



# Ancholme

Internal Drainage Board

**Godfrey's Offices**

**Elsham Top**

**Brigg**

**DN20 0NU**

**Meeting Papers**

**Wednesday 7 November 2018**

**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 Appointment of Chairman

### 1.2 Appointment of Vice-Chairman

### 1.3 Declaration of Interest

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

### 1.4 Apologies for Absence

Jonathan Jackson

### 1.5 Minutes of the meeting held on 16 May 2018

#### Present

Mr J Akrell	JA
Mr R Borrill (Chair)	RB
Mr S Brown	SB1
Mr C Day	CD
Mr A Godfrey (Vice Chair)	AG
Mr R N Herring	RNH
Mr J Jackson	JJ
Mrs J Jackson	JJ1
Mr J James	JJ2
Mr P Jones	PJ
Mr M Storey	MS
Mr W Strawson	WS
Mr H Williams	HW

#### In attendance on behalf of JBA Consulting Officer:

Mr I Benn	CEO
Mr D Blake	DB
Mr P Jones	Eng
Mrs A Briggs	EO

#### Declaration of interest

**2018.22** None received.

#### Apologies for Absence

**2018.23** Apologies for absence received from Messrs Barton, Buckley, Dowson, Glover, Richardson, Summers and Waltham, H Rowson and S Dunn who had also resigned from the Board. CS apologies were received at Board Offices during the meeting.



## Minutes of the Last Meeting

**2018.24** Minutes of the meeting held 17 January 2018 were considered for approval signature by the Chairman. **AG Proposed a true record of the meeting for signature by Chairman, seconded RNH, Members all in agreement.**

## Matters arising not discussed elsewhere on Agenda

**2018.25** The Chairman advised in accordance with his delegated powers that following market testing, the Board would retain the services of Towergate as its insurers

## Complaints/FOI requests

**2018.26** None.

## Clerk Report

**2018.27** Legislation – GDPR – Clerk reported he had been waiting for ADA Policy & Finance Committee guidance/policy for use by Boards however this had not been forthcoming. Members expressed some concern this was the case, several being aware the regulations would be implemented on 25<sup>th</sup> May 2018. Clerk advised Board officers had produced a GDPR policy on behalf of the Board. The Policy covers Board capacity as a controller of data and management's role as processor of that data. The Board has personal information on ratepayers, employees and contractors. Members were advised management had already issued a privacy notice with the 2018/19 rate demands issued in April to ensure this Board would be GDPR compliant. **AG proposed GDPR policy be adopted by Board, seconded HW, all in agreement.**

**2018.28** IDB Policy statement – Clerk advised the Policy Statement had been produced by ADA and received approval of Defra. Members expressed disappointed in the Policy wording; it duplicated several policies which the Board already had in place and as a Policy Statement on Water Level and Flood Risk Management, it ventured into areas of governance, communication, environmental sectors. **Members agreed a small group involving Chair, Vice Chair, JJ would work with management to produce appropriate documentation. The Board's existing policy would be reviewed and brought up to date ensuring it was fit for purpose.**

**2018.29** Humber Flood risk Management – Clerk advised the Elected Member meeting was being attended by himself and Mr D. Hinchliffe, Chairman of Black Drain.

**2018.30** Election year – Members had been emailed Agenda item 2.4 which had been erroneously omitted from the meeting papers. Members were required to confirm appointment of returning officer, consider any representations made by the public, of which there were none, and approve the register. **CD proposed Members confirmed appointment of JBA Consulting as returning officer and approved draft register of electors, HW seconded, all in agreement.** Members noted last date for return of papers was Friday 5<sup>th</sup> October 2018 and if an election is required, the date of poll will be 26<sup>th</sup> October. Confirmed electoral application forms would be available for download from the Board website in September and some would be available from the Vice-Chairman's offices at Elsham Top.

## Finance Report

The Finance Report previously to Members was discussed.

**2018.31** Rating Report - Balance outstanding as of 31 March 2018 noted. Members informed to date approximately 40% of 2018/19 rates have been collected



- 2018.32** Internal Audit – report for note. Specific risks noted were associated with nominated/elected member apportionment and the importance of that being reflected at meetings evidencing good governance in the decision-making process. January 2018 nominated member attendance was poor and had been picked up by Auditor. Bank fraud is a high risk and was noted, management has updated processes to ensure maximum protection available. Members noted the position.
- 2018.33** Annual Return Section 1 Annual Governance Statement – members reviewed the statement. **JJ proposed Section 1 annual governance statement be approved, HW seconded, all in agreement**
- 2018.34** Accounts y/e 31 March 2018 – Members noted surplus on year of £32,000 due was due in particular to pump station and drains maintenance costs lower than budget but there was an increase in capital works done at Winteringham Ings. There are no cash flow issues, reserve account very healthy. Members considered detailed breakdown of pump station costs which were down despite wet seasons. RNH noted increase in travel cost by £600. EO noted likely attributable to additional work for Asset Manager and herself relating to jetting of outfalls and Natural England Assent and site meetings including Engineer for the Winteringham Ings work. Travel was recharged at £0.45 p/m as always. Member noted cost of pump repairs, commenting the Board always procured the cheapest pumps and station build, querying whether that was sustainable. Eng. advised detailed intrusive asset inspection and planned preventative maintenance was a proactive way of dealing with this issue. **AG proposed approval of accounts, seconded CD, all in agreement.**
- 2018.35** Annual Return – Section 2 of the Financial Statement. Members reviewed the information – **SB proposed approval of the Financial Statement, seconded HW, all in agreement**
- 2018.36** 5-year budget estimate – FO apologised for omission of estimated rate from papers. Year on year rate increase was required in order to maintain reserves level as pump station rebuilds are required. Members had been advised at January meeting to retain same rate the Board would run out of money in 2021. RNH suggested the page be reproduced with rate on and issued to members. Agreed.
- ACTION: FO to reproduce 5-year budget estimate with rate required shown**
- 2018.37** List of payments – No cheque payments had been made. Payments direct from bank account made totalling £247,477.46 of which £105,440.84 was approved by the Clerk only. Noted repayment of a payment made in error by a ratepayer; correct processes were followed to ensure not fraudulent claim before reimbursement. **JJ proposed list of payments accepted, seconded, all in agreement.**

## Engineers Report

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

- 2018.38** Asset Management – Water Level Management – Winteringham Ings – Noted diversion had been completed and consenting procedure enabled through EA and NE approvals had been achieved very quickly. Low Farm outfall flowing well however Composition Outfall has been lost as expected. Jetting will continue for this year where necessary. CD queried increase in volume of water through Low Farm. Eng. anticipated volume doubled. RNH queried reason for wishing to retain Composition. Advised the only relief from any tidal surge with loss of pump station is the combination of gravity outfalls therefore wish to retain for as long as possible, but also a requirement to retaining the facility for discharge through jetting works as the connection drain work recently undertaken was not an improvement work of lowering the bed which would



have required compliance with Improvement Works legislation. Highland water for which Board receives foreign water contribution also passes through that outfall.

**2018.39** Intrusive investigation inspections – Hibaldstow - specification now drafted and will go out to tender. Preferred to use single contractor and Board is able to access contractors through EA Project Development Unit frameworks to identify available services. Eng. is updating forward plan with EA, required as part of any funding for GiA contribution. Hibaldstow due 2021/22 and intrusive asset inspection will assist understanding what is required.

**2018.40** Maintained ordinary watercourse – Maintenance contract due for retendering. Board advised to consider recent advice that there is no limit to term of contract if tendered correctly. Board able to offer longer-term contract if wishes. Request volunteers to be part of evaluation panel which would review return of tenders. Queried how to stop being let down by preferred contractor at last minute and upsetting relationship with long established contractors. Noted weightings could be applied and needed to be very much in favour of quality. **Members AG, RB and HW and RNH volunteered.**

**2018.41** Main River – information noted. For this season PSCA available for some low priority systems. Many of systems not as bad as first considered for access and many follow on from Board maintained system. Hewitt & Davies will price, Engineer will report back to EA once final list is produced.

**2018.42** Temporary Pumping and Incident Response – Eng. requested a steer from Members on Board stance regarding temporary pump in light of what may be required at Winteringham, in times of inundation when pump availability may be in short supply and considering impacts of a changing climate. Members considered information available on cost of pumps sufficient to use in temporary pumping situations. Chair advised stand-alone pump was large investment. JJ advised capital would be stood around for months, mice would damage pipes. Cost of hire could be £2,000 p/w however to date cost of pump hire has been minimal. Members considered pump purchase would be inappropriate.

**2018.43** Planning, pre-application advice and consents – noted work done in Tealby area.

## Health and Safety Report

**2018.44** Noted

**2018.45** Lone worker device – noted new device supplied

## Environmental Adviser

**2018.46** Legislation – Environmental Permitting – noted

**2018.47** Protection of Badgers Act – noted contractors were required to register with NE to use the IDB class licence

**2018.48** Conservation of Habitats & Species Regulations 2017 – Composition Lane and Low Farm outfall work noted

**2018.49** Biodiversity Action Plan – noted

**2018.50** ADA request for eel contribution – Members expressed disappointed Worlaby catchment previously offered had not been used by HIFI and EA to produce protocol for habitat suitability and were disinclined to contribute to eel investigation work.

**2018.51** Policy – ADA recommends all IDBs have a biosecurity policy – information also required in IDB1 and reported to Defra. Management had produced policy on behalf





of Board. EO advised new maintenance contract would incorporate requirement for contractor to adhere to Clean, Check, Dry campaign **AG proposed accepted as it represented good environmental practice, CD seconded, all in agreement**

## Representation

**2018.52** Members noted where the Board had been represented since the last meeting.

## Any Other Business

**2018.53** Ancholme River Levels – MS reported river had been maintained at 0.9m datum and lowered only as required. Incident had occurred where procedures were shortened by EA with verbal call to lock keeper to drop river which had nearly led to disaster with little water left in river. Expressed concern as lockkeeper was retiring and locks would become automatic, reliant on consistent water levels through telemetry which can work intermittently due to weed blockage. SB advised levels should be low during winter period when critical for land drainage. Eng. advised when gravity outfalls need inspecting Board works with EA however that work involves the EA advertising when river levels will be dropped and the Board fitting in with its timings. Board contractors require 2-week window to undertake outfall inspection work but it is outside the control of the Board as to how EA lowers the river. Furthermore, the Board had not requested levels be lowered to 0.4m AOD but 0.6mAOD. SB suggested Members require a report on works being done on R Ancholme by the EA, considerable money was being spent around South Ferriby.

**ACTION: Eng. to request a report from EA**

## Date of Next Meeting

7 November 2018. Closed 15.15

Meeting dates for 2019 will be 16<sup>th</sup> January, 15 May, and 6<sup>th</sup> November at Godfreys Offices, Elsham.

## 1.6 Matters arising there from not elsewhere on Agenda

## 1.7 Complaints/FOI/EIR requests

Are available to view at Appendix A



## 2. Clerk report

### Recommendations:

- To note the information contained in this report
- Approval of Flood Risk & WLM Policy (Item 2.2.1)

## 2.1 Legislation

### 2.1.1 GDPR – ADA

Management produced a consent form where Members agree for the Board to share postal address with ADA. Information has been issued to ADA however it has signed the Board's Data Sharing Agreement and ADA now requests IDBs issues its consenting form direct to Members for signature and return. These will be emailed to Members to return directly to ADA.

ADA should specifically seek Member consent to share personal data with any other parties.

## 2.2 Policy

### 2.2.1 Flood Risk and Water Level Management Policy

Work done on Policy review jointly with Scunthorpe & Gainsborough WMB Members is available for Member approval at Appendix B

## 2.3 Humber Flood Risk Management

### 2.3.1 Humber Strategy

The Environment Agency Presentation delivered to the Elected Members Forum is available on the Shire Group website. The forum resolved that consultation with IDBs and Land Owners was fundamental to the success of the strategy moving forward.

## 2.4 Election 2018

Following the 2018 election all members are reappointed with the exception of Mr Peter Richardson who has resigned.

## 2.5 Employee's Remuneration

The Board are asked to consider an annual increase of 1.7% in the employee's salary in accordance with the Public Sector Pay Award for this year. This would be backdate to 1 April 2018.



## 3. Financial Report

### Recommendations:

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

### 3.1 Rating Report

Details of the Rates and Special Levies issued, and payments received up to and including 22 October 2018: -

	£	£
Balance Brought forward at 1 April 2018		191.15
<b>2018/2019 Drainage Rates and Special Levies</b>		
Drainage Rates		352,315.14
<b>Special Levies</b>		
North Lincolnshire Council	206,609.00	
West Lindsey District Council	18,828.00	225,437.00
<b>Total Drainage Rates Due</b>		<b><u>577,943.29</u></b>
<b>Less Paid: -</b>		
Drainage Rates		270,400.77
North Lincolnshire Council	103,304.50	
West Lindsey District Council	9,414.00	112,718.50
<b>Total Drainage Rates Paid</b>		<b><u>383,119.27</u></b>
<b>Balance Outstanding as at 22 October 2018</b>		<b><u>194,824.02</u></b>

### 3.2 Audit

#### 3.2.1 Internal Audit

The meeting of the Internal Audit Review Panel will take place at 10:00am on Monday, 26th November 2018. The venue will be the offices of JBA Consulting in Doncaster.

#### 3.2.2 External Audit

The audit of the Board's accounts for the year ended 31 March 2018 is complete, with no issues raised. The completed Annual Governance & Accountability Return (AGAR), including the external auditor comments, can be viewed at: <https://www.shiregroup-idbs.gov.uk/idbs/ancholme/financial/rate-payments/annual-return/>



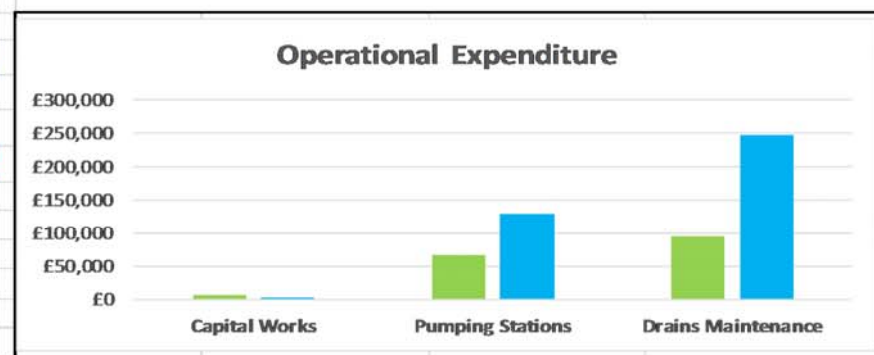
### **3.3 Budget Comparison**

Information on the Board's budget position to date can be found over the page.

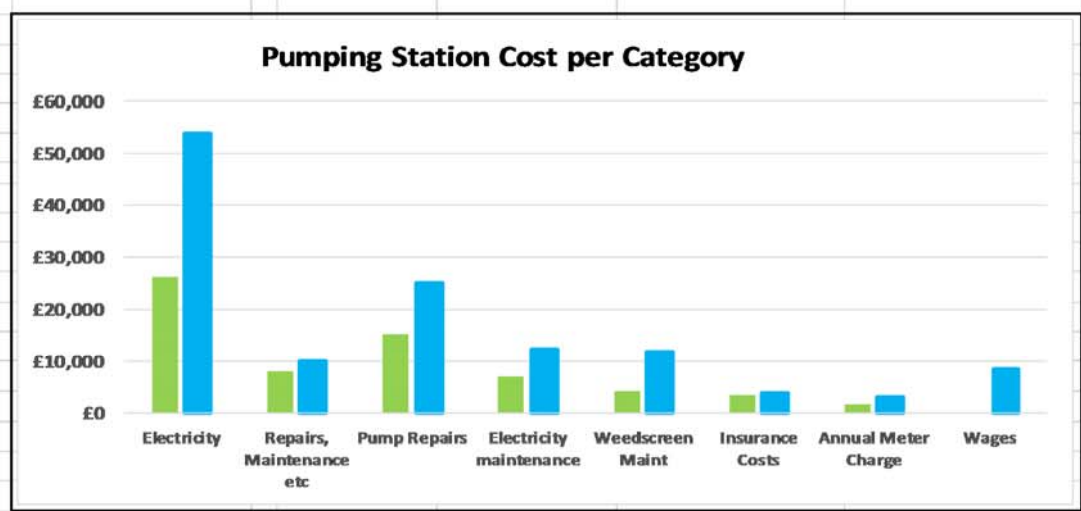
INCOME	
<b>RATES</b>	
76.69%	
<b>LEVIES</b>	
50.00%	
<b>OVERALL INCOME YTD</b>	<b>69%</b>
<b>OVERALL EXPENDITURE YTD</b>	<b>50%</b>
Information	
Income- FWG & SG contribution at year end	
Expenditure- Maintenance Season underway & one loan payment made to date	

EXPENDITURE (TYPICALLY FIXED)				
TELEMETRY	ADMINISTRATION	OFFICE & DEPOT	RECHARGABLE WORKS	BORROWING
54%	80%	61%	20%	50%
Information				
All to be expected, Administration costs slightly up due to an increase in Specialist Service in 2018/19				

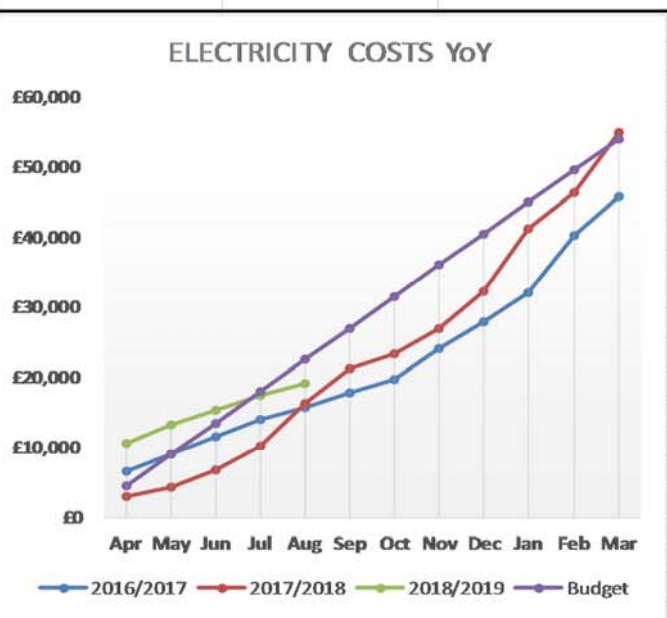
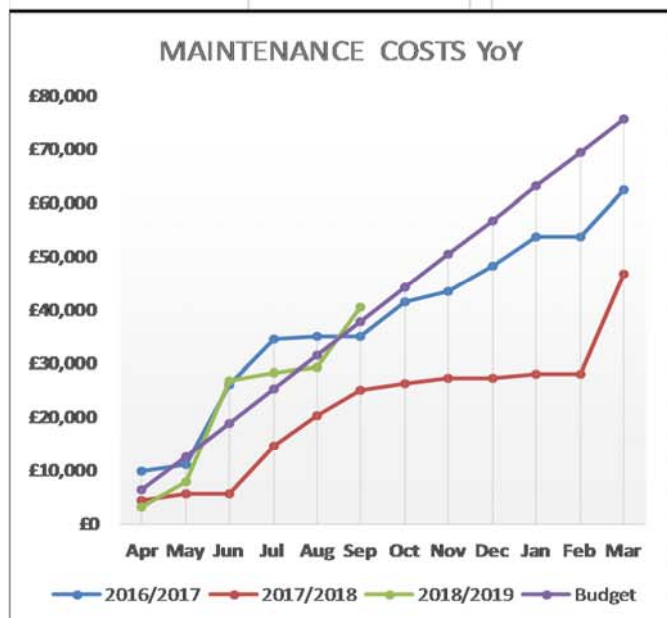
**BUDGET REVIEW OCTOBER 2018**



EXPENDITURE (PUMPING STATIONS)					
Appleby Carr PS	Bentley Farm PS	Brimmer Beck PS	Broughton Carr PS	Cadney PS	Candley Beck PS
62%	48%	32%	44%	49%	41%
Fulseas PS	Hibaldstow PS	Island Carr PS	North Kelsey PS	Redbourne Hayes PS	South Kelsey PS
32%	61%	65%	46%	46%	54%
Waddingham PS	Worlaby PS	Thirty Foot PS	Whitton Carr Drain PS	Nettleton Beck	Overall
38%	69%	43%	72%	4%	51%



Information- Hibaldstow, Island Carr & Carr Drain all have had unplanned Pump/Weedscreen maintenance.  
April & May saw significantly wet months which have resulted in significantly high electricity bills, June/July/August saw relatively low costs  
Most stations have had Pump/Electrical & Weedscreen maintenance undertaken after the 2017 inspections



Expenditure increased significantly in May  
Pump Maintenance identified from the 2017 inspections  
No Pump Station Expenditure in July

Apr-May- very wet which led to significant electricity bills  
Jun-Jul- was very dry, so bills should be minimal  
Just a case of monitoring and ensuring usage not too high

**Operational Expenditure:**  
Works @ Composition Soak Dyke Works carried into 2018/19  
No other significant works planned

**Contractor Progress:**  
Maintenance season underway. Contract A 75% complete, Contract B 80% complete. 33% invoiced  
Other Drain Maintenance costs 66% expenditure incurred to date.

**PS Category Costs:**  
Pump Repairs to date just over budget.  
Insurance Costs were under budget  
Electricity costs under budget target to date.

**Other:**





### 3.4 Five Year Budget Estimate

<b>Ancholme IDB</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	<b>2018/19</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
<b>Revenue Account</b>	<b>Approved Budget</b>	<b>Est Out turn</b>					
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>							
Drainage Rates - Land (AV) : £2,818,581	352,323	352,323	366,416	380,508	394,601	408,694	422,787
Levies North Lincolnshire Council - (AV) £1,652,868	206,609	206,609	214,873	223,137	231,402	239,666	247,930
Levies West Lindsey District Council - (AV) £150,627	18,828	18,828	19,582	20,335	21,088	21,841	22,594
Interest etc.	30	30	70	100	100	100	100
Contribution from S&GWMB	17,000	17,000	17,340	17,687	18,041	18,401	18,769
Rental Income	1	1	1	1	1	1	1
Other Contributions	36,764	49,288	36,764	36,764	35,000	35,000	35,000
<b>TOTAL INCOME</b>	<b>631,555</b>	<b>644,079</b>	<b>655,045</b>	<b>678,532</b>	<b>700,232</b>	<b>723,703</b>	<b>747,182</b>
<b>EXPENDITURE</b>							
Flood Defence Levy	98,855	95,976	98,855	99,844	100,842	101,850	102,869
<b>NEW WORKS</b>							
<b>Contingency Planning</b>							
Capital (Low Farm Outfall, Nettleton Beck)	1,564	6,345	6,564	0	0	0	0
<b>Cost of Borrowing</b>	81,746	81,746	74,792	74,792	74,792	71,168	67,545
Other Board Shares	850	850	850	900	900	950	950
Depot/Office Costs	7,620	7,624	7,772	7,928	8,086	8,248	8,413
Maintenance	247,597	245,347	253,079	258,141	263,303	268,569	273,941
Administration	68,740	68,788	70,121	71,523	72,954	74,413	75,901
Pumping Stations	129,721	143,417	134,250	136,935	139,674	142,467	145,317
Telemetry contract	36,967	26,802	26,802	26,802	26,802	27,606	27,606
<b>TOTAL EXPENDITURE</b>	<b>673,660</b>	<b>676,895</b>	<b>673,085</b>	<b>676,864</b>	<b>687,353</b>	<b>695,272</b>	<b>702,542</b>
Surplus (Deficit) on Year	(42,106)	(32,817)	(18,041)	1,668	12,879	28,431	44,640
Balance Brought Forward	237,242	301,010	268,193	250,153	251,820	220,486	204,704
<b>Balance</b>	<b>195,136</b>	<b>268,193</b>	<b>250,153</b>	<b>251,820</b>	<b>264,699</b>	<b>248,917</b>	<b>249,344</b>
Capital Account Balance transfer	0	0	0	0	44,213	44,213	44,213
<b>Balance to Carry Forward</b>	<b>195,136</b>	<b>268,193</b>	<b>250,153</b>	<b>251,820</b>	<b>220,486</b>	<b>204,704</b>	<b>205,131</b>
Reserve Policy Target 30%	28.97%	39.62%	37.17%	37.20%	32.08%	29.44%	29.20%
AV: £4,622,076							
Penny Rate: £46,221							
Rate in £	12.50p	12.50p	13.00p	13.50p	14.00p	14.50p	15.00p
Inc./Dec. from Previous Year	no change	no change	0.50p inc.	0.50p inc.	0.50p inc.	0.50p inc.	0.50p inc.
Rate in £ Inc./Dec. from Previous Year	no change	no change	4.00% inc.	3.85% inc.	3.70% inc.	3.57% inc.	3.45% inc.



### 3.5 Schedule of Payments

All payments made since those reported to the Board at the previous meeting.

#### List of Cheques:

DATE		CHEQUE NO.	REF	PAYEE	DESCRIPTION	TOTAL CHEQUE		
<b>2018</b>							£	
Sep	25th	006059	86	Post Office Counters	Licence	250.00	*	
Oct	23rd	006060	-	Refund - DDM Agriculture (308)	Consent Refund	50.00	*	
<b>Total of all Cheques</b>						<b>300.00</b>		
<b>* Total of all cheques signed by Clerks</b>						<b>300.00</b>		

#### Payments Made Directly from the Bank Account:

DATE		REF	PAYEE	DESCRIPTION	TOTAL PAYMENT	
<b>2018</b>					£	
Apr	30th	-	NatWest	Bank Fees	6.30	*
May	1st	26	BT	Depot Broadband Package	209.64	*
		5	O2 (UK) Ltd	Mobile Telephone	18.86	*
		3	North Lincolnshire Council	Business Rates	110.00	*
		13	Crystal Ball Ltd	Vehicle Tracking	70.20	*
	10th	-	Employee	Wages	2,474.97	*
	11th	-	B&CE Holdings	Pension Contributions	198.89	*
	15th	41	Nat West Business Card	Business Card - Fuel	250.53	*
		-	NatWest	Bankline Fees	25.85	*
	21st	36	Woldmarsh Producers Ltd	Supply to Worlaby PS	2,724.23	*
				Supply to North Kelsey PS	816.42	*
				Supply to Carr Drain PS	706.36	*
				Supply to Fulseas PS	146.10	*
				Supply to Bentley Farm PS	325.70	*
				Supply to 30' PS	508.88	*
				Supply to Appleby PS	557.51	*
				Supply to Broughton PS	950.74	*
				Supply to Cadney PS	566.93	*
				Supply to South Kelsey PS	905.21	*
				Supply to Redbourne PS	951.05	*
				Supply to Waddingham PS	293.65	*
				Supply to Candley Beck PS	616.79	*
				Supply to Island Carr PS	147.70	*
				Turnbull & Co. Ltd - Posts	138.18	*
				Farmstar - Gates, Padlocks, etc.	-79.33	*
				Thomas Bell & Sons Ltd - Grass Seed	84.00	*
				Membership Fees	333.04	*
	22nd	16	Brodericks GBC	Internal Audit Fee 2017/18	1,020.00	*
		17	Dormar Products	Weed Rake Set & Accessories	1,077.52	*
		8	Environment Agency	Wayleave	2.88	*
		19-23	ID Spares & Services Ltd	Pumping Station Maintenance	1,775.62	*





May	22nd	24	N E Davis Plant Hire	Composition to Low Farm Toe Drain	2,442.00	*
		14	NPower (Equip Lease -	Worlaby PS - Meter Operator	474.00	*
		187	Scunthorpe & Gainsborough WMB	Payroll Costs	55.82	*
		-	Property Recycling Refund	Rates	49.38	*
		-	HMRC	PAYE/NI	740.39	*
	31st	28	O2 (UK) Ltd	Mobile Telephone	18.72	*
		-	NatWest	Bank Fees	126.38	*
Jun	1st	3	North Lincolnshire Council	Business Rates	110.00	*
	7th	32	Dormar Products	Hook Set, etc.	449.40	*
		27	ID Spares & Services Ltd	Carr Drain PS - Weedscreen Maintenance	1,427.63	*
		25	Mr A Duck	Composition Drain	391.68	*
		29	RJ & AE Godfrey	Meeting Room Hire	93.66	*
		33	Employee	Expenses - Medical Report	20.00	*
		31	Solo Protect Ltd	Lone Worker Monitoring	373.68	*
		30	WH Strawson	Depot Insurance	119.62	*
		-	HMRC	PAYE/NI	1,481.18	*
		-	Employee	Wages	2,474.97	*
		-	B&CE Holdings	Pension Contributions	198.89	*
	15th	18	Environment Agency	Flood Defence Levy	47,988.00	
		37-8	Towergate Insurance	Insurances	20,372.62	
		42	Nat West Business Card	Business Card - Fuel	171.06	*
				- Expenses - Medical Reports	260.00	*
		-	NatWest	Bankline Fees	24.50	*
	20th	43	Woldmarsh Producers Ltd	Mole Country Stores - Pots	113.48	*
				Supply to Redbourne PS	970.24	*
				Supply to Broughton PS	1,199.47	*
				Supply to North Kelsey PS	755.66	*
				Supply to 30' PS	506.42	*
				Supply to Fulseas PS	148.22	*
				Supply to Carr Drain PS	940.70	*
				Supply to Waddingham PS	291.31	*
				Supply to Hibaldstow PS	1,961.80	*
				Supply to Depot PS	624.56	*
				Supply to Nettleton Beck PS	59.42	*
				Supply to Worlaby PS	3,327.23	*
				Supply to Bentley Farm PS	372.00	*
				Supply to Appleby PS	719.42	*
				Supply to Cadney PS	586.10	*
				Supply to South Kelsey PS	856.64	*
	29th	41	Hewitt (TJ) Excavators	Maintenance	4,276.19	*
		40	Lincolnshire Wildlife Trust	GLNP Service Level Agreement	300.00	*
		34	Solo Protect Ltd	Lone Worker Monitoring	57.60	*
		35	WH Strawson	Depot Rent	937.50	*
		39	O2 (UK) Ltd	Mobile Telephone	18.72	*
		-	NatWest	Bank Fees	36.75	*
Jul	2nd	3	North Lincolnshire Council	Business Rates	110.00	*
	3rd	44	BT	Depot Broadband Package	41.04	*
		-	HMRC	PAYE/NI	445.74	*
	5th	-	Employee	Wages	2,475.17	*
Jun	5th	-	B&CE Holdings	Pension Contributions	198.89	*
	16th	64	Nat West Business Card	Business Card - Fuel	173.24	*



Jun	16th			- Express Medical - Reports	230.00	*
				- Brigg Optical - Safety Glasses	195.00	*
				- Wilgrave Tyres - Puncture Repair	12.00	*
		-	NatWest	Bankline Fees	24.95	*
	19th	47-56	Bell Waste Control	Skip Hire	4,932.29	*
		61	Humber Nature Partnership	Membership Fees	216.00	*
		57	ID Spares & Services Ltd	Appleby PS - Weedscreen Cleaner	208.26	*
		-	HMRC	PAYE/NI	740.39	*
	20th	60	Woldmarsh Producers Ltd	Supply to Worlaby PS	722.74	*
				Supply to North Kelsey PS	122.46	*
				Supply to Carr Drain PS	193.98	*
				Supply to Fulseas PS	121.65	*
				Supply to Bentley Farm PS	167.11	*
				Supply to 30' PS	127.86	*
				Supply to South Kelsey PS	120.06	*
				Supply to Appleby PS	195.59	*
				Supply to Broughton PS	367.46	*
				Supply to Cadney PS	142.66	*
				Supply to Redbourne PS	282.11	*
				Supply to Waddingham PS	302.17	*
				Supply to Brimmer Beck PS	253.11	*
	23rd	45-6	Controlstar Systems Ltd	Telemetry Maintenance Contract, etc.	8,509.68	
		58	JBA Consulting	Management Fees	13,791.96	
		42	Perry's Pumps Ltd	Mechanical Inspections - Recommended Actions	17,544.00	
	26th	62	BT	Employee Home Telephone Line	86.67	*
	31st	67	BT	Line to Depot	192.52	*
		59	O2 (UK) Ltd	Mobile Telephone	18.59	*
		-	NatWest	Bank Fees	18.61	*
Aug	1st	63	Crystal Ball Ltd	Vehicle Tracking	70.20	*
		3	North Lincolnshire Council	Business Rates	110.00	*
	2nd	-	Employee	Wages	2,465.77	*
		-	B&CE	Pension Contributions	198.89	*
	13th	65	NPower	Carr Drain PS - Meter Operator	902.40	*
		-	HMRC	PAYE/NI	749.79	*
	15th	72	Nat West Business Card	Business Card - Fuel	287.67	*
				- Halfords - Karcher Pressure Washer, etc.	161.00	*
				- Edmundson Electrical - Bulbs	12.12	*
				- Home Base - Attachment Bags	28.00	*
		-	NatWest	Bankline Fees	25.85	*
	20th	80	Woldmarsh Producers Ltd	Membership Fees	354.13	*
				Supply to Redbourne PS	135.35	*
				Supply to Carr Drain PS	128.34	*
				Supply to North Kelsey PS	77.90	*
				Supply to Worlaby PS	390.17	*
				Supply to 30' PS	112.38	*
				Supply to Bentley Farm PS	140.64	*
				Supply to Cadney PS	109.08	*
				Supply to Broughton PS	198.24	*
				Supply to Waddingham PS	297.01	*
				Supply to Fulseas PS	114.53	*
				Supply to South Kelsey PS	74.47	*



Aug	20th			Supply to Appleby PS	100.97	*
				Supply to Candley Beck PS	328.02	*
				Supply to Island Carr PS	120.52	*
	30th	74	O2 (UK) Ltd	Mobile Telephone	19.70	*
		-	Employee	Wages	2,473.17	*
	31st	69,75	Crystal Motor Group	Vehicle Maintenance	1,179.45	*
		76	Eon Energy Services	Fulseas PS - Meter Operator Charge	234.00	*
		70	Fire Logistics Ltd	Fire Extinguisher Maintenance	411.90	*
		73	NPower	Bentley Farm PS - Meter Operator Charge	536.40	*
		-	NatWest	Bank Fees	19.95	*
		-	B&CE	Pension Contributions	198.89	*
Sep	3rd	66	Public Works Loan Board	Loan Repayment	40,873.12	*
		3	North Lincolnshire Council	Business Rates	110.00	*
	13th	79	WH Strawson	Depot Rent	937.50	*
		-	HMRC	PAYE/NI	742.39	*
		-	Bankline Fees	Bankline Fees	23.60	*
	17th	87	Nat West Business Card	Business Card - Fuel	270.70	*
				- Halfords - Tyre Inflator	45.00	*
	19th	82	Hewitt (TJ) Excavators	Maintenance Contract	20,052.47	
		71	JBA Consulting	Fee Account - BAP Implementation	319.02	
		77-8	N E Davis Plant Hire	Maintenance Contract, etc.	22,077.18	
	20th	81	Woldmarsh Producers Ltd	Supply to Carr Drain PS	110.36	*
				Supply to Fulseas PS	114.59	*
				Supply to Bentley Farm PS	118.79	*
				Supply to Worlaby PS	280.56	*
				Supply to North Kelsey PS	63.72	*
				Supply to Broughton Carr PS	102.52	*
				Supply to Cadney PS	99.92	*
				Supply to South Kelsey PS	52.80	*
				Supply to 30' PS	107.72	*
				Supply to Redbourne PS	108.56	*
				Supply to Waddingham PS	299.14	*
				Supply to Hibaldstow PS	772.04	*
				Supply to Depot PS	127.25	*
				Supply to Nettleton Beck PS	57.37	*
				Supply to Appleby PS	68.90	*
	27th	85	PKF Littlejohn LLP	External Audit Fee 2017/18	1,560.00	*
		-	Employee	Wages	2,473.17	*
		-	B&CE Holdings	Pension Contributions	198.89	*
	28th	-	NatWest	Bank Fees	19.60	*
Oct	1st	84	O2 (UK) Ltd	Mobile Telephone	18.90	*
		3	North Lincolnshire Council	Business Rates	110.00	*
	2nd	98	BT	Depot Broadband Package	42.24	*
	11th	-	HMRC	PAYE/NI	742.39	*
		-	NatWest	Bankline Fees	23.15	*
	15th	95	Nat West Business Card	Business Card - Fuel	319.59	*
				- Card Fees	45.00	*
				<b>Total</b>	<b>276,396.44</b>	
				<b>* Total amount of direct debits, standing orders and payments approved by the Clerk only</b>	<b>125,741.51</b>	



## 4. Engineer's Report

### Recommendations

- To note the information contained in this report.

### 4.1 Asset Management

#### 4.1.1 Water Level Management

The jetting activity to retain Low Farm failed on Tuesday 9th October as shown below.







Natural England were approached with regards to alteration of assent to consider excavation/desilting the outlet channel

#### **4.1.2 Pumping Stations**

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

Danvm DC MEICA Team has assisted the Boards' Insurers with LOLER inspections on lifting equipment at pumping stations.

#### **4.1.3 Inverted Syphons**

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

#### **4.1.4 Maintained Ordinary Watercourses**

##### **Annual Maintenance Programme**

TJ Hewitt – 50-75% completed

NE Davis – 70-80% completed

The Watercourse Maintenance Services Tender Specification is being finalised and Board Evaluation Panel Members will be contacted with regards to price/quality, tender questions and evaluation timetables.

#### **4.1.5 Main River**

##### ***Public Sector Cooperation Agreement***

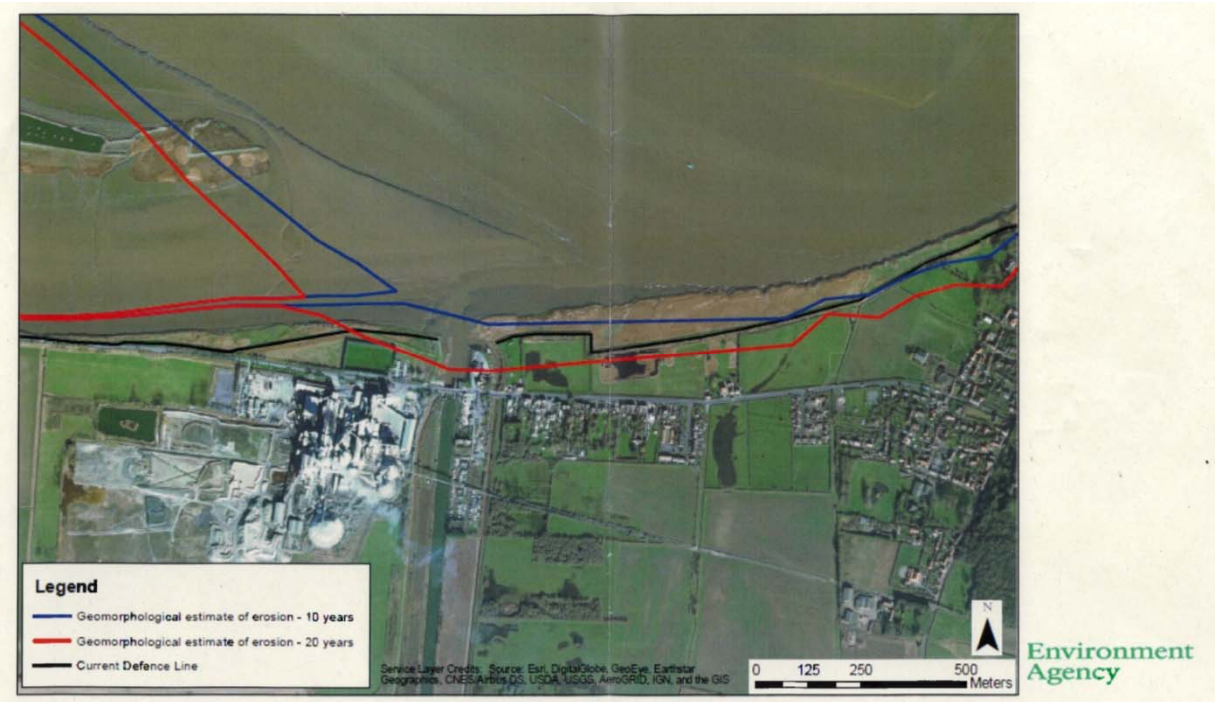
We await the Environment Agency updated list of low priority systems for pricing by the Contractor.

##### ***South Ferriby Flood Defence***

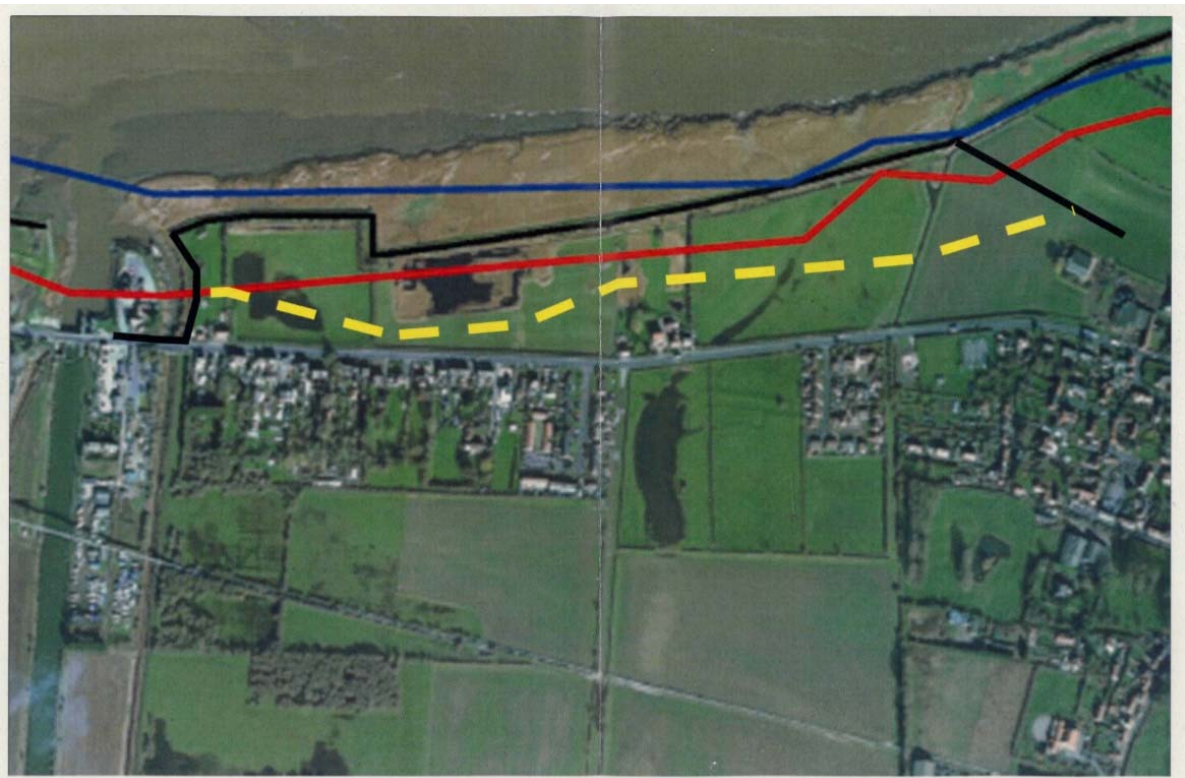
The Environment Agency are moving forwards with a revised flood defence scheme to create a 'back barrier bank' in South Ferriby due to an updated Geomorphological Assessment by



Jacobs (26 April 2018) providing up to date information in relation to erosion risk.



The potential line of the 'bank barrier bank' is shown below as yellow dashed line.



We liaised with the Environment Agency in August 2018 and noted the following:

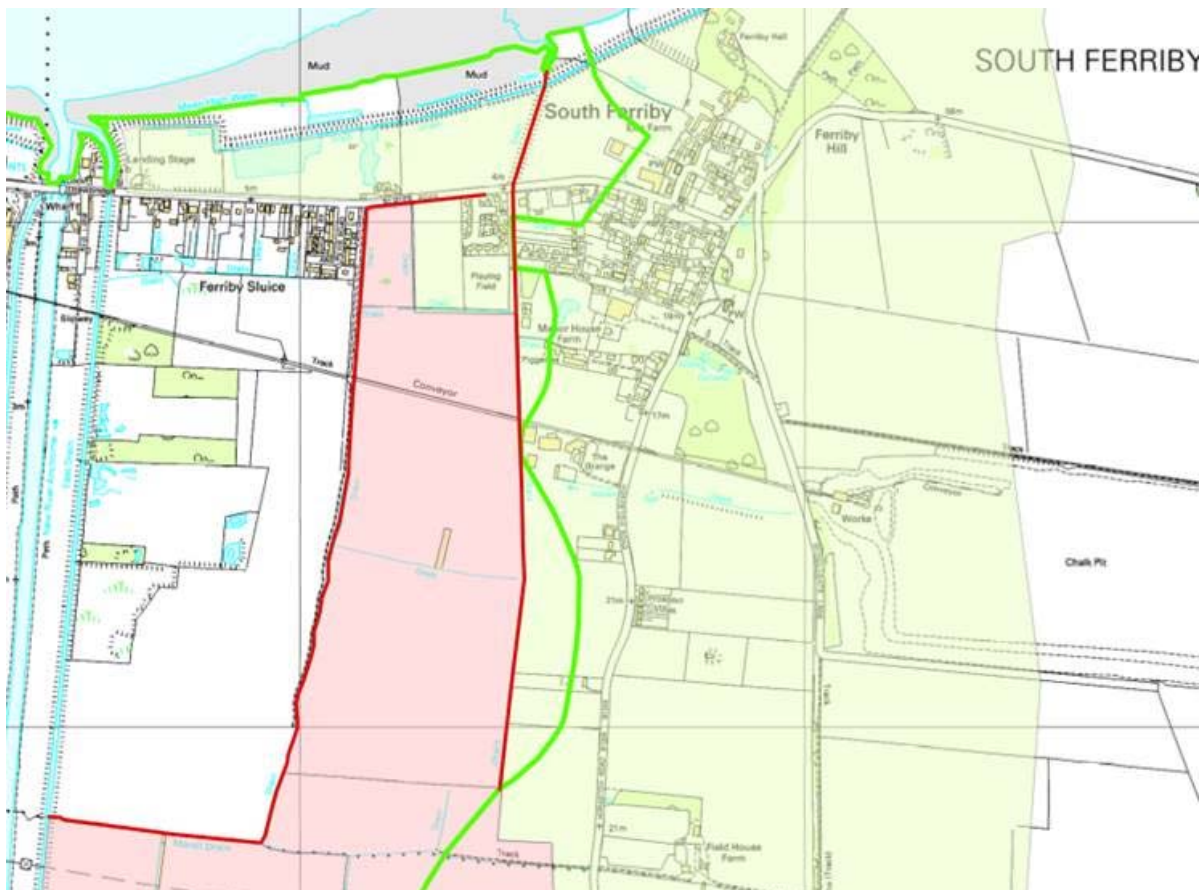
- Revenue Costs are 88.51% Environment Agency Highland Water, IDB 11.49%
- Capital Cost was 45% Grant in Aid, then deduct 88.51% Environment Agency





Highland Water, IDB 6.32% (EA essentially 93.68%)

- Station houses 2no. submersible pumps each 300 l/s (duty/standby)
- Whether creation of back barrier bank created a reservoir and implications in terms of maintenance of back barrier bank and front river bank as a requirement.
- Future need for pump station investigation/study (and impact of erosion on structure itself) – key reason for the pump station is to retain gravity outfall due to siltation threatening gravity discharge. If siltation will continue to threaten the gravity outfall then a station will be required, but in what location? (current, relocated to back barrier?) – follow on project to relocate pump station / check on need. Lead to be determined as the majority funder is EA but certainly IDB as Partner in terms of Water Level Management / Drainage District.
- Alternative route / option for flows from Fulseas catchment (green below and attached) may be considered into the Marsh Drain catchment (red below and attached). Storage was considered some years ago where Marsh Drain connects into Main River 'East Drain' but there was 19 metres of alluvium present. This would require/result in additional flow into East Drain which has previously been discounted by the EA (some years ago).



#### 4.1.6 Worlaby Catchment Review

Presentation and review of information relating to the operational management of this catchment.



## **4.2 Planning, pre-application advice, and consents**

### **4.2.1 Planning Applications**

70 No planning applications have required comment on behalf of the Board between 25 April 2018 and 22 October 2018.

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

7 No. consents have been issued on behalf of the Board between 25<sup>th</sup> April 2018 and 22 October 2018.

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

1 No. consents have been issued on behalf of Lincolnshire County Council between 25<sup>th</sup> April 2018 and 22 October 2018.





## **5. Health, Safety and Wellbeing**

**Recommendation:**

- To note the information contained in this Report

### **5.1 Board Employee**

#### **5.1.1 Review of current work practises**

This has been completed.

#### **5.1.2 Accident, incidents and near misses**

Nothing to report



## 6. Environmental Adviser’s Report

**Recommendation:**

- To note the information contained in this Report

### 6.1 Legislation

#### 6.1.1 Eel (England and Wales) Regulation 2009

Management attends a meeting with the EA representing IDBs on behalf of ADA.

Meeting held on 22nd October discussed changes to the Agency’s Regulatory Position Statement on Eel Regulation Implementation.

#### 6.1.2 Conservation of Habitats & Species Regulations 2010

Natural England has assented the Board to undertake the jetting of two outfalls into the Humber Estuary RAMSAR site.

The current Assent expires 31 December 2018, having previously been due to expire June 2022. The Assent period was shortened in anticipation of potential temporary pumping requirement at Low Farm outfall which would necessitate separate Assent.

The Board must, as part of its duties under section 61 Conservation of Habitats and Species Regulations 2010, consider the impacts of its actions on the estuary.

Date of Activity	Jetting works - likelihood of significant effects which are:
	<ul style="list-style-type: none"> <li>• Activity will be confined to the immediate area of the two outfalls.</li> <li>• The area of intertidal mud affected is small and will reform over a short period of time.</li> <li>• The operation will not be carried in the coldest part of the winter.</li> <li>• The operation will not be carried out in periods of severe weather.</li> <li>• The operation will be infrequent.</li> <li>• By necessity the operation will be carried out at low tide therefore high tide roosts will not be affected, also the extensive mudflats in the Winteringham/Reeds Island area will be exposed and available for any birds to move to should they be temporarily displaced from the immediate area of the outfall.</li> </ul>
25.07.2017	<b>Low Farm</b> - Spring tide, low tide at 3.57pm 0.09m ACD likelihood of significant impacts LOW
10.08.2017	<b>Composition Drain</b> - Spring Tide, low tide at 4.16pm, 0.42m ACD likelihood of significant impacts LOW
19.09.2017	<b>Low Farm</b> - Spring Tide low tide at 1.45pm 0.02m ACD likelihood of significant impacts LOW
19.10.2017	<b>Low Farm</b> – Spring Tide low tide at 16:20 0.49m ACD likelihood of significant impacts LOW.
6.02.2018	<b>Composition Drain</b> – Spring Tide 11:00 7.3m AOD, work commenced 13:00. Low tide 16:15 1m AOD. Likelihood of



	significant impacts LOW
9.10.2018	<b>Low Farm</b> – Spring tide 06:58 7.57m AOD, work commenced 10:30, completed 16:30. Low time 14:10 at -0.24m. Likelihood of significant impacts LOW

Natural England granted the Board a new Assent on 19<sup>th</sup> October 2018 following failed jetting work to clear the outfall after summer. The new Assent permits the Board to take an excavator onto the foreshore to clear the outfall on one day, work taking no more than 6 hours to be undertaken 3 hours either side of low tide.

<b>Date of Activity</b>	<b>Excavator works - likelihood of significant effects which are:</b>
	<ul style="list-style-type: none"> <li>• Activity will be confined to the immediate area of the two outfalls.</li> <li>• The area of intertidal mud affected is small and will reform over a short period of time.</li> <li>• The operation will not be carried in the coldest part of the winter.</li> <li>• The operation will not be carried out in periods of severe weather.</li> <li>• The operation will be infrequent.</li> </ul> <p>By necessity the operation will be carried out at low tide therefore high tide roosts will not be affected, also the extensive mudflats in the Winteringham/Reeds Island area will be exposed and available for any birds to move to should they be temporarily displaced from the immediate area of the outfall.</p>
24.10.2018	<p><b>Low Farm Outfall</b></p> <p>Spring tide, low tide at 12:57 GMT at 0.5m ACD. Likelihood of significant impacts LOW</p>

### 6.1.3 Biodiversity Action Plan 2015-2020

#### Species Action Plan – Barn Owl

The Board replaced an old box at Cadney PS earlier this year. The new box is now being used by barn owl



Other IDB Actions this year relate to water vole populations. 10 km of watercourse was surveyed within the North and South Kelsey catchments, namely Cross Drain, North Kelsey Pump Drain, North Kelsey Beck Soak drain and the old Ancholme. Only evidence of water vole was located in Caistor Canal adjacent to outfall with Ancholme. It is considered during this very dry year that water vole populations may have reduced in number and size through greater predation.

## 7. Representation

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

<b>Environmental</b>	<b>Flood Risk Management</b>	<b>Other</b>
Humber Estuary Relevant Authorities Group (HERAG)	Humber Flood Risk Management Steering Group	
Comprehensive Review Humber Strategy	Partnership Approach to Catchment Management (PACM)	

## 8. Any other business by leave of the Chairman

## 9. Date of next meeting

7th November 2018 at Godfreys Offices, Elsham Top.



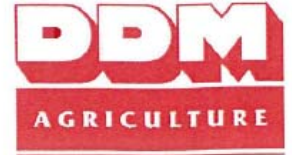
## 10. APPENDIX A: Complaints

Following work at Winteringham Ings to better facilitate flow to Low Farm Outfall, two complaints in the form of damage claim notices were sent to the Board dated 31<sup>st</sup> August.

### 1. DDM Agriculture issue damage notice claim 31 August 2018

Eastfield Albert Street Brigg  
North Lincolnshire DN20 8HS  
Telephone 01652 653669  
Fax 01652 653311  
DX 24358 BRIGG  
E-mail enquiry@ddmagriculture.co.uk

IB BB AG.  
- 3 SEP 2018  
AG  
4/9/18



Ancholme Internal Drainage Board  
Denison House  
Hexthorpe Road  
DONCASTER  
DN4 0BF

Our ref:- TD/EH/BR-18/160  
Your ref:-  
Date:- 31 August 2018

Dear Sir

**ANCHOLME INTERNAL DRAINAGE BOARD  
RE-DIRECTION OF COMPOSITION OUTFALL WINTERINGHAM  
OUR CLIENTS:** [REDACTED]

I write to inform you that I have been instructed to act on behalf of [REDACTED] of [REDACTED] and also [REDACTED] of [REDACTED] in connection with works carried out on the Composition Outfall Drain situated between South Ferriby and Winteringham, North Lincolnshire.

I have been contacted by both clients and attended a site meeting to inspect damages caused by the re-direction/excavation work carried out to the land drain between South Ferriby and Winteringham, as marked on the enclosed location plan. Obviously, this work falls outside of the normal maintenance work carried out by the Drainage Board resulting in the drain being re-directed and thus an excessive amount of material being deposited on my clients' land.

I accordingly look forward to negotiating settlement in due course.

Kind regards

Claim Landowner 1 = £ 890.00  
Claim Landowner 2 = £1347.80





## 2. Board response to DDM 14 September 2018

Dear Sirs,

### COMPOSITION OUTFALL WINTERINGHAM



We are in receipt of your letter dated 31st August (TD/EH/BR-18/160) addressed to Denison House in relation to the above. Please note the correct registered address of the Ancholme IDB as Epsom House, Chase Park, Redhouse Interchange, Doncaster, DN6 7FE.

The work does not fall outside normal maintenance; there was no improvement work but a reinstatement of an existing watercourse. The watercourse had received no maintenance from riparian owners for several years. Cleansing work was undertaken under the standard annual Notice of Entry issued with the drainage rate demands. The Board has the power to dispose spoil under the Land Drainage Act 1991.

This work was promoted primarily by one of your Clients as offering benefit to an area of land which they own/occupy 80% but would also benefit several smaller landowners. The subject was discussed by the Board from November 2016. Board papers and Minutes are available. The Board has funded c.£23,000 for the maintenance to date. An alternative approach would have been for the Board to serve Notice on riparian owner/occupiers to cleanse ordinary watercourse systems.

On 5th March 2018 a site meeting was held prior to commencement of the cleansing works with your Client riparian owners, the Vice Chairman of the Board, Board Officers, Board Foreman and the Contractor. At that site meeting your Clients agreed the location for deposition of arisings on their land.

Based upon requests by one of your Clients to undertake the work to retain Low Farm outfall, the direct benefit received by both your Clients, site agreement as to disposal of arisings and the Board's powers of disposal, the Board disputes any claims that may be submitted.

Should your Client wish to pursue any claims under the Land Drainage Act 1991 (as amended), please direct those claims to the registered IDB address and the IDB will consider appointing Land Agents and Solicitors to act on its behalf.





Yours sincerely,

For and on behalf of the Ancholme Internal Drainage Board  
Paul Jones BSc (Hons) MSc (Eng) GMICE  
Engineer to the Board  
Lead Water Level Management Engineer

### 3. Response DDM Agriculture 19 September 2018

Ancholme Internal Drainage Board  
Epsom House  
Chase Park  
Redding House Interchange  
DONCASTER  
DN6 7FE

*AKB*

Our ref:- TD/BW/BR-18/160  
& BR-18/163  
Your ref:-  
Date:- 19 September 2018

**Without Prejudice**

Dear Sirs

**COMPOSITION OUTFALL WINTERINGHAM**  
**OUR CLIENTS:** [REDACTED]

Further to your letter dated 14 September 2018 concerning the above matter.

Thank you for your response and clarification of the Drainage Board's stance on this matter.

Whilst my clients do not wish this matter to escalate beyond what is deemed to be reasonable, there are certain matters of fact that we disagree with you on. In the first instance my clients advised me that they did not receive a Notice of Entry. No doubt you will be able to provide copies of the Notice if it was sent out with the Drainage Rate Demands. Whilst we appreciate that the Board has powers to dispose of soil under the Land Drainage Act 1991 we contend that the works have in fact altered the passage of water from the Composition Outfall taking water in a different direction and therefore the works do not constitute general maintenance.

We will be grateful if you can confirm whether it is your understanding that the water is being redirected along this water course, or in fact, the water is travelling in the same direction as it always has done.

As a general overview I am surprised at the Internal Drainage Board's response on this matter given the relatively low levels of compensation that have been claimed on behalf of Messrs [REDACTED]. As a consequence, we do not wish this matter to escalate to legal representation but nevertheless, if my clients' findings of the works are deemed to be correct then obviously we wish to reserve the right to instruct the required legal representation at a later date.

It may be beneficial to have a conversation regarding this matter and accordingly we look forward to hearing from you in due course.

Yours faithfully *[Signature]*



#### 4. Board response to DDM Agriculture 3<sup>rd</sup> October 2018

Dear Sirs,

COMPOSITION OUTFALL WINTERINGHAM

[REDACTED]

We are in receipt of your letter dated 31st August (TD/BW/BR-18/160 & BR-18/163).

Please find attached copies of the Notices of Entry sent on 5th April 2017 and 6th April 2018.

The maintenance works undertaken included desilting an existing watercourse down to existing culvert invert levels; removal/replacement of culverts as agreed with owner/occupiers; removal of earth fill crossing and replace with pipe crossing as agreed with owners/occupiers. The amount of material removed was as a result of minimal maintenance of the ordinary watercourse for many years as well as deposits from the tidal surge in December 2013.

The restored function of the soak drain permits surface water to flow to Low Farm outfall. Due to siltation within the River Humber, Composition Outfall has lost its ability to discharge direct to the River Humber. At present water is being allowed to build up at Composition Outfall and overflow to Low Farm. There was no positive regrading of the watercourse bed to permit all flows from Composition to Low Farm as this would constitute Improvement Works and would have resulted in a shallower depth of water at Composition Outfall. The works undertaken also had to be undertaken in line with Natural England assent and Environment Agency acceptance.

We furthermore understand that future access to this watercourse and other ordinary watercourses within the IDB Drainage District has been refused by your Client(s) in contravention of Byelaw No.25 Obstruction of the Board and Officers which states 'No person shall obstruct or interfere with any member, officer, agent or servant of the Board exercising any of his functions under the Act or these Byelaws'.

The Byelaws are established under Section 66 of the Land Drainage Act 1991 (as amended) and are attached for reference.

We kindly request that your Client(s) are advised of the above and seek confirmation that the IDB Contractor will be unobstructed during their maintenance activities intended from 8th October 2018.

We would also note that obstruction to access would also impact on the IDBs ability to continue to jet and maintain Low Farm outfall against the significant siltation problems being encountered within the River Humber.

We would appreciate your earliest response on behalf of your Client(s).

Yours sincerely,

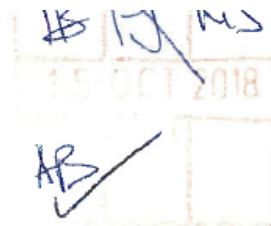
For and on behalf of the Ancholme Internal Drainage Board  
Paul Jones BSc (Hons) MSc (Eng) GMICE  
Engineer to the Board  
Lead Water Level Management Engineer

#### 5. Hetts Solicitors 12 October 2018 on behalf of Landowner 1





Ancholme Internal Drainage Board  
Epsom House  
Chase Park  
Redhouse Interchange  
DONCASTER  
South Yorkshire  
DN6 3FE



11 Wel  
Sct  
North Linc  
DN

DX: 14705 Sct

Our ref: AWP/PR/DUC3  
Your ref: PJ/Anc(14)  
E-mail: apascoe@hetts  
Please ask for: Andrew Pascoe  
Date: 12 October 201

Dear Sirs,

**Re: Composition Outfall Winteringham**

I have been consulted by [REDACTED] with regard to your letter of the 14<sup>th</sup> September 2018 addressed to Mr Dale of DDM Agriculture Limited.

I am aware that following a meeting held on the 5<sup>th</sup> March 2018 (and confirmed in your letter) that led to a number of agreements between the Board and the riparian owners including [REDACTED]

I am also aware that the cleansing work on the Low Farm drain has been completed.

One of the agreements made related to the re-installation of the grass which had to be removed or would be affected by the operation.

Whilst it is accepted that this was done, the re-installation has not been successful and, therefore, the grass still needs replacement.

Our client's claim, therefore, is for a re-installation of the grassland to take place successfully or for appropriate compensation to enable him to do it himself.

Other than the grass issue, I am instructed to inform you that our client was very happy with the operation. However, the grass issue remains outstanding.

I am also asked to enquire whether it is the Board's intention to assume ownership of the dyke and its future maintenance.

Finally, can I point out that my client is not "one of your clients" referred to in the said letter nor did he make the request to undertake the work.

I await hearing from you

**6. Board response to Hetts 17 October 2018**

Dear Sirs,

COMPOSITION OUTFALL WINTERINGHAM, [REDACTED]

We are in receipt of your letter dated 12th October (AWP/PR/DUC34/4) and thank you for confirming [REDACTED]'s acceptance of the operation apart from the grass seeding which has unfortunately not taken due to weather conditions etc.

We can confirm that the IDB agreed to include Composition Outfall/Soak Drain within their maintenance programme using their permissive powers of access under the Land Drainage Act 1991 (as amended).

We agree on behalf of the Board that should a claim for re-seeding be submitted to the Board that this is reasonable and as agreed as part of the works.



We would also seek confirmation that the IDB Contractor will be unobstructed during their maintenance activities on this watercourse and other ordinary watercourses within the Drainage District.

We look forward to your earliest response.

For and on behalf of the Ancholme Internal Drainage Board  
Paul Jones BSc (Hons) MSc (Eng) GMICE  
Engineer to the Board  
Lead Water Level Management Engineer



## 11. APPENDIX B: DRAFT Flood Risk & WLM Policy

### 1. Introduction

#### Background

1.1. This policy has been prepared by the **Ancholme Internal Drainage Board** (the Board) to identify the Board's approach to the management of water levels and flood risk within the **Ancholme** Internal Drainage District (the District).

1.2. The Board is constituted by order of Parliament operating under the terms of the Land Drainage Act 1991 and is designated a Risk Management Authority (RMA) under the Flood & Water Management Act 2010.

1.3. The Board undertakes its function by managing water levels in ordinary watercourses and water control infrastructure within its District to mitigate the risks of flooding and drought.

1.4. In delivering its function the Board will meet its environmental obligations.

#### Purpose

1.5. The Flood & Water Management Act 2010 details responsibilities for Flood and Coastal Risk Management in England, including policy responsibility, strategic overview responsibility, development, maintenance and application of a strategy for local flood risk management. Risk management is defined as a function under the Land Drainage Act 1991 (as amended).

1.6. This Policy sets out the Board's approach to meeting national policy aims and objectives in its Drainage District, as stated in the *National flood and coastal erosion risk management strategy for England 2011* (the National Strategy). The Policy will be revised when necessary to reflect future revisions of the National Strategy

### 2. Delivering the National Strategy policy aim and objectives

#### Aim

2.1. The overall aim of the National Strategy is to ensure the risk of flooding and coastal erosion is properly managed by using the full range of options in a co-ordinated way. The Strategy states that communities, individuals, voluntary groups, and private and public-sector organisations will work together to manage the risk to people and their property; facilitate decision-making and action at the appropriate level; and achieve environmental, social and economic benefits, consistent with the principles of sustainable development.

#### Objectives

2.2. The Strategy sets out five objectives in pursuance of the overall aim:

- understand the risks of flooding and coastal erosion, working together to put in place long-term sustainable plans to manage these risks and making sure that other plans take account of them;
- avoid inappropriate development in areas of flood and coastal erosion risk and being careful to manage land elsewhere to avoid increasing risks;
- build, maintain and improve flood and coastal erosion management infrastructure and systems to reduce the likelihood of harm to people and damage to the economy, environment and society as well as achieving wider environmental benefits;
- increase public awareness of the risk that remains and engaging with people at risk to encourage them to take action to manage the risks that they face and to make their property more resilient; and
- improving the detection, forecasting and issue of warnings of flooding, co-ordinating a rapid response to flood emergencies and promoting faster recovery from flooding.

2.3. The Board supports the national aim and objectives for the management of flood risk and water levels and the Board's policy and approach will be consistent with them.



### 3. Flood risk and water level management in the Board's District

3.1. The District has been determined as an area of special drainage need and derives benefit from drainage operations. In the absence of drainage operations, the District is at some risk from flooding. That flood risk is managed wherever it is practically, environmentally, and financially viable in accordance with the Land Drainage Act 1991 (as amended).

3.2. The Board makes decisions regarding flood risk within the District accounting for the following:

- Assets in place considering design standard and life;
- Environment Agency and Lead Local Flood Authority Flood Risk Strategies, plans and maps;
- other information such as the history of flooding and land use impacts.

3.3. The following outlines the key details of the District:

- Total area of the drainage district: 16,432 ha
- Catchment area draining to and including the District: ?? ha
- Area of agricultural land: 15,230 ha
- Area of other (non-agricultural) land: 1,234 ha

3.4. Assets for which the Board has operational responsibility:

- Water level control structures: 19
- Watercourses which the Board chooses to maintain: 219 km
- Pumping Stations: 16

### 4. Building, maintaining and improving flood and coastal erosion risk management systems

4.1. Through its function, the Board seeks to achieve a general standard of water level management that enables the drainage and irrigation of agricultural land, reduces flood risk to developed areas, and sustains environmental features throughout the District.

4.2. The Board monitors and reviews the condition of Board maintained watercourses and other assets, particularly those considered priority, over-spilling from which could affect people and property. Consistent with the resultant needs established, a routine maintenance programme is in place to ensure that the condition of the assets is provided. The programme is reviewed periodically by the Board to ensure it is delivering the appropriate condition.

4.3. Where the Board considers it necessary, and to facilitate betterment of land drainage, reduce flood risk and sustaining environmental features, improvement works will be sought where they are considered practical and financially viable by the Board. Where improvement works meet the criteria set by Defra, financial support will be sought from the Government's Flood and Coastal Resilience Partnership Funding. Where possible, works will be undertaken in partnership with other Risk Management Authorities and take opportunities to work with natural processes. Board powers to undertake water level and flood risk management works are permissive and resources are limited.

4.4. Work for and by the Board will be carried out taking account of best practice guidance and the Board's expertise, experience and knowledge of local conditions, as well as, delivering best value for money.

4.5. The Board has a supervisory duty, under section 1(2) of the Land Drainage Act 1991 (as amended) over all matters relating to the drainage of land within its District and will, where appropriate, advise others regarding the undertaking of works when it is not appropriate for the Board to exercise its own powers.

4.6. The Board will also seek to ensure, where possible, that assets managed by other Risk Management Authorities, which reduce flood risk to the District, are maintained and may enter into a Public Sector Co-operation Agreement with another Risk Management Authority to achieve that reduction in flood risk.



## **5. Regulation of activities - Avoiding inappropriate development and land management**

5.1. The Board will take appropriate steps to help riparian owners understand their responsibilities for maintenance, byelaw compliance and environmental regulations.

5.2. The Board will regulate as necessary, using legislative powers and byelaws, the activity of others to ensure their actions within, alongside, and otherwise impacting its drainage system do not increase flood risk, prevent the efficient working of drainage systems, or adversely impact the environment.

5.3. The potential impact on flood risk from future development, both within the District and the wider catchment draining into the District, is fully recognised by the Board. The Board will take an active role in the assessment of local plans, major development and, planning applications to prevent inappropriate development and land use to reduce the potential of increased flood risk.

5.4. Where appropriate the Board will seek contributions from developers to cover the cost of both immediate and longer term works necessary to mitigate against any resultant increase in flood risk. Such contributions will be recorded in accordance with the National Planning Policy Framework and associated technical guidance.

5.5. The Board will where appropriate, seek to designate structures or features affecting flood risk under section 30 of the Flood and Water Management Act 2010.

## **6. Communication and transparency**

6.1. The Board will:

- Publish a map of the watercourses it periodically maintains;
- Submit an Annual Report to Defra (IDB1 Form);
- Publish Board Agenda, Meeting Papers including draft Minutes.

## **7. Environmental measures**

7.1. The Board has nature conservation duties under the Land Drainage Act 1991, the Wildlife and Countryside Act 1981, the Protection of Badgers Act 1992, the Countryside and Rights of Way Act 2000, the Water Environment (Water Framework Directive) (England and Wales) Regulations 2003, the Eels (England and Wales) Regulations 2009, the Flood and Water Management Act 2010, the Natural Environment and Rural Communities Act 2006, Salmon and Freshwater Fisheries Act 1975, and is a Competent Authority under the Conservation of Habitats and Species Regulations 2017. The Board will fulfil these duties.

7.2. The Board has access to environmental advice from its Environmental Officer. When it deems appropriate, the Board has a Biodiversity Action Plan which identified targets under the Biodiversity 2020: A Strategy for England's Wildlife. The Biodiversity Action Plan contains actions to achieve are set and reported upon.

7.3. Several sites of national biological or geological interest lie within or adjacent to the drainage district

- **Humber Estuary Ramsar**
- **Kingerby Beck Meadows**
- **Normanby Meadow**
- **Castlethorpe Tufas**

## **8. Approval and Review of this Policy**

8.1. This policy was adopted by the Board on **dd mm yyyy**.

8.2. The **Board** will periodically review and update this Policy as required.

Adopted by the xxxxxx Board on xxxxx 2023



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