



Danvm

Drainage Commissioners

Shire Group of IDBs
Epsom House
Malton Way
Adwick le Street
Doncaster DN6 7FE

Meeting Papers

Friday 23 June 2017
9.30am




Shire


Group of IDBs

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Meeting Papers

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Purpose

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1.5 Minutes of the Meeting held 3 February 2017

Member	4.11.16	23.2.17
Catherine Anderson (DMBC)	✓	-
David Atkinson (Dun District)	✓	✓
VACANCY (Barnsley DC)	✓	-
Andrew Cooke (Went District)	✓	✓
Chris Crowe (Coal Authority) Knottingley to Gowdall District	✓	✓
John Duckitt (Dun District)	✓	✓
Martin Falkingham (Went District)	✓	✓
Terry Grady (Doncaster MBC)	✓	A
Mel Hobson (Selby DC)	✓	-
Charlie Hogarth (Doncaster MBC)	✓	-
Gillian Ivey (Chair) (Selby DC)	✓	✓
Frank Jackson (Vice Chair) (Doncaster MBC)	✓	✓
Mike Jordan (Selby DC)	✓	A
Steve Lomas (Dun District)	✓	✓
Paul Maddison (Wakefield MDC)	✓	✓
Cllr Dave Peart (Selby DC)		
David Platt (Knottingley to Gowdall District)	✓	✓
Robert Robinson (Dun District)	A	A
Barry Roughley (DMBC)	A	x
Richard Thompson (Dun District)	A	A
Cllr Debbie White (Selby DC)	A	A
Richard Ward (Doncaster MBC)	✓	✓
Neil Welburn (Went District)	✓	✓
VACANCY Went District		
VACANCY D&D District		

Officers attending:

Ian Benn – Clerk
 Craig Benson – FO
 Alison Briggs – EO
 Paul Jones - Eng.

Public attendance – none

Governance

2017.1 Chairman welcomed Barry Roughley to his first meeting. Members agreed the Board required nameplates available for the next meeting. Members introduced themselves.

2017.2 Apologies for absence were received from Cllr Debbie White, Cllr Mike Jordan, Cllr Dave Peart, Terry Grady, Richard Thompson and Robert Robinson. Chair noted Selby Councillors had another meeting at which attendance was required.

2017.3 Declaration of Interest - none

2017.4 Public forum – no request received

2017.5 Key Performance Indicators - noted

2017.6 Minutes of meeting 4 November 2016 – **RW proposed adopted, SL seconded, all in favour**

2017.7 Matters arising not discussed elsewhere on the Agenda – CEO advised annual H&S report would be issued to Members. Members also noted position regarding disciplinary hearing arising out of H&S issues. Chairman requested delegated authority be given to Chair and Vice Chair to deal with. Noted missing key card for pump station locks had been cancelled and a new one would be issued. JD queried status of workforce numbers. Noted it may require an additional meeting to discuss Board requirements.

2017.8 Chair advised regarding Minute 2016.104 it had been agreed, subject to ratification and procurement advice the Board would instruct existing contractor to proceed with optioneering. Procurement advice was this could not happen and work had to be tendered. EA funding has been passed over into 2017/18 financial year for which the Chair thanked the Engineer in arranging a meeting with the EA and obtaining deferment of the grant.

2017.9 Chair also noted several vacancies on board and need to consider who might be appropriate to co-opt onto Board.

2017.10 Complaints/FOI requests – none received

CEO Report

CEO advised report for information only with one update

2017.11 Environment Agency – CEO advised content of correspondence received from Defra Minister regarding de-maining process. De-maining and asset transfer the Board is the appropriate authority however funding is required to be a consideration in negotiations. RW advised paper from Yorkshire RFCC on de-maining was issued last week.

ACTION RW to circulate

2017.12 NW declared an interest, enquiring whether Board was to take River Went and Ea Beck under de-maining, noting the Ea Beck had not received EA maintenance for several years. Both Went IDB and Dun DC used to undertake maintenance in 1950's. CEO suggest possible for Board to cut back on smaller drains and concentrate on its high-level carriers. Eng. advised cost benefit will need to be considered however can request shapefiles from EA and model information. AC queried if the Board was to consider if undertaking work on main river whether that included maintenance work on flood defence banks particularly on Ea Beck. CEO advised possible to use PSCA to do work on main river. Chair declared interest in Went as did AC, CC and MF.

ACTION Eng to progress, investigating EA forward maintenance plans and request flood outline shapefiles from EA to identify any impact on surrounding farmland.

2017.13 Legislation – SL commented on legislation and with particular reference to slips. Noted Board has a hydraulic pile driver hammer used in slip repair work when timber toe piling. Suggested WLM Committee look at Board maintenance of main drains, which were cut for benefit of community.

CEO suggested good idea to consider maintenance on annual basis however reminded Board operates under permissive powers.

2017.14 CEO reported on his attendance at launch of NFU Flood Manifesto representing RFCC.

Engineers Report

Members considered the Engineers report previously circulated.

2017.15 Public Sector Cooperation Agreement – Eng reported on the request under PSCA to use Board MEICA team for Black Drain DB 3 pump stations. Chair confirmed she had discussed this with Chair of Black Drain. Eng. confirmed current MEICA team had capacity to undertake that work. **Chair proposed Board enters PSCA with Black Drain, PM seconded, all in favour.**

2017.16 Drainage District Hydraulic Model – Eng. presented information on model outputs of flood outline within Kirk Bramwith PS catchment to Members. EA surface water flood maps shown first outlining a 1:1000-year surface water event. Board's 1:1000 storm event with more specific detail was superimposed, showed an improved understanding of 1:1000 storm event. Considerably more land was affected; the Board is now able to demonstrate it is restricting flooding to the west of Kirk Bramwith, storing it on land and the pump station still able to function.

Another scenario run by the model was a 1:100 storm event on Kirk Bramwith catchment with a pump failure. The result identified a 1:100-year storm event together with a pump failure exhibited the same flooding extent as a 1:1000 event. This provided evidence that Board function has dramatic effect on reducing flood risk.

Members considered the Fosterhouses system at Blackshaw Clough. 1:1000-year event from the EA surface water map superimposed with a 1:100-year event and a Blackshaw Clough pump failure would cover same area as 1:1000 EA surfaced water map. Again, this illustrated the benefit of Board function. JD advised Blackshaw Clough high level carrier was silted up. SL advised EA had previously agreed it would maintain the clough. Eng. advised model accounts for river levels preventing any gravity discharge through the event. If the river was low enough to take gravity the model demonstrates benefit. CEO advised model important for scientific evidence based decision making.

Eng presented Lake Drain PS system with surface water flood 1:1000, the model predicted a 1:100-year storm together with Lake Drain pump failure would create a greater flood event than the Agency 1:1000-year event flood map. Eng. reiterated the importance of the model data. Data should be shared with LLFA, RMA's are obliged to share information with other RMA's however the model will be of use to Planners and raising importance of pumped systems and reliance on pumps which developers may not understand. PM confirmed model vitally important to Planners where LLFA must comment on planning applications. Potential also for an income allowing Developer use of the model. RW very supportive of work done and tool of immense assistance particularly in Development and Planning. This information had potential to change EA flood outlines. CEO noted various fora at which Officers can advise of model availability. Chair suggested could be presented at next ADA branch. PM noted RFCC Chair felt it important for RFCC members to understand what IDBs do, this will assist.

ACTION: Eng. to produce information for next meeting on possible charges that could be raised against Developers for use of model.

Eng. advised next phase was optioneering; further analysis of the model £140,000 allocation has been moved into 2017/18 financial year, this is 100% local levy funded for further optioneering. Work will include flood outlines during a saturation event, i.e. the 2012 with another 1:1000-year storm, pumps working then pumps not working, blockage scenarios through culverts which could impact infrastructure and agriculture. Plan to model at least 210 blockages which can also focus Board workforce attention during storm events. EA very keen and supportive of this model. AC considered involvement with locals familiar with the district would be useful. Infrastructure on the map he had seen under water in 2007 but not coloured in on the plan. Eng. advised model calibration was critical and the flood outlines would be checked. Could hold workshops with any interested members and the flood warden groups that have already been contacted.

2017.17 WLM Strategy – Coal Authority comments received and in position to public on Board website to allow and invite any comments on Strategy. 8 strategic options considered throughout the document for the sub-catchments. All high-level options for each sub-catchment. This will create a catchment description for members and public, understand the potential for the catchments and

presenting certain options which can be modelled/tested. Within commission already made, money is aside for some of these options to be modelled. Chair suggested full report be emailed out to Members for a response. Eng. confirmed EA require a copy of the document.

ACTION Eng. to email to all Members with a 2-week deadline for comment.

2017.18 Consenting – RW advised research project by LGA to explore cost of land drainage consents and how this compares to current £50 fee.

Finance Report

Members considered the Finance report previously circulated.

2017.19 FO advised on recommendations and referred to the Town Drain PS incident late 2015 where a blockage caused flooding ultimately costing the Board approximately £12,000. YW surge chamber was linked to Board system and a YW access cover had blocked the discharge open into the sump from river water. YW does not contribute toward funding of this station, installed at the request of Wakefield MDC in 1980's. Legal arguments between YW and board had ensued, Solicitor instructed who advised Board accept YW offer of 50% cost. Recommendation is asking Board to support officers with YW and WMDC in discussions regarding that particular station. PM declared an interest advising WMDC did not perceive a benefit to it of that station. **AC proposed Board approves 2 recommendations, 1) to approve Chairman's decision and 2) to support officers on YW and WMDC discussions. SL seconded, all in agreement**

2017.20 Rating – current balance £3,500. Finance Committee had agreed to w/o £1,400 bad debt.

2017.21 Finance Committee Minutes – AC advised on a discussion at Finance Committee Minute 2016.57 which had been deferred relating to IT equipment required by the workforce, secure email service and use of either a .org or .gov domain name for Board employees. DB had considered .gov.uk domain name more appropriate. AC advised Board approval would be required to delegate the Chair responsibility for making decisions regarding domain procurement, IT equipment and iPads. **AC proposed adopt a.gov.uk domain name and Chair given delegated responsibility for iPads. FJ seconded, all in agreement.**

AC also noted the previously recommended drainage rate by the Committee had been reduced as some costs were now less than originally anticipated.

2017.22 Estimates rates special levies – recommendation 9.5p. FO advised Board would give special levy payers an indication of future rates for next 5 years. When Board has approved the rate information will be sent to the Councils. **DA seconded, all in favour**

2017.23 **Finance Committee ToR** – Noted Board had delegated these powers to the Committee and should be included within Committee ToR. Chair noted Committee members need formally changing to 7. Noted also difficult to ensure the appropriate bare majority. **Chair proposed FC is 7 members, seconded FJ, all in agreement.** Chair noted wording around Chairman attending as an observer whereas current Chair is also a member of the Committee. Board is required to consider what is now requires. Chair advised her preference to continue as member of Committee, **AC proposed Chair remains a Finance Committee Member and current V/C to attend as an observer, seconded PM, all in favour.** PM commented on quorum and requirement for 4 members would provide just over half Committee membership. SL suggested main meeting could be seen as a tick box exercise and requested any Board member be allowed to observe both Finance and Water Level Management Committee meetings. Chair advised that this was possible already as meetings were open to the public although no one had attended recently. EO advised Boards within Shire Group to be most open and transparent within the industry. FO advised all papers are presented on the Board website for members and the public to view. **Chair proposed ToR approved with small amendments as discussed, DP seconded, all in agreement.**

2017.24 **Audit – Internal Audit Review Meeting** - noted auditors had still not commented on 2015/16 audit; the issue had been discussed by Internal Audit Review members. FO had been repeatedly told report will be issued but not received to date. Members noted the cost to Board of the

Electors questions would be over £500. FO advised new auditors will be in place by 2018. Chair requested letter be sent in her name to Auditors.

ACTION – FO to issue appropriate letter to Board Auditors

2017.25 **Risk Register** – specific risks to this Board are detailed. CC queried item 16 suggesting risk be higher than estimated. FO noted it depended upon the asset. **Chair proposed Board approve, PM seconded, all in favour.**

Environment

Members considered the Environment report previously circulated

2017.26 Members noted the information contained in the report

2017.27 EO advised Members on the background to the request for supporting funds and the Chairman's action in contributing £1000 unspent BAP monies to the Eel R&D fund. **CC proposed agreed support for Chair's actions noting the extensive work undertaken at Coal Authority funded sites regarding regulation compliance. RW seconded, all in favour.**

2017.28 Shirley Pool –EO advised on the problems encountered by the third-party Project Managers in getting the specialist contractor to agree a start time for the scrub clearance work which had to be before the start of bird breeding season. A start date of 16.2.2017 had now been given.

Representation

2017.29 noted

Date of next meeting

2017.30 as detailed in Board papers

2017.31 CEO advised on update following ADA Conference. JD had brought up Board workforce work with EA at 2015/16 flooding in north of district. Peter Holmes (EA) has received all correspondence between Board CEO and EA and has notified agreement to reimburse Board.