 2020/21, following a question from Tony Brown. It was noted that all of the Board's Insurance Policies for 2022/23 would be tendered during 2021/22.

Post meeting note:

There had been a considerable increase in Wage-roll estimates compared to 2019/20, which was the main cause of the increase in premiums. There had also been notification of an Employers Liability incident concerning a fractured foot. Laptop computers were also added to the combined policy in 2020/21.

08/21/03 Tony Brown asked why the deficit on the Labour Operations Account had increased so significantly from 2019/20 to 2020/21. The Principal Accountant provided an explanation and advised that more detailed comparative figures would be circulated to Tony Brown shortly after the meeting.

NS

08/21/04 The reconciliation to the Accounting Statements shown in Section 2 of the Annual Governance and Accountability Return was considered in detail and approved.

09/21 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31 MARCH 2021

09/21/01 The Internal Audit Report for 2020/21 prepared by the Board's Internal Auditor, was considered in detail and approved (a copy of which is filed in the Report Book). The Internal Auditor's recording of a substantial level of assurance awarded on conclusion of the audit was noted. There were no matters arising.

09/21/02 The Annual Governance Statement shown in Section 1 of the Board's Annual Governance and Accountability Return for the year ended 31 March 2021 was considered in detail and approved.

ID Bedfordshire and River Ivel IDB, Minute	Action
<p>09/21/03 The Accounting Statements shown in Section 2 of the Board's Annual Governance and Accountability Return for the year ended 31 March 2021 were considered in detail and approved.</p>	
<p>10/21 DATE OF COMMENCEMENT PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS TO INSPECT THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN YEAR ENDING 31 MARCH 2021</p>	
<p>10/21/01 It was agreed and thereby RESOLVED to publish the notice on the Board's website and display the notice in the office reception, that the Accounts year ending 31 March 2021 would be available for inspection for the 30-working day period commencing 21 June 2021 and ending on 30 July 2021.</p>	
<p>11/21 MATERIAL CHANGES TO THE CORPORATE RISK REGISTER</p>	
<p>11/21/01 Members considered and approved the risk register for those risks with a risk assessment matrix score of ≥ 6 (a copy of which is filed in the Report Book). Arising therefrom:</p>	
<p>11/21/02 It was agreed and thereby RESOLVED to add the risk to the Risk Register that the current red diesel exemption was likely to expire on 1st April 2022. Mobile plant operating costs would increase if the Board had to start using white diesel instead. This may also increase the cost of procuring contractors to carry out some of the Board's work, moving forward.</p>	<p>PJC</p>
<p>11/21/03 It was agreed and thereby RESOLVED to add the risk to the Risk Register of receiving reduced Highland Water Contributions from the Environment Agency for managing water entering the drainage district from outside the drainage district.</p>	<p>PJC</p>
<p>12/21 CORRESPONDENCE</p>	
<p>12/21/01 Reservoir letter from DEFRA, dated 22 April 2021</p> <p>The Director of Engineering advised members that he would now begin preparing a flood plan for each one of the Board's large, raised reservoirs, as required by law and requested by DEFRA. RESOLVED that this be noted.</p>	<p>JO</p>
<p>12/21/02 Water Resources East: contribution for 2021/22</p> <p>The Invoice of £700 from Water Resources East (WRE) for 2021/22 (a copy of which is filed in the Report Book) was considered in detail and approved for payment.</p>	

ID Bedfordshire and River Ivel IDB, Minute	Action
12/21/03 It was agreed and thereby RESOLVED to continue to review the Board's membership of WRE annually.	NS
12/21/04 The Chairman requested that the Chairman-elect of WRE, Paul Leinster be invited to meet with the Board, once in office. RESOLVED that this be noted.	PJC
13/21 ELECTION OF MEMBERS POLICY	
13/21/01 The Election of Members Policy, (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
13/21/02 It was agreed and thereby RESOLVED to consider reconstituting the Board at the next meeting, if the 5 existing casual vacancies had not been filled, or if there were still vacancies following the next IDB Election in October 2021.	PJC
14/21 DATA PROTECTION POLICY	
14/21/01 The Data Protection Policy, (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	
15/21 REGISTER OF ELECTORS	
15/21/01 The Register of Electors as at 1 April 2021 was considered in detail and approved (a copy of which is filed in the Report Book), in accordance with Rule 3(11) of the Land Drainage (Election of Drainage Boards) Regulations 1938 (as amended).	
15/21/02 The Chief Executive confirmed that the opportunity for Electors to Inspect the Electoral Register had been advertised on the Board's website from 12 May 2021 and that no objections to any entries or omissions in the Register had been received. RESOLVED that this be noted.	
16/21 DATE & TIME OF NEXT MEETING	
16/21/01 The date and time of the next meeting would be 8 November 2021 at 2pm. It was hoped that this could be a face-to-face meeting.	
17/21 ANY OTHER BUSINESS	
17/21/01 There were no items of any other business to discuss.	

18/21 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC, WITH LEAVE OF THE CHAIRMAN

18/21/01 There were no members of the public present at today's meeting.

19/21 CONSORTIUM MATTERS**19/21/01 Unconfirmed minutes of the Joint Management Committee (JMC) meeting held on 26 April 2021**

The unconfirmed minutes of the last Joint Management Committee meeting held on 26 April 2021 were considered in detail, noted and adopted. There were no matters arising.

19/21/02 JMC's Health & Safety Report

The JMC's Health & Safety Report (a copy of which is filed in the Report Book), was considered in detail and adopted. There were no matters arising.

19/21/03 JMC's Operative Training, Environmental and Mobile Plant Reports

The JMC's Operative Training, Environmental and Mobile Plant Reports (copies of which are filed in the Report Book) were considered in detail and adopted. There were no matters arising.

19/21/04 JMC's Resources and People Management Reports

The JMC's Resources and People Management Report (a copy of which is filed in the Report Book) was considered in detail and adopted. There were no matters arising.

19/21/05 JMC's Financial Report for 2020/21

The JMC's Financial Report for the period 1 April 2020 to 31 March 2021 (a copy of which is filed in the Report Book) was considered in detail and adopted. There were no matters arising.

19/21/06 JMC's Schedule of Paid Accounts

The JMC's Schedule of Paid Accounts exceeding £500 for the period 1 January 2021 to 31 March 2021 (a copy of which is filed in the Report Book) was considered in detail and adopted. There were no matters arising.

19/21/07 JMC's Internal Audit Report for the financial year ending 31 March 2021

The JMC's Internal Audit Report for 2020/21 as prepared by the Group's Internal Auditor (Chris Harris from TIAA) (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.

19/21/08 Proposed changes to the Financial Regulations, as recommended by the JMC

The proposed changes to the Group's Financial Regulations highlighted in yellow (a copy of which is filed in the Report Book), were considered in detail and approved, with immediate effect.

19/21/09 Objectives for 2021/22, as recommended by the JMC

The draft objectives for 2021/22 (a copy of which is filed in the Report Book) were considered in detail and approved. It was agreed and thereby RESOLVED that the following objectives be adopted for 2021/22:

- (i) To carry out a detailed review of the Group's organisation and the way that it operates and make recommendations to the JMC and each Member Board.
- (ii) To ensure that total expenditure does not exceed the approved expenditure budgets for 2021/22 and plan for subsequent years' rate increases to equate to no more than an inflationary rise.
- (iii) To ensure that the EA's annual precept charges on the Boards are fair and that it is spent on work that benefits the Drainage Districts.
- (iv) To identify alternative income sources, should Highland Water Contributions be reduced or no longer be made by the EA to the Board for managing surface water entering the Drainage Districts from the Upland Catchments.
- (v) To start improving the main river network that the Boards watercourses discharge into at key known trouble spots by working with the Environment Agency using Public Sector Co-operation Agreements.
- (vi) To develop a plan to be far less reliant on the Environment Agency's main-river network.
- (vii) To deliver the capital work programmes as planned within the agreed timescales and budgets approved by the Boards and secure Flood Defence Grant-in-Aid, other grants and third-party contributions to part fund capital work whenever possible.
- (viii) To ensure that the Government's plans to transform the Oxford-Cambridge Arc into a premier growth corridor are sustainable and do not adversely impact on the Boards operations or increase flood risk

within the Drainage Districts.

- (ix) To work with Water Resources East (WRE) and add additional off-line storage where appropriate, which will reduce flood risk and increase access to fresh water for the purposes of irrigation and potable water supply.
- (x) To introduce a performance appraisal system for all members of staff and cascade the Group's objectives into a number of SMART objectives.

PJC

19/21/10 Items for discussion at the next JMC meeting

There were no issues raised by members for discussion at the next Joint Management Committee (JMC) meeting on 26 July 2021. Should members wish to raise any item for discussion at the next meeting, they should contact any of the Board's four representatives, or the Chief Executive directly.

20/21 CONFIDENTIAL BUSINESS

- 20/21/01** It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act 1960 and the Board's Standing Orders.