



Scunthorpe & Gainsborough

Water Management Board

**Grange Park Golf Club
Butterwick Road
Messingham
Scunthorpe, DN17 3PP**

Meeting *Papers*

***Monday, 12 November 2018
2:00pm***



Shire

Group of IDBs

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Meeting Papers

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Finance Officer - David Blake BSc (Hons) Accounting

Finance Officer - Mark Joynes BSc (Hons) Mathematics

Rating Officer - Janette Parker

Purpose

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Agenda

1.	Governance	4
1.1	Appointment of Chairman	4
1.2	Appointment of Vice-Chair	4
1.3	Apologies for Absence	4
1.4	Declaration of Interest	4
1.5	Minutes of the Meeting held 21 May 2018	4
1.6	Complaints/FOI requests	10
2.	Clerks Report	11
2.1	Legislation	11
2.2	Policy	11
2.3	North Lincs Strategic Flood Risk Board – (update sent to meeting)	11
2.4	Environment Agency	11
2.5	Association of Drainage Authorities	11
2.6	Election Year	11
2.7	Employee’s Remuneration	11
2.8	Succession Planning	12
3.	Financial Report	13
3.1	Rating Report	13
3.2	Audit	13
3.3	Budget Comparison y/e 31 March 2019	14
3.4	Five Year Budget Estimate	15
3.5	Schedule of Payments	17
4.	Engineer’s Report	21
4.1	Asset Management	21
4.2	Planning, pre-application advice and consents	25
5.	Environmental Report	26
5.1	Biodiversity Action Plan 2015-2020	26
5.2	Great Catchwater Drain	26
6.	Health, Safety and Wellbeing Report	27
6.1	Board Employees	27
7.	Representation	28
8.	Date of next meeting	29
9.	APPENDIX A: Flood Risk & WLM Policy	30

1. Governance

Recommendation:

- Note the information contained in this report

1.1 Appointment of Chairman

1.2 Appointment of Vice-Chair

1.3 Apologies for Absence

1.4 Declaration of Interest

1.5 Minutes of the Meeting held 21 May 2018

Member	05.02.2018	21.05.2018
Margaret Armiger MA	√	√
David Barratt DB	√	
Adrian Black – Chair AB	√	√
Chris Black CB	√	√
Frank Bottamley FB	√	√
Rod Chapman RC	-	-
John Coggan JC	√	A
John Collinson JC1	√	A
John England JE	√	√
David Forington DF	√	√
Trevor Foster TF	√	√
Samuel Godfrey SG	√	A
Benjamin Jackson (Vice Chair) BJ	√	√
Jonathan Jackson JJ	A	A
Paul Metheringham PM	√	√
Patricia Mewis PM1	√	√
Ralph Ogg RO	√	√
Dave Oldfield DO	√	√
Neil Poole NP	√	A
Helen Rowson HR	A	A
Jeff Summers JS	√	√

In attendance on behalf of JBA Consulting, Clerk, Engineer and Environmental Officer:

Ian Benn (Clerk)
David Blake (Finance Officer)
Alison Briggs (Environment Officer)
Martin Spoor (Asset Manager)
Paul Jones (Engineer)

Clerk
FO
EO
AM
Eng.

Apologies for Absence.

2018.26 Apologies for absence were received from Helen Rowson, John Coggan, John Collinson, Samuel Godfrey, Neil Poole and Jonathan Jackson.

Declaration of Interest

2018.27 DF, PM and DB in Ravensfleet and Catchwater Drain and CB and Chair in Catchwater Drain. Chairman reiterated importance of declaring interests. Regarding Ravensfleet he felt as representative of district, Members could remain in meeting, not take part in discussion but could answer questions if asked.
RO thought that was wholly inappropriate and those with a pecuniary interest should leave the room.
JS thought as representatives for district they should be able to take part in discussions.
Clerk advised Members should refer back to the Board's Code of Conduct which was clear on the matter. Members must consider what any member of the public would think should they realise those participating in discussions had a direct financial interest in the outcome.
TF advised in a council meeting Council Members would be required to declare an interest and would leave the room and not take part in discussions.
CB felt their representation was analogous to a highways meeting with people on committee who use a particular road, if they were excluded there would be no highways committee.
JE noted at some stage members all have had to make a declaration of interest and that interest in landholding declared. Those members must declare that pecuniary interest and vacate the room. Their presence can influence way people vote.
DF asked if Members had read letter from local ratepayer who had spoken to Tim Farr of the ADA Finance & Policy Committee who said Members should be able to take part in discussions.
Clerk advised he would be speaking to Tim Farr about this incident whose comments, if correct, were wholly inappropriate and indeed wrong.
BJ noted Chairman's suggestion that Members are representing the area and considered it would be appropriate for them to answer questions. Board would have the benefit of their knowledge and input from those representing the area.
JE noted final decision with Chairman. TF thought sensible compromise Members could remain and answer questions but not vote. Chairman moved discussion on. RO noted initial JF which should read TF in Minute 2018.15. **Proposed approved for signature by Chairman, all in agreement**

Matters Arising not discussed elsewhere

2018.28 Chairman noted member FB had been Board member for 35 years which was a great achievement.

Complaints

2018.29 None received.

CEO's Report

2018.30 Legislation – GDPR Policy – Clerk advised on extensive nature of new regulations to which any company or public body must adhere by 25 May 2018. Had been waiting for draft Model Policy production by ADA however this had not been forthcoming. Management has produced Policy on behalf of Board and produced processes which Management adhered to in respect of ways in which board deals with personal data. **Members all in agreement to adopt Policy as detailed in papers.**

2018.31 Flood Risk Policy Statement – ADA produced document with support of Defra as detailed in the papers. Not policy statement which usually comprises 1 side A4. Members agreed document appeared to be all encompassing and would duplicate several of this Board's policies. Agreed review of existing Flood Risk Policy more appropriate. BJ confirmed Ancholme IDB had discussed this in detail and considered it may be appropriate for a few member to join with Ancholme to review their own documents, **BJ and JS volunteered to be part of that group.**

2018.32 Environment Agency – Trent Flood Exercise – information noted

2018.33 Humber CR Humber FRMS – Clerk informed list of 12 options which had now been reduced to four to be taken forward of which he advised members. Robert Caudwell (ADA Chairman) had

attended meeting and thought back barrier banks would need to be part of a working with natural processes scheme.

2018.34 Succession planning – Finance Officer had been spending time with Board employee obtaining catchment information for the Board area including time with Ancholme employee in upper area of the District.

2018.35 Election year - Admin. apologised for the missing section in the papers details of which had been emailed to members. Members requested to confirm appointment of returning officer JBA Consulting, approve register of electors which has been advertised. Members noted nomination forms available on website between 7-15th September.

**Chair proposed JBA Consulting be appointed as returning officer, CB seconded, all in agreement
BJ proposed Board approve the Register of Electors, CB seconded, all in agreement**

2018.36 Management review – held in private session. Board agreed to use services of North Lincolnshire Procurement

Financial Report

The Financial Report, copies of which had been circulated to members was considered.

Matters Arising

2018.37 Rating Report – to date have collected 32% of agricultural rates and 50% of special levies

2018.38 Audit – Internal Audit – now completed, audit successful. Auditor report issued to Members by email. Areas of risk identified relate to appropriate Member apportionment representing correct balance bare majority in decision making processes.

2018.39 Annual Return – Section 1 Annual Governance Statement – Members reviewed and agreed a sound system of control in place and accounts are true and fair reflection. **BJ proposed Board formal approval of Section 1 annual Governance Statement, seconded AB, all in agreement.**

2018.40 Accounts for y/e 31 March 2018 - Accounts considered, Board in healthy position. Board currently has 100% in reserves. Surplus was due to decrease in drain maintenance which related solely to no main river work for which the Board had budgeted. No cash flow issues. 16/17 value of stations included on balance sheet as asset but now not included on recommendation from Internal Auditor and 16/17 reinstated. Members noted detail provided on each pump station. **TF proposed move approved, all in agreement.**

2018.41 Budget comparison – noted

2018.42 Annual Return - Section 2 Financial Statement – Members reviewed Section 2 Financial Statement of the Annual Return. **TF proposed its approval, JE seconded, all in agreement**

2018.43 5-year budget estimate – noted whilst healthy as schemes are implemented reserves will reduce over following 5 years.

2018.44 Schedule of payments – payments totalling £83,592.34 had been made from the bank account, £67,520.49 of which had been authorised by the Clerk only. Cheque totalled £132 had been issued by Clerk only. **TF proposed approved, JE seconded, all in agreement**

Engineer Report

The Engineer Report, copies of which had been circulated to members with the Meeting papers, was considered.

2018.45 Asset Management – Pump stations – noted number of properties protected by Board function totalled 18,038 within this Board's District. Noted Management has to work with IoA strategy and Humber FRMS in terms of benefit apportionment of flood defences, this determines how much GiA is available for Board refurbishment/replacement work.

2018.46 Ordinary Watercourses – N Lincs procurement team has been engaged to run tender process for maintenance commencing from 2019. No opportunity to extend existing contracts, must go out to tender but advice now from North Lincs is it entirely the Board choice as to what length of contract is offered. Previously advisory note for 3 years + 2 but no longer. Eng. requested volunteers from Board to sit on evaluation panel who will agree on questions and price/quality split and evaluate tender responses. Procurement Officer will guide Members. Noted importance of considering quality of greater importance than previously where become obvious that cheapest does not represent value for money.

BJ volunteered, JC and TF volunteered services of Cllr Poole, Chairman volunteered, DF volunteered, and Chair confirmed he would stand as a reserve.

Asset Manager advised pre-start meeting with contractor for maintenance delivery. Timings around crops has been identified. Slips will be pulled during maintenance unless there is a specific obstruction to flow. A specific issue was reported on Ings Drain, Kirton Lyndsey and Management requested a steer from Board as to its position when slips would be removed.

Members were advised slips are function of ground conditions and over deepening of watercourses combined with wet weather and farm machinery running close to bank top. JS thought individual landowners were best to inform whether obstructing flow. Asset Manager queried whether it was Board responsibility to attend to slips or whether riparian landowner should undertake own work on own watercourses outside Board maintenance season.

Members discussed slips 2km downstream of Kirton area suggesting advent of development in that area may have contributed to greater run off and in light of proposed further development whether that would have an additional adverse impact if slips affected flow. CB queried whether monies would be available from developer acknowledging however the developments referred to were outside Board district. Asset Man advised Board may seek to request Council fund through Section 106 Agreement contributions from developer in association with future developments, then use of PSCA with Board. Chairman requested cost of reprofiling/toe piling be obtained. Asset Manager advised in terms of slip causing any blockage, any upstream landowner within or without District can seek Land Tribunal order to force slip owner to repair. Management was requesting Board advise them whether the Board agrees for slip removal during maintenance or considers it should instruct Contractor to undertake additional work outside maintenance season at a cost to the Board. JS considered if not Board responsibility to deal slips as it had permissive powers, Board should give notice to landowner to rectify. **No decision taken.**

2018.47 Main River – issues at PS outfalls on Trent where EA had undertaken stone revetment work and material moving, fouling flaps at Ravensfleet and Susworth. Now resolved. Discussions regarding Catchwater systems. Need to obtain price from Contractor to submit to EA.

2018.48 Ravensfleet pump station – Eng. advised next three items would flow on from Board decision made in association with Ravensfleet. Economics now finalised for all options, available for Member consideration in the papers. Final figures for Option 5 is most cost beneficial utilising 13% of damages within catchment, leaving 87% (£270,000,000) for flood defence and surface water works for Councils to access. This equates to 71% GiA toward a scheme which would require Board to contribution £466,500 (below what was estimated several years ago).

Eng. advised recent landowner comments regarding Ravensfleet scheme not entirely correct on depth of drain. Information will be sent to owner/occupiers once available. Second point raised by landowner complainant regarding sediment is that modelling shows on Whoofer approach drain, design bed level for combined catchment would be 300mm below existing pump stop level of Whoofer PS indicating a viable option. Members were advised this was still subject to detailed design and level of landowner field under drainage systems. Whole life cost of assessment being based on replacement pumps at Ravensfleet with a decommission of Whoofer and Jenny Hurn. Option 3 is to refurbish all 3 stations (replace all pumps), however within 100-year period there remains opportunity to look at the combining catchment option within next 30+ years. Board requested to advise Management on which way forward it wishes to move.

Chair advised Eng. and Asset Manager attended a meeting at Ravensfleet, attended by many landowners at Ravensfleet, not one of which was in support of getting rid of Whoofer and Jenny Hurn stations. Water would still have to go past Jenny Hurn to get to Ravensfleet. Earthworks comprised 2.5 km of deepening and improving a narrow dyke to much larger drain. If most landowners were against Board proposal, it will not in their interest to assist the Board with this work, there could be issues with access and the issue of spoil disposal. Many points were raised by landowners regarding levels however the Board has access to detailed surveys and in all, the Chair considered Option 3 to be the better option. In response to query raised by JS, Eng. advised the benefit of Option 5 is merger of catchments and subsequent reduction in costs and responsibilities to Board associated with maintaining only one asset. Members were advised the Board needed to fund detailed design to get the answers it required. Members were also advised Ravensfleet, Whoofer, and Jenny Hurn stations did not comprise the original pumped set up but it was only when old steam station decommissioned, water was forced to go in another direction.

Chair advised Members to consider whether to take both Option 3 and Option 5 forward or go with one Option only. Board would require detailed design work to make informed decision. Less detailed design

was required for Option 3 but would be exploring similar issues with Option 5. Noted Item 5.1.5 provides rough information on desilting and pump costs.

BJ advised following comments from landowners would be reluctant to proceed only with Option 3. TF suggested keep both options open and undertaking investigations which will better inform decisions to be made. **JS proposed Management work up quotations for both options, seconded TF, all in agreement.**

2018.49 Jenny Hurn pump station – costs associated with lift, removal and inspection. Motor and pump splitting required a very large crane to lift. Contractors must go into pump sump, there is no safe platform upon which to work, requires provision of scaffolding, all with associated costs. Members were advised any decision at this site has been deferred by the Board for 3+ years whilst waiting for Ravensfleet. The Board had now reached point at which action is required. Management were requested to obtain figures from other contractors to identify if that work could be done more cheaply. BJ suggested whilst the decision had already been deferred, the Board could wait a little longer until more information was available on Options 3 and 5. Asset Manager agreed however warning Members it was an already deferred for several years and was question of managing potential risk of a failure. CB noted it was the design of pump causing a problem. Members advised once refurbished, and with regular maintenance the pumps were likely to run for 15 years with no issues. Chairman considered there could be no movement on Jenny Hurn until the Board better understood situation following Ravensfleet Options 3 and 5. **Agreed Management should seek alternative costings for pump removal and repair.**

2018.50 Temporary pumping and incident response – members noted information in report. Eng. requested direction from Board on its position regarding incident response and temporary pumping to steer Management. DB opined if drains were maintained properly and stations had electric pumps there would be no issue. Eng. advised during an inundation or tidal surge there would be an issue with electrics. Members discussed pump hire and generator costs. **BJ believed Board function was to deliver land drainage and it should not be involved in any emergency response or temporary pumping proposing the matter not be taken any further, DF seconded, all in agreement.** Asset Manager acknowledged, advising Management would be clear to any landowners that the Board would not deal in any emergency response irrespective of the type of situation arising. The Board would serve notice if required on landowners under the Land Drainage Act. Clerk advised the Board was considered a Risk Management Authority under Flood & Water Management Act.

2018.51 Planning -noted

Environment

The Environmental Report, copies of which had been circulated to members with the Meeting papers, was considered and the information noted.

2018.52 Biosecurity Policy – BJ considered amendment under 4. Responsibilities and wording “all Board Members” should be reworded to ensure not putting responsibility on landowners. BJ proposed accepted subject to amendment, JC seconded, all in agreement.

2018.53 Legislation – Protection of Badgers Act

2018.54 Biodiversity Action Plan - noted

2018.55 Eel Regulations – **Board contribution of £1,000 from BAP budget proposed by CB, seconded BJ, all in agreement**

Health & Safety

The Health and Safety Report, copies of which had been circulated to members with the Meeting papers, was noted by the Board.

2018.56 Employee has had medical.

2018.57 Clerk advised welfare facilities/base of operation were poor and should be improved at Ravensfleet irrespective of refurbishment work; employee had to use port-a-loo, no appropriate washing facilities and no area available for preparing/heating/eating food. DF suggested Board hire a completely portable welfare unit which could also be used elsewhere in District. Finance Officer advised costs

associated with one used by Danvm DC were approximately £1,000 p/m. **Members considered that expensive but agreed for the Clerk to obtain further quotes and progress with the Chairman.**

2018.58 Representation - Members noted the fora on which the Board had been represented.

Date of Next Meetings

2018.59 12 November 2018.

Meeting closed 16:08.

1.6 Complaints/FOI requests

None received.

2. Clerks Report

Recommendation:

- Note the information contained in this report
- Approval and adoption of Flood Risk and WLM Policy (Item 2.2.1)

2.1 Legislation

2.1.1 GDPR

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 not yet signed the Board's Data Sharing Agreement and ADA is now requesting IDBs issuing its consenting form direct to Members for signature and return. These will be emailed to Members.

2.2 Policy

2.2.1 Flood Risk and Water Level Management Policy

Work done on the Policy review in association with Member of Ancholme IDB is available at Appendix A.

2.3 North Lincs Strategic Flood Risk Board – (update sent to meeting)

The Ravensfleet business case has been reviewed by initially by the PSO teams and is ready for submission after the Board has determined whether catchment rationalisation is undertaken at this stage or when stations are due for structural replacement. Further detailed design has been completed to inform the Board at their next meeting. • The IDB Contractor has priced 2 Low Priority Main River systems for maintenance within this financial year; Messingham Catchwater and Great Catchwater, to be agreed through PSCA with the EA and depending on funding availability.

2.4 Environment Agency

2.4.1 Humber Flood Risk Management Strategy – Elected Members Forum

Presentation is available at:

<https://www.shiregroup-idbs.gov.uk/news/>

2.5 Association of Drainage Authorities

The Chairman has agreed to attend the annual Conference on 14th November.

2.6 Election Year

Following the 2018 election all members are reappointed.

2.7 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 backdated to 1 April 2018.

2.8 Succession Planning

Presentation will be given at the meeting

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 25th October 2018: -

	£	£
Balance Brought forward at 1 April 2018		162.69
2018/2019 Drainage Rates and Special Levies		
Drainage Rates		134,999.04
Special Levies		
North Lincolnshire Council	255,191.00	
West Lindsey District Council	57,496.00	312,687.00
Total Drainage Rates Due		<u>447,848.73</u>
Less Paid: -		
Drainage Rates		117,273.48
Special Levies		
North Lincolnshire Council	127,595.50	
West Lindsey District Council	28,748.00	156,343.50
Total Drainage Rates Paid		<u>273,616.98</u>
Balance Outstanding as at 25th October 2018		<u>174,231.75</u>

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/scun-gains/finanacial/financial-documents/annual-return/>

3.3 Budget Comparison y/e 31 March 2019

BUDGET FOR THE YEAR ENDING 31ST MARCH 2019					
2018/19					2018/19
Approved Estimate		Actual Todate		29 October 2018	%
£	£	£	£		
INCOME					
134,999		117,273	134,999	Drainage Rates on Agricultural Land:-	86.87%
Special Levies					
57,496		28,748	312,687	West Lindsey District Council	50.00%
255,191		127,595		North Lincolnshire Council	50.00%
Other Income:-					
40,000		40,786		Foreign Water Contribution (FWC)	101.97%
500		614		Other Income	122.74%
50	488,236	85	315,101	Interest etc	169.86%
EXPENDITURE					
99,146		49,573		PWLB Loans	50.00%
21,958		0		Ravensfleet PS New Loan	0.00%
67,147		51,866		Administration:-	77.24%
220,889		73,130		Drains Maintenance:-	33.11%
127,440	536,580	59,354	234,009	Pumping Stations, etc.	46.57%
	(48,344)		81,092	Surplus - (Deficit)	
	447,967		514,364	Balance Brought Forward	114.82%
	20,000		0	Transfer to NW&P Account	
	379,623		595,456	Balance Carried Forward	156.85%
BUDGET FOR THE YEAR ENDING 31ST MARCH 2019					
NEW WORKS AND PLANT ACCOUNT					
2018/19					2018/19
Approved Estimate		Actual Todate			%
£	£	£	£		£
INCOME					
200		0		Interest	0.00%
100,000		0		PWLB Loan	0.00%
323,000	423,200	0	0	Grant Income - Ravensfleet PS Scheme	0.00%
EXPENDITURE					
0		12,931		Welfare Unit	0.00%
573,000		0		Ravensfleet PS Refurbishment	0.00%
0		2,245		Ravensfleet to Susworth Study	0.00%
0	573,000	9,660	24,836	River Eau - Scotter Improvement Scheme	0.00%
	(149,800)		(24,836)	Surplus - (Deficit)	16.58%
	244,350		208,205	Balance Brought Forward	85.21%
	94,550		183,368	Balance Carried Forward	193.94%

3.4 Five Year Budget Estimate

	0	0	1	2	3	4	5
	2018/19	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Income & Expenditure Account	App	Estimated Out-turn					
	Budget						
	£	£	£	£	£	£	£
Income							
Drainage Rates	134,999	134,999	134,999	138,856	142,713	150,427	154,285
Special Levies	312,687	312,687	312,687	321,621	330,555	348,423	357,357
Rental Income	200	200	200	200	200	200	200
Foreign Water Contribution	40,000	40,000	40,786	40,786	40,786	40,786	40,786
Other Income	300	550	567	583	601	619	638
Bank Interest	50	78	50	50	50	50	250
Total Income	488,236	488,514	489,289	502,097	514,905	540,505	553,515
Expenditure							
Drain Maintenance (Silt Removal)	27,000	27,000	-	-	-	-	-
Maintenance of Pumping Stations	127,440	130,996	127,440	129,989	132,589	135,240	137,945
Drains Maintenance	193,889	194,042	188,777	186,722	189,727	192,791	195,917
Administration	67,147	67,397	68,089	70,029	71,492	72,979	74,804
Rechargeable Works							
Loan Repayments:-	99,145	99,145	99,145	99,145	99,145	99,145	95,350
New Loans	21,958	21,958	19,343	19,343	19,343	19,343	33,160
Total Expenditure	536,579	540,538	524,297	526,731	533,798	542,079	559,756
Surplus/(Deficit)	(48,343)	(52,024)	(35,008)	(24,634)	(18,893)	(1,574)	(6,241)
Balance Brought Forward	447,967	514,362	362,338	287,329	262,695	243,801	242,228
Contribution to NW&P Account	20,000	100,000	40,000	-	-	-	-
Balance Carried Forward	379,624	362,338	287,329	262,695	243,801	242,228	235,987
New Works and Plant Account	144,682	294,019	144,579	144,579	144,579	124,579	116,779
Penny Rate in £	8.75p	8.75p	8.75p	9.00p	9.25p	9.75p	10.00p
Penny Rate £51,073	94%	102%	77%	77%	73%	68%	63%
I&E Balance as % of Expenditure	71%	67%	55%	50%	46%	45%	42%

	2018/19	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	App	Estimated Out-turn					
New Works and Plant Account	Budget						
	£	£	£	£	£	£	£
Income							
Transfer from I&E	20,000	100,000	40,000	-	-	-	-
Interest	-	-	-	-	-	-	-
Loan	400,000	-	400,000	-	-	-	250,000
Possible Grant Income	431,000		431,000		-	-	150,000
Total Income	851,000	100,000	871,000	-	-	-	400,000
Expenditure							
New 4x4 vehicle	-	-	-	-	-	20,000	
Ravensfleet PS Refurbishment	932,240	-	1,020,440	-	-	-	-
Ravensfleet to Susworth Strategic Study	-	2,245	-	-	-	-	-
Susworth PS Refurbishment	-	-	-	-	-	-	407,800
River Eau - Scotter Improvement Scheme	-	9,660	-	-	-	-	
Total Expenditure	932,240	11,905	1,020,440	-	-	20,000	407,800
Surplus/(Deficit)	(81,240)	88,095	- 149,440	-	-	(20,000)	(7,800)
Balance Brought Forward	225,922	205,924	294,019	144,579	144,579	144,579	124,579
Balance Carried Forward	144,682	294,019	144,579	144,579	144,579	124,579	116,779

3.5 Schedule of Payments

3.5.1 List of Cheques

DATE		CHEQUE	REF	PAYEE	DESCRIPTION	TOTAL	
						CHEQUE	
2018						£	
May	22nd	000081	3	ADA Trent Branch	Conference Fees	80.00	*
Jun	19th	000082	-	Parkinsons UK	Donation	40.00	*
Sep	25th	000083	92	Post Office Ltd	Licence	250.00	*
Total Amount of all Cheques						370.00	
* Total Amount of Cheques sent out signed by the Clerk & Engineer Only						370.00	

3.5.2 Payment Made Directly from the Bank Account

DATE		REF	PAYEE	DESCRIPTION	TOTAL	
					CHEQUE	
2018					£	
Apr	23rd	11	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		12	Iris Business Software Ltd	Open Payslips	7.39	*
		196	Danvm Drainage Commissioners	Lone Worker Monitoring, etc.	51.60	*
		189	Evans Halshaw	Vehicle Tracking	270.09	*
		197	Lyons of Gainsborough Ltd	Tools & Equipment	29.45	*
		190	NPower Yorks Ltd (Burr Equip)	Burringham PS - Meter Operator Service	474.00	*
	24th	-	HMRC	PAYE/NI	651.80	*
	26th	-	Employee	Wages	2,026.58	*
		-	B&CE Holdings	Pension Contributions	183.80	*
	30th	-	NatWest	Bank Fees	5.95	*
		194-5	Ancholme IDB	Share of Foreman's Costs 2017/18, etc.	18,306.27	
		2	A Revill & Son	Relief Pumping Costs	1,201.80	
		1	JBA Consulting	Management Fees	11,591.64	
May	3rd	33	Watson Petroleum	Gas Oil	2,100.00	*
	10th	20	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
		34	Watson Petroleum	Gas Oil	2,184.45	*
	15th	-	NatWest	Bankline Fees	22.70	*
		6	Fuel Genie	Fuel Account	158.00	*
	21st	35	Woldmarsh Produces Ltd	Supply to Susworth PS	1,199.05	*
				Supply to Lysaghts PS	1,880.21	*
				Supply to Burringham PS	2,235.90	*
				Supply to East Butterwick PS	941.89	*
				Supply to Black Bank PS	858.13	*
				Supply to Flixborough PS	97.08	*
				Supply to Jenny Hurn PS	1,874.06	*
				Supply to Ravensfleet PS	1,646.30	*
				Supply to Pauls Malt PS	162.75	*
				Membership Fees	306.22	*
				Telemetry Lines	116.98	*
	22nd	-	HMRC	PAYE/NI	938.39	*
		10	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		13	Iris Business Software Ltd	Open Payslips	7.39	*
	24th	-	Employee	Wages	1,199.03	*
		-	B&CE Holdings	Pension Contributions	100.08	*

May	31st	-	Bank Fees	Bank Fees	66.05	*
Jun	7th	-	HMRC	PAYE/NI	374.50	*
		4	Brodericks GBC	Audit Fee 2017/18	1,314.00	*
		5	Controlstar Systems	Telemetry Maintenance Contract	1,146.00	*
		23	Dormar Products	Weed Rakes & Accessories	449.40	*
		27	Grange Park	Meeting Expenses	75.00	*
		24-5	H Mell & Son	Ravensfleet PS - Pump Maintenance	1,199.28	*
		8	Hewitt Plant Hire Ltd	Pauls Malt PS - JCB Hire	292.80	*
		9	ID Spares & Services Ltd	East Butterwick PS - Weedscreen Maintenance	160.38	*
		14	Integrated Utility Services	Lysaghts PS - High Voltage Operation	1,055.30	*
		18	NPower Yorks Ltd (Sus Equip)	Susworth PS - Meter Operator Service	474.00	*
		-	Employee	Wages	50.00	*
		21	Solo Protect Ltd	Lone Worker Monitoring	403.68	*
		22,26	WB Pettitt & Son	Pumping Station Maintenance	1,632.00	*
	11th	20	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
	13th	30	Fuel Genie	Fuel Account	136.09	*
		37	Towergate Insurance	Insurances	21,187.50	
		28-9	Dexel Tyre & Auto Centre	Tractor Tyre, etc.	1,529.40	
			JBA Consulting	Fee Accounts: -		
		15		BAP Implementation	1,473.66	
		16		Management Fees	11,592.00	
	15th	-	NatWest	Bankline Fees	22.25	*
	18th	19	Public Works Loan Board	Lone Worker Monitoring	37,899.09	*
	20th	43	Woldmarsh Produces Ltd	Supply to Burringham PS	2,683.62	*
				Supply to Lysaghts PS	2,032.48	*
				Supply to Susworth PS	1,363.67	*
				Supply to Flixborough PS	101.00	*
				Supply to Jenny Hurn PS	2,167.75	*
				Supply to Whoofer PS	763.18	*
				Supply to East Butterwick PS	1,322.21	*
				Supply to Black Bank PS	964.34	*
				Telemetry Lines	73.56	*
	21st	-	Employee	Wages	1,174.95	*
		-	B&CE Holdings	Pension Contributions	97.65	*
		32	Iris Business Software Ltd	Auto-enrolment Fees	7.39	*
		31	Iris Business Software Ltd	Open Payslips	14.78	*
	29th	-	NatWest	Bank Fees	31.85	*
Jul	3rd	38	Anglian Water (Jenny Hurn)	Supply to Jenny Hurn PS	13.45	*
		39	Dams & Reservoirs Ltd	Burringham Reservoir - Inspection	974.40	*
		40	Lincolnshire Wildlife Trust	BAP - Service Level Agreement	300.00	*
		36	Solo Protect Ltd	Lone Worker Monitoring	57.60	*
		41	W Barratt & Sons Ltd	Pumping Station Spraying	600.00	*
	10th	78	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
	13th	59	Fuel Genie	Fuel Account	58.00	*
	16th	-	NatWest	Bankline Fees	27.65	*
	19th	-	HMRC	PAYE/NI	358.30	*
		-	Employee	Wages	1,165.51	*
		-	B&CE Holdings	Pension Contributions	96.68	*
		44-8	Ellgia Ltd	Skip Hire	1,286.27	*
		42	Controlstar Systems	Black Bank PS - Telemetry Maintenance	418.27	*
		55	Fenflow Ltd	Jenny Hurn PS - Pump Overhaul	420.00	*
		58	Humber Nature Partnership	Membership Fees	296.40	*

Jul	19th	56-7	Lyons of Gainsborough Ltd	Tools & Equipment	176.26	*
	20th	51	Woldmarsh Produces Ltd	Supply to Susworth PS	448.33	*
				Supply to Lysaghts PS	914.82	*
				Supply to Burringham PS	733.44	*
				Supply to East Butterwick PS	323.65	*
				Supply to Black Bank PS	353.36	*
				Supply to Jenny Hurn PS	495.85	*
				Supply to Flixborough PS	81.01	*
				Telemetry Lines	58.18	*
	23rd	52	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		49	Iris Business Software Ltd	Open Payslips	7.39	*
		54	ACS Electrical Engineering Services	Pumping Station Maintenance	8,025.50	
			JBA Consulting	Fee Accounts: -		
		50		Ravensfleet to Susworth Strategic Study	2,694.28	
		53		Management Fees	14,235.46	
	30th	60	Carter Accommodation	Groundhog Welfare Unit	14,340.00	
	31st	-	NatWest	Bank Fees	17.50	*
Aug	10th	54	Public Works Loan Board	Loan Repayment	8,148.65	*
		78	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
	13th	-	HMRC	PAYE/NI	351.63	*
		62	Ellgia Ltd	Lysaghts PS - Skip Hire	1,176.00	*
		61	Controlstar Systems	Telemetry Maintenance Contract	1,146.00	*
		63	Evans Halshaw	Vehicle Maintenance	458.95	*
		64	H Mell & Son	Tractor Parts	32.96	*
		65	Peacock & Binnington	Grease	118.80	*
	14th	66	Fuel Genie	Fuel Account	119.00	*
	15th	-	NatWest	Bankline Fees	26.75	*
	16th	-	Employee	Wages	1,467.41	*
		-	B&CE Holdings	PAYE/NI	127.23	*
	20th	83	Woldmarsh Produces Ltd	Supply to East Butterwick PS	96.04	*
				Supply to Flixborough PS	74.85	*
				Supply to Burringham PS	414.30	*
				Supply to Black Bank PS	232.20	*
				Supply to Jenny Hurn PS	264.53	*
				Supply to Susworth PS	338.48	*
				Supply to Lysaghts PS	719.59	*
				Supply to Ravensfleet PS	4,613.91	*
				Supply to Pauls Malt PS	175.46	*
				Telemetry Lines	71.51	*
				Membership Fees	353.24	*
	21st	68	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		69	Iris Business Software Ltd	Open Payslips	7.39	*
	31st	-	NatWest	Bank Fees	10.15	*
		71	Fire Logistics Ltd	Fire Extinguisher Maintenance	398.70	*
		67	Interlec	Jenny Hurn - External Lighting	336.00	*
		72	Perry's Pumps Ltd	Pumping Station Maintenance	4,584.00	*
Sep	7th	70	Watson Petroleum	Gas Oil	1,246.45	*
	10th	78	Remote Asset Management Ltd	Fuel Account	20.64	*
	13th	-	Employee	Wages	1,409.81	*
		-	HMRC	PAYE/NI	557.31	*
		-	B&CE Holdings	Pension Contributions	121.40	*
		74	Fuel Genie	Fuel Account	118.00	*
		79	Anglian Water (Jenny Hurn)	Supply to Jenny Hurn PS	11.70	*

Sep	13th	73	Elite Signs Limited	Tractor Signage	72.00	*	
		76	H Mell & Son	Tractor Maintenance	527.32	*	
	17th	-	NatWest	Bankline Fees	24.50	*	
		84	Woldmarsh Produces Ltd	Supply to Susworth PS	213.84	*	
				Supply to Burringham PS	204.53	*	
				Supply to Lysaghts PS	726.90	*	
				Supply to East Butterwick PS	32.71	*	
				Supply to Black Bank PS	71.17	*	
				Supply to Ravensfleet PS	196.64	*	
				Supply to Jenny Hurn PS	105.39	*	
				Supply to Flixborough PS	85.02	*	
				Supply to Whoofer PS	156.67	*	
				Telemetry Lines	83.61	*	
	21st	81	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*	
		82	Iris Business Software Ltd	Open Payslips	7.39	*	
	24th	77	Public Works Loan Board	Loan Repayment	3,524.80	*	
	25th	80	DC Bichan	Contract Maintenance	21,828.72		
		75	JBA Consulting	Fee Account - BAP Implementation	192.18		
	27th	85-6	ID Spares & Services Ltd	Pumping Station Maintenance	843.60	*	
		87-9	Lyons of Gainsborough Ltd	Tractor Parts	302.56	*	
		-	Employee	Wages	135.60	*	
		90	PKF Littlejohn LLP	External Audit Fee 2017/18	1,200.00	*	
	28th	-	NatWest	Bank Fees	25.20	*	
Oct	10th	78	Remote Asset Management Ltd	Vehicle Tracking	20.64	*	
	11th	93-6	ACS Electrical Engineering Services	Ravensfleet PS - Electrical Installation, etc.	2,269.00	*	
		100	H Mell & Son	Ravensfleet PS - Pump Maintenance	149.04	*	
		-	Employee	Wages	1,333.13	*	
		-	HMRC	PAYE/NI	518.24	*	
		-	B&CE Holdings	Pension Contributions	113.65	*	
	15th	99	Fuel Genie	Vehicle Tracking	116.00	*	
		-	NatWest	Bankline Fees	24.95	*	
			Total		261,747.85		
			* Total amount of direct debits and payments approved by the Clerk Only			133,549.44	

4. Engineer's Report

Recommendations:

- To note the information within this report
- Decision on Option 3 (refurbish) or Option 5 (decommission) for submission to Environment Agency for Grant in Aid (Item 4.1.2)
- Agreement for Officers to Engage with Environment Agency regarding Demaining of Great Catchwater (Item 4.1.5)

4.1 Asset Management

4.1.1 Demaining and Asset Transfer

The Boards attention is drawn to the current consultation in the Black Sluice Catchment.

The briefing note gives an update on the outcome of work to transfer Black Sluice Pumping Station to Black Sluice IDB. It also provides an update on the wider catchment, and continued partnership working to manage flood risk in the South Forty Foot area. (See the Shiregroup website for more detail)

The consultation highlights the direction of travel the Environment Agency are taking with regards to assets and low consequence systems that are perceived to offer no flood risk management benefit.

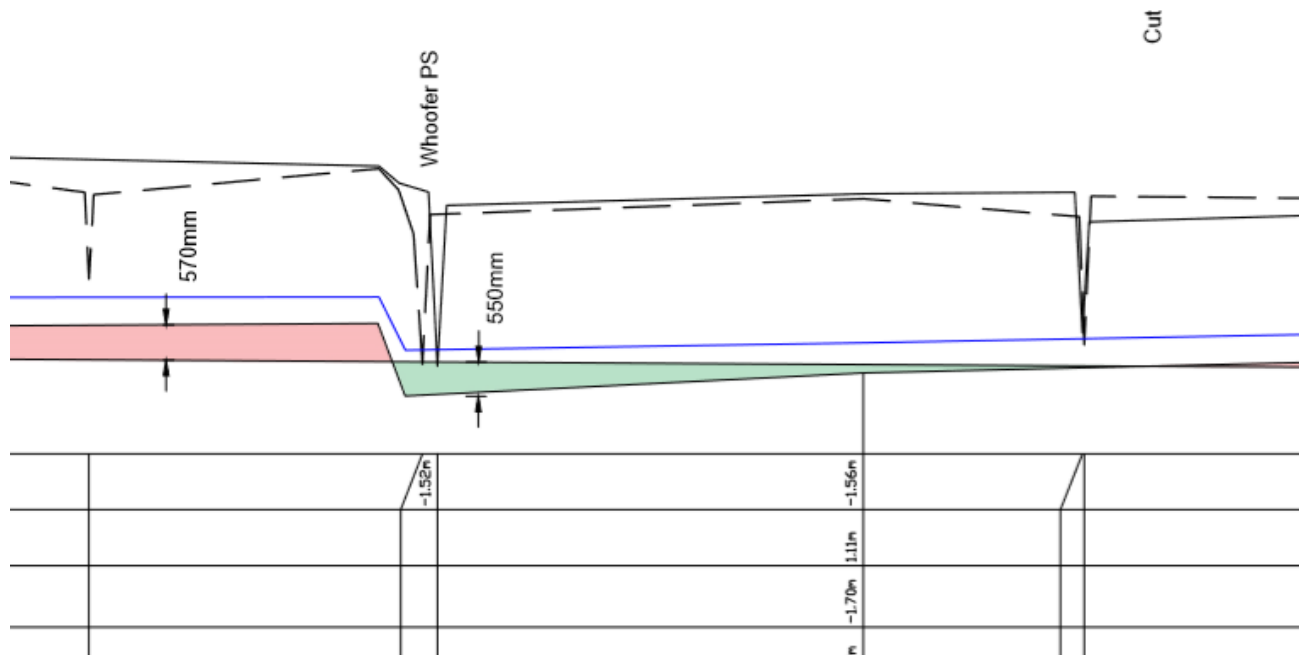
(review of Shiregroup Demain and Asset Transfer and potential PSCA opportunities flow chart for guidance)

4.1.2 Ravensfleet Pumping Station

Further to the last meeting Minute 2018.48 below are the estimates for Option 3 and Option 5 as well as the following circulated to Board Members:

- Long Section Plot (schematic overview)
- New Arrangement (schematic of arrangement at Ravensfleet Pumping Station)
- Ravensfleet to Susworth Modelling Study Report
- Ravensfleet Economic Assessment
- Blyton to Warping Drain long section (with depths)
- Stockwith Sewer Drain long section (with depths)
- Jenny Hurn Drain long section (with depths)

An extract of Jenny Hurn long section showing the filling (green) near to Whoofer over c.180 metres is shown below which also indicates that filling is below the surveyed water level from the on-site surveying undertaken for the modelling, as well as the filling being 300 mm below the existing pump stop level for Whoofer.



Estimated Initial Capital Costs for both Option 3 and Option 5:

Pump station	Option 3	Option 4	Option 5
Ravensfleet	573,000	2,496,115	1,020,440
Susworth	407,800	407,800	407,800
Jenny Hurn	260,000	0	0
Whoofer	67,000	0	0
Total	1,307,800	2,903,915	1,428,240

The most cost beneficial option at present is Option 5 due to the Whole Life Costs associated with maintain 4 pumping stations rather than 2. Full costed details can be found within the Economics report.

4.1.3 Jenny Hurn Pumping Station

The Board's incumbent Contractor Ebsford Environmental Ltd. has been instructed to desilt the approach drain / watercourse to Jenny Hurn and is to time the works after removal of sugar beet; anticipated early November. The maintenance falls within the Boards' budget for desilting this year.

As approved by the Boards Chairman at a quoted cost of £10.7K, the removal of one of the electric Sulzer Pumps has been undertaken, the outcome of the stripping down of the Pump for detailed inspection is still awaited. The inspection findings will confirm whether any further works over and above the approved replacement of the bearings is required. Should additional works be required or it becomes apparent the approved cost is likely to be exceeded the Contractor is required to provide evidence of need and additional cost quotations for consideration and approval. It is currently envisaged that the Pump would be refurbished and returned to operational condition and therefore the station would be back to full operational capacity before the end of November 2018.

4.1.4 Ordinary Watercourses

Watercourse Maintenance Services

Northern Area maintenance is 100% complete with Southern Area maintenance approaching 80% complete.

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.

Crosby Soakmere Drain, Hilton Avenue

Ground Collapse has occurred within and to the rear of 151 Hilton Avenue, Scunthorpe, following the heavy rainfall event 13th/14th October 2018. This appeared to be related to the culverted section of Soakmere Drain which as a result was CCTV surveyed, the findings of which showed a significantly displaced joint and silt, sand & gravel infiltration, which will have caused the collapsed ground seen.

The history of the culvert is long and complicated, it was installed in 1992/93 after 4 to 5 yrs of residents complaints following regular foul sewage discharges from a Severn Trent CSO into Soakmere Drain. The Board at that time did not accept any liability for the requested culverting, various funding options were explored including Local Council funding & Grant in Aid via MAFF, the works were eventually funded by the developer of the downstream industrial site as part of its wider surface water drainage system improvements. The Board procured the works and utilised its Power of Entry to facilitate the scheme following receipt of full payment for the tendered cost, however no additional funding was provided to cover future maintenance costs. The culvert therefore replaced the open watercourse riparian responsibilities of the relevant landowners.

It is recommended that the Board continues to maintain a position of no legal responsibility but works with North Lincs Council as the Lead Local Flood Authority regarding any potential remedial works, actions and funding responsibility. The initial remedial works costs obtained indicate a minimum cost for repair and cleansing of the culvert of approx. £30K, but this is heavily caveated due to the uncertain nature of the issues and the exclusion of any liabilities associated with the private residential properties affected.





4.1.5 Main River

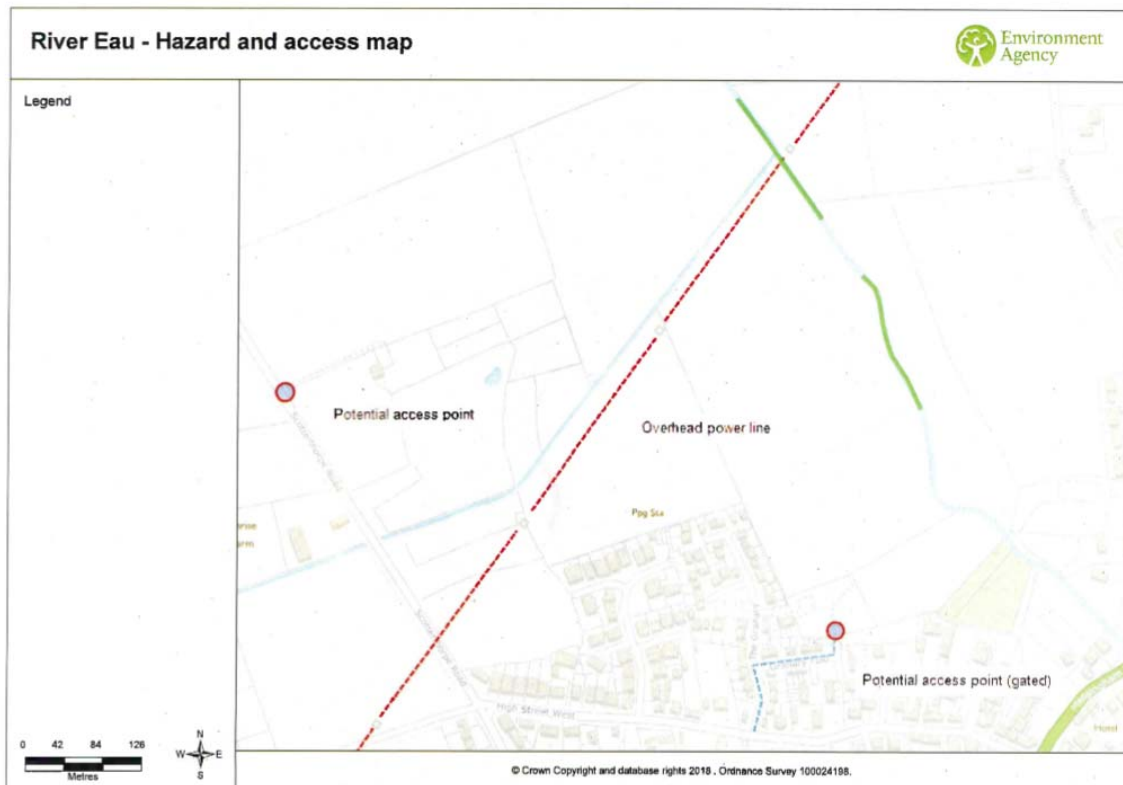
Great Catchwater

The EA has agreed to 100% fund through Public Sector Cooperation Agreement improvements to channel conveyance by weed removal from the centre of the channel of the whole length of Great Catchwater.

It should be noted that the EA will be looking at demaining of this low priority system.

River Eau

The EA has agreed to 100% fund through Public Sector Cooperation Agreement improvements to channel conveyance by weed removal from the centre of the channel along 275m downstream of Scotter.



Burringham Drainage Strategy

The Environment Agency are moving forwards with their plans to alter the flood defences around Burringham and consultation through North Lincolnshire Council planning is expected October/November.

The EA intend to lower the flood defence wall to the south of The Poplars and Heeley's Drain and increase the defence level through Burringham.

In the current scenario, flood water spilling over the defences in to the flood plain makes its way in to the IDB's drainage system through overland flow, riparian ditches or sub-surface flow. And is returned via Burringham pump station as evidenced during the December 2013 event.

The proposed modifications to the flood defences in Burringham significantly reduce the risk of overtopping and breach of the defences and as a result for the climate change scenarios the volume of water spilling in to the flood plain is reduced.

4.2 Planning, pre-application advice and consents

4.2.1 Planning Applications

Planning applications have been reviewed on a weekly basis and 52 no. applications have required comment on behalf of the board between 1 May 2018 and 22 October 2018.

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

1 no. consent have been issued on behalf of the Board between 1 May 2018 and 22 October 2018.

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

No consents have been issued on behalf of the Board between 1 May 2018 and 22 October 2018.

5.Environmental Report

Recommendation:

- Note the information contained in this report

5.1 Biodiversity Action Plan 2015-2020

September 2018 surveys were undertaken on Board maintained watercourses with known water vole populations, IDB action 8.2.

Burton & Flixborough Drain 3343m – Drain survey in April 2018 revealed good water vole population, several burrows, latrines and surrounding meadow cuts were identified together with several water vole sightings. Second survey in September following maintenance found no latrines, several burrows covered with maintenance arisings however one water vole was sighted.

Clay Dike North, Ings Drain, Earl Beauchamps Warping Drain 5000m – Evidence of water vole population on Clay Dike within vicinity of Burringham PS. Watercourse contains INNS (*Elodea sp.*) which will be removed at weed cleaner. No evidence of water vole on Ings Drain, footprints were noted within a 30m section of Earl Beauchamps Warping Drain.

Greenhoe Drain 1800m – no evidence of water vole

North Ings Drain, Susworth New Cut, Sennefleet Drain – 3000m – no evidence of water vole

North Ings Drain INNS – In October Board Contractors identified 4+ Signal Crayfish (*Pacifastacus leniusculus*) during de-weeding activity. Information has been passed to GB Non-Native Species Secretariat, the Environment Agency and Natural England.

5.2 Great Catchwater Drain

Survey undertaken as part of the PSCA work on the above accompanies these papers.

6. Health, Safety and Wellbeing Report

Recommendations:

- To note the information contained in the report

6.1 Board Employees

6.1.1 Role and Responsibilities

There has been a full review of the current workplace which has guided the delivery of several health and safety briefings.

6.1.2 Accidents and Incidents

There are no accidents or incidents to report involving either the Board employee or contractors.

6.1.3 Welfare Facilities

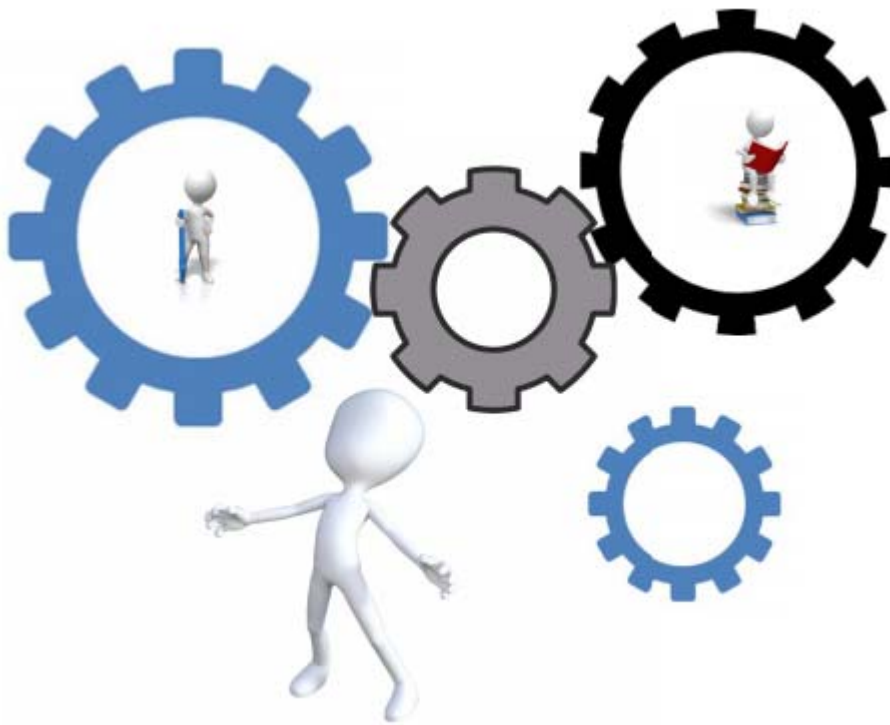
Minute 2018.57 – costs obtained, discussed with Chairman and purchased

6.1.4 Mental Health and Wellbeing

Dealing with problems related to Mental Health and Wellbeing (MHW) in the workplace provide unique challenges for management. It is an area that requires careful attention and professional support which may initially prove costly causing some to question its value. However, in depth investigation and review at the outset will inevitably prove to be more cost effective and reduce difficulties and further problems later. Employers legal requirements in terms of their duty of care are often pigeonholed and deal with hazards that are physically tangible and more easily identifiable. Mental health still has a stigma attached which is often mis-reported in the media who either trivialise, generalise or scandalise news items linked directly to an individual or groups of people. There is also still a tendency to report the high profile or the most shocking cases. Developing an understanding of employee needs, providing health care and support when required, will help staff remain effective in the work environment. Recognising that an employee's personal circumstances can drastically affect their workplace performance, personal health, self-esteem and how they treat others is the first step toward active health care. What can an employer do to improve the health and wellbeing of their staff? Whereas there are several opportunities to improve an employee's wellbeing at work these are not always easily defined due to lack of information. In the first instance an employer could benchmark where they currently are in managing their employee wellbeing. This does not have to take the form of an intrusive interrogation of an individual's private life but to try and understand how they perceive the work environment and possibly how they manage outside of the workplace. An anonymous employee survey would be a usual starting point. However, be warned, whereas some employees will welcome this sharing of information others will be vehemently against sharing anything and may cite invasion of privacy so tread carefully!

Taking care to design questionnaires appropriately may require external assistance if it is the intention to elicit particular information in order to review or attempt to deal with specific areas of concern. Understanding an employee is not embarking on a quest to become best friends but trying to ensure that communication channels within the work place are clear, give the opportunity for consultation and highlight issues of concern promptly. Unfortunately, if this communication is delivered by untrained staff the message can be confusing, be wide of the mark and create mistrust. An employer's team leaders and managers may not recognise employee wellbeing or the correlation between personal, work life and a content workforce. Poor delivery may undermine an employer's recognition or initiatives to improve the individual's wellbeing. This is a complex area of people management especially as individuals can be incredibly diverse in views on items such as politics, religion, etc. It is therefore vital that middle management receive support and training and are able to present a neutral view on items that an employee feels strongly about. By providing basic health and welfare standards, information, instruction, training and supervision will set solid foundations to build upon. However, as the human element generally demands more input to address an individual's specific and unique needs, to be a successful employer requires proactive communication and

consultation with employees (or their nominated representative(s)) on a regular basis. The management structure should seek to utilise managers that are not only trained in identifying potential issues but are then supported by suitable health and welfare professionals as and when required. For further information on up to date statistics on Health and Well-Being at Work, the Chartered Institute of Personnel and Development (CIPD) in partnership with Simplyhealth has recently published its eighteenth annual survey. The analysis is based on replies from over 1,000 organisations in the UK covering 4.6 million employees. Mental Health and Wellbeing In the Public Sector key challenges for HR were identified as; 1. Identify and tackle root causes of ill health, 2. build a more robust framework to promote good mental health, 3. strengthen the capability of line managers and 4. ensure a holist approach.¹ There is also a lot of free information available on the HSE website covering Stress, Anxiety and Depression as well as several books that offer in depth views and guidance. For example; Mental Health and Productivity in the Workplace – ISBN 978-0-7879-6215-9 Happiness at Work – ISBN 978-0-470-74946-3



Ian Benn – Dip Nebosh Grad IOSH Dip H&S and Env Law MCI CQP

¹ <https://www.cipd.co.uk/>

7.Representation

The Board is represented at several fora:

Environmental	Flood Risk Management	Other
EA/ADA Eel Liaison Group	Humber Flood Risk Management Steering Group	ADA Technical & Environment Committee
Humber Estuaries Relevant Authorities Group (HERAG)	Comprehensive Review Humber Strategy workshops	ADA Policy & Finance Committee
	Humber Strategy Officers Group	

8.Date of next meeting

9. APPENDIX A: Flood Risk & WLM Policy

1. Introduction

Background

- 1.1. This policy has been prepared by the **Scunthorpe & Gainsborough Water Management Board** (the Board) to identify the Board's approach to the management of water levels and flood risk within the Board's 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: 11463 ha
- Area of agricultural land: 10404ha
- Area of other (non-agricultural) land including motorway, road, railway infrastructure: 1059 ha
- Sites of Designated environmental Interest: 39.19 ha
- 3.4. Assets for which the Board has operational responsibility:
 - Watercourses the Board chooses to maintain: 131.8 km
 - Reservoirs: 1
 - Pumping Stations: 10

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 will have a Biodiversity Action Plan which will identify targets under the Biodiversity 2020: A Strategy for England's Wildlife. Such an Action Plan will contain actions to achieve which will be set and reported upon.

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

- Messingham Heath SSSI
- Tuetoes Hills SSSI
- Scotton & Laughton Forest Ponds SSSI
- Laughton Common SSSI
- Lea Marsh SSSI

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 this Policy as required.

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