

## WITHAM THIRD DISTRICT INTERNAL DRAINAGE BOARD

**Minutes of the one hundred and nineteenth meeting of Witham Third District Internal Drainage Board held on Thursday 26<sup>th</sup> May 2022 in Minting Village Hall at 09.30am.**

### Present:

Mr J Armstrong  
Cllr T Ashton  
Cllr S M Avison  
Mr I M Clark  
Cllr I G Fleetwood  
Cllr C Grimble  
Cllr G Hewson  
Mr M Hoyes  
Cllr F M Martin, MBE  
Cllr D Nannestad  
Mr I R Parker  
Miss A Sayer  
Mr D Sempers  
Mr M I Thomas  
Mr R Weightman  
Mr T Williams

Chairman

Vice Chairman

### In attendance:

Mr. Ian Coupland	Director of Operations.
Miss Jayne Flower	Executive Assistant.
Mrs. Jane Froggatt	Chief Executive.
Mr Chris Harris	Internal Auditor, TIAA
Mr. Guy Hird	Head of Engineering & Technical Services.
Mr. Steve Larter	Director of Finance and Governance.
Cllr Richard Metcalfe	Member of the Public [& Leader, City of Lincoln Council].
Mr. Martin Shilling	Director of Engineering & Technical Services.

### **2967 Apologies for absence.**

Apologies for absence were received from Cllr B Bushell, Cllr S England, Mr R J Garner, Cllr W Gray, Cllr W Grover, Mr R Hairsine, Ms J F Holland, Cllr T Kemp, Mr S Matthews and Cllr P J Vaughan.

### **2968 Declarations of Interest.**

Declarations of interest were received from members nominated by City of Lincoln and East Lindsey District in matters relating to their respective Councils. Mr Sempers declared an interest in the proposed Cherry Willingham Marina development and advised he would remove himself from the meeting during any discussion concerning this issue.

### **2969 Chairman's Announcements.**

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

A particular welcome was given to Internal Auditor, Chris Harris from TIAA. Chris would present his independent report on the last financial year 2021/22 and his audit certificate, which forms part of the Board's Annual Governance & Accountability Return [the AGAR].

The Chairman advised that City of Lincoln Council has informed the Board that they have decided to appoint only elected Councillors to seats on outside bodies. Hence, some changes in the 5 seats on the Board were announced. Members welcomed once again Gary Hewson and Pat Vaughan as members [Pat being unable to join the meeting today], along with new members Donald Nannestad and Bob Bushell. The fifth seat had yet to be filled. It was also noted that Cllr Richard Metcalfe was observing the meeting today.

The Chairman put on record his thanks to those previous members nominated by City of Lincoln Council who had now therefore left the Board, namely Mr Jeff Boyall, Mr Brent Charlesworth and Mr David Jackson.

The agenda was necessarily heavily finance-led, being that time of year to receive several reports relating to the closure of the preceding financial year to 31st March 2022. The Board ended 2021/22 with a modest surplus position of £66,866.

### **2970 Minutes of the Board Meeting, 25.01.22.**

The Minutes of the Board's previous meeting held on Tuesday, 25<sup>th</sup> January 2022 had been circulated with the agenda and were proposed by Cllr Gary Hewson, seconded by Mr Dean Sempers and APPROVED as an accurate record.

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

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

### **2971 Minutes of the Board's Standing Committee meeting, 10.05.22.**

The Minutes of the Board's Standing Committee meeting held on Tuesday, 10<sup>th</sup> May 2022 had been circulated with the agenda and were proposed by Mr Terry Williams, seconded by Cllr Tom Ashton and APPROVED as an accurate record.

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

##### **2971.1 Plant & Machinery Programme (minute 13 refers).**

Members were briefed on the proposed plant & machinery programme, on today's agenda. This is earlier than usual, due to rising machinery prices and delivery times now of 10-12 months, so any plant required in June 2023 will need to be agreed and procured this summer.

The rising purchase prices meant the existing approved programme had been updated for all 3 relevant plant & machinery holding Witham & Humber IDBs.

A draft revised plant programme had been tabled at the Standing Committee, together with a table setting out the plant purchases impact on the plant reserve, at new estimated higher purchase prices. Currently, a deficit of £96.5k opens in the programme in 2027/28, which does give us time to plan remedial action.

Discussion had followed on whether to purchase a new dipper arm for the existing Atlas 150w wheeled excavator [FX15 JYP] in this year 2022/23, at a quoted cost

of £25k, and by doing so keep the machine to say 2025/26 rather than replace it in 2023/24 as currently programmed. The machine itself had done 4,500 hours and is reliable. The dipper arm had not been reliable [unlike the sister machine at UW purchased at the same time from Atlas]. If this purchase is deferred from 2023/24, this would leave only the purchase of a midi digger/flail in that year, probably most usefully a small 10-tonne used machine. Further discussion followed on the proposal to retain rather than sell the existing small 5-tonne midi-digger, which by then would have little resale value and which as a small digger has its place in the fleet and proves versatile.

After discussion, members of the Standing Committee had supported the revisions to the 2022/23 programme, the revised 2023/24 programme and noted this would leave 2024/25 as a fallow year with no planned purchased or disposals. The years beyond, from 2025/26 onwards were indicative only and for future review.

Board members noted that the plant and machinery programme had been amended accordingly and what was presented today reflected discussion and the Standing Committee recommendations.

### **2972 Minutes of the Joint Services Committee Meeting, 09.05.22.**

The minutes of the JSC meeting held on Monday 09<sup>th</sup> May 2022 had been circulated with the agenda and issues highlighted included:

#### **2972.1 Joint Services Budget Monitoring Report for 2021/22 as at 31.03.22 (minute 7 refers).**

The approved JSC total budget for 2021/22 is £960,940. Against this budget, expenditure of £993,214 has been incurred, so a small negative variance of £32,274 (3.36%). Some of these issues had been addressed in the 2022/23 budget, such as HR support costs which is now built into the base budget.

The figures consider the impact of the various Covid-19 lockdowns during 2021/22 and that the JSC funded staff were mainly working from home in the earlier part of the financial year during lockdowns. Whilst investment had been made in ICT equipment to facilitate home working, this cost has been offset by savings in travel and stationery.

Members noted the Budget Monitoring Report for 2021/22 as at 31.03.22 and that expenditure was broadly in line with budget.

Members noted the Budget Monitoring Report for 2021/22 joint services between the 4 Witham & Humber Drainage Boards group as at 31.03.22 and that expenditure was in line with budget.

Members noted the discussion at the JSC meeting on 09.05.22.

### **2973 Chief Executive's Report.**

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

#### **2973.1 Covid-19.**

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

With these priorities in mind and with the end of national free Lateral Flow Tests [LFTs], the Boards had invested in sufficient LFTs to issue every employee with 2 LFTs per week for a 12-week period [at £1.95 per test]. Staff are being asked to test routinely twice a week and if they suspect they may have Covid symptoms. Although the national isolation requirements have changed, we are asking staff to advise if they test positive and not to attend the workplace until we discuss with them whether they feel well enough to work and can work from home or work in a lone worker capacity, hence minimising the Covid transmission risk to colleagues.

The Boards have resumed a normal service although 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 some time working from home.

May 2022 Board meetings are all in-person meetings, as too were the 3 subcommittees and the 4 Boards' Joint Services Committee. Some of the County-wide meetings, e.g., ADA Pay & Conditions Committee on 03.05.22, are similarly now held in-person.

## 2973.2 2021/22 Year End Positions

Pleasingly, all 4 Boards are reporting a 2021/22 modest 31st March 2022 year-end position, as follows:

- NELDB: [£21,851.84]
- Upper Witham: [£19,378.67]
- Witham First DIDB: [£13,324.30]
- Witham Third DIDB: [£66,865.52]

These are healthy year-end outturn positions which absorb several schemes/cost pressures outside the approved Estimates for 2021/22 for each Board [e.g., Tillbridge Lane phase 1 scheme on UW, the installation of a new penstock to replace the failed asset at Constables Bridge, Stixwold, the Farroway culvert and access route scheme at W1st's Farroway Pumping Station]. These year-end positions also include Highland Water balances on actual claims to the EA [difference between 2021/21 estimated claims and actual costs incurred]. These positions also incorporate the minor variance on the joint services budget expenditure for 2021/22, reported in detail to the JSC on 09.05.22.

The AGAR relevant sections were accordingly based on these year-end positions and sent to the Boards' Internal Auditor, Chris Harris, at TIAA. The AGARs are submitted to each of the four May Board meetings for approval.

The Internal Auditor had completed his independent audit on 2021/22 and produced a written report, which he is presenting today. Each Board has once again been given a 'substantial assurance' audit rating for 2021/22.

### 2973.3 2022/23 Estimates & Penny Rates Increases

Each of the Boards set financially balanced Estimates for 2022/23 but recognised the particularly challenging year ahead in doing so. The main cost drivers for Boards were all escalating, causing somewhat of a perfect storm [i.e., fuel costs escalating, cost of switching from red diesel to white diesel usage factored in to budgets, electricity price increase of 15% from October 2021 and only fixed for a year, insurance cover challenges and price increase of 5% factored in, Employer's National Insurance contribution rate increasing by 1.25%, Repair and Maintenance Costs escalating, supplies costs increasing [concrete, stone, timber etc], a Pay Award of 2.5% approved by each Board in line with the ADA Lincolnshire Branch recommendation, and for NELDB the potential price increase of a new Maintenance Contract from 01.04.22]. Each of the Boards approved a higher than usual increase in the Penny Rate for 2022/23 therefore, which drives the increase in the relevant Councils' Special Levies and Drainage Rates account holders' drainage rates [+land movements between the two]. Approved Penny Rate increases were as follows:

- NELDB: 5.00%
- Upper Witham: 6.25%
- Witham First DIDB: 6.50%
- Witham Third DIDB: 5.00%

[By comparison, Penny Rate increases in neighbouring Boards included: 4.19% in BSIDB, 8.50% in Welland & Deepings, 5.00% in Witham 4<sup>th</sup>, 8.00% in North Level IDB].

### 2973.4 PSCA work for the EA in 2022/23

There have been several discussions with the EA about the PSCA works they wish to commission on main rivers from the IDBs in 2022/23, and the 4 Boards' quotations for doing those works. To IDB staff this felt like a shift from the original objective of the partnership agreement in achieving operational efficiencies on watercourse maintenance, to more of an EA commissioner/IDB as contractor relationship.

In summary, the Boards have been undertaking an increasing amount of maintenance work on EA main rivers over the last few years.

In 2020/21 the price quotations, not necessarily the amount of actual subsequent work billed, totalled £824,943.27 [W1st £83,138.69 W3rd £394,729.44 UW £162,396.86 and NEL £184,678.27].

In 2021/22 the quotations to the EA for specified works increased to £947,535.10 [W1st £99,570.02 W3rd £432,102.92 UW £213,101.13 and NEL £202,761.03].

There was an increase in the prices originally quoted for works in 2022/23 to £1,142,455.61 [W1st £177,900.00 W3rd £544,552.13 UW £197,509.55 and NEL £222,493.94].

The quotes for 2022/23 appeared to raise a red flag within the EA, potentially because it was > £1million across the 4 Boards. This led to a review of the

quotations, what was in there [watercourse lengths, frequency of weed cuts, new stretches of watercourse, hand work, chemical spraying, obstruction runs etc] and how much of the increased prices was due to cost pressure increases versus how much of it was due to more/different maintenance regimes on watercourses being specified by the EA. Issues discussed included proportion of works undertaken at basic rates of pay for Operatives and at overtime rates, administration / supervision on-cost parity with that charged by other IDBs, inclusion / removal of the previously included 10% Covid-19 contingency sum, removal of the £17,250 per Board which it was previously agreed should be included as a provision for covering emergency works for the EA by an IDB in a flood event.

Although the quantum of costs does not change, the way in which EA colleagues wish to handle this internally has changed. So, the outcome is our Boards have submitted revised quotations to strip out a proportion of the overtime assumptions and reduced the quoted hourly rate for Machine [tractor/flail or excavator] and Operative to £72.75 from £83 originally quoted to cover a proportion of the work needing to be done at overtime rates of pay [we agreed to monitor and handle / claim differently the overtime costs incurred], removal of the 10% Covid contingency, cost out separately the additional work commissioned by the EA.

This has now been done and the 2022/23 revised quotes were submitted totalling £892,198.78 [W1st £129,573.38 W3rd £437,166.39 UW £152,215.05 and NEL £173,243.96].

The EA has accepted these quotations and confirmed order numbers should be received soon [although once again we have missed the scheduled April work], most now having been recently received.

This whole process for 2022/23 raises several issues for the Boards. The significant amount of work we are now undertaking for the EA and the precarious nature of that process for 2022/23 risked, at one point, all the work being pulled and awarded to the EA's framework contractors. The Boards are managing this significant amount of additional workload on existing staff and making decisions to defer disposal of plant and machinery, with only one-year contractual assurance and certainty on EA commissioning intentions and workload. It was confirmed the orders and most of the paperwork had now indeed been received and works were commencing on the PSCA agreements in late May. The April cuts requested by the EA had been missed.

Cllr Tom Ashton noted that he felt the Officers had made wise decisions. Regarding PSCA work, it was necessary to be mindful of the benefits in terms of work being done that the EA would not undertake themselves. It has also benefitted services that the Boards opted to retain machinery and staff. He suggested that it may be useful to provide the EA with details of the savings that the Board provides, showing how competitive and good value the Boards are. It was acknowledged that the EA's rates with framework providers are not shared with partner FRM authorities.

Cllr Donald Nannestad asked if the Officers were aware of any staff being over state pension retirement age? For Witham Third DIDB, there are no staff over the retirement age, however there is on Witham First DIDB.

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

## **2974 Independent Internal Auditor's Report on 2021/22.**

A report had been circulated with the agenda and was presented by the Internal Auditor, Mr Chris Harris.

Chris Harris undertook the 2021/22 internal audit remotely during March 2022. The key outcomes from the audit were as follows:

- 1) The overall assurance opinion for 2021/22 is **Substantial Assurance** and one priority three recommendation has been made this year.
- 2) Recommendation one referred to some minor improvements to the information contained on the Board's website about its Policies and Procedures page. A similar recommendation was also made in 2020/21.
- 3) Good corporate governance is practiced by the Board with appropriate Board involvement
- 4) The accounting records are all in order, up to date and in balance.
- 5) Overall, the Board can be satisfied that the governance, risk and control framework is working well, and the finances are all in order.

Cllr Gary Hewson commented on the issue of Board attendance by members, stating that video conference is now always useful, and this will have affected attendance during the 2 years of the pandemic.

Members noted the outcome of the report and RECEIVED and accepted the Substantial Assurance rating for 2021/22.

## **2975 Schedule of Expenditure, 01.01.22 to 31.03.22.**

The Schedule of Expenditure for the three months' period 01<sup>st</sup> January to 31<sup>st</sup> March 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 £581,738.38 or, net of £45,161.57 VAT, £536,576.81. Of this, £34,555.96 was recharged to other bodies.

Items highlighted to or raised by members included:

- Items 1&2: £775.00 and £5,018.00 (net) to ACE Ltd, for Constable Bridge Penstock replacement works, the second payment being a staged payment at 20% of the order.
- Item 4: £3,610.00 (net) to A1 Pressure Washers Ltd for a used Brendon Diesel Road Tow Bowser & Ball Hitch Head for the depot.
- Item 10: £3,681.00 (net) to ADA for IDB Membership subscription for 2022.
- Item 11: £13,383.85 (net) to AxFlow Ltd for Marsh Lane PS removal, refurbishment and refit of pumps 1&2, being the second invoice for the full works.
- Item 35: £7,025.00 (net) to BPH Attachments for hydraulic compactor plate adaptations to fit various machines.
- Items 44 – 46: £1,760.91, £2,317.84 and £2,129.21 (net) to Certas Energy UK Ltd for fuel. Cllr Nannestad suggested that the cost per litre to be added to future reports.
- Items 109 & 110: £9,382.52 and £1,876.50 (net) to Harlaxton Engineering Services Limited for works to the depot.

- Item 201: £16,650.00 (net) to Mastenbroek Environmental Ltd for Herder KS860 Hydraulic tree shear.
- Item 239: £4.50 (net) payment on the NatWest one card, for the purchase of L plates. Cllr Fleetwood queried what this item was for and was advised that it was for the 'H' test for Operatives, the test takes place on a public highway. This is to enable the Operatives to drive the excavator.

Members received and NOTED the expenditure incurred in the three months from 01.01.22 to 31.03.22.

### **2976 Financial Performance Report 2021/22, P12 as of 31<sup>st</sup> March 2022.**

The Director of Finance & Governance presented the Financial Performance Report to 31.03.22, month 12 of 2021/22, which had been circulated with the agenda. The summary position for the full year was:

	<b>2021/22 Estimate</b>	<b>2021/22 Actual</b>	<b>Variance</b>	<b>FRS102 Adjusted</b>	<b>2022/23 Budget</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income	(1,372,291)	(1,744,739)	(372,448)	(1,744,739)	(1,510,417)
Board & General Admin	20,200	20,408	208	20,408	23,573
One Off Schemes	10,000	52,520	42,520	52,520	10,000
Conservation	2,000	518	(1,482)	518	2,000
Depot	31,510	74,153	42,643	74,153	33,160
Drains	586,660	478,810	(107,850)	478,810	568,137
Pumping Stations	232,530	195,177	(37,353)	195,177	298,400
Joint Admin/Witham House	153,288	162,439	9,151	226,147	164,112
Consents & Enforcement	14,842	12,356	(2,486)	14,857	15,052
Engineering Services	104,004	102,445	(1,559)	128,690	116,226
Contribution to/(from) Reserves	0	47,585	47,585	47,585	0
PWLB	0	0	0	0	0
Rechargeable Works	110,000	426,310	316,310	426,310	172,500
EA Precept	107,257	105,154	(2,103)	105,154	107,257
FRS17 Pension Adjustment (net)	0	0	0	(205,000)	0
Wages & Plant Holding Account	0	0	0	112,546	0
<b>(Surplus)/Deficit</b>	<b>0</b>	<b>(66,866)</b>	<b>(66,866)</b>	<b>(66,866)</b>	<b>0</b>

The Board's budget was showing a surplus position of [£66,866] at the end of the financial year which would be transferred to Reserves.

In relation to Income, Special Levies income from the three councils had been received in full (£841k) by early November 2021 as scheduled. The collection rate for Drainage Rates was 97.5% as of 31.03.22 (98.5% at the same point in 2021/22), with £194,078.98 collected to 31.03.22 and, after adjustments, a remaining £4,959.03 income outstanding to the Board. These unpaid amounts had been rolled forward in 2022/23 drainage rates accounts invoices.

PSCA Rechargeable Works had been undertaken again for the EA, with (£367k) having been invoiced. Other recharges were (£13k) and to other Boards (£46k).

Highland Water claims had been submitted to the Environment Agency for 2021/22 actual costs incurred with a further balance of (£50,825) due which will be payable in September 2022. 80% of the estimated claim for 2021/22 (£175,200) was paid in August 2021 along with the balance for the 2020/21 actual (£52,824). This gives total Highland Water income due to the Board for 2021/22 of (£226,025).



Repairs & Maintenance included £20k for improvement works including provision of storage bays and new concrete apron at the Depot, small tools £15k [including yard forklift £1k], brush bucket for teleporter £3.5k, trailer £2.7k and portable power washer £3.6k, office furniture & equipment £3k.

No fund transfers in/out were included in the 2021/22 Budget. The £10k received from LCC (in income) has been contributed to the Commuted Sums Reserve. Contributions have been made to the Plant & Machinery Reserve for the Welfare Van at £16,995 and the 6m Weed Basket at £14,190. Also, £6k has been contributed to One Off reserve for the Board's contribution to the Greetwell Catchment Study [which in practice may be paid by a £6k developer contribution and the remainder FDGiA funded].

Members were provided with detail on the purchases and sales for 2021/22 as of 31st March 2022. The rear mounted paddock flail was replaced in the previous financial year 2020/21, due to the failure of the old one, and the Tree Clipper purchase was deferred until financial year 2021/22.

Following the replacement of the 2 depot trucks, 2 of the 3 previous depot trucks had been sold. The remaining Ford Ranger was still currently in use, so would be disposed of when it becomes surplus to requirements.

Members were reminded that the Board has a General Reserve Policy of 10% to 15% of budgeted annual income/expenditure which currently has an allocation of (£242,291). The surplus of (£66,865) will increase the balance to (£309,156) which is 20.47% of 2022/23 estimated income and expenditure (£1,510,417). As this is above the Board's policy it had been recommended by the Standing Committee that this surplus be transferred to the Pumping Stations Reserve. This will retain the General Reserve Balance at £242,291 which is 16.04% of 2022/23 estimated income and expenditure (£1,510,417).

Other earmarked reserves exist for Plant & Machinery renewal (£306k), Pumping Station Renewal (£283k), AWC Renewal (£176k), One-Off projects (£80k), Emergency Events (£35k), Insurance (£35k), Commuted Sums (£10.4k) and Office Equipment (£14k). In terms of the office equipment reserve, this has depreciated the main IT server in the office so this will be due for renewal during 2022/23. Members were further reminded that if funds are required then the Board can approve movements between the reserves at any time.

The report set out bank balances and investments as at 31.03.22, as follows:

Natwest	£	101,683.22
Nationwide Instant Access	£	482,380.83
Nationwide 95 Day Notice	£	425,621.29
<b>Total</b>		<b><u>£ 1,009,685.34</u></b>

Following discussion, Members NOTED the financial performance for 01st April 2021 to 31st March 2022 (P12). They furthermore APPROVED the surplus of (£66,865) be transferred to the Pumping Station Reserve, giving a year-end Revenue Reserve balance of £242,291 (16.04% of 2022/23 budgeted expenditure). Finally, Members noted the Outturn position had been used in the compilation of the Statement of Accounts, IDB Annual Return and IDB1 Return.

### **2977 Annual Governance Statement 2021/22.**

**A copy of the Annual Governance Statement (AGS) 2021/22 for Members to complete and approve had been circulated with the agenda and was presented by the**

**Chairman. The Annual Governance Statement is incorporated into and forms part of the Annual Governance and Accountability Return (AGAR) for 2021/22.**

The AGS part must be approved prior to the Accounting Statements, either at separate meetings or in the same meeting but with the correct order of business on the agenda and this must be evidenced by the meeting minute references and/or dates.

The AGR comprises 9 assertions (number 9 is not applicable to IDBs) which the Board must consider and agree or provide a detailed explanation for the external auditor where it cannot agree and how it will address any weaknesses identified.

Once agreed, the Accounting Statements and overall AGAR may then be approved.

The Chairman took members through the relevant 8 statements for the response to each to be agreed.

Once completed Members AGREED to incorporate the AGS into the overall Annual Governance and Accountability Return 2021/22.

**2978 Annual Report and Statement of Accounts 2021/22.**

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

The Board does not have a statutory requirement to produce a full set of Statement of Accounts, but it is deemed good practice. Furthermore, a lot of the detailed work undertaken is required to complete the Annual Governance and Accountability Return (AGAR), which is a statutory requirement.

The accounts have been produced (where applicable) in accordance with the Joint Panel on Accountability and Governance (JPAG) Governance and Accountability for Smaller Authorities in England; A Practitioners' Guide to Proper Practices to be applied in the preparation of statutory annual accounts and governance statements issued in March 2021.

The Statement of Accounts comprises the following key sections:

- Annual Report 2021/22 – narrative on the work of the Board during 2021/22.
- Statement of Accounts 2021/22 – lists the key components of the statements.
- Board Members – schedule of Board Members who served during 2021/22.
- The Annual Governance Statement – replication of the text in the Annual Report.
- Statement of Responsibilities – list the Board's and Chief Executive's responsibilities regarding the Statement of Accounts.
- Statement of Accounting Policies.
- Income & Expenditure Account 2021/22
- Balance Sheet 2021/22
- Notes to the Accounts.
- Appendices
- Map of Board drainage district
- Organisational Structure Chart

Once approved, the document is loaded onto the Board's website to help meet its requirements under the Local Government Transparency Code 2015. It should be noted this document is not subject to audit, as only the AGAR is subject to external audit.

The Board APPROVED the unaudited Annual Report and Statement of Accounts 2021/22.

### **2979 IDB Annual Governance & Accountability Return (AGAR) incorporating the Internal Auditor's Certificate and the Accounting Statements for 2021/22.**

The Annual Governance and Accountability Return (AGAR) for 2021/22 had been circulated with the agenda and was presented by the Director of Finance and Governance.

The Board has a statutory requirement to complete and approve the AGAR.

The AGAR has 4 separate sections and normally needs to be approved at a full Board meeting before 01<sup>st</sup> July. It also must be submitted, along with additional requested information, to the External Auditor by Friday 01<sup>st</sup> July 2022 for review. Alongside this, the rights of public inspection will also commence on Monday 13<sup>th</sup> June 2022 until Friday 22<sup>nd</sup> July 2022. This period must incorporate the first 10 working days of July, as required by statute.

The AGAR comprises the following key sections:

- Annual Internal Audit Report 2021/22 [received earlier in the meeting]
- Section 1 – Annual Governance Statement 2021/22 [approved earlier]
- Section 2 – Accounting Statements 2021/22 [herewith]
- Section 3 – External Auditor Report and Certificate 2021/22 [tbc by 30.09.22]

The Accounting Statements were now presented, these utilise the information used in the preparation of the Statement of Accounts presented earlier. Once approved, the document is published on the Board's website to meet its requirements under the Accounts and Audit Regulations 2015. This will be Friday 10<sup>th</sup> June 2022. The statutory deadline by which the AGAR and signed external auditor report and the Notice of Conclusion of Audit must be published is 30<sup>th</sup> September 2022.

Members APPROVED the Annual Governance and Accountability Return (AGAR) 2021/22.

### **2980 DEFRA Annual Report IDB1.**

The DEFRA Annual Report (IDB1) for 2021/22 had been circulated with the agenda and was presented by the Director of Finance and Governance.

The report must be completed, approved and submitted by 31<sup>st</sup> August each year to:

- Defra.
- Environment Agency.
- The Chief Executives of:
  - All local authorities that pay special levies to the Board.
  - All County Councils or London Boroughs within which the Board is situated.

The form is in 3 sections covering:

- Financial information
  - Special Levies issued for 2022/23.
  - Income & expenditure Account for year ending 31 March 2022.
- IDB Reporting
  - Policy Delivery Statement.

- Information on the National Flood and Coastal Defence Database.
- Biodiversity.
- Access to environmental expertise.
- Asset Management.
- Guidance and Best Practice
- Board Membership and Attendance.
- Complaints Procedure
- Declaration – to be signed by the Chief Executive.

The Board approved the Defra Annual Report (IDB1) for the year ended 31 March 2022, noting that the final return format had yet to be received from Defra.

### **2981 Health and Safety Report.**

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

Winter maintenance required the Operatives to work closer together there were 4 cases of Covid-19 within the teams. Masks and sanitiser are still provided to all staff. Lateral flow tests had been issued to all staff to test twice a week or in the event they had symptoms. Witham House office is open to members of the public and to visitors, by prior arrangement, and wearing masks when walking around the office or along corridors in circulation areas is currently still in place. We are returning to a form of normality, but very conscious that we need to keep everyone safe and ensure we can deliver all work required. These arrangements and risk assessments are reviewed weekly at Management Team Meetings, and any change to national guidance is kept under review.

Cope, the Boards Health and Safety advisors have completed their annual visit to Witham First. Witham Third have also had their annual visit from Cope. Again, we had closed and completed most of their previous findings. We are currently awaiting Cope's new report with any findings.

North East Lindsey and Upper Witham will have their annual visits later in the year.

There had been one accident since the last report. An Operative on Upper Witham, whilst chain sawing a fallen tree, had a branch snap round and hit him on the arm and chest. The Operative did continue to come to work for a further week but was in pain and eventually spoke to his GP who signed him off until 25/05/2022. The duration of absence makes this Riddor reportable, which has been done, and incidents concerning chainsaws or fork lifts raise a red flag with the HSE.

There was one near miss reported since the last report, again it was an incident involving a chainsaw. Whilst chain sawing on Upper Witham, an Operative slipped on the wet, sloping bank and the saw caught his trousers. We do supply all the correct equipment and the chainsaw trousers stopped the saw instantly, preventing injury.

Following the accident and near miss, both of which involved chainsaws, the Operatives' training has been reviewed and, although all users are currently up to date, we are putting together a toolbox talk around the dangers of using a chainsaw in the environments we encounter. Ian Parker asked who would deliver the tool box training, it was clarified that this could be done by the Foreman of the Board. The Foremen do a toolbox talk every week on Monday morning. Ian Coupland could also deliver this talk, depending upon the severity of the issue. Therefore, it would always be delivered by someone who was qualified to give the toolbox talk.

The piling conversions to whacker plates had been delivered to Witham First and to Witham Third. These will be utilised across the group as needed, in order to reduce the risk of Operatives working under moving machinery when undertaking bank slip repairs.

We have completed NPORs wheeled excavator training for Operatives, with just one new member of staff at Upper Witham outstanding. Overhead Cable training is up to date with ALL Operatives. Training of Machine Operators who use Tree Clippers will commence shortly, this operation now falls under the Lola regulations and as such needs the Operators to be trained in the use of the equipment and the completion of lift plans.

Adrian Skelton, Pumps Foreman for Upper Witham, Witham First and Witham Third started electrical training on 09/05/2022. This will be the first of three electrical courses for Adrian.

We have also completed First aid training with the use of Defibrillators.

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

### **2982 Plant Programme.**

A report had been circulated with the agenda and was jointly presented by the Chief Executive, Director of Operations and Director of Finance and Governance.

Each of the three Boards which holds plant and machinery has an existing, approved replacement programme from September 2021. This set of proposed Plant Programmes is being submitted to the Boards in May, earlier than the usual September, for the following reasons:

- Various plant and machinery suppliers are advising that their delivery lead times are now 10-12 months, far longer than in the past, and any plant we need for June 2023 delivery and start of the summer maintenance programme therefore needs to be agreed, and tenders issued shortly for orders to be placed this summer.
- Plant and machinery prices are notably increasing, and we have needed to review our agreed plans to consider in the light of prices what plant replacement is a priority and affordable and throughout the programme period the impact these estimated revised prices will have on our rolling programmes.
- We have a 7-year replacement policy for all major items of plant and machinery e.g., a tractor/flail combination or an excavator and, whilst we recommend 7 years remains the replacement policy, increasing cost pressures on the Boards means that we have gone through all planned replacements and considered machine hours worked, reliability etc in order to recommend deferring plant replacements where we feel this is practicable and the risk of doing so is manageable.

Members were presented with and taken through the proposed revised plant programmes for each of the three relevant Boards with the impact that these revised plant acquisitions and disposals at the new assumed prices will have on the affordability of the programme by setting out the impact on the plant and equipment reserve for each Board [depreciation charges on plant are applied to the revenue budget of the IDB over the assumed lifetime of the asset and this is contributed to the plant & machinery reserve in order to replenish this for future purchases, together with any further one-off plant & machinery reserve contributions which an individual Board may make].

The current year 2022/23 was set out for each Board. In Witham Third 2022/23 includes the purchase of the Hook lift trailer system at circa £30k, a welfare van at £17k, a 6-metre weed basket at £14.2k and a proposed new sliding dipper arm at £25k to replace the one on the Atlas wheeled machine [and to enable the Atlas machine replacement to be deferred].

It is the 2 years 2023/24 and 2024/25 which we would particularly like members to consider, and these have been set out as recommended to each Board by the 3 Boards' subcommittees [UW F&GPC on 11.05.22, W3rd on 10.05.22 and W1st on 10.05.22].

The purpose in sharing plant & vehicle programme information across Boards is so members can see what is happening across the Boards. For example, all three Boards were due to replace their existing Atlas wheeled excavators in next year 2023/24 [in both UW and W3rd these replacements having already been deferred once from 2022/23], but UW and W3rd subcommittees are content to defer the Atlas 150w replacement purchases now to 2025/26, in W3rd's case subject to a new sliding dipper arm being fabricated at £25k quoted.

In 2023/24 UW would now have a fallow year, with no purchases or disposals. W1st proposes to replace the wheeled Atlas 140w in 2023/24 as planned, but with a replacement wheeled excavator, not a larger machine with sliding dipper arm. W3rd plans to proceed with the purchase of a midi digger/flail in 2023/24 at circa £50k, but rather than dispose of the existing small midi-digger it is proposed to keep it in the fleet due to its versatility and low residual value.

In 2024/25 there is now a comparatively small, planned purchase in UW; a paddock flail to replace the 2015 one at circa £10k and a new fuel bowser at £6k. In W1st the 2024/25 purchase is a replacement tractor/flail for the Case tractor/Herder flail deferred from 2022/23 and again from 2023/24. In W3rd 2024/25 will now be a fallow year, with no plant purchases or disposals planned.

The programme years from 2025/26 onwards are indicative only. They illustrate where based on deferred plant replacements and applying the 7-year policy the three Boards' replacements are currently programmed. Individual plant will be reviewed on a case-by-case basis.

Having revamped the plant and machinery programmes but also uplifted the purchase prices, the impact on all three Boards' plant & machinery reserves is highlighted at M2 for UW, M3 for W1st and in M6 for W3rd. This shows that without action to address this, e.g., more investment into the plant reserve or further plant purchase deferrals, we have a deficit opening in terms of affordability of plant programmes in each Board. In UW this is in 2027/28 at £102k, in W1st this is in 2026/27 at £41k and in W3rd this is in 2027/28 at £66.5k. This does give us some time to plan remedial action.

The work presented to Members represented discussions between officers and then by subcommittees about how to revamp each Board's individual plant and machinery programme, these having traditionally been kept separate as has each Board's workforce.

At the Joint Services Committee meeting on 09.05.22, and at subsequent subcommittee meetings later that week, members supported a wider piece of work to review whether if we looked at pooling some of our plant and machinery programmes and enabled our Operatives to work flexibly and differently across drainage district boundaries this may provide some efficiencies in our working practices and possibly some different arrangement of the total fleet of plant and machinery across the Boards. Without pre-empting the outcome of such a review, it may be, for example, that one long-reach excavator could be justified as a specialist item of plant working a dedicated maintenance programme across all three relevant Boards' districts, meaning fewer 15m long-reach machines for Boards as a result.

NELDB members of JSC, that Board having a contractor service rather than its own plant and Operatives, agreed that the scope of any review should include looking at how the three

Boards might provide a service to NELDB should, for example, their contractor service cease for any reason.

This wider look at plant and machinery is not reflected in the programmes presented to Boards but will be undertaken as a subsequent review.

Cllr Tom Ashton welcomed the decision to defer the purchases. He stated that standards of maintenance are excellent throughout the Boards, and he also further welcomed the wider review of the machinery and plant. Cllr Ian Fleetwood agreed, he noted that it would be useful to ensure that new machinery could use all the attachments shared across Boards. Ian Parker asked if the 6m weed basket could rotate and Ian Coupland confirmed that it had a pivot so it would be used on the long reach machine. Ian Coupland informed Members that regarding the purchase of the new hook lift trailer he would prefer a specific brand, which he had asked Standing Committee members to APPROVE as a suspension of Financial Regulations to enable one brand to be purchased. However, he confirmed he will go to various suppliers to obtain the best price. This would mean that the trailer would match other Board equipment, for the purpose of sharing. This approval was ratified by the Board.

Board Members approved the following recommendation from their subcommittee:

Witham Third DIDB APPROVED the revised plant programmes for 2022/23, 2023/24 and 2024/25 as recommended by its Standing Committee meeting of 10.05.22. Furthermore, Members NOTED the impact on plant and machinery reserves as set out based on an indicative programme from 2025/26 onwards.

### **2983 Operations Report.**

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

With Summer 2021 maintenance works eventually coming to an end in early 2022, we have undertaken a varying degree of winter works in each of the Boards.

Witham Third DIDB Operatives have undertaken bushing work on the Board's Barlings Watercourse and are currently reforming Gautby / Minting Drain. This channel reforming is a significant scheme and is proving to be a challenging watercourse, as it runs through land with clay over sand and gravel. This heavy clay over lighter soil is causing the drain to slip. We are staking and back boarding as we reform. This work is necessary however as the channel did need reforming and it becomes Duckpool main river, which protects the village of Minting.

On Monks drain we are moving an existing flood bank back to enable us to reprofile the watercourse and repair slips. This also has the advantage of taking some of the weight of the bank to. This work has the support of the land owner, who has contributed around an acre of land, but feels it is worth the loss to gain what he sees as better protection for the land. This too is a significant improvement scheme.

The use of Red Diesel (Gas Oil) in plant and machinery used by the Boards to undertake their duties has been reviewed and a dispensation was issued in an amended HMRC Customs & Excise Notice 75 received in late March. Following lobbying pressure from ADA and IDBs direct, we have consent to use Red Diesel for the maintenance of watercourses providing there is a 'benefit to agriculture' in maintaining the watercourse. Nick Downing, GIS & Environment Officer, has reviewed the watercourses on all four Boards and we have concluded that very few watercourses are NOT giving benefit to agriculture.

This outcome is a big relief for the Boards as we can complete our works with very little change to our current working practises on red diesel [with haulage tractors on UW and W3rd on white diesel, as now]. Even with this outcome, however, the cost of Red Diesel is now at the price we had budgeted for in January 2022 for white diesel [we based budgets on £1.08 pence p/litre]. So, whilst this dispensation is not actually giving us cash savings, at least it is easing the degree of cost pressure that running the fleet on white diesel would have been. And importantly, it relieves the concern about our plant left on sites overnight with white diesel now we can run on red, and the risk of them as soft targets for crime.

The Board agreed the purchase of a Hook lift trailer system in this current year 2022/23. Following the May Board meetings, he will start the process of getting quotes for the supply of this trailer, the Standing Committee agreeing on 10.05.22 that it was content to suspend Financial Regulations requiring a competitive tender process in order to proceed with a single supplier quotation for the system [to be compatible with the hook lift trailer system already in use in Upper Witham IDB], and the Board endorsing that today.

We have purchased a welfare van at £16,995 [excl VAT] for use where needed. We are currently very limited in our on-site welfare facilities.

No 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 marina development progresses.

The Board is still waiting for LCC to respond to the request for the station to be put in order before hand-over of the asset to the Board for a commuted sum. There is also delay 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.

We have now started to receive the paperwork and maps from the EA, following what has been a very difficult process of negotiating PSCA works for 2022/23. We have missed the April bank top cuts on all 4 Boards but should have the paperwork in place for the works to go ahead in late May.

Members received and NOTED the Operations report and update.

### **2984 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.**

There had been no flood events on which to report.

### **Local Resilience Forum (LRF) Lincolnshire (JA-1400-2014-ORG) Humber (ND-4250-2018-ORG)**

In addition to the main meetings the 'LRF Flood Group' subgroup met on the 02<sup>nd</sup> September 2021, 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 scenario like the tidal event in 2013.

Several meetings are taking place to finalise the proposed exercise.



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.

### Section 19s

A small number of Section 19 Flood Investigation information requests from Lincolnshire County Council have been 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 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 3<sup>rd</sup> DIDB extended area
  - TE-5916-2022-FLD - Nettleham Close, Lincoln 6 Sept 2019, 4 March 2020, 9 February 2020 and 10 June 2020

Final reports received that have been commented on:

- Witham 3<sup>rd</sup> DIDB
  - TD-4739-2019-FLD - 19-236 Butt Lane, Goulceby, LN11 9UP
  - TD-5881-2021-FLD - S19-211 Churchill Avenue, Horncastle, LN9 6EP
- Witham 3<sup>rd</sup> DIDB extended area
  - TE-5848-2021-FLD - S19-293 Silver Street, Bardney, Lincoln, LN3 5XG
  - TE-4800-2019-FLD - S19-203 Tor-O-Moor Road, Woodhall Spa, LN10 6TD
  - TE-4800-2019-FLD - S19-203 Witham Road, Woodhall Spa, LN10 6RA
  - TE-4800-2019-FLD - S19-203 Witham Road, Woodhall Spa, LN10 6TD (further consultation and comments on a revised version)

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 for example:

*'After re-reviewing the report, and having regard to your comments, I can confirm that, on behalf of Lincolnshire County Council, recommendation 2 (i – iii) will not be removed as this relates to comments raised in Sections 3.2.5 and 4.4 of the report'*

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>

### 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 12<sup>th</sup> October there was a meeting looking at the catchments of Louth and Horncastle which was attended by Internal Drainage Boards, ELDC and the EA. Following the survey meetings, a focus group for Internal Drainage Boards was held on 19<sup>th</sup> January 2022.

The draft plan will be open for consultation from July to September 2022.

Further information can be found on this website:

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

#### Telemetry upgrade for Upper Witham IDB, Witham 1<sup>st</sup> DIB and Witham 3<sup>rd</sup> DIB

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 3<sup>rd</sup> stations and one Witham 1<sup>st</sup> 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.

Three Outline Business Cases were submitted for the Witham boards. Following a few changes agreed with EA they have received technical approval with formal confirmation to follow. A summary of the figures including the contribution amounts is below

	Xylem Cost	Funding Officer	Contingency	GIA	Contribution	Total
Upper Witham	£94,353	£5000	£19,871	£118,224	£1,000	£119,224
Witham 1 <sup>st</sup>	£120,625	£5000	£25,125	£150,750	£0	£150,750
Witham 3 <sup>rd</sup>	£88,750	£5000	£18,750	£112,500	£0	£112,500

#### Gautby & Minting Beck, Minting (TD-4297-2018-DRA)

The Board is revaluating this scheme – between 2 houses with very limited access - and considering if there are any works that can be undertaken or afforded. In the meantime, further repair works to the existing timber revetments will be undertaken, as in July 2020, as they are required to maintain flow in the channel. An inspection was undertaken on 13<sup>th</sup> April 2022 which found the structure to be in fair condition with no obstruction to the flow of water and no real change from the last time repairs were carried out. Currently no further repairs are required.

*Mr Dean Sempers left the meeting for this part of the discussion.*

#### 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].

As previously reported, the construction of the marina will create two separate catchments, each served by either existing pumping stations, at Shortferry and Greetwell, or by Shortferry and a new pumping station provided as part of the development.

The model will allow the Board, in partnership with the developer, to demonstrate the hydraulic effects of the marina and to enable the design of the new pumping station or an augmented pumping capacity at Greetwell. It will also enable the Board to:

- confirm the long-term needs of the pumping capacity at Short Ferry / Fiskerton
- model any future adverse effects of a failure within the Stainfield Fen catchment through its New Cut connection, and
- model the effects of flows brought in to the system by the Reepham Brook overspill weir.

Output information from the model will also be offered to the EA to form part of their Lower Witham Resilience Project.

The value of the work required to survey the Board maintained channels and create the hydraulic model is £35,000 with the allocation of contributions as set out above.

**\*Post meeting note: correspondence was submitted to the developer as follows**

*At a meeting of the Witham 3rd District Internal Drainage Board, held on 26th May 2022, the project to commission a study of the catchment was discussed.*

*It was explained by officers that the study would cover all aspects of the catchments hydraulics and capacity to discharge water through the two existing pumping stations operated by the Board.*

*It was further explained that with the development of the marina that the existing one single catchment would be separated in to two catchments, independent of each other. Each of the catchments would rely upon one single pumping facility: Shortferry Pumping Station to the east and Greetwell Pumping Station to the west.*

*The study would establish the pumping capacity required at each site once the marina had been constructed and its entrance to the River Witham created.*

*The Board raised no objections to the creation of two separate catchments by the implementation of this development or the retention of the existing arrangement or provision of new pumping capacity at either Greetwell PS or a new facility with decisions being guided by the catchment study currently undertaken.*

*The Board will continue to work with the developer, DAS, to establish the appropriate discharge capacity and location of the pumping stations under review.*

### Constables Bridge Penstock Replacement, Stixwoud Engine Drain.

The existing penstock which has reached the end of its useful life, failed, is beyond repair and requires replacing. It is situated on the Board maintained watercourse Stixwoud Engine Drain and forms the boundary between the two pumped catchments of Southrey and Duckpool Pumping Stations.

A Tender has been awarded to ACE Ltd of Retford in the sum of £46,270 to undertaken 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 is currently being fabricated and the date of installation and commissioning is programmed for June, subject to catchment conditions.

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

A long section of the Board maintained Monks Drain has 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 would allow 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 will be increased as a safety measure.

The works started on the 15<sup>th</sup> March 2022 and are ongoing as part of the Winter Maintenance Programme 2022.

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

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

The Agency have liaised with the NFU to publicise this work and so all landowners and occupiers should have received written notification of this work. The Board's officers are invited to attend regular progress meetings with the Agency and their consultants. No further updates to report.

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/>**

### Upper Witham Strategy Review

This is due to start soon, and we are waiting for an invitation from the EA to engage with the project [we are advised to date it has been an internal EA review]. No further updates to report.

The report was received and NOTED.

### **2985 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.

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

Members noted the report.

### **2986 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:

<b>Reference</b>	<b>Location</b>	<b>Applicant</b>	<b>Details</b>	<b>Date</b>
TD-5685-2021-CON	Tupholme Beck Southrey	John Tomlinson Farming	Farm access culvert	10-2-22
TD-5989-2022-CON	Adjacent to B1399 / Claybridge/Torrington Beck, Fulnetby	Lincolnshire County Council	Gabion slip repair	12-4-22

Section 23 Land Drainage Act Consent Applications – District:

Reference	Location	Applicant	Details	Date
TD-5891-2022-CON	Green Lane Woodhall Spa	Create Consulting Engineers Ltd	Attenuated discharge (8.3l/s) from residential development	31-1-22
TD-5931-2022-CON	Fiskerton Road, Cherry Willingham	TSP, Lincolnshire County Council	Outfall for Flood Alleviation Scheme	17-3-22
TD-5963-2022-CON	Tattershall Road, Woodhall Spa	Elluc Projects Ltd	Attenuated discharge (5l/s) from residential development	8-4-22
TD-5970-2022-CON	Champney Lane, Bucknall, Woodhall Spa,	Mr & Mrs Kane	Outfall from biotank	26-4-22

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-5885-2021-CON	Wellsyke Lane, Roughton, Woodhall Spa	Lincolnshire County Council	Highway culvert replacement	5-1-22
TE-5936-2022-CON	Nettleham Beck, Nettleham	Truelove Property & Construction Ltd	Temporary access culvert	28-2-22

Enforcement Issues – District:

Reference	Location	Description / Comments	Actions
TD-5799-2021-ENF	St Andrews C of E Primary School, King Edward Crescent, Woodhall Spa LN10 6RQ.	Drain the runs and the back of the school, potential problem with the culvert	No further contact, therefore, case closed on 27/10/2021.
TD-5808-2021-ENF	Lincoln Road Horncastle	Blocked culverted watercourse causing flooding in garden/outbuildings	Property owners worked together; bought necessary equipment, installed inspection chambers and created maps for future reference. Case closed on 20/01/22.
TD-5947-2022-ENF	Nettleham	Potential installation of weir	Site visited. Landowner spoken to and slabs removed, however, further issues have been raised by Parish Council and site is to be re-visited.
TD-5985-2022-ENF	Bucknall, Woodhall Spa	Some garden has fallen into the watercourse	Site visited. Advice and leaflet provided to landowner re riparian responsibilities. Case closed on 19/04/22.
TD-5986-2022-ENF	Lissington	Potential unconsented works	Site visited and advised that the work was in relation to a gas repair in the field. Works completed. Case closed on 31/03/22.

TD-6004-2022-ENF	Lissington	Standing water on the highway; adjacent watercourse may be relevant factor	Site visited. Watercourse requires removal of silt and debris. Letter sent to landowner re necessary works. Site to be re-visited with Lincolnshire County Council Highways.
------------------	------------	--	--

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	Site re-visited. Lincolnshire County Council Highways were due to start the works in April 2022 Site to be visited again on completion to assess any further work required downstream.
TE-5872-2021-ENF	Lowfield Lane, Belchford.	Potential obstruction near to main route bridge.	Site re-visited. Works not completed by landowner and further letter of request sent.
TE-5986-2022-ENF	New Apley	Persistent flooding and possible blocked culvert.	Site visited on a number of occasions. Culvert has been jettted and relevant landowners spoken to. Lincolnshire County Council Highways will provide a weedscreen on the upstream face of the culvert.
TE-5902-2022-ENF	Ings Lane, Belchford	Possible maintenance required to watercourse.	Site visited. Spoke to landowner and advice given re watercourse would benefit from some maintenance. Case closed on 17/02/22.
TE-5922-2022-ENF	Bleasby Moor	Potential stagnant/polluted water.	Site visited on two occasions. Watercourse has been neglected and requires works to de-silt and remove vegetation. Letters sent to relevant landowners, with leaflet, re riparian responsibilities.
TE-5958-2022-ENF	Wellsyke Lane, Woodhall Spa	Potential clearance of watercourse.	Site visited. Some work/maintenance required to de-silt and remove debris. Site to be re-visited once new culvert has been fitted to establish whether any enforcement work is required.
TE-6018-2022-ENF	Middle Rasen Plantation (A46)	Dams allegedly being erected in watercourse.	Site visit arranged.


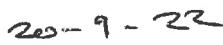
Members received and NOTED the report on Consents and Enforcement cases.

**2987 Any Other Business.**

There being no further items of business, the meeting closed at 12.00.

**2988 Date, Time and Place of the Board's Next Meeting.**

The Board's next meeting was confirmed for Tuesday 20<sup>th</sup> September 2022 at 09.30am in Minting Village Hall.

 ..... Chairman  ~~20-11-22~~ ..... Date  
W3rd B.M. 26.05.22.

