

# ISLE OF AXHOLME AND NORTH NOTTINGHAMSHIRE WATER LEVEL MANAGEMENT BOARD

Due to the restrictions imposed by the government in relation to Covid 19 it was agreed to circulate meeting papers to members and ask for response via telephone or email in lieu of a Meeting scheduled on 24th March 2020.

## Elected Members

* Messrs	J. Coggon (Chairman)
*	P. Cornish (Vice-Chairman)
*	R. Adam
	H. Barton
	P. Bradwell
	J.H.T. Bramhill
*	K. Durdy
	J. Fretwell
	M.A. Harris
*	R. Mason
	M. Wagstaff
	M.T. Smith

## Nominated by North Lincolnshire Council

* Cllr	R. Allcock
Mr	I. Bint
Cllr	J. Briggs
Mr	T. Mitchell
Mr	M.D. Pilkington
Cllr Mrs	J. Reed
Cllr	D. Robinson
* Cllr	D.J. Rose
	Two vacancies

## Nominated by Bassetlaw District Council

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

## \* *Responses Received*

Detailed reports as shown in the body of the minutes below were circulated to members and they were asked to respond and or approve the recommendations prior to the scheduled Board meeting date. Any comments received are shown in italics. All those who responded confirmed their agreement to the resolutions as detailed below.

## 1. APOLOGIES

None.

## 2. DECLARATIONS OF INTEREST

None.

## 3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None.

## 4. BOARD MINUTES (Pages 476 to 485)

*Cllr R. Alcock stated that Minute 11, Page - 480 Paragraph 5 should be amended to read, "two other Boards within North Lincolnshire Council's area had agreed a 0% increase and one had agreed a 4% increase".*

## RESOLVED

That the minutes of the meeting of the Board held on the 11th February 2020 be confirmed as a correct record with the exception of the comment above - this change would be noted at the next Board meeting.

## 5. MATTERS ARISING

None

## 6. HEALTH AND SAFETY

Across the Consortium there had been one incident since the last meeting which had involved a contractor working in a confined space without an adequate rescue plan. Work was stopped and a new system implemented. The Board's confined space process would be reviewed by the health and safety committee.

RECEIVED

## 7. RISK REGISTER

### 7:1 Business Risk Register

The attached Business Risk Register was circulated for members approval, the document would be reviewed regularly and reported to the Board for approval annually.

A draft Business Continuity plan had been prepared and would be presented at the next meeting for approval.

### 7:2 Dynamic Risk Register

The attached dynamic risk register was circulated for members information. The risk register was reviewed weekly and allowed Officers to see the immediate risks and prioritise work according to potential impact.

Officers had also prepared the attached risk assessment relating to the Covid-19 pandemic which outlined measures to minimise the risk of spreading the virus.

### RESOLVED

- (a) That the attached Business Risk Register be approved.
- (b) That the Board note the Dynamic Risk Register and Covid-19 risk assessment.

## 8. STAFFING

### 8:1 Salary Review

The Board had recruited several posts within the workforce over the last few years. A long running issue within the workforce had been the remuneration for the role. This was originally addressed with the introduction of a bonus scheme and in 2019/20, moving to salary and replacing the hourly rate and productivity bonus was a further attempt to attract and retain staff.

The salary had been reviewed throughout the year to ensure it was not detrimental to either the Board or employees, the feedback from the workforce had been positive.

The average salary for full time employment locally (excluding overtime) was between £24,000 and £29,000 with a national average of £28,677 which increased to £31,787 for an excavator operator.

The Board had six Land Drainage Operatives, three who knew the area well and were fully skilled in the role and three who were relatively new but were progressing well.

For 2020/21 the salary with no changes would be £25,932 with up to 160 hours overtime at time and a third giving a total pay of £28,718. Officers proposed that salary for the three more experienced DLO be increased to £27,984 with up to 160 hours overtime giving a total potential pay of £30,991. For the three less experienced DLO the salary would be increased to £27,072 with up to 160 hours overtime giving a total potential pay of £29,980. These three employees dependant on performance, would move up to the higher rate in the 2021/22 financial year.

The total cost of DLO salaries to the Board including the Board's Foreman was £251,894 and had been included in the 2020/21 budget; this included additional costs of £12,644 to take account of the proposed recommendations.

It was recommended that the proposed changes to the salary remuneration were accepted to reflect the current market conditions and to retain the current workforce.

### RESOLVED

- (a) That the Land Drainage Operative Salaries for the experienced operatives

be increased to £27,984 plus up to 160 hours overtime.

- (b) That the Land Drainage operative salaries for the for the less experienced operatives be increased to £27,072 plus up to 160 hours overtime.

8:2 New Appointments

Since the last meeting three posts had been filled in the Consortium. The new Civils Project Engineer had been appointed and was due to start work on the 1st April 2020. The new post of Planning and Development Control Officer had also been filled and he was due to commence work on the 4th May 2020. The Technical Support role had been filled and he was settling in well.

RECEIVED

8:3 Current Vacancies

The recruitment process for a Technical Engineering Manager and Flood Risk and Modelling Analyst was ongoing with interviews scheduled. The Corporate Services Department was looking to recruit an apprentice to cover maternity leave and the post of LMDB Operations Manager was due to be advertised.

RECEIVED

9. DRAINAGE RATES AND SPECIAL LEVIES

9:1 Rate Collection

Drainage rate and special levy collection was progressing well with £451,944.74 of drainage rates and £777,579.00 of special levy collected. There was £12,099.57 outstanding in respect of drainage rates.

RECEIVED

9:2 Rates Write Offs

It was proposed to write off drainage rates totalling £162.12.

RESOLVED

That the 11 accounts totalling £162.12 be written off.

10. FINANCE

10:1 Management Accounts for the Period Ending 31st January 2020

The attached accounts and balance sheet for the period ending 31st January 2020 were distributed for members approval.

10:2 Cash Reserves and Investments as at 29th February 2020

The Board had £1,724,858.65 held in four bank accounts and a total of £300,126.09 owed on seven public works loans.

10:3 Payments over £500

The attached schedules of payments over £500 were distributed for approval.

RESOLVED

- (a) That the Income and Expenditure and Balance Sheet be approved.  
(b) That cash balances and borrowings be noted.

(c) That the two schedules of payments over £500 totalling £371,610.38 and £212,773.91 be approved.

(d)

#### 11. ESTIMATES OF INCOME AND EXPENDITURE - 1ST APRIL TO 31ST MARCH 2021

##### 11:1 2020/21 Estimates

At the February Board meeting members resolved to accept a rate increase of 4% and instructed that the Engineering and Operational output be tailored to meet the funds available. Based upon the proposed Estimates of expenditure a 4% rate increase would have resulted in a deficit of -£81,431. To prevent such a deficit, due to the effect the funding shortfall would have on the Board's reserves in the forthcoming years, Officers had reviewed and amended the spending profile of the Board in 2020/21 and over the forthcoming 5 to 10 year period.

The revised Estimates of Expenditure for 2020/21 were circulated for approval.

RESOLVED

That the attached revised estimates of income and expenditure be approved.

##### 11:2 2020/21 to 2026/27 Estimates Plan

A copy of the revised five-year plan summary and engineering projects were circulated for approval.

RESOLVED

That the attached revised five-year plan be approved.

#### 12. COMPENSATION

No payments had been made since the last meeting.

The attached compensation rates for 2020/21 were circulated for members approval. These had been prepared in line with the Board's policy.

RESOLVED

That the attached rates of compensation for 2020/21 be approved.

#### 13. OPERATIONS REPORT

Summer maintenance works were complete as far as practicable. Board Watercourses that had not been completed as part of the 2019 summer programme would be prioritised during the summer of 2020 and be included in the early drain inspections.

Snow Sewer access improvements, including some tree and bushing were undertaken on the Board's land adjacent to Snow Sewer, improving access for the Board's machinery to both the Ferry Drain and Snow Sewer. Due to the inclement weather the water level of the watercourse rose affecting the work being undertaken and requiring the plant to be removed from site, work would recommence when the bank dried out sufficiently.

Work to clear some over grown vegetation on the Board's Mother Drain near to Misterton Soss Pumping Station had been undertaken and work to unblock a culvert was progressing.

No Environment Agency (EA) works had been undertaken since the last meeting however the the EA had committed to early purchase order numbers and work plans for the 20/21 financial year.

During the 2020/21 financial year it was planned to replace the two 4x4 Isuzu trucks and quotations had been received. The total budget for the two vehicles was £46,000 (£23,000 each).

Quotes were received from three suppliers and ranged from £40,688 to £45,570 for both vehicles. Officers recommend that the Board purchase two Ford Rangers from Stoneacre for a total cost of £44,346. The predicted fuel economy due to the efficient engine size was expected to exceed that of the other manufacturers. In addition the Toyota, whilst cheaper, had a reduced towing capacity that would limit its effectiveness during day to day operations.

RESOLVED

That the Board approve the purchase of two new Ford Rangers at a total cost of £44,346.

14. ASSET RENEWAL AND REFURBISHMENT PROJECTS

14:1 Kelfield Pumping Station Refurbishment

Tenders for the control panel modification had been returned and were detailed below:

Tender 1	£12,363
Tender 2	£7,300
Tender 3	£16,477
Tender 4	£10,784
Tender 5	£16,782

Tenders had been adjudicated to assess the quality, adequacy and whole life cost. As the lowest price was greater than the budget allowance of £6,500, the delegated authority to accept, given at the last meeting, could not be exercised. Officers recommended that the Board accept the tender of Inter-Lec Limited in the amount of £7,300.

In addition, a quotation had been sought to upgrade the new outside pump with a Ni-Resist cast iron impellor shroud which was being manufactured by Bedford Pumps Limited. This pump was a smaller version of the recently installed pump and consequently it would operate with a higher fluid velocity and would be more susceptible to corrosion through wear and abrasion. Given the known saline penetration at the site, the materials upgrade at an additional cost of £3,053 was recommended.

The additional funding of £3,853 for both the control panel modifications and suggested upgrade to the new pump could be covered by the budget savings in the Southfield panel, with the two schemes being interlinked and both receiving FDGiA.

RESOLVED

- (a) That the Board award a contract for the modifications to the existing control panel at Kelfield Pumping Station to Inter-Lec Limited for a total of £7,300.
- (b) That the Board approve the upgrade to the outside pump at Kelfield Pumping Station at an additional cost of £3,053.

14:2 Telemetry System Requirements

Tenders for the supply of a new system had been sought, the total cost of the Consortium and Doncaster East IDB was expected to be £266,000 with the cost to Isle of Axholme of £62,000. Ongoing operational and hosting costs were estimated at £365 per station. Tenders were due for return on 16th April 2020, Officers asked that the Board delegate authority to the Chairman and Vice-Chairman to meet with the respective Chairmen and Vice-Chairmen of the other three Boards, the Chief Executive and Engineer to consider the tenders and award a contract. The successful contractor would be asked to test and prove their telemetry system concept at a single pumping station and a remote water level monitoring site. This would be trialled at one of Lindsey Marsh Drainage Board's pumping stations and the remote monitoring site on one of their watercourses to allow monitoring by the Engineering team.

A joint application for Local Levy had been submitted to support the cost of a new telemetry system in the Doncaster East Internal Drainage Board, Isle of Axholme and North Nottinghamshire WLMB and Trent Valley IDB areas. The amount sought for the Isle of Axholme Board was £42,000.

RESOLVED

That delegated authority be awarded to the Chairman and Vice-Chairman to meet with the respective Chairmen and Vice-Chairmen of the other three Boards, the Chief Executive and Engineer to consider the tenders and award a contract for provision of a new telemetry system.

14:3 Gringley Pumping Station and Southfield Pumping Stations - Demolition

Applications for prior notification of demolition were made to Bassetlaw District Council and North Lincolnshire Council and both Councils confirmed that prior notification was not required and that the proposed demolition works could commence. Expressions of interest had been received from several demolition contractors and their pre-qualification information was being sought. Asbestos demolition surveys were undertaken on the 20th February 2020 and no asbestos had been identified within the fabric of the buildings. Specifications and drawings were being finalised with a view to seeking quotations week commencing 30th March 2020. Officers recommended that the Board grant delegated authority to the Chairman and Vice-Chairman to accept a quote for the demolition of the stations provided that costs were within the approved budget of £19,700 for Gringley Pumping Station and £23,000 for Southfield Pumping Station.

RESOLVED

That the Board award delegated authority to the Chairman and Vice-Chairman to accept a quote for the demolition of Gringley Pumping Station up to a value of £19,700 and Southfield Pumping Station up to a value of £23,000.

14:4 South Street Pumping Station

Tenders for the new electrical control panel had been returned as detailed below:

Tender 1	£124,911
Tender 2	£73,950
Tender 3	£79,683
Tender 4	£119,081

Tenders had been adjudicated to assess the quality, adequacy and whole life cost. In accordance with the delegated authority given at the last meeting; the lowest price being less than the budget allowance of £74,000, the Chairman and Vice-Chairman had subsequently approved the award of Contract to Inter-Lec limited for £73,950.

RECEIVED

14:5 Southfield Pumping Station Refurbishment

Tenders for the new electrical control panel had been returned as detailed below;

Tender 1	£85,393
Tender 2	£55,850
Tender 3	£59,911
Tender 4	£45,472 (Revised to £49,332)

Tender 5 (withdrawn) £38,000

As part of the adjudication process, further discussions had been undertaken with the three lowest tenderers. One tenderer had withdrawn their tender due to an error on their part. Inter-Lec Ltd had indicated that they had priced for what they knew was required and not what was originally specified. Paktronic then submitted prices for the extra items identified and still remained lower than Inter-Lec Limited.

In accordance with the delegated authority given at the last meeting; the revised price of £49,332 submitted by Paktronic, being less than the budget allowance of £64,000, the Chairman and Vice-Chairman had since approved the award of the contract.

RECEIVED

14:6 Wiseton Pumping Station

Wiseton Pumping Station was built in 1945 and contained 4 pumps of varying sizes, the station was extended with the addition of a further two pumps in 1982. The original 1945 control panel was replaced in 1999. The catchment area was estimated at 3,270 hectares but had never been properly identified and did not take account of the overflow from the Chesterfield Canal which ran through the northern part of the catchment. Within the catchment were the villages of Claborough, Clayworth and Wiseton, and a small part of Retford.

All six pumps were different and were now well beyond their design working life. The principal pumps (long spindle) were now 75 years old and presented a continuous problem to maintain in running order. The other pumps, which were submersible type were 38 years old. The sub structure of the main station was also breaking up and the steel reinforcement was exposed.

The status of the station is exemplified below:

Pump	Capacity (l/s)	Description	Status
P1	136	Sump pump	Has not worked for maybe 10 years
P2	425	Axial Flow vertical spindle pump	Electric panel burnt out 6/3/20 – awaiting feedback and cause
P3	991	Axial Flow vertical spindle pump	Motor is shedding filings whenever it operates
P4	1982	Axial Flow vertical spindle pump	Works OK but requires a physical reset every 8 hours
P5	1800	Submersible pump	Failed. Very difficult to access - no proper location to stand a crane and mobile crane reach required is significant, thus removal costs are high. Quotes are being sought.
P6	250	Submersible pump	Works satisfactorily. Drains northern catchment only; Outfall pipe has a major defect.

The benefits from providing a pumped system to the catchment arise solely from the prevention of flooding to land and maximizing agricultural production through good land drainage. In the “Do Nothing” situation 430 hectares of land would be flooded of which 80% is deemed to be agricultural land and would be written off; a further 136 hectares was poorly drained. No properties were deemed to be at risk of flooding as the bank level of the River Idle was approximately +6.5 m ODN and the lowest property level was +8.3m ODN, thus the opportunity for FDGiA funding was very limited.

A site meeting had been arranged for 18th March 2020 with the Chairman, Vice-Chairman and local Board members to review the current installation and look at options for the future which would potentially include a minimum specification rebuild option in a nearby location. The Board had some funds allocated to Wiseton but they were insufficient. With low FDGiA potential for the site other sources of funding were being investigated.

Given the issues with pumps 2,3 and 5, some money would be needed to manage flood risk

whilst a scheme was prepared and procured, however investment focus needs to be on the future, i.e. funds need to be conserved. One option being considered to improve the short-term reliability was the viability of using a pump motor from a recently decommissioned pump at one of Lindsey Marsh Drainage Board's stations in place of the deteriorating pump 3 motor.

Local levy funding in the amount of £25,000 was being sought for the Wiseton Catchment and pumping station study. If approved, this would supplement current funding and would potentially free up a little capital to support any future construction works.

Mr R. Adam suggested that he, Mr M. Wagstaff and Mr K. Durdy be involved in the discussions for the station.

RECEIVED

14:7 Heckdyke Pumping Station

It had been confirmed that gravity feed from Langholme Pumping Station in Doncaster East Internal Drainage Board's area to Heckdyke Pumping Station was practical. Officers were seeking a quote from Capita for extending their Isle of Axholme modelling strategy to include the Heckdyke/Three Bridges/ Four Bridges/Langholme catchment. The quote was to build a combined computer model of all the catchments, pumping stations and principal watercourses. Some of the model/data already exists as part of the Isle of Axholme Strategy, hence the approach to the organisation presently undertaking the work. The model would be used to determine the current standards of protection provided and then modified to see the implications of combining the catchment to a single pumped outfall into the Trent and to find the best/most cost effective option.

Local Levy funding for the rationalisation of Heckdyke Pumping Station was being sought in the amount of £30,000. If approved, this would supplement the current funding and potentially free up a little capital to support the future construction works.

RECEIVED

14:8 Emergency Pump Repairs

14:8:1 Common Carrs Pumping Station

As reported at the last Board meeting, the sole Flygt pump at the station had suffered from a motor winding failure. An order had been placed with Industrial Pumps Limited to provide a new pump at a cost of £4,950. A date for delivery and installation was being arranged.

Works were planned to undertake the structural repairs and other remedial works necessary at the station. A report would be made to a future Board meeting.

RECEIVED

14:8:2 Bewcarrs Pumping Station

As reported at the last Board meeting, pump one suffered a seal leak. The pump had since been removed and Bedford Pumps were investigating the cause. This had the potential to become an issue of dispute between the Board and Bedford Pumps. A further report would be presented at the next meeting.

Cllr R. Alcock raised concerns about the issues with the new pumps and asked for a report on discussions with contractors at a future meeting.

RECEIVED

14:8:3 South Street Pumping Station

The outside electric pump was being refurbished by Industrial Pumps and was planned to be reinstalled during week commencing the 23rd March 2020. Because the works were

taking longer than originally planned, the final week of hire costs for the Selwood pump would be free of charge.

RECEIVED

14:8:4 Kelfield Pumping Station

The recently installed fish friendly pump at Kelfield Pumping Station had failed. The pump had been removed and diagnosed with a motor failure. Bedford Pumps Limited were replacing the motor under warranty.

RECEIVED

15. ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

There were no matters to report and an update would be presented at the next meeting.

RECEIVED

16. ENVIRONMENTAL REPORT

16:1 Water Resources Abstraction Licenses

The Board was informed in May 2018 that the Water Abstraction (Transitional Provisions) Regulations 2017 would end the previous exemption from licensing. New abstraction licences for the River Idle had been applied for, these would be granted on the 31st December 2022 for the following amounts:

Gringley Pumping Station	Southfield Pumping Station
881,280m <sup>3</sup> per year	9,622,000 m <sup>3</sup> per year
8,640m <sup>3</sup> per day	26,360 m <sup>3</sup> per day
360m <sup>3</sup> per hour	8,790 m <sup>3</sup> per hour
100 l/s Instantaneous rate	2,441 l/s Instantaneous rate

These amounts were, in the opinion of the Board's officers, the maximum that could be evidenced to the Environment Agency.

RECEIVED

16:2 Keadby Warping Drain - Local Wildlife Site

The Board owned Keadby Warping Drain was initially designated as a Local Wildlife Site in 2010. North Lincolnshire Council paid for some surveys to be undertaken in 2019, these confirmed that the site continues to qualify as a Local Wildlife Site. Local Wildlife Sites were protected by planning policy, the designation did not impact of the Board activities. The plant Arrowhead was found in 2019, having not previously been recorded although it occurs in many of the neighbouring watercourses. Unfortunately, whorled water-milfoil was not recorded in 2019. This species was considered to be declining in England and Wales according to the Botanical Society of Britain and Ireland.

RECEIVED

16:3 Humberhead Levels Partnership

The partnership was developing a National Lottery Heritage Bid for a project "Linking the Levels". The project would;

- (a) Strengthen existing nature reserves through habitat improvements.

- (b) Join up existing reserves by strategically creating and restoring new areas for wildlife.
- (c) Involve the local community in natural heritage through inclusive activities.

A budget for the Development Stage to be undertaken between June 2020 and July 2021 was £96,221 of which £17,000 matched funding was required by the partnership. If successful, the delivery stage would run from Oct 2021 - Aug 2026 with a budget of £2,636,955, £502,000 needed to be found locally of which £352,000 had already been secured.

RECEIVED

16:4 River Idle - PSCA Works - Water Vole (Arvicola amphibious) Guidance for Environment Agency FCRM Maintenance Activities

The guidance in the EA FCRM Maintenance Activities document led to the delays in the River Idle works last February. Officers met with local Environment Agency staff and the guide's author the guidance in the document on the distances that machines must keep from watercourse banks related to the EA's internal Health and Safety guidance and not to any requirement to prevent damage to water vole burrows. Local operational staff were aware of this guidance and could locally agree different working arrangements if operationally necessary and safe. It was anticipated that future work on the River Idle would be delivered without interruption.

RECEIVED

17. DELEGATED MATTERS - PLANNING, BYELAWS AND SUPERVISORY ROLE

17:1 Byelaw Applications

The following byelaw application had been dealt with since the last meeting;

IOANN/LDC/2020/002      To undertake scour protection works in the form of rock armour to the Board's maintained Serlby Drain culvert underneath the railway at National Grid Reference 465497 - 391082 in the parish of Scrooby.

RECEIVED

17:2 Section 23 Applications

No Section 23 applications had been dealt with since the last meeting.

RECEIVED

17:3 Planning Applications

The Board had not objected any planning applications since the last meeting, however the Board had been requested to consider and provide the appropriate comments relating to surface water drainage on one planning application.

RECEIVED

18. ANY OTHER BUSINESS

None.

CHAIRMAN