

WITHAM THIRD DISTRICT INTERNAL DRAINAGE BOARD

Minutes of the eighty first meeting of Witham Third District Internal Drainage Board held on Tuesday, 25th June 2013 at Coningsby Community Hall.

Present:

Mr. J. C. Smithson – Chairman
Mr. P Hoyes – Vice Chairman
Mr. R Armstrong
Cllr. B. Bilton
Mr. J. Boyall
Mr. W S Crane
Mr. J R Garner
Cllr. W. H. Gray
Mr. R Hairsine
Cllr. P. Harness
Cllr. G. Hewson
Cllr. D C Hoyes MBE
Cllr. Mrs. F M Martin MBE
Mr. C. Mason
Cllr. P. Phillipson
Mr. R. J. Weightman

In attendance:

Mrs. Jane Froggatt	Chief Executive
Mr. Martin Shilling	Director of Operations
Mr. Steve Larter	Interim Finance Officer
Mrs. Anna Wilson	Finance and Rating Assistant
Mr. David Gowing	Internal Auditor

2160 Apologies

Apologies for absence were received from Mr I.M. Clark, Cllr. C. Darcel, Cllr. I.G. Fleetwood, Cllr. D. Jackson, Mr. M. G. Leaning, Cllr. Mrs. L.J. Marfleet, Mr. I. Parker, Mr. D. J. Straw, Mr. P.A. Spilman, Mr. M.I. Thomas and Cllr. P. Vaughan.

2161 Declarations of Interest

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

2162 Chairman's Announcements

The Chairman opened the meeting by welcoming Members and Officers and advising of changes in membership of the Board as notified by two District Councils. Firstly, City of Lincoln Council had confirmed that Mr Richard Coupland had left the Board and Cllr Bill Bilton was the Council's new nominated Member. Confirmation had been received of

continuity of other City of Lincoln Council nominated Members, namely Cllr Pat Vaughan, Cllr David Jackson, Cllr Gary Hewson and Mr Jeff Boyall.

West Lindsey District Council had notified the Board that Mrs. I Parrott had left the Board and Mr Clive Mason is the Council's new nominated Member. Other WLDC nominated Members remain Cllr. Chris Darcel, Cllr M. Leaning and Cllr. Ian G Fleetwood.

East Lindsey District Council had not advised of any changes to nominated Members, albeit the Board is anticipating nomination of a new Member to fill the vacant seat, following the death on 17.02.13 of Cllr Ray Curtis.

In addition, the Board continues to hold two vacant direct ratepayer/ ratepayer nominated seats from 01.11.12, following the 2012 Electoral process.

The Chairman welcomed new Members Mr. Clive Mason and Cllr. Bill Bilton to their first meeting of the Board. He also welcomed Mr Steve Larter, Interim Finance Officer, and Mr David Gowing, Internal Auditor, to the meeting.

The Chairman reminded Members of the arrangements for the national ADA Demonstration 2013, which this year was being hosted by North Level District IDB at Cross Guns Pumping Station near Wisbech on Wednesday, 17th July. Members were asked to confirm whether or not they would be attending the event.

2163 Minutes of the Board's meeting held on Tuesday, 23rd April 2013

The Minutes of the Board's previous meeting held on Tuesday, 23rd April 2013 at Coningsby Community Hall were APPROVED as an accurate record.

MATTERS ARISING:

2110 Lead Local Flood Authority [LLFA] Section 19 Flood Investigations

It was confirmed that LCC Officers had shared with partner Flood Risk Management Authority staff the results of the completed Section 19 Flood Investigation Reports into instances of internal flooding to properties during the two periods of flooding on 28th and 29th June and 5th, 6th and 7th July 2012. It was understood that the joint Lincolnshire Drainage Scrutiny Committee, on which some of the Board's Members serve by dint of other roles they hold, will meet again on 01st July 2013 and the emphasis will be on the next steps where necessary improvements have been identified.

2129 Report of a Loss to the Board

It was confirmed that a Loss Adjustor had indeed visited Fiskerton Fen PS [adjacent to Shortferry PS] following the loss of diesel parts from the PS, the loss having been reported at the Board's last meeting. An assessment had been made and the sum of £2,126.50 [after deduction of policy excess] offered and accepted in full and final settlement of the insurance claim. It was NOTED that receipt of this settlement figure therefore closed the case.

2145 Financial Performance

It was NOTED that there was no month 12 2012/13 financial report as the Annual Accounts to 31.03.13 were on the Board's agenda. However, the Chief Executive pointed that whereas at the Board's last meeting a surplus year end position of £48,897 was predicted [subject to any movements in the Annual Accounts closure process], there had been some movement and the actual 31.03.13 financial position was a **£60,770 surplus**.

2149 Code of Conduct for Members and Register of Members' Interests

Following adoption of the revised Code of Conduct for Members and its associated Register of Members' Interests, blank copies of the Register had been circulated with the agenda for ease of Members' completion. It was pointed out that the Code and the Register are now both available on the Board's website [www.witham-3rd-idb.gov.uk]. Members were advised to complete the Register and to maintain it as an up-to-date personal record of interests, notifying any changes to the Chief Executive.

2164 Minutes of the Standing Committee meeting on 11th June 2013

The recommendations to the Board from the Committee were NOTED and the minutes of the meeting held on Tuesday, 11th June were APPROVED.

MATTERS ARISING:

Secondment of Director of Operations to provide a service to Upper Witham IDB

Members noted the discussion held at the Standing Committee as to whether or not the Board's Director of Operations, a role shared with Witham First District IDB, should in addition take on the role of Director of Operations for Upper Witham IDB. This proposition from the Chief Executive was for an initial period of six months from 01.08.13 to 31.01.14 and would be subject to review to ascertain how such a shared role was working, not least from Martin Shilling's perspective. The Board's Standing Committee had discussed the proposition on 11th June and after debate the Committee had recommended that the secondment be supported.

The Chief Executive outlined some of the benefits in a shared Director of Operations role including a common approach to health and safety across the 3 Boards, common systems of job planning and working, a common approach to staff training, use and replacement of plant and machinery and the potential for efficiency savings which was a pressure on public bodies. She assured Members that the concept of a shared team of Officers supporting 3 separate IDBs was not a pre-cursor to any merger of Boards or Members' functions.

After discussion Members AGREED to support the Director of Operations for the Board and Witham First DIDB taking on also a similar role for Upper Witham IDB, initially for a period of six months from 01st August 2013 to 31st January 2014, subject to the arrangement being reviewed as the secondment progressed. It was AGREED that prior to the next Standing Committee meeting on 08.10.13 an additional meeting would be convened in mid-September to understand how both the Director of Operations' and the Board's Works Supervisor's secondments were working for them and for the Board.

2165 Internal Auditor's Report on 2012/13.

Mr David Gowing, Internal Auditor, presented his independent report on 2012/13 to the Board, which had been circulated with the agenda. He explained the report had been completed in accordance with the CIPFA Code of Practice for Internal Audit 2006 and having regard to the ADA Practitioners' Guide. The Internal Audit function is designed to provide an assurance function which provides an independent and objective opinion on the control environment.

He had visited for the day on 10th June 2013 to conclude his work on last year[on that occasion reviewing bank reconciliations, investments, VAT return, asset register, annual stock take results, debtors, financial monthly in-year reports and reserves] and his overall findings in the report indicated no material concerns about 2012/13.

The 2012/13 audit included a review of previous audit actions, a review of systems changes, sample testing of transactions and provision of best practice advice obtained through working across a number of IDBs. The Internal Auditor also confirmed that he had reviewed the key points arising from the Caldicot and Wentlooge Levels IDB Public Interest Report [published 08.10.12] and had met with the Chief Executive to go through a checklist of matters arising for all IDBs.

The Internal Auditor summarised his main findings in the report as follows:

- Accurate, well presented accounting records for most of the financial year.
- Recent absence of a key staff member during the key stage of Accounts 2012/13 Closure, causing some disruption. This he flagged as a risk to continuity in small teams but he acknowledged the part-time resource [Steve Larter, Interim Finance Officer] which the Chief Executive had brought into the team and the priority which had been given to year- end closure. This necessary focus on the year-end did mean there was a risk that any problems with the new SAGE Finance system will not be quickly identified, as no month end reconciliations would be done from 01.04.13 until closure of accounts is complete.
- Information provided to the Board has significantly improved with more detail, especially on financial matters. Meeting minutes have also improved.
- The rates system [DRS] and the accounting [dataflow] system have been upgraded and replaced respectively and the implementation, testing and training was completed on schedule. This will help improve control, reports and management information will be easier to obtain and the overall systems and record keeping will be more efficient.
- The majority of agreed recommendations from the 2011/12 audit have been implemented.
- Policies are being reviewed/ introduced during 2013.
- VAT is under claimed on mileage allowance.
- The level of debt [miscellaneous and rates] is very low.
- No significant issues were found from his review of the key points from the Welsh Audit Office's Caldicot and Wentlooge Levels IDB public interest report [published 08.10.12]. A number of areas for improvement were identified but mainly relate to the review or introduction of policies. The most important matter is to formally document and gain approval to a strategic and operational plan.

Members' attention was then drawn to section 3 of the report, the management action plan which the Internal Auditor confirmed he had discussed and agreed with the Chief Executive. There were no critical or high priority actions, all being medium or low. Timescales were detailed for all actions.

Finally, the Internal Auditor confirmed his ADEQUATE ASSURANCE rating on the system of control for 2012/13. Members NOTED this and ACCEPTED the independent Annual Audit Report 2012/13 from the Internal Auditor, thanking him for his attendance and presentation.

2166 Risk Register

Members had been circulated with an updated Risk Register [version 4] with the agenda. The Chief Executive outlined that following approval of the Risk Register on 19th June 2012, the Board had approved an updated version before approving the 2013/14 budget on 29.01.13 and Members were asked to consider the latest version, in the context of the Internal Auditor's Report on 2012/13 and before considering the Annual Accounts 2012/13.

It was pointed out that the Internal Auditor was recommending that the Risk Register had lead Officers' responsibility clearly assigned and timescales for completion of tasks and this would be addressed in the next version. Members in Upper Witham IDB had also asked that the risk scoring matrix or key to risk scores be incorporated in future versions.

With these intended amendments for future versions, the Board noted the corporate risk issues as detailed, together with mitigation actions and risk scores and APPROVED the Risk Register.

2167 Annual Accounts 2012/13.

The Chief Executive introduced the item to Members, setting out the Annual Accounts closure process for 2012/13. She thanked Mr Steve Larter, Interim Finance Officer, for assistance at short notice in helping the Board and partner two IDBs in the closure of Accounts exercise. She also advised Members of the flexibility and additional hours worked recently by Anna Wilson and Lorraine Sayce, Finance and Rating Assistants. She was pleased that the closure process had been completed on schedule and the Accounts were completed and, if approved by the Board, confirmed they would be submitted to Grant Thornton, External Auditors, before the 30th June deadline.

The first of four papers was written by the Interim Finance Officer. The second was the completed Audit Commission IDB Annual Return to 31.03.13 [Section 2 included the Annual Governance Statement for 2012/13 which she drew to Members' attention and explained the need for all members to be content with before she and the Chairman signed it on the Board's behalf; Section 4 includes the Internal Auditor's signature to the 10 Internal Control Objectives]. The third set of papers was the Statement of Accounts 2012/13 and associated Annual Report. The final paper was a revised IDB Annual Return Section 1 which, following discussion with Grant Thornton [External Auditors], provided a restated Box 9 position as at 31.03.12 for 2011/12 on the total fixed assets plus long term assets owned by the Board at £3,318,388 [not £3,653,193]. It was explained that the need for this restatement was because whilst depreciation was being charged to the income and expenditure account, all assets were held in the Balance Sheet at historic cost. These needed to be included at

depreciated cost for vehicles, plant, machinery and ICT equipment and hence the downwards adjustment.

The Annual Report was then used to summarise the year 2012/13. The Board had agreed on 29th January 2012 a rate uplift of 4.8% with then a total planned income of £941,392 and planned expenditure of £939,490. The year had started in April 2012 with a drought summit called by Defra, but by the end of the month the year changed to become one of the wettest on record according to recorded rainfall. The Board's pumps in its 13 Pumping Stations operated longer hours than usual to protect property, agricultural land and critical infrastructure and the accounts evidenced this in a number of ways. For example, the budget for electricity at Pumping Stations was £65,000 but actual expenditure was £72,000 and the variance was more noticeable when compared with actual expenditure in the previous 2011/12 year, which was only £30,006. The higher than usual overtime costs incurred, at circa 29% of basic pay also reflect the many occasions on which during the Board's nine staff had been diverted to patrol and inspect culverts, bridges, watercourses and undertake weed clearance duties at pumping Stations.

Despite the periods of high rainfall and saturated ground conditions, the Summer 2012 Works Programme progressed well. The Winter 2012/13 programme did have more disruption due to ground conditions and many reported bank slips in need of repair.

The Board purchased a mobile pump in 2012 at a cost of £4,000, having previously relied on ones borrowed from other Flood Risk management Authorities. It had been deployed on many occasions, notably to assist following high rainfall events affecting land and property adjacent to Ings Drain in Horncastle. The plant programme was otherwise lean in 2012/13, the only other notable purchases being a fuel bowser, to meet health and safety standards, at £4,000 and a staff welfare unit at £10,000 to be taken out to site to provide kitchen, lavatory and secure storage facilities.

The Board submitted a Flood Defence Grant in Aid bid to the Environment Agency for a permanent pumps chamber on Ings Drain in Horncastle and a £55,000 scheme was approved on 14.02.13.

A scheme was developed for the refurbishment of Fiskerton Fen [Shortferry] Pumping Station during the year due to the poor condition of its intake sump retaining walls and also due to an adverse health and safety assessment of the weed screen access platform. Whilst this development had not been included in the budget, the Board agreed to vire £20,000 from its Telemetry budget in order to progress necessary works.

The Board remained a signatory to the Lincolnshire Biodiversity Action Plan. In 2012/13 the Lincolnshire Biodiversity Partnership achieved the status of Greater Lincolnshire Nature Partnership. The Board continued to monitor and record locally important species on all Drains and roll out its programme of owl boxes installation and monitoring in partnership with the Hawk and Owl Trust.

Since April 2012 the Board, in common with other IDBs in Lincolnshire, has provided a consents and enforcements service on behalf of Lincolnshire County Council [LCC], the Lead Local Flood Authority [LLFA] in the county, beyond the Board's district in its extended catchment. This was provided under a Memorandum of Understanding, which has been extended into 2013/14 and for which the Board was reimbursed costs.

The Board developed some of its essential support systems during 2012/13. For example the Board's Graphical Information System [GIS] was upgraded to Arc View 10.1; the Board's DRS rating system was upgraded and from January to March 2013 a new finance SAGE 200 and SAGE Pay 50 payroll system was implemented, which went live on 01st April 2013.

Overall, therefore, 2012/13 was summarised as a significant challenge in terms of the number of high rainfall events and the saturated ground conditions which led to a high number of bank slips and repair works. However, the Board completed the majority of planned summer 2012 maintenance and winter 2012/13 maintenance programmes and continued with a modest programme of improvements. The Board achieved a 31st March 2013 **year end surplus position of £60,770** without the need to utilise reserves.

Steve Larter then took Members through the Statement of Accounts 2012/13, which had been subject to Internal Audit and covered in the internal Auditor's Report [he had signed off section 4, the Internal Control Objectives]. He drew Members' attention in particular to the Income and Expenditure Account which showed an actual Total Income to 31st March 2013 of £991,007 against an actual Total Expenditure of £930,237 [a surplus of £60,770]. He also drew Members' attention to the Balance Sheet which as at 31st March 2013 showed Total Current Assets of £700,310, less Creditors of £72,596 and therefore Net Current Assets of £627,714 plus Fixed Assets of £3,327,745 and Deferred Charges of £1,892,634, giving an Assets Total of £5,848,093. He then went through the IDB Annual Return and outlined the additional information which the External Auditors had requested by 28th June 2013.

He asked Members to note that the 2012/13 Accounts have been prepared on a full accruals basis and therefore some transactions may appear different to those in previous years. This means that income and expenditure is accounted for when it is due rather than when it was actually received or paid. Assets are now shown on depreciated values for plant, machinery and ICT equipment rather than at historic cost, which means that the asset values are lower than those shown in previous years. Buildings, Pumping Stations and the Depot are held at non-depreciated values. After consultation with External Auditors, the 2011/12 comparable figures have been restated to show how the accounts would have looked on the same basis. He also advised that bank reconciliations and stocks had been validated but that Pensions had not been included on an FRS17 basis, due to time constraints, but that the implications of this were not material.

In summary, he outlined the significant improvements that have been made to the 2012/13 accounts but stated that further improvements are required ahead of 2013/14 Accounts to ensure compliance with 'Governance and Accountability in Internal Drainage Boards in England: A Practitioners' Guide' [2006].

Following discussion it was RESOLVED:

- To APPROVE the Statement of Accounts 2012/13 and associated Annual Report, noting actual total Income of £991,007 and actual total expenditure of £930,237, generating a 31st March 2013 surplus position of £60,770 and noting the Balance Sheet total as £5,848,093.
- To NOTE the Internal Auditor's completed and signed Section 4 of the Audit Commission's IDB Annual Return [the 10 Internal Control Objectives].
- To AGREE the Annual Governance Statement, mandating the Chairman and Chief Executive to sign it on the Board's behalf.

- To APPROVE the IDB Annual Return, including the restatement of 31st March 2012 Fixed Assets at £3,318,388 [from £3,653,193], after consultation with External Auditors.
- To AGREE submission of the IDB Annual Return to External Auditors, Grant Thornton, together with the additional information pack they have requested by 28th June 2013.

2168 Schedule of Expenditure 01.04.13 to 31.05.13

Members had received with the agenda a copy of the Expenditure statement for the two months April and May 2013. This totalled £252,024.30 gross, including re-claimable VAT of £14,954.76, and £237,069.54 net. In addition the sum included a rechargeable element of £871.63. Members NOTED the expenditure incurred.

2169 Board's Insurances

Members had received a Briefing Note on the Board's insurances which were due for renewal on 30th June 2013. The Chief Executive and Director of Operations had met with the Board's Insurance Broker, John Cooke of Towergate, on 06th June.

The Board's renewal costs were anticipated imminently but the Broker had advised that premium costs of £22,098.37 in 2012/13 were likely to be stable for 2013/14 but the poor claims history of the IDB industry over the last, wet year meant he anticipated price increases in June 2014.

Members NOTED the position on insurance policy renewals and that the Board would be briefed on actual costs for 2013/14 once these were known.

2170 ADA Lincolnshire Branch Recommended Pay Award 2013/14.

A Briefing Note had been circulated with the agenda which recommended to the Board adoption of the ADA Lincolnshire Branch recommended 1% pay award for 2013/14, from 01.04.13, in line with Treasury guidance to public bodies.

Last year was the third and final year of a three year pay agreement between management and staff side. The pay formula used was 90% of the national Average Earnings increase, as published in The Sunday Times on the third Sunday in January. This formula had meant there had been a 1.44% pay increase in 2010/11, a 1.89% pay increase in 2011/12 and a 1.71% pay increase in 2012/13 recommended by ADA Lincolnshire Branch and adopted by the Board. An extension of the pay formula on a similar basis would have generated a recommended increase of 1.17% for 2013/14.

The Chief Executive confirmed that budget planning for 2013/14 had assumed a 2% pay award and therefore the recommended 1% was affordable.

The ADA Lincolnshire Branch recommended 1% pay award for 2013/14, payable from 01st April 2013, was APPROVED and Members tasked the Chief Executive with implementing it across all salary and wage scales.

2171 Code of Conduct for Officers

The Chief Executive presented the draft Code of Conduct for officers, explaining that following on from the Members' Code of Conduct and its associated Register of Members' Interests approved at the last meeting, this Code of Conduct for Officers followed on as one of the suite of policies she had agreed with the Internal Auditor would be put in place or reviewed during 2013. The document circulated with the agenda was an amalgamation of the ADA model Code of Conduct, the Bedford Group of IDBs' Code of Conduct and similar documents elsewhere in the public sector. It was not exhaustive and aimed to provide a guide to reasonable behaviour.

The draft for the Board's consideration had also been considered yesterday by Upper Witham IDB and would be considered that afternoon by Witham First DIDB. The Chief Executive suggested that this was one policy where agreement was needed across the 3 Boards so that all Officers working for the three had similar guidance available to them.

Subject to incorporation of any minor changes from each of the three Boards, the Code of Conduct for Officers was APPROVED.

2172 Director of Operations' Report

The Director of Operations' report for the 3 months 01st April to 30th June 2013 had been circulated with the agenda and this was presented, together with a verbal update and photographs.

The Board's Winter Maintenance Programme 2012/13 had been curtailed due to the high flow events and saturated ground conditions for many months. The intended re-profiling of Lissington Beck will be carried forward to Winter 2013/14 as will the short reach of bushing works to be completed at Wickenby. However, a reach of Turners Soak Dyke had been re-profiled ahead of schedule due to plant being in the vicinity, ground conditions permitting access and land owner co-operation.

The Board's workforce had been busy with many bank slip repairs, including those completed at:

- Reepham Brook/ North Engine Drain
- Abbey Drain/ Bardney Drain- 3 separate slips
- Reeds Beck- 2 separate slips
- Buslingthorpe Beck
- Turners Soke Dyke [soil obstructing flows in the channel bed has been removed, more permanent repairs and revetment scheduled for Winter 2013/14]
- Tile House Beck

The Director of operations confirmed that the Summer Programme had started in mid-June with hand work [strimming and spray application] at a number of locations, primarily utility crossings and bridge ends. High risk areas such as Scothern, Borrow Pits Drain and Horncastle lngs would be completed early in the season.

Given the volume of bank slips repairs and revetment work, a compacting plate had been hired to drive in the steel and the timber fir piles as well as to compact the soil used to reinstate the drain batters.

The Board had taken delivery of its replacement excavator, a JCB JS160.

A new [replacement] member of staff, Joe Motley, started work with the Board as Land Drainage Operative on 07th May 2013.

In terms of Public liaison, the Board had been represented at events like Woodhall Country Show on 19th May and formed part of the drainage exhibition with other Flood Risk management Authorities at Lincolnshire Show on 19th and 20th June 2013.

Members thanked the Director of Operations for his report and NOTED its content.

2173 Consents and Enforcements

Members had received a report to 11th June 2013 on Consents and Enforcement cases in the drainage district and undertaken for LCC [as Lead Local Flood Authority] in the full rainfall catchment area, or extended district. It demonstrated that the number of cases had continued to rise.

Garry Winterton, Consents and Enforcements Officer who joined the 3 Boards on 01st February for 2 days per week, had increased his hours to 3 days per week to clear the backlog of cases. His costs would be reimbursed to the Board under the Memorandum of Understanding for the LLFA work on the consents and enforcements in the extended catchment.

Members received and NOTED the report.

2174 Schedule of Planning Applications.

A schedule of planning applications received from East Lindsey District Council and from West Lindsey District Council for the period 03rd April to 10th June 2013 was received, together with comments submitted by the Board. On this occasion there were no LCC or City of Lincoln Council applications within the drainage district. Members received and NOTED the schedule of applications and the Board's responses.

2175 Culvert at Mark Avenue, Horncastle.

The Board's Engineer, Alan Gardner, had provided a report which had been circulated with the agenda setting out progress on AWS's proposition that the Board adopts the culvert at Mark Avenue, Horncastle. If the Board was to determine to adopt the culvert, Officers would advise that AWS should pay a suitable commuted sum to reflect the transfer of responsibility for future maintenance, repairs, operation and ultimately for its replacement.

The 395 metres culvert had a blocked entrance and was the source of surface water flooding that affected a number of residential properties in 2012 and in previous high rainfall events.

The report outlined progress to date including a site meeting with two concerned residents on 14th May.

Prior to adoption by the Board, the Engineer advised that some works may be required. For example, a very large beech tree [25 metres high] situated at the inlet screen of the culvert

created debris as did other trees upstream and were the source of blockages to the inlet screen. The intake structure itself would reduce the risk of blockage by water borne debris. Creation of an access from Prospect Street to the intake culvert would aid access for vehicles and pedestrians and needs to be available at all times. Finally, remedial works to the culvert may be required to bring it to standards compliant with AWS's own 'Sewers for Adoption' specification.

Cllr Mrs. Fiona Martin was concerned that AWS maintain the culvert in the intervening period, which it was confirmed they had agreed to do. The Board's Engineer and Director of Operations would calculate the commuted sum and a further update, if not the final proposition, would come to the Board's next meeting.

Members NOTED the update and AGREED that as soon as practicable a proposition for adoption should come to the Board, subject to its suitability also to AWS.

2176 Fiskerton Fen (Shortferry Pumping Station) Refurbishment Scheme.

Members had received a report on the approved scheme to refurbish Fiskerton Fen Pumping Station intake sump and to install a new weed screen access platform.

The works involved the rendering of the brick work of the north retaining wall, repair of the concrete fillet supporting the wall and the removal of accumulated silt that blocked the pump intakes.

Once the condition of the walls was stabilised, a new galvanised steel access platform was fabricated and was installed by crane on 30th May, replacing a deck constructed of railway sleepers which were rotten and unsafe. Minor works only remain, e.g. provision of hand rails to access steps, and the scheme was therefore almost complete.

Members NOTED the update on the completion of refurbishment works at Fiskerton Fen PS.

2177 Ings Drain, Horncastle Pumping Station Scheme.

The FDGiA funded scheme, at a total of £60,000 budget [the scheme was originally approved at £55,000], was virtually complete with some tidying of the site remaining.

The Engineer's Report set out that the Civils Contractor had started work on 30th April and works were substantially complete by 30th May. The control kiosk was installed on 04th June and electricity supply was completed and made live to site on 05th June. The Pumping Station was commissioned on 14th June.

The phase one FDGiA claim of £24,000 had been received by the Board and the final grant claim for monies outstanding, to the total of £60,000, would now be submitted to the Environment Agency.

Members NOTED the update report and welcomed the commissioning of the permanent pump station on Ings Drain, Horncastle which they felt would give local residents considerable comfort.

2178 Fiskerton North Engine Drain (Barlings) Bank Slip Repair.

It had previously been reported to the Board that there had been instances of the earth embankment between Reepham Brook and North Engine Drain suffering overtopping and partial collapse during the winter months. This was due to heavy rainfall in the catchment and the backing up of levels from the Barlings Eau having an adverse effect upon the Board's maintained system.

Alan Gardner, Engineer, had now completed survey and design work to ensure reinstatement of the embankment and installation of relief works that would alleviate the problem, should similar conditions be experienced in future.

The collapsed embankment had now been reinstated by the Board's workforce, using an earth reinforcement technique that requires the installation of plastic geo-grid material between compacted layers of material [this increased the strength of the embankment without heavy any expensive steel sheet piling]. Also, to reduce the risk of future overtopping in high rainfall events, an overspill weir had been installed. This utilised sheet piling with a spill way formed in the top and downstream batter. The weir will convey water from Reepham Brook into the North Engine Drain without damage to the earth embankment. The works were completed on 06th June 2013.

Members NOTED the nature of the works designed and constructed in-house and the completion date of 06th June 2013.

2179 Any Other Business

There were no further items of business.

2180 Date, Time and Place of the Board's Next Meeting and AGM

The Board's next meeting and AGM were confirmed for **Tuesday, 22nd October 2013** at **10.30am** in **Minting Village Hall**.

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