

WITHAM THIRD DISTRICT INTERNAL DRAINAGE BOARD

Minutes of the one hundred and twentieth meeting of Witham Third District Internal Drainage Board held on Tuesday 20th September 2022 in Minting Village Hall at 09.30am.

Present:

Cllr Tom Ashton
Cllr Bob Bushell
Mr Ian Clark
Cllr Ian Fleetwood
Mr Richard Garner
Cllr William Gray
Cllr Mrs Caralyne Grimble
Mr Roy Hairsine
Cllr Gary Hewson
Ms Jill Holland
Mr Mark Hoyes
Cllr Jackie Kirk
Cllr Mrs Fiona Martin
Cllr Donald Nannestad
Mr Ian Parker
Mr Max Thomas
Cllr Pat Vaughan
Mr Ray Weightman

Chairman
Vice Chairman

In attendance:

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

2989 Apologies for absence.

Apologies for absence were received from Mr J. Armstrong, Cllr S. Avison, Cllr W. Grover, Cllr T. Kemp, Mr S. Matthews, Cllr P. Morris, Miss A. Sayer, Mr D Sempers and Mr T Williams.

2990 Declarations of Interest.

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

2991 Chairman's Announcements.

The Chairman welcomed members to the September meeting of the Board.

In the light of the recent death of Her Majesty The late Queen Elizabeth II, and yesterday's state funeral for Her Majesty, the Chairman asked members to stand, and observe a minute's silence, reflecting on a long life, well lived and full of duty.

Members remained standing as the Chairman sadly reported the sudden death on 15th August of former Board Member Mr David Jackson, aged 82 years. David represented City of Lincoln Council on three Witham & Humber Drainage Boards: Witham Third, Witham First and Upper Witham. He served on the Boards for over 10 years until May 2022 and on City of Lincoln Council for almost 40 years, having served as a former Mayor of Lincoln and Sherriff. The Boards were represented at David's funeral on Monday 12th September.

The Chairman then addressed membership of the Board. Cllr Steve England who represented West Lindsey District Council on two Boards, Witham Third District and Upper Witham, had announced he was stepping back from external committees due to ill-health. The Chairman put on record his thanks to him for his service.

West Lindsey District Council had advised that the new nominated member to both Boards will be Cllr Peter Morris.

The Chairman took the opportunity to highlight the 4 vacant seats on the Board: the electoral ward of Bardney has 2 vacant seats, the electoral ward of Langworth, and the electoral ward of Kirkstead. Members were asked to speak to the Chairman or to Jane if they were aware of colleagues who may be interested in joining the Board as representatives for those areas.

2992 Minutes of the Board Meeting, 26.05.22.

The Minutes of the Board's previous meeting held on Thursday 26th May 2022 had been circulated with the agenda and were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

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

2993 Minutes of the Board's Standing Committee meeting, 06.09.22.

The Minutes of the Board's Standing Committee meeting held on Tuesday, 06th September 2022 had been circulated with the agenda and were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

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

2994 Chief Executive's Report.

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

2994.1 Covid-19.

The 4 Boards' arrangements for Covid-19 risk mitigation are kept under regular review, maintaining the focus on our 3 priorities:

- Maintaining business continuity in the Boards' services as far as practicable, both operationally and in office-based services.
- Providing a safe working environment for our staff.
- Maintaining sufficient resilience across our teams to be able to respond appropriately to a flood event.

We continue to make PPE like face coverings available in all 4 depots and at Witham House office, whilst not requiring staff to use PPE. A second batch of 960 LFTs has been purchased, and we continue to ask staff to test twice a week and if they test positive, to let us know so that we can discuss with them work they can either do from home if this is practicable or if they can work as a lone worker then a plan to do this is agreed with them. Only if they feel unwell and not able to work are we asking staff to self-certify as on sick leave and obtain a medical certificate, should that be required.

The Boards have resumed a normal service, we are still providing PPE including face coverings, wipes, sanitiser etc. to minimise virus transmission risk. Operatives are sharing vehicle cabs once more, although this tends to be within the group of people they usually work with. Office based staff are working a hybrid model of sometime in the office [or out at in-person meetings] each week and sometime working from home.

2994.2 Staffing.

- Mr Richard Wright, Operations Engineer, left the 4 Boards' employment on 30.06.22.
- Mrs Leila Quirk joined the 4 Boards as Risk Manager on 27.06.22.
- Mr Matthew Brockelsby, Operative on Witham Third [in the floating, peripatetic role], left the Board on 30.08.22 after only a short time in post.
- Ms Judy Yoxall retired from the Boards as part-time Payroll Assistant for over 20 years.
- Recruitment is underway for vacant posts in the Engineering team, but recent recruitment and retention has proved difficult.
- We have once again been unsuccessful in recruiting to the graduate civil engineer role for the Boards [& are now targeting summer 2022 graduates].
- We are establishing a further Apprentice entry level [post-A levels] Civils Engineer role in conjunction with Lincoln College [Abigail Gilbert has completed her HNC, HND at Lincoln and this summer successfully completed her penultimate year of her Level 6 Civil Engineering degree at Nottingham Trent University].

2994.3 Witham & Humber Drainage Boards' Annual Inspection, Thursday 29.09.22.

After a break of 2 years, the Boards will be hosting an Inspection on Thursday, 29th September. To date 49 members, guests and staff have confirmed attendance. A few remaining places are available, and members were asked to confirm attendance asap please with jayne.flower@witham3idb.gov.uk or by phoning 01522 697123.

This year the tour will start at Upper Witham's depot and the 4 Boards' joint office [which opened in February 2020] at Meadow Lane in North Hykeham from 08:30 onwards, and with the coach departing at 09:30. The itinerary includes a presentation at the Lincoln Washlands FAS of the upgraded, automated system and then a visit to some of the sites affected by the heavy rainfall events of

autumn/winter 2019/20 and the 5 relevant EA main river breach sites which impacted upon the Boards' systems and assets [e.g. Stainsfield Pumping Station was inundated by the Barling Eau main river bank breach].

2994.4 FloodEx22 Exercise.

The national flood simulation exercise to involve 20 Local Resilience Forums [LRFs] was scheduled to take place 10.09.22 to 23.09.22. This has been rescheduled for Monday 14.11.22 to Friday 18.11.22. The 3 relevant LRFs for Witham & Humber Drainage Boards are Humber LRF, Lincolnshire LRF and Nottinghamshire LRF. SCG, TCG and relevant cell meetings are being rearranged. The Boards will participate in the response and recovery phases of the exercise. The review day on 18.11.22 will be an opportunity to feed in nationally some of the lessons learned.

Several meetings have taken place to finalise the proposed exercise. The exercise involves virtual meetings, physical meetings, attendance at the control room and workshops. This involves IDB officers from our Boards and others in Lincolnshire. The invitations are currently being sent out to the people involved.

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.

Whilst funding for 'in event' additional costs incurred is potentially available through the Bellwin Formula, this is only providing certain trigger criteria for the relevant District Council are met [and IDB costs may not trigger such]. There is no funding mechanism available post emergency response phase for the recovery phase. So, for example, there is no additional money to clear away the sand and debris washed in by the sea, clear and reinstate the drainage channels or repair pumping stations or embankments. It is an opportunity to raise this issue in the National Forum.

2994.5 Lower Witham Resilience Strategy.

This EA-led review has concentrated on survey work during 2022, the results of which will be shared in April 2023. This is separate from the work of the South Lincolnshire Water Partnership, which may soon announce the site of the planned South Lincolnshire Reservoir providing additional public water supply storage. The Boards' officers are engaging with the Lower Witham Resilience Review and are keen to understand that the modelling work includes current asset performance, including obstructions to the Lower Witham and a plan to improve this as well as looking at off-line lagoon storage options upstream of Grand Sluice in Boston. This has relevance for the longer-term performance of the Boards' assets, particularly in Witham Third DIDB and Witham First DIDB.

There was much discussion, Martin Shilling Director of Engineering & Technical Services provided a detailed report to members.

Topographical survey work of the main river system in the Lower Witham [downstream of Lincoln] has been completed. This information will be used to create a new hydraulic model of the River Witham system. This model is now expected to be completed in March/April 2023 when it will be used to evaluate various options considered economically suitable, and technically able, to provide

the appropriate standard of protection as part of a long-term strategic programme of work.

Whilst this review is designed to address the long-term future of the system, it is the current condition and short-term work programme that is of concern to officers. The reason for this concern will become evident should the system be exposed to similar rainfall and catchment conditions as those experienced in 2019 and 2020.

The Board's officers continue to raise issues of concern relating to the systems condition and ability to convey water with the Environment Agency and its consultants.

The EA have a web page for the Lower Witham Flood Resilience Project:

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

2994.6 ADA AGM on-line, Wednesday 28.09.22.

Our national membership body, ADA has this year split its AGM and Annual Conference. For those who wish to attend the online AGM at 10:30 on Wednesday 28th September, it was highlighted that you can register for this free event via Eventbrite on <http://www.ada.org.uk/ada-agm>

2994.7 ADA Annual Conference 2022 on Wednesday 09.11.22.

The ADA Annual Conference moves from its usual London venue this year. It will be held in Nocton, Lincolnshire on Wednesday, 09th November 2022. Further details will be issued by ADA in the next couple of weeks.

Cllr Tom Ashton expressed his disappointment at the change in location from London. It was generally agreed that the move of location out of London could provide a reasonable obstacle preventing representatives of Defra, MPs and other Government representatives from attending the Annual Conference. It was felt that this conference provided a vital opportunity for IDBs and ADA alike to meet face to face with such representatives.

2994.8 Other issues:

Updates were provided on the following issues:

- Capital Programmes for each Board- officers have been working with our Capital Planning Manager Georgina Nichols to produce a draft Capital Programme for each Board over the next 20 years. Based on several consistent assumptions, this models what FDGiA contribution may be achievable via the Anglian [Northern] RFCC and what financial contribution on each scheme may be required from each Board.
- Pyewipe Pumping Station Refurbishment Scheme [UW]
- Metheringham Pumping Station Refurbishment Scheme [W1st]
- PSCA works 2022/23
- Telemetry OBCs approved in 3 of the 4 Boards: [not relevant for NELDB who have completed the upgrades to Xylem]. FDGiA funded for installation at 39 pumping station sites, project planned for completion 31.03.23 across W3rd, W1st and UW.

- Stamp End Pumping Station: Planned asset transfer from LCC to Witham Third DIDB.
- Digby FAS: Commuted sum agreement agreed by Witham First DIDB's Board in September 2019 and signed & sealed in July 2020, but not executed until completion of the scheme. LCC has confirmed revised commuted sum of £72k and this agreement will be completed shortly. For this summer, works were completed on the new channel as one-off rechargeable works for LCC at circa £4k.
- Killingholme Marshes Pumping Station [NELDB].

Members received and NOTED the Chief Executive's report and update.

2995 External Auditors' Notice of Closure on the IDB Annual Governance and Accountability Return (AGAR) 2021/22.

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

The Annual Return 2021/22 was agreed at the Board meeting on 26th May 2022, subsequently published on the Board's website for public inspection and despatched to the appointed External Auditor PKF Littlejohn LLP on 08th June 2022. The public inspection period was from 13th June until 22nd July 2022.

The Board had until 30th June 2022 to approve and submit its Annual Return 2021/22 and the External Auditor had until 30th September 2022 to complete their work and publish their report.

The External Auditor has a statutory deadline of 30th September to complete their external audit and publish the formal Completion of Audit Certificate (Section 3 of Annual Governance and Accountability Return (AGAR)). This was issued and received on 24th August 2022.

Part 2 of section 3 of the AGAR has been completed as follows; 'On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'.

Under the section 'Other matters not affecting our opinion which we draw to the attention of the authority' they have reported 'None'.

This therefore completes the External Audit for 2021/22 and this Board, along with the other 3 Boards in the Witham & Humber Drainage Boards group, have all received the same clean Audit opinion, there being no issues to report to the Board.

The Notice of Conclusion of Audit was issued on 01st September 2022 and has been displayed at the Board's depot, on the Board's website and at Witham House.

Members NOTED the External Audit Notice of Closure on the IDB Annual Governance & Accountability Return 2021/22.

2996 Schedule of Expenditure, 01.04.22 to 31.08.22.

The Schedule of Expenditure for the five months' period 01st April to 31st August 2022 had been circulated with the agenda and was presented by the Director of Finance and Governance. The schedule relates to those invoices paid in the period, not the period itself.

Gross expenditure totalled £1,018,211.67 or, net of £71,275.49 VAT, £954,691.51. Of this, £46,595.14 was recharged to other bodies.

Items highlighted to or raised by members included:

- Item 1: £40,477.00 (net) to ACE Ltd, for Constable Bridge Penstock replacement works.
- Item 95: £3,500 (net) to Chandlers (Farm Eqpt) for a Sutton Gurney Reeve Bucket & Brush + attachment brackets for the telehandler.
- Item 122: £16,995 (net) to Cork Commercials for purchase of a Vauxhall Movano panel van FD16 PZT welfare unit.
- Items 134 & 135: £4,341.30 and £7,485.00 (net) to East Lindsey District Council for Non-domestic rates 01.04.22 to 31.03.23.
- Item 144: £52,577.00 (net) to EA for Flood & Coastal Erosion Risk Management Precept (1st of 2 payments, total due £105,154).
- Item 189: £500 (net) to Irelands Farm Machinery for Drains General: Hire Paddock flail. Ian Parker queried the hire period, the report indicated 1 day but it was confirmed this was for 1 week. The rear paddock flail was then purchased as just less than £5k, as the Board's own rear paddock flail was still away for repair [but this will provide future back-up capacity].
- Items 211 to 213: £various to Jeremy Benn Associates for Greetwell & Shortferry Catchment Study.
- Items 268 to 272: £various to Lindum Group for Response to intruder alarm activations. Cllr Donald Nannestad asked if there was an issue with the alarm and it was confirmed yes, and this was being investigated by the Alarm Installation company.
- Item 290: £14,190.00 (net) to Mastebroek Environmental LTD for MRZT620 BHKL80-90 Mowing bucket, funded from PSCA Works income.
- Item 293: £13,355.87 (net) to Mastebroek Environmental Ltd for herder flail spare parts for the 2022/23 season.

Members received and NOTED the expenditure incurred in the five months from 01.04.22 to 31.08.22.

2997 Financial Performance Report 2022/23, Period 5 to 31st August 2022.

The Director of Finance & Governance presented the Financial Performance Report to 31.08.22, month 5 of 2022/23, which had been circulated with the agenda. The summary position was:

	2022/23 Estimate	Profiled Budget	Actual	Variance
	£	£	£	£
Income	(1,510,417)	(633,374)	(779,410)	(146,036)
Board & General Admin	23,573	13,201	11,468	(1,733)
One Off Schemes	10,000	0	5,531	5,531
Conservation	2,000	563	273	(290)
Depot	33,160	24,851	24,242	(609)
Drains	568,137	265,467	311,779	46,312
Pumping Stations	298,400	108,844	101,472	(7,372)
Joint Admin/Witham House	164,112	119,276	136,890	17,614
Consents & Enforcement	15,052	17,775	12,954	(4,821)
Director of Operations/Engineers	116,226	58,982	41,580	(17,402)
Contribution to/(from) Reserves	0	0	111,219	111,219
PWLB				0
Rechargeable Works	172,500	50,247	62,376	12,129
EA Precept	107,257	53,628	52,577	(1,051)
FRS17 Pension Adjustment (net)				0
Wages & Plant Holding Account	0	19,859	1,623	(18,236)
(Surplus)/Deficit	0	99,319	94,573	(4,745)

The Board's budget was showing a positive variance of [£4,745].

In relation to Income where the positive variation was most significant, Special Levies income from the three councils had been received (£445k) for the first half-year payment. The second Special Levy half-year payment is due on 01st November. The collection rate for Drainage Rates was 93.0% as of 31.08.22 (80.7% at the same point in 2021/22), with £197,784.36 collected to 31.08.22 and after adjustments, a remaining £14,844.76 income outstanding to the Board. First reminders were despatched on 15th August 2022 and final reminders will be despatched in October 2022. A court date will be set for January 2023. All historical outstanding rating queries are now resolved and only land transfers from in year are now being actioned.

PSCA Rechargeable Works are being undertaken again for the EA, but no invoicing has yet taken place, this will be actioned shortly.

Highland Water claims had been submitted to the EA for 2021/22 actual costs incurred with a further balance of (£65,225) due, and for the 2022/23 estimated costs of (£257,000), which are initially paid at 80% (£205,600). Therefore, total income due to the Board o in September 2022 is (£270,825), with the balance adjusted for the actual costs incurred in 2022/23 payable in September 2023. FDGIA income of (£116,750) has been received for the following schemes:

Scheme	Total Scheme £	Received £	Due £
Greetwell Catchment Study	(23,000)	(23,000)	0
Telemetry	(112,500)	(93,750)	(18,750)
Total	(135,500)	(116,750)	(18,750)

This income will be expended during the year, with any balance transferred to reserves for works to be completed in future financial years if required.

The replacement of the Penstock at Constables Bridge is now complete and within Budget.

The catchment study of Greetwell & Short Ferry had commenced, and the Telemetry scheme has also been agreed by the EA and FDGiA funding of £93,750 had been received to date. Site visits are underway with Xylem and hopefully the roll out will be completed in this financial year.

Electricity may be a significant cost pressure in this financial year and next. This Board has a budget of £69k for the Pumping Station electricity and to date £14.5k had been spent. This equates to 21% of the annual budget. ESPO have notified the Board that a further increase will be in October (the last increase was October 2021) and to expect at least a 100% increase in rates. Standing charges had also increased significantly. This, if coupled with additional usage if a weather event occurs, will put significant pressure on the budget.

The insurance renewals have been undertaken for 2022. The main policies were renewed from 01st or 8th July 2022, with some smaller policies previously renewed from 22nd April 2022. Members were presented with a table setting out a comparison of the renewals from 2017 to date. Whilst there has been a 9.26% increase this time, it is much lower than the 35% increase last year. The Boards are due to market test their insurances for the 2023 renewals.

Discussion focussed on the inflationary pressures that the country is currently experiencing, which are affecting the Board's costs. Electricity, fuel, plant and vehicle maintenance, insurance, mobile phones all face escalating costs. Where possible, these are locked into contracts so not all the impact is being felt currently, but it will feed through into future costs which will put undue pressure on the latter half of this financial year's budgets and next year's budgets. Additionally, the availability of materials, spare parts and suitable companies to carry out works is causing additional downtime and delays.

Cllr Tom Ashton reported that he had already engaged with ELDC to get on the front foot of these issues. This, in his opinion, needs a similar approach to that taken with red diesel. It will be a huge challenge that IDBs face, this requires the attention of Government. The Chief Executive agreed, however, as we do not yet know the full extent of the cost pressures no hard facts can be presented, but modelling can be done. This will be shared at the November Board meetings, ahead of budget setting in January.

The report set out bank balances and investments as at 31.08.22, as follows:

Natwest	£	206,973.94
Nationwide Instant Access	£	532,380.83
Nationwide 95 Day Notice	£	425,621.29
Total		<u>£ 1,164,976.06</u>

Members NOTED the financial performance for 01st April to 31st August 2022.

2998 Write-off of Drainage rates.

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

Drainage Rates on Special Levy accounts

Account 1477 contains land now used as residential housing that should have been included in the Special Levy calculations for this year 2022/23. Unfortunately, we were not made aware of this until after the rates demands were issued. We also use the Land Drainage Act 1991 guidance of refunding the current year, plus the one previous, meaning that in most case, two years of rates become due for 'write-off'. It was requested that the Board therefore write off **£11.46** for this account, and these parcels will be transferred to the 2023/2024 Special levy calculations as part of known land movements as at 31.12.22.

Following discussion members AGREED to write off the following amounts totalling £6,338.06:

Under £2.50	£37.59
Ex poultry units account 1557-6	£6,289.01
Special Levy	£11.46
TOTAL	£6,338.06

2999 Health and Safety Report.

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

There have been no reportable accidents since the last report. On 12th August 2022 an Operative walked into equipment (in the field). The accident was investigated, and no further action was required.

Near miss reporting is regularly discussed with the teams and the effect this can have in the reduction of accidents. There have been two near miss reports since May, on Upper Witham and on Witham First.

An Upper Witham Operative had a member of the public walk under his excavator arm whilst weed cutting in Lincoln. The member of public then proceeded to be verbally abusive to the Operative about not having room to pass and not looking out for passers-by. This person did later phone in and complain. Speaking to the Operative, he was concentrating on what he was doing with the machine but said before moving on he would always look to see if anyone needed to pass but would be in position each time for around 5 minutes before needing to move. When reviewing this incident, we looked at training, electronic proximity devices and signage on the machines. Training in this instance was not the issue, proximity devices are very expensive and would need installing on every machine we have so we decided to look at the signage option and are currently waiting for signs to be delivered. The reason behind this decision is, this is the first time we have had someone take such a risk in all the years we have used machinery, so even though it was high risk to the person involved it is low risk of it being repeated. The signage will say "Please ensure you have the driver's attention before attempting to walk pass this machinery". This was felt to be a proportionate response.

Witham First had a tractor/flail driving on the road. The Operator indicated to turn right and the vehicle behind him remained where it was. The vehicle behind that one decided to overtake, as the tractor started to turn. Both the Operator and overtaking driver were forced

to take evasive action. The car failed to stop, carrying on as if nothing happened. The review of this incident is a difficult one, this does happen to Operators of slow-moving vehicles. Most tractor drivers will have stories of this happening to them. The vehicle immediately behind our tractor was a large van and it could not be seen over, the car passing both did not appear in our Operative's mirrors when he looked. Operators meet all legislation to be on the highway, therefore it has been reiterated to all Operatives about being vigilant when on the highway.

Recently joined Operatives had undertaken NPORs excavator training. Their assessments had been completed and their subsequent training is booked. There had also been forklift truck training for 6 x Operatives, with more booked soon. Manual handling training and working at heights training is booked for December, for all staff and Operatives.

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

3000 Annual Environment Report.

An annual report by the GIS and Environment Officer had been circulated with the agenda and was presented by the Head of Engineering and Technical Services.

As a public body, under the Natural Environment and Rural Communities Act (2006), Internal Drainage Boards must have regard to the purposes of conserving biodiversity in a manner that is consistent with the exercise of normal functions such as policy and decision-making. 'Conserving biodiversity' may include enhancing, restoring, or protecting a population or habitat. An IDB has a legal duty to protect and enhance the environment, set out in a wide range of legislation.

The report set out the agreements and achievements relating to the Board's environmental activities from September 2021 to September 2022.

The Board has been working in collaboration with the Wildlife Conservation Partnership since 2011 which continues to support the Lincolnshire Barn Owl populations through the investment, maintenance, and surveying of owl boxes. There are a total of 29 owl boxes that lie within the Board's district and throughout the summer season a total of 23 boxes were checked with good results based on previous years. It was noted that 10 (43%) of boxes contained jackdaws, which fill the box with sticks preventing other species from using the box. Not only does this reduce the numbers of barn owls and kestrels but also requires increased maintenance during the annual box cleaning. The wildlife conservation partnership is currently testing new box designs aimed at making the boxes less suitable for Jackdaws, thus increasing the available habitat to priority species. The Environment Officer will monitor these results to inform future changes to the Board's owl box strategy.

Although the Board has no beaver populations within the district, it was noted that DEFRA has brought forward legislation to protect the Eurasian beaver from 01st October. This will make it an offence to intentionally capture, kill, disturb, or injure them, or damage where they breed and rest. The operations team will be briefed on beaver field signs and if required the Board's Environment Officer will apply for a licence to displace beavers if the risk of flooding is increased in due course [when beaver populations increase and spread].

The UK government has set a target of being carbon neutral by 2050. Earlier this year ADA released guidance and templates for drainage boards to measure and audit the carbon output of each Board. Due to the seasonal variability associated with drainage boards energy usage varies significantly throughout the year and thus carbon output will be recorded throughout

the year with the aim of reducing the Board's carbon output with the long-term goal of reaching net zero.

The Board's Environment & GIS officer has agreed to become acting secretary and technical support for the ADA Lincolnshire Branch's Environment Committee from the next meeting. The Officer is also in the process of becoming a member of CIWEM (The Chartered Institute of Water and Environmental Management).

Hirundinidae (swallows, martins, and saw-wings, a family of passerine songbirds found around the world on all continents) are in decline in the UK with Drainage Boards being in a unique position to help one of these species, the House Martin. One of the problems these birds face is a lack of suitable nest sites. Their mud-based nests tend to fall off the wall in dry weather leaving the species lacking in terms of suitable nesting sites. Early trials of artificial nests trials at a small number of other Lincolnshire Drainage Boards are producing positive results. Because of this success the trail is looking to expand, and one potential site to install the nests would be Shortferry Pumping Station. As the birds live in colonies around ten of these nests would be required ideally facing North or East, at a cost of £24.99 per nest.

There was some discussion regarding mink, following a question, and it was acknowledged that it was a problem affecting the local water vole population, but no action was being taken by our operational staff to control mink numbers. This was primarily due to it being too labour intensive and expensive to trap and humanely destroy mink.

Members AGREED to the purchase of ten house martin nests for a trial at Shortferry PS and the replacement of poor condition owl boxes.

3001 Operations Report.

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

Witham Third completed its approved winter maintenance programme with the major scheme on Monks Drain to move back the flood bank and create a berm completed, and the reforming works on Minting/Gautby drain. This work has a second phase planned for winter 22/23. Minting /Gautby works was not popular with a landowner who did not want the spoil it created spreading on his land due to some clay content. Officers met with the landowner and reached a compromise, but this meant spreading the spoil on the strip of 9 metres at the top of the bank, this has put more pressure on the bank and may mean the Board's Operatives returning to reform the watercourse more frequently than the current 8-10 years. We had discussed the option of creating a berm to take the pressure off the bank and hopefully reducing the frequency of required reform works to the watercourse, but this was not an option for the landowner unless we purchased the land to undertake the work. We could not be seen to purchase land for a scheme that benefits a landowner when we can achieve our maintenance another way [through intermittent desilting every 8-10 years].

As in the other Boards, summer maintenance is well underway in W3rd. It is not as far on as hoped to be on this Board. There have been several machine failures this season. A main hydraulic pump failure on the Atlas 150w wheeled excavator machine [core plant in use at this time of year] and the machine is currently at TDL in Tankersley for repair. It has been away for 3 weeks and is estimated to be away for a further 10 days, with the repair bill estimated to be in excess of £15,000.

There has been a casting break on the Kvernland paddock flail, this allowed the machine to fall from transport position and has twisted the frame, Kvernland have accepted liability and

it is undergoing repair at Ireland's farm machinery. Unfortunately, Operatives have been without the flail since June as the frame is coming from Italy and the casting from France, one has arrived but not the other.

Also, the Kuhn front mounted flail has had a bent rotor, due to having a fly-tipped wheel getting jammed in the machine. This also occurred in June and the machine was finally back up and working on 30/08/22.

One of the Herder arm flails snapped the end of the arms slew ring ram; this machine was only down for 2 days, and the repair was undertaken by Mastenbroek at Boston. In summary the Board has been an excavator down and had severely reduced flail capacity with 3 sets of flail breakdowns.

To try to offset some of the lost capacity, W3rd has on loan a tracked machine from Witham First and hired a paddock flail from Ireland's farm machinery @ £600 per week. W3rd has now bought this flail from Irelands as it will work out to be the cheaper option to keep us going and will provide additional capacity across the Boards to cover paddock flails when Third's own is repaired. The cost of purchasing the flail was £4,900.00.

Correspondence was dispatched following the May Board meeting inviting quotations for the new Hook-Lift trailer system as approved. These quotations have now come in and an order has been placed with Chandlers FE, who provided the only quotation under budget of the 3 returned at £28,132.43. Delivery is expected in December 2022.

As reported earlier, a S/H paddock flail was purchased for £4,900.00.

An Operative on Witham Third has been off for nearly 3 months after breaking his wrist [sports injury outside work] and having to have surgery to wire and pin the bones. He returned to work on Monday 12th September, on a phased return in line with his physiotherapist's recommendations.

An Operative has sadly resigned after just 8 weeks of employment, Matt Brockelsby has returned to his previous employment. At his exit interview he stated how much he enjoyed the work and working for the Board, but he could earn more in his contracted 42 hours with the other Employer than he could working 6 x 12-hour days at the Board. The economic pressures we all anticipate this autumn will cause recruitment and retention difficulties with some of our staff.

There is no further update at present on the transformer slab repairs, this being on-hold pending the outcome of the EA/W3rd/developer funded Greetwell and Shortferry catchment study to advise on optimum pumping station requirements for the future if Cherry Willingham fen marina development progresses.

Following a site meeting LCC have agreed to most of the requests to put Stamp End Pumping Station site in order before hand-over of the asset to the Board for an agreed commuted sum of £75k. There is also delay and no further update in the legal work to achieve this transfer, due to change in ownership of land adjacent to the pumping station and an easement agreement now needed with Cadent rather than Western Power, say respective solicitors. The Board's legal fees are being met by LCC.

Bardney Abbey pump is out and away for refurbishment. The cost of this refurbishment is £19,732.10 [again, in excess of the 2022/23 budget for 2 pump lifts].

Southrey pump no.2 is currently out and away for refurbishment. The cost of this refurbishment is £33,945.01 [again in excess of budget].

The cost of these two pump refurbishments has exceeded the pump lifts budget by £23,677.11.

Following what was an extremely difficult commissioning/quoting session with the EA for 2022/23 PSCA works, we are now undertaking PSCA works for another season and these works are well underway. We are still having issues with receiving maps and required paperwork from EA colleagues, but a change in staff at the EA may improve this.

Witham Third have had an incident. The EA fisheries department have found an area on the Barlings junction with Welton Beck where too much of the bed has been removed and the toe of the bank has been damaged. This has occurred very close to a spawning ground for Trout. Officers are currently investigating the incident and awaiting a decision from the EA as to how they are going to proceed with their investigation. The Operations Director will report further once the internal investigation is complete, and it is known how the EA wish to proceed.

Members received and NOTED the Operations report and update.

3002 Engineering Report.

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

Flood Events.

Again, there had been no flood events on which to report.

Section 19 Flood Investigations.

No Section 19 Flood Investigation information requests from Lincolnshire County Council have been requested since the last Board meetings. 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 changes in personal within the Flood Team at LCC, there has been an effort to clear the back log and streamline the process.

Many of the flooding incidents are localise surface water related with obstructed systems or exceedance of the design capacity.

Information requests received since the last Board meeting:

- Witham 3rd DIDB
 - None

Final reports received that have been commented on, some for a second or third time:

- Witham 3rd DIDB
 - TD-5482-2021-FLD - S19-453 - Barlings Eau, Stainfield, Market Rasen
 - TD-6058-2022-FLD TD-5808-2021-ENF S19-369 - Lincoln Road, Horncastle, LN9 5AW

The actual addresses have been removed from the above, because this is sensitive information.

Note that the final reports are internal Lincolnshire County Council reports and although the Boards and other Flood Risk Management Authorities are now able to review and comment on the full report any comments and recommendations do not have to be taken up by Lincolnshire County Council as the LLFA.

Further information on Section 19 investigations, including an interactive map and spread sheet, can be found on the Lincolnshire County Council website:

<https://www.lincolnshire.gov.uk/flood-risk-management/flood-investigations>

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

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

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

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

Following the formal confirmation being received from the EA, initial site visits have taken place with Xylem to finalise the units and equipment required at the stations.

Willingham Fen Marina Project (TD-3733-2017-PLN)

Willingham Fen Marina Project is also known as Cherry Marina. The landowner has created the embankments to form the marina basin outline. It retains some groundwater but is yet to be connected to the River Witham or to cross the Board maintained North Delph. Discussions are ongoing to ensure the Board's interests are protected.

The Board has commissioned a catchment study covering the North Delph and the North Engine Drain. An initial meeting with the consultant engineer Jeremy Benn Associates, has been held and collection of basic data has begun. Topographical survey of the system will be completed in July. This work will be largely funded by FDGiA from the EA [£23,000] with contributions from the Board [£6,000] and the developer [£6,000].

The topographical survey of the maintained system serving the two pumping stations, Shortferry and Greetwell, has been completed and work to construct the computer based hydraulic model is in progress. It is expected that initial results from the model will be reported to the Board at its November meeting [post meeting note: the survey results from JBA are not available for November].

Constables Bridge Penstock Replacement, Stixwold Engine Drain.

The existing penstock had reached the end of its useful life, failed, was beyond repair and required replacing. It is situated on the Board maintained watercourse Stixwold Engine Drain

and forms the boundary between the two pumped catchments of Southrey and Duckpool Pumping Stations.

A Tender was awarded to ACE Ltd of Retford in the sum of £46,270 to replace the existing penstock, to include for the removal and disposal of the existing structure and the provision, delivery and fixing of the new penstock to the existing headwall.

The new penstock had been installed and was operational.

Monks Drain Embankment realignment (TD-5557-2021-DRA)

A long section of the Board maintained Monks Drain had extensive slips. There is an embankment to the rear and a large batter on the south bank, the weight of the embankment contributes to the instability and slips forming. The entire 770m length of the embankment is subject to instability and slips making the cost to provide a hard engineering solution prohibitive.

The landowner was approached and agreed to allow the embankment to be re-profiled and moved back. This allowed for a low-level maintenance berm adjacent to the watercourse reducing the weight affecting the instability of the south bank. In addition, the top of the bank was increased as a safety measure.

This work has now been completed.

The Engineering Services report was received and NOTED.

3003 Planning and Consultations Report.

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

The Board had received several consultations and had commented on various planning applications to the various planning authorities. A full schedule was provided where responses included no objections or minor standard comments referring to soakaways the requirement for consents. Items highlighted to members included:

S/086/01856/21 **Erection of 169no. dwellings with associated garages, erection of a pumping station and construction of a vehicular and pedestrian access. LAND NORTH OF MAREHAM ROAD, HORNCastle**

TE-5829-2021-PLN

Thank you for the opportunity to comment on the above application. The site is on the edge of the Witham Third District Internal Drainage Board area.

The Board has no comment on the discharge condition 10 (surface water drainage)

It is noted a Land Drainage Consent has been issued by the Board for the surface water outfall.

S/086/00759/22 **Change of use, conversion of and alterations to existing shop, which is a listed building to form a residential dwelling. 15 WEST STREET, HORNCastle, LN9 5JE**

TD-6048-2022-PLN

Thank you for the opportunity to comment on the above application. The site is within the Witham Third District Internal Drainage Board area.

The site is in Zone 2/3 on the Environment Agency Flood Maps and potentially at flood risk. It is noted a Flood Risk Assessment is included in the Application that contains appropriate mitigation.

S/176/01012/22 **Erection of an office building and demolition of existing barn. TATTERSHALL FARM PARK, MARSH LANE, TATTERSHALL, LINCOLN, LN4 4JR**

TD-6098-2022-PLN

Thank you for the opportunity to comment on the above application. The site is within the Witham Third District Internal Drainage Board area and adjacent to the board maintained Dogdyke Engine Drain (Mill Dr) (2069).

The Board **OBJECTS** to the location of the proposed building.

Under the terms of the Board's Byelaws, the prior written consent of the Board is required for any proposed temporary or permanent works or structures in, under, over or within the byelaw 9m distance of the top of the bank of a Board maintained watercourse. At this location the Board requires the 9m to be kept clear of all obstructions. The Board would remove the objection if the building was relocated.

The site is in Zone 3 on the Environment Agency Flood Maps and at flood risk. It is noted a Flood Risk Assessment is included in the Application that contains appropriate mitigation. Noting the building is not residential.

The submitted documents do not indicate any outfalls into Dogdyke Engine Drain (Mill Dr), however if they are required Byelaw consent will be required.

A revised location has been verbally agreed, revised details are awaited through the planning process.

Members NOTED the report.

3004 Consents and Enforcements Report.

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

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

Byelaw Consent Applications:

Reference	Location	Applicant	Details	Date
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None received.

Section 23 Land Drainage Act Consent Applications – District:

Reference	Location	Applicant	Details	Date
TD-6039-2022-CON	Thunker Drain, Land off Mareham Road,	Dan Jipson	Attenuated discharge (12/s) into riparian watercourse	20-6-22
TD-6129-2022-CON	Roughton Road Kirkby on Bain	Mr Steve Blanchard	Discharge from sewage treatment plant	12/7/22
TD-6138-2022-CON	Roughton Road Kirkby on Bain	Mr M Saunders	Proposed Bio tank outfall	12/7/22

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
TE-6084-2022-CON	Horncastle Road, Hatton, Market Rasen	Worley Europe Ltd.	Infilling of engineered section of channel	29/6/22
TE-6159-2022-CON	Near Whitefriars Road, Greetwell	Persimmon Homes	Installation of outfall manhole on existing pipe d/s of attenuated discharge (7.23l/s)	12/8/22
TE-6175-2022-CON	Market Stainton.	Lincolnshire County Council	Repairs to Fox Covert Bridge. Including temporary works.	26/8/22

Enforcement Issues – District:

Reference	Location	Description / Comments	Actions
TD-5947-2022-ENF	Nettleham	Potential installation of weir	Site re-visited. Water through the Beck was flowing well, and the area was well maintained. No further action to be taken.

			CASE CLOSED on 14/06/22
TD-6004-2022-ENF	Lissington	Standing water on the highway; adjacent watercourse may be relevant factor	Site re-visited. No works have been commenced. Further letter sent to landowner.
TD-6060-2022-ENF	Musgraves Orchard, Welton	Potential lack of maintenance to watercourse.	Currently no enforceable action as no issues/nuisance present. CASE CLOSED on 08/06/22
TD-6147-2022-ENF	Wragby Road, Sudbrooke	Stepping stones being placed into Beck	Advice given re consent being necessary. Letter sent confirming conversation and leaflet re riparian responsibilities enclosed. CASE CLOSED on 26/07/22

Enforcement Issues – Extended Area:

Reference	Location	Description / Comments	Actions
TE-5567-2021-ENF	Woodlands Cottage, Wellsyke Lane, Roughton/ Kirkby on Bain, Woodhall Spa	Flooding Issues with culvert under highway	Works completed. CASE CLOSED on 15/06/22
TE-5872-2021-ENF	Lowfield Lane, Belchford.	Potential obstruction near to main route bridge.	Landowner has stated that the works have been included in the September maintenance programme.
TE-5896-2022-ENF	New Apley	Persistent flooding and possible blocked culvert.	Works have commenced by the landowner who has riparian responsibilities of the watercourse near to the culvert.
TE-5922-2022-ENF	Bleasby Moor	Potential stagnant/polluted water.	Some works have been completed by relevant landowners. Two more areas require completion and landowners are aware.
TE-5958-2022-ENF	Wellsyke Lane, Woodhall Spa	Potential clearance of watercourse.	Site re- visited. Works now complete. CASE CLOSED on 15/06/22.
TE-6018-2022-ENF	Middle Rasen Plantation (A46)	Dams allegedly being erected in watercourse.	Site has been considered as a natural reserve, therefore, no enforcement action required. CASE CLOSED on 07/07/22.
TE-6090-2022-ENF	Stixwold Road Woodhall Spa	Potential maintenance to watercourse	Site has been visited on two occasions. Watercourse requires de-

			silting and vegetation removing. Both landowners have agreed to complete the necessary works.
TE-6093-2022-ENF	Tattershall Road, Woodhall Spa	Erection of fence within permitted byelaw distance from the top of the bank of the watercourse.	Site visited twice. Fence has now been moved to distance approved as per planning application, therefore, required maintenance can proceed. CASE CLOSED on 01/09/22
TE-6137-2022-ENF	Main Road, Thimbleby	Potential unconsented works to watercourse	Site visited on two occasions and advised landowner that consent should have been applied for in relation to the completed works. No enforcement action at this time. CASE CLOSED on 03/08/22
TE-6153-2022-ENF	Hawthorn Road, Cherry Willingham	Highway drainage outfall blocked	Site visited and landowner contacted. Current tenant has been advised re works required.
TE-6158-2022-ENF	Bucknall Beck	Unconsented culvert and bridge	Site visited. Landowner contacted and advised that consent for the works should have been applied for. Letter sent confirming conversation. No further enforcement actions. CASE CLOSED on 10/08/22
TE-6176-2022-ENF	Bleasby Moor Road, Bleasby Moor	Outfall and watercourse require maintenance	Site visited. Outfall was submerged and watercourse required de-silting and reinstating in some areas. Spoke to tenant concerned who advised that works would commence at the end of September once drilling had been completed in the fields.

Members received and NOTED the report on Consents and Enforcement cases.

3005 Request to Deschedule a Watercourse, Minting & Gautby Beck.

A report had been circulated with the agenda along with a map and was presented by Mr Martin Shilling, Director of Engineering and Technical Services.

A written request had been received from a riparian owner for the Board to remove a reach of water course from its maintenance schedule. The water course was identified to members on a map.

The riparian owner on the right-hand bank, has requested that the Board removes this reach of watercourse from its maintenance schedule for the following reasons:

1. That this part of the watercourse maintained by the Board does not cover the full reach of the watercourse along their frontage of field 1069.
2. The access route used by the Board requires an additional crossing point not required by the land owners/occupiers and could therefore be removed.
3. Current land owner/occupier is content to undertake the work necessary to maintain the watercourse alongside their own watercourse maintenance at a time of their choosing, after harvest and before drilling.

This part reach of watercourse [some 400m in length] has been on the Board's maintenance schedule for some time. It is at the most upstream extent of the maintained system and currently serves a relatively small part of its hydraulic catchment. Within the riparian owner's curtilage, the same watercourse continues upstream before crossing under a public highway and serving land further upstream.

The Board has received no adverse comment or complaints of poor drainage experienced by riparian owners who rely upon the riparian section of this same watercourse. The rateable area and Board's boundary remains unchanged, and rates will remain payable on this area of land.

Members discussed and AGREED to:

Advertise to those riparian owners upstream of this spur watercourse that the Board has received a request to remove this watercourse from its maintenance schedule and, subject to no reasonable written objection being received, that this 400m reach of watercourse is removed from the Board's maintenance schedule with effect from 01st January 2023.

3006 Any Other Business.

There being no further items of business, the meeting closed at 11:45.

3007 Date, Time and Place of the Board's Next Meeting.

The Board's next meeting, incorporating the Annual Public Meeting, was confirmed for Wednesday, 30th November at 09:30am in Minting Village Hall.

..... Chairman Date
W3rd B.M. 20.09.22.