

District Tour Godfreys Offices Wednesday 15th May 2019

10:00 DEPARTURE

13:00 LUNCH

Board Meeting Godfrey's Offices Elsham Top Brigg DN20 0NU Meeting Papers Wednesday 15 May 2019, 14:00



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Meeting Papers

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Purpose

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Agenda

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



1. Governance

1.1 Declaration of Interest

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

1.2 Apologies for Absence

1.3 Minutes of the meeting held on 16 January 2019

Present

Mr J Akrill	JA
Mr R Borrill (Chair)	RB
Mr K. Bates	KB
Mr I Dowson	ID
Mr A Godfrey (Vice Chair)	AG
Mr R N Herring	RNH
Mr R Holloway	RH
Mr J Jackson	JJ1
Mr J J James	JJ2
Mrs J Jackson	JJ3
Mr P Jones	ΡJ
Mr C Sherwood	CS
Mr M Storey	MS
Mr W Strawson	WS
Mr J Summers	JS
Mr H Williams	HW

In attendance on behalf of JBA Consulting Officer:

Mr I Benn	CEC
Mr C Benson	FO
Mr P Jones	Eng
Mrs A Briggs	EO

Chairman's announcement

2019.1 Chairman advised Stewart Brown had resigned from the Board, a letter of thanks for his many years of support had been issued. Stewart had been responsible for the Chairman joining many years ago, Members agreed his support had been invaluable. Chairman advised the Board had 2 elected member vacancies which could be filled under the term Casual Vacancy where a new Member would hold all the voting rights of current members until the next election date. Members were asked to send suggestions for new Members into the office with a line or two identifying the reasons for support which may relate to the catchment in which they were located or a skills set.

Declaration of Interest

2019.2 None



Apologies for Absence

2019.3 Apologies for absence received from Messrs Barton, Day and Glover. CS advised apologies from Nigel Sherwood and Jonathan Evison who were both involved in a Council meeting.

Minutes of the Last Meeting

2019.4 Minutes of the meeting held 7 November 2018 were considered. JS proposed be signed as a true record, RH seconded, all in agreement.

Matters arising not discussed elsewhere on Agenda

2019.5 2018.60 District tour. Chairman advised if members supported the idea, this would be arranged to coincide with the May meeting. Sites to visit may include Hibaldstow, the South Ferriby area associated with the EA work on the aligned defences and the Humber outfalls to look at siltation levels. He felt this would give members an appreciation of the issues there. A bus would collect members from Godfreys offices at 10:00, back for lunch and the Board meeting held after lunch. JS proposed district tour, seconded and agreed by all Members.

RNH 2018.72 advised the lack of previous 2 years of budget required for comparison. FO advised it was included in this meeting paper however because of the size appeared a confusion of lines and was taken out. At November meeting the information will be produced on large graphs for a screen presentation.

2018.76 Clerk advised on future work to be done on catchments, extracting information from Board employee. Initial work for Worlaby cost in excess of £6,000 but now with the benefit of a template from the Worlaby work, it is estimated this can be reduced to £2000 per catchment. Work will also pull together all information associated with catchment including plans and held electronic information. RNH suggested covering the most important information on as many catchments as soon as possible and several within the financial year. All members supportive of the idea.

Complaints/FOI requests

2019.6 None received.

Clerk Report

2019.7 De-maining and Asset Transfer – Members noted information in the papers at Appendix A which represents work being done by EA on behalf of Defra. Currently this District not affected although there may be future overtures for Board to accept high level carriers within the District in future. Asset Transfer has happened in other IDB areas but if Board takes on greater responsibility if it wishes to keep rate at same level, may need to reduce current operational work. Chair noted there may be a strategic reason why some high-level carriers were important to the Board. JJ1 advised very much against the idea. JS agreed however if it was to happen the EA costs of delivering maintenance on these systems should be available to the Board. RNH advised if being considered, the Board must avoid responsibility for any embankments on highland water carriers. Clerk advised Black Sluice had been offering was decommissioning including making safe costs however the cost of operating the station far exceeded that one-off cost and the Board rejected the transfer. RH queried the situation if neither the Board no any other party accepted an asset transfer. Advised consultation process would have to be followed to ultimately de-commission the site. JJ3 considered Board could undertake maintenance work more cheaply than EA. MS opined idea of localism taking charge is good one but funding to do so is required. Advised would always be a one-off cost.



2019.8 Humber Flood Risk Management. – Members noted the information contained in the papers, relevant information is posted to Board website. Long list of options reduced and will reduce further to those actually feasible. Current lack of engagement with landowners where water will go. Clerk had sought to get Strategy to look at Humber south bank in this area but insufficient number of properties. In areas where few houses, likely to offer assistance to become resilient rather than defended against flooding.

Finance Report

The Finance Report previously issued to Members was discussed.

- **2019.9** Rating Report Balance outstanding £35,285.00, most of which is instalment payment. £1500 outstanding represents 2 ratepayers, the same ones annually. ACTION: Take legal opinion to see if % can be added for late payment.
- **2019.10** Internal Audit Nothing to report.
- **2019.11** External Audit Nothing to report.
- **2019.12** Internal Audit Review Meeting Members noted the Meeting Minutes at Appendix B.
- **2019.13** Risk Register Register individual to this Board requiring Board approval. Easily identifiable what Board risks are, scored by Board Officers and if Members consider scoring inaccurate should make thoughts known. Can be updated at any time but reviewed at January meeting. AG proposed approval of Risk Register, HW seconded, all in agreement.
- **2019.14** Agenda item change to review capital replacement programme Item 3.5 and 5-year budget estimate Item 3.6 before budget setting at Item 3.3.
- 2019.15 Five-year budget estimate and Capital replacement programme— FO advised having considered the Board's 16 asset replacement requirements and extent of existing maintenance a rate increase was suggested. Long-term budget incorporates anticipated inflation costs. Capital schemes are programmed into estimates and consider borrowing availability as at today's rates. Over 10-year period rate increase is required to deliver asset maintenance programme and achieve Reserves Policy requirements. A year-on-year 0.25p increase is insufficient and will dramatically reduce reserves to 0% of expenditure by 2025, without any increase monies would expire in 2021. Hibaldstow PS due 2021/22. In the past several assets were refurbished in same financial year; however, that approach no longer possible. FO was attempting to avoid large spikes in drainage rates, steady increase more acceptable to all ratepayers and Special Levy Councils. Even with rate increases, monies are still taken from reserves.
- 2019.16 JJ1 thought Board needed to consider its budgeted expenditure on a yearly basis. FO advised if Board required money to fund asset works, there would be a large spike in the rates required to cover those costs. He advised Board had Reserves as part of future capital expenditure costs. RNH considered budget prepared was excellent however he noted even with Hibaldstow works, reserves would be at 45% of expenditure level. He considered future expenditure costs should be associated with those who would benefit from that investment nearer the time. CS advised North Lincs Council would not welcome a rate increase. JS advised the importance to local authorities of failing to put a small increment on rate annually there was always later difficulty in recouping funds required. It was prudent to increase a little at a time even if delivery of Hibaldstow work did not adversely impact reserves.
- 2019.17 FO advised an increase of 1p on the rate raises £46,220. Without increasing the rate now, next year the Board would need an increase of 1p rather than 0.25p. Risk of not increasing rate must be considered by Board, near future estimates are reasonably accurate whereas accurate forecasting into the more distant future was difficult. RB advised costs of pumping at Winteringham Ings hadn't been incorporated into the budget as the Board's position on that was yet unknown but costs were currently running at £18,000 p/a. CS



proposed rate remain the same 2019/20, seconded JJ1. JS advised he could see financial pain coming and thought rate should be increased. ID considered it appropriate to pay now and save the rate increase holiday for later. FO advised reserves level recommended at 30% of expenditure but all dependent upon size of Board, Defra guide at 25%, but reserves are expected to fluctuate as any Board saves for upcoming expenditure. Members voted on the earlier proposal, 8 in favour of retaining current rate, 1 against, remainder abstained. EO noted the decision made and discussions surrounding it had followed the same arguments as January 2018.

- **2019.18** Rates, Estimates and Special Levies 31.3.2020 rate to remain at current rate.
- 2019.19 Schedule of Payments JS proposed agree schedule of payments, HW seconded, all in agreement.

Engineers Report

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

Asset Management

- 2019.20 Water Level Management – Low Farm Outfall – Eng. had figures on volumes of water moved through pump. 193 hours of work moving 112,000 m³ or 112,000 tons of water. Significant amount of water been pumped and gravity has still been able to discharge. Volumes indicate much of the water is highland water. Financial support been requested from EA and North Lincs. North Lincs decision will follow discussions required at Cabinet level. For EA lack of outfall and tidal recovery are words which resonate more than land drainage. Requested Sykes Pumps consider further discount for long-term hire, quote for a pump purchase. Need to tie in with Fulseas area works by EA at South Ferriby and follow on project will need to consider Fulseas PS and Winteringham Ings area. Eng. advised on suggestion of plastic penstock door with weight reduction however cost of such would be insignificant whereas actual works to implement, safe area of work etc would be extreme. Levels of silt is the issue, not the weight of penstock. Humber Strategy will have an impact and until decisions made there, Board will find it difficult to proceed with any options. Cost of pump works £4,000, diesel until year end estimated £4,500. Annual hire cost £18,000-19,000 not in 2019/20 budget. New pump cost quote last year was £44,000. Noted EO's good relationship with Natural England has facilitated speed of consents received.
- **2019.21** North Lincolnshire Flood Risk Board Members noted the updates provided.
- 2019.22 Maintained Ordinary Watercourses Service Tenders Members noted information provided in papers. Tenders released, all incumbent contractors advised, returns for tenders and closing date 11th February 13:00. Evaluation panel will manage. Board required to consider whether evaluation panel will be given delegated power to make the final decision. JJ1 proposed evaluation panel be given delegated powers, RNH seconded, all in agreement.
- **2019.23** JS requested information be discussed about vegetation level in low priority system of upper section of River Ancholme. Eng. advised could raise with EA if provided photographs again.
- **2019.24** Planning, pre-application advice and consents Noted.

Health and Safety Report

2019.25 There had been no accidents incidents or near misses to report.



Environmental Adviser Report

- **2019.26** Habitats Regulations Winteringham Ings Members noted the good working relationship had allowed work which was subject to the regulations, to be negotiated and agreed quickly.
- **2019.27** Fulseas area EA works RH queried EA proposals to monitor and trap mink, concerned whether animal was released elsewhere following capture or disposed of. EO advised disposed of.

Representation

2019.28 Members noted information in the report.

Any Other Business

- **2019.29** MS requested discussion about R. Ancholme levels which appeared to have been up and down. Eng. advised no request for extension made by Board, inspections had taken place. Issue for EA, not IDB. RH suggested siltation at outlet meant head of water had been retained to flush the system.
- 2019.30 RB advised meeting with Anglian Water and water quality testing sites. Member consideration of whether any IDB sites could be used. RH advised testing both upstream and downstream of Cadney before water comes in from the Trent. Agreed for Chairman to resolve.

Date of Next Meeting

2019.31 15 May 2019 and 6 November 2019 at Godfreys offices, Elsham. Closed 15.35pm..

1.4 Matters arising there from not elsewhere on Agenda

1.5 Complaints/FOI/EIR requests

None received.



2. Clerk report

Recommendations:

- · To note the information contained in this report
- Consideration of questions raised in item 2.3.2

2.1 Legislation

The Rivers Authority and Land Drainage Bill has received its second reading in Parliament which seeks to effectively reintroduce Rivers Authorities with the power of precept raising public and responsibilities for mitigation of flood risk. Creation of this public body arose out of the flooding in Somerset 2014. If thought appropriate locally, Rivers Authorities could be created around the country, where there is a perceived need, stakeholder support and willingness to pay. The Environment Agency currently operates in the area of flood risk under permissive powers.

2.2 Humber Flood Risk Management Strategy

The Engineering workstream associated with the Strategy is looking at the issue of tide locking or outfalls becoming non-operational due sediment build up around the estuary. It is hoped the scale of siltation/tidal locking can be quantified and locations of the issue across the estuary can be mapped in order consideration can be given as to how the Strategy engages and recognises the difficulty. There will be pieces of work, probably within geomorphology and erosion which will play a part in understanding what processes are impacting it, as well as considering what sea level rise/climate change will look like into the future. Considering it at the strategical level will hopefully allow the true scale can be quantified and best practice can be shared as well as a consistent approach to benefit/outcomes sharing.

A shapefile of outfalls currently affected and potential to be affected during the life of the Humber FRMS has been produced and shared with the Strategy Engineering workstream delivery lead.

2.3 Association of Drainage Authorities

2.3.1 ADA Governance Workshops

In total over 170 attended the workshops and ADA is reporting back to Defra on which IDBs and other authorities were represented at these events.

Slides

The slides delivered on the day are available on ADA's website under I have made pdfs of the slides from these events available on the Governance & Accountability page of the ADA website at https://www.ada.org.uk/wp-

content/uploads/2019/04/Good Governance Workshop Slides 2019.pdf

Training Modules

ADA made an audio recording of the workshop at CIWEM Venue in London and is working on a series of 20-25 minute training videos with this audio synchronised with the slides to provide a series of 5 training modules for Board Members/Officers. ADA hopes these will be on its website during May/June.



2.3.2 Defra Policy Advisory Group (PAG)

Defra holds these meetings approximately quarterly with a range of wider stakeholders interested in Defra policy related to IDBs. Updates are given on key topics such as the Rivers Authority & Land Drainage Bill (RALD) and De-Maining amongst other policy topics.

The PAG can trace its history back to the Defra Review of IDBs, which included proposals for sub-catchment IDBs, Biodiversity Action Plans, and 'indicative requirements' for IDBs

Defra has set for the PAG five 'questions' to look at in 2018-19, some of which overlap with ADA Committees' Workstreams.

The questions are:

- How can we encourage closer partnership working between IDBs and other RMAs at the local level along the lines of the Lincolnshire strategic flood risk model? What are the barriers to closer partnership working? (ADA Lead)
- How can IDBs locally showcase their environmental practices, particularly on conservation and biodiversity, and also how can we identify and spread good environmental practice across IDBs? (NE Lead)
- What are the opportunities beyond drainage rates and special levies for IDBs to secure sustainable funding and publicise the benefits? (EA Lead)
- Establishing and extending IDBs
- 1. Where is there support/interest in a new IDB being formed or which IDBs want to extend their boundaries (ADA to provide information)
- 2. What more do we need to do to enable and support new IDBs being created, or pre-existing boards extending their boundaries, where there is local support, in areas across the country? (ADA Lead)
- IDB membership appointment and attendance
- 1. How do we secure active and appropriate membership and what are the minimum requirements for good governance? (Defra Lead)
- 2. What would a role model IDB look like? (Defra Lead)

To assist with Defra's planning for future changes and possible creation of new IDBs, Defra has asked ADA to collate information about what organisational changes IDBs are seeking to make, and to indicate whether the changes being sought are:

- a. in the near future (ASAP, e.g. immediately following the Rivers Authorities & Land Drainage Bill becoming an Act),
- b. in the medium future (within the next 5 years), or
- c. in the longer term (over 5 years away).

Organisational changes are anything that would require an Order from Defra under Section 3 of the Land Drainage Act 1991 and could include:

- Boundary changes (e.g. expansion to sub-catchment)
- Amalgamation (e.g. to create larger, more strategic, sub-catchment IDBs)
- Reconstitution (e.g. to change the number of Board Members, or to alter electoral or rateable sub-districts)

2.3.3 Anglian Northern RFCC

Minutes and papers can be found here: https://www.gov.uk/government/groups/anglian-northern-regional-flood-and-coastal-committee



3. Financial Report

Recommendations:

- To note the information contained in this report
- To approve Section 1 of the AGAR
- To approve the Accounts for the Year Ended 31 March 2019
- To approve Section 2 of the AGAR
- To approve the schedule of payments

3.1 Rating Report

Details of the Rates and Special Levies issued, and payments received up to and including 29 March 2019: -

	£	£
Balance Brought forward at 1 April 2018		191.15
2018/2019 Drainage Rates and Special Levies		
Drainage Rates		352,315.14
Special Levies		
North Lincolnshire Council	206,609.00	
West Lindsey District Council	18,828.00	225,437.00
Total Drainage Rates Due		577,943.29
Less Paid: -		
Drainage Rates		352,004.35
North Lincolnshire Council	206,609.00	
West Lindsey District Council	18,828.00	225,437.00
Total Drainage Rates Paid		<u>577,441.35</u>
Paid Refund		<u>75.75</u>
Balance Outstanding as at 29 March 2019		<u>577.69</u>

3.2 Audit

3.2.1 Internal Audit

The Internal Audit of the Board's financial statements for the year ended 31 March 2019 is underway and is expected to be completed before the meeting. A copy of the report will be available for inspection at the meeting.

3.2.2 Annual Governance and Accountability Return (AGAR) Section 1 - Annual Governance Statement 2018/19

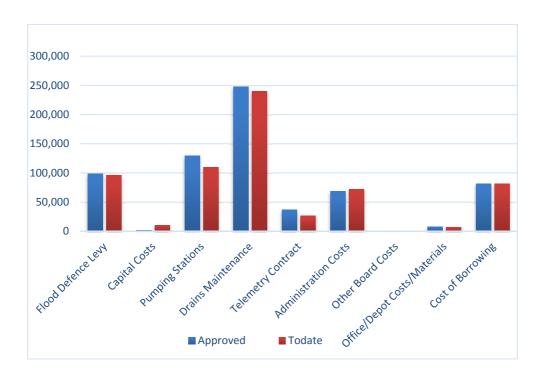
Members are asked to review and approve Section 1 of the AGAR which can be viewed at Appendix A.



3.3 Accounts for the Year Ending 31 March 2019

The accounts (partially audited) for the year ending 31 March 2019 are included as a separate item in your pack

3.4 Budget Comparison for the Year Ended 31 March 2019





ANCHOLME INTERNAL DRAINAGE BOARD BUDGET FOR THE YEAR ENDING 31ST MARCH 2019

	2017/18					
Approved Estimate £	£	Actual to date £	£	31 March 2019	%	
£	L	L	L	INCOME	/0	
				HACOMIC		
				Drainage Rates on Agricultural Land Buildings: -	d and	
352,323		352,315	351,929	12.50p in £ on AV of £2,816,631	100.00%	
				Special Levies (12.29p in £)		
				North Lincolnshire Council		
206,609		206,609	225,437	12.5p in £ on AV of £1,652,868	100.00%	
				West Lindsey District Council		
18,828		18,828		12.5 in £ on AV of £150,627	100.00%	
				Other Income: -		
1		1		Rental Income	100.00%	
17,000		19,602		Contribution from S&GWMB	115.31%	
30		40		Interest	134.47%	
0		0		New Work and Improvement Works	0.00%	
<u>36,764</u>	631,555	<u>49,988</u>	647,384	Other Contributions	135.97%	102.51%
				EXPENDITURE		
98,855		95,976		Flood Defence Levy	97.09%	
1,564		10,787		Capital Costs	689.69%	
129,721		109,499		Pumping Stations	84.41%	
247,597		240,275		Drains Maintenance	97.04%	
36,967		26,802		Telemetry Contract	72.50%	
68,740		72,378		Administration Costs	105.29%	
850		628		Other Board Costs	73.86%	
7,620		6,625		Office/Depot Costs/Materials	86.94%	
<u>81,746</u>	<u>673,660</u>	<u>81,746</u>	<u>644,715</u>	Cost of Borrowing	100.00%	95.70%
	(42,105)		2,668	Surplus - (Deficit)		
	237,243		<u>301,011</u>	Balance Brought Forward	126.88%	
-	195,138	=	303,679	Balance Carried Forward	155.62%	

3.5 Annual Governance and Accountability Return (AGAR) Section 2 - Financial Statements 2018/19

Members are asked to review and approve Section 2 of the AGAR which can also be viewed at Appendix A.



3.6 Five Year Budget Estimate

Ancholme IDB	0	1	1	2	3	4	5
	2018/19	2019/20	2019/20	2020/21	2021/22	2022/23	2023/24
Revenue Account	Out turn	'' FST OUT TURN					
	£	£	£	£	£	£	£
INCOME							
Drainage Rates - Land (AV) : £2,818,521	352,315	352,315	352,315	373,454	401,639	408,686	415,732
Levies North Lincolnshire Council - (AV) £1,652,868	206,609	206,609	206,609	219,005	235,534	239,666	243,798
Levies West Lindsey District Council - (AV) £150,627	18,828	18,828	18,828	19,958	21,464	21,841	22,217
Interest etc.	40	70	70	100	100	100	100
Contribution from S&GWMB	19,602	17,340	17,340	17,687	18,041	18,401	18,769
Rental Income	1	1	1	1	1	1	1
Other Contributions	49,988	36,764	36,764	36,764	35,000	35,000	35,000
TOTAL INCOME	647,383	631,927	631,927	666,969	711,779	723,695	735,618
EXPENDITURE							
Flood Defence Levy	95,976	98,855	98,855	99,844	100,842	101,850	102,869
NEW WORKS							
Contingency Planning							
Capital	10,787	6,564	6,564	0	0	0	0
Cost of Borrowing	81,746	74,792	74,792	74,792	74,792	71,168	67,545
Other Board Shares	628	850	850	900	900	950	950
Depot/Office Costs	6,625	7,652	7,652	7,805	7,961	8,120	8,283
Maintenance	240,275	248,567	253,567	258,638	263,811	269,087	274,469
Administration	72,378	69,557	69,557	70,948	72,367	73,814	75,291
Pumping Stations	109,499	132,916	132,916	135,574	138,286	141,052	143,873
Telemetry contract	26,801	26,802	26,802	26,802	26,802	27,606	27,606
TOTAL EXPENDITURE	644,715	666,555	671,555	675,303	685,761	693,648	700,885
Surplus (Deficit) on Year	2,668	(34,628)	(39,628)	(8,334)	26,018	30,047	34,733
Balance Brought Forward	301,011	260,819	303,679	264,051	255,717	254,101	256,514
Balance	303,679	226,191	264,051	255,717	281,735	284,148	291,247
Capital Account Balance transfer	0	0	0	0	27,633	27,633	27,633
Balance to Carry Forward	303,679	226,191	264,051	255,717	254,101	256,514	263,614
Reserve Policy Target 30%	47.10%	33.93%	39.32%	37.87%	37.05%	36.98%	37.61%
Rate in £	12.50p	12.50p	12.50p	13.25p	14.25p	14.50p	14.75p
Inc./Dec. from Previous Year	no change	no change	no change	0.75p inc.	1.00p inc.	0.25p inc.	0.25p inc.
Rate in £ Inc./Dec. from Previous Year	no change	no change	no change	6.00% inc.	7.55% inc.	1.75% inc.	1.72% inc.



3.7 Schedule of Payments

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

DA	TE	REF	PAYEE	DESCRIPTION	TOTAL	
					PAYMEN	
20	18				£	
Dec	17th	145	Nat West Business Card	Business Card - Fuel	463.60	
				- Stationery	33.21	
		-	NatWest	Bankline Fees	24.05	
	19th	117	Andrews Sykes	Pump Hire at Low Farm	2,465.56	
		112	Mr A Duck	Low Farm Outfalls - Remedial Works	460.00	
		140	WH Strawson	Depot Rent, etc.	1,067.29	
		-	HMRC	PAYE/NI	876.65	
	20th	116	Woldmarsh Producers Ltd	Supply to Carr Drain PS	147.98	
				Supply to Fulseas PS	128.68	
				Supply to Bentley Farm PS	128.40	
				Supply to Worlaby PS	466.56	
				Supply to North Kelsey PS	90.59	
				Supply to Broughton PS	259.10	
				Supply to Cadney PS	124.98	
				Supply to South Kelsey PS	130.33	
				Supply to Redbourne PS	144.92	
				Supply to Waddingham PS	355.93	
				Supply to Hibaldstow PS	106.81	
				Supply to Depot PS	128.21	
				Supply to Nettleton Beck PS	18.00	
				Supply to Appleby PS	147.79	
				Farmstar - Tools & Equipment	64.41	
				Redbourne PS - Meter Operator Charges	168.00	
				South Kelsey PS - Meter Operator Charges	168.00	
		_	Employee	Wages	2,512.47	
		_	B&CE Holdings	Pension Contributions	202.26	
	21st	113	Environment Agency	Flood Defence Levy	47,988.00	
	2100	62	Hewitt (TJ) Excavators	Maintenance Contract	15,783.44	
		120-36	ID Spares & Services Ltd	Weedscreen Cleaner Inspections & Maintenance	7,233.32	
		137-9,142-3	N E Davis Plant Hire	Maintenance Contract, etc.	48,040.90	
		141	P&R Plant Hire	River Ancholme Gravity Outfalls	8,792.40	
	31st	144	BT	Depot Broadband Package	42.84	
	0100	146	O2 (UK) Ltd	Mobile Telephone	18.72	
		-	NatWest	Bank Fees	6.65	
20	19	_	Nativost	Banki ccs	0.00	
an	2nd	3	North Lincolnshire Council	Business Rates	110.00	
all	15th	157	Nat West Business Card	Business Card - Fuel	354.72	
	1001	-	NatWest	Bankline Fees	24.50	
	17th	-	Employee	Wages	2,512.47	
	1741	_	B&CE Holdings	Pension Contributions	2,512.47	
	18th	114	Information Commissioner	Data Protection Registration	35.00	
	21st	154	Woldmarsh Producers Ltd	Supply to Brimmer Beck PS	167.39	
	Z 15t	134	vvoidiliaisii Fioduceis Llu	,	167.39	
				Supply to Carr Drain PS Supply to Fulseas PS	140.76	

Meeting Paper Wednesday 15 May 2019



						Τ.
				Supply to Bentley Farm PS	128.77	*
				Supply to 30' PS	137.30	*
				Supply to 30' PS	123.74	*
				Supply to Worlaby PS	460.82	*
				Supply to North Kelsey PS	78.66	*
				Supply to Appleby PS	127.09	*
				Supply to Broughton Carr PS	316.12	*
				Supply to Cadney PS	96.08	*
				Supply to South Kelsey PS	230.71	*
				Supply to Redbourne PS	143.92	*
				Supply to Waddingham PS	298.38	*
	24th	-	HMRC	PAYE/NI	759.25	*
	25th	148	ADA	Membership Fees	3,512.40	*
		149	Andrews Sykes	Pump Hire at Low Farm	2,247.02	*
		151	Crystal Motor Group	Vehicle Maintenance	76.15	*
	28th	162	BT	Employee Home Telephone Line	75.50	*
	30th	147,150	Controlstar Systems Ltd	Telemetry Maintenance Contract, etc.	8,509.68	
		152	JBA Consulting	Management Fees	13,153.32	
		158	Perry's Pumps Ltd	Mechanical Inspections & Reports	5,472.00	П
		153	O2 (UK) Ltd	Mobile Telephone	17.51	*
	31st	155	ВТ	Line to Depot	138.84	*
		-	NatWest	Bank Fees	5.00	*
Feb	1st	-	Crystal Ball Ltd	Vehicle Tracking	70.20	*
	12th	161	Andrews Sykes	Pump Hire at Low Farm	2,461.01	*
		159	Danvm Drainage Commissioners	Website Hosting, etc.	165.26	*
		163	Environment Agency	Waste Carrier Licence	105.00	*
	13th	-	HMRC	PAYE/NI	759.25	*
	14th	-	Employee	Wages	2,512.67	*
		-	B&CE	Pension Contributions	202.26	*
	15th	156	Nat West Business Card	Business Card - Fuel	487.72	*
				Halfords - Carwash, etc.	27.50	*
		-	NatWest	Bankline Fees	23.60	*
	20th	160	Woldmarsh Producers Ltd	Supply to 30' PS	361.73	*
	-			Supply to Worlaby PS	1,615.73	*
				Supply to Carr Drain PS	741.47	*
				Supply to Fulseas PS	151.35	*
				Supply to Bentley Farm PS	220.42	*
				Supply to North Kelsey PS	426.25	*
				Supply to Appleby PS	785.89	*
				Supply to Proughton Carr PS	643.74	*
				Supply to Cadney PS	387.58	*
				Supply to South Kelsey PS	544.09	*
				Supply to Redbourne PS	536.32	*
				Supply to Waddingham PS	240.02	*
						*
				Supply to Candley Beck PS	217.73	*
				Supply to Island Carr PS Membership Food	151.34	*
	2041-		Niet/Most	Membership Fees	135.25	*
Man	28th	164	NatWest	Bank Fees Maintananaa Centraat	5.25	Ļ
Mar	1st	164	Hewitt (TJ) Excavators	Maintenance Contract	10,506.29	\vdash
		165	JBA Consulting	Fee Account - BAP Implementation	310.56	-
		167	N E Davis Plant Hire	Maintenance	3,390.90	

Meeting Paper Wednesday 15 May 2019



		170	WH Strawson	Water Supply to Depot	32.49	П
		172	Public Works Loan Board	Loan Repayment	40.873.21	١,
		168	O2 (UK) Ltd	Mobile Telephone	18.72	١.
	14th	174	ACS Electrical Engineering Services	Worlaby PS - Electrical Maintenance	487.88	١,
		171	Andrews Sykes	Pump Hire at Low Farm	1,926.03	١.
		175	ID Spares & Services Ltd	30' PS - Weedscreen Cleaner Maintenance	292.37	١,
		169	S. Macfarlane	Nettleton Beck Kiosk Settlement	1,320.00	١,
		-	HMRC	PAYE/NI	759.05	١,
			Employee	Wages	2,512.47	١,
			B&CE Holdings	Pension Contributions	202.26	١,
	15th	182	Nat West Business Card	Business Card - Fuel	288.80	١.
				Halfords - Carwash, etc.	19.69	١,
				WNS Scunthorpe - Battery	86.40	١,
			NatWest	Bankline Fees	22.25	١,
	20th	173	Woldmarsh Producers Ltd	Supply to Hibaldstow PS	799.14	١,
	2001	170	Woldmarch Feddosic Eta	Supply to Depot	704.42	١,
				Supply to Nettleton Beck PS	67.86	١,
	29th	176	O2 (UK) Ltd	Mobile Telephone	17.64	١,
	2001	-	NatWest Nate National	Bank Fees	5.25	١,
Apr	1st	4	North Lincolnshire Council	Business Rates	112.30	١,
, трі	2nd	180	BT Search	Depot Broadband Package	42.84	١,
	11th	181	Andrews Sykes	Pump Hire at Low Farm	2,022.33	١,
	Tiui	178	NPower	30' PS - Meter Operator Service	536.40	١,
		1	SmartWater Technology	SmartWater Licence	1,440.00	١,
		<u> </u>	HMRC	PAYE/NI	759.25	١,
			B&CE Holdings	Pension Contributions	226.06	١,
			Employee	Wages	2,509.47	١,
	15th		NatWest	Bankline Fees	24.50	١,
	16th	6	Nat West Business Card	Business Card - Fuel	360.89	١,
	1001		Nat West Business Gard	Currys PC World - Telephone Set	39.99	١,
				Farmstar - Fittings	1.68	١,
	23rd	2,5	Controlstar Systems Ltd	Telemetry Maintenance Contract, etc.	8,509.68	H
	2314	3	JBA Consulting	Management Fees	12,738.53	H
		177	N E Davis Plant Hire	Mowing Contract	5,690.78	H
		177	Woldmarsh Producers Ltd	Supply to 30' PS	-622.77	١,
		179	Woldmarshi Toddcers Etd	Supply to 30 1 S	604.53	١,
				Supply to Appleby F3 Supply to Bentley Farm PS	346.78	١,
				Supply to Berniey Farm FS Supply to Brimmer Beck PS	207.90	١,
				Supply to Britisher Beck P3 Supply to Broughton PS	864.58	١,
				Supply to Broughton PS Supply to Cadney PS	403.94	١.
				· · · · · · · · · · · · · · · · · · ·		١,
				Supply to Carr Drain PS Supply to Fulseas PS	1,051.88 275.22	١,
				Supply to North Kelsey PS	407.95	١,
				Supply to Redbourne PS	765.76	
				Supply to South Kelsey PS	755.70	١,
						١,
				Supply to Waddingham PS	462.68	H.
				Supply to Worlaby PS	2,111.28	H
			Total		299,881.22	



4. Engineer's Report

Recommendations

• To note the information contained in this report.

4.1 Asset Management

4.1.1 Water Level Management

Low Farm Outfall

The 8" pump continues to operate on site since mobilisation on 06/11/18 and Ravens Drones Ltd. have been working with the Shire Group free of charge to capture the current situation around Winteringham and South Ferriby. The intension is to produce a video of the areas describing the challenges of water level and catchment management and to share imagery of the River Humber siltation with Risk Management Authorities.



Low Farm Outfall, Winteringham





Low Farm Outfall, view south from Reads Island over Winteringham Ings



River Ancholme outfall, Cemex, Reads Island, Winteringham Ings



4.1.2 Pumping Stations

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

4.1.3 Inverted Syphons

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

4.1.4 Maintained Ordinary Watercourses

Watercourse Maintenance Services Contractor

The tender process for Watercourse Maintenance Services has concluded and the Award of Lot 1 (District A) has been provided to Hewitt (TJ) Excavators Ltd., and Lot 2 (District B) has been provided to NE Davis Plant Hire Ltd., both previous incumbents, on the basis of submitting the Most Economically Advantageous Tender with an overall Score of 96.9% and 98% respectively against a 40%/60% Price/Quality split.

The services include flailing and deweeding of ordinary watercourses over the Contract duration which is 5 years from July 2019 with the option to extend for a further 5 periods of 12 months subject to satisfactory performance.

A Commercially Confidential Check Point Report can be found appended for Members Information.

4.2 Planning, pre-application advice, and consents

4.2.1 Planning Applications

Officers have reviewed 469 planning applications between 19 December 2018 and 30 April 2019 of which 71 have required comment on behalf of the Board.

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

8 No consents have been issued on behalf of the Board between 19 December 2018 and 30 April 2019.

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

7 No. consent has been issued on behalf of Lincolnshire County Council between 19 December 2018 and 30 April 2019.



5. Health, Safety and Wellbeing

Recommendation:

To note the information contained in this Report

5.1 Board Employee

5.1.1 Accident, incidents and near misses

Nothing to report.

5.2 Hedge Cutting prior to flail mowing (for information only)

Any IDB that insists on undertaking hedge cutting activities prior to drain maintenance, should ensure that the tractor is guarded appropriately.

Guidance is available here: http://www.hse.gov.uk/pubns/ais21.pdf

The document seeks to give clear guidance and advice on any hedge cutting activity.

Boards who utilise contractors to flail hedges should also be aware of this and immediately question the use of any plant or equipment that is not sufficiently protected.

5.2.1 Legal status of HSE guidance and ACOPs

It is also be prudent to highlight the following taken from the HSE website (see below):

In simple terms, if you do not follow the guidance then you should be doing something at least equal or better than what's suggested otherwise you will end up in hot water.

What are HSE guidance notes?

HSE guidance provides advice to help you understand how to comply with the law; explanations of specific requirements in law; specific technical information or references to further sources of information to help you comply with your legal duties.28 Nov 2013

Legal status of HSE guidance and ACOPs

HSE publishes guidance (in the form of leaflets, books and on its webpages) and Approved Codes of Practice (ACOPs).

HSE guidance provides advice to help you understand how to comply with the law; explanations of specific requirements in law; specific technical information or references to further sources of information to help you comply with your legal duties.

ACOPs describe preferred or recommended methods that can be used (or standards to be met) to comply with regulations and the duties imposed by the Health and Safety at Work etc Act.

The legal status of guidance and ACOPs is given below and will appear in the relevant publications.



HSE guidance legal status

This guidance is issued by the Health and Safety Executive. Following the guidance is not compulsory, unless specifically stated, and you are free to take other action. But if you do follow the guidance you will normally be doing enough to comply with the law. Health and safety inspectors seek to secure compliance with the law and may refer to this guidance.

Approved Codes of Practice (ACOPs) legal status

Each ACOP is approved by the Health and Safety Executive, with the consent of the Secretary of State. It gives practical advice on how to comply with the law. If you follow the advice you will be doing enough to comply with the law in respect of those specific matters on which the Code gives advice. You may use alternative methods to those set out in the Code in order to comply with the law.

However, the Code has a special legal status. If you are prosecuted for breach of health and safety law, and it is proved that you did not follow the relevant provisions of the Code, you will need to show that you have complied with the law in some other way or a Court will find you at fault.



6. Environmental Adviser's Report

Recommendation:

To note the information contained in this Report

6.1 Legislation

6.1.1 Conservation of Habitats & Species Regulations 2010

The Environmental Officer has been invited to take a seat on the Humber Nature Partnership Board as a Director. The seat is allocated for a Member representing a Statutory Regulator. The Humber Nature Partnership is one of only 48 Local Nature Partnerships around England and works closely with the Humber Estuary Relevant Authorities Group (HERAG) on which this Board is represented.

The Humber Nature Partnership works with organisations, businesses, communities and individuals to ensure an environment thriving with biodiversity around the Humber. It operates with the Humber Local Enterprise Partnership and others to encourage the growth and prosperity of ports, industry and agriculture promoting sustainable employment and contributing to a healthy Humber estuary.

The Partnership is involved with the Comprehensive Review of the Humber FRM Strategy, working to manage the risk of flooding around the Estuary whilst retaining quality waters of a high ecological status.

The Partnership is also assisting with the development of an ecological mitigation strategy for the South Humber Gateway.

6.1.2 Biodiversity Action Plan 2015-2020

Work on BAP implementation for 2019 has commenced in the Worlaby and Broughton catchments that will be reported upon at the next meeting.

6.1.3 Eels (England & Wales) Regulations 2009

The Agency is implementing a new project, Changes to the Eels Regulation Process (ChERP) which is intended to deliver a new regulatory process that can be implemented successfully for the protection and benefit of eels without unreasonably impacting on operators. There are several sectors affected by implementation of the Eels Regulations including Water Companies, Flood Risk and Land Drainage, Thermal Combustion, Hydropower, Agriculture and Nuclear Power. As Regulator, the Environment Agency intends to develop and incorporate new elements into the process to enable decisions by the regulator to be objective and based on best available evidence. The new elements will include Best Achievable Eel protection (BAEP), Economics and Site Specific Eel Risk Assessment (SiERA).

As part of the work being done by the project group based in Lincoln, members of the Hull International Fisheries Institute have been granted the Board's powers of entry on foot for the Worlaby Catchment in association with the REDEEM project (flyer overleaf), as agreed by the Board in 2017. HIFI is specifically interested in ground truthing eDNA protocols for assessing fish and eel distribution in pumped catchments and the accuracy of map based upstream habitat calculators.



REDEEM: Research and Development of fish and Eel Entrainment Mitigation at pumping stations (6 MSc / PhD scholarships)

The European eel, *Anguilla anguilla*, is widely distributed throughout European estuarine and inland waters, but concern over their decline is so great that the European Union has a regulation for their recovery (The EC Eel Regulation (1100/2007)) and the UK has specific legislation (Eels (England and Wales) Regulations 2009) for screening intakes, including pumping stations. Water is frequently pumped from or into rivers for flood protection, water level management, domestic supply, agriculture, industry and hydropower generation. Fish and eels can be entrained in pumps and water intakes, especially adult silver eels during downstream migration; providing flood protection and safe eel passage is a particular problem. However, the extent of the problem is not fully understood and gaps in our knowledge prevent identification of adequate, cost-effective mitigation measures.

This research cluster will focus on understanding fish and eel behaviour to assess the effectiveness of existing and new technologies for minimising entrainment at pumping stations and develop innovative measures to provide applied outcomes. Specifically, the research will focus on understanding the spatial distribution of fish and eels in pumped catchments, the processes that lead to entrainment and the effectiveness of altered operating regimes, fish-friendly pumps and novel downstream bypass channels for minimising entrainment.





Funding has been provided by Environment Agency (EA) (FCRM and Fisheries), EU European Marine and Fisheries Fund (ENG2130), Internal Drainage Boards, Association of Drainage Authorities and the University of Hull (UoH). The cluster will bring together knowledge and expertise in state-of-the-art acoustic telemetry (under Home Office Licence), multi-beam imaging sonar, eDNA and flow modelling techniques performed by staff and researchers across the EA, UoH and the Institute of Zoology (ZSL), to make major advances in the field and maximise research quality. The size and scope of the cluster will also enable it to be agile and reactive to new developments and opportunities. The knowledge arising from this strategic, inter-disciplinary and international applied research investigation is anticipated to inform and revise guidance for mitigating fish and eel entrainment at pumping stations and water intakes at national, European and global levels.

For more information about the project, study site suggestions and research opportunities, please contact Jon Bolland (UoH research lead; J.Bolland@hull.ac.uk) or Ros Wright (EA research lead; ros.wright@environment-agency.gov.uk)

7. Representation

Officers have represented the Board at the following fora:

Environmental	Flood Risk Management	Other
Humber Estuary	Humber Flood Risk	
Relevant Authorities	Management Steering	
Group (HERAG)	Group	
Comprehensive	Partnership Approach to	
Review Humber	Catchment Management	
Strategy	(PACM)	
ADA Biodiversity		
Action Plan group		
Humber Nature		
Partnership Board		



8. Any other business by leave of the Chairman

9. Date of next meeting

6 November 2019 at Godfreys Offices, Elsham Top.



10. APPENDIX A: Sections of the AGAR

Copies of the relevant sections can be found over the following pages.

Section 1 – Annual Governance Statement 2018/19

We acknowledge as the members of:

ANCHOLME IDB

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2019, that:

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

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets should be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:	Signed by the C approval was given	hairman and Clerk of the meeting where ven:
and recorded as minute reference:	Chairman	SIGNATURE REQUIRED
MINUTE REFERENCE	Clerk	SIGNATURE REQUIRED

Other information required by the Transparency Codes (not part of Annual Governance Statement) Authority web address

AUTHORITY WEBSITE ADDRESS

Section 2 – Accounting Statements 2018/19 for

ENTE ANCHOLME IDB

	Year ending		Notes and guidance
	31 March 2018 £	31 March 2019 £	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.
Balances brought forward	268,970	301,011	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	577,557	577,752	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	84,561	69,631	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	40 ,888	40 ,798	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
(-) Loan interest/capital repayments	81,746	81,746	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	507 ,443	522,171	Total expenditure or payments as recorded in the cash- book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	301,011	303,679	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
Total value of cash and short term investments	321,474	298,567	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
Total fixed assets plus long term investments and assets	4,681,687	4,680,150	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	662,648	610,926	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
(For Local Councils Only) Disclosure note re Trust funds (including charitable)		Yes No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
		ereite Howe	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2019 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities — a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

01/05/19

Date

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MNIAY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED



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Adwick le Street
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T: 01302 337798

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JBA Consulting has offices at

Coleshill

Doncaster

Dublin

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Glasgow

Haywards Heath

Isle of Man

Leeds

Limerick

Newcastle upon Tyne

Newport

Peterborough

Saltaire

Skipton

Tadcaster

Thirsk

Wallingford

Warrington









