



**Goole Fields**

District Drainage Board

**Half Moon Inn  
Main Street  
Reedness  
Goole  
DN14 8ET**

## **Meeting Papers**

**Tuesday, 7 January 2020**

**2:00pm**



**Shire**

Group of IDBs

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## Meeting Papers

### Prepared by:

Clerk - Ian Benn - PG Dip H&S and Env Law, Dip. NEBOSH, Grad IOSH, MCQI CQP

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

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

Finance Officer - David Blake BSc (Hons) Accounting

Finance Officer - Mark Joynes BSc (Hons) Mathematics

Rating Officer - Janette Parker

## Purpose

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 for Absence

### 1.2 Declaration of Interest

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

### 1.3 Minutes of the Meeting held 14 May 2019

#### Present

Mr MPG Dougherty (Chairman)	MD
Mr J Barker	JB
Mr D McTaggart	DMT
Mr Martin Belton	MB
Mr John Oldridge	JO

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

Mr I Benn	IB
Mr P Jones	CB
Mr M Joynes	MJ

#### Apologies for Absence

**2019.23** None Received.

#### Declaration of Interest

**2019.24** There were none.

#### Minutes of the Meeting held 23 January 2018

**2019.25** Minutes of the last meeting were circulated with the meeting papers. The minutes were taken as read. **JB proposed and JO seconded the Minutes be approved for signature by the Chairman**, all in agreement.

#### Matters Arising

**2019.26 Thorne Moors:** JB asked IB if he had approached Natural England about the water flowing from Thorne Moors. MD said he had met Tim Kohler and discussed the issue. JB asked if Tim Kohler accepted the water coming off the moors was excessive, and MD confirmed Tim had accepted this. DMT showed some images he had captured showing excessive water levels in the fields even following a dry spell. MB said they had also experienced problems. JO enquired if MD had asked Tim Kohler to take action to prevent further difficulties. MD said he had asked, but that Tim Kohler had reported problems with their pumps. JB said he had visited the site approximately 10 days ago and that neither pump was running and anyway, there may only be limited benefit even if they had, as water still seeps through and the situation is getting worse. MD requested IB put something in writing and that 'the pump is not working' is not an adequate excuse. PJ pointed out that if any landowner suffers injury, they could seek an Order from the Land Tribunal.



### Matters Arising Not Discussed Elsewhere

**2019.27** There were none.

### CEO's Report

The Clerk's report was read and approved.

### Matters Arising

**2019.28** Election Year: Members noted that this year saw the end of the three-year term of office for the elected members. The Board approved the following:

- i) Confirmed the appointment of JBA Consulting as returning officer
- ii) Approved the Register of Electors
- iii) Last date to receive nomination papers is Friday 4 October 2019 and that the date of the election, if required, is Friday 24 October 2019

### Finance Report

The Financial report, copies of which had been circulated with the meeting papers, was considered and adopted by Members.

### Matters Arising

**2019.29 Rating:** It was noted that the all rates & the special levy for the year ending 31 March 2019 had been received. MJ gave an update for of the current financial year. Members were informed the first half of the Special Levy for the year ending 31 March 2020 had been collected from East Riding Council and that approximately 53% of the drainage rates had been collected for the same year.

**2019.30 Internal Audit:** Members noted and discussed the Internal Auditor's report for the year ended 31 March 2019.

**2019.31 External Audit – Annual Governance Statement:** Members were asked to consider and approve the Annual Governance Statement contained within Section 1 of the Annual Return. **MB proposed, JO seconded and members approved the statement.**

**2019.32 Accounts for the Year Ending 31 March 2019:** Members reviewed the Accounts that were circulated with the meeting papers and they agreed to approve the accounts as presented, noting there were no liquidity or financing concerns.

**2019.33 External Audit – Accounting Statements:** Members were asked to consider and approve the Accounting Statements contained within Section 2 of the Annual Return. **DMT proposed, JB seconded and members approved the statements.**

**2019.34 Five Year Budget Estimate:** The Board reviewed the five-year budget estimates and the levels of income & expenditure over that period.

**2019.35 Schedule of Payments:** The Board approved for signature by the Chairman a schedule of payments made since the last meeting totalling £6,817.59, of which £1,011.05 were approved by the Officers only.

**2019.36 Electricity Supply to Cross Drain Pumping Station:** MJ discussed a proposal from the Woldmarsh buying group he had previously circulated to members. The Board noted that considerable savings could be made with regard to energy procurement, even allowing for membership fees. JB asked if another group member went into administration would the resulting debts be passed to the remaining members. MJ explained the membership fees already quoted included a contingency fund, i.e. monies set aside for that very purpose. MB also pointed that prospective members are required to provide



evidence of the financial security and that existing members are advised of the application and invited to object if they see fit. JB also asked if there would be any long-term commitment. MB said no, the Board would be free to withdraw at any time. JB asked if any other energy suppliers had been approached directly. MJ said no, but that he felt confident other suppliers could marginally improve on the proposal from the current supplier. However, any such savings would not be nearly as competitive as those offered by the buying group. After due consideration the Board agreed to apply for membership.

### Engineer's Report

The Engineer's report was read and approved.

### Matters arising

**2019.37 Cross Drain Pumping Station:** MD said one of the pumps has been replaced and rewired and one is due to come back. PJ said that even with the callout, the cost will be less than their original quote. MD said he was happy dealing with Henry Jubb. PJ said they still covered areas in Selby and JO said it was always good to have local people available. PJ said the existing pumps at Cross Drain Pumping Station dated from 1993 as seconds from Cawood Marshes PS in Selby which was due to be refurbished shortly. However, the Cawood Pumps were now canister style and are not appropriate for the Cross Drain site but the Selby Area IDB Temple Hirst PS is also being refurbished and its pumps may be suitable as future replacements for Cross Drain, and are being checked by Perry's Pumps.

**2019.38 Pipe Section:** MD said he could not understand the problem with the pipe. PJ said after the first CCTV they were looking to reconnect it but that it may need a section replacing. IB said it could be as much as 2m deep and DMT pointed out it passes under the dyke. PJ said he could obtain a cost from the CCTV company for repair/replacement of the section. JB said if it is syphon-shaped, there is bound to be sediment. MD said he would visit the site to inspect. PJ said the previous survey had been carried out from the discharge bay. MB asked if it was possible to go from either end? PJ said they measured the length and location the last time. MB said there could be multiple blockheads. PJ said all CCTV companies desilt, jet, etc. MB said it was not a blockage, more a restriction. IB said it should be sediment or failure or perhaps both. PJ resolved to review old CCTV footage and follow up progress with DMT and MD.

### Environmental Report

The Environmental Report circulated with the Meeting Papers was read and approved.

**2019.39 Eel Regulation Compliance:** IB informed the Board the Environmental Officer had been in contact with the Fisheries officer in order to get Cross Drain Pumping Station removed from Environment Agency compliance requirements. He reported the talks had been positive.

### Health & Safety Report

The report which was circulated to members was read and noted by members.

### Any Other Business

**2019.40 Proposal from Bankside Farm:** MD said that East Riding Council had approved an application from a rate-payer in the district to install a Kingspan Klargestor – a small sewage treatment plant. IB confirmed it would additionally need consent from the Board. PJ said the necessary forms were available to download from the Board's website.

**2019.41 Maintenance:** JO said his dyke, across from Glew, near Cawkwell's farm and to the rear of Goole Hall requires sludging out. MB said it needs to be done near his section.



DMT said it had not been done for years. MD clarified the precise location and said it would be worth clearing the reeds out. He also said it would be worth doing up to the pump drain.

**Date of next meeting**

**2019.42** The meeting was closed at approximately 3:20pm. The next meeting will take place on Tuesday, 7 January 2020, 2:00pm at Half Moon Inn, Reedness.

**1.4 Matters Arising not discussed elsewhere**



## 2. CEO's Report

### Recommendations

- Members note the information in the report

### 2.1 Legislation

Nothing to report

### 2.2 Policy

#### 2.2.1 Flood Risk & Water Level Management Policy

Nothing to report

### 2.3 Environment Agency

#### 2.3.1 Meetings about managing tidal flood risk around the Humber Estuary

##### Engaging with Land Owners

##### Attended two meeting as noted below

Wednesday 30th October 14:00 – 16:00: The Courtyard, Boothferry Road, Goole DN14 6AE

Thursday 31st October 10:00 – 12:00: Arties Mill Lodge, Wressle Road, Brigg DN20 9LF

Chaired by NFU Vice President Stuart Roberts

Large areas around the Humber estuary and its tidal rivers are at risk of tidal flooding. With sea levels rising and storms becoming more frequent, it's important that farmers and landowners are aware of the risks and potential impacts.

The Environment Agency is working with the NFU, IDBs, CLA, ADA, TFA and Local Authorities, to hold meetings with farmers/landowners, tenants and land managers from around the estuary to talk about flood risk and help you understand how you can be better prepared now and in the future.

Understanding the impacts of flooding on agriculture can help towards effectively planning for possible future flooding, potentially lessening the impacts and speeding up recovery



### 3. Financial Report

#### Recommendations

- To note the information contained in this report
- To approve the Risk Register and note the minutes of the Internal Audit Review meeting
- To approve the budget for the year ending 31 March 2021
- To approve the schedules of payments

#### 3.1 Rating Report

Details of the Rates and Special Levies issued, and payments received up to and including 20 December 2019: -

	£	£
Balance Brought forward at 1 April 2019		<u>NIL</u>
<b>2019/2020 Drainage Rates and Special Levies</b>		
Drainage Rates		21,292.16
<b>Special Levies</b>		
East Riding of Yorkshire Council	5,490.00	5,490.00
<b>Total Drainage Rates Due</b>		<b><u>26,782.16</u></b>
<b>Less Paid: -</b>		
Drainage Rates		21,292.16
<b>Special Levies</b>		
East Riding of Yorkshire Council	5,490.00	5,490.00
<b>Total Drainage Rates Paid</b>		<b><u>26,782.16</u></b>
<b>Balance Outstanding as at 20 December 2019</b>		<b><u>NIL</u></b>

#### 3.2 Audit

##### 3.2.1 Internal Audit

The meeting of the Audit Review Panel was held on 25 November 2019 and the minutes of the meeting can be viewed at Appendix A.

##### 3.2.2 External Audit

The External Audit for 2018/19 is complete with no issues raised. The Annual Governance & Accountability Return for that year can be viewed at: <https://www.shiregroup-idbs.gov.uk/idbs/goole-fields/financial/financial-documents/annual-return/>

##### 3.2.3 Risk Register

The risk register is attached at Appendix B and requires the Board's approval.

### 3.3 Estimates, Rates & Special Levies for the Year Ending 31 March 2021

<b>GOOLE FIELDS DISTRICT DRAINAGE BOARD</b>						
<b>ESTIMATES FOR THE YEAR ENDING 31ST MARCH 2021</b>						
<b>2019/20</b>				<b>2020/21</b>		
<b>Approved Estimate</b>		<b>Estimated Out-Turn</b>		<b>Estimate</b>		
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>INCOME</b>						
<b>Drainage Rates on Agricultural Land:-</b>						
21,292		21,292		19p in £ on AV of £112,064		21,292
<b>Special Levy</b>						
East Riding of Yorkshire Council						
5,490		5,490		19p in £ on AV of £28,896		5,490
<b>Other Income:-</b>						
<u>2</u>	26,784	<u>152</u>	26,934	Bank Interest, etc		<u>2</u> 26,784
<b>EXPENDITURE</b>						
2,527		2,453		Environment Agency - Flood Defence Levy		2,527
<b>Revenue:-</b>						
<b>Administration:-</b>						
4,484		4,484		Clerk and Engineer's Fees		4,484
4,500		3,625		Other Administration Expenses		3,425
<b>Maintenance:-</b>						
7,700		7,700		Contract Maintenance etc		7,931
10,682		7,943		Pumping Station		6,700
<u>1,950</u>	<u>31,843</u>	<u>1,684</u>	<u>27,889</u>	Other Expenditure		<u>1,590</u> <u>26,657</u>
	(5,059)		(955)	Surplus - (Deficit)		127
	<u>30,213</u>		<u>30,592</u>	Balance Brought Forward		<u>29,637</u>
	<u><b>25,154</b></u>		<u><b>29,637</b></u>	<b>Balance Carried Forward</b>		<u><b>29,764</b></u>
<b>Previous Years Rates in the £</b>						
996/97 : 8p - 1997/98 : 8p - 1998/99 : 8p - 1999/00 : 8p - 2000/01 : 8p - 2001/02 : 12p - 2002/03 : 12p - 2003/04 : 12p - 2004/05 : 12p - 2005/06 : 12p - 2006/07 : 15p - 2007/08 : 17p - 2008/09 : 18p - 2009/10 : 18p - 2010/11 : 18p - 2011/12 : 18p - 2012/13 : 18p - 2013/14 : 18p - 2014/15 : 18p - 2015/16 : 18p - 2016/17 : 18p - 2017/18 : 19p - 2018/19 : 19p - 2019/20 : 19p						
<b>Penny Rate : £1,410</b>						

### 3.4 Five Year Budget Comparison

The five-year forecast of income and expenditure is shown below.

Goole Fields District DB	0	0	1	2	3	4	5
Revenue Account	2019/20	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	App Budget	Estimated Out-Turn					
	£	£	£	£	£	£	£
<b>Income</b>							
Drainage Rates	21,292	21,292	21,292	21,852	22,413	22,973	23,533.44
Special Levies - EYRC	5,490	5,490	5,490	5,635	5,779	5,924	6,068
Bank Interest, consents etc	2	152	2	2	2	2	2
<b>Total Income</b>	<b>26,784</b>	<b>26,934</b>	<b>26,784</b>	<b>27,489</b>	<b>28,194</b>	<b>28,899</b>	<b>29,604</b>
<b>Expenditure</b>							
Flood Defence Levy	2,527	2,453	2,527	2,527	2,603	2,603	2,603
Clerk & Engineers Fees	4,484	4,484	4,484	4,484	4,750	4,750	4,750
Other Administration	4,500	3,625	3,425	3,528	3,634	3,743	3,855
Maintenance of Drains	7,700	7,700	7,931	8,169	8,414	8,666	8,926
Maintenance of Pumping Station	10,000	7,261	6,000	6,180	6,365	6,556	6,753
Annual Service & Inspection	682	682	700	721	743	765	788
<b>Other Expenditure</b>							
Biodiversity Action Plan etc	850	424	437	450	463	477	492
Dempster IDB wayleave	400	400	422	435	448	461	475
Humber Management Scheme	100	110	113	117	120	124	128
Reedness & Swinefleet DB wayleave	600	600	618	637	656	675	696
Consents	-	150	-	-	-	-	-
<b>Total Expenditure</b>	<b>31,843</b>	<b>27,889</b>	<b>26,657</b>	<b>27,246</b>	<b>28,195</b>	<b>28,821</b>	<b>29,465</b>
Surplus/(Deficit)	(5,059)	(955)	127	243	(1)	78	139
Balance Brought Forward	30,213	30,593	29,638	29,765	30,008	30,007	30,085
<b>Balance Carried Forward</b>	<b>25,154</b>	<b>29,638</b>	<b>29,765</b>	<b>30,008</b>	<b>30,007</b>	<b>30,085</b>	<b>30,224</b>
<b>Penny Rate in £</b>	19.00p	19.00p	19.00p	19.50p	20.00p	20.50p	21.00p
<b>Penny Rate £1,409</b>	78.99%	106.27%	111.66%	110.14%	106.43%	104.39%	102.58%
			0.00%	2.63%	2.56%	2.50%	2.44%

### 3.5 Schedule of all Payments

All Payments made since those in the schedule presented to the board at the previous meeting:

DATE	PAYMENT	REF	PAYEE	DESCRIPTION	TOTAL	
		REF			CHEQUE	
<b>2019</b>					£	
Apr	29th	000445	2-3	Eon Energy	Supply to Cross Drain PS	1,891.51 *
	30th	d/d	-	NatWest	Bank Fees	5.00 *
May	14th	000447	4	Half Moon Inn	Meeting Expenses	25.00
	30th	000448	6	Brodericks GBC	Internal Audit Fee 2018/19	690.00
		000449	29	Danvm Drainage Commissioners	Cardnet Fees	3.05
		000450	5	Environment Agency	Flood Defence Levy	2,453.00
		000451	8	Henry Jubb	Cross Drain PS - Electrical Maintenance	5,331.60
		000452	7	Towergate Insurance	Insurances	478.20
	31st	d/d	-	NatWest	Bank Fees	6.65 *
Jun	28th	d/d	-	NatWest	Bank Fees	5.00 *
Jul	11th	000453	9	Eon Energy	Supply to Cross Drain PS	298.63 *
	22nd	d/d	10	Woldmarsh Buying Group	Membership Fees, etc.	301.00 *
	30th	000454	11	JBA Consulting	1/4 Salary & Expenses	1,532.18
	31st	d/d	-	NatWest	Bank Fees	5.00 *
Aug	12th	000455	12	Eon Energy	Supply to Cross Drain PS	172.92 *
	20th	d/d	16	Woldmarsh Buying Group	Membership Fees	32.57 *
		000456	14	PKF Littlejohn	External Audit Fee 2018/19	240.00
	21st	000457	13	JBA Consulting	BAP Implementation	381.60
	30th	d/d	-	NatWest	Bank Fees	5.00 *
Sep	25th	000458	17	Danvm Drainage Commissioners	Cardnet Fees	4.94
		000459	18	JBA Consulting	BAP Implementation	127.20
		000460	19	Towergate Insurance	Insurances	1,072.00
	30th	d/d	-	NatWest	Bank Fees	5.00 *
Oct	24th	000461	20	JBA Consulting	1/4 Salary & Expenses	1,683.30
	31st	d/d	-	NatWest	Bank Fees	5.00 *
Nov	20th	d/d	22	Woldmarsh Buying Group	Membership Fees	28.80 *
	29th	d/d	-	NatWest	Bank Fees	5.00 *
Dec	5th	d/d	21	Information Commissioner	Data Protection Registration	35.00 *
				<b>Total Amount of all payments</b>		<b>14,932.64</b>
				<b>*Total Amount of direct debits and cheques sent out signed by the Clerks</b>		<b>2,802.08</b>

## 4. Engineer's Report

### Recommendations

- Members note the information in the report.

### 4.1 Asset Management

#### 4.1.1 Cross Drain Pumping Station

Perry Pumps have been contacted to liaise with the Chairman to resolve an issue with one of the pumps.

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

#### 4.2.1 Planning Applications

Nothing to report

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

Nothing to report

#### 4.2.3 Thorne Moors













Ian Benn returned a call to Douglas McTaggart on the 1<sup>st</sup> November 2019 at 13;30.

Douglas again highlighted issues with land being farmed in the area being under water with a suspicion the water is seepage from Thorn Moors.

Resolved that Ian Benn would again contact Tim Kohler to arrange a site meeting at the earliest opportunity to discuss.

**Update 08/11/2019**

**From:** Kohler, Tim <Tim.Kohler@naturalengland.org.uk>  
**Sent:** 08 November 2019 11:30  
**To:** Ian Benn <Ian.Benn@shiregroup-idbs.gov.uk>  
**Subject:** Re: Thorne Moors Pumping arrangements

Ian

Interlec have been out this morning and not been able to get the pump working. We're now going to plan B and our fitter is going to get the old pump started and we'll run that over the weekend.

Regards

Tim Kohler

Sent from my iPhone

On 8 Nov 2019, at 09:12, Ian Benn <Ian.Benn@shiregroup-idbs.gov.uk> wrote:

Tim,

Thank you for attending site yesterday, it is greatly appreciated.

Further to our discussions can you please confirm the state of play once Interlec have attended site today?

It would be helpful to know if the screw pump cannot be fixed that either you have managed to reinstate the old diesel pump or failing that that you have hired in a suitable alternative.

Thank you

Regards

Ian Benn – Clerk/CEO Shiregroup of IDBs





Hi Tim,

I have just spoken to Douglas who has great concerns with the water entering drains in the Goole Fields district.

Bearing in mind earlier conversations can you please let me know your availability to meet on site and discuss?

Thanks

**From:** Kohler, Tim <Tim.Kohler@naturalengland.org.uk>  
**Sent:** 28 May 2019 16:17  
**To:** Ian Benn <Ian.Benn@shiregroup-idbs.gov.uk>  
**Subject:** RE: Goole Fields District Drainage Board - Thorne Moors

Ian

Probably best to have a chat about this when you've a moment. I've had an informal chat with Mike on this subject a few months ago, and we've also had communications from other Boards covering the northern part of Thorne Moor. I'm aware that water levels in this area within the Moor are high, despite the dry weather, and I am attempting to manage them down so we have capacity in the event of more sustained rainfall. I'm aiming to get out on site to look at water levels on the boundary this week, and may run the pump again to further reduce levels (I've been running it intermittently over the last few months to try and drop the level in Goole Moors Drain).

I would note that with regard to the Water Level Management Plan structures, there are no bunds in the area likely to be affecting Goole Fields District. The main controls on water levels are a dam in Goole Moors Drain (this is a pre WLMP dam), an old pre WLMP dam in Black Water Drain and a new WLMP dam in Black Water Drain, and the new pumping station.

With regard to the WLMP structures, including the new pumping station, I can confirm these are all functioning. I would note however that the remote controls remain inoperative.

I would, of course, be happy to meet the Board Members to discuss these issues.

Regards

Tim Kohler  
Senior Reserve Manager, Humberhead Peatlands NNR  
Tel. 07827 280405

Humberhead Peatlands NNR, Bawtry Road, Hatfield Woodhouse, Doncaster DN7 6BF

**From:** Ian Benn [mailto:Ian.Benn@shiregroup-idbs.gov.uk]  
**Sent:** 21 May 2019 16:21  
**To:** Kohler, Tim <Tim.Kohler@naturalengland.org.uk>  
**Cc:** Paul Jones <Paul.Jones@shiregroup-idbs.gov.uk>  
**Subject:** Goole Fields District Drainage Board - Thorne Moors

*Dear Tim,*

*I am writing to you regarding the high level of water in numerous drains adjacent to Thorne Moors particularly those that sit within the Boards Internal Drainage District (IDD). Several of the Boards ratepayers have expressed a view that water supposed to be held on the moors to help improve bog conditions is somehow bypassing artificial bunding structures and entering the Boards IDD. Because*



*the current weather conditions are favourable this is not at present a major problem with little evidence of any adverse impact. However, the Boards view is that prolonged or heavy rain may cause damage or injury to land or crops.*

*Therefore, the Board would like you to confirm in writing, that the artificial bunding structures and pump are all operating successfully.*

*It would also be helpful if you were available to meet the Boards Chairman Mr Michael Dougherty on site with other Board Members present to discuss these issues.*

*Please call if you wish to discuss further.*

**From:** Kohler, Tim <Tim.Kohler@naturalengland.org.uk>

**Sent:** 14 November 2019 13:38

**To:** SARAH BELTON <marshlandfarm@hotmail.com>; mike glew <mike.glew1@tiscali.co.uk>

**Cc:** Pike, Neil <Neil.Pike@naturalengland.org.uk>; Ian Benn <Ian.Benn@shiregroup-idbs.gov.uk>; Hardcastle, Louise <Louise.Hardcastle@naturalengland.org.uk>

**Subject:** RE: Waterlogged land Goole Fields

Dear Martin and Mike

Thanks for your e-mails regarding flooding on your land at Goole Fields. You've raised a number of issues that I will respond to in more detail at a later date, but I wanted to let you know our current situation and actions, and correct a mis-understanding.

I did meet with representatives of the IDB last week to look at the flooding, which made very clear the scale of the problem and the impact on the land.

With regard to our pumps, our new pump was last run (for 30 hrs) between the 29-30 May this year. Between then and September water levels were not sufficient to require it, and we were able to lose water from site by gravity into the Swinefleet Warping Drain. That there was a problem with the pump only became apparent in late August/September, and initially appeared to be a minor issue. We have had engineers out to it on a number of occasions since then, but have been unable to rectify the fault. We will continue to work on this.

As the new pump is not working, we have re-instated our old diesel pump (which is of similar capacity) and this has been running steadily for the last week. We will keep this running until we can get the new pump fixed, but I would note that we are limited by Swinefleet Drainage Board as to how much we are allowed to pump into Swinefleet Warping Drain, and would not be permitted to run both together.

I hope this sets out our current situation, and I will be happy to keep you informed of any changes. As noted above I will endeavour to respond in more detail soon.

Yours Sincerely

Tim Kohler  
Senior Reserve Manager, Humberhead Peatlands NNR  
Tel. 07827 280405

Humberhead Peatlands NNR, Bawtry Road, Hatfield Woodhouse, Doncaster DN7 6BF

**From:** SARAH BELTON [<mailto:marshlandfarm@hotmail.com>]

**Sent:** 12 November 2019 16:53



**To:** Kohler, Tim <Tim.Kohler@naturalengland.org.uk>

**Subject:** Re: Waterlogged land Goole Fields

Dear Tim

I understand this area is within your domain, if not will you please forward to the relevant person.

I am a farmer and landowner on Goole Fields and also have 3 wind turbines on my land along with an electric sub station.

As you will see from the attached photos at the moment my land is waterlogged and the wind turbines are sat in pools of water.

The adjacent dykes are full to capacity and overflow onto the farmland as the water has simply nowhere else to go.

This season is unusually a wet season however upon further investigation and a recent site visit with a member of Natural England along with members of the local drainage board we have discovered that the water pumps used for the Hatfield & Thorne Moors are not working and have in actual fact been broken for over a year!

It appears that as such, all the water from the nearby moors is simply flooding onto my own land and filling my dykes as it has nowhere else to go!

I find it totally unacceptable that Natural England have allowed their pumps to remain broken for such a long period of time without making the appropriate repairs.

My land is totally unworkable and will remain so for the foreseeable future. The wind turbines are now sat in water which is a serious health and safety issue. This matter has been referred to RWE Innogy for action which may see them being shut down until the water discharges.

As a result of this flooding I am in danger of a serious loss of earnings as I fear I cannot access my own land in time in order to get a crop into the ground and also a further loss of income from the wind turbines if they are to be turned off.

If my worst fears prove accurate, I am writing to firstly make you aware of the situation and secondly to seek compensation from Natural England for their negligence in not switching the moors pump on due to it being broken and not repaired for such a long period of time thus resulting in my own land becoming flooded with their water!!

Can you investigate this matter further as a matter of urgency and let me know what exactly you are doing at your end to remedy this dire situation.

I demand a full investigation and a full written update of the findings and to be informed what is to be done now and in the future to ensure this situation is made good and never happens again. I will then determine what course of action I am to take in this matter.

I await your prompt reply.

Martin Belton

**UPDATE 20/11/2019**

Spoke to Douglas M and Martin B around 10:00am re land being under water. Suggested Martin B contact his land agent to take up issues with NE.

Michael Dougherty (Chairman) called at 10:10 to arrange an extraordinary meeting on the 5<sup>th</sup> of December to be held at the Coop Farms offices. NE to be invited.

**Goole Fields DDB, Owner/Occupiers and Natural England Meeting 5<sup>th</sup> December 2019**

**Attendees**

Goole Fields Chairman - Mr Michael Dougherty -

Goole Fields Board Members – John Barker, Martin Belton, John Oldridge, Douglas McTaggart

Mr Charles Tindall – ratepayer



Mr Fred Cawkwell – ratepayer  
Mr Michael Glew – ratepayer  
Mr Andrew Wraith – Land Agent  
Mr Tim Kohler – Natural England  
Mr Ian Benn – Clerk to the Board  
Mr Paul Jones – Engineer to the Board

## **Purpose**

To understand the current position and forward outlook from Natural England in relation to water being held on Thorne Moors adjacent Goole Fields which is causing injury to adjacent owner/occupiers.

## **Overview**

- Water is being retained in the northern area of Thorne Moors adjacent Goole Fields to improve the condition of the SSSI.
- There is a historical bund between the retained water and Goole Fields which is owned by multiple owner/occupiers.
- Water is being retained several feet above historical levels but water levels were artificially lower historically due to peat extraction.
- Natural England operate a new diesel pump and an old diesel pump on Thorne Moors to maintain a constant water level for the SSSI and assist in removing excess rainfall.
- Surface and ground water from the retained area is escaping from the SSSI and causing injury to adjacent owner/occupiers which is exaggerated during intense rainfall events.
- Notable injury has been caused during in 2017 and 2019 during exceptional rainfall.
- Owner/occupiers have the right to claim for injury through the Land Drainage Act 1991 (as amended) via the Upper Land Tribunal. The DDB is not an owner/occupier and therefore cannot pursue any claims for injury.
- The Goole Fields DDB Pumping Station is not designed to accommodate the excess water escaping from the SSSI. Shipcoate Gravity outfall is restricted by the River Humber tidal cycle. The DDB pump station discharges into the Warping Drain at 165 litres per second upto a maximum of 250 litres per second.

## **Natural England Overview of Current Position**

- The old diesel pump is currently operational
- The new diesel pump is non-operational, and M&E Contractors have been contacted to resolve.
- At the beginning of September 2019 water levels were similar to those in 2016
- There is a restriction on flow into Warping Drain for the Natural England pumps by Reedness & Swinefleet DB due to the potential impact on Black Dyke gravity outfall and Reedness village.
- Natural England are currently running a procurement exercise for a package of work to identify effectiveness of WLM plan and issues currently affecting IDBs around the moors

## **Moving Forwards**

- Owner/occupiers were provided with the reporting structure for Natural England as follows:
- Natural England reporting structure noted as: Mr Tim Kohler reports to Mr Neil Pike (Team Leader) who reports to Mr Paul Duncan (Area Manager) who reports to a Senior Leadership Team under the CEO.
- The upcoming review into the effectiveness of WLM plan needs to incorporate the northern boundary injury and water level management issues
- Additional short and medium term solutions need to be identified by Natural England as well as funding to prevent future injury to adjacent owner/occupiers.

## **Natural England agreed Actions**

- Resolve issue with new diesel pump and put into operation
- Continue to operate old diesel pump



- Lower northern area retained water level until water escapement issues have been resolved
- Seek agreement to over pump / increase discharge into Warping Drain from Reedness & Swinefleet DB.

**Other notes**

- The Chairman requested the Engineer contact Perry's Pumps and regarding a pump vibration issue



## **5. Environmental Adviser's Report**

### **Recommendations**

- Members note the information in the report.

### **5.1 Legislation**

#### **5.1.1 Biodiversity Action Plan 2015-2020 and Eel (England & Wales) Reg 2010**

Work has been undertaken in association with the Eel Regs and pump station compliance. Through extensive liaison with the Environment Agency Fisheries Officer responsible for the Humber and exchange of environmental data and photographs, it has been resolved the station does not require any work to become regulation compliant.

Issues discussed surrounded the sub-optimal habitat in acidic peaty water, eel expending energy foraging on nutritiously poor food items in maintained field drains with organic materials removed annually, will an acknowledgement that introduction of eel into such a catchment would not make a worthwhile contribution to UK eel stocks.

We await official confirmation the National Eel Database has now been amended to reflect this.

## **6. Health and Safety Report**

Nothing to report.

## **7. Any Other Business by Leave of the Chairman**

## **8. Date of Next Meeting**

Suggested date: 12 May 2020



## 9. 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

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.





## **10. APPENDIX B – Draft Risk Register**

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





OBJECTIVE	RISK	Current Controls/Assurances	Risk			Status	Mitigation/Action Plan	Owner/Target Date			
			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	Lack of direction, Conflicting aims & objectives (Internal & External)	Policy statement on Flood Protection and Water Level Management The board has an extensive list of policies	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20			
		Asset Failure- Pump, Watercourses, Culverts & Syphons Aging Contractors (Qualified Engineers)- lack of staffing & required expertise	Adopted an Asset Management strategic approach, detailed Asset conditioning reporting	High	Likely	6	TRANSFER- RISK TOO HIGH, TRANSFER ELSEWHERE IF POSSIBLE (EG. INSURANCE)	Reactive Strategy- This is an Risk area that the board is aware of and accepts due to size of the board and difficulty raising income	Next Review 30/06/20		
			Contingency Planning-District					Currently in dialogue with Electrical Engineer discussing planned preventive maintenance	Ongoing		
			Planned Preventative Maint with electrical engineer								
	Human Resource Risk- Aging Contractors/Supplier Availability	Reserves available for Pump Maintenance	Med	Likely	4	REDUCE- ACTION REQUIRED TO REDUCE RISK	Happy with the current contractors but AM will build into Contingency Plan going forward	Next Review Dec 2020			
		Contractors go through tender process if necessary									
		Timely Contractual performance review- Time & Quality									
	Objective 2: Promote & Integrate Biodiversity with the boards primary and operational activities	Risk of prosecution for not adhering to Environmental Legislation	Board directly employs a suitably qualified Env. Officer	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20			
			Extensive Environmental Surveys carried out								
			Species reporting on all new watercourses								
		The board does not deliver on the duty to protect and where practicable enhance the environment	The board has a Biodiversity Action Plan	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20			
			Produce Environmental Annual Report and Action Plan for the year ahead.								
Lack of staff training, not provided with the relevant training and information to ensure necessary steps are taken with regard to Diversity		Contractors are advised in environmental matters	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Refresher presentation to be given to Operatives & Contractors before start of summer works season. Continue to communicate Environmental best working practices	Env Officer- Apr 20			
	Training made available (Badgers License etc)										
	Develop plans to mitigate the risk of destroying habitat										
I N N O V A T I O N	Objective 3: Embrace new technology/methods introduced into the industry	Financial Limitations	Cost Savings- Payback Calculation	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20			
		Historical Viewpoint- 'we've always done it this way' can stifle innovation	Research & Development Included in Budget								
			PWLB- Potential to borrow								
	Uncertainty- results limited as technology/methods are in early stages of its lifecycle	Long Term Asset Management Strategy Adopted	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20				
		Forward Thinking Board									
		The Board would always look to trial new technology									
	Objective 4: Promote Innovation, ensure the board is continually looking at ways to improve and grow	Members lack understanding of the Board's objectives, latest legislative requirement and latest developments in the industry.	Land Drainage Act provides for election of members every 3rd Year	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Clerk to work with Chair more closely and update on a more frequent basis, any information should be then given to members	Clerk- 2020		
			ADA Good Governance Guide delivered or sent to all members								
			Training Courses for board members								
		Board Structure- Limited diversity of members background	Legislative/Industry developments promoted on the website and in meetings	Low	Likely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20			
Elected/Nominated split dependant on Annual Values											
Short Termism- Reduction of cost philosphy		Nominated members typically have knowledge of WLM	Low	Likely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20				
	Elected members must be nominated by Landowners in the district										
Unsuitable members appointed to the Board	STP/MTP/LTP	Low	Unlikely	1	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20					
	Long Term Forecasting, 20 years Budget plans, Long Term Capital plan										
		Elected members must be nominated by Landowners in the district	Low	Unlikely	1	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/20				
		Members register of interest									

OBJECTIVE	RISK	Current Controls/Assurances	Risk			Status	Mitigation/Action Plan	Owner/Target Date	
			Impact	Likelihood	Score				
STAKEHOLDER VALUE	Objective 5: To be a self sufficient IDB that provides value to 'our' stakeholders at all times	Reduction in income to the Board to maintain an appropriate provision of services	Systems and processes to maximise income opportunities and collection Timely invoicing of Drainage Rates account holders annually, monitoring of collection rates and take follow-up action when non-payment. Submit Highland Water claims to the EA.	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Provide all significant ratepayers/creditors with the Long-Term forecast, allowing them to make provisions accordingly.	Senior Finance Officer Mar 20
		Overspending, not obtaining value for money	Monthly Budget reviews, Budget to date and out turn analysed by members at meetings	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Cash Flow analysis incorporated into monthly budget review, ensure value for money is sought on every purchase	FO-2020
			Financial Regulations- >£5000 2 quotes > £20,000 Tender Process Approved Suppliers List with specific criteria that is regularly monitored						
	Perception that this isn't the case	Internal/External Audits & IDB1 forms Website promoting board Activities	Med	Likely	4	REDUCE- ACTION REQUIRED TO REDUCE RISK	Promote the board, shout about the good work Goole Fields DDB do Tap into to Social Media to do this	2020	
		Lead Role in partnership working/PSCA agreements							
	Flood damage to third party	Insurance Policies to cover main risks including asset failure and indemnity for third party damage	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Insurance policies reviewed annually for the Board and risks required changes to cover reassessed.	SFO- Jan 2020	
		Catchment Mapping completed							
	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 causing differing expectations/goals	Close working relationships with all connected stakeholders Historic Agreements	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE		Next Review 30/06/20
			Drive for partnership working						
		Lack of formal structure and clear risk-sharing arrangements	Good working relationship with LLFA Clear definition of role between IDB & other Stakeholders	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE		Next Review 30/06/20
			Internal & External Conflicts, which could create a lack of trust						
	Conflict Management Policy Open & Honest- 100% Transparent- Minutes on website	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE		Next Review 30/06/20		
COMPLIANCE	Objective 7: Ensure that the board always complies with all recommended accounting practices	Adverse audit reports, legal action and loss of confidence in the IDB.	Put in place a satisfactory Governance framework, including: - Internal Audit contract & access to the Boards. - External Audit Service - Financial regulations in place for each Board - Business continuity & recovery plan - Insurance Policies proportionate to identified risks - Appropriate ICT systems to support key functions (Ratings, Finance and GIs). - ADA Practitioners' Guide (2006), as revised 2017 - Data processing, handling and retention in compliance with ICO's Guidance & Licence for each Board. Adhere to Board Approved Financial Regulations Experienced and suitably qualified finance officers	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	1. Continue to work with Internal Auditor to always minimise risks associated with accounting practices, especially when new risks emerge 2. Review current SGAT processes & procedures and update where appropriate	Finance Team- May 2020 & Ongoing
		Loss of Cash through error or fraud	All Purchase Ledger Transactions are reviewed by the board	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	1. Create & Implement process with regard to new suppliers & also existing suppliers who request to change bank details 2. Review current SGAT processes & procedures and update where appropriate	Finance Team- May 2020 & Ongoing
			Adequate Insurance to cover such Losses						
		Loss of Control through inadequate processes.	Audit approved documented processes, that have a clear segregation of duties	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE		
	Bank Mandate in place, always two signatories needed								
	Liquidity issues, lack of reserves	The Board has adopted a reserves policy	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Review Reserves level (50%) at the monthly budget meetings	Next Review 30/06/20	
		Short, Mid & Long Term Budgetted Boards financial position presented at Board meetings							
	Objective 8: Ensure that at all times the board complies with all current EU & UK legislation	Risk to Board Members	Qualified & experienced staff attempt to advise the board	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Monitor any changes to current EU & UK legislation	Next Review 30/06/20
			Ultimately, all decisions should be discussed and made as a collective Adequate Insurance underaken						
		Non-compliance with legislation, regulations good practice resulting in prosecution, fines /penalties / sanctions and loss of confidence in the Board(s).	Access specialist advice as required, eg Finance, Legal, H&S, Insurance, etc. Peer Group support, e.g. ADA's Policy & Finance and Technical Committees Inter-agency working amongst FRM authorities	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Monitor any changes to current EU & UK legislation	Next Review 30/06/20





# Shire

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