

UPPER WITHAM INTERNAL DRAINAGE BOARD

Minutes of a Meeting of Upper Witham Internal Drainage Board held on Monday, 24th January 2022 via video conference at 2pm.

<u>Present:</u>	Mr T. Arnold	
	Mr J Boyall	
	Cllr. L Dales	
	Cllr G Hewson	
	Mr E Jackson	
	Ms E E Jenkinson	
	Mr P Knight	
	Cllr R Longbottom	
	Mr F H Myers	- Chairman
	Cllr R Oates	
	Cllr L J Pennell	
	Mr I Powell	
	Cllr S Roe	
	Mr J R Scarborough	- Vice Chairman
	Mrs J Smith	
	Mr T Speakman	
	Cllr P J Vaughan	- Vice Chairman
	Mrs J Wilkinson	

In Attendance: Mr. Ian Coupland, Director of Operations.
Miss Jayne Flower, Executive Assistant.
Mrs. Jane Froggatt, Chief Executive.
Mr. Guy Hird, Head Engineering & Technical Services.
Mr. Steve Larter, Director of Finance & Governance.

75.21 Apologies.

Apologies for absence were received from Mr A Buckley, Mr B Charlesworth, Cllr J Cottier, Cllr S England, Mr P Gowen, Cllr M Green, Mr R Hollis, Mr D Jackson, Cllr R Kaberry-Brown, Mr R J Phillips, Mr G Rawlings, Mr C Smith, Cllr I Stokes, Mr W Timmins, Mr N Tobin and Mr S H White.

76.21 Declarations of Members' Interests.

Members present appointed by five Councils declared interests relating to their respective Councils (City of Lincoln, North Kesteven District, West Lindsey District, South Kesteven District and Newark & Sherwood District Councils).

77.21 Chairman's Announcements.

The Chairman welcomed everyone to the January meeting of the Board. He started by thanking members for electing him as Chairman once more at the November meeting, which he had been unable to attend. He had therefore not met new members Peter Knight and Ian Powell at that meeting, and he personally welcomed both to membership of the Board.

The Chairman regretted that once again the Board was not meeting in-person and hoped that with the lifting of Covid-19 restrictions and as more of the public are vaccinated, this may be the last meeting via videoconference. He intended that in May the Board will be meeting in-person.

The Chairman then took members through the focus for the meeting. Traditionally at the January meeting the focus is to set a balanced budget for the forthcoming financial year. Members have a legal duty to do so and to publicise the Penny Rate, drainage rates and special levies for the 5 councils by 15th February each year. A lot of preparatory work goes into this from the officer team, this year the work having been one of the most financially challenging rounds of budget setting. Estimates for 2022/23 were on the Agenda today, this being inextricably linked to the following item where members formally set the Annual Values and Penny Rate.

Finally, the Chairman stated that he was conscious that Operatives are concluding the annual weedcutting maintenance programme and embarking now on winter works of desilting, tree and bushing works. Members would hear more about that today. He noted that the long-awaited Case tractor/ Herder flail combination, originally due for delivery in June 2021, had now arrived and is out working in the drainage district.

78.21 Minutes of the Board Meeting, incorporating the Annual Public Meeting, 15.11.21.

The Minutes of the Board's previous meeting, incorporating the Annual Public Meeting, held on Monday, 15th November 2021 were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

78.21.1 Election of a member to the ADA Lincs Branch Environment Committee (minute 56.21 refers)

At the previous meeting Members were content to leave this as an open position to the ADA Lincs Branch Environment Committee. Cllr Longbottom requested that the dates of the meetings be circulated, when known, so that members could attend if they were available to do so. Officers agreed that as soon as the dates were made available, they would be circulated [the meetings not being convened from within our 4 IDBs].

79.21 Minutes of the Finance & General Purposes Committee meeting, 12.01.22.

The minutes of the Finance and General Purposes Committee held on Wednesday, 12th January 2022 had been circulated with the agenda and these were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

79.21.1 Proposed Budget Estimates for 2022/23 (minute 10 refers)

Members were asked to note that the F&GPC had discussed at length the proposed Budget Estimates for 2022/23.

The financial position for 31st December 2021 coupled with the known pressures through to 31st March 2022 and for 2022/23 had informed the budget setting process for 2022/23, which had been subject to officer discussions since late October.

There were several significant cost pressures. Achieving a financially balanced budget for 2022/23 had been one of the most challenging budget rounds in recent years. As confirmed, a letter had gone to all 5 Special Levy paying councils on 17.12.21, following the JSC meeting on 13.12.21, to forewarn them of the level of IDB cost pressures and the need for a higher than usual rise in the Penny Rate for 2022/23, which will affect Drainage Rate account holders and Special Levies. This was a national issue, not only local to our 4 IDBs or in Lincolnshire.

The Director of Finance & Governance had presented the breakdown of key cost pressures and the impact each had on the potential increase in the Penny Rate. Draft Estimates had been constructed on an initial assumed 5.00% increase in the Penny Rate [6.34% with land movements], which gives additional income to the Board across Drainage Rates and Special Levy of £72.1k. This did not, however, present the Board with a financially balanced budget, it left a remaining gap of £61,843 to be closed which would need a further 5.43% [11.57% in total] increase on the Penny Rate to close the gap.

The F&GPC was asked to debate where the acceptable Penny Rate increase should be and therefore what level of income risk the Board should run with if, say, PSCA income was used as one source to bridge part of the gap. Members were reminded of the need to safeguard the baseline revenue position, and that not putting sufficient increase on the Penny Rate by using non-recurrent measures like contributions from reserves would both deplete reserves and would not protect the baseline for the future. Issues discussed included:

- The **1.25% increase in National Insurance** employer contribution rates from April 2022 increases the Board's contribution from 13.80% to 15.05%, a real terms cost increase to the Board of 9.1%. This in effect then adds 0.37% cost pressure to the Penny Rate for Operatives and JSC staff.
- The impact of the Finance Act 2021 and there being no dispensation to use rebated red diesel, means the 112 IDBs nationally are planning to **switch operations from red diesel to white diesel** from April 2022. This has 2 impacts. The cost of switching to white diesel in order to be compliant with legislation and the increased cost thereafter of using white diesel [assumed pump price of £1.30per litre or £1.08 per litre after reclaiming VAT, compared though with a red diesel cost of 57 pence per litre now. This in effect means the Board needs to increase its fuel budget from £45,550 in 2021/22 to £88,000 for 2022/23, which adds 3.73% to the Penny Rate.
- **Electricity** contract price increase. This was a 15% increase from 01.10.21 but prices are fixed only until October 2022. A continuation full year at the 15% existing increase has been assumed in 2022/23 budgets. This adds 0.62% to the Penny Rate.

- **Insurance Premium** costs and cover. An unstable, contracting insurance market and costs increased at July 2021 renewal. Budget assumption for 2022/23 is July 2022 renewal costs will be as 2021 plus 5%, but potentially with less comprehensive cover. Need to increase the insurance budget by £11k from £45k in 2021/22 to £56k for 2022/23. An increase of 0.97% on the Penny Rate.
- Assumed 0% increase across all other budget headings for **general inflationary increases**. With RPI running at 7.1% and CPI at 5.1% in November 2021 the reality of being able to adhere to this was discussed.
- The Board has already deferred and pushed back into 2023/24 all major planned plant purchases for 2022/23.
- **Pump lifts** budget remains at £30k for 2022/23 [have raised to £35k for Witham 1st and NELDB], based on recent costs.
- **Repairs & Maintenance** on Plant & Machinery. Costs of servicing and repairs have escalated significantly. Need to be realistic, budget rebased from £26,000 in 2021/22 to £53,000 for 2022/23, an increase of £27,000 (2.37% on the Penny Rate).

Discussion then followed about if all these key cost pressures are quantified, there is a justifiable 11.57% increase in the Board's Penny Rate for 2022/23 [or 12.2% but net of Highland Water anticipated claim -0.63% it is 11.57%], but that the Board needs to carry Drainage Rates payers and the 5 Councils with it, at the same time as protecting its baseline revenue position appropriately. The key 5 cost drivers alone account for a 7.91% increase in the Penny Rate [i.e., electricity costs 0.62%, fuel costs 3.73%, Plant R&M 2.37%, National Insurance [without 2.5% pay award] 0.23%, Insurance 0.97%].

Considerable discussion followed. Tony Speakman raised the significant capital scheme to build a new depot/office during 2019/20 and the increased costs of diesel fuel accounting for >50% of the gap.

Pat Vaughan was concerned about the impact on City of Lincoln Council, given increase in the Penny Rate not just for Upper Witham but also for Witham Third and Witham First. It was confirmed that Witham Third's subcommittee had yesterday had a similar discussion and was recommending a 5.00% increase to its Board and Witham First's subcommittee had yesterday decided to recommend a 6.50% increase to its Board.

For Upper Witham IDB, it was confirmed that each 1.00% increase in the Penny Rate equates to £11,527 income to the Board in 2022/23, the cost impact split between drainage rates payers and the 5 relevant councils.

It was confirmed that the PSCA income for 2021/22, based on confirmed works, was £98k, but this contained a big one-off scheme of phase 1 of the River Till for the EA. It was difficult to cite an annual average, as PSCA works orders arrived both late and were variable. F&GPC members had on balance felt comfortable with a further rise in the Penny Rate [above 5.0%] coupled with balancing the remaining gap with an assumed level of PSCA income somewhere between the conservative estimate and the likely income level.

The average level of increase in the Penny Rate over the last 8 financial years was confirmed as 1.99%, as follows:

	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%

After further discussion, F&GPC members had **AGREED** to recommend a **6.25% increase in the Penny Rate** for 2022/23 to the Board on 24.01.22, which would **generate a further £11.5k Income** to the Board and leave a remaining **gap of £26k to be closed** in order to present a financially balanced budget. This would be closed by increasing the **assumed PSCA income to the Board to £103k in 2022/23**.

The detailed discussions at the Board's F&GP subcommittee and its recommendations to the Board were NOTED.

80.21 Joint Services Committee Minutes 13.12.21

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

80.21.1 Pay Awards 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 side and employers. 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 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 therefore been included in the draft joint services budget for 2022/23, and each individual Board's pay costs for 2022/23 Estimates accordingly.

JSC members 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.

80.21.2 Budget Setting for 2022/23 (minute 6.3 refers).

Budgets preparation was well underway but as of the JSC meeting date of 13.12.21 2022/23 was proving to be a challenging year. For the benefit of new JSC members, 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 of building up known pressures. On the other side of this equation, efficiencies are part of the process. The proposed Joint Services Budget for 2022/23 was considered by the JSC agenda and in its draft form it had been apportioned into the budget setting process for 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% each].

By way of context, it was outlined that the following cost pressures are included in draft budgets:

- Pay award at 2.5%
- National Insurance employer contribution rate increase of 1.25% from April 2022 [increasing the rate from 13.80% now to 15.05%].
- Revised organisational structure, including those agreed at JSC in May 2021.
- In NELDB, assumed 15% increase in costs of new Maintenance Contract [tenders from potential suppliers due in 04.01.22].
- Costs of switching operations from red diesel to white diesel from April 2022, a significant cost pressure for 2022/23. This includes the two elements of the increased cost of switching to white diesel across all plant, tractor/flails and excavators, and the increased unit price of white diesel [assumed £1.30 per litre pump price, as IDBs reclaim VAT effectively £1.08 per litre excluding VAT, rather than the unit price we did have of £0.5614 per litre and usage quantities like 2021/22 [UW 82,000 litres, W1 52,000 litres, W3 72,500 litres].
- Fuel budgets: assumed budget in UW £88k [from £45.5k], W1st £56k [from £33.5k] and W3rd £78k [from £47.5k]. In NELDB this is covered in the assumption of 15% on the Maintenance Contract tenders due in 04.01.22, but whether this is a sufficient increase we do not yet know.
- Insurance costs: assumed renewals July 2022 costs will be as July 2021 plus 5%.
- Electricity costs [a significant cost driver]: all 4 Boards part of the ESPO framework which had forward purchased to April 2022. Notified in October 2021 of a 15% immediate price increase, but fixed to October 2022, so half of 2022/23. Have assumed a full

year effect 15% rise in electricity costs, as no further information available.

- Assumed 0% increase in NNDR- all 4 Boards.
- Assumed 0% costs increase in mobile phones, as costs are reducing but units of usage are increasing [rebased where required].
- Based on costs escalating on servicing and repairs and maintenance of plant and equipment, draft budgets have factored in increased R&M/servicing budgets for 2022/23, e.g., W1st £33,270 [from £20,270], UW £53,000 [from £26,000], W3rd £50,000 [from £29,200].
- Telemetry costs on 3 of the 4 Boards [not NELDB where a major upgrade was undertaken in 2020 when Control Star went into liquidation, and we had to migrate to a new system]. Copper landlines disappear in 2025. 2G and 3G will be switched off in 2023 and some of our Telemetry is currently reliant on this [approximate cost of £3.5k to upgrade per Pumping Station and £8k to install per PS from scratch]. Currently a capital scheme Business Case for each of the 3 relevant Boards, but if successful likely to require a £10k budget contribution per Board [total costs estimate W1st £90k, W3rd £50k and UW £50k]. This isn't currently budgeted separately so will be a call on existing budgets [e.g., from One Off schemes W1 budget currently £35k and W3 currently £10k, new budget of £10k required for UW].
- Pump lifts and refurbishments: have increased the budget provision from £30k per Board to do 2 pumps per annum [in the light of recent costs experience] to £35k for NELDB, left UW and W3rd at £30k and increased W1st to £35k.
- Lease vehicle costs 0% [rebased where required].
- Assumed 5% increase in the Penny Rate for 2022/23 at the JSC at 13.12.21, subject to each Board agreeing this in January [plus any percentage increase for land movements 31.12.21 from agricultural land to other developed land category under the Land Drainage Act [1991].
- Emergency/wet weather event reserve [not shown in revenue budget]: assumed UW £25k maintained, £35k W3rd. Nothing yet established for either NELDB or W1st in this cut of budgets.

In meeting the Boards' obligations to set a balanced budget for 2022/23, based on these assumptions, the JSC had been briefed that we were getting closer to closing the gap to zero. But there was still some work to do. Based on the stated assumptions, and assuming members supported a 5% increase in the Penny Rate, the current position 13.12.21 was outlined as:

- 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 generates 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, the financial gaps in the 2022/23 Estimates at that point in December 2021, and that the JSC had supported the proposed joint services budgets which had accordingly been apportioned into the 4 Boards' individual Estimates.

81.21 Chief Executive's Report.

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

81.21.1 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.

81.21.2 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. The Branch meeting endorsed the recommended pay award, commending this to individual Boards for 2022/23 and asking that the ADA White Book pay scales be updated as reported earlier. 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 has been used as the assumption for budget Estimates 2022/23.

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

81.21.3 **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 this required 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 costing yet to be confirmed, but provisional scheme costs are now £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 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.

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].

In this instance, it would be preferable to standardise Telemetry on one supplier, Xylem for several reasons. This is a multi-national company [incorporates 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 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 F&GPC agreed at the 12th 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 accordingly.

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

82.21 Schedule of Expenditure, 01.11.21 to 31.12.21.

The Schedule of Expenditure incurred for the two months of 01st November to 31st December 2021 had been circulated with the agenda. It was highlighted that this refers to invoices paid in the two months period.

Expenditure totalled £550,437.30 gross or, excluding £60,428.09 VAT, the net amount of £490,009.21. Of this, £21,632.49 was rechargeable expenditure to other bodies.

Items raised by or highlighted to members included:

- Items 3&4: £197.29 and £5,993.50 (net) to Andrew E Barnes Ltd for depot repairs following the July 2021 break-in, which are all part of the insurance claim.
- Item 37: £1,504.50 (net) to Drayton Welding & Tool Connections Ltd for various tools following the break-in, all part of the insurance claim.
- Item 38: £10,612.00 (net) to Eastern Industrial Door Services Ltd for depot repairs following the break-in, all part of the insurance claim.
- Items 67 & 68: £3,823.75 and £11,617.90 (net) to Mainstream Fisheries for EA PSCA works which the Board subcontracts to Mainstream.
- Items 69 & 70: £4,500.00 and £13,500.00 (net) to Mill Farm Services for barrier security works to the depot, funded by the Capital Receipt, and required as security improvements by insurers.
- Item 85: £14,766.00 (net) to Perry's Pumps Ltd for Coulson Road Pumping Station, pump number 1 overhaul and repairs.
- Items 102 & 103: £202,466.91 and (£36,500.00) (net) to Sharman's Agricultural Ltd for the purchase of the Case Puma 185 CVX tractor, herder flail and front flail and the trade in value received on the Claas Arion 630 tractor.

Members received the expenditure schedule and NOTED the expenditure incurred in the two months 01st November to 31st December 2021.

83.21 Financial Performance Report 2021/22 to 31st December 2021, Month 9.

The summary financial position 2021/22 as of 31st December, month 9, had been circulated with the agenda. The report was presented by the Director of Finance and Governance, as follows:

	2021/22 Budget £	Profiled Budget £	Actual £	Variance (3-2) £
Income	(1,395,659)	(1,330,618)	(1,530,147)	(199,529)
Board & General Admin	23,920	17,504	14,781	(2,723)
One Off Schemes	0	0	5,517	5,517
Conservation	2,000	749	273	(476)
Depot	72,010	58,658	107,819	49,161
Drains	644,170	580,055	597,416	17,361
Pumping Stations	205,460	127,645	99,979	(27,666)
Joint Admin/Witham House	153,288	106,846	107,598	752
Consents & Enforcement	14,844	0	0	0
Director of Operations/Engineers	104,004	71,981	74,339	2,358
Contribution to/(from) Reserves	(19,200)	0	47,046	47,046
PWLB	0	0	0	0
Rechargeable Works	25,000	20,304	66,074	45,770
EA Precept	170,163	170,164	166,826	(3,338)
FRS17 Pension Adjustment (net)	0	0	0	0
Wages & Plant Holding Account	0	(69,145)	13,855	83,000
(Surplus)/Deficit	0	(245,857)	(228,624)	17,233

The Board's budget profile as of 31st December 2021 was an anticipated positive position of (£245,857). The actual position was a budget surplus of (£228,624), a negative variance of £17,233. This P9 negative variance was, however, an improved position from the P7 31.10.21 position of a £38k deficit, as reported to the Board in November 2021.

Drainage Rates income as at 31.12.21 was a collection rate of 95.7% compared with 96.9% for the comparable month 9 in last year 2020/21. Special Levy income to the Board from the 5 councils had been received in full, all 5 paying the second and final tranche of monies due in early November.

The Highland Water claims had been submitted to the Environment Agency for 2020/21 actual costs, with a further balance of (£37,892) due from last year, and on the 2021/22 estimated claim of (£207,000) the EA was due to pay 80% (£165,600), so a total sum of [£203,492] was payable to the Board. It was confirmed this had been received.

A break in occurred at the depot on the evening of 11th July 2021. Various tools and equipment were stolen along with an Ifor Williams trailer. Substantial damage was done to the building requiring repairs including an external roller shutter door, repairs to fencing and replacement blockwork and a new flood door in the workshop area of the building. A significant amount of plumbing and electrics in the plant room needed to be stripped out whilst the walls were rebuilt and replaced. Some costs have been incurred to rectify the door and fencing £4k, small tools £3k and onsite security £2k. The works have now been completed.

An insurance inspection of the depot has been undertaken by the new insurance company and a report issued with several improvement measures that they require in order to maintain insurance cover on the building. These are currently being undertaken but include additional barriers (Armco) around the perimeter of the site, bollards in front of the doors and store room, intercom at main gate and the gate to remain closed as much as possible during operational hours, and additional security in the workshop area linked to the alarm. The total of these additional measures is in the region of £27k. It was agreed at the last Board meeting to fund these from the balance of the Capital Receipt received from the sale of the former office (balance available £176,015).

An historic electricity account has also been received, for the old depot meter used during the new depot build, of £2k (previously estimated bills were issued).

Therefore, the main variances are additional insurance costs £8k, Plant Maintenance (including Herder Spares and stolen exhaust system from Atlas machine) £29k. Tillbridge Lane scheme £42k (staff and plant from other Boards £15k, Hired Plant £4k, Materials £21k, Security and H&S £2k). This scheme has so far (phase 1) cost £77k, £35k in budgeted staff and machines and £42k in additional costs as listed. Phase 2 is to be completed as soon as practicable in Spring 2022, and before the start of the water vole breeding season.

The replacement Case Tractor/Herder Flail has been delivered costing £202.5k with the previous Claas tractor and flail being traded in. The sale of a 4x4 following the renewal of the leased vehicles (vans and 4x4's) has been completed in this financial year, rather than last year.

As reported to the last Board meeting, the Board approved on 25th April 2016 to adopt a watercourse 'D7' from the Teal Park development to Pike Drain in North Hykeham subject to receipt of a commuted sum and associated agreement. DEFRA approval was also sought and granted at the time. Despite numerous attempts to get the agreement in place and the monies paid over to the Board, due to staffing changes at Lincolnshire County Council (LCC) this did not materialise. An order number has now been received from LCC and the commuted sum of £49,500 was received on 29th December 2021, with the Board then adopting and maintaining this stretch of watercourse as previously approved by the Board in 2016.

On bank balances and investments, as at 31.12.21 these were as follows:

Lloyds Current	£	197,250.08
Lloyds Deposit	£	105,000.00
Nationwide Instant Access	£	603,335.31
Nationwide 90 Day Notice	£	14,470.29
Total	£	920,055.68

It was noted that these balances, although healthy, would reduce over the next few months as no further significant income like Drainage Rates and Special Levy monies would be received until May 2022.

PWLB Loan - Balance Outstanding

2.68%

£ 1,118,392.39

Original loan £1,200,000. Loan period 30 years from 18/01/2019. Maturity date 15th November 2048. Repayments made 15th May and 15th November each year.

There followed discussion about the forecast outturn position for 31st March 2022. The 31st December 2021 month 9 position was improved on the reported month 7 position. But main variables included potential electricity usage with the 15%-unit price increase from 01.10.21 [linked to potential rainfall between now and 31.03.22] and what level of PSCA winter works the EA will confirm for this season. It was forecast that the Board may have a small deficit position at the year-end, but if there are no significant heavy rainfall events and all winter works are commissioned by the EA, the Board may achieve a breakeven position.

Members NOTED the 2021/22 financial performance 2022/23 for the 9 months to 31st December 2021.

84.21 Estimates for 2022/23.

A 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 6.25% increase in the Penny Rate in order to set a financially balanced budget for 2022/23.

Detailed work has been undertaken to review the actual income and expenditure in 2021/22 as at 31st December 2021. This position has then been used to inform the budgets for 2022/23, together with any known cost pressures, necessary developments and known savings.

Members were provided with a summary Estimates position comparing the 2021/22 approved Budget to the 2022/23 proposed Budget, showing variances. The detailed Estimates showed:

- The Approved 2021/22 Estimates.
- The changes made for inflation and other factors.
- The Proposed 2022/23 Estimates

The summary of the Joint Services arrangements was also provided for information, which were 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, as discussed earlier, given there are significant cost pressures which are externally driven and outside the control of the Boards. The 112 IDBs nationally are experiencing similar cost pressures and there has been much discussion with our membership body, ADA [the Association of Drainage Authorities] and with neighbouring IDBs about the impact of these. Following the JSC meeting on 13.12.21 a letter containing much of the information in paragraph 1.6 was sent on 17.12.21 to all Special Levy paying councils, to advise them of the particularly challenging financial pressures for 2022/23.

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 all our operations from red diesel to white diesel across plant, tractor/flails and excavators.

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 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 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. 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. Like Councils and the EA, the Board is facing significant retention and recruitment issues, particularly of front-line Operatives. 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 pay costs increase was assumed in draft 2022/23 budgets [as approved earlier in the meeting].
- In NELDB, we 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 white diesel and price increase of fuel, insurance increases, increases in purchase and maintenance of plant and equipment, so again 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., 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 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 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 to continue undertaking 2 pump lifts per

annum per Board, an important factor in our insurance conditions and in keeping our assets well maintained and reliable.

- 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 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 Finance and General Purposes Committee at the meeting held on 12th January 2022, a balanced budget position can be achieved for 2022/23 based on these assumptions and a recommended **6.25%** penny rate increase.

The following table sets out the 'penny rate' increases that the Boards have set in recent years:

	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 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. These land movements were set out in a separate report.

A range of other issues were then summarised, with variations highlighted, 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
2020/21				
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%
2021/22				
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%
2022/23				
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 premiums 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 £45,000 with current premium costs of £53,313. 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 £56k for 2022/23 (increased by £11k).

The insurance impact across the Boards was 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 (£166k)

Increases in income received by the Board 2022/23 have been included for Drainage Rates (£12k) and Special Levies (£60k) on the assumed Penny Rate increase of **6.25%** 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 (£72.5k) to reflect the likely level of rechargeable works income to the Board, including PSCA works. No written confirmation has been received yet as to the level of PSCA works to be requested by the EA and so this is an income risk. 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 6.25%]. Correspondingly, the budget for rechargeable works expenditure has been increased.

The Highland Water budget has been adjusted slightly to reflect the 2021/22 estimate submitted to the EA (£7k).

Board & General Administration £1k

Minimal changes. Increase is for insurance, detailed in paragraph 3 above.

'One Off' Schemes £10k

A £10k Budget has 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 £120k+ it is likely that through the grant mechanism only a modest Board contribution of up to £5k will be required. This will be met from this Budget in 2022/23.

Conservation £0

No changes.

Depot £7k

Rebased for Insurance, operative recharges and water rates.

Drains £54k /Pumping Stations (£14k) /Wages & Plant Holding Account £0k– Net £40k

Main increases are insurances £8k, Electricity (+15%) £9k, the inflationary increase for 2.5% pay award and associated increase in oncosts for the Operatives £13k. Rebased of fuel budgets to reflect the change over from red diesel to white diesel and the increased cost of fuel £42k. Rebased of service and maintenance budgets £27k.

The budget for Pump Lifts has been retained at £30k. 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 £11k & Engineering Services £12k

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 were presented, 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 (£4k)

A contribution of £4,300p.a. was included in the 2021/22 budget to replenish the Emergency Events fund to £25k. However, this was fully replenished in 2020/21 and so this contribution has been removed from the 2022/23 Budget.

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 included to set a balanced budget in 2019/20 and this has been reduced to £23.5k in 2021/22 and again in 2022/23.

Rechargeable Works £88k

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

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 no increase was made. 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 6.25% increase in the penny rate.

Discussion then turned to the funds and reserves position.

Funds and Reserves

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

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

Reserve	2021/22 b/f £	Estimated 2021/22 c/f £	Estimated 2022/23 c/f £
Revenue Reserve*	(165,145)	(141,645)	(118,145)
Plant & Machinery	(119,095)	(121,600)	(262,076)
Emergency Event	(25,000)	(25,000)	(25,000)
Pumping Stations	(7,275)	(14,550)	(21,825)
One Off Projects	(336,885)	(184,431)	(18,606)
Balance	(653,400)	(487,226)	(445,652)
Capital Receipts (Witham House)	(176,016)	(15,000)	(0)

*Assumes year end deficit position of £23,500 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 deficit position of £23,500 on the Revenue Account at the end of this financial year 2021/22.

The 2022/23 balance is 7.56% of turnover, so it is outside 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 as part of the Outturn report, which will be 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 purchase of Plant & Machinery in 2021/22 was funded from a combination of the balance on the Capital Receipt, after funding approved depot works, with the balance funded from this Reserve. The reserve increases in 2022/23 as there are no planned purchases in 2022/23, and so it will be replenished providing no additional plant and machinery purchases are necessary outside the current programme.

Emergency Event

This 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.

During 2019/20, due to the significant rainfall events, the reserve was fully depleted. However, it was fully replenished back to the agreed £25k level in 2020/21. Therefore, the contribution of £4,300 included in the 2021/22 Budget has been removed for the 2022/23 Budget.

Pumping Stations.

This reserve has started to receive the depreciation charges from the Weedscreens rather than the Plant & Machinery Reserve. This fund will need to fund future refurbishments and replacements.

One-Off Projects.

This reserve holds the FDGIA monies already received for the Pyewipe Scheme (£315K) along with the balance of funding for the Westborough scheme (£18k).

Capital Receipts (Witham House)

This is the receipt from the sale of the previous Witham House. This can only be used for capital purchases in the future, it cannot be used to fund revenue costs. Allocations have already been agreed by the Board of £15k for the Board's contribution to the Pyewipe PS refurbishment scheme (FDGIA funded) and £27k has been earmarked by the Board for required insurance improvement works at the depot. As this funding is less flexible than other revenue reserves, it was agreed the balance (£134k) be utilised to fund Plant & Machinery purchases in 2021/22.

Following discussion, Members of the Board were content to approve the financially balanced Estimates for 2022/23, based upon a 6.25% increase in the penny rate.

85.21 Annual Value, Penny Rate, Drainage Rates and Special Levies

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

A schedule set 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 must be formally approved by the Board. These start with those brought forward from last year's rate setting as at 31st December 2020, with then the movements during the calendar year required for land that has been developed or is no longer used for agricultural purposes. This land transfers out of Drainage Rates and is allocated to the Special Levy for the appropriate Council.

The Annual Values as at 31st December 2020 were:

	Pumped £	Gravity £	Total £
Drainage Rates	797,910	1,531,435	2,329,345
City of Lincoln	11,251	6,530,829	6,542,080
North Kesteven DC	220,655	2,557,833	2,778,488
South Kesteven DC	0	1,979,087	1,979,087
West Lindsey DC	201,606	160,798	362,404
Newark & Sherwood DC	41,596	50,534	92,130
Total	1,273,018	12,810,517	14,083,535

The land movements between 01.01.21 and 31.12.21 that require land transfer from Drainage Rates to Special Levy are summarised as follows:

Account	Area ha	Parish	Council	Developed for	Pump/ Gravity
0638	-4.672	North Scarle	NKDC	Caravan & Fishing Park	P
0066	-17.714	Eagle	NKDC	Quarry	G
0066	-25.060	Thorpe on the Hill	NKDC	Quarry	G

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

	Pumped £	Gravity £	Total £
Drainage Rates	797,494	1,527,139	2,324,633
City of Lincoln	11,251	6,530,829	6,542,080
North Kesteven DC	238,629	2,722,384	2,961,013
South Kesteven DC	0	1,979,087	1,979,087
West Lindsey DC	201,606	160,798	362,404
Newark & Sherwood DC	41,596	50,534	92,130
Total	1,290,576	12,970,771	14,261,347

'Penny Rates'

The following 'penny rates' will be applicable if the **6.25%** increase as proposed is agreed:

	Pumped (pence)	Gravity (pence)
Current	18.1670	7.0744
Proposed	19.3024	7.5166

This will increase, net of land movements, the amount of income generated from Drainage Rates from £253,296 in 2021/22 to £268,724 (+£15,428) in 2022/23.

Special Levies

The increase will have the following impact on Special Levies, including the rebasing of the Annual Values for the land transfers, for each of the 5 Councils as follows:

	Current £	Proposed £	Difference £	Increase %
City of Lincoln	464,060.94	493,068.00	29,007.06	6.25
NKDC	221,037.80	250,691.80	29,654.00	13.42
SKDC	140,008.51	148,760.03	8,751.52	6.25
WLDC	48,001.26	51,001.35	3,000.09	6.25
N&SDC	11,131.73	11,827.47	695.74	6.25
Total	884,240.24	955,348.65	71,108.41	8.04

In summary, income to the Board increases by a total of £86,536 for 2022/23 (being an increase of £71,108 in Special Levy and a net increase in Drainage Rates of £15,428 due to transfer of agricultural land to other developed land).

Following discussion, members of the Board APPROVED:

- **The transfer of land from Drainage Rates to Special Levy as set out.**
- **The land valuations as at 31st December 2021 upon which Drainage Rates and Special Levies are calculated is set at £14,261,347.**
- **The ‘penny rate’ is increased by 6.25% to 19.3024 pence for Pumped and 7.5166 pence for Gravity catchments.**

The Special Levies 2022/23 be agreed for each of the 5 Councils as:

City of Lincoln	£493,068.00
North Kesteven District Council	£250,691.80
South Kesteven District Council	£148,760.03
West Lindsey District Council	£51,001.35
Newark & Sherwood District Council	£11,827.47

The Chairman and Chief Executive were authorised to sign the ‘Rate Book’, apply the seal of the Board and publicise the revised penny rates, estimated Drainage Rates and Special Levies before 15.02.22.

86.21 Health and Safety Update.

A Health & Safety update by Ian Coupland, Director of Operations, had been circulated with the agenda and was presented.

Approaching the end of 2021 summer maintenance programme, the workforce plans to start winter maintenance shortly.

We have had 2 confirmed cases of Covid-19 within the team and one UW Operative is suffering with lung problems following Covid-19 in October 2021 and has been signed off work now for several weeks until 27.01.22.

Our 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 staff at any one time. The office is open to members of the public and visitors, by prior arrangement only.

These arrangements and the risk assessments are reviewed weekly at the Management Team Meetings and changes in national guidance are kept under review. A review will take place on Thursday 27th January when the Plan B restrictions on face masks and social distancing are lifted nationally. The Work from home guidance is also being lifted and we will plan the way in which we reopen the office with fewer restrictions, but with an emphasis on keeping staff safe.

There has been one accident reported since the last report. This involved an Operative slipping whilst wheeling a pressure washer on a slight incline at Upper Witham's Coulson Road pumping station. The 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.

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, the use of beacons is 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 that we review our driving policy to include horses and riders and that we undertake toolbox talks to all our 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 across our workforces.

We are still awaiting delivery of the whacker plate we have had converted to undertake piling duties safely, arising from issues raised by our Operatives at Health & Safety meetings, and we are seeking to make a safe modification to our method of piling.

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 runs out on the 26th February, so this will be organised before then for all those that need training. 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.

Members received, discussed and **noted** the Health and Safety report and update.

87.21 Operations Report.

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

The workforce is 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.

Upper Witham's Operatives are completing the summer maintenance programme and getting ready for winter maintenance. The winter works programme comprises East Till, Fillingham North, Till, Pasture Drain, Fillingham South, Wigsley Pump Drain, Lyons Dyke, Broxholme Pump Drain and Warreners. Some of these watercourses only require short sections of bushing work, whilst others need bushing and reforming, and a couple need a de-silt.

Red Diesel use in Tractors.

The situation has not changed since the September meeting of the Board.

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 to white diesel from April 2022. We can then flush our current bowsers and tanks out and we are just delivering one fuel again. As you can imagine if we do not get the agricultural classification and dispensation, it is going to be open season on our machines left on site overnight.

This issue is a major cost pressure for 2022/23 budget estimates, 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,

Supplies, Plant and Machinery.

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.

Plant & Machinery

The new Case tractor / Herder flail combination that was due for delivery in June /July has now been delivered, the Board took delivery of the Tractor Flail combination on 22/12/2021. This was in the approved plant replacement programme for 2021/22 and was purchased for £242,960.29. The tractor flail combination was put to work straight away and is going well.

Burton Pumping Station

Burton Weed screen is still ongoing, the work will be undertaken once we can get the outfall desilted, There is a build-up of silt preventing the outfall being dammed off.

Coulson Road Pumping Station.

The second pump here is going to be checked electrically as it is giving some amp readings that are questionable.

Pyewipe Pumping Station

The Weed screen cleaner at Pyewipe has had the wheels replaced on the trolley, the trolley is the part that moves the grab across the rails and then lowers and raises the grab.

Thorpe Catchwater [Tillbridge Lane] Bank reinstatement scheme.

We are currently waiting for the water vole survey to take place on 10.02.22. Once we have approval to proceed, we will undertake the work.

PSCA Works 2021/22 for the EA.

The EA have asked the Board not to undertake the last flailing cuts of the year due to the flood banks being very wet. We have also quoted the EA for doing some winter maintenance work on North East Lindsey, Upper Witham and Witham Third Boards. We are currently waiting to hear if they do indeed wish to commission the works and for confirmation of purchase orders. We do raise with the EA that these late confirmations for work do not enable us to plan works efficiently.

Regular meetings with the EA take place, the last being on 07.01.22, and we constantly request early confirmation of winter works and for the early list of watercourses for future summer maintenance, well ahead of the season starting. This is important for operational planning with Operatives and machines, and in terms of income.

As 2021/22 maintenance works [excluding winter works] were not confirmed until July 2021 and we therefore were not able to undertake some early cuts in April to June, we

are stressing the need for early confirmation of orders for 2022/23 ahead of April 2022, and in accordance with the written PSCA Agreement.

Members received and NOTED the Operations report and update.

88.21 Lincoln Water Transfer Ltd, Annual Report for 2021 Season.

A report had been prepared by Abi Gilbert, Technical and Operations Assistant, and was presented by Guy Hird on the 2021 season for Lincoln Water Transfer.

Lincoln Water Transfer Ltd (LWT) is a consortium of landowners who manage EA agreed water abstraction levels on a pooled basis, to mutual benefit each summer season and ensuring compliance with the terms of EA joint licencing to them. In practice they each monitor and complete water use data, submitting this weekly to Upper Witham IDB staff. The Board's staff perform an administrative co-ordinating role for LWT and the Board's costs of so doing are reimbursed each year. In addition, as required the Board's operational staff are commissioned to undertake chemical spraying by boat and this too is a cost reimbursed to the Board.

Abstraction began in the first week of this season from 02nd April 2021 and gained momentum until a wet spell at the beginning of May, when no abstraction took place for 3 weeks. From then on, we saw a fluctuation in abstraction throughout the season. The members abstracted a total of 409,298m³ of water out of the 581,437m³ available to them, making this year the second highest abstraction record to date. 70.2% of the pool water was used this year with a request for water taking place on 03.8.21. Members responded well to this request and demonstrated how the joint licence works well within the scheme.

This year the Board's Pumping Stations were operated as follows:

- Summer settings March/April - Mid October/Early Nov

TRANSFERS

Oxpasture pumping station's transfer pipe was opened and closed twice this season whilst Saxilby pumping station's pipe remained shut, due to there being sufficient water within the system.

Fosdyke Nav to IDB system	m3
Oxpasture PS	92,444
Saxilby PS	0
Total	92,444
R Trent to Fosdyke Nav	
Torksey	210,000

LICENCE RETURNS

The licence return to the EA was completed online in November, with the cooperation of LWT members for returning their end of year forms.

ABSTRACTION RATES

Abstraction began the week commencing 02nd April and ended the week commencing 01st October 2021, with a 3 week break from 07th May through to 28th May. We saw our largest abstraction in the week commencing 25th June with 39,695m³. A total of 127,200m³ water was given up to the pool this year from a request for water, with 95,000m³ being taken up. This water came from 4 members with 1 member utilising it, leaving 29.8% left for other members to use. There was a total of 4 members using their own allocations this year and 3 secondary users.

The following table provides a breakdown of abstraction from each area within the scheme over the last 7 years; with the last 4 being high use:

<u>Catchment</u>	<u>Amount Abstracted (2015)</u> m ³	<u>Amount Abstracted (2016)</u> m ³	<u>Amount Abstracted (2017)</u> m ³	<u>Amount Abstracted (2018)</u> m ³	<u>Amount Abstracted (2019)</u> m ³	<u>Amount Abstracted (2020)</u> m ³	<u>Amount Abstracted (2021)</u> m ³
Oxpasture Outfall	52,100	38,800	29,340	77,928	127,140	129,398	106,685
Oxpasture	72,746	78,266	57,775	225,155	140,632	271,461	239,393
Burton	28,840	6,220	1,450	43,140	45,500	42,110	63,220
Skellingthorpe/Saxilby	13,833	36,650	1,200	4,246	0	7,936	0
Total	167,519	160,936	89,765	350,469	313,272	450,905	409,298

POTATO BROWN ROT

The Board carried out boat spraying along the Fosdyke Canal on 08th and 14th July, using 1.5L of chemical to reduce the spread of Woody Nightshade. The cost of the spraying to LWT currently stands at a £2,850.

FLOWMETERS

On 21st January, Oxpasture's flow meter was calibrated by Alba Instrumentation Limited at a cost of £500 to LWT in order to comply with the licence requirements. This will need to be calibrated again in 2026 before the season begins.

Saxilby's flow meter was replaced as it was inconclusive as to whether the transducers had broken or just the flow meter monitor. It was decided that a completely new system would be best, as the previous one was still the original. This was also charged to LWT at a cost of £2,735 and will also need to be calibrated in 2026 before the season begins.

This was another successful year for the LWT Scheme, with all parties working and communicating well to manage allocation of water resources.

Members received and NOTED the report on the LWT 2021 season.

89.21 Engineering Report.

The Engineering Report had been circulated with the agenda and was presented by the Head of Technical and Engineering Services, Guy Hird.

There had been no flood events to report since the last Board meeting in September.

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

Officers were 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 pandemic.

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.

1.4 Section 19s

A small number of Section 19 Flood Investigation information requests from Lincolnshire County Council have been received and responded to, and it is known that there are still a large number outstanding. This may raise issues as to the timeliness of reports, should any enforcement action arise from the investigations.

There have been no 'new' Information requests.

Five reports from Lincolnshire County Council have been received that have been commented on, none of which affect the Board's interests:

- Witham 3rd DIB
 - TD-5871-2021-FLD Tor-O-Moor Road Woodhall Spa

- TD-4650-2019-FLD - S19-220 West Street, Horncastle
- TD-5881-2021-FLD - S19-211 Churchill Avenue, Horncastle
- Witham 3rd DIDB extended area
 - TE-4800-2019-FLD - Witham Road, Woodhall Spa
- Upper Witham IDB extended area
 - UE-5466-2021-FLD - S19-320 Willingham by Stow

Drainage and Wastewater Management Plan (DWMP) (JA-5170-2020-PRO):

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. A focus group for IDBs to get the best out of the process was 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/>

North Hykeham Relief Road, NHRR (Southern Bypass Link) (UD-3579-2017-PLN)

This is a proposed new highway to complete the By-pass around Lincoln from the A46 to the A15. A meeting was held with Lincolnshire County Council Highways, they have confirmed that the proposed scheme has been approved and a tender will be awarded as a Design and Build contract. It is expected some initial works to be carried out on site in 2025 with the main works commencing in 2026. The route affects six Upper Witham IDB watercourses as well as the River Witham. Periodic meetings are due to be held with Lincolnshire County Council and consultants to ensure the proposals have minimal impact on the Board. The route extends beyond the Upper Witham district into the extended area and then into the extended area of Witham First DIDB.

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 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 following table showed 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	

Hykeham Pumping Station (UD-4904-2019-PRO)

This station has an issue with a leaking outfall chamber. Most of the investigation is complete with the CCTV survey results received. Repairs are required for the roof which is leaking and causing most of the damage to the building. A leak has been found in the discharge pipe close to the chamber at the pump house, the chamber itself is in a good condition and the liner that was applied approximately 10 years ago is still intact. The CCTV of the discharge pipe indicates that it should be lined to extend the life of the asset. This is a scheme for 2022/23.

Thorpe Catchwater [Tillbridge Lane] Bank reinstatement scheme. (UD-4551-2019-PRO).

Phase 2 will be started as soon as practicable, subject to the presence of water voles. With the loss of the Board's GIS and Environmental Technician the services of Environment Officer Chris Manning from Lindsey Marsh have been engaged and a site assessment is due to be held on 10th February 2022.

Pyewipe Pumping Station (UD-220-2013-PRO)

Planning Permission has been granted by City of Lincoln Council for the construction of a new pump control house. This building will house the new Motor Control Centre (MCC) that will control the 3 electrically driven pumps on the site. The process to receive Grant in Aid monies from EA was completed in January 2020, upon the receipt by the Board of £282,950 plus a further £71,000 contribution underwritten by RFCC. This second sum being the Western Growth Corridor S106 contribution to be used for the provision of an additional Weedscreen cleaner. The Board agreed in June 2020 to contribute £15,000 towards the total scheme costs of £368,950.

The scheme includes the provision of:

- i. a new pump control building and MCC,
- ii. the refurbishment of the penstocks controlling flows within the syphon under the Fosdyke Canal and,
- iii. the provision of an automatic Weedscreen cleaner to the 'Old' electric pump that will deal with the flows emanating from the proposed Western Growth Corridor development.

The metal probes that monitor water levels on site had corroded causing the system providing the continuous monitoring of water levels on site to fail. These probes have been replaced and the system reinstated.

A site meeting was held on 25th November 2020 with Western Power Distribution to agree the impact on their equipment and relocation of the metering.

Tender documents are being prepared and Network Rail have been asked to cut back trees on their land to improve access to the pumping station.

Westborough (UD-364-2013-PRO)

This scheme which was subject to a GiA funding contribution from the Environment Agency has not been able to be fully completed. The part of the scheme to the east of the village has been completed but the original part of the scheme to the west, which was to an overflow by-pass channel to reduce flow through the village has not been undertaken despite many approaches and meetings with the landowner and discussions with the Parish Council. Unfortunately, there was a change of ownership of the land affected and the new owner was unwilling to allow this part of the scheme to proceed. Alternatives have been looked to provide Property Level Protection to the property with the lowest standard of protection, but engagement has not been forthcoming. If this cannot be achieved a further option to provide enhanced levels of inspection and maintenance to maximise the standard of protection through the village will be explored in order to close the scheme.

Lincoln Flood Alleviation Scheme (UD-1077-2014-PRO)

Officers have been involved in detailed discussion with the EA concerning their proposals to automate the operation of this washlands scheme. The electrical control gear of the sites is due for replacement this financial year and the EA are to combine this with the provision of automation and remote operation through an improved telemetry system.

The thresholds of operation and the scheme's effect upon the Board maintained systems and stations remains un-changed and will continue to be as previously agreed. Provisions have been made for inclusion by the EA, of the Board's telemetry system.

Pump control panels are installed and working. There are several minor works to be undertaken to complete the project. Works are almost complete.

A memorandum of understanding will be produced with the Environment Agency to provide clarity of operation and the interaction with the Board.

Heapham Road Balancing Pond (UE-2491-2015-ASS)

Heapham Road Balancing Pond is outside the Board's area but is only two fields away and the Board maintained Somerby Drain to the edge of the District. Upstream of the District the Operations Team has a long-established arrangement with West Lindsey DC to undertake rechargeable annual maintenance of Somerby Drain up to Gainsborough, excluding the Balancing Pond which is an 'online' attenuation feature built for Heapham Road Industrial Estate. It was originally built in 1969 and extended in the early 1990s. A multi-agency meeting to discuss the condition of the asset is took place on the 08th June 2021.

Despite the site being neglected for a long period the lagoons are still able to work at near design capacity and there are no signs that it has overtopped the exceedance weir, so flows into the Board's area have not been more than expected. Seven Trent Water have acknowledged ownership of the site and the piped links between the two lagoons have been inspected and confirmed to be fully operational.

Further discussion on the site will be held as part of the City of Lincoln and West Lindsey Operational Flood Group.

Western Growth Corridor, WGC (UD-128-2013-PLN) (UD-4618-2019-PLN)

At the Board meeting in June 2013 the Board confirmed its objection in principle to the development within flood plain. However, it was agreed that Officers would continue to co-operate and take part in multi-agency meetings to safeguard the Board's interests and minimise the impact on the pumped drainage system maintained by the Board.

In anticipation of the City of Lincoln Planning Application (2019/0294/RG3) for the proposed development being granted there have been monthly progress meetings attended by all the agencies together with individual meetings/site inspections relevant to the different agencies.

At the meetings several topics had been discussed that relate to the Board including:

- Contributions for infrastructure
- Land Drainage and Byelaw consents
- Scheduling of watercourses by the Board

There has been a change in the personal leading the project at Lindum and the meeting scheduled for 13th December was cancelled.

On 12th January 2022 the planning application was approved by the full City of Lincoln Council meeting, the Council sat as a planning committee.

Lincoln Water Transfer Limited (UD-5445-2021-GEN)

The LWT Directors' meeting was held on 05th November 2021, following the season finishing on 31st October and the AGM is due to be held on 04th February 2022.

A separate report on the season is included on the UWIDB agenda, as discussed.

Railway footpath level crossings to Pyewipe Pumping Station (UD-1363-2014-DRA)

The Board has been approached by Network Rail to permanently close two footpath level crossings from Skellingthorpe Fen to Pyewipe Pumping Station over the railway.

They are designated BHP3 and SPD3. This is following incidents of the current gates in the palisade fence being broken and trespassing occurring. The crossings are on a bend and are dangerous to cross because of limited visibility.

At the November Board meeting it was agreed that the Board would accept the Network Rail offer to pay the Board £5,000 compensation and professional fees of £2,000 to relinquish this historical access route of 2 footpath crossings. This has been communicated to Network Rail and Solicitors are dealing with the matter.

Members received and NOTED the report and update.

89.21 Planning and Consultations Report.

A report had been prepared by Richard Wright, Operations Engineer, and was presented by the Head of Technical and Engineering services, Guy Hird.

There were no recommendations to the Board on this occasion, the information within the report was for information.

The Board had received several consultations and commented on various planning applications to the different Local Planning Authorities [LPAs]. A full schedule was provided.

There was nothing of concern to highlight to members.

Members NOTED the report.

91.21 Consents and Enforcements Report.

The Head of Technical 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 where the Board acts for and on behalf of LCC, as the LLFA. For this Board, the consents had been steadily increasing since the last report, and the enforcement workload continues to increase:

A date is shown when the consent has been given, or an enforcement issue closed.

Byelaw Consent Applications:

Reference	Location	Applicant	Details	Date
UD-5744-2021-CON	Pike Drain Diversion	Wates Construction	Attenuated discharge from school, Hykeham Rd	Fee never paid
UD-5880-2021-CON	Stapleford Parish Drain	Mr John Hennessey	3m extension to culvert, 1900mmdia	20-12-21

Section 23 Land Drainage Act Consent Applications – District:

Reference	Location	Applicant	Details	Date
UD-5752-2021-CON	Meadow Lane, North Scarle	Trent Valley IDB	Minor urban flood alleviation scheme	Awaiting details
UD-5877-2021-CON	Willow Tree Farm, Bassingham	Mr S Robertson	Farm access culvert 6m long, 400mm dia.	16-12-21

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-5879-2021-CON	Land adjacent 16a Ingham Road, Stow	Lincon Ltd	Max 5l.sec ⁻¹ discharge to ditch from two dwellings	17-12-21

Enforcement Issues – District:

Reference	Location	Description / Comments	Actions
UD-4851-2019-ENF	The Fosdyke Delph	Material restricting access	Network Rail have confirmed that arrangements will be made to obtain access.
UD-5245-2020-ENF	Unit 15 -17 Allens Business Park, Skellingthorpe Road, Saxilby, Lincoln LN1 2GH	Debris and equipment on West of Saxilby Outfall Drain downstream of the railway	Further site visit and contact has been made and it has been promised the obstructions will be removed, they claim some has already been removed.
UD-5344-2020-ENF	Newark Road, North Hykeham	Fallen tree across Pike Drain	Contact has been made with the property owner and arranged to call him again in January 2022 for an update.
UD-5447-2021-ENF	Burton	Potential maintenance of riparian watercourses adj to Fosdyke Navigation and A46 By-pass	National Highways have carried out a site visit and are due to re-visit again in January 2022.
UD-5498-2021-ENF	Old Wood, Skellingthorpe	Obstructed culvert holding up water. Which outfalls into Platts Drain	No further contact. Case closed – 06/01/22
UD-5647-2021-ENF	Fen View Blackmoor Road Aubourn LN5 9SX	Blackmoor Farm, defended by EA bank for properties within the Brant Washland site Collapsing culvert/concern with EA pump	No further contact. Case closed – 06/01/22
UD-5777-2021-ENF	25 Saxilby Road, Skellingthorpe	Garage building on top of the culverted section of Clifton's Drain Branch No 2	NKDC contacted with regard to permissions. Letter to be sent to house holder
UD-5780-2021-ENF	Altham Terrace, Lincoln.	Obstructed culverted watercourse causing flooding on Hall drive.	Awaiting response from Anglian Water.
UD-5789-2021-ENF	Adjacent to Fosdyke Navigation, Lincoln	Trees obstructing access to Pyewipe PS	National Rail confirmed that they will address the issue concerning the trees.
UD-5873-2021-ENF	A46 by-pass, Skellingthorpe	Erosion under by-pass	National Highways have visited site and have agreed to carry out the work under the bridge. Further liaison ongoing due to current access width and possible engineered improvement.
UD-5810-2021-ENF	Newark Road, Lincoln	Fallen tree, over Newark Road Drain.	School Business Manager has been contacted and made aware and she requested a further telephone call in January 2022.
UD-5837-2021-ENF	Open watercourse, Brant Broughton	Potential obstruction and maintenance of riparian watercourse.	Correspondence sent to some property owners - case ongoing.
UD-5846-2021-ENF	Watercourse adjacent to A46	Potentially obstructed watercourse adjacent to A46 by-pass.	National Highways have visited site but there may be a delay of up to 2 years for them to complete the work. Will liaise again in January 2022.
UD-5884-2021-ENF	Fen Lane, Long Bennington	Possible obstruction of watercourse.	Tyres and rubbish have been tipped into watercourse. Land owner advised of riparian responsibilities.

Enforcement Issues – Extended Area:

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

Reference	Location	Description / Comments	Actions
UE-4730-2019-ENF	Dyke off Long Leys Rd, Lincoln	Maintenance to watercourse	Further correspondence with CoL. Case ongoing.
UE-5200-2020-ENF	Social Club, Harlaxton.	Potentially blocked culverted watercourse.	Site visited and awaiting results from land owner re recent ground survey.
UE-5354-2020-ENF	Doddington Village	Potential obstruction to watercourse.	A joint meeting with land owner and LCC took place and land owner agreed to clear and reinstate the watercourse.
UE-5866-2021-ENF	Loveden Beck, Denton	Potentially obstructed watercourse – outfall submerged.	Awaiting photos of area from LCC.
UE-5887-2021-ENF	Hop Gardens and Willingham Lane, Willingham by Stow	Action from S 19 Flood investigation to check watercourses.	Site to be visited.
UE-5422-2020-ENF	Bulby Lane Fulbeck	Potentially obstructed watercourse	Site re-visited and some work had been carried out. Landowner to arrange completion of outstanding work. Follow up visit in Feb 2022.
UE-5845-2021-ENF	Watercourse near to NG33 5GA, Colsterworth.	Potentially obstructed watercourse.	Site visited and although dense vegetation in some areas case closed as no enforcement issues.
UE-5757-2021-ENF	Carlton Road, Sudbrook	Flooding in the village, potential obstruction in watercourse.	LCC have been work on the piped system in the village but the watercourse downstream requires de-silting. Land owner has been contacted on a number of occasions and case remains ongoing.
UE-5762-2021-ENF	Main Street North Carlton	Watercourse and road crossing	Agents for land owners contacted and request made for clearance/maintenance to be carried out which will be actioned via relevant farmer.
UE-5836-2021-ENF	Potential flooding	Linga Lane, Lincoln Road	Site visited and pipe in the allotment concerned was completely covered. Suggested CCTV be carried out when water levels fall which may provide some evidence for enforcement action.
UE-5856-2021-ENF	Potential obstructed watercourse	Mow Beck, Harlaxton.	Site visited – flow of water not impeded but some clearing of dense vegetation required. Land owners provided with guidelines re riparian responsibilities.

Members received and NOTED the report on consents and enforcement cases.


92.21 Any Other Business.

There were no further items of business and the meeting closed at 16.15.

93.21 Date, Time and Place of Next Meeting.

The next meeting of the Board was confirmed for Monday, 23rd May 2022, at 2pm, venue and format to be confirmed but most likely Witham House, Meadow Lane, North Hykeham*.

*Post-meeting note: Venue confirmed for the 23.05.22 meeting is The Venue, Navenby.

 Chairman. 23 May 2022 Date
UW BM 24.01.22.

