

NORTH EAST LINDSEY DRAINAGE BOARD

Minutes of a meeting of North East Lindsey Drainage Board held on Tuesday 18th September 2018 at The Amethyst Hotel, East Halton, North Lincolnshire, DN40 3NS at 2pm.

Present:

Mr. M. Archer
Mr. S. Bedford
Cllr. P. Clark
Mr. I. Colquhoun
Mr. J. Fussey
Cllr. Mrs. J. Goodwin
Mr. L. Grooby
Cllr. R. Hannigan
Mr. J. F. D. Hargreaves
Mr. P. J. Hoyes
Alderman Mr. P. Mills
Cllr. B. Parkinson
Mr. S. Shepherd.
Cllr. D. Wells.

Vice Chairman
Chairman

In Attendance:

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

1. Apologies

Apologies for absence were received from Cllr. D. Bolton (NEL Council), Mr. R. Clayton, Cllr. M. Cracknell (NEL Council), Mr. J. M. Dodds, and Mr. J. Finch.

2. Declaration of Members' interests.

Members nominated by North Lincolnshire and North East Lincolnshire Councils declared interests relating to their respective Councils.

3. Chairman's Announcements.

The Chairman welcomed members to the September meeting of the Board, which by convention was a lighter agenda in comparison with the other three meetings during the year. Members were advised that there was an update on the electoral process for those directly elected members on the Board. Members nominated by the two councils were unaffected by this.

At this point the Chairman highlighted to members that Mr. John Dodds had decided to retire from the Board and would not be standing for election from 01st November 2018. The Chairman offered his personal thanks and also thanks on behalf of all members, past and present, for the very considerable time and commitment John had given as a member of the Board for the last 25 years and wished him well.

Therefore there was a vacant seat on the Board for the electoral district of Brocklesby, Habrough, Keelby, Kirmington, North Killingholme and South Killingholme (the other member in that electoral district being Sam Bedford). If any member had someone in mind who may be willing to stand for election to that vacant seat, they were encouraged to speak with the Chairman or Chief Executive at the end of the meeting.

As of Friday, 14th September 2018, two completed election nomination papers of 11 had been returned to Witham House. Members were reminded that papers were due to be returned to Witham House no later than Friday, 28th September 2018. There was assistance available at the end of the meeting for anyone requiring guidance and help in completing their nomination paper.

If there was not a surplus of candidates in any electoral district then on Thursday, 04th October 2018 the Returning Officer would declare 'No Poll' and advertise this, informing candidates of their election as Board members from 01st November 2018. In the case of more candidates than vacant seats, then election day would be on Thursday 25th October 2018.

The Chairman thanked members for their continued service to the Board and advised he was not aware of any further directly elected member who intended to stand down.

The position statement on the Notice of Closure for the previous year's Annual Governance and Accountability Return was highlighted to members. An update was provided on the screen during the meeting, and the Chairman was delighted that the External Auditors PKF Littlejohn had issued the Notice of Closure without any comment or raising any 'other matters' on 2017/18. This in effect closed the financial year for the Board. The Notice of Closure and the right to inspect the Annual Governance and Accountability Return was also advertised on the Board's website from 12th September 2018.

There were still some Members' Interest Forms not completed from November 2017. These needed to be completed to ensure the Register of Members' Interests from November 2017 to November 2018 was complete and available for inspection by the public. Members' Interest forms for November 2018 would be sent out with the papers for the Board's next meeting on 20th November.

4. Minutes of the Board Meeting held on 29.05.18.

The minutes of the Board meeting held on Tuesday, 29th May 2018 were proposed by Mr. Iain Colquhoun, seconded by Cllr. Richard Hannigan and were APPROVED as a true and accurate record.

MATTERS ARISING:

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

5. Minutes of the Joint Services Committee held on 23.07.18.

The minutes of the Joint Services Committee held on Monday, 23rd July 2018 were received and noted.

MATTERS ARISING:

5.1 Joint Services Budget Monitoring Report for 2018/19 Quarter 1, as at 30.06.18 (Minute 7 refers).

The Chief Executive advised that the financial monitoring report on the Joint Services Budget for the period 01st April to 30th June 2018 compared the budget position for Q1 of 2018/19 to the actual position for Q1. The overall variance at Q1 was negligible (£63) against a budget of £209,493 for the three months. The position was therefore as planned.

All budgets were broadly on target with minimal variations. A slight saving was shown on Witham House for postage, security and NNDR. Witham Third District IDB as the host Board, was showing a minor adverse variation in expenditure for External Support (being £1k) and ICT (at £2k).

A summary table of the variances was as follows:

Variance Budget to Actual 2018/19 (Q1)

	UW £	HEL £	W1 £	W3 £	Total £
<u>Joint Services</u>					
Witham House (UW)	- 411	- 203	- 257	- 361	- 1,232
Joint Admin (UW)	- 139	- 69	- 86	- 121	- 415
Joint Admin (W3)	992	490	620	867	2,969
Total Joint Admin	442	218	277	385	1,322
<u>Engineering Associated Services</u>					
Engineering & Operational Services (W1)	- 137	- 68	- 86	- 120	- 411
Engineering & Operational Services (W3)	- 308	- 152	- 192	- 267	- 919
Engineering & Operational Services (UW)	- 19	- 9	- 11	- 16	- 55
Total Engineering & Operational	- 464	- 229	- 289	- 403	- 1,385
Total Inter Recharges Between Boards	- 22	- 11	- 12	- 18	- 63

Members received and noted the report on the 2018/19 joint services financial position as at 30.06.18.

5.2 Revised Byelaws for each of the four Boards, based on ADA model Byelaws (Minute 8 refers).

Queries on the model Byelaws had now been raised by other Boards with ADA, e.g. the York Consortium of IDBs had raised 'criminal enforcement' in Byelaws. ADA had agreed to fund the legal opinion. It was agreed to submit revised Byelaws for approval by individual Boards, once these queries on the national ADA / Defra model are finally resolved.

Members noted the verbal update on the process to update and have new Byelaws approved by individual Boards and the Minister.

6. Chief Executive's Report.

6.1 Electricity Contract Renewals.

The bulk of the contracts for electricity supply for Upper Witham, Witham First District and Witham Third District had been due for renewal during September and October 2018. The supplies for North East Lindsey were in contract with Total Gas & Power until 2020 and 2021.

As the tender prices were refreshed daily, the Chief Executive, after discussions with the Finance Consultant, agreed to award the contract until 30th September 2020 to ESPO (Total Gas & Power being the Electricity supplier).

The only sites not covered by the new contract were those in North East Lindsey, who were already contracted with Total Gas & Power. Also, in Witham Third District IDB, Dogdyke Diesel was in contract with SSE until 30.09.2020 and would have a concurrent termination date with the new contracts.

6.2 Proposed replacement depot for Upper Witham IDB and joint office accommodation for the four Boards, replacing Witham House.

Upper Witham's sub-committee had met on 05.09.18 and the following process had been put in place for that Board's replacement depot and a new joint office for the four IDBs:

- 6.2.1 Tuesday, 11.09.18 - Take Witham Third District IDB Standing Committee and Witham First District IDB Exec Committee through the position statement following receipt of tenders for the new Upper Witham IDB depot/ joint offices and the assurances Upper Witham's F&GPC was seeking from the other three Boards as to joint occupation on the office element of the scheme.
- 6.2.2 Monday, 17.09.18 - position statement to Upper Witham Board and seek mandate and minute to enable application to Defra for approval to apply to PWLB for necessary loan. Apply for loan subsequently. Obtain approval to commence enabling works on land opposite the depot.
- 6.2.3 25.09.18 – at Witham Third and Witham First Board meetings obtain Board approval for Chairman to have delegated authority to sign up to the implications of the joint office element of the scheme.
- 6.2.4 26.09.18 – at North East Lindsey DB meeting obtain Board approval for Chairman to have delegated authority to sign up to the implications of the joint office element of the scheme at a JSC meeting to be held late October.
- 6.2.5 Consents and Enforcements Officer (a former Director of Building Control) to undertake evaluation of tenders, aiming for results to allow:
 - Upper Witham Chairman briefing first week in October.
 - Mid- October meeting of Upper Witham Depot sub-group [sub-group of Upper Witham's F&GPC], so any questions / queries could be further addressed. Written evaluation report, business case and funding options, implications for each Board etc to be available as a written report.
 - Convene meeting of four Chairman (17.10.18).
 - Wednesday, 07.11.18 meeting of Upper Witham's F&GPC to go through the Depot/ Office Business Case, evaluation of tenders with aim of Committee being in a position to recommend approval to the Board on 19.11.18.
 - Tuesday, 13.11.18 – report outcome to Witham Third Standing Committee, Witham First Executive Committee and Chairmen's action for endorsement.

- Monday, 19.11.18 – Upper Witham Board approval
- Tuesday, 26.11.18 – North East Lindsey Board report outcome and Chairman's action for endorsement.
- Wednesday, 27.11.18 – subject to confirmation of Defra approval to apply for required PWLB loan and PWLB loan being approved, confirm contract terms with preferred supplier.
- Project Plan for start date on site of April / May 2019 [Consents and Enforcements Officer to take on 'client side' project manager role and appointed contractor to appoint CDM compliant project manager arrangement].

6.3 Ulceby Depot / Workshop (NELDB).

North East Lindsey DB's Ulceby office accommodation was surplus to the Board's requirements and had been vacated on 07.12.17. All management and technical support functions were being provided from the four Boards' joint office accommodation at Witham House in Lincoln. However, North East Lindsey had no depot / workshop facility as a base for the Works Supervisor.

On 17.07.18 North East Lindsey DB took on a lease with North Lincolnshire Council for one of the industrial units at Tattershall Castle Court, Morgan Way, New Holland, Barrow on Humber, DN19 7PZ. The annual lease cost was £5,000 + VAT.

An internal portacabin had been purchased at £4,200 and installed to provide welfare facilities, storage and a base for the Works Supervisor. There was also a small meeting room for all staff to use when working and hosting small-scale meetings in the drainage district (4-6 people maximum).

All post and office functions for all four Boards continued to be provided from Witham House, J1 The Point, Weaver Road, Lincoln, LN6 3QN. Telephone (01522) 697123.

6.4 Risk Management Workshop, Wednesday 03.10.18.

It was confirmed that the four Boards' Internal Auditor would lead a risk management workshop at Riseholme College on Wednesday 03.10.18 from 9.30am to 3pm, all interested members were invited to register to attend.

Members received and noted the Chief Executive's report and update. Members AGREED to give delegated authority to the Chairman (minute 6.2.4 refers) to attend briefings about the proposed new Upper Witham Depot and joint office accommodation, signing up the Board to the impact for North East Lindsey DB.

7. Notice of Closure on the IDB Annual return 2017/18, the Annual Governance and Accountability Return (AGAR).

A report had been circulated with the agenda. The Annual Return 2017/18 was agreed at the Board meeting on 29th May 2018, subsequently published on the Board's website for public inspection and despatched to the External Auditor on 8th June 2018. The public inspection period was from 11th June 2018 until 20th July 2018. A new External Auditor, PKF Littlejohn, had been appointed for the review of the 2017/18 Annual Returns for a 5 year period as part of a national appointment process as previously reported to the Board. The External Auditor had a statutory deadline of 30th September to complete their external audit and publish the formal

Completion of Audit certificate. Pleasingly, no issues had been reported to the Board and a copy of the certificate was provided to the meeting. A copy was displayed on the Board's website and on the office noticeboard from 12th September 2018, highlighting the public right of access to and inspection of the AGAR. This effectively closes 2017/18 financial year.

8. Update on the 2018 Election Process.

Members were reminded by the Chief Executive that the closing date for receipt of completed nomination forms by directly elected members was Friday 28th September 2018.

For any member that required assistance with completion of their nomination paper, assistance was available at the end of the meeting. The Chief Executive advised that if any directly elected members did not intend to stand for election, it would be useful to have confirmation of this as soon as possible to enable alternative candidates to be encouraged to complete nomination papers and ensure an orderly transition.

If in any electoral district there were more candidates than available seats, the election day would be on Thursday, 25th October 2018. If no election was required, the "Notice of No Poll" for each Board would be advertised on Thursday 04th October 2018, for North East Lindsey DB this would be on the website and in the two newspapers Grimsby and Scunthorpe telegraphs, and candidates declared as elected. The term of office runs from 01st November 2018 to 31st October 2021.

9. Financial Performance Report to 31st August 2018, month 5 of 2018/19.

The Finance Consultant presented the summary position as at 31.08.18, which had been circulated with the agenda. This set out the summary position as follows:

Profiled Budget P5	Actual (Surplus)/Deficit	Variance
£	£	£
(58,228)	(69,549)	(11,321)

The Board had anticipated a surplus of (£58,228) and the actual surplus was (£69,549). Whilst the Board was showing a positive variation of (£11,321) against budget, Members were reminded that this was still early in the financial year and some of the 'high risk' spend areas have not yet been incurred (e.g. electricity during winter months, etc). A summary table by budget area was provided as follows:

	2018/19 Estimate	Profiled Budget	Actual	Variance
	£	£	£	£
Income	(601,795)	(267,445)	(276,447)	(9,002)
Board & General Admin	37,100	14,475	9,723	(4,752)
One Off Schemes	0	0	6,890	6,890
Conservation	2,500	774	559	(215)
Depot/Office	10,770	6,652	10,363	3,711
Drains	131,420	13,295	11,521	(1,774)
Pumping Stations	57,877	29,638	26,486	(3,152)
Staffing & Joint Admin	64,573	18,877	19,392	515
Consents & Enforcement	0	0	0	0
Engineers & Works Supervisor	134,925	44,191	42,872	(1,319)
Contribution to/from Reserves	0	0	(6,890)	(6,890)
PWLB	0	0	0	0
Rechargeable Works	0	0	5,473	5,473
EA Precept	162,630	81,315	80,510	(806)
FRS17 Pension Adjustment (net)				0
Wages & Plant Holding Account				0
(Surplus)/Deficit	0	(58,228)	(69,549)	(11,321)

The main income streams had been posted in terms of Drainage Rates raised (not necessarily paid) and Special Levies actually received (£266k) for the first half year payment. The second Special Levy half year payment from both councils is due in November. Drainage rates invoiced were (£2k) over budget, however land queries were still being resolved and ongoing action was taking place against unpaid drainage rate accounts.

Rechargeable Works included the recovery of costs incurred in connection with the proposed new pumping station at Killingholme Marshes and recharged to Able UK Ltd (eg modelling work commissioned from Peter Bretts Associates).

Highland Water claims had been submitted to the Environment Agency for 2017/18 claim actual with a further balance of (£21,566) due and for the 2018/19 Claim Estimate (£57,000). Of the estimated claim for 2018/19 80% (£45,600) was paid in September 2018 along with the balance for 2017/18 actual (£21,566), ie a total of (£67,166) paid to the Board).

A new depot site had been secured at Unit 1, Tattershall Castle Court, New Holland. This was rented from North Lincolnshire Council at an annual rent of £5k + VAT. A second hand Portakabin had also been purchased for £4.2k and installed inside the unit to be used as a secure store, base and mess room for the Board's Works Supervisor. Electrical and other works would be completed to make it fully operational.

Insurance allocations were (£4k) under budget and pump lifts were (£4k) under budget, but this had been offset by additional repairs and maintenance particularly at Little Buck Beck Pumping Station at £6k. Further pump lifts were due to be completed at Immingham PS. Electricity was slightly under budget (£1k), as the heavy rains at Easter had not adversely affected the pumping hours and this was then followed by the long dry summer.

On Drainage Rates, the collection rate at 31st August 2018 was 56.3%, a slight improvement compared to 50.8% at the same point in the previous year. First reminders were despatched on 01st August 2018 and final reminders were despatched during the week commencing 25th September 2018.

Rating queries were still being received and resolved and there were still some areas of land which had not had their owner identified. This was an ongoing process and included site visits. It was noted that areas of land had been identified which were subject to Special Levy (ie they were no longer agricultural land or buildings), which were transferred at the developed land rate to the relevant Council at budget setting time in January 2018.

Bank Balances and investments were set out as follows, as at 31.08.18:

Barclays Bank plc			
Payments Account		£	3,533.27
Receipts Account		£	2,524.88
General Deposit Account		£	270,000.00
Developer Contributions Account		£	131,239.61
Nationwide Instant Access (Dev Cont's)		£	150,236.71
	Total		£ 557,534.47

Members noted the financial performance for 01st April 2018 to 31st August 2018.

10. Schedule of Expenditure for 01.04.18 to 31.08.18.

Members had received with the agenda the Schedule of Expenditure incurred for the first five months of 2018/19, 01st April to 31st August 2018.

Gross expenditure for the period totalled £269,332.20 or, net of £23,514.32 reclaimable VAT from HMRC, £245,817.88. Of this, £4,622.50 was rechargeable to other bodies.

Items highlighted to or raised by members included:

- Item 1 - £2,608.50 (net) to ACS Electrical Engineering Services. This was for the Electrical Inspections at Pumping Stations, domestic supply like lighting.
- Item 64 - £8,004.00 (net) to Perry's Pumps Ltd. This was the planned lift and refurbishment of pump number 5 at Immingham Pumping Station.
- Items 74-75 total £6,890.00 (net) to Survey Solutions (East) for the topographic survey at Middle Drain.

Members received and NOTED the expenditure incurred in the five months to 31st August 2018.

11. Write-off of Drainage Rates.

The Board has a policy for writing off Drainage Rate demands under £2.50. The following 26 accounts were outstanding as at 31st August 2018 but were under £2.50 for 2018/19 and therefore invoices had not been despatched to account holders:

Account	Value £	Account	Value £
59	2.17	241	1.94
72	2.2	244	2.28
95	0.57	259	2.36
107	1.18	271	0.95
108	1.63	288	0.34
129	0.81	318	1.94
144	1.33	333	2.01
162	0.3	377	1.88
174	1.37	388	2.28
208	1.25	394	0.95
215	0.72	398	2.2
237	1.82	0410 (2017/18)	1.74
238	1.86	0410 (2018/19)	1.74
		TOTAL	<u>39.82</u>

As each account for drainage rates was under £2.50, the Board was recommended to write off the debt, totalling £39.82.

Account 0214 held Drainage Rates for a deceased individual. The land had been sold by the Estate to new owners, who were paying the Drainage Rates on this parcel. However, a plea was entered by the deceased's sister that this amount be written off due to the poor value of the Estate left. The rates uncollectable were £2.58. It was requested that the Board write-off this amount, due to it being uneconomical to pursue.

The demand note for account 0073 had been returned marked 'Gone Away'. The Board's records confirmed that rates on this account had not been paid since 2009. Land had been transferred to the new owner / occupier but officers could only use the '1 plus 1' rule (current financial year plus one prior), whereby the Board could only reclaim rates going back to 01st April 2017. It was requested that the balance of £238.55 be written off, as no forwarding details were held for the previous occupier.

The demand note for account 0198 had been returned to the Board, marked 'Gone Away'. Rates on this account had not been paid since 2004. The land had been transferred to the new owner / occupier but officers could only use the '1 plus 1' rule whereby the Board could only reclaim rates going back to 01st April 2017. It was requested that the arrears balance of £38.89 on this account be written off, as no forwarding details for the previous occupier were held.

The demand note for account 0235 was returned marked 'Gone Away'. Rates on this account had not been paid for some years. Land had been transferred to the new owner / occupier but Officers could only use the '1 plus 1' rule whereby the Board could only reclaim rates going back to 01st April 2017. It was requested that the arrears balance of £17.52 was written off, as no forwarding details for the previous occupier were held.

The demand note for account 0397 was returned marked 'Gone Away'. Rates on this account had not been paid since 2010. Land was transferred to the new owner / occupier but Officers could only use the '1 plus 1' rule whereby the Board could only reclaim rates going back to 01st April 2017. It was requested that the arrears balance of £27.48 be written off, as no forwarding details for the previous occupier were recorded.

Arrears of £16.92 were charged on account 0217 (charges transferred to account 0390) but on speaking with the occupier, they informed Officers that they did not tenant this land that they were charged for and Officers had billed incorrectly in 2018/19.

Arrears of £23.58 were charged on account 0184. On speaking with the land owner, the incorrect parcels and sizes had been billed to their account in 2018/19. Their account had been amended, but arrears were uncollectable (since transferred to account 0390) as those were incorrectly billed.

Account 0384 held the Drainage Rates for land that was unregistered with the Land Registry. The land was periodically checked against the Land Registry records, but the rates uncollectable were recorded at £17.98. Should Officers be made aware of the owners / occupiers of these parcels, it may be possible to recover some of these rates. It was requested that the Board write-off this amount.

It was recommended that the following amounts were written off:

Under £2.50	£39.82
Uncollectable/ Gone Away / Arrears	£365.52
Unregistered Land	£17.98
TOTAL	£423.32

Members were content to write off the drainage rates totalling £423.32.

12. Biosecurity Policy, Whistleblowing Policy, Anti-Fraud and Corruption Policy, Health and Safety Policy.

Four policies had been circulated with the agenda and the Chief Executive took members through each one.

The biosecurity policy was based on a standard ADA template to cover activities undertaken by the IDB daily, to reduce the spread and damage from invasive non-native species. The Board was responsible for reviewing and approving the content and implementation of the Policy, ensuring any new contracts let included reference to it, where a risk was considered to exist arising from the works involved.

The Whistleblowing Policy and the Anti-Fraud and Corruption Policy are complimentary. The aim of the policies was to set out policy and the response required to be alert to and to respond appropriately to suspected or detected financial and non-financial irregularities. All four Boards were committed to ensuring the highest standards of service and ethical standards. It was the responsibility of all employees of the Boards to report a situation where this objective may be compromised and these two policies provide guidance and support on how to do this.

The four Boards had previously approved a policy document ensuring their responsibilities with regard to the health and safety of their employees are satisfied. The Health and Safety Policy required review and approval by the Board, the minor changes reflect the recent changes in employee numbers, change in North East Lindsey DB contractor etc. There had been no changes to those regulations listed within the Policy with which the Board had to comply, COPE Health and Safety having independently assured us of this.

Iain Colquhoun raised the issue of lone working, a particular issue in the drainage district for Darren Scott, Works Supervisor. It was confirmed that a 'buddy system' had been introduced, whereby lone workers are paired and are required to check in with one another at various points in the day.

Board members APPROVED the four policies as set out with no amendments.

13. Health and Safety Update.

An update on Health and Safety issues across the group of four IDBs had been circulated with the agenda. There were no near misses or issues to report relating to North East Lindsey or its contractor since the last Board meeting.

Training for all employees across the four Boards continued during the period, including Risk Assessment training with Overhead Cable Awareness courses being booked for 16.10.18.

One of the Upper Witham 'near misses' reported involved the failure of a hydraulic pipe on a tractor / flail combination whilst travelling on the road. This allowed the flail head to swivel around into on-coming traffic, fortunately without incident. This had been repaired and a valve had been fitted to prevent oil loss from the ran, should the pipe fail again. Members asked for an assurance that we learn from such events and that this incident would be brought to the attention of E. Carnaby & Son Ltd., as the Board's contractor. The Director of Operations and Engineering confirmed this and, in response to further questions, also confirmed that the Board's officers do check that the contractor has appropriate insurances in place, appropriate training, provides risk assessments etc.

Members received and noted the report on Health and Safety.

14. Director of Operations & Engineering Services' Report.

A report had been circulated with the agenda and the Director of Operations & Engineering presented the report along with a verbal update.

- **Planned Maintenance**

The Board's contractor, E.Carnaby & Son, had continued with the summer 2018 programme of maintenance to the Board maintained channels around the drainage district. They had been instructed to maintain all scheduled channels for the summer 2018, which is an increase to the contract from some watercourses being done on alternate years. The heavy growth of the wet spring/early summer followed by warm sunny weather, resulted in thick, heavy growth within the channel and adjacent access routes. This obstruction would have resulted in the poor performance of the maintained system during rainfall events.

The contractor had invested in extra plant that was being used in the service of the Board's watercourses during the year.

Officers were checking the report of a fallen tree in Midby Drain, Palmer Lane, Barrow. The fencing was also noted to be checked as Cllr. Clark reported it being broken and whilst the Council had removed the tree, there was concern raised that the fence had not been repaired.

- **Public Sector Co-operation Agreement with the Environment Agency.**

The Board's officers met with the contractor on 13th June to confirm the range of work to be completed under the agreement for the Environment Agency. This work included the mowing

of channel batters and raised embankments along with the clearing of vegetation from the channel bed on the following watercourses at the following financial values:

East Halton Skitter	£ 23,981.15
Brocklesby Beck	£ 2,184.29
Stallingborough North Beck	£ 22,855.44
Oldfleet Drain	£ 15,280.99
Buck Beck & Goosepaddle Drain	£ 29,988.45
	<u>£ 94,290.32</u>

- **Environment Agency**

The Director of Operations & Engineering had met with officers of the Environment Agency on 17th May, 14th June and 12th July to discuss a number of issues raised by the Board, relating primarily, to the various outfalls from the district into the Humber Estuary. The Board was aware of the chronic problem with the condition and capacity of a number of outfalls maintained by the Environment Agency that served the drainage district's systems.

A particular complaint concerned the Barrow/New Holland system. In this system, the spring fed main river, Barrow Beck, could not discharge sufficient flows through the outfall, which resulted in excess water flowing, by gravity, into the Board maintained New Holland system. This resulted in a much longer route for the water to travel and less efficient discharge at the outfall. This could have been improved by additional use of the New Holland Pumping Station, but would have been at additional cost to the Board.

The Environment Agency has begun to provide archived survey information that assisted in the assessment of the condition of the Haven and its ability to pass water and the level retained in the system upstream of the outfall.

The flushing of the Skitter Beck outfall had been undertaken a number of times over the July/August period when suitable tide conditions occurred. This had begun to show signs of the benefits of this exercise. Whilst much material remained in the channels, it was showing signs of movement. The Environment Agency was being encouraged to continue, as and when tidal conditions allowed.

- **Middle Drain Pumping Station**

An estimated cost for the construction of a computer based hydraulic model had been requested from the Board's consultant engineers, Peter Brett Associates. This was a continuation of work begun several years ago and allowed the Board's officers to better assess and respond to developer enquiries concerning the development of land within the catchment. Initially, this work was funded by the commuted sums received previously by the Board, but developers would be able to purchase a copy of it, or its output, to allow them to design their surface water outfall systems. An order had been placed with the consultants to complete the work at a cost of £15,000.

Notices of entry had been sent to occupiers of adjacent land advising them of the Board's entry onto land to undertake the de-silting of the channel during the autumn/winter. It was programmed to begin in early November. The Board's officers were also in communication with a developer/consultant regarding the timing and nature of work to a plot of land immediately upstream of the railway crossing. The planned work may interfere with their intended work.

The programme of winter work to be undertaken by E. Carnaby & Son also included the removal of bushes from various locations throughout the system. The most obvious location was upstream of the railway culvert adjacent to the car storage area. It was also the location of a large water main crossing and so consultation had taken place with the pipeline operator. These winter works had been prioritised and Carnaby had quoted separately for these, over and above the summer maintenance programme, at a cost of £20,597 for 2018/19.

Tenders for the replacement of the Middle Drain pump control panel had been received on the 14th September. An initial report on their contents was given. This work was to be funded from developer contributions received historically by the Board and planned for installation in the New Year, when conditions allowed. The work would be undertaken such that at least one pump was available for use at all times.

- **Little Buck Beck Pumping Station**

Following tests on the electric motors at this station, the electrical refurbishment of both motors had been undertaken. It involved the removal of the motors which were cleaned, dried and re-varnished, along with the installation of heaters within the unit to reduce condensation within the copper coil of the motor. This extended the useful life of the motor and reduced the risk of failure.

Martin Archer reported debris blocking Little Buck Beck Branch 3, Ings Lane Waltham from the rear of the pumping station through to Ings Lane. This had been reported to Officers and the Board's contractor for further investigation and resolution.

- **Immingham Pumping Station**

Work had been commissioned to refurbish 2 pumps at this station as part of the Board's planned programme. Pump no.5 had been refurbished and recommissioned along with its syphon breaker. Pump no.1 had been removed and re-commissioned. It was confirmed that pump no.1 had not been removed since original installation, due to the requirement to break out some of the concrete within the intake sump wall to allow removal. Whilst it showed signs of severe fatigue, regular application of grease by the automated system allowed the pump to continue operating. The pumping station was constructed in 1972.

- **Defra Policy Advisory Group**

The four Boards were invited to host a meeting of this group on 18.06.18 and to demonstrate some of the areas in which drainage Boards worked and the variety of issues in which they were involved. The group was taken on a tour of sites within the Lincoln area to illustrate the wide variety of duties and responsibilities of a Board and the importance of its work, not just in agricultural areas, but also residential and industrial areas. Officers also took the opportunity to show the group the work undertaken by the Boards in partnership with others, like councils and the Environment Agency.

- **Timberland Pumping Station Open Days 2018 (Witham First DIDB).**

The station was open to the general public on 03rd June and 15th September 2018 to coincide with the opening of the Dogdyke Pumping Station Preservation Trust and ensure maximum publicity and attendance. This weekend's display formed part of the Lincolnshire Heritage Open Day weekends, when many properties were open to the public. The station would again be open to the public next year on 02nd June and 14th September 2019.

- **Lincolnshire Show 2018**

The Board was represented at the Association of Drainage Authorities' stand in the Environment area of the Show on 20-21 June. For the second year running, the multi-agency

stand won the Gamekeeper Cup for best stand within the Countryside sector. The stand contained contributions from Lincolnshire County Council, Environment Agency, IDBs and the Lincolnshire Chalk Stream project.

Members received and noted the report and presentation.

15. Consents and Enforcements Report.

A report had been circulated with the agenda cases summarised as follows:

Byelaw Consent Applications

Reference	Location	Applicant	Details	Date
ND-4035-2018-CON	Drain 19A, 99 Far Ings Road, Barton	Sandra & Graham Briggs	Treated foul water outfall	14-06-18

Section 23 Land Drainage Act Consent Applications – District

Reference	Location	Applicant	Details	Date
ND-4068-2018-CON	Carr Lane, Ulceby	Cadent Gas Ltd	Concrete canvas laid on ditch perimeter over gas main crossing beneath	20-06-18

Section 23 Land Drainage Act Consent Applications – Extended Area

The Board acts as Agent for Lincolnshire County Council, the Lead Local Flood Authority

Reference	Location	Applicant	Details	Date
NE-4069-2018-CON	Clarkes Road, Immingham	Cadent Gas Ltd	Concrete canvas laid on ditch perimeter over gas main crossing beneath	20-06-18

Enforcement Issues – District

Reference	Location	Description / Comments	Actions
ND-3694-2017-ENF	39 Brocklesby Avenue, Immingham	New fence erected on a Boards watercourse	Case Closed 6-7-18

The Engineering Services Officer advised that there were no particular issues to highlight to the Board Board on any case.

Members received and NOTED the report.

16. Engineering Services Report.

A report had been circulated with the agenda and was presented by the Engineering Services Officer. The report provided information on the planning applications received by the Board and detail of the comments submitted to the relevant Local Planning Authority (LPA). One issue in particular was highlighted and discussed:

PA/2018/1125 NE-4217-2018-PLN

“Planning permission to stockpile 170,000 tonnes of road salt at a maximum height of 10m to be secured with waterproof sheeting. Land north-west of Salfina Warehouse, Lancaster House, Lancaster Approach, North Killingholme, DN40 3JY”.

The following response had been submitted to the appropriate authority in reference to the retrospective application being determined by North Lincolnshire Council:

“The Board **objects** to the application due to the lack of details concerning preventative measures for pollution control and surface water run-off”.

Officers were keeping a regular eye on the salt heap and recording photographic evidence of sheeting. The matter was of great interest to both the Board, North Lincolnshire Council and the Environment Agency’s pollution control team. Cllr. Richard Hannigan was aware of the situation and local people had raised their concerns with him.

Members discussed the content, received and NOTED the report.

17. Any other Business.

17.1 Conservation and Environment.

Mr Lionel Grooby provided the meeting with an update on conservation and environmental matters:

It was reported to members that it had been a warm and dry summer. The Summer Inspection had included a visit to Rosper Road Pools, 25 acres of nature reserve that Lionel Grooby had visited regularly with the Board’s Environmental & GIS Technician. The new islands had proved to be very productive for breeding birds, with the following recorded sightings:

- Avocets
- Shovelar ducks
- Coots
- Moorhens
- Grebes
- Sedgewarblers
- Lapwings

The Lapwings were an excellent result as they were a scarce bird within the area and therefore a breeding pair was very positive news. It was still hoped that a fence would be purchased and cattle could be grazed, but negotiations with the Environment Agency over the remaining 8 acres was ongoing.

Members noted the update.

18. Date, Time and Place of Next Meeting.

The meeting closed at 16:10 and the next meeting of the Board was confirmed for Tuesday, 20th November 2018 at The Amethyst Hotel, East Halton. It will commence at 2.00pm.

.....Chairman...20th NOVEMBER.....Date 2018

NEL BM 18.09.18.