

**A MEETING OF THE BUCKINGHAM AND RIVER OUZEL INTERNAL DRAINAGE BOARD WAS
HELD IN THE BOARD ROOM AT VALE HOUSE IN STEWARTBY AND VIRTUALLY
VIA MICROSOFT TEAMS ON MONDAY, 07 NOVEMBER 2022 AT 2 PM.**

Elected Members

- * P Bowsher
- * N Hawes
- * R Haynes
- * D Hunt
- D Osborn

Vacant Position

Vacant Position

Vacant Position

Vacant Position

Vacant Position

Vacant Position

Co-opted Member

- * P Hirons

Appointed Members

Buckinghamshire Council

- * H Mordue

Central Bedfordshire Council

- * A Brown
- S Dixon
- G Perham
- P Snelling
- B Spurr

Vacant Position

Milton Keynes City Council

- S Balazs
- * G Bowyer
- * R Exon
- * V McPake
- L Townsend
- J Wilson-Marklew

- * Present (40%)

Paul Hirons in the Chair

In attendance:

Phil Camamile (Chief Executive), Phil Lovesey (Operations Manager), Matthew Philpot
(WMA Area Manager, East Anglia), Alice Smith (Executive Assistant),
and Nicole Souter (Principal Accountant)

ID	Buckingham & River Ouzel IDB, Minute	Action
42/22	APOLOGIES FOR ABSENCE	
42/22/01	Apologies for absence were received on behalf of Scott Balazs, Daniel Osborn, Peter Snelling and Lauren Townsend. RESOLVED that this be noted.	
42/22/02	Apologies for absence were received from Steven Dixon and Gordon Perham after the meeting.	
43/22	DECLARATIONS OF INTEREST	
43/22/01	Phil Bowsher declared an interest in Agenda Item 5 of the Engineering Report, as the Milton Keynes Parks Trust leased the land surrounding Eggington Brook. RESOLVED that this be noted.	
43/22/02	Phil Bowsher also declared an interest in Agenda Item 6 of the Operations Report, as the Milton Keynes Parks Trust leased the land around Queen Eleanor Street, Stony Stratford. RESOLVED that this be noted.	

ID	Buckingham & River Ouzel IDB, Minute	Action
43/22/03	Vanessa McPake declared an interest in Agenda Item 5 of the Engineering Report, as the reservoir was located on the boundary of her Ward. RESOLVED that this be noted.	
44/22	MINUTES OF THE LAST BOARD MEETING HELD ON 23 MAY 2022	
44/22/01	The minutes of the last Board meeting held on 23 May 2022 were confirmed and signed as a true record. Arising therefrom:	
44/22/02	Elected Member Vacancies Vanessa McPake questioned what work was being done to fill the large number of vacancies in the directly elected membership on the Board. The Chief Executive advised members that these vacancies had been advertised on the Group's social media platforms and on the website during the last 12 months. He had also contacted the NFU to encourage land occupiers to apply for membership of the Board. Following this extensive advertising campaign, there was now a proposal later on the agenda to co-opt an additional member to join the Board. The proposed amalgamation would also reduce the number of members, which would leave no vacancies, if agreed by all 3 Member Boards. RESOLVED that this be noted.	
45/22	ENGINEERING REPORT	
45/22/01	The Engineering Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:	
45/22/02	Eggington Brook Reservoir The Chief Executive advised members that completion of the Legal Agreement should take place very shortly and the agreed sum of around £100,000 would be received by the Board in due course. This sum included the re-imbursement of the Board's legal fees. RESOLVED that this be noted.	
45/22/03	Kingston Weir The Chief Executive was pleased to confirm Anglian Water had accepted operational responsibility for the structure and confirmed that the repair works would be included within their capital programme at an appropriate time. Phil Bowsher questioned if the confirmation of operational responsibility was in writing, and the Chief Executive confirmed that he had email correspondence from Anglian Water confirming the same.	
45/22/04	The Board had offered to carry out the necessary refurbishment works on a rechargeable basis; however, a response was yet to be received to these proposals. Phil Bowsher was disappointed to learn a response had yet to be received and offered to liaise with the Board's primary contact at Anglian Water to help get a response, if necessary. The Operations Manager highlighted the consent requirement associated with any alterations to the structure, which would need to be granted by the Board.	PB

ID	Buckingham & River Ouzel IDB, Minute	Action
45/22/05	Members thanked officers for their work on the issue of operational responsibility which had been ongoing for a number of years. RESOLVED that this be noted.	
45/22/06	Walnut Tree	
	Vanessa McPake requested involvement with the Walnut Tree Flood Risk Feasibility Study proposals discussion. The Chief Executive advised members that he would ensure Vanessa was sent a meeting invite at the appropriate time.	PC
45/22/07	Agreement with HS2	
	The Principal Accountant confirmed that the Group's costs to date had now been paid by HS2, in accordance with the agreement. RESOLVED that this be noted.	
45/22/08	BMK Waterway	
	Vanessa McPake informed members that Milton Keynes City Council had agreed to the proposals in principle but confirmed that it was not currently a priority for the Council. She advised that an official position statement would be shared with the Board's officers in due course. RESOLVED that this be noted.	VMP
45/22/09	Northamptonshire Councils - LLFA Consenting	
	The Chief Executive advised members that the original 5-year Service Level Agreement with Northamptonshire Council had ended on 31 March 2022, which was extended by the former Director of Engineering for a period of 6 months to allow both of the new Northamptonshire Unitary Councils to prepare for taking this service back in-house. During this time, the Councils had not been able to recruit the staff to do this and had therefore asked the Board for a further extension of 6 months, to expire on 31 March 2023. West Northamptonshire Council had failed to pay their special levies for the last 18 months and had not paid for the consenting services provided by the Group. Therefore, as of 1 October 2022 the Group had ceased administering West and North Northamptonshire's consenting function.	
45/22/10	The Chief Executive confirmed that the Group's Officers were due to attend a meeting with West Northamptonshire Council on 11 November 2022 to discuss extending the agreement for a further 6-month period on revised terms, which ensured that the Group's costs were fully reimbursed. The outcome of this meeting would be shared at the next Board meeting in January 2023. RESOLVED that this be noted.	PC / AS
46/22	OPERATIONS REPORT	
46/22/01	The Operations Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:	

ID	Action
<p>46/22/02 Stony Stratford</p> <p>Vanessa McPake, on behalf of Milton Keynes City Council, passed on their thanks to the IDB for the recent work at Stony Stratford. The landowners and local community groups were pleased to see the issue rectified on behalf of the EA and completed to a high standard. RESOLVED that this be noted.</p> <p>46/22/03 Philip Bowsher acknowledged the large amount of maintenance work which had been undertaken in and around Stony Stratford and questioned if landowners and statutory bodies within the vicinity of Queen Eleanor Street, Stony Stratford were aware of their riparian responsibilities, particularly following the Winter 2020 floods.</p> <p>46/22/04 The Operations Manager advised he was unsure of the ownership boundaries surrounding the area at Queen Eleanor Street, and confirmed that further discussions were needed with the Highways Authority, Milton Keynes City Council and The Parks Trust to establish these. Members were also advised that during recent maintenance works a number of assets had been uncovered which would require identification of ownership prior to remedial works being undertaken by the relevant authority. RESOLVED that this be noted.</p> <p>46/22/05 Philip Bowsher thanked the Board's officers for their time and technical input into the project thus far and requested that their input continue until ownership and responsibilities had been fully clarified. It was agreed and thereby RESOLVED to continue assisting with the works being undertaken at Stony Stratford.</p> <p>47/22 AUDITED ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2021/22</p> <p>47/22/01 The audited Annual Governance and Accountability Return for the year ending 31 March 2022 was considered in detail and approved by the Board. The External Auditor had no matters to report.</p> <p>48/22 FINANCIAL REPORTS FOR THE PERIOD 1 APRIL 2022 TO 30 SEPTEMBER 2022</p> <p>48/22/01 The Financial Report for the period 1 April 2022 to 30 September 2022 was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:</p> <p>48/22/02 Highland Water Contribution</p> <p>The Principal Accountant advised members that the highland water contribution for 2022/23 had yet to be received from the Environment Agency. The Principal Accountant explained that the claim for 2022/23 was due to be paid by the Environment Agency to the Board in September, however the Environment Agency had requested additional information. This additional information had been provided at the beginning of October and full payment was anticipated shortly.</p>	<p>PL</p>

Post meeting note: Highland Water Contribution were paid in full on 11 November 2022.

48/22/03 Income and Expenditure Account

The Principal Accountant reported the previously budgeted Surface Water Discharge Income from the Milton Keynes tariff agreement had been removed from the projected out-turn shown on the Income and Expenditure account because it was highly unlikely that this money would ever be received. RESOLVED that this be noted.

48/22/04 Special Levies Issued by the Board

The Principal Accountant confirmed that all Special Levies issued by the Board had now been paid in full. RESOLVED that this be noted.

49/22 PROPOSED AMALGAMATION OF ALCONBURY & ELLINGTON IDB, BEDFORDSHIRE & RIVER IVEL IDB AND BUCKINGHAM & RIVER OUZEL IDB

49/22/01 The Chief Executive introduced the report (a copy of which is filed in the Report Book) and advised that further to the approval in principle of the Pros & Cons of Amalgamation Paper last year by each of the 3 Member Boards in the Bedford Group of IDBs and following receipt of positive feedback on the proposals from most of the constituent billing authorities, board members and key partners; members were now being asked to consider and approve an amalgamation of the Alconbury & Ellington IDB, Bedfordshire & River Ivel IDB and the Buckingham & River Ouzel IDB into a single new Statutory Board of 37,709 hectares.

49/22/02 The Chairman questioned if the Board were to agree to amalgamate what the next steps in the process would be. The Chief Executive advised members that if all 3 Boards within the Bedford Group agreed to amalgamate, the Environment Agency's Anglian Regional Flood and Coastal Committee (Central) would be requested to start the statutory process of amalgamating the 3 Boards, using powers afforded by s3 of the Land Drainage Act 1991. This process could take 3 years to complete, subject to the Environment Agency agreeing to the amalgamation being proposed.

49/22/03 It was proposed by the Chairman, seconded by Mr G Bowyer and unanimously agreed to amalgamate with Bedfordshire & River Ivel IDB and Alconbury & Ellington IDB, as proposed in the report.

49/22/04 Philip Bowsher questioned when the other 2 Boards within the Bedford Group were due to make a decision on the proposed amalgamation. The Chief Executive advised members that the Bedfordshire and River Ivel IDB were due to meet on 14 November and the Alconbury & Ellington IDB were to meet on 22 November. The outcome of these meetings would be shared with all members after 22 November 2022. RESOLVED that this be noted.

ID	Action
<p>50/22 CALENDAR OF MEETINGS FOR 2023/24</p> <p>50/22/01 The calendar of meetings for 2023/24 was considered and approved. Buckingham & River Ouzel IDB would meet as follows:</p> <p>Monday, 23 January 2023 Tuesday, 06 June 2023 Monday, 06 November 2023 Tuesday, 23 January 2024</p> <p>50/22/02 All Board meetings would start at 2 pm via Microsoft Teams and/or at Vale House.</p>	
<p>51/22 CORRESPONDENCE</p> <p>51/22/01 Co-Option of Member</p> <p>It was agreed and thereby RESOLVED to co-opt Mr Justin Farrington-Smith of Padbury to fill one of the seven casual vacancies on the Board.</p>	
<p>52/22 DATE & TIME OF NEXT MEETING</p> <p>52/22/01 It was agreed and thereby RESOLVED for the Board to next meet on Monday, 23 January 2023 at 2 pm, to be held in the Board Room at Vale House, Broadmead Road, Stewartby, Bedfordshire, MK43 9ND and virtually via Microsoft Teams.</p> <p>52/22/02 David Hunt gave his apologies ahead of the meeting. RESOLVED that this be noted.</p>	
<p>53/22 ANY OTHER BUSINESS</p> <p>53/22/01 Introduction to Matthew Philpot</p> <p>The Chairman introduced Matthew Philpot, the WMA's Area Manager for East Anglia. Matthew gave a brief introduction about his role at the WMA, his previous background at the Environment Agency and his experience as a Civil Engineer. He advised members that he had been working alongside the Group's Operations Manager, Phillip Lovesey to identify areas of improvement & implement operational changes where appropriate. RESOLVED that this be noted.</p> <p>53/22/02 Register of Members Interest Form & Board Member Authorisation Forms</p> <p>The Executive Assistant reminded members that the Register of Members Interest Forms & Board Member Authorisation Forms should be returned to the office as soon as possible. RESOLVED that this be noted.</p>	

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53/22/03	Autumn Leaves	
	<p>Vanessa McPake questioned if the Board had a maintenance programme for inspecting assets such as grills which may become blocked due to the large build-up of leaves. The Operations Manager advised members that asset inspections were carried out on a monthly basis to ensure any blockages were removed. During periods of high rainfall 'hotspot areas' were also inspected by the Board's operatives when carrying out emergency works. RESOLVED that this be noted.</p>	
54/22	OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC, WITH LEAVE OF THE CHAIRMAN	
54/22/01	There were no members of the public present at today's meeting.	
55/22	CONSORTIUM MATTERS	
55/22/01	<p>Unconfirmed minutes of the Joint Management Committee (JMC) meeting held on 17 October 2022</p> <p>The unconfirmed minutes of the Joint Management Committee meeting held on 17 October 2022 were considered in detail, noted and adopted. There were no matters arising.</p>	
55/22/02	<p>Notes of the Joint Meeting held on 07 July 2022 to discuss the proposed amalgamation with independent experts</p> <p>The notes of the Joint Meeting held on 07 July 2022 to discuss the proposed amalgamation with independent experts were considered in detail, noted and adopted. Arising therefrom:</p>	
55/22/03	Philip Bowsher noted an inaccuracy on the notes, and advised he was present at the meeting. RESOLVED that this be amended.	AS
55/22/04	JMC's Operations Report	
	The JMC's Operations Report (a copy of which is filed in the Report Book) were considered in detail and approved. Arising therefrom:	
55/22/05	Health & Safety	
	<p>Philip Bowsher noted the report and questioned if the Board maintained an accident & near miss record and if a separate report was taken to the JMC for them to monitor trends. The Operations Manager advised members that individual specific incidents were always reported to the JMC and fed through to individual Boards along with sick days/authorised absences detailed within the Labour Operations Account. Internal documentation was held in the form of accident/incident report forms detailing the particulars, which were not generally reported to Board Members.</p>	PL / AS
55/22/06	It was agreed and thereby RESOLVED to report the number of incidents and near misses in future Health & Safety Reports for the JMC.	PL

ID	Buckingham & River Ouzel IDB, Minute	Action
55/22/07	Training	
	<p>Tony Brown questioned if the two operatives detailed within the multiple training courses were the same operatives, because the current report layout did not detail this clearly and he was concerned that if they were not the same staff the works programme may be disrupted due to there being a lack of competent staff to deliver the work. The Operations Manager confirmed that the operatives listed for each course were the same two new operatives taken on by the Board in June/July 2021. Initial training was provided to operatives with additional investment now being provided through training courses after their initial probationary period of 1 year.</p>	
55/22/08	<p>It was anticipated that upon satisfactory completion of the training courses, both operatives would be able to assist with the full completion of the maintenance programme. A full list of training completed by operatives was to be taken to the December JMC meeting. Tony Brown requested this information to be shown in an alternative format. RESOLVED that this be noted.</p>	PL
55/22/09	JMC's Schedule of Paid Accounts	
	<p>The JMC's Schedule of Paid Accounts for the period 01 April 2022 to 30 September 2022 (a copy of which is filed in the Report Book) was considered in detail and approved for publication on the Group's website. There were no matters arising.</p>	
55/22/10	JMC's Financial Report	
	<p>The JMC's Financial Report for the period 01 April 2022 to 30 September 2022 (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.</p>	
55/22/11	Updated Local Government Pension Scheme Employers Policy Statement	
	<p>The updated Group's Local Government Pension Scheme Employers Policy Statement (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.</p>	
55/22/12	Items for discussion at the next JMC meeting	
	<p>There were no issues raised by members for discussion at the next Joint Management Committee (JMC) meeting on 19 December 2022. Should members wish to raise any item for discussion at the next meeting, they should contact any of the Board's representatives or the Chief Executive directly.</p>	
56/22	CONFIDENTIAL BUSINESS	
56/22/01	<p>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.</p>	