

**MINUTES OF SELBY AREA IDB MEETING**  
**HELD ON THURSDAY 30<sup>th</sup> NOVEMBER 2017**  
**AT 12 PARK STREET SELBY**

- 61     **Present**                     Mr C Pearson (Vice-Chairman, Mr J Cattanach, Mrs J Chilvers, Mr C Clark, Mr J T Deans, Mr C Fenteman, Mr M Hobson, Mr C J Lunn, Mr J Mackman, Mr N Parkinson, Mr D Peart, Mr P Roberts, Mr R Shepherd, Mr C Tindall, Mr T Wood.
- In attendance Mr N Everard (Clerk of the Board)  
Mr P Jones (Consulting Engineer),  
Mr I Chapman (Works Supervisor),  
Mr P Musson (NFU)
- 62     **Apologies**                     Mr J Dennis (Chairman), Mr D Buckle, Mrs G Ivey, Mr J Thirsk, Mr I Chilvers
- The members stood in remembrance of Mr A Cawood following the death of the former Board Member.
- 63     **Disclosure of Interest**                     Mr C Clark disclosed an interest in Minute numbers 69 &76.
- 64     **Minutes**                         The Minutes of the Meeting held on 25<sup>th</sup> May 2017, were approved and signed and there were no matters arising.
- 65     **Maintenance**                     The Work Supervisor confirmed that the majority of maintenance works following harvest were now complete. The works under the Public Sector Co-operation Agreement had been completed, although the planned desilting of Selby Dam had not progressed and is now programmed for next season. The report also covered the trialling of self-drive machinery and the operation of the Board operated JCB Hydradig.
- The Work Supervisor concluded that the Board's own workforce and machinery had operated well during the season, the experience and knowledge of the workforce does assist in the managing of works as compared to contractors.
- 66     **Planning Applications/ Consents**                     The Consulting Engineer reported that 106 planning applications had received comment and five consents had been issued between 9th May 2017 and 15<sup>th</sup> November 2017.
- 67     **Lendall Pumping Station Refurbishment Scheme**                     The Consulting Engineer reported that notification had been issued to CW Engineering to terminate the contract due to an administration order being made against it and no response for a revised completion/ commission date being received.
- Environmental Systems & Services Limited had been appointed to provide and install a panel and commission the weedscreen cleaner.

68 **Coates Marsh & Cawood Marsh Refurbishments & Flood Plain Functionality**

The Consulting Engineer reported that the assessment was under way, although there had been a delay in obtaining modelling information for Cawood Marshes. A high level gravity within the Coates Marsh system was not considered feasible/beneficial.

On completion the business cases will be submitted to the Environment Agency and it is proposed to pursue the refurbishment of the Stations as Phase 1 of the projects with a high level gravity in Cawood Marshes as Phase 2, subject to the availability of funding.

69 **Great Clough Pumping Station**

The Consulting Engineer reported as follows:-

**Capital Works**

Following the Environment Agency (EA) funding approval letter, Bedford Pumps and Controlstar Systems were notified and appointed on behalf of the Board.

A pre-start meeting was held with Bedford Pumps on 11<sup>th</sup> October, which identified the following key aspects of the contract moving forwards.

- Formal contract programme to be submitted and approved; indicated fabrication complete by end of March with installation in April 2018.
- Motor requirements on the new eel friendly pumps are lower than existing motor requirements, whilst retaining current pumping capacity.
- 24 month warranty was offered at tender stage and will be included in the Form of Contract for signing.
- We are now in the design stage of the contract with final design expected to be received in January.

**Operations**

A handover meeting is to be arranged between the EA MEICA Team and the Board's Work Supervisor in relation to asset manual, risk assessments and the EA are to confirm the process for managing the existing telemetry system in the interim period before completion of capital works.

**Temporary Pumping**

The EA intend to remove the two temporary pumps from site at the beginning of December leaving one operation submersible sump pump at 886l/s insitu.

Our assessment of the temporary situation e.g. until new pumps are fitted is as follows:-

- one pump station submersible pump c.886 l/s is currently available (unknown condition – last inspection report has been requested).
- two temporary pumps (EA) each 400 l/s are currently available on site (to be removed by EA) but have not been fully utilised on site to date.
- The lowest lying land within the catchment (below 4m AOD) equates to 450 hectares which would require at least 630 l/s capacity pump to accommodate a 1 in 10 year flow.
- However, the entire catchment is 1900 hectares and would require 2,660 l/s capacity (3x886 l/s) to accommodate a 1 in 10 year rainfall event on the catchment.

Options that have been or are being considered moving forwards are:-

1. Bedford Pumps has considered retrofitting any similar capacity submersible pumps into the sump until new eel friendly pumps are fabricated, however, do not have any spare similar type pump sets available.
2. Utilising IDB spare pumps from depot (from Hirst Marsh Pump Station) would need initial overhaul, re-cabling and adaptation; quoted by Perry's Pumps in 2016 as from £9,500 per pump.
3. Retaining existing temporary pumps on site but paid for directly by the IDB to rental providers. EA are providing contact details and costs are to be confirmed.
4. Hiring diesel temporary pumps to manage flows excluding overtopping and extreme events is estimated (based upon recent quotes elsewhere) at £1,200 per week for 1 no. 8" including fuel. Purchase of diesel pump may only cost £30,000 in comparison to the rental costs.
5. Utilising the IDB owned 8" in times of need, accepting that extreme or overtopping events would need to rely on the gravity system to clear the majority of flood water from the catchment.

The Board on majority decision instructed the Clerk to respond to the EA to advise that the operational responsibility and risk would remain with the EA until the capital works commenced when Schedule 3 would be approved to permit access to site and recovery of costs. The Clerk was also instructed to update Nigel Adams MP.

70      **Standing Orders**

The Clerk reported that the amended Standing Orders received Ministerial approval on 18<sup>th</sup> October 2017.

- 71     **Direct Labour Force**     The Clerk reported on recommendations from the Finance Committee which were approved that a full-time contract had been awarded to the flailmower operator. It had been proposed to extend the excavator’s operators fixed term contract until the trial period was complete, however, a resignation was received in the meantime. The Board approved the regrading of employees and consolidation of pay rates to ADA White Book rates over a three year period, subject to any changes in the Public Sector pay position.
- 72     **Contractor Rates**     The Board approved the revised rates as recommended by the Finance Committee.
- 73     **ADA Northern Branch Conference**     The Clerk reported that the next meeting of the Northern Branch was scheduled for 25<sup>th</sup> January 2018 at 11.00 a.m. at Howden, following the Board’s own meeting. Any members wishing to attend should contact the Clerk.
- 74     **Audit**     The Clerk reported on the Internal Auditor’s Report for the final period in respect of the year ended 31<sup>st</sup> March 2017, confirming that no matters were required to be brought to the attention of the Board.
- The Clerk confirmed that an unqualified Audit had been received from the External Auditor and the appropriate notice issued.
- The Board approved the Internal Control Review for the year ended 31<sup>st</sup> March 2018.
- 75     **Risk Management Review**     The Clerk confirmed that a Risk Management Review had been undertaken and reviewed with the insurance broker and no changes to cover identified with the Health & Safety Review to be undertaken in the New Year. Mr P Musson offered to undertake a review of the Board’s insurance on a none competition basis.
- 76     **Demainment Request**     The Clerk reported on a request for the demaining of a short section of dyke off Roundhill Drain at Wistow Lordship and on recommendation of the Consulting Engineer and Works Supervisor was approved.
- 77     **Health & Safety**     The Works Supervisor reported on three issues arising over the maintenance period. Firstly, whilst undertaking flailmowing cuttings were discharged on to the highway hitting a vehicle. The Board’s advisor was informed and guidance received as a result an improved working procedure has been implemented.
- Secondly, one of the hired in excavators slipped into an adjoining pond disregarding instructions from the Board. Full recovery costs were met by the contractor and the Board’s advisor had been informed and provided guidance and appropriate instructions issued to the workforce.
- The third incident involved a contractors machine being hauled by

contractors on the road, resulting in contact to an overhead powerline. Following guidance from the Health and Safety advisor, a RIDDOR report was submitted and insurers advised.

- 78     **Accounts For Payment**     The Board approved the Accounts for Payment schedule numbers 6, 7, 8, 9, 10 and 11 in the amounts of £129,634.42, £52,249.67, £320,145.74, £80,363.56. £73,092.61 and £158,634.42 respectively.
  
- 79     **Next Meeting**     The next meeting of the Board will be held on Thursday 25<sup>th</sup> January 2018.

.....Chairman

.....Date