

Minutes of a Meeting of the Board held at Beckingham Recreation Room on Tuesday, 16th June 2015 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
* vacancy

Nominated by North Lincolnshire Council

* Cllr R. Allcock
* Mr N. Arrand
* Cllr J. Briggs
* Messrs R. Chapman
* Mr J. Lee
* Cllr D. Robinson
* Cllr D.J. Rose
* Mr J. Smith
* Cllr Mrs L. Redfern
* Cllr Mrs J. Reed
* vacancy

Nominated by Bassetlaw District Council

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

* *Present*

* Messrs A. McGill (Chief Executive)
* D.J. Sisson (Engineer)
* R.P. Mitchell (Director of Operations)
* S. Thackray (Director of Finance)
* R.A. Brown (Engineering Manager)

* *In attendance*

The Chairman welcomed Cllr D.J. Rose to his first Board meeting.

Members were sad to learn of the death of Mr R.H. Brown who had been a drainage board member since 1949 when he first joined the Crowle District Drainage Board. Mr Brown had been a dedicated and valued member of the Board and would be sadly missed. Members observed a minute's silence.

The Chairman also reported the recent death of Mr N. Osborne, Chairman of the Lincolnshire Branch of the Association of Drainage Authorities; he would be greatly missed.

1. APOLOGIES

Apologies for absence were received from Messrs J. Coggon, R. Mason, Cllr D. Robinson and Cllr Mrs J. Reed.

2. DECLARATIONS OF INTEREST

None.

3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None.

4. BOARD MINUTES (Pages 233 to 241)

RESOLVED

That the minutes of the meeting of the Board held on 24th March 2015 be confirmed as a correct record.

5. MATTERS ARISING

There were no matters arising that were not covered elsewhere on the agenda.

6. MEMBERSHIP OF THE BOARD

6:1 Nominated Members

It was noted that the following members had been nominated to the Board by district councils following the recent elections:

Bassetlaw District Council - Cllrs Mrs H. Brand and Mrs J.M. Sanger.

North Lincolnshire Council - Cllrs R. Allcock, J. Briggs, D. Robinson, D.J. Rose, Mesdames L. Redfern and J. Reed, Messrs N. Arrand, R. Chapman, J. Lee and J. Smith (one vacancy).

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6:2 Elected Membership

The recent death of Mr R.H. Brown had resulted in a vacancy in the Althorpe Drainage District. The Chief Executive reported that the Board could appoint someone to fill the vacancy on the Board, however, as it was less than six months until the election the vacancy need not be filled. The election would be advertised and it was hoped that a new member would put forward to take office from 1st November 2015.

RESOLVED

That the vacancy in the Althorpe Drainage District be left open until the election.

7. APPOINTMENTS TO COMMITTEES

The Chief Executive reported that the recent district council elections had resulted in a change to the nominated membership on the Board and the membership of Committees was therefore reviewed.

RESOLVED

- (a) That the Chairman and Vice-Chairman of the Board, Mr J. Coggon, Cllrs R. Allcock, J. Briggs and D.J. Rose be appointed to the Standards Committee.
- (b) That the Chairman and Vice-Chairman of the Board, Messrs P. Bradwell, G.R.J. Bramhill, P. Cornish, R. Mason, S. White, Cllrs R. Allcock and Mrs H. Brand be appointed to the Plant and Compensation Committee.
- (c) That the Chairman and Vice-Chairman of the Board, Messrs J. Coggon, P. Cornish, K. Durdy, Cllrs R. Allcock, D.J. Rose and Mrs J.M. Sanger be appointed to the Finance Committee.

- (d) That the Chairman and Vice-Chairman of the Board represent the Board on the Consortium Committee with Cllr R. Allcock as substitute.

8. DRAINAGE RATES AND SPECIAL LEVIES

The Director of Finance reported that drainage rates outstanding at 31st March 2015 totalled £1,500.29; this had been carried forward to 2015/16. In response to Mr G.R.J. Bramhill, the Director of Finance confirmed that a bailiff had been appointed to collect any arrears and the cost of this would be met by the debtor.

It was noted that drainage rates and special levies for 2015/16 had been issued and 41.48% collected as at 2nd June 2015.

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9. FINANCE

The Director of Finance presented the attached report for consideration.

It was noted that the maximum amount permitted was invested in accounts offering the highest interest rates and that there was a large amount in the current account in order to make the payments for the Crowle Scheme which were due shortly. The final hire purchase instalment had now been made for the New Holland tractor.

RESOLVED

- (a) That the Internal Auditor's report and recommendations be noted.
- (b) That the Internal Auditor be reappointed to conduct the audit for the current financial year.
- (c) That the Annual Governance Report be approved and signed by the Chairman.
- (d) That the Accounts for the year ended 31st March 2015 be approved.
- (e) That the Board's financial position be noted.
- (f) That the attached schedule of payments over £500 be approved.

10. OPERATIONS REPORT

10:1 Pumping Stations

Officers reported that work had been undertaken by Shoebridge Engineering to repair a sheared coupling between the electric motor and pump at a cost of £450.00 plus VAT at Greenholme Pumping Station. Following problems at Kelfield Pumping Station, work had also been undertaken by Shoebridge Engineering to remove and overhaul the electric motor at a cost of £3,648 plus VAT. Temporary pumping equipment had been installed whilst this work was carried out as heavy rainfall was forecast.

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10:2 Winter Maintenance

Reforming works were nearing completion on Drain IOA810800 near Ranskill and had been completed on the Warplands Drain at Keadby. Emergency slip repairs had been undertaken on the Serlby Hall Drain at Harworth and three new access culverts installed to improve access for summer maintenance works.

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10:3 Construction Works

Common Carrs Access Culvert - Bridge No. 12 had been constructed but channel lining work had yet to be completed.

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10:4 Plant and Equipment

The new Volvo long reach excavator was due to be delivered by the end of the month and the new van would be collected on 22nd June 2015.

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10:5 Rainfall

Officers reported that additional rain gauges would be shortly installed at Gringley and Paupers Pumping Stations and data would be available for the September Board meeting. Rainfall figures were presented for the year to date.

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10:6 Summer Maintenance

Officers continued to monitor the weedgrowth in major watercourses. The Engineering Manager reported that it was likely that the upstream section of the Paupers Drain and the intake to Heckdyke Pumping Station would require some early cutting.

In response to Mr P. Bradwell, the Director of Operations reported that there was no suitable chemical for the control of submergent weed. The Chief Executive reported that the Association of Drainage Authorities Lincolnshire Branch had commissioned a study and continued to investigate to find an effective, environmentally friendly chemical.

Mr P. Bradwell reported damage by badgers on Adlingfleet Drain and Fockerby Boundary Drain.

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10:7 Adlingfleet and Whitgift Outfalls

Mr G.R.J. Bramhill reported that the outfalls were now silting up and asked officers to monitor this. The Director of Operations agreed to revisit this and arrange for jetting to be undertaken if necessary. In response to the Chairman,

the Director of Operations reported that the Environment Agency was not keen for the Board to take over operation of the Adlingfleet outfall. The best method of clearing the silt seemed to be holding back enough water to be able to use this to flush the outfall. He agreed to revisit this and report back to the September Board meeting.

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11. ASSET RENEWAL AND REFURBISHMENT PROJECTS

11:1 *Crowle Pumped Area*

11:1:1 Paupers Drain Channel Improvements - Downstream and Upstream Works

One compensation claim remained outstanding in respect of the downstream channel works. Officers reported that spoil heaps along the downstream section of the watercourse would be spread after harvest 2015 although some use of the spoil in connection with the North Soke Dyke bank raising works under the Godnow scheme was being considered.

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11:1:2 Paupers Bridge No. 12 (next to Common Carrs Drain Outfall)

Construction of the bridge was complete but channel lining works had yet to be undertaken.

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11:1:3 Paupers Pumping Station

The Engineer reported that the new electric control panel was operational and the first pump had been refurbished and reinstalled by Shoebridge Engineering. Due to movement on the impellor the key grooves had to be built up, re-cut and a new key fabricated at an additional cost of £1,280. Replacement of corroded parts on the syphon breaker had also been necessary at an additional cost of £650. These additional costs would be met from the budgeted contingency. The second pump had now been removed.

Officers stated that the fabrication of the automatic weedscreen cleaner was underway and work had been undertaken on the northern sump wing wall which had been widened and strengthened with a reinforced concrete beam tied into the wall to support the cleaner gantry column. This work was undertaken by M. Gould (Scunthorpe) Limited at a cost of £4,000 and was within the estimate allowed for the weedscreen cleaner foundation works. No work was required on the southern wall.

RESOLVED

That the additional expenditure be noted.

11:1:4 Warpland Drain and Sewer Drain Improvements

Reforming works on Warping Drain and Sewer Drain at Keadby were complete except the spreading of spoil which would be undertaken after harvest.

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11:1:5 North Soke Dyke Bank and Godnow Pumping Station

Tenders were being sought for the following works:

- (a) Raising of the North Soke Dyke Bank (Godnow Road to Godnow Pumping Station).
- (b) Flood proofing of Godnow Pumping Station.
- (c) New (higher) catchment divide wall.

RESOLVED

That delegated authority be granted to the Chief Executive and Engineer to award the contract for the above works within the approved budget of £29,230.

11:1:6 Bewcarrs Pumping Station

The Engineer reported that design and build Mechanical and Electrical tenders were being prepared to cover the following requirements:

- (a) Two identical fish friendly pump units.
- (b) Each pump to have a minimum, maximum capacity of 560 litres per second.
- (c) Weedscreen cleaner.
- (d) All steel supports, pipework, control panel, mechanical and electrical elements.

Tenders were due for return at the end of July 2015 but it was noted that only two manufacturers of fish friendly pumps had been identified: Bedford Pumps Limited and Fairbanks Nijhuis.

Once the preferred mechanical and electrical contract had been selected, the detailed design of the station would be completed and tenders sought for any necessary civil works which would include the control building, concrete work, weed dump area, security fencing and access works. The approved budget for the work was £657,241 including contingencies with a flood defence grant in aid element of £304,762.

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11:2 Telemetry System

Following approval of additional CCTV provision at the last Board meeting, officers were working with the contractor to finalise the exact specification.

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11:3 Strategy 2025 - Pumping Station Refurbishments

Written quotations were due at the end of June for the refurbishment of the two submersible pumps at Gringley Pumping Station and work was scheduled to commence in July. The approved budget for the works was £22,500.

The Engineer assured the Chairman that the Eel Regulations did not affect this work as it was purely maintenance. In response to Cllr J. Briggs, the Engineer reported that there was a 12 month warranty on refurbishments. He further reported that when new pumps were installed an extended warranty was requested as it was not always possible to adequately test the pumps within the normal warranty period as this was dependent on the amount of rainfall.

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12. BYELAW APPLICATIONS

12:1 Carr Dyke - Land off Heathfield Gardens, Retford

The Engineer reported application had been made to erect fencing one metre from the bank top of the Board maintained Carr Dyke and to install an access culvert in the same watercourse at land off Heathfield Gardens in the parish of Retford. This was in respect of a proposed development consisting of ten residential properties which would be erected four metres from the drain bank top, six with boundary fences which would be located one metre from the top of the Board's watercourse. Byelaw consent was granted in 2011 but this had now lapsed.

The Engineer reported that the developer had the agreement and support of the landowner on the opposite bank for a nine metre access strip which would provide the Board with access in perpetuity to undertake any future maintenance and reforming works. Officers reported that the watercourse was in a poor condition and the developers had agreed to reform the section of watercourse adjacent to the site at their expense and to the satisfaction and specification of the Board.

As part of the works the developer also proposed to install a ten metre long culvert using 1,050 mm diameter pipes to provide access for the Board and the adjacent landowner.

Concern was expressed regarding the close proximity of the fence to the Board maintained watercourses, particularly with regard to any necessary reforming works and the stability of the fence in the future and it was suggested that the fence would be better situated two metres away from the watercourse or that the watercourse should be culverted. Concern was also expressed about garden rubbish being deposited in the watercourse and the Engineering Manager reported that regular inspections could be undertaken to ensure that this did not occur and that the purchasers of the properties could be notified that this was in breach of the Board's byelaws.

RESOLVED

- (a) That consent to erect fencing one metre from the drain bank top of the Board maintained Carr Dyke be refused.

- (b) That the Board's officers negotiate with the developer to see if it would be possible to erect the fence at least two metres from the watercourse or to culvert the section adjacent to the proposed development; the outcome to be reported to the September Board meeting.

12:2 Carr Dyke Brick Culvert - Off Bridgegate, Retford

The Engineer reported that application had been made to replace the section of brick culvert from Bridgegate to the concrete pipe section of the culvert beneath the A620 Amcott Way in the parish of Retford; the proposed replacement would straighten the culvert relocating it beneath a proposed carriageway. Officers reported that the existing brick culvert was currently 800mm by 960mm in size and this would be increased to 1,050mm diameter. Additional manholes and access points would also be installed at all direction changes and major incoming branch points.

This work was part of a planned residential development which would be connected to the new culvert on a restricted peak discharge rate of 29.2 litres per second giving an overall reduction on the current rate of discharge from the site. The Engineer reported that the reduced run-off would be achieved by attenuating all surface water on site and the surface water management scheme for the site would provide a 1 in 100 year level of protection.

RESOLVED

That consent be granted for the replacement and upgrading of 90 metres of the brick culvert from Bridgegate to the concrete pipe section beneath Amcott Way, subject to all works being carried out to the specification and satisfaction of the Engineer.

13. PROPOSED REPLACEMENT OF CARR DYKE BRICK CULVERT

This item had already been discussed under 12:2 above.

14. PROPOSED DEPOT MOVE

The Chief Executive reported that the purchase of the site at Owston Ferry was underway at an agreed price of £15,000 and planning of the new build was scheduled to commence in November 2015. The Heads of Terms for the land purchase had been reviewed by the Board's solicitors and the purchase of the land would be conditional upon the Board receiving planning permission. This would require a conditional contract to be signed and exchanged and would ensure that the Board would not be obliged to buy the land until planning permission was obtained. The Seller would usually require a long stop date and this would be agreed between the parties.

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15. ENVIRONMENTAL REPORT

15:1 River Idle Management Partnership - De-silting

In November 2014 the Board was informed that the Environment Agency (EA) would be undertaking silt surveys across the area, including the Rivers Idle and

Torne. The Engineer reported that these surveys were now complete and modelling was scheduled over the next two years.

The modelling specification was initially limited to fluvial flood risk assessment and the Board's officers had therefore requested that the specification be extended to include water level management which was critical to the delivery of land drainage and environmental objectives. To ascertain this, the model would need to be run with current silt levels and with no silt, to illustrate the "low flow" function which could be impeded by relatively small amounts of silt.

The Board's officers had also requested that the model include an assessment of the impact of weed growth on conveyance; this was essential to determine the delivery of water level management.

The above requests and comments had been agreed by the Environment Agency and the modelling would be adjusted to incorporate these.

The Chairman stated that the River Idle was vital to the Board's systems. The Engineer agreed and stated that the modelling was essential to provide evidence in order to secure funding for future works. He understood that the Board was keen to get the work done and stated that there was no option but to work to the EA timescales as funding was not yet available. The Engineer had raised concerns about the lack of input requested from IDBs and was hopeful that liaison would improve.

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15:2 The Eels (England and Wales) Regulations 2009

The Environment Agency had stated it was "still considering the challenges presented by the need to implement measures to protect eels at pumping stations across the country". The Engineer reported that current investigations funded by grant in aid were being undertaken and included the formation of a National Eel Group to seek pragmatic and cost effective solutions for Eel Regulation compliance. It was noted that the Association of Drainage Authorities was representing IDBs on this and would provide regular updates.

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15:3 Water Voles - Class Licensing

It was reported to the January Board meeting that a "legal opinion" obtained on behalf of a group of Cambridgeshire IDBs, had questioned if a Class Licence was an appropriate mechanism for Natural England to support the Board's works with water voles. Natural England had now considered the legal opinion and believed that displacement activities as undertaken by IDBs using the 2007 ADA/Natural England Guidance would require licensing. The Engineer reported that a Class Licence was expected to be available for 2016 and full details of the licence requirements were expected in September 2015.

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16. RIVER TRENT CATCHMENT FLOOD MANAGEMENT PLAN AND ISLE OF AXHOLME STRATEGY

The Chief Executive expressed his frustration that despite all the discussions about the various strategies, there was still no plan on how to take these forward and how the work would be funded.

Mr P. Cornish reported that the poor water quality in the River Idle was now causing environmental issues.

Cllr R. Allcock reported that the Environment Agency was now considering refurbishing Keadby Pumping Station rather than replacing it and that he understood that DEFRA may now be involved and would encourage this approach. Cllr R. Allcock also reported that he had heard that there was possibly another survey of the 32 pumping stations leading up to Keadby to consider changes in the way in which these operated. He suggested that the Board's officers meet with North Lincolnshire Council and the Environment Agency to discuss how this could be progressed.

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17. RISK REGISTER

The attached Risk Management Strategy was considered and approved. The Chief Executive referred to the Risk Register which was regularly monitored at senior management meetings.

Staff appraisals were underway and an update would be presented to the Consortium Committee.

RESOLVED

- (a) That the Risk Management Statement, Strategy and Register be approved.
- (b) That a copy of the Annual Newsletter be forwarded to all Board members and parish councils.

18. KEY PERFORMANCE INDICATORS

The Chief Executive reported that the format for key performance indicators had been prepared and would be submitted to the Consortium Committee for approval before being submitted to the individual boards in November 2015.

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19. HEALTH AND SAFETY

The Director of Operations/Health and Safety Advisor reported on minor health and safety incidents across the Consortium since the last Board meeting. No major injuries were reported.

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20. ELECTION

The Chief Executive reported that in accordance with the Land Drainage Act 1991, the Land Drainage (Election of Drainage Boards) Regulations 1938 and the Land Drainage (Election of Internal Drainage Boards) (Amendment) Regulations 1977, Registers of Electors had been prepared for the nine electoral districts. Notice was published in the Epworth Bells, Retford Trader and Goole Times on 14th May 2015 that the Registers were open for inspection and no claims or objections had been received.

RESOLVED

That the Registers of Electors for the nine electoral districts be approved by the Board.

21. DELEGATED MATTERS

21:1 Byelaw Applications

Officers reported on the following applications for byelaw consent that had been granted under delegated authority since the last meeting:

IANNB001 Construction of an outfall into the left bank of the Board maintained Skyers Main Drain (IOA410100) from Edenroyd, Epworth Turbary at national grid reference SE 76013 03568 in the parish of Epworth.

IANNB002 Directional drilling of three conduits underneath the Board maintained Main Drain (IOA810800) for the undercrossing of a power line at land to the north of Station Road at national grid reference SK 66860 84819 in the parish of Barnby Moor.

IANNB003 Installation of a 200mm diameter steel irrigation pipe crossing the Board maintained Constable Drain (IOA242700) at national grid reference SE 79955 15687 in the parish of Eastoft.

IANNB005 Construction of five 80mm diameter land drainage outfalls from O.S. field number 1600 into the Board maintained Chesterfield Canal (IOA850100) at national grid reference SK 72121 81944 in the parish of Claborough and Welham.

All work would be carried out to the specification and satisfaction of the Board's officers.

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21:2 Section 23 Applications

Officers reported that consent had been granted under delegated authority for the following:

IOANN/LDC/2015/001 Installation of six culverts in private watercourses to allow access in connection with the proposed windfarm at Twin Rivers at national grid references SE 80814 19200, SE 80206 19107, SE 80174 19108, SE 79330 18588, SE 79069 18014 and SE 78811 17564.

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21:3 Planning Applications

Officers had commented on one application for planning permission since the last meeting. No objections had been raised.

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22. STAFFING

Officers presented a detailed report on manpower, pensions and an incentive scheme which were recorded on pink paper.

RESOLVED

- (a) That the role of Foreman be adjusted to take on additional administrative duties rather than operating a machine.
- (b) That an additional full-time land drainage operative be appointed.
- (b) That an incentive scheme be introduced for the Direct Labour Organisation effective from the next pay period and that the scheme be reviewed by the Board in 12 months.
- (c) That the Board continue to contribute 6% to employees' pensions, increasing this in line with the pension regulations in 2016.

23. ANY OTHER BUSINESS

None.

CHAIRMAN