

Minutes of a Meeting of the Board held at Beckingham Recreation Room on Tuesday, 27th June 2017 at 10.00 a.m.

Elected Members

* Messrs M.A. Harris (Chairman)
* R. Adam (Vice-Chairman)
* A. Barker
* P. Bradwell
* G.R.J. Bramhill
* J. Coggon
* P. Cornish
* K. Durdy
* R. Mason
* M. Wagstaff
* S. White
* M.T. Smith

Nominated by North Lincolnshire Council

* Cllr R. Allcock
* Mr N. Arrand
* Cllr J. Briggs
* Cllr Mrs J. Reed
* Mr J. Smith
* Cllr D. Robinson
* Cllr D.J. Rose
* Mr G. Wilson
Three vacancies

Nominated by Bassetlaw District Council

* Cllr Mrs H. Brand
* Cllr Mrs J.M. Sanger

* *Present*

* Messrs A. McGill (Chief Executive)
* D.J. Sisson (Engineer)
* S. Thackray (Director of Finance)
* R.A. Brown (Works Manager)
* Mesdames J.D. Watson (Operations Director)
* L. Parker (Rating Officer/Accounts Assistant)
* Mr D. Gowing (Internal Auditor)
* *In attendance*

1. APOLOGIES

Apologies for absence were received from Mr G.R.J. Bramhill and Cllrs J. Briggs, D.J. Rose, and Mrs H. Brand. Cllr Mrs J. Reed would be arriving late.

2. DECLARATIONS OF INTEREST

Cllr R. Allcock - items 11, 13 and 14.
Cllr D. Robinson - items 13 and 14.
Mr J. Coggon - item 13.
Messrs K. Durdy and P. Cornish - item 5.

Cllr Mrs J. Reed arrived.

3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None

4. BOARD MINUTES (Pages 327 to 334)

RESOLVED

That the minutes of the meeting of the Board held on 28th March 2017 be confirmed as a correct record.

5. CONSORTIUM COMMITTEE MINUTES

RESOLVED

That the minutes of the meeting of the Consortium Committee held on 24th May 2017 and the recommendations made be approved.

6. MATTERS ARISING

None.

7. DRAINAGE RATES AND SPECIAL LEVIES

The Chief Executive reported that the Director of Finance was moving on to a new position and introduced Mrs L. Parker (Rating Officer/Accounts Assistant) who would be standing in until his replacement had been recruited.

Mrs L. Parker presented the attached report for information. It was noted that rate demands had been issued earlier this year which accounted for the higher than average collection rate.

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8. FINANCE

The Rating Officer/Accounts Assistant presented the attached report for consideration.

The Internal Auditor presented his report and emphasised the importance of members keeping the Register of Interests up to date.

Members considered in detail the Annual Return which included the Annual Governance Statement and Accounting Statements for 2016/17. Points 1 to 9 on the Statement were agreed.

RESOLVED

- (a) That the Internal Auditor's report and Action Plan be approved.
- (b) That the Annual Governance Statement be approved.
- (c) That the accounts for the year ended 31st March 2016 be approved.
- (d) That the Board's cash balances and borrowings be noted.
- (e) That the attached schedule of payments over £500 be approved.

9. TEN YEAR PLAN 2017/18 TO 2026/27

Officers presented the attached ten year plan for consideration. The Chairman stated that all the capital schemes mentioned in the report would be brought to the Board for approval.

The Chief Executive expressed concern about the level of debt and emphasised that the plan had been based on a 2% increase each year which was the maximum currently possible. He stated that costs had been reduced where feasible with refurbishment rather than replacement, but work would be required on several major pumping stations. The Chief Executive stated that the Board must ensure that it kept sufficient reserves to cater for a flood event.

Officers would continue to monitor the ten year plan and make savings wherever possible.

RESOLVED

That the attached plan be noted.

10. OPERATIONS REPORT

The Operations Director presented the attached report for information.

It was noted that the Twiga was due for delivery in November and the weedbasket and Herder head were due by the end of next month. Tenders for the new trailer would be sent out shortly. The Vice-Chairman expressed concern about the delay in ordering the new Twiga which meant delivery would not be in time for the cutting season. He also emphasised the importance of ensuring that operatives were trained properly in the use of the machine. The Operations Director stated that one of the more experienced operatives would be driving the new machine and performance would be monitored.

The Operations Director stated that tenders would be sent out earlier in the future to ensure that plant and equipment was delivered in time for the cutting season.

The Vice-Chairman referred to the recent breakdown of the Caterpillar excavator which was now 13 years old and suggested that the Board may have to consider a replacement should further breakdowns occur. The Operations Director reported that the machine had been serviced this year and appeared to be running satisfactorily.

The Chief Executive confirmed that a suitable building for storing plant over the winter was being considered.

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11. ASSET RENEWAL AND REFURBISHMENT PROJECTS

11:1 Planned Asset Refurbishments

The Engineer reported that tenders were being sought from suitable contractors for the following works:

<i>Pumping Station</i>	<i>Works</i>	<i>Cost Estimate</i>
Scaftworth	Refurbishment of two long spindle pumps	£13,000
Derrythorpe	Refurbishment of pump No. 2 and motor	£8,000
South Street	Refurbishment of pump and motor	£6,300
Kelfield	Refurbishment of pump	£6,500
Rushcarr	Refurbishment of submersible pump	£6,000
Cow Lane	Refurbishment of submersible pump Nos. 1 and 2	£15,000

Tenders for each element of the works would be awarded within the provisions of the Board's Financial Regulations.

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11:2 Annual Asset Inspections and Repairs

Following an annual inspection of pumping plant, the following unplanned emergency works had been authorised under Officers' delegated authority:

- (a) Gringley Pumping Station - refurbishment of two pump lubricators at a cost of £1,590.

- (b) Heckdyke Pumping Station - refurbishment of motor on pump No 2 at a cost of £2,300.

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11:3 Bewcarrs Pumping Station Refurbishment

Westmoreland Civil Engineering Limited had completed the reduction/part-removal of the lower sump divide walls to enable a better flow of water to the lower sump.

The Engineer stated that the following telemetry enhancements were being considered if there was sufficient budget remaining:

- (a) Telemetry control to vary the speed of pumps at Bewcarrs Pumping Station.
- (b) Installation of a remote water level sensor on Wrays Drain urban outfall at Crowle.
- (c) Installation of a water level sensor on North Soke Dyke at Godnow Pumping Station.
- (d) Installation of a water level sensor on the River Trent at Paupers Pumping Station (pumping at low tide uses less energy/cost).
- (e) Installation of a rain gauge at Godnow Pumping Station.

CCTV cameras had been installed at Paupers and Bewcarrs Pumping Stations.

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11:4 Haxey Lane Drainage Improvement Scheme

The Engineer reported that work to replace culverts on Haxey Lane had been completed. Investigations had now commenced to ascertain the level of deterioration of corrugated steel pipes on Occupation Lane Drain and into a possible improved link from Haxey Lane to the aforesaid watercourse. A CCTV survey had identified a 60 metre section to be in poor condition and two places where the culvert had been pierced. Some corrosion and deformation of the pipe had also occurred and a full report and proposal would be presented once the CCTV footage had been reviewed in further detail. The two blockages identified would be cleared in the interim.

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Cllr Mrs J. Reed arrived.

11:5 Carr Dyke North Improvement Scheme, Retford

The Engineer reported that work to extend the existing pond and construct a new ten metre long outfall into the River Idle was complete and planning had commenced on improvements to the Board maintained Carr Dyke North Drain. He stated that although there was an improved outlet at both ends there would still be some impediment to flow until the scheme was completed. Some conveyance work had already been undertaken and seemed to have alleviated the standing water problem.

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11:6 Reforming Works Programme

Asset inspections had identified the following watercourses for reforming and scoping and costing had therefore been undertaken:

<i>ID</i>	<i>Watercourse</i>	<i>Work Required</i>	<i>Estimated Cost</i>	<i>Year</i>
IOA800400	Toft Dyke	Reforming	£24,800	2017/18
IOA801200	Guns Beck	Tree and bushing and reforming	£21,000	2017/18
IOA801300	Unnamed	Tree and bushing and reforming	£10,900	2018/19
IOA801500	Welham Hall Drain (d/s of railway)	Reforming	£11,800	2018/19
IOA840100	Unnamed	Tree and bushing and culverting	£36,000	2018/19
IOA840200	Unnamed	Tree and bushing	£5,100	2019/20
IOA800200	Wiseton Bridge Drain	Tree and bushing and reforming	£13,500	2019/20
IOA710100	Mother Drain	Reforming	TBA	2019/20

A provision of £50,000 was made each year in the estimates for reforming works.

RESOLVED

That the proposed works detailed above be noted and that work on Toft Dyke and Guns Beck be undertaken during the current financial year.

11:7 Collapsed Culvert on IOA Drain IOA811900

Reports had been received from local land and property owners of elevated water levels at the upstream end of the Board maintained watercourse IOA811900 north east of Ordsall. A CCTV survey of the pipe revealed that the centre of a section of the culvert had collapsed. Officers reported that access may be problematic with areas of concrete and trees over the top of the culvert. Should this culvert not be relined the whole culvert could collapse within 12 months. Officers estimated the cost of the work to be between £40,000 to £50,000.

In response to the Vice-Chairman, the Engineer stated that he was not sure whether this work would qualify for local levy funding.

Mr P. Bradwell reported a thorn bush alongside the Waterton outfall which required removal before it restricted access. The Works Manager agreed to investigate and arrange removal if necessary.

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11:8 FDGiA Medium Term Plan Annual Refresh and Submission

Offices had submitted refreshed FDGiA bids for the coming year and up to 2020/2021. A local and national review of all projects would now be undertaken by the Environment Agency before confirming the reserve funding allocation for each project. Funding was currently only available up to the end of 2020/2021 - the end of the current six year Government allocation.

During the next few months bids for all schemes in the Board's ten year programme would be submitted as pipe line projects in support of further funding from the Government in the next period of allocation.

It was noted that all Boards' expenditure plans were based on obtaining 24% grant on schemes. Where possible, more grant had or would be applied for. Project costs submitted included compounded annual inflation at 2%.

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12. ENVIRONMENTAL REPORT

12:1 River Idle Management

Officers had met with the Environment Agency to identify possible works along the River Idle. The work had been split into six sections and would be carried out over the next five years. Bushing on two sections from North Carr to Slaynes Lane would be undertaken this winter so that maintenance work could commence in 2017/18 over this 6,631 metre section. The work would be undertaken from a pontoon and would also include some reed bed clearance.

The Board's Officers had been involved in prioritising sites to improve flows, site access and areas for the disposal of dredgings. Habitat improvement works would be included where cost beneficial.

The Board had been asked whether it would consider contributing towards the work.

The Chairman stated that the Board had previously agreed to contribute by project managing the work and suggested that it could also assist with some of the weed clearance which could be undertaken at minimal cost. He reported that some major work would be required to cut back trees which were overhanging the river and impeding access. In response to Mr J. Coggon, the Engineer stated that the Board would not be able to assist with the tree work as it did not have the necessary equipment or expertise, however, the Board could assist with the weed clearance as suggested by the Chairman. A meeting of the River Idle Management Partnership would be held on 30th June 2017 and the Chairman would be attending with Mr J. Coggon. They would both be pressing for other partners to get involved in the work.

The Engineer suggested that the Board could undertake weed clearance under the Public Sector Co-operation Agreement and also contribute Officers' time to the project. The Vice-Chairman supported the Board's involvement but stated that costs were required. Members considered that the work should be undertaken in partnership with other bodies who would benefit, e.g. Royal Society for the Protection of Birds, Natural England, local councils and also landowners who could assist by providing the necessary access.

RESOLVED

That the Board agree in principle to contribute resources towards the weed clearance and project management of the work on the River Idle, full details and the cost of the work to be reported back once available.

12:2 Environmental Impact Assessment (Land Drainage Improvement Works) (Amendment) Regulations 2017

Officers reported that the above Regulations came into force on 16th May 2017; the Regulations had been updated to implement the EU Directive 2014/52/EU to harmonise the principle of environmental impact assessment across Europe. The main changes were as follows:

- (a) English Heritage was no longer a statutory consultee.
- (b) The Board could consult with "any other public authority, statutory body or organisation" which, in the opinion of the drainage body proposing any improvement works, had an interest in those improvement works "by virtue of its environmental responsibilities or local or regional competences".
- (c) The period of publicity for an Environmental Impact Assessment notice before works commenced had increased from 28 to 30 days (notices were placed on site, on the Board's website and in a local newspaper).
- (d) A 45 day limit for any determination by DEFRA had been introduced.
- (e) DEFRA could set aside the Regulations for "defence and civil emergencies" and in "exceptional circumstances".

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12:3 Keadby Warping Drain - Fencing

The Engineer reported that two tenders had been received for the fencing but these had not yet been adjudicated.

RESOLVED

That Officers be given delegated authority to accept the most suitable tender within the approved budget so that the land would be ready to let for the grazing of sheep or goats next year.

12:4 Membership of Environmental Initiatives and Partnerships

It was noted that the Board was involved with following Committees/initiatives, represented by the Environmental Officer:

- (a) ADA Technical and Environment Committee.
- (b) ADA Lincolnshire Environment Committee.
- (c) Greater Lincolnshire Nature Partnership (GLNP) including chairing the Rivers and Wetlands Group - the Board paid the GLNP £250 a year for the provision of environmental data.
- (d) Humberhead Levels Partnership.

- (e) Isle of Axholme and Hatfield Chase Landscape Partnership - Project Task Group.
- (f) River Idle Partnership.
- (g) A corresponding member of Torne Catchment Partnership.
- (h) A corresponding member of Trent Rivers Trust.
- (i) A corresponding member of Nottinghamshire Biodiversity Action Group.
- (j) A corresponding member of Humber Nature Partnership (previously a contribution of £157 was paid but had now ceased).

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13. DELEGATED MATTERS - PLANNING, BYELAWS AND SUPERVISORY ROLE

13:1 Byelaw Applications

The following Byelaw Consents had been issued under delegated authority since the last Board meeting:

IOANN/LDC/2017/003 Temporary discharge of surface water from de-watering operations into the Board maintained Wrays Drain from development at The Axholme Academy, Wharf Road (national grid reference SE 77368 11955) in the parish of Crowle.

IOANN/LDC/2017/004 Construction of a surface water outfall into the Board maintained Wrays Drain from development at The Axholme Academy, Wharf Road (national grid reference SE 77506 12054) in the parish of Crowle.

IOANN/LDC/2017/002 Installation of a weir and the repositioning of an existing inlet and outlet pipe within the Board maintained Dawson Dyke at national grid reference SK 70748 87585 in the parish of Lound.

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13:2 Section 23 Applications

No consents had been issued since the last Board meeting.

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13:3 Planning Applications

Officers reported on 14 planning applications that had been considered and advised upon since the last meeting. No objections had been made.

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14. ENVIRONMENT AGENCY MATTERS

14:1 Isle of Axholme Flood Risk Management Strategy - Implementation of Project

Several meetings of the Asset Management and Delivery Group had been held since the last Board meeting. The primary focus had been the completion of the scheme to apportion benefits which would support grant aid applications to individual assets.

This work and the approval of all partners was required before submission to the Larger Project Review Group (LPRG), an Environment Agency internal group who would sign-off the award of Flood Defence Grant in Aid (FDGiA) for the Keadby Pumping Station Outline Business Case.

The methodology that had been jointly developed was based on an assessment of benefits in terms of reduced flood risk in each sub-catchment/pumped area accruing from each element (asset) within the overall protection system. The benefits apportioned under this method would then be factored to reflect the operational importance/magnitude of risk averted by the individual assets which included the tidal river banks on the Rivers Trent and Ouse, terminal pumping stations such as at Keadby and West Stockwith, other strategic flood defence banks and pumping stations and local smaller defences and pumping stations. It was noted that all the Board's assets had funding allocated.

Officers were pleased to report that this work was nearing completion and it was hoped that it would be signed off by the Strategy's Executive Board on the 30th June 2017.

A presentation was given to demonstrate the methodology and the impact of the outcomes for management of the Board's assets included within the strategy.

The Chief Executive was a member of the Keadby Pumping Station Project Board and confirmed that the outline business case was being prepared and scenarios run. He stated that a lot of work had gone into agreeing the process but emphasised that it was essential to ensure that this was pushed through to delivery.

The Chief Executive agreed with Cllr R. Allcock that North Lincolnshire Council should be represented on the Project Board.

Cllr Mrs J. Reed reported that there was a lot of proposed development in the area and this must be taken into account. The Engineer agreed that it would be, together with the Humber Strategy which would also have an impact. Possible additional funding sources such as the Greater Lincolnshire Local Enterprise Partnership and Section 106 were also mentioned.

RESOLVED

That the benefit apportionment methods and outcomes be approved by the Board.

14:2 Snow Sewer and Drain Head Pumping Station - De-maining and Asset Transfer

Officers were pleased to confirm that the process was underway for above project (selected as one of five Front Runner pilots nationally by the Secretary of State for the Environment). Subject to mutual agreement, a locally generated appetite and benefits to do so, the mechanism was now in place for the Environment Agency to transfer assets to an internal drainage board.

The Department for Environment, Food and Rural Affairs, the Environment Agency and the Association of Drainage Authorities were working with local IDBs in all the pilot areas to:

- (a) Consult local communities and other interested parties on whether they supported the change in designation/management.
- (b) Strengthen governance by ensuring local councils had a strong voice on the Boards of the IDBs.
- (c) Strengthen local accountability through local reporting of the works of the IDBs.

The formal consultation process was underway with informal consultations in the form of open meetings planned for September, formal consultations in November and transfer on 1st April 2018. Some informal meetings had already been held with those directly affected.

The Chief Executive had suggested that should other projects be identified for de-maining, several consultations be undertaken together to reduce the cost and speed up the process. Cllr R. Allcock emphasised that all the meetings/consultations should be advertised widely.

It was noted that the transfer would include the pumping station and watercourse as well as any adjacent land associated with these which would include fishing rights and grazing and therefore a small potential income.

The Engineer reported that the commuted sum for the transfer had been estimated at £103,114, (based on three years' maintenance costs of £45,774 and decommissioning costs of £57,340). Further details on this and possible methods of funding would be reported at a later date.

Mr S. White left the meeting.

RESOLVED

That the Board approve in principle the de-maining and transfer of Snow Sewer and Drain Head Pumping Station subject to the necessary funding being available.

14:3 Public Sector Co-operation Agreements (PSCAs) for the Environment Agency

The Direct Labour Organisation continued with enhanced maintenance works on the Snow Sewer to improve conveyance in the channel under the PSCA as a pre-cursor to the de-maining and transfer proposal.

Discussions would be undertaken for a similar approach for enhanced maintenance on the River Idle as discussed under Minute 12:1 above.

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15. HEALTH AND SAFETY

The Operations Director gave an overview of incidents and near misses over a 12 month period up to 31st March 2017. This showed an incident rate below the average for the construction and agricultural sectors, although the days lost to sickness did come out slightly above and this was being investigated. Road safety was considered to be the highest risk and driver training was given to all employees and was reiterated at tool box talks.

Overall there had been no major incidents and there was a positive health and safety culture within the organisation.

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16. ASSOCIATION OF DRAINAGE AUTHORITIES (ADA)

The Engineer gave an overview of matters discussed at the recent ADA Trent Branch meeting which included ADAs Seven Key Policy (see attached), Flood-Ex, and the 2017 ADA Conference which would include an address from Sir James Bevan. The Chief Executive reported that the Environment Agency had set up a Programme Delivery Unit to manage major projects. He was pleased to see the Environment Agency actively involved in the meeting

The Chairman was disappointed at the level of attendance and stated that Boards must be encouraged to attend.

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CHAIRMAN