

NORTH EAST LINDSEY DRAINAGE BOARD

Minutes of a meeting of North East Lindsey Drainage Board held on Tuesday 26th September 2017 at The Amethyst Hotel, East Halton, North Lincolnshire, DN40 3NS.

Present:

Mr. M Archer
Mr. S. Bedford
Cllr. P. Clark
Mr. R. Clayton
Cllr. I. Colquhoun
Mr. J. M. Dodds
Mr. L. Grooby
Mr. J. F. D. Hargreaves
Mr. P. Hoyes
Mr. G. Turner

Vice Chairman
Chairman

In Attendance:

Miss. J. Flower, Executive Assistant.
Mrs. J. E. Froggatt, Chief Executive.
Mr. G. Hird, Engineering Services Officer.
Mr. S. Larter, Finance Consultant.
Mr. M. J. Shilling, Director of Operations & Engineering.
Mr. S. Shepherd (Observer).

1. Apologies

Apologies for absence were received from Cllr. M. Cracknell, Mr. J. Finch, Cllr. Mrs. J. Goodwin, Cllr. H. Hudson, Alderman P. Mills, Cllr. B. Parkinson, Cllr. M. Patrick, Cllr. D. Watson and Cllr. D. Wells.

2. Declaration of Members' interests.

Members nominated by North Lincolnshire and North East Lincolnshire Councils declared interests relating to their respective Councils. Mr. P. Hoyes declared a personal interest in matters relating to Middle Drain outfall.

3. Chairman's Announcements.

The Chairman welcomed everyone to the meeting and advised members of the three new members of the Board, nominated by North East Lincolnshire Council. Cllr. Matthew Patrick, Cllr. Dave Watson and Cllr. Janet Goodwin replace those who have left the Board, namely Cllr. Jane Hyldon-king, Cllr. Tim Mickleburgh and Cllr. Ray Sutton.

Mr. Sam Bedford was welcomed to his first Board meeting, replacing Mr. Kit Read who had advised at the last meeting that he would be stepping down. Mr Rodney Clayton who will be representing the electoral district of Barnoldby, Bradley, Cleethorpes, Humberstone, Irby, Laceby, Riby, Waltham and Weelsby was also welcomed to his first meeting of the Board.

4. Minutes of the Board meeting held on 23.05.17.

The minutes of the Board's previous meeting held on Tuesday 23rd May 2017 were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

There were no matters arising, all being covered by the agenda.

4.1 Drain in Barton-upon-Humber (minute 23.2 refers):

Cllr. Peter Clark enquired about the drain behind Wrens Kitchens factory. This will be investigated and an update will be provided to the next meeting.

5. Minutes of the Joint Services Committee, 24.07.17.

The minutes of the Joint Services Committee meeting between the Group of four Boards held on 24th July had been circulated with the agenda and were received and NOTED.

MATTERS ARISING:

5.1 Letter from JBA Consulting regarding North East Lindsey Board (minute 6.3 refers).

It was confirmed that no response from JBA had yet been received to the letter of rebuttal of JBA's claim that NELDB should have followed a procurement process for Management Services rather than join a partnership arrangement.

5.2 Internal Audit Services (minute 8 refers).

Members were advised that the ADA Lincolnshire Branch had accepted the four Boards' suggestion of the benefits of a 50% / 50% split between quality and price for the evaluation of tenders for the joint procurement exercise for Internal Audit Services. Tenders had been due in by 5pm on Monday 18th September and therefore the evaluation process would begin shortly.

5.3 Potential "Strapline" for the collective group of four Drainage Boards (minute 11 refers).

It was highlighted to members that whilst it was duly agreed, following a vote, that the new strapline for the four Boards would be "Witham and Humber Drainage Boards", it was emphasized that the four Boards would remain separate legal entities and for business purposes their individual entities, websites, headed paper would all be retained.

6. Chief Executive's Report.

The Chief Executive's report had been circulated with the agenda. It was highlighted to members that following a procurement process in November 2016, the Board appointed a new Contractor for summer maintenance programme services for three seasons. Just before the contract was due to start on 15.07.17, the new provider withdrew from the arrangement. The Board's Chairman took Chairman's action to agree the appointment of an alternative provider, Eric Carnaby & Son Ltd. Eric Carnaby & Son Ltd had been part of the procurement process and submitted a tender in November 2016. After discussion, the alternative provider

started with the Board during the week commencing 24th July. Members ratified the Chairman's action.

This change also, unfortunately, clashed with summer leave booked by the Chief Executive and the Works Supervisor which was the reason for a slight delay in notifying members of the new contractor. The Works Supervisor, Darren Scott, was in daily contact with Eric Carnaby & Son Ltd and, so far, the new arrangement appears to be settling down well.

Members were advised that there were two cost implications with regard to this appointment, namely Eric Carnaby & Son Ltd's price for the contract was £10,262 more for 2017/18 than the BIC price and this was not built in to the budget. Secondly, the Board had budgeted £10k for a pump lift at Mawmbridge but upon inspection it was discovered that pump 2 would also require lifting, costing an estimated further £10k. These two issues would create a budget cost pressure in 2017/18.

Following much discussion on the new contractor, members were confident and reassured that Eric Carnaby & Son Ltd were an excellent local contractor and had responded to the award of the contract at such short notice extremely well.

7. External Auditors' Notice of Closure of 2016/17.

The Chief Executive was pleased to report that a clean bill of health was received from the Board's External Auditors, PKF Littlejohn. The Formal Notice of Closure for 2016/17 had been received on 16.08.17 and the notice is displayed on the Board's website, at Witham House and in the Drainage District. This concluded the financial year 2016/17.

8. Financial Performance Report 2017/18, as at 31.08.17. (Month 5).

The summary financial position 2017/18 as at 31st August 2017 had been circulated with the agenda. As this was the first financial performance report of the financial year, Steve Larter, Finance Consultant, gave a detailed verbal update to the Board and confirmed that the Board currently showed a slight positive position against budget. Members were reminded that this was due to it being early in the financial year and some of the high risk spend areas such as electricity during the winter months had not yet been incurred. Also, members were reminded that the pump lifts provision of £10k would be exceeded and that the Contractor costs would be £10k higher than the budget in the 2017/18 Estimates.

Income is showing a positive variance at (£22k) with the main income streams being Drainage Rates and Special Levies. The second Special Levy half year payments are due in November. Drainage Rates are (£4k) more income than the budget, following the exercise to digitise each parcel of land. Rechargeable Works covers the recovery of costs incurred in connection with the proposed new pumping station at Killingholme Marshes and recharged to Able UK Ltd. It was highlighted to members that Highland Water claims had been submitted to the EA for 2016/17 actual, with a further balance of £12,210 due to the Board. The Board had received (£3k) in development charges income for the Catch site at Stallingborough, which had not been included in the budget.

There were minimal variances across the budgets, there were no one-off schemes within the budget and both conservation and Depot / offices budgets were on target.

The Drains and Pumping stations budget had a small variance. However members were advised that no payments had yet been made to the new contractor for the first phase of the summer works programme and also pump lifts had taken place at Mawmbridge which had not been budgeted for.

The Drainage Rates collection rate stood at 50.8% at 31.08.17 and first reminders had been despatched on 13th September, with final reminders scheduled to be despatched at the end of October. Rating queries are ongoing. Members noted that at the November meeting it would be appropriate to agree a write-off policy for those accounts that are below a certain amount, for example the other three Boards within the Group have a write off value of £2.50, below which it is deemed uneconomical to collect. Furthermore, there were historical arrears some of which were legitimate and some of which were incorrect that will need to be written off at the next meeting. Members were advised that it had been identified that some land should be transferred to 'other developed land' and therefore to special levy as it is developed and no longer agricultural land. These cases will be brought to the January 2018 meeting. It was confirmed that Able UK had been issued with an invoice, however this had not yet been paid.

9. Schedule of Expenditure for 01.04.17 to 31.08.17.

Members had received with the agenda a Schedule of the Expenditure incurred for the first five months of 2016/17 to 31st August 2017.

Gross expenditure for the period totalled £191,378.98 or, net of £5,821.66 reclaimable VAT from HMRC, £185,557.32.

Issues highlighted to or raised by members included:

- Items 27 to 29: Control Star payments for telemetry at Pumping Stations.
- Items 40 to 43: Isuzu Contract Hire payments, being the lease vehicle used by the Board's Works Supervisor.
- Items 121 to 126: Payments to Utility Warehouse for the electricity supply at Ulceby. Mr George Turner noted that these payments seemed unreasonable high and Mr Steve Larter confirmed that a credit would be seen in the September schedule, which would be brought to the November meeting.

Members received and NOTED the expenditure incurred in the five months to 31st August 2017.

10. Health and Safety.

A report had been circulated with the agenda on health and safety matters. Although it was pleasing that there were no specific incidents or near misses relating to NEL, it was agreed that it is good standard practice for audit purposes to keep this as a standing item on the agenda.

The report and update on health and safety was noted.

Mr. P. Hoyes left the meeting at 15:55.

11. Director of Operations & Engineering Services' Report.

A report had been circulated with the agenda and this plus a presentation were provided to members, as follows:

- Planned Maintenance

Work on the summer maintenance programme had continued though this period following a delayed start. This delay was a result of the late default on the contract by BIC, the company to whom it was originally awarded. Following a pre-commencement meeting held on 06th July, with Eric Carnaby & Son Ltd. of South Killingholme, work started on site during the week commencing 24th July with the new contractor.

The work had been prioritised so that industrial areas are completed first, ahead of harvest when the machines will follow fields as they become clear. The contractor will endeavour to access fields between cropping and drilling of next year's crop, but this is not always possible.

The contractor had employed a tractor/flail combination working ahead of 2 excavators to undertake the clearance of vegetation from the channel bed.

The contractor was identifying locations where work is required to clear bridge and culvert crossings and where the clearing of overhanging bushes/branches would ease the summer maintenance work. The potential therefore for a future winter works programme will be discussed at a future Board meeting.

- Rainfall Event 08th - 09th August

Rainfall amounts of up to 90mm were recorded in the Grimsby & Immingham area on the night of 08th - 09th August. This resulted in the flooding of a number of residential properties within the Board's hydraulic catchment. Officers attended a meeting on 07.09.17 chaired by the local authority, North East Lincolnshire Council, along with representatives of Anglian Water Services Ltd and the Environment Agency.

The meeting identified properties and areas affected by the heavy rainfall and resulting flooding, North East Lincolnshire Council as the LLFA having the responsibility for co-ordinating any necessary Section 19 investigations where there had been internal flooding to properties.

Members were advised that the Board should commission a catchment study, subject to funding being available from the Environment Agency, to establish the current and future standard of protection provided by the maintained system. The catchment is one that has enjoyed significant development in the past and has been identified for further residential development in the near future. It is fundamental to the Board's ability to provide appropriate response to future planning applications that it establishes the systems' current standard of protection and predict the effects of future development.

- Mawmbridge Pumping Station

Pump no.1 at this station was lifted on 13th July by Perry's Pumps of Lincoln after it developed an audible fault. Once lifted, it was evident that a large part of the pump casing had corroded away such that only a very small part of this element remained. The pump was removed for dismantling, inspection and testing. Given the condition of no.1 and that it had not been inspected since its installation in 1986, instruction was given for no.2 to be lifted for inspection and refurbishment. This second pump was removed for refurbishment on 07th September.

- Middle Drain Outfall

Work commissioned by the Environment Agency was completed to install a new flap-valve on this gravity outfall. It replaced a pair of wooden tidal pointing doors that had reached the end of their useful life and were allowing silt laded tidal water into the pumped system. During installation of this flap-valve no temporary measures were put in place and so during high tide, tidal water entered the maintained system. This caused bank-full conditions on the

evening of 24th August and there were reports of some minor flooding of land at the upstream extent of the system.

The extra water resulted in a large amount of debris being flushed through the system and obstructing the weed screen at the pumping station. The EA's contractor (Jacobs) was instructed on the afternoon of the 25th August to clear this screen so that maximum use of the station could be made that evening. By the morning of 26th August levels within the system had returned to normal.

Following the flap-valve installation, it is appropriate that the main drain is de-silted from the pumping station for a distance 1.2km [up to the rail way crossing] and that tenders are sought for the provision of an automated weedscreen cleaner and refurbishment of the pump control panel. Monies for the installation of a cleaner and maintenance of the pump control panel were budgeted for within the commuted sum received by the Board as part of the adoption of the station.

The new door has been in place for some weeks and the more efficient operation of the gravity outfall has lowered the normal retained water level within the system. Parts of the system have been found to be dry, where in the past they enjoyed a depth of water within the channel.

- Little Buck Beck – Branch No.1

North East Lincolnshire Council has proposed works to improve the drainage to residential properties within the Cumberland Road and North Sea Lane area of Cleethorpes. To ensure continuity of an unobstructed watercourse from this system to the outfall at the pumping station, the coverage of the Board's summer maintenance programme has been extended by approximately 170m within the golf course. This amendment is already included within the current summer maintenance contract from 2017.

- Harbrough Marsh Drain - Branch No.5

As part of the works at the interchange of A180 and A160 trunk roads, a temporary culvert was installed with the Board's consent. It was requested by the riparian owner that this became permanent, at the Highways contractor's expense. The size and construction details were agreed, however, it was not constructed in accordance with the agreed specification and the contractor was asked to remove and reinstall the culvert as consented. This work was completed in early August.

- Coniston Crescent Flood Alleviation Scheme – System No.1B

As previously reported, the Board has agreed to contribute financially towards this scheme, which was promoted by North East Lincolnshire Council. The high rainfall event of early August saw the scheme operate for the first time and it performed as designed. Some localised flooding was experienced in Derwent Road, but this was due to problems with the local surface water sewer not being able to discharge into the Board's maintained drain due to high levels.

Mr Martin Archer raised the issue of the Board's contractor gaining access to the Board maintained land, via privately owned land using gates. He gave an example of Waltham Windmill Golf Course, owned by Mr Neil Strawson, where the gates were now at a state beyond repair. Discussion followed and members agreed that it was in the Board's interests to ensure access was properly maintained.

Members received and NOTED the report and verbal update.

12. Engineering Services Report.

A report had been circulated with the agenda which provided information on the planning applications received by the Board and detail of the comments submitted to the relevant Local Planning Authority (LPA).

Members discussed the content and NOTED the report.

13. Consents & Enforcements.

A report was circulated to the Board with the agenda, summarised as follows:

- **Byelaw Consent Applications**

Reference	Location	Applicant	Details	Date
ND-3428-2017-CON	BMW Vehicle Distribution Centre North Killingholme	Able UK Ltd	4no.SW outfalls, revision to pipe crossing, 1no. culvert	21-07-17
ND-3482-2017-CON	Skitter Beck and Team Gate Drain	Anglian Water Services Ltd	Various environmental improvements	28-07-17
ND-3608-2017-CON	Haborough Marsh Drain, Branch 5	Highways England	Temporary access culvert, now permanent	

- **Section 23 Land Drainage Act Consent Applications – District**

Reference	Location	Applicant	Details	Date
ND-3461-2017-CON	Redwood Ind Est, Stallingborough	East Transportation Holdings Ltd	83m long, 1.8m dia access culvert	19-06-17
ND-3529-2017-CON	St Chads Way, Barton upon Humber	Truelove Property & Construction Ltd	Culvert 40mlong, 225mm dia perforated pipe + granular fill over	24-07-17
ND-3588-2017-CON	Land both sides of Oldfleet Drain (EA)	NELC	Lagoons for wading birds	01-09-17

- **Section 23 Land Drainage Act Consent Applications – Extended Area**

- **Enforcement Issues – District**

Reference	Location	Description / Comments	Actions
None			

14. Any other business.

14.1 Summer Inspection 2017.

Cllr. Peter Clark placed on record his thanks to the Chief Executive and to the team for a very enjoyable day on the Summer Inspection on 19th July 2017.

The meeting closed at 17:00.

15. Date, Time and Place of Next Meeting.

The next meeting of the Board incorporating the Annual Public Meeting, was confirmed for Tuesday, 14th November 2017 at The Amethyst Hotel, East Halton. It will commence at 2.30pm.

.....Chairman.....Date

NEL BM 26.09.17.