



Ancholme

Internal Drainage Board

Godfrey's Offices

Elsham Top

Brigg

DN20 0NU

Meeting *Papers*

Wednesday 8 November 2017

2:00pm



Shire

Group of IDBs

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Meeting Papers

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Purpose

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Agenda

1. Governance matters
2. Clerk Report
3. Financial Report
4. Engineering Report
5. Health and Safety Report
6. Environmental Report
7. Any Other Business by Leave of the Chairman
8. Date of next meeting



1. Governance

1.1 Declaration of Interest

Board Members are advised to declare a pecuniary or non-pecuniary interest on any item in the Agenda.

1.2 Apologies for Absence

1.3 Minutes of the meeting held on 17 May 2017

Present

Mr R Borrill (Chair)	RB
Mr S Brown	SB1
Mr S Buckley	SB2
Mr C Day	CD
Mr I Dowson	ID
Mr J Evison	JE
Mr I Glover	IG
Mr A Godfrey (Vice Chair)	AG
Mr R N Herring	RNH
Mr R Holloway	RH
Mr P Jones	PJ
Mr J James	JHJ
Mr P Richardson	PR
Mr C Sherwood	CS
Mr N Sherwood	NS
Mr M Storey	MS
Mr W Strawson	WS
Mr H Williams	HW

In attendance on behalf of JBA Consulting Officer:

Mr C Benson	FO
Mr P Jones	Eng
Mrs A Briggs	EO

A Member of the Public

Declaration of interest

2017.24 WS for W H Strawson farms relating to Castlethorpe Depot and Nigel Sherwood, North Lincs Council planning.

Apologies for Absence

2017.25 Apologies for absence were received from Sophie Dunn, Jonathan Jackson, Julie Jackson, Jeff Summers and the Board's Clerk. EO advised Rob Waltham could not attend wishing to substitute Helen Rowson in his stead. Members aware substitution is not permissible under Board rules and regulations.

2017.26 Chairman noted death of Member Ivor Anyon whose funeral he had attended on behalf of the Board and the Board offered its condolences to his family.

Minutes of the Last Meeting



2017.27 Minutes of the meeting held 18 January 2017 were considered and approved for signature by the Chairman. **SB1 proposed, AG seconded, all in agreement.**

Matters Arising not discussed elsewhere on Agenda

2017.28 Worlaby footpath – a site visit has been arranged for next week, North Lincs contractors have set out on site where it is intended to place fence.

2017.29 Advised further break in at Castlethorpe Depot. WS for Landlord confirmed alarm system, new door and barrier across the door had been installed by and at the cost of WH Strawson Farms. Eng. advised plan to replace tools and equipment on an as required basis with exception of the jet washer which belonged to Board Employee.

Complaints/FOI requests

2017.30 None.

Clerk Report

The Clerk's Report, previously circulated to members was considered as reported; there were no updates on the information provided. Eng. advised key section related to Partnership Approach to Catchment Management. Members informed EA has key officers assigned to Ancholme district, Greg Smith and Andrew Charlesworth. The Ancholme Catchment Pilot been favourably received by RFCC. IDB identified as lead partner in the process. Hoped to attract funding from Govt/Defra and identify other catchment partners. Discussions will include maintenance, de-mainment, barriers, and pumping regime. Eng. requested list of main rivers EA will not be maintaining this year, IDB contractors will be asked to price and he will return information to EA to identify if work can be done under PSCA. Requirement to identify where IDB can work efficiently within its District to improve catchment area. PJ queried Ferriby lock, the complexity of its working whether that would affect the Board. Confirmed EA is directed at protecting residential property and households. Board may be able to assist with protection of infrastructure at catchment perspective. NS raised issue of lock gates and whether EA had informed Board of issues. PJ and RH indicated lock issues did not affect Board water levels.

Finance Report

The Finance Report previously circulated to Members was discussed.

2017.31 Rating report - £641.23 outstanding at year end, two accounts circa £100 are being chased by Rating Officer.

2017.32 Audit Annual Return Section 1 Annual Governance Statement – **AG proposed sign, SB seconded, all in agreement.**

2017.33 Internal Audit – FO reported accounts informally approved by Auditor, will issue report to all members as soon as available.

2017.34 Budget Comparison for y/e 31.3.2017 – Noted budget differential circa £350 between estimated and out turn expenditure on £620,000. Chairman thanked FO for his work.

2017.35 Accounts for y/e 31 March 2017 – FO advised Members on detail of accounts. Noted some pump stations had required unplanned works however still on budget. Surplus on year just under £20,000, carried forward and ongoing reserves balance in accordance with Reserves Policy. CD queried electricity variance at pump stations. Noted electricity metering was through Smart Meters; pump stations do not have identical pumps or experience same conditions across District. Noted insurance costs significantly increased. FO advised this related to insurance cover appropriate to value replacement costs. Chairman noted Board would look to ensure it obtained value for money through its insurers and test the market before next year. RNH noted pump station costs all risen. Eng. confirmed regular



inspections now undertaken are revealing issues that require resolving and the pumps are now of an age where greater maintenance is required. FO noted information previously provided to the Board indicated the level of major pump repairs over the several years. Some stations have not required work for previous decade, and those repairs had fallen into this year. JE queried level of intervention. Brief discussion surrounding Asset Management System and production of a proactive maintenance plan. **RH proposed approve accounts, CS seconded, all in agreement.**

2017.36 Annual Return Section 2 Accounting Statements 2016/17 – Noted increase in insurance in column 9 previously explained. **AG proposed signature, NS seconded, all in agreement.**

2017.37 5-year budget estimate – Noted accounts incorporated potential Hibaldstow PS refurbishment in 2021/22.

2017.38 Capital Replacement programme – FO advised Members refurbishments would be implemented only if required. Noted between 2029-2031 seven pump stations were in line for potential refurbishment. All dependent upon condition of pump stations and appropriate Asset Management. Eng. felt Hibaldstow would be benchmark in approach taken and results of using ultrasound on steel piles within structure which it was believed would better inform the forward plan for all station sites. Funding of capital work would depend on appropriate asset management to intervene at the cost-effective time not simply the end of useful life. FO advised cost in Capital Programme are based on full rebuild cost. PJ considered extending life of pump stations as far as can beyond planned date could bring a danger that several stations could fail at any time, thus increasing financial and flooding risks rather than addressing the issue when due. Eng. advised of regular mechanical and electrical repair and replacement of pump station component parts whereas costs associated with refurbishment/replacement are predominantly structural, the life of which Asset Management is hoping to extend.

2017.39 Apportionment of costs with Scunthorpe & Gainsborough WMB – members noted information.

2017.40 Insurance – FO advised Insurance Act 2015 incorporates new requirement to Policyholders, a Duty of Disclosure. Board required to inform following reasonable search of all information known to it about its business and pass that information onto insurers. Applies to all Board Members and Officers. Form must be completed, signed and returned to insurers; if Board does not submit the form, its insurers will consider Board reasonable investigations have found nothing. However, if at a later point, during a claim, something becomes known which should have been available through a reasonable search, the insurer will reduce its contribution or decide not to pay. Detailed questions to be passed to Members with draft Minutes.

2017.41 List of payments – Payments from account totalling £183,744.47, £88,965.45 of which were approved by the Clerk only. SB1 queried cost for road closure at South Ferriby. Advised partial road closure to free up silt at Estuary outfalls. CD queried website development. Advised Danvm DC lead Board, all Boards recharged by Danvm in appropriate proportions. **Proposed approve HW, seconded SB1, all in agreement.**

Engineers Report

The Engineer's Report, previously circulated to members was considered as reported.

2017.42 Telemetry – requested Board acknowledgement of decision delegated to Chair and Vice Chair with new telemetry contract for 5 years as detailed in report. May be able to consider adding CCTV and remote sensors to certain station sites and catchments. Technology can improve way in which Board manages the District. Chair advised he and Vice-Chair had decided CCTV at all sites was not appropriate. Eng. advised if one site was



inundated, Board could obtain better information and record what was happening during that time, fish-eye lenses would capture large visual extent. CD queried remote sensing. Eng. advised critical points within PS, soil moisture sensors, whether ground saturated and trying to predict storm events having an adverse effect. Might benefit future IDB Operative role with much less experience of District than current operative. **Members approved decision made by Chair and Vice Chair.**

2017.43 Winteringham Ings – Information noted.

2017.44 Eng. advised, relating to Depot theft and replacement on as needed basis, Operative is obtaining estimates for 2 pumps, 1x2" and 1x3", likely to be approximately £1,300 plus hoses to assist in keeping the silt clear around Low Farm Outfall and Composition Drain Outfall. Pumps can be used throughout district if required.

2017.45 Maintained Ordinary Watercourses – Board must re-tender from 2019 whether inside or outside Europe and comply with Public Contract Regulations. February 2018 Board required to engage with North Lincs Procurement Team or similar, to ensure new contract in place for July 2019. CD noted issues and previous experience where preferred contractor dropped out. SB1 suggested a failing of North Lincs Council Procurement Team the Board had been placed in that position. Advised a preferred Contractor cannot be made to enter a Contract whatever inconvenience that drop-out causes. RH1 raised query around experience of that Contractor of Board District and IDB maintenance work. Eng. advised Contractor worked for an IDB and was equipped to deliver a successful service noting it is highly likely any new contractor into an area will have issues for first couple of years but should be dealt with through contract management. Scoring of procurement process and questions within tender requirements is an appropriate way of ensuring correct appointment is made and will require a selection of Board members to form the Evaluation Committee at the appropriate time.

Health and Safety Report

2017.46 Nothing to report in addition to papers.

Environmental Adviser

2017.47 The Environmental Adviser's report previously circulated to Member was discussed.

2017.48 Biodiversity Action Plan surveys – EO advised apparent absence of water vole populations has been noted in surveys undertaken this year to date, not just within this Board District.

2017.49 FO advised of Board responsibilities as a Humber Estuary Relevant Authority under the Habitats Regulations and her reason for representing the Board at HERAG meetings. The Group objective is to identify and implement environmental benefits surrounding the Humber Estuary Strategy. EO further detailed Board responsibilities under the Habitat Regulations.

Representation

2017.50 Members noted where the Board had been represented since the last meeting.

Any Other Business

2017.51 HW requested update on work at Winteringham. ID advised new drain across his land was working until water reached Estuary which has silted up quickly, no head of water through lack of rainfall to open penstock. Eng. noted purchase of pumps would help with outfall siltation although not sustainable however Board reliant on understanding how Humber Estuary Management Strategy would proceed and North Lincs Council responses



with regard to proposed alignment of A1077. EO advised to obtain assent from Natural England for employee actions within SSSI/Ramsar Estuary when jetting outfalls.

2017.52 Board vacancy – EO advised for some time Board had 2 elected member vacancies. Land Drainage Act 1991 is clear on process to fill a casual vacancy on the Board. Appointment to fill a casual vacancy provides the successful nominee with full voting rights whereas a co-option would not. Advised any interested party should write into Board advising reasons for requesting a seat, or any Member could nominate in a similar way. Agreed if nomination received would be an Agenda item for November meeting to consider applications.

Date of Next Meeting

8 November 2017. Meeting dates for 2018 will be 17th January, 23rd May, 7th November at Godfreys Offices, Elsham. Meeting closed 15:15.



1.4 Matters arising there from not elsewhere on Agenda

2017.28 Worlaby Footpath –

Agreement was reached with Nth Lincs Council regarding the proposed realignment of the Boards Pump Station compound fencing. Following initial concerns regarding works undertaken on site by the NLC appointed Contractors, site visits have resolved this and the realignment works are complete.



1.5 Complaints/FOI requests

None received.

1.6 Casual vacancy

Cllr Helen Rowson requests appointment to the Board to fill one of the casual vacancies. Helen has previously been a Member of this Board as a nominee of the Charging Authority but as a landowner ratepayer now wishes to be appointed to the Board. Helen notes the tidal surge of December 2013 highlighted the importance of having representation on the Board from active farmers with local knowledge and feels able to fulfil that role.



2. Clerk report

Recommendations:

- To note the information contained in this report

2.1 Winteringham Ings

Drainage in this area was discussed at Board meeting 18 January 2017 and resolved under (**Minute 2017.13**).

Board meeting 17 May 2017 the Board was advised water vole surveys had been done and the conclusions reported to the riparian owner on 16 February 2017 with the Works to be undertaken by the owner (**Minute 2017.43**)

The following has been received:

Ancholme Internal Drainage Board
Shire Group
Epsom House
Malton Way
Adwick Le Street
Doncaster
DN6 7FE
18th October 2017

Dear Mr Benn

RE: Drainage Work at Low Farm, Winteringham

I write with regard to the drainage work carried out in March/April 2017 to redirect water from the cement works outfall due to it being completely silted up into Low Farm drain outfall.

Since May 2015 discussions with regard to the drainage problems have been ongoing, Low Farm has been seriously disadvantaged due to standing water and the lack of proper drainage.

It was my understanding following several discussions between myself, Paul Jones and Robert Borrill in Feb/March 2017 and following quotations received by Sweeting Bros, that if the drainage work could be carried out for less than £10,000 I was to proceed and on completion I would be reimbursed by Ancholme Internal Drainage Board. This amount was considerably cheaper than any other quotations supplied by AIDB.

Prior to me instructing Sweetings to carry out the work I waited for all the other consultation work to be completed and confirmed. I had a telephone conversation with Paul Jones confirming this had been done, upon receiving this information I started the drainage scheme. I would like to point out that there are three other parties involved who have not contributed towards the work, J.M. Sawyer, Mr W Lowish and Mr Clayton.

On completion of the drainage scheme the work was paid in full by myself and a copy of the invoice was sent to the Drainage Board for reimbursement. It was only then that I was made aware that the Drainage Board thought that there was no agreement in place for this work to be done.

This is a considerable amount of money that is now in dispute, I feel it is The Boards responsibility to dispose of the water while drainage rates are being paid. I would be grateful if this situation could be included on next month's agenda with a proposal for reimbursement as per my understanding.

Yours sincerely



2.2 Legislation

Nothing to report.

2.3 Humber Flood Risk Management

2.3.1 Humber Flood Risk Management Strategy

Management has attended workstreams to discuss priorities for the review, draft a plan approach and develop a draft workstream programme for the Comprehensive Review.

2.3.2 Comprehensive Review of the Humber Strategy

Draft Objectives

The Environment Agency, Local Authorities and the Humber LEP will work in partnership to redefine the strategic approach to managing tidal flood risk on the Humber, setting the way forward for the next 100 years taking into account predicted sea level rise and climate change.

The new strategy, which builds on existing work, will be adopted by the Local Authorities partners and we aim to obtain Defra approval in 2019.

With our partners:

- We will maximise funding by aligning flood risk investment with other stakeholders' and developers' infrastructure and economic growth programmes to ensure the agreed strategic solution delivers the most sustainable, cost effective and suitable approach to managing tidal risk.
- We will deliver multi-benefit schemes, seeking to deliver environmental, sustainable and wider enhancements, through our flood risk management works.
- We will deliver an adaptable approach to better protect homes and livelihoods, businesses and development sites, helping to promote sustainable economic growth, and improving resilience, taking account of climate change and sea level rise.
- We will engage with stakeholders, local people, businesses and key industry partners to seek support, ideas, and agreement on innovative solutions to managing tidal flood risk around the estuary as well as improve their understanding of flood risk and the action they can take to reduce their own risk.
- We will share and use the best available data and most appropriate information on the existing defences, the current flood risk and how this may increase with climate change, to inform decisions about how to manage risk.
- We will commit to necessary and timely reviews of the strategy, as we develop new understanding, including following significant tidal flooding, to ensure it continues to deliver its agreed objectives for the benefit of people, property and infrastructure.

2.4 Partnership Approach to Catchment Management

Attendees were encouraged to introduce themselves and if possible highlight any known issues. Whereas this did take up a significant section of the meeting it provided invaluable information for consideration moving forward. **NOTE: Waterways were invited as well as Network Rail.**



It was noted there is already a plethora of information regarding the Ancholme available on the internet – This is now uploaded to the Boards website for easier access. The Environment Agency will undertake to review this information for its continued relevance with input from other interested parties as required.

- Kate Percival – Lincs council, Natural Environment and recreation.
- Tammy Smalley – Lincs Wildlife Trust, Living Landscapes, Lawton report 2010 – making space for nature, Ancholme Valley Functioning Naturally in a pragmatic approach, able to offer expertise in Ecology and funding.
- Phil Gibson – catchment sensitive farming officer – country side stewardship scheme (bad press) looking to tackle drinking water protection zone for Cadney Reservoir. Principle objectives of Phosphate and Pesticide and secondary of Sediment. Countryside Stewardship schemes provide good options for diffuse pollution, NE can offer one to one advise using ADAS for farmers etc.
- Matthew Harrison – Lincs LLFA – communities at risk initiative – expanding communication-tourism, agri-food and manufacturing. LCC provide an overview of surface water flooding and are part of the Flood Risk Management Partnership. The Greater LEP considers Water Management Plan, water is a key driver for economic benefits, etc.
- Clare Sterling – Natural Flood Risk Management, need to recreate fresh water habitat.
- George Fletcher – Asset Performance EA- invasive species, Low Consequence Systems looking to use PSCA and future consideration for Demaining.
- Glyn Ellis – asset performance delivery – suggests work with waterways a priority!
- Rod Chapman – flood risk management – environment strategy – Greater Lincs LEP and Humber LEP - local flood risk management strategy.
- Sam Cross – Highways Drainage – Living on the Edge – disseminating information to the local communities- involvement through Parish Councils, important that Riparian owners understand their responsibilities Kamen Kalchev – humber tidal risk – business and aspirations – compensation habitat – note that community involvement tends to highlight other problems that could be shared with others.
- Dan Normandale- geo physics specialist – prioritisation of assets through the Humber Strategy and future Capital works.
- Steve Coe – currently working on updated model for the Ancholme – new survey of the main Ancholme cell – gathering more information of the Rase. Looking at current maintenance and policy practises. Investments related to policy requirements.
- Mike Storey- local fishing group – conflicts between boaters and anglers easily solved through discussion. Some boat club issues – believes in communication – interest in leisure aspects of the river. Water level management – keep river as environmental and leisure resource.
- Mark Adams – EA now looking at catchments- issues with benefits being lobsided and not distributed evenly. Challenges to insure catchment management takes into account requirements of all interested parties.
- John Skipper – Highways England.
- Toni Rios – highways England – M180 management – balancing removing water promptly from highways whilst managing the wildlife corridor (natural barriers created by roads. Funding challenges but documentation is available which can be shared.

2.5 Association of Drainage Authorities

FLOODDEX - 17th - 18th May 2017 - Peterborough Arena



The training sessions were both well attended and received.

2.6 Anglian Northern RFCC

Chairman introduction

RFCC Chairs meeting in London.

Anglian Northern RFCC well thought of within Government circles as is Northamptonshire Council for its initiatives. Apparently, having set up a working group to investigate issues around property resilience Government is acting indifferently to feedback being offered.

Defra 25-year environmental plan will be published in the next two months

Recent adverse weather caused some erosion issues around South Ferriby Defences

Anglian water PR19 and Amp7

71 IDBs in the wider area

77,000 km of sewer (twice around the world)

4,000 pumping stations

1,000 water treatment/sewage works

Offwat introducing new metrics in amp7 details will be available shortly

Presentation by the EA and Black Sluice IDB on the demaining of South Forty Foot Drain. Abigail Jackson will disseminate demaining criteria. NOTE: this does require detailed walkovers of strategic watercourses

Defra are to make available within the next few weeks more detail on the demaining process.

Ground water flooding in Grimsby being attributed to reduced abstraction

There is to be incident management exchange between the EA and Dutch counterparts

2.7 Succession Planning

A brief report will be given at the meeting.



3. Financial Report

Recommendations:

- To note the information contained in this report
- To approve the schedules of payments made

3.1 Insurance – Duty of Disclosure

The Board's insurer will attend the meeting and answer Member questions.

3.2 Rating Report

Details of the Rates and Special Levies issued and payments received up to and including 23rd October 2017: -

	£	£
Balance Brought forward at 1 April 2017		641.23
2017/2018 Drainage Rates and Special Levies		
Drainage Rates		352,125.87
Special Levies		
North Lincolnshire Council	206,609.00	
West Lindsey District Council	18,828.00	225,437.00
Total Drainage Rates Due		<u>578,204.10</u>
Less Paid: -		
Drainage Rates		272,129.96
North Lincolnshire Council	103,304.50	
West Lindsey District Council	9,414.00	112,718.50
Total Drainage Rates Paid		<u>384,848.46</u>
Paid Refund		<u>11.25</u>
Balance Outstanding as at 23rd October 2017		<u>193,366.89</u>



3.3 Audit

3.3.1 External Audit – Completed Annual Return

The annual return including the Auditor comments is attached at Appendix A.

3.3.2 Internal Audit Review Meeting

The meeting will take place on Monday 27 November 2017.

3.4 Budget Comparison for the Year Ending 31 March 2018

ANCHOLME INTERNAL DRAINAGE BOARD					
BUDGET FOR THE YEAR ENDING 31ST MARCH 2018					
Approved Estimate	2017/18	Actual Todate			
£	£	£	£	17 October 2017	%
				INCOME	
				Drainage Rates on Agricultural Land and Buildings:-	
352,123		268,121	268,121	12.29p in £ on AV of £2,816,631	76.14%
				Special Levies (11.29p in £)	
				North Lincolnshire Council	
206,609		103,305	112,719	12.29p in £ on AV of £1,652,868	50.00%
				West Lindsey District Council	
18,828		9,414		12.29 in £ on AV of £150,627	50.00%
				Other Income:-	
1		0		Rental Income	0.00%
17,000		264		Contribution from S&GWMB	1.56%
30		20		Interest	65.80%
0		0		New Work and Improvement Works	0.00%
<u>36,764</u>	631,355	<u>63,455</u>	444,579	Other Contributions	172.60%
				EXPENDITURE	
98,855		47,988		Flood Defence Levy	48.54%
0		1,173		Capital Costs	0.00%
126,341		44,897		Pumping Stations	35.54%
238,547		95,759		Drains Maintenance	40.14%
46,209		20,101		Telemetry Contract	43.50%
65,892		48,492		Administration Costs	73.59%
1,000		259		Other Board Costs	25.91%
6,520		4,572		Office/Depot Costs/Materials	70.13%
<u>81,746</u>	<u>665,110</u>	<u>40,873</u>	<u>304,115</u>	Cost of Borrowing	50.00%
	(33,755)		140,464	Surplus - (Deficit)	
	<u>232,959</u>		<u>268,970</u>	Balance Brought Forward	115.46%
<u>199,204</u>			<u>409,434</u>	Balance Carried Forward	205.54%



3.5 Five Year Budget Estimate

	2017/18	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	Budget	Estimated Out turn					
	£	£	£	£	£	£	£
INCOME							
Drainage Rates - Land (AV) : 2,815,951	352,123	352,123	359,168	373,253	380,296	394,381	408,466
Levies North Lincolnshire Council - (AV) 1,652,868	206,609	206,609	210,741	219,005	223,137	231,402	239,666
Levies West Lindsey District Council - (AV) 150,627	18,828	18,828	19,205	19,958	20,335	21,088	21,841
Interest etc.	30	20	30	70	500	500	500
Contribution from S&GWMB	17,000	17,000	17,000	17,340	17,687	18,041	18,401
Rental Income	1	1	1	1	1	1	1
Other Contributions	36,764	63,918	36,764	36,764	36,764	35,000	35,000
TOTAL INCOME	631,355	658,499	642,909	666,392	678,720	700,412	723,875
EXPENDITURE							
Flood Defence Levy	98,855	95,976	98,855	99,844	100,842	101,851	102,869
NEW WORKS							
Capital (Nettleton Beck)		1,173					
Cost of Borrowing	81,746	81,746	81,746	74,792	74,792	74,792	71,168
Other Board Shares	1,000	850	850	850	900	900	950
Depot/Office Costs	6,520	7,600	7,620	7,772	7,928	8,086	8,248
Maintenance	238,547	242,767	247,597	252,549	257,600	262,752	268,007
Administration	65,892	67,234	68,740	70,115	71,517	72,947	74,406
Pumping Stations	126,341	126,259	126,341	128,868	131,445	134,074	136,756
Telemetry contract	46,209	46,209	36,967	36,967	36,967	27,725	47,133
TOTAL EXPENDITURE	665,110	669,814	668,716	671,757	681,991	683,128	709,537
Surplus (Deficit) on Year	(33,755)	(11,315)	(25,807)	(5,365)	(3,272)	17,284	14,338
Balance Brought Forward	232,959	268,969	257,654	231,846	226,481	223,209	199,150
Balance	199,204	257,654	231,846	226,481	223,209	240,494	213,488
Capital Account Balance transfer	0	0	0	0	0	41,343	41,343
Balance to Carry Forward	199,204	257,654	231,846	226,481	223,209	199,150	172,145
Reserve Policy Target 30%	29.95%	38.47%	34.67%	33.71%	32.73%	29.15%	24.26%
AV £4,620,480							
(Penny Rate) £46,204							
Rate in £	12.50p	12.50p	12.75p	13.25p	13.50p	14.00p	14.50p
Inc./Dec. from Previous Year	.21 inc	no change	0.25p	0.50p	0.25p	0.50p	0.50p
Rate in £ Inc./Dec. from Previous Year	1.71%	1.71%	2.00%	3.92%	1.89%	3.70%	3.57%

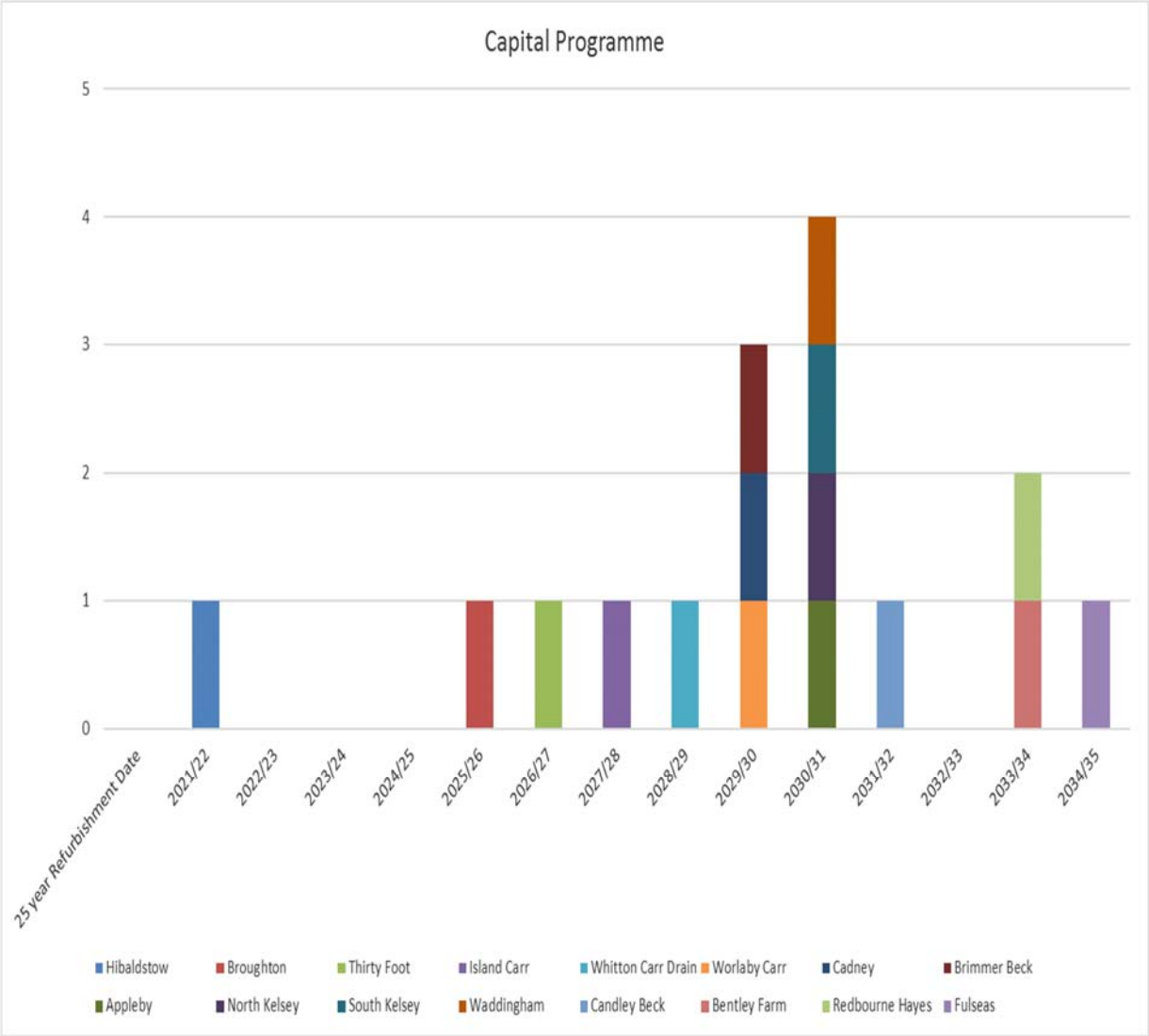


Year Ending	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Capital Account						
	£	£	£	£	£	£
INCOME						
PWLB Loan					800,000	
Environment Agency - Grant in Aid						
Local Enterprise Partnership Contribution						
Environment Agency - Highland Water Contribution						
Other Contributions						
TOTAL INCOME	0	0	0	0	800,000	0
EXPENDITURE						
NEW WORKS						
Hibaldstow PS Scheme					800,000	
Cost of Borrowing					41,343	41,343
TOTAL EXPENDITURE	0	0	0	0	841,343	41,343
Surplus (Deficit) on Year	-	-	-	-	(41,343)	(41,343)
Balance Brought Forward	0	0	0	0	0	0
Balance	-	-	-	-	(41,343)	(41,343)
Transfer from Revenue Account	0	0	0	0	41,343	41,343
Balance to Carry Forward	0	0	0	0	0	0



3.6 Capital Replacement Programme

The future capital replacement programme is shown below.





3.7 List of Payments

Payments made since those reported to the Board at the previous meeting.

3.7.1 List of Cheques Paid

DATE		CHEQUE	REF	PAYEE	DESCRIPTION	TOTAL	
		NO.				CHEQUE	
2017						£	
May	10th	006057	-	R Burton	Rates	11.25	*
Sep	25th	006058	104	Post Office Counters	Licence	240.00	*
				Total of all Cheques		251.25	
				* Total of all cheques signed by Clerks		251.25	

3.7.2 List of Payments Made Directly from Bank Account

DATE		REF	PAYEE	DESCRIPTION	TOTAL	
		No.			PAYMENT	
2017					£	
Apr	20th	187	Woldmarsh Producers Ltd	Supply to Worlaby PS	2525.15	*
				Supply to Carr Drain PS	754.07	*
				Supply to Fulseas PS	140.36	*
				Supply to Bentley Farm PS	312.60	*
				Supply to North Kelsey PS	431.80	*
				Supply to 30' PS	854.98	*
				Supply to Appleby PS	570.52	*
				Supply to Broughton PS	865.28	*
				Supply to Cadney PS	569.51	*
				Supply to South Kelsey PS	832.96	*
				Supply to Redbourne PS	827.62	*
				Supply to Waddingham PS	683.93	*
				Supply to Brimmer Beck PS	232.03	*
				Redbourne PS - Meter Operator Charges	168.00	*
				North Kelsey PS - Meter Operator Charges	168.00	*
				Appleby PS - Meter Operator Charges	168.00	*
				South Kelsey PS - Meter Operator Charges	168.00	*
				Broughton Carr PS - Meter Operator Charges	168.00	*
				Cadney PS - Meter Operator Charges	168.00	*
				Waddingham PS - Meter Operator Charges	168.00	*
	26th	27	HS Direct	E-Learning Package	240.00	*
		23	BT	Employee Home Telephone Line	87.09	*
	27th	-	Scunthorpe & Gainsborough WMB	Rates	267.58	*
		189	Danvm Drainage Commissioners	Lone Worker Monitoring	36.00	*
		188	Doncaster East IDB	Cardnet Fees	10.10	*
		17	Environment Agency	Wayleave	2.88	*
		186	ESS Safeforce	Gas Monitor Service	304.80	*
		19	ID Spares & Services Ltd	Redbourne Hayes PS Electricity	295.63	*
		21	NPower	Worlaby PS - Annual Meter Charges	474.00	*
		20	Perry's Pumps Ltd	Waddingham PS - Pump Maintenance	3528.00	*
	28th	-	NatWest	Business Card	7.93	*



May	2nd	24	Crystal Ball Ltd	Vehicle Tracking	70.20	*
		29	BT	Line to Depot	219.27	*
		22	O2 (UK) Ltd	Mobile Telephone	27.47	*
		2	North Lincolnshire Council	Business Rates	107.00	*
	10th	14,16	Controlstar Systems Ltd	Telemetry Maintenance Contract, etc.	8509.68	
		15	Hewitt (TJ) Excavators	Maintenance Contract	4306.19	
		18	JBA Consulting	Management Fee	13363.54	
		25-6	N E Davis Plant Hire	Maintenance Contract	6108.50	
		186	P&R Plant Hire	Inspection & Maintenance of Flap Valves	5904.00	
	11th	-	Employee	Wages	2446.06	*
		-	B&CE Holdings	Pension Contributions	52.13	*
	15th	-	NatWest	Bankline Fees	43.30	*
		33	Nat West Business Card	NatWest Business Card - Fuel	136.81	*
				- Depot Supplies	29.00	*
				- Vehicle Parts	350.00	*
				- Tools & Equipment	24.00	*
	18th	-	HMRC	PAYE/NI	739.36	*
		31	Energas Ltd	Oxygen	67.90	*
		35	Lincoln Electrical Services Ltd	North Kelsey PS - Electrical Maintenance	309.60	*
		30	Lincolnshire Wildlife Trust	Biodiversity Action Plan	300.00	*
		28	WH Strawson	Depot Insurance	140.74	*
	22nd	34	Woldmarsh Producers Ltd	Supply to Worlaby PS	1451.81	*
				Supply to Carr Drain PS	477.53	*
				Supply to Fulseas PS	137.82	*
				Supply to Bentley Farm PS	270.16	*
				Supply to 30' PS	301.99	*
				Supply to Appleby PS	341.40	*
				Supply to North Kelsey PS	486.18	*
				Supply to Broughton PS	679.43	*
				Supply to Cadney PS	364.32	*
				Supply to South Kelsey PS	490.80	*
				Supply to Redbourne PS	630.73	*
				Supply to Waddingham PS	526.49	*
				Supply to Candley Beck PS	480.56	*
				Supply to Island Carr PS	129.95	*
				Membership Fees	296.78	*
	31st	-	NatWest	Bank Fees	27.11	*
Jun	1st	38	O2 (UK) Ltd	Mobile Telephone	15.26	*
		2	North Lincolnshire Council	Business Rates	107.00	*
	8th	39	Brodericks GBC	Internal Audit Fee 2016/17	1020.00	*
			JBA Consulting	Fee Accounts - Bap Implementation	1551.42	*
		37	SmartWater Technology	SmartWater Licence	1440.00	*
		-	Employee	Wages	2446.06	*
		-	B&CE Holdings	PAYE/NI	52.13	*
	15th	51	Nat West Business Card	NatWest Business Card - Fuel	230.60	*
				- Tools & Equipment	73.98	*
	20th	41	Woldmarsh Producers Ltd	Supply to Lake Drain PS	174.20	*
				Supply to Fulseas PS	127.87	*
				Supply to Bentley Farm PS	151.91	*
				Supply to 30' PS	130.34	*
				Supply to North Kelsey PS	109.27	*



				Supply to Broughton PS	291.06	*
				Supply to Cadney PS	124.23	*
				Supply to South Kelsey PS	106.94	*
				Supply to Redbourne PS	249.31	*
				Supply to North Kelsey PS	128.82	*
				Supply to Depot	1239.00	*
				Supply to Nettleton Beck	559.44	*
				Supply to Hibaldstow PS	55.44	*
				Supply to Appleby PS	83.99	*
				Supply to Worlaby PS	496.85	*
	22nd	-	NatWest	Bankline Fees	39.40	*
		-	HMRC M2	PAYE/NI	739.56	*
	29th	43	O2 (UK) Ltd	Mobile Telephone	18.00	*
	30th	-	NatWest	Bank Fees	25.96	*
Jul	3rd	44	BT	Depot Broadband Package	39.60	*
		2	North Lincolnshire Council	Business Rates	107.00	*
	5th	45	RJ & AE Godfrey	Meeting Room Hire	60.00	*
		36	Scunthorpe & Gainsborough WMB	Autoenrollment Fees, etc.	37.30	*
		42	WH Strawson	Depot Rent	937.50	*
		46	York Survey Supply	Suparule Calibration, etc.	240.00	*
		-	HMRC	PAYE/NI	739.56	*
		-	HMRC	PAYE/NI	437.46	*
	6th	-	Employee	Wages	2446.06	*
		-	B&CE Holdings	Pension Contributions	52.13	*
	17th	60	Nat West Business Card	NatWest Business Card - Fuel	257.87	*
		-	NatWest	Bankline Fees	37.00	*
	20th	49	Woldmarsh Producers Ltd	Supply to Worlaby PS	544.31	*
				Supply to Carr Drain PS	130.67	*
				Supply to Fulseas PS	124.54	*
				Supply to Bentley Farm PS	156.94	*
				Supply to 30' PS	138.97	*
				Supply to Appleby PS	99.55	*
				Supply to Brimmer Beck PS	220.09	*
		-	HMRC	PAYE/NI	739.56	*
	26th	59	BT	Employee Home Telephone Line	69.67	*
	27th	48	Crystal Motor Group	Vehicle Maintenance	547.56	
		52-3	Controlstar Systems Ltd	Telemetry Maintenance Contract, etc.	8509.68	
		1	Environment Agency	Flood Defence Levy	47988.00	
		50	JBA Consulting	Management Fee	12083.17	
		47	Perry's Pumps Ltd	North Kelsey PS - Pump Maintenance	9270.00	
	31st	56	BT	Line to Depot	177.66	*
		54	O2 (UK) Ltd	Mobile Telephone	18.00	*
		-	NatWest	Bank Fees	10.71	*
Aug	1st	57	Crystal Ball Ltd	Vehicle Tracking	70.20	*
		2	North Lincolnshire Council	Business Rates	107.00	*
	3rd	-	Employee	Wages	2543.67	*
		-	B&CE Holdings	Pension Contributions	54.34	*
	12th	62	Crystal Motor Group	Vehicle Maintenance	161.41	*
		61,64	Farmstar Ltd	Mobile Pumps	2255.42	*
		65	Inter Lec	Hibaldstow PS Electricity	672.00	*
		58	NPower	Carr Drain PS - Annual Meter Charge	902.40	*



Aug	14th	-	HMRC	PAYE/NI	780.93	*
	15th	73	Nat West Business Card	NatWest Business Card - Fuel	260.25	*
				- Tools & Equipment	33.23	*
		-	NatWest	Bankline Fees	40.20	*
	21st	67	Woldmarsh Producers Ltd	Supply to Worlaby PS	799.42	*
				Supply to Carr Drain PS	121.77	*
				Supply to Fulseas PS	122.48	*
				Supply to Bentley Farm PS	158.96	*
				Supply to 30' PS	143.35	*
				Supply to Appleby PS	129.35	*
				Supply to North Kelsey PS	128.82	*
				Supply to Broughton PS	259.70	*
				Supply to Cadney PS	140.84	*
				Supply to South Kelsey PS	108.51	*
				Supply to Redbourne PS	247.08	*
				Supply to Waddingham PS	190.14	*
				Supply to Candley Beck PS	166.19	*
				Supply to Island Carr PS	106.77	*
				Membership Fees	179.51	*
				Pump Accessories, etc.	178.25	*
	29th	69	Eon Energy Services	Fulseas PS - Annual Meter Charge	234.00	*
		68	Inter Lec	Hibaldstow PS - Pump Maintenance	534.00	*
	31st	-	NatWest	Bank Fees	11.74	*
		-	Employee	Wages	2468.97	*
Sep	1st	66	Public Works Loan Board	Loan Repayment	40873.12	*
		2	North Lincolnshire Council	Business Rates	107.00	*
		70	O2 (UK) Ltd	Mobile Telephone	18.00	*
		-	B&CE Holdings	Pension Contributions	52.65	*
	11th	75-85	Bell Waste Control	Skip Hire	4515.04	
		71	Hewitt (TJ) Excavators	Maintenance Contract	5623.17	
		72	NPower	Bentley Farm PS - Annual Meter Charge	536.40	
		86	WH Strawson	Depot Rent	937.50	
	15th	92	Nat West Business Card	NatWest Business Card - Fuel	238.90	*
				- Tools & Equipment	20.68	*
		-	NatWest	Bankline	38.60	*
	20th	74	Woldmarsh Producers Ltd	Supply to Worlaby PS	680.93	*
				Supply to Carr Drain PS	124.35	*
				Supply to Fulseas PS	121.55	*
				Supply to Bentley Farm PS	149.46	*
				Supply to 30' PS	132.72	*
				Supply to Appleby PS	136.69	*
				Supply to Hibaldstow PS	707.92	*
				Supply to Nettleton Beck	54.48	*
				Supply to Depot	207.42	*
		-	HMRC	PAYE/NI	749.35	*
	27th	88	ACS Electrical Engineering Services	Appleby PS - Electrical Maintenance	725.67	*
		93	Danvm Drainage Commissioners	Website Hosting, etc.	167.93	*
		94	Humber Nature Partnership	Mobile Telephone	210.00	*
		98	ID Spares & Services Ltd	Carr Drain - Weedscreen Maintenance	164.22	*
		97	Perry's Pumps Ltd	Mechanical Inspections and Reports	4800.00	*



Sep	28th	87	PKF Littlejohn LLP	External Audit Fee	1560.00	*
		-	Employee	Wages	2468.97	*
		-	B&CE Holdings	Pension Contributions	52.65	*
	29th	95	O2 (UK) Ltd	Mobile Telephone	18.00	*
		-	NatWest	Bank Fees	10.20	*
Oct	2nd	2	North Lincolnshire Council	Business Rates	107.00	*
	3rd	95	BT	Depot Broadband Package	39.60	*
	5th	99	Crystal Motor Group	Vehicle Maintenance	394.69	
		102,5	Controlstar Systems Ltd	Telemetry Maintenance Contract, etc.	8509.68	
		89	Hewitt (TJ) Excavators	Maintenance Contract	14429.32	
		90,100-1,103	N E Davis Plant Hire	Maintenance Contract, etc.	41346.19	
	12th	-	HMRC	PAYE/NI	749.35	*
	16th	-	NatWest	Bank Fees	25.40	*
	17th	-	Nat West Business Card	NatWest Business Card - Fuel	304.67	*
				- Card Protection	45.00	*
			Total		310,852.60	
			* Total amount of direct debits, standing orders and payments approved by the Clerk only		117,970.29	



4. Engineer's Report

Recommendations

- To note the information contained in this report.
- Resolution Water Level Management Humber Outfalls (Item 4.1.2).

4.1 Asset Management

4.1.1 BS ISO 55000

4.1.2 Telemetry

4.1.3 Water Level Management

Humber Outfalls

Pictures 1 and 2 show an outfall post jetting on 19 September 2017 and extent of siltation after 10 days on 29th September 2017. Picture 3 shows the extent of flow available on 19th September and Picture 4 highlights the loss of flow and outfall on 29th.



Picture 1: 19 September 2017



Picture 2: 29 September 2017 siltation covering outfall



Picture 3: Discharge available on 19 September 2017, free flowing discharge



Picture 4: Discharge available 29 September 2017 only trickle of discharge.

Picture 4 identifies in the background the closing of the silted intertidal area.

Notice has been issued to Natural England the Board will undertake jetting works in addition to those already assented. A meeting has been arranged with Natural England to discuss this and temporary pumping options.

A separate paper is being produced for Members information to consider the Boards' position on this area moving forwards as the benefits of jetting to permit flow have now been exhausted due to the siltation within the Humber.

4.1.4 Flood Risk Management

4.1.5 Pumping Stations

No issues have arisen that require the attention of the Board.

4.1.6 Inverted Syphons

No issues have arisen that require the attention of the Board.

4.1.7 Maintained Ordinary Watercourses

Maintenance progress reported by both Contractors indicate works to be on programme for the time of year equating to approximately 75% completion.

4.1.8 Main River

The Environment Agency has contacted ourselves to consider maintenance of 22k of Main River in the District. We have informed the IDB Foreman and Contractors and are arranging an Officers meeting with EA, IDB Contractors and Foreman to visit some of the systems where the IDB may assist. It is highly likely that the 1st maintenance visit, whether early next calendar year or into the next maintenance season, will be reconditioning works / creation of access to these Main River system.



Below is the initial list of Main River systems from the EA:

WATERCOURS	REMARKS	LENGTH_M
Dale Drain	None	1,410.00
South Kelsey Catchwater	None	1,809.00
Thornton & Owersby Beck	Non embanked length	2,253.00
Cutley Beck	None	2,898.00
East Drain Upper	None	824
Upper Ancholme	Bishops Bridge to end of main rive	5,056.00
Owersby Catchwater	None	929
Kingerby Beck	None	3,540.00
Skegger Beck	None	768
Worlaby Catchwater	Embanked length	1,181.00
Kingerby Beck South Branch	None	1,513.00

For comparison, and our further discussion with the EA, the list below is what the Board has previously considered.

Low Priority No Funding

Summary (Costs are being requested from EA)



Main River	Length (m)	IDB maintained systems upstream	High level estimate (based upon IDB rates av.£0.77p/m) [likely cost x 2] (£)	
Kettleby Catchwater	750	No	577.50	
Skegger Beck	1,150	Yes	885.50	885.50
North Kelsey & Grasby Beck	5,100	No	3,927.00	
Cutley Beck	2,000	Yes	1,540.00	1,540.00
Creek Drain	1,600	Yes	1,232.00	1,232.00
South Kelsey Catchwater	1,800	No	1,386.00	
Thornton Catchwater	950	Yes	731.50	731.50
Thornton & Owersby Beck	2,300	Yes	1,771.00	1,771.00
Kingerby Beck	3,500	Yes	2,695.00	2,695.00
South Branch Drain	1,500	Yes	1,155.00	1,155.00
East Drain Tributary	850	No	654.50	
Dale Drain	1,400	No	1,078.00	
River Ancholme	7,100	Yes	5,467.00	5,467.00
Paunch Beck	1,350	No	1,039.50	
TOTAL	31,350		24,139.50	15,477.00

Through the PSCA agreement funding and works / maintenance would be agreed on annual basis.



4.2 Planning, pre-application advice, and consents

4.2.1 Planning Applications

No planning applications have required comment on behalf of the Board between 27 April 2017 and 24th October 2017.

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

3no. consents have been considered on behalf of the Board between 27 April 2017 and 24th October.

Applicant	Location	Proposal	Permanent / Temporary Works	Date recieved	Approved/Ref used/ other
Andrew Buckley (Lockwood Estates Ltd)	Spridlington Hall, Spridlington	To widen existing culvert by 2 metres	Permanent	11.05.2017	Approved
Carl Johnson (T&K Gallagher)	East of Broughton Old Ancholme, Grammar School Road, Brigg, DN20 8BD	Installation of concete canvas to 4 ditch locations, where gas mains with shallow cover cross.	Permanent	13.7.2017	Approved
Network Rail	Nearest Post Code: DN38 6DJ (Barnetby/Siddings Area)	INFIL & ABANDONMENT OF CULVERT	PERMANENT	08.08.2017	Approved

4.2.3 Extended District Consents (Land Drainage Act 1991 Section 23)

2no. consents have been issued on behalf of Lincolnshire County Council between 27 April 2017 and 24th October.

Applicant	Location	Proposal	Permanent / Temporary Works	Date recieved	Approved/Ref used/ other
Ravi Pertab (Dyer and Butler / Network Rail)	Gravel Pits culvert, Lukes Lane, Bebburn, NE31 2ES	Install UV CIPP liner in 600mm diameter masonry culvert MAC3 243EA on Skegger Beck	Permanent	15.03.2017	Approved
		Dam off and overpump watercourse during liner installation	Temporary		Approved



5. Health and Safety Report

5.1 Board Employee

5.1.1 Accidents and Incidents

There are no accidents or incidents to report.

5.2 Health and Safety Information Available on the Shire Group Website

- Presentation to ADA Board
- ADA T&E Report September 2017
- CDM 2015
- HSE Fatality Data 2016/7
- Overhead Power Line Strikes
- Safety Alert regarding Flooded Electrical Equipment

5.3 HSE - About Health and Safety in Agriculture¹

In the last ten years, almost one person a week has been killed as a direct result of agricultural work. Many more have been seriously injured or made ill by their work.

People have a right to return home from work safe and sound. Good farmers and employers recognise the benefits of reducing incidents and ill health among their workers, and are aware of the financial and other reasons to aim for and maintain good standards of health and safety.

Health and safety is a fundamental requirement of a sustainable farming business and should be regarded as an essential part of farm business management. Unwise risk-taking is an underlying problem in the industry and those working on their own are especially vulnerable.

The personal costs of injury and ill health can be devastating. Life is never the same again for family members left behind after a work-related death, or for those looking after someone with a long-term illness or serious injury caused by their work.

Managing risks in a sensible way protects you, your family, your workers and your business and can bring the following benefits:

- a reduction in injuries and ill health and the resulting financial and personal costs;
- improved productivity, good morale and a happier, healthier workforce;
- better farming practice to help develop a sustainable farming business;
- the ability to carry out weather-critical operations at the right time;
- reduced sickness payments and recruitment/training costs for replacement workers;
- reduced loss of output resulting from experienced and competent workers being off work;
- longer life for equipment and machinery;
- less chance of damage to machinery, buildings and product;
- lower insurance premiums and legal costs;

¹ <http://www.hse.gov.uk/agriculture/hsagriculture.htm>



- less chance of enforcement action and its costs, e.g. the cost of dealing with an incident and/or fines;
- reduced risk of damage to the reputation of the business.

Injuries and Ill Health in Agriculture

Farming is a hazardous industry. Farmers and farm workers work with potentially dangerous machinery, vehicles, chemicals, livestock, at height or near pits and silos. They are exposed to the effects of bad weather, noise and dust. The risks also include family members working at the farm and children living at the farm.

Agricultural work can also be physically demanding and the repetitive nature of the work causes a range of health problems, including severe back pain.

With high numbers and rates of fatal injury, agriculture, forestry and fishing is the riskiest industry sector. Just over one in a hundred workers (employees and the self-employed) work in agriculture, but it accounts for about one in five fatal injuries to workers. Further information on numbers and rates of injury and ill health in agriculture can be found at:

<http://www.hse.gov.uk/statistics/industry/agriculture/index.htm>

<http://www.hse.gov.uk/statistics/industry/agriculture/agriculture.pdf>

The Costs and Causes of Death and Injury

The total annual cost of injuries (in farming, forestry and horticulture) to society is estimated at £190 million and around two-thirds of that is due to reportable injuries (£130 million), with fatalities accounting for around another third (£55 million).

The most common causes of death are:

- transport – being struck by moving vehicles;
- being struck by a moving or falling object, eg bales, trees etc;
- falls from height;
- asphyxiation or drowning;
- contact with machinery;
- injury by an animal;
- being trapped by something collapsing or overturning;
- contact with electricity, nearly two-thirds of which involves overhead power lines (OHPLs).

There are many more injuries which do not result in death. Less than half of reportable injuries to workers across all industry sectors are reported each year, but the level for agriculture, forestry and fishing is much lower. Surveys suggest that of those injuries to workers in agriculture (the most serious) which should be reported by law, only 16% are actually reported. HSE estimates that there could be as many as 10 000 unreported injuries in the industry each year. Each one involves costs to the injured person and to the business.

The most common causes of non-fatal injuries are:

- slip, trip or fall on the same level;
- being struck by moving, including flying or falling, objects;
- falls from height;
- contact with machinery;
- being injured by an animal.

People working in the industry can also be permanently disabled by ill health. Breathing in dusts, handling loads, being exposed to noise or vibration, using chemicals and working



with animals can all cause ill health, with symptoms that can take years to develop. In some cases this can result in premature death.

Many of those in the industry do not consult their doctor unless seriously ill and so levels of ill health are unclear. However, in agriculture:

about 12 000 people suffered from an illness which was caused or made worse by their current or most recent job;

musculoskeletal injury (back pain, sprains or strains) is over three times the rate for all industries;

the number of people affected by asthma is twice the national average;

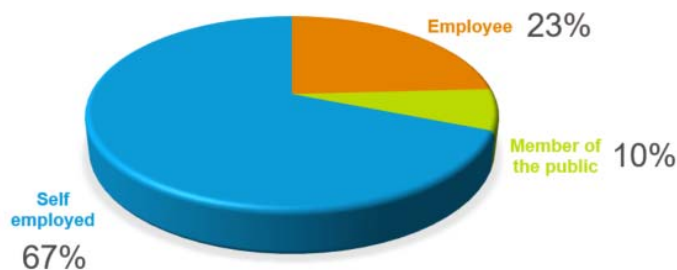
about 20 000 people are affected by zoonoses (diseases passed from animals to humans) each year.

Workers may be exposed to extreme heat, cold, high humidity and radiation from direct and prolonged exposure to the sun (all of which imposes stress on the worker). They may also be exposed to excessive vibration, noise, or may have to work in uncomfortable positions for long periods and handle a wide range of chemicals such as fertilisers or pesticides.

2016/7 – 30 people killed

The worker fatal injury rate is 6 times higher than in construction and 20 times than across all industries

EMPLOYMENT STATUS



Agriculture	Employee	Member of the public	Self employed	Total
	7	3	20	30

Transport remains the biggest killer in agriculture and nearly half of the workers killed were over 65



6. Environmental Adviser's Report

Recommendation:

- To note the information contained in this Report

6.1 Legislation

6.1.1 Biodiversity Action Plan 2015-2020

Actions to date can be viewed overleaf.



Biodiversity 2020	Habitat/Species Action Plan	Target Ref.	Target	Action Ref.	IDB Actions	Indicators	Reporting	2015/16 Reporting	2016/17 Reporting	2017/18 Reporting
Key sector: Water Management Outcome 1C Habitats and Ecosystems on land Priority Action 1.1 and 3.12	Eutrophic Standing Waters	1	Maintain and enhance the existing habitat and species diversity of watercourses within the Ancholme drainage district	1.1	Ensure the appropriate management of the Ancholme IDB maintained watercourses through an integrated Biodiversity Action Plan and Maintenance regime following best practice guidance	Plan update and production	Annually	Guidance on environmental best practice	Working with GLNP and Lincolnshire Wildlife Trust full species surveys undertaken on Candles Beck, Elsham May Bank and Worlaby Causeway Drains. No INNS recorded.	Environmental best practice required of contractors
				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	length (m) watercourse assessed	2016 onwards			



					GB Non-Native Species Secretariat					
Key sector: Water Management Outcome 3: Species Priority Action 1.3	Water Vole	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	Assessments during surveys	Assessments during surveys	Assessments during surveys
				3.2	Ensure appropriate habitat management of IDB watercourses with known Water Vole populations	Length (m) of Board managed and maintained watercourses	Annually	Maintenance to environmental best practice	Maintenance to environmental best practice	Maintenance to environmental best practice
				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 watercourses	Annually			



				3.4	Provide training to IDB employees and contractors on legislation pertaining to Water Vole and their habitat	Provision of training	Annually			
	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 improvements			Advice provided in connection with works at Wingeringham Ings to landowner
	5	Monitor populations of Water Vole within the drainage district.	5.1	Submit all Water Vole records from the drainage district to Lincolnshire Ecological Records Centre	Length (m) surveyed	Annually	Submitted through Greater Lincolnshire Nature Partnership			
			5.2	Undertake monitoring of key Water Vole colonies	Length (m) assessed, 2000m 2015/16	Annually	Nettleton Beck, Mission Church Drain, New Cut Drain, Sand Lane Drain, Cross Lane Drain,2000m drain surveyed	Sir Roland Winn's Drains, Lodge Farm Drain 15,000m survey		Appleby Old River Ancholme, Jackson's Drain, Weir Drain drain surveyed 5,000m watercourse surveyed



Key Sector: Water Management Outcome 3: Species Priority Action 1.3	Barn Owl	6	Monitor Barn Owl numbers within the drainage district	6.1	Erect three additional Barn Owl boxes on or around IDB pumping stations adjacent to the River Ancholme	Number of boxes erected	end of term	Broughton, Worlaby and Thirty Foot Pump stations identified as suitable sites for Barn Owl Boxes. Barn Owl seen frequently around weed screen at Broughton this year. Contact made with Wildlife Conservation Trust for verification as to site suitability. Sites in close proximity to EA barn owl boxes. Duck Houses identified as only remaining site on Board owned land		
				6.3	Submit all Barn Owl records from the drainage district to Lincolnshire Ecological Records Centre	Number of records submitted	end of term	Forward monitoring data from Wildlife Conservation Trust		
				6.4	Monitor the use of Barn Owl boxes erected within District	% of boxes monitored	Annually		Wildlife Conservation Trust to monitor annually from 2017	Wildlife Conservation Trust
Key sector: Water Management Outcome 3: Species Priority Action 1.3	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	(m) of plants retained	annually	GCN population known off Gallamore Lane, Market Rasen in Brimmer Beck PS area - drain culverted		
		8	Ensure all IDB works comply with relevant legislation protecting Great Crested Newts and their habitats	8.1	Provide training to IDB employees on legislation pertaining to Great Crested Newts and their habitats	No persons trained	ongoing			



Key sector: Water Management Outcome 3: Species Priority Action 1.3			8.2	Ensure GCN surveys are conducted prior to any drainage or other engineering works in close proximity to ponds	No. of surveys	Ongoing			
	9	Monitor populations of Great Crested Newts within district	9.1	Submit all Great Crested Newt records from the district to local biological recording centres	No records submitted	ongoing			
	Bats	10	Enhance habitat for bats	10.1	Maintain areas of open water in drainage ditches for Daubenton's Bats		ongoing		Working with Greater Lincolnshire Nature Partnership to understand species diversity in bat found within District. Species identified include Pippistrelle Soprano, Noctule, Natterer's, Brown long eared and Daubentons.
				10.2	Erect 5 bat boxes in suitable locations to provide summer roost sites	length (m) No. erected	ongoing		



				10.3	Retain veteran trees adjacent to IDB drains, where possible	% retained	ongoing			Advice to landowner in connection with Winterringham Ings works Feb 2017
		11	Ascertain bat population	11.1	Survey trees and IDB structures for the presence of bats prior to commencement of improvement or capital works	No of surveys	ongoing	no capital works	no capital works	
Key sector: Water Management Outcome 3: Species Priority Action 1.3	European Eel	12	Maintain and enhance suitable habitat for European Eel within the drainage district	12.1	Review maintenance regimes and identify watercourse s where the desilting and weed cutting regime can be altered to enhance and increase European Eel habitat	Length of watercourse surveyed	Annually		Discussions with EA Fisheries to discuss current prioritization and upstream habitat suitability and prioritization of sites include	Continued attendance at EA/ADA Eel Liaison Group. Continued discussions with EA Fisheries Anglian Region. Board contribution to Eel R&D - Worlaby catchment for habitat suitability assessment protocol
				12.2	Where suspected sub-optimal habitat for eel undertake eel habitat suitability assessment for specific catchment	No of catchment s assessed	Annually		Eel habitat suitability surveys undertaken Worlaby PS catchment. Conclusion habitat poor-moderate, consulting with EA regarding priority designation.	



				13.1	Secure funding to enable prioritisation of existing barriers to migration for mitigation works	Funding secured	On completion			
		13	Reduce the impacts of existing barriers to migration on escapement and recruitment	13.2	Source funding to enable mitigation works and associated pre- and post-project monitoring programme on existing priority structures	Funding secured	On completion			
				13.3	Undertake mitigation works on priority structures	Number of structures improved	On completion			



7. Representation

Officers have represented the Board and ADA at the following fora:

Environmental	Flood Risk Management	Other
Humber Estuary Relevant Authorities Group (HERAG)	Humber Flood Risk Management Steering Group	ADA Board Meeting Health and Safety Presentation
Comprehensive Review Humber Strategy	Isle of Axholme Implementation Funding Group	
	Isle of Axholme Implementation Asset and Delivery Group	
	Winteringham Ings and South Ferriby Flood Defence Stakeholder Workshop	
	Partnership Approach to Catchment Management (PACM)	

8. Any other business by leave of the Chairman

9. Date of next meeting

17th January 2018, 16th May 2018, 7th November 2018 at Godfreys Offices, Elsham Top.



10. APPENDIX A – Completed Annual Return 2016/17

A copy of the Annual Return can be found over the following pages.

Local Councils, Internal Drainage Boards and other Smaller Authorities in England

Annual return for the year ended 31 March 2017

Every smaller authority in England with an annual turnover of £6.5 million or less must complete an annual return at the end of each financial year in accordance with proper practices summarising its activities. In this annual return the term 'smaller authority'* includes a Parish Meeting, a Parish Council, a Town Council and an Internal Drainage Board.

The annual return on pages 2 to 4 is made up of three sections:

- **Sections 1 and 2** are completed by the smaller authority. **Smaller authorities must approve Section 1 before Section 2.**
- **Section 3** is completed by the external auditor.

In addition, the **internal audit report** is completed by the smaller authority's internal audit provider.

Each smaller authority must approve Section 1 and Section 2 in order and in accordance with the requirements of the Accounts and Audit Regulations 2015.

Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all highlighted sections. Do not leave any highlighted box blank. Incomplete or incorrect returns require additional external auditor work and may incur additional costs.

Send the annual return, together with the bank reconciliation as at 31 March 2017, an explanation of any significant year on year variances in the accounting statements, **your notification of the commencement date of the period for the exercise of public rights** and any additional information requested, to your external auditor by the due date.

Your external auditor will ask for any additional documents needed for their work. Unless requested, do not send any original financial records to the external auditor.

Once the external auditor has completed their work, certified annual returns will be returned to the smaller authority for publication and public display of Sections 1, 2 and 3. You must publish and display the annual return, including the external auditor's report, by 30 September 2017.

It should not be necessary for you to contact the external auditor for guidance.

More guidance on completing this annual return is available in the Practitioners' Guide that can be downloaded from www.nalc.gov.uk or from www.slcc.co.uk or from www.ada.org.uk

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to Local Audit and Accountability Act 2014

Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of
smaller authority here:

ANCHOLME INTERNAL DRAINAGE BOARD

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

	Agreed		'Yes' means that this smaller authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	✓		has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	NA
			has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

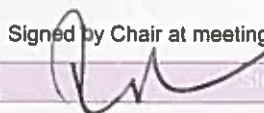
This annual governance statement is approved by this smaller authority on:

17/05/2017

and recorded as minute reference:

2017.32

Signed by Chair at meeting where approval is given:

 SIGNATURE

Clerk:

 SIGNATURE

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Section 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

ANCHOLME INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	
1. Balances brought forward	191836	249314	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	567813	567793	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	72156	69000	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	41724	42718	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	81746	81746	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	459021	492673	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	249314	268970	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	238501	267124	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	2660250	4687000	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	759262	712058	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:



Date

03/05/2017

I confirm that these accounting statements were approved by this smaller authority on:

17/05/2017

and recorded as minute reference:

2017.36

Signed by Chair at meeting where approval is given:



SIGNATURE

Section 3 – External auditor report and certificate

In respect of:

Enter name of
smaller authority here:

ANCHOLME IDB

1. Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2017; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

2. 2016/17 External auditor report (HU0006)

On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

We note that the Board does not hold copies of annual declarations of interests for all of its members. Maintaining such information would ensure improved accountability to the public by the smaller authority.

The Board's policy is hold assets at replacement/insurance value. We note that the Board has revalued its assets as at 31 March 2017 following an updated insurance valuation. Given the significant increase in value between 31 March 2016 and 31 March 2017, we recommend that the Board considers formalising and increasing the frequency of the revaluations performed to ensure that the values carried in Box 9 remain a reasonable estimate of the current replacement/insurance value.

3. 2016/17 External auditor certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017.

External auditor signature PKF Littlejohn LLP

External auditor name PKF Littlejohn LLP

Date 5/9/17

Note: The NAO issued guidance applicable to external auditors' work on 2016/17 accounts in Auditor Guidance Note AGN02. The AGN is available from the NAO website (www.nao.org.uk)

Annual internal audit report 2016/17 to

Enter name of
smaller authority here:

ANCHOLME INTERNAL DRAINAGE BOARD

This smaller authority's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2017.

Internal audit has been carried out in accordance with this smaller authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this smaller authority.

Internal control objective	Agreed? Please choose only one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been kept properly throughout the year.	✓		
B. This smaller authority met its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This smaller authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓ NONE.
G. Salaries to employees and allowances to members were paid in accordance with this smaller authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		

K. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this smaller authority adequate controls existed (list any other risk areas below or on separate sheets if needed)

Name of person who carried out the internal audit

MR ANDREW CANE - FCCA. BRADLOCKS GBC CHARTERED CERTIFIED ACCOUNTANTS.

Signature of person who carried out the internal audit

SIGNATURE A.C.

Date

16/05/2017.

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

Guidance notes on completing the 2016/17 annual return

1. You must apply proper practices for preparing this annual return. Proper practices are found in the Practitioners' Guide* which is updated from time to time and contains everything you should need to prepare successfully for your financial year-end and the subsequent work by the auditor. NALC, SLCC and ADA have helplines if you want to talk through any problem you encounter.
2. Make sure that your annual return is complete (i.e. no empty highlighted boxes), and is properly signed and dated. Avoid making amendments to the completed return. Any amendments must be approved by the smaller authority, properly initialled and explanation provided. Annual returns containing unexplained or unapproved amendments may be returned and incur additional costs.
3. **Smaller authorities must approve Section 1 on page 2 before approving Section 2 on page 3.**
4. Use the checklist provided below. Use a second pair of eyes, perhaps a Councillor or Board Member, to review the annual return for completeness and accuracy before sending it to the external auditor.
5. Do not send the external auditor any information not specifically asked for. Doing so is not helpful. However, you must tell the external auditor about any change of Clerk, Responsible Finance Officer or Chair.
6. Make sure that the copy of the bank reconciliation which you send to your external auditor with the annual return covers all your bank accounts. If your smaller authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree your bank reconciliation to Box 8 on the accounting statements (Section 2 on page 3). You must provide an explanation for any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guide*.
7. Explain fully significant variances in the accounting statements on page 3. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include a complete numerical and narrative analysis to support your explanation. There are a number of examples provided in the Practitioners' Guide* to assist you.
8. If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or you do not fully explain variances, this may incur additional costs for which the auditor will make a charge.
9. **You must inform the external auditor of the date set for the commencement of the period for the exercise of public rights.**
10. Make sure that your accounting statements add up and the balance carried forward from the previous year (Box 7 of 2016) equals the balance brought forward in the current year (Box 1 of 2017).
11. Do not complete Section 3 which is reserved for the external auditor.

Completion checklist – 'No' answers mean you may not have met requirements		Done?
All sections	All highlighted boxes have been completed?	✓
	All additional information requested, including the dates set for the period for the exercise of public rights, has been provided for the external auditor?	
Section 1	For any statement to which the response is 'no', an explanation is provided?	✓
Section 2	Smaller authority approval of the accounting statements is confirmed by the signature of the Chair of the approval meeting?	✓
	An explanation of significant variations from last year to this year is provided?	✓
	Bank reconciliation as at 31 March 2017 agreed to Box 8?	✓
	An explanation of any difference between Box 7 and Box 8 is provided?	✓
Sections 1 and 2	Trust funds – all disclosures made if a Council is a sole managing trustee? NB: Do not send trust accounting statements unless requested.	
Internal Audit report	All highlighted boxes completed by internal audit and explanations provided?	✓

*Note: The Practitioners' Guide is available from your local NALC, SLCC or ADA representatives or from www.nalc.gov.uk or www.slcc.co.uk or www.ada.org.uk.



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Newcastle upon Tyne
Newport
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Saltaire
Skipton
Tadcaster
Thirsk
Wallingford
Warrington**

