

NORTH EAST LINDSEY DRAINAGE BOARD

Minutes of a meeting of North East Lindsey Drainage Board, held on Tuesday 22nd January 2019 at The Amethyst Hotel, East Halton, North Lincolnshire, DN40 3NS at 2pm.

Present: Mr. S. Bedford
Cllr. P. Clark
Alderman I. Colquhoun
Cllr. Mrs. M. Cracknell
Mr. J. Finch
Mr. L. Grooby
Mr. J. F. D. Hargreaves
Mr. P. J. Hoyes
Alderman P. Mills
Cllr. B. Parkinson
Mr. S. Shepherd.
Cllr. D. Wells.
Mr. P. Wilkins

Vice Chairman
Chairman

In Attendance: Miss J. Flower, Executive Assistant
Mrs J. Froggatt, Chief Executive
Mr S. Larter Finance Consultant
Mr M. Shilling, Director of Operations & Engineering

1. Apologies

Apologies for absence were received from Mr. M. Archer, Cllr D. Bolton, Mr. J. Fussey, Cllr. Mrs J. Goodwin and Cllr. R. Hannigan.

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 meeting, with a particular welcome to Mr. Robert Kirk of New Waltham to membership of the Board and his first meeting. Robert had filled the vacant seat for Barnoldby, Bradley, Cleethorpes, Humberston, Irby, Laceby, Riby, Waltham and Weelsby.

It was highlighted to members that a key feature of today's agenda was for the Board to approve budget Estimates for 2019/20. This was required in order that Drainage Rates and Special Levies were set, publicised and notified to the Councils by the 15th of February.

Key to setting a balanced budget for next year was approval of the Annual Value as at 31st December 2018, approving the in-year land movements to the 31st December 2018, and setting the Penny Rate. This year members noted there is a proposed 1% increase in the penny rate in the pound. By approving this, the Board would set for next year the drainage rates and the Special Levies for the three Councils.

4. Minutes of the Board and Annual Public Meeting held on 20.11.18.

The minutes of the Board's previous meeting incorporating the Annual Public Meeting held on Tuesday, 20th November 2018 were proposed by Alderman Peter Mills, seconded by Cllr. Peter Clark and were APPROVED as a true and accurate record.

MATTERS ARISING:

10.1 Midby Drain, Barrow on Humber.

Cllr. Peter Clark advised members that the issue he had raised regarding Midby Drain in Barrow on Humber, involving a tree blocking the watercourse, was now resolved. The tree had been removed.

5. Minutes of the Joint Services Committee meeting held on 10.12.18.

The minutes of Joint Services Committee meeting held on Monday, 10th December 2018 had been circulated with the agenda for information, the next meeting of the JSC being on 13.05.19.

MATTERS ARISING:

5.1 Pay & Conditions Update (item 8 refers).

The Chief Executive updated members on discussions that had taken place. Members of the JSC had requested the Chief Executive enter into local discussion with the aim of assimilating Operatives on to ADA Lincolnshire White Book spine points with effect from 01.04.2019.

The reason this was necessary was because terms and conditions within the existing ADA White Book were being renegotiated during 2018 (between management and staff sides of the Pay Committee) and both agreed that the existing 'broadbanding grading structure' within the ADA White Book was outmoded and should be abolished after 31.03.2019. All IDBs party to the ADA Lincolnshire Branch Pay & Conditions Committee had therefore undertaken to enter into local discussions to assimilate Operatives on to ADA White Book Spine Points.

The current Craftsman B grade, 2018/19 pay rates of £21,300 or £10.75 per hour for a 38 hour week (76 hour fortnight), plus £490 p.a. holiday pay based on the locally agreed 20% uplift, gives an equivalent salary of £21,790 per annum (£11.00 per hour).

It was therefore outlined that based on the principle of no detriment, the nearest Spine Point on to which Operatives would assimilate was therefore Grade 3, Spine Point 14. At 2018/19 pay rates this is £21,984 per annum or £11.10 per hour. However, the local agreement reached was that Operatives will assimilate to Grade 3, Spine Point 15. At 2018/19 pay rates this is £22,704 p.a. (£11.46 per hour)

In addition to the assimilation of all Operatives to ADA White Book Spine Point 15 from 01.04.2019, the following was specifically proposed at the meeting on 12.11.18 and subsequently tested and agreed with Operatives as the basis of the local agreement:

- This assimilation is over and above any Lincolnshire-wide cost of living increase as agreed by the ADA Lincolnshire Branch and adopted by individual Boards (likely to be 2.7%) and would be applied subsequently.
- That the assimilation explicitly buys out the local 20% holiday pay agreement currently in place since 01st April 2015.
- Everyone to be paid monthly, on the 15th of each month (from 15.04.19). (It was noted that this affects NELDB's Works Supervisor).
- Overtime would still be paid on Spine Point 15 (the overtime bar is at Spine points above SP26), but in moving to monthly pay overtime would in effect be paid two weeks after the month end.
- The Boards reserve the right for new starters to be appointed on a Spine Point 13 or 14, depending on experience and qualifications, with incremental point progression to Spine Point 15.
- Working hours remain 38 hours per week (delivered as a 76 hours 9 days fortnight).
- The three Working Foremen roles currently on Spine Point 23 be uplifted to Spine Point 24 from 01.04.19. (NELDB's Working Supervisor remains on Spine Point 32).

It was noted that on 10.12.18 the JSC had endorsed the local agreement, as outlined and the implications had been included in 2019/20 budgets.

5.2 Joint Services 2019/20 Draft Budget.

Members were advised that JSC had on 10.12.18 AGREED to recommend to all four Boards the proposed joint services budget which was brought to today's meeting and included in Budget Estimates.

The budgets are based on the agreed cost sharing arrangements of UW 33.4%, W1 20.9%, W3 29.2% and **North East Lindsey (NEL) 16.5%**. A new Joint Services Agreement signed by all four Boards became operational from 1st April 2017.

All JSC costs were charged across the group of four Boards from 1st April 2017 in the proportions agreed for an initial period of three years.

The proposed 2019/20 Joint Services budget of £839,620 showed an increase of £57,990 (7.42%) on the approved £781,630 budget for 2018/19. This increase was explained and attributed mainly to:

- pay award (assumed 2.7%) and incremental point increment with corresponding NI & Pension impact amounting to £25k in 2019/20 from 01.04.19.
- general inflation on support contracts, NNDR, ICT, utilities, etc, at £1k.

- changes to budgets for new joint office facility as previously reported being £22k. This is as UW will draw down the PWLB loan facility in early 2019 and start to service the loan repayments during 2019 (May and November repayments).
- additional Technical Trainee post in Engineering Services at £10k. This post at £25k full cost had mainly been funded from savings elsewhere, causing a shortfall of only £10k to be met in the 2019/20 budget.

Overall, there is a budget pressure of £58k for 2019/20 on £781k approved budget in 2018/19 (+7.42%). This cost was allocated £19.3k to UW, **£9.6k to NEL**, £12.1k to W1st, and £16.9k to W3rd. These charges have been incorporated in each Board's proposed Budget Estimates for 2019/20.

6. Chief Executive's Report.

The Chief Executive's report had been circulated with the agenda and issues highlighted included:

6.1 Proposed Estimates 2019/20

Each of the four Boards is able to set a financially balanced budget for 2019/20, with proposed increases in the penny rate (which in turn drives increases in the Councils' Special Levies and Drainage Rates, including other factors like land movements to 31.12.18), as follows:

	<u>NELDB</u>	<u>UW</u>	<u>W1st</u>	<u>W3rd</u>
2019/20	1.00%	2.00%	0.00%	0.50%

As context, the previous 5 years' increases in the penny rate were set out as follows:

	<u>NELDB</u>	<u>UW</u>	<u>W1st</u>	<u>W3rd</u>
2018/19	0.00%	2.00%	0.00%	2.00%
2017/18	2.43%	1.25%	0.00%	0.75%
2016/17	0.00%	1.50%	1.50%	1.25%
2015/16	0.00%	1.75%	1.75%	1.75%
2014/15	1.40%	2.00%	2.00%	2.00%

The Special Levies paid by each Council are derived from the setting of the Penny Rate and Annual Values but are also influenced by the land movements whereby land moves from 'agricultural land and buildings' (on which Drainage Rates are paid) to 'other developed land and buildings' (on which Special Levy is paid) under the Land Drainage Act (1991).

Taking into account the proposed increases in the Penny Rate for each Board and the land movements to 31.12.18, the overall impact on 2019/20 Special Levies and Drainage Rates for the Board and for each Council is as follows:

<u>North East Lindsey DB (1%)</u>	<u>2018/19</u>	<u>Change</u>	<u>2019/20</u>	<u>Change</u>
	£	£	£	%
Special Levies:				
North East Lincolnshire Council	£ 391,487.36	£ 5,950.24	£ 397,437.60	1.52%
North Lincolnshire Council	£ 136,363.08	£ 9,493.05	£ 145,856.13	6.96%
West Lindsey District Council	£ 3,221.45	£ 32.21	£ 3,253.66	1.00%
Total Special Levies	£ 531,071.89	£ 15,475.50	£ 546,547.39	2.91%
Drainage Rates	£ 23,373.69	£ 67.93	£ 23,441.62	0.29%
Total Drainage Rates & Special Levies	£ 554,445.58	£ 15,543.43	£ 569,989.01	2.80%

This was highlighted at this point in the meeting, before Budget Estimates are considered, to demonstrate that with the proposed 1.00% increase in the Penny Rate, the impact of land movements can drive greater percentage changes in the Special Levy (e.g. 6.96% for North Lincolnshire Council to NELDB). This has to be seen in the context of the infrastructure costs to support business / economic growth and housing development, which in turn generates NNDR and CT income to the Council.

6.2 Pay Settlement 2019/20.

As previously reported, after pay claim negotiation, both management and staff sides of the Committee reached agreement on using for 2019/20 100% of the increase in Average Weekly Earnings (AWE) in the public sector, as published on 16.10.18, which was 2.7%. Unison agreed to put this to a consultative ballot.

On 10.12.18 the Unison Secretary (East Midlands IDBs Branch) had confirmed to the Secretary of the Pay & Conditions Committee that by a large majority members had voted to accept the pay offer of 2.7% from 01.04.19.

The 2.7% assumed pay uplift across all salaries and wages has been built into draft budgets Estimates for 2019/20, i.e. it is included in Joint Services but also in the remaining budgets for individual Boards for those staff outwith the joint services arrangements like Operatives and Foremen / Supervisors.

The process is therefore that now the ADA Pay & Conditions Committee has a pay settlement agreed between both parties, this is formally recommended for approval by the ADA Lincolnshire Branch at the next meeting on 21.02.19.

Each of the four Boards within the group was therefore recommended to formally approve and adopt the ADA Lincolnshire Branch pay settlement of 2.7% for 2019/20, subject to this being approved on 21.02.19 by the Branch and note that this will then be applied across all salary and wages scales from 01.04.19 and also note that the impact has been built into Budget Estimates for 2019/20.

This was proposed for approval by Cllr. D Wells, seconded by Cllr P. Clark and agreed unanimously.

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

The Business Case for a replacement Upper Witham Depot and ancillary office accommodation was approved by Upper Witham's Board on 19.11.18, together with

the appointment of the preferred contractor Taylor Pearson Construction Ltd. of Martin Dales.

An application was made to Defra for approval for the Board to apply to the Public Works Loan Board (PWLB) for up to £1.2 million, over a 30 years repayment period. Defra confirmed on 21.12.18 approval for Upper Witham to apply for the loan.

The £1.2 million loan was applied for on 09.01.19 and received by Upper Witham IDB on 18th January 2019 at an interest rate of 2.68% (lower than the 3.01% in the Business Case).

The Chief Executive's report was received and noted.

7. Schedule of expenditure for the period 01.11.18 to 31.12.18.

The schedule of expenditure had been circulated with the agenda and was presented to the meeting by the Finance Consultant.

Items highlighted to or by members included:

- Item 21: £4,290.48 (net) to David Neal Electrical. These were necessary works for the Board's new depot, including a fire alarm system
- Item 24: £80,509.50 (net) to the Environment Agency. This was the final of two payments for the flood and coastal erosion risk management precept 2018/19 (total paid £161,019.00).
- Item 56: £22,266.00 to Perry's Pumps Limited. Part of the planned maintenance works for the pump lift at Immingham PS.

Members noted the schedule of expenditure incurred for the two months 01st November to 31st December 2018.

8. Financial Performance Report to 31st December 2018, month 9 of 2018/19 and the forecast year end position as at 31st March 2019.

The financial performance report to 31st December 2018, month 9 of 2018/19, had been circulated with the agenda and the Finance Consultant presented the summary position together with the forecast year-end position for 31.03.19:

Profiled Budget P9	Actual (Surplus)/Deficit	Variance
£	£	£
(107,515)	(170,876)	(63,361)

The Board had anticipated a surplus of (£107,515) as at 31st December 2018 and the actual surplus was (£170,876). Whilst the Board was showing a positive variation of (£63,361) against budget, Members were reminded that 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	Provisional Outturn	Variance
	£	£	£	£	£	£
Income	(601,795)	(592,326)	(709,328)	(117,002)	(711,428)	(109,633)
Board & General Admin	37,100	24,021	21,615	(2,406)	32,229	(4,871)
One Off Schemes	0	0	18,904	18,904	117,404	117,404
Conservation	2,500	2,500	679	(1,821)	679	(1,821)
Depot	10,770	9,056	19,716	10,660	23,459	12,689
Drains	131,420	117,936	103,334	(14,602)	129,667	(1,753)
Pumping Stations	57,877	51,648	54,964	3,316	66,368	8,491
Staffing & Joint Admin	64,573	33,664	37,915	4,251	74,791	10,218
Consents & Enforcement	0	0	0	0	0	-
Engineers & Works Supervisor	134,925	83,356	81,282	(2,074)	132,710	(2,215)
Contribution to/(from) Reserves	0	0	(18,904)	(18,904)	(117,404)	(117,404)
PWLB	0	0	0	0	0	-
Rechargeable Works	0	0	57,928	57,928	82,954	82,954
EA Precept	162,630	162,630	161,019	(1,611)	161,019	(1,611)
FRS17 Pension Adjustment (net)				0		-
Wages & Plant Holding Account				0		-
(Surplus)/Deficit	0	(107,515)	(170,876)	(63,361)	(7,552)	(7,552)

The main variation was in respect of income which was (£117k) ahead of profile. The bulk of this surplus was attributed to PSCA works for the EA which were all fully paid by the EA. Income streams have been posted in terms of Drainage Rates raised (not necessarily paid) and Special Levies actually received (£531k). All Special Levies had been received from the three Councils by the due date of 01.11.18.

Highland Water claims had been submitted to the Environment Agency for the balance on the 2017/18 actual claim, with a further (£21,566) paid and for the 2018/19 Estimate (£57,000). 80% of the estimated claim for 2018/19 (£45,600) was paid on 03rd October 2018 along with the balance on the 2017/18 actual (£21,566), so a total of £67,166 was paid by the EA in 2018/19.

For Drainage Rates collected in 2018/19, including previous years' arrears, as at 31st December 2018 the collection rate was 72.2%. This is a slight improvement on the same point last year, (which was 66.0%). First reminders were despatched on 01st August 2018 and final reminders were despatched 25th September 2018. A court date was set for 11th January 2019 but this was subsequently cancelled, as the outstanding accounts were paid.

Rating queries are still being received and resolved and there are still some areas of land which have not had their owner identified. This is an ongoing process and will include site visits as required. It is as expected when a paper based system was computerised on to a new Ratings system, as was the case in 2017. It should also be noted that some areas of land have been identified which are now subject to Special Levy (ie they are no longer agricultural land or buildings as at 31st December 2018) which will need transferring at the developed land rate to the relevant Council Special Levy, to take effect from 01st April 2019.

Sam Bedford asked for some quantification of the scale and number of queries still outstanding and also how many accounts outstanding were under £10 value. This information would be provided after the meeting directly to him, although it was confirmed that invoices are not raised by the Board on accounts less than £2.50.

Bank Balances and investments were set out as follows, as at 31st December 2018:

Barclays Bank plc

Payments Account	£	7,293.76
Receipts Account	£	1,189.71
General Deposit Account	£	300,721.17
Developer Contributions Account	£	131,557.82
Nationwide Instant Access (Dev Cont's)	£	150,236.71
Total		<u>£ 590,999.17</u>

It was highlighted that bank balances are comparatively high at this point in the year as the Board has received Special Levy income, Highland Water income and drainage rates income. It will be May 2019 before further significant income is received, hence bank balances will reduce over the next few months.

On the forecast year-end position, members were advised this was likely to be a small surplus of (£7.5k) with a +/- £10k either way.

Members noted the financial performance for nine months of 2018/19 to 31st December 2018 and the 31.03.19 forecast year-end position.

9. Risk Register.

The joint Risk Register for all four Boards had been circulated with the agenda. The Chief Executive highlighted some minor adjustments that had been made to the Register, mainly being to the "Mitigation Effectiveness" columns, making it more concise and summarised.

Members received the Risk Register, and, after discussion, this was APPROVED.

10. 2019/20 Budget Estimates.

A report had been circulated with the agenda and was presented by the Finance Consultant. Detailed work had been undertaken to review the actual income and expenditure in 2018/19 as at 31st December 2018. This had been projected forward to provide an indicative outturn position as at 31st March 2019. This position was used to inform the budgets for 2019/20, together with any known cost pressures, necessary developments and known savings.

A summary table of the proposed 2019/20 budget, compared against the approved 2018/19 budget, was outlined, as follows:

	Approved 2018/19	Budget 2019/20	Variance
	£	£	£
Income	(601,795)	(617,352)	(15,557)
Board & General Admin	37,100	36,100	(1,000)
One Off Schemes	-	185,000	185,000
Conservation	2,500	2,500	-
Office/Depot	10,770	6,540	(4,230)
Drains	131,420	138,420	7,000
Pumping Stations	57,877	67,915	10,038
Joint Services	64,573	70,001	5,428
Consents & Enforcement	-	-	-
Operations & Engineers	134,925	133,246	(1,679)
Contribution to/(from) Reserves	-	(185,000)	(185,000)
PWLB	-	-	-
Rechargeable Works	-	-	-
EA Precept	162,630	162,630	-
FRS17 Pension Adjustment (net)	-	-	-
Wages & Plant Holding Account	-	-	-
(Surplus)/Deficit	-	-	-

In terms of inflation and other factors, pay budgets and associated costs had been increased by 2.7%, NNDR by 2.5%, with all other costs having a 0% inflationary uplift unless any adjustment had been required to rebase the budget. Budgets for the impact of the Board's new depot and share of the joint office facility were also included.

A balanced budget position could be achieved for 2019/20 based on these assumptions and a recommended **1.00%** penny rate increase.

Drainage Rates had been adjusted to reflect the current Drainage Rate base, a 1.00% increase in penny rate and the transfer of land to Special Levy had been included. Special Levies have increased by (£15k) to reflect the land adjustments and 1.00% increase in the penny rate. Highland Water has been retained at the 2018/19 base.

For the 'One-Off' (Capital) budget, £185k had been included for Immingham Pumping Station and Health and safety works for a new weedscreen deck at Barton Drain.

The proposed scheme for Immingham Pumping Station includes:

• Motor Refurbishment	£ 45,000
• New Pump Control Panel	£ 75,000
• AWC Refurbishment	<u>£ 35,000</u>
Total Scheme	<u>£150,000</u>

The scheme for a new weedscreen deck at Barton Drain, required on Health and Safety grounds, is included in the proposed budget at an estimated cost of £35,000.

Both schemes will be funded via a contribution from the Pumping Stations Reserve (current balance £227,762). This will leave a remaining balance of £42,762. If any surplus is generated at the end of the current financial year 2018/19, this will be allocated to this reserve rather than the General Reserve.

Rebased budgets on office / depot are to reflect actual spend, based on the new depot facility at New Holland. Savings will offset new office accommodation at Lincoln, as previously reported to the Board.

The increase of £7k in the drains budget from £131,420 to £138,420 is for the summer maintenance contract, so that the full system of four watercourses can be maintained annually rather than some drains bi-annually.

Within the proposed £67,915 budget for Pumping Stations, £9.6k had been included for Health & Safety works. Other increases are for inflation. The budget for Pump Lifts has been retained at £25k. This work is essential to ensure pumps are inspected on a regular basis and is a condition of our insurance policy.

There is a slight variance on the budget for Joint Services/Witham House at £5k and for Engineers/Works Supervisor (£2k). The Joint Services Committee on 10th December 2018 recommended the Joint Services Budget to the four Boards for inclusion in each Board's detailed Estimates. The main variance is providing for the 2.7% pay award, increments and associated oncosts at £25k and the servicing of the debt costs relating to the office element of the new depot/office facility at Lincoln at £22k. Savings on Engineering (£8.5k) are created by removing the budgets associated with the previous retained Engineer to the Board.

The total of all the stated Variations is £0k. On this basis a balanced budget can be achieved for 2019/20 based on the assumptions stated and with a **1% increase** in the penny rate.

Members were advised that it is prudent to hold a general 'Revenue Reserve' for emergencies of 10% to 15% of turnover and the balance held in 'earmarked reserves' for particular requirements.

It was proposed the reserve balances be allocated on the following basis:

Reserve	2018/19 b/f £	2018/19 c/f £	2019/20 c/f £
Revenue Reserve*	(98,111)	(98,111)	(98,111)
Pumping Stations	(227,762)	(227,762)	(42,762)
Conservation	(11,634)	(11,634)	(11,634)
Rosper Road Pits	(7,559)	(7,559)	(7,559)
Board Management	(0)	(0)	(0)
Developer Contributions			
South Killingholme	(154,547)	(37,143)	(37,143)
North Killingholme	(2,151)	(2,151)	(2,151)
Catch Site	(3,670)	(3,670)	(3,670)
Habrough Fields	(30,739)	(30,739)	(30,739)
Balance	(536,173)	(418,769)	(233,769)

*assuming a neutral year end position for 2018/19

The Revenue Reserve is the general 'contingency' reserve on which the Board had agreed a policy to retain between 10% to 15% of turnover. The balance, assuming a neutral position on the Revenue Account at the end of the current financial year 2018/19 will equate to 15.9% for 2019/20. Whilst marginally above the upper end of the policy, it is prudent to await the final year end position for 2018/19. The Board can agree to reallocate balances between funds at any time.

The Pumping Stations reserve can be used for maintaining the fabric, pumps, and other 'one off' spends required at pumping stations. In 2019/20 it is proposed to utilise £185k of this reserve to undertake a major refurbishment scheme at Immingham Pumping Station at £150k and a weedscreen deck at Barton Drain at £35k.

If a surplus is achieved at the 31.03.19 year end 2018/19 it is proposed to allocate any balance to this reserve rather than the General Reserve to partly replenish this reserve. The balance of the contributions received for the Rosper Road Pits project is to be utilised in developing and maintaining this scheme.

With regard to Developer Contributions, the balance of the contributions received will meet future maintenance and improvement costs as required. The balance reduced in 2018/19 to fund the desilting works and new control panel at Middle Drain.

Following discussion, members were content to **APPROVE** the Budget Estimates for 2019/20, based upon a 1% increase in the penny rate in the pound.

11. Annual Value, Penny Rate, Drainage Rates and Special Levies for 2019/20.

A report had been circulated with the agenda in order for the Board to formally set the Annual Values and set the Penny Rate in the pound, from which the drainage rates and the Special Levies for the three relevant Councils are set for 2019/20.

The Annual Values must be formally approved by the Board. These start with the brought forward from last year's rate setting as at 31st December 2017, with the movements during the calendar year required for land that has been developed or is no longer used for agricultural purposes. This land transfers out of Drainage Rates and is allocated to the Special Levy for the appropriate Council.

The Annual Values as at 31st December 2017 were:

	Total £
Drainage Rates	615,097
North Lincolnshire Council	3,588,502
North East Lincolnshire Council	10,302,299
West Lindsey DC	84,775
Total	14,590,673

The land movements between 01.01.18 and 31.12.18 that require transfer from Drainage Rates to Special Levy were summarised as:

Council	Area ha
North Lincolnshire Council	60.77
North East Lincolnshire Council	15.21
West Lindsey DC	0.00
Total	75.98

The land is removed from Drainage Rates at the known Annual Value and transferred to Special Levy at the 'Developed Land' rate, as calculated on 1993 values of £3,485.74 per hectare. The developed land rate calculated on the 1993 values is:

	Acres	Hectares	Annual Value	Rate per Hectare
Agricultural	18,930	7,661	671,801	£87.69
Developed	8,881	3,594	12,527,747	£3,485.74
Total	27,811	11,255	13,199,548	

The changes set out result in the following revised Annual Values, as at 31st December 2018:

	Total £
Drainage Rates	610,777
North Lincolnshire Council	3,800,316
North East Lincolnshire Council	10,355,331
West Lindsey DC	84,775
Total	14,851,199

The following 'penny rates' will be applicable if the proposed 1.00% increase is agreed:

	Penny Rate (p)
Current	3.8000
Proposed	3.8380

This will increase, net of land movements, the amount generated from Drainage Rates from £23,374 to £23,441 (+£67).

The changes will also have the following impact on Special Levies, including the rebasing of the Annual Values for the land transfers for each Council, as follows:

	Current £	Proposed £	Difference £	Increase %
NLC	136,363.08	145,856.13	9,493.05	6.96
NELC	391,487.36	397,437.60	5,950.24	1.52
WLDC	3,221.45	3,253.66	32.21	1.00
Total	531,071.89	546,547.39	15,475.50	2.91

Therefore income to the Board increases by a total of £15,543, being an increase of £15,476 in Special Levy and a net increase in Drainage Rates of £67 due to transfer of agricultural land to other developed land.

Following discussion members were content to **APPROVE**:

1. The transfer of land from Drainage Rates to Special Levy as set out.
2. The land valuations as at 31st December 2018 upon which Drainage Rates and Special Levies are calculated is set at £14,851,199.
3. The 'penny rate' is increased by 1.00% so is set at 3.8380 pence in the pound for all areas.
4. The Special Levies 2019/20 be agreed for each of the three Councils as:

4.1 North Lincolnshire Council	£ 145,856.13
4.2 North East Lincolnshire Council	£ 397,437.60
4.3 West Lindsey District Council	£ 3,253.66
5. The Chairman and Chief Executive be authorised to sign the 'Rate Book' and apply the seal of this Board and publicise the revised penny rates, estimated Drainage Rates and Special Levies before 15.02.19.

12. 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.

Cope Health and Safety, the current external contractor had completed a visit to Witham House on Thursday, 22 November to undertake the Annual Review. Members were advised that training continued with employees from all four Boards and NEL Contractor.

A works meeting for all of the workforce was held on 29th November 2018, covering a variety of issues.

New health and safety warning and directional signs highlighting risks for North East Lindsey sites (including Rosper Road) and Pumping Stations, will be erected and installed shortly.

Cllr. B. Parkinson asked what the level of risk was concerning Leptospirosis, which was covered during the training session on 29th November. Leptospirosis, also called Weil's disease, is an infection spread in the urine of infected animals – most commonly rats, mice, cows, pigs and dogs. Leptospirosis is rare, especially in the UK. However, Operatives are more at risk due to the nature of their work with soil and freshwater that may contain infected urine. For this reason, Leptospirosis awareness is covered on a regular basis with all Operatives.

Members received and noted the report on Health and Safety.

13. Environment Report.

A report had been circulated with the agenda and was presented by the Director of Operations and Engineering Services.

The potential project at Rosper Road between North East Lindsey IDB and the Environment Agency is still ongoing and Officers are currently waiting an update from the EA on how it is progressing.

Bird surveys at Rosper Road will begin again in February once more species start to return and there is a small section of grassland between Humber Road and the pools that has good potential for a small wildflower meadow.

If deemed to be suitable, some seed will be planted in Spring 2019. The hope is that this will benefit the birds that are present at the pools but also smaller garden birds and invertebrates.

The Board's Works Supervisor was present at the training session 'Working around Badgers'. This session clarified and explained the conditions of the Board's licence to interfere with setts for drainage operations (CL27).

The Board's Contractor started de-silting works on Middle Drain during the week commencing 07.01.19 and a site visit was undertaken on 09.01.19 to survey for nesting birds and protected species.

Members noted the health and safety update.

14. Director of Operations & Engineering Services' Report.

A report had been circulated with the agenda and was presented along with a verbal update.

- Planned Maintenance

The Board's contractor, Eric Carnaby & Son Ltd, had completed the summer programme of maintenance to the maintained channels around the district.

- Depot facility and meeting room.

Work to provide workshop facilities within the district has been completed. The unit at Tattershall Castle Court, Morgan Way, New Holland has been provided including a portable unit that provides mess and meeting room facilities. It provides a base for the Board's Works Supervisor and a meeting room facility for circa four people.

- Environment Agency

Following a series of meetings with Environment Agency officers, investigations into responsibilities for various structures had continued. Some historical plans and documents had come to hand, e.g. Barrow Beck surveys, Fostors Wharf Land Ownership details, but discussions continued.

The EA were advised to investigate details held within the minutes of the former Lincolnshire Local Flood Defence Committee, which contain details of past schemes and often clearly list responsibilities for structures and defences.

- Middle Drain Pumping Station

The Board's consultant engineers, Peter Brett Associates, had constructed a computer based catchment model of this system. A draft report had been received by the Board's officers and comments will be made on the contents before it is signed-off. Initial results showed that no properties would be flooded by water from the Board's maintained system, even during extreme rainfall events. However, some agricultural land would be. But this is based on the assumption that the system remains in its current condition. This winter's de-silting of culverts and channel bed will improve the systems performance and so Officers would expect to see an increase in the standard of protection provided.

The recommendations of this report will influence some of the comments the Board makes in response to developer enquiries and may also identify the need for improvement work within the maintained channel system.

An order has been placed with Paktronic Ltd., a company based in Grantham, to construct and commission a new pump control panel for Middle Drain pumping station. This work will be funded from developer contributions received by the Board and will be installed and commissioned by 31st March 2019.

Work to de-silt the Middle Drain channel system and de-silt culverts commenced on 08.01.19 and is programmed to take three weeks. The material will be removed using long reach excavators and placed on the adjacent access strips and arable fields. As part of this work, bushes have been removed to improve machine access to the channel at a number of locations throughout the system. This work has an estimated value of £20,596 (including a 10% contingency).

Following questions and comments from Lionel Grooby and Cllr. David Wells, there was much discussion on the level of the land occupied by ABLE UK in the area. The area surrounding ABLE is well protected and should flooding occur the only risk would be to ABLE themselves and this has been made clear by the Board to the land owner.

Members received and noted the report and presentation.

15. Consents and Enforcements Report.

A report had been circulated with the agenda.

Byelaw Consent Applications:

Reference	Location	Applicant	Details	Date
ND-4235-2018-CON	Mawmbridge Drain Humber Link Road	NELC	3.0m x 4.2m concrete box culvert	12-11-18
ND-4414-2018-CON	Able Humber Port development Area H	Able UK Ltd	Discharge into Drain 10A	19-12-18

Section 23 Land Drainage Act Consent Applications – District:

Reference	Location	Applicant	Details	Date
ND-4337-2018-CON	Roxton Road Immingham	Network Rail	UV liner for old brick railway culvert	12-11-18
ND-4376-2018-CON	Able Humber Port development Area J	Able UK Ltd	Alterations to land drainage system	05-12-18

Section 23 Land Drainage Act Consent Applications – Extended Area (The Board acts as Agent for Lincolnshire County Council, the Lead Local Flood Authority but, at present, both NLC and NELC undertake their own consents and Enforcement work in the extended rainfall catchment).

- *None received*

Enforcement Issues – District

- *None received*

Enforcement Issues – Extended District

- *None received*

Members received and NOTED the report.

16. Engineering Services Report.

A report had been circulated with the agenda and was presented by the Director of Operations and Engineering Services. 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).

There were no general planning matters to report.

The Board received a number of consultations and had commented on various planning applications to the various planning authorities (major comments were summarised).

The following observations were highlighted that had been submitted to the appropriate authority:

DM/0544/17/FUL, DM/0902/18/FUL, ND-3483-2017-PLN

Erection of 3 storey office building and facilities block with associated car parking, access and landscaping. Land Off Pelham Road Immingham North East Lincolnshire

“Thank you for the opportunity to comment on the above application. The site is within the North East Lindsey Drainage Board area.

It is noted the site is with the EA flood zone 2/3 and a flood risk assessment has been included with the application containing mitigation.

No development should be commenced until the Local Planning Authority has approved a scheme for the provision, implementation and future maintenance of a surface water drainage system. The applicant states a surface water disposal as ‘Sustainable drainage system’ and ‘Soakaway’. However, no further design details of these methods could be found within the documentation. Any discharge must be agreed with the Board and the Drainage Team at North East Lincolnshire Council”.

DM/1030/18/REM & DM/0604/17/OUT, ND-3518-2017-PLN

Reserved matters application for the erection of five dwellings following DM/0604/17/OUT (Outline application for residential development). Land Rear Of 20 - 24 South Marsh Road Stallingborough North East Lincolnshire

“Thank you for the opportunity to comment on the above application. The site is within the North East Lindsey Drainage Board area. The Flood Risk Assessment correctly identifies the site is at potential flood risk. It is noted the Flood Risk Assessment contains appropriate mitigation including raised FFLs.

No development should be commenced until the Local Planning Authority has approved a scheme for the provision, implementation and future maintenance of a surface water drainage system. The applicant indicates the use of SuDS, however there are no document currently submitted any discharge must be limited to the greenfield rate.

- If soakaways are proposed the suitability of new soakaways, as a means of surface water disposal, should be to an appropriate standard and to the satisfaction of the Approving Authority in conjunction with the Local Planning Authority. If the suitability is not proven the Applicant should be requested to re-submit amended proposals showing how the Site is to be drained. Should this be necessary this Board would wish to be reconsulted.
- Where Surface Water is to be directed into a Mains Sewer System the relevant bodies must be contacted to ensure the system has sufficient capacity to accept any additional Surface Water. Any discharge into a water course will require a consent from the Board under the land drainage Act.”

DM/1085/18/CND & DM/0710/18/FUL, ND-3518-2017-PLN

Discharge of Conditions Proposed extension to form additional storage. Tri Pack Plastics, Estate Road 1, Grimsby. DN31 2TB

“Thank you for the opportunity to comment on the above application. The site is within the North East Lindsey Drainage Board area.

The Flood Risk Assessment correctly identifies the site is at potential flood risk. It is noted the Flood Risk Assessment contains appropriate mitigation including raised FFLs.

No development should be commenced until the Local Planning Authority has approved a scheme for the provision, implementation and future maintenance of a surface water drainage system. Where Surface Water is to be directed into a Mains Sewer System the relevant bodies must be contacted to ensure the system has sufficient capacity to accept any

additional Surface Water. I am not aware of the drainage system at this location and no details have been provided. Potentially attenuation is required.

The Drainage Team at North East Lincolnshire Council have also responded requiring attenuation”.

DM/0804/18/FUL, ND-4403-2018-PLN

Erection of 38 dwellings with car parking, alterations to existing vehicular access, boundary treatments and associated works. Waterworks Street Land Waterworks Street Immingham North East Lincolnshire

“Thank you for the opportunity to comment on the above application. The site is within the North East Lindsey Drainage Board area.

The site is in Zone 3 on the Environment Agency Flood Maps and potentially at flood risk. It is noted a Flood Risk Assessment is included in the Application that recognises this and contains appropriate mitigation. Including raised FFL (but not ground levels), flood resistance materials and doors.

No development should be commenced until the Local Planning Authority has approved a scheme for the provision, implementation and future maintenance of a surface water drainage system. It is noted the proposed discharge is 5l/s. While the documents acknowledge attenuation will be required there are no appropriate details included. The Board would support the use of SuDS as required by the NELC drainage team.

Where Surface Water is to be directed into a Mains Sewer System the relevant bodies must be contacted to ensure the system has sufficient capacity to accept the additional Surface Water”.

PA/2018/2203 & /1264, ND-4148-2018-PLN

Able Logistics Park - East Halton. Request for approval of details reserved by condition in relation to: PA/2015/1264, PA/2018/2203 Request for approval of details reserved by condition in relation to: PA/2015/1264 17. (All stages)

No development shall take place until a scheme for the disposal of surface water has been agreed in writing by the local planning authority and none of the buildings shall be occupied until it is connected to the approved drainage system.

19. (All stages)

Development shall not be begin until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydro geological context of the development, has been submitted to and approved by the local planning authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed.

“Thank you for the opportunity to comment on the above discharge of conditions (17 & 19). The site is within the North East Lindsey Drainage Board area.

The Board has been consulted on the Surface Water Drainage Strategy (2018 V3.0) and is satisfied with the principles set out within it. It is noted (and referred to within the document) that further investigations and detailed design will be required as the development processes. We understand the Able position that until it is determined what is the scope and phasing of the development it would be inappropriate to undertake the detailed design.

Under the terms of the Board's Byelaws, the prior written consent of the Board is required for any proposed temporary or permanent works or structures in, under, over or within the byelaw distance (7m) of the top of the bank of a Board maintained watercourse. Skitter Beck Branch 1 (12A) is within the site, note it is referred to as East Halton Drain in the Strategy.

Under the terms of the Land Drainage Act. 1991 the prior written consent of the Board is required for any proposed temporary or permanent works or structures within any watercourse including infilling or a diversion.

Please note that Condition 21 is an Environment Agency conditions and do not require feedback from the Board”.

PA/2018/2078, ND-4370-2018-PLN

Outline planning permission for the erection of nine dwellings with all matters reserved for subsequent approval. land east of Strathdee, Barrow Road, Goxhill, DN19 7LN

“I refer to the above application which is within the North East Lindsey Drainage Board District.

No development should be commenced until the Local Planning Authority, has approved a scheme for the provision, implementation and future maintenance of a surface water drainage system. The applicant refers to the use of SuDS but there are no details or Flood Risk Assessment included in the submitted documents. Any discharge must be limited to the greenfield rate.

Consideration must be given to the route of flow downstream of the site from the discharge point to an appropriately maintained watercourse. The applicant must identify the downstream route and provide evidence that it is suitable. Are there any off site works or the need for increased maintenance required to safeguard the site discharge for the life of the development”.

Members discussed the content, received and NOTED the report.


17. Any other Business.

There were no further items of business.

18. Date, Time and Place of Next Meeting.

The next meeting of the Board was confirmed for Tuesday, 21st May 2019 at The Amethyst Hotel, East Halton. It will commence at 2.00pm.

The meeting closed at 4.05pm.

..........Chairman.....21/05/2019.....Date

NEL BM 22.01.19.