



Black Drain

Drainage Board

Vermuyden Centre

Thorne Library

Field Side

Thorne

DN8 4BQ

Meeting Papers

Monday, 13 January 2020

Meeting 09:15am



Shire

Group of IDBs

**Epsom House
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Meeting Papers

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CQP

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Finance Officer – Craig Benson BA Business Studies

Finance Officer - David Blake BSc (Hons) Accounting

Finance Officer - Mark Joynes BSc (Hons) Mathematics

Rating Officer - Janette Parker

Purpose

These meeting papers have been prepared solely as a record for the Internal Drainage Board. JBA Consulting accepts no responsibility or liability for any use that is made of this document other than by the Drainage Board for the purposes for which it was originally commissioned and prepared.

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1. Governance

1.1 Apologies

1.2 Declaration of Interest

1.1 Minutes of the Meeting held on 4 November 2019

Present

	23 .1. 14	26 .6. 14	13. 11. 14	22 .1. 15	18 .6. 15	12 .1 15	21 .1 16	16 .6. 16	10 .1 16	26 .1. 17	15 .1. 17	6. 11 .1 7	22 .0 18	21 .5. 18	5. 11 .1 8	20 .5. 19	4. 11 .1 9	
David Backhouse DB						A pp oi nt ed	x	x	x	x	A	x	-	x	x	x	A	
Michael Conroy MC	x	X	x	X	-	X	x	x	-	x	x	x	x	x	x	x	x	
David Hinchliffe (Chair)			x	X	X	X	x	x	x	x	x	A	x	x	x	x	x	
Richard Hinchliffe RH			x	X	X	X	x	A	x	A	x	x	x	x	x	x	x	
Walter Ketteringham WK (ViceChair)	x	X	x	X	X	X	x	x	x	x	A	x	A	x	A	x	x	
Sam Longthorp SL	x	X	x	X	X	A	x	A	A	A	A	x	x	x	x	x	A	
Richard Ketteringham RK	x	X	x	X	X	A	x	x	x	x	A	x	A	x	x	x	A	
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	x	
Kyle Heydon KH														x	A	x	x	
Martin Oldknow MO		X	x	X	X	X	x	A	x	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	x	
Dave Ridge DR									A	x	A	x	A	x	x	A	x	
Phil Marran PM																	A	
Paul Evans PE																	A	

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

Ian Benn CEO	x
Martin Spoor AM	x
Craig Benson FO	x
Paul Jones Eng	x
Alison Briggs EO/Admin	x

Governance

Apologies

2019.89 Apologies received from Phil Marran, Paul Evans, Sam Longthorp and David Backhouse, Richard Ketteringham

Declaration of Interest

2019.90 None.

Minutes of the Meeting 20 May 2019

2019.91 DO proposed the minutes be signed as true record by the Chairman, MO seconded. All in agreement

Matters arising

2019.92 None

Complaints and FOI requests

2019.93 EO advised there had been none.

Moving toward Asset Management

Organisational

Legislation

2019.94 Draft National FCERM Consultation – Officers had responded on behalf of the Board, Chairman supportive of those responses. The Environment Agency were disappointed in numbers responded to consultation across England. Chair considered lack of responses may be driven by cynicism.

2019.95 Environment Bill – Noted

2019.96 ADA – Chairman considered it inappropriate the conference is held annually in London, suggesting ADA should look at holding a combining conference with FloodEx, making it a dynamic event. KP commented on price of return rail fare to London.

Events & Representation

2019.97 Noted

2019.98 Clerk advised his request to attend a meeting at the Home Office arranged by Defra. Significant concerns had been expressed across the industry by several IDBs associated with Council domination at meetings, unwillingness to expend money delivering Board function, attempts to hold rates down to avoid impact on Council budgets. Chair recognised there were concerns over the misunderstanding by local councils of the function of an IDB, reiterating they were independent public bodies, not subject to the same legislation and regulation as Councils.

Risk & Review

Recommendations

2019.99 FO advised report for information.

Budget comparison

2019.100 Budget y/e 31.3.2020 – 2nd instalment of special levies should be received shortly which will increase % collection.

KP noted negative % associated with drain maintenance. FO advised the business involved was no longer a contractor of the Board. There had been considerable scrutiny of applicable legislation which states if a contractor has not continually advised the client of ongoing cost of contract although invoice not issued, it becomes statute barred. 31.3.2020 will be 2 years

since contractor ceased being contractor to the Board. Meeting with Auditor is planned to agree whether statute barred or action to take.

Asset Costing & Valuation

2019.101 Rating – Special Levy 2nd payment expected any day. All agricultural rates have been collected.

2019.102 List of cheques and other payments – Payments totalling £51,078.36 had been sent from the account, £17,332.84 approved by the Clerk. **DO proposed agreed for approval by Chair, MO seconded, all in agreement.** FO advised Members on insured risks associated with pump stations. Confirmed regular discussions with insurers who liked to see telemetry, proper routine maintenance of sites etc. Premium is not reduced but insurers are kept informed.

Strategy & Planning

2019.103 Recommendations – to consider the draft Corporate Plan

2019.104 Corporate Plan – The Clerk had supplied Members with a draft for consideration, driven by this Board moving toward Asset Management. Presence of an adopted documented plan was highlighted by DMBC in Danvm DC audit 5-years ago. Corporate Plan provides written evidence of strategic direction of the Board. Document had been produced in association with the Chairman. The Environment Agency is keen to see IDBs working toward asset management in terms of GiA support.

Chair advised good document, DO agreed. MO concerned about strategic objectives which he thought were more visionary and required amendment. Strategic objective of Board is to reduce flooding. Clerk advised document sits between an Asset Management policy and Strategic Asset Management Policy, but amendments would be made.

Chair considered Board should have greater role overseeing maintenance activities which needed to be strengthened within the document. AssetM noted plan also linked with necessity to revise old agreements and could be linked with Highways England and its contribution to pump stations, and the Coal Authority. A Corporate Plan would be vehicle by which these old agreements can be reviewed. Currently capital programmes are not aligned between the Board and any third-party stakeholders and a Corporate Plan would assist with that. DO supportive of work done by Engineer and Asset M with Highways England and questioned whether Charging Authority members had flagged this with DMBC.

Chair advised the plan correctly identified District Stakeholders. Admin. advised responses from Coal Authority associated with Draft National FCERM Strategy spoke of Doncaster Area Drainage Act being outdated legislation and used language suggestive of a sense of misunderstanding as to roles, responsibilities, site ownership and funding. Officers aware of Coal Authority lobbying BEIS and Defra to revoke Act, suggesting it should have access to FCERM Grant Aid monies. Issues had appeared through another Board associated with telemetry under the perception of betterment. These had been robustly defended however lingered. The aim appears associated with not funding flood risk management works the Authority considers betterment, for example, work at the 50:50 Bentley lngs PS between the EA and Coal Authority which was not equally funded. Should the Coal Authority be successful, responsibility for its subsidence stations would fall back on locals under the “he who benefits pays” principle, impacting on the Board and its agricultural and special levy ratepayers. Officers argument is mining subsidence stations would not exist were it not for mining subsidence in that area. Chair advises as coal mining industry moves further into history and memories fade, it will become more difficult to sustain the understanding for the requirement of subsidence mitigation station sites. **Chair agreed in principle a good document, should be worked on and brought back to next meeting, all in agreement.**

Strategic Planning

2019.105 Humber Comprehensive Review – Meetings had been held with landowners at the end of October. Generally positive meetings. KP had spoken to Philip Winn regarding potential wastages. He advised Philip Winn asked for Board to put in examples of what it

would like to see as part of the consultation. Noted River Don piles at A614 are weak, recent high tides had shown leakage.

2019.106 Isle of Axholme Strategy – nothing to report

Asset Management Decision-Making

2019.107 Recommendations – Acknowledge the benefit of telemetry

Capital Investment Decision Making

2019.108 Approved Capital Investment –noted. Hoped to have outline budget to bring to meeting, unfortunately those who went to site had not been able to formalize yet. ABB and IDS are those supplying VFDs and confident can provide a solution. Will come back to Chair with comparison report based on previous quote for renewal and this option. Chair advised weedscreen cleaner always been a problem and considered it appropriate to separate VFDs from weedscreen, preferring a solution for weedscreen cleaners first. RH noted in terms of new suppliers, service and support on new capital investment important. Advised ABB is a multinational company and wouldn't have used R&D funds if they had not felt there was a business. AssetM was requesting minimum 3-year warranty, preferred 5-year. **Chair proposed keep weedscreen and VFD separate. All in agreement.** Members were advised telemetry highlights issues at pump stations and weedscreens. Chair confirmed extant PSCA with Danvm DC. Chair advised on work ethic of Danvm MEICA team who responded to email queries whilst abroad on holiday.

2019.109 Future capital investment – The current status of the capital reserve account was noted as at 18 October 2019.

Operations & maintenance decision-making

2019.110 Weed screen cleaners –

2019.111 Durham's Warping Drain – The Reservoir Engineer has agreed not a Reservoir, he has been chasing Reservoir Engineer on regular basis for removal of DWD from Reservoir Register. Board has put together the evidence DWD holds less than 10,000m³ and inspector should not be charging Board for future inspections when he has agreed it is not a Reservoir.

2019.112 Members were advised the Chair had approved a further year's grazing licence on the banks and requested support for his action. **All in support of Chair's action.**

Forward Plan

2019.113 Mid-term budget estimate – Members reviewed the budget estimate

Resourcing strategy

2019.114 Telemetry - Members were advised the importance of telemetry as a cost-effective way of managing water levels across the District however the current telemetry provider had ceased trading. Controlstar supplier had ceased trading in September, there has been no formal communication to any IDB, and the company remains active at Companies House however accounts are overdue. Crisis arose through 3 IDBs not paying quarterly invoices. Ancholme IDB offered to purchase company assets including the intellectual property of the telemetry software which was accepted. The result has been all IDBs continue to maintain visibility to all pump station and water levels across their districts. Under a "Do Nothing" scenario, IDBs would have lost visibility to everything on 20th October arising from cessation of server payments, including ability to report to LLFA following flooding through s19 reports. Ancholme IDB has intellectual property of SCADA system, and will shortly be writing to each IDB setting out next steps. Ancholme IDB will keep server running providing its costs are reimbursed but will not be able to offer maintenance support in the short term. Over the longer term, that Board may consider putting more investment into the system which will be of benefit to all Boards.

Officers had delivered a report on telemetry to another Board last year, Controlstar software delivered a superior system of the 3 companies reviewed at that time, average on price. MO advised the Board should look at replacement and required confirmation risk register had been altered to reflect this. That confirmation was given. Chair advised

he had been made aware of situation by the Clerk before information was in public domain and pleased to be provided with advance notice. He was also relieved a short-term solution was available to the Board but advised the Board needed to consider the long-term provision. Chair advised issue will discuss again at January meeting.

Eng. advised Officers had been supportive of Ancholme IDB's bid. The Shire Group IDBs should not be placed in a position where the group Boards became blind to telemetry through acts of an outside IDB. The purchase creates space within which Group Boards can consider next steps. He advised it important all Boards accepted the largest problem with any private provider is if any company goes into administration or liquidation, the essential software interface is at risk, however that will not happen to Ancholme IDB. It now owns the software as a public body and has a system that the Board can control but will require telemetry hardware contractors to fit replacement hardware on site.

Lifecycle Delivery

Technical Standards & Legislation

2019.115 BAP – Water vole population size appears reduced from previous years; this has been a slow decline. Chair advised sighting of mink on DWD and considerable number of mink within Thorne Moors.

INNS in Durham's Warping Drain remained an issue, eradication very difficult. Carp had been suggested however EA fisheries rejected the idea because of the pump stations, shading the water is not an option because of restriction to access for maintenance.

2019.116 Land Drainage Consents and Planning applications – Members noted the information. DO requested a list of applications to ensure Special Levy Members could accurately record declarations of interest. KH queried LDA consent and absence of recharged fee. Advised a Byelaw consent application which is not chargeable.

Maintenance Delivery

2019.117 Ordinary Watercourse – Maintenance 90% complete at the time of preparing the papers, AssetM had been informed work completed but had yet to check. Chair advised Boating Dyke at the corner from Capital Park weedscreen had not received maintenance. WK queried landowner consent where Contractor accessed DWD by tracking through adjacent land, through the hedge and presumably fence. EO confirmed existing large gap in hedge and no fence. KP noted contractor tracking across his fields. AssetM advised no landowner complaints brought to office and suggested any injury claims regarding contractor access across fields be sent into office. He would inspect work and contact Contractor.

2019.118 Riparian owner/occupier watercourses - Highways England – Start of year contract with A1+ to undertake reconditioning work. Initial clearance of scrub vegetation done but reconditioning works postponed, associated with its ecologist overseeing works and concerns raised relating to water vole and nesting birds. AssetM, Eng and EO had meeting arranged with Highways England and A1+ which Highways England didn't attend. Officers voiced disappointment at works undertaken and waste of public money. One section had been affected by presence of badgers, work on that section should have started however recent email indicates closer to Christmas for commercial reasons. At a second meeting with HE, attended by a new project manager with responsibility for service delivery it was acknowledged the work was ineffective and not in accordance with specification they should have delivered. However, HE's financial process indicates actions cannot be taken until next financial year. HE nationally and locally is restructuring, its process of delivery will change from 2021, and it wants to explore potential for Board to undertake maintenance on its behalf. Members advised Board can again serve notice on HE which will identify a reasonable time within which work must be done. There has been a reluctance to take this step during ongoing negotiations. Eng. advised HE acknowledges its riparian responsibility and is aware of its liability associated with injury claims. Any claim must be supported by evidence, photographs and precise location will be required together with evidence of losses sustained. Claims are made through Orders made by Land Tribunal through the Magistrates Court although initial advice of potential claim could be made directly to HE or through Board Officers to forward.

2019.119 Network rail – Works were completed earlier in the year and the potential form maintenance to be undertaken by the Board at network rail cost is being explored.

2019.120 Public Sector Cooperation Agreement Asset Operations – It is considered maintenance be deferred until next year. Agreed.

Asset Operations

2019.121 Outlet station settlement – Grout injection works. Contractors have accepted liability for ongoing settlement associated with the extension.

2019.122 Pump Station PSCA works – noted. Work on cleaner will reduce amount of time spent

Natural England MoU

2019.123 NE is to undertake a hydrological survey of Thorne Moors to inform future management of the moor. NE wishes to facilitate partnership working with the surrounding IDBs and has requested Board assistance in providing some information. A copy of the MoU with the EO's comment had been sent to Members. **Members agreed Chair be given delegated authority to sign MoU with Natural England**

Organisation & People

2019.124 Recommendations – to note the information contained in the report

Health Safety & Wellbeing

2019.125 Accidents & Incidents – there had been none however noted agricultural industry has more fatalities than any other sector.

Professional Services closed session

2019.126 Clerk gave a short presentation on options available to the Board.

2019.127 Management left the meeting. All further minutes, shown below, were provided by the Chair.

2019.128 Board in closed session after management services left the room. A discussion took place around the options and offer outlined by Ian Benn to the Board. There was agreement that the outlined options would have a significant increase and impact on the cost of management services to the Board going forward.

2019.129 It was unanimously agreed that the board would not agree to the proposed offer.

2019.130 The Chair discussed an alternative option that was available to the board, joining into a consortia arrangement with the Aire, Don and Ouse Consortium of independent drainage boards. Chair outlined this had been investigated by himself MO and KH. Full details of how this would work was provided by the Chair, who then led to a discussion around the possibility of a consortia arrangement being suitable. The Chair had obtained a full breakdown of the cost, which he made available to the board.

2019.131 All members commented on the significant cost savings of such an arrangement.

2019.132 Chair outlined that a draft of the consortia agreement had been made available and was considered appropriate.

2019.133 Chair also outlined the benefits of consortia membership in a more strategic catchment role and the value of partnership working. DO considered this to be an important benefit going forward.

2019.134 It was proposed by the Chair, that the board joined the Aire Don And Ouse Consortium at the conclusion of the current professional services contract, seconded by KH. Members were in unanimous agreement that the Chairman signs an agreement to join the Aire, Don and Ouse Consortium from the 1st April 2020.

2019.135 Chairman thanked members for their attendance and attention in what had been a long meeting.

2019.136 Meeting closed 12.05pm.

1.2 Matters arising not discussed elsewhere

1.3 Complaints and FOI requests

None received.

2. Organisational

2.1 Recommendations

- To note the information contained in this report

2.2 Legislation

2.2.1 National Flood & Coastal Erosion Risk Management Strategy

The Environment Agency is working on consultation responses and the strategy is expected to be adopted for the nation later this year. Members will recall in its consultation form there were several financial implications for IDBs.

2.2.2 Environment Bill

Post-election the date of reintroduction of this bill is unknown

2.3 Events & Representation

2.3.1 Representation

The Board has been represented at:

Flood Risk Management	Other
Humber Flood Risk Management Steering Group	ADA Governance-Wash Up Meeting
Comprehensive Review Humber FRMS	

3. Risk & Review

3.1 Recommendations

- To note the information contained in this report
- To approve the Risk Register
- To note the minutes of the Internal Audit Review Meeting
- To approve the Rates and Special Levies for the forthcoming year.

3.2 Management Review, Audit & Assurance

3.2.1 Internal Audit

Nothing to report.

3.2.2 External Audit

Nothing to report.

3.2.3 Internal Audit Review Panel

The Internal Audit Review meeting took place on Monday 25 November 2019 at Epsom House and the minutes of the meeting are included in Appendix A for Board information.

Members are requested to review the Risk Register and approve. A copy can be found at Appendix B.

3.3 Rates and Special Levies for the Year Ended 31 March 2021

ESTIMATES FOR THE YEAR ENDING 31ST MARCH 2021						
2019/20				2020/21		
Approved Estimate		Estimated Out-Turn		Estimate		
£	£	£	£	£	£	
INCOME						
Drainage Rates on Agricultural Land:-						
19,849		19,849		14p in £ on AV of £152,688	21,376	
Special Levies (14p in £)						
72,380		72,380		Doncaster MBC - AV £556,770	77,948	
509		509		East Riding of Yorkshire Council - AV £3,914	548	
Other Income:-						
20,083		20,514		Contribution to Maintenance and PS's	19,561	
		100		Consents	0	
65	112,886	102	113,454	Interest	100	119,533
EXPENDITURE						
7,065		6,859		Flood Defence Levy	6,859	
24,925		24,925		Loan Repayments	24,925	
16,126		16,610		Maintenance of Drains	16,609	
32,040		37,220		Maintenance of Pumping Stations	35,870	
2,000		1,567		Biodiversity Action Plan	1,500	
812		812		Durhams Warping Drain	0	
13,600		12,362		Management Fees	10,000	
10,635	107,203	10,682	111,037	Other Administration Costs	9,573	105,336
	5,683		2,417	Surplus - (Deficit)		14,197
	29,019		35,328	Balance Brought Forward		37,745
	34,702		37,745	Balance		51,942
	0		0	Transfer to Boating Dyke Commuted Sum Account		5,000
	34,702		37,745	Balance Carried Forward		46,942
Previous Years Rates in the £						
1995/96 : 5p - 1996/97 : 5.25p - 1997/98 : 6p - 1998/99 : 6p - 1999/00 : 6p - 2000/01 : 6p - 2001/02 : 7.5p - 2002/03 : 7.5p						
2003/04 : 8p - 2004/05 : 8p - 2005/06 : 9p - 2006/07 : 9p - 2007/08 : 9p - 2008/09 : 9p - 2009/10 : 8p - 2010/11 : 9p - 2011/12 : 8p						
2012/13 : 8p - 2013/14 : 8p - 2014/15 : 9p - 2015/16 : 9p - 2016/17 : 10p - 2017/18 : 11p - 2018/19 : 12p - 2019/20 : 13p						
Penny Rate : £7,134						

ESTIMATES FOR THE YEAR ENDING 31ST MARCH 2021						
Capital Reserve Account						
2019/20				2020/21		
Approved Estimate		Estimated Out-Turn		Estimate		
£	£	£	£	£	£	
				INCOME		
40,000		40,000		Transfer from Commuted Sum Account	0	
17,066		8,820		Highways Agency Contribution	0	
<u>100</u>	57,166	<u>124</u>	48,944	Interest	<u>100</u>	100
				EXPENDITURE		
				Capital Works:-		
19,892		0		Inlet PS- VSD Installation	0	
21,000		21,000		Inlet PS- Weedscreen	0	
19,376		0		Outlet PS- VSD Installation	0	
<u>21,000</u>	<u>81,268</u>	<u>21,000</u>	<u>42,000</u>	Outlet PS- Weedscreen	<u>0</u>	<u>0</u>
	(24,102)		6,944	Surplus - (Deficit)		100
	<u>42,839</u>		<u>42,942</u>	Balance Brought Forward		<u>49,886</u>
	<u>18,737</u>		<u>49,886</u>	Balance Carried Forward		<u>49,986</u>

ESTIMATES FOR THE YEAR ENDING 31ST MARCH 2021

Nimbus Park Commuted Sum Account

2019/20				2020/21	
Approved Estimate		Estimated Out-Turn		Estimate	
£	£	£	£	£	£
INCOME					
0		0		Transfer from Revenue Account	0
0		0		Third Party Contribution	0
<u>85</u>	85	<u>68</u>	68	Interest	<u>30</u> 30
EXPENDITURE					
740		300		Telemetry Costs	0
0		0		Other Expenditure	0
<u>130</u>	<u>870</u>	<u>300</u>	<u>600</u>	Electricity Costs	<u>300</u> <u>300</u>
	(785)		(532)	Surplus - (Deficit)	(270)
	<u>24,244</u>		<u>23,455</u>	Balance Brought Forward	<u>22,923</u>
	<u>23,459</u>		<u>22,923</u>	Balance Carried Forward	<u>22,653</u>

ESTIMATES FOR THE YEAR ENDING 31ST MARCH 2021

Boating Dyke Commuted Sum Account

2019/20				2020/21	
Approved Estimate		Estimated Out-Turn		Estimate	
£	£	£	£	£	£
INCOME					
0		0		Transfer from Revenue Account	5,000
0		0		Other Third Party Income	0
<u>300</u>	300	<u>262</u>	262	Interest	<u>100</u> 5,100
EXPENDITURE					
Capital Works:-					
940		300		Weedscreen Telemetry	0
940		300		Outfall Telemetry	0
40,000		40,000		Transfer to Capital Reserve Account	0
<u>0</u>	<u>41,880</u>	<u>0</u>	<u>40,600</u>	Other Expenditure	<u>0</u> <u>0</u>
	(41,580)		(40,338)	Surplus - (Deficit)	5,100
	<u>90,535</u>		<u>90,535</u>	Balance Brought Forward	<u>50,197</u>
	<u>48,955</u>		<u>50,197</u>	Balance Carried Forward	<u>55,297</u>

3.4 Asset Costing & Valuation

3.4.1 Rating

Details of the Rates and Special Levies issued, and payments received up to and including 17 December 2019: -

	£	£
Balance Brought forward at 1 April 2019		147.66
2019/2020 Drainage Rates and Special Levies		
Drainage Rates		19,849.44
Special Levies		
Doncaster Metropolitan Borough Council	72,380.00	
East Riding of Yorkshire Council	509.00	72,889.00
Total Drainage Rates Due		<u>92,886.10</u>
Less Paid: -		
Drainage Rates		20,025.23
Special Levies: -		
Doncaster Metropolitan Borough Council	72,380.00	
East Riding of Yorkshire Council	509.00	72,889.00
Total Drainage Rates Paid		<u>92,914.23</u>
Balance Outstanding as at 17 December 2019		<u>-28.13</u>

3.5 List of all Payments

Payments made since those reported at the previous meeting

DATE	PAYMENT	REF	PAYEE	DESCRIPTION	TOTAL	
	REF				PAYMENT	
2019					£	
Oct	21st	d/d	29	Woldmarsh	Supply to Inlet PS	119.99 *
					Supply to Rawcliffe PS	65.25 *
					Supply to Outlet PS	175.29 *
					Telemetry Lines	29.52 *
	24th	001509	30	Danvm Drainage Commissioners	Staff Visits in District - Sep 2019	964.60
		001510	31	JBA Consulting	Management Fees - Sep 2019	1,356.20
		001511	32	Sweeting Bros (Land Drainage) Ltd	Maintenance	5,530.56
	31st	d/d	-	NatWest	Bank Fees	5.00 *
Nov	20th	001512	34	Danvm Drainage Commissioners	Staff Visits in District - Oct 2019	3,923.20
		001513	35	JBA Consulting	Management Fees - Oct 2019	1,284.80
		d/d	33	Woldmarsh	Supply to Capitol Park Weedscreen	66.57 *
					Supply to Outlet PS	629.05 *
					Supply to Rawcliffe PS	135.91 *
					Supply to Inlet PS	389.69 *
					Telemetry Lines	30.25 *
					Membership Fees	46.82 *
	29th	d/d	-	NatWest	Bank Fees	5.00 *
Dec	2nd	001514	36-7	Doncaster MBC	Meeting Expenses	87.50 *
				Total		14,845.20
				* Total amount of direct debits and payments approved by the Clerk only		1,785.84

4. Asset Management Decision-Making

4.1 Recommendations

- To note the information contained in this report

4.2 Capital Investment Decision-Making

4.2.1 Approved Capital Investment

The works to the weedscreen cleaners is expected to be completed by the end of this financial year.

4.2.2 Future Capital Investment

The installation of VFD's at Inlet and Outlet Pumping Station has been deferred until 2022.

4.3 Operations & Maintenance Decision-Making

4.3.1 Weedscreen Cleaners

Costed quotes with the Chairman for consideration and decision regarding approval/award.

4.3.2 Durham's Warping Reservoir

Advice from the Reservoir Engineer as to the status of de-regulating DWD from the Reservoir Act remains outstanding

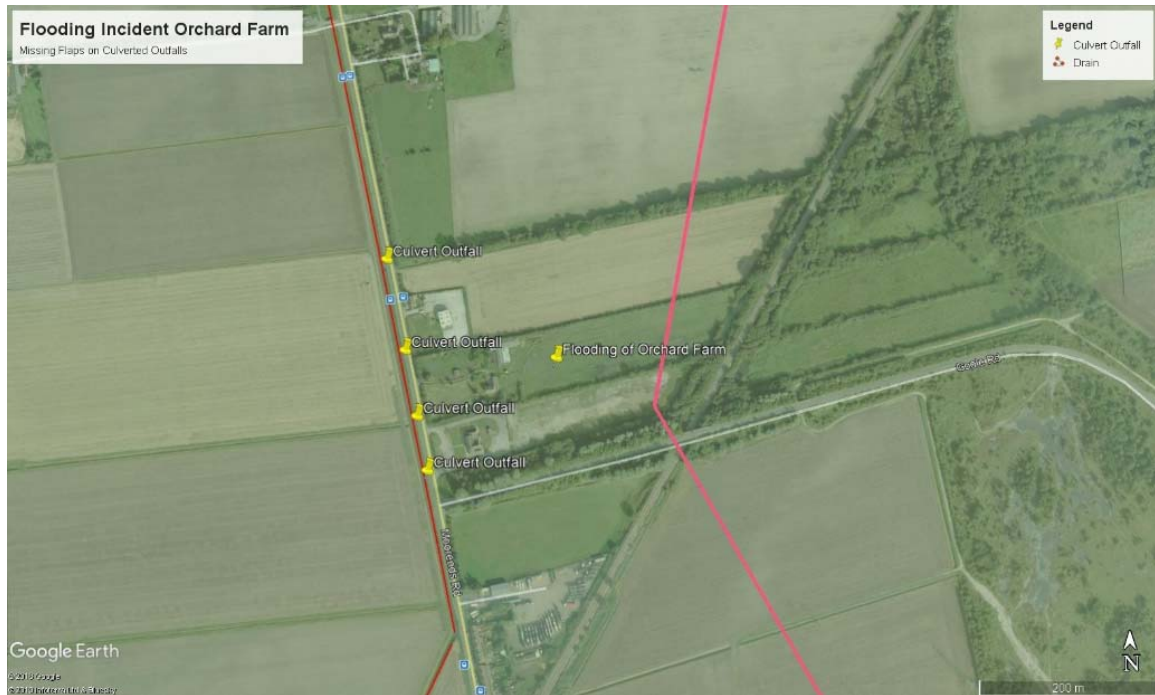
4.3.3 Reported Flooding Orchard Farm, Moorends

During the early November 2019 rainfall event and subsequent flooding events in the area, during a temporary failure of the Inlet Pump Station, water levels in Black Drain rose significantly and were able to backflow via 4 culverts under Moorends Rd, flooding land and outbuilding and putting Orchard Farm House at significant risk.

A request for the consideration of the re-installation of reportedly missing flaps has been raised by the owners of Orchard Farm.

An approach is also being made to DMBC Highways as the potential riparian owners of the culverts under Moorends Rd and therefore the outfalls into Black Drain.

The Board is therefore asked to consider the request for installation of 4 no flap valves on these outfalls.



4.4 Forward Plan

4.4.1 Pumping Station Refurbishments/Replacements

The next major refurbishment of the Board's pumping stations are due in 2035

4.5 Resourcing Strategy

4.5.1 Telemetry

The Chairman agreed a 2-month contract at 85% of the previous cost of this system taking the Board to this meeting. A resolution is required on further continuation of the contract with Ancholme IDB until such time as a new system can be installed, or otherwise.

5. Life Cycle Delivery

5.1 Recommendations

- To note the information contained in this report

5.2 Technical Standards & Legislation

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

0 consent has been issued on behalf of the Board between 19 October 2019 and 16 December 2019.

5.3 Maintenance Delivery

5.3.1 Ordinary Watercourses

Works on Boating Dyke now completed.

The slip resulting from the YW leak adjacent to Foxgate Farm, is scheduled for remedial works early January 2020 and will be recharged to YW.

5.3.2 Riparian Owner/Occupier Watercourses

Highways England

Completion of the outstanding section of toe drain maintenance from the original 2019 schedule of maintenance is programmed for delivery commencing 13th January 2020.

Network Rail

Nothing to report

5.3.3 Public Sector Cooperation Agreement

Old Course of River Don, Waterside, Thorne

No works scheduled this year, but will need programming next year

5.4 Asset Operations

Outlet Pump Station – Settlement Works

The Contractor is proposing to return to site to remedy under warranty further settlement early to mid January 2020.

5.5 Natural England Memorandum of Understanding

This has not yet progressed. It is believed Natural England is experiencing difficulties in procuring delivery services for this project.

6. Organisation & People

6.1 Recommendations

- To note the information and recommendations contained in this report

6.1 Health, Safety & Wellbeing

6.1.1 Accidents and Incidents

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

7. Date(s) of Next Meeting

Monday 18th May 2020

Monday 2nd November 2020

8. APPENDIX A - Minutes of the Audit Review Meeting

**Held at JBA Consulting, Epsom House,
Monday, 25 November 2019**

Present:	Mr David Hinchcliffe (DH)	Black Drain Drainage Board
	Mrs Gillian Ivey (GI)	Danvm Drainage Commissioners
	Mr Adrian Black (AB)	Scunthorpe & Gainsborough WMB
	Mr Andy Cane (AC)	Brodericks GBC

In Attendance on behalf of JBA Consulting:

Mr Craig Benson (CB) (Financial Officer to the Shire Group of IDBs)
Mr David Blake (DB) (Financial Officer to the Shire Group of IDBs)
Mr Mark Joynes (MJ) (Financial Officer to the Shire Group of IDBs)

Introductions and Apologies for Absence

MJ welcomed the members. Apologies for absence were received from Mr Ray Sutherland, Mr Christopher Day and Mr Michael Dougherty.

Minutes of the Last Meeting / Matters Arising

The panel approved the minutes as a true and fair record with no matters arising.

Risk Register

The panel discussed the document. The overall view was very positive. AC said it was important not just to compile the document, but also that Boards adopt the register and provide feedback accordingly. DH said the general feeling was good and the document looked excellent. He also said the traffic lighting system highlights any issues well. MJ said the risk register though useful, is still only a piece of the wider risk management jigsaw. AC also commented it was easier to use than the previous one. DH said risks should be managed with due diligence and should not be treated as a back-covering exercise.

DB said the document presented to the panel provided the core for the custom registers that would be issued to the individual members. GI said the tailored, individual registers were more critical. DB also said the draft custom registers would be issued to the Chairs before the Christmas break for inclusion in the January/February 2020 meetings. GI asked if the register was kept under regular review. DB said it was reviewed and updated on a quarterly basis.

DB also said the recent issues with the telemetry system previously came under a generic heading, but now a specific item had been added to cover this kind of situation, along with the corresponding mitigation.

Internal Auditor's Report

The internal auditor reviewed the work undertaken on the 2018/19 accounts. In general, the internal auditor was satisfied with how things were run and said there were no major concerns. The panel then discussed the following points:

Supplier Bank Details and Associated Fraud Risk

AC said that further to the previous year's review, a six-point procedure had been adopted. He also mentioned an individual Internal audit report, quoting some specific statistics. GI said online software gave indications of redirected payments. MJ said this provided good evidence of changes to creditor bank details. DH said the sector had now settled down somewhat, various banking restructures now being largely complete. AC said

there was always an element of risk. MJ reminded the panel a log was maintained showing all instances both of suppliers changing their bank details and of new suppliers being added to the system.

Decision Making & Member Attendance

The panel briefly discussed this issue. AC said that while this may not be a huge issue, it arose every meeting. DH asked if new members were routinely given copies of governance documents. MJ confirmed they were.

External Auditor's Report

The Annual Returns were reviewed by the panel and more specifically the External Auditors' comments. The panel was pleased to note there were no major issues. The panel went on to discuss the following issue:

Deferred Income

MJ gave the panel a brief summary of the situation, in particular how drainage boards are required to write all grant funds received to their reserves in the year of receipt. He also explained that writing money to the 'deferred income', 'monies received in advance', etc. was problematic for the auditors because there is no scope for including these on the AGAR. MJ said it was wrong to compromise principles in order to meet the limitations of that document, but they had little choice. AC said this practise was contrary to basic accounting practises. CB said many drainage authorities were undertaking capital schemes, and that the misleading increases in reserves could create the impression the boards do not need to increase their rates. However, the problem could be circumvented by creating dedicated, appropriately named reserves for this purpose. He also mentioned some authorities may record multiple project costs under single reserves. AB mentioned Scunthorpe & Gainsborough WMB's 'New Work & Plant' account and the possible impacts this may have.

Any Other Business

The Board briefly discussed the impact of qualified audit opinions. GI said that as the meetings took place after the audits were complete, there was nothing that could be done to affect the outcome. MJ said the meetings were a chance to address the reasons why such an opinion had been given and to prevent recurrence in future audits.

Date of Next Meeting and Close of Meeting

The next meeting of the panel will be held on Monday, 23 November 2020 at 10.00am at the offices of JBA Consulting, Epsom House, Chase Park, Redhouse Interchange, Doncaster, DN6 7FE.

MJ thanked the members for attending. The meeting was closed at approximately 10:25am.

9. APPENDIX B – Risk Register

A copy of the draft register can be found over the following pages.

	OBJECTIVE	RISK	Risk			Status
			Impact	Likelihood	Score	
S U S T A I N A B I L I T Y	Objective 1 : Provide & Maintain Sustainable Flood Protection through Water Level Management	STRATEGY	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE
		ASSET FAILURE	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
		HUMAN RESOURCE/SUPPLIERS-CAPABILITY, AVAILABILITY & STABILITY	Med	Likely	4	REDUCE- ACTION REQUIRED TO REDUCE RISK
	Objective 2: Promote & Integrate Biodiversity with the boards primary and operational activities	ENVIROMENTAL LEGISLATION	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
		NON-COMPLIANCE	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE
		STAFF/CONTRACTORS COMPETENCE & TRAINING	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
I N N O V A T I O N	Objective 3: To provide value to stakeholders at all times	LIQUIDITY	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
		UNPLANNED EXPENDITURE	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
		PERCEPTION	Med	Likely	4	REDUCE- ACTION REQUIRED TO REDUCE RISK
		FLOOD DAMAGE TO THIRD PARTIES	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
	Objective 4: Promote Innovation, ensure the board is continually looking at ways to improve and grow	STRATEGY/DIRECTION	High	Likely	6	TRANSFER- RISK TOO HIGH, TRANSFER ELSEWHERE IF POSSIBLE
		GOVERNANCE	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
		BOARD STRUCTURE/MEMBERSHIP	Med	Likely	4	REDUCE- ACTION REQUIRED TO REDUCE RISK
S T A K E H O L D E R V A L U E	Objective 5: To be a self sufficient IDB that provides value to our stakeholders at all times	CONTRAVENTE H&S REGS	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
		LEGAL CLAIMS	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
		STAFF MOTIVATION	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE
		STAFF RETENTION	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE
		LACK OF PLANNING	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
	Objective 6: To be a champion of partnership working, work collaboratively where this can deliver shared research objectives more cost-effectively and for the wider good of all connected	MISCOMMUNICATION	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE
		LACK OF STRUCTURE	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE
		INTERNAL/EXTERNAL CONFLICT	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE
	C O M P L I A N C E	Objective 7: Ensure that the board always complies with all recommended accounting practices	ADVERSE AUDIT REPORT	High	Unlikely	3
LOSS OF CASH			High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
LOSS OF CONTROL			High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
LIQUIDITY			High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
Objective 8: Ensure that at all times the board complies with all current EU & UK legislation		RISK TO BOARD MEMBERS	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK
		NON COMPLIANCE	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK



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