

## **Black Drain Drainage Board**

**Trinity Academy**

**Church Balk**

**Fieldside**

**Thorne**

**Doncaster DN8 5BY**

## **Meeting Papers**

**10 November 2016**

**Meeting 6.00pm**

**Shire Group of IDBs**

**Epsom House**

**Chase Park, Redhouse Interchange**

**Doncaster**

**South Yorkshire**

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## Meeting Papers

Prepared by



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**Senior Administrator and Environment  
Officer**

Reviewed by



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..... /Env Law, Grad IOSH, MCQI CQP

**Clerk to the Board**

## Purpose

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# 1. Governance

## 1.1 Apologies

## 1.2 Declaration of Interest

## 1.3 Minutes of the Meeting held on 16 June 2016

### Present

	23.1 .14	26.6 .14	13.11. 14	22.1 .15	18.6 .15	12.1 1.15	21.1 16	16.6 .16
David Backhouse DB			x	X	X	App ointe d	x	x
Michael Conroy MC	x	X	x	X	-	x	x	x
David Hinchliffe (Chair)			x	X	X	x	x	x
Richard Hinchliffe RH			x	X	X	x	x	A
Walter Ketteringham WK	x	X	x	X	X	x	x	x
Sam Longthorp SL	x	X	x	X	X	A	x	A
Don Parkinson DP	x	X	x	X	X	x	A	x
Richard Ketteringham RK	x	X	x	X	X	A	x	x
Kim Parkinson		Not Mbr	x	X	X	x	x	x
Arthur Allott AA	x	X	x	X	X	x	x	x
Richard Ward	A	X	x	A	A	x	A	x
Martin Oldknow MO		X	x	X	X	x	x	A
David Oldroyd DO	X	X	x	X	X	x	x	x
Mick Barron (MB)	Not Mbr	x	A	A	-	-	-	x
Linda Curran LC	X	X	A	A	A	Resi gne d	-	-
Jeff Bloor JB	X	X	x	A	Res	Vac ancy	-	-
Peter Jackson						A	x	x
Kevin Abell	Not Mbr	-	A	-	-	-	-	-
George Derx GD	-	x	x	-	-	-	-	x

In attendance on behalf of JBA Consulting, Clerk, Finance officer, Engineer and Environmental Adviser:

Ian Benn Clerk	x
Craig Benson FO	x

Alison Briggs EO	x
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Paul Jones Eng	x
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## Governance

### Apologies

**2016.41** Apologies were received from Sam Longthorp, Richard Hinchliffe, Martin Oldknow

### Declaration of Interest

**2016.42** None received.

### Minutes of the Meeting 12.11.2015

**2016.43** It was noted the attendance column for January meeting was missing, this would be rectified. AA proposed Minute represented true record of the meeting. all in agreement

### Matters arising

**2016.44** None

### Complaints and FOI requests

**2016.45** None received.

### CEO report

**2016.46** Clerk advised his report was for information only, with the exception of approval for adoption of the Data Sharing agreement and Data Sharing Policy. Clerk advised difficulty in knowing what to include in the papers but management aims to keep members up to date with everything, particularly the Flood Risk Management Strategies.

### Data Sharing Policy and Data Sharing Agreement

**2016.47** This would allow any Board contractors landowner contact information to comply with the Data Protection Act. **Proposed MC, seconded RK, all in agreement**

### Environment Agency

**2016.48** In connection with Item 2.4.3, Members noted the different use of terminology by Defra. IoA Strategy had been signed off in 2012 with recommendations, it was now being implemented. Change in language is words of action, shall, how and when. IoA being used as a pilot for EA asset transfer, monies are available as one off to bring any asset to an acceptable standard but there will be no revenue funds. Clerk advised there were 14 Pump Station assets EA wished to pass to Doncaster East IDB and others to Isle of Axholme and North WMB having a considerable future impact on finances for these Boards.

### ADA

**2016.49** Floodex – Innes Thompson had reported the meeting was successful and profitable

### Board Website

- 2016.50** The Chairman will be contacted by North Lincolnshire Council next week regarding recommendations

### KPI

- 2016.51** No firm guidance had been issued by Defra on specific KPI's to use. In response to a member query regarding reduction of waterlogging and flood risk to assets the Engineer confirmed scoring was perfectly adequate but there was room for improvement. With technology available how does the Board wish this information wish to capture on flooding in future? DO acknowledged the Board needed move from adequate to good. May be time/finance/priority but required management to tell the Board how to move forward. Eng. confirmed it was a good base from which to start. Chair advised the appropriate question is to identify why the Board is adequate, not good.

### Finance Report

- 2016.52** Rating Report – all rates collected no balance outstanding as at 31.3.2016. 82% of rates and 50% of special levies already collected. Member suggestion this KPI should move to very good.
- 2016.53** Audit - Internal – the audit was underway and hoped would be signed off tomorrow
- 2016.54** Annual Governance Statement – Finance officer confirmed a change in way the return is set out and there must be separate approval for the sections. Section 1 required first approved. PJ queried whether the external auditor looked at Governance Statement? It was confirmed not but the internal auditor had. PJ queried whether the external auditor had looked at the Board accounts. FO confirmed not but the internal auditor had. PJ queried the timing of when accounts are audited. FO confirmed 4th July, information is sent together with a number of other items, the External Auditor then reviews the documents. PJ queried whether the Board had a finance committee. It was confirmed not and noted this Board had never had any issues raised by the auditor, the accounts are looked at annually, the only thing which has changed is the sequence of approval. Member suggested the FO goes through the statement with PJ post meeting. **AA proposed the Annual Governance Statement be approved, GD seconded, all in agreement.**
- 2016.55** Statement of Accounts – Members compared budget set January with current out-turn. FDL not been increased although Board always budgets for an increase. Noted pump station costs slightly higher than anticipated. Drain maintenance cost below budget and admin under budget. Further detail provided in accounts on "other Expenditure". Overall budget very close to out-turn.
- 2016.56** Income & Expenditure – overall close comparison.
- 2016.57** Balance sheet – Members recalled receiving Black Sluice income from EA. Commuted sums are in long term deposit.
- 2016.58** Other Expenditure – increase is down to management fees under new contract. Chair – also increase in reservoir fees. FO advised within admin costs he had missed legal fees line of £712.50 for work done in connection with Network Rail and Highways England but the total figure was correct. Capital reserve account has funded work on Inlet PS.

**Proposed GD Board approval of the Account, seconded AA, all in agreement**

**2016.59** Section 2 Annual Return - PJ confirmed difficulty in reconciling Box 3 and Box 6 of Section 2 of the accounts. FO confirmed all income includes payments less drainage rates and includes all income on interest accounts, commuted sums and from other parties. Expenditure was less loan repayments. FO confirmed these accounts had been audited. DO confirmed the figures are not produced in isolation, it is clear where they have come from. **DO proposed the Board approve Accounts for y/e 31 March 2016 and the Accounting Statement (Section 2 Annual Return), seconded GD, all in agreement**

**2016.60** List of cheques/other payments – **AA proposed approval of payments made since the last meeting, GD seconded, all in agreement.**

**2016.61** 5 year estimates – members noted income increasing over 5-year period which matches expenditure, however balances carried forward are reducing reserves. Balances required in revenue are 50% expenditure, auditor may pick up the drop as contra to the Board's Reserve Policy. Long term budget shows after 15 years balances are restored to the 50% line, there is no specific need for concern. DO noted the Reserve Policy said the 50% was an aim but noted there would be fluctuations. The Board does not want large increases in rates, a gradual increase is better for all but the Board does need to consider expenditure for next year.

**2016.62** Additional Information – KP felt the graphs produced were excellent, members agreed very informative

**Engineer's Report**

**2016.63** Engineers report for information with updates, Engineer noted a number of positive works had been completed

**2016.64** Inlet PS – Stabilisation work had 10 year guarantee

**2016.65** Highways England and Network Rail – Both bodies now recognised their riparian responsibilities, Eng. thanked the Chairman and the Board's Asset Manager for their efforts in progressing these works.

**2016.66** M&E Framework - North Lincs Council is running a free procurement exercise and soft market testing. NLC has 17 pump stations, Shire Group manage 136, Coal Authority has further 14 outside IDB district. CA & NLC want framework to give better access to contractors for pump and panel repairs. Board requires a greater range of contractors to consider. Current financial regulations can mean time is wasted with pumps out of water because of the certain financial thresholds required for quotations, pump may need to be collected from one contractor and taken to another to comply with financial regulations. There are catchment risks associated with a pump not being in place. Framework would allow rates to be benchmarked. **DH proposed Board agrees to participate in the M&E Framework, seconded DO all in agreement**

**Environmental Adviser's Report**

The Environment Officer confirmed report was for information only, the Eel habitat suitability survey was with the Environment Agency fisheries and she awaited a response.



**2016.67** Brief discussion surrounding different methods of maintaining growth particularly in difficult areas. EO to check on glyphosate licence term, RK believed lasted until 2017. Chair confirmed he would arrange a trip into the district with VC, Asset Manager and Contractor pre maintenance season. Chair noted eel report was good financially for the Board but disappointing ecologically and for water quality. There was a marked difference between watercourses that took urban water and those solely taking land drainage.

### H&S Report

**2016.68** Nothing to report

### Representation

**2016.69** Clerk advised ADA Northern was relatively quiet with presentations from ERYC and Hull CC. Innes Thompson had confirmed rebranding was now ADA, losing the words Association etc, strapline Drainage, Water Level and Environmental Management

### AOB

**2016.70** none

### Date of next meeting:

**2016.71** 10 November. Members advised ADA AGM is 16<sup>th</sup> November, anyone interested in attending should contact the office well before the November board meeting

**2016.72** Meeting closed.

## 1.4 Matters arising not discussed elsewhere

## 1.5 Complaints and FOI requests

Status	Received	Submitter	Ack	Format	Concerning	Nature of FOI or Complaint	Dealt	Correspondence	Date response
FOI	21.10.2016	J Mason	AB	email	unauthorised ditch filling	whether Board consent had been sought and given	AB	2015s2626-5-1-L001-001, 2015s2626-5-1-L001-002, 2015s2626-5-1-L001-003, 2015s2626-5-1-L001-004	21.10.2016
Complaint/FOI	24.10.2016	J Thompson	AB	email	unauthorised ditch filling	Protected species Licence	AB	2015s2626-5-E002-001, 2015s2626-5-E002-002	24.10.2016

## 2. Clerk's report

### 2.1 Recommendations

- To note the information contained in this report
- 

### 2.2 Policy

Nothing to report

### 2.3 Legislation

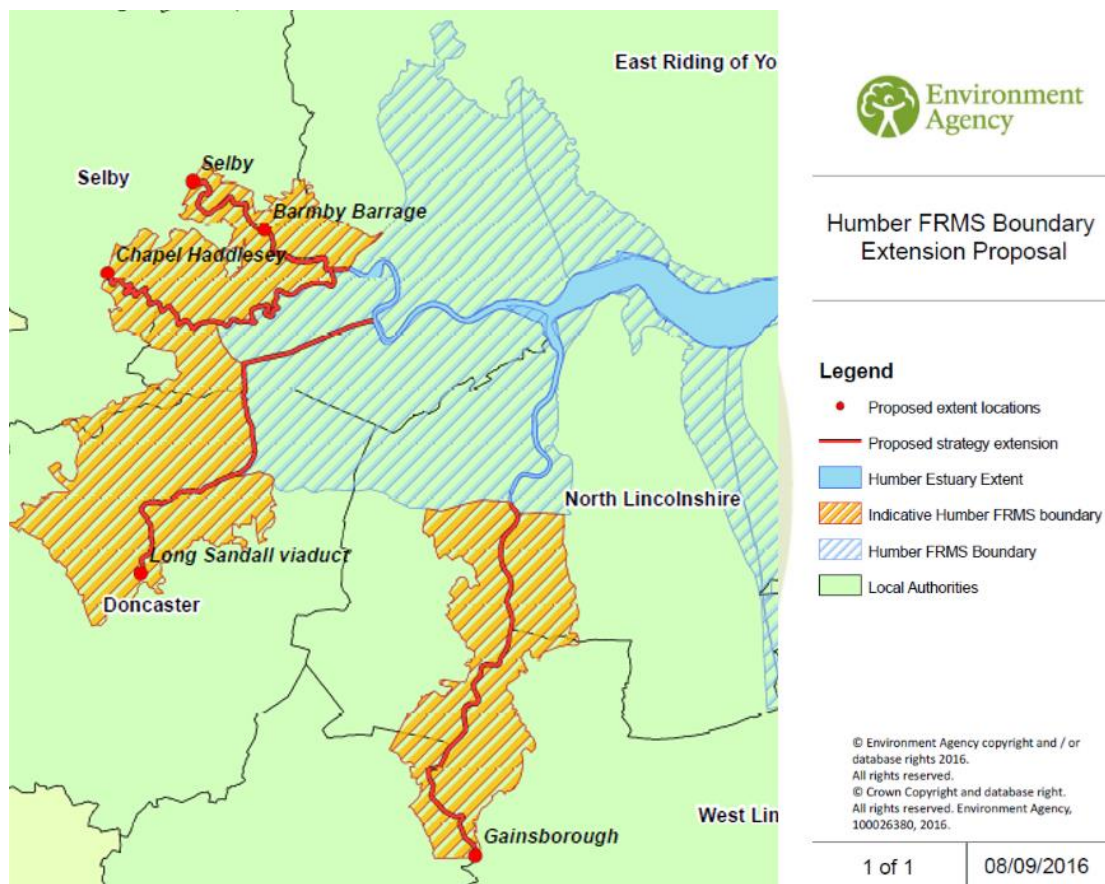
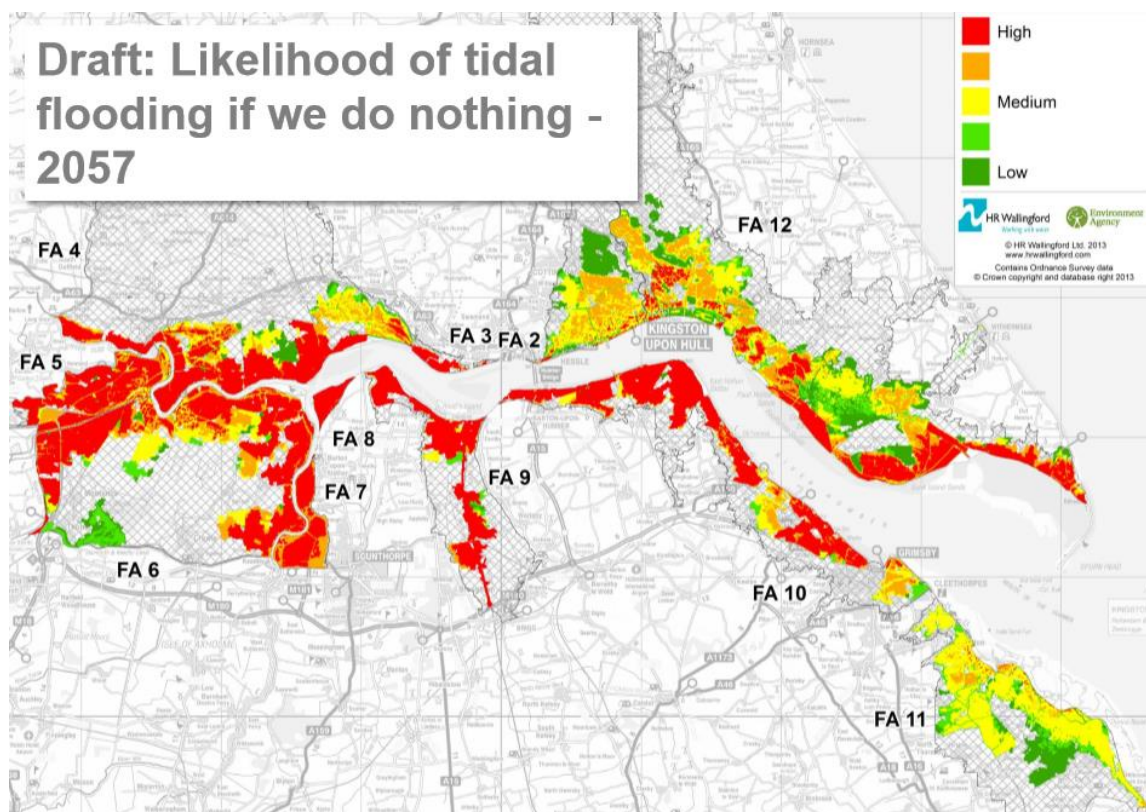
Nothing to report.

### 2.4 Environment Agency

#### 2.4.1 Humber Flood Risk Management Plan

The extent of area affected by the Plan has been extended to include this District. The benefits to extending the boundary are believed to be:

- Understanding the full implications of tidal flood risk to people and property
- Comprehensively account for the impacts of flood risk management works
- Maximize the opportunities to better protect people and property
- Deliver a more strategic approach to delivering environmental objectives



## 2.5 ADA

### 2.5.1 Technical & Environment Committee

Discussions included:

- Greater representation by IDB Members at FloodEx
- Eel regulation and potential IDB funding contributions toward Hull International Fisheries Institute research work
- Proactive IDB approach toward Health & Safety
- Driver for delivery by 2018 of de-maining/asset transfer pilot projects
- Developing guidance for IDBs on de-maining and asset transfer
- Cost of updating ADA website
- Wording for BAPs incorporating aims and objectives of Biodiversity 2020

### 2.5.2 Policy & Finance Committee

Discussions included:

- Production of new IDB Policy statement
- Proposed new IDBs in Cumbria
- Local Authority 100% retention of business rates
- Assistance provided to Local Authorities to understand Special Levy
- Alternative approach to valuation of non-agricultural land
- ADA Business Plan
- Subscription renewals

### 2.5.3 ADA Conference 2016

This year's ADA Conference and AGM will take place on Thursday 17 November, once again at One Great George Street, Westminster, London, the home of the Institution of Civil Engineers. The Conference will bring together delegates from across the flood and water level management industry, including the Environment Agency, internal drainage boards, local authorities, Natural Resources Wales, Rivers Agency Northern Ireland and many suppliers.

Guest speakers confirmed include:

**Emma Howard-Boyd**, Acting Chair of the Environment Agency

**Neil Parish MP** for Tiverton and Honiton and Chair of the **House of Commons Environment Food & Rural Affairs (EFRA) Select Committee**, and

**Minette Batters**, Vice President of the National Farmers' Union.

It is hoped to confirm a speaker from Defra in the coming weeks. This year will see an increased opportunity for questions and discussion on key topics in the form of an expanded 'ADA Question Time' session where audience participation will be key to its success. Question Time panel members will include representatives from ADA, the Environment Agency, and Defra.

## 2.6 Website

The website is currently being populated by Officers following initial formatting issues

## 3. Financial Report

### 3.1 Recommendations

- To note the information contained in this report

### 3.2 Rating Report

Details of the Rates and Special Levies issued and payments received up to and including 20<sup>th</sup> October 2016: -

	£	£
Balance Brought forward at 1 April 2016		NIL
<b>2016/2017 Drainage Rates and Special Levies</b>		
Drainage Rates		15,245.70
Special Levies		
Doncaster Metropolitan Borough Council	55,677.00	
East Riding of Yorkshire Council	391.00	56,068.00
<b>Total Drainage Rates Due</b>		<b><u>71,313.70</u></b>
<b>Less Paid: -</b>		
Drainage Rates		14,837.10
<b>Special Levies: -</b>		
Doncaster Metropolitan Borough Council	27,838.50	
East Riding of Yorkshire Council	391.00	28,229.50
<b>Total Drainage Rates Paid</b>		<b><u>43,066.60</u></b>
<b>Balance Outstanding as at 20<sup>th</sup> October 2016</b>		<b><u>28,247.10</u></b>

### 3.3 Audit

#### 3.3.1 Internal Audit

The internal audit of the Board's financial statements and accounts is complete. The report accompanies the papers.

#### 3.3.2 Internal Audit Review Meeting

The internal audit review meeting will take place on 28 November 2016 at JBA Consulting, Epsom House, Doncaster commencing at 10:00am.

#### 3.3.3 External Audit

The external audit of the Board's financial statements is now complete. The auditor raised no issues or comments



### 3.4 Budget

#### 3.4.1 Budget Comparison for the Year Ended 31 March 2016

2016/17				25 October 2016	%
Approved Estimate		Actual To date			
£	£	£	£		
<b><u>INCOME</u></b>					
<b>Drainage Rates on Agricultural Land: -</b>					
15,220		13,785	15,240	10p in £ on AV of £152,204	90.57%
<b>Special Levies (10p in £)</b>					
55,677		27,839	55,677	Doncaster MBC - AV £556,770	50.00%
391		391	391	East Riding of Yorkshire Council - AV £3,914	100.00%
<b>Other Income: -</b>					
15,876		11,127		Contribution to Maintenance and PS's	70.09%
0		0		Other Income	0.00%
<u>300</u>	87,464	<u>227</u>	53,368	Interest	75.58%
<b><u>EXPENDITURE</u></b>					
7,065		6,859		Flood Defence Levy	97.08%
24,925		12,463		<b>Loan Repayments: -</b>	50.00%
15,000		14,202		Pumping Stations	94.68%
28,000		2,251		Drain Maintenance	8.04%
6,950		7,454		Other Expenditure	107.25%
<u>10,185</u>	<u>92,125</u>	<u>7,452</u>	<u>50,680</u>	Administration Costs	73.16%
	(4,661)		2,688	Surplus - (Deficit)	
	<u>44,961</u>		<u>42,236</u>	Balance Brought Forward	93.94%
	40,300		44,924		
	<u>0</u>		<u>0</u>	Contribution to Capital Reserve Account	0.00%
<u><b>40,300</b></u>		<u><b>44,924</b></u>		<b>Balance Carried Forward</b>	111.47%

## CAPITAL RESERVE ACCOUNT

2016/17					
Approved		Actual		25 October 2016	%
Estimate		To Date			
£	£	£	£		
<u>INCOME</u>					
0		0		Transfer from Income & Expenditure Account	0.00%
1,769		1,832		Highways Agency Contribution	103.58%
<u>500</u>	2269	<u>0</u>	1,832	Interest	0.00%
<u>EXPENDITURE</u>					
8,425		8,725		Outlet PS Settlement Works etc.	103.56%
0	<u>8,425</u>	0	<u>8,725</u>		
	(6,156)		(6,893)	Surplus - (Deficit)	
	<u>101,317</u>		<u>86,600</u>	Balance Brought Forward	
	95,161		79,707	<b>Balance Carried Forward</b>	

### 3.4.2 Five Year Budget Estimate

Revenue Account	2016/17 App Budget £	2016/17 £	Year 1 2017/18 £	Year 2 2018/19 Estimated Out-turn £	Year 3 2019/20 £	Year 4 2020/21 £	Year 5 2021/22 £
<b>Income</b>							
Drainage Rates	15,220	15,220	16,742	18,264	19,787	19,787	20,548
Special Levies	56,068	56,068	61,675	67,282	72,889	72,889	75,692
Contributions	15,876	19,300	18,000	16,819	17,144	17,479	17,824
Bank Interest	300	300	300	300	300	300	300
<b>Total Income</b>	<b>87,465</b>	<b>90,889</b>	<b>96,718</b>	<b>102,665</b>	<b>110,120</b>	<b>110,455</b>	<b>114,364</b>
<b>Expenditure</b>							
Flood Defence Levy	7,065	6,859	7,065	7,277	7,495	7,720	7,951
Management Fees	6,950	12,371	12,742	13,124	13,518	13,924	14,341
Other Administration	10,185	11,748	11,085	11,140	11,196	11,252	11,308
Maintenance of Drains	17,000	17,000	17,510	18,035	18,576	19,134	19,708
PS contractor	8,000	8,000	8,240	8,487	8,742	9,004	9,274
Pumping Stations	15,000	21,775	16,450	16,944	17,452	17,975	18,515
Outlet PS settlement	-	534	-	-	-	-	-
Reservoir Registrations Act	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Biodiversity Action Plan	2,000	2,000	2,000	1,000	1,000	1,000	1,000
Loan Repayments	24,925	24,925	24,925	24,925	24,925	24,925	24,925
New Loans							
<b>Total Expenditure</b>	<b>92,125</b>	<b>106,212</b>	<b>101,017</b>	<b>101,933</b>	<b>103,904</b>	<b>105,934</b>	<b>108,023</b>
Surplus/(Deficit)	(4,660)	(15,323)	(4,299)	733	6,215	4,521	6,341
Balance Brought Forward	44,961	42,237	26,914	22,615	23,347	29,563	34,084
	40,301	26,914	22,615	23,347	29,563	34,084	40,425
Transfer to Capital Reserve Account	-	-	-	-	-	-	-
<b>Balance Carried Forward</b>	<b>40,301</b>	<b>26,914</b>	<b>22,615</b>	<b>23,347</b>	<b>29,563</b>	<b>34,084</b>	<b>40,425</b>
<b>Capital Reserve Account</b>	<b>80,274</b>	<b>80,207</b>	<b>80,707</b>	<b>81,207</b>	<b>81,707</b>	<b>82,207</b>	<b>82,707</b>
<b>Penny Rate in £</b>	10.00p	10.00p	11.00p	12.00p	13.00p	13.00p	13.50p
<b>Penny Rate £7,129</b>	43.75%	25.34%	22.39%	22.90%	28.45%	32.17%	37.42%
Break even penny rate	10.65p	12.15p	11.60p	11.90p	12.13p	12.37p	12.61p



	2016/17 App Budget £	2016/17 £	2017/18 £	2018/19 Estimated Out-turn £	2019/20 £	2020/21 £	2021/22 £
<b>Capital Reserve Account Income</b>							
Transfer from I&E	-	-	-	-	-	-	-
Interest	500	500	500	500	500	500	500
Contribution to Scheme (HA 21%)	1,769	1,832	-	-	-	-	-
<b>Total Income</b>	<b>2,269</b>	<b>2,332</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>Expenditure</b>							
Outlet PS Refurbishment Settlement	8,425	8,725	-	-	-	-	-
<b>Total Expenditure</b>	<b>8,425</b>	<b>8,725</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Surplus/(Deficit)	(6,156)	(6,393)	500	500	500	500	500
Balance Brought Forward	86,430	86,600	80,207	80,707	81,207	81,707	82,207
<b>Balance Carried Forward</b>	<b>80,274</b>	<b>80,207</b>	<b>80,707</b>	<b>81,207</b>	<b>81,707</b>	<b>82,207</b>	<b>82,707</b>

### 3.5 List of Cheques

Cheques paid since those reported in the previous meeting papers.

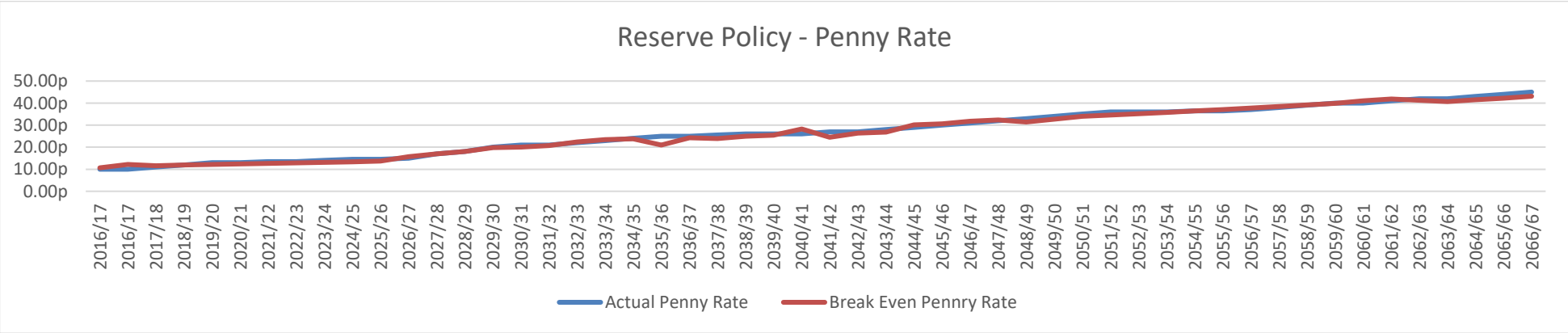
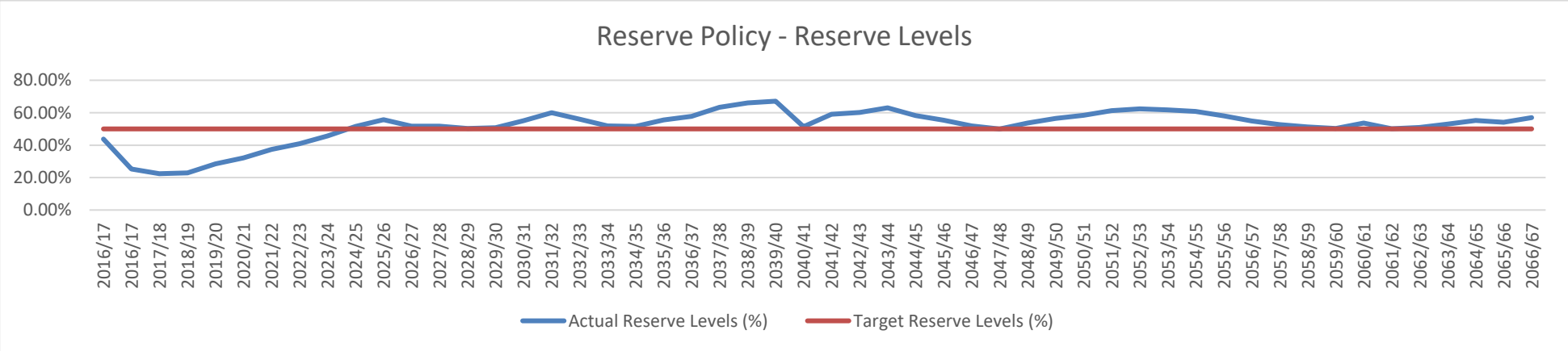
DATE		CHEQUE NO.	REF	PAYEE	DESCRIPTION	TOTAL CHEQUE	
						£	
<b>2016</b>							
May	20th	001334	137,80	J Self	Maintenance	1,051.80	*
Jun	9th	001335	18	Controlstar Systems	Telemetry Maintenance Contract	1,044.00	*
		001336	1	Environment Agency	Flood Defence Levy	6,859.00	
		001337	21	JBA Consulting	Fee Account - Outlet PS Settlement	640.96	
		001338	24	J Self	Maintenance	644.80	*
		001339	16	M Gould (Scunthorpe) Ltd	Outlet PS Settlement	2,160.00	*
		001340	20	Schofield Sweeney	Legal Fees - Highways England	1,464.00	*
		001341	22	Trinity Academy	Meeting Expenses	48.75	*
		001342	14,19	Vodafone Ltd	Telemetry Lines	122.40	*
	27th	001343	28,31	Eon Energy	Supply to Nimbus Park Weedscreen	126.07	*
		001344	30	Brodericks GBC	Internal Audit Fee 2015-16	690.00	*
Jul	12th	001345	34	J Self	Maintenance	550.10	*
	18th	001346	33	Controlstar Systems	Telemetry Maintenance Contract	1,044.00	*
		001347	36-7	MJ Richardson	Maintenance	546.26	*
		001348	28	Vodafone Ltd	Telemetry Lines	61.20	*
		001349	25-7, 29	JBA Consulting	Fee Accounts		
					Management Fees	1,236.20	
					BAP Implementation	368.70	
					Management Fees	1,283.00	
					Management Fees	1,330.16	
						<b>4,218.06</b>	
Aug	2nd	001350	40	Vodafone Ltd	Telemetry Lines	61.20	*
	17th	1351	43-4	JBA Consulting	Fee Accounts: -		
					BAP Implementation	501.43	
					Management Fees	1,252.40	
						<b>1,753.83</b>	
		1352	41-2	MJ Richardson	Maintenance	7,240.20	
	26th	001353	48	J Self	Maintenance	533.55	*
		001354	46	Eon Energy (Nimbus Park)	Supply to Nimbus Park Weedscreen	29.55	*
		001355	47	Eon Energy	Telemetry Lines	5.90	*
Sep	27th	1356	55	J Self	Maintenance	541.55	*
		001357	51	Danvm Drainage Commissioners	Website Development, etc.	182.37	*
		001358	52	Doncaster East IDB	Carndet Fees	28.28	*
		001359	53	JBA Consulting	Clerk & Engineer's Fees	1,264.28	
Oct	12th	001360	56	ADA Northern Branch	Contributions	150.00	*
		001361	57	PKF Littlejohn	External Audit Fee 2015/16	480.00	*
				<b>Total Amount of all Cheques</b>		<b>39,514.00</b>	
				<b>* Total Amount of Cheques sent out signed by the Clerk's Only</b>		<b>11,565.78</b>	

### 3.6 Other Payments

Payments made directly from the bank account since those reported in the previous meeting papers.

DATE		REF	PAYEE	DESCRIPTION	TOTAL
					PAYMENT
2016					£
Apr	29th	-	NatWest	Bank Fees	7.54
May	10th	9	Three	Mobile Broadband	10.49
	23rd	15	Woldmarsh	Supply to Rawcliffe PS	102.39
				Supply to Outlet PS	102.12
				Supply to Inlet PS	100.34
				Mobile Telephone	9.60
				Membership Fees	43.50
	31st	-	NatWest	Bank Fees	14.60
Jun	9th	17	Three	Mobile Broadband	10.49
	20th	29	Woldmarsh	Supply to Rawcliffe PS	101.60
				Supply to Inlet PS	99.19
				Supply to Outlet PS	101.48
				Mobile Telephone	9.60
	30th	-	NatWest	Bank Fees	10.49
Jul	11th	32	Three	Mobile Broadband	10.49
	20th	35	Woldmarsh	Supply to Inlet PS	2,791.99
				Supply to Outlet PS	5,328.00
				Supply to Rawcliffe PS	103.31
				Mobile Telephone	9.91
	29th	-	NatWest	Bank Fees	10.90
Aug	9th	38	Three	Mobile Broadband	10.49
	15th	39	Public Works Loan Board	Loan Repayment	12,462.52
	22nd	45	Woldmarsh	Supply to Outlet PS	189.96
				Supply to Inlet PS	98.13
				Supply to Rawcliffe PS	100.54
				Mobile Phone	9.60
				Membership Fees	138.88
	31st	-	NatWest	Bank Fees	7.63
Sep	9th	49	Three	Mobile Broadband	10.49
	20th	50	Woldmarsh	Supply to Inlet PS	63.71
				Supply to Rawcliffe PS	102.33
				Supply to Outlet PS	111.28
				Mobile Phone	9.60
	30th	-	NatWest	Bank Fees	8.04
Oct	10th	54	Three	Mobile Broadband	10.49
Total					22,311.72

3.7 Reserve Policy – Long Term Forecasts



## 4. Engineer's Report

### Recommendation(s):

1. **Members note the information contained in this report**

### 4.1 Asset Management

#### 4.1.1 Pumping Stations

##### Outlet Pumping Station

Ground stabilisation has been successfully completed resulting in the lifting of the settling part of the Pumphouse building allowing the two parts to be stitched together, sealed up and plated over to protect in future.

##### Maintained Ordinary Watercourses

Flailing works to the 2016 Board identified watercourse maintenance plan has been completed. The maintenance of in-channel de-weeding has in part undergone a two-phase approach with the use of chemical treatment being added to the conventional mechanical de-weeding.

Two locations (Durhams Warping Reservoir & Boating Dyke) were chosen for this approach, with the outcomes to be monitored for the potential future similar but earlier applications of chemical treatment. Chemical applications took place in early October 2016, with de-weeding operations commencing during w/c 24<sup>th</sup> October 2016 to allow sufficient time for the applied chemicals to act. Should both operations be chosen next year both will be brought forward so as to have earlier start dates.

The Durhams Warping Reservoir has a new maintenance regime in place, a result of the Reservoir Engineers Inspection Report findings. This will result in two flail cuts this year, with the provision for up to three cuts per year in future. The regime will keep vegetation short to permit future inspections and will need to incorporate an early cut to deter and avoid ground nesting birds.

#### 4.1.2 Environment Agency

The Environment Agency agreed to and funded the cost of the initial vegetation clearance works to expose the condition of the banks of the Outlet Pumping Station discharge bay on the foreshore of the R. Don. The completed works enabled discussions to take place which are still continuing between the Board and the Agency regarding future maintenance of the vegetation and any required bank stabilisation works.

#### 4.1.3 3<sup>rd</sup> Party

##### Highways England

The served Notice to remedy obstructions to flow has resulted in partnership working between the Board and Highways England (HE), which has resulted in the substantial clearance and maintenance of the M18 toe drains on both the North & South bound carriageways from Jn6 up to the M62. The works has included vegetation clearance to permit access, watercourse bank flailing and in-channel de-weeding, culvert desilting and CCTV surveys and concrete channel refurbishments. A final meeting is still to be held with HE to agree completion of the initial works required to return the watercourses to a good condition, however the full removal of the Notice will be tied into an agreed future maintenance regime and fully funded plan of delivery to be submitted to the Board by HE.

## Network Rail

Works have been agreed, scoped and priced for internal delivery by Network Rail on Railway Drain West and a section of North Common Drain, due to the presence of Newts the works have been delayed until December 2016.

## 4.2 Capital Works

Nothing further to report.

## 4.3 Planning, pre-application advice and consents

### 4.3.1 Planning Applications

Planning applications have been reviewed on a weekly basis and 2 no. applications have required comment on behalf of the board between 25<sup>th</sup> May and 27<sup>th</sup> October 2016.

Planning Ref	Proposal	Address	Application Type	Applicant	Work in, on, under or within 9m (7m SAIDB) of an Ordinary	Alteration to surface water discharge or discharge structure?	Consent Form and Information provided?
					Yes/No	Yes/No	Yes/No
16/02136/OUTM	Outline application for proposed employment development consisting of warehousing, distribution and light manufacturing units and associated service roads, parking areas, landscaping and pedestrian and cycle ways on approx. 74ha of land (Approval being sought for access)	Land On The North East Side Of Selby Road Thorne Doncaster	OUTLINE	Mr D Parkinson	no	yes	yes
15/02275/OUTM	Outline application for the erection of 79 dwellings and construction of access roads on approx. 2.48ha of land (Approval being sought for access, layout and scale)	Land Off White Lane Thorne Doncaster	Outline Major	Mr M Ackroyd	no	yes	yes

### 4.3.2 Land Drainage Act 1991 Section 23 and 66 (Byelaws) Consents

3No. consents have been issued on behalf of the Board between 25<sup>th</sup> May and 27<sup>th</sup> October 2016.

Applicant	Location	Proposal	Permanent / Temporary Works	Approved/Ref used/ other	Date
Lyn Brassington (AMCO)	North Common Drain & Railway Drain West off Mount Pleasant Road & Broomhill Road, Moorends, DN8 4SR	Vegetation clearance and dredging on North Common Drain	Temporary (4 wks)	Approved	26.10.2016
		Vegetation clearance and dredging on Railway Drain West	Temporary (4 wks)	Approved	26.10.2016
Oliver Dunderdale (Aone+)	Drain adjacent to the M18 J6 (Thorne) to J7 (M62 – Langham)	Vegetation clearing and de-silting of drainage ditches within Highways England's land ownership.	Temporary (4wks)	Approved	26.10.2016

## 5. Environmental Officer Report

### Recommendations:

- **Members note the information contained in this report**

### 5.1 Legislation

#### 5.1.1 Eels (England and Wales) Regulations 2009

Environment Agency Fisheries presented at the EA Brampton depot in Cambridgeshire in September. Whilst the timed exemptions for High Priority sites are now effectively obsolete following issue of the November 2015 guidance, the work done on pump station prioritization remained relevant in so much as it provides the Agency's methodology to understand which station sites it considered most important to passage for eel.

It was noted solutions for eel passage require further study to avoid spending public money on a fix that doesn't necessarily work for the species as well as hoped. Research has provided evidence that that large mixed flow pumps with low rotation and few blades worked better for eel passage. Research on a fish friendly pump was one where the associated pipework had not been altered therefore it was unknown whether the eel deaths were as a result of pipework issues.

Eel exhibit abnormal behaviour as they came into contact with a weed screen, following which some swam upstream to sites higher than that at which they had been released, perhaps seeking an alternative route for migration.

We have received confirmation from the Environment Agency that both Inlet Pump Station and Outlet Pump Station have received a status of **NO Priority** on the national database. The sites are no longer required to be Regulation compliant.

We have not been made aware of the Agency requirements for Rawcliffe PS but the same lack of habitat would be the relevant criterion.

### 5.2 Policy

#### 5.2.1 Biodiversity Action Plan 2015-2020

Work undertaken this year is detailed on the following page.

#### 5.2.2 Barn Owl species action plan

The Board is required to resolve the location of a Barn Owl box. Inlet PS is considered suitable by Wildlife Conservation Trust.

#### 5.2.3 ADA T&E Biodiversity 2020 working group

ADA required easy access to work done by IDBs in connection with BAPs which could be collated in order to advise Defra the extent of IDB assistance with delivery of the aims and objectives of "Biodiversity 2020: A strategy for England's wildlife". Unfortunately, due to Defra funding cuts and lack of uptake, the Biodiversity Action Reporting System (BARS) is being taken down and alternative methods of BAP action reporting nationally will have to be identified.

## 5.2.4 BAP Actions and Reporting

Biodiversity 2020	Habitat/Species Action Plan	Target Ref.	Target	Action Ref.	IDB Actions	Indicators	Reporting	2016/17
<b>Key Sector: Water Management Outcome 1C: Habitats and Ecosystems on land Priority Action 1.1 and 3.12</b>	<b>Eutrophic Standing Waters - Standing Open Waters and Canals</b>	1	Maintain and enhance the existing habitat and species diversity of watercourses within the Black drain drainage district	1.1	Ensure the appropriate management of the Black Drain maintained watercourses through an integrated Biodiversity Action Plan and Maintenance regime following best practice guidance	Plan update and production	Annually	Durham's Warping Drain banks to be maintained up to 3 times a year to comply with recommendations of reservoir inspector and to encourage greater diversity of bank side species.
				1.2	Monitor known non-native invasive plant and animal species on and/or adjacent to Board maintained watercourses	Length (m) channel surveyed	Annually from 2016	
		2	Recording stands of non-native invasive species on IDB maintained watercourses	2.1	Record and monitor non-native invasive plant and animal species on and/or adjacent to IDB watercourses, report to GB Non-Native Species Secretariat	length (m) watercourse assessed	2016 onwards	WV survey DWD May 2016. Phragmites present but naturalised. Consider reporting Nuttalls Pondweed
<b>Key Sector: Water Management Outcome 3: Species Priority Action 1.3</b>	<b>Water Vole</b>	3	Maintain and enhance suitable habitat for Water Vole within Board maintained drains	3.1	Assess existing habitat suitability of IDB watercourses for Water Vole	Length (m) assessed	Annually	Durham's Warping Drain HIGH, parts of Black Drain HIGH , Reedholme Drain, Bunting Drain, Marsh Drain, North Common Drain, M18 Soak drains MEDIUM





			3.2	Ensure appropriate habitat management of IDB watercourses with known Water Vole populations	Length (m) of Board managed and maintained watercourse	Annually	Environmental best practice guidance
			3.3	Review maintenance regimes and identify watercourses where the mowing and weed cutting regime can be altered to enhance and increase Water Vole habitat in accordance with Board drain maintenance priority	Length (m) enhanced Board maintained watercourse	Annually	Environmental best practice guidance followed for drain maintenance. 16km of watercourse
			3.4	Provide training to IDB contractors on legislation pertaining to Water Vole and their habitat	Provision of training	Annually	Contractors Ebsford aware of legislation and habitat requirements. Environmental best practice guidance followed for maintenance
	4	Ensure all IDB works comply with relevant legislation protecting Water Vole and their habitat	4.1	Ensure Water Vole surveys are conducted prior to any bank improvement, drainage or other engineering works	Number of records collated	Annually	No bank improvement or engineering works 2016/17
	5	Monitor populations of Water Vole within the drainage district.	5.1	Submit all Water Vole records from the drainage district to Doncaster MBC Biodiversity Office	No of records submitted	Annually	
			5.2	Undertake monitoring of key Water Vole colonies	Length (m) assessed	Annually	Durham's Warping Drain, Dikes Marsh Lane area. 2km survey, burrows, no latrines or grazing evidence

<b>Key Sector: Water Management Outcome 3: Species Priority Action 1.3</b>	Barn Owl	6	Monitor Barn Owl numbers within the drainage district	6.1	Erect Barn Owl boxes on or around IDB pumping stations or surrounding land with consent of Landowner	Number of boxes erected	end of term	Inlet PS remains only viable option for erection of box in absence of Member agreement. Siting agreed with Wildlife Conservation Trust taking into account proximity M18
				6.3	Submit all Barn Owl records from the drainage district to Doncaster MBC Biodiversity Officer	Number of records submitted	end of term	
				6.4	Monitor the use of Barn Owl boxes erected within District	% of boxes monitored	Annually	
<b>Key sector: Water Management Outcome 3: Species Priority Action 1.3</b>	Great Crested Newt	7	Maintain suitable breeding habitat for Great Crested Newts within the District	7.1	Seek to retain appropriate aquatic plants used by GCN to deposit eggs	area of retained plants (m) squared	annually	
		8	Ensure all IDB works comply with relevant legislation protecting Great Crested Newts and their habitats	8.1	Provide training to IDB contractors on legislation pertaining to Great Crested Newts and their habitats	Provision of training	ongoing	Contractors Ebsford aware of legislation and habitat. No known GCN in vicinity of Board maintained drains
				8.2	Ensure GCN surveys are conducted prior to any drainage or other engineering works in close proximity to ponds	No. of surveys	Ongoing	no engineering works 2016/17
		9	Monitor populations of Great Crested Newts within Black Drain district	9.1	Submit all Great Crested Newt records from the district to Doncaster biological record centre	No of records submitted	ongoing	

<b>Key sector: Water Management Outcome 3: Species Priority Action 1.3</b>	<b>European Eel</b>	10	Maintain and enhance suitable habitat for European Eel within the drainage district	10.1	Review maintenance regimes and identify watercourses where the desilting and weed cutting regime can be altered to enhance and increase European Eel habitat	Length of watercourse surveyed	Annually	Durham's Warping Drain considered moderate-good eel habitat however insufficient length of habitat to be suitable.
				10.2	Where suspected sub-optimal habitat for eel undertake eel habitat suitability assessment for specific catchment	No of catchments assessed	Annually	Inlet Pump Station catchment eel habitat suitability report undertaken. EA confirm Inlet and Outlet PS are not required Eel Regulation compliant.
		11	Reduce the impacts of existing barriers to migration on escapement and recruitment	11.1	Secure funding to enable prioritisation of existing barriers to migration for mitigation works	Funding secured	On completion	
				11.2	Source funding to enable mitigation works and associated pre- and post-project monitoring programme on existing priority structures	Funding secured	On completion	
				11.3	Undertake mitigation works on priority structures	Number of structures improved	On completion	

## 6. Health and Safety Report

**Recommendation: Note the information contained in this report**

### 6.1 Board Contractor

#### 6.1.1 Accidents and Incidents

There have been no accidents or incidents to report since the last meeting.

#### 6.1.2 Lone Worker Arrangements

Nothing to report

## 7. Representation

The Board has been represented at:

Environmental	Flood Risk Management	Other
Humberhead Levels Steering Group	Humber Flood Risk Management Steering Group	ADA Technical & Environment Committee
Humberhead Levels Partnership Group	EA_CIRIA Partnership Funding Opportunities	ADA Policy & Finance Committee
EA/ADA Eel Liaison Group		FloodEX
Defra/ADA EIA (Land Drainage Improvement Works) Regulations		

## 8. Date of next meeting





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