

WITHAM FIRST DISTRICT INTERNAL DRAINAGE BOARD

Minutes of the one hundred and twentieth meeting of Witham First District Internal Drainage Board held on Tuesday, 25th January 2022 via video conference at 2pm.

Present:

Mr E Applewhite
Mr D C Armstrong **Chairman**
Mr D K Busby
Cllr I Carrington
Mr S F Cobb
Mr P Gilbert
Mr M D Harrison
Cllr M Head
Cllr G Hewson
Mr R C Hickling
Mr S B Leggate
Mr I J Mair
Dr B Maplethorpe
Mr C R Oxby
Dr V Stanton
Cllr P J Vaughan
Cllr S Waring

In attendance:

Mr Ian Coupland	Director of Operations
Miss Jayne Flower	Executive Assistant
Mrs Jane Froggatt	Chief Executive
Mr Guy Hird	Head of Technical & Engineering Services
Mr Steve Larter	Director of Finance & Governance
Mr Martin Shilling	Director of Engineering & Technical Services

2525 Apologies for absence.

Apologies for absence were received from Cllr B Bean, Mr P Carrott (Vice Chairman), Mr W R B Grantham, Mr A G Hodgson, Mr D Jackson, Mr D G Leggate, Cllr P Lundgren, Mr S Maplethorpe and Mr A R Means.

2526 Declarations of Interest.

Declarations of interest were received from members appointed by City of Lincoln Council and North Kesteven District Council, in matters relating to their respective Councils.

2527 Chairman's Announcements.

The Chairman welcomed everyone to the January meeting of the Board. He regretted that once again the meeting was being held via videoconference and not in-person due to the

Covid-19 pandemic. It was hoped this may be the final meeting by zoom, and in-person meetings would resume soon.

Members were reminded that the Board had 3 vacant seats, and if anyone had suggestions of interested people, they were advised to speak with the Chairman or Chief Executive.

Traditionally, January Board meetings focus on meeting the legal duty to set a financially balanced budget for the forthcoming new financial year, from 01st April. The proposed Budget Estimates 2022/23 were on the agenda, and this is linked to the following item where the Board is asked to set the land value, approve land movements during the calendar year 2021 and to set the Penny Rate on which Drainage Rates and council Special Levies are based.

The Chairman highlighted to members what a challenging budget setting round it had been this year, as discussed at the Board's Executive Committee on 11.01.22. Pleasingly, there was a balanced budget to recommend for approval today, but it was based on several assumptions about cost pressures and income levels which the Board will go through in more detail.

2528 Minutes of the Board meeting, incorporating the Annual Public Meeting, 16.11.21.

The Minutes of the Board's previous meeting, incorporating the annual public meeting that was held on Tuesday, 16th November 2021 were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

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

2529 Minutes of the Executive Committee meeting, 11.01.22.

The minutes of the Board's Executive Committee meeting held on Tuesday, 11th January 2022 had been circulated with the agenda and were proposed by Steve Cobb, seconded by Peter Gilbert and APPROVED as an accurate record, subject to one amendment requested by Steve Cobb and agreed, as follows:

At item 11, the Operations Report, Steve Cobb requested an amendment to make clear that he did not state "2 miles of drain in front of his farm", but actually asked "when the 3 or 4 drains of Black Fen, Five Mile, and at least one other drain which all add up to approximately 2 miles would be cleared, some of which is in front of his farm".

The recommendations to the Board from the subcommittee were noted.

MATTERS ARISING:

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

2530 Minutes of the Joint Services Committee meeting, 13.12.21.

The minutes of the Joint Services Committee meeting held on Monday 13th December 2021 had been circulated with the agenda. The Chief Executive highlighted the following items.

2530.1 Pay Award 2022/23 (minute 6.2 refers).

ADA Lincolnshire Branch's Pay & Conditions Committee [a sub-committee of the Branch which recommends changes in pay/conditions and oversees the ADA White Book of Terms & Conditions for staff used nationally by IDBs] met last on 19.10.21. The 4 Boards' representative on the Committee, Cllr Lance Pennell [Upper Witham Board member] and Jane Froggatt had attended the meeting.

Next year 2022/23 is year 3 of a 3-year pay formula agreed between staff and employers' sides. In short, the indicator used is the 3-months average increase in public sector earnings between May and July, as published nationally in September each year [KPI KA09]. This was 2.5%. The Committee agreed to honour the 3-year deal, and this was therefore recommended by staff-side to their members and by Employers' side to the ADA Lincolnshire Branch meeting for ratification on 02.12.21. This was agreed by the ADA Lincolnshire Branch as the recommended IDB pay award for 2022/23, applicable from 01.04.22 across all salaries, wages and the ADA White Book pay scales.

An assumed 2.5% uplift to pay scales had been included in the draft joint services budget for 2022/23, and each individual Board's 2022/23 Estimates.

JSC members had noted the 2.5% ADA Lincolnshire Branch pay settlement for next year from 01.04.22 and agreed to recommend it to the 4 individual Boards for approval at the end of January 2022 meetings, pay being a matter reserved to individual Boards.

It was highlighted that this was therefore in the Chief Executive's report later in today's agenda.

2530.2 Budget Setting for 2022/23 (minute 6.3 refers)

Budgets preparation was well underway as of the JSC meeting date 13.12.21 but 2022/23 is a challenging year. For the benefit of new JSC members it was outlined that during November and early December a series of officer meetings are held to go through budget cost pressures in the current year, cost pressures in the forthcoming year and any known developments or known improvements Boards wish to achieve are also fed through into a first draft of individual Estimates for each Board. As part of this the Joint Services Budget for 2022/23 is reviewed, following a similar process. On the other side of this equation, efficiencies are part of the process. The proposed Joint Services Budget for 2022/23 was on the JSC agenda and had been apportioned into the budget setting process for the 4 individual Boards [in the Joint Services Agreement agreed contribution proportions of Upper Witham

and Witham Third 30% each and North East Lindsey and Witham First Boards 20% contribution each].

In meeting the 4 Boards' obligations to set a balanced budget the JSC was briefed on progress to achieving 4 balanced budgets to take to January Board meetings. Assuming members support a 5% increase in the Penny Rate, the then current position was outlined to JSC:

- NELDB: A gap of £11,833 [which with known land movements would on a 5% Penny Rate increase give a Special Levy increase 2022/23 of NLC 5.03%, NELC 5.21% and WLDC 5.0%]. In NELDB 1% on the Penny Rate generates in 2022/23 £6k income to the Board.
- UW: A gap of £74,771 to close [land movements not yet finished for the 5 relevant Councils]. In UW for 2022/23, 1% on the Penny Rate generates £11k income to the Board.
- W1st: A gap of £33,873 [with land movements this would mean on a 5% increase in the Penny Rate, a 5% increase in Special Levy to City of Lincoln Council and 6.32% to NKDC]. In W1st a 1% increase in the Penny Rate generates £9k income to the Board.
- W3rd: A gap of £35,011 [which with known land movements would on a 5% increase generate an increased Special Levy to the 3 relevant councils of City of Lincoln 5%, ELDC 6.53% and WLDC 5.05%]. In W3rd a 1% increase in the Penny Rate generates £10k income to the Board.

Members noted the minutes of the Joint Services Committee meeting held on 13.12.21, particularly the support for the proposed joint services budget 2022/23 which had been fed through and included in the Estimates report on the agenda today.

2531 Chief Executive's Report.

The Chief Executive's report had been circulated with the agenda and the following items were highlighted:

2531.1 Covid-19.

It was noted that nationally some Covid-19 restrictions would be lifted on Thursday 27th January 2022. However, the Boards continued to take a precautionary approach, with the 3 priorities being:

- To maintain business continuity of the IDBs, operationally and office-based functions, providing as normal a service as practicable.
- To provide a safe working environment for our staff.
- To maintain sufficient resilience in our teams to be able to respond to a flood event, when that happens.

2531.2 Pay Award for 2022/23.

The 4 Boards' representative on the ADA Lincolnshire Branch's Pay & Conditions Committee is Cllr Lance Pennell, Upper Witham Board member. He and the Chief Executive attended the last meeting on 08.10.21 where the

pay settlement for 2022/23 was discussed between staff side and employer representatives. It was agreed by the Committee to honour year 3 of the 3-year pay formula, using the rolling 3 months average of pay in the public sector for May to July 2021 as published in KPI KA09 in September 2021, which was a 2.5% increase.

Employers' representatives also gave the requisite 12 months' notice to terminate the current agreement, which will in effect open negotiations for the 2023/24 pay negotiation formula and settlement.

The Pay & Conditions Committee's recommendation to honour the pay formula result of 2.5% was reported to the ADA Lincolnshire Branch meeting on 02.12.21 and endorsed, commending this to individual Boards for 2022/23 and asking that the ADA White Book pay scales be updated.

Pay is, however, a matter reserved to individual Boards and therefore each Board needs formally to agree the recommended 2.5% uplift from 01.04.22, which had been used as the assumption for budget Estimates 2022/23.

Following discussion Members APPROVED that the ADA Lincolnshire Branch recommended 2.5% pay award across all salaries and wages for 2022/23 be implemented from 01.04.22.

2531.3

Ratification of 3 subcommittees' Suspension of Financial Regulation 9.1 to enable a single price quotation from one supplier of Telemetry.

Three of the 4 Witham & Humber IDBs need to upgrade their Telemetry systems in the next couple of years [as 2G and 3G is switched off and copper lines are discontinued]. NELDB had to switch Telemetry provider two years ago for other reasons and therefore is up to date and the upgrade does not apply.

Georgina Nichols, Capital Projects Officer for our 4 Boards and 3 other Lincolnshire Boards, is working on a Business Case for upgrading the Telemetry systems and to lever in FDGiA grant funding contributions via the Anglian [Northern] RFCC. Exact costings are yet to be confirmed, but provisional scheme costs are £115k for W3rd, £121k For Upper Witham and £143k For W1st. The required partnership contribution funds from each Board are in the range £1k to £10k, exact figures yet to be confirmed.

Provision has been made in the relevant 3 Boards' draft Estimates for 2022/23 for those partnership contributions to the Telemetry upgrades.

However, the Boards' approved Financial Regulations require that 3 written quotations are sought from suppliers, where the values are >£5k, unless Financial Regulation 9.1 is suspended to allow a Single Price Quotation [SPQ] to be obtained from a supplier.

In this instance, it would be preferable to standardise Telemetry on one supplier, Xylem for several reasons. This is a multi-national company [incorporates the division formally known as Flygt] based in Nottingham, it is the system used in NELDB, the previous generation server based AquaView

system is currently used for Upper Witham stations, two Witham Third stations and one Witham First pumping station. The proposed web based VTScada system is the one successfully installed and operating in NELDB pumping stations. Xylem products are used extensively across the Water Companies, the EA and other FRM authorities so there is a known pedigree to the products.

The Executive Committee agreed at the 11th January 2022 meeting that to enable the preferred supplier Xylem to provide a single price quotation, regulation 9.1 of the joint Financial Regulations should be suspended. Following discussion Members AGREED to formally ratify that decision and to proceed on that basis.

The Chief Executive's report and update was received and NOTED.

2532 Schedule of Expenditure, 01.11.21 to 31.12.21.

The Schedule of Expenditure for the two months' period from 01st November to 31st December 2021 had been circulated with the agenda and was presented by the Director of Finance & Governance.

Gross expenditure totalled £210,179.19 or, net of £15,532.22 VAT, £194,646.97. It was emphasized that this is the invoices paid in the 2 months period, and some invoices relating to the period may not be included [e.g., electricity costs at pumping stations are invoiced in arrears].

Items highlighted to or raised by members included:

- Item 7: £3,175.00 (net) to Black Sluice IDB for External Support, being the Grant Manager Contribution payment up to 30.09.21
- Item 8: £7,380.95 (net) to Certas Energy UK Ltd for 9981 ltr of gas oil. Val Stanton queried how fuel orders were placed, as she felt this was expensive. Fuel is only ordered on an as and when needed basis and 3 price quotations are obtained each time.
- Item 13: £5,500 (net) to E Skinns Ltd for the new weedscreen at Farroway Bankside.
- Item 18: £41,515.50 (net) to Environment Agency for Flood & Coastal Erosion Risk Management IDB Precept (2nd of 2 payments, total payment 2021/22 £83,031.00). Val Stanton asked how this figure was established. Much discussion took place about the IDB precept and how it is a levy raised by the EA for them to carry out maintenance works within the Board's drainage district. There has recently been an EA internal review of the IDB precept, and the Chief Executive was advised at ADA's Policy & Finance Committee recently that this is due to be issued shortly.
- Item 26: £7,122.00 (net) to Hoben International Ltd for pre filled concrete bags for works at Farroway PS as part of the scheme completed there.
- Item 30: £4,277.88 (net) to Keyline Builders Merchants for Farroway Bankside pipe supplies and repair works.
- Item 32: £85.57 (net) to Lincolnshire Fastener Company for supplies for the works at Farroway Weedscreen Replacement.
- Item 36: £12,038.50 (net) to Morbey Fencing for Metheringham fencing works, part of the FDGiA scheme to refurbish the pumping station.

- Item 44: £19,481.00 (net) to Paktronic for Metheringham PS cabling works on the control panel, part of the FDGIA scheme.

Members received and NOTED the expenditure incurred between 01.11.21 and 31.12.21.

2533 Financial Performance Report 2021/22 to 31st December, month 9.

The Director of Finance & Governance presented the Financial Performance Report as of 31st December 2021. This had been circulated with the agenda. A summary table of the overall income and expenditure position was presented, as follows:

	2021/22 Budget £	Profiled Budget £	Actual £	Variance £
Income	(1,022,281)	(997,663)	(1,023,189)	(25,526)
Board & General Admin	14,670	9,837	10,561	724
One Off Schemes	35,000	4,200	95,630	91,430
Conservation	1,750	496	273	(223)
Depot	13,440	12,163	14,701	2,538
Drains	346,040	351,314	356,240	4,926
Pumping Stations	216,590	118,346	91,287	(27,059)
Joint Admin/Witham House	102,192	52,171	53,705	1,534
Consents & Enforcement	10,603	0	0	0
Director of Operations/Engineers	69,336	64,221	63,024	(1,197)
Contribution to/(from) Reserves	40,000	0	(55,756)	(55,756)
PWLB	27,970	27,039	27,038	(1)
Rechargeable Works	60,000	56,754	42,506	(14,248)
EA Precept	84,690	84,690	83,031	(1,659)
FRS17 Pension Adjustment (net)				0
Wages & Plant Holding Account	0	(65,527)	(47,278)	18,249
(Surplus)/Deficit	0	(281,959)	(288,226)	(6,267)

The Board's budget profile as of 31.12.21 was an anticipated positive position of [£281,959], whereas the actual position was slightly better at [£288,226], a positive variance of [£6,267].

On drainage rates income, of [£521,830.98] due to the Board in 2021/22 the collection rate was at 96.3% as at 31.12.21 compared to 99.3% at the same point in the previous year. After adjustments, [£19,103.75] outstanding income remains due to the Board. Final reminders were posted on 28th September 2021 and a court date for unpaid bills was set for 28th January 2022. This court date had subsequently been cancelled by officers, given the comparatively low scale of outstanding monies owed, and all unpaid bills would be rolled over to the next financial year and added to drainage rates invoices 2022/23 issued in April 2022.

Special Levy payments from NKDC and City of Lincoln Council had been received in May 2021, totalling [£199k] income to the Board, with the second and final similar payments for 2021/22 all paid in early November as scheduled.

Also, in relation to income streams, the Highland Water claims were submitted to the Environment Agency. For 2020/21 actual costs, a further balance of (£4,690) was due and 80% of the 2021/22 estimated claim (£25,600 total). The 80% of the estimated claim for 2021/22 (£20,480) was paid in August 2021 along with the balance for 2020/21 actual costs

(£4,690), making a total income paid to the Board of [£25,170], with the balance adjusted for the actual 2021/22 costs incurred payable in September 2022. For new members, this Highland Water is paid to the Board as recompense for the Board's system taking some water from upland areas at a cost to the Board's systems.

Rechargeable Works, being the PSCA works invoiced to the EA of (£49k), have been recharged to 31.12.21, with further 2021/22 works due to be invoiced to the EA in March 2022.

The contribution from Lincolnshire County Council relating to Lincoln Eastern Bypass, as agreed by the Board, had been received at (£19.8k) income and is included.

In expenditure for One-Off Schemes, the 2021/22 budget of £35k was approved for improvement schemes. Works have almost been completed on replacing the Farroway weedscreen and culvert which will be funded from this budget. So far, the weedscreen £5.5k and culvert pipe £4.7k have been purchased, with dry mix concrete sand bags £7k, back fill and toppings. Fencing and gates are the outstanding items to be purchased and installed.

The main scheme to be undertaken is the refurbishment works at Metheringham Fen Pumping Station totalling £168,000, with FDGIA grant awarded of £163,000. The remaining funding of £5k will be resourced by the Board, as previously approved. The (£163,000) income had been received in previous financial years to undertake these works. The fencing had been completed £12k and the new control panel installed £64k. The weedscreen will also be refurbished and new access steps installed.

The Bank Balances as at 31.12.21 were set out as follows:

Natwest	£	126,923.68
Nationwide Instant Access	£	709,882.03
Nationwide 90 Day Notice	£	-
Total	£	<u>836,805.71</u>

The Board's Public Works Loan Board loan [taken out to pay LCC for the transfer of Bridges and culverts liability from the Board to LCC] was being repaid, with £134,457.36 now outstanding on the original loan of £354,480 and to be repaid over the next 6 years:

2.41% **£ 134,457.36**

*Original loan £354,480. Loan period 14.5 years from 17/12/2012. Maturity date 17th June 2027
Repayments made 17th June and 17th December each year.*

It was highlighted that whilst bank balances looked healthy, this was at peak income position and there are no further significant income streams due in to the Board until May 2022. So, balances will steadily reduce between now and May 2022.

Members NOTED the financial performance 2021/22 for the 9 months 01st April to 31st December 2021 and the forecast 31.03.22 year-end position of a broadly balanced outturn, in the range -£20k to +£20k, the main variables being the as yet unconfirmed amount of winter PSCA works from the EA and the potential electricity and overtime costs to be incurred should there be any flood events in the last couple of months of 2021/22.

2534 Proposed Estimates 2022/23

A detailed report had been circulated with the agenda and was presented by the Director of Finance and Governance. This was taken in conjunction with the following report setting out the Annual Values, Drainage Rates and Special Levies for 2022/23 based on an assumed **6.50%** increase in the Penny Rate in order to set a financially balanced budget.

Detailed work had been undertaken to review the actual income and expenditure in 2021/22 as at 31st December 2021. This position had then been used to inform the proposed budgets for 2022/23, together with any known cost pressures, necessary developments and known savings. There had been discussions at management team and, as discussed earlier, the approach had been supported at the JSC meeting on 13.12.21 and by the Board's Executive Committee on 11.01.22.

The summary Estimates position compared the 2021/22 approved Budget to the 2022/23 proposed Budget, showing variances.

The detailed Estimates were presented and showed:

- the Approved 2021/22 Estimates [as a comparator]
- The changes made for inflation and other factors.
- The Proposed 2022/23 Estimates

The summary of the Joint Services proposed budget was also provided to members for information, which was recommended for approval by the 4 Boards' JSC meeting on 13th December 2021. These costs have been allocated between the 4 Boards on the agreed proportions of 30% each to Upper Witham IDB and Witham Third DIDB and 20% each to Witham First DIDB and North East Lindsey IDB.

Preparing the 2022/23 Budget Estimates had been a challenge, given significant cost pressures externally driven and outside the control of the Boards. The 112 IDBs nationally were experiencing similar cost pressures and there had been much discussion with the membership body, ADA [the Association of Drainage Authorities] and with neighbouring IDBs about the impact of these cost pressures. Following the JSC meeting on 13.12.21 a letter was sent on 17.12.21 to all Special Levy paying councils to the 4 Witham & Humber Boards, to advise them of the particularly challenging financial pressures for 2022/23 and the likely higher than usual required increase in the Penny Rate in order to set a financially balanced budget.

Some of the cost pressures arising, due to Government legislation changes, include:

- National Insurance employer contribution rate increase of 1.25% from April 2022 [increases the contribution rate from 13.80% now to 15.05%]. A 9.1% increase in costs, in real terms.
- Cost of switching IDB operations from red diesel to white diesel from April 2022, a significant cost pressure for 2022/23. This is due to changes in the Finance Act 2021 and the removal of the exemption previously afforded to IDBs. This cost pressure has two elements for IDBs. Firstly, the increased cost of switching our operations from red diesel to white diesel across plant, tractor/flails and excavators and secondly, the increased unit price of white diesel [for budget purposes we have assumed £1.30 per litre pump price 2022/23, as IDBs reclaim VAT [effectively £1.08 per litre excluding VAT, rather than the previous unit price of £0.56 per litre for red

diesel]. We do purchase fuel in bulk and test the market between suppliers. The combination of these factors has broadly doubled the fuel costs for the Boards, one of our most significant cost drivers. This issue has been subject to much discussion and ADA has lobbied Defra and HM Treasury, but in the absence of any clear exemptions IDBs nationally are planning to switch to white diesel from April 2022.

Cost pressures due to inflation, market changes and contractual arrangements include:

- Electricity costs [a significant cost driver] – all 4 Boards utilise the ESPO framework which had forward purchased to April 2022. However, we were notified in October 2021 of a 15% immediate price increase, fixed to October 2022, so only half of 2022/23. We have assumed a full year effect 15% rise in electricity costs, as no further information is available, but this may well be understated.
- Insurance costs. The Boards are facing very significant challenges in procuring suitable insurance cover at realistic prices. In the current financial year 2021/22, we experienced a 48% increase in premium costs with reduced cover at renewal in July 2021. We have assumed the renewal budget for July 2022 will be the costs as of July 2021 plus 5%. We are also looking at detail into our insurance arrangements with our advisors, The Risk Factor.
- Pay pressures. Like Councils and the EA, the Boards are facing significant retention and recruitment issues, particularly of front-line Operatives [albeit less so at present in Witham First DIDB]. As these are excavator and tractor drivers, some also holding HGV licences, we are losing staff to other sectors of the market. When we try to recruit, potential recruits have been enticed to remain with their current employer by the offer of increased pay. A pay award of 2.5% has been agreed and recommended by the ADA Lincolnshire Branch to the Boards for approval, and this is the pay costs increase assumed in draft 2022/23 budgets [as agreed earlier in today's meeting].
- In NELDB, we have assumed a 15% increase in costs of the new Maintenance Contract [tenders from potential suppliers due in 04.01.22]. However, potential contractors are facing the same issues of increased NI, staff recruitment and retention, move to red diesel and price increase of fuel, insurance increases, increases in purchase and maintenance of plant and equipment. So, this may be understated.
- Telemetry costs on 3 of the 4 Boards [not NELDB where a major upgrade was undertaken in 2020]. Copper landlines disappear in 2025. 2G and 3G will be switched off in 2023 and some of our existing Telemetry is currently reliant on this technology. Telemetry is integral to our operations to not only provide real time data on river levels but also to start/stop pumps remotely and monitor their performance (i.e., water levels, any faults, etc).

Currently a capital scheme Business Case for each of the 3 relevant Boards has been developed to seek funding from the Environment Agency, but if successful it is likely to require a £10k budget contribution per Board [total costs estimate W1st £90k, W3rd £50k and UW £50k]. This is not currently budgeted separately, so is a cost pressure for 2022/23.

- Based on costs escalating on the servicing and repairs and maintenance of plant and equipment, draft budgets have factored in significantly increased R&M/servicing budgets for 2022/23 to reflect actual costs.
- Pump lifts and refurbishments. In the light of recent costs experience we have had to increase the budget provision by £5k to £35k for 2022/23 to continue undertaking 2 pump lifts per annum per Board, a factor in our insurance conditions and in keeping our assets well maintained.

- General inflation. RPI hit 7.1% in November 2021 [CPI 5.1%], and we are seeing increased costs in many areas of the 4 Boards' spend.

In order to mitigate some of these cost pressure increases, where possible we have frozen budgets. Significantly, we have also deferred all our routine major plant purchases scheduled for 2022/23, which will have a further impact on our service and maintenance costs. Where capacity allows, we are also sharing staff and machines across 3 of the Boards to reduce external costs. We have reviewed our main spend areas and achieved savings for items such as mobile phones and by standardising supplier base across the 4 Boards. In terms of back-office functions and costs as a proportion of turnover, the 4 Boards have worked together in a voluntary partnership now since April 2017, considerably reducing management costs for each Board.

After much discussion between officers and with Members of the Executive Committee on 11th January 2022, a balanced budget position can be achieved for 2022/23 based on these assumptions and a recommended 6.50% penny rate increase.

The following table set out the 'penny rate' increases that the Boards have set in recent years, by way of context:

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Average
	%	%	%	%	%	%	%	%	
NEL					0.00%	1.00%	2.00%	2.00%	1.25%
UW	1.89%	1.75%	1.50%	1.25%	2.00%	2.00%	2.40%	2.50%	1.99%
W1	2.00%	1.75%	1.50%	0.00%	0.00%	0.00%	5.00%	2.50%	1.72%
W3	2.00%	1.75%	1.25%	0.75%	2.00%	0.50%	2.00%	2.50%	1.59%

Whilst the proposed 6.50% penny rate increase is more significant than in previous years, without this the Board will not be able to set a balanced budget and secure its financial stability. Additionally, there will be the land movements from agricultural land to 'other developed land' under the Land Drainage Act 1991, which impact on each individual Special Levy paying Council.

A range of other issues were then set out, as follows:

Pension Triennial Revaluation.

The following table shows the Pension Contributions as certified by the Actuary for the Lincolnshire County Council Pension Fund, Hymans Robertson:

Employer Pension Contribution Rates				
	NEL	UW	W1	W3
<u>2020/21</u>				
Primary %	20.7%	19.7%	19.3%	18.9%
Secondary £	£ 1,000	£ 51,000	£ -	£ 26,000
Overall % of Pay	23.3%	33.9%	19.3%	23.7%
<u>2021/22</u>				
Primary %	20.7%	19.7%	19.3%	18.9%
Secondary £	£ 1,000	£ 53,000	£ -	£ 26,000
Overall % of Pay	23.3%	33.9%	19.3%	23.7%
<u>2022/23</u>				
Primary %	20.7%	19.7%	19.3%	18.9%
Secondary £	£ 1,000	£ 54,000	£ -	£ 27,000
Overall % of Pay	23.3%	33.9%	19.3%	23.7%

The 2022/23 rates have been used in the compilation of this Board's as well as JSC Estimates for 2022/23. The next triennial revaluation starts in 2022/23, when revised rates will be issued for the next 3 years 2023/24 to 2025/26.

Insurance.

It is likely that Boards will see a further increase in insurance premium costs when they are renewed in 2022/23 [July 2022], mainly due to the impact of the heavy rainfall events and associated flooding in Autumn 2019 and the COVID-19 pandemic, which severely impacted on 2021/22 renewals in July 2021.

This Board currently has an insurance budget of £35,000 with current premium costs of £42,168. Based upon premiums for 2021/22 and advice from our risk and insurance advisors at The Risk Factor, it is likely that the insurance premiums for this Board will increase next year (5% has been assumed) and insurance covers may be reduced/restricted/removed. Therefore, the insurance budget has been rebased at **£44k** for 2022/23 (increased by £9k).

The insurance impact across the Boards is shown in the following table:

	Budget 20.21	Actual 20.21	Budget 21.22	Actual 21.22	Budget 22.23	Budget Increase
	£	£	£	£		£
NEL	£ 15,450	£ 10,281	£ 15,450	£ 18,270	£ 20,000	£ 4,550
UW	£ 26,650	£ 30,976	£ 45,000	£ 53,313	£ 56,000	£ 11,000
W1	£ 22,730	£ 30,301	£ 35,000	£ 42,168	£ 44,000	£ 9,000
W3	£ 30,340	£ 51,081	£ 55,000	£ 68,902	£ 72,000	£ 17,000
	£ 95,170	£ 122,639	£ 150,450	£ 182,653	£ 192,000	£ 41,550

Income (£104k).

Increases in the income to be received by the Board 2022/23 have been included, for Drainage Rates this will be (£34k) and Special Levies (£29k) on the assumed increase of **6.50%** in order to set a balanced budget 2022/23, maintain financial stability and to protect the baseline in line with inflation.

The Rechargeable works budget has been increased by (£40.8k) to reflect the likely level of rechargeable works income, including PSCA works income for the EA. No written confirmation has been received yet as to the level of PSCA works to be commissioned by the EA and so this is an income risk for the Board. However, in recent years there has been at least this level of Rechargeable Works income, and so it seems a reasonable income assumption [the alternative being to place a greater increase on the Penny Rate than the proposed 6.50%]. Correspondingly, the budget for rechargeable works expenditure has been increased.

The Highland Water budget has remained the same as in 2021/22.

Board & General Administration £2k

Increase is for insurance, detailed previously.

'One-Off' Schemes £0k

A £35k Budget has previously been established to undertake one off schemes during the year. A business case has been developed to submit to the EA for FDGIA funding towards a replacement telemetry scheme. Whilst the total costs will be £140k+ it is likely that through the grant mechanism only a modest Board contribution from the Board of up to £10k will be required. This will be met from this Budget in 2022/23.

Conservation £0

No changes.

Depot £4k

Rebased for Insurance and Operative recharges.

Drains £58k /Pumping Stations (£15k) /Wages & Plant Holding Account £0k– Net £43k

Main increases are insurance costs increase £15k, Electricity (+15%) at £9k, the inflationary increase for the 2.5% pay award and associated increase in oncosts for the Operatives of £8k. Rebased of fuel budgets to reflect the change over from red diesel to white diesel and the increased cost of fuel costs at £22k. Rebased of service and maintenance budgets at £13k. Rebased of Operative and Plant recharges.

The budget for Pump Lifts has been increased by £5k from £30k to £35k. This work is essential to ensure pumps are inspected on a regular basis and is a condition of our insurance policy.

Joint Services/Witham House £7k & Engineering Services £8k

The JSC on 13th December 2021 recommended the JSC Budgets to the 4 Boards for inclusion in each Board's detailed estimates. The summary JSC budgets are attached for information. The main variance is providing for 2.5% pay award, increments and associated oncosts, plus adjustments for inflation, etc.

Consents & Enforcement £0k

The cost of Consents & Enforcement Officer is fully met by income from recharges to Lincolnshire County Council (costs allocated across the 3 Boards and income received by 3 of the Boards). The Memorandum of Understanding has been extended until 31.03.22.

Contribution to Reserves/Contingency £0k

The £15k contribution to the Plant & Machinery Reserve has been retained to ensure the fund has enough capacity to meet the future Plant & Machinery Replacement Programme. A contribution of £25k has been retained in 2022/23 to help replenish reserves, which were depleted in 2019/20 following the significant rainfall events.

PWLB (£1k)

Minimal change reflecting reducing interest costs. Budget to service the PWLB loan taken out to fund the transfer of Bridges and Culverts to LCC.

Rechargeable Works £40k

Staff time and machine costs for undertaking Rechargeable Works. This has been increased to reflect the additional PSCA income assumed for 2022/23.

EA Precept £0k

An Inflationary increase of 2% for the IDB Precept paid to the EA each year is already included in base for 2021/22, but there was no increase. Therefore, this uplift remains in the budget for covering any increase agreed by the Anglian [Northern] RFCC in 2022/23.

The total of all the stated Variations is £0k. On this basis a balanced budget can be achieved for 2022/23 based on the assumptions stated for 2022/23 with a 6.50% increase in the penny rate.

Before the Board was asked to approve the proposed Estimates, members were advised on the reserves position, as follows:

Funds and Reserves

Members have an agreed policy of holding a general 'Revenue Reserve' for emergencies of 10% to 15% of turnover, with the balance held in 'earmarked reserves' for particular requirements.

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

Reserve	2021/22 b/f £	2021/22 c/f £	2022/23 c/f £
Revenue Reserve	(128,209)	(153,209)	(178,209)
Plant & Machinery	(151,867)	(259,452)	(371,698)
Pumping Stations	(49,324)	(57,163)	(65,002)
Commutated Sums	(12,870)	(12,870)	(12,870)
One off projects	(156,250)	(0)	(0)
Balance	(498,520)	(482,694)	(627,779)

**Assumes year end balanced position for 2021/22.*

Revenue Reserve

This is the general 'contingency' reserve and will be utilised for any unexpected or emergency purposes which cannot be contained in the revenue budget. This assumes a balanced position on the Revenue Account at the end of this financial year 2021/22.

The 2022/23 balance is **15.82%** of turnover, so it is on the high side of the Board's approved Policy on Reserves of holding 10% to 15% of turnover. This will be reviewed when the actual position for 2021/22 31st March 2022 year-end is known and reported to the Board in May 2022.

Plant and Machinery

This reserve funds future purchases of Plant and Equipment and depreciation charges and sales income replenish this fund on an annual basis to fund future purchases. The reserve increases in 2022/23 as there are no planned purchases in 2022/23, these were deferred one year. It will be replenished providing no additional plant and machinery purchases are necessary outside the current programme.

Pumping Stations

This reserve can be used for maintaining the fabric, pumps, and other one off spends required at pumping stations. This is judged as necessary given the age now of the fabric of the pumping station buildings and the pumps themselves.

Commuted Sums

This reserve contains commuted sums received by the Board to be utilised to meet future maintenance costs of the scheme to which the sum received relates.

One Off Projects

This reserve helps to smooth expenditure between years for larger one-off schemes. The balance on the reserve is earmarked for upgrading telemetry £1.7k with the rest of the balance (£73k) currently unallocated.

Following discussion, Board Members APPROVED the financially balanced Estimates for 2022/23, based upon a 6.50% increase in the penny rate.

2535 Annual Value, Drainage Rates and Special Levies 2022/23.

A report had been circulated with the agenda and was presented by the Director of Finance and Governance.

A detailed schedule was presented, setting out the Annual Values that need to be agreed as part of the formal setting of the Drainage Rates and Special Levies, before 15.02.22 for the financial year 2022/23.

Annual Values:

The Annual Values start with those brought forward from last year's rate setting, with then the land movements required for land that has been developed and therefore comes out of Drainage Rates and is allocated to Special Levies for the appropriate Council.

The Annual Values as at 31st December 2020 were:

	Sub District 1	Sub District 2	Total
	£	£	£
Drainage Rates	309,938	2,003,476	2,313,414
City of Lincoln	1,418,032	0	1,418,032
North Kesteven DC	831,972	725,527	1,557,499
Total	2,559,942	2,729,002	5,288,944
Differential Rating	40%		
Adjusted Totals	1,023,977	2,729,002	3,752,979

A revised developed land transfer rate was agreed by the Board on 15.11.16 of £8,063.73 per hectare. The land movements between 01.01.21 and 31.12.21 that require transfer from Drainage Rates to Special Levy are summarised:

Sub District 1	Sub District 2	Total
£	£	£
0	(193)	(193)
0	0	0
0	13,313	13,313
0	13,120	13,120
40%		
0	13,120	13,120

There were no land movements affecting City of Lincoln Council's Special Levy, all related to North Kesteven District Council.

This results in the following Annual Values as at 31st December 2021:

	Sub District 1	Sub District 2	Total
	£	£	£
Drainage Rates	309,938	2,003,283	2,313,221
City of Lincoln	1,418,032	0	1,418,032
North Kesteven DC	831,972	738,840	1,570,812
Total	2,559,942	2,742,123	5,302,065
Differential Rating	40%		
Adjusted Totals	1,023,977	2,742,123	3,766,100

Penny Rates:

The following 'penny rates' will be applicable now the **6.5%** increase is agreed:

	Sub District 1	Sub District 2
	pence	pence
Current	9.7804	24.4509
Proposed (+6.5%)	10.4161	26.0402

This will increase the net income amount generated from Drainage Rates from £520,181 in 2021/22 to £553,942 (a total increase of £33,761) in 2022/23.

There had been 2 confirmed cases of Covid-19 within the 3 Boards' in-house team of Operatives and one Operative was suffering with lung problems following Covid-19 in October 2021. He was signed off work until 27.01.22.

The guidance to office staff remains the same: to work from home wherever possible in line with current national guidance, and measures remain in place to make the office accessible to a limited number of 4 staff at any one time. The office is open to members of the public and visitors, by prior arrangement.

These arrangements and the risk assessments are reviewed weekly at the Management Team Meetings and changes in national guidance is kept under review. Any changes required will be discussed and implemented as appropriate following the relaxation of national guidance on Thursday 27th January 2022.

One accident had been reported since the last meeting. This involved an Operative slipping whilst wheeling a pressure washer on a slight incline at Upper Witham's Coulson Road pumping station. The W3rd Operative twisted his knee, resulting in muscle damage. This became Riddor reportable as the Operative had more than 7 days off work due to the injury. The Operative is now back at work and undertaking a full range of duties.

Witham Third received a complaint from a member of the public. The basis of the complaint was that two of the Board's tractor/flail drivers acted inappropriately when approaching two people on horseback, on the public highway outside Woodhall Spa near the Village Limits pub. The horses reacted to the approaching vehicles, and the flashing lights on them, to the point that the rider of one of the horses was struggling to control it.

The complaint was that one of the tractor drivers did not stop soon enough, he only stopped when the horse was almost in contact with the tractor, the second driver did stop a good distance away and waited for the riders to pass. The complaint also stated that neither driver turned off their flashing beacons.

This incident was investigated by Wayne Bourne (Works Supervisor) with the support of Sarah Walden (HR Advisor). They took statements from all parties involved and looked at what the Highway Code says on the subject and reviewed the 4 Boards' driving policy.

The outcome of their investigation was that the driver should have stopped in plenty of time and not kept driving. Regarding the use of the beacon, which is primarily to warn other road users that the vehicles are large pieces of equipment, the question was asked would the Emergency Services turn off their flashing lights when approaching a horse and rider.

The recommendation from the case investigators was that the driver that failed to stop soon enough has training based around being courteous to other road users, recognising the Operatives' role as ambassadors for the Boards when out in the community. They also recommended a review of the driving policy to include horses and riders and that staff undertake toolbox talks to all Operatives regarding courteous road use. The flashing beacon element of the complaint was not upheld, they are used for a reason and other road users have flashing beacons. The turning off beacons whilst still moving would potentially be a dangerous act, as to locate the switches may cause the driver to take their eyes off the road.

The second Operative was found to have nothing to answer, as he did stop a good distance from the horse riders and left them to safely negotiate safe passage around the tractor/flail.

Many complaints are resolved informally before progressing to a stage 1 complaint. This one is highlighted to Board members as there were issues to review arising from it and lessons to be learned.

Officers are still awaiting delivery of the whacker plate that has been converted to undertake piling duties safely, arising from issues raised by Operatives and seeking to make a safe modification.

The NPORS Wheeled Excavator training started on the 08th November overseen by XRE Training. Most Operatives needing this training have now received it. First Aid training expires on 26th February, so training will be organised before then for all those who need it. This will be emergency first aid at work with defib and chainsaw wounds training added to the training module. Manual Handling training is also going to be booked for early February.

The defibrillators owned by the Boards and housed at each Depot, and some located in designated vehicles, have had the pads replaced as they have met their expiry date.

As reported previously, Witham First access bridge to Ringmoor Pumping Station is still being investigated (ascertaining ownership via the Environment Agency).

The new culvert and weedscreen scheme at Witham First DIDB's Farroway pumping station has been installed and is a credit to those involved. There are a small amount of earth works to finish on the far bank and a gate to install later, to prevent unwanted access. This had been a scheme designed and implemented in-house.

Members received, discussed and NOTED the Health and Safety update.

2537 Operations Report.

The Operations report had been circulated with the agenda and was presented by the Director of Operations.

Operatives are in the final stages of the summer maintenance in Upper Witham, Witham First and Witham Third. In North East Lindsey's drainage district, Carnaby's have finished the summer programme. Across all the Boards preparations are underway for winter maintenance work to start shortly.

The Board's winter programme comprises Dorrington Bankside, Canwick Fen Drain, Longstone's and North Engine Drain. Mostly this comprises de-silting with some bushing work, where needed. The team has finished installing the new replacement culvert at Farroway pumping station and just have a small section of fencing and a gate to install later. Within the workforce we have had a couple of people off with illness for a week or more, this does have a noticeable impact on what is delivered in a small team. One Witham First Operative had returned to work after over six months off work.

Ed Applewhite asked why summer 2021 maintenance works were still being undertaken in January and February. Ian Coupland responded that the programme usually runs until the end of January but is always open to review. However, arable land must always be done first to ensure access. Along with Environmental reviews causing delays and a lack of staff, there have been some delays this year to the summer maintenance programme. Also, to save cost, the Board's Operatives delivered the Farroway scheme in-house, which took

approximately 4 weeks. David Armstrong noted that he felt it was rather too late for weed cutting to be undertaken and agreed that a review of 2021 season would be useful by officers when it was complete. Steve Cobb commented that he would like officers to engage with representatives to review the order of works.

The Red / White diesel issue is still being actively addressed by ADA and other parties. As it stands at this time, we have kept our excavators on red and our tractors that are not used for haulage on red. Keeping the tractors on red is a slight risk as Customs and Excise have confirmed that travelling from one site to another or flailing or weed cutting a watercourse in a City, Town or Village would never be classed as an agricultural duty. But to put the infrastructure in place i.e., purchase fuel bowsers on each Board so we can fuel red, and white is not affordable or practical when it looks like we will have to put everything on white diesel from April 2022. We can then flush our current bowsers and tanks out and we are just delivering one fuel again. If we do not get the agricultural classification and dispensation, it may be open season on our machines left on site overnight.

This fuel issue is a major cost pressure for 2022/23 budget estimates, covered elsewhere on the agenda, both in terms of the costs of conversion to running plant on white diesel and thereafter the ongoing additional costs of running on white diesel rather than red.

We are still experiencing some difficulty in delivery times for parts and machinery, and prices for most items regularly increase. The Repairs and maintenance budgets have been overstretched in this financial year 2021/22 and we have uplifted relevant R&M budgets to be more realistic for 2022/23.

The pump at Farroway Pumping Station has now been lifted and repaired by Perry's Pumps of Lincoln and has also been reinstated. There is a slight issue of vibration, noticed on recommissioning, which is believed to be the rubber mountings between the motor and pump. Replacements are on order and will be fitted as soon as they arrive.

The EA have requested our Operatives do not undertake the last PSCA flailing cuts of the year, due to the flood banks being very wet.

Members received and NOTED the Operations Report and update.

2538 Engineering Report.

A report had been circulated with the agenda and was presented by the Head of Technical and Engineering Services, Guy Hird and the Director of Technical & Engineering Services, Martin Shilling.

Flood Events:

There had been no flood events to report.

Multi agency Rain Gauge Project (JA-5378-2020-ASS)

Officers are exploring on behalf of all four Boards whether to be involved with this multi-agency scheme. Potential partners across Greater Lincolnshire are the 3 Lead Local Flood Authorities [LLFAs] namely Lincolnshire County Council, North Lincolnshire Council and North East Lincolnshire Council. Other partners include Anglian Water and other Internal Drainage Boards (but not the EA). The scheme is proposed to be part funded by the Anglian (Northern) RFCC Local Levy and a draft bid was submitted by Lincolnshire County Council

in November 2020. The proposal is to have 'live' web-based rainfall data available to partners during heavy rainfall events and historic data for post event investigations including the LLFA led Section 19 investigations. Approximately 50 sites would be located across the area hosted by partners in appropriate secure sites which potentially could be the Boards' Pumping Stations. However, we need to understand more about locations, potential ongoing maintenance costs for which the Boards may be liable etc before agreeing to participate in what is currently an expression of interest stage project. There has been no change since the May meeting and information is awaited from Anglian Water. The project is being reviewed.

Lincolnshire Local Resilience Forum (LRF) (JA-1400-2014-ORG)

A meeting was held on 19th November 2021 which was primarily concerned with the ongoing Covid-19 situation.

In addition to the main meetings the 'LRF Flood Group' subgroup met on the 02nd September, the agenda included 'FloodEx2022' which is a significant regional exercise taking place in September 2022 involving all the LRFs along the Trent Catchment as well as all the East Coast LRFs covering both Tidal and Fluvial Flooding.

The exercise will test the interaction between LRFs including the Humber which is also looking at a tidal breach south of the Humber. It will give an opportunity to consider how we engage with the LRF(s) and the exercise to maximise protection of the districts, reduce the impact of flooding and potentially have access to national resources for future events.

The Drainage and Wastewater Management Plan (DWMP)

The Drainage and Wastewater Management Plan (DWMP) is a project lead by Anglian Water to improve the lives of people and the environment, in the East of England over the long-term. It will use it to plan for investment in drainage, treatment and sewerage systems. This collaborative and long-term strategic plan will highlight the known and expected future risks to drainage and treatment and identify the solution strategies to mitigate.

The DWMP is a long-term plan covering 2025-2050, looking at the risks in 2025, 2030, 2035 and 2050. There have been several general meetings starting in January 2020 but now catchment specific meetings are being held. On 12th October there was a meeting looking at the catchments of Louth and Horncastle which was attended by Internal Drainage Boards, ELDC and the EA. Following the survey meetings, a focus group for Internal Drainage Boards to get the best out of the process is due to be held on 19th January 2022.

Further information can be found on this website:

<https://www.anglianwater.co.uk/about-us/our-strategies-and-plans/drainage-and-wastewater-management-plan/>

Telemetry upgrade for Upper Witham IDB, Witham 1st DIDB and Witham 3rd DIDB

An opportunity has arisen, following successful FDGiA grant funding schemes for other Boards within Lincolnshire, to upgrade Telemetry systems. Georgina Nichols, Capital Projects Officer for our 4 IDBs and 3 other Lincolnshire Boards, is working on a Business Case for upgrading the systems for 3 of the 4 Witham & Humber Boards [not NELDB who had to switch telemetry provider 2 years ago] which would need to upgrade their telemetry systems in the next couple of years as 2G and 3G is switched off and copper lines are discontinued.

The proposed system is from Xylem, a multinational company including the diversion that was formally known as Flygt. The system is the web based 'VTScada' installed successfully in NELDB pumping stations and several other stations across the Witham Boards.

The previous generation server based 'AquaView' system is currently used for existing Upper Witham stations with telemetry, two Witham 3rd stations and one Witham 1st station will require upgrades for the equipment on site to enable communication to the web-based system. All other stations across the Boards will require new equipment picking up existing telemetry ready provision were available and new connections as required.

The table below shows the current costs for the schemes and the expected range of contributions from the Boards with the final figures to be determined on completion of the 3 Outline Business Cases.

	Equipment Cost (Xylem)	Project Management	Funding Officer Post	Contingency @20%	Total Scheme	Board Contribution
	£'000	£'000	£'000	£'000	£'000	
UW	88	10	5	18	121	£1k - £6k
W1	114		5	24	143	£5k - £10k
W3	90		5	20	115	£6k - £11k
	292	10	15	62	379	

Metheringham Fen Pumping Station (FD-1143-2014-PRO)

This station has attracted Flood Defence Grant in Aid monies allocated via the EA in the sum of £163,000, subject to a contribution from the Board of a further £5,000 as approved at the June 2020 meeting. These monies will be used to replace or refurbish the elements of the site as listed:

- Replace existing MCC (pump control panel), now completed.
- Replace outfall flap valves.
- Refurbish automated weed screen cleaner.
- Health & Safety improvements including fencing, site lighting and steps.

Quotations are currently being received for new flap vales for the outfall and new steps. Several site visits with contractors have taken place.

Billingham Pumping Station and Timberland Pumping Station (FD-5336-2020-PRO)

A business case is currently being produced for a potential application to the EA for a Flood Defence Grant in Aid. The scheme is looking at both pumped catchments and the interaction between them. Further modelling and structural assessments of the pumping stations is being undertaken to provide information for the Ordinary Business Case (OBC) funded by GiA in advance of the submission.

Heighington Flooding Group (FE-5548-2021-FLD)

A multi-agency group has been set up following the significant impact of ground water in the village. Although Heighington is remote from the Witham First district boundary there is an impact because the Anglian Water Services foul sewer system gravitates to Heighington Treatment Works which is in Washingborough. The foul sewer system gets inundated with ground water, causing flooding in the village and overwhelming the AWS Treatment Works.

An initial meeting was held on the 09th March 2021 with further meetings to be arranged following the outcomes from the Scopwick Groundwater Flood Risk Task and Finish Group (FE-5321-2020-FLD).

Farroway Bankside Drain (FD-3382-2017-PRO)

Works for the replacement Weedscreen deck on Farroway Bankside Drain have been substantially finished and the screen is operational

Lower River Witham Strategy Review & Billingham System Review (FD-5336-2020-PRO)

The EA has begun topographical survey work on the main river in the Lower Witham valley. This work is being undertaken by two separate companies; Storm Geomatics are covering most of the W1st District with Maltby Land Surveys covering all the W3rd District and Sandhill catchment within the W1st. This work is currently underway and will continue until May. The information taken will be used to create a new hydraulic model of the River Witham system which will be used to evaluate various options that will be considered economically suitable, and technically able, to provide the appropriate standard of protection.

The Agency have liaised with the NFU to publicise this work and so all landowners and occupiers should have received written notification of this work. The Board's officers are invited to attend regular progress meetings with the Agency and their consultants. The last being on 03rd December 2021, with a further meeting planned for 01st March.

There is a web page for the Lower Witham Flood Resilience Project:

<https://consult.environment-agency.gov.uk/lincolnshire-and-northamptonshire/lower-witham-flood-resilience-project/>

Members received and NOTED the Engineering report and update.

2539 Planning and Consultations Report.

The Planning and Consultations Report had been circulated with the agenda and was presented by the Head of Technical & Engineering Services.

There were no issues to highlight to members on this occasion.

Members received and NOTED the Planning and Consultations report.

2540 Consents and Enforcements.

A Consents and Enforcements report had been circulated with the agenda and was introduced by the Head of Technical & Engineering Services.

Byelaw Consent Applications:

Reference	Location	Applicant	Details	Date
FD-5839-2021-CON	Twenty Foot Drain	LCC	A153 road culvert, last 37m of replacement	24-12-21
FD-5843-2021-CON	Engine No. 1 Drain, Nocton Fen	Dyson Farming Ltd	Replacement of weak bridge by 12m culvert	10-12-21

Section 23 Land Drainage Act Consent Applications – District:
None received

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
FE-5801-2021-CON	Field Beck, Sleaford just South of A17	Persimmon Homes	Spine road culvert and two attenuated discharges	04-10-21
FE-5854-2021-CON	15no. locations in the Ancaster / Wilsford area	Anglian Water Services	Field underdrainage to facilitate Lincoln to Ancaster pipeline	26-11-21
FE-5855-2021-CON	Two locations in the Ancaster / Wilsford area	Anglian Water Services	Temporary culvert to facilitate Lincoln to Ancaster pipeline	26-11-21

Enforcement Issues – District:

Reference	Location	Description /Comments	Actions
FD-3835-2018-ENF	Sleaford Rugby Club	Blocked watercourse	Network Rail have advised that request for re-profiling of the area has been submitted. Work to be carried out during next financial year.
FD-5564-2021-ENF	Sleaford Golf Club, Willoughby Road, Greylees, Sleaford, NG34 8PL	Flooding	Site re-visited. Sleaford Golf Club have carried out required work and Network Rail will continue with their work – awaiting date to proceed from Natural England.

Enforcement Issues – Extended Area:

Reference	Location	Description /Comments	Actions
FE-5563-2021-ENF	Waste Away Solutions Ltd Unit 19, Woodbridge Road, Sleaford NG34 7EW	Unconsented work (piles) in a watercourse	The works undertaken also do not match the planning submission, but they are not taking action. Awaiting update from LCC re any legal action to be taken.

Members received and noted the report on Consents and Enforcements.

2541 Any Other Business.

There were no further items of business and the meeting closed at 16.07.

2542 Date, Time and Place of the Board’s Next Meeting.

The Board’s next meeting was confirmed for Wednesday, 25th May 2022 at 2pm. Format / venue TBC.

..... Chairman Date
W1st BM 25.01.22.