



# Ancholme

Internal Drainage Board

**Board Meeting  
Godfrey's Offices  
Elsham Top**

**Brigg**

**DN20 0NU**

**Meeting Papers**

***Wednesday 6 November 2019, 14:00***



# Shire

Group of IDBs

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## Meeting Papers

### Prepared by:

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MSc Env.Mngt. Climate Change, CEnv.  
MIEMA

Engineer - Paul Jones ONC HNC BSc (Hons) MSc (Eng) GMICE

Finance Officer – Craig Benson BA Business Studies

Asset Manager - Martin Spoor BSc (Hons) Engineering, Geology, and Geotechnics

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 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 15 May 2019

#### Present

Mr J Akrell	JA
Mr R Borrill (Chair)	RB
Mr C Day	CD
Mr R N Herring	RNH
Mr P Jones	PJ
Mr J Jackson	JJ1
Mr J J James	JJ2
Mr C Sherwood	CS
Mr M Storey	MS
Mr W Strawson	WS
Mr J Summers	JS
Mr H Williams	HW
Mrs H Rowson	HR

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

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

In attendance. Mr T Nelthorpe

#### Chairman declaration.

**2019.32** Chairman thanked the Management Team for organising the tour which highlighted issues on the ground not immediately understandable from photographs, discussion or information presented in the papers.

#### Declaration of Interest

**2019.33** None

#### Apologies for Absence

**2019.34** Apologies for absence received from A Godfrey, R Waltham, N Sherwood, Mrs J Jackson

#### Minutes of the Last Meeting

**2019.35** Minutes of the meeting held 16 January 2018 were considered. **HW proposed approved for signature, RNH seconded, all in agreement**



## Matters arising not discussed elsewhere on Agenda

- 2019.36** 2019.1 Vacancy – Chairman advised Tom Nelthorpe in attendance in terms of the elected member vacancy. The farm is based in Scawby part of the District and has family connections with Ancholme IDB through his Great Uncle. **Chairman proposed Tom Nelthorpe be co-opted to the Board, seconded JJ1, all in favour**

## Complaints/FOI requests

- 2019.37** None received.

## Clerk Report

- 2019.38** Rivers Authority & Land Drainage Bill – information noted. EO advised a new Rivers Authority would only be constituted in areas with good local support.

- 2019.39** Humber Flood Risk Management Strategy – 3 approaches being taken to adapting to the rising tide will be met through options of making space for water, keeping out the water or adapting to the water. Strategy is moving through sequence of steps to ultimate sign-off of the comprehensive review.

Members advised Draft consultation issued National Flood & Coastal Risk Management Strategy available on .gov.uk website which affects IDBs. Needs to be more of a cohesive strategy for individual IDBs as funding becomes tighter and important for this asset rich Board to have Asset Management Plan, Policy and Strategic Plan in place. Making space for water will be part of future, IDBs may need to consider storing water within the watercourses for future irrigation purposes. RNH noted any suggestions of storage for water in South Ferriby area is complicated by presence of A1077 and cement works.

- 2019.40** ADA Governance – noted

- 2019.41** Defra Policy Advisory Group requirements – Members agreed the Board had not considered and were unlikely to be considering anything for the future of the Board which would require Secretary of State approval within the timescales suggested.

- 2019.42** Anglian Northern RFCC - noted

## Finance Report

The Finance Report previously issued to Members was discussed.

- 2019.43** Rating Report - £577 outstanding at year end made of 20 accounts, 4 of which are primary contributors to outstanding balance. Rates collected 31% to date and 50% from both councils for Special Levy.

- 2019.44** Audit – One comment made in relation to decision making process; for one meeting nominated member attendance was only 1% representation. Processes in terms of suppliers changing bank accounts extreme care has been taken to avoid fraud, dealt with internally.

- 2019.45** Annual Governance and Accountability Return (AGAR) Section 1 Annual Governance Statement 2018/19 – Members reviewed the AGAR Annual Governance Statement. **JJ1 proposed approved and appropriate for signature by Chairman, HW seconded, all in agreement**

- 2019.46** Accounts y/e 31 March 2019 and budget comparison – Members considered information presented. Slight surplus on the year adding to balanced carried forward. Board turnover roughly £650,000 p/a. Members discussed station inspection and resulting works following inspection at stations which had increased substantially at several sites; noting it was likely a function of ageing assets.



**2019.47** Annual Governance and Accountability Return (AGAR) Section 2 - Financial Statements 2018/19 – Members reviewed AGAR section 2. **CD proposed AGAR Section 2 be approved for signature by Chairman, JS seconded, all in agreement**

**2019.48** 5-year budget estimate -Noted potential for rate increase 2020/21 period. Members considered long term budget estimate until 2040. JJ1 noted the amount of work involved in production, the level of uncertainty associated with time and whether there was any relevance in looking so far ahead. CD considered it very useful to understand what future capital costs are ahead of the Board.

**2019.49** Schedule of Payments – Payments totalling £299,881.22 had been made from the Board's account £103,728.93 of which authorised by the Clerk and Engineer only – **RNH proposed approved, HW seconded, all in agreement**

## Engineers Report

The Engineer's Report, previously circulated to members was considered. Engineer advised only comment was in association with the process involving 4.1.4 Maintained Ordinary Watercourses.

## Asset Management

**2019.50** Maintained Ordinary Watercourses – Eng. advised services tendered a 5-year contracts plus 5 x 12 months period for extension subject to performance. Prices given fixed for contract period subject to Board agreement to increase rates in accordance with CPI. Chair acknowledged good professional handling of process procurement by North Lincs Council and thanks from Board should be given.

## Health and Safety Report

**2019.51** There had been no accidents incidents or near misses to report.

**2019.52** Hedge cutting – appropriate guarding on machines essential in association with flail mowers and hedge cutting.

## Environmental Adviser Report

**2019.53** Habitats Regulations – Humber Nature Partnership - noted

**2019.54** Eels (England & Wales) Regulations - Changes to the Regulatory Approach associated with the Eels Regulations were noted

## Representation

**2019.55** Members noted information in the report.

## Any Other Business

**2019.56** none

## Date of Next Meeting

**2019.57** 6 November 2019 at Godfreys offices, Elsham.

## 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
- Resolution (Item 2.5)
- Co-option for elected member vacancy (Item 2.6)

### 2.1 Maintenance Contractor

Most members will have heard the sad news of the death of Trevor Hewitt, who has been one of the Board's maintenance contractors for many years. The Board was represented at his funeral and respects were paid

### 2.2 Legislation

#### 2.2.1 Environment Bill

Includes clauses which will be incorporated into the Land Drainage Act if passed. Changes are associated with the creation of new IDBs and the ability for IDBs to extend boundaries to include areas from which water flows into catchments. ADA has lobbied Defra for amendments to the ways in which annual values are calculated which ADA believes will reflect a fairer approach to collection of drainage rates.

#### 2.2.2 DRAFT National Flood & Coastal Erosion Risk Management Strategy

Officers prepared responses to the Consultation on behalf of the Shire Group of IDBs. The proposed Strategy has far reaching financial implications for small RMAs such as IDBs if adopted. The Boards own Flood Risk Policy is legally required to follow the aims and objectives contained in the National Flood & Coastal Erosion Risk Management Strategy and that of the Lead Local Flood Authority.

### 2.3 Humber Flood Risk Management Strategy

Meetings around the Estuary have been arranged by the Environment Agency to talk to landowners about the risks associated with rising sea levels and storm surges.

### 2.4 Association of Drainage Authorities

#### 2.4.1 Anglian Northern RFCC

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

#### 2.4.2 ADA Conference 2019

2019 Conference is to be held on Wednesday 13th November 2019 at One Great George Street, Westminster, London, SW1P 3AA

### 2.5 Employee's Remuneration

The Board are asked to consider employee salary annual increase of 2.7% in line with the Lincolnshire ADA Branch awards for this year. This would be backdated to 1 April 2019.





## **2.6 Elected Member vacancy**

There remains one vacancy for an elected Member; the Land Drainage Act advises the procedure for Member Co-Option to the Board. This process has been undertaken by the Board recently. Members are requested to bring suggestions to the Board for suitable candidates.



## 3. Financial Report

### Recommendations:

- To note the information contained in this report
- 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 22 October 2019: -

	£	£
Balance Brought forward at 1 April 2019		577.69
<b>2019/2020 Drainage Rates and Special Levies</b>		
Drainage Rates		352,315.15
<b>Special Levies</b>		
North Lincolnshire Council	206,608.00	
West Lindsey District Council	18,828.00	225,436.00
<b>Total Drainage Rates Due</b>		<b><u>578,328.84</u></b>
<b>Less Paid: -</b>		
Drainage Rates		272,415.61
North Lincolnshire Council	103,304.50	
West Lindsey District Council	9,414.00	112,718.50
<b>Total Drainage Rates Paid</b>		<b><u>385,134.11</u></b>
<b>Admin Adjustment</b>		<b>0.88</b>
<b>Balance Outstanding as at 22 October 2019</b>		<b><u>193,195.61</u></b>

### 3.2 Audit

#### 3.2.1 Internal Audit

Nothing to Report

#### 3.2.2 External Audit

The External Audit for 2018/19 is complete with no issues giving cause for concern that relevant legislation and regulatory requirements have not been met



### **3.2.3 Internal Audit Review Meeting**

The Internal Audit Review meeting will take place on Monday 25 November 2019 at Epsom House and will commence at 10.00am

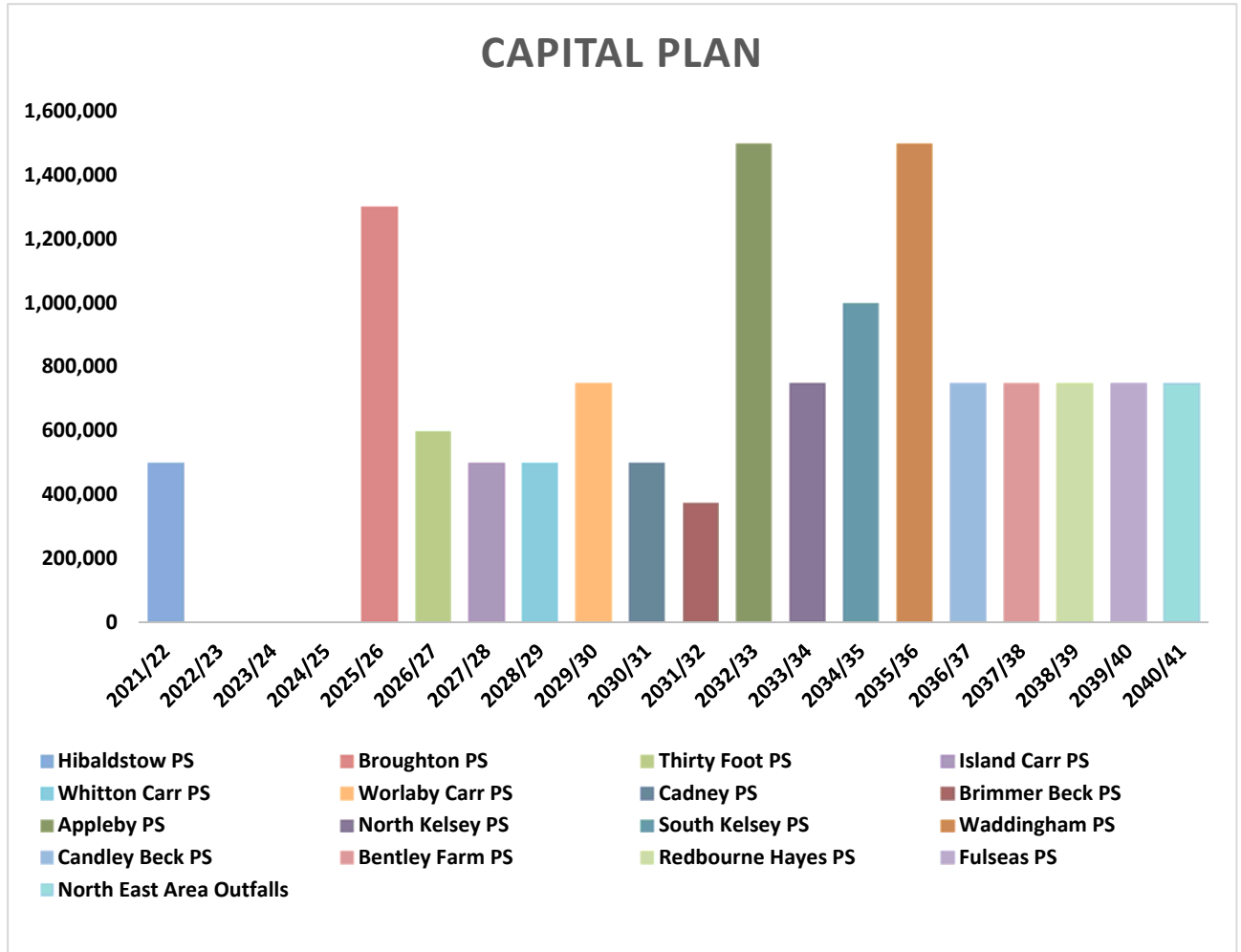
### 3.3 Budget Comparison for the Year Ended 31 March 2019

ANCHOLME INTERNAL DRAINAGE BOARD						
BUDGET FOR THE YEAR ENDING 31ST MARCH 2020						
Approved Estimate	2019/20	Actual Todate		23 October 2019		
£	£	£	£			%
				<b>INCOME</b>		
				<b>Drainage Rates on Agricultural Land and Buildings:-</b>		
352,315		272,357		12.50p in £ on AV of £2,816,631		77.31%
				<b>Special Levies (12.29p in £)</b>		
				North Lincolnshire Council		
206,609		103,305		12.5p in £ on AV of £1,652,868		50.00%
				West Lindsey District Council		
18,828		9,414		12.5 in £ on AV of £150,627		50.00%
				<b>Other Income:-</b>		
1		0		Rental Income		0.00%
17,340		239		Contribution from S&GWMB		1.38%
70		21		Interest		30.21%
0		0		New Work and Improvement Works		0.00%
<u>36,764</u>	631,927	<u>62,036</u>	447,373	Other Contributions		168.74%
						70.80%
				<b>EXPENDITURE</b>		
98,855		47,988		Flood Defence Levy		48.54%
6,564		782		Capital Costs		11.91%
132,916		31,154		Pumping Stations		23.44%
248,567		91,244		Drains Maintenance		36.71%
26,802		13,401		Telemetry Contract		50.00%
0		24,000		Telemetry Purchase		0.00%
69,557		49,653		Administration Costs		71.39%
850		402		Other Board Costs		47.29%
7,652		3,969		Office/Depot Costs/Materials		51.87%
<u>74,792</u>	<u>666,555</u>	<u>37,396</u>	<u>275,990</u>	Cost of Borrowing		50.00%
	(34,628)		171,383	Surplus - (Deficit)		41.41%
	<u>260,819</u>		<u>303,679</u>	Balance Brought Forward		116.43%
	<b>226,191</b>		<b>475,062</b>	<b>Balance Carried Forward</b>		210.03%



## 3.4 Five Year Budget Estimate

<b>Ancholme IDB</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	<b>2019/20</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
<b>Revenue Account</b>	<b>App Budget</b>	<b>Est Out turn</b>					
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>							
Drainage Rates - Land (AV) : £2,818,521	352,315	352,315	366,408	394,593	394,593	401,639	401,639
Levies North Lincolnshire Council - (AV) £1,652,868	206,609	206,609	214,873	231,402	231,402	235,534	235,534
Levies West Lindsey District Council - (AV) £150,627	18,828	18,828	19,582	21,088	21,088	21,464	21,464
Interest etc.	70	70	70	100	100	100	500
Contribution from S&GWMB	17,340	17,340	17,340	17,687	18,041	18,401	18,769
Rental Income	1	1	1	1	1	1	1
Other Contributions	36,764	63,750	36,764	35,000	35,000	35,000	35,000
<b>TOTAL INCOME</b>	<b>631,927</b>	<b>658,913</b>	<b>655,037</b>	<b>699,870</b>	<b>700,224</b>	<b>712,140</b>	<b>712,908</b>
<b>EXPENDITURE</b>							
Flood Defence Levy	98,855	95,976	95,976	96,936	97,905	98,884	99,873
<b>NEW WORKS</b>							
<b>Contingency Planning</b>							
Capital	6,564	6,564	6,564	0	0	0	0
<b>Cost of Borrowing</b>	<b>74,792</b>	<b>74,792</b>	<b>74,792</b>	<b>74,792</b>	<b>71,168</b>	<b>67,545</b>	<b>60,405</b>
Other Board Shares	850	802	850	900	950	950	1,200
Depot/Office Costs	7,652	7,692	7,660	7,813	7,969	8,129	8,291
Maintenance	248,567	281,371	280,316	285,922	291,641	297,474	303,423
Administration	69,557	69,630	71,105	72,527	73,978	75,457	76,966
Pumping Stations	132,916	134,204	142,701	145,555	148,466	151,435	154,464
Telemetry Maintenance	0	5,000	3,000	3,060	3,121	3,184	3,247
Telemetry Purchase	0	32,000	0	0	0	0	0
Telemetry Contract	26,802	13,400	0	0	0	0	0
<b>TOTAL EXPENDITURE</b>	<b>666,555</b>	<b>721,431</b>	<b>682,964</b>	<b>687,505</b>	<b>695,198</b>	<b>703,058</b>	<b>707,870</b>
Surplus (Deficit) on Year	(34,628)	(62,518)	(27,927)	12,365	5,025	9,082	5,037
Balance Brought Forward	260,819	303,679	241,161	213,234	200,055	179,536	163,074
<b>Balance</b>	<b>226,191</b>	<b>241,161</b>	<b>213,234</b>	<b>225,599</b>	<b>205,080</b>	<b>188,618</b>	<b>168,111</b>
Capital Account Balance transfer	0	0	0	25,544	25,544	25,544	25,544
<b>Balance to Carry Forward</b>	<b>226,191</b>	<b>241,161</b>	<b>213,234</b>	<b>200,055</b>	<b>179,536</b>	<b>163,074</b>	<b>142,567</b>
Reserve Policy Target 30%	33.93%	33.43%	31.22%	29.10%	25.83%	23.19%	20.14%
AV: £4,622,016							
Penny Rate: £46,220							
Rate in £	12.50p	12.50p	13.00p	14.00p	14.00p	14.25p	14.25p
Inc./Dec. from Previous Year	no change	no change	0.50p inc.	1.00p inc.	no change	0.25p inc.	no change
Rate in £ Inc./Dec. from Previous Year	no change	no change	4.00% inc.	7.69% inc.	no change	1.79% inc.	no change



### 3.5 Schedule of Payments

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

DATE		REF	PAYEE	DESCRIPTION	TOTAL	
		No.			PAYMENT	
<b>2019</b>					<b>£</b>	
Apr	30th	12	BT	Employee Home Telephone Line	87.39	*
		-	NatWest	Bank Fees	5.00	*
May	1st	14	Crystal Ball Ltd	Vehicle Tracking	70.20	*
		13	BT	Line to Depot	186.62	*
		15	O2 (UK) Ltd	Mobile Telephone	18.44	*
		4	North Lincolnshire Council	Business Rates	113.00	*
	9th	8	Crystal Motor Group	Vehicle Maintenance	120.00	*
		183	Danvm Drainage Commissioners	Payroll Costs, etc.	385.79	*
		11	Environment Agency	Wayleave	2.88	*
		7	Lincolnshire Wildlife Trust		309.60	*
		185	N E Davis Plant Hire	Maintenance	1,381.50	*
		9	NPower (Equip Lease - Worlaby)	Worlaby PS - Meter Operator	474.00	*
		10	RJ & AE Godfrey		181.20	*
		184	Scunthorpe & Gainsborough WMB	Payroll Costs	75.96	*
		-	Employee	Wages	2,509.27	*
		-	HMRC	PAYE/NI	736.24	*
	10th	-	B&CE Holdings	Pension Contributions	226.06	*
	15th	38	Nat West Business Card	Business Card - Fuel	273.80	*
				Humber Merchants Ltd - Handrail	5.76	*
				Crawfords - Netting	28.00	*
				Ready - Rent A Car - Hire Vehicle	592.00	*
		-	NatWest	Bankline Fees	23.60	*
	16th	17	Trenton Grimsby	Vehicle Maintenance	1,562.98	
	20th	16	Woldmarsh Producers Ltd	Supply to Farmstar - Tools & Equipment	57.21	*
				Supply to 30' PS	1,268.36	*
				Supply to Appleby PS	531.22	*
				Supply to Bentley Farm PS	236.21	*
				Supply to Broughton Carr PS	693.53	*
				Supply to Cadney PS	368.06	*
				Supply to Candley Beck PS	337.19	*
				Supply to Carr Drain PS	686.56	*
				Supply to Fulseas PS	146.14	*
				Supply to Island Carr PS	163.96	*
				Supply to North Kelsey PS	421.45	*
				Supply to Redbourne PS	561.08	*
				Supply to South Kelsey PS	473.50	*
				Supply to Waddingham PS	233.18	*
				Supply to Worlaby PS	1,971.32	*
				Supply to Membership Fees	220.21	*
	30th	20	O2 (UK) Ltd	Mobile Telephone	18.44	*
	31st	-	NatWest	Bank Fees	119.35	*
Jun	3rd	4	North Lincolnshire Council	Business Rates	113.00	*
	6th	-	Employee	Wages	2,509.47	*
		-	B&CE Holdings	Pension Contributions	226.06	*



	11th	23-4	Andrews Sykes	Pump Hire at Low Farm	2,591.19	*
		27	Brodericks GBC	Internal Audit Fee 2018/19	1,020.00	*
		25	Controlstar Systems Ltd	Appleby PS - Telemetry Report	759.60	*
		26	DDM Agriculture	Depot Rent	937.50	*
		18	Dormar Products	Tools & Equipment	211.14	*
		21	Solo Protect Ltd	Lone Worker Monitoring 1.4.19 to 31.3.19	431.28	*
		22	TJ Coach Hire	Tour of Inspection	160.00	*
		-	HMRC	PAYE/NI	1,472.68	*
	13th	19	Environment Agency	Flood Defence Levy	47,988.00	
		28-9	Towergate Insurance	Insurances	21,365.36	
	14th	30-1	Andrews Sykes	Pump Hire at Low Farm	2,736.02	*
		32	North Lincolnshire Council	Procurement Services	3,186.00	*
		33	RJ & AE Godfrey	Meeting Room Hire	126.00	*
	17th	39	Nat West Business Card	Business Card - Fuel	232.36	*
				Ready - Rent A Car - Rebate	-100.00	*
				Wilgrave Tyres	360.00	*
		-	NatWest	Bankline Fees	27.00	*
	20th	34	Woldmarsh Producers Ltd	Supply to Carr Drain PS	195.91	*
				Supply to Fulseas	128.82	*
				Supply to Bentley Farm	154.52	*
				Supply to 30'	130.83	*
				Supply to North Kelsey	101.97	*
				Supply to Appleby	124.74	*
				Supply to Cadney	136.70	*
				Supply to South Kelsey	216.42	*
				Supply to Worlaby	582.13	*
				Supply to Broughton Carr	352.62	*
				Supply to Redbourne Hayes	289.46	*
				Supply to Waddingham	227.00	*
				Supply to Hibaldstow	1,195.34	*
				Supply to Depot	753.35	*
				Supply to Nettleton Beck	65.90	*
	28th	-	NatWest	Bank Fees	33.60	*
Jul	1st	37	O2 (UK) Ltd	Mobile Telephone	18.44	*
		4	North Lincolnshire Council	Business Rates	113.00	*
	2nd	35	BT	Broadband Package	42.84	*
	4th	-	Employee	Wages	2,453.27	*
		-	B&CE Holdings	Pension Contributions	226.06	*
	15th	48-9	Andrews Sykes	Pump Hire at Low Farm	2,379.15	*
		44	Crystal Motor Group	Vehicle Maintenance	367.91	*
		47	DDM Agriculture	Depot Rent	937.50	*
		41-2	H Mell & Sons Ltd	North Kelsey PS - Gate, etc.	1,692.00	*
		36	N E Davis Plant Hire	Fuel for Pumps - at Low Farm	1,671.00	*
		70	Nat West Business Card	Business Card - Fuel	356.89	*
				Brigg Office Supplies - Stationery	41.98	*
		-	HMRC	Class 1A Employer's NI	422.30	*
		-	HMRC	PAYE/NI	792.44	*
		-	NatWest	Bankline Fees	28.35	*
	22nd	40,43	Controlstar Systems Ltd	Telemetry Maintenance Contract, etc.	8,509.68	
		50	Hewitt (TJ) Excavators	Maintenance	4,306.19	
		46	JBA Consulting	Management Fees	13,147.73	





		45	Woldmarsh Producers Ltd	Supply to Worlaby	532.70	*
				Supply to Carr Drain	144.90	*
				Supply to Fulseas	127.45	*
				Supply to Cadney	156.26	*
				Supply to 30'	123.80	*
				Supply to North Kelsey	90.49	*
				Supply to Appleby	101.68	*
				Supply to Broughton Carr	287.76	*
				Supply to Cadney	125.64	*
				Supply to South Kelsey	108.74	*
				Supply to Redbourne	188.10	*
				Supply to Waddingham	117.40	*
				Supply to Waddingham	126.78	*
				Supply to Waddingham	-227.00	*
				Supply to Brimmer Beck	165.84	*
				Dexel - Tyres	80.00	*
				Farmstar - Tools & Equipment	26.33	*
	26th	51	BT	Employee Home Telephone Line	84.23	*
	29th	-	Employee	Wages	2,495.47	*
	30th	-	HMRC	Class 1A Employer's NI	40.00	*
	31st	62	BT	Line to Depot	214.95	*
		58	O2 (UK) Ltd	Mobile Telephone	18.44	*
		-	NatWest	Bank Fees	17.15	*
Aug	1st	53	Crystal Ball Ltd	Vehicle Tracking	70.20	*
		4	North Lincolnshire Council	Business Rates	113.00	*
	2nd	-	B&CE Holdings	Pension Contributions	226.06	*
	15th	60	ADA Lincolnshire Branch	Branch Subscription Fees	200.00	*
		56-7	Andrews Sykes	Pump Hire at Low Farm	2,736.02	*
		61	Crystal Motor Group	Vehicle Maintenance	394.78	*
		52	NPower (Equip Lease - Carr)	Carr Drain PS - Meter Operator	902.40	*
		54	PKF Littlejohn LLP	External Audit Fee 2018/19	1,560.00	*
		71	Nat West Business Card	Business Card - Fuel	268.13	*
				Expenses - Medical Reports	252.00	*
				Arco - Medical Certificates	489.60	*
		-	NatWest	Bankline Fees	27.90	*
		-	HMRC	PAYE/NI	750.24	*
	20th	59	Woldmarsh Producers Ltd	Supply to 30'	164.82	*
				Supply to Appleby	96.75	*
				Supply to Bentley Farm	171.64	*
				Supply to Broughton Carr	250.10	*
				Supply to Cadney	176.67	*
				Supply to Candley Beck	165.33	*
				Supply to Carr Drain	124.69	*
				Supply to Fulseas	120.33	*
				Supply to Island Carr	129.33	*
				Supply to North Kelsey	182.53	*
				Supply to Redbourne Hayes	457.92	*
				Supply to South Kelsey	510.32	*
				Supply to Waddingham	92.34	*
				Supply to Worlaby	688.92	*
				Membership Fees	210.29	*



				Q-Quip (Rasen) Ltd - Tools & Equipment	37.82	*
	28th	63	Eon Energy Services (Fulseas)	Fulseas PS - Meter Operator Charge	234.00	
		65	Hewitt (TJ) Excavators	Maintenance	1,404.00	
		64	H Mell & Sons Ltd	Trailer Maintenance, etc.	1,020.06	
		66	NPower (Equip Lease - B Farm)	Bentley Farm PS - Meter Operator Charge	536.40	
		67	Perry's Pumps Ltd	Pumping Station Inspections & Reports	4,500.00	
	29th	69	O2 (UK) Ltd	Mobile Telephone	18.44	*
		-	Employee	Wages	2,513.67	
		-	B&CE Holdings	Pension Contributions	226.06	*
	30th	-	NatWest	Bank Fees	13.65	*
Sep	2nd	55	Public Works Loan Board	Loan Repayment	37,396.25	*
		4	North Lincolnshire Council	Business Rates	113.00	*
	16th	76	Nat West Business Card	Business Card - Fuel	354.22	*
				Brian's DIY - Tools & Equipment	12.05	*
		-	NatWest	Bankline Fees	25.40	*
	20th	72	Woldmarsh Producers Ltd	Supply to 30'	117.86	*
				Supply to Appleby	81.84	*
				Supply to Bentley Farm	139.85	*
				Supply to Broughton	132.63	*
				Supply to Cadney	117.02	*
				Supply to Carr Drain	120.04	*
				Supply to Depot	271.14	*
				Supply to Fulseas	120.41	*
				Supply to Hibaldstow	1,084.45	*
				Supply to Nettleton Beck	65.65	*
				Supply to North Kelsey	79.94	*
				Supply to Redbourne	166.28	*
				Supply to South Kelsey	95.03	*
				Supply to Waddingham	126.11	*
				Supply to Worlaby	400.92	*
				Lincolnshire Motors - Tools & Equipment	13.55	*
	23rd	79-80	Andrews Sykes	Pump Hire at Low Farm	2,617.06	
		75	JBA Consulting	BAP Implementation	1,945.80	
		77-8,81	N E Davis Plant Hire	Maintenance, etc.	30,920.83	
		-	HMRC	PAYE/NI	732.04	
	26th	82	Post Office Counters	Licence	260.00	*
		-	Employee	Wages	2,498.47	
		-	B&CE Holdings	Pension Contributions	226.06	*
	30th	-	NatWest	Bank Fees	22.40	*
Oct	1st	74	O2 (UK) Ltd	Mobile Telephone	18.44	*
		4	North Lincolnshire Council	Business Rates	113.00	*
	15th	89	Gilbert Baitson Client Account	Controlstar Ltd - Hardware, Stock, etc.	24,000.00	
		-	Nat West Business Card	Business Card - Fuel	355.54	*
			NatWest	Card Fees	45.00	*
		-	NatWest	Bankline Fees	22.25	*
			<b>Total</b>		<b>278,419.01</b>	
			<b>* Total amount of direct debits, standing orders and payments approved by the Clerk only</b>		<b>108,616.74</b>	

## 4. Engineer's Report

### Recommendations

- To note the information contained in this report.
- Item 4.1.2 Ratification on Telemetry
- Item 4.1.3 Direction for Low Farm
- Item 4.1.6 Ratification of actions taken to date and Decision on new Tender Procurement Process for Gravity Systems
- Item 4.1.7 Direction on Low Priority Main River

## 4.1 Asset Management

### 4.1.1 Environment Agency Accelerated Funding Opportunity

The EA has indicated the potential to have some capital funding to advance development of schemes through 2020/21.

We have submitted on behalf of the Board the following bids:

Project	Identified development funding required	Comments/suggestions
Hibaldstow Pumping Station replacement	£50k - GiA	Intrusive Asset Inspection to inform residual life. Continuation with project development in 2021/22.
Combined Pumping Station catchment study	£225k - GiA	Acceleration of project development to 2021/22 onwards. Tenders would be sought within 2 months and delivery within 15 months of appointment for hydraulic modelling to evidence benefit areas and improve / update surface water flood maps for RMAs.

This funding will assist the IDB to develop and evidence the benefits of IDB Pumped Assets for future capital projects as outlined in the attached forward plan.

The initial development funding will go towards hydraulic modelling for all IDB pumped assets / catchments as well as intrusive asset investigation at Hibaldstow to evidence/improve our understanding of the assets' residual life.

### 4.1.2 Telemetry

Controlstar Systems Ltd. ceased to trade 13 September 2019 and the company is entering voluntary liquidation. We understand this is due to non-payment of quarterly invoices by another IDB outside the Shire Group of IDBs.

The **Do Nothing** position would have resulted in the following:

- On 20th September all visibility of water levels across the Districts lost as well as the ability to report on any faults or flood incidents.
- The pumping stations will continue to pump as per the onsite control panels, however, pump failure notifications, night-time pumping arrangements, balanced pumping arrangements dependent on upstream water level sensors and downstream / main river sensors etc. will cease



- An increase in physical visits to all sites will be required and issues at stations or siphons found on an ad hoc basis.
- No CCTV or intruder alarms which could increase/impact insurance premiums
- An alternative telemetry system could be considered in future but likely 12-18 months to install an alternative system.

The **Do Something** position was agreed with the Chairman and Vice Chairman to at least maintain status quo in terms of visibility and has resulted in an Offer to purchase the Assets of Controlstar Systems Ltd. including the Intellectual Property of the SCADA system.

Ancholme is identified as the lead Board within the Shire Group as paying the greatest proportion of telemetry costs at present.

Other IDBs within the Shire Group utilising telemetry are Selby AIDB, Scunthorpe & Gainsborough WMB, Black Drain DB and Danvm DC.

### **Current status**

Ancholme IDB has completed the purchase of the Assets of Controlstar Systems Ltd including the Intellectual Property of the SCADA system.

Cloud server payment have been made to maintain access / visibility for all IDBs using Controlstar SCADA.

Approaches to all IDBs using SCADA are being made to maintain visibility / access on a recharge basis on behalf of the Board.

Costs for retrieving the assets, relocating the computers, re-establishing the server connections and server hosting fees have initially been borne by the Board.

Moving forwards; general software support, administration, and sim card costs etc. are to be determined and included within a recharge to all IDBs including the above.

### **4.1.3 Water Level Management**

#### **Low Farm Outfall – temporary pumping**

The hired temporary pump remains mobilised at Low Farm providing the facility to discharge water against tides and assist in clearing silt from the gravity outfall. As a result of this action the gravity remains functional with assisted pumping through the year, depending on rainfall.

A meeting with the Environment Agency is being held on 23<sup>rd</sup> October 2019 to understand the current and potential long-term position.

Should the Board wish to continue with the pumped activities due to necessity to retain the outfall and uncertainty with the long term outlook for the area we estimate that the annual cost of hiring a temporary pump is c.£37k equating to c.£200k over a 5-year period compared to the purchase of a temporary pump over 5 years estimated at c.£87k. an access track to the pump may also be necessary for re-fuelling in winter months (c.£6,000).

The Board has received c.£11,000 in Highland Water Claims from the Environment Agency in relation to the activity on Low Farm, however this cannot be guaranteed year on year moving forwards.



## Winteringham Ings Estimated Damages / Benefits



In order for the Board to consider temporary pumping at the site the damage/benefit of the area needs to be understood to ensure that any *expenditure is in the public interest*

### Quantifiable Damages

- upto 88 ha. Agricultural
- Low Farm

### Unquantifiable Benefits

- A1077
- Tidal Surge Recovery
- Highland Water (350 ha.)
- Lowland area (310 ha.)

Damage / Benefit Estimate	6 ha.	56 ha.	88 ha.
Annual Agricultural Loss (£447/ha.)	£2.7k / annum	£25k / annum	£39k / annum
Write-off (Grade 3, £20k/ha. ⇔ £8k/acre) Market factor adjusted by Economic factor 0.94 (£18.8k)	£113k	£1.05m	£1.65m
Farmhouse and associated building	Market value	£450k	
Less Environmental Gain	£1k / ha.	(£88k)	

Anticipated losses during  
the **Do Nothing scenario**



## Winteringham Ings Benefit Cost Ratio (CBR)



### Total Cost 'available' based upon Benefits

- Temporary Options 8:1 is between £300-£4.9k per year (3:1 is between £900-**£13k per year**)
- Permanent Options 8:1 is between £14k-£252k (3:1 is between £38k-**£670k**)

Option	Description	Estimated Cost	Notes
Jetting	Utilising IDB owned pump jetting equipment	fuel	<ul style="list-style-type: none"> <li>• 3 times per year Accented by Natural England</li> <li>• awaiting Ascent for <b>Once per month</b></li> </ul>
Hire 6" diesel pump	Standard 6" open set 1. 1 week hire 2. 21 weeks hire	<ul style="list-style-type: none"> <li>• £756/week</li> <li>• £613/week</li> </ul>	<ul style="list-style-type: none"> <li>• permanent hire all year is £31.2k including fuel costs</li> <li>• No. of weeks based upon CBR above would be up to <b>21 weeks per year</b> (£12,873)</li> </ul>
Purchase 6" diesel pump	<ul style="list-style-type: none"> <li>• standard 6" open set</li> <li>• super silent 6"</li> </ul>	<ul style="list-style-type: none"> <li>• c.£11k (fuel)</li> <li>• £19.5k-£26k (fuel)</li> </ul>	<ul style="list-style-type: none"> <li>• plus fuel (£200/wk), setup costs, hoses, and VAT</li> <li>• quoted by Sykes Pumps, and SLD Pumps &amp; Power</li> <li>• Delivery between 2-3 weeks of order</li> </ul>
Pump station	<ul style="list-style-type: none"> <li>• 120 l/s serving lowest lying area (and retain gravity)</li> <li>• 600 l/s serving Low Farm area</li> <li>• 1,200 l/s serving Composition and Low Farm</li> </ul>	<ul style="list-style-type: none"> <li>• £350k-£600k</li> <li>• &gt;£900k</li> <li>• &gt;£1.3 million</li> </ul>	<ul style="list-style-type: none"> <li>• Annual loan repayments (25 years) c.£19k-£33k</li> <li>• Grant in Aid very unlikely due to lack of households</li> <li>• Uncertainty remains with the Humber Bank and A1077 realignment</li> </ul>
Divert to West Drain	Divert via ridge into Main River	unknown	<ul style="list-style-type: none"> <li>• EA to undertake modelling (1-2 years)</li> <li>• System suspected to be overwhelmed</li> </ul>



#### 4.1.4 Pumping Stations

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

#### 4.1.5 Inverted Syphons

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

#### 4.1.6 Maintained Ordinary Watercourses

##### **Watercourse Maintenance 2019/20**

TJ Hewitt (Excavators) Ltd. has ceased to trade given the unfortunate events of this year.

We have worked with N E Davis to alter the existing contract and prioritise all pumped catchments and priority gravity catchments, following advice from NLC Procurement;

*As it is peak season for the works to be completed the Board has asked N E Davis to takeover some of the essential works for lot 1 and reduced the non essential work in lot 2 to get them through this year. So the current contract value has not increased for this year. I think this is a reasonable approach and allowable due to the urgency of needing to complete the work around crop rotation etc and keeping the waterways clear. Regulation 32 allows contracting authorities (i.e. AIDB) to direct award without prior publication of a tender for reasons of extreme urgency brought about by events unforeseeable and where the time limit for a competitive procedure cannot be complied with.*

A letter was sent out to all rate payers to highlight the exceptional circumstances associated with this seasons maintenance delivery programme and the potential for some gravity systems to not be de-weeded. Some feedback has been received but has primarily been linked to or about Main River systems.

As of mid-Oct, flailing works are substantially complete (only awaiting crops), pumped catchment 75% complete and subject to weather conditions should be completed mid-November allowing time for the gravity systems to be revisited, based on a flood risk prioritisation approach but potentially all these might still not be fully completed.

##### **Watercourse Maintenance 2020 onwards**

We have liaised with North Lincolnshire Council Procurement with regards to next steps in accordance with the Public Contract Regulations 2015 and whether there was an opportunity to award a Contract to the second ranking tenderer of the recent tender exercise and/or consider amendment of N E Davis existing contract.

We have been advised by NLC Procurement:

##### ***The Board's options for the rest of the contract term is as follows:***

- *Award all of the pumped catchment work for both lots to existing Contractor.*
- *Award all of the Gravity Catchments work for both lots to the 2nd ranked bidder for lots 1&2.*
- *Re-tender Lot 1 contract and leave Lot 2 unaltered.*
- *Tender a new Gravity Catchments Contract*

*The effect on the existing N.E. Davis contract is - Pumped catchment work - the overall increase in cost to this contract is less than 50%. Gravity catchment work would be taken out and replaced with the pumped catchment work from lot 1.*

*Pumped catchments - We can rely on Reg 72 (c) to apply this change to the Davis contract for the remaining term of the contract as we could not have foreseen this happening, the modification does not significantly alter the overall nature of the work (it is predominantly the same work but in a different part of the drainage district) and it does not exceed 50% of the value of the original contract.*

*Gravity catchments - My advice would be to run a new procurement for this part of the contract. This is the safest course of action due to the length of time that has passed since the bids were received and due to the length of the remaining term you cannot rely on Reg 32 as you have time to conduct a competitive process. In*



*addition, the nature of the contract has been changed since it was tendered (i.e. removing the pumped catchment work from the tender).*

*Alternatively, if you decide to run a new procurement you could decide to keep the existing lots as is and just tender for lot 1 for pumped catchments and gravity catchments rather than for just gravity catchments.*

*Any tendering exercise would incur further fees from NLC.*

**Therefore, the recommended way forward for approval is as follows:**

- Alteration of the existing Contract with N E Davis to focus on the pumped watercourse systems
- Re-tender immediately for all gravity watercourse systems and appoint in the new calendar year

#### **4.1.7 Main River**

##### **South Ferriby Embankment**

The Environment Agency Contractors will be demobilising from site for the winter and returning in early March. The new eastern embankment is to be completed before demobilisation.

The culvert placed within Fulseas Drain is a temporary culvert and is to be replaced from march onwards. A non-return valve is being designed.

Over the Winter the **temporary position** with regards to exceptional high tides is as follows:

*In the event of a flood warning issued by the EA it is our intension to install a number of 1 tonne sandbags on the upstream side of the culvert blocking the backflow of water. These bags would only be deployed for the duration of the flood event (1 to 3 high tides for example) and would be removed to release the trapped upstream water after the high tide has past. The bags will be stored in the field next to the upstream end of the culvert so that in the event of a potential flood issue an excavator can be quickly deployed to install the bags.*

The highest predicted tide over the Winter is 4.4m in mid-Feb but there would need to be a storm surge at the same time for the bags to be deployed.

##### **River Ancholme river level Notice**



**Environment Agency**  
**Navigation Restriction Notice**  
**Date Of issue October 2019**

Location: Harlam Hill Lock to South Ferriby Lock  
 Duration: 22/11/2019 to 16/03/2020

**Details/reason**

Water levels in the river Ancholme will be lowered for bank maintenance  
 The following levels relate to the River Ancholme at Glanford Club Brigg

**Restriction**

A level of 0.90 meters ODN will be held from 22/11/2019 to 13/01/2020  
 From 13/01/2020 to 27/01/2020 a level of 0.40 meters ODN at South Ferriby, 0.6 meters ODN at Brigg will be held before raising back up to 0.90 meters ODN  
 The level of 0.90 meters ODN will be raised to 1.2 meters ODN from 16/03/2020

For further information regarding this notice please contact the South Ferriby Lock Keeper  
[TEL:01652635219](tel:01652635219)

### Low Priority Main River Maintenance

The Environment Agency currently has no funding for Low Priority Main Rivers.

This was initially visited by the Board in November 2014 and the EA were looking to work with the Board through a Public Sector Cooperation Agreement. However, EA Contractor costs have increased at present resulting less funding for PSCA.

### Low Priority No Funding

Summary (Costs are being requested from EA)



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





The Board is asked to consider the funding of Low Priority Main River Systems (which directly benefit existing IDB maintained watercourses) moving forwards subject to updated cost being received from current and potential IDB Contractors next year.

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

### 4.2.1 Planning Applications

Officers have reviewed 469 planning applications between 1 May 2019 and 22 Oct 2019 17 have required comment on behalf of the Board.

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

6 No consents have been issued on behalf of the Board between 1 May 2019 and 22 Oct 2019.

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

2 No. consent has been issued on behalf of Lincolnshire County Council between 1 May 2019 and 22 Oct 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.



## 6. Environmental Adviser's Report

### Recommendation:

- To note the information contained in this Report

### 6.1 Legislation

#### 6.1.1 Biodiversity Action Plan 2015-2020

##### Eels (England & Wales) Regulations 2009

Environment Officer attending a meeting of the HIFI, ZSL and Pumping Station Research Project Board on 5<sup>th</sup> June in the Environment Agency offices in Brampton, Huntingdon.

HIFI had been extended the Board's powers of access on foot to its pump stations to permit collection of water samples on which to use eDNA testing for the purposes of identifying the presence of eel. Use of eDNA provides spatial and temporal information, and it degrades in water depending on temperature.

Historical information from surveys undertaken by the Environment Agency (net catches) in river Ancholme from 1966 shows slow decline in eel population from relative abundance to no catches since 2010.

12 pump station sites surveyed upstream for presence of eel and in the River Ancholme proximal to each station. Fish species present are used as a proxy for eel because eels are particularly difficult to catch in usual netting survey methods. eDNA revealed only presence of 3-spined stickleback and 9-spined stickleback in IDB maintained drains upstream of pump stations. Exception to this was Island Carr station which has an outfall connection from the fishing lake, DNA here was identified coming from that connection. Several varieties of common fish were identified in the Ancholme suggesting eel should be present but only 4 of 12 water samples contained eel eDNA. River Ancholme is far short of its carrying capacity for eel considering the fish present used as proxy for eel.

Discussions ensued on timing of refurbishment of South Ferriby sluice with tight fitting doors compared with old leaky railway sleeper wood doors which provided access to Ancholme by elvers, however that was more recent and could not have affected population decline. Suggestions were made that HIFI eDNA test Environment Agency high level carriers of East and West Drains as those sluices not to same standard as South Ferriby. Presence of eel in high level carriers would indicate South Ferriby sluice the primary issue with eel in Ancholme.

Further discussion promoted by Board Officer surrounded timing of deep-water channel movement and whether eel would concentrate in the deep water with its associated flow rather than spread out across mud/sand shallow conditions to find way to Ancholme river. Historic documents illustrate regular movement of middle Estuary shoals. Maps held by Board indicate pre-1930's channel between Read Island and South Ferriby, post 1937 deep water channel adjacent to north bank of Humber. Subsequent movement returned deep water to Read Island/South Ferriby for a shorter time before movement north again. Current deep-water channel is now returning south, eroding part of Read Island and South Ferriby flood defences east of South Ferriby. Known numbers of eel are caught in Aire at Goole, questions asked as to lack of Ancholme population and whether this is associated with channel movement.

If South Ferriby sluice is affecting passability of eel into Ancholme and not due for work/refurbishment for several decades, it may be possible for the Board to postpone Eel



Regulation compliance for fish friendly pumps etc for any immediate work which would trigger regulation compliance until the next time after South Ferriby sluice has been made compliant.

If however, deep water channel movement is the vector affecting eel, within next few years eel may return to Ancholme and stations will need to be Regulation compliant when refurbished/replaced. As yet there is no definitive answer as part of the regulatory process and the new ChERP guidance is not due for release until later.

Work for this autumn/winter is associated with 400m upstream of Thirty Foot pump station. It is hoped experimental work being undertaken by HIFI will allow

- The seasonal variation in eDNA detectability for species in pumped catchments.
- Species detection thresholds and optimal sampling resolution in pumped catchments.

This will enable a standardised eDNA monitoring programme to be developed for upstream of pumping stations to be rolled out nationally.

## 7. Representation

Officers have represented the Board at the following fora:

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

## 8. Any Other Business by Leave of The Chairman

## 9. Date of Next Meeting

15 January 2020

13 May 2020

4 November 2020

at Godfreys Offices, Elsham Top.



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