

WITHAM THIRD DISTRICT INTERNAL DRAINAGE BOARD

Minutes of the ninety third meeting of Witham Third District Internal Drainage Board held on Tuesday, 26th January 2016 in Minting Village Hall, Lincolnshire, LN9 5RX at 10.30am.

Present:

Mr. R. Armstrong
Cllr. S. M. Avison
Mr. J. Boyall
Cllr. B. Charlesworth
Mr. I. M. Clark
Mr. W. S. Crane
Cllr. S. England
Cllr. I. G. Fleetwood
Cllr. Mrs. S. Gorst
Cllr. W. H. Gray
Cllr. W. Grover
Mr. R. P. Hairsine
Cllr. G. Hewson
Mrs. J. Holland
Mr. D. C. Hoyes MBE
Mr. I. Parker
Mr. J. C. Smithson
Mr. M. I. Thomas **(Vice Chairman)**
Cllr. P. Vaughan
Mr. R. J. Weightman

In attendance:

Mrs. Jane Froggatt	Chief Executive.
Mr. Steve Larter	Finance Manager.
Mr. Martin Shilling	Director of Operations.
Mrs. Anna Wilson	Finance and Rating Officer.

One member of the public, Mr. Josh Bennett, attended as an observer.

In the absence of Mr. Paul Hoyes, Chairman, Mr. Max Thomas, Vice Chairman, chaired the meeting.

2416 Apologies.

Apologies for absence were received from Cllr. R. M. Avison, Cllr. A. Bridgwood, Mr. J. R. Garner, Mr. P. Hoyes (Chairman), Cllr. D. Jackson, Cllr. Mrs. F. M. Martin MBE, Cllr. M.J.W. Parish, Mr. P. A. Spilman, Mr. D. J. Straw and Mr. H. Ward.

2417 Declarations of Interests.

Declarations of interest were received from members nominated by City of Lincoln, East Lindsey District and West Lindsey District Councils in matters relating to their respective Councils.

2418 Chairman's Announcements.

- Mr. Paul Hoyes, Chairman.

The Vice Chairman regretted to advise the meeting of the recent ill-health of the Chairman. It was anticipated that Paul Hoyes would be shortly transferred to the neurological unit at QMC Hospital in Nottingham for treatment.

All present asked that their good wishes for a full recovery be conveyed to the Chairman.

- Welcome.

The Vice Chairman welcomed everyone to the January meeting of the Board, particularly Cllr. William Grover who was attending his first meeting as a member nominated by East Lindsey District Council and Cllr. Steve England who was attending his first meeting as a member nominated by West Lindsey District Council.

- Mr. Clive Mason.

It was with sadness that the Vice Chairman advised members of the death overnight on 26th/27th November of Mr. Clive Mason, a member nominated by West Lindsey District Council. Clive was known to many members prior to joining the Board, through his working life as a Civil Engineer with the former National Rivers Authority. He had retired from the NRA as Regional Manager for the Anglian Region. Clive lived in Cherry Willingham where, as a former professional footballer, he maintained an active interest in and support to the Football Club. The Board was represented at Clive's funeral on 18.12.15. All present stood in remembrance of Clive Mason.

- Members' Code of Conduct and Register of Members' Interests.

Those members who had not yet completed their Register of Interests declaration form, following the AGM on 10.11.15, were reminded to do and to submit completed forms to Witham House where a Register is maintained that is available to members of the public.

2419 Minutes of the Board meeting and AGM on 10.11.15.

The minutes of the Board's last meeting and AGM held on Tuesday, 10th November 2015 were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

2419.1 Replacement Automated Weedscreen Cleaner at Greetwell Pumping Station (minute 2405.2 refers).

It was confirmed that tenders had been returned by only 3 of the 6 companies invited to quote by 27.11.15. Albeit this scheme was outside the approved 2015/16 budget, reliability problems meant the replacement at Greetwell is necessary (and there was a paper on the agenda today).

2419.2 Horncastle Flood Alleviation Scheme (minute 2405.3 refers).

It was confirmed that recent Horncastle FAS Project Board meetings had been cancelled. However, a Briefing Note from the EA had confirmed that whilst ground works had ceased due to saturated conditions, work continued on the control structure. In addition, it appeared that positive progress had been made in respect of necessary land purchases and flood easement agreements with those land owners represented by Robert Bell as Land Agent.

2419.3 IDB Precept Payment to the Environment Agency (minute 2407 refers).

It was confirmed that the Board's second (and final) precept payment of £52,577 for 2015/16 had been made by 30.11.15.

As far as the IDB precept to the EA for 2016/17 is concerned (a payment made for the EA to undertake maintenance on main rivers within the Board's drainage district), Cllr. Ian Fleetwood confirmed that he and Denis Hoyes had attended the RFCC meeting on Friday, 22.01.16. The RFCC had resolved to hold the IDB precept payments at 2015/16 levels for 2016/17.

2420 Minutes of the Standing Committee meeting on 05.01.16.

The minutes of the Standing Committee meeting held on Tuesday, 5th January 2016 were proposed, seconded and APPROVED as an accurate record. The recommendations to the Board were noted.

MATTERS ARISING:

2420.1 Pay Award 2015/16 (minute 4.3 refers).

It was confirmed that since the Standing Committee meeting staff in all 3 Boards had indicated that, in the absence of an agreed ADA Lincolnshire Branch Pay Committee recommendation on pay uplift for this year, they would now prefer to receive the "1% on account payment" already made in some other IDBs.

This was within the budget for 2015/16 and, as previously agreed, arrangements have now been made to pay back pay to 01.04.15 on wages/salaries at a 1% uplift (including holiday pay). In W3rd this would be received in wages on 04.02.16, in UW this would be received on 28.01.16 and in W1st on 05.02.16. For salaried staff, this would be received on 15.02.16.

It was confirmed that the Acting ADA Lincolnshire Branch Chairman was urging management and staff sides of the Pay Committee to seek an agreed pay recommendation by 31.03.16.

2421 Minutes of the Joint Services Committee meetings held on 07.12.15 and 11.01.16.

Members noted that the minutes of the 07.12.15 meeting had been approved by the Joint Services Committee at its subsequent meeting on 11.01.16. Both sets of minutes were received and the recommendations from the Committee were noted.

MATTERS ARISING:

2421.1 Organisational Arrangements (minute 7 of 07.12.15 refers).

Attention was drawn to the impending retirement of the joint Engineer to the 3 Boards (Alan Gardner) on 17.04.16 and that UW's Engineer was due to return to his substantive post on 01.04.16. Members noted that in the light of these forthcoming changes in April, consultation would start shortly on proposed revised organisational arrangements (as discussed at the Committee's meetings) to disestablish existing roles and to combine functions in a proposed new role of Director of Engineering and Operations.

The Board endorsed and AGREED the approach, tasking the Chief Executive with implementation.

2421.2 External Audit from 2017 onwards (minute 9 of 07.12.15 refers).

Members ratified the recommendation from the Committee not to exercise the opt-out by 31.01.16 from proposed new external audit arrangements from 2017. In effect, this means the Board would remain part of the new, sector-led procurement process for External Audit Services being developed by the National Association of Local Councils (NALC), the Society for Local Council Clerks (SLCC) and the Association of Drainage Authorities (ADA).

2421.3. Financial Performance Report to 31.12.15 (minute 5 of 11.01.16 refers).

At the 11.01.16 meeting of the Joint Services Committee members had received the Financial Performance report for 9 months to 31.12.15 for all joint services between the 3 Boards, including joint administration.

On a total joint administration services budget of £282,321.00 for the 9 months, £285,956.47 expenditure had been incurred, a variance of only £3,635.47. On the agreed proportions, this was expenditure of £114,382.59 for UW, £71,489.12 for W1st and £100,084.76 for W3rd.

Looking more widely at all recharges for services between the 3 Boards, on an approved budget of £526,442.00 for the 9 months, expenditure of £530,637.34 had been incurred (a variance of £8,171.38, after a 1% assumed pay award contingency of £4,318.72 was included). On the agreed proportions, this was expenditure of £211,707.85 for UW, £112,277.25 for W1st and £199,156.90

for W3rd. The post of Consents and Enforcements Officer was included in the report, but excluded from these figures as the impact is neutral and costs are reimbursed by LCC.

It was noted, therefore, that the financial position for joint services is on target proportionate to budget. It was also noted that the overall joint administration budget for 2015/16 is £376,359.

2422.4 Proposed 2016/17 Joint Services Budget (minute 6 of 11.01.16 refers).

It was noted that the Joint Services Committee had reconvened on 11.01.16 to reconsider the proposed 2016/17 Joint Services Budget, following the meeting on 07.11.15.

In summary, the proposed joint administration budget for 2016/17 is £405,792 (UW 40%, W1st 25% and W3rd 35%). This is £29,432 (7.8%) increase on the approved 2015/16 budget of £376,360. The reasons for this 7.8% increase were discussed including an assumed 1% pay award, pension Employer contribution rate increases for both UW and W3rd from 32.5% to 33.5% in 2016/17 and the revised National Insurance rates being implemented from April 2016 to reflect the ending of 'contracting out' of the State Second Pension. There is also a growth in the Computer Software budget of +£5k to reflect increased usage and licence costs, £6.5k to address HR issues and to develop policies highlighted in the Internal Auditor's report.

Overall, across all joint services, there is an increase proposed of £30k on a £706k spend (i.e. + 4.2%). This falls disproportionately as a £4k saving to UW, an additional cost of £20k to W1st and an additional £14k to W3rd. These changes are all included in individual Estimates for Boards.

It was noted that the Committee was content to recommend the joint services budget to all 3 Boards and that, when incorporated within the Estimates, each Board was able to set a financially balanced budget for 2016/17 (in Witham Third's case with a 1.25% uplift in the penny rate).

2422 Chief Executive's Report.

The Chief Executive's Report had been circulated with the agenda. Issues highlighted within the report included:

- Environment Agency's potential de-maining of watercourses.

Discussion at the workshop on 01.12.15 was summarised and members discussed the strategic importance of this issue. The Environment Agency may not undertake a formal de-maining of watercourses, but may instead apply a 'withdrawal of permissive powers to undertake maintenance on stretches of unfunded watercourses'. The implications of this for IDBs and riparian landowners was discussed.

Cllr. Mrs. Susanna Gorst raised the announcement made by the Secretary of State at the Oxford Farming Conference on 06.01.16, regarding the introduction of a

permissive new flood defence activity scheme which, from April 2016, will allow land owners to dredge water up to 1.5km under an exemption order. The EA will apparently issue guidance on this. Members discussed this announcement.

Cllr. Ian Fleetwood and Mr. Denis Hoyes confirmed that the de-maining project (the outcome from the 01.12.15 workshop) had not been raised at the RFCC meeting on 22.01.16 so it is likely to be raised in April.

Members agreed the potential significance of this issue and that discussions would continue.

- Members' development day, 17.03.16.

A development day for members was planned for Thursday, 17th March 2016 at Doddington Hall. Members interested in attending were asked to contact Witham House.

The report was received and noted.

2423 Statement of Expenditure for the period 01.11.15 to 31.12.15.

The Statement of Expenditure incurred for the 2 months to 31st December 2015 had been circulated with the agenda.

Expenditure totalled £261,950.54 or, excluding £13,981.84 VAT, the net amount of £247,968.70. Of this, £15,137.08 was rechargeable expenditure to other bodies.

The Finance and Ratings Officer highlighted items 19 to 22, gas oil and derv purchases as the price per litre had reduced notably during the year.

Members queried items 11 and 68. These both related to a land owner complaint about the way in which entry had been gained to a watercourse, a gate lock having been cut and a specimen tree having been damaged. The Director of Operations had apologised and authorised purchase of a replacement gate lock (£29) and B & B Tree Specialists to undertake tree works at Tile House Beck (for Mr. Spano) at £380.

Items 96 to 98 were also highlighted, payments to Shoebridge Engineering Ltd. for pump lifts and refurbishments as follows:

- £7,482.00 (excl.VAT) - pump lift at Duckpool PS.
- £4,099.84 (excl.VAT) - pump lift at Stainfield PS.
- £5,977.84 (excl.VAT) - pump lift at Bardney PS.

Members received and NOTED the expenditure incurred for the 2 months to 31.12.15.

2424 Financial Performance Report 2015/16 to 31.12.15 and forecast year end outturn as at 31.03.16.

The Financial Performance Report for the first 9 months of 2015/16, to 31st December 2015, had been circulated with the agenda and was presented by the Finance Manager.

This showed that against a profiled budget surplus anticipated at 31.12.15 of (£144,601), the actual surplus position was better than profile at (£179,883), i.e. a positive variance of (£35,282).

The position was to be viewed with caution as most income for the whole financial year had received (i.e. 98.6% of drainage rates income collected, Special Levies from the 3 Councils, Highland Water monies and a large part of anticipated rechargeable works income), but expenditure for a further 3 months had yet to be incurred.

It was noted that, it having been a very dry year to date, spend on electricity at pumping stations was (£14k) under profile, bank slip repairs expenditure was (£15k) below profile and income was (£60k) ahead of profile as at 31.12.15. On the income profile, (£30k) of this was rechargeable works income.

Members were advised that non-half hourly (NHH) electricity contracts at the smaller pumping stations had been reviewed, prices compared and contracts had been renewed from October 2016 to October 2018, at rates lower than the existing rates. All electricity contracts then expire on 31.10.18.

Joint administration and wider joint services quarterly recharges between the group of 3 IDBs had been done as at 31.12.15.

On drainage rates collection, 98.6% or £158.3k had been collected as at 31.12.15, leaving a closing balance of only £459.65 to be collected. Following the court date of 25.11.15, outstanding accounts had been passed to the Bailiffs for action.

The position on bank balances and investments as at 31.12.15 was set out as follows:

Natwest	£	94,623.88
Co op (to be transferred)	£	17,231.68
Nationwide Instant Access	£	451,150.68
Nationwide 90 Day Notice	£	502,013.70
Total	£	<u>1,065,019.94</u>

It was noted that balances would reduce as Special Levies from the 3 Councils was not due until 01.05.16 and next financial year's drainage rates income would not start coming in until April/May.

Attention turned then to the forecast 31.03.16 year end position. This was predicted as a deficit position of £44.9k, but this did include the purchase of a replacement automatic weedscreen cleaner at Greetwell Pumping Station, at £67.5k, which was outside the approved budget for 2015/16. It was pointed out that the significant unknown cost was electricity for the remaining 3 months of 2015/16. Only £22.2k had been spent on electricity to 31.12.15 for the first 9 months of 2015/16 but an assumption of £50k total spend for the year had been made in the forecast. Should some of this expenditure not materialise, then the forecast £44.9k deficit position would move.

Members received and noted the 31.12.15 actual financial position and the forecast 2015/16 outturn position as at 31.03.16.

2425 Revised Risk Register for the Board.

A revised Risk Register had been circulated with the agenda, based on the original 5 objectives for the Board agreed at a workshop on risk management on 28.05.12. This version 9 updates the version approved by the Board on 23.06.15. Changes were shown in italics.

After discussion, members APPROVED the Risk Register.

2426 Internal Auditor's Interim Report on 2015/16.

The Internal Auditor's interim report on 2015/16 had been circulated with the agenda, following his recent visits. His final independent report on the year will be presented to the June Board meeting.

His findings were highlighted, with no material issues having been raised. The issue of payroll checks finding overall accurate calculations, but with errors on holiday back pay calculations, was highlighted.

The agreed management action plan at the end of the report was highlighted to members.

Members received the Auditor's interim report and accepted his "adequate assurance" rating at this point in 2015/16.

2427 Plant Programme 2016/17.

The proposed plant programme for 2016/17 had been circulated with the agenda and was as follows:

<u>2016-17 Acquisitions</u>		<u>Disposals</u>	<u>Net Cost.</u>	
Paddock Flail	£10,000	Muthing Rear Mounted Flail	£2,000	-
Forklift/Teleporter	£25,000	Forklift	£ 500	-
Total	<u>£35,000</u>	Total	<u>£2,500</u>	<u>£32,500</u>

The following 5 years were also set out as an indicative programme, following discussions between the Chief Executive, Finance Manager, Director of Operations and Works Supervisor. Expenditure in 2016/17 was comparatively light, but it was outlined that a review of the programme had been done to ensure it was affordable in the medium term but also that it met operational replacement requirements.

It was confirmed that the Atlas 150W wheeled excavator purchased in this financial year (at £133.2k) was proving reliable and a versatile machine to date.

Discussion focussed on the proposed forklift/teleporter. Members felt a teleporter would provide increased flexibility and, as a used vehicle was to be sourced, extras like a rear hitch facility should be included in the specification.

After discussion members APPROVED the 2016/17 plant programme as set out, furthermore agreeing that if a suitable used teleporter was found before April 2016 then an early purchase was advisable given the condition of the existing fork lift. The indicative programme for 2017/18 through to 2021/22 was approved in principle.

2428 Estimates for 2016/17.

The proposed Estimates for 2016/17 had been circulated with the agenda. The report set out firstly a summary of the proposed budget for 2016/17 (column 2), comparing this to the approved budget for 2015/16 (column 1) and showing the variance (column 3) as follows:

	1	2	3
	<u>Approved</u>	<u>Draft</u>	<u>Variance</u>
	<u>2015/16</u>	<u>2016/17</u>	
	<u>Estimate</u>	<u>Estimate</u>	
	£	£	£
Income	(1,062,889)	(1,084,388)	(21,499)
Board & General Admin	17,358	21,648	4,290
One Off Schemes	15,000	-	(15,000)
Conservation	1,500	1,500	-
Depot	26,719	29,149	2,430
Drains	452,036	468,453	16,417
Pumping Stations	208,121	206,852	(1,269)
Joint Admin/Witham House	131,726	142,027	10,301
Consents & Enforcement	13,722	13,951	229
Director of Operations/Engineers	74,950	78,552	3,602
Contrib to Reserves/Pay			
Contingency	14,500	-	(14,500)
PWLB			-
Rechargeable Works	-	15,000	15,000
EA Precept	107,257	107,257	-
FRS17 Pension	-	-	-
Adjustment (net)			
Wages & Plant	-	-	-
Holding Account			
(Surplus)/Deficit	-	0	0

This showed that a financially balanced budget could be set for 2016/17 and the Finance Manager outlined how the Estimates had been developed and the budget assumptions (e.g. the forecast outturn position 31.03.16 had been used to inform 2016/17, plus all known cost pressures and necessary developments). For example,

a 1% cap on pay lift was included, a 1.25% increase in the Penny Rate was assumed (as recommended by the Board's Standing Committee), an uplift in the Employer's Contribution Rate on the LGPS pension scheme from 32.5% to 33.5% was included, revised National Insurance rates from April 2016 and no increase in the Environment Agency's precept for 2016/17 was assumed.

The report then set out the detailed budget proposed for 2016/17, comparing this to the 2015/16 approved budget and including a column setting out all adjustments including inflation uplifts. The report set out the proposed Joint Services budget for 2016/17, including within this joint administration, as recommended to each of the 3 Boards by the Joint Services Committee meeting of 11.01.16.

It was highlighted to the Board that a 1.25% increase in the Penny Rate generates total additional income of (£11,220.36) to the Board next year whereas, by comparison, costs for the Board will increase by £35k (largely the impact of as further 1% increase in LGPS Employer Contribution rate of 33.35%, changes to National Insurance etc). So, rather than pass on the full extent of cost pressures to Drainage Rates and Special Levy payers, it was pointed out that the majority of cost pressures had been absorbed in the budget setting exercise. The additional (£11,220.36) income to the Board based on a 1.25% increase in the Penny Rate has the impact of a (£1,974.58) increase in income from Drainage Rates accounts and (£9k) from the 3 Councils paying Special Levies (i.e. £3,070.32 increase to City of Lincoln; £3,909.80 to East Lindsey District Council and £2,265.66 increase to West Lindsey District Council).

Members discussed the report, the assumptions on which the Estimates were based for 2016/17 and APPROVED the budgets as set out, noting also the reserves position as set out in the report.

2429 Annual Values as at 31.12.15, setting the Penny Rate, Drainage Rates and Special Levies 2016/17.

A report had been circulated with the agenda which set out land valuations as at 31.12.14 for agricultural areas within the drainage district and for the 3 Councils who pay Special Levies. This was the baseline position, against which members were asked to consider and approve the following land transfers between 01.01.15 and 31.12.15:

<u>Plan</u>	<u>Area ha</u>	<u>Parish</u>	<u>Council</u>
TF1958	0.413	Tattershall Thorpe	ELDC
TF1958	0.688	Tattershall Thorpe	ELDC

Land is transferred at the development rate of £4,287.44 per hectare. This then drives the following changes to Annual Values as at 31.12.15:

	<u>Annual Values</u> <u>31.12.14</u> £	<u>Land Transfers</u> <u>2015</u> £	<u>Annual Values</u> <u>31.12.15</u> £
Drainage Rates	1,793,928	-106.10	1,793,822
City of Lincoln	2,776,055	0.00	2,776,055
East Lindsey DC	3,152,773	4,720.47	3,157,493
West Lindsey DC	2,048,521	0.00	2,048,521
Total	9,771,277	4,614.37	9,775,891

Applying then the proposed 1.25% increase to the 'Penny Rate' this moves as follows (the impact being an increase in Drainage Rates from £158,705 in 2015/16 to £160,680 in 2016/17):

	<u>Penny Rate</u> <u>(pence)</u>
Current 2015/16	8.8468
Proposed 2016/17	8.9574

Equally, the 1.25% uplift in the Penny Rate has the following impact on the 3 Councils' Special Levies (also including the land transfers between 01.01.15 and 31.12.15):

	<u>Current</u> £	<u>Proposed</u> £	<u>Difference</u> £	<u>Increase</u> %
City of Lincoln	245,592.03	248,662.35	+ 3,070.32	1.25
ELDC	278,919.54	282,829.34	+ 3,909.80	1.40
WLDC	181,228.54	183,494.20	+ 2,265.66	1.25

After consideration, members APPROVED:

- the transfer of land from Drainage Rates to Special Levy (affecting ELDC) arising from land movements between 01.01.15 and 31.12.15.
- the land valuations as at 31st December 2015, upon which Drainage Rates and Special Levies are calculated, at £9,775.891.
- the 'Penny rate' be increased by 1.25% from 8.8468 pence to 8.9574 pence for 2016/17.
- the Special Levies be agreed for 2016/17 as:
 - City of Lincoln Council, £248,662.35
 - East Lindsey District Council, £282,829.34
 - West Lindsey District Council, £183,494.20
- that the Chairman and Chief Executive be authorised to sign the 'Rate Book', apply the seal of the Board and publicise the rates for 2016/17.

2430 Vehicles Driving Policy.

A proposed Vehicles Driving Policy had been circulated with the agenda, the aim being to have one policy for all 3 Boards and covering vehicles owned by the Board, leased, commercial vehicles and privately owned vehicles where drivers are reimbursed by the Boards for business use. The draft had been agreed by the Joint

Services Committee on 07.12.15 as an interim policy, pending each Board considering it in January/February.

Members discussed the content and rationale for such a policy, noting the amendment proposed by Upper Witham's Cllr. Lance Pennell at that Board's Finance and General Purposes Committee meeting on 13.01.16 regarding expansion of the policy to include members (who claim business mileage) within the scope of the Policy. that had been incorporated and a corresponding change had been made to members' travel expenses form.

Members APPROVED the policy.

2431 Director of Operations' Report.

The Director of Operations' Report from October to January had been circulated with the agenda and was presented, together with a verbal update.

- **Planned Maintenance Programme.**

The summer maintenance programme was drawing to a close. All of the grass cutting that can be accessed without causing crop damage has been completed and the remaining lengths of weed cutting will be complete by the end of this month. The rain that has fallen during this period, whilst not of notable quantities, has made the surface wet and slippery for tractor and machine travel.

Periodic checks have also been made on culverts and bridges on the Board's maintained systems to ensure that they remain free of obstruction ahead of any forecast rainfall. This proactive work is required as any additional flows will wash downstream debris that can accumulate and restrict flows at these types of structures. This was particularly the case early in January, when rainfall raised levels on the gravity systems.

- **Plant.**

The new Atlas 150W wheeled excavator has proved to be capable and as stable as envisaged, working on field margins with notable confidence. The replacement auxiliary fuel tank has been fitted. It has been necessary to fit a new glass door panel after a stone, flicked up by an adjacent flail, damaged the original. Despite working 30m apart, the stone was travelling of sufficient velocity to cause damage and break the glass panel.

- **Pumping Stations.**

The planned removal, for periodic inspection and repair, of the pumps at Bardney Fen and Stainfield New Pumping Stations has been completed. A small amount of additional work was required (new power cables and lifting chains were required) to both submersible pumps at Stainfield New station. Similar work was required to the pumps in Bardney Fen along with clearing of silt from the discharge pipeline.

Tenders for the provision of an automatic weedscreen cleaner at Greetwell Pumping Station have been received. The present cleaner was installed in 1997 and a like for like replacement has been specified. The details of the tenders returned was in a separate report to the Board and the recommendation has been based on considerations of both price and past reliability of similar installations.

- **Public Sector Cooperation Agreement.**

The Board has completed the bulk of the work commissioned under this agreement with the Environment Agency. It included the clearing of obstructions and vegetation from Welton Beck and Thunker Drain in Horncastle and this work will continue throughout this financial year. The more ‘traditional work’ of grass flailing and weed cutting was undertaken on Tilehouse Drain, Snakeholme Beck, Duckpool Catchwater Drain. On Farroway Drain the works were undertaken by Witham Third under the instruction of Witham First District and that Board’s PSCA with the EA (as Witham Third had a more appropriate long reach excavator to do the works).

- **Winter 2015/16 Programme.**

The Winter Works Programme was due to start shortly, on de-silting and bushing works, covering 7.7 miles of watercourses until April 2016 as follows:

<u>Watercourse</u>	<u>Length m</u>	<u>Miles</u>
Abbey Fen Drain	2235	1.4
Eastfield Drain	4015	2.5
Linwood Drain	1355	0.8
Scothern North Drain	900	0.6
Borrow Pits	645	0.4
Barlings River	860	0.5
Lissington & Legsby Beck	2425	1.5
Totals	12435	7.7

Members received and NOTED the Director of Operations’ Report and presentation.

2432 Replacement Automatic Weedscreen Cleaner for Greetwell Pumping Station.

The Board had agreed to proceed with the replacement AWC for Greetwell Pumping Station, albeit this was not in the approved 2015/16 budget, given the condition of the current one installed in 1997.

Invitations to tender had been sent out for the provision, installation and commissioning of a replacement AWC. The layout was to be similar to existing, with the weedscreen deck mounted cleaner depositing the accumulated weed on the opposite bank.

The results of the procurement process were set out in a paper to the Board as follows:

<u>Tenderer</u>	<u>Model</u>	<u>Price</u> £
CW Engineering	CW Group own	58,975
HC Watercontrol Ltd.	HC Watecontrol own	48,950 (* ¹)
Aquatic Control Engineering Ltd.	-	Declined to tender
ECS Engineering Services Ltd.	-	Declined to tender
ECE Oil & Gas	-	Declined to tender
Ovivo UK Ltd.	Brackett Bosker Bandit	68,200
(* ¹) the configuration offered is impractical given the site restrictions and layout and so this tender was discounted.		

Having evaluated the tenders received, the recommendation to the Board was to accept the tender from Ovivo UK Ltd, for the supply and commissioning of a new Brackett Bosker Bandit AWC in the sum of £68,200 (excluding VAT).

This recommendation was made for the following reasons:

- the quality of the technical detail and information provided within the submission.
- consideration of the views of independent technicians who undertake maintenance of the Board's existing equipment.
- consideration of feedback from other IDBs, who have had similar equipment installed from the same supplier, relating to both the installation and subsequent maintenance and operation of the plant.
- expressed views of the Board's Operatives.

Following discussion, members APPROVED the recommendation that the contract be awarded to Ovivo UK Ltd in the sum of £68,200 (excluding VAT).

2433 Consent & Enforcements.

A report detailing Consent and Enforcement Cases, both within the drainage district and in the extended catchment, had been circulated with the agenda as follows:

- **Byelaw Consent Applications**

Reference	Location	Applicant	Details	Date
TD-2409-2015-CON	Reephams Beck	M Good & Son Ltd	Access culvert	

- **Section 23 Land Drainage Act Consent Applications – Board's District**

Reference	Location	Applicant	Details	Date
TD-2411-2015-CON	Woodhall Spa	Jubilee Park Bowling Club	Connection of surface water discharge into 600mm dia private culvert	12/11/2015

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

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

Reference	Location	Applicant	Details	Date
TE-2449-2015-CON	Cherry Willingham	Reepham & Cherry Willingham Village Hall Committee	Culvert 90m frontage of Village Hall including 2no. access chambers	18/11/2015
TE-2492-2015-CON	Wickenby	AMCO	Lining of railway culvert	18/12/2015

- **Enforcement Issues – Board’s District**

Reference	Location	Description / Comments	Actions
TD-1561-2014-ENF	Lodge Lane, Tattershall	Construction of unconsented garage adjacent to Board culvert	15/01/2016 case closed as alternative access is available
TD-1816-2015-ENF	17 Dornoch Close, Woodhall Spa	Trees cut down and left in watercourse	Most work done, to be completed by end Jan 2016
TD-1825-2015-ENF	Musgraves Orchard, Welton	Maintenance to watercourse	Meeting with land owner. Maintenance to be undertaken
TD-1999-2015-ENF	Holmelea, Newball	Maintenance required to watercourse	Awaiting maintenance later in the year
TD-2117-2015-ENF	Turnberry Drive, Woodhall Spa	Making good drainage route from development to Board drain	Should be completed by end Jan 2016
TD-2360-2015-ENF	13-16-23-24 Abbey Drive, Woodhall Spa,	Possible unauthorised connections to culvert and building over Board maintained culvert.	Letters sent to owners advising them that consent was required.
TD-2413-2015-ENF	Manitou - Fieldside View, Tattershall Road, Woodhall Spa.	Culvert may be blocked	Owner contacted and will continue to monitor as no evidence to back up claims.
TD-2414-2015-ENF	Hall Farm Cottages, Tattershall Road, Woodhall Spa.	Culvert may be blocked	Contacted complainant and will continue to monitor

- **Enforcement Issues – Board’s Extended Area**

Reference	Location	Description / Comments	Actions
TE-849-2014-ENF	Lodge Lane, Nettleham road has flooded	Culvert appears blocked under entrance to AW pumping station.	Contacted AWS and am awaiting response.
TE-1005-2014-ENF	Thorpe Road, Tattershall Thorpe. Road flooding issue	LCC reports a flooding issue at Church Lane.	Awaiting confirmation work is complete.
TE-1775-2014-ENF	Green Lane Woodhall Spa	Possible maintenance required to watercourse	Maintenance carried out but additional work required. Should be complete by the end of Jan 2016.
TE-1812-2015-ENF	Ings Lane Belchford, Horncastle	Possible maintenance required to watercourse	Work completed case closed 18/10/2015
TE-1863-2015-ENF	Grange Farm, Market Rasen	Maintenance required to watercourse	Awaiting confirmation work completed
TE-1866-2015-ENF	New Apley, Market Rasen	Maintenance required to watercourse	Awaiting confirmation work completed
TE-1916-2015-ENF	Mill Street Scamblesby	Possible maintenance to watercourse	Monitoring ongoing
TE-2183-2015-ENF	A158 Horncastle	Possible maintenance to watercourse	Contacted riparian owner awaiting response
TE-2266-2015-ENF	5 Station Mews, Wragby	Possible maintenance required to watercourse	Work complete case closed. 21/10/2015
TE-2267-2015-ENF	6 Station Mews, Wragby	Possible maintenance required to watercourse	Work complete case closed. 21/10/015
TE-2400-2015-ENF	East Barkwith, Wragby	Possible maintenance required	Contacted owner awaiting response
TE-2477-2015-ENF	6 Thornton Crescent, Horncastle	Possible maintenance to watercourse required	Contacted owner and maintenance is planned, will monitor.

TE-2478-2015-ENF	8 College Park Horncastle	Rubbish in watercourse	Contacted ELDC & Horncastle Town Council.
TE-2532-2016-ENF	A 158 Crowders Cottages	Bank slip into watercourse	Contacted owner awaiting response
TE-2534-2016-ENF	77 Ferry Road Fiskerton	Work required to link watercourses	Negotiations underway to arrange work
TE-2547-2016-ENF	Land Adj Lowfields Lane, Belchford, Horncastle	Road flooding related to silt in watercourse	Awaiting response from land owner.
TE-2548-2016-ENF	Hall Lane, Fiskerton	Possible blocked culvert from pond	To be inspected
TE-2558-2016-ENF	Brightville Stables, Fen Road, Timberland	Unconsented culverts installed	Contacted owner awaiting response

2434 Planning Applications.

A report on planning applications considered, detailing comments submitted to the relevant Local Planning Authorities, for the period 29.10.15 to 16.01.16 had been circulated with the agenda.

Members received and NOTED the report.

2435 Any other Business.

There were no further items of business.

2436 Date, Time and Place of the Board's Next Meeting

The Board's next meeting was confirmed for **Tuesday, 26th April 2016 at 10.30am** in **Minting Village Hall**.

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

W3rd BM 26.01.16