



# Black Drain

Drainage Board

**Vermuyden Centre**

**Thorne Library**

**Field Side**

**Thorne**

**DN8 4BQ**

## **Meeting Papers**

**Monday, 4 November 2019**

**Meeting 09:15am**



# Shire

Group of IDBs

**Epsom House  
Chase Park, Redhouse Interchange  
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## Meeting Papers

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## Purpose

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# 1. Governance

## 1.1 Apologies

## 1.2 Declaration of Interest

### 1.1 Minutes of the Meeting held on 20 May 2019

#### Present

|  | 23<br>.1.<br>14 | 26<br>.6.<br>14 | 13.<br>11.<br>14 | 22<br>.1.<br>15 | 18<br>.6.<br>15 | 12<br>.1<br>15        | 21<br>.1<br>16 | 16<br>.6.<br>16 | 10<br>.1<br>16 | 26<br>.1.<br>17 | 15<br>.1.<br>17 | 6.<br>11<br>.1<br>7 | 22<br>.0<br>1.18 | 21<br>.5.<br>18 | 5.<br>11<br>.1<br>8 | 20<br>.5.<br>19 | 4.<br>11<br>.1<br>9 |
|--|-----------------|-----------------|------------------|-----------------|-----------------|-----------------------|----------------|-----------------|----------------|-----------------|-----------------|---------------------|------------------|-----------------|---------------------|-----------------|---------------------|
| David Backhouse<br>DB                    |                 |                 |                  |                 |                 | Ap<br>po<br>int<br>ed | x              | x               | x              | x               | A               | x                   | -                | x               | x                   | x               |                     |
| Michael Conroy<br>MC                     | x               | X               | x                | X               | -               | X                     | x              | x               | -              | x               | x               | x                   | x                | x               | x                   | x               |                     |
| David Hinchliffe<br>(Chair)              |                 |                 | x                | X               | X               | X                     | x              | x               | x              | x               | x               | A                   | x                | x               | x                   | x               |                     |
| Richard Hinchliffe<br>RH                 |                 |                 | x                | X               | X               | X                     | x              | A               | x              | A               | x               | x                   | x                | x               | x                   | x               |                     |
| Walter<br>Ketteringham WK<br>(ViceChair) | x               | X               | x                | X               | X               | X                     | x              | x               | x              | x               | A               | x                   | A                | x               | A                   | x               |                     |
| Sam Longthorp<br>SL                      | x               | X               | x                | X               | X               | A                     | x              | A               | A              | A               | A               | x                   | x                | x               | x                   | x               |                     |
| Richard<br>Ketteringham RK               | x               | X               | x                | X               | X               | A                     | x              | x               | x              | x               | A               | x                   | A                | x               | x                   | x               |                     |
| Pat Hagan PH                             |                 |                 |                  |                 |                 |                       |                |                 | x              | x               | x               | A                   | x                | x               | A                   | A               |                     |
| Kim Parkinson KP                         |                 |                 | x                | X               | X               | X                     | x              | x               | x              | x               | A               | x                   | X                | x               | x                   | x               |                     |
| Kyle Heydon KH                           |                 |                 |                  |                 |                 |                       |                |                 |                |                 |                 |                     |                  | x               | A                   | x               |                     |
| Martin Oldknow<br>MO                     |                 | X               | x                | X               | X               | X                     | x              | A               | x              | x               | x               | x                   | X                | x               | x                   | x               |                     |
| David Oldroyd DO                         | X               | X               | x                | X               | X               | X                     | x              | x               | x              | x               | x               | x                   | X                | x               | x                   | x               |                     |
| Dave Ridge DR                            |                 |                 |                  |                 |                 |                       |                |                 | A              | x               | A               | x                   | A                | x               | x                   | A               |                     |
| Phil Marran                              |                 |                 |                  |                 |                 |                       |                |                 |                |                 |                 |                     |                  |                 |                     |                 |                     |
| Paul Evans                               |                 |                 |                  |                 |                 |                       |                |                 |                |                 |                 |                     |                  |                 |                     |                 |                     |

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

|                        |   |
|------------------------|---|
| Ian Benn CEO           | x |
| Martin Spoor AM        | x |
| David Blake FO         | x |
| Paul Jones Eng         | x |
| Alison Briggs EO/Admin | x |

## Governance

### Apologies

2019.44 Apologies have been given by Mr D. Ridge, Mr P. Hagan.

### **Declaration of Interest**

**2019.45** None.

### **Minutes of the Meeting 14 January 2019**

**2019.46** DB proposed the minutes be signed as true record by the Chairman, WK seconded. All in agreement

### **Matters arising**

**2019.47** Members noted information contained in reference to Minute 2019.43 and ownership of the land had been identified.

### **Complaints and FOI requests**

**2019.48** EO advised there had been none.

## **Moving toward Asset Management**

### **Organisational**

#### **Recommendations**

**2019.49** Clerk advised the information contained in the report was to note

#### **Legislation**

**2019.50** Eels Regulations -EO advised some of the work involved in ChERP changes will follow on from work she had already done to achieve regulation compliance for this Board's stations based on lack of suitable habitat.

**2019.51 River Authorities and Land Drainage Bill** – Clerk advised only where Local support and willingness to pay existed would see Rivers Authorities created in other areas around the country; there was no suggestion of one proposed for Aire and Don Catchment. KP considered here may be a latent interest locally in a River Authority depending upon the outcome of the current evaluation and planning work for flood protection along the Humber. The issue of dredging was raised and there may be support if that resulted on dredging works being undertaken on the Don reinstating capacity. The Chair suggested new River Authorities would only be created by local revenues to fund them of which he was not convinced at this point in time that local authorities and Internal Drainage Boards would be willing to contribute very large sums of money to this cause. If and when the general political mood moves toward a more proactive approach to flood defence this may change. Clerk advised Humber Strategic Review did impact within this region but cautioned Members to recall Emma Howard-Boyd had advised continuing to increase height of defences was not sustainable and to dredge Don or increase height of defences will not be supported unless local funding available. KH advised modelling work on the Don had shown dredging would not reduce flood risk.

#### **Events & Representation**

**2019.52 ADA Northern** branch AGM - The Chairman will be attending.

**2019.53 Election Year** – An error, 2019 is not an election year

### **Risk & Review**

#### **Recommendations**

**2019.54** FO advised recommendations were all associated with end of year accounts with various documents required separate approval.

#### **Management Review, Audit & Assurance**

**2019.55** Internal Audit – review had been issued separately, issued after papers had been released. Issues raised were annual ones associated with Charging Authority representation attendance.

**2019.56** AGAR Section 1 – Annual Governance Statement 2018/19 was reviewed by Members and Section 1 approved. **MO proposed approved, DO seconded, all in agreement**

**2019.57** Accounts y/e 31 March 2019 – Finance Officer took Members through the Budget Comparison and Capital Reserve account. Expenditure discussed, planned preventative maintenance undertaken by Danvm MEICA had produced cost reduction earlier than expected associated with investment in infrastructure however the dry year had also reduced pump work therefore less wear on equipment. Income Expenditure account reviewed, surplus on year and credit balance driven reserves balance to 37%. Balance Sheet reviewed, Coal Authority and Highways England invoices outstanding, issued toward latter part of year end. Noted flail mowing contractor not invoiced for last two years. Members agreed an annual issue and may consider whether to undertake a self-bill exercise for issue to Contractor. Capital reserve balance reduced following work done at Outlet PS.

**2019.58** AGAR Section 2 Financial Statements 2018/19 – Annual Governance Statement 2018/19 was reviewed by Members and section 2 approved. **MO approved for signature, DO seconded, all in agreement**

### **Asset costing & valuation**

**2019.59** Rating – Balance outstanding at 29.3.2019 of £147.66 was noted.

**2019.60** List of cheques and other payments – Payments totalling £67,808.26 had been made from the account, £21,635.55 authorised by the Clerks only. **Chair proposed, MO seconded, all in agreement**

### **Strategy & Planning**

**2019.61 Recommendations** – note the report and consider question on organisational changes

**2019.62 Asset Management Policy** – The Clerk advised working on producing draft Asset Management Plans and Policies including Asset Management Corporate Plan, Asset Management Policy, Strategic Asset Management Plan and asset Management Plans which he would share initially with the Chairman. Adoption of this type of document will support GiA if Board is seen to consider function strategically.

### **Strategic Planning**

**2019.63 Humber Comprehensive Review** – Noted, review expected to conclude 2021

**2019.64 Humber Nature Partnership** – Members noted the EO's invitation to become a Director of the Nature Partnership Board. Chair advised since last meeting EO had achieved Chartered Environmentalist status and become a full Member of the Institute of Environmental Management and Assessment

**2019.65 Strategically Apportioning Benefits** – Members noted the success in apportioning benefits with the Environment Agency to help manage flood risk in the area. Funding will be dealt with through EA Yorkshire area rather than Trent area.

**2019.66 Isle of Axholme Strategy** – noted

**2019.67 Draft National Flood Risk Management Strategy** – Clerk advised of recent consultation release, encouraging Members to consider the Strategy from a risk management authority perspective and let him have any comments.

**2019.68 ADA Governance workshops** – Attended by Messrs Hinchliffe and Board EO. Noted ADA was reporting to Defra on which IDBs were represented at these events.

**2019.69 Defra PAG** – Members reviewed the questions regarding boundary, amalgamation or reconstitution changes associated with Defra resource. Members did not consider the Board would be looking at any of the options.

### **Asset Management Decision-Making**

**2019.70 Recommendations** – To note the information in the report

### **Capital Investment Decision Making**

**2019.71 Approved Capital Investment** – Inlet and Outlet PS VFD installation quotations were noted.

**2019.72 Future capital investment** – Strategic Forward Plan – Dates associated with replacement of Inlet, Outlet and Rawcliffe pump stations were noted. Reservoir Engineer confirmed DWD is not going to be classified as a reservoir. He will outline what he needs to do with the Agency to remove from the register. Moving forward no inspections will be required however it is high priority watercourse for the Board.

### **Operations & maintenance decision-making**

**2019.73 Weed screen cleaners** – Quotations and estimates for weedscreen repairs at Inlet and Outlet PS were noted and the cost of Asset Inspections at all three stations. IDS will be onsite today, bringing engineer in association with weed screen cleaners.

**2019.74 Durham's Warping Drain** – The reservoir engineer has confirmed the Board should move forward with removing the watercourse from the Reservoir Act. Details are awaited on the process to be followed for doing so with any associated costs.

### **Forward Plan**

**2019.75 Mid-term budget estimate** – Members reviewed the budget estimate

### **Lifecycle Delivery**

#### **Recommendations**

**2019.76 To note information in report.**

#### **Technical Standards & Legislation**

**2019.77** No S23 or Byelaw consents had been issued and one planning application has received comment on behalf of the Board

#### **Maintenance Delivery**

**2019.78 Ordinary Watercourse** – Pre-start meeting with appointed contractors to be arranged

**2019.79 Riparian owner/occupier watercourses** - Highways England – Some work has been done however environmental considerations meant limited benefits from improvements. Discussions held with HE between Engineer, Asset Manager and Environmental Officer with view to changing delivery and timing of HE works. Email received confirming HE is committed to future maintenance and will resume clearance in autumn. As part of longer-term investment, HE is considering engaging the Board to undertake maintenance on his behalf under PSCA from landowner side. This has support of HE's Senior Management, its legal department is being consulted on status of HE's boundary fencing and movement associated with maintenance. In the near-term, HE is to seek funding for A1+ maintenance for a further year until position with PSCA is fully understood.

**2019.80 Network rail** – Works scheduled to start. Network Rail may not be able to enter PSCA however movement of boundaries may be possible which could be an opportunity for the Board.

**2019.81 Public Sector Cooperation Agreement Asset Operations** – Old Course of River Don – an annual programme will be discussed with the EA

#### **Asset Operations**

**2019.82** Pump run hours – information for 3 stations was noted

### **Organisation & People**

**2019.83 Recommendations** – to note the information contained in the report

### **Health Safety & Wellbeing**

**2019.84** Accidents & Incidents – there had been none.

**2019.85** Health Safety & Welfare – information on using flails for hedge cutting was noted by Members

### **Procurement & Supply Chain Management**

**2019.86 Watercourse maintenance contract for removal of emergent growth, flailing and spraying** –AM advised Management and the Member Review Panel were surprised at the limited returns of which there had been 2 de-weeding, none for flailing and 1 herbicide. De-weeding responders were contacted to look to procure own flailing contractor and respond with a bid through them that combined both activities. The Board now had two full bids, details of which had been shared with the Chairman. Delay penalties were discussed by Members however noted it could work both ways where access for maintenance then refused through cropping patterns would invoke a compensation claim against the Board. There will be a pre-start meeting with the preferred bidder and there will be means to performance manage the contract.

**2019.87** 4 November 2019. Management left the meeting. 10:15

### **Professional Services closed session**

**2019.88** Minutes taken by M. Oldknow. A discussion took place around the options for the awarding of the management services contract after the current extension period is concluded. Members agreed that the Chairman, with the assistance of any Board Members he feels appropriate, should explore the options available to the Board and report back to the next meeting.

**Proposed: David Oldroyd, seconded Kim Parkinson, unanimously agreed.**

## **1.2 Matters arising not discussed elsewhere**

## **1.3 Complaints and FOI requests**

None received.



## 2. Moving toward Asset Management

|  |  | Complete | Audited |
|--|--|----------|---------|
| <b>Strategy and Planning</b><br>            | Asset Management Policy                      | ✓        |         |
|  | Asset Management Strategy and Objectives     |          |         |
|  | Demand Analysis                              |          |         |
|  | Strategic Planning                           | ✓        |         |
|  | Asset Management Planning                    |          |         |
| <b>Asset Management Decision-Making</b><br> | Capital Investment Decision Making           | ✓        |         |
|  | Operations and Maintenance Decision Making   | ✓        |         |
|  | Lifecycle Value Realisation                  |          |         |
|  | Resourcing Strategy                          | ✓        |         |
|  | Shutdowns and Outage Strategy                |          |         |
| <b>Lifecycle Delivery</b><br>               | Technical Standards and Legislation          | ✓        |         |
|  | Asset Creation and Acquisition               |          |         |
|  | Systems Engineering                          |          |         |
|  | Configuration Management                     |          |         |
|  | Maintenance Delivery                         | ✓        |         |
|  | Reliability Engineering                      |          |         |
|  | Asset Operations                             | ✓        |         |
|  | Resource Management                          |          |         |
|  | Shutdown and Outage Management               | ✓        |         |
|  | Fault and Incident Response                  | ✓        |         |
| Asset Decommissioning and Disposal   |  |          |         |
| <b>Asset Information</b><br>              | Asset Information Strategy                   |          |         |
|  | Asset Information Standards                  |          |         |
|  | Asset Information Systems                    |          |         |
|  | Data and Information Management              |          |         |
| <b>Organisation and People</b><br>        | Procurement and Supply Chain Management      | ✓        |         |
|  | Asset Management Leadership                  |          |         |
|  | Organisational Structure                     |          |         |
|  | Organisational Culture                       |          |         |
|  | Competence Management                        |          |         |
| <b>Risk and Review</b><br>                | Risk Assessment and Management               |          |         |
|  | Contingency Planning and Resilience Analysis |          |         |
|  | Sustainable Development                      |          |         |
|  | Management of Change                         |          |         |
|  | Asset Performance and Health Monitoring      |          |         |
|  | Asset Management System Monitoring           |          |         |
|  | Management Review, Audit and Assurance       | ✓        |         |
|  | Asset Costing and Valuation                  | ✓        |         |
|  | Stakeholder Engagement                       | ✓        |         |

## 3. Organisational

### 3.1 Recommendations

- To note the information contained in this report

### 3.2 Legislation

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

In consultation with the Chairman the Board responded to the draft strategy proposals which contained both financial and operational implications for the Board.

#### 3.2.2 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.

### 3.3 Association of Drainage Authorities

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

### 3.4 Events & Representation

#### 3.4.1 Representation

The Board has been represented at:

| <b>Flood Risk Management</b>                | <b>Other</b>                   |
|---|--------------------------------|
| Humber Flood Risk Management Steering Group | ADA Governance-Wash Up Meeting |
| Comprehensive Review Humber FRMS            |                                |

## 4. Risk & Review

### 4.1 Recommendations

- To note the information contained in this report

### 4.2 Management Review, Audit & Assurance

#### 4.2.1 Internal Audit

Nothing to report.

#### 4.2.2 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.

#### 4.2.3 Internal Audit Review Panel

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

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

| <b>BUDGET FOR THE YEAR ENDING 31ST MARCH 2020</b> |                      |                      |                      |  |          |                |
|---|----------------------|----------------------|----------------------|--|----------|----------------|
| <b>2019/20</b>                                    |                      |                      |                      |  |          |                |
| <b>Approved Estimate</b>                          |                      | <b>Actual Todate</b> |                      | <b>18 October 2019</b>                       | <b>%</b> |                |
| <b>£</b>  | <b>£</b>             | <b>£</b>             | <b>£</b>             |  |          |                |
| <b>INCOME</b>                                     |                      |                      |                      |  |          |                |
| <b>Drainage Rates on Agricultural Land:-</b>      |                      |                      |                      |  |          |                |
| 19,849  |                      | 19,830               | 19,849               | 13p in £ on AV of £152,688                   |          | 99.90%         |
| <b>Special Levies (13p in £)</b>                  |                      |                      |                      |  |          |                |
| 72,380  |                      | 36,190               |                      | Doncaster MBC - AV £556,770                  |          | 50.00%         |
| 509   |                      | 255                  | 72,889               | East Riding of Yorkshire Council - AV £3,914 |          | 50.00%         |
| <b>Other Income:-</b>                             |                      |                      |                      |  |          |                |
| 20,083  |                      | 2,381                |                      | Contribution to Maintenance and PS's         |          | 11.86%         |
| 0   |                      | 0                    |                      | Other Income                                 | -        |                |
| <u>65</u>   | 112,886              | <u>102</u>           | 58,757               | Interest                                     |          | 157.42% 52.05% |
| <b>EXPENDITURE</b>                                |                      |                      |                      |  |          |                |
| 7,065   |                      | 6,859                |                      | Flood Defence Levy                           |          | 97.08%         |
| 24,925  |                      | 12,463               |                      | <b>Loan Repayments:-</b>                     |          | 50.00%         |
| 32,040  |                      | 14,526               |                      | Pumping Stations                             |          | 45.34%         |
| 16,126  |                      | -13,800              |                      | Drain Maintenance                            |          | -85.58%        |
| 16,412  |                      | 7,748                |                      | Other Expenditure                            |          | 47.21%         |
| <u>10,635</u>                                     | <u>107,203</u>       | <u>6,768</u>         | <u>34,563</u>        | Administration Costs                         |          | 63.64% 32.24%  |
|   | 5,683                |                      | 24,194               | Surplus - (Deficit)                          |          | 425.73%        |
|   | <u>29,019</u>        |                      | <u>35,329</u>        | Balance Brought Forward                      |          | 121.74%        |
|   | 34,702               |                      | 59,523               |  |          | 171.53%        |
|   | <u>0</u>             |                      | <u>0</u>             | Contribution to Capital Reserve Account      |          |                |
|   | <b><u>34,702</u></b> |                      | <b><u>59,523</u></b> | <b>Balance Carried Forward</b>               |          | 171.53%        |

## 4.4 Asset Costing & Valuation

### 4.4.1 Rating

Details of the Rates and Special Levies issued and payments received up to and including 18 October 2019:-

|  | £         | £                       |
|--|-----------|-------------------------|
| Balance Brought forward at 1 April 2019            |           | 147.66                  |
|  |           |                         |
| <b>2019/2020 Drainage Rates and Special Levies</b> |           |                         |
| Drainage Rates                                     |           | 19,849.44               |
| <b>Special Levies</b>                              |           |                         |
| Doncaster Metropolitan Borough Council             | 72,380.00 |                         |
| East Riding of Yorkshire Council                   | 509.00    | 72,889.00               |
| <b>Total Drainage Rates Due</b>                    |           | <b><u>92,886.10</u></b> |
|  |           |                         |
| <b>Less Paid:-</b>                                 |           |                         |
| Drainage Rates                                     |           | 19,829.58               |
| <b>Special Levies:-</b>                            |           |                         |
| Doncaster Metropolitan Borough Council             | 36,190.00 |                         |
| East Riding of Yorkshire Council                   | 254.50    | 36,444.50               |
| <b>Total Drainage Rates Paid</b>                   |           | <b><u>56,274.08</u></b> |
|  |           |                         |
| <b>Balance Outstanding as at 18 October 2019</b>   |           | <b><u>36,612.02</u></b> |

## 4.5 List of Cheques and Other Payments

| DATE        | PAYMENT NUMBER | REF        | PAYEE | DESCRIPTION                  | TOTAL PAYMENT                     |            |
|-------------|----------------|------------|-------|------------------------------|-----------------------------------|------------|
| <b>2019</b> |                |            |       |                              |                                   | <b>£</b>   |
| May         | 1st            | d/d        | -     | NatWest                      | Bank Fees                         | 5.25 *     |
|             | 20th           | d/d        | 5     | Woldmarsh                    | Supply to Inlet PS                | 954.71 *   |
|             |                |            |       |                              | Supply to Outlet PS               | 1,482.68 * |
|             |                |            |       |                              | Supply to Rawcliffe PS            | 525.65 *   |
|             |                |            |       |                              | Supply to Capitol Park Weedscreen | 36.99 *    |
|             |                |            |       |                              | Telemetry Lines                   | 28.80 *    |
|             |                |            |       |                              | Membership Fees                   | 87.34 *    |
|             | 31st           | 0000001491 | 3     | ADA Northern Branch          | Conference Fees                   | 45.00      |
|             |                | 0000001492 | 6     | Brodericks GBC               | Internal Audit Fee 2018-19        | 690.00     |
|             |                | 0000001493 | 8     | Towergate Insurance          | Insurances                        | 8,640.60   |
|             |                | 0000001495 | 77,79 | Danvm Drainage Commissioners | Site Visits in District, etc.     | 684.88     |
|             |                | 0000001496 | 7     | Environment Agency           | Flood Defence Levy                | 6,858.86   |
|             |                | 0000001497 | 4     | JBA Consulting               | Management Fees - Apr 2019        | 1,236.20   |
|             |                | d/d        | -     | NatWest                      | Bank Fees                         | 22.75 *    |
| Jun         | 20th           | d/d        | 9     | Woldmarsh                    | Supply to Inlet PS                | 107.88 *   |

|     |      |            |      |                              |  |                  |   |
|-----|------|------------|------|------------------------------|--|------------------|---|
|     |      |            |      |                              | Supply to Outlet PS  | 148.97           | * |
|     |      |            |      |                              | Supply to Rawcliffe PS   | 76.60            | * |
|     |      |            |      |                              | Telemetry Lines  | 29.28            | * |
|     | 21st | 0000001498 | 10   | Danvm Drainage Commissioners | Site Visits in District  | 2,446.15         |   |
|     |      | 0000001499 | 11   | JBA Consulting               | Management Fees - May 2019   | 1,341.50         |   |
|     | 28th | d/d        | -    | NatWest                      | Bank Fees  | 7.72             | * |
| Jul | 11th | 0000001500 | 12-3 | Controlstar Systems          | Telemetry Maintenance Contract   | 2,088.00         |   |
|     |      | 0000001501 | 17   | Danvm Drainage Commissioners | Site Visits in District  | 1,157.60         |   |
|     |      | 0000001502 |      | JBA Consulting               | Fee Accounts: -  |                  |   |
|     |      |            | 14   |                              | BAP Implementation   | 1,466.76         |   |
|     |      |            | 15   |                              | Management Fees - June 2019  | 1,236.20         |   |
|     |      | 0000001503 | 18   | Signs Express (Doncaster)    | Safety Signs   | 46.44            |   |
|     | 22nd | d/d        | 16   | Woldmarsh                    | Supply to Inlet PS   | 100.29           | * |
|     |      |            |      |                              | Supply to Outlet PS  | 141.27           | * |
|     |      |            |      |                              | Supply to Rawcliffe PS   | 73.55            | * |
|     |      |            |      |                              | Telemetry Lines  | 29.04            | * |
|     | 31st | d/d        | -    | NatWest                      | Bank Fees  | 6.65             | * |
| Aug | 15th | d/d        | 19   | Public Works Loan Board      | Loan Repayment   | 12,462.52        | * |
|     | 20th | d/d        | 20   | Woldmarsh                    | Supply to Inlet PS   | 135.44           | * |
|     |      |            |      |                              | Supply to Outlet PS  | 265.96           | * |
|     |      |            |      |                              | Supply to Rawcliffe PS   | 66.60            | * |
|     |      |            |      |                              | Supply to Capitol Park Weedscreen  | 65.49            | * |
|     |      |            |      |                              | Telemetry Lines  | 30.37            | * |
|     |      |            |      |                              | Membership Fees  | 76.72            | * |
|     | 21st | 0000001504 | 21   | Danvm Drainage Commissioners | Site Visits in District  | 1,277.59         |   |
|     |      | 0000001505 | 22   | JBA Consulting               | Management Fees - May 2019   | 1,284.54         |   |
|     |      | 0000001506 | 23   | PKF Littlejohn               | External Audit Fee 2018/19   | 480.00           |   |
|     | 30th | d/d        | -    | NatWest                      | Bank Fees  | 5.25             | * |
| Sep | 20th | d/d        | 24   | Woldmarsh                    | Supply to Inlet PS   | 116.70           | * |
|     |      |            |      |                              | Supply to Outlet PS  | 147.18           | * |
|     |      |            |      |                              | Supply to Rawcliffe PS   | 58.53            | * |
|     |      |            |      |                              | Telemetry Lines  | 30.01            | * |
|     | 25th | 0000001507 | 25-6 | Danvm Drainage Commissioners | Site Visits in District, etc.  | 993.32           |   |
|     |      | 0000001508 | 27-8 | JBA Consulting               | Fee Accounts: -  | 1,771.88         |   |
|     | 30th | d/d        | -    | NatWest                      | Bank Fees  | 6.65             | * |
|     |      |            |      |                              |  |                  |   |
|     |      |            |      |                              |  |                  |   |
|     |      |            |      |                              | <b>Total</b>   | <b>51,078.36</b> |   |
|     |      |            |      |                              |  |                  |   |
|     |      |            |      |                              | <b>* Total amount of direct debits and payments approved by the Clerk only</b> | <b>17,332.84</b> |   |

## 5. Strategy & Planning

### 5.1 Recommendations

- To note the information contained in this report

### 5.2 Corporate Plan

As this Board follows the Asset Management route, it is important the Board adopts a Corporate Plan from which will flow an Asset Management Policy underneath which will sit an Asset Management Strategy. As a first step, Members are asked to consider the attached draft Corporate Plan for adoption.

### 5.3 Strategic Planning

#### 5.3.1 Humber Strategy Comprehensive Review

Meetings with landowners were arranged to discuss tidal flood risk around the Estuary at the end of October. Whilst not specifically associated with the Strategy, it speaks to the same issues.

#### 5.3.2 Isle of Axholme Strategy

No recent meetings held, progress on the refurbishment of Keadby pump station continues, with sites works now underway.

## 6. Asset Management Decision-Making

### 6.1 Recommendations

- To note the information contained in this report
- Acknowledgement of Benefits of Telemetry and further resolution to be reached at the Board meeting (Item 6.5.1)

### 6.2 Capital Investment Decision-Making

#### 6.2.1 Approved Capital Investment

The approved budget provision for the installation of VFD's has temporarily been put on hold awaiting the outcome of the Weedscreen Cleaner PLC investigations. If the Weedscreen Cleaner issue can be resolved the intention will be to combine both the weedscreen cleaner upgrade with the VFD's installation starting at Outlet and then moving onto Inlet.

#### 6.2.2 Future Capital Investment

| CAPITAL RESERVE ACCOUNT |               |               |               |                                    |         |
|-------------------------|---------------|---------------|---------------|------------------------------------|---------|
| 2019/20                 |               |               |               |                                    |         |
| Approved Estimate       |               | Actual Todate |               | 18 October 2019                    | %       |
| £                       | £             | £             | £             |                                    |         |
| <b>INCOME</b>           |               |               |               |                                    |         |
| 40,000                  |               | 0             |               | Transfer from Commuted Sum Account | 0.00%   |
| 17,066                  |               | 0             |               | Highways Agency Contribution       | 0.00%   |
| <u>100</u>              | 57,166        | <u>124</u>    | 124           | Interest                           | 124.37% |
| <b>EXPENDITURE</b>      |               |               |               |                                    |         |
| 19,892                  |               | 0             |               | Inlet PS VFD Installation          | 0.00%   |
| 21,000                  |               | 0             |               | Inlet PS Weedscreen                | 0.00%   |
| 19,376                  |               | 0             |               | Outlet PS VFD Installation         | 0.00%   |
| 21,000                  | 81,268        | 0             | 0             | Outlet PS Weedscreen               | 0.00%   |
|                         | (24,102)      |               | 124           | Surplus - (Deficit)                |         |
|                         | <u>42,839</u> |               | <u>42,942</u> | Balance Brought Forward            |         |
|                         | 18,737        |               | 43,066        | <b>Balance Carried Forward</b>     |         |

### 6.3 Operations & Maintenance Decision-Making

#### 6.3.1 Weedscreen Cleaners

Demonstration by potential suppliers of a new PLC control system has been held and outcomes look promising, a final site visit is planned to finalise the scope of the works and allow the full quotation for the replacement works at Outlet pump station to be submitted for consideration/approval/award by the Board.



## 6.3.2 Durham's Warping Reservoir

The Reservoir Inspector has confirmed that the Board should seek removal of the Reservoir from the Act and is to confirm next steps and associated costs.

## 6.4 Forward Plan

### 6.4.1 Mid-term Budget Estimate

| Black Drain DB                      |                | 0                  | 1              | 2              | 3              | 4              | 5              |
|-------------------------------------|----------------|--------------------|----------------|----------------|----------------|----------------|----------------|
| Revenue Account                     | 2019/20        | 2019/20            | 2020/21        | 2021/22        | 2022/23        | 2023/24        | 2024/25        |
|                                     | App            | Estimated Out-turn |                |                |                |                |                |
|                                     | Budget         |                    |                |                |                |                |                |
|                                     | £              | £                  | £              | £              | £              | £              | £              |
| <b>Income</b>                       |                |                    |                |                |                |                |                |
| Drainage Rates                      | 19,849         | 19,849             | 21,376         | 22,140         | 22,903         | 22,903         | 22,903         |
| Special Levies                      | 72,889         | 72,889             | 78,496         | 81,299         | 84,103         | 84,103         | 84,103         |
| Other Contributions                 | -              | -                  | -              | -              | -              | -              | -              |
| PA Contributions                    | -              | -                  | -              | -              | -              | -              | -              |
| Contributions                       | 20,083         | 19,314             | 18,453         | 20,219         | 20,643         | 21,080         | 21,529         |
| Consents                            | -              | -                  | -              | -              | -              | -              | -              |
| Bank Interest                       | 65             | 102                | 100            | 100            | 100            | 100            | 100            |
| <b>Total Income</b>                 | <b>112,886</b> | <b>112,154</b>     | <b>118,425</b> | <b>123,758</b> | <b>127,749</b> | <b>128,185</b> | <b>128,635</b> |
| <b>Expenditure</b>                  |                |                    |                |                |                |                |                |
| Flood Defence Levy                  | 7,065          | 6,859              | 7,065          | 7,277          | 7,495          | 7,720          | 7,951          |
| Other Administration                | 10,635         | 10,563             | 10,616         | 10,669         | 10,722         | 10,776         | 10,830         |
| Drain Maintenance                   | 16,126         | 16,126             | 16,609         | 17,108         | 17,621         | 18,150         | 18,694         |
| Pumping Stations                    | 32,040         | 33,220             | 34,217         | 35,243         | 36,300         | 37,389         | 38,511         |
| Other Expenditure                   | 16,412         | 16,500             | 16,609         | 17,107         | 17,620         | 18,149         | 18,694         |
| Loan Repayments:-                   | 24,925         | 24,925             | 24,925         | 24,925         | 24,925         | 24,925         | 24,925         |
| <b>Total Expenditure</b>            | <b>107,203</b> | <b>108,193</b>     | <b>110,041</b> | <b>112,329</b> | <b>114,684</b> | <b>117,109</b> | <b>119,605</b> |
| Surplus/(Deficit)                   | 5,683          | 3,962              | 8,384          | 11,429         | 13,065         | 11,077         | 9,030          |
| Balance Brought Forward             | 29,019         | 35,329             | 39,290         | 44,675         | 53,104         | 63,169         | 71,245         |
|                                     | 34,702         | 39,290             | 47,675         | 56,104         | 66,169         | 74,245         | 80,275         |
| Transfer to Capital Reserve Account | -              | -                  | -              | -              | -              | -              | -              |
| Transfer to Commuted Sum            | -              | -                  | 3,000          | 3,000          | 3,000          | 3,000          | 3,000          |
| <b>Balance Carried Forward</b>      | <b>34,702</b>  | <b>39,290</b>      | <b>44,675</b>  | <b>53,104</b>  | <b>63,169</b>  | <b>71,245</b>  | <b>77,275</b>  |
| <b>Capital Reserve Account</b>      | <b>18,787</b>  | <b>18,865</b>      | <b>18,965</b>  | <b>19,115</b>  | <b>19,265</b>  | <b>19,415</b>  | <b>19,615</b>  |
| <b>Penny Rate in £</b>              | 13.00p         | 13.00p             | 14.00p         | 14.50p         | 15.00p         | 15.00p         | 15.00p         |
| <b>Penny Rate £7,134</b>            | 32.37%         | 36.32%             | 40.60%         | 47.28%         | 55.08%         | 60.84%         | 64.61%         |

## 6.5 Resourcing Strategy

### 6.5.1 Telemetry

The Board relies upon the use of telemetry as part of its water level management function. The data provided and the efficiency it brings to operating Board systems is a cost-effective way of managing water levels across the District.

- Telemetry is a fundamental requirement for effective water level management.
- Telemetry assists in managing flood response and providing section 19 reports to the LLFA
- Telemetry allows an instant review of a pumping stations current status.
- Telemetry permits trends to be observed and provides for correlation between operation and cost
- Telemetry monitors pumps, electricity, sumps, weed screens and intruder alarms for less than £2 per station per day, available 24/7/365.
- The absence of telemetry would require individual attendance at each station daily to assess the operational condition.

The current telemetry provider has ceased trading.

The Board is requested to acknowledge the benefits telemetry brings to the Board and instruct Management to seek alternatives.

Further updates will be available at the meeting.

## 7. Life Cycle Delivery

### 7.1 Recommendations

- To note the information contained in this report
- To give the Chairman delegated authority to sign Memorandum of Understanding (Item 7.5)

### 7.2 Technical Standards & Legislation

#### 7.2.1 Biodiversity Action Plan

Water vole surveys have been undertaken of known populations within the District. Population size appears reduced from previous years.

Nuttall's Pond Weed remains a nuisance in Durham's Warping Drain, its presence has been reported to the GB Non-Native Species Secretariat. The extensive spread can impede water flow and it is a regular feature of arisings from the weed screen. There is no effective method of eradication control.

GB Non-Native Species advises *Elodea nuttallii* is easily cut and controlled for short periods (1-2 months in summer) by mechanical methods. Cutting early in spring may delay the onset of the peak biomass period.

The use of herbivorous Grass Carp is appropriate as a biological control method; Grass Carp is not an indigenous species. Common Carp, and other bottom feeding fish, which create turbid water, can also be effective in preventing regrowth of the plant after mechanical removal. Durham's Warping Drain outfall is controlled by pump activity and Environment Agency fisheries officers consider it inappropriate to introduce Carp into the watercourse as a potential method of control.

*Elodea nuttalli* may also susceptible to shade from trees on south of watercourse or through use of shading dyes. Shading dyes unlikely effective as water is not static.

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

1 consent has been issued on behalf of the Board between 2 May and 18 October 2019 from Northern Powergrid to remove the overhead lines adjacent Boating Dyke.

#### 7.2.3 Planning Applications

Officers have reviewed planning applications between 2 May and 18 October 2019 of which 4 have required comment on behalf of the Board.

### 7.3 Maintenance Delivery

#### 7.3.1 Ordinary Watercourses

The maintenance regime is substantially complete, with flailing completed, all the scheduled herbicide application has been completed, permitting de-weeding, which is 90% complete. Full completion including works to the Durham Warping Reservoir are expected by the end of Oct, subject to weather conditions.

#### 7.3.2 Riparian Owner/Occupier Watercourses

##### Highways England

For ecological reasons some works associated with the M18 were not delivered and in those areas where works were undertaken, they failed to meet acceptable standards. Meetings have been held between Officers and Highways England and AOne+ to set out and identify failings and to seek resolutions. AOne+ has submitted a target cost scheme to Highways England for

those areas omitted from this year's scheme and once instructions to proceed have been granted, it is hoped work will recommence on 28<sup>th</sup> October 2019.

The works previously undertaken are to be revisited next financial year, along with a potential scheme of works to create access for maintenance from the non-motorway side of the drain and hence the option for the Board to undertake on HE's funded behalf.

Failure to undertake this work will result in Highways England being liable for any injury/damages as a result.

#### **Network Rail**

Maintenance on their riparian system were completed to an acceptable standard earlier in the year and again the potential for access creation and hence maintenance undertaken by the Board is being explored, otherwise Network Rail remain committed to riparian maintenance responsibilities.

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

#### **Old Course of River Don, Waterside, Thorne**

Site conditions have been assessed and although significant regrowth has occurred, it is considered that maintenance could be deferred until next year.

## **7.4 Asset Operations**

#### **Outlet Pump Station – Settlement Works**

Appointed Contractors for the original works have accepted liability for the recent and ongoing settlement associated with the building extension, we still await a detailed programme of remedial works.

#### **Pump Stations PSCA Works**

Danvm Staff continue to support and attend all sites to include manual operation of the cleaners and if necessary manual raking of grids, this situation will be reduced/resolved when the planned capital investment in this financial year of VFD's and Cleaner PLC replacements at Outlet & Inlet P. Stations has been implemented.

## **7.5 Natural England Memorandum of Understanding**

Natural England is seeking agreement to undertake a hydrological survey of Thorne Moors. Internal agreement to develop a specification and seek quotes has been provided and the draft specification is currently being prepared. The purpose of the survey is to inform future management of the moors and facilitate future partnership working including with the IDBs. Natural England wishes to complete this and seek quotes in the next few weeks. Work instructed will then depend on cost and budget.

To undertake this successfully Natural England is seeking collaboration with the surrounding IDBs including this Board. Whilst this is something that Natural England is looking to fund, it requires some data and assistance identified below.

The Chairman has agreed in principle to this proposal and provided some information on data as requested.

#### **Hydrological Assessment of the impact of the Humberhead Peatlands NNR**

1. GIS maps of the drainage network managed by each IDB in the area. Ideally in ARC (shape file) format. *Agreed*
2. Any information held by the IDBs about the levels of the drains in their district, particularly any invert levels of culverts and drain base levels. *Agreed where available*
3. Location and description of all water control structures managing water levels in the drains for each district, to include invert levels and operating regime *Agreed*
4. Location and description of any level monitoring stations, e.g. gauge boards, observation boreholes etc., and pumping records. We will also need access to the data from these at a later point in the exercise. *Agreed*

5. Any information the IDB may have access to regarding the farm drains around the site, regarding their effectiveness, condition and levels. *The Board does not have information associated with farm drains*

6. Assistance in obtaining access consents from relevant landowners/occupiers bordering the NNR. *This has been rejected, NE instructed to negotiate its access with affected landowners*

The draft MoU has been reviewed by the Board Administrator, amendments made, and final document is awaited. A copy of the draft and amended document has been issued to Members

Board is requested to provide Chairman delegated Authority to enter the Memorandum of Understanding once available.

## 8. Organisation & People

### 8.1 Recommendations

- To note the information and recommendations contained in this report

### 8.1 Health, Safety & Wellbeing

#### 8.1.1 Accidents and Incidents

There have been no accidents or incidents to report since the last meeting from the Board Contractors.

## **9. Date(s) of Next Meeting**

Monday 13<sup>th</sup> January 2020

Monday 18<sup>th</sup> May 2020

Monday 2<sup>nd</sup> November 2020

## **10. Professional Services**



# Shire

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