



Goole Fields

District Drainage Board

**Swinefleet Village Hall
Church Lane
Swinefleet
Goole
DN14 8DQ**

Meeting Papers

2:00pm, Tuesday, 15 June 2021



Shire

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Meeting Papers

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Purpose

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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 9 February 2021

Present

Mr Michael Dougherty (Chairman)	MD
Mr John Barker (Vice Chairman)	JB
Mr Douglas McTaggart	DMT
Mr Martin Belton	MB

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

Mr Craig Benson	CB
Mr Paul Jones (via video link)	PJ
Mr Mark Joynes	MJ

Apologies for Absence

2021.1 An apology was received from Cllr Liz Sargeantson.

Declaration of Interest

2021.2 DMT stated all members have an interest with regard to flooding in the district and to Cross Drain Pumping Station. JB agreed.

Minutes of the Meeting held 14 July 2020

2021.3 Minutes of the last meeting were circulated with the meeting papers. The minutes were taken as read. **MB proposed and JB seconded the Minutes be approved for signature by the Chairman**, all in agreement.

Matters Arising

2021.4 Insurance Claim: DMT highlighted the fact that around £2,500 had been received from the insurers rather the approximate £1,000 as stated.

2021.5 Natural England: DMT noted that no meeting had taken place as yet.

Matters Arising Not Discussed Elsewhere

2021.6 There were none.

CEO's Report

The Clerk's report was read and approved.



Matters Arising

2021.7 Humber Strategy: CB informed the Board the report would be delayed until spring, pending more reviews. He informed members he sits on an officers' group and discussed the various options, some of which involved the construction of a barrier across the Humber. DMT said the farmers had heard very little. CB said the Environment Agency were looking at a number of scenarios where agricultural land was under water, but the options were not set in stone and things may be different in future. MB said similar things had been done in other areas. CB said they were merely looking at possibilities at present. DMT said from a landowner's point of view there had been little information. How would they be compensated? CB said other regions had been heavily affected and discussed flood storage areas and the value of carrying out refurbishment under such circumstances. JB asked about timescales. CB said it was a hundred-year strategy with changes likely in the next twenty-five years. After a further query from DMT, CB said options regarding renting or purchasing of agricultural land would follow in discussions.

2021.8 Bank Mandate: CB requested that the Senior Finance Officer David Blake be added as a signatory to the Board's bank account. The Board approved the request.

Finance Report

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

Matters Arising

2021.9 Rating: The finance officer asked the Board to approve the removal of rates in respect of an acreage adjustment on a rate-payer's account. It was noted that otherwise, all rates & the special levy for the year ending 31 March 2021 had been received.

2021.10 Internal Audit: Members noted the minutes of the Audit Review Panel that took place on 23 November 2020.

2021.11 External Audit: Members noted that audit for the year ended 31 March 2020 was complete with no matters arising.

2021.12 Risk Register: Members reviewed the draft Risk Register prepared on behalf of the Board. JB proposed the Board approve the Register, MB seconded, and all agreed.

2021.13 Estimates for the Year Ending 31 March 2022: MJ gave members a brief explanation of the estimates for the coming year and invited members to discuss options. MJ also reminded members every 1p increase in the rate yielded around £1400 of additional income for the Board. A very long discussion followed, as summarised below.

DMT discussed the cost associated with the pump hire, around £600 per week plus delivery & collection charges. MB discussed difficulties installing the pumps and ongoing problems. JB asked about fuel consumption and MB confirmed approximately 150 litres per day. DMT said around 1800 litres had been used so far

JB said more pumps would be needed. MB said an 1p increase would do little good. He also said the pump may need re-siting. A discussion followed on the optimal location for the temporary pump. MB said the current location was not efficient and asked what the cost of cleaning out the duke and installing a new suction pipe would be. PJ estimated it be around £30,000. CB asked about the possibility of a second pump at the end of Cross Drain. PJ agreed it may work. MB said he would get the costs the parish council incurred on similar works and said any new pump need not be portable. CB said the Board could borrow from Public Works Loan Board. MB said the officer from the provider had told him the current temporary pump was somewhat elderly and that a new pump would be more efficient. DMT asked if the 8" pump along with a 5" discharge pipe was an adequate solution. JB said Reedness & Swinefleet DB had struggled to get water out of Black Dyke and the Board may need to look at other options. CB said it would be okay, so long as we



don't exceed the agreed discharge rate. A discussion on permissible discharge followed. DMT asked about the costs of getting the dyke dug out. MB said the parish council had done similar. An alternative would be no new pumps but a new pipe. DMT said the existing structures could be used. MD said the Board would need permission from Reedness & Swinefleet DB. MB said a portable pump would be a benefit. MD said it was a long way to run from Park Farm to Warping Drain. JB asked if could be surcharged. For example, if a dam was installed, could a mini-scheme take place there? MB said the Board's systems are inadequate. MD said it depended on the tide. MB asked if an operative could go under and removed the silt? MD said a channel was installed but ABP no longer do this. DMT asked if the Board could force the issue, as a low tide removes more water than the Board's pumps ever could. A discussion of the historical arrangements followed.

DMT discussed the model and distributed some printed materials to members. He said more options were available. CB said these options were modelled in 2014. MB said he agreed with mapping but disagreed with the timescales. MB said it would be a change in thinking to install another pump in a corner. DMT asked if the Board needed to look at options in the report, pursue new ones or come up with new ideas altogether? JB suggested smaller screw pumps to the south of Crabtree Drain and asked if there would be sufficient draw. MB said Shipcote Drain would need to be dropped. JB said the engineer would need to determine the optimum location. DMT said if we can't go deeper, we must go wider, and asked what the impact would be on landowners. MB said the landowner was getting flooded. PJ asked if the Board could agree on options for the model, so we don't inadvertently impact on others. DMT said the Board should push things forward with modelling and get some costings. MJ said a £100,000 loan, repayable over 25 years, would necessitate a 3.5p increase in the rate and sustained over the repayment period. JB said loans over 25 years should not be taken. MB said he understood why some ratepayers would not wish to bear that cost. CB reminded the Board they operate under permissive powers and they could, if they wished, leave maintenance works for riparian owners to carry out. He said all options should be considered, even the creation of a reservoir in the district. DMT said Cooperative Farms were actively looking for water at some times of the year. MB asked if any government grants are available, if practices were changed. PJ said in terms of storing water, there would be more potential for agricultural payments for allowing water to flood land. Also, the Agricultural & Environmental Bill was passing through parliament at present. CB said the Board could apply for grant in aid. PJ suggested that was more intended for households, but the question could still be asked. DMT asked for PJ to prepare a list of items for modelling. CB said the Board should consider an extraordinary meeting. MB said a sump could be sunk at the end pump. CB said there were two options – place a pump at the end of Cross Drain or deepen/widen Shipcote Drain. He said he would get prices. DMT said the Board need to approve the cost of modelling. CB said at the proposed rate, and additional £2,000 for modelling would leave the Board with less than £20,000 in reserves. MB said if the engineer reviewed and found something untoward, he could come back with alternative options.

CB said the above discussions were useful but asked the Board to consider what the rate should be. DMT said there should be some increase to finance works, then the Board would be covered for all options. MD said the Board could borrow money to pay for pumps. JB proposed a 1p increase in the rate to 22.5p, MB seconded, and the Board approved.

2021.14 Five Year Budget Estimate: The Board reviewed the five-year budget estimates and the levels of income & expenditure over that period.

2021.15 Schedule of Payments: The Board approved for signature by the Chairman a schedule of payments made since the last meeting totalling £35,909.08, of which £8,161.18 were paid by direct debit or approved by the Officers only. DMT proposed the Board approve the schedule and JB seconded.



Engineer's Report

The Engineer's report was read and approved. The Engineer commented that the majority of the matters in his report had already been discussed in the previous section.

Matters Arising

2021.16 Natural England: PJ said Natural England confirmed the previous week the pump was running and that they were looking at interaction with the catchment. He also said they hoped no injuries were incurred. JB said the pump was not running that. DMT asked what the Board thought of ingress. MB said some had discharged at the weekend, but it was not as bad as last year. JB said when the sluice starts running it is too high. DMT agreed and said it only compounds the problems for the Board. MB said a 'professional' had advised on Natural England and believed they could be at fault. DMT asked if the area of Thorne Moors within the Board's boundaries was rateable. CB said the land drainage act does not allow.

2021.17 Associated British Ports: PJ also said he had a new contact with ABP in regard of Shipcote Drain. MD said they had not been in contact yet and that he would like to arrange contact as soon as possible..

Environmental Report

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

Health & Safety Report

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

Any Other Business

2021.18 Mr Glew: CB said he would respond to the correspondence received from Mr Glew.

2021.19 Land Level Increases: DMT asked where landowners would stand if they wished to increase the level of their land. PJ said they were entitled to do so provided no injury was caused to others. CB asked if such works would require the consent of the Board. PJ said they would if withing 9m of any watercourse, and that the Board would still need access for maintenance purposes.

Date of next meeting

2021.20 The meeting was closed at approximately 3:30pm. The next main meeting will take place on Tuesday, 15 June 2021, 2:00pm, with the venue to be determined. An additional extraordinary meeting may also be arranged in the interim.

1.4 Matters Arising not discussed elsewhere



2. CEO's Report

Recommendations

- Members note the information in the report
- To approve Revised Standing Orders Item 2.2

2.1 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>

2.2 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 20) and the Board are requested to approve the document.

2.3 Environment Agency

2.3.1 Humber 2100+ - Humber FRMS

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.

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 3.5
- Approve the schedule of payments made since the last meeting, 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 at 1 April 2020		<u>NIL</u>
2020/2021 Drainage Rates and Special Levies		
Drainage Rates		24,093.73
Special Levies		
East Riding of Yorkshire Council	6,213.00	6,213.00
Total Drainage Rates Due		<u>30,306.73</u>
Less Paid: -		
Drainage Rates		23,903.45
Special Levies		
East Riding of Yorkshire Council	6,213.00	6,213.00
Total Drainage Rates Paid		<u>30,116.45</u>
Adjustments		<u>-190.28</u>
Balance Outstanding as at 31 March 2021		<u>NIL</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.

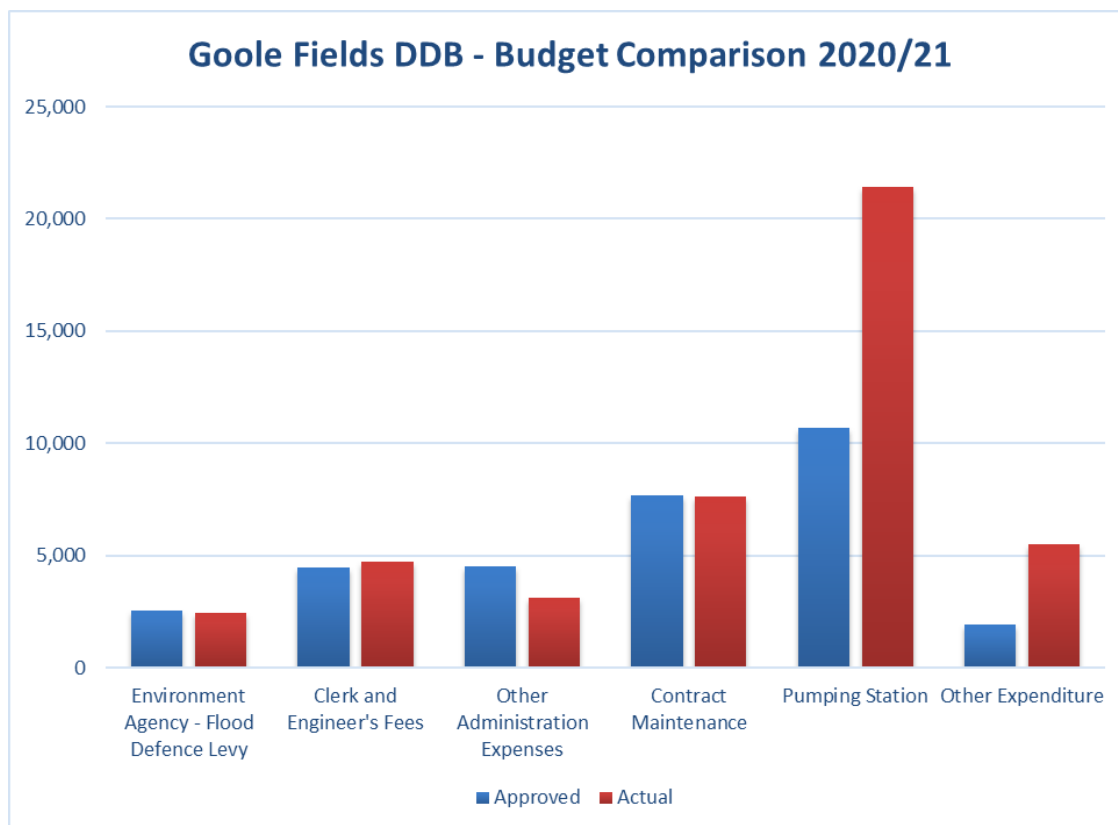
3.2.2 External Audit

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 27).

3.4 Budget Comparison for the Year Ended 31 March 2021



3.5 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.

3.6 Annual Governance & 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 27).

3.7 Five Year Budget Comparison

Goole Fields District DB	0	0	1	2	3	4	5
	2021/22	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Revenue Account	Approved Budget	Estimated Out Turn					
	£	£	£	£	£	£	£
Income							
Drainage Rates	25,015	25,015	25,015	25,015	25,015	25,015	25,015
Special Levies - EYRC	6,502	6,502	6,502	6,502	6,502	6,502	6,502
Other Incomr							
Bank Interest, consents etc	2	2	2	2	2	2	2
Total Income	31,519	31,519	31,519	31,519	31,519	31,519	31,519
Expenditure							
Flood Defence Levy	2,527	2,527	2,603	2,603	2,603	2,681	2,681
Clerk & Engineers Fees	4,887	4,887	5,009	5,134	5,263	5,394	4,750
Other Administration	3,475	3,475	3,579	3,687	3,797	3,911	4,028
Maintenance of Drains	7,931	7,931	8,169	8,414	8,666	8,926	9,194
Maintenance of Pumping Station	6,500	6,500	6,695	6,896	7,103	7,316	7,535
Cross Drain PS- Pump Refurb	-	-	-	-	-	-	-
Annual Service & Inspection	700	700	721	743	765	788	811
Additional Pumping							
Other Expenditure							
Biodiversity Action Plan etc	445	445	458	472	486	501	516
Dempster IDB wayleave	430	430	442	456	469	483	498
Humber Management Scheme	108	108	111	115	118	122	125
Reedness & Swinefleet DB wayleave	618	618	637	656	675	696	716
Consents	-	-	-	-	-	-	-
Total Expenditure	27,621	27,621	28,425	29,175	29,946	30,818	30,856
Surplus/(Deficit)	3,898	3,898	3,094	2,344	1,573	701	663
Balance Brought Forward	21,133	16,484	20,382	23,476	25,820	27,393	28,093
Balance Carried Forward	25,031	20,382	23,476	25,820	27,393	28,093	28,756
Penny Rate in £	22.50p	22.50p	22.50p	22.50p	22.50p	22.50p	22.50p
Penny Rate £1,409	90.62%	73.79%	82.59%	88.50%	91.47%	91.16%	93.19%

3.8 Schedule of all Payments

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

DATE		REF	PAYEE	DESCRIPTION	TOTAL	
					PAYMENT	
2020					£	
Dec	31st	-	NatWest	Bank Fees	0.35	*
		-	NatWest	Unpaid Item Fee	12.00	*
2021						
Jan	20th	24	JBA Consulting	1/4 Salary & Expenses	1,660.38	
	29th	-	NatWest	Bank Fees	2.10	*
Feb	23rd	27pt	Woldmarsh Buying Group	Membership Fees	268.68	*
	26th	-	NatWest	Bank Fees	2.10	*
Mar	15th	28	Elveden Estate & Farms	Diesel for Hire Pump	1,595.60	
		25	Andrews Sykes Hire Ltd	Temporary Pump Hire 26.1.21 to 16.2.21	3,124.13	
		27pt	Woldmarsh Buying Group	Supply to Cross Drain PS	1,071.20	*
		-	NatWest	Bank Fees	0.70	*
		-	NatWest	Unpaid Item Fee	12.00	*
Apr	22nd	9	Half Moon Inn (Mark Joynes)	Meeting Expenses	25.00	*
		30	Towergate Insurance	Hire Pump - Insurance	59.20	*
	27th	1	JBA Consulting	1/4 Salary & Expenses	1,563.34	
	30th	-	NatWest	Bank Fees	2.10	*
		-	NatWest	Unpaid Item Fee	12.00	*
May	12th	29	Sow & Penk IDB	EVO Cardnet Fees 2020/21	67.21	*
		2	Towergate Insurance	Insurances	584.00	*
			Total Amount of all payments		10,062.09	
			*Total Amount of direct debits and cheques sent out signed by the Clerks only		2,118.64	

4. Engineer's Report

Recommendations

- Members note the information in the report.
- Approval of Modelling Budget (Item 4.1.1)

4.1 Asset Management

4.1.1 Cross Drain Pumping Station

The additional modelling has been considered and costed covering the following options:

- Add the reinstated sluices into the model
- Re-shape the approach drain to the pumping station
- Upgrade the pumping station in the model
- With temporary pump at the old railway
- Widen the shipcote drain partly or fully
- 10-year model run with new pumping station
- 10-year run with new PS and widened approach drain
- 10-year run with new PS, wider drain and reinstated sluices
- 10-year run with new PS and reinstated sluices
- 10-year run with widened shipcote drain
- 10-year run with widened shipcote drain and reinstated sluices
- 10-year model With temporary pump at the old railway
- 10-year run with reinstated sluices and With temporary pump at the old railway

We would recommend the following additional options:

- raise the low lying land
- consider a pump on Shipcote

With the quoted cost £3,670.05 plus the additional options and a time charge under the IDB specialist services contract for time working with the modellers; a budget of up to £4,500 + VAT would be recommended for approval of the Board.

The modellers indicate 12 weeks from appointment to deliver the outputs and updated report.

In addition there have been queries raised by Members in relation to Cross Drain which have been appended to these papers for Members information.

4.1.2 Ordinary Watercourse Maintenance

No issues or complaints have been raised for the attention of the Board.

The ordinary watercourses to be maintained for the coming season need to be confirmed.

4.1.3 Natural England

Natural England's summary of interpretive investigation and level survey results are awaited.



4.1.4 Associated British Ports

A meeting with ABP is recommended moving forwards to clarify maintenance and responsibility and to understand the frequency of ABP inspection of Shipcoate Outfall.

Leakage was reported to ABP on 28th May.

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.



5. Environmental Adviser's Report

Recommendations

- Members note the information in the report.

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. "Farming is Changing" available at:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/939683/farming-changing.pdf

5.2 Biodiversity Action Plan 2015-2020



Star shaped water vole footprints

6. Health and Safety Report

6.1 Accident, incidents and near misses

There have been no accidents, incidents or near misses reported since the last meeting.

6.1.1 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. Any Other Business by Leave of the Chairman

8. Date of Next Meeting

11 January 2022 .

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.

Rules made by Goole Fields District Drainage 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 (3) members are present at the start of and during the meeting. If departures reduce the number below one third (3) 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,

(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

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 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—
- (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.

**EARBY AND SALTERFORTH, GOOLE & AIRMYN, GOOLE FIELDS
DISTRICT, SOW AND PENK, RIVER LUGG, ANCHOLME INTERNAL
DRAINAGE BOARDS AND SCUNTHORPE AND 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: 26 May 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:

GOOLE FIELDS DISTRICT DRAINAGE BOARD

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' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
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.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
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.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
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.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		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.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
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.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
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

GOOLE FIELDS DISTRICT DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	30,592	28,736	<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	26,782	30,116	<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	152	2,524	<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	0	0	<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	0	0	<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	28,790	44,892	<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	28,736	16,484	<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	28,148	19,886	<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	0	0	<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	0	0	<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

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