

## WITHAM FIRST DISTRICT INTERNAL DRAINAGE BOARD

**Minutes of the ninety sixth meeting of Witham First District Internal Drainage Board held on Tuesday, 26<sup>th</sup> April 2016 in Branston Booths Village Hall, Lincolnshire at 2pm.**

Present:

Mr. R.A. Fletcher      **Chairman.**  
Mr. P. Gilbert        **Vice Chairman.**  
Mr. E. Applewhite.  
Mr. D.K. Busby.  
Cllr. B. Charlesworth.  
Mr. S.F. Cobb.  
Mr. J.R. Crust.  
Mr. T. Gilbert.  
Mr. R. Hall.  
Mr. M.D. Harrison.  
Cllr. G. Hewson.  
Mr. A.G. Hodgson.  
Cllr. D. Jackson.  
Mr. D. Leggate.  
Mr. S.B. Leggate.  
Mr I.J. Mair.  
Mr. L. Maplethorpe.  
Cllr. J.F. Money.  
Cllr. C.R. Oxby.  
Dr. V. Stanton.  
Cllr. P. Vaughan.

In attendance:

Mrs. Jane Froggatt      Chief Executive.  
Mr. Guy Hird            Engineering Services Officer.  
Mr. Steve Larter        Finance Manager.  
Mr. Martin Shilling     Director of Operations and Engineering Services.  
Mrs. Anna Wilson      Finance and Rating Officer.  
Mr. Garry Winterton    Consents and Enforcements Officer.

### **2003 Apologies for absence.**

Apologies for absence were received from Mr. D.C. Armstrong, Cllr. R. Cucksey, Mr. W.R.B. Grantham, Mr. R.C. Hickling, Mr. S. Maplethorpe, Mr. A.R. Means and Mr. A.S. Whitehead.

### **2004 Declarations of Interest.**

Declarations of interest were received from members nominated by City of Lincoln Council and North Kesteven District Council, in matters relating to their respective Councils.

## **2005 Chairman's Announcements.**

Mr. Bob Fletcher, welcomed members and staff to the April meeting of the Board, particularly Garry Winterton who would be presenting a summary of some recent enforcement cases.

The Chairman then highlighted the following workforce issues to members:

- On 09<sup>th</sup> February 2016 Katherine Davies, Secretary, celebrated 40 years' service with Upper Witham IDB and had been presented with her choice of two garden chairs and National Garden Scheme Vouchers in recognition of long service to the Board, and more recently to all 3 Boards.
- On 17<sup>th</sup> April 2016 Alan Gardner retired as Joint Engineer to the 3 Boards. Alan was dined out at The Guildhall in Lincoln and on behalf of the 3 Boards he was presented with a pair of watercolour paintings of cricket scenes.
- Following the 3 Boards determining to restructure and interviews subsequently held on 21<sup>st</sup> March, congratulations were offered to Martin Shilling who on 18<sup>th</sup> April, following the retirement of Alan Gardner, took up the new role of Director of Operations and Engineering Services. Unfortunately, the restructuring exercise had led to one staff member, Upper Witham IDB's Engineer Ken Pratt, having his employment terminated on grounds of redundancy. His secondment to Mouchel had been extended from 01<sup>st</sup> November 2014 to 31<sup>st</sup> May.
- The joint internal Inspection for the 3 Boards will be on Wednesday, 20<sup>th</sup> July and the planned external inspection on Thursday, 22<sup>nd</sup> September.

## **2006 Minutes of the Board meeting on 02.02.16.**

The minutes of the Board's previous meeting held on Tuesday, 02<sup>nd</sup> February 2016 were proposed, seconded and APPROVED as an accurate record.

### *MATTERS ARISING:*

- 2006.1 Request to adopt a watercourse downstream of a proposed housing development off Grantham Road, Sleaford (minute 1986.1 refers).

It was confirmed that there had been no further contact from the Millward Partnership, since the initial meeting on 16.07.15.

- 2006.2 External Audit from 2017 onwards (minute 1988.2 refers).

It was confirmed that as the Board agreed not to exercise its right to opt out of the national procurement arrangements for revised External Auditors from 2017, it would therefore be part of the sector-led exercise. The Board should hear in October who the new External Auditors from 2017 will be. In the interim, the Board's External Auditors remain Grant Thornton.

2006.3 Members' Development Day (minute 1989 refers).

It was confirmed that a development day for members had been held at Doddington Hall on Thursday, 17<sup>th</sup> March. This had been attended by members from all 3 Boards plus the Vice Chairman and Chief Executive from North East Lindsey IDB. Issues included environmental presentations, finance and governance. External presenters included Innes Thomson (ADA), Paul Wood (Loughborough University), Jake Reeds (Environment Agency), Mark Welsh (Lincolnshire County Council), Paul Arnold (EA) and Gavin Hodson (JBA).

2006.4 Vehicles Driving Policy (minute 1997 refers).

It was highlighted that since the 3 Boards approved the Vehicles Driving Policy in January/February 2016, a specific query had been raised by staff about the use of vaporisers in the 3 Boards' vehicles. Smoking is prohibited under the policy. Advice had been sought from COPE Health and Safety, the 3 Boards' external advisers, and it appears employers are taking different stances on the categorisation and use of vaporisers.

Members discussed the potential benefits of staff using vaporisers rather than cigarettes, the advice currently being given nationally (including from Public Health England), lone workers and the potential risk exposure to the Board of a future damages claim for exposure to passive smoking.

The majority view was that vaporisers should be classified as smoking and thereby members AGREED to amend the Vehicles Driving Policy to include vaporisers within the No Smoking element of the policy, prohibiting their use.

2006.5 Pay Award 2015/16 (minute 1986.2 refers).

It was noted that there remained no agreed position between management and staff sides of ADA Lincolnshire Branch's Pay Committee for the recommended Pay Award to Boards for 2015/16, from 01.04.15. This was disappointing, given most Boards had 'paid 1% on account' and we are now in 2016/17.

The Chairman, in his capacity as Chairman of ADA Lincolnshire Branch, would be raising the matter at the Branch AGM on 28.04.16.

**2007 Minutes of the Executive Committee meeting on 12.04.16.**

The minutes of the Executive Committee meeting held on Tuesday, 12<sup>th</sup> April 2016 were proposed, seconded and APPROVED as an accurate record and recommendations from the Committee to the Board were noted.

## *MATTERS ARISING:*

### 2007.1 Revised Organisational Arrangements for the 3 Boards (minute 4.3 refers).

The recent organisational restructuring was drawn to members' attention, following the group of 3 Boards determining in January/February 2016 to restructure operational and engineering support to the Group.

The Engineer to Witham First and Witham Third DIDBs (who had fulfilled the role of Engineer to the 3 Boards since 01.11.14) had retired on 17.04.16 and Upper Witham's Engineer had been due to return from his secondment with Mouchel on 01.04.16. The two posts of Engineer to W1st and W3rd and Engineer to UW had, together with the post of Director of Operations to the 3 Boards, been disestablished. One new post of Director of Operations and Engineering Services had been established and, following 2 stages of consultation with affected staff members, an interview panel of members from all 3 Boards and the Chief Executive had interviewed candidates on 21.03.16.

Following those interviews, Mr. Martin Shilling had taken up the new role of Director of Operations and Engineering Services on 18.04.16. It was noted that UW's Engineer's secondment to Mouchel (from 01.11.14) had now by mutual agreement been extended to 31.05.16 at which point his employment with that Board would terminate, by reason of redundancy.

### 2007.2 Special Levy Developed Land Calculations (minute 13 refers).

Cllr. Gary Hewson noted the discussion at the Executive Committee meeting about an apparent historical error in the amount of Special Levy being charged (on developed land) to North Kesteven District Council. This related to a 1993 calculation and the impact is that the Board has not collected income due to it, over the last 23 years at a total of >£500k. The Board is receiving £55k per annum (as at 2016/17) less income due to it from North Kesteven District Council.

It was confirmed that the Board's Internal Auditor had been asked to independently peer review the Finance Manager's calculations and audit trail and he was satisfied with the accuracy of the position.

Whilst it was noted that the Board was unable to claim for income due in past years, it was agreed that the Chief Executive and Finance Manager should meet with NKDC Officers to discuss 2017/18.

## **2008 Financial Outturn Report 2015/16, to 31.03.16.**

The financial outturn report for 2015/16 had been circulated with the agenda, which showed the approved estimates, the profiles budget to 31.03.16 and variances. The report was presented by the Finance Manager, who stressed this was an indicative outturn at this stage in the closure process for 2015/16.

The indicative position as at 31<sup>st</sup> March 2016 was a slight surplus of (£24,163), albeit prudent estimates had been made on Highland Water, so the small surplus may increase marginally.

On income, overall this is a healthy (£32k) above profile. During the year the rechargeable works income had increased, particularly PSCA works commissioned by the EA, and that was (£34k) ahead of budget profile. Also on income, minimal investment income of (£1k) had been received to 31<sup>st</sup> March.

Pleasingly, the £79k Branston Fen Scheme had been approved (control panel, catchment study and pump lift & refurbishment) and in late March (£34k) GiA income had been received from the EA. This would be thrown forward to 2016/17 to fund those works, with further GiA income due in 2016/17.

Highland Water income of (£12k) had been received, being the balance of the 2014/15 actual claim and 80% on account for the 2015/16 estimated claim. Until completion of the 2015/16 actual claim, no further income has been assumed.

On expenditure, there was a noticeable variation of (£48k) overall. This comprised Drains (£6k) and Pumping Stations (£54k). This was in part due to the Chapel Hill Bank reinstatement scheme in May 2015 but also reflected savings on drains and pumping stations this year due to reduced electricity usage (£23k) and lower fuel prices (£10k). Pumping station flat roof replacements continued into 2015/16 at a further cost of £5k.

Expenditure on joint administration and Witham House was £8k above budget profile, £6k of this was ICT costs for a replacement server brought forward to March 2016 due to reliability problems and the good financial position of all 3 Boards as at March 2016.

On Drainage Rates income there was an excellent 2015/16 collection rate at 100.0%, with £483,090.05 collected. Due to rates adjustments, write-offs, court costs etc there was a total of £1,043.70 outstanding balance owed to the Board as at 31.03.16, which was rolled forward into 2016/17.

It was confirmed that Drainage Rates invoices for 2016/17 had been posted to account holders on 05.04.16 and payments were coming in.

On bank balances and investments, these were as follows:

**As at 31st March 2016**

Natwest (to 30/03/16)	£ 103,518.76
Co-op (to be transferred)	£ 34,000.00
Nationwide Instant Access	£ 126,252.63
Nationwide 95 Day Notice	£ -
<b>Total</b>	<b><u>£263,771.39</u></b>

Members received and NOTED the indicative financial outturn report on 2015/16 of a surplus of (£24,163) at this stage, AGREED the deployment of any surplus to the Plant and Machinery Reserve and noted that the Statement of Accounts 2015/16,

the IDB1 Form and the IDB Annual Return to Defra would all come to the Board for approval on 07.06.16.

### **2009 Statement of Expenditure for the period 01.01.16 to 31.03.16.**

The Finance and Ratings Officer presented the Statement of Expenditure incurred for the 3 months to 31<sup>st</sup> March 2016.

Expenditure totalled £169,824.46 or, excluding £15,011.98 VAT, the net amount of £154,812.48. Of this, £1,052.27 was expenditure rechargeable to other bodies.

Members NOTED the expenditure incurred.

### **2010 Drainage Rate write-offs.**

The Finance and Ratings Officer presented a request that the Board write-off drainage rates overpayments on 2 accounts, where on DRS the accounts are 'awaiting refund', but where there is no forwarding address for the previous ratepayer. Write off of drainage rates is a matter reserved to the Board. In this instance the minimal sums involve 2 accounts, as follows:

<u>Account</u>	<u>From</u>	<u>To</u>	<u>Rates</u>
244	03/10/2014	31/03/2016	- £5.84
317	01/4/2001	31/03/2016	- £0.08
			<u>- £5.92</u>

The Board APPROVED the write-off of refunds due totalling - £5.92 across two accounts.

### **2011 Chief Executive's Report.**

The Chief Executive's Report had been circulated with the agenda. Issues highlighted included:

- Environment Agency's potential de-maining of watercourses.

Whereas previous discussion and a workshop on 01.12.15 had indicted the EA may be interested in de-maining some of their existing watercourses, it was more likely now that the discussion would move on to determine who is the most appropriate body to undertake maintenance on those watercourses. Rather than a formal de-maining process, requiring consultation and primary legislation, it was more likely that long term maintenance agreements would be reached, potentially using the PSCAs now in place. The principle agreed is that we take a 'partnership approach to Catchment Management' and the first meeting of the Working Group was being held today at BSIDB, which the GIS Environment Officer was attending.

- Environment Agency 5 year Maintenance Plan.

With 2016/17 as year 1, the EA has for the first time secured a '5 year maintenance spending plan' with Defra. This provides an additional £40 million for maintenance spending in England in 2016/17 and in following years. The impact of this for, say, additional PSCA works in Lincolnshire needs discussion with the EA.

- Capital Programme (Medium Term Plan).

It had been confirmed in writing on 05.04.16 by the EA's Acting Area Manager for Lincolnshire and Northamptonshire that the EA's Board had approved on 02.02.16 the indicative schemes eligible for Flood & Coastal Erosion Risk Management Grant in Aid (FCERM GiA).

There was some variation between the schemes as approved and as submitted and a meeting had been arranged for 29.04.16 with the EA's Lincoln Office to reconcile this.

Witham First DIDB has received confirmation of funding for the £79,000 Branston Fen Scheme (to include a catchment study, a replacement pumping station control panel and a pump refurbishment). Officers therefore proceeded to invite tenders initially for the Control Panel Replacement and the Catchment Study and, on confirmation of initial £34,000 funding received late in 2015/16, the contract was placed with Interlec Ltd at £35,120 and with BWB for the Catchment study at £13,000.

- FloodEx Event at Peterborough Arena on Wednesday, 18<sup>th</sup> & Thursday, 19<sup>th</sup> May 2016.

ADA is hosting an exhibition, seminars and workshops event over 2 days at the Peterborough Arena. On Wednesday, 18<sup>th</sup> May this will be from 9am to 5pm and on Thursday, 19<sup>th</sup> May it will be from 9am to 4.30pm.

Members were advised to pre-register for the event on [www.floodex.co.uk](http://www.floodex.co.uk), which would generate an entry ticket valid for either day of the exhibition. There is no charge for entry.

Members received and NOTED the Chief Executive's Report.

2012 North East Lindsey Internal Drainage Board potentially joining the existing Group of 3 IDBs, as a fourth partner, from 01<sup>st</sup> April 2017.

A paper had been circulated with the agenda which set out the existing Joint Services arrangements between the Group of 3 Boards, dating for Joint Administration to 01.04.2009, and setting out the issues for consideration by each of the 3 Boards relating to a further Board, North East Lindsey IDB, potentially joining the existing Group from 01.04.17. It was noted that each of the 3 Boards' sub-committees had discussed the proposal and each was content to support it and recommend approval to the Board.

The advantages and disadvantages to the existing 3 Boards were set out and Members discussed this. Issues included:

- the existing Officers supporting the 3 Boards would be spread more thinly, covering 4 Boards, with additional workload.
- for an initial period, North East Lindsey will pay to retain their office at Ulceby (near Brigg) which is 38 miles from Witham House and which will require at least part-time cover from Witham House based staff.
- the pros and cons of a predominately coastal Board joining a group of inland Boards.
- the potential increased long-term resilience for a Group of 4 IDBs, should there be pressure for IDBs to share support functions.
- having worked together in recent months, a willing partnership of Boards that feel they share a common ethos being preferable to an externally forced partnership.
- the different challenges of a coastal IDB with 96% of income received through Special Levy on two unitary authorities, albeit both Councils are in the GLEP and are party to the Greater Lincolnshire devolution proposal.
- the potential for efficiency savings for all 4 Boards. For illustrative purposes only, if North East Lindsey joined the group (based on the 2016/17 approved joint services budget) at, say, a 15% contribution rate (with UW then revised to 35%, W1st to 20% and W3rd to 30%) then North East Lindsey would be contributing £106,240.05 per annum. The impact of this would be to save UW £39,315.00 per annum, W1st £25,657.97 per annum and W3rd £41,266.58 per annum. It was stressed that this was indicative only, to provide some level of quantification for all 4 Boards.

It was also pointed out that the potential arrangement was based on some assumptions:

- the work of the 3 Boards' Consents & Enforcements Officer was excluded from the arrangement as he works predominantly for LCC (as the LLFA) and this would not be relevant for North East Lindsey Internal Drainage Board.
- all other posts supporting the 3 Boards were regarded as 'joint' and North East Lindsey IDB would be joining the group and buying into that principle in the proportions yet to be agreed. As far as staff are concerned that includes the services of the Chief Executive, Finance Manager, 2 Finance & Ratings officers, Payroll Clerk, Secretary, Director of Operations and Engineering Services, Engineering Services Officer, GIS & Environment Officer and Works Supervisor.
- the existing 3 Boards would continue to each have a Foreman and Land Drainage Operatives and these roles would not be part of the joint arrangement (the Diesel Pumps Craftsman for W3rd and UW would not undertake work for North East Lindsey IDB and his costs would not be apportioned).
- Witham House is owned by Upper Witham and the costs of operating and maintaining the building (e.g. NNDR, water, electricity, cleaning, site service charges, insurance and repairs) are shared between the 3 Boards and would be shared between the 4 Boards, in the proportion yet to be agreed.
- Systems support would need to be budgeted for by North East Lindsey IDB and the 4 Boards will need to work together on transitional arrangements from 01.10.16 to 31.03.17 in order to ensure the new arrangement operates

smoothly for all 4 Boards from 01.04.17. Examples included ensuring data is migrated on to the DRS Ratings system, the SAGE 200 Finance system (so we have complete 2017/18 data), the SAGE 50 Payroll system, the GIS system and the Electronic Referencing System. Other issues to be considered included Consents, Enforcements, Health and Safety and Internal Audit.

- it may be that North East Lindsey's Chief Executive retires on 30.06.17 but returns for specific project work (at a cost to be borne by North East Lindsey IDB).
- the Works Supervisor for North East Lindsey will, at the Board's request, work only for that Board and his costs will not be shared.
- at present, North East Lindsey IDB do not have a depot and the Board may review the need for a lock-up facility (e.g. on an industrial estate) at a cost to the Board.

Members then discussed a range of issues relating to whether the proposal to approve in principle the admission of North East Lindsey to the existing group of IDBs should be approved. Issues raised included:

- members wished to understand the nature and scale of Operational responsibilities involved and the Director of Operations and Engineering outlined the different nature of the summer maintenance programme in North East Lindsey, undertaken not by a directly employed workforce but by a contractor (with the contractor's service being managed by the Works Supervisor).

After discussion, the following recommendations were APPROVED:

- approval in principle for the admission of North East Lindsey IDB to the existing group of 3 IDBs (UW, W1st & W3rd) as a full partner, subject to the Boards negotiating terms acceptable to all 4 Boards.
- that a project plan be prepared to ensure a smooth transition period between 01.10.16 and 31.03.17, such that North East Lindsey IDB becomes a full member of the Group of IDBs from 01<sup>st</sup> April 2017.
- that a revised 'Joint Services Agreement' be developed to be operational between the 4 Boards from 01<sup>st</sup> April 2017.
- that the Governance forum for joint services will remain the Joint Services Committee and that the Committee's membership be expanded to include North East Lindsey from at least 01<sup>st</sup> April 2017 (potentially from December 2016, when draft joint budgets for 2017/18 are reviewed and recommended to each Board).

### **2013 Director of Operations and Engineering Services' Report.**

The Operations report had been circulated with the agenda and was presented together with an update and photographs:

- Planned Maintenance Programme.

The winter 2015/16 maintenance programme, was complete. (Busby's Drain was not cleansed due to the small amount of material in the channel bed), the

material removed from the channel bed was placed on the adjacent drain side, from where it will be spread after this year's harvest.

Along part of Blankney Fen Main Drain there will be some loss of cropping to the grass bank that is tenanted out by the Board. Should it be found that the tenant is unable to crop the bank this coming season, then a remission of rent may be appropriate for this bank lot.

The winter programme for 2015/16 was as follows:

<b>Watercourse</b>	<b>Length m</b>	<b>(Miles)</b>	<b>% Completed</b>
Farroway Bankside Drain	3455m	(2.1 miles)	100% completed
Busby's Drain	0m	(0.0 miles)	0% completed*
Blankney Fen Main Drain	4670m	(2.9 miles)	100% completed
Martin Town Dyke	4180m	(2.6 miles)	100% completed
Wrights Dyke	325m	(0.2 miles)	100% completed
Martin Delphside Drain	2090m	(1.3 miles)	100% completed
<b>Totals</b>	<b>14,720m</b>	<b>(9.1 miles)</b>	<b>100% completed</b>

\*Busby's Drain was left with the agreement of the riparian owners due to the small amount of material to be removed.

The workforce had taken the opportunity to remove a number of bushes that have become established within various channels. Their removal will ensure improved access for the Board's plant during maintenance activities

The road culvert that carries the Martin Town Dyke under the Dales Head Bank road was cleared by hand to ensure an unobstructed discharge from the drain. A small programme of culvert that can be cleared by jetting is to generated and this work will be completed as soon as practical.

A dis-used access bridge was also removed with the riparian owner's consent. The removal of this structure will ease maintenance activities.

- Pumping Stations.

Unfortunately, the automated weedscreen cleaner at Timberland Pumping Station continued to demonstrate problems. Further repairs are being investigated on the grab motor.

The pumps continued to have relatively few hours of work, with only isolated periods of what could be called heavy rainfall. The main benefit of this was reflected in the lower use of electricity.

The short periods of heavy rainfall that had fallen had generated a need to manually clear weedscreens, where automated cleaners are not present, along with the need for a small amount of weekend work to monitor the conditions at various Pumping Stations.

- Plant.

No major expenditure has been required on the Board's fleet and regular servicing of the machines continues.

- Public Sector Co-operation Agreement [PSCA].

The Board had completed all the 2015/16 work commissioned by the Environment Agency and the EA had very recently given verbal confirmation that a similar level of PSCA works would be commissioned for 2016/17, if not more. The Board's own summer and winter programmes would remain the priority.

- Woodhall Country Show.

Sunday, 22<sup>nd</sup> May at Woodhall Spa from 9.30am to 5pm. A joint stand for the 3 Boards. Members were invited to call in.

- Timberland Diesel Pumps.

Witham First DIDB would be hosting open days for the diesel pumps on Sunday, 05<sup>th</sup> June and Saturday, 10<sup>th</sup> September 2016 from 1pm to 4.30pm. All welcome.

Members received and NOTED the report and presentation.

### **2014 Report on Planning Applications.**

A report had been circulated which detailed planning applications received in the period 16.01.16 to 12.04.16, together with a summary of the comments submitted to the relevant Local Planning Authority.

Comments to North Kesteven District Council were as follows:

<u>Location.</u>	<u>Applicant.</u>	<u>Details.</u>
Unit 2, Five Mile Business park, Blackthorn Way, Washingborough .	Marks Specialised Transport Ltd.	Extension to office and workshop building to house MoT bay.
<i>Waste facilities are already in place which should cope with this small extension. Surface water drainage is stated at section 12 of the application form as being to a watercourse. Having surveyed the systems in this locality it is believed the drainage will be to soakaway.</i>		
Royal Oak Bridge, East Road, Sleaford.	Melbourne Holdings Ltd.	Change of use of land to builders yard for external storage of building materials and storage containers, extension of private access road and fencing to full perimeter of site.
<i>If a new outfall is required for the surface water discharge arrangement then Land Drainage Consent should be sought from the Board (not to be unreasonably withheld). The LPA should require attenuation of run-off if there are significant additional impermeable areas. No details are shown.</i>		

<u>Location.</u>	<u>Applicant.</u>	<u>Details.</u>
91 Fen Road, Timberland.	Mr J Langtry.	Extensions to dwelling.
<i>The additional impermeable areas are such that specific drainage measures should be taken. For soakaways, they should be designed in accordance with sections 3.26 to 3.30 of part H of the Building Regulations.</i>		
Fairview Farm, Main Road, Anwick Fen.	M Woods Transport Ltd.	Extension to dwelling.
<i>No further observations to the letter of 23rd October 2012 regarding application 12/0985/FUL, except the applicant is reminded of the requirement to apply for Land drainage Consent to the Board, the development being within 9m of a Board maintained watercourse.</i>		
Merryways, Bardney Road, Heighington .	Mr P Cobb.	Alterations and extensions to dwelling.
<i>The additional impermeable area is marginal in quantity as to whether specific drainage measures should be taken. If existing surface water drainage has any issues it would be well to review and redesign for the whole structure.</i>		
Willow Farm, Fen Road, Digby Fen.	Mr & Mrs Phillips.	Conversion of barn to dwelling.
<i>There is no mention of the IDB system from which some benefit would be derived in an event. Not sure if a bund will be effective with a building of this age and construction; the water will probably seep through the fabric should it be raised for a prolonged period. It is implied this is also the view in the revised Flood Risk Assessment (no author given) where various flood resilience measures are proposed to the property itself in addition.</i>		
<u>Location.</u>	<u>Applicant.</u>	<u>Details.</u>
Plot 20 Five Mile Business Park, Five Mile lane, Washingborough.	Mr T Boardman.	Two industrial buildings incorporating ten small units for light industrial use.
<i>The LPA must condition the planning permission defining the permitted activities, including those related to vehicles, to safeguard against the pollution of surface water. It is noted foul drainage is to be sealed in two cesspool tanks.</i>		
Coggeshall Mill Cottage, East Road, Sleaford.	Well Being Health Beauty.	Change of use from restaurant to health, beauty and hair plus erection of log cabin, fencing, gates and wall.
Comments to City of Lincoln Council were as follows:		
<u>Location</u>	<u>Applicant</u>	<u>Details</u>
Land South of Old Bottle Yard, Great Northern Terrace, Lincoln.	Saxilby Construction.	Erection of 4no. industrial units.

Slightly disingenuous description of where flooding would occur should the Lincoln FAS fail. Flooding would occur within the city, not just to agricultural land and residential areas upstream of Brayford Pool. Page4 last paragraph – The description of the site location is wrong. It describes it as between the Witham and Sincil Dyke, whereas it is to the south of Sincil Dyke. Page5 infers that should the raised embankments to the Sincil Dyke fail, the soke dyke will accommodate any resulting flows, but it will not and the site will surely flood. Map 1 indicates the wrong site location. The area indicated is on the High Street.

Members received and NOTED the report (and that there were no relevant Lincolnshire County Council applications during this period), this being the final report on planning applications from Alan Gardner. Guy Hird will in future deal with the planning applications for all 3 IDBs, including the summary reports to the Boards.

**2015 Consents & Enforcements Report.**

A report on current consents and enforcement cases, both within the drainage district and in the extended catchment where the Board acts for Lincolnshire County Council (as the LLFA), had been circulated with the agenda.

In addition, Mr. Garry Winterton attended the meeting and presented a summary of the 70+ enforcement cases on which he had worked over the past year.

The position on current cases is as follows:

- **Section 23 Land Drainage Act Consent Applications – Board’s District.**

No applications since previous Board Meeting.

- **Section 23 Land Drainage Act Consent Applications – Board’s Extended Area.**

The Board acts as Agent for Lincolnshire County Council, the Lead Local Flood Authority.

No applications since previous Board Meeting.

- **Enforcement Issues – Board’s District.**

Reference.	Location.	Description / Comments.	Actions.
FD-1970-2015-ENF	Sleaford Fen off Electric Road Sleaford.	Watercourse filled in.	Watercourse reformed awaiting culvert to be cleared.
FD-2652-2016-ENF	New Road, Martin Dale.	Unconsented culvert.	Application received.
FD-2653-2016-ENF	Whitehouse Farm, North Kyme.	Unconsented fence on Board drain.	Awaiting site inspection.

• **Enforcement Issues – Board’s Extended Area**

Reference.	Location.	Description / Comments.	Actions.
FE-1683-2014-ENF	Rear of North St, Digby.	Possible culvert blockage.	Awaiting action by PC as to their intentions, Will monitor.
FE-2546-2016-ENF	A135 Sleaford.	Possible work required to watercourse following report from NKDC.	Investigations on going.
FE-2566-2016-ENF	Main Street, Dorrington.	Pond may require maintenance.	Price to clear pond & watercourse given to PC for work.
FE-2598-2016-ENF	Clay Pits Branston Booth.	Outfall from clay pit blocked.	Awaiting remedial works.

Members received and NOTED the report and thanked Garry Winterton for his presentation.

**2016 Five Mile Development, Washingborough.**

A position statement on Five Mile Development near Washingborough had been prepared by the Board’s Engineer, following a site visit on 07<sup>th</sup> April 2016. He had been requested to assess whether all the conditions in the 2007 Agreement had now been fulfilled as a precursor to the Board adopting the system for maintenance in return for the agreed mutual sum of £12.7k (held on account by Sills & Betteridge, the Board’s Solicitors). A meeting with new site owners had been held in December 2014 and they had been undertaking works, as requested.

At the site inspection on 07.04.16 it was found that the:

- unsupported overhanging road edge adjacent to the lagoon had been properly shored with gabions and mass concrete. The lagoon is now complete and in a quite satisfactory state.
- incomplete manhole, the first downstream from the lagoon, is now finished.

An enquiry was made to the developer’s agent regarding the intention to convert the lagoon into a car park with water storage being provided by ‘storm crates’. This is not presently a high priority, but may still be carried out.

Although not directly related to the stormwater system, the situation was also determined regarding foul drainage. The Environment Agency have ruled that treatment with discharges into the storm system will not be permitted. Foul drainage must be collected in sealed tanks and carried off site for disposal.

In conclusion, the infrastructure that was planned to be adopted by the Board is now complete and the Engineer felt it is in a suitable condition for adoption. The culverted system had been CCTV surveyed and footage reviewed in December 2014 when it was satisfactory.

In response to a comment from Mr. Steve Cobb, it was confirmed that the system was operating as designed (including oil interceptors) and that should the site owners in future determine to infill the lagoon to create additional car parking, this would be subject to a consent application.

The Board noted the position and AGREED the following recommendations by a majority, Mr. Steve Cobb asking for his abstention to be recorded:

- The Board adopts the Five Mile drainage infrastructure, as previously defined, and accordingly applies to the Solicitors for release of the commuted sum of £12.7k.
- If the developer decides to proceed with further works on the attenuation lagoon for the purposes of providing additional parking spaces, the matter is dealt with as a Consent application.

### **2017 Adoption request for the left hand bank of Timberland Delph.**

The Board had received a verbal request from Mr. Paul Tonge for the Board to schedule a 900m length of riparian watercourse that runs adjacent to the Timberland Delph [Environment Agency main river) and agree to maintain it in the future.

The catchment of the riparian watercourse extends from the Board maintained Main Drain eastwards to the River Witham and serves predominantly arable land. Mr. Tonge has requested that the Board adopt this watercourse to provide a consistent standard of service within the Martin Fen and comparable scenarios at other Delphs.

The Board currently maintains the Martin Delphside Drain from the upstream extent of the Timberland Delph to its confluence with the Main Drain. It is an open watercourse and is usually accessed from the landward cess of the Delph.

There is not a long recorded history of flood events or poor drainage effecting residential properties or arable land within this small catchment of Martin Fen, although the confluence with the Main Drain was the location where the Timberland Delph overtopped in December 2012. Whilst this event placed considerable strain on the Board's pumped system, it did not place an additional load upon the local riparian system.

The Board has a written Policy for the Scheduling of Watercourses (2014). The Policy is written for land and watercourses within the district. The length that is subject to the request is entirely within the district with an open outfall discharging into the Board's existing maintained system [Main Drain].

It was pointed out that the watercourse does not comply strictly with all of the adoption Policy criteria listed:

1. **The watercourse can be considered a primary drainage route** – it serves a single field and the adjacent landward cess of the Delph.
2. **The watercourse has more than 1 riparian owner** – it has one riparian owner but does receive a small intermittent flow from a package treatment unit immediately upstream (Pinfold Bridge End).
3. **The watercourse has known drainage issues** – Mr. Tonge has previously complained of poor drainage in the field served by the watercourse.
4. **The watercourse lies within a developed or environmentally sensitive area that could be impaired without regular maintenance** – it serves an arable area.
5. **It is not maintained by another Flood Risk Management Authority** – it is riparian responsibility.
6. **Continuity with other scheduled or designated watercourses downstream** – those down stream are maintained by the Board.
7. **New development that includes additional drainage infrastructure** – the request is not related to new development.

Discussion followed on the case for and against adopting the stretch of watercourse, bearing in mind the potential precedent that adoption sets but also considering the history of the Board having informally undertaken weed control on the drain in recent years.

If the watercourse is adopted, the Board would need evidence that the area suffers from significantly poor drainage which already affects the adjacent arable land and package plant outfall before acceding to the request to improve and deepen the drain. Any channel reforming would be carried out from the arable field side (north) so as to minimise any disturbance/de-establish of the Delph embankment. The watercourse serves as a 'soak dyke' to any flows seeping through the Delph embankment and mirrors that on the south side of the Delph (Dales Head Dyke) maintained by the Board. Mr. David Busby enquired about seepage from the Delph.

Following discussion, the Board AGREED to adopt and schedule for maintenance the 900 metres of riparian watercourse concerned, adjacent to the Timberland Delph.

### **2018 Sustainable Development System Adopted Report.**

A Briefing Note had been prepared by the Engineering Services Officer on the current position in respect of Sustainable Development Systems (or SuDs) and this was presented.

The summer 2007 floods were largely a result of surface water flooding, where intense short duration rainfall events on local catchments caused overland flows and the capacity of some local drainage systems was exceeded. This prompted a change in national policy to reduce the impact of new development.

A Sustainable Development System aims to mimic the natural catchment processes, reduces run-off, encourages natural groundwater recharge, reduces pollution, enhances amenity and promotes biodiversity. In effect, it is a contrasting approach to a traditional piped system.

The national planning process changed from April 2015 and Local Planning Authorities (in Lincolnshire, the 7 District Councils) were designated as the bodies to

deliver SuDs for new development in general and specifically for major developments of more than 10 properties. The LLFA (in Lincolnshire this is LCC) was designated as the statutory consultee on local flood risk, with IDBs acting as a secondary consultee.

Discussion focussed on the difficulty for the Local Planning Authorities in monitoring the maintenance of SuDs features in developments over the whole life of the development and the potential transitory nature of some management companies. Typical SuDs features include:

- permeable pavements.
- swales.
- filter strips.
- dry attenuation areas.
- wet attenuation areas.

Collectively, in Lincolnshire the relevant authorities would prefer that assets are adopted and maintained by a responsible authority. There followed discussion about the current position of Anglian Water Services in relation to SuDs adoption and the Health and Safety advice they were working to, the position of district councils as typically not adopting open spaces (which may feature SuDs), Parish councils as an option and also the potential position of individual IDBs adopting SuDs on a case by case basis.

Cllrs. Ron Oxby and John Money both declared an interest in this matter, as serving members on the LCC's Flood Risk and Drainage Scrutiny Committee.

It was felt that AWS's position on the adoption of SuDs may well be clearer by September and that there should then be further discussion as to what this means for the Board.

At this stage, it was NOTED that the IDBs' Engineers' forum is currently drafting a "Policy for the adoption of SuDs" and this, together with an update to the 3 Boards on the Policy for the Scheduling of Watercourses (due to be reviewed by January 2017) will come to the Board for further discussion in due course.

**2019 Any Other Business.**

There were no further items of business.

**2020 Date, Time and Place of the Board's Next Meeting.**

The Board's next meeting was confirmed for **Tuesday, 7<sup>th</sup> June 2016 at 2pm in Branston Booths Village Hall.**

.....Chairman.....Date  
W1st BM 26.04.16