



Scunthorpe & Gainsborough

Water Management Board

**Messingham Grange
Butterwick Road
Messingham
DN17 3PP**

Meeting *Papers*

Monday 7 June 2021

2:00pm



Shire

Group of IDBs

**Epsom House
Malton Way
Adwick le Street
Doncaster DN6 7FE**

T: 01302 337798



@ShireGroupIDBs

**info@shiregroup-idbs.gov.uk
www.shiregroup-idbs.gov.uk**

Meeting Papers

Prepared by:

Clerk - Craig Benson BA Business Studies

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

Finance Officer - David Blake BSc (Hons) Accounting

Finance Officer - Mark Joynes BSc (Hons) Mathematics

Rating Officer - Janette Parker

Environment Adviser – Alison Briggs BSc (Hons) Env. Sc., MSc. Env.Mngt.,
CEnv, MIEMA

Reviewed by:

Craig Benson, Paul Jones, Mark Joynes & Janette Parker on 24 May 2021

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

Recommendation:

- Note the information contained in this report

1.1 Apologies for Absence

1.2 Declaration of Interest

In accordance with the Members Code of Conduct, Part 2 Members Interests, Members must remove themselves from the discussion or determination of matters in which they have a financial interest.

In matters where Members have a non-financial interest, they should not participate in the discussion or determination of a matter where the interest might suggest a danger of bias.

1.3 Minutes of the Meeting held 1 February 2021

MEMBER	04.02. 2019	13.05. 2019	11.11. 2019	03.02. 2020	08.06. 2020	09.11. 2020	01.02. 2021
Margaret Armiger MA	-	-	√	√	√	√	A
David Barratt DB	√	√	√	√	-	A	-
Adrian Black - Chair	√	√	√	√	√	√	√
Chris Black CB	√	√	√	A	√	√	√
Frank Bottomley FB	A	√	√		-	-	-
Sam Cross SC			New A	√	√	√	√
John Coggan JC	√	√	A	√	√	√	A
Tony Ellerby TE			New√	√	√	√	√
John England JE	A	-	√	√	-	-	√Final
Ian Fleetwood IF							New
David Forington DF	√	√	√	√	√	√	√
Trevor Foster TF		A	√	√	√	√	A
Samuel Godfrey SG	√	√	√		A	√	√
Benjamin Jackson – Vice Chair	A	A	√	√	√	√	√
Johnathan Jackson JJ	√	A	√	A	√	√	√
Paul Metherringham PM	√	√	√	√	√	√	√
Lesley Rollings LR			New	√	√	√	√
Ralph Ogg RO	√	A	√	√	√	√	√
Neil Poole NP	√	√	√	√	√	√	√
Helen Rowson HR	A	A	A	√	√	√	√
Gwylim G Williams GW						New√	√
Janet Longcake JL							New√

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

Craig Benson (Clerk)
David Blake (Finance Officer)
Paul Jones (Engineer)
Janette Parker (Rating Officer)

Clerk
FO
Eng
RTO



In attendance on behalf of Environment Agency:

Greg Oakes
Nick Le Mare
Erika Phoenix

GO
NLM
EP

One member of public also in attendance during EA discussions

Apologies for Absence

2021.1 Apologies were received from Mr. T. Foster, Mr J. Coggan and Mrs M Armiger.

Environment Agency

2021.2 Clerk advised that the meeting would start with the presentation from the EA. GO, NLM and EP introduced themselves to members. EP then advised that works completed last year included targeted weed and silt removal to River Eau downstream of Scotter village as well as a 2km section from Scotter village to Emersons Dike that had full weed and silt removal. She added that contractors had completed weed removal in Scotter village and that annual tree works had been undertaken downstream from Scotter to the outfall. Moving forwards EP confirmed that the specific 2km area undertaken last year would be revisited again in August and that a walkover was planned on the downstream section to discuss how to create a clear flow path where the river turned. GO stated that community engagement was being undertaken in conjunction with the Parish Council and that a newsletter had been issued. NLM advised that they were looking at the future of the River Eau and that surveys were being undertaken for targeted downstream desilting as well as flood water management with the possibility of holding water upstream. However, he added that funding for this was quite limited and that Grant in Aid from DEFRA was based on the benefit to properties and that whilst funding was unlikely for a large-scale scheme other options such as creating wetland areas and habitats was more achievable as other funding could then be attracted. NLM confirmed that Students would be undertaking a study during the summer and that the River Eau had been prioritised on this programme, adding that the EA model would show what benefit the measures could provide. LR thanked the EA for the update then advised the River was of concern to the residents of Scotter and asked if they would be prepared to meet on site with those most knowledgeable of the area to discuss the area and concerns and how best to move things forward. GO agreed and said that from an EA perspective they were keen to see what was realistic and to reach the point where all involved were aware of what could be done and what the limitations were going to be. NP advised that on a recent visit to the area he noticed that areas around Scotter, particularly Northorpe, were suffering as a result of the issues as a considerable area of agricultural land was underwater which could only enter the River Eau before reaching Scotter where the water was not flowing out quick enough and asked if the EA were actively allowing water to clog up or if it was a funding issue. GO stated that couldn't provide policy decisions at this point but stated there had clearly been different approaches over the years and that there was a host of considerations required. NLM added that there was no easy solution but that a presentation had been given to the Parish Council and residents. SG stated that he had concerns with potential water being held upstream and asked if the EA had liaised with landowners regarding the suggestion. NLM confirmed that a site visit had been undertaken in December and that issues with land management and flooding had been discussed with landowners in the area. He added that once suitable measures had been identified then they would contact those landowners again. GW referred to the General Election when all parties had committed to planting trees and asked what the policy was for planting trees on banksides. Chair advised there was no specific policy, it was more of an upland issue and outside the Boards area of responsibility. Chair then thanked the EA for attending and looked forward to the meeting to resolve the issues on the River Eau. LR asked for the issue to be an agenda item at meetings so that updates could be advised. Chair agreed



and Clerk confirmed it would be added. EA representatives and member of the public left the meeting.

Minutes of Last Meeting

2021.3 Chair proposed approval of and all Members in favour.

Matters Arising

2021.4 Clerk referred to Item 2020.90 and advised that a letter had been sent, advising of the Board's decision that the drainage rates were due, to the complainant who had been reluctant to pay due to flooding of his property. However, he had contacted Officers today adamant that he wouldn't pay, making allegations, including that the Board had not been in contact with him and threatening to go to the newspapers and television. Clerk proposed that himself, the Chair and DF arrange to meet the complainant on site to discuss before the situation escalated. Chair and DF in agreement.

Declarations of Interest

2021.5 Vice Chair, JJ & SG in item 4.1.2, CB with regard Messingham Catchwater and DF with regards Item 4.1.1.

Clerks Report

2021.6 Policy – Noted.

2021.7 Humber Flood Risk Management Strategy 2100+ – Information noted with Clerk adding that it was important for all to review the consultation when available due to the impact it would have on the Board.

2021.8 ADA – Information noted.

2021.9 Grazing Licence – Clerk confirmed current tenant would like to continue with the licence and proposed that a five year tenancy term may be more prudent with an inflationary increase year on year. **All members in favour.**

Financial Report

2021.10 Rating Report – FO confirmed balance as reported in papers with £7,000 being due from large instalment payer, £1,000 now with Solicitors and £1,000 relating to the two complainants who had not yet settled payment. NP asked what efforts were being made to pursue the debts. RTO advised that the two complainants had been given until the end of March to pay however, the Clerk had earlier brought to the Board's attention the issue with one of those and the remainder were being pursued by Solicitors.

2021.11 Rate Removals – FO advised that approval was required to remove uncollectable arrears due to the death of a ratepayer. **JJ proposed removal, DF seconded.**

2021.12 Internal Audit – Information noted.

2021.13 Risk Register – FO took members through report advising changes related to Human Resources and National/International Emergencies. Vice Chair pointed out error under Objective 5 which FO confirmed would be corrected. **Vice Chair then proposed approval, NP seconded.**



2021.14 Rates, Special Levies & Estimates for Year Ending 31 March 2022 – FO took members through the report advising that income received was £506,000 against the budget of £489,000, the increase being due to an extra £3,500 from additional chicken farm and £10,000 from the PSCA desilting works to Ravensfleet Reservoir. He then added that expenditure was less than budgeted at £453,000 being due to watercourse maintenance underspend, budgeted PSCA works not being completed this year and the capital works at Ravensfleet being deferred until next year. FO confirmed that this would leave the Board with a forecasted surplus of £52,401 and with the elevated brought forward balance this could enable a transfer to the New Work and Plant account and result in a reserve level of 69%. He then advised that there had been unbudgeted expenditure for the pump repairs at Lysaghts and purchase of a new vehicle for the Board's employee but that these would be offset by the transfer to the NW&P account. FO took members through the budget for the new financial year concluding that with the reduction to the maintenance and pump station budgets resulting in a forecasted expenditure of £503,170 the existing income would cover these costs and he therefore did not foresee an increase to the current drainage rate. **Approval for rate to be left as stands for current year proposed by Vice Chair, seconded NP, all members in favour.**

2021.15 Ten Year Budget – FO advised this had been added at the request of members and then explained the report.

2021.16 Schedule of Payments – **Approval proposed by Vice Chair, seconded TE.**

Engineer's Report

2021.17 Eng stated that the information in the report was for note. He then raised an additional item on which he sought Board approval for either a Task & Finish Group or delegated powers to the Chair & Vice Chair. This was in relation to the new southern roundabout on the M181 and Eng advised that North Lincolnshire Council had been in talks with the developer surrounding future maintenance of the Lincolnshire Lakes and the southern roundabout. Chair asked for clarification on purpose. Eng stated that at present discussions surrounded adoption of suds and watercourses with suggestions that existing PSCA between the Board and Council be utilised. JJ stated that he and Vice Chair would need to declare an interest in this item. NP asked what type of interest he was declaring, was it personal or personal and prejudicial. JJ stated that he was not sure if he was able to declare at this point just that they were declaring an interest in the scheme. NP said it needing referring to the Clerk in that instance. Clerk believed it was a personal and prejudicial interest. NP stated that in the Council a personal interest meant one course of action whilst a personal and prejudicial interest meant members had to leave the meeting. He added that it was nothing personal he just didn't want anyone to get into trouble. Eng confirmed that he was not seeking decision on financial matters or any action but was just seeking agreement to delegated powers or a task & finish group. Chair added that if it was only in relation to powers then it was not necessary for JJ and Vice Chair to leave the meeting. He then asked if Board happy to delegate powers to himself and Eng. Eng proposed Chair, plus one other member, himself and Clerk with proposals put to Board as necessary but delegated powers in interim to aid progress. Chair confirmed he was happy to do that and then asked if Council members would have interest in matter. NP stated that if not on planning committee then members didn't have interest but that he would not be keen on delegated powers and that decisions should come back to the Board. Eng advised that one option could be to adopt certain features or the Board could agree to extend the existing PSCA with North Lincolnshire Council. Chair confirmed that if the request was to adopt features then Board as a whole needed to be involved but that if extension to PSCA was required this was only a minor issue as funded by North Lincolnshire Council. GW said that more information was needed before a decision could be taken. Eng agreed to



circulate PSCA agreement when details were received from the developer. Clerk stated that it would be added to the Agenda for the next meeting so could be discussed further.

2021.18 Chair queried further update on Item 4.1.6 and Messingham Catchwater. Eng replied agreement in principal from North Lincolnshire Council for future funding was being sought before progressing a Local Levy application.

2021.19 Crosby Soakmere culverted Watercouse, Hilton Avenue – discussions took place surrounding solution options with RO enquiring if water could be taken opposite way to Ferry Road West into Neap House Drain and then onto Pump Station. Eng said that all options can be considered. RO stated that false economy to spend money opening up the culvert as he didn't see how Hilton Avenue flooded. Eng confirmed the flood risk was to properties upstream with SC confirming that the back up continued for quite a severe distance. RO then suggested a meeting on site should be undertaken by all parties which he could arrange. Eng agreed but said would need to be after 8 March due to existing arrangements.

Environmental Report

2021.20 Information noted.

Health, Safety & Wellbeing Report

2021.21 Information noted.

Representation

2021.22 Information noted.

Date of Next Meetings

2021.23 7 June 2021, 8 November 2021.

Any Other Business

2021.24 Clerk advised that ADA were currently in discussions to update Standing Orders to enable Boards the choice to hold virtual meetings at any time.

2021.25 Chair thanked all for attending and closed the meeting.

1.4 Matters arising not discussed elsewhere

2021.9 Grazing Licence – The signed licence has been received and a 5-year term in place.

1.5 Complaints/FOI requests

There have been no complaints or FOI requests received since the last meeting.

2. Clerks Report

Recommendation:

- Note the information contained in this report
- To approve Revised Standing Orders Item 2.1
- To approve Employee Remuneration Item 2.5
- To approve the Election Procedures Item 2.6

2.1 Policy

DEFRA have released a revised set of “Standing Orders” that will allow IDBs to hold virtual meetings in the future. The Order can be found at Appendix A (page 28) and the Board are requested to approve the document.

2.2 Legislation

Changes to the Environment Bill that are being tabled in the House of Commons.

ADA has reviewed the proposed amendments and cannot identify anything significant which will affect IDBs immediately over what has already been notified to members previously. The proposals are also not yet agreed.

Government amendments

The events of the last twelve months have led people to appreciate the difference that nature makes to our lives more than ever before. Restoring nature will be crucial as we seek to build back greener from this pandemic, and in what is a huge year for the environment we will use our COP26 and G7 presidencies to take a leading role on driving a global green recovery on the world stage.

2030 biodiversity target

As a core part of our commitment to leave the environment in a better state than we found it, we are announcing today that we will be amending the Environment Bill to require a historic, new legally binding target on species abundance for 2030 - aiming to halt the decline of nature. We hope that this world leading measure will be the Net Zero equivalent for nature, spurring action of the scale required to address the biodiversity crisis.

We will develop this target alongside the longer term legally-binding targets we are already developing in the Environment Bill, and set the final target in secondary legislation following the agreement of global targets at the UN Nature Conference CBD COP15 in autumn 2021.

Habitat regulations

We are also announcing today that we will be adding new powers to the Environment Bill to re-focus the habitats regulations in England. We want to ensure our legislation adequately supports our ambitions for nature, including our new world leading targets, rather than remaining tied to legacy EU legislation. We have already set out some important measures in the Environment Bill to switch the focus to nature recovery. We have the requirement for environmental targets on wider areas, for example water quality; a requirement for an Environment Improvement Plan; Local Nature Recovery Strategies supported with new funding under biodiversity net gain; and Natural England are making progress with a more strategic approach to nature recovery through their support for delivering the Nature Recovery Network.

While we are seeking a power to make some changes to the Habitats Regulations, we will take a cautious approach to reform. We will also consult, including with the new Office for



Environmental Protection, and work with stakeholders on any proposals we develop before any regulatory changes are made. In addition, later this year, we plan to bring forward a Green Paper setting out how we plan to deliver this, as part of our objective of protecting 30 percent of terrestrial land by 2030.

Wider nature recovery announcements

DEFRA also announced: -

An **England Peat Action Plan** to restore, sustainably manage and protect our peatlands. We will restore at least 35,000 ha of peatland by 2025, investing £50 million through the Nature for Climate fund and phasing out the most damaging practices to our peatland.

An **England Trees Action Plan** to better protect our existing trees and expand woodland coverage aiming for 12% woodland cover by the middle of the century. Over £500 million of the £640 million Nature for Climate Fund is dedicated to trees. Tree planting rates in England will treble to benefit our local communities, nature and climate.

Species reintroduction measures to recover threatened species and continue to provide opportunities for successful reintroductions. We want to see a more nature rich Britain, with further action to bend the curve of species loss in this country.

If we are to deliver this ambitious new target and reverse the downward trend we have seen in recent decades, we need to change our approach. We must move the emphasis away from processes that simply moderated the pace of nature's decline, and instead put in place the governance regime that can deliver nature's recovery. We need to create space for the creative public policy thinking that can deliver results, rather than relying on change being set by litigation and case law.

The Environment Bill will have its final day of Report and Third Reading in the Commons on 26 May, before moving to the Lords. We are aiming for Royal Assent in the Autumn. In the year of COP26, the Environment Bill is at the core of delivering the Government's manifesto commitment to be the first generation to leave our environment in a better state.

Links:

- Press Notice: <https://www.gov.uk/government/news/environment-secretary-to-set-out-plans-to-restore-nature-and-build-back-greener-from-the-pandemic>
- Environment Secretary George Eustice's speech at Delamere Forest on restoring nature and building back greener: <https://www.gov.uk/government/speeches/environment-secretary-speech-at-delamere-forest-on-restoring-nature-and-building-back-greener>
- Policy paper: <https://www.gov.uk/government/publications/nature-for-people-climate-and-wildlife/nature-for-people-climate-and-wildlife>
- Written Ministerial Statement: <https://questions-statements.parliament.uk/written-statements/detail/2021-05-18/hcws38>

2.3 Environment Agency

2.3.1 Humber Flood Risk Management Strategy 2100+

The Strategy groups have been reviewing the 25-year Theme Based Scenarios across the Humber area and making observations as to their impacts both positive and negative. The target for public consultation on the selected scenarios (5 plus barrier options) will be in the Autumn of this year.



2.4 Association of Drainage Authorities

ADA are working with DEFRA to amend the model land drainage byelaws for IDBs. Once the new model byelaws are formally published, Defra and ADA will set out the process for Boards to adopt the updated byelaws. DEFRA's target date was by the end of April 21.

2.5 Employee's Remuneration

The Board are asked to consider Employee annual salary increase of 1.4% in line with the RPI increase. This would be backdated to 1st April 2021.

2.6 Election Year

2021 is an election year for the Board and the procedure is set out below: -

31 October 2021 will see the end of the current three-year term of office of the elected members of the Board, a new Board coming into place on the 1 November 2021.

The Board are required to approve certain procedural arrangements in respect of appointment of a returning officer, date of poll if necessary as follows: -

- i) To confirm the appointment of JBA Consulting as returning officer.
- ii) A draft register of electors was prepared on 1 April 2021 and has been advertised on the Board's website. The Board are asked to consider any representations made by the public and approve the register. This approval must then be advertised on the Board's website within 14 days of this Board meeting.
- iii) Between the 7 and 15 September a Notice of Election advert must be advertised on the Board's website and nomination papers issued upon request.
- iv) It is proposed to receive nominations by post and/or email and the last date for return of nomination papers is Friday 1 October 2021.
- v) If an election is required, the closing date for receipt of voting papers is Friday 29 October 2021.

3. Financial Report

Recommendations:

- To note the information contained in this report
- To approve Section 1 of the AGAR – Annual Governance Statement Item 3.3
- To approve the Annual Accounts Item 3.4
- To approve Section 2 of the AGAR – Financial Statement Item 3.6
- To approve schedule of Payments – Item 3.8

3.1 Rating Report

Details of the Rates and Special Levies issued, and payments received up to and including 31 March 2021: -

	£	£
Balance Brought forward as at 1 April 2020		1,538.32
2020/2021 Drainage Rates and Special Levies		
Drainage Rates		138,451.09
Special Levies		
North Lincolnshire Council	255,191.00	
West Lindsey District Council	57,496.00	312,687.00
Total Drainage Rates Due		<u>452,676.41</u>
Less Paid: -		
Drainage Rates		137,459.51
Special Levies		
North Lincolnshire Council	255,191.00	
West Lindsey District Council	57,496.00	312,687.00
Total Drainage Rates Paid		<u>450,146.51</u>
Adjustments		<u>-287.00</u>
Balance Outstanding as at 31 March 2021		<u>2,242.90</u>

3.2 Audit

3.2.1 Internal Audit

The Internal Audit of the Board's financial statements for the year ended 31 March 2021 is underway and is expected to be completed before the meeting. A copy of the report will be available for inspection at the meeting.

3.2.2 External Audit

The required financial statements and AGAR will be sent to the external auditor within the predetermined timescales.

3.3 Annual Governance and Accountability Return (AGAR) Section 1 – Annual Governance Statement 2020/21

Members are asked to review and approve Section 1 of the AGAR which can be viewed at Appendix B (page 36).



3.4 Accounts for the Year Ended 31 March 2021

The Board's accounts (partially audited) for the year ending 31 March 2021 are included as a separate item in your pack.

3.5 Budget Comparison for the Year Ended 31 March 2021

SCUNTHORPE AND GAINSBOROUGH WATER MANAGEMENT BOARD					
BUDGET FOR THE YEAR ENDING 31ST MARCH 2021					
2020/21				2020/21	
Approved Estimate		Actual to date		24 May 2021	%
£	£	£	£		
INCOME					
134,974		138,164		Drainage Rates on Agricultural Land: -	102.36%
99,038		102,215		8.75p in £ on Av of £1,131,868	103.21%
				Drainage Rates on Intensive Agricultural Units: -	
35,949		35,949		8.75p in £ on Av of £410,845	100.00%
				Special Levies	
57,496		57,496		West Lindsey District Council	100.00%
				8.75p in £ on Av of £657,101	
255,191		255,191		North Lincolnshire Council	100.00%
				8.75p in £ on Av of £2,916,465	
				Other Income: -	
40,786		40,786		Foreign Water Contribution (FWC)	100.00%
0		9,725		PSCA contribution	0.00%
768		3,654		Other Income	476.01%
<u>50</u>	<u>489,265</u>	<u>92</u>	<u>505,108</u>	Interest etc	184.56%
EXPENDITURE					
99,145		99,145		PWLB Loans	100.00%
16,879		0		Ravensfleet PS New Loan	0.00%
70,935		70,721		Administration: -	99.70%
201,300		154,159		Drains Maintenance: -	76.58%
27,000		0		PSCA Works on Env. Agency Main Rivers	0.00%
<u>126,810</u>	<u>542,069</u>	<u>135,550</u>	<u>469,300</u>	Pumping Stations, etc.	106.89%
	(52,804)		35,808	Surplus - (Deficit)	
	<u>344,196</u>		<u>360,781</u>	Balance Brought Forward	104.82%
	<u>0</u>		<u>100,000</u>	Transfer to NW&P Account	
	291,392		296,589	Balance Carried Forward	101.78%



BUDGET FOR THE YEAR ENDING 31ST MARCH 2021					
<u>NEW WORKS AND PLANT ACCOUNT</u>					
2020/21					2020/21
Approved Estimate		Actual Out Turn			
£	£	£	£		£
				<u>INCOME</u>	
0		100,000		Transfer from Revenue Account	
0		71		Interest	
300,000		0		PWLB Loan	
0		2,000		Sale Of Vehicle	
<u>220,500</u>	<u>520,500</u>	<u>0</u>	<u>102,071</u>	Grant Income - Ravensfleet PS Scheme	19.61%
				<u>EXPENDITURE</u>	
0		22,656		New Vehicle	
300,000		0		Ravensfleet PS Refurbishment	
0		5,975		Ravensfleet PAR Submission	
0		36,084		Lysaghts PS - Pump Refurbishment	
<u>0</u>	<u>300,000</u>	<u>0</u>	<u>64,715</u>	River Eau - Scotter Improvement Scheme	21.57%
	220,500		37,356	Surplus - (Deficit)	16.94%
	<u>268,796</u>		<u>313,065</u>	Balance Brought Forward	116.47%
	489,296		350,421	Balance Carried Forward	71.62%

3.6 Annual Governance and Accountability Return (AGAR)

Section 2 – Financial Statements 2020/21

Members are asked to review and approve Section 2 of the AGAR which can also be viewed at Appendix B (page 37).

3.7 Ten Year Budget Estimate

The ten-year budget estimate is shown below.

Income & Expenditure Account	0	1	2	3	4	5	6	7	8	9	10
	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	App Budget										
Estimated Out Turn											
Income & Expenditure Account	£	£	£	£	£	£	£	£	£	£	£
Income											
Drainage Rates	138,451	138,451	138,451	146,363	150,318	154,274	170,097	174,053	178,009	181,964	185,920
Special Levies	312,687	312,687	312,687	330,555	339,489	348,423	384,158	393,092	402,026	410,960	419,894
Rental Income	200	200	200	200	200	200	200	200	300	300	200
Foreign Water Contribution	40,786	40,786	40,786	40,786	40,786	40,786	40,786	40,786	40,786	40,786	40,786
Other Income	2,268	2,336	2,406	2,478	2,553	2,629	2,708	2,789	2,873	2,959	3,048
Bank Interest	200	200	250	250	250	300	300	300	300	300	3,000
PSCA Maintenance	10,000	-	-	10,000	-	-	10,000	-	-	10,000	-
Total Income	504,592	494,660	494,780	520,632	533,596	546,612	598,249	611,220	624,294	637,270	652,848
Expenditure											
Drain Maintenance (Silt Removal)	-	-	-	-	-	-	-	-	-	-	-
Maintenance of Pumping Stations	123,090	125,552	128,063	130,624	133,237	135,901	138,619	141,392	144,220	147,104	150,046
Drains Maintenance	185,112	188,814	192,591	196,442	200,371	204,379	208,466	212,636	216,888	221,226	225,650
PSCA Maintenance	20,000	-	-	20,000	-	-	20,000	-	-	20,000	-
Administration	75,823	75,576	77,465	79,402	81,387	83,421	85,507	87,645	89,836	92,082	94,384
Existing Loan Repayments:-	99,145	99,145	95,350	88,077	77,038	72,773	72,773	62,140	32,914	26,868	7,016
New Loans	-	-	-	13,135	13,135	13,135	49,911	76,180	115,584	126,091	147,106
Total Expenditure	503,170	489,087	493,468	527,680	505,167	509,608	575,277	579,992	599,441	633,371	639,653
Surplus/(Deficit)	1,422	5,573	1,312	(7,048)	28,428	37,004	22,973	31,228	24,852	3,898	13,195
Balance Brought Forward	313,182	301,843	257,417	233,728	201,680	205,109	217,112	215,085	236,313	251,166	245,064
Contribution to NW&P Account	50,000	50,000	25,000	25,000	25,000	25,000	25,000	10,000	10,000	10,000	10,000
Balance Carried Forward	264,604	301,843	233,728	201,680	205,109	217,112	215,085	236,313	251,166	245,064	248,259
New Works and Plant Account	248,036	248,207	12,333	26,138	31,238	56,338	31,438	41,538	41,638	29,082	39,182
Penny Rate in £	8,75p	8,75p	8,75p	9,25p	9,50p	9,75p	10,75p	11,00p	11,25p	11,50p	11,75p
Penny Rate £51,163	93%	99%	48%	47%	45%	51%	41%	47%	48%	43%	44%
I&E Balance as % of Expenditure	53%	60%	53%	38%	41%	43%	37%	41%	42%	39%	39%



	2021/22	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	App	Estimated Out Turn										
New Works and Plant Account	Budget											
	£	£	£	£	£	£	£	£	£	£	£	£
Income												
Transfer from I&E	50,000	50,000	50,000	50,000	25,000	25,000	25,000	25,000	10,000	10,000	10,000	10,000
River Eau - Scotter Improvement Scheme												
Interest	-	100	100	100	100	100	100	100	100	100	100	100
Loan			-		230,000			700,000	500,000	200,000	500,000	400,000
Possible Grant Income	230,186	230,186	709,741	27,356	166,505							
Local Levy (Ravensfleet PS ref)	15,500	15,500	-									
Total Income	295,686	295,786	759,841	77,456	421,605	25,100	25,100	725,100	510,100	210,100	510,100	410,100
Expenditure												
4x4 vehicle												
Telemetry System	80,000	80,000						750,000			22,656	
Burringham PS Refurbishment												
Flixborough PS Refurbishment									500,000			
Lysaghts PS Refurbishment										210,000		
East Butterwick PS Refurbishment											500,000	
Black Bank PS Refurbishment												400,000
PAR Submissions	18,000	18,000										
Jenny Hurn PS refurbishment			260,000									
Ravensfleet PS Refurbishment	300,000	300,000	746,000									
Ravensfleet to Susworth Strategic Study												
Whoofer PS Refurbishment				67,000								
Susworth PS Refurbishment					407,800							
Pauls Malt PS Refurbishment						20,000						
Total Expenditure	398,000	398,000	1,006,000	67,000	407,800	20,000	-	750,000	500,000	210,000	522,656	400,000
Surplus/(Deficit)	(102,314)	(102,214)	(246,159)	10,456	13,805	5,100	25,100	(24,900)	10,100	100	(12,556)	10,100
Balance Brought Forward	350,350	350,421	248,036	1,877	12,333	26,138	31,238	56,338	31,438	41,538	41,638	29,082
Balance Carried Forward	248,036	248,207	1,877	12,333	26,138	31,238	56,338	31,438	41,538	41,638	29,082	39,182

3.8 Schedule of Payments

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

DATE		REF	PAYEE	DESCRIPTION	TOTAL	
					PAYMENT	
2021					£	
Jan	13th	154	Fuel Genie	Fuel Account	180.00	*
	15th	169	3 Business Services	Mobile Broadband - Ravensfleet CCTV Unit	11.99	*
		-	NatWest	Bankline Fees	25.85	*
	18th	151	ADA	Annual Subscription	2,823.60	
		152	Addplant Limited	Ravensfleet PS - Lavatory Service (Dec 2020)	30.00	
		153	Ancholme IDB	Provision of Telemetry Service	811.74	
		155-6	ID Spares & Services Ltd	Pumping Station Maintenance	406.44	
		158	JBA Consulting	Management Services	4,386.26	
		159	Sweeting Brothers (Land Drainage) Ltd	Maintenance	2,082.65	
		-	HMRC	PAYE/NI	301.41	
	20th	160	Charles Pugh (Windscreens) Ltd	Hardtop Windscreen & Spoiler Replacement	225.69	*
		150	Woldmarsh Producers Ltd	Supply to Susworth PS	459.50	*
				Supply to Lysaghts PS	880.69	*
				Supply to Burringham PS	547.94	*
				Supply to Ravensfleet PS	1,001.87	*
				Supply to East Butterwick PS	209.94	*
				Supply to Black Bank PS	256.91	*
				Supply to Jenny Hurn PS	475.08	*
				Supply to Flixborough PS	82.06	*
				Vodafone - Mobile Phone & Telemetry Lines	117.98	*
		144	Information Commissioner	Data Protection Registration	35.00	*
	21st	176	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
	22nd	157	Iris Business Software Ltd	Open Payslips	7.39	*
	28th	-	B&CE Holdings	Pension Contributions	173.70	*
		-	Employee	Wages	1,941.74	
	29th	-	NatWest	Bank Fees	5.95	*
Feb	10th	61	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
		180	Public Works Loan Board	Loan Repayment	8,148.65	*
	15th	175	Fuel Genie	Fuel Account	123.00	*
		172	3 Business Services	Mobile Broadband - Ravensfleet CCTV Unit	11.99	*
		-	NatWest	Bankline Fees	24.05	*
	18th	181	Watson Petroleum	Gas Oil	829.11	*
	19th	-	HMRC	PAYE/NI	529.31	*
	22nd	177	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		178	Iris Business Software Ltd	Open Payslips	7.39	*
		205	Woldmarsh Producers Ltd	Supply to Susworth PS	922.26	*
				Supply to Lysaghts PS	2,200.04	*
				Supply to Burringham PS	1,726.93	*
				Supply to Pauls Malt PS	78.78	*
				Supply to East Butterwick PS	639.08	*
				Supply to Black Bank PS	601.10	*
				Supply to Ravensfleet PS	2,498.20	*
				Supply to Jenny Hurn PS	1,238.96	*
				Supply to Flixborough PS	113.25	*
				Vodafone - Mobile Phone & Telemetry Lines	131.66	*
				Membership Fees	188.82	*



	24th	161	Addplant Limited	Ravensfleet PS - Lavatory Service (Jan 2021)	30.00	*
		182	ContainerKing Ltd	Ravensfleet PS - Lavatory Service (Feb 2021)	30.00	*
		168	Dams & Reservoirs Ltd	Burringham Reservoir - Inspection	1,032.00	*
		162	Elite Signs Limited	Vehicle Signage	90.00	*
		163-4	Lyons of Gainsborough Ltd	Tractor Parts, etc.	208.77	*
		165	LK Security Services	Security on EA Temporary Pump at Ravensfleet PS	600.00	*
		166	Schofield Sweeney	Legal Fees - Rate Demands	90.00	*
		167	WB Pettitt & Son	Relief Pumping Costs	1,017.60	*
	25th	203	Watson Petroleum	Gas Oil	1,380.05	*
		-	B&CE Holdings	Pension Contributions	222.59	*
		-	Employee	Wages	2,445.94	*
	26th	-	NatWest	Bank Fees	5.95	*
Mar	4th	198	Watson Petroleum	Gas Oil	709.29	*
	5th	199,204	Watson Petroleum	Grease, Gas Oil	1,095.24	*
	8th	200	Watson Petroleum	Gas Oil	1,095.88	*
	10th	61	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
		201	Watson Petroleum	Gas Oil	2,077.20	*
	12th	183	ACS Electrical Engineering Services	Pumping Station Tests & Reports	4,644.06	
		189	Pickering Contractors Ltd	Relief Pumping Costs	3,456.00	
		179	JBA Consulting	Management Services	4,048.75	
		185	Sweeting Brothers (Land Drainage) Ltd	Maintenance	5,614.60	
		193	AA Sewercare Ltd	Riddings Lagoon - Maintenance	1,020.00	*
		187	Addplant Limited	Ravensfleet PS - Lavatory Service Aborted Fees	30.00	*
		190-1	Ancholme IDB	Provision of Telemetry Service	1,082.32	*
		192	Anglian Water	Supply to Jenny Hurn PS	11.72	*
		186	Ellgia Ltd	Lysaghts PS - Skip Hire	320.81	*
		188	H Mell & Son	Tractor Maintenance, etc.	372.24	*
		-	HMRC	PAYE/NI	746.89	*
	15th	194	Fuel Genie	Fuel Account	125.00	*
		-	NatWest	Bankline Fees	24.50	*
	22nd	173	3 Business Services	Mobile Broadband - Ravensfleet CCTV Unit	201.44	*
		195	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		196	Iris Business Software Ltd	Open Payslips	7.39	*
		206	Woldmarsh Producers Ltd	Supply to Susworth PS	1,925.77	*
				Supply to Lysaghts PS	3,128.72	*
				Supply to Burringham PS	3,681.92	*
				Supply to East Butterwick PS	1,418.09	*
				Supply to Black Bank PS	1,327.45	*
				Supply to Ravensfleet PS	1,751.83	*
				Supply to Jenny Hurn PS	1,110.06	*
				Supply to Flixborough PS	113.13	*
				Vodafone - Mobile Phone & Telemetry Lines	179.10	*
				Witham Oil & Paint - Grease	151.38	*
	23rd	197	Public Works Loan Board	Loan Repayment	3,524.80	*
	24th	202	Watson Petroleum	Gas Oil	1,100.14	*
	25th	-	Employee	Wages	1,527.56	*
		-	B&CE Holdings	Pension Contributions	133.56	*
	31st	-	NatWest	Bank Fees	8.05	*
Apr	12th	-	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
	13th	1	Fuel Genie	Fuel Account	87.01	*
		207	IMPS (UK) Ltd	Ravensfleet PS - Pump Maintenance	1,646.16	
		208	JBA Consulting	Management Services	4,048.75	
	15th	219	3 Business Services	Mobile Broadband - Ravensfleet CCTV Unit	11.99	*



		-	NatWest	Bankline Fees	25.40	*
	16th	209	ContainerKing Ltd	Ravensfleet PS - Lavatory Service (March 2021)	30.00	*
		210	H Mell & Son	Ravensleet PS - Pump Maintenance	135.30	*
		211	NPower Yorks Ltd	Burringham PS - Meter Operator Service	474.00	*
		212	Solo Protect Ltd	Lone Worker Monitoring	359.28	*
		213,5	WB Pettitt & Son	Relief Pumping Costs, etc.	1,527.60	*
		-	HMRC	PAYE/NI	350.82	*
	20th	215	Woldmarsh Producers Ltd	Supply to Black Bank PS	1,929.28	*
				Supply to Burringham PS	4,947.48	*
				Supply to East Butterwick PS	1,865.48	*
				Supply to Flixborough PS	120.76	*
				Supply to Jenny Hurn PS	6,375.07	*
				Supply to Lysaghts PS	3,422.48	*
				Supply to Ravensfleet PS	1,973.35	*
				Supply to Susworth PS	2,350.49	*
				Supply to Whoofer PS	517.37	*
				Vodafone - Mobile Phone & Telemetry Lines	158.77	*
				Lysaghts PS - Meter Operator	288.00	*
				Witham Oil & Paint - Grease	462.90	*
				Arco - Oil Spill Kits, etc.	175.34	*
	21st	2	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		3	Iris Business Software Ltd	Open Payslips	7.39	*
	22nd	-	Employee	Wages	1,410.71	*
		-	B&CE Holdings	Pension Contributions	123.61	*
	30th	-	Remote Asset Management Ltd	Direct Debit Switchover	0.01	*
		-	NatWest	Bank Fees	10.85	*
May	10th	-	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
			Total		127,389.08	
			* Total amount of direct debits and payments approved by the Clerk Only		91,146.92	

4. Engineer's Report

Recommendations:

- To note the information contained in this report.
- To Approve in Principle the use of Black Bank Pumping Station to evacuate high flows from the River Eau, subject to the modelling outputs.

4.1 Asset Management

4.1.1 Ravensfleet Pumping Station

The May 2020 Outline Business Case submission has been partly re-written by the EA into a new EA template (issued in September 2020) to ensure that the scheme can be reviewed by the National EA Team. The Outline Business Case is currently being amended / updated with the new requirements aiming for submission in June.

The EA are preparing to review the revised submission promptly.

4.1.2 Water Level Management

Crosby Soakmere culverted watercourse, Hilton Avenue

As reported at the extra ordinary meeting a Local Levy Application is now being prepared to seek funding for the design and capital works associated with the preferred option to daylight the existing culvert, and the Options Briefing is attached for further information.

The Meadows, Burringham

Further to the Flood Investigation Working Group has been formed between the LLFA (North Lincolnshire Council) Severn Trent, Anglian Water, and the Scunthorpe & Gainsborough WMB and Andrew Percy MP; the IDB has applied for accelerated funding from the EA GiA related to the IDB pumping station M&E / pump station capital works originally intended from 2026/2027.

The accelerated funding is to complete a hydraulic model of the Burringham catchment and £50,000 has been Accelerated and Allocated for the IDB to claim with an FCERM7 being required for final EA approval of funding for 2021/22.

We are currently discussing how the planned catchment modelling can be integrated with surface water sewer systems with Severn Trent Water to provide an holistic catchment model, and then submit an FCERM7 and develop a Tender Specification.

Riddings Lagoon, Ashfield Mobile Home Site

Short term risks have been mitigated awaiting feedback from ASDA and the modelling above will assist in understand the medium to long term risks and any mitigation that may need to be considered.

Southern Roundabout M181

The developers have provided a bill of quantities and the IDB Contractor is to provide a price to allow discussions to continue. As agreed at the last Board meeting the details and approach to this maintenance are to be considered by the full Board.

Morton Warping Drain culvert, Field Lane

We have received reports regarding high water levels from a resident off Field Lane, Morton, Gainsborough. It would appear in part to be related to a culverted section of ordinary watercourse adjacent Field Lane; but could also be linked to seepage from the Trent in high water level conditions.

The culverted section was piped by Gainsborough Rural District Council in early 1970's, had failed in part in 2005 as identified by the IDB, and reverted to riparian maintenance in 2007 by the IDB.

We are now in discussions with West Lindsey District Council to determine a way forward.



4.1.3 Telemetry

An extra-ordinary meeting of the Board was held on 20th April 2021 as per the attached minutes which identified a preferred supplier. Ancholme IDB confirmed the same preferred supplier and Selby Area IDB are to meet on 29th April and 27 May.

Since the Board made their decision, we had received additional information raising concern over the financial and accounting position of the preferred supplier. The supplier was contacted and a request for further information was made. Please find attached the response received from the preferred supplier with regard to the financial concerns raised. Members should treat this information in the strictest confidentiality and not share the content with any non-members.

4.1.4 Riparian Responsibility Pilot

A copy of the meeting minutes can be found within the attachments which includes a summary of the Environment Agency National Riparian Workshop.

The result of the initial RMA Study / Questionnaire can also be found attached for information.

Current Position:

- Questionnaires are to be approved for circulation to over 100 Parish Councils within the greater Lincolnshire area (North Lincolnshire, North East Lincolnshire, Lincolnshire).
- North Lincolnshire, North East Lincolnshire, and Lincolnshire Officers are now members of the Group.
- The EA are to work with partner organisations including the Greater Lincolnshire Riparian Pilot Group to develop National Guidance and potentially a local template that could be adopted to suit different areas.

4.1.5 Maintained Ordinary Watercourses

We intend to work with the Contractor this season to encourage an earlier start on flailing where feasible.

4.1.6 Main River

The updated PSCA is being signed and the list of planned Main River works is to be agreed with the EA for this coming season.

The EA has been asked for written confirmation of no funding for Messingham Catchwater to allow NLC to consider future maintenance costs (beyond the initial local levy funded period) of c.£4,125 per year.

Maintenance and Drainage on the River Eau

The EA are surveying the River Eau and the potential diversions to include within their Main River model. Their aim is to assess the benefit to Scotter for any alteration downstream as well as assess the impact on the IDB Black Bank Pumping Station and any injury that could be caused by linking catchments. Members are asked to support in principle the use of Black Bank Pumping Station to pump diverted flood waters from the River Eau, subject to the modelling outputs.

4.1.7 Planning Applications

Officers have reviewed planning applications submitted between 19 January 2021 and 21 May 2021, of which 61 have required comment on behalf of the Board.

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

No consents have been issued on behalf of the Board between 19 January 2021 and 21 May 2021.

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

No extended area consents have been issued on behalf of the Lincolnshire County Council between 19 January 2021 and 21 May 2021.

5. Environmental Report

Recommendation:

- Note the information contained in this report
- Agree use of BAP budget for production of a management plan associated with Westcliff Lagoon (Item 5.2.2)

5.1 Legislation

5.1.1 ELMS and NFM

Within some fora, Defra's intent in promoting Natural Flood Management (NFM) or Working with Natural Processes as a method of managing flood risk has been questioned. The purpose of this information is to advise on the current situation. Under the Flood & Water Management Act 2010, the Environment Agency is responsible for setting the National Flood & Coastal Erosion Risk Management Strategy for England. The second of these strategies was approved by Parliament in 2020. An Internal Drainage Board (IDB) must have regard to these strategies when formulating its own work programme.

The 2020 National Strategy¹ refers to Flood and Coastal Risk Management activities which could work in combination with traditional flood and coastal defences including natural flood management. The term NFM is referred to multiple times within the National Strategy. It also references the significant evidence of the benefits of working with natural processes which already exists in the Environment Agency's NFM evidence base and case studies.

The Government has also published a literature review on the research findings and best practice from stakeholders involved in delivering natural flood management projects. There is a growing number of demonstration projects that improve understanding of NFM techniques and how they can work best in practice. In 2017 the government announced a £15 million pilot programme to learn more about NFM working with communities, land managers, catchment partnerships and coastal groups around England.

An IDB is defined as a Risk Management Authority in the Flood & Water Management Act, which itself amended the Land Drainage Act. As such, an IDB may undertake Flood Risk Management work as set out in the Land Drainage Act 1991 (as amended) if:

14 (A)(6) the purpose of the work is to manage a flood risk in the authority's area from an ordinary watercourse or,

14 (A)(9) (a), (b) or (f), which are:

- (a) to maintain existing works (including buildings and structures) including cleansing, repairing or otherwise maintaining the efficiency of an existing watercourse or drainage work.
- (b) to operate existing works (such as sluice gates or pumps).
- (f) to monitor, investigate or survey a location or a natural process.**

Clause 14(A)(9)(f) speaks to NFM in managing a flood risk by slowing the flow and reducing the speed peak flows reach urban areas.

IDBs are constituted in parts of the country requiring special drainage, associated with the original role as a Land Drainage Authority to assist with managed drainage of agricultural land.



The new Farming is Changing booklet² released by Defra recently advises the new Environmental Land Management Scheme (ELMS) informs actions that contribute to delivering public goods will include:

- protection from and mitigation of environmental hazards
- mitigation of and adaptation to climate change

Floods and flooding are an environmental hazard, therefore a landowner wishing to employ NFM processes within his land holding, will be offering protection from and mitigation of that environmental hazard.

NFM processes used in association with mitigation of and adaption to climate change could represent actions to include the flooding of grassland which may occur when NFM processes are employed.

Within an IDB District these works will require the consent of the IDB and as such, this Board could agree to work with any ratepayers interested in this ELMS option for providing public good, through that consenting process.

Local Nature Recovery agreements will also pay farmers and land managers for actions that support local nature recovery and deliver local environmental priorities.

Defra is serious about the use of NFM techniques which it sees as a sustainable and cost-effective way in which to manage flood risk, which IDBs as public bodies will be expected to support.

REFERENCES

1. "National Flood & Coastal Erosion Risk Management Strategy" available at: <https://www.gov.uk/government/publications/national-flood-and-coastal-erosion-risk-management-strategy-for-england--2>
2. "Farming is Changing" available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/939683/farming-changing.pdf

5.2 Potential Environmental Impact of Public Footpath Creation

Lincolnshire County Council were considering a public footpath request from 1987 which could have impact on the environmental status of Board maintained drains and increased maintenance costs associated with banksmen and signage if it proceeded. Confirmation was received from the County Council's Senior Definitive Map Officer advising evidence provided in support of the application insufficient for a definitive map modification.



Scunthorpe & District Water Management Board

Epsom House

Malton Way

Adwick le Street

Doncaster, DN6 7FE

Ref: KJB/DMMO27

Date: 6th May 2021

FAO Alison Briggs

Karen Barke

Chief Executive

Lincolnshire County Council

County Offices

Newland

Lincoln LN1 1YL

Tel: 01522 782070 Ext. 5307

Mobile: 07760 803 9690



Dear Ms Briggs

Wildlife and Countryside Act 1982, section 53

**Application for Modification of the Definitive Map and Statement of Public Rights of Way
East Stockwith/ Morton/Walkerith - Claimed Public footpath**

I understand that Mr Forington, who farms land near Walkerith Drain recently spoke to either yourself or a representative of the Water Board concerning an application that the County Council received in 1987 for the addition of a public right of Way over Willow Lane which runs adjacent to Walkerith Dain. Mr Forington advised me that the Water Board would like details of the claimed route.

I write to advise that further consideration has been given to the application submitted by East Stockwith Parish Council in 1987. The County Council does not believe that the evidence submitted by the Parish Council in support of their application is sufficient for a definitive map modification order to succeed. A recent review of this case, which remained outstanding, has led the County Council to conclude that an order should not be made.

The Parish Council do have a have a right of appeal within 28 days to the Secretary of State for the Environment if they do not agree with the Council's decision but I do not believe that an appeal is likely given that recent consultation with them reveals that that they no longer support the application.

Yours sincerely

Karen Barke, Senior Definitive Map Officer

County Offices, Newland
Lincoln LN1 1YL
www.lincolnshire.gov.uk

5.3 Biodiversity Action Plan Implementation

BAP implementation will recommence in July with species surveys. Some work has already been undertaken associated with Eel regulation compliance and



securing further exemption certificates to ensure pump station compliance until an action which triggers implementation of the Regulations.

5.3.1 Westcliff Lagoon

The Board owned land at Westcliff Lagoon is a designated Local Wildlife Site. Unfortunately, the management of the site remains negative due to several issues associated with water quality, local use, INNS and similar.

The Board is asked to consider using part of its Biodiversity Action Plan budget for production of a specific management plan which may enhance its current status.



6. Health, Safety and Wellbeing Report

Recommendations:

- To note the information contained in the report

6.1 Board Employee

6.1.1 Accidents and Incidents

There are no accidents or incidents to report involving either the Board employee or contractors.

6.1.2 COVID-19.

As the country slowly comes out of the lockdown restrictions, the Board's day to day activities remain virtually unaffected.

Board operations

During this period, the Board's day to day activities have not been adversely affected.



7. Representation

The Board is represented at several fora:

Environmental	Flood Risk Management	Other
	Humber Flood Risk Management Steering Group	
Humber Estuaries Relevant Authorities Group (HERAG)	Comprehensive Review Humber Strategy workshops	
	Humber Strategy Officers Group	

8. Date of Next Meeting

8 November 2021



9. APPENDIX A – Standing Orders

A copy of the draft standing orders along with the certificate from the Secretary of State can be found over the following pages.



Scunthorpe & Gainsborough

Water Management Board

Rules made by Scunthorpe and Gainsborough Water Management Board with the approval of the Secretary of State under paragraph 3(1) of the Second Schedule to the Land Drainage Act, 1991. The relevant statutory provisions governing the proceedings of an Internal Drainage Board are set out in the Annex to these Rules for reference purposes

Regulations as to Proceedings

1. Meetings of the Board, for which 14 days notice will be given, will be open to the public and press who will on the invitation of the Chairman be able to speak at the meeting. The Board can name a resolution to exclude the public and/or press from a meeting or part thereof:-
 - a) The Board will hold an Annual Public Meeting.
 - b) The Board will hold a meeting at which the drainage rate and special levies will be set to enable the latter to be served on the special levy council by no later than the 15th February in respect to the following financial year.
 - c) In the event of the need for an emergency meeting the notice will be waived.
 - d) The Board will hold a meeting following an election of members of the board at which the election of the Chairman and Vice Chairman will be made.
2. For each meeting, other than for one arranged as an emergency meeting, members will receive an Agenda and any accompanying papers by post or other means despatched at least seven days before the meeting.
3. No business shall be transacted by the Board, other than that which appears on the Agenda, unless 75% of the members present agree to any such additional issue being discussed.
 - a) A formal meeting of the Board cannot be conducted unless one third (7) members are present at the start of and during the meeting. If departures reduce the number below one third (7) then the Chairman will terminate the meeting at that point.
 - b) All resolutions and proposals will be decided by a majority of votes of the members present.
 - c) In the case of an equality of votes at any meeting, the Chairman for the time being of such meeting shall have a second or casting vote.
4. The Board shall choose to meet at a place to be confirmed on the Agenda, including: in person, by remote attendance, or a combination of the two. A place where a meeting is held, or to be held, includes reference to more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers. A member in remote attendance is present if they are able at that time——
 - (a) to hear, and where practicable see, and be so heard and, where practicable, be seen by, the other members in attendance,



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(b) to hear, and where practicable see, and be so heard and, where practicable, been seen by any members of the public entitled to attend part or all, of the meeting.

5. The Board shall, as soon as they conveniently can, appoint a Chairman and Vice-Chairman for a period not exceeding three years. The term of office of such Chairman and Vice-Chairman shall continue until the first meeting of the Board after the next election following his appointment.
6. If any vacancy occurs in the office of Chairman or Vice-Chairman, the Board shall as soon as they conveniently can after the occurrence of such vacancy, choose someone of their number to fill such vacancy.
7.
 - a) At any meeting of the Board the Chairman, if present, shall preside.
 - b) If the Chairman is absent from a meeting of the Board, the Vice-Chairman, if present, shall preside.
 - c) If at any meeting of the Board both the Chairman and Vice-Chairman are not present at the time the members present shall choose someone of their number to be Chairman of such meeting.
8. The Board shall cause Minutes to be made of all meetings and recorded in an appropriate form:-
 - a) of all appointments of Officers made by the Board
 - b) of the names of the members present at each meeting of the Board and Committees or Sub-Committees of the Board
 - c) of all orders made by the Board and Committees or Sub-Committees of the Board, and
 - d) of all resolutions and proceedings of meetings of the Board and of Committees or Sub-Committees of the Board.

The Board will approve, with or without amendment, the minutes of the preceding meeting and these will be duly signed by the Chairman together with any financial statements presented at that meeting.

9. All proceedings, resolutions and reports of every Committee or Sub-Committee intended to be laid before the Board shall be circulated among the members of the Board at least seven days before the meeting of the Board at which the same are to be submitted.

Committees or Sub-Committees



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10. The Board may appoint such Committees or Sub-Committees as they think fit but all acts of any Committee or Sub-Committee shall be subject to the approval of the Board unless the Board has delegated its powers to that Committee or Sub-Committee to deal with a specific issue.
11. A Committee or Sub-Committee may elect a Chairman of their meetings. If no such Chairman is elected, or if he is not present, the members present shall choose someone of their number to be Chairman of such meeting.
12. A Committee or Sub-Committee may meet and adjourn as they think proper. Proposals at any meeting shall be determined by a majority of votes of the members present. In case of any equal division of votes the Chairman shall have a second or casting vote.
13. Regulations 8 and 9 shall apply to minutes of Committees and Sub-Committees.

Standing Orders Order of Debate

14. Every proposal or amendment, other than a proposal for the approval of a Committee or Sub-Committee, shall be proposed and seconded and shall, if required, be submitted to the Chairman who shall read it out before it is further discussed or put to the meeting.
15. The Chairman will invite members to speak on the subject under discussion.
16. Members must declare where they have an interest in a matter to be discussed, the Chairman then deciding what if any part the member can take in any ensuing discussion and whether the member can vote.
17. A proposal or amendment once made shall not be withdrawn without the consent of the Board.
18. Every amendment shall be relevant to the proposal to which it is applied.
19. Whenever an amendment upon an original resolution has been proposed and seconded, no second or subsequent amendment shall be moved until the first amendment shall have been dealt with but notice of any number of amendments may be given.
20. If an amendment is rejected then other amendments may be proposed on the original resolution or proposal.
21. If an amendment is carried the proposal as amended shall take the place of the original proposal and shall become the question upon which any further amendment may be moved.
22. No proposal to rescind any resolution which has been passed within the preceding six months, nor any proposal to the same effect as any proposal which has been negatived within the preceding six months shall be in order unless: (a) notice thereof has been given and



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specified in the Agenda and (b) the notice bears, in addition to the name of the member who proposed the resolution, the names of two other members; and when such resolution or proposal has been disposed of by the Board, it shall not be competent for any member to propose a similar proposal within a further period of six months.

23. Order 23 shall not apply to proposals which are moved by the Chairman or other members of the Committee or Sub-Committee in pursuance of the report of the Committee.

Common Seal

24. The Common Seal of the Board shall be kept in some safe place. All deeds and other documents to which the Common Seal of the Board shall require to be affixed shall be sealed in pursuance of the Board, and in the presence of both the Chairman and the Chief Executive of the Board.
25. Copies of all sealed documents must be retained.

Suspension of Standing Orders

26. Any one or more of the standing orders, in any case of urgency or upon resolution or proposal made on a notice duly given, may be suspended at any meeting, so far as regards any business at such meeting, provided that 75% of the members of the Board present and voting are in agreement.

STATUTORY PROVISIONS REGARDING THE PROCEEDINGS OF AN INTERNAL DRAINAGE BOARD SET OUT IN PARAGRAPH 3 OF SCHEDULE 2 TO THE LAND DRAINAGE ACT, 1991.

Proceedings of internal drainage board

3. (1) An internal drainage board may, with the approval of the relevant Minister, make rules—
- (a) for regulating the proceedings of the board, including quorum, place of meetings and notices to be given of meetings;
 - (b) with respect to the appointment of a chairman and a vice-chairman;
 - (c) for enabling the board to constitute committees; and
 - (d) for authorising the delegation to committees of any of the powers of the board and for regulating the proceedings of committees, including quorum, place of meetings and notices to be given of meetings.
- (2) The first meeting of an internal drainage board shall be held on such day and at such time and place as may be fixed by the relevant Minister; and the relevant Minister shall cause notice of the meeting to be sent by post to each member of the board not less than fourteen days before the appointed day.
- (3) Any member of an internal drainage board who is interested in any company with which the board has, or proposes to make, any contract shall—



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- (a) disclose to the board the fact and nature of his interest; and
- (b) take no part in any deliberation or decision of the board relating to such contract;

and such disclosure shall be forthwith recorded in the minutes of the board.

- (4) A minute of the proceedings of a meeting of an internal drainage board, or of a committee of such a board, purporting to be signed at that or the next ensuing meeting by a person describing himself as, or appearing to be, the chairman of the meeting to the proceedings of which the minute relates—
 - (a) shall be evidence of the proceedings; and
 - (b) shall be received in evidence without further proof.
- (5) Until the contrary is proved—
 - (a) every meeting in respect of the proceedings of which a minute has been so signed shall be deemed to have been duly convened and held;
 - (b) all the proceedings had at any such meeting shall be deemed to have been duly had; and
 - (c) where the proceedings at any such meeting are the proceedings of a committee, the committee shall be deemed to have been duly constituted and to have had power to deal with the matters referred to in the minute.
- (6) The proceedings of an internal drainage board shall not be invalidated by any vacancy in the membership of the board or by any defect in the appointment or qualification of any member of the board.

**RIVER LUGG, EARBY & SALTERFORTH, SOW AND PENK, GOOLE &
AIRMYN, ANCHOLME, GOOLE FIELDS DISTRICT INTERNAL
DRAINAGE BOARDS, AND SCUNTHORPE & GAINSBOROUGH WATER
MANAGEMENT BOARD**

STANDING ORDERS

The Secretary of State for Environment, Food and Rural Affairs, by virtue of the power contained in paragraph 3 of Schedule 2 to the Land Drainage Act 1991, HEREBY APPROVES these standing orders.



C A Tidmarsh
for and on behalf of the
Secretary of State
Date: 29 April 2021



10. APPENDIX B – Sections of the AGAR

Copies of the relevant sections of the Annual Governance and Accountability Return (AGAR) can be found over the following pages.

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

SCUNTHORPE & GAINSBOROUGH WMB

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

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

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

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

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Section 2 – Accounting Statements 2020/21 for

SCUNTHORPE & GAINSBOROUGH WMB

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	775,075	703,979	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	447,649	450,851	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	77,375	56,336	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	33,483	27,470	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	99,145	99,145	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	443,492	397,675	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	703,979	686,876	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	688,788	723,762	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	3,464,000	3,574,500	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	688,788	621,658	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
			<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

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

SIGNATURE REQUIRED

Date

DD/MM/YY

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

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED



Shire
Group of IDBs

**Shire Group of IDBs
Epsom House
Malton Way
Adwick le Street
Doncaster DN6 7FE**

T: 01302 337798

info@shiregroup-idbs.gov.uk
www.shiregroup-idbs.gov.uk

JBA Consulting has offices at:

**Coleshill
Doncaster
Dublin
Edinburgh
Exeter
Glasgow
Haywards Heath
Isle of Man
Leeds
Limerick
Newcastle upon Tyne
Newport
Peterborough
Saltaire
Skipton
Tadcaster
Thirsk
Wallingford
Warrington**

