

## UPPER WITHAM INTERNAL DRAINAGE BOARD

**Minutes of a meeting of Upper Witham Internal Drainage Board, held on Monday, 21<sup>st</sup> January 2019 at the Natural World Centre, Whisby Nature Park, Moor Lane, Thorpe on the Hill, Lincoln, LN6 9BW at 2pm.**

**Present:**

Mr. J. Boyall.  
Mr. A. Buckley.  
Cllr. P. Burley.  
Cllr. N. Craft.  
Cllr. Mrs. M. Dobson  
Cllr. G. Hewson.  
Cllr. Mrs. S. K. Howe.  
Ms. E. E. Jenkinson  
Mr. V. Kerr  
Mr. G. E. Porter.  
Mr. J.R. Scarborough. - **Vice Chairman**  
Mr. C. Smith  
Mrs. J.S.P. Smith.  
Mr. N. Tobin.  
Cllr. P.J. Vaughan. - **Vice Chairman**  
Mr. B.F. White.  
Cllr. Mrs. P. A. Woodman MBE  
Mr. P. Wright.

**In Attendance:**

Miss Jayne Flower, Executive Assistant.  
Mrs. Jane Froggatt, Chief Executive.  
Mr. Steve Larter, Finance Consultant.  
Mr. Martin Shilling, Director of Operations & Engineering.

**Apologies:** Apologies for absence were received from Mr. B. Charlesworth, Cllr. S. England, Mr. P. Gowen, Mr. J. R. Hollis, Mr. D. Jackson, Cllr. Mrs. R. Kaberry-Brown, Mr. D. R. Knight, Ms. R. Longbottom, Mr. F.H. Myers (Chairman), Mr. R. W. Parker, Cllr. L. J. Pennell, Mr. R. J. Phillips, Mr. T. Speakman, Cllr. I. Stokes and Mr. S. H. White.

In the absence of the Chairman and by prior arrangement, Cllr. Pat Vaughan chaired the meeting.

### **72.18 Declarations of Members' Interests.**

Members present nominated by the five Councils declared interests relating to respective Councils.

### **73.18 Chairman's Announcements.**

This was the first meeting in the new venue and the Chairman thanked Cllr. Mrs. Pat Woodman for arranging discretion on car parking charges for the meeting.

Members were advised that a key feature of the agenda was for the Board to approve Budget Estimates for next year 2019/20. Key to setting a balanced budget is the Board approving the Annual Values as at 31st December 2018, approving the in-year land

movements between 01<sup>st</sup> January and 31<sup>st</sup> December 2018 and setting the Penny Rate. This year members noted there was a 2.00% proposed increase in the Penny Rate in the pound.

#### **74.18 Minutes of the Board and Annual Public Meeting held on 19.11.18.**

The Minutes of the Board's previous meeting incorporating the Annual Public Meeting held on Monday, 19<sup>th</sup> November 2018 were proposed by Cllr. Nick Craft, seconded by Cllr. Gary Hewson and APPROVED as an accurate record.

##### *MATTERS ARISING:*

#### 74.18.1 Vacant Seats on the Board (minute 48.18 refers).

The Chief Executive reminded members that there remain two vacant seats on the Board (one for North Scarle, Broadholme and Skellingthorpe and one for Long Bennington, Barton and Normanton).

#### 74.18.2 Election of members to the Finance and General Purposes Committee (minute 50.18 refers).

The Chief Executive confirmed that there remained one vacant seat on the Committee.

#### 74.18.3 Election of members to the Works Committee (minute 51.18 refers).

The Chief Executive confirmed that there remained one vacant seat on the Committee, one of the two vacant seats having now been filled by the co-option of Cllr. Nick Craft.

#### 74.18.4 Staffing Issues (minute 60.18.5 refers).

As an update for members, the Chief Executive was pleased to confirm that a new starter, Will Jarman did indeed join the Board as a Land Drainage Operative on 19<sup>th</sup> November 2018 and that both members of the workforce who had been unavoidably on long term sick leave had now returned to work. Therefore the Board currently operated with a full complement of staff. With the current workload and additional PSCA works commissioned by the EA, it was noted that two Witham Third DIDB Operatives were currently working in Upper Witham and for two to three weeks also that Board's Foreman and long reach Volvo excavator operator was assisting with PSCA works on the River Till.

#### 74.18.5 Business case for the reprovision of the Board's depot and a joint office facility for the four IDBs at Meadow Lane, North Hykeham.

Following the Board's approval of the Business Case at the meeting on 19.11.18 and the agreement to submit the Business Case to DEFRA to request the funding to be approved to allow an application to the PWLB to release the funding of £1.2m, the Chief Executive confirmed the following:

- Defra agreed on 21.12.18 that the Board can apply to the PWLB for a £1.2 million loan over a 30 years period.
- The PWLB loan application was submitted after the F&GPC meeting on 09<sup>th</sup> January and drawn down on 18.01.19 at an interest rate of 2.68% (i.e. less than the 3.01% assumed in the Business Plan).
- Taylor Pearson Construction Ltd. had sent through a model JTC (2016) contract which was sent on 04<sup>th</sup> January to the Board's Solicitors for review prior to signing. A subsequent meeting to go through this had taken place on Thursday, 17<sup>th</sup> January between the solicitors and the Chief Executive, Finance Consultant and Project Manager, Mr Garry Winterton.
- Enabling works to form the site compound (opposite the main depot site, on land owned by the Board) and to clear the current depot sheds had started. Two storage containers were delivered to site on 07<sup>th</sup> January and, when full, would be stored at Witham Third DIDB's depot in Woodhall Spa. A further three had been ordered.

74.18.6 Consents and Enforcements Report (minute 67.18 refers).

Cllr. Gary Hewson requested an update on two particular enforcement issues. Firstly, UD-3565-2017-ENF referred to Network Rail works on the Fosdyke Delph in Lincoln. Members were advised that Network Rail had now commenced work on clearing the area for access.

Secondly, UD-3891-2018-ENF. City of Lincoln Council had now issued a works purchase order with a value up to £20k for the Board to commence works on Long Leys Road in Lincoln, where there is a long history of flooding of roads and fields. This will not resolve the issue, but will be the first phase of necessary works.

There was also discussion on item UD-4112-2018-ENF. Mr Graham Porter asked if there was an update and members were informed that both the Chief Executive and the Director of Operations and Engineering had visited the site at Sand Syke on 08.01.19. Eight bankslips of varying degrees of seriousness had been identified. Some of these would require repair works by the Board. The Chief Executive would be communicating with the land owners this week to advise what action would be taken, but it was noted that the bank slip repairs proposed were limited to three areas where there is an obstruction to flow.

Cllr Sue Howe requested clarification on the location of an Enforcement Issue in the extended area, UE-4195-2018-ENF (19 Lotus Court, garden flooding). It was confirmed this was in Waddington, the Brant Road area.

Cllr. Burley asked if UE-4280-2018-ENF, 12A Redwood Drive flooding in garden was resolved and it was confirmed that this work to clear the blocked culvert had been completed this month.

Members were advised that updates were also included on the Consents and Enforcements Report later on today's agenda.

74.18.7 Westborough FAS and works in Long Bennington (item 69.18 refers).

The Chief Executive updated members following the Works Committee meeting and site visit that took place on 05<sup>th</sup> December 2018. With regard to Long Bennington an additional relief channel had been recommended. As this is just outside of the Board's district recommendations can only be made to Lincolnshire County Council as LLFA, who have acknowledged the advice and confirmed that it will be considered along with all other options being considered as an overall response to the Section 19 investigation report into the flooding which occurred in Long Bennington in August 2015.

On Westborough, unfortunately there had been little progress on completion of the western element of the scheme, the relief channel (the eastern element having been completed earlier in 2018).

It was noted that this was a difficult situation with the landowner and again, the issue falls just outside of the Board's drainage district. Suitable advice and discussions continued to take place with LCC on possible next steps, including enforcement action.

Members noted the updates on matters arising from the minutes.

**75.18 Minutes of the Finance & General Purposes Committee Meeting, 09.01.19.**

The minutes of the Finance & General Purposes Committee meeting held on Wednesday, 09<sup>th</sup> January 2019 were proposed, seconded and APPROVED as an accurate record and the recommendations to the Board were NOTED.

**MATTERS ARISING:**

75.18.1 Budget Estimates for 2019/20 (minute 9 refers).

The Chief Executive highlighted to members the discussion that had taken place with regard to the proposed budget Estimates for 2019/20.

Pleasingly, with a 2.00% proposed increase in the Penny Rate a balanced budget could be set by the Board on 21.01.19 which included:

- 2.7% assumed pay settlement for 2019/20
- Incremental point movement costs and Employer on-costs.
- Increased rechargeable works income of PSCA works of £8k, to £33k.
- Impact of regrading of Engineering Services Officer, £6k.
- The PWLB loan servicing costs of £20k (office) and £40k (depot), assuming loan repayments due in May & November.

- Reduced electricity budget from £56.3k to £41k for 2019/20 (but members were reminded that a one-off reserve of £25k is held for flood event costs).
- A contribution of £25k from reserves in 2019/20, as a way of smoothing the cost impact of the depot/office scheme in the initial 3-4 years, rather than having a significant rise in Special Levies and Drainage Rates.

After discussion, F&GPC members had been content to recommend the draft Budget Estimates 2019/20 to the Board for approval on 21.01.19.

Members noted the recommendation from their Committee.

### **76.18 Minutes of the Joint Services Committee meeting held on 10.12.18.**

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

#### ***MATTERS ARISING:***

##### **76.18.1 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.

All Operatives are currently employed on Craftsman B which at 2018/19 pay rates is £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, so is 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 on 29.11.18 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).
- 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.

JSC Members had discussed the remuneration package and the flexibility spine points 13 & 14 would offer for new, less experienced starters. There was further discussion of probationary periods.

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

#### 76.18.2 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 1<sup>st</sup> April 2017.

All JSC costs were charged across the group of four Boards from 1<sup>st</sup> 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 Upper Witham had drawn down the PWLB loan facility in early 2019 and will 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 the £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.

Members received and noted the Joint Services Committee minutes of 10.12.19.

### **77.18 Chief Executive's Report.**

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

#### **77.18.1 Proposed Estimated Budget 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 relevant 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 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%

<u>Upper Witham IDB (2%)</u>	<u>2018/19</u>	<u>Change</u>	<u>2019/20</u>	<u>Change</u>
	£	£	£	%
<b>Special Levies:</b>				
City of Lincoln	£ 433,459.84	£ 8,671.95	£ 442,131.79	2.00%
Newark & Sherwood District Council	£ 10,397.71	£ 207.97	£ 10,605.68	2.00%
North Kesteven District Council	£ 192,345.24	£ 3,911.90	£ 196,257.14	2.03%
South Kesteven District Council	£ 130,135.52	£ 2,758.98	£ 132,894.50	2.12%
West Lindsey District Council	£ 44,429.24	£ 901.75	£ 45,330.99	2.03%
<b>Total Special Levies</b>	<b>£ 810,767.55</b>	<b>£16,452.55</b>	<b>£ 827,220.10</b>	<b>2.03%</b>
<b>Drainage Rates</b>	<b>£ 237,012.00</b>	<b>£ 4,735.88</b>	<b>£ 241,747.88</b>	<b>2.00%</b>
<b>Total Drainage Rates &amp; Special Levies</b>	<b>£ 1,047,779.55</b>	<b>£21,188.43</b>	<b>£ 1,068,967.98</b>	<b>2.02%</b>

It was highlighted that there had been very little land movements within Upper Witham's drainage district during 2018, which in the case of other Boards had driven an increase in income.

#### 77.18.2 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 very 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 Budget 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.



Members APPROVED the proposed 2.7% ADA Lincolnshire Branch pay settlement for 2019/20, subject to approval by the Branch on 21.02.19.

The Chief Executive's report was received and noted.

### **78.18 Schedule of Expenditure, 01.11.18 to 31.12.18.**

The Schedule of Expenditure incurred for the two months of 01<sup>st</sup> November to 31<sup>st</sup> December 2018 had been circulated with the agenda.

Expenditure totalled £265,642.48 or, excluding £12,951.02 VAT, the net amount of £252,691.46. Of this, £5,091.36 was rechargeable expenditure to other bodies.

Items raised by or highlighted to members included:

- Items 19 & 20: £3,277.89 (net) and £4,403.00 (net) to Carlton Fuels for fuel. This reflected the increased usage due to summer works.
- Item 46: £83,413.00 (net) to the Environment Agency. This is the second and final payment for the flood and coastal erosion risk management 2018/19 precept (total paid is £166,826.00).
- Item 80: £1,320.00 (net) to Maltby Electrical for the rectification works to the electrical domestic supply that had been identified as necessary on the annual inspection.

Members received the expenditure schedule and NOTED the expenditure incurred in the two months to 31<sup>st</sup> December 2018.

### **79.18 Financial Performance Report 2018/19 to 31<sup>st</sup> December 2018 and the forecast year end position as at 31.03.19.**

The Financial Performance Report to 31<sup>st</sup> December 2018, month nine of 2018/19, had been circulated with the agenda along with the forecast for the year end position as at 31.03.19. The report was presented by the Finance Consultant.

The summary position was set out as follows:

	<b>2018/19 Budget</b>	<b>Profiled Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Provisional Outturn</b>	<b>Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income	(1,258,659)	(1,203,504)	(1,226,074)	(22,570)	(1,277,827)	( 19,168 )
Board & General Admin	21,322	9,162	6,030	(3,132)	14,844	( 6,478 )
One Off Schemes	0	0	0	0	0	-
Conservation	2,000	1,378	793	(585)	1,057	( 943 )
Depot	24,126	17,022	22,921	5,899	30,130	6,004
Drains	562,355	428,506	409,882	(18,624)	560,214	( 2,141 )
Pumping Stations	200,731	89,509	104,349	14,840	189,014	( 11,717 )
Joint Admin/Wilham House	130,711	83,964	91,881	7,917	151,395	20,684
Consents & Enforcement	16,132	0	0	0	17,037	905
Director of Operations/Engineers	106,119	70,903	66,857	(4,046)	99,556	( 6,563 )
Contrib to Reserves/Pay Contingency				0		-
PWLB				0		-
Rechargeable Works	25,000	23,418	31,848	8,430	42,464	17,464
EA Precept	170,163	170,163	166,826	(3,337)	166,826	( 3,337 )
FRS17 Pension Adjustment (net)	0	0	0	0		-
Wages & Plant Holding Account	0	62,305	58,449	(3,856)	0	-
<b>(Surplus)/Deficit</b>	<b>0</b>	<b>(247,174)</b>	<b>(266,237)</b>	<b>(19,063)</b>	<b>( 5,290 )</b>	<b>( 5,290 )</b>

The 31<sup>st</sup> December position included all Special Levy payments from the five Councils.

The anticipated budget profile as at 31.12.18 was a surplus of (£247,174) and the actual month nine position was a slightly greater surplus of (£266,237), a positive variance of (£19,063).

Income received was greater than planned, mainly due to rechargeable works income received (largely PSCA works for the Environment Agency). On Highland Water income, a balance of (£22,688) had been paid by the EA for 2017/18 and 80% of the claim Estimate of (£165,000) for 2018/19, i.e. (£132,000), meaning a total of (£154,688) had been received. Electricity expenditure continued to be comparatively low, as the dry months continued, which was reflected in the invoices paid in the Schedule of Expenditure.

On drainage rates income, of £241,834.70 raised and brought forward into 2018/19, a total of £236,317.56 had been received, which is a collection rate of 97.7%. That left an outstanding balance of drainage rates income owing to the Board of £5,586.65. It was confirmed that court was attended on Monday, 03<sup>rd</sup> December 2018 where liability orders were granted and these had been passed to the external bailiffs for collection. All historical outstanding rating queries were now resolved and only land transfers in-year were being actioned.

On bank balances and investments, as at 31.12.18 these were as follows:

Lloyds	£ 209,850.96
Nationwide Instant Access	£ 395,030.44
Nationwide 90 Day Notice	£ 14,186.65
<b>Total</b>	<b><u>£ 619,068.05</u></b>

A transfer of £100k had been made to the Nationwide Instant Access Account on 21<sup>st</sup> December, to reduce the balance held in the current account. The Lloyds account would reduce shortly when the Board received and paid for the new midi-digger at £73,000.

It was confirmed that the financial position as at 31.12.18 did not include the very latest detail, as at 18<sup>th</sup> January 2019 when the PWLB £1.2 million loan money had deposited the Board's account. Members were advised that last week the Board had received the £1.2m for the loan from the Public Works Loan Board. Officers had moved £1m to the Nationwide Instant Access account, £200k would also be moved to the Lloyds deposit account. This was to ensure that large amounts of money would not remain in the current account.

The Finance Consultant reported a forecast outturn position as at 31.03.19. This anticipated a small surplus of (£5,290) at the 2018/19 year end, albeit members were briefed that this might vary by circa +/- £5k.

The month nine position as at 31.12.18 and the 31.03.19 forecast 2018/19 year end position were therefore both sound.

Members received and noted the 2018/19 financial monitoring report to 31<sup>st</sup> December 2018 and the forecast year end position as at 31.03.19.

### **80.18 Risk Register.**

The revised joint Risk Register for the 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, discussed and APPROVED the Risk Register.

### **81.18 Budget Estimates 2019/20.**

A Budget Estimates Report for 2019/20 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 31<sup>st</sup> December 2018. This had been projected forward to provide an indicative outturn position as at 31<sup>st</sup> 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 budget was outlined as follows:

	<b>Approved 2018/19 Estimate</b>		<b>Draft 2019/20 Estimate</b>	<b>Variance</b>
	<b>£</b>		<b>£</b>	<b>£</b>
Income	( 1,258,659 )		( 1,393,051 )	( 134,392 )
Board & General Admin	21,322		20,322	( 1,000 )
One Off Schemes	-		105,000	105,000
Conservation	2,000		2,000	-
Depot	24,126		64,246	40,120
Drains	562,355		574,212	11,857
Pumping Stations	200,731		185,051	( 15,680 )
Joint Services	130,711		141,700	10,989
Consents & Enforcement	16,132		16,332	200
Director of Operations/Engineers	106,119		114,025	7,906
Contrib to Reserves/Pay Contingency	-		( 25,000 )	( 25,000 )
PWLB				-
Rechargeable Works	25,000		25,000	-
EA Precept	170,163		170,163	-
FRS17 Pension Adjustment (net)				-
Wages & Plant Holding Account	-		-	-
<b>(Surplus)/ Deficit</b>	<b>-</b>		<b>-</b>	<b>-</b>

In terms of inflation and other factors, pay 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 to known or required spend. Budgets for the impact of the new depot and office facility were also included.

A balanced budget position could be achieved for 2019/20 based on these assumptions and a recommended **2.00%** penny rate increase.

The Finance Consultant took members through the overall income and expenditure assumptions, plans for 2019/20 and also the proposed adjustments to individual budget headings.

On income, increases had been included for Drainage Rates (£5k) and Special Levies (£16k) at 2.00% in order to set a balanced budget 2019/20 and to protect the baseline in line with inflation.

Rechargeable works income assumptions in the proposed budget had been increased by (£8k), but not to the actual level received in 2018/19 due to no written confirmation being received as to the level of PSCA works commissioned by the EA. Correspondingly, the budget for rechargeable works expenditure had also not been increased.

FDGIA budget income had been increased by (£105k) to reflect the underwriting by the EA's Anglian Northern RFCC of works required at Pyewipe Pumping Station. This was predicated on an anticipated developer contribution, once the Western Growth Corridor (WGC) was developed. Once the developer contribution is received, the initial funding provided by the RFCC will be repaid by the Board. The scheme was included in the 'one off schemes' and comprises a new control panel and building at £75k, fencing & gates at £5k and an Automatic Weedscreen Cleaner (AWC) refurbishment at £25k.

Also included was a budget of £40k for the principal and interest payments on the PWLB loan for the new depot facility, due on 17.05.19 and 17.11.19.

On the budgets for drains and Pumping Stations, adjustments were outlined as an increase on Drains of £12k, Pumping Stations (£15k), Wages & Plant Holding Account £0k– Net (£3k). The main increases were the inflationary increase for a 2.7% pay award and associated increase in oncosts of £20k. The budget for electricity had been reduced by (£15k) to rebase it at £41k. This was still considered a prudent level and the Board also had a reserve of £25k for One Off Events, such as heavy rainfall. The fleet insurance budget had also been reduced by (£5k), to reflect the insurance framework contracts in place since April 2018. The budget for Pump Lifts remained at £25k. This work was essential to ensure pumps were inspected on a regular basis and was a condition of the Board's insurance policy.

The Joint Services Committee on 10<sup>th</sup> December 2018 recommended the Joint Services Budgets to the four Boards for inclusion in each Board's detailed Estimates. The main variance was providing for the 2.7% pay award, increments and associated oncosts at £25k and to reflect the servicing of the debt costs relating to the office element of the new depot/office facility at £20k. Additional running costs for the fibre IT link (6 months) had also been included at £3k. The cost pressure element of £10k on the total cost of £25k for the Technical Services Trainee post was included.

As previously agreed by the Board, in order to 'smooth' the impact of the new depot facility a contribution from reserves will be made over the next few years on a reducing basis. An initial contribution of £25k was proposed for 2019/20, in order to set a balanced budget.

An inflationary increase of the Environment Agency Precept at 2% was already included in the base for 2018/19 but no increase was made. Therefore, this uplift remained to make provision for any increase in 2019/20.

The total of all the stated Variations was £0k. On this basis, a balanced budget could be achieved for 2019/20 based on the assumptions stated and with a 2.00% increase in the penny rate.

Members were then briefed on reserves and it was proposed that the fund balances be allocated on the following basis:

Reserve	2018/19 b/f £	Estimated 2018/19 c/f £	Estimated 2019/20 c/f £
Revenue Reserve	(190,775)	(190,775)	(155,775)
Plant & Machinery	(189,401)	(123,055)	(35,404)
Emergency Event	(25,000)	(25,000)	(25,000)
<b>Balance</b>	<b>(405,176)</b>	<b>(338,830)</b>	<b>(216,179)</b>

The Revenue Reserve is the general 'contingency' reserve to be utilised for any unexpected or emergency purposes which cannot be contained in the revenue budget. This assumes a neutral position on the Revenue Account as at 31.03.19, so no transfer to or from the General Reserve. It also includes the £25k contribution from the General Reserve in 2019/20, as included in the proposed Budgets. The 2019/20 balance is 11.2% of turnover, so it is in line with the Board's approved Policy on Reserves of 10-15%.

The Plant and Machinery reserve funds the future purchases of Plant and Equipment. Depreciation charges replenish this fund on an annual basis. Whilst the reserve reduces substantially in 2019/20, there are no planned purchases in 2020/21 so this fund will be replenished.

The Emergency Event reserve can be used for funding emergency expenditure incurred if a flooding event takes place, additional electricity usage is incurred at the pumping stations or for preventative/remedial action to help deal with emergency events.

After discussion, Members APPROVED the Budget Estimates for 2019/20, based upon a 2% increase in the penny rate in the pound.

### **82.18 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 the Penny Rate in the pound, from which the drainage rates and Special Levies for the five relevant Councils are set for 2019/20.

The Annual Values start with the brought forward from last year's rate setting as at 31<sup>st</sup> December 2017, with land movements during the calendar year for land that had 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 31<sup>st</sup> December 2017 were set out as:

	Pumped £	Gravity £	Total £
Drainage Rates	799,456	1,533,793	2,333,249
City of Lincoln	11,251	6,530,829	6,542,080
North Kesteven DC	166,805	2,482,482	2,649,287
South Kesteven DC	0	1,969,393	1,969,393
West Lindsey DC	201,606	154,641	356,247

Newark & Sherwood DC	41,596	50,534	92,130
<b>Total</b>	<b>1,220,714</b>	<b>12,721,672</b>	<b>13,942,386</b>

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

Account	Area ha	Parish	Council	Developed for
0759	0.384	Colsterworth	SKDC	Housing
0394	0.096	North Scarle	NKDC	Housing
0742	0.134	Kexby	WLDC	Housing

These changes result in the following Annual Values as at 31<sup>st</sup> December 2018:

	Pumped £	Gravity £	Total £
Drainage Rates	799,447	1,533,741	2,333,188
City of Lincoln	11,251	6,530,829	6,542,080
North Kesteven DC	167,174	2,482,482	2,649,656
South Kesteven DC	0	1,971,699	1,971,699
West Lindsey DC	201,606	154,835	356,441
Newark & Sherwood DC	41,596	50,534	92,130
<b>Total</b>	<b>1,221,074</b>	<b>12,724,120</b>	<b>13,945,194</b>

The following 'penny rates' will be applicable if the 2.00% increase as proposed is agreed:

	Pumped (pence)	Gravity (pence)
Current 2018/19	16.9691	6.6079
Proposed 2019/20	17.3085	6.7401

This will increase, net of land movements, the amount of income generated from Drainage Rates from £237,012 to £241,748 (+£4,736).

This increase has the following impact on 2019/20 Special Levies, including the rebasing of the Annual Values for the land transfers for each Council, as follows:

	Current £	Proposed £	Difference £	Increase %
<b>City of Lincoln</b>	433,459.84	442,131.79	8,671.95	2.00
<b>NKDC</b>	192,345.24	196,257.14	3,911.90	2.03
<b>SKDC</b>	130,135.52	132,894.50	2,758.98	2.12
<b>WLDC</b>	44,429.24	45,330.99	901.75	2.03
<b>N&amp;SDC</b>	10,397.71	10,605.68	207.97	2.00
<b>Total</b>	<b>810,767.55</b>	<b>827,220.10</b>	<b>16,452.55</b>	<b>2.03</b>

Therefore, income to the Board increases in 2019/20 by a total of £21,188 (being an increase of £16,452 in Special Levy income and a net increase in Drainage Rates income of £4,736).

After consideration of the Annual Values, land movements, the proposed 2.00% increase in the Penny Rate in the pound and the impact on drainage rates and Special Levies, members APPROVED:

1. The transfer of land from Drainage Rates to Special Levy as set out.
2. The land valuations as at 31<sup>st</sup> December 2018, upon which Drainage Rates and Special Levies are calculated, be set at £13,945,194.
3. The 'penny rate' in the pound is increased by 2.0% to 17.3085 pence for Pumped and 6.7401 pence for Gravity areas of the drainage district.
4. The Special Levies 2019/20 be agreed for each of the five Councils as:

City of Lincoln	£ 442,131.79
North Kesteven DC	£ 196,257.14
South Kesteven DC	£ 132,894.50
West Lindsey DC	£ 45,330.99
Newark & Sherwood DC	£ 10,605.68

5. The Chairman and Chief Executive were 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.

### **83.18 Health and Safety Update.**

A report on Health and Safety updates across the group of four IDBs had been circulated with the agenda.

Cope Health and Safety, the current external contractor, completed their visit to Witham House on Thursday, 22<sup>nd</sup> November to undertake the Annual Review.

There had been no 'Near Misses' reported since the last Health & Safety Report to November Board meetings. Training continued with employees from all four Boards and NEL Contractor attending refresher training on Avoidance of Overhead Cables on 16.10.18, with a beginners' course for new starters taking place on 09.01.19. A works meeting for all the workforces was held on 29<sup>th</sup> November 2018. This session covered a variety of H&S topics and environmental issues including working around badger setts.

First Aid Training was booked in February for all Operatives.

Members received and noted the update on Health and Safety issues.

### **84.18 Environment Report.**

A report prepared by Fiona Scott, GIS and Environment Technician, had been circulated with the agenda and was presented by the Director of Operations and Engineering Services.

The owl box camera installed at Pyewipe PS was working successfully and the box continued to be used by a roosting barn owl.

The badger sett at Oxpasture Outfall drain had been continually monitored since the last update and there were no recognisable changes. The sett remained active.

All Upper Witham Operatives were present at the training session, 'Working around Badgers', held at the Woodhall Depot of Witham Third DIDB on 29<sup>th</sup> November 2018. This session clarified and explained the conditions of the Board's licence to interfere with setts for drainage operations (CL27).

Members noted the Environmental report.

### **85.18 Director of Operations and Engineering Services' Report.**

The Director of Operations and Engineering Services' Report had been circulated with the agenda and was presented to members, along with a verbal update.

- **Planned Maintenance Programme**

Summer 2018 maintenance season planned work will cease at the end of January. Three machines were completing as much of the weed cutting programme as conditions and resources allowed. The majority of the planned activity for the winter months until Easter related to the clearing of the depot site in order to prepare for its redevelopment. As and when resources allow, isolated items of work will be completed where conditions and access allow. There were also elements of rechargeable work to be undertaken on behalf of the Environment Agency, and City of Lincoln Council where work was required to remedy a known flooding problem in Long Leys Road, Lincoln.

- **Asset Maintenance**

A badger sett had been identified on Oxpasture Outfall Drain. It was being monitored for movement and use. Some entrances appeared to be redundant with one main entrance demonstrating signs of regular use. If this continued into the spring, then remedial measures may need to be put in place.

- **Plant**

Orders had been placed for items of plant as set out in the agreed plant replacement programme:

A Kobota KX080-4 Alpha midi-excavator had been ordered as part of the 2018/19 programme, at a value of £73,400. This price included all buckets, Satrack telemetry, Prolec height and slew restrictor, Panolin oil and three year warranty. It was purchased from BTE Plant Sales Ltd. of Markfield, Leicestershire. The Board's existing mini-excavator would be sold to Witham Third IDB for £15,000 as set out in the plant replacement programme. This gave flexibility in available / sized plant across the fleet. Delivery had unfortunately been delayed from the week commencing 07<sup>th</sup> January, due to issues with the supply and fitting of the Prolec Height Limiter.

A Spearhead Twiga SPV 100T had been ordered from Ireland Farm Machinery Ltd (£219,458.00). This replaced the Board's existing model of Spearhead Twiga SPV which would be traded in on delivery of the new machine in June 2019. This is in the 2019/20 programme.

Whilst the Board had experienced some issues with the current version of this machine, a demonstration, witnessed by the Chairman and Chief Executive, showed that the



issues had been addressed by the manufacturer with this new model. These issues related to the provision of 4-wheel drive, weight distribution and engine make, all of which have been addressed. The machine was trialled by the Board's Operatives for a week, where it proved it could accommodate the poor ground conditions experienced within the district. The workforce looked at other tractor / flail combinations and on balance, the spearhead was their preferred machine.

The major selling point, once these known issues had been addressed, was the machine's reach at 9.7m compared to 8.5m of the other machine combinations considered. This extra 1.2m reach is essential on many of the Board's maintained watercourses (especially in urban areas, with more restrictions like fencing) and is the difference between being able to safely reach both banks of a watercourse, or not.

- **Pumping Stations**

Burton pump no.2 had been lifted, refurbished and recommissioned, as part of the Board's planned maintenance schedule. This work was done by Perry's Pumps Ltd. of Lincoln at a cost of £15,274 (net) and included the refurbishment of the motor and work to the impellor and its housing.

Following the inspection of the pumps at Aubourn (of the four pumps two are EA and two are the Board's pumps), their removal is being programmed for the coming weeks to allow refurbishment and repair. This work is being completed with the co-operation of the Environment Agency. The Board's officers continue to press the Agency for approval and agreement to replace the existing pump control panel, which has reached the end of its useful life. Attempts are being made to gain external FDGiA funding for the Aubourn Scheme.

- **Public Sector Co-operation Agreement [PSCA]**

The Board has combined its core maintenance work with this additional work, undertaken in partnership with the Environment Agency. In total, the value of the work undertaken during 2018/19 is estimated at £37,846.88. The Board's officers have received verbal confirmation that a similar amount of work will be commissioned by the Environment Agency from the Board for the year 2019/20.

In addition the Board has received an order from the Environment Agency for winter works to be completed on the Foston Beck. This work includes the flailing of batters and the removal of bushes and trees along one bank of the Beck and has a total estimated value of £26,000 and duration of 8 weeks. One of the Board's Operatives will be on the long-reach excavator at Foston from mid-January onwards.

The Board has also been commissioned to undertake the weed control of the main river reach of the River Till by the Environment Agency. Due to the commitments of the Board's workforce elsewhere, this work will be completed using plant and one Operative from Witham Third District IDB and is programmed to be complete by the end of January 2019. It has an estimated value of £6,500. Work started on 08.01.19.

- **Rechargeable Work**

Further to enforcement work undertaken by the Board, City of Lincoln Council has requested that the Board undertakes rechargeable maintenance work in Long Leys Road, Lincoln. This work will include the cutting back or removal of some hedging along with the clearing of both roadside and field dykes. It will have a maximum value of £20,000 for work to be completed by 31.03.19.

- **Westborough Flood Alleviation Scheme**

This site was visited by the Board's Works Committee on 05<sup>th</sup> December 2018. Following this site visit and officer presentations, contact has been made with Lincolnshire County Council to discuss whether they possess relevant powers that would permit access by the Board to complete this scheme.

- **Fosdyke Delph, Lincoln**

Further to enforcement work undertaken by the Board, Network Rail had commissioned contractors to clear land adjacent to this maintained watercourse. Work is to commence shortly to clear the area of vegetation and illegally dumped waste materials. Once cleared, the area will be fenced to allow the Board clear access for its maintenance of the Delph. During this period, access for the Board's officers to Pyewipe Pumping Station may be restricted.

Members received and NOTED the report and the verbal update.

### **86.18 Consents and Enforcements Report.**

The Director of Operations and Engineering Services introduced the Consents and Enforcements Report which had been circulated with the agenda and set out the position, both within the drainage district and in the extended Rainfall Catchment.

Byelaw Consent Applications:

Reference	Location	Applicant	Details	Date
UD-4334-2018-CON	Corner House Drain Swinethorpe	Camper UK Leisure Park	Treated foul discharge	12-11-18

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

UD-4377-2018-CON	Hollowdyke Lane, Fernwood	Barratt Homes Ltd	Attenuated discharge from development	05-12-18
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#### **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
UE-4314-2018-CON	Stow Lane, Ingham	Penrose Ingham Ltd	Access culvert to development. Attenuated stormwater discharge	12-11-18
UE-4317-2018-CON	Sheepwalks Farm Lane, Witham St Hughs	Adrian Sail	2no. attenuated stormwater discharges	12-11-18
UE-4332-2018-CON	Land off Green Lane, Swinderby	Chennell's Farms	Groundwater test pumped discharge	12-11-18
UE-4333-2018-CON	Torgate Lane, Bassingham	Jackson Homes (Scopwick) Ltd	Access culvert to single dwelling	09-11-18
UE-4412-2018-CON	Land off Ingham Road, Stow	John Kinch Builds	Restricted stormwater discharge to ditch	

Enforcement Issues – District:

Reference	Location	Description / Comments	Actions
UD-3565-2017-ENF	Fosdyke Delph, Lincoln	Caravans, sheds, and general rubbish obstructing access	Network Rail have issued notices and will clear the site in January 2019

UD-3891-2018-ENF	<i>Long Leys Rd, Lincoln</i>	Flooding of road and fields	City of Lincoln have asked the Board to carry out maintenance. Negotiations on going with City Council. Awaiting a decision.
UD-4112-2018-ENF	<i>Sand Beck, Stragglethorpe</i>	Bank slip	Passed to Ian Coupland for further investigation.

#### Enforcement Issues – Extended Area

Reference	Location	Description / Comments	Actions
UE 3775-2017-ENF	Main St. North Carlton	Possible blocked culvert	Awaiting response from LCC regarding clearing culvert
UE-3803-2017-ENF	Station Rd, Thorpe on the Hill	Possible blocked culvert	Awaiting response from LCC regarding clearing culvert
UE-3839-2018-ENF	11 Hawthorne Av, Lincoln	Flooding in garden	Work to be carried out Jan 2019
UE-3849-2018-ENF	Cow Lane, Upton	Maintenance required to watercourse	Investigations ongoing
UE-3856-2018-ENF	Chatsworth AV, Grantham	New spring flooding estate highway	Awaiting response from AWS
UE-3929-2018-ENF	Black Lane & Jerusalem Road, Skellingthorpe	Blocked road culvert	Awaiting response from LCC
UE-3946-2018-ENF	3 Rose Hill, Saxilby	Flooding in garden	Letter drop requesting riparian owners to maintain watercourse. Case Closed
UE-3957-2018-ENF	28 High Street Kexby	Flooding in garden	Spoken to Parish Council awaiting remedial action
UE-3982-2018-ENF	Water Lane Woolsthorpe with Colsterworth	Possible maintenance to culverts required	Complete case closed
UE-3998-2018-ENF	45 Rowan Road, Lincoln	Problem with culvert	Work to be carried out in January 2019
UE-4004-2018-ENF	63 Hykeham Road, Lincoln	Flooding in garden	Awaiting action by Lincoln City
UE-4057-2018-ENF	Brant Broughton, Lincoln	Flooding issues	Possible LCC issue
UE-4154-2018-ENF	127 Harrowby Lane, Grantham	Flooding of properties & land	Leak from AWS system
UE-4171-2018-ENF	Arllington Road Railway Bridge	Road flooding	Awaiting response from LCC
UE-4195-2018-ENF	19 Lotus Court, Lincoln	Garden Flooding	Blocked watercourse, NKDC to clear
UE-4277-2018-ENF	Boundary Lane, Hykeham	Contamination in watercourse	Passed on the EA outside of IDB control. Case closed
UE-4280-2018-ENF	12A Redwood Drive, Waddington	Flooding in garden	Investigation revealed blocked culvert, AJet to clear in January 2019

Members received and NOTED the report.

### **87.18 Engineering Services Report.**

The Engineering Services Report had been circulated with the agenda and the Director of Operations and Engineering Services advised that there were no issues to highlight.

Members received and noted the report and update.

### **88.18 Lincoln Water Transfer Ltd – Annual Report.**

A report on the operation of the Lincoln Water Transfer Services, prepared by the Engineering Services Officer for the company, had been circulated with the agenda. The Board's officers operate and administer the service for LWT.

After a wet Winter and Spring in 2018 the season started late, with the first water from the licence being used w/c 11<sup>th</sup> May. From the middle of June there was a prolonged dry and hot period with significant abstraction, this lasted into early August. The members abstracted 350,469m<sup>3</sup> out of the total allowance of 581,437m<sup>3</sup>, which is the highest volume to date. Water levels in the Board's drainage system have been maintained at normal levels throughout the season, but this required the opening of both the Oxpasture and Saxilby transfers. Water was also transferred into the Fosdyke from the River Trent by the Environment Agency.

This year the Board's pumping stations were operated as follows:

- Summer settings      March/April      -      Late October/ Early November

- **Transfers.**

The transfer pipe at the Board's Oxpasture Pumping Station was used this season. It was opened on 5<sup>th</sup> July and closed on 17<sup>th</sup> September. 228,108m<sup>3</sup> of water was transferred.

Saxilby Pumping Station transfer pipe was also opened from 12<sup>th</sup> July until 3<sup>rd</sup> August. 38,385m<sup>3</sup> of water was transferred. This provides additional water for the Saxilby, Skellingthorpe and Burton abstraction areas.

The total transferred of 266,493m<sup>3</sup> is just less than the 272,541m<sup>3</sup> of water abstracted by members from the system.

The Environment Agency has used the water transfer station at Torksey to transfer water from the River Trent into the Fosdyke Navigation. 3,560,000m<sup>3</sup> of water was transferred between 6<sup>th</sup> July and 28<sup>th</sup> October. The water used by LWT accounts to about 10% of the transferred total combined with the amount abstracted direct from the Oxpasture Outfall. Note that no water was transferred in 2016 or 2017.

<b>Fosdyke Nav to IDB system</b>	<b>m3</b>
Oxpasture PS	228,108
Saxilby PS	38,385
<b>Total</b>	<b>266,493</b>
<b>R Trent to Fosdyke Nav</b>	
Torksey	3,560,000

- Licence Returns.

It was reported that LWT members had continued to assist the Board's Officers, which enabled the Board to fulfil the licence reporting requirements with the Environment Agency. The E.A. licence return is due to be completed online.

- Abstraction Rates.

In 2018 the abstractions began in early May but quantities were low until the hot and dry period which started in the middle of June. The highest weekly total during the prolonged dry period was 47,248m<sup>3</sup> water abstracted with several other weeks around 40,000m<sup>3</sup>. Several of the members were approaching their annual allocations and requested additional water. This exceeded the 60,737m<sup>3</sup> that was available in the annual pool. A second request was made for available water and any addition water requirements which resulted in a total being available of 125,737m<sup>3</sup> of which 80,000m<sup>3</sup> was taken up. 45,737m<sup>3</sup> water remained in the pool. This proved to be sufficient for the remainder of the season but several of the members finished close to the revised allocations and if the dry period was longer more water would have been needed. Although 185,231m<sup>3</sup> of water remained in the pot at the end of the year, this is only 4.5 weeks with an abstraction rate of 40,000m<sup>3</sup> per week.

For the second year, there was a very low uptake in both the Skellingthorpe and Saxilby areas. However, abstraction in Burton increased.

The total abstraction rates were recorded as follows:

<u>Catchment</u>	<u>Amount Abstracted (2014)</u> <u>m<sup>3</sup></u>	<u>Amount Abstracted (2015)</u> <u>m<sup>3</sup></u>	<u>Amount Abstracted (2016)</u> <u>m<sup>3</sup></u>	<u>Amount Abstracted (2017)</u> <u>m<sup>3</sup></u>	<u>Amount Abstracted (2018)</u> <u>m<sup>3</sup></u>
Oxpasture Outfall	39,680	52,100	38,800	29,340	77,928
Oxpasture	101,894	72,746	78,266	57,775	225,155
Burton	47,258	28,840	6,220	1,450	43,140
Skellingthorpe/Saxilby	33,141	13,833	36,650	1,200	4,246
<b>Total</b>	<b>221,973</b>	<b>167,519</b>	<b>160,936</b>	<b>89,765</b>	<b>350,469</b>

Seven member allocations were recorded as being used with five members and one secondary user using water from two members, this is the same as the previous year, 2017.

- Potato Brown Rot

The Board's Operatives carried out spraying for LWT this year between the 16<sup>th</sup> and 19<sup>th</sup> July whilst conditions were very good. Only ½ litre of chemical was used because of the continuing reduction in the amount of Woody Nightshade. Operatives were instructed to carry out a limited amount of spraying of Woody Nightshade to the value of £2750.

As previously reported, the Operatives were not in a position to undertake spraying for Water Transfer Ltd from Lincoln to Bardney with the current equipment because of the excessive reedbeds. However, pleasingly the Environment Agency did undertake spraying on this section using hand lances from the bank.

It was recommended that the spraying operation be carried out next 2019 season at least once, with twice being more effective.

- Flowmeters

Both Oxpasture and Saxilby flowmeters were certified in March 2016. To comply with the licence requirement to be Certified every five years, they will be required to be certified prior to the 2021 season.

The Oxpasture flowmeter was replaced in November 2011, the flowmeter at Saxilby is still the original.

Members were advised that therefore generally the system worked well in a year which, without the transfers, would have had a significant impact on the crops and turf that the scheme serves.

LWT members had been reminded to return the weekly information regularly, so that the weekly and annual information can be cross referenced and allow the administration of the annual return to the Environment Agency to be completed within the required time limit.

Members received and noted the LWT Annual Report and the Board's support operationally to the scheme.

**70.18 Any Other Business.**

There was no further business and the meeting closed at 16:00.

**71.18 Date, Time and Place of Next Meeting.**

The next meeting of the Board was confirmed for Monday, 20<sup>th</sup> May 2019 at The Natural World Centre, Whisby at 2pm.

.....Chairman.....20 May 2019.....Date  
UWBM 21.01.19