

WITHAM THIRD DISTRICT INTERNAL DRAINAGE BOARD

Minutes of the one hundred and twenty third meeting of Witham Third District Internal Drainage Board held on Tuesday, 23rd May 2023 in Minting Village Hall at 09.30am.

Present:

Mr J Armstrong
Cllr T Ashton
Mr I Clark
Mr J Davie
Cllr I Fleetwood
Mr M Harrison
Cllr R Longbottom
Cllr Mrs F M Martin MBE
Mr I Parker **Chairman**
Mr M I Thomas **Vice Chairman**
Cllr P J Vaughan
Mr R Weightman
Mr T Williams

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. Steve Larter Director of Finance and Governance.
Mr. Martin Shilling Director of Engineering & Technical Services.

3045 Apologies for absence.

Apologies for absence were received from Cllr B Bushell, Cllr W Gray, Cllr W Grover, Mr R Hairsine, Cllr G Hewson, Mrs G Holland, Mr M Hoyes, Cllr T Kemp, Cllr P Morris, Cllr D Nannestad, Miss A Sayer and Mr D Sempers.

3046 Declarations of Interest.

Declarations of interest were received from members nominated by City of Lincoln, West Lindsey District and East Lindsey District Councils in matters relating to their respective Councils. Cllr Ian Fleetwood further declared that he had been elected as Chairman for Bardney Parish Council, therefore declared an interest in matters relating to Southrey Car park. The Chairman and Terry Williams both raised declarations of interest in 'Dogdyke Pumping Station Preservation Trust'.

3047 Chairman's Announcements.

The Chairman was pleased to welcome everyone to the May Board meeting, one of the busier meetings of the year.

A particular welcome was extended to Internal Auditor, Chris Harris from TIAA. Chris would present his independent report on the last financial year 2022/23 and his audit certificate, which forms part of the Board's Annual Governance & Accountability Return [the AGAR].

The Chairman provided updates to council nominations to membership of the Board, following local council elections held on Thursday 04th May 2023:

- Cllr Jackie Kirk was not re-elected to City of Lincoln and will be replaced on the Board by Cllr Rebecca Longbottom. Cllr Longbottom has been a member of Upper Witham IDB for several years.
- Cllr Caralyn Grimble, formerly nominated by West Lindsey District Council, is no longer a Councillor. We have yet to receive formal notification of a replacement nomination.
- Cllr Stan Avison, a long-standing member of East Lindsey District Council and member of the Board, is no longer a Councillor and has been in touch to wish the Board well. We await formal notification from ELDC of a replacement, once the Council has determined its representatives on outside bodies.

The Chairman thanked those Councillors leaving the Board for their service and contribution and welcomed Cllr Rebecca Longbottom to her first meeting of the Board.

He welcomed Mr Michael Harrison (Horncastle & River Bain) and Mr John Davie (Bardney) officially as members, following their recent attendance as observers. He hoped they will enjoy their time on the Board.

There remain 3 vacancies in the following electoral wards:

- Bardney
- Langworth
- Kirkstead

The Chairman advised that the agenda would be heavily finance-led, it being that time of year to receive several reports relating to the closure of the preceding financial year 2022/23 to 31st March 2023. He was pleased to say that the Board ended 2022/23 with a surplus position of £104.3K, which was very healthy given the increase in electricity prices from October 2022 and the many other cost pressures the Board faced. Undoubtedly, the PSCA work the Board had undertaken during the last year had helped considerably to cushion the impact of those cost pressures.

Other current issues were highlighted, including an update on the Minting/Gautby works, Southrey Car Park issues and a proposed Memorandum of Understanding between the Board and Dogdyke Pumping Station Preservation Trust. These had been discussed extensively by the Standing Committee on 09th May.

3048 Minutes of the Board meeting held on 24.01.23.

The Minutes of the Board's previous meeting held on Tuesday 24th January 2023 had been circulated with the agenda and were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

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

3049 Minutes of the Board's Standing Committee meeting held on 09.05.23.

The Minutes of the Board's Standing Committee meeting held on Tuesday, 09th May 2023 had been circulated with the agenda and were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

3049.1 Southrey Carpark

Now the summer season has started, some overnight campervan/caravan stays have resumed at the Board owned Southrey car park. A complaint had been received from a local resident, who sent in a photo of a campervan.

Following discussion at a previous Standing Committee, 'No Overnight Stay' signs had been purchased and erected. Someone had removed all such signage.

Officers could order a third set of signs, but these may well be vandalised/stolen again.

The option of having a height limiter fabricated and installed at the entrance to the car park was discussed at the Standing Committee, and this was felt to be expensive [possibly £20k] and potentially a disproportionate response by the Board to the limited overnight stay problem. It would prevent campervans etc, but it would also prevent entry by legitimate day-time users like motorists with cycles on roof racks, horse boxes.

One recent option officers had discussed was to fence off the Board's car park with the construction of an earth bund behind the fence-line, in case the fence is dismantled, as this would prevent vehicular access. We would leave 3 car parking spaces for the use of the public who legitimately use the facility during the day [dog walkers, cyclists who arrive by car, horse boxes etc]. This had been put to the local resident who had registered her concerns about overnight stays. The Standing Committee had noted that the reaction was that it would be a shame to install this restriction, affecting many people, because of the actions of a few people staying overnight.

Bardney Group of Parishes had also been approached to brief them on what appears to be happening and the officer suggestion for restrictions to the car park were raised with the PC to seek its view. The Standing Committee's meeting date of 09.05.23 was stated and a response invited. The response was received on 09.05.23, which stated:

"local residents have confirmed that the signs were removed overnight at the Easter weekend. Local residents feel that closing or reducing the car park will have a negative impact on them [especially as vehicles will simply park on the highway and affect local residents"].

After discussion and lack of detail as to the full extent of the problem, apparent local resident concern not to restrict access to the car park and then displace the parking problem on to the highway, the cost and the range of measures available it was AGREED by the Standing Committee on 09.05.23 that the Board should adopt a passive, non-interventionist approach at this point and merely monitor the car park situation to see whether this is a problem that needs further action.

Members noted the minutes and actions of the Standing Committee.

3050 Minutes of the Joint Services Committee meeting held on 04.05.23.

The minutes of the Joint Services Committee had been circulated with the agenda and were presented by the Chief Executive.

There were no matters arising, but members noted that the Joint Services arrangements had ended 2023/24 with a modest surplus position between the 4 IDBs and this had been fed through proportionately to each Board's end of year position.

3051 Chief Executive's Report.

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

3050.1 Year-End Financial Positions 2022/23.

Despite the escalating financial pressures during the latter half of 2022/23, particularly those relating to electricity unit rates and standing charges, the 4 Boards were able to absorb those rising cost pressures, with each ending the year with a modest surplus. Witham Third DIDB ended the year with a 31st March 2023 surplus position of £104,322.69 to allocate to its General Reserve.

Given the risks each Board faces in 2023/24, e.g., electricity budgets being exceeded should we have rainfall in excess of an average year, the uncertainties of insurance renewal costs in July 2023 and continued fuel, repairs and maintenance and plant price increases, it is reassuring to be able to allocate modest 31st March 2023 surpluses into the General Reserves. The 4 Boards' current policy of holding 10-15% of annual turnover in General Reserves [rather than in earmarked reserves] is something we may wish to review, to reflect current economic uncertainty and increased financial risk.

3050.2 Annual income 2022/23.

The annual turnover of the Boards has increased significantly in recent years, this totalling £6,418,809.57 for the 4 IDBs in 2022/23. The total income last year for the Board, including EA Highland Water contributions and PSCA works income, was £1,925,345.37 turnover, including £289,364.09 of PSCA & FDGiA income.

3050.3 Electricity.

Electricity has been the 4 Boards' most significant cost pressure throughout 2022/23, and particularly since 01.10.22 when unit prices per KWH at Pumping Stations increased from an average of 12 pence to 30 pence. It was a significant risk that the electricity budgets for 2022/23 would be exceeded and each Board might face a deficit. Coupled with the increase in unit rates for electricity, the 4 Boards' standing charges at Pumping Stations also increased, from a previous circa £15k per annum to £128k and are anticipated to rise again during 2023/24 by 10%. The electricity budgets were indeed all overspent in 2022/23, but these overspends were contained in each Board's bottom line at 31.03.23.

Members approved significant increases in the Penny Rates for 2023/24 at the 4 January 2023 Board meetings, in Witham Third DIDB 15%, primarily to make budgetary provision for the increased electricity costs. For context, the 2022/23 Witham Third pumping stations electricity budget was £69K against a spend for

the year of £96.6K [bearing in mind the price increase took effect from the half-year from 01.10.22, and we had a comparatively dry February 2023].

The 2022/23 budgets for electricity across all 4 Witham & Humber Drainage Boards totalled £201K and have been uplifted to £807K for 2023/24; for W3rd this is a £220k budget this year. This is based on an average rainfall year and pumped hours [not a heavy rainfall year], an assumed 10% further increase in standing charges at Pumping Stations in 2023/24 and a best estimate from ESPO's advisors of a further increase in the unit rate on 01.10.23 from 30 pence per/KWH to 40 pence per/KWH [& 80% of annual usage is assumed to be between October 2023 and March 2024 in 2023/24, based on past pumping station hours].

The electricity cost pressure IDBs face had been raised with Defra officials. The Chief Executive attended the Defra/ADA/EA/IDB representatives' meeting on 30.11.22, MPs were briefed, the Chief Executive presented the position at the Anglian [Northern] RFCC meeting on 27.01.23 immediately after the 4 Boards' January meetings and the position was outlined by Andrew McGill and the Chief Executive to the Lincolnshire Scrutiny Committee meeting on 20.02.23. Letters were sent to MPs, Councils were briefed and had also escalated the issue, and the impact on the Special Levies they pay, with DLUC.

Following this lobbying, on the 16th May the Government announced £3m in a one-off national 2023/24 support package to those 15 Local Authorities who are the most affected by the increase in the IDBs' penny rate. This includes an allocation to all 3 funding Councils to Witham Third DIDB, but it is for 2023/24 only.

Members thanked the Chief Executive and Cllr Tom Ashton who have worked extensively on this issue.

3050.4 Potential for Witham Fourth DIDB to join the Witham & Humber Drainage Board Joint Services partnership, upon the impending retirement of their Chief Executive.

JSC members had supported the exploration of the expansion of the 4 Boards' voluntary joint services partnership agreement, in place now since 01st April 2017. The proposal arose from an approach to the Witham & Humber Drainage Boards by colleagues in Witham Fourth DIDB, requesting that we consider this option jointly which they had identified as one of two prime options for their way forward when their Chief Executive retires.

Although there were potential identified efficiency savings for each of the five Boards, the potential broadening of the Witham & Humber partnership to include Witham Fourth as an equal partner was never about savings and the here and now. It was always about ambition and building our future organisational resilience for the 5 Boards, pooling our scarce staff resource to meet an ever-increasing workload and our meeting the workforce challenges of the future with enhanced career opportunities for our staff.

Witham Fourth DIDB's Board met on 22nd March 2023 to discuss and agree its preferred organisational options, and depending on the outcome of that Board meeting a one-off meeting of our Joint Services Committee was to be convened, if required.

The following decision was conveyed, after that meeting, by Witham Fourth DIIDB to our IDBs and to their own staff:

“Witham Fourth IDB discussed the strategic options available when the current Chief Executive retires [that date TBC]. Whilst there was some support to look at more efficient ways of working, the decision was taken to rule out sharing services with the Witham & Humber Boards. This decision brings an end to any uncertainty over this matter, as the Board clearly indicated that it wants W4IDB to remain fully independent”.

This decision had been conveyed to all members and to all staff.

3050.5 Staffing

Mark Ketley started in the role of Projects Engineer on 01.05.23. The role has been vacant since 01.07.22. Mark joins us from a career in the construction sector, holds a Civil Engineering degree and lives locally in Waddington.

Abi Gilbert in the Engineering team completed her Civil Engineering degree course at Nottingham Trent University in May 2023, having previously successfully completed her HNC then HND at Lincoln College. She was shortlisted by Nottingham Trent as one of 3 candidates for the Public Services Apprentice of the Year Award 2023. The Chief Executive was delighted to report that at the Awards ceremony on 10.05.23 Abi was presented with Nottingham Trent University's Apprentice of the Year Award.

Guy Hird, Head of Engineering & Technical Services, completes 34 years' service with Upper Witham IDB in May 2023, more latterly with all 4 Boards [with 4 years' prior service at LCC Highways]. Guy will retire on 05.11.23. He will take some time off, returning to the 4 Boards as Planning & Consents Officer, in a part-time role [0.5 FTE]. The full-time vacant Planning & Consents Officer role has been advertised for some considerable time, without success. With his experience, Guy will concentrate on these duties in a part-time role and be available to the Engineering and Technical team to support Martin Shilling as other team members build their experience.

3050.6 Pay Award for 2023/24 from 01st April 2023.

The employers' side to the ADA Lincolnshire Pay & Conditions Committee made a revised pay offer for 2023/24 of a 2.1% consolidated uplift to baseline pay scales from 01.04.23, with a further unconsolidated pay lump sum of £1,800 [to be paid as £900 in April 2023 and a further £900 in September 2023]. This was an increase on the previously proposed pay settlement of a 2.1% consolidated uplift plus an unconsolidated sum of £1,500. Unison put this original proposal to a ballot of their members. The offer was rejected, and employers put the original proposed settlement to the ADA Lincolnshire Branch on 20.10.22, which was accepted.

Across the IDBs participating in the joint pay negotiations in Lincolnshire, the revised proposed pay settlement of 2.1% plus £1,800 was put by employers directly to all staff as a survey, i.e., not via Unison, with a closing date of 10.03.23.

There was a response rate to the survey of 71% across the IDBs by 10.03.23. Of those people who did reply, 84% indicated they were willing to accept the employers' pay offer and 16% indicated that they were unwilling to accept it.

On receipt of the clear majority survey results across the IDBs, and following discussion between employers about the result, we have implemented the pay

settlement for 2023/24 from 01.04.23, at 2.1% plus a further unconsolidated £1,800, and ADA White Book Pay Scales have been revised and issued accordingly. This pay settlement is what was included in Budget Estimates approved by each of the 4 Boards in January 2023.

To put some metrics around what this means, for example, our Land Drainage Operatives on a White Book Spine Point 15 are therefore uplifted to a 2023/24 salary of £26,376 from 01.04.23 + a further £1,800 lump sum payment which is unconsolidated, with £900 paid in April and £900 to be paid in September 2023 salaries. This excludes overtime pay and provision of a fuelled works van.

It has not been a straightforward set of negotiations this year, and employers and Unison representatives convened once again as the ADA Lincolnshire Pay & Conditions Committee on Thursday, 27.04.23. The 4 Boards' representative on the Committee is Upper Witham Member, Cllr Lance Pennell, supported by the Chief Executive. The outcome of the meeting was that 2023/24 is completed and discussion around the outcome of the July 2023 pay formula, to be published in September 2023, will be used to inform discussion on the 2024/25 pay settlement when the Committee meets next on 21.09.23.

3050.7 ADA Annual Conference, Westminster on Tuesday, 21st November 2023.

The 86th ADA Annual Conference has been announced for Tuesday 21st November 2023, returning to its usual venue at One George Street, Westminster, London. The exhibition and meeting will run from 11:00 to 17:00. Members interested in attending were asked to please contact Jayne Flower on 01522 697123 or email to Jayney.flower@witham3idb.gov.uk

This does of course clash with the planned Board Annual Public Meeting scheduled to take place at 09.30 on Tuesday 21st November. Therefore, it was proposed and agreed to move the date of the APM to **WEDNESDAY 22ND NOVEMBER 2023 at 09:30**, with the venue unchanged.

3050.8 Combined Witham Third DIDB and Witham First DIDB Depot at Woodhall Spa.

Following the 4 Witham & Humber Drainage Boards working jointly together since 01st April 2017, we continue to look at more efficient and effective ways of working whilst supporting each of the 4 Boards to remain a separate statutory Flood Risk Management Authority. Members supported work to consider co-locating the two existing depots of Witham Third DIDB and Witham First DIDB on one of the sites [the two existing depot sites at Woodhall Spa and Tilney Dales being 4 miles apart].

This proposal was discussed at the two Boards' subcommittees, each held on Tuesday 09th May, and both subcommittees have supported a one-year trial of both Boards' depot functions being co-located at one joint site, this being Witham Third DIDB's current depot site on Green Lane in Woodhall Spa.

The change and creation of a joint depot and the preferred location being at Woodhall Spa is for several reasons, including:

- To provide better staff welfare, mess and office facilities for Operatives of Witham First DIDB. The current facilities at are antiquated.
- To reduce the frequency of staff use of the Witham Bank road [accepting it is a Public Highway], staff having reported their Health & Safety concerns

at the narrow road with a steep drop from the highway and at times nowhere to pull over to on large machinery when oncoming traffic is passing.

- The difficulty of getting lorries into the current Witham First DIDB depot yard, e.g., for heavy plant and machinery moves. Low loader moves should be made easier by this joint depot.
- Poor internet facilities at the current Witham First depot, and the opportunity to provide better internet access.
- To explore future opportunities for better integrated working and service efficiencies, e.g., currently duplicate Biffa and Riddell skip hire on each of the existing two sites, which could be reduced.
- To enhance shared facilities, e.g., the two teams of Operatives share now access to the one teleporter and John Deere haulage tractor, but plant currently must be moved between existing sites.
- Some time ago, we co-located stock on to one site, e.g., stone and timber supplies. There will be easier access by both parties to the central stock and there may in future be further opportunities for joint working.

Change does bring uncertainty and it takes time for our staff to settle into new ways of working, as we saw in February 2020 when office-based staff moved base and co-located with Upper Witham depot-based staff at one site in North Hykeham. With that in mind, Ian Coupland, Director of Operations, met with all available Witham First DIDB and Witham Third DIDB Operatives on 11.05.23 to inform them of what is planned and to answer any immediate questions.

Tom Collins, Foreman in Witham Third, and Richard Marshall, Foreman in Witham First, have now been asked to form a team to work together to jointly create the space at Woodhall Spa and to vacate the depot at Tilney Dales, creating the joint depot at Woodhall Spa for both teams to be fully functional in a combined base by no later than Friday, 30th June 2023, in advance of the annual maintenance season starting in earnest in mid-July.

There will be issues to work through [be that fuel, workshop layout etc], but I trust we can all get behind this initiative with a mindset to improve to joint working, from a combined depot base at Woodhall Spa, for both Boards' Operatives.

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

3052 Corporate Risk Register.

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

The purpose of the Corporate Risk Register (CRR) report is to provide the Board and the Public with an update of the Corporate Risk Register for Witham and Humber Drainage Boards. The CRR provides a strategic oversight of the corporate risk management process and the key risks to which WHDB is exposed.

The CRR is taken to the Joint Service Committee (JSC) Board meeting to ensure that the Board Members are aware of the strategic risks which affect the four statutory Boards.

The CRR details those risks that are significant enough to warrant management and oversight by a member of Management Team, providing detail of the risk control measures in place to reduce the likelihood and/or impact of a risk occurrence where this is felt to be practicable /appropriate.

Witham and Humber Drainage Boards continue to have a robust risk management process, which enables consideration of external and internal risks.

From the April 2023 review, low/medium level risks are no-longer recorded on the CRR as these are managed by the Senior Management Team as 'business as usual'.

By establishing a systematic approach to identification, assessment and management of risk, W&HDB intend to continually improve the 4 Boards' governance, increase accountability and enhance overall performance.

The summary matrix continues to show the original risk reference. However, the low and medium risk references have been removed as the Senior Management Team (SMT) continue to manage the low and medium risk robustly within their Directorates and Teams.

The Risks which in January 2023 were noted (R) have been removed from the Strategic / public risk register due to being low and medium risk. Other aspects for the lay out of the report and the Corporate Risk Register remain as previous.

Low to Medium risks have been removed from the CRR, so that only High and Very High corporate risks are included on the Register.

Other amendments were to update to the current financial year.

Additional notes have been included regarding the media publicising of Public Services pay, and the notable increase in other Public Service Industrial Action, including that of the Environment Agency. The Trend has been left as of January 2023, to reflect the uncertainty within Public Services at this time.

Following discussion Members agreed to:

- Approve the lay out of the CRR with the low and medium risks removed.
- Approve the minor amendments from January 2023.
- Approve the CRR as set out.

3053 Internal Auditor's Report on 2022/23.

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

Chris Harris undertook the 2022/23 internal audit remotely during March 2023. The key outcomes from the audit were stated by him as follows:

1. The overall assurance opinion for 2022/23 is 'Substantial Assurance' and one priority three Recommendation has been made this year, along with one Operational Effectiveness Matter (OEM).
2. The Recommendation referred to the need to keep Policies and Procedures up to date with latest additions posted on the Board's website.
3. The OEM referred to the fact that the Risk Management Policy and Procedure was not present on the Board's website.
4. Overall good corporate governance is practiced by the Board with appropriate Board involvement.

5. The accounting records are all in order, up to date and in balance.
6. The Board can be satisfied that the governance, risk and control framework is working well, and the finances are all in order.

The Internal Auditor's report and opinion of 'substantial assurance' was received and noted by Members.

3054 Schedule of Expenditure 01.01.23 to 31.03.23.

A Schedule of Expenditure for the period 01st January to 31st March 2023 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 £604,999.29 or, net of £51,913.67 VAT, **£553,085.62**. Of this, £30,185.45 was recharged to other bodies. The following items were highlighted to or by members:

- Item 34: £28,132.43 (net) to Chandlers (Farm Equipment) Ltd for Purchase of Bigab trailer (Serial no. V60BH1014P0100003). Part of the approved Plant Programme.
- Item 73: £15,995.00 (net) to F Troop & Sons Ltd for Nissan Navara Acanta YG17 ASY.
- Items 144, 145 & 146: £2,656.00, £1,972.00 and £382.00 (net) to Jeremy Benn Associates Ltd for the Greetwell & Shortferry Catchments studies, interim invoices 8, 9 and 10.
- Item 210: £22,750.00 (net) to Mastenbroek Environmental Ltd for the supply & fit of a new telescopic dipper arm for the Atlas 150w. Part of the approved Plant Programme.
- Item 302: £2,227.00 (net) to Perry's Pumps Ltd for Stamp End PS remove & repair Pump no. 2, which was recharged to LCC.

Members received and NOTED the expenditure incurred in the period from 01.01.23 to 31.03.23.

3055 End of Year Financial Performance Report 2022/23, to 31st March 2023.

The Director of Finance & Governance presented the Financial Performance Report for the financial year 2022/23, as at 31.03.23. The summary position was:

	2022/23 Estimate	Actual	Variance	FRS102 Adjusted	2023/24 Budget
	£	£	£	£	£
Income	(1,510,417)	(1,928,966)	(418,549)	(1,928,966)	(1,900,524)
Board & General Admin	23,573	20,758	(2,815)	20,758	23,709
One Off Schemes	10,000	36,429	26,429	36,429	50,000
Conservation	2,000	1,773	(227)	1,773	2,000
Depot	33,160	38,486	5,326	38,486	48,300
Drains	568,137	658,891	90,754	658,891	606,337
Pumping Stations	298,400	335,195	36,795	335,195	447,730
Joint Admin/Witham House	164,112	183,767	19,655	253,121	200,109
Consents & Enforcement	15,052	14,778	(274)	19,443	15,661
Director of Operations/Engineers	116,226	90,765	(25,461)	104,213	126,921
Contribution to/(from) Reserves	0	80,322	80,322	80,322	0
Rechargeable Works	172,500	258,326	85,826	258,326	272,500
EA Precept	107,257	105,154	(2,103)	105,154	107,257
FRS102 Pension Adjustment (net)	0	0	0	(195,000)	0
Wages & Plant Holding Account	0	0	0	107,532	0

(Surplus)/Deficit	0	(104,323)	(104,323)	(104,323)	0
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The Board ended the year on 31.03.23 with a (£104,323) surplus position, which will be transferred to the General Reserve. Whilst this is a healthy outturn position, Members were reminded that the Board has increased financial risk, especially regarding electricity costs should wet weather events occur, and the increased reliance on PSCA income. Therefore, it is important that the Board's reserves are increased over the coming years to mitigate some of this additional financial risk.

Income for the year at (£1,779,947) was (£269,530) above estimate. Much of this was higher levels of EA PSCA works than built into budget estimates and FDGiA grant monies.

Rechargeable Works income of (£224,739) mainly covers the PSCA works and has been invoiced to the Environment Agency. Works of (£289k) have been recharged for works undertaken in 2022/23 along with other recharges of (£5k) and to other Boards (£37k).

Highland Water claims have been submitted to the Environment Agency for 2022/23 actual costs incurred with a further balance of (£111,383) due which will be payable in September 2023. Of the estimated claim for 2022/23, 80% (£205,600) was paid in August 2022 along with the balance for the 2021/22 actual claim of (£65,225). This gives total Highland Water income due to the Board for 2022/23 of (£316,983).

FDGiA grant income of (£116,750) had been received for the following schemes:

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

This income (£116,750) has been transferred to reserves, with expenditure incurred for FDGiA works undertaken during the year at £36,428 drawn from the reserve. The balance will remain in the reserve for works to be completed in future financial years.

Under the budget heading for One-off Schemes the replacement of the Penstock at Constables Bridge was completed during the year within the budget at £46,270. The catchment study of Greetwell & Short Ferry commenced. The Telemetry scheme has also been agreed by the RFCC and grant funding of (£93,750) had been received to date. Site visits have been completed and orders placed. The roll-out will be completed in next financial year 2023/24, according to the implementation by Xylem.

The current position of the Drainage Rates collected for 2022/23, including previous years' arrears, was a collection rate of 99.4%, an improvement on 97.5% at this point in 2021/22. First reminders were despatched on 15th August 2022 and final reminders were despatched on 19th October 2022. A court date was set for 16th January 2023 at Boston Magistrates' Court, but as most summonsed payments had been received this was cancelled.

Members were presented with an updated table for the Plant & Machinery Replacement Programme that showed the purchases and sales for 2022/23 as of 31st March 2023. The Welfare van was purchased in April 2022 and the 6m Weed Basket was delivered in August 2022. The Hook lift trailer system and sliding dipper arm had both been received. A replacement 4x4 had been purchased along with an additional van due to the increased size

of the LDO workforce. The Ford Ranger has currently been retained, as it is still in use.

Bank balances and investments were set out as at 31.03.23, as follows:

Natwest	£	245,241.27
Nationwide Instant Access	£	632,380.83
Nationwide 95 Day Notice	£	425,621.29
Total		<u>£ 1,303,243.39</u>

Electricity had been a significant cost pressure in 2022/23, and expenditure was monitored separately. The Board had a budget of £69k for Pumping Stations electricity in 2022/23, against which £97k expenditure was incurred. However, this only included 6 months of the significant price increase from 01st October 2022. The budget for 2023/24 electricity was increased to £220k for Pumping Stations in the Estimates approved in January 2023.

Members were reminded of the current national inflationary pressures, which are affecting many of the Board's costs. RPI was 13.5% in March 2023 [CPI was 10.1%]. Electricity, fuel, plant, spares and vehicle maintenance, insurance costs, etc are all escalating. Where possible, these costs are locked into contracts and the full inflationary impact has not fed through yet. Cost pressures will continue into the next financial year. Additionally, the availability of materials, spare parts and suitable companies to carry out works is still causing additional downtime and delays (e.g., Telemetry scheme roll-out).

The Board has a General Reserve Policy of holding 10% to 15% of budgeted annual income/expenditure, and currently had an allocation of (£242,291) in the General Reserve. The year-end surplus of (£104,323) will increase the balance to (£346,614), which is 18.24% of the 2023/24 estimated income and expenditure of (£1,900,524). Although this is above the Board's current policy, it was recommended by the Standing Committee that this surplus is retained in the General Reserve due to the Board's increased financial risk, as a measure to mitigate the risk.

Members NOTED the 2022/23 financial performance, the 31.03.23 (£104,323) surplus year-end position (which forms the basis of the following financial reports and the AGAR for 2022/23) and AGREED this surplus be allocated to the General Reserve.

3056. Annual Governance Statement (AGS) 2022/23.

The Annual Governance Statement is incorporated into and forms part of the Annual Governance and Accountability Return (AGAR) for 2022/23. The Board has a statutory requirement to complete and approve the AGAR, an item later on today's Agenda.

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 and remaining AGAR may then be approved.

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

Members responded positively and the AGS was APPROVED by the Board.

3057 Annual Report and Statement of Accounts 2022/23.

The Annual Report and Accounts had been circulated with the agenda and were presented by the Director of Finance and Governance.

The Board is not required to produce a full set of Statement of Accounts, but it is deemed good practice. Furthermore, a lot of the detailed work within the Annual Report & Statement of Accounts is required to complete the Annual Governance and Accountability Return (AGAR), which is a statutory requirement. A full set is produced annually for the Board's records, although not subject to audit.

The accounts had been produced in accordance with guidance in the Joint Panel on Accountability and Governance's (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 2022.

The Statement of Accounts comprises the following key sections:

- Annual Report 2022/23 – narrative on the work of the Board during 2022/23.
- Statement of Accounts 2022/23 – lists the key components of the statements.
- Board Members – schedule of Board Members who served during 2022/23.
- 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 2022/23.
- Balance Sheet 2022/23.
- Notes to the Accounts.

- Appendices
 - Map of Board's drainage district
 - Organisational Structure Chart
 - Interrelationship between Rainfall, Pumped Hours and Electricity Costs

Once approved, the document is available on the Board's website to help meet requirements under the Local Government Transparency Code 2015.

The Board APPROVED the unaudited Annual Report and Statement of Accounts 2022/23.

3058 Annual Governance and Accountability Return (AGAR) 2022/23.

The AGAR had been circulated with the agenda and was presented by the Director of Finance and Governance.

The AGAR has 4 separate sections and needs to be approved at a full Board meeting before 01st July 2023. It must be submitted, along with additional requested information, to the nationally appointed External Auditor PKF Littlejohn LLP by Monday 03rd July 2023 for review. Alongside this, the rights of public inspection will commence on Monday 12th June until Friday 21st July 2023 (notices and uploaded to the website]. This period incorporates the required first 10 working days of July.

The AGAR comprises the following key sections:

- Annual Internal Audit Report 2022/23 – presented earlier in the meeting by Chris Harris
- Section 1 – Annual Governance Statement 2022/23-members approved earlier in the meeting.
- Section 2 – Accounting Statements 2022/23 - using the accounting statements approved earlier in the meeting.
- Section 3 – External Auditor Report and Certificate 2022/23, which PKF Littlejohn LLP issue as a Notice of Conclusion of Audit before 30.09.23.

Board Members were content to:

- approve the Annual Governance and Accountability Return (AGAR) 2022/23.
- publish the AGAR on the Board's website along with the notice to commence the period of public rights from Monday 12th June 2023

3059 Risk and Health & Safety Report.

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

Health & Safety visits undertaken by Cope Health and Safety Consultancy had taken place to each of the 4 Witham & Humber Drainage Boards, on 13th February 2023 for Witham Third.

In April, Cope provided Risk Assessments and Safe Systems of Work (SSOW) reviews following the visit. Positively, items within the reports were minor in nature. The Foreman of the relevant Board is provided with a copy of the report, to support appropriate and necessary actions.

There had been 6 reported Incidents, with no injuries reported:

- (UW) Operative was supporting the release of a Board's excavator from a low-loader. When they released the chain binder, it sprung back and hit the Operative in the shin. First aid completed to graze/cut. No time off. Outcome: where practicable allow the transport company to release (as well as load) our equipment.
- (UW) Operatives were moving equipment over the road outside the North Hykeham Depot. A car approached at speed, and the Operative had to move out of way. Outcome: consider time of day for such moves e.g., avoid rush times; ensure that the weather (hours of darkness) is appropriate for motorists to see Operatives and the hand-held signs, by planning equipment move and ensure that Operatives stand with sufficient view for the vehicles to slow and stop, e.g., at the corners so that their presence is not a shock and vehicles have time to perform a safe stop before meeting the equipment on the carriageway.
- (UW) Operative thought they had a thorn in finger after "banging on felled timber" and attempted to remove, following Pharmacy advice. Following a period, with some pain and swelling still noted, they went to A&E, and a healing fracture was noted.
- (W3) Operative slipped on Bardney Manor Pump Station Steps, twisting knee when slipped down 3 steps. These steps are very narrow, the steps are in the FDGiA programme for replacement.
- (W3) Operative struck over-head BT line. No outage as it turned out to be a disused line and no damage to equipment or persons. Statement taken from Operative. Reiterated Overhead Power Line information and checks in pre-season training session.
- (W1) Operative pulled over in tractor/flail combination on the public highway to let a vehicle pass. When driving off, Operative noticed the flail head had moved, watched

to re-adjust it and when he looked up it was too late to avoid driving off the road, requiring recovery.

There had been no near-miss reports.

All 4 Boards' Legal Expenses and Personal Accident renewal has been accepted, although we are awaiting documentation /certification.

For those Boards with further insurance policy renewals due in July 2023, it was anticipated that the renewals documents will be received for consideration shortly.

The JSC approved on 04.05.23 that the full market test insurance exercise due this year, the bulk of insurance renewals falling due in July 2023, would be postponed on the advice of The Risk Factor [brokers], due to the instability of the insurance market at present and the lack of risk appetite from insurers. They suggested there may well be a better outcome if this market test exercise is undertaken in 2024.

Members received and noted the report.

3060 Environment Update.

A report prepared by Nick Downing, Environment & GIS Officer, had been circulated with the agenda and was presented by Martin Shilling, Director of Engineering & Technical Services.

There was nothing of note to highlight to members on this occasion, a full year-end report would be submitted to the November meeting.

Members received and noted the update.

3061 Capital Programme 2023/24 onwards.

A report prepared by Georgina Nichols, Capital Programme Manager for the 4 Witham & Humber Drainage Boards and 3 other IDBs, had been circulated with the agenda and was presented by Martin Shilling, Director of Engineering & Technical Services.

Historically, the 3 Boards with plant and machinery have annually set and funded a Plant Programme for the future purchase and replacement of plant and machinery. However, the Boards have not had a wider Capital Programme, to include other assets especially Pumping Stations until the Capital Programmes were developed and approved in January 2023.

The 4 Boards jointly fund a post of Capital Programme Manager (CPM) (Georgina Nichols) along with Witham Fourth, Black Sluice and South Holland IDB's to assist the 7 Boards in developing Flood Defence Grant In Aid (FDGIA) schemes, business cases and grant submissions, including calculating the cost/benefits/potential grant availability of any potential schemes.

The report aimed to keep Members up to date on the capital programme within each Board's District. The programmes at this stage are indicative and are subject to change as the individual projects are developed and options investigated.

The Flood Defence Grant in Aid (FDGiA) programme is administered by the Environment Agency (EA) and applications to claim GIA are approved by the EA. The approval process of the EA is complex, and it generally takes approximately three months for submission of an Outline Business Case (OBC) or FCERM 7 (study application) to be approved.

The national six-year capital programme administered by the EA is refreshed on an annual basis in April/May. This involves looking at each project and ensuring the details of costs, benefits and timescales are still correct or updated if necessary. These bids are then taken to the national team and prioritised against all other projects in the country. An indicative programme is then issued in September for Regional Flood and Coastal Committees (RFCC) to make local choices. The final programme is then issued in January ready to implement the schemes in the new financial year.

The capital programmes for each Board have been updated based on the programmes that were approved by each Board in January 2023.

There would be detailed updates contained within the Engineering report which followed later in the agenda.

3062 Plant & Machinery Replacement programme Update.

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

The Plant & Machinery Replacement Programme (Plant Programme) was last reviewed and approved by the Board in May 2022 to approve purchases for 2023/24 and to indicatively approve the Plant Programme for 2024/25 onwards.

The programme purchase values have been reviewed and updated where recent tender exercises and market feedback have indicated increases in costs.

The changes to the Plant Programme in 2023/24 include the purchase of a used Aebi TT211 with front flail at £25k, plus a tilt rotator for the long reach excavator at £25k. These are instead of the planned purchasing of a replacement Midi Digger, which has been deferred to 2028/29. A further van is also required, due to the increase in workforce Operatives. The Standing Committee also recommended the purchase of an offset rear paddock flail to complete the Aebi set up, to provide additional flail capacity required to achieve this year's 3 Boards' and the increased EA PSCA work programmes.

For 2024/25 it is now proposed to replace the 2013 Ford Ranger Depot Truck (it was due for replacement and sale in 2022/23 but is still in use, its replacement being deferred several times) and to purchase some additional bodies for the hook lift system purchased in 2022/23.

For 2025/26 it is proposed to bring into the programme one of the deferred Tractor/Flail combinations from 2026/27, but to replace the Massey Fergusson FX09 plate tractor/flail combination and retain instead the FX67 plate tractor/flail combination as additional capacity.

The final proposed change is to defer the planned paddock flail purchase from 2029/30 to 2030/31, so the tractor and flail can be changed at the same time.

The remainder of the programme remains unchanged except for updating of financial values, it being noticeable how much plant and machinery prices are increasing.

The implication on the Plant Fund had been assessed and was presented. Members noted the shortfall in funding currently arises in 2027/28 and again in 2028/29. This will be addressed by contributing to the Plant & Machinery Reserve any income from sales receipts achieved above the book values, making fund contributions at the year-end should resources

allow, and by reviewing the programme annually based on usage of plant (hours/mileage), maintenance history, condition, etc.

There is also a shortfall in the depreciation budget (revenue account). This will be addressed through the annual budget cycle.

Members were content to:

- approve the plant programme for 2023/24 and 2024/25 as recommended by the Standing Committee meeting of 09.05.23.
- note the impact on plant and machinery reserves as set out, based on an indicative programme from 2025/26 onwards.

3063. Proposed Memorandum of Understanding between Witham Third DIB and Dogdyke Pumping Station Preservation Trust.

A report had been circulated with the agenda and was presented jointly by the Chief Executive and Terry Williams, member and Trustee for the Dogdyke PS Preservation Trust.

A pumping station has existed at the Dogdyke site since 1786 (wind pump and scoop wheel). In 1934, the Bain Drainage Board was amalgamated into the current Witham Third District Internal Drainage Board. Shortly afterwards in 1937, the Board purchased the land upon which the pumping station and Driver's house stood from Mr John Porter. The diesel pumping station was installed in 1940. The large chimney was demolished in 1941 following bombing of the nearby Chapel Hill Pumping Station. In 1979, the Board installed an electric pumping station further downstream, which is the one that is used currently for this area.

The diesel pumping station and the land around it is currently owned by Bigvale Investments Ltd (Company No. 00730896), a land-holding company set up by John Porter (then the landowner) in 1962. The diesel pump house was transferred to Bigvale Investments from the Board on 16 June 1979, who then leased the site to the Dogdyke Pumping Station Preservation Trust (DPSPT) from 1979, with a renewal lease made for 40 years from 01st March 2009.

DPSPT took out a licence with the now late John Porter (now vested in Elizabeth Carr) at the same time as the lease. The licence allows the Trust to use the area to the north of the pumping station for car parking on the Trust's Open Days.

DPSPT negotiated a right of access with John Porter to take effect at the same time as the lease (02 June 2010) for the use of the farm track, from the Sleaford Road A153 access point at Bridge Farm, to the pumping station. This includes use by the general public on Open Days. In return, the Trust undertakes to maintain the road in good repair, but this does not include having to repair or maintain the bridges or structures.

Since 1979 the diesel pump and building have belonged to John Porter/Bigvale Investments. However, the Board at that time expressed a wish to retain an interest in the diesel pump for use as a stand-by facility if the electric pumps or their power supply were to fail. Therefore, an agreement was put in place between the Board and DPSPT to provide a share of costs 'whilst the Board enjoy the right of using the existing diesel pumping plant at Dogdyke Pumping Station for emergency use only.'

The current agreement therefore apportions the responsibilities as follows:

1. *The Board will continue to pay for the Air Bottle Pressure Insurance.*

2. *The Board will pay 75% of the cost of Fire, Aircraft etc 3rd party and Public Liability Insurance.*
3. *The Board will continue to maintain and pay all charges for main Electricity supply.*
4. *The Board will continue to pay for the cost of diesel fuel and lubricating oil.*
5. *Upkeep of the building - the Board will pay 25% of the cost of materials only.*
6. *The Board will pay 50% of the Rates and Taxes levied on the pump house and pumping plant.*
7. *The Board will cut the grass three times every year. The first cut to be before the first annual opening.*
8. *If the farm road is used by the Board for the purpose of preparation of the pumping machinery for emergency use, the Board will pay a share of the cost of repair and upkeep of the road in proportions to be agreed from time to time between the various parties using the road for their several purposes.*
9. *The Preservation Trust will undertake the care and regular maintenance of the pumping machinery.*
10. *The Board will share any other costs of maintenance and repairs with the Trust in proportions to be agreed from time to time.*
11. *Any dispute between the Preservation Trust and the Board on any matter under or arising from this agreement shall be settled by an arbitrator agreed by both parties whose decision shall be final and binding on both parties.*

This agreement shall continue until determined by six months' notice in writing given by either party to the other, such notice not to be given without good cause or reason.

In order to meet these obligations, the Board has incurred annual costs averaging approximately £3.5k to £4k per annum. This has included paying electricity accounts, insuring the buildings and plant, providing fuel and materials and some staff time. However, some of these costs benefit from economies of scale by being paid by the Board (e.g., insurance, fuel costs, etc) so will cost DPSPT more in the future.

Ongoing discussions have been taking place with DPSPT over recent months, at the Trust's request, in order to facilitate the Trust to be more independent and self-sufficient in order to meet its obligations under the Charity Commission and to help with grant funding applications. Both the Trustees and the Board's officers are agreed that a clear separation of responsibilities and obligations is desirable, particularly in terms of insurance and liabilities, to have greater transparency.

The outcome of these discussions has been positive between both parties and agreement has been reached to bring a report to the Board, to propose a Memorandum of Understanding (MoU) between the 2 parties and a different funding approach for the future.

Following a meeting representatives of both parties on 20.03.23, it had been agreed to capture what was discussed in a revised MoU, ideally to start from 01.07.23. Furthermore, Mr Terry Williams, as a member on W3rd and Trustee for Dogdyke Trust, had agreed to use his legal background to draft a MoU document for both parties to consider.

The MoU sets out the new arrangements in that the DPSPT will be fully liable for the main assets of the building and the operational costs of these. In return, the Board will provide an annual financial grant to the DPSPT rather than providing goods and services as it has in the past.

However, in order to aid the transition from DPSPT having certain costs met by the Board to a more independent and transparent footing in the future, it is proposed by officers that the Board supports the DPSPT with an annual grant, with some tapering over the first few years.

After some discussion with DPSPT, it is proposed a grant of £5,000 per annum is made by Witham Third DIDB, initially for 5 years [potentially from 01st July 2023], tapering by £200 a year, so reducing to £4,200 by 2027/28, as follows:

2023/24	£5,000
2024/25	£4,800
2025/26	£4,600
2026/27	£4,400
2027/28	£4,200

The Board would review arrangements and the grant jointly with colleagues at the DPSPT ahead of 2028/29. To assist this, we would request annual accounts and a report from DPSPT in order to gauge income and expenditure on an annual basis and any major forthcoming expenses. DPSPT would separately also be able to apply to the Board and other funding partners for contributions to any major one-off expenditure which they may wish/need to incur.

Offset against this, the Board would not be incurring the costs of electricity, insurance, fuel and materials or providing staff time. This gives a much more transparent arrangement between the DPSPT and the Board. For example, this means the Board is no longer insuring an asset which is not under its managerial control. From October 2021 and by agreement, the electricity account has been transferred from the Board into DPSPT's name, but costs incurred have been reimbursed by the Board. Similarly, DPSPT is now insuring the building and its activities in its name as a museum/exhibition piece.

The proposals have been discussed at meetings between the Board's officers and the DPSPT Trustees, and both parties are supportive of this proposed way forward. If approved, the new arrangement will commence from 01st July 2023, or mutually agreed date | 2023/24.

In relation to Clause 7 of the MoU and the possible use of the diesel engine at Dogdyke Pumping Station in cases of severe flooding, it was proposed that a separate MoU, signed concurrently with the main MoU, is also approved by the Board. This MoU makes available the diesel pump to the Board should it request it, either to be operated by the Trust or by the Board's staff should either have resources available and it is safe and practicable to do so. This option will be considered alongside other options such as use of mobile pumps, etc.

To move to an MoU with a more transparent funding arrangement, by mutual consent, the parties can agree to terminate the existing arrangement from 30th June 2023 [or date agreed immediately prior to the new MoU arrangement]. This will be achieved by an exchange of letters between both parties.

Following discussion members:

- Agreed to terminate the existing arrangement by mutual consent with the Dogdyke Pumping Station Preservation Trust (DPSPT) from 30th June 2023 [or mutually agreed date thereafter in 2023/24].
- Agreed to enter a Memorandum of Understanding with DPSPT which includes making a grant arrangement as an alternative way of supporting the Trust from 01st July 2023 [or date mutually agreed thereafter in 2023/24], with an initial grant of £5,000 in 2023/24 and a tapering grant arrangement for a further 4 years from 01st July 2024, tapering by £200 per year.

- Agreed to enter a concurrent Memorandum of Understanding with DPSPT regarding making available the diesel engine at Dogdyke Pumping Station in cases of severe flooding to the Board should it request it.

3064 Operations Report.

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

All four Boards were busy with annual maintenance programmes. Having completed bushing works between January and March 2023, Operatives were de-silting, reforming banks, repairing slips and had started PSCA bank top mowing. In May operatives started preparing all machinery for the vegetation management annual programme, due to start in July 2023.

The annual maintenance programme has taken the form of bushing works on Tile house Beck, Sambre Beck, and Park Beck. Slip repairs on Croft Drain, Minting Park, Minting /Gautby Drain, and All Hallows Drain. Bank levelling work has been undertaken to Sambre Beck raised bank. Monks Drain and Sambre Beck have also had some French drains installed, to prevent areas of wet unpassable ground. It will be necessary to replace a flap valve on Croft Drain and on Reed's Beck.

The continuation of Minting/Gautby Beck works had been planned as part of the reforming programme, but this had met with very stiff resistance from the land owner, who refused to allow this maintenance. Unfortunately, not undertaking the work to this watercourse will subsequently leave no option but to stop weed cutting, as it is impossible to operate a weed basket in the narrow bed. However, flailing the near side bank can be undertaken. This watercourse becomes Duckpool main river 1km further downstream and is a crucial watercourse in times of heavy rainfall. The position was discussed with the Board's Standing Committee meeting on 09.05.23.

Timber price rises were highlighted to members. Stakes and backboard timber are used to repair slips in some watercourses. The cost is now £3.50 per metre for backboards and £4.50 for each stake, compared to earlier pre-Brexit and Covid times of below £1.00 per metre for backboard and below £1.00 per stake. This option is now expensive for bank slip repairs.

The other large increase is on Herder wearing parts. Operatives make a stock order pre-season to enable the rebuild of the weed basket cutters ready for the season ahead, and to have a stock of replacement wearing parts for replacement running repairs during the maintenance season. Herder have increased their prices in the last year on consumable parts by 6% in April 2022, 8% in July 2022 and a further 12% in November 2022. This has increased our cost from £13,355.00 in 2022 to £22,936.87 in 2023. In summary, Herder had a 26% price increase on wearing parts in 2022. Other supplier options have been explored, but there is no apparent alternative supplier of genuine Herder parts and therefore, Boards are tied into a single supplier.

The new Big Ab trailer that the Board approved in the 2022/23 plant programme has now been delivered at a cost of £28,132.00.

A used Aebi machine with front flail has been purchased. This is a 2016 machine with 3500 hours on it, purchased from Black Sluice IDB at their offered trade-in price against a new machine. This has been purchased, with a variation to the 2023/24 plant programme approved by the Chief Executive and ratified by the Board today, to give us the ability to get all the PSCA embankment cuts completed in 2023 whilst allowing the tractor/arm flails to concentrate on our own IDB watercourses. The cost of this machine was £22,000.00 and the front flail was an additional £3,000.00. We planned to put an existing rear flail on the back short-term, but on 09.05.23 the Board's Standing Committee suggested that a suitable rear

paddock flail [not offset to the wrong side] be purchased as an additional 2023/24 plant programme item at an indicative cost of £10k. This machine will be utilised across 3 of the 4 Boards and recharged accordingly.

The new extending dipper arm, approved in the plant replacement programme for 2022/23, has been fitted to the Atlas 150 wheeled excavator at a cost of £22,750.00, giving this machine a new lease of life for a few years.

The John Deere tractor with the Herder Grenadier side arm flail has been found to have a cracked near side front axle. This is cracked at the point the support bracket was fitted by Herder to the axle locking ram. Repairs to the tractor have yet to be completed and a meeting has taken place with Mastenbroek and Ben Burgess (JD dealer) to sort out how they are going to prevent this from happening again. They have been made aware that there should be no cost implications to the Board (the quoted price for the repair was circa £6,000.00). This fault was found following a crack being found in Witham First's identical John Deere tractor front axle. Witham Third's tractor is still within its warranty period. Both tractors were delivered to their relevant Boards at the same time.

The vacancy at Witham Third for an Operative in a peripatetic role has been filled and Jack Waller joined on 01.03.23, Jack is an experienced excavator operator. In his previous employment Jack worked all over the country as the excavator driver on archaeological dig sites. Further interviews for a peripatetic Operative role [mainly tractor/flail Operative] will be held on Thursday, 18.05.23.

For Greetwell Pumping Station there is no update at present on the transformer slab repairs, this being on-hold pending the outcome of the EAW3rd/developer funded Greetwell and Shortferry catchment study to advise on optimum pumping station requirements for the future, if Cherry Willingham Fen marina development progresses.

At Stamp End Pumping Station LCC have now completed the works they agreed to undertake as improvements before handing over the asset to the Board for an agreed commuted sum of £75k. The work to repair the failed pump has now been completed and the full cost of £3,620.18 has been invoiced to LCC. 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 is now needed with Cadent/National Grid rather than Western Power, say respective solicitors. The Board's legal fees are being met by LCC.

Regarding Coningsby Ings Pumping Station the hoist drum on the weed screen cleaner has failed and is beyond repair. These weed screens are now obsolete, and spares are no longer available. ID spares from Retford who undertake our weed screen repairs have found a similar hoist drum, and with some modifications can make it fit and work correctly at a cost of circa £10,000.

The official confirmed orders for the 2023/24 PSCA vegetation maintenance works for the EA have been received. This is including the additional work we quoted for, which breaks down as quotes for work this year of: NEL £169,670.89, UW £200,944.02, W1 £124,071.49 and W3 £306,668.35 [the actual/recovery costs of completed works may differ on completion]. The lengths of watercourses we now maintain on behalf of the Environment Agency are:

NEL: 151,917 Metres or 94.40 Miles,
UW: 190,505 Metres or 118.37 Miles,
W1: 146,463 Metres or 91.01 Miles
W3: 374,688 Metres or 232.82 Miles.

As highlighted elsewhere, whilst the JSC and Boards are supportive of this work on main river, the work is confirmed short-term for only a year at a time which makes planning workforce and plant complex.

Officers have provided quotes to undertake work for other third parties. Witham Third has quotations to the value of £3,554.40.

Confirmation has been received from West Lindsey District Council on the quotations supplied to them by Witham Third DIDB, and they have placed an order for a 4-year contract. This equates to £3,554.40 for Witham Third annually. Now the volume of these additional works to be commissioned is known, delivery of the works can be planned in terms of Operatives and plant. The priority remains to complete the 4 Boards' own work on adopted & scheduled watercourses, as funded by drainage rate payers and Special Levy paying Councils.

Members received and NOTED the Operations report and update.

3065 Engineering Report.

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

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 most recent meeting occurred on 25th April when officers raised a list of proposed works that would refurbish major elements of the Greetwell Pumping Station's infrastructure and provide resilience to the site should it be subject to flooding, like that experienced in Stainfield Fen in 2019. Not exhaustive, but the resilience measures raised with the developer as required Third-Party developer contributions include:

- Lift gear to be raised above tide levels.
- Improvement to access and vehicle turning areas need improvement.
- Replacement transformer, relocated and reseated above flood level.
- Access bridge to Greetwell needs the width enhancing, to enable a machine to be taken over it.
- Potential diesel back-up generator and housing installation given the splitting of the catchment from Shortferry.

The Board has commissioned a catchment study covering the North Delph and the North Engine Drain [with funding contributions from the EA, the Board and the developer]. The revised draft results of the modelling work were forwarded to the Board 10th May 2023. The results were positive in that the location of the marina is on the natural catchment split between Greetwell and Short Ferry Pumping Stations, resulting in no increase in flood risk when the stations are fully operational. Further explanation of the catchment modelling study was presented to the Board, summarised as:

- The consultants have now delivered a draft Final Report confirming that the dissecting of the catchment in to two parts does not result in a reduction in the standard of protection afforded to either of the two parts of the catchment.
- The model is structured upon a topographical survey of the Board maintained watercourses linked to the round level of the catchment taken from the most recent Lidar survey information. This information allows an estimation to be made of water levels within the open channels and on the adjacent ground where levels exceed bank top.

- It is the modern equivalent of the process used to design the system and the two pumping stations in 1971/1972. It is more precise and flexible, allowing numerous changes to be made relatively quickly and the results compared and analysed with previous scenarios.
- The modelling work involved the recreation of a variety of return period high rainfall events ranging from 1 in 2 to 1 in 1000-year event coupled with the effects of future climate change allowances.
- For the lower return period events of 1 in 2, 10, 20, 25, 50, 75 and 100 years, there is little, if any discernible difference between pre and post development water levels. It is not until very extreme rainfall events [1 in 1000-year event] are considered, is there any major changes in flood outlines and this may well be more of a function of the amount of rainfall and the lack of pump capacity rather than the presence of the marina development.
- The modelling indicates that there is some small amount of 'out of bank flow' from relatively frequent events, 1 in 5-year events, with a gradual increase as the events modelled become more extreme. However, there are very few residential [2 at most], or non-residential properties within the catchment. Indeed, where the scenario of 'no pumping' was run, the village of Fiskerton remained dry [which broadly mirrors the position in October 1993].
- The criteria that the model takes account of includes the following:
 1. Catchment topography and soil type
 2. Rainfall storm intensity and duration
 3. Other inflows of water to the system [Stamp End PS, Reepham Brook overflow]
 4. Water level of receiving watercourse [Old River Witham or River Witham]
 5. Potential for storage of water within the channels as well as conveyance
 6. 'Roughness' of channel sides [Manning's roughness co-efficient or 'n' number]
 7. Pump capacity and pumping regime used or proposed.
 8. Allowance made for future predicted climate change [Defra requirement, using National Planning Policy Framework 2021 allowances].
 9. Sensitivity tests to various parameters such as downstream boundary levels, channel roughness and storm duration.

The following conclusions were drawn from this hydraulic modelling project:

- The land surrounding the proposed location for the marina is at risk of flooding in all baseline and post-development scenarios above and including 10%AEP.
- Maximum water levels in the models differ between the baseline and post-development 1% AEP scenarios to a maximum of +0.09m in the Greetwell catchment, and -0.03 in the Shortferry catchment.
- Maximum depths east of the proposed marina location change by approximately -0.01m between the baseline and post-development scenarios; whereas to the west of the site they increase by approximately 0.09m.
- Greetwell pumping station is appropriately sized to pump the volume of water required in the post-development scenario, and effectively drains the Greetwell catchment.
- Shortferry pumping station is appropriately sized to drain the Shortferry catchment but turns on sooner in the post-development event due to the increase in in-channel water levels.
- In all pump failure scenarios for the post-development, the impacts on flood extents are confined to whichever side of the catchment the pump is located in. For example, if Shortferry pumping station fails, the impacts are limited to the Shortferry catchment downstream of the catchment sewer.

- If the Barling's Eau remains in-channel, flood extents and water levels in the Shortferry catchment are significantly reduced.

The following recommendations can therefore be made:

- There is no requirement for the installation of a new pump at Greetwell pumping station. The existing pump can effectively drain the Greetwell catchment in the post-development scenario.
- There is no requirement for the installation of a new pump at Shortferry pumping station. The existing pump has the capacity to effectively drain the Shortferry catchment in the post-development scenario with alterations to the on/off levels.
- Shortferry pumping station on/off levels should be lowered to account for the low left bank around Fiskerton Drain. Additional testing may be required to identify suitable levels.

Whilst these recommendations from the conclusions were understood, the Board was clear that the range of 'resilience measures', like those discussed earlier [page 1954 sets out] should be required from the developer by officers.

The Engineering Services report was received and NOTED.

3066 Planning and Consultations Report.

A report had been circulated with the agenda and was presented by the Director 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 was one item to highlight to members:

Erection of a storage building (works already commenced).

POLYPIPE CIVILS LIMITED, HOLMES WAY, BOSTON ROAD INDUSTRIAL ESTATE, HORNCastle, LN9 6JW

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

The Board **OBJECTS** to the proposed application.

Reason: - there are no details of the surface water drainage submitted which are required for this application.

The Design and Access Statement refers to discharge through an attenuation system which is for the wider site, but there are no details. Section 7.9 Design Drainage of the Design and Access Statement is

The surface water from the new development will discharge through an attenuation system into a lagoon and dyke with a current IDB consent and all forms part of the larger development of developing the premises.

The only Land Drainage Consent that has been issued for this area of the site is to culvert a watercourse. The Flood Risk Assessment for Planning application S/086/02284/19 refers to this area of the site being attenuated before discharge into the existing drainage system at a restricted rate. The Board is not aware of any details of proposals and has not issued consent for it.

Members NOTED the report.

3067 Consents and Enforcements Report.

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

Consent Applications had again increased, however pleasingly there were only 2 outstanding Enforcement cases.

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

3068 Any Other Business.

There being no further items of business, the meeting closed at 12:10.

3069 Date, Time and Place of the Board's Next Meeting.

The Board's next meeting, incorporating the Annual Public Meeting, was confirmed for **Wednesday, 22nd November** at 09:30am in Minting Village Hall. The change from the programmed Tuesday 21st November had been agreed, due to a clash with the ADA Annual Conference.

..... *Paul* Chairman 22-11-23 Date
W3rd B.M. 23.05.23.