

ISLE OF AXHOLME AND NORTH NOTTINGHAMSHIRE WATER LEVEL MANAGEMENT BOARD

Minutes of a meeting of the Board held at Beckingham Recreation Room on Thursday, 25th September 2018, at 10.00 a.m.

Elected Members

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

Nominated by North Lincolnshire Council

- \* Cllr R. Allcock
- \* Mr N. Arrand
- Mr I. Bint
- \* Cllr J. Briggs
- Mr E. Dinsdale
- Mr M.D. Pilkington
- \* Cllr Mrs J. Reed
- Cllr D. Robinson
- \* Cllr D.J. Rose
- Mr G. Wilson
- One vacancy

Nominated by Bassetlaw District Council

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

\* *Present*

- \* Messrs A. McGill (Chief Executive)
- \* N. Kemble (Engineer Designate)
- \* R.A. Brown (Operations Manager)
- \* D.J. Sisson (Engineer)
- \* Mesdames J.D. Watson (Operations Director)
- \* N. Hind (Finance Manager)
- \* *In attendance*

The Chairman welcomed Mr H. Barton to his first meeting.

The Chairman welcomed the Board's new Engineer, Mr N. Kemble, who would be taking over from Mr Sisson on 1st October 2018. Mr Kemble was a civil engineer with management experience who had worked in both the public and private sectors in the UK and abroad. He had worked on both small and large scale projects and was keen to work with the Board in delivering a quality service to keep people dry.

1. APOLOGIES

Apologies for absence were received from Messrs I. Bint, M.T. Smith, Cllr D. Robinson and Mrs N. Hind.

2. DECLARATIONS OF INTEREST

Cllr R. Allcock - agenda items 9 and 15.  
Mr M.T. Wagstaff - agenda item 13.  
Mr P.A. Cornish - agenda item 13.2.

3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None.

4. BOARD MINUTES (Pages 387 to 396)

The following amendments were agreed:

Page 387 - add Mr Barton to the list of apologies.

Page 391, Minute 11, third paragraph - replace 'August' with 'March and April'.  
Page 393, Minute 13, second paragraph, second sentence - amend 'let' to 're-let'.

RESOLVED

That the minutes of the meeting of the Board held on 26th July 2018 be confirmed as a correct record subject to the above amendments.

## 5. MATTERS ARISING

Minute 11, Page 391 - The Engineer confirmed that the proposed new development in the area would be taken into account.

Cllr Mrs H. Brand reported that Misterton Parish Council had received a response from the Environment Agency to say they were aware of the issue with the jetties on the River Idle.

Regarding Minute 17, Cllr Mrs J. Reed reported that planning applications were still being approved despite the flooding problems in the area.

## 6. DRAINAGE RATES AND SPECIAL LEVIES

Drainage rates and special levies outstanding at 17th September 2018 totalled £462,086.56. To date, 61.17% of the amount outstanding for the year had been collected.

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## 7. FINANCE

The attached Finance report was presented for consideration. The Chief Executive reported that plant depreciation and investment opportunities would be reviewed in the new year.

RESOLVED

That the attached report be noted and the payment schedule approved.

## 8. OPERATIONS REPORT

### 8:1 Maintenance Works

The Operations Director gave an update on works undertaken by the Board's Direct Labour Organisation. The summer maintenance programme was well underway with 46% of flailing and 31% of weedcutting completed. Some work had also been undertaken on Paupers, Wiseton Main and Gringley Main drains using the weedboat; due to the delay in this work there was considerably more weedgrowth and work next year would be undertaken earlier.

Rainfall and pump run hours were circulated for information.

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### 8:2 Pumping Stations and Plant

An update on the current asset status was presented and issues with the weedscreens at Wiseton and Southfields pumping stations highlighted. Problems with the pump at

Cow Lane and the supply at Althorpe were being investigated. A further issue had arisen with the power supply at Kelfield but Officers stated that generators were available should they be required.

The new wheeled Volvo had been delivered and was operational.

Officers reported on the four tenders received for a new 18tonne excavator, one of which did not meet the required specification. Officers confirmed that the Volvo achieved the best whole-life cost of the three machines.

The Volvo 180C excavator had been sold at auction for £18,762.50 this was in excess of the £16,000 offered as trade-in; a machine had been hired in for use until the replacement arrived.

The Operations Director reported that the windscreen on the Spearhead had been broken by a stone; the second windscreen this year. Ways of protecting the screen to prevent a reoccurrence were being investigated and a spare screen had been ordered as these were shipped from abroad and delivery was slow. The manufacturer had been informed.

#### RESOLVED

That the Board purchase a Volvo EC220E excavator at a net cost of £168,000 for delivery in January 2019, the cost to be met from balances.

#### 8:3 Working in the Vicinity of Services

One of the Board's machines had damaged a foul rising main in Eastoft. Staff had reacted quickly to the incident, installing a dam and informing Severn Trent Water who fixed the main the following day.

The Operations Director was pleased to report that Severn Trent Water had acknowledged that the Board needed to know the location of their services and would ensure that they were properly marked in the future. A layer would also be provided showing the location of their services for inclusion on the Board's GIS system.

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### 9. BYELAW APPLICATIONS

#### 9:1 Carr Dyke North - Erection of New Dwelling and Fence

An application had been received for the erection of a new dwelling and fence on land adjacent to 71 Oakdale Road, Retford within nine metres of the Board maintained Carr Dyke North in the parish of Retford. Officers had raised an objection to the planning application (18/01005/RSB) as it did not comply with the Board's policy for new development in close proximity to Board maintained watercourses. The proposed dwelling would be 4.085 metres from the bank top of the watercourse and the fence 1.8 metres from the bank top.

The Operations Manager did, however, report that the Board's access along this bank of the watercourse was already restricted due to the location of existing properties and a relaxation of the Board's Byelaws had previously been agreed to allow development. There was uninterrupted access along the opposite bank for the Board's machinery.

Officers suggested that the applicant could be asked to contribute to the improvement of the watercourse prior to development taking place. Mr R. Adam was in favour of this,

RESOLVED

That consent be granted for the erection of a new dwelling within nine metres but no closer than four metres and a fence no closer than 1.8 metres of the Board Carr Dyke North Drain at national grid reference SK 470446 382024 in the parish of Retford subject to:

- (a) All works being undertaken to the specification and satisfaction of the Board's Engineer.
- (a) The applicant contributing towards the improvement of the watercourse prior to development of the site.
- (c) Confirmation that agreement in perpetuity has been agreed with the landowner on the opposite bank of the watercourse.

9:2 Lounds Rates Drain Branch - Demolition of Workshop and Erection of New Dwelling

An application had been received to demolish an existing workshop and to build a new dwelling at 10 Haxey Lane, Haxey, within nine metres but no closer than 4.5 metres of the Board maintained Lounds Rates Drain Branch culvert. This was one of three properties to be built on the site.

The culvert was a 450mm diameter pipe and in accordance with the Board's policy, under normal circumstances, works of this nature should be sited at least 3.5 metres away from the edge of the culvert. The Operations Manager did, however, point out that the new dwelling would be sited further away from the culvert than the existing workshop.

RESOLVED

That consent be granted for demolition of the workshop and erection of a new dwelling within nine metres but no closer than 4.5 metres from the centre of the Board maintained Lounds Rates Branch Drain at national grid reference SK 477400 399568 in the parish of Haxey subject to all works being undertaken to the specification and satisfaction of the Board's Engineer.

10. ASSET RENEWAL AND REFURBISHMENT PROJECTS

10:1 Southfield Pumping Station Refurbishment

The Outline Business Case (OBC) to accompany the Flood Defence Grant in Aid application was being prepared by Officers and the contractor engaged to investigate the options for improvement as the catchment would be increased by about 7% with the connection of the Blackdyke catchment.

Officers reported that the performance measurements made on the pumps confirmed that they had a much greater capacity than stated in the original specification and no upgrade was required.

A contractor had been appointed to refurbish the existing automatic weedscreen cleaner which was currently inoperable. Due to the urgency of the work, tenders had not been sought and the contract was offered to the recently successful tenderer of the Kelfield automatic weedscreen cleaner for the same cost as the units were identical. This decision had been approved by the Chairman and Vice-Chairman and the two units would be refurbished in tandem.

The old brick pumping station built in 1939 and housing two diesel pumps was closed in 1998 when the electric station was built. The building and contents were in a dilapidated state and a potential safety hazard. As this served no operational purpose Officers recommended that the building be demolished and the contents offered for spares or scrap. Cllr Mrs H. Brand suggested that the bricks and tiles could also be sold to generate some income and offset the cost of clearing the site.

It was noted that the link to the Kelfield catchment had now been completed.

RESOLVED

- (a) That the decision to award the contract for the weedscreen cleaner be approved at a cost of £33,470.
- (b) That the old brick built pumping station be demolished; the contents and bricks/tiles to be offered for sale/scrap.

10:2 Medium Term Plan (MTP) Update

Confirmation of the projects to remain in the MTP programme for the period up to 2021 and the pipeline projects for the subsequent six-year capital funding programme was awaited. There was, however, a small shortfall nationally between the requested and actual funding settlements and a re-prioritisation exercise was underway for those projects where over 200 properties would be removed from a high level of risk. The Board's projects to refurbish Heckdyke and Three and Four Bridges Pumping Stations may be affected.

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10:3 Wiseton Pumping Station - Automatic Weedscreen Cleaner

As instructed at the last Board meeting, investigation works have commenced on rectifying the issues with the automatic weedscreen cleaner being experienced during flood times at Wiseton Pumping Station. This station took water from the canal in overflow periods.

Officers had considered refurbishing the weedscreen but there was very little difference in cost between refurbishment or replacement. Officers therefore proposed the installation of a new grab, modification to the control panel and maintenance of trolley together with the installation of a new weedscreen at a cost of £24,232 and the removal of silt from the outfall bay at a cost of £10,000.

RESOLVED

- (a) That the Board proceed with the purchase of a new weedscreen, new weedscreen cleaner and bars and grab, modification to the control panel, maintenance of the trolley and desilting of the outfall bay at a total cost of £34,232.

- (b) That the work be funded from the emergency repairs budget (£17,526), the remainder to be taken from balances £16,706.

10:4 Kelfield / Black Dyke / Southfield Pumped Catchments

Expenditure to date for the overall scheme was £288,438 against the approved budget of £490,000. Officers expected all works to be completed within the budget.

Installation of the new electrical control panel and fish friendly pump at Kelfield Pumping Station was underway and commissioning of the station would be undertaken once the transformer had been installed and connected, hopefully in November this year. A 12" mobile pump was on site should it be required whilst the pumps were out of operation.

The obstruction in the discharge pipeline reported at the last meeting had been removed in preparation for the lining to be installed although a date for this work was still awaited from the contractor.

The contractor had completed the build of the new trolley unit for the weed rake and this was due to be installed early next month.

The syphon connection from Blackdyke to Southfield was now operational. An incorrect pre-cast headwall unit had been installed by the contractor but this would be rectified at no extra cost to the Board.

In response to the Chairman, Officers confirmed that Blackdyke Pumping Station could still be used and Officers continued to pursue the electricity company for a date by which the upgraded supply would be available.

Kelfield Catchwater Drain bank raising works were substantially complete with only a short section of 385 metres in one field remaining; this would be undertaken after the summer maintenance works.

The improvement works on Kelfield East Drain and the extension to the syphon connection had been completed by the Board's Direct Labour Organisation and the system was now fully operational, taking water from Blackdyke to Southfield.

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10:5 South Street Pumping Station

It was noted that the modelling work had been delayed whilst technical resources were diverted on emergency recovery schemes within the Consortium.

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11. SNOW SEWER DEMAINING AND ASSET TRANSFERS

Following negotiations with the Environment Agency, confirmation had been received that Drain Head (Snow Sewer) Pumping Station, Snow Sewer and associated land, jointly valued at £82,000 would be transferred to the Board. Officers reported that a commuted sum of £97,614 would be paid to the Board in respect of future maintenance and operation of these assets.

The Agreement for the transfer was being checked by the Board's solicitor; each party would be responsible for its own legal costs. Officers confirmed that fishing and non-commercial grazing rights had been granted subject to certain restrictions.

Officers estimated costs of £4,000 would need to be spent on the pumping station.

It was proposed by Cllr Mrs J. Reed and seconded by Cllr R. Allcock that the Board agree to the transfer.

Cllr J. Briggs left the meeting.

#### RESOLVED

That the Transfer of Snow Sewer Pumping Station and associated land from the Environment Agency to the Board be approved subject to the receipt of the commuted sum as detailed above.

## 12. ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

### 12:1 Environment Agency

Officers were due to meet with the EA on 18th September to discuss further works to be undertaken under the PSCA.

The Board's Direct Labour Organisation would be undertaking weedcutting and desilting of the South Engine Drain this year and in return the Environment Agency would carry out flailing on the Folly Drain and annual jetting of the Whitgift outfall.

### 12:2 Association of Drainage Authorities (ADA) Update

The Chief Executive gave the following update on the recent Association of Drainage Authorities Policy and Finance Committee:

Concerns regarding members' attendance and proportion of representation.

A recent letter from East Riding of Yorkshire Council had been considered; it was understood that this had been prompted by a significant rise in the special levy. Amongst other things, the letter talked about governance of IDBs and the possible disaggregation of the rates. Cllr R. Allcock reported that the letter had also been sent to North Lincolnshire Council but stated that there was no issue with representation and membership on this Board. ADA would be responding to the letter.

ASA SUDS group will be working with ADA who would be providing administrative support.

A training package was being prepared for Board members and training would be given to Officers so that they could deliver this in the future.

The Rivers Authority Private Members Bill had stalled at second reading. ADA monitoring and responding to this. The Engineer reported that the Bill would legalise the set up of other tier authorities. The Bill was also seeking to change legislation in respect of drainage rates which if passed would make it easier to extend boundaries etc. for rating and levies.

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### 13. ENVIRONMENTAL REPORT

#### 13:1 Biosecurity Policy

The attached Biosecurity Policy had been prepared based on the model provided by the Association of Drainage Authorities in conjunction with the Environment Agency and the Department for Environment, Food and Rural Affairs (DEFRA) and was recommended for adoption by the Board. The Policy focused on preventing the spread of invasive non-native species.

Officers reported that across the Consortium, Boards had successfully undertaken control of Giant Hogweed at Marshchapel and continued to control Japanese Knotweed at Grainthorpe (Lindsey Marsh area) and floating pennywort at Drinsey Nook (Trent Valley area). These were controlled species under UK Waste Legislation and, as such, silt and soil containing their seeds or rhizomes must be disposed of at an appropriate facility and could not be spread on adjacent land. The recording of, and where appropriate, taking action against invasive non-native species was detailed in the Board's Biodiversity Action Plan.

DEFRA was taking a keen interest in internal drainage boards' performance in biosecurity matters and this was now included on the IDB1 Return.

RESOLVED

That the attached Biosecurity Policy be adopted by the Board.

#### 13:2 River Idle - Enhanced Maintenance

Mr M. Wagstaff declared an interest.

Officers were pleased to report that the Environment Agency had provided £25,000 via the Public Sector Co-operation Agreement, for the Board to undertake work with the long reach excavator along the River Idle.

To utilise this money efficiently, adjacent land-occupiers had been contacted to request they accept and deal with the disposal of the arisings free of charge enabling the Board to make maximum use of the excavator for works within the channel. Overall, the landowners were supportive of this proposal dependent on volume of material they would have to deal with but it was noted that not all landowners had the facility to undertake this work. Once the survey had been undertaken Officers would have a clearer picture of how much material needed to be removed from the channel and the cost of spreading/carting the spoil. The Operations Team would liaise with the landowners individually prior to works commencing after weedcutting.

Tree and bushing work to allow access for the Board's machinery would be undertaken by the Environment Agency.

Mr R. Adam welcomed the clearing of the channel but emphasised that there would still be a lot of work to be done on the upstream section.

Mr R. Adam asked Officers to include a separate agenda item on the next Board meeting for the River Idle enhanced maintenance to ensure that this did not lose momentum and that the work was undertaken this year as planned.

RESOLVED

That the Officers action be approved and that a further report be presented to the Board in November.

13:3 Water Resources Issues and Abstraction Licences Update

The Board currently let water into its catchment from Gringley Pumping Station along the River Idle, and at Southfield from the River Trent during high tide. Occupiers of land within the Southfield catchment had requested this but Officers had notified them that they used the water at their own risk as the River Trent was potentially contaminated with Brown Rot (a disease that affects potatoes). Use of this water for irrigation also required the consent of the Plant Health and Seed Inspectorate.

As the Trent water was potentially saline, a salinity meter had been purchased to monitor silt levels but, to date, no overly saline water had been detected.

As required under the new Water Resources Abstraction licencing system, licenses would be obtained for the above pumping stations. In response to Mr P. Cornish, the Engineer confirmed that the cost would be £1,500 per licence although national discussions were ongoing regarding area licences rather than individual ones.

The Board also had three other pumping stations where water transfer was possible (Heckdyke, Trentside and Rushcarr) and at these sites, operation of Environment Agency structures was required to allow water transfer. Discussions were ongoing as to the feasibility of using these structures.

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13:4 Barn Owl Nest Boxes

During the 2018 breeding season, Barn Owls had bred at five of the Board's nest box site and eleven chicks were ringed for future monitoring purposes. Kestrels also bred in three boxes and Stock Doves in three.

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14. HEALTH AND SAFETY

The Operations Director presented a report on five incidents which had occurred across the Consortium since the last meeting, fortunately no injuries had been sustained. She reported that appropriate measures had been put in place to reduce occurrences in the future.

An annual summary of incidents was reported; 15 across the Consortium, three of which were in the Isle of Axholme area. It was noted that the largest number (50%) of total incidents involved damage to machinery.

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15. DELEGATED MATTERS - PLANNING, BYELAWS AND SUPERVISORY ROLE

15:1 Byelaw Applications

The following application had been dealt with under delegated authority since the last Board meeting:

IOANN/LDC/2018/003 Installation by directional drilling of a new 90mm HPPE water main within nine metres of the Board maintained Folly Drain between national grid references SE 72882 00365 and SK 72752 99791 in the carriageway at Idle Bank, in the parish of West Woodside.

All works would be carried out to the specification and satisfaction of the Board's Operations Manager.

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#### 15:2 Section 23 Applications

No consents had been issued in respect of Section 23 applications since the last Board meeting.

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#### 15:3 Planning Applications

Officers had commented on six planning applications since the last Board meeting, raising objection to planning application number 18/01005/RSB which was within eight metres of the Board maintained Carr Dyke Drain. The applicant had since applied for Byelaw consent and this was being considered.

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### 16. ASSOCIATION OF DRAINAGE AUTHORITIES ANNUAL CONFERENCE

The Association of Drainage Authorities (ADA) Annual Conference would be held on 14th November 2018 in London. The cost would be £120 per person plus rail fares.

RESOLVED

That the Chairman, Vice-Chairmen and Mr P. Cornish represent the Board at Conference on 14th November 2018.

### 17. PROJECT SUMMARIES

Project summaries were circulated for information.

Mr R. Adam reported that the Lords Hall Drain area was very overgrown. Officers confirmed that this was in the reforming programme for this winter.

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### 18. POLICY REVIEW

The Chief Executive reported that a review of the following policies was underway to ensure compliance and best practice:

Financial Regulations  
Delegated Authority

Matters Reserved to the Board  
Risk Register  
Policy Statement on Water Level and Flood Risk Management

The updated documents would be presented to the November Board meeting for adoption.

Officers confirmed that the Financial Regulations were sufficient but would be reviewed by the new Finance Manager. The Senior Management Team would also be reviewing the delegated authority to ensure that this complied with Regulations whilst still allowing day to day operations.

The Internal Auditor would be giving a presentation on Risk to the Lincolnshire Clerks on 30th October 2018 and any recommendations made by him would be taken into account during the review of the above documents.

The Chief Executive further reported that a Model Policy Statement had been prepared by the Department for Environment, Food and Rural Affairs in conjunction with the Association of Drainage Authorities. The necessary data was been collected in order to tailor this for the Isle of Axholme area.

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#### 19. ELECTION

An Election Notice was placed in the Epworth Bells and Goole Times on 13th September 2018 in accordance with the Land Drainage (Election of Drainage Boards) Regulations 1930 and the Land Drainage (Election of Drainage Boards) (Amendment) Regulations 1977. Nomination papers were available from the Manby Office, due for return no later than 12 noon on Friday, 28th September 2018.

The Chief Executive reported that, should the number of valid nominations exceed the number of seats, voting papers would be sent out for return by 30th October 2018. He stated that there were 12 seats on the Board, two of which were currently vacant.

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#### 20. ANY OTHER BUSINESS

None.

CHAIRMAN