

A MEETING OF THE SOUTH HOLLAND INTERNAL DRAINAGE BOARD WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, LINCOLNSHIRE ON TUESDAY 15 JUNE 2010 AT 10.30 AM.

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

Mr S A R Markillie in the Chair

In attendance:

Mr P J Camamile (Chief Executive),
 Mr K L J Vines (District Engineer/Health and Safety Officer),
 Mr A D Price (Operations Manager/Health and Safety Supervisor),
 Mr G R Dann (Planning/Enforcement Officer), Mrs K M Daft (Finance Officer),
 Mrs L Mayer (Environmental Officer) and Mrs M E Creasy (minutes)

ID	South Holland IDB, Minute	Action
23/10	APOLOGIES FOR ABSENCE	
23/10/01	Apologies for absence were received on behalf of Messrs J van Geest, A G Hay, S Keeble, M R Taylor S Taylor, J W Ward and A R Woolf.	
24/10	MINUTES OF THE LAST BOARD MEETING	
24/10/01	The minutes of the last Board meeting held on 9 February 2010 were approved and signed as a true record. Arising therefrom:	
24/10/02	Action Plan for Improvement (03/10/03)	
	Anti Fraud and Corruption – The Chief Executive advised that ADA had	

secured an exemption for IDBs and it would therefore no longer be necessary to make National Fraud Initiative (NFI) returns to the Audit Commission for 2010. RESOLVED that this be noted.

24/10/03 Small Drove, Weston (04/10/03)

Mr A Casson reported that Anglian Water had upgraded the pump, but it was as yet unknown if this had solved the problem with the overflow of sewerage during heavy rainfall. RESOLVED that this be noted.

24/10/04 Drain Abandonment – K14 Hovenden House Drain and Upstream End of K19 Pound Rig Drain

The District Engineer had recently received correspondence from Mr Ellis, the upstream owner and would clarify with him that he was agreeable for the abandonment to take place. RESOLVED that this be noted.

KLJV**24/10/05 Emergency Plan - Internal Use (10/10/06)**

The District Engineer confirmed that, as a neighbouring IDB, the North Level IDB had agreed to participate within the Board's emergency plan. RESOLVED that this be noted.

24/10/06 Brewery Drain Access Strip – Antisocial Behaviour

At its meeting on 9 February 2010 the Board had agreed that South Holland District Council should be approached to deal with the problem raised by residents of John Swains Way, Long Sutton regarding the unauthorised access to their properties by the general public, via the Brewery Drain access strip. The District Engineer had accordingly contacted the anti-social behaviour office at the District Council who had unfortunately been unhelpful and could only suggest that the Board erect 'Private Property' signs along the access strip.

25/10 MINUTES OF THE LAST PLANT AND DEVELOPMENT MEETING

25/10/01 The minutes of the last Plant and Development Committee meeting held on 3 March 2010 were considered in detail and approved. Arising therefrom:

25/10/02 Standards of Protection (03/10/03)

It was agreed and thereby RESOLVED to approve the Plant and Development Committee's recommendation to approve the new Design Standard proposed by Mr P Sturgess:

Land Use	Storm Return Period	Storm Duration	Freeboard
Urban	1 in 100 years	42 hour/12 hour	0.3m
Rural	1 in 10 years	42 hour	0.6m

ID	South Holland IDB, Minute	Action
25/10/03	Clay Lake and Wiseman Catchment Studies: Boundaries (03/10/06) The District Engineer reported that he and Mr Sturgess had met with Mr J van Geest to discuss Mr van Geest's observations on the boundary between the Clay Lake and Wiseman catchments, resulting in a change being made to the boundary shown in the catchment studies. RESOLVED that this be noted.	
26/10	MINUTES OF THE LAST CONSERVATION COMMITTEE MEETING	
26/10/01	The minutes of the last Conservation Committee meeting held on 27 May 2010 were considered in detail and approved. Arising therefrom:	
26/10/02	Biodiversity Action Plan (BAP) (03/10/01) It was agreed and thereby RESOLVED to approve the Conservation Committee's recommendation to adopt the BAP which incorporated the changes as minuted in the Conservation Committee meeting minutes dated 27 May 2010, minute number 03/10/01.	
26/10/03	Biodiversity Action Plan (BAP) (03/10/03) It was agreed and thereby RESOLVED to approve the Conservation Committee's recommendation that the Board undertakes an initial two year review of the BAP, followed by a full review after five years.	LM
26/10/04	Biodiversity Action Plan (BAP) (03/10/05) It was agreed and thereby RESOLVED to approve the Conservation Committee's recommendation that 50% of the total BAP budget cost per year would be sought from external sources.	LM
26/10/05	ADA Biodiversity Action Plan Competition (04/10/02) It was agreed and thereby RESOLVED to approve the Conservation Committee's recommendation for the Board to submit the Barn Owl Project to the ADA BAP competition.	LM
26/10/06	Holbeach Old Sluice Bridge (04/10/03) It was agreed and thereby RESOVLED to approve the Conservation Committee's recommendation to consider the creation of bat hibernacula at the Holbeach Old Sluice Bridge when it was eventually refurbished within the Board's works programme.	KLJV/LM
26/10/07	Draft Lincolnshire Fisheries Action Plan (04/10/05) It was agreed and thereby RESOLVED to approve the Conservation Committee's recommendation to adopt the draft Lincolnshire Fisheries Action Plan.	

ID South Holland IDB, Minute	Action
<p>26/10/08 Environmental Audit of trial changes to the Maintenance Programme (04/10/06)</p> <p>It was agreed and thereby RESOLVED to approve the Conservation Committee's recommendation to approve the outcome of the environmental audit undertaken in respect of the trial changes to the maintenance programme.</p>	
<p>26/10/09 Date of next Conservation Committee Meeting (05/10/01)</p> <p>The date of the next Conservation Committee meeting was confirmed for Thursday, 7 October 2010 at 2.00pm.</p>	PJC/LM
<p>27/10 ENVIRONMENTAL REPORT</p>	
<p>27/10/01 The Environmental Report, (a copy of which is filed in the Report Book), was considered in detail and approved. There were no matters arising.</p>	
<p>28/10 MINUTES OF THE LAST JOINT SOUTH HOLLAND IDB ANGLING COMMITTEE AND HOLBEACH & DISTRICT ANGLING CLUB</p>	
<p>28/10/01 The minutes of the last joint meeting of the South Holland IDB Angling Committee and Holbeach & District Angling Club, held on 2 June 2010 were considered in detail and approved. Arising therefrom:</p>	
<p>28/10/02 Eel Regulations 2009 (07/10)</p> <p>The District Engineer had apprised the Holbeach & District Angling Club of their responsibilities under the terms of the updated Eel regulations. RESOLVED that this be noted.</p>	
<p>28/10/03 Lincs Forage Ltd: Claim £10,000 (08/10)</p> <p>Members considered the claim for £10,000 damages from Roythornes LLP, acting for Lincs Forage Ltd, alleging loss of saleable haylage due to a glass bottle left by anglers having been found in the haylage, rendering it unfit for sale. The claim had been passed to the Board's solicitor Mossop & Bowser. It was agreed and thereby RESOLVED to establish whether or not the Angling Club were insured as soon as possible.</p>	PJC
<p>29/10 OPERATIONS REPORT</p>	
<p>29/10/01 The Operations Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:</p>	

ID South Holland IDB, Minute	Action
<p>29/10/02 Battlefields Pipeline (1.3)</p> <p>(a) Mr P Przyszlak declared an interest as a Lincolnshire County Councillor.</p> <p>(b) The Operations Manager informed Members that the subsidence in Battlefields Road that caused the collapse of the inspection chamber and damage to the Board's Battlefields pipeline had been identified as being caused by a burst water main owned by Anglian Water. Lincolnshire County Council had received a number of complaints from the public as a result.</p> <p>(c) Anglian Water was refusing to admit any liability in respect of the resulting subsidence and subsequent impact on the pipeline. The cost to the Board for investigating the cause and rectifying the damage to the Battlefields pipeline was already approaching £40k and may rise to £74k overall if at the same time the pipeline was lined to prevent leakage in the future.</p> <p>(d) It was agreed and thereby RESOLVED that the works should proceed with the best tender, who had been identified as Civil Engineers C G Godfrey as it was necessary to repair the leak as soon as possible. It was further agreed and thereby RESOLVED that the pipeline should be lined at the same time.</p> <p>(e) The Board's officers would liaise with Lincolnshire County Council Highways Department and ask them to support the Board's request to seek a contribution to the cost of the works from Anglian Water since it was felt that the burst water main had actually caused it. RESOLVED that this be noted.</p>	<p>ADP/KLJV</p> <p>ADP/KLJV</p>
<p>30/10 ENGINEERING REPORT</p>	
<p>30/10/01 The Engineering Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:</p>	
<p>30/10/02 Wisemans Catchment Model (1.4.2)</p> <p>(a) Members considered the conclusions drawn from the completion of the Wisemans Catchment hydraulic model, which had identified that the Board's target standards of protection were met, with minor exceptions that would require only a small capital investment to bring within the standards of protection. However, any potential future development between the Coronation Channel and the A16 Bypass would result in the Board not meeting its target standards of protection for the rural area, unless improvements requiring significant capital investment were undertaken. The affects of climate change over time would be to raise water levels, therefore further capital investment may be required for improvements, although it was anticipated that additional protection from the affects of climate change could be reasonably managed with early annual weed cutting.</p>	

(b) It was agreed and thereby RESOLVED to approve the District Engineer's recommendations arising from the completion of the Wisemans Catchment model:

(i) Annual Works

The Board continues to provide the current level of maintenance including:

- Annual maintenance of the drainage channels and pumping station
- De-silting/reforming drains on a 20 year programme
- Refurbishment of the pumping equipment on a 20 year programme
- Replacement of the pumping station at the end of its residual life

Early season selective removal of weeds should be carried out if the risk to urban areas becomes unacceptably high in years of excessive weed growth.

(ii) The Board investigates and considers undertaking capital improvements in order to meet the 10% AEP standard in rural areas.

30/10/03 Catchment Modelling – General (1.5)

(a) It was agreed and thereby RESOLVED to retain J A Services Ltd on a further three year contract to undertake the remaining catchment model studies. The contract was awarded based on the future indicative costs quoted by all tenderers when the tenders for the Clay Lake and Wisemans catchment models were received one year previously. The three year programme agreed as follows:

2010/11	
Peartree Hill	£10,000
Donningtons	£9,000
Fleet Fen	£19,000

2011/12	
Little Holland	£26,000
Gotts	£7,000
Roses	£7,000

2012/13	
Sutton St James	£9,000
Main Drain Free Discharge	£26,000

(b) It was agreed and thereby RESOLVED to retain T W Barker on contract for 2010/11 to survey the Little Holland, Gotts and Roses catchments at a cost of £27,200, £1,356 and £1001 respectively, in readiness for J A Services Ltd to undertake the catchment studies in 2011/12. T W Barker had already completed the surveys for the Peartree Hill and Donningtons catchments and were currently finalising the survey of Fleet Fen catchment.

30/10/04 Health and Safety Improvements (1.8)

- (a) It was anticipated that due to the reduction in the cost of steel over the last 12 months it may be possible to achieve very competitive tenders for the remaining health and safety improvements required at the Board's pumping stations for 2010/11. It was agreed and thereby RESOLVED to go out to tender for the health and safety improvements required at the Board's pumping stations for 2010/11.
- (b) It was agreed and thereby RESOLVED to grant delegated authority to the Chairman and the Chairman of the Plant and Development Committee to decide which tender should be awarded the contract to carry out the remaining health and safety improvements to the pumping stations for 2010/11.

**30/10/05 Peartree Drain
Bank failure adjacent to Sinclair's Shooting Ground (3.1)**

Members considered the slip in the bank at Peartree Drain, which had been caused by the sound attenuation bund created at Sinclair's shooting ground between Holbeach St Johns and Whaplode Drove, adjacent to the drain. The Board's officers had instructed Mr Sinclair to move the bund further back from the drain to reduce the loading on the ground adjacent to the drain, and had advised him that he would be charged for the costs incurred by the Board to repair the drain bank. Members were, however, aware that Mr Sinclair was continuing to transport additional soil to the site and it was questioned if the Highways Department were aware of the continuous heavy lorry traffic.

It was agreed and thereby RESOLVED that the Planning and Enforcement Officer would contact South Holland District Council Planning Department, and the Highways Department to lodge the Board's objections to the effects the created bunds had on the Board's drain and to request that this should be taken into account when considering any potential planning applications for the site received from Mr Sinclair, noting also the potential detrimental affect on the road leading to the site, caused by excessive heavy lorry use.

GRD

31/10 PLANNING REPORT

31/10/01 The Planning Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:

**31/10/02 In-filled Section of Moulton River
Adjacent to 90 & 92 Church Lane, Moulton (2.1)**

Members considered a request to reconsider its decision, (made at the Board meeting in February 2009 as one of the conditions specified when the Board granted consent to an application to pipe and fill a section of the Moulton River), to maintain ownership of the infilled area of land adjacent to 90 & 92 Church Lane, Moulton, to be used as a

turning area for the Board's Berkenheger machine. It was agreed and thereby RESOLVED to uphold the Board's original decision to retain ownership of the area of infilled land whilst a final decision on the use of the Berkenheger had yet to be made.

**31/10/03 Application for relaxation of Byelaw 10 (2.2)
Full Planning Application – H23-0337-10
Demolition of existing house and erection of pair of semi-detached houses - Highbury Cottage, Back Bank, Whaplode Drove**

Members considered an application for the demolition of the existing derelict cottage and its replacement with a pair of semi-detached houses with car parking and patio areas. At their closest point the proposed dwellings would be 0.6 metres from the edge of the privately owned, but Board maintained, Town Drain, with the car parking and patio areas even closer. Having inspected the watercourse, the Board's officers had found it to be located at the upstream extent of the Board's network and therefore suitable for abandonment and based on this advice, the applicant had subsequently submitted a formal request for this section of Town Drain to be de-mained. It was agreed and thereby RESOLVED to consent to the abandonment of this section of Town Drain, in total approximately 115 metres, subject to the Board receiving formal written agreements from all affected landowners/occupiers regarding future maintenance arrangements for this section of the watercourse.

**31/10/04 Application for relaxation of Byelaw 10 (2.3)
Proposed residential development adjacent to
2 Lancaster Drive, Long Sutton**

- (a) Members considered an application for the construction of a new dwelling approximately 7 metres from the centre line of the Board's Falls Drain pipeline. It was agreed and thereby RESOLVED to consent to the application subject to the following conditions:
- (i) The applicant enters into the Board's standard Deed of Indemnity, including paying all costs incurred by the Board in the preparation and execution of that document.
 - (ii) The foundations of the new dwelling are to be designed by a suitably qualified, independent structural engineer to ensure the structure does not have any adverse impact on the Board's culvert, or vice-versa, and must be constructed in accordance with that design.
- (b) It was further agreed and thereby RESOLVED to grant delegated authority to the Board's officers to agree any amended proposals without further input from the Board, provided any such proposals did not result in the dwelling being any closer than 6 metres to the centre line of the Falls Drain pipeline, and subject also to those conditions cited in (a) and (b) above.

**31/10/05 Application for relaxation of Byelaw 10 (2.4)
Proposed residential development adjacent to
77 Spalding Road, Holbeach**

- (a) Members considered an application for the construction of a new dwelling 6.5 metres from the centre line of the Board's Holbeach New River pipeline, and just within the Byelaw 10 area adjacent to the privately owned Turnpike West pipeline. It was agreed and thereby RESOLVED to consent to the application, subject to the following conditions:
- (i) The new dwelling is constructed such that it is no closer to Turnpike West pipeline than the current house at no. 77, and is at least 6.5 metres from the Holbeach New River pipeline at all points.
 - (ii) The foundations of the new dwelling are designed by a suitably qualified independent structural engineer to ensure that the structure does not have any adverse impact on either of the culverts, or vice-versa, and must be constructed in accordance with that design.
 - (iii) Any new driveway will be constructed from a temporary, permeable material, with an excavated depth below ground level of no more than 200mm.
 - (iv) All services crossing either pipeline must comply with clearances from each culvert as specified by the Board's District Engineer.
 - (v) The development will not plant any additional landscaping within the Byelaw 10 area.
 - (vi) The applicant enters into the Board's standard Deed of Indemnity, including payment of all costs incurred by the Board in the preparation and execution of that document.
- (b) It was further agreed and thereby RESOLVED to grant delegated authority to the Board's officers to agree any amended proposals without further recourse to the Board, provided such proposals continued to comply with the conditions listed above and did not result in the new dwelling being situated closer than 6.5 metres from the centre line of the Board's Holbeach New River pipeline.

32/10 FINANCIAL STATEMENTS 2009/10

32/10/01 The unaudited Financial Statements for the year ending 31 March 2010 were considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.

33/10 INTERNAL AUDITOR'S REPORT 2009/10

33/10/01 The Internal Auditor's Report for the year ending 31 March 2010 was

ID	South Holland IDB, Minute	Action
	considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.	
	34/10 INTERNAL AUDITOR PERFORMANCE	
34/10/01	The performance of the Internal Auditor for 2009/10 was considered in detail and approved by the Board.	
	35/10 APPOINTMENT OF INTERNAL AUDITOR 2010/11	
35/10/01	The Chief Executive advised Members that Mr G Parkes, the Board's Internal Auditor had retired following the completion of the internal audit for 2009/10.	
35/10/02	Members considered the appointment of Mr David Gowing, who had already undertaken an internal audit for the Bedford Group of IDBs. He was also familiar with the external auditor, Grant Thornton and had previously worked for several years in local government.	
35/10/03	It was agreed and thereby RESOLVED to appoint Mr David Gowing as the Board's Internal Auditor for the year 2010/11, subject to the receipt of a satisfactory reference.	PJC
	<i>Post meeting note: A reference from Luton Borough Council has been received in respect of Mr Gowing.</i>	
	36/10 SCHEDULE OF PAID ACCOUNTS	
36/10/01	The Schedule of Paid Accounts for the period 23 January 2010 to 31 March 2010, totalling £416,702.49 was considered in detail and approved, (a copy of which is filed in the Report Book). There were no matters arising.	
	37/10 FINANCIAL REGULATIONS	
37/10/01	The Board's Financial Regulations had been updated to reflect external audit requirements, (a copy of which is filed in the Report Book), were considered in detail and approved Arising therefrom:	
37/10/02	The Board's Chairman signed the Board's bank mandate approving the addition of the Finance Assistant as an authorised second signatory, in line with the Financial Regulations Section E, item 4. RESOLVED that this be noted.	
	38/10 MATERIAL CHANGES TO CORPORATE RISK REGISTER	
38/10/01	The Chief Executive reported that there were no material changes	

ID South Holland IDB, Minute	Action
<p>scoring ≥ 6 on the risk assessment matrix to report. RESOLVED that this be noted.</p>	
<p>39/10 LINCOLNSHIRE FLOOD RISK AND DRAINAGE MANAGEMENT FRAMEWORK</p>	
<p>39/10/01 Members considered the Lincolnshire Flood Risk and Drainage Management Framework Document v3.1, the contents of which were noted. The Board would wait to see how this developed. RESOLVED that this be noted.</p>	
<p>40/10 DATE OF NEXT BOARD MEETING</p>	
<p>40/10/01 It was agreed and thereby RESOLVED to move the next meeting from 3 August 2010 to 5 August 2010 at 10.30am, so as not to clash with the Board's summer tour of inspection that would take place on 3 August 2010.</p>	<p>PJC</p>
<p>41/10 DATE OF NEXT PERFORMANCE SUB-COMMITTEE MEETING</p>	
<p>41/10/01 It was agreed and thereby RESOLVED to defer this item to the next Board meeting on 5 August 2010.</p>	<p>PJC</p>
<p>42/10 CORRESPONDENCE</p>	
<p>42/10/01 Board Property – 83 Bridge Road, Sutton Bridge</p>	
<p>Mr & Mrs C Steers had written to the Board enquiring whether the Board would consider selling the property at 83 Bridge Road, Sutton Bridge to them on the retirement of Mr C Steers. It was agreed and thereby RESOLVED that the District Engineer would prepare a report for consideration at the next Plant and Development Committee.</p>	<p>KLJV</p>
<p>42/10/02 Maintenance Operations</p>	
<p>Two letters had been received, one to the Chairman and one to the Chief Executive, expressing thanks and appreciation to the Operations Team for maintenance works undertaken in the Holbeach Drove and Holbeach Hurn areas.</p>	
<p>42/10/03 Revised Maintenance Programme</p>	
<p>(a) Members considered and approved the Board's written response to Kay Heath, South Holland Conservation Committee Advisor, who had written to the Board complaining about its revised maintenance programme. A copy of the response is filed in the Report Book. RESOLVED that this be noted.</p>	<p>PJC</p>

- (b) Two Lincolnshire Wildlife Trust members, Mr & Mrs Sadd had written a letter to the Chairman of the Lincolnshire Wildlife Trust, and copied it to the Board, to complain about the Board’s revised maintenance programme and how they felt it was detrimental to certain environmental habitats. The Lincolnshire Wildlife Trust had subsequently telephoned the Board’s Environmental Officer. Following this conversation the Trust appeared satisfied with the Board’s stance and agreed to respond accordingly to their members. It was agreed and thereby RESOLVED to ask the Lincolnshire Wildlife Trust to send the Board a copy of their reply to Mr & Mrs Sadd.
- (c) It was agreed that it would be useful for the Board to make publicly available, copies of maps identifying the conservation areas within the Board’s area, which would highlight how the Board balanced maintenance works with its commitment to conservation. It was agreed and thereby RESOLVED to draw attention to these maps that were already available on the Board’s website.

LM

42/10/04 F H Bowser Ltd

The Chief Executive advised that correspondence had just been received from John Hayes MP on behalf of F H Bowser Ltd querying the level of reduction in drainage rates agreed by the Board. Copies of all correspondence between the Board and F H Bowser Ltd including their acceptance of the rates reduction, had been sent for Mr Hayes attention and his response was awaited. RESOLVED that this be noted.

43/10 CONSORTIUM MATTERS

43/10/01 Unconfirmed Minutes

The unconfirmed minutes of the last Consortium Management Committee meeting held on 26 March 2010 were considered in detail and approved. Arising therefrom:

43/10/02 Performance Related Bonus Scheme (06/10/03)

It was agreed and thereby RESOLVED that the Performance Committee should consider in detail the payment of bonuses to those South Holland IDB employees who were subject to the Lincolnshire Pay and Conditions.

PJC

43/10/03 Employees (06/10/04)

- (a) It was agreed and thereby RESOLVED to award those South Holland IDB employees subject to the Lincolnshire Pay and Conditions a 1.44% wage increase for 2010/11, as recommended by the Lincolnshire Pay and Conditions Committee.

PJC/KMD

- (b) It was agreed and thereby RESOLVED that the Performance Committee should consider whether or not the South Holland IDB operatives should remain in or opt out of the Lincolnshire Pay and Conditions.

PJC

43/10/04 Financial Report

The Financial Report for the year to 28 February 2010 which was approved at the last Consortium Management Committee meeting held on 26 March 2010 was considered in detail and adopted by the Board (a copy of which is filed in the Report Book). There were no matters arising.

43/10/05 Schedule of Paid Accounts

The Schedule of Paid Accounts for the period 1 December 2009 to 28 February 2010 totalling £236,528.76 which was approved at the last Consortium Management Committee meeting held on 26 March 2010 was considered in detail and adopted by the Board (a copy of which is filed in the Report Book). There were no matters arising.

43/10/06 Issues for discussion at next CMC meeting

There were no specific issues raised by members that would require discussion at the next Consortium Management Committee meeting on 26 March 2010. The Chief Executive reminded members that this was their opportunity to scrutinise the workings of the consortium and to raise any issues or concerns with their representatives and the staff.

43/10/07 ANY OTHER BUSINESS

Mr P Walls asked how the WMA Pay and Conditions Committee determined the level of pay increase to recommend to its Member Boards, i.e. how had 1% been decided. Mr D Worth explained that the Committee considered what the RPI was at the time of the meeting and made a recommendation accordingly. There was no negotiation with employees. RESOLVED that this be noted.