

A MEETING OF THE SOUTH HOLLAND INTERNAL DRAINAGE BOARD WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, LINCOLNSHIRE ON TUESDAY 5 FEBRUARY 2008 AT 9 AM.

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| <p>Elected Members</p> <p>J L van Geest</p> <p>* N J Grundy</p> <p>A G Hay</p> <p>* G A Hay</p> <p>* S A R Markillie</p> <p>* D Sly</p> <p>S Taylor</p> <p>R C Thompson</p> <p>* J W Ward</p> <p>* D R Worth</p> | <p>Appointed Members</p> <p>South Holland D C</p> <p>J M Atkin</p> <p>* F Biggadike</p> <p>* S M Booth</p> <p>* A Casson</p> <p>* P A Espin</p> <p>S Keeble</p> <p>P S Przyszlak</p> <p>* M R Taylor</p> <p>* P M Walls</p> <p>* D J Wilkinson</p>
<p>South Holland D C/
Boston B C</p> <p>* Mrs R M Rudkin</p>
<p>* Present (67%)</p> |
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Mr S A R Markillie in the Chair

In attendance:

Mr P J Camamile (Chief Executive), Mr J M Worfolk (Chief Engineer),
 Mr K L J Vines (District Engineer/Health and Safety Officer),
 Mr S Green (Works Supervisor),
 Mr G R Dann (Planning/Enforcement Officer) and
 Mrs L Mayer (Conservation Officer).

ID	South Holland IDB, Minute	Action
01/08	APOLOGIES FOR ABSENCE	
01/08/01	Apologies for absence were received on behalf of Messrs J M Atkin, J L van Geest, A G Hay, S Keeble, P S Przyszlak, S Taylor and R C Thompson.	
02/08	MINUTES OF THE LAST BOARD MEETING	
02/08/01	The minutes of the last meeting of the Board held on 6 November 2007 were approved and signed as a true record. Arising therefrom:	
02/08/02	Chief Executive's Report (59/07/03)	
	Members noted that an offer of employment had been made for the	

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post of Assistant Engineer.	
02/08/03 New Intake at Gedney Drove End (59/07/04)	
(a) The District Engineer confirmed that the Environment Agency had been requested to repair the first line sea defences; however no such undertaking had as yet been received.	KLJV
(b) Mr P M Walls raised concerns over the lack of funds available from DEFRA to enable the Environment Agency to carry out repairs to the sea defences. It was agreed and thereby RESOLVED to raise this issue at the next ADA Branch meeting.	
02/08/04 Westmere Outfall	
Mr S M Booth reported that the sea bank from Westmere Outfall to where the road joined the bank was in a bad state of repair and there was a problem with rabbits damaging the bank. It was agreed and thereby RESOLVED to raise the issue with the Environment Agency as soon as possible.	KLJV
03/08 HEALTH AND SAFETY COMMITTEE MEETING	
03/08/01 The unconfirmed minutes of the last Health and Safety Committee meeting held on 10 January 2008, together with the Health and Safety Report for 2007 were considered in detail and approved by the Board. Arising therefrom:	
03/08/02 Overhead Cable Incident	
Mr P A Espin referred to the overhead cable incident described on page 14 of the Health and Safety Report and asked whether the safe system of work had been updated to take account of the incident. Members were advised that immediate steps had been taken to correct any misunderstandings which existed and the safe system of work was being reviewed.	KLJV
04/08 PLANT AND DEVELOPMENT COMMITTEE MEETING	
04/08/01 The recommendations arising from the last Plant and Development Committee meeting held on 10 January 2008 were considered in detail and approved by the Board. There were no matters arising therefrom.	
05/08 PERFORMANCE SUB COMMITTEE MEETING	
05/08/01 The unconfirmed minutes of the last Performance Sub Committee meeting held on 14 January 2008 were considered in detail and approved by the Board. Arising therefrom:	

05/08/02 Review of Objectives for 2007/08 (03/08/01)

The Performance Review for 2007/08 (a copy of which is filed in the Report Book) was considered in detail and approved.

05/08/03 Objectives for 2008/09 (04/08/01)

It was agreed and thereby RESOLVED to approve the following objectives for 2008/09:

- (i) To ensure that total expenditure does not exceed the expenditure budget for 2008/09 and plan for next year's rate requirement to equate to no more than an inflationary increase.
- (ii) To ensure that the Finance Officer undertakes all aspects of this role as specified, after the proposed WMA management structure is implemented.
- (iii) To implement Part 2 of the DEFRA Implementation Plan, following on from the Review of IDB's.
- (iv) To approve the Indicative 5 year maintenance programme (carried forward from last year).
- (v) To complete capital works as planned within the agreed timescale/budgets, after the Assistant Engineer has been appointed.
- (vi) To review the Board's arterial network and consider the abandonment of low priority/redundant infrastructure (carried forward from last year).
- (vii) To start the programme of inspecting free span bridges where the Board has some legal responsibility (carried forward from last year).
- (viii) To consider the advantages and disadvantages of withdrawing from the Lincolnshire Pay and Conditions Advisory Committee.

05/08/04 It was agreed and thereby RESOLVED to meet next during August 2008 here at the Board's offices. The date and time of the meeting would be confirmed by the Chairman.

06/08 CHAIRMAN'S COMMITTEE MEETING ESTIMATES FOR 2008/09

06/08/01 The detailed estimates (a copy of which is filed in the Report Book), together with the recommendations arising from the minutes of the Chairman's Committee meeting held on 15 January 2008 were considered in detail and approved. Arising therefrom:

06/08/02 The Capital Works Estimate for 2008/09 as prepared by the District Engineer, totalling £395,000 was considered in detail and approved.

06/08/03 The Maintenance Works Estimate for 2008/09 as prepared by the

Operations Manager, totalling £1,496,106 was considered in detail and approved.

06/08/04 The Administration and Support Costs Estimate for 2008/09 totalling £404,780 as recommended by the Consortium Management Committee on 14 December 2007 was considered in detail and approved.

06/08/05 It was agreed and thereby RESOLVED to approve the Reserves Policy for 2008/09 (a copy of which is filed in the Report Book).

06/08/06 The 5 year indicative forecast was considered in detail and approved. Members expressed concern that the Rates/Special levies were shown to increase over and above the current rate of inflation. RESOLVED that this be noted.

07/08 LAY AND SEAL THE DRAINAGE RATE AND SPECIAL LEVIES

07/08/01 It was agreed and thereby RESOLVED to approve the net requirement of £1,923,207 for 2008/09 as presented (a copy of which is filed in the Report Book) (net expenditure of £1,931,645 less a withdrawal of £8,438 from the General Reserve).

07/08/02 It was agreed and thereby RESOLVED to increase drainage rates by 2.92% to 10.535p in the pound for 2008/09, which equated to an increase of 3% in Special Levies due from South Holland District Council, given the shift in their proportion of the Board's expenditure arising from development during the course of the year (Option 2):

Agricultural Drainage Rates	£866,997
South Holland District Council	£1,055,447
Boston Borough Council	£763
	£1.923,207

08/08 OPERATIONS REPORT

08/08/01 The Operations Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:

08/08/02 Tree Clearance, New Road

Mr S M Booth conveyed his thanks to the workforce for the tree clearance works carried out adjacent to New Road.

08/08/03 Austendyke Road, Broadgate, Weston Hills

Members noted that the railings adjacent to the Austendyke Road were rotten and this would be reported to the Highways Authority by the District Engineer.

KLJV

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<p>09/08 ENGINEERING REPORT</p>	
<p>09/08/01 The Engineering Report was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising therefrom.</p>	
<p>10/08 ENVIRONMENTAL REPORT</p>	
<p>10/08/01 The Environmental Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:</p>	
<p>10/08/02 Tree Works – Exeter Drain</p> <p>Members noted that South Holland District Council had refused permission for the Board to remove a third tree within the Board’s Exeter Drain. Mr P A Espin said that he would liaise with the District Council on this matter and would report his findings to the Conservation Officer in due course.</p>	PAE
<p>10/08/03 Review of Start Date for Roding Programme</p> <p>It was agreed and thereby RESOLVED to check the high priority drains in May and if there was a lot of weed growth start cutting at the beginning of June. All drains that were cut before 1 September will be walked by a suitably qualified person prior to cutting to check for nesting birds. The findings of these surveys would be recorded. If a nest was found then a five metre area will be left untouched around the nest.</p>	LM
<p>11/08 PLANNING REPORT</p>	
<p>11/08/01 The Planning Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:</p>	
<p>11/08/02 Application for relaxation of Byelaw 10 to erect a double garage at 2 Puddingpoke Lane, Lutton (2.1)</p> <p>Members considered an application for consent to erect a double garage at 2 Puddingpoke Lane, Lutton, 6 metres from the brink of the Board’s Lutton Village drain. The proposals also included a gravel driveway leading around the outside of the existing dwelling up to the new garage. It was agreed and thereby RESOLVED to consent to this application, subject to the applicant entering into the Board’s Standard Deed of Indemnity and the foundations of the new extension being constructed to the depth of the adjacent watercourse.</p>	
<p>11/08/03 Application for relaxation of Byelaw 10 to erect a double garage at Highgate House, Backgate, Cowbit (2.2)</p> <p>Members considered an application for consent to erect a double</p>	

garage at Highgate House, Backgate, Cowbit, 6 metres from the centreline of the Board's Bell dyke pipeline. The proposals also included alterations to the existing gravel driveway to create a turning area within the Byelaw 10 zone. It was agreed and thereby RESOLVED to consent to this application, subject to the applicant entering into the Board's Standard Deed of Indemnity and the foundations of the new extension being constructed to the invert level of the adjacent pipeline.

11/08/04 Health and Safety Improvement Works – Gate House, Spalding (2.3)

Members considered a request for the Board to carry out health and safety improvement works adjacent to the Exeter Drain, which is a high priority open watercourse owned by the Board. It was agreed and thereby RESOLVED to erect hand-railing along the existing culvert headwall and wingwall at a net cost to the Board of £595. It was also agreed to grant consent for a 1.20 metre high wooden close-boarded fence 1 metre from the brink of the watercourse, subject to the applicant accepting in writing that the Board had no future maintenance liability for the fence.

GRD

11/08/05 Delegated Consents Granted (3.2)

The Schedule of Delegated Consents granted by Officers was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising therefrom.

12/08 FINANCIAL REPORT

12/08/01 The Financial Report from 1 April 2007 to 31 December 2007 was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising therefrom.

13/08 SCHEDULE OF PAID ACCOUNTS

13/08/01 The Schedule of Paid Accounts from 16 October 2007 to 31 December 2007, totalling £263,977.18 was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising therefrom.

14/08 INTERNAL AUDIT REPORT

14/08/01 The Internal Audit Report for the year ending 31 March 2007 was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising therefrom.

15/08 GOVERNANCE ARRANGEMENTS

ID	South Holland IDB, Minute	Action
15/08/01	It was noted that a Risk Register would need to be drafted and presented for approval at a future Board meeting. Furthermore the Board's Financial Regulations would be reviewed in due course.	PJC
16/08	EXTERNAL AUDIT 2006/07 ANNUAL GOVERNANCE STATEMENT	
16/08/01	The External Audit Report for the year ending 31 March 2007 as prepared by the Audit Commission was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising therefrom.	
17/08	CONSORTIUM MATTERS	
17/08/01	Unconfirmed Minutes	
	The unconfirmed minutes of the last Consortium Management Committee meeting held on the 14 December 2007, together with the proposed new management structure were considered in detail by the Board. Arising therefrom:	
17/08/02	The Chief Executive referred members to WMA minute number 32/07/02 regarding DEFRA/EAs proposed reorganisation of IDBs. DEFRA were likely to request all IDBs to form in total 23 'sub catchment' Boards within 5 years. South Holland IDB had been included in the <u>River Welland Sub Catchment</u> . It was envisaged that the Board would have the opportunity to comment on these proposals in the near future.	PJC
17/08/03	WMA Reporting Structure	
	It was agreed and thereby RESOLVED to request the WMA Consortium Management Committee not to centralise the role of Operations Manager, given DEFRA's recent proposals to form Sub Catchment IDBs.	PJC
17/08/04	Chief Executive's Report	
	The Chief Executive's Report which was approved at the last Consortium Management Committee meeting held on 14 December 2007 was considered in detail and adopted by the Board (a copy of which is filed in the Report Book). There were no matters arising therefrom.	
17/08/05	Financial Report	
	The Financial Report from 1 April 2007 to 30 November 2007 which was approved at the Consortium Management Committee meeting held on 14 December 2007 was considered in detail and adopted by the Board (a copy of which is filed in the Report Book). There were no matters arising therefrom.	

17/08/06 Schedule of Paid Accounts

The Schedule of Paid Accounts from 1 September 2007 to 30 November 2007, totalling £169,316.70 which was approved at the last Consortium Management Committee meeting held on 14 December 2007 was considered in detail and adopted by the Board (a copy of which is filed in the Report Book). There were no matters arising therefrom.

17/08/07 East Suffolk IDB

The letter to representatives of the putative East Suffolk IDB offering Membership of the Water Management Alliance with effect from 1 April 2008 was considered in detail and approved.