

UPPER WITHAM INTERNAL DRAINAGE BOARD

Minutes of a Meeting of Upper Witham Internal Drainage Board held on Monday, 23rd May 2022 in The Venue, Navenby at 2pm.

Present: Cllr. D. Armiger
Mr. A. Buckley
Cllr. C. Burke
Cllr. L. Dales
Cllr. M. Green
Cllr. G. Hewson
Mr. J. R. Hollis
Mr F. H. Myers **Chairman**
Cllr. D. Nannestad
Mr. R. J. Phillips
Mr. I. Powell
Cllr. S. Roe
Mr. J.R. Scarborough **Vice Chairman**
Cllr. I. Stokes
Cllr. C. Watt
Mrs. J. Wilkinson

In Attendance: Mr. Ian Coupland, Director of Operations.
Miss Jayne Flower, Executive Assistant.
Mrs. Jane Froggatt, Chief Executive.
Mr. Chris Harris, Auditor, TIAA.
Mr. Guy Hird, Head of Engineering & Technical Services.
Mr. Steve Larter, Director of Finance & Governance.
Mr. Martin Shilling, Director of Engineering & Technical Services.
Mr. Tony Speakman, Member of Public [& former member].

1.22 Apologies.

Apologies for absence were received from Mr T Arnold, Cllr B Bushell, Cllr J Cottier, Cllr S England, Mr E Jackson, Ms E E Jenkinson, Cllr R Kaberry-Brown, Mr P Knight, Cllr R Longbottom, Cllr R Metcalfe, Cllr R Oates, Cllr L Pennell, Mr G Rawlings, Mrs J Smith, Mr W Timmins, Mr N Tobin and Cllr P J Vaughan (**Vice Chairman**).

2.22 Declarations of Members' Interests.

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

3.22 Chairman's Announcements.

The Chairman welcomed members to the May meeting of the Board, once again in-person. As the F&GP subcommittee had felt that Covid-19 high transmission rates remained a risk, an external venue for the meeting was booked, in order to enable better social distancing.

With regret, the Chairman advised members that long-standing member of the Board Mr Stuart White had sadly died recently. Members were aware that Stuart was undergoing treatment in recent months, but his wife Patricia had advised of Stuart's death. Stuart farmed locally near Bassingham, and Mr Ray Phillips had represented the Board at his funeral. Members reflected with a moment's silence to pay respects.

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

The Board had recently been advised by City of Lincoln Council's Democratic Services Officer that the Council will appoint only Council elected members to be representatives on outside bodies, like IDBs, and there were therefore changes to the 9 members nominated as Board members by the Council. The Chairman put on record his personal thanks for the contribution of some of the lay members previously appointed, who had served as Board members for some considerable time, and who were therefore no longer Board members. This included Mr Tony Speakman [here today in a personal capacity], Mr Jeff Boyall, Mr Colin Smith and Mr Paul Gowen. Officers would write to thank those outgoing members for their service.

Joining the Board, appointed by City of Lincoln Council, were 6 new members in addition to 3 reappointed members [Cllr Gary Hewson, Cllr Rebecca Longbottom and Cllr Pat Vaughan]:

- Chris Burke
- Debbie Armiger
- Calum Watt
- Richard Metcalfe
- Bob Bushell
- Donald Nannestad

The Chairman welcomed new members Debbie Armiger, Chris Burke, Donald Nannestad and Calum Watt to their first meeting of the Board, noting that Richard Metcalfe and Bob Bushell were unable to join the meeting.

The Chairman informed the Board that Cllr Pat Vaughan had elective surgery last Friday 20th May and therefore was not present. Cllr Lance Pennell had similarly undergone elective surgery last Thursday 19th May. Mrs Jacky Smith was currently in respite care, and therefore unable to join the meeting. Members wished all three a speedy recovery.

Turning to the agenda, the Chairman advised that today's agenda was necessarily heavily finance-led, it being that time of year to receive several reports relating to the closure of the preceding financial year to 31st March 2022. Pleasingly the Board ended 2021/22 with a modest surplus position of £19.3k after a difficult couple of years following the heavy rainfall events of autumn/winter 2019/20 and the 31st March 2020 deficit position.

4.22 Minutes of the Board Meeting, 24.01.22.

The Minutes of the Board's previous meeting, held on Monday, 24th January 2022 had been circulated with the agenda and were proposed by Ray Phillips, seconded by Cllr Linda Dales and APPROVED as an accurate record.

MATTERS ARISING:

4.22.1 Engineering Report – Westborough (UD-364-2013-PRO), minute 89.21 refers.

Cllr Ian Stokes requested an update on this scheme.

This scheme which was subject to a GiA funding contribution from the Environment Agency had not been able to be completed as originally planned. The part of the scheme to the east of the village has been completed, but the original part of the scheme to the west, which was to create an overflow by-pass channel to reduce flow through the village and take water directly to the River Witham has not been undertaken despite many approaches and meetings with the landowner and discussions with the Parish Council. Unfortunately, there was a change of ownership of the land affected and the new owner was unwilling to allow this part of the scheme to proceed. It was noted that this element of the scheme was just outside the Board's drainage district, hence the Board does not have the powers to undertake works. Alternatives had been considered to provide Property Level Protection to the property with the lowest standard of protection, but householder engagement had not been forthcoming. A further option to provide enhanced levels of inspection and maintenance to maximise the standard of protection through the village was explored in order to close the scheme. This scheme was now closed with the Environment Agency.

5.22 Minutes of the Finance & General Purposes Committee meeting, 11.05.22.

The minutes of the Finance and General Purposes Committee held on Wednesday, 11th May 2022 had been circulated with the agenda and were proposed by John Scarborough, seconded by Ray Phillips and APPROVED as an accurate record.

MATTERS ARISING:

There were no matters arising, all items being covered by the agenda. Members noted the recommendations made by the Finance and General Purposes Committee, particularly in respect of the plant and machinery programme.

6.22 Minutes of the Joint Services Committee meeting, 09.05.22

The minutes of the Joint Services Committee held on Monday 09th May 2022 had been circulated with the agenda and the following issues were highlighted:

6.22.1 Pay Awards 2022/23 (minute 5.2 refers).

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

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

JSC members had noted on 09.05.22 that the 2.5% ADA Lincolnshire Branch pay settlement for this year from 01.04.22 was agreed by each of the 4 individual Witham & Humber Boards at the end of January 2022 meetings, pay being a matter reserved to individual Boards, and had been actioned accordingly.

6.22.2 Year End positions 2021/22 (minute 6.3 refers).

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

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

These were a healthy year-end outturn position and take account of absorption of several schemes/cost pressures outside the approved Estimates for 2021/22 for each Board [e.g., Tillbridge Lane phase 1 scheme on UW]. These positions also include Highland Water balances on actual claims to the EA [the difference between 2021/21 estimated claims and actual costs incurred]. These positions also incorporate the variance on the joint services budget expenditure for 2021/22.

The approved JSC budget for 2021/22 was £960,940 and the meeting on 09.05.22 had noted that expenditure for the year totalled £993,214, a small negative variance of £32,274 [3.36%].

Members received and NOTED the minutes of the Joint Services Committee meeting on 09.05.22.

7.22 Chief Executive's Report.

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

7.22.1 Covid-19.

The 4 Boards' arrangements for Covid-19 are reviewed regularly, maintaining the focus on 3 priorities:

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

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 sometime working from home, with core hours covered in Witham House office.

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.

7.22.2 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 a different relationship with EA as commissioner and IDB as contractor.

In summary, the Boards have been undertaking an increasing amount of PSCA 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 last year 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 this year's 2022/23 prices originally quoted for works 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 for covering emergency works out-of-hours 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], with this stripped out.

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 stopped 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. This is a risk to the Boards and as at 04.05.22 the 4 Boards had not yet received confirmed order numbers to start this year's PSCA works.

Pleasingly, orders had been received and the May cuts had commenced.

There followed considerable discussion on the PSCA works and the risks for the 4 IDBs.

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

8.22 Internal Auditor's Report for 2021/22.

The Internal Auditor's Report and presentation for 2021/22 had been circulated with the agenda and was presented by Mr Chris Harris of TIAA. Chris Harris undertook the 2021/22 internal audit remotely during March 2022. The key outcomes from the audit were summarised as:

- The overall assurance opinion for 2021/22 is **Substantial Assurance** and two priority three recommendations have been made this year.
- Recommendation one referred to some minor improvements to the information contained on the Board's website regarding its Policies and Procedures page. A similar recommendation was also made in 2020/21.
- The second recommendation referred to the Board looking to bring reserves back in line with the approved policy at the earliest opportunity.
- Good corporate governance is practiced by the Board with appropriate Board involvement
- The accounting records are all in order, up to date and in balance.
- Overall, the Board can be satisfied that the governance, risk and control framework is working well, and the finances are all in order.

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

9.22 Schedule of Expenditure, 01.01.22 to 31.03.22.

The Schedule of Expenditure incurred for the three months of 01st January to 31st March 2022 had been circulated with the agenda. It was highlighted that this refers to invoices paid in the three months period.

Expenditure totalled £417,072.68 gross or, excluding £44,843.91 reclaimable VAT, the net amount of £372,228.77. Of this, £39,821.20 was rechargeable expenditure to other bodies.

Items raised by or highlighted to members included:

- Item 8: £4,109.00 (net) to ADA for the Membership subscription for 2022.
- Items 36 to 38: £22,168.00, £3,448.50 and £3,547.50 (net) to Carlton Fuels for red and white diesel. Cllr Nannestad requested that in future the price per litre be detailed on the report.
- Items 70 to 73: £various to Drayton Welding & Tool Connections for the replacement tools following the July 2021 depot break-in, all as part of the insurance claim.
- Items 116 and 117: £6,358.00 and £8,863.00 to Ken Wood & Sons Construction Ltd for repair works to the depot following the break in and Hykeham PS repair works, not part of the break-in.
- Item 148: £1,500.00 (net) to Mill Farm Services for the manufacture and installation of yellow bollards for extra security following the depot break-in.
- Items 204 to 206: £1,400.00, £820.00 and £380.00 to Sonic Security UK Ltd for additional CCTV, intercom system and master blaster for extra security at the UW Depot following the break-in.
- Item 209: £110.16 (net) to T C Harrison JCB for Livelink on the JS180 YT67 KPK. Cllr Stephen Roe asked what the live link was. It was explained that this is the telematics for security and information reporting on our plant and machinery.

Cllr Stephen Roe asked about the reasoning for the leasing of vans and detailed discussion took place on the merits of lease arrangements versus direct purchase. Cost comparisons are made, and the level of the Board's reserves is taken into account.

Members received the expenditure schedule and NOTED the expenditure incurred in the three months 01st January to 31st March 2022.

10.22 Financial Performance Report 2021/22 at year-end 31st March 2022.

The year-end financial position 2021/22 as of 31st March had been circulated with the agenda. The report was presented by the Director of Finance and Governance, as follows:

	2021/22 Budget	Actual	Variance (3-2)	FRS102 Adjusted	2022/23 Budget
	£	£	£	£	£
Income	(1,395,659)	(1,731,952)	(336,293)	(1,731,952)	(1,561,876)
Board & General Admin	23,920	22,251	(1,669)	22,804	25,394
One Off Schemes	0	17,872	17,872	17,872	10,000
Conservation	2,000	273	(1,727)	273	2,000
Depot	72,010	138,750	66,740	138,750	79,290
Drains	644,170	685,084	40,914	685,084	698,557
Pumping Stations	205,460	139,652	(65,808)	139,652	191,080
Joint Admin/Witham House	153,288	162,439	9,151	167,786	164,112
Consents & Enforcement	14,844	23,339	8,495	23,339	15,054
Engineering Services	104,004	102,445	(1,559)	110,292	116,226
Contribution to/(from) Reserves	(19,200)	48,423	67,623	48,423	(23,500)
PWLB	0	0	0	0	0
Rechargeable Works	25,000	205,220	180,220	205,220	113,500
EA Precept	170,163	166,826	(3,337)	166,826	170,163
FRS17 Pension Adjustment (net)	0	0	0	(54,000)	0
Wages & Plant Holding Account	0	0	0	40,252	0
(Surplus)/Deficit	0	(19,379)	(19,379)	(19,379)	0

The Board was showing a surplus position at the end of the financial year of (£19,379), which would be transferred to the Revenue Reserve.

Drainage Rates income as at 31.03.22 was a collection rate of 96.5% compared with 97.0% for the comparable month 12 last year. The closing balance of £9,200.32 income outstanding to the Board was carried over to the bills for 2022/23, which were sent out in April 2022.

Special Levy income to the Board from the 5 councils had been received in full for 2021/22.

Highland Water claims had been submitted to the Environment Agency for 2021/22 actual costs incurred, with a further income balance of (£42,306) due, payable in September 2022. 80% of the estimated claim for 2021/22 (£165,600) was paid in August 2021 together with the balance for the 2020/21 actual (£37,892). This gives total Highland Water income due from the EA to the Board for 2021/22 of (£207,906).

A break- in occurred at the depot on the evening of 11th July 2021. Various tools and equipment were stolen along with an Ifor Williams trailer. Substantial damage was done to the building requiring repairs including an external roller shutter door, repairs

to fencing and replacement blockwork and a new flood door in the workshop area of the building. A significant amount of plumbing and electrics in the plant room needed to be stripped out whilst the walls were rebuilt and replaced. These works were completed, and the insurance claim settled in 2021/22.

An insurance inspection of the depot was undertaken by the new insurance company and a report issued with several improvement measures required in order to maintain insurance cover on the building. These had been undertaken including additional barriers (Armco) around the perimeter of the site, bollards in front of the doors and store room, intercom at the main gate and additional security in the workshop area linked to the alarm. The total cost of these additional measures was £22k. It was previously agreed to fund these from the balance of the Capital Receipt received from the sale of the former office (balance available £176,015).

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

The trade in of the Claas Tractor and flail generated a receipt of (£36.5k), the sales of the 4x4 pick up (£3.5k) and old depot forklift (£1k), giving a net income benefit to the Board of (£24k) after writing out the book value of the assets sold.

The main variances are Plant Maintenance and Servicing (including Herder Spares and stolen exhaust system from Atlas machine) £48k, Electricity £7k, Tillbridge Lane scheme £42k (staff and plant from other Boards £15k, Hired Plant £4k, Materials £21k, Security and H&S £2k). This scheme phase 1 cost £77k, £35k in budgeted staff and machines and £42k in additional costs incurred. Phase 2 is currently underway. Savings were made against budget on Pump Lifts (£15k) and electrical inspections (£6k).

A commuted sum of £49,500 was received on 29th December 2021 from LCC regarding Teal Park. The legal document from LCC is still awaited. This will be a contribution to reserves to meet future maintenance costs of the Teal Park D7 Drain.

Members were reminded that the Board had a General Reserve Policy of 10% to 15% of budgeted annual income/expenditure which had a brought forward balance of (£165,145). The surplus of (£19,379) would increase the balance to (£184,524), being 11.8% of 2022/23 estimated income and expenditure (£1,561,876). This was in line with the Internal Auditor's recommendation.

Other earmarked reserves exist for Plant & Machinery renewal (£150k), Emergency events (£25k), One-Off projects (£336k), Commuted Sums (£49k) and Pumping Stations Reserve (£15k). The Board's remaining Capital Receipts of (£176k) have been fully utilised during the year. Members were further reminded that if funds were required then the Board can approve movements between the reserves at any time.

On bank balances and investments, as at 31.03.22 these were as follows:

Lloyds Current	£	188,658.43
Lloyds Deposit	£	55,000.00
Nationwide Instant Access	£	503,634.10
Nationwide 90 Day Notice	£	14,509.98
Total	£	761,802.51

PWLB Loan - Balance Outstanding

2.68%

£ 1,118,392.39

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

Members NOTED the 2021/22 financial performance 2022/23 for the 12 months to 31st March 2022 and the modest year-end surplus position of [£19,379].

11.22 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 AGS is incorporated into and forms part of the Annual Governance and Accountability Return (AGAR) for 2021/22. The Board has a statutory requirement to complete and approve the AGAR.

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 the AGS is agreed, the Accounting Statements [also part of the AGAR] may be approved.

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

Members AGREED the Annual Governance Statement (AGS) 2021/22.

12.22 Annual Report and Statement of Accounts 2021/22.

The Annual Report and Statement of Accounts 2021/22 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 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 had 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 uploaded to 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.

13.22 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 AGAR has 4 separate sections and normally needs to be approved at a Board meeting before 01st July. It must be submitted, along with additional requested information, to the External Auditor by Friday 01st July 2022 for review. Alongside this, the rights of public inspection will also commence on Monday 13th June 2022 until Friday 22nd 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 presented, using information presented in earlier reports. Once approved, the document will be published on the Board's website by 10th June 2022 to meet the Accounts and Audit Regulations 2015 and submitted to the external auditor KPF Littlejohn LLP. The external auditor will produce a report and a Notice of Conclusion of Audit by 30.09.22.

The statutory deadline by which the AGAR and signed external auditor report and the Notice of Conclusion of Audit must be published is 30th September 2022.

The Board APPROVED the Annual Governance and Accountability Return (AGAR) 2021/22 and noted that it would be published on the Board's website along with the notice to commence the period of public rights from 13th June to 22nd July 2022.

14.22 IDB1 Annual Report 2021/22.

The completed Defra Annual Report for the year ended 31 March 2022 (IDB1) 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 31st 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 signed by the Chief Executive.

The Board approved the Defra Annual Report (IDB1) for the year ended 31 March 2022, noting that the actual from for 2021/22 had not yet been received from Defra.

15.22 Health and Safety Report.

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

Winter maintenance required the Operatives to work closer together and there had been 4 cases of Covid-19 within the teams. Masks and sanitiser were still provided to all Operatives. Lateral flow tests had been issued to all staff to test twice a week or in the event of symptoms.

These arrangements and risk assessments are reviewed weekly at Management Team Meetings, and any change to national guidance is kept under review.

The Boards Health and Safety advisors, Cope, have completed their annual visit to Witham First. Witham Third have also had their annual visit from Cope. North East Lindsey and Upper Witham will have their annual visits later [UW's is 02.08.22].

There has 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 work until 25/05/2022. The duration of absence makes this Riddor reportable, which had been done, and incidents concerning chainsaws or fork lifts raise a red flag with the HSE.

We have had 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.

Cllr Green asked if overshoe spikes had been considered as part of the provision for Operatives. This was noted and would be explored further. Currently Operatives wear the standard chainsaw boots.

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

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. We are about to start the training of Machine Operators who use Tree Clippers, as this operation now falls under the LOLER 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.

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

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

16.22 Plant & Machinery Programme.

A report had been prepared and circulated with the agenda. It was jointly presented.

Each of the three Boards which holds plant and machinery has an existing, approved replacement programme. This set of proposed Plant Programmes was coming to the Boards in May, earlier than the usual September meetings, 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 required 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 it was necessary to review 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 the rolling programmes.
- There is a 7-year replacement policy for all major items of plant and machinery e.g., a tractor/flail combination or an excavator and, whilst Officers 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 practicable and the risk of doing so is manageable.

Detailed reports on the proposed revised plant programmes for each of the three relevant Boards was provided 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 contributes 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. On UW this is now the previously approved purchase of an **Ifor Williams Tipper Trailer at £7.5k** [to replace the one stolen at the depot break-in 11.07.21] and a proposed **new item of a sliding dipper arm to go on the reduced tail- swing Volvo excavator at a quoted price of circa £25k**.

It is the 2 years 2023/24 and 2024/25 members were asked to focus on and these had been set out as recommended to each Board by the 3 Boards' subcommittees [UW F&GPC on 11.05.22].

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]. **UW and W3rd subcommittees are content to defer their Atlas 150w replacement purchases now until 2025/26**, in W3rd's case subject to a new sliding dipper arm being fabricated at £25k quoted.

In 2023/24 UW would now therefore 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 was highlighted at appendix M2 for UW, M3 for W1st and in M6 for W3rd. This showed 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 deficit 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 in Appendices M1 to M6 represents 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 during 2022/23.

Ray Phillips requested that future Board meetings include presentations with photos.

Following lengthy discussion, **Members APPROVED the revised plant programme for 2022/23, 2023/24 and 2024/25** as recommended by its Finance & General Purposes Committee meeting of 11.05.22. The Board noted the impact on plant and machinery reserves as set out based on an indicative programme from 2025/26 onwards.

17.22 Operations Report.

A 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, a varying degree of winter works started in each of the Boards. In Upper Witham, winter works had been extensive this year.

Upper Witham's winter works programme included sections of the East Till, Fillingham North, The Till and Pasture Drain. There was various work completed, from bushing works, bank slip repairs to desilting works.

Operatives had also completed £58,000 worth of bushing work on the River Till and bushing work on Boultham Catchwater at a value of £30,000 for the Environment Agency under the PSCA agreement. This was a late confirmation order for winter works under the PSCA [but, for example, the Board had stated that unless the access route had bushing works undertaken this winter at Boultham Catchwater, it was unlikely the Board could preserve an access route on the EA main river to undertake PSCA summer maintenance from this year].

Red Diesel use in Tractors.

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 concluded that very few watercourses are NOT giving benefit to agriculture.

This is a positive outcome for the Boards. Works can be completed with very little change to current working practices 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 budgeted for in January 2022 for white diesel [budgets were based on £1.08 pence p/litre]. So, whilst this dispensation is not actually giving cash savings, it is easing the degree of cost pressure that running the fleet on white diesel would have been. Importantly, it relieves the concern about plant left on sites overnight with white diesel and the risk of them as soft targets for crime.

Burton Pumping Station.

Burton Weed Screen is still ongoing, the work will be undertaken once we can get the outfall desilted. The silt has built up, preventing the outfall being dammed off.

Thorpe Catchwater [Tillbridge Lane] Bank reinstatement scheme.

We have started the second phase of this scheme, phase 1 being completed in 2021. Machinery was moved on to site the week commencing 02/05/22 and work started w/c 09/05/22. The work will take several weeks to complete, and once complete the flood bank adjacent to the roadside will once again be stable (more detail in the Engineering report). Unfortunately, these works are not going to the planned schedule, there are more pilings works required than anticipated.

PSCA Works 2022/23 for the EA.

The paperwork and maps from the EA have been received following what was a very difficult process of negotiating PSCA works for 2022/23. The April bank top cuts were

missed on all 4 Boards as no confirmed orders were received from the EA in time, but as now the paperwork is in place the works have commenced in May.

Members received and NOTED the Operations report and update.

18.22 Engineering Report.

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

There had been no flood events to report since early 2021.

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

There was no further update on this report since 2020. Officers had explored on behalf of all four Boards whether to be involved with this multi-agency scheme. Potential partners across Greater Lincolnshire are the 3 Lead Local Flood Authorities [LLFAs] namely Lincolnshire County Council, North Lincolnshire Council and North East Lincolnshire Council. Other partners include Anglian Water and other Internal Drainage Boards (but not the EA). The scheme was proposed to be part funded by the Anglian (Northern) RFCC Local Levy and a draft bid was submitted by Lincolnshire County Council in November 2020. The proposal was to have 'live' web-based rainfall data available to partners during heavy rainfall events and historic data for post event investigations including the LLFA led Section 19 investigations. Approximately 50 sites would be located across the area hosted by partners in appropriate secure sites which potentially could be the Boards' Pumping Stations. However, we need to understand more about locations, potential ongoing maintenance costs for which the Boards may be liable etc before agreeing to participate in what is currently an expression of interest stage project. There has been no change since the May 2020 meeting and information is awaited from Anglian Water.

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

There was no update since the January 2022 Board meeting. In addition to the main meetings the 'LRF Flood Group' subgroup met on the 02nd 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 tidal breach south of the Humber. It will give an opportunity to consider how we engage with the LRF(s) and the exercise to maximise protection of the districts, reduce the impact of flooding and potentially have access to national resources for future events.

Section 19s

A small number of Section 19 Flood Investigation information requests from Lincolnshire County Council have been received and responded to, and it is known that there are still a large number outstanding. This may raise issues as to the timeliness of reports, should any enforcement action arise from the investigations. There have been changes in personnel within the Flood Team at LCC and an effort made to clear the backlog and streamline the process.

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

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

The DWMP is a long-term plan covering 2025-2050, looking at the risks in 2025, 2030, 2035 and 2050. There have been several general meetings starting in January 2020 but now catchment specific meetings are being held. On 12th October 2021 there was a meeting looking at the catchments of Louth and Horncastle which was attended by Internal Drainage Boards, ELDC and the EA. A focus group for IDBs to get the best out of the process was held on 19th January 2022.

Further information can be found on this website

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

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

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

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

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

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

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

picking up existing telemetry ready provision were available and new connections as required.

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:

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

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

This station had an issue with a leaking outfall chamber. Most of the investigation is complete with the CCTV survey results received. Repairs are required for the roof which is leaking and causing most of the damage to the building. A leak has been found in the discharge pipe close to the chamber at the pump house, the chamber itself is in a good condition and the liner that was applied approximately 10 years ago is still intact. The CCTV of the discharge pipe indicates that it should be lined to extend the life of the asset. This is a scheme for 2022/23. The recent high levels in the River Witham have confirmed the link at the first of the discharge pipework has not been completely sealed with the concrete surround.

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

Chris Manning from Lindsey Marsh DB undertook a water vole survey for us on 23rd February 2022, which confirmed water vole presence within the work area. Following his advice further surveys and monitoring were undertaken by him and under his supervision Nick Downing the new GIS and Environment Officer. This along with 'relocation measures' confirmed the works could proceed from 05th May 2022.

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

Planning Permission has been granted by City of Lincoln Council for the construction of a new pump control house. This building will house the new Motor Control Centre (MCC) that will control the 3 electrically driven pumps on the site. The process to receive Grant in Aid monies from EA was completed in January 2020, upon the receipt by the Board of £282,950 plus a further £71,000 contribution underwritten by RFCC. This second sum being the Western Growth Corridor S104 contribution to be used for the provision of an additional Weedscreen cleaner. The Board agreed in June 2020 to contribute £15,000 towards the total scheme costs of £368,950.

The scheme includes the provision of:

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

A tender was issued for the construction of a new control building and re-cabling of the existing pumps and weedscreen cleaners. Tenders were invited from 4 contractors. Officers now awaited the separate tender issued in May inviting bids for the following items:

- i. Provision of a new motor control centre for all pumps and weedscreen cleaners on site
- ii. Provision of a new weedscreen cleaner to the Old Electric Pump
- iii. Provision of powered operation of the Canal syphon penstock

The return date for this second tender is 16th June 2022.

Jo Wilkinson requested a visit to Pyewipe pumping station and this will be arranged with Martin Shilling.

The Board will be updated on the scheme's progress.

Westborough (UD-364-2013-PRO)

This scheme which was subject to a GiA funding contribution from the Environment Agency has not been able to be fully completed. The part of the scheme to the east of the village has been completed but the original part of the scheme to the west, which was to an overflow by-pass channel to reduce flow through the village, has not been undertaken despite many approaches and meetings with the landowner and discussions with the Parish Council. Unfortunately, there was a change of ownership of the land affected and the new owner was unwilling to allow this part of the scheme to proceed. Alternatives had been looked to provide Property Level Protection to the property with the lowest standard of protection, but engagement was not forthcoming. This scheme is now closed.

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

There is no further update to this scheme for May 2022. Officers have been involved in detailed discussion with the EA concerning their proposals to automate the operation of this washlands scheme. The electrical control gear of the sites is due for replacement this financial year and the EA is to combine this with the provision of automation and remote operation through an improved telemetry system.

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

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

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

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

There is no further update for this scheme for May 2022.

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

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

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

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

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

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

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

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

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

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

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

The licence period runs from 01st April to the 31st October and following the dry start to the year some of the members started abstraction early, w/c 21st April.

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

The Board has been approached by Network Rail to permanently close two footpath level crossings from Skellingthorpe Fen to Pyewipe Pumping Station over the railway. They are designated BHP3 and SPD3. This is following incidents of the current gates in the palisade fence being broken and trespassing occurring. The crossings are on a bend and are dangerous to cross because of limited visibility.

At the November 2021 Board meeting it was agreed that the Board would accept the Network Rail offer to pay the Board £5,000 compensation and professional fees of £2,000 to relinquish this historical access route of 2 footpath crossings.

The legal process has now begun with the Board's solicitor Sills and Betteridge and Network Rail solicitor, Addleshaw Goddard LLP, with the draft now agreed between the parties.

Members received and NOTED the report and update.

At 4.40pm City of Lincoln Councillors left the meeting, due to required attendance at another event that evening.

19.22 Planning and Consultations Report.

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

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

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

There was only one item to highlight to members:

Hybrid Application For 22no. Buildings Including Residential Apartments. Former William Sinclair Holdings Site Firth Road Lincoln Lincolnshire LN6 7AH

Currently the drawings submitted are inconsistent and do not provide enough detail to be able to comment.

A meeting has been held with the developer and LCC Highways to discuss the points and further drawing are being produced.

Can I request an extension of time in order to be able to comment on the new drawings rather than object pending the revised details?

Follow up response:

The Board maintained Boultham Pump Drain (24200) is on the south of the site.

Following the submission of revised drawings and documents the Upper Witham IDB Objection can be removed.

BDN Outline Levels Plan, drg no S2274-BDN-XX-XX-DR-C-0105 Rev P3.

DEN Architects - Sections adjacent Boultham Pump Drain, drg no 3233-DEN-ZZ-ZZ-DR-A-3002.

BDN Drainage Strategy Rev C, dated 18-02-22 & Flood Risk Assessment Rev C, dated 18-02-22

Byelaw Consent from Upper Witham IDB will be required for the works adjacent to the Boultham Pump Drain including the proposed outfall. Land drainage consent will be required for the diversion of the culvert running north south through the site. The developer is aware of this.

Members received and NOTED the report.

20.22 Consents and Enforcements Report.

The Head of Engineering and Technical Services introduced the Consents and Enforcements Report which had been circulated with the agenda and set out the position, both within the drainage district and in the extended rainfall catchment where the Board acts for and on behalf of LCC, as the LLFA. For this Board, the consents had been steadily increasing since the last report, and the enforcement workload continues to increase:

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

Byelaw Consent Applications:

Reference	Location	Applicant	Details	Date
UD-5744-2021-CON	Pike Drain Diversion, Lincoln	Wates Construction	Attenuated discharge from school, Hykeham Rd	Fee now paid. Awaiting details
UD-5932-2022-CON	Pike Drain, Station Road Hykeham	Western Power Distribution	Removal of overhead line with underground cable replacement 2-3m from top of bank.	7-3-22
UD-5965-2022-CON	Skellingthorpe Pump Drain, Skellingthorpe. A46 By-pass	National Highways co Amey	Scour Protection to prevent further erosion of the bank and reinstate to existing profile	15-3-22
UD-6005-2022-CON	South Hykeham Catchwater, near A46. Aubourn with Haddington	LEP Developments Ltd	Change of discharge through existing system for addition phases of development	21-4-22

Section 23 Land Drainage Act Consent Applications – District:

Reference	Location	Applicant	Details	Date
UD-5752-2021-CON	Meadow Lane, North Scarle	Trent Valley IDB	Minor urban flood alleviation scheme	Awaiting details

Section 23 Land Drainage Act Consent Applications – Extended Area:

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

Reference	Location	Applicant	Details	Date
UE-5893-2022-CON	Skellingthorpe Road, Lincoln	City of Lincoln Council	Proposed reconfiguration of outfall to Hartsholme Park Lake	18-1-22
UE-5978-2022-CON	Off Barrowby Road, Grantham.	C3 Construction Ltd	Over pump water from balancing pond into riparian watercourse	4-4-22

Enforcement Issues – District:

Reference	Location	Description / Comments	Actions
UD-4851-2019-ENF	The Fosdyke Delph, Lincoln	Material restricting access	Awaiting update from Network Rail – email sent to them on 27/04/22.
UD-5245-2020-ENF	Unit 15 -17 Allens Business Park, Skellingthorpe Road, Saxilby, Lincoln LN1 2GH	Debris and equipment on West of Saxilby Outfall Drain downstream of the railway	Site visit confirmed most of the items had been removed and two remained but will be moved before 06/05/22.
UD-5344-2020-ENF	Newark Road, North Hykeham	Fallen tree across Pike Drain	Tree removed – Case closed on 26/01/22.
UD-5447-2021-ENF	Burton	Potential maintenance of riparian watercourses adj to Fosdyke Navigation and A46 By-pass	National Highways have confirmed that this case has been referred to their 'Lands Team' and awaiting update from them (Canal and River Trust updated).
UD-5719-2021-ENF	East Till, Stow	Outfall in poor condition	Estate's Manager contacted and made aware.

UD-5720-2021-ENF	Throops Drain, Stow,	Outfall in poor condition	Area around the pipe has been dug out and sealed. Case closed on 09/03/22.
UD-5721-2021-ENF	Land at Thorpe Lane Farm, Cammeringham	Unconsented outfalls	Letter sent to landowner – advice provided. Case closed on 20/04/22.
UD-5777-2021-ENF	25 Saxilby Road, Skellingthorpe	Garage building on top of the culverted section of Clifton's Drain Branch No 2	Letter sent to property owner. Case closed on 06/01/22.
UD-5780-2021-ENF	Altham Terrace, Lincoln.	Obstructed culverted watercourse causing flooding on Hall drive.	Anglian Water Services have confirmed they are going to undertake a joint scheme with Lincolnshire CC to clear and line the surface water sewer. Case closed on 02/02/22.
UD-5789-2021-ENF	Adjacent to Fosdyke Navigation, Lincoln	Trees obstructing access to Pyewipe PS	Site visit with National Rail confirmed that most of the tree work had been completed but some work is still to be carried out. Further site visit has been requested.
UD-5873-2021-ENF	A46 by-pass, Skellingthorpe	Erosion under by-pass	Consent application received for works to be carried out by National Highways, in March 2022. Case closed on 09/03/22.
UD-5810-2021-ENF	Newark Road, Lincoln	Fallen tree, over Newark Road Drain.	Advice being sought by Head Teacher of school re boundary lines.
UD-5837-2021-ENF	Open watercourse, Brant Broughton	Potential obstruction and maintenance of riparian watercourse.	One landowner has completed necessary works to the watercourse and another landowner has instructed a company to carry out work but delayed due to nesting season.
UD-5846-2021-ENF	Watercourse adjacent to A46	Potentially obstructed watercourse adjacent to A46 by-pass.	National Highways have confirmed that this case has been taken to 'Stage Gates' in readiness for the required funding.
UD-5884-2021-ENF	Fen Lane, Long Bennington	Possible obstruction of watercourse.	No further contact from customer following receipt of information re riparian responsibilities. Case closed on 06/04/22.
UD-5733-2021-ENF	Shire Dyke, Long Bennington	Hedge without consent	Landowner contacted.
UD-5899-2022-ENF	Running Furrows, Manthorpe	Hay bales causing blockage in watercourse	Landowner contacted re removal of obstructions.
UD-5903-2022-ENF	Running Furrows, Manthorpe Estate	Possible obstruction of tree to watercourse	Site visited and property owner advised re riparian responsibilities. No further contact. Case closed on 15/02/22.
UD-5928-2022-ENF	Lincoln University	Maintenance access	Site visited to discuss access track and confirmed that works due to commence in July 2022. Case closed on 23/03/22.
UD-5946-2022-ENF	Newark Road Drain, Lincoln	Fallen tree across drain	Site visit took place. Landowner spoken to and obstruction subsequently removed. Case closed on 31/03/22.
UD-5948-2022-ENF	High Street, Skellingthorpe	Possible flooding of road and pub car park	Site visited. Spoke with a landowner and works completed to nearby watercourses but issue is with surface water system and LCC advised. Case closed on 02/03/22.
UD-5956-2022-ENF	Bakers Lane, Westborough	Fallen tree in watercourse	Site visited. Landowner contacted and access to area given, and tree removed. Case closed on 09/03/22.
UD-6011-2022-ENF	Morrison's Car Park, Tritton Road	Maintenance access blocked by single storey building	City of Lincoln Planning Department contacted and are currently dealing to amend the situation.

Enforcement Issues – Extended Area:

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

Reference	Location	Description / Comments	Actions
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UE-4730-2019-ENF	Dyke off Long Leys Rd, Lincoln	Maintenance to watercourse	Further correspondence with City of Lincoln Council. Case still ongoing.
UE-5200-2020-ENF	Social Club, Harlaxton.	Potentially blocked culverted watercourse.	No further contact. Case closed on 07/04/22.
UE-5354-2020-ENF	Doddington Village	Potential obstruction to watercourse.	Drainage trench dug in November 2021 and completed work has been effective. Case closed on 03/03/22.
UE-5866-2021-ENF	Loveden Beck, Denton	Potentially obstructed watercourse – outfall submerged.	Section 19 investigation has been commenced by Lincolnshire County Council.
UE-5887-2021-ENF	Hop Gardens and Willingham Lane, Willingham by Stow	Action from Section 19 Flood investigation to check watercourses.	Site visited. Watercourses appeared to be well maintained; no other work required and no enforcement action. Case closed on 02/02/22.
UE-5422-2020-ENF	Bulby Lane Fulbeck	Potentially obstructed watercourse	Site re-visited and landowner contacted again and remainder of work to be carried out after harvest.
UE-5757-2021-ENF	Carlton Road, Sudbrook	Flooding in the village, potential obstruction in watercourse.	Landowners contacted again, via letter. Case is still ongoing.
UE-5762-2021-ENF	Main Street North Carlton	Watercourse and road crossing	Works completed to watercourse (which has improved). Case closed on 15/03/22.
UE-5836-2021-ENF	Linga Lane, Lincoln Road	Potential flooding	Spoke with landowner and water levels are still quite high. AJET to be contacted re necessary investigation when water level falls.
UE-5856-2021-ENF	Mow Beck, Harlaxton.	Potential obstructed watercourse	Landowners provided with guidelines re riparian responsibilities. No further contact. Case closed on 26/01/22.
UE-5898-2022-ENF	Allington Gardens, Allington	Possible lack of maintenance to watercourse	Site visited. Watercourse is neglected but residents and contractors have been dumping vegetation into the watercourse. Advised Site Manager to remove the debris which was actioned. No further enforcement actions. Case closed on 08/02/22.
UE-5934-2022-ENF	Station Road, Waddington	Potential obstruction to watercourse	Site visited. Minor works required to watercourse and landowner/customer provided with advice and leaflet in relation to Riparian responsibilities. Case closed on 16/02/22.


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

21.22 Any Other Business.

There were no further items of business and the meeting closed at 16.45.

22.22 Date, Time and Place of Next Meeting.

The next meeting of the Board was confirmed for Monday, 19th September 2022, at 2pm, venue and format to be confirmed.


Chairman..... 21-11-22 Date
 UW BM/24.01.22.

