

A MEETING OF THE KING'S LYNN INTERNAL DRAINAGE BOARD WAS HELD IN THE BOARD ROOM, KETTLEWELL HOUSE, AUSTIN FIELDS INDUSTRIAL ESTATE, KING'S LYNN, NORFOLK ON FRIDAY, 16 MARCH 2018 AT 9.30 AM.

Elected Members

- * J R Askew
- * J S Austen
K Banham
- * Ms S Keene
- * R S Markillie
S A R Markillie
- * T Matkin
M Riddington
- * J Symington
- * A Whitehead

Appointed Members

King's Lynn & W N B C

- * B Ayres
- * M Chenery of Horsbrugh
- * C Crofts
- * R W Groom
Lord Howard of Rising
- * B Long
- * Mrs E Nockolds
- * D Whitby
T Wing-Pentelow
- * Mrs S Young

Fenland District Council

D Oliver

Present (71%)

Mr J Austen in the Chair

In attendance:

Mr P J Camamile (Chief Executive), Mr G Brown (Flood and Water Manager), Mr G Howe (Operations Manager/Health & Safety Officer), Ms C Laburn (Environmental Manager), Mrs M Neale (Project Manager), Miss S Jeffrey (Finance (Officer) and Mrs M Creasy (minutes)

ID	King's Lynn IDB, Minute	Action
25/18	APOLOGIES FOR ABSENCE	
25/18/01	Apologies for absence were received on behalf of Messrs K Banham, S A R Markillie, D Oliver, M Riddington, T Wing-Pentelow and Lord Howard of Rising.	
26/18	DECLARATIONS OF INTEREST	
26/18/01	Mr J Askew declared an interest in the payment recorded in the Schedule of Paid Accounts to Account ASO120, due to his family connection to the account holder. RESOLVED that this be noted.	
27/18	ISLINGTON CATCHMENT FLOOD RISK MANAGEMENT SCHEME: EA UPDATE	

ID King's Lynn IDB, Minute	Action
<p>27/18/01 The Chairman welcomed Mr Paul Burrows, EA Flood and Coastal Risk Manager for the River Great Ouse Catchment to the meeting to report EA feedback on the Islington Catchment Flood Risk Management Scheme and the Wolferton Catchment Flood Risk Management Scheme.</p>	
<p>27/18/02 Mr Burrows confirmed that the EA had approved FDGiA for the Wolferton scheme and the Board would receive the approval letter within the next week setting out approval of £1.7 million that would be made available for the Board to access in the new CSR period, commencing 2022. RESOLVED that this be noted.</p>	
<p>27/18/03 Mr Burrows reported on his liaison with the Board and the Board's consultants RHDHV to produce the outline business case valued at £26.6 million for the Islington scheme, which had subsequently received EA approval for FDGiA in the sum of up to £21.8 million as part of the EA's national programme. He explained to members that the EA has been tasked with achieving 10% efficiency across its national programme, which means that the Board will need to achieve 10% efficiency in the Islington scheme if it needs to access any of the £6.6 million contingency awarded as part of the approval.</p>	
<p>27/18/04 Mr Burrows reiterated the importance of the Islington scheme and the requirement for the Board to deliver it within the EA's current CSR period to support the EA target delivery of flood protection to 300,000 homes by 2021. RESOLVED that this be noted.</p>	
<p>27/18/05 The EA had recently published the Great Ouse Tidal River Baseline Report, which Mr Burrows hoped to be able to present to a future Board meeting.</p>	
<p>28/18 MINUTES OF THE LAST MEETING</p>	
<p>28/18/01 The minutes of the last Board meeting held on 19 January 2018 were approved and signed as a true record.</p>	
<p>29/18 MATTERS ARISING</p>	
<p>29/18/01 Gravel Bank Site (05/18/02)</p>	
<p>The Chief Executive reported that Ian Bix Associates had met on site with consultants on 13 March 2018 to discuss options for progressing a planning application for residential development of this site and would report on this in due course. RESOLVED that this be noted.</p>	<p>GB/PJC</p>
<p>29/18/02 Financial Report – Persimmon Homes (05/18/04)</p>	
<p>The Finance Officer reported that since Persimmon Homes had not responded to the Court Order, the County Court Judgement had ruled in the Board's favour and a bailiff would be appointed to</p>	<p>SJ</p>

ID King's Lynn IDB, Minute	Action
collect the outstanding £11,086 from Persimmon Homes. RESOLVED that this be noted.	
29/18/03 Application for relaxation of Byelaw 10 Construction of two new dwellings adjacent to The Forge, Hungate Road, Emneth (08/18/02)	
<p>The Flood and Water Manager reported that consent to relaxation of Byelaw 10 had not yet been granted as the applicant was refusing to comply with the condition of consent requiring that the applicant funds a structural survey of the affected Board-maintained Storm Drain. RESOLVED that this be noted.</p>	GBr
30/18 PLANT AND WORKS COMMITTEE MINUTES	
30/18/01 The unconfirmed minutes of the Plant and Works Committee meeting held on 8 March 2018 were considered in detail and approved. Arising therefrom:	
30/18/02 Wolferton Catchment Flood Risk Management Scheme (04/18) <p>The award of contract for the provision of the weedscreen for the new pumping station would be considered under the confidential business section of the meeting agenda.</p>	
31/18 ENGINEERING REPORT	
31/18/01 The Engineering Report was considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:	
31/18/02 Wolferton Catchment Flood Risk Management Scheme (1.2) <ul style="list-style-type: none"> <li data-bbox="268 1435 1297 1576">(i) The Project Manager reported that the Marine Management Organisation, (MMO), had confirmed within the last 24 hours the issue of an MMO licence for this scheme. RESOLVED that this be noted. <li data-bbox="268 1621 1297 1727">(ii) Confirmation of approval of the building design had also been received from the Sandringham Estate, subject to it being included in the choice of building materials. RESOLVED that this be noted. 	GH/MN
31/18/03 Health and Safety (2.1) <p>There were no incidents to report during this reporting period. RESOLVED that this be noted.</p>	
32/18 ENVIRONMENTAL REPORT	
32/18/01 The Environmental Report was considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:	

32/18/02 Biodiversity Action Plan (BAP) , (1.1)

Members considered and approved the draft Biodiversity Action Plan, (a copy of which is filed in the Report Book), updated to comply with the Water Framework Directive and the Natural Environment and Rural Communities Act 2006. It was noted that in addition to species already included and remaining in the BAP, bats were now included as it would be possible for the Board to achieve targets for this via the Norfolk Bat Project. It was agreed that the finalised BAP would be published on the Board's website in due course. RESOLVED that this be noted.

CL

33/18 PLANNING REPORT

33/18/01 The Planning Report was considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:

33/18/02 Application to alter a Board-maintained watercourse (2.1)

Members considered the application to install a culvert circa 12m long to connect two existing culverts on the Board-maintained watercourse at The Willows, The Marsh, Walpole St Andrew. Although the Board's policy advocates retaining open watercourses where possible it was considered that given the proximity of the watercourse to the watershed boundary and water flow predominantly to the south from the drain marking the watershed, it would be unlikely to increase flood risk or adversely affect drainage. It was therefore agreed to consent the application subject to the applicant's written acceptance of the following conditions to be included in the Board's Standard Deed of Indemnity:

- The proposed culvert to be constructed using 600mm internal diameter concrete pipes, sized to match the existing culvert to the north of the proposed culvert (providing the current access onto the site).
- Two inspection chambers are required to enable maintenance, one at the connection to each existing culvert.
- Responsibility for future maintenance of all elements of the works will remain with the riparian owner.
- The applicant to incur all costs in the preparation and execution of the Deed of Indemnity.

33/18/03 Application to alter a Board-maintained watercourse; application for relaxation of Byelaw 10 and application for discharge of surface water into the Board's system (2.2)

Members considered the application submitted from Norfolk County Council to:

1. Culvert the Board-maintained Pilkington Drain (as outlined in the Planning Report);

2. Discharge of surface water run-off from the planned new school development into the Board's system, (proposed rate of discharge within approval under delegated powers as outlined in the Planning Report);
3. Construct structures and undertake works within 9m of the Board-maintained Pilkington Drain, (as outlined in the Planning Report). Arising therefrom:

33/18/04 Mr B Long declared an interest at this point due to his role as a member of the Norfolk County Council Planning Regulatory Committee. As such Mr Long took no part in the discussion and resolution for this item. RESOLVED that this be noted.

33/18/05 Given the complexity of the application it was agreed and thereby RESOLVED to approve the application subject to the applicant's written acceptance of the following conditions to be included in the Board's Standard Deed of Indemnity:

- The camera surveying of the existing culverted section of Pilkington's drain to establish its structural integrity, access points, current inputs and course at the applicant's cost. If this survey shows that a connection is unviable due to structural or capacity issues then consent will not be valid.
- That clear maintenance responsibility is established for the existing system as it is likely in multiple ownership, at the applicant's cost.
- Confirmation of adoption of the proposed culverted watercourse – discussions are currently ongoing as to the suitability of the Board adopting these structures subject to them meeting detail design requirements.
- The applicant to incur all costs for the preparation and execution of the Deed of Indemnity.

**33/18/06 Marsh Lane Development, King's Lynn:
Report from Corporate Projects Manager, Borough Council of King's Lynn and West Norfolk (2.3)**

Members considered the report received by the Flood and Water Manager, (included within the Planning Report) from the Corporate Projects Manager at the Borough Council of King's Lynn and West Norfolk concerning the currently outstanding £53,869 commuted maintenance fee owing to the Board. It was noted that the Corporate Projects Manager was not available to attend today's meeting in person. Arising therefrom:

33/18/07 It was proposed by Mr B Long, seconded by Mr C Crofts and unanimously agreed to defer any decision about the outstanding commuted maintenance fee until the Borough Council's Corporate Projects Manager attended the Board meeting to fully explain his report. RESOLVED that this be noted.

GBr

33/18/08 Delegated Consents (3.1)

ID King's Lynn IDB, Minute	Action
<p>The delegated consents determined by the Chief Executive's Management Committee using its delegated authority were considered in detail and approved. Arising therefrom:</p>	
<p>33/18/09 The Flood and Water Manager reported that since the report had been circulated four additional consents had been determined, generating surface water development contributions of a combined total of £53k. RESOLVED that this be noted.</p>	
<p>34/18 SCHEDULE OF PAID ACCOUNTS</p>	
<p>34/18/01 The Schedule of Paid Accounts for the period 1 January 2018 to 28 February 2018 totalling £272,776.70, (a copy of which is filed in the Report Book), was considered in detail and approved. There were no matters arising.</p>	
<p>35/18 FINANCIAL REPORT</p>	
<p>35/18/01 The Financial Report for the period 1 April 2017 to 31 January 2018, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:</p>	
<p>35/18/02 The Finance Officer reported that she was currently looking at options for higher interest returns for longer term investments to maximise the £10m public works loan taken up by the Board for the two main schemes in its capital programme.</p>	SJ
<p>36/18 MATERIAL CHANGES TO RISK REGISTER</p>	
<p>36/18/01 Members considered the risk register for those risks with a risk assessment matrix score of ≥6. Arising therefrom:</p>	
<p>36/18/02 Members considered the Chief Executive's update on the Water Resources Abstraction Licencing regulations, which it is understood, applies to the transfer of water from main river to ordinary watercourses, but not from ordinary watercourse to main river. That being the case, licences would not be necessary for King's Lynn IDB and therefore no increase in financial risk to the Board. It was agreed to reduce the risk rating accordingly.</p>	MEC
<p>36/18/03 It was agreed to update the risk register to reflect receipt of FDGiA approval for the Islington Scheme and reduce the financial risk rating accordingly. RESOLVED that this be noted.</p>	MEC
<p>37/18 REVIEW OF OBJECTIVES 2017/18</p>	
<p>37/18/01 The Performance Review of objectives for 2017/18, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:</p>	

37/18/02 The objectives for 2017/18 had been achieved and/or were ongoing where appropriate save for the two objectives noted below that had not been started:

- a) Provision of a five-year asset management plan for the Board's consideration and,
- b) The identification of all free span bridges and culverts that the Board has some legal responsibility for and the production of a risk based inspection programme for these;

These objectives had therefore been rolled over to 2018/19 objectives for the Board's consideration.

37/18/03 Mr C Crofts queried the necessity for the objective to identify alternative income sources if Highland Water Contributions from the EA ceased and confirmation of whether the termination of this payment was a possibility. Mr P Burrows, EA explained that monies are earmarked by national EA with each area EA receiving an allocation from this each year. The allocation received for 2018/19 is less than the previous year and with EA maintenance spend becoming ever more challenging, Mr Burrows considered the Board's decision to mitigate the risk of losing highland water contributions to be a wise decision.

38/18 OBJECTIVES 2018/19

38/18/01 It was agreed and thereby RESOLVED to approve the following objectives for 2018/19:

- (i) To ensure that total expenditure does not exceed the expenditure budget for 2018/19 and plan for subsequent years' rate increases to equate to no more than an inflationary rise.
- (ii) To identify all free-span bridges and culverts that the Board has some legal responsibility for and devise a risk-based inspection programme for them.
- (iii) To ensure that the Board receives as much Capital FDGiA from the EA and financial contributions from third parties as possible, and, that the capital programme is delivered, as planned.
- (iv) To devise an indicative 5 year Asset Management Plan for consideration by the Board.
- (v) To ensure that the EA's annual precept charge on the Board is fair and that it is spent on work that benefits the Internal Drainage District.
- (vi) To identify alternative income sources, should Highland Water Contributions no longer be made by the EA to the Board for

ID King's Lynn IDB, Minute	Action
<p>managing surface water entering the Drainage District from the Upland Catchment.</p> <p>(vii) To help develop a sustainable investment programme for the sea defences that protect the Board's area which are considered by the EA to be 'uneconomic', by continuing to work with the EA, KLBC, NNDC, NCC, NE and our other partners.</p> <p>(viii) To relocate the office from Kettlewell House in King's Lynn.</p>	
<p>38/18/02 It was agreed that in future the Board's objectives would be presented in a new format to include projected dates for completion. RESOLVED that this be noted.</p>	
<p>39/18 CORRESPONDENCE</p>	
<p>39/18/01 There was no correspondence for the Board's consideration during this reporting period. RESOLVED that this be noted.</p>	
<p>40/18 NEXT MEETING</p>	
<p>40/18/01 The next meeting would take place on 18 May 2018 here at Kettlewell House.</p>	
<p>41/18 ANY OTHER BUSINESS</p>	
<p>41/18/01 In response to Mr R W Groom's question on the Board's pension liability, members considered the notional pension deficit, currently at £3.6 million. At the present time, the Board had not been asked to make deficit recovery payments to the pension fund. It was agreed however, that it would be prudent to have a plan in place should the Board be asked to make deficit recovery payments. RESOLVED that this be noted.</p>	<p>PJC</p>
<p>42/18 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC, WITH LEAVE OF THE CHAIRMAN</p>	
<p>42/18/01 There were no members of the public present at the meeting.</p>	
<p>43/18 CONSORTIUM MATTERS</p>	
<p>43/18/01 There were no specific issues raised by Members that would require discussion at the next Consortium Management Committee meeting on 23 March 2018.</p>	
<p>44/18 CONFIDENTIAL BUSINESS</p>	

44/18/01 It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act 1960.

44/18/02 Mr P Burrows left the meeting at this point.

A MEETING OF THE KING'S LYNN IDB PLANT AND WORKS COMMITTEE WAS HELD IN THE BOARD ROOM, KETTLEWELL HOUSE, AUSTIN FIELDS INDUSTRIAL ESTATE, KING'S LYNN ON THURSDAY, 8 MARCH 2018 AT 9.00 AM

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|---|--|
| <p>Elected Members</p> <ul style="list-style-type: none"> * J R Askew * J Austen S A R Markillie * T Matkin J Symington | <p>Appointed Members
King's Lynn & WNBC</p> <ul style="list-style-type: none"> * B Long * C Crofts |
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* Present (71%)

Mr J Askew in the Chair

In attendance:

P J Camamile, (Chief Executive),
 G Howe (Operations Manager) and Mrs M Neale (Project Manager)

ID	King's Lynn IDB: Plant and Works Committee, Minute	Action
01/18	APOLOGIES FOR ABSENCE	
01/18/01	Apologies for absence were received from Messrs S A R Markillie and J Symington.	
02/18	DECLARATIONS OF INTEREST	
02/18/01	Mr J Askew declared an interest in the Islington Catchment Flood Risk Management Scheme.	
03/18	MINUTES OF MEETING 23 OCTOBER 2017	
03/18/01	The minutes of the Plant and Works Committee meeting held on 23 October 2017 were approved and signed as a true record. Arising therefrom:	
03/18/02	Financial Report: Public Sector Cooperation Agreement with Environment Agency (EA) (11/17/03)	
	A three-year public sector cooperation agreement between King's Lynn IDB and the EA for the IDB to undertake works on behalf of the EA, had not yet been confirmed, however, it was agreed to recommend that in the interim the Board continues to retain tractor asset ID 230 as a spare machine. RESOLVED that this be noted.	

ID King's Lynn IDB: Plant and Works Committee, Minute	Action
<p>03/18/03 Financial Report: Depreciation Rates (11/17/04)</p> <p>The Chief Executive reported that the Finance Officer was reviewing the depreciation policy to take effect in the new financial year commencing 1 April 2018. RESOLVED that this be noted.</p>	SJ
<p>04/18 CAPITAL PROGRAMME UPDATE</p>	
<p>04/18/01 Wolferton Catchment Flood Risk Management Scheme</p>	
<p>(i) The Chief Executive reported that the Wolferton scheme was ready to start as soon as the Marine Management Organisation licence was received, (expected imminently).</p> <p>(ii) The weedscreen tenders had been opened in the presence of the Board's Chairman and Chief Executive on 21 February 2018 and an assessment of these would be presented at the Board meeting on 16 March 2018 to facilitate the award of contract. Members considered the importance of considering all aspects of the tender evaluation rather than just the price, to ensure the best possible outcome for the complex Wolferton scheme, and it was agreed to recommend that the Board takes this into account when awarding the contract. RESOLVED that this be noted.</p>	
<p>04/18/02 Islington Catchment Flood Risk Management Scheme</p>	
<p>The Chief Executive reported that he had this morning received written confirmation of FDGiA from the EA for the Islington scheme and Paul Burrows would attend the Board meeting on 16 March 2018 to provide EA feedback on this.</p>	
<p>05/18 ANY OTHER BUSINESS</p>	
<p>05/18/01 There was no other business to discuss.</p>	
<p>06/18 CONFIDENTIAL BUSINESS</p>	
<p>06/18/01 It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with Section 2 of the Public Bodies Act (Admission to Meetings) Act 1960.</p>	

ENGINEERING & OPERATIONS REPORT

1 CAPITAL WORKS

1.1 ISLINGTON CATCHMENT FLOOD RISK MANAGEMENT SCHEME

Formal approval has been received from the Environment Agency for a total project value of £26,598,000 on 08 March 2018.

As an extension to the existing contract, a fixed price has been received from Royal Haskoning for the Enhanced Procurement Phase 1.1 & 1.2 of the project, to deliver key activities: Ground Investigations, Outline Design, Environmental Screening, Planning Application Preparation, Tender Document Preparation. Please see the full proposals in the confidential business section of the Board's Report.

1.2 WOLFERTON CATCHMENT FLOOD RISK MANAGEMENT SCHEME

Following the Value Engineering process, a saving of approximately £100,000 has been identified in re-routing the access through the existing compound as opposed to creating a temporary bridge over the Boards main drain.

We are still not in a position to award the contract to Breheny due to the licence not yet being received from the MMO (Marine Management Organisation) for works on the outfall side of the new Pumping Station. We are assured that by the time of the Board meeting we will have the licence and can update members at that time.

We have received Natural England Assent and the Sandringham Estate have agreed, in principle, to the buildings drawings and to the intention of changing the footprint of the lease.

1.3 GREENBANK PUMPING STATION

During the weather event of December 2017 No1 pump at Greenbank suffered a serious failure, as a result our pump refurb contractors Fenflow (formerly Shoebridge Engineering) removed the pump from site back to their works for inspection. It was found that the impellor had become detached from the shaft due to the threaded section breaking, this in turn had allowed the impellor to drop in the casing causing serious scoring to the inside of the impellor casing, there was also some damage to the impellor tips.

As a result of the extent of the damage, the cost for repair is higher than expected coming in at £11535 + VAT. We would normally expect a simple pump re-furb to come in at around £9500 excluding VAT depending on the size of Crane needed for lifting.

2 HEALTH & SAFETY

2.1 ACCIDENTS AND NEAR-MISSES

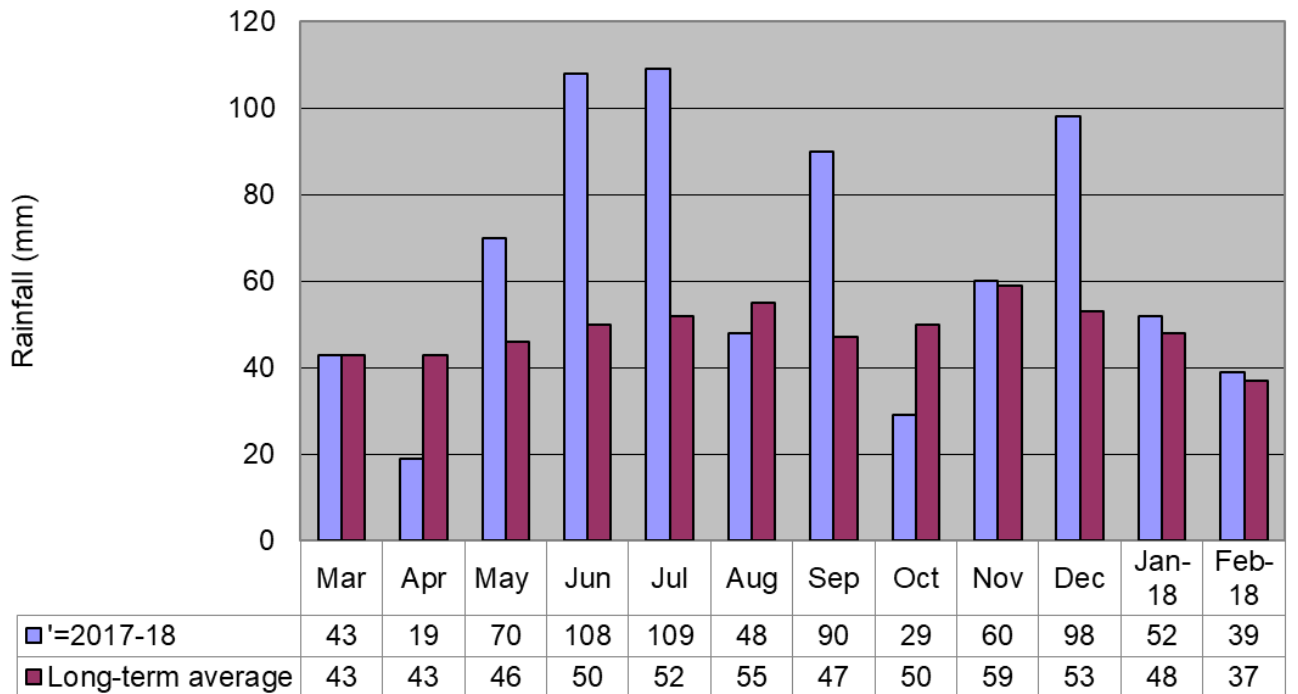
There have been no accidents or near misses during this reporting period.

3 RAINFALL

Rainfall statistics relating to the Board's gauges for the months of January and February are as follows (recordings in mm):

LOCATION	JANUARY		FEBRUARY		CUMULATIVE	
	2018	2009-17 Average	2018	2009-17 Average	2018	2009-17 Average
Islington Pumping Station	57	51	34	45	91	96
Pierrepoint Pumping Station	52	53	39	46	91	99
Wolferton Pumping Station	50	55	34	46	84	101

**ACTUAL AND LONG-TERM AVERAGE MONTHLY RAINFALL READINGS
KING'S LYNN: MARCH 2017 – FEBRUARY 2018**



PLANNING REPORT

1. SUMMARY OF ACTIVITY IN REPORTING PERIOD

- 1.1 This planning report covers the reporting period of the 12 January 2018 to 9 March 2018. There are currently 18 consent applications being processed. The most common types of consent that the Board receive and determine in its regulatory capacity are set out in the table below alongside the current breakdown of cases.

<i>Application Type</i>	<i>Number</i>
Byelaw 3 – Discharge of Treated Foul Water:	0
Byelaw 3 – Discharge of Surface Water:	9
Byelaw 4 / Section 23, LDA 1991 – Alteration of watercourse	5
Byelaw 10 – Works within 9 m of a Board's maintained watercourse:	4
Total:	18

- 1.2 The current status of these applications are;

<i>Application Type</i>	<i>3 - TFW</i>	<i>3 - SW</i>	<i>4/23</i>	<i>10</i>	<i>Total</i>
Awaiting further information from the applicant:	0	3	1	1	5
Awaiting applicants acceptance of conditions:	0	4	1	2	7
Being processed by officers:	0	2	1	0	3
To be determined by the Board in this report:	0	0	2	1	3
Total:	0	9	5	4	18

- 1.3 As is highlighted by the table immediately above there are 3 applications requiring consideration by the Board in this report. These are;

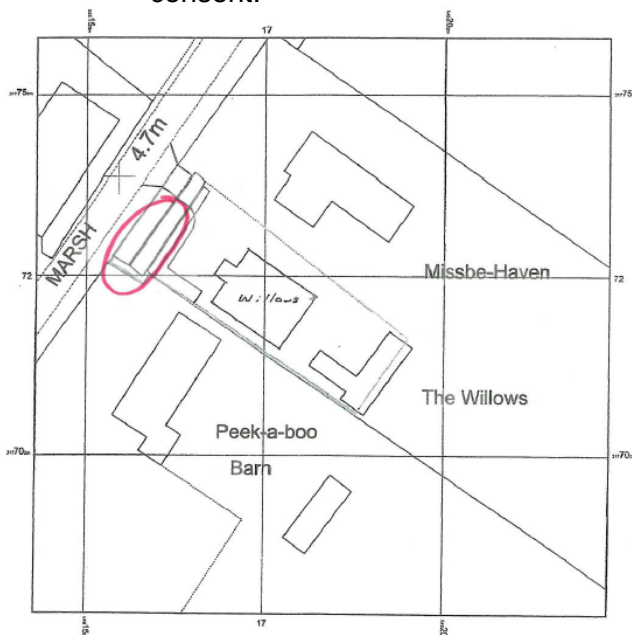
- 17_00155_1_C: Application to alter a Board Maintained Watercourse - Culvert at The Willows, The Marsh, Walpole St Andrews.
- 18_00259_1_C: Application to alter a Board-maintained watercourse as part of development of new primary school at Back Lane & Winch Road, Gayton
- 18_00261_1_C: Application to develop within 9 m of an IDB Main Drain as part of new school development at Back Lane & Winch Road, Gayton

- 1.4 These are detailed in section 2 below along with an officer recommendation for determination. Also included in Section 2 of this report is a request received from the Corporate Projects Manager, Borough Council of King's Lynn and West Norfolk regarding the development at Marsh Lane, King's Lynn

2. ITEMS REQUIRING THE BOARD'S CONSIDERATION

2.1 17_00155_1_C: Application to alter a Board Maintained Watercourse - Culvert at The Willows, The Marsh, Walpole St Andrews.

- a. An application was received to install a culvert, approximately 12 m in length, connecting two existing culverts on The Marsh, Walpole St Andrews. This application would connect previously consented/installed culverts either side of this proposal. Approval (with appropriate conditions) would result in the total culverted stretch of this watercourse to measures approximately 60 m.
- b. This application is required to be determined by the Board, as opposed to by officers under delegated authority due to the following:
 - The length of the proposed piping is approximately just over 12 m
 - The culvert is not required for access. The property already has a culverted access point over the drain.
 - The open section of drain is currently Board maintained.
- c. Officers visited the site on the 7 March 2018 and have assessed this application against the Boards culverting policy and the Environment Agency's "Policy Regarding Culverts", as well as the previously consented culverts adjacent to the property. Although the Board advocates retaining open drains wherever possible, as this culvert is only approximately 45 m from the watershed boundary, with water flowing predominantly to the south from the drain which marks the watershed (see map), officers do not believe that the proposal would unduly increase local flood risk or adversely affect the standard of drainage.
- d. Any approval would likely be conditional, with conditions including the following:
 - The proposed culvert is to be constructed using 600mm internal diameter concrete pipes, sized to match the existing culvert to the north of the proposed culvert (providing the current access onto the site).
 - Two inspection chambers are required to enable maintenance, one at the connection to each existing culvert.
 - Responsibility for future maintenance of all elements of the works will remain with the riparian owner
- e. Recommendation: The officer recommendation is for the application to be approved subject to the applicant's written acceptance of conditions being attached to the consent.

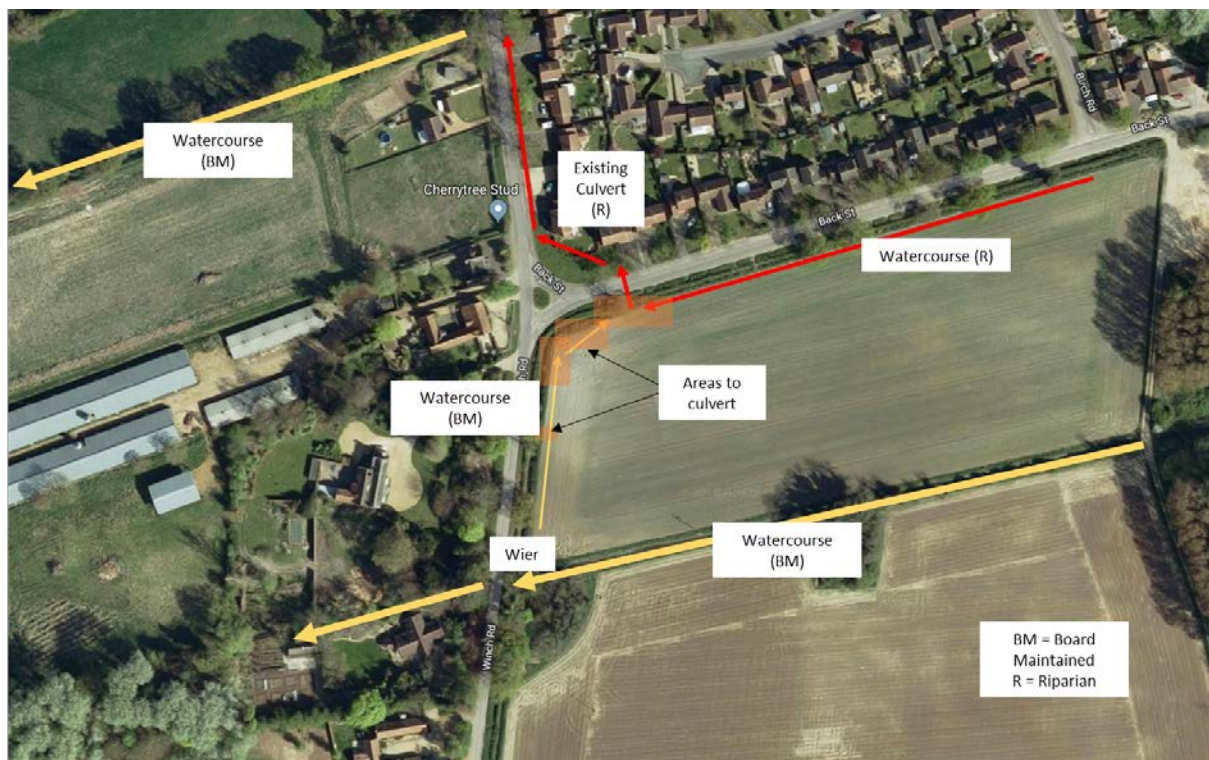


**2.2 18_00259_1_C: Application to alter a Board-maintained watercourse;
18_00261_1_C: Application to develop within 9 m of an IDB Main Drain as part
of new school development at Back Lane & Winch Road, Gayton**

- a. An application has been received to culvert the board-maintained Pilkington's Drain at two points alongside Winch Road and Back Street Gayton. One of the proposed culverts is for access only (approx. 15 m in length) and could be approved under delegated powers.
- b. The other proposed culverting of Pilkington's drain is more complex in that it would seek to culvert the watercourse up to and including its confluence with a riparian watercourse at the point the two drains enter an existing culvert beneath Back Street. This existing culvert the runs North on an unknown track to ultimately outfall into another Board's maintained reach of the drain as it heads West away from Gayton. The riparian drain alongside Back Street is also proposed to be culverted. This proposal in its entirety would result in approximately 50 m of additional culvert alongside the junction of Back Street and Winch Road. The areas of proposed culverting are highlighted in orange in the simple schematic overleaf.
- c. In addition to the above applications, an application to discharge from the development has been received. The rate of discharge is proposed to be in line with Greenfield run-off rates at 1.7 l/s and as such can be approved under delegated powers. This proposed discharge is supported by detailed network modelling.
- d. A crucial structure in this proposal is the inspection chamber that would receive the culverted inlets of Pilkington's drain, the riparian drain along Back Street and the surface water discharge from the proposed school via a 150 mm outlet. These would all enter the existing culvert beneath Back Street via a single outlet in the proposed chamber. At this location a number of structures are proposed within 9 m of the watercourse. Specifically these are car parking surfaces and drainage infrastructure serving the development.
- e. The applications for culverting and works within 9 m are required to be determined by the Board, as opposed to by officers under delegated authority, due to the following:
 - The culverts are not required purely for access.
 - The current open section of Pilkington's Drain drain is Board maintained.
 - The length of culverting of the Board maintained section is over 12 m
 - Structures are proposed within 9 m of the Board's maintained watercourse.
- f. Officers have visited site (07/02/2018) and have assessed this application against the Board's culverting policy and the Environment Agency's "Policy Regarding Culverts" as well as against the existing culverts adjacent to the development. It should be noted that the development has provided the full 9 m maintenance strips within its proposed layout for the majority of the length of the Board-maintained network. The only exception to this is where development is located closer to the proposed culverted length near to the junction of Winch Road and Back Street.
- g. We have no record or experience of flooding associated with the current culverted section that flows North under Back Street although this section is only used currently as an overflow for Middleton Stop Drain. Extensive flood modelling has been undertaken to establish the role of the current drainage network. All modelling has identified compliance with modern standards of flood protection except on the existing culvert that conveys Middleton Stop Drain under Winch Road. This culvert is the subject of ongoing discussions between the Board and the developer which are outside

of the scope of the current applications in front of the Board. This is because the risk here is attributed to higher bed levels in Middleton Stop Drain downstream of this culvert and not due to the proposed development or proposed culverting. Notwithstanding this statement it remains for the Planning Authority, Norfolk County Council to be satisfied that the development overall is not at risk of fluvial flooding from Middleton Stop Drain and it is to this end that officers are in dialogue with the developers regarding this element of their proposal.

- f. Although the Board advocates retaining open drains wherever possible both the culverting for access along Winch Road and discharge from the development are in line with the Boards planning and byelaw policy and as such could be approved under delegation. The culverting of Pilkington's drain to its confluence with the riparian drain alongside Back Street including its discharge to the existing culvert remain of concern only so far as the integrity of the existing culvert is unknown as is its course, access and inputs along its length. To this end any approval should be conditional, with conditions including the following:
- The camera surveying of the existing culverted section of Pilkington's drain to establish its structural integrity, access points, current inputs and course. If this survey showed that a connection is unviable due to structural or capacity issues then consent will not be valid.
 - That clear maintenance responsibility is established for the existing system as it is likely in multiple ownership.
 - Confirmation of adoption of the proposed culverted watercourse – discussions are currently ongoing as to the suitability of the Board adopting these structures subject to them meeting detail design requirements.
- h. Recommendation: The officer recommendation is for the application to be approved subject to the applicant's written acceptance of strict conditions being attached to the consent.



2.3 Report by Corporate Projects Manager, Borough Council of King's Lynn and West Norfolk regarding Marsh Lane Development, King's Lynn

- a. The following report looks at the partnering arrangement between the King's Lynn Internal Drainage Board (KLIDB) and the Borough Council of King's Lynn and West Norfolk (The Council), whilst developing the housing sites around Marsh Lane and Lynnsport and the building by the KLIDB of their new pumping Station at Lynnsport. It shows how this arrangement has benefited both organisations and shows why the Council believe that the IDB should reconsider its decision to ask for a maintenance contribution for the works on a culvert on the North East corner of the Marsh Lane site.
- b. In September 2013, Norfolk County Council (NCC) and the Council became aware of the KLIDB's detailed proposals to improve the surface water management infrastructure in and around King's Lynn. The IDB scheme included constructing a pumping station on the northern part of Lynnsport and installing a Rising Main northwards to the North Lynn Drain. This scheme was of great interest to both the NCC and the Council, as we were looking jointly at highway infrastructure and housing growth issues within King's Lynn. A joint meeting of the organisations agreed that working together was an opportunity not to be missed and agreed to work jointly to deliver the projects that would ultimately provide improved benefits to King's Lynn and the surrounding area.
- c. Since early 2014 BCKLWN, NCC and the IDB have held regular joint project meetings in order to co-ordinate the schemes to meet individual aims, shared objectives and to deliver them on schedule.
- d. In June 2014 after a meeting between the Two Chief Executives of the Council and the Water Management Alliance (WMA), it was agreed that the Council should formally present a paper to the Board. This paper explained the Council's scheme, how it fitted in with the KLIDB's proposals and why the Council had made the decision on the route of the proposed new road. Since then many other meetings have occurred between the three parties.
- e. As the schemes have progressed each Authority has helped the other progress their part of the proposals.
- f. The Council has
 - Provided the site for the Pumping station site free of charge accepting the risk of the CPO procedure enabling the KLIDB to progress their scheme without risk.
 - Built the North Lynn culvert and agreed to accept the ongoing risk of the structure in perpetuity.
 - Negotiated with the down stream land owner to enable the down stream widening to happen.
 - Built the downstream attenuation.
 - Culverted a KLIDB drain (currently not in use), following a joint meeting with the KLIDB's Plant and Works Committee, which was embarrassed at the condition of the drain at the time of the site visit.

- Currently accommodate the increased cost of £67,510.85 attributed to a late change in the design of the KLIDB's pumping main on the 15 April 2016, which impacted on the design of chamber 1 of the new North Lynn culvert .

g. The KLIDB has

- Agreed in principal to accept un-attenuated flows from the Councils housing sites at Lynnsport and Marsh Lane.
- To allow the Council to use the KLIDB's contractors (at the Councils cost) to inform the scheme of the amount of down stream attenuation necessary to accommodate these flows.
- To advise the Council on design issues relating to the Councils part of the scheme.

h. In consideration of the above the Council had not expected to be charged a maintenance contribution relating to the unused culverted drain at Marsh Lane, which has been built to accommodate flows from the adjacent estate should this be needed and would request that in account of the above, the KLIDB reconsiders the issue of this charge.

3. OTHER PLANNING MATTERS

3.1 DELEGATED CONSENTS DETERMINED

During this reporting period, the following consents under the Land Drainage Act 1991 and Board's Byelaws have been determined by Officers in accordance with their delegated authority.

Case. Ref.	Case File Sub-type	Parish	Location / Site Name	Description of Application or Proposal	Determination
17_00163_1_C	23 - Section 23, LDA 1991	West Walton	Orchard Drive, West Walton	Proposal to pipe watercourse at the back of the property	Refused
17_00131_1_C	3S - Byelaw 3 Surface Water	South Wootton	Land Between 102 and 116 Nursery Lane, South Wootton, Norfolk	Proposal to discharge surface water to riparian watercourse at 3 l/s from development	Granted

3.2 FEES ASSOCIATED WITH CONSENTS GRANTED

There has been 1 fee invoiced during the reporting period. This fee is detailed below;

Type of charge	Case ref.	Developer	Site	Amount (no VAT)	Date invoiced	Paid? Y/N	"Trigger" for payment
Surface Water Development Contribution	17_00131_1_C	Hopkins and Moore Ltd	Land Between 102 and 116 Nursery Lane, South Wootton, Norfolk	£ 4,552.65	09/03/2018	No	Granting of consent
				Total: £ 4,552.65			

3.3 NON-CASE RELATED WORK

- a. 29 January 2018 – Flood and Water Manager attended meeting with Borough Council of King's Lynn and West Norfolk regarding current planning matters. A planning@wlma.org.uk mailbox has been created as a first stage in seeking to automate and regularise receipt of planning consultations from Local Planning Authorities and regulatory applications from developers and consultants.
- b. 31 January 2018 – Flood and Water Manager attended meeting with Fenland District Council to discuss East Wisbech Broad Concept Plan. Officers have subsequently helped draft further detail to support the sustainable drainage element of the Broad Concept Plan alongside planning officers from Fenland District Council and the Borough Council of King's Lynn and West Norfolk.
- c. 16 February 2018 - The Boards Flood and Water Manager attended a multi-agency working group, hosted by the Borough Council of King's Lynn and West Norfolk on the 19 February 2018. This working group has been established to look into some of the long standing drainage issues that occurred during the Christmas period leading to the flooding of a number of properties and gardens.
- d. Key areas of the Boards regulatory functions have been processed mapped to develop consistency between Water Management Alliance member Boards and to ensure consistency in decision making across cases. Part of this process has seen the instigation of an acknowledgement of acceptance of consent conditions stage integrated into the Boards consenting process. This stage is aimed to increase the level of compliance by applicants with our regulatory requirements and to strengthen our position when recovering unpaid fees.

G.R. BROWN – FLOOD AND WATER MANAGER
C.H. BRADY – FLOOD AND WATER OFFICER

**Kings Lynn IDB
Environmental Report
March 2018**

The following information pertains to environmental work carried out for the Kings Lynn IDB involving the Technical and Environmental Officer (TEO) from 19 January 2018 – 08 March 2018:

1. Information for the Board

1.1 Kings Lynn Biodiversity Action Plan Document

The Kings Lynn IDB Biodiversity Action Plan Document has been reviewed and updated in line with DEFRA requirements and in line with the duties of the KLIDB to comply with the Natural Environment and Rural Communities Act (2006). The Updated document can be found in Appendix 1 at the back of the document for comment by Members.

Officers are seeking Board Approval for the Draft BAP Document to allow the Final draft of the KLIDB document to be published on the WMA website prior to the 1 April 2018.

2. Statutory Duties towards Conservation

2.1 Prework Checks and Site Visits

01 February 2018

Site visit to Derby Fen SSSI with Rob Taylor to discuss future maintenance of the Derby Fen Drain. It was discussed with Natural England that work will be undertaken in the Autumn and a site visit will be organised in the Summer with the IDB, Natural England and the Grimston Fen Allotment Trust.

Site visit to Tuxhill Farm with Rob Taylor to look at the newly dug IDB drain at the farm. Unfortunately, the new cut drain is currently not in a state for adoption due to some severe sections of bank slippage. The Ecological Contractor was met on site along with the land owner to discuss future water vole translocations in the Autumn following remediation work and a summer's vegetation growth to stabilise the bank.

08 February 2018

Site visit to Wolferton Pumping Station with Diana Ward (Ecological Consultant) to discuss environmental mitigation delivery for protected species prior to the project being awarded to the contractor.

3. Meetings and Training Attended

Nothing to report within this period.

4. Non - Compliance

Nothing to report within this period.

5. Complaints

Nothing to report within this period.

6. Freedom of Information Act Requests

None during this period.

7. Assents Granted and/or Applied for:

License / Assent / Habitat Regulations Assessment	Applied	Granted
Natural England assent for Wolferton Pumping Station and Flood Risk Management Scheme	22/01/2018	07/02/2018

King's Lynn IDB

Schedule of Paid Accounts

Payment Date From : 01/01/2018

Payment Date To : 28/02/2018

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
AD0102	ADC (East Anglia) Ltd	Maintenance Works	2,844.00
AN0100	Anglia Farmers Ltd	Electricity	38,136.50
AN0101	Anglian Water	Water Charge	81.63
AQ0001	Aquatic Control Engineering	Capital Works	1,500.00
AR0001	Arval	Fuel	2,851.06
AR0002	Archant Regional	Advertising	1,102.76
AS0120	Richard Askew Agricultural Supplies	Spares & Repairs	102.52
BO0001	Borough Council of King's Lynn &	Pierpoint Rates	197.42
BO0240	BOC Ltd	Oxygen	96.60
BT0270	BT	Phone/Broadband	325.92
BU0285	Burley Fluid & Air Ltd	Spares & Repairs	82.32
CA0320	Carter Haulage & Storage Ltd	Excavator Moves	234.00
CR0380	King's Lynn Auto Electrical Ltd	Electrical Parts	108.12
CR0399	C R Electrical	Electrical Repairs	314.06
CW0001	C W Group Ltd	Repairs to weedscreen	676.32
DO0004	John W Doubleday	Spares & Repairs	11.88
DO0005	Ernest Doe & Sons Ltd	Bateson 1054 GP 3m Trailer	2,538.00
ED0505	Edmundson Electrical Ltd	Electrical Parts	350.28
EM0001	EMG Anglia Ltd	Repairs	270.50
EON001	E.ON	Electricity	15.31
FR0001	Franklin Industrial Supplies Ltd	Small Tools	452.45
FR0650	Frimstone Ltd	Reject stone/ballast	941.43
HA0810	Hayley Group plc	Engineering Supplies	511.59
IL0002	Iliffe Media Publishing Ltd	Advertising	588.00
IN0001	Inland Revenue	Paye & Nic	17,817.29
JE1010	Jewson Ltd	Materials	122.14
JO1060	A T Johnson	Spares	14.65
KL0001	King's Lynn Engine Centre	Vehicle Repairs & Service	198.00
LO0001	Longwater Construction Supplies	Twinwall Pipe	2,195.04
MA0001	Marshall Ford DD	Ford Lease	1,857.14
MA0007	Marine Management Organisation	MM0410 Band 3 Licence	1,316.00
MR1390	Mr Signs	Signs & Notices	12.00
MU0001	Murley Agricultural Supplies Ltd	Spares/Repairs	872.00
NO0001	Norfolk Pension Fund	Pension Contributions	16,498.11
OR1550	Oriel Systems Ltd	Telemetry Maintenance	23,947.13
PBA001	Peter Brett Associates LLP	Capital Works	29,215.20
PI0001	Pioneer Pump Solutions	Pump Hire	642.71
RO0003	Royal Haskoning DHV	Capital Works	77,086.44
SH1955	Fenflow Ltd	Pump Overhaul	13,842.00
SO0001	South Holland IDB	Rechargeable Works	1,079.57
ST0002	Stapleton's (Tyre Services) Ltd	New Tyres	1,599.65
TH2030	ThurLOW Nunn Standen Ltd	Plant Servicing/Parts	4,079.98

King's Lynn IDB
Schedule of Paid Accounts

Payment Date From : 01/01/2018

Payment Date To : 28/02/2018

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
TI2050	Timber Services Ltd	Materials	2,372.34
VJ2250	V & J Knitwear Ltd	Protective Clothing	251.34
WA0001	Watson Petroleum	Gas Oil	16,001.50
WA0002	Ward Associates	Capital Works	2,694.64
WA2310	Water Management Alliance	Rechargeable Works	3,170.08
WA2320	Watling JCB Ltd (Wymondham)	Service/Repairs	1,559.08

Please note that the amounts shown above include Vat £ **272,776.70**

From: 01 April 2017
 To: 31 January 2018

 Period: 10
 Year Ending: 31 March 2018

Notes	Income and Expenditure Account	Y-T-D Budget £	Y-T-D Actual £	Y-T-D Variance £	Annual Budget £	Projected Out-Turn £	Projected Variance £
<u>Income:</u>							
	Occupiers Drainage Rates	309,686	309,686	0	309,686	309,686	0
1	Special Levies issued by the Board	1,880,624	1,880,624	0	1,880,624	1,880,624	0
	Grants Applied	664,833	48,832	-616,001	797,800	254,000	-543,800
	Rental Income	2,667	2,206	-461	3,200	3,200	0
2	Highland Water Contributions	39,278	57,709	18,431	39,278	57,709	18,431
	Income from Rechargeable Works	0	62,823	62,823	0	62,823	62,823
	Investment Interest	20,833	13,988	-6,846	25,000	16,785	-8,215
	Development Contributions	2,364	261,277	258,912	2,837	261,277	258,440
4	Other Income	69,234	50,258	-18,976	83,081	64,105	-18,976
	Total Income	£2,989,520	£2,687,403	-£302,118	£3,141,506	£2,910,209	-£231,297
<u>Less Expenditure:</u>							
5	Capital Works	1,620,833	559,947	1,060,886	1,945,000	907,537	1,037,463
6	Environment Agency Precept	161,533	161,243	290	161,533	161,243	290
7	Maintenance Works	936,986	929,855	7,131	1,449,384	1,171,419	277,965
	Development Expenditure	0	0	0	0	0	0
	Interest Payments	0	0	0	0	0	0
8	Administration Charges	234,554	213,569	20,985	253,344	247,348	5,996
	Cost of Rechargeable Works	0	55,005	-55,005	0	55,005	-55,005
3	Net Deficit/(Surplus) on Operating Accounts	0	-7,507	7,507	0	0	0
	Total Expenditure	£2,953,906	£1,912,112	£1,041,794	£3,809,261	£2,542,552	£1,266,709
	Profit/(Loss) on disposal of Fixed Assets	£0	£1,311	£1,311	£0	£1,311	£1,311
9	Net Surplus/(Deficit)	£35,613	£776,603	£740,989	-£667,755	£368,968	£1,036,723

From: 01 April 2017
 To: 31 January 2018

 Period: 10
 Year Ending: 31 March 2018

Notes	Balance Sheet as at 31-1-2018	Opening Balance £	Movement This Year £	Closing Balance £
10	Fixed Assets:			
	Land and Buildings	921,790	-6,644	915,146
	Plant and Equipment	861,495	49,210	910,705
	Pumping Stations	266,544	-74,040	192,504
	Shared Consortium Assets	0	0	0
		2,049,829	-31,474	2,018,355
	Current Assets:			
11	Bank Account	113,338	10,655,005	10,768,343
	Stock	5,397	6,050	11,447
12	Trade Debtors	62,188	16,446	78,634
13	Work in Progress	0	2,206	2,206
14	Term Deposits	4,100,000	300,000	4,400,000
15,16	Drainage Rates and Special Levies Due	22,817	6,092	28,909
17	Prepayments	0	0	0
	Prepayments to WMA	138,320	-171,760	-33,440
	Accrued Interest	0	0	0
	VAT Due	95,977	-81,993	13,984
	Grants Due	0	0	0
		4,538,037	10,732,045	15,270,082
	Less Current Liabilities:			
	Trade Creditors	1,135	50,130	51,265
18	Grants Unapplied	99,846	-48,832	51,014
	Accruals	0	0	0
	Payroll Controls	0	0	0
	Finance Leases	0	0	0
	Receipts Paid in Advance	0	211	211
	Loans due in less than one year	0	0	0
		100,981	1,509	102,490
	Net Current Assets	4,437,056	10,730,536	15,167,592
	Less Long Term Liabilities:			
25	Pension Liability	3,360,000	0	3,360,000
	Loans due in more than one year	0	9,996,500	9,996,500
		3,360,000	9,996,500	13,356,500
	Net Assets	£3,126,885	£702,563	£3,829,448
19	Reserves:			
	Earmarked			
20	General Reserve	2,195,674	776,603	2,972,277
21	Development Reserve	876,667	0	876,667
22	Capital Works Reserve	0	0	0
23	Plant Reserve	2,821,148	0	2,821,148
		5,893,489	776,602	6,670,091
	Non-Distributable			
24	Revaluation Reserve	593,396	-74,040	519,356
25	Pension Reserve	-3,360,000	0	-3,360,000
		-2,766,604	-74,040	-2,840,644
	Total Reserves	£3,126,885	£702,562	£3,829,447

 P J CAMAMILE
 CHIEF EXECUTIVE

From: 01 April 2017
To: 31 January 2018

Period: 10
Year Ending: 31 March 2018

Note Notes to the Accounts

- 1 Special Levies collected from constituent Billing Authorities were as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Borough of King's Lynn & West Norfolk	1,775,463	1,775,463
Fenland District Council	82,338	82,338
South Holland District Council	22,823	22,823
	1,880,624	1,880,624

- 2 The Highland Water Claim for 2017/18 is due to be paid by the Environment Agency (EA) to the Board in September, following the changes made to the timetable in 2015 (previously the payment was made in two installments - one in May and one in December).

- 3 The Net Operating Deficit/(Surplus) for this year is made up as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Labour Operations Account	0	-102
Mobile Plant Operations Account	0	-7,406
	0	-7,507

Detailed operating surpluses/(deficits) for the Labour Operations Account and each item of Mobile Plant are shown in the Labour and Plant Operations Reports, which can be made available to members on request. These Reports are scrutinised by the Board's Plant and Works Committee every year.

- 4 Other Income for this year is made up as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Shared Income from WMA	66,734	46,425
Summons Costs	833	2,925
East Wash Coastal Management CIC Administration Fee	417	500
Sundry Income	1,250	408
	69,234	50,258

- 5 The cost of each capital scheme is approved by the Board annually and detailed on the schedule of capital works, as managed by the Planning/Enforcement Officer, which can be made available to members on request. This Report is also scrutinised by the Board's Plant and Works Committee every year.

- 6 The EA Precept due for 2017/18 is as estimated. Half of the EA Precept is payable to the EA on 31 May and the other half on 30 November.

- 7 The detailed maintenance operations in each sub catchment are approved by the Board annually and shown on the schedule of maintenance works, as managed by the Operations Manager, which can be made available to members on request. The summarised analysis of expenditure is as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Labour Charges	434,014	451,256
Plant Charges	214,540	223,063
Materials	7,500	7,798
Contractors	23,747	24,690
Electricity	81,289	84,519
Pumping Station Insurances	3,367	3,501
Telemetry	4,296	4,466
Heating Fuel	6,230	6,478
Pumping Station Depreciation	0	0
Direct Works	774,983	805,771
Technical Support Staff Costs	154,883	89,188
Other Technical Support Costs	2,258	26,538
Biodiversity Action Plan Costs	4,862	8,358
Contingency	0	0
Annual Asset Reinstatement Provision	0	0
Maintenance Works	936,986	929,855

- 8 Administration charges reflect the Board's share of consortium expenditure (excluding the technical support costs, which are included in the maintenance works expenditure). Detailed expenditure is monitored by the Consortium Management Committee and the Board every three months:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Administration Staff Costs	79,515	77,684
Other Administration Costs	139,604	118,652
Sundry Expenses	0	7,176

From: 01 April 2017
To: 31 January 2018

Period: 10
Year Ending: 31 March 2018

Note Notes to the Accounts

Drainage Rates AV Increases/(Decreases)	7,500	2,221
Kettlewell House Depreciation	6,643	6,643
Sundry Debtors written off	292	0
Settlement Discount	1,000	1,192
	234,554	213,569

9 The Board has planned to increase/(reduce) balances by financing expenditure from the following reserves:

	Budget
Capital Works Reserve	0
General Reserve	-667,755
	-667,755

10 The movement in Fixed Assets is detailed in the Fixed Assets Register for 2017/18, which can be made available to members on request.

	Land and Buildings	Plant and Equipment	Pumping Stations	Total
Cost				
Opening Balance b/fwd	1,417,491	1,463,750	888,480	3,769,721
(+) Additions	0	187,861	0	187,861
(-) Disposals	0	-27,784	0	-27,784
Closing Balance c/fwd	1,417,491	1,623,827	888,480	3,929,798
Depreciation				
Opening Balance b/fwd	495,702	602,255	621,936	1,719,892
(+) Depreciation Charge for year	6,643	128,962	74,040	209,646
(-) Accumulated depreciation written out on disposal	0	-18,095	0	-18,095
Closing Balance c/fwd	502,345	713,122	695,976	1,911,443
Net Book Value as at 31-3-2017	921,789	861,495	266,544	2,049,829
Net Book Value as at 31-1-2018	915,146	910,705	192,504	2,018,355

The Board also share ownership of a proportion of the WMAs Shared Fixed Assets, which were last valued by Cruso & Wilkin, Chartered Surveyors, as at 31 March 2012. Such assets have a Net Book Value of zero.

11 The Bank Account balance will be kept to a minimum following the decision to invest additional working balances on the short term money market. The Bank Account is reconciled as follows:

	2016/17	2017/18
Opening Balance as at 1-4-2017 b/fwd	79,308	113,338
(+) Receipts	7,126,651	15,156,273
(-) Payments	-7,092,621	-4,501,268
(=) Closing Balance as at 31-1-2018 c/fwd	113,338	10,768,343
Balance on Statement as at 31-1	169,193	10,758,343
Less: Unpresented Payments	-55,855	0
Add: Unpresented Receipts	0	10,000
Closing Balance as at 31-1-2018 c/fwd	113,338	10,768,343

12 Aged Debtor profile is currently as follows:

Debt period	Amount	Number of Debtors
<=30 days	65,494	3
>30 days and <=60 days	583	2
>60 days and <=90 days	634	1
>90 days	11,922	2
	78,634	8
>90 days	Amount	Inv. Date Originator
PE0001	11,085	24/03/2017 Planning/Enforcement Officer
SY0001	837	24/08/2017 Operations Manager
	11,922	

13 Work In Progress (WIP) is currently made up of the following jobs:

**Estimated
Completion**

From: 01 April 2017
To: 31 January 2018

Period: 10
Year Ending: 31 March 2018

Note Notes to the Accounts

Customer	Amount	Date	Budget Holder
REA003	180	31/03/2018	Operations Manager
RWO001	2,026	Ongoing	Operations Manager
	2,206		

14 Term Deposits are currently as follows:

Financial Institution	Capital	Investment Date	Maturity Date	Interest Rate
Natwest Bank	500,000	24/08/2017	23/08/2018	0.56%
Newcastle Building Society	500,000	29/09/2017	15/02/2018	0.40%
West Bromwich Building Society	200,000	16/10/2017	28/02/2018	0.37%
National Counties Building Society	500,000	16/10/2017	28/02/2018	0.43%
Skipton Building Society	500,000	31/10/2017	15/03/2018	0.31%
Progressive Barclays	500,000	15/11/2017	29/03/2018	0.50%
Cumberland Building Society	500,000	31/10/2017	30/04/2018	0.59%
Coventry Building Society	500,000	30/11/2017	16/04/2018	0.44%
Nottingham Building Society	500,000	15/12/2017	15/05/2018	0.59%
West Bromwich Building Society	200,000	29/12/2017	28/02/2018	0.37%
	4,400,000			

15 Special Levies are paid by Constituent Councils in two halves on 1 May and 1 November.

16 Drainage Rates are paid by occupiers of agricultural land and/or buildings. There are currently 101 Ratepayers that have not paid their Drainage Rates for 2017/18, as compared to 119 Ratepayers this time last year. Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

	2016/17	2017/18
Arrears b/fwd	26,363	22,818
Drainage Rates for the year	305,736	309,686
Special Levies for the year	1,856,510	1,880,625
Payments Received	-2,180,556	-2,204,336
Settlement Discount	-984	-1,186
Returned/(Represented) amounts	377	0
Value /(Decreases)	-5,207	-5,152
Value Increases	3,391	3,510
New Assessments	1,816	1,708
Irrecoverables and write offs	-9,077	-2,346
The East Coastal Management CIC	20,681	20,681
Summons collection costs	3,750	2,925
Special Levy Adjustment	0	0
Drainage Rate Adjustment	18	-23
Paid Refunds	0	0
Sundry adjustments/Summons	0	0
Arrears c/fwd	22,818	28,909

17 There are currently no Prepayments.

18 Grants Unapplied are those grants that we have received in advance of doing work on the following schemes:

	2016/17	2017/18
SCH30: Islington Catchment Flood Risk Management Scheme	99,846	51,014
	99,846	51,014

19 The Reserves are managed in accordance with the Balances and Earmarked Reserves Policy for 2017/18, as approved by the Board on 16 January 2017. This policy is available for viewing on the Board's website.

20 Movements on the General Reserve are made up as follows:

	2016/17	2017/18
Opening Balance, as at 1 April b/fwd	3,069,224	2,195,674
Net Surplus/(Deficit) for the year	-767,378	776,603
Net transfer (to)/from Development Reserve	-256,745	0
Net transfer (to)/from Capital Works Reserve	127,000	0
Net transfer (to)/from Plant Reserve	0	0
Revaluation Reserve adjustment	23,573	0
Closing Balance c/fwd	2,195,674	2,972,277

From: 01 April 2017
To: 31 January 2018

Period: 10
Year Ending: 31 March 2018

Note Notes to the Accounts

21 Movements on the Development Reserve are made up as follows:

	<u>2016/17</u>	<u>2017/18</u>
Opening Balance, as at 1 April b/fwd	619,922	876,667
Net contributions transferred from General Reserve	256,745	0
Closing Balance c/fwd	876,667	876,667

22 Movements on the Capital Works Reserve are made up as follows:

The Capital Works Reserve largely represents the committed cost of capital schemes that the Board has approved in previous years, where suppliers have not actually invoiced for work, due to slippage in the programme or other issues with the contract:

	<u>2016/17</u>	<u>Gen. Reserve</u>	<u>2017/18</u>
SCH36 West Lynn Sluice - Structural Investigation	0	0	0
SCH33 Wolferton Pumping Station - Structural Investigation	0	0	0
SCH35 Control Panel Replacements & Weedscreen Cleaner Refurbishment	0	0	0
	0	0	0

23 The Fixed Plant Reserve and Mobile Plant Reserve have been merged into a single Plant Reserve, as at 31 March 2014:

	<u>2017/18</u>
Fixed Plant Reserve	2,021,148
Mobile Plant Reserve	800,000
Plant Reserve	2,821,148

24 Movements on the Revaluation Reserve are made up as follows:

	<u>2017/18</u>
Opening Balance, as at 1 April b/fwd	593,396
Less:	
Pumping Station & Kettlewell House Depreciation	-74,040
Closing Balance c/fwd	519,356

25 Pension Liability

- (i) The Pension Liability is calculated by the Local Government Pension Scheme (LGPS) Fund Actuary at the end of every financial year. It is a notional liability that is shown as a Long Term Liability on the Balance Sheet. This figure is meant to show the extent of the Board's liability at the Balance Sheet date, based on a number of actuarial assumptions. However it is important to note that this sum does not represent an estimate of the exit cost of withdrawing from the LGPS at the Balance Sheet date.
- (ii) The Board is a member of the Water Management Alliance Consortium and as such also has a proportion of the pension liability for the shared staff that are employed by King's Lynn IDB, t/a the Water Management Alliance. The Fund Actuary for Norfolk County Council has prepared a separate Report for the Water Management Alliance, which identifies a notional net pension liability of £1,827,000 as at 31 March 2017 that is shared by all 5 Member Boards. The Board's share of this pension liability is set out every year in the WMAs Basis of Apportionment, which was approved by the Board on 16 January 2017.

26 Related Party Disclosures

- (i) The Board is a full member of Anglia Farmers Ltd, an agricultural purchasing cooperative. Several members of the Board are also shareholders of this organisation. The Board paid Anglia Farmers Ltd £99,713.15 upto 31/01/18.
- (ii) Board member Mr J Askew is related to Mr R Askew, Director of Richard Askew Agricultural Supplies Ltd, which is one of the Board's suppliers. The Board paid Askew Agricultural Supplies Ltd £2,236.52 upto 31/01/18.
- (iii) Mr Harvey Howe is employed by the Board as a full time Operative. The Board's Operations Manager is related to Harvey Howe.
- (iv) All elected members of the Board pay drainage rates either as individuals, Partners in Partnerships, or as Directors of limited companies; the exact nature of which can be found in the Rate Book as at 1 April 2017.
- (v) The Board is a member of the Water Management Alliance Consortium, who provide administrative services to the Board. The Board

From: 01 April 2017
To: 31 January 2018

Period: 10
Year Ending: 31 March 2018

Note **Notes to the Accounts**

has 3 representatives who serve on the Consortium Management Committee, that include the Chairman and Vice Chairman of the Board. During the reporting period the Chairman received £4,200.00 Chairman's Allowance.

- (vi) The Board uses Rating Software for the collection of Drainage Rates known as DRS. This software is owned by South Holland IDB and was developed by Mr P J Camamile, the Chief Executive. The software is supported at no cost to the Board by Byzantine Ltd. Mr P J Camamile is the Company Secretary of Byzantine Ltd and his wife Mrs P Camamile is a Director. Both are shareholders.

Recommended Actions:

1. To approve the Financial Report for the period ending 31-1-2018.

P J CAMAMILE
CHIEF EXECUTIVE

P WALKER
FINANCE ASSISTANT

**KING'S LYNN INTERNAL DRAINAGE BOARD
RISK REGISTER**

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
<p>To reduce the flood risk to people, property, public infrastructure and the natural environment by providing and maintaining technically, environmentally and economically sustainable flood defences within the Internal Drainage District (IDD)</p>	<p>Reduction in, or insufficient finance, grant and income</p> <p>EA may cease to pay highland water contributions to IDBs</p> <p>2017/18 – EA may not award c£21.8m FDGiA for the Islington Catchment Flood Risk Management Scheme due to concern this scheme may not be delivered within its current CSR period ending April 2021</p> <p>Possibility of IDBs having to adhere to Water Abstraction licencing regulations introduced January 2018</p>	<p>Erosion of Board's capital and general reserves.</p> <p>Reduction in FCERM service the Board is able to provide.</p> <p>Unable to replace assets as scheduled in the Board's asset plan.</p> <p>Licencing fee of £1,500 per water transfer potentially prohibitive cost to the IDB</p>	<p>3</p>	<p>3</p>	<p>High 9 →</p>	<p>Explore alternative funding streams</p> <p>Continue to lobby Defra to update the Land Drainage Act 1991 to refer to current rating lists used by billing authorities for levying agricultural drainage rates and special levies, as this would support the extension of the Board's area to its watershed, which in turn would provide additional rates to the Board from the upland area.</p> <p>Islington Scheme – employ project engineer to deliver the Board's capital programme on time and in budget. Liaise closely with RHDHV consultants on the Islington scheme to send outline business case to EA LPRG to approve for FDGiA by Dec 2017.</p> <p>ADA lobbying Government for exemption for all IDBs from Water Abstraction Licencing</p>

**KING'S LYNN INTERNAL DRAINAGE BOARD
RISK REGISTER**

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
	The EA is no longer willing or able to carry out work on sea defences that protects the Internal Drainage District, or continues to maintain the sea defences but to a reduced specification	Potential overtopping into the IDD during severe weather events. Cost implication of managing the increase in water.	2	3	High 6 ↓	Formation of the East Coast Management Strategy with KL&WNBC and local business community and the East Coast Wash Community Interest Company is raising funds which will contribute to recycling and rechargeable works costs when EA activity is withdrawn IDB to work with key stakeholders to develop strategy for investment to reduce risk Use of Public Sector Cooperation Agreement (PSCA) to facilitate partnership working with other risk management authorities (RMAs)
To enable and facilitate land use for residential, commercial, recreational and environmental purposes by guiding and regulating activities, which have the potential to increase flood risk	Planning Authorities ignore advice provided by Board, which leads to increased flood risk Lack of staff resources results in turning a blind	Increased flood risk Potential for lost income from SWDCs and commuted	2	3	High 6 ↑	Planning/Enforcement Officer comments on planning applications are available on each Local Planning Authority website Planning/Enforcement Officer reports planning matters and issues at Board and Committee meetings Liaise where possible with

**KING'S LYNN INTERNAL DRAINAGE BOARD
RISK REGISTER**

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
	<p>eye to Byelaw/Land Drainage Act infringements and contraventions or failure to collect development contributions and commuted sums</p> <p>SUDs managed by private management companies who allow them to fall into disrepair through lack of long term maintenance</p>	<p>sums</p> <p>Inadequate or lack of maintenance of SUDs could have an adverse impact on the IDB infrastructure and subsequently increase the risk of flooding</p>				<p>Local Planning Authorities to better integrate/coordinate planning and flood risk management issues</p> <p>Lobby Local Authority Planners to include IDBs as Statutory Consultees and to treat IDB watercourses as SUDs.</p> <p>A SUDs adoption and charging policy approved by the Board November 2016</p> <p>Promote IDB services for adoption of SUDs to ensure these are maintained in perpetuity</p>

Risk Assessment Matrix (From the Risk Management Strategy and Policy as approved 13 January 2017)

Risk Assessment Matrix

Likelihood			
Highly Likely	Medium (3)	High (6)	High (9)
Possible	Low (2)	Medium (4)	High (6)
Unlikely	Low (1)	Low (2)	Medium (3)
	Negligible	Moderate	Severe
	Impact		

The categories for impact and likelihood are defined as follows:

IMPACT

- Severe – will have a catastrophic effect on the operation/service delivery. May result in major financial loss (over £100,000) and/or major service disruption (+5 days) or impact on the public. Death of an individual or several people. Complete failure of project or extreme delay (over 2 months). Many individual personal details compromised/revealed. Adverse publicity in national press.
- Moderate – will have a noticeable effect on the operation/service delivery. May result in significant financial loss (over £25,000). Will cause a degree of disruption (2 – 5 days) or impact on the public. Severe injury to an individual or several people. Adverse effect on project/significant slippage. Some individual personal details compromised/revealed. Adverse publicity in local press.
- Negligible – where the consequences will not be severe and any associated losses and or financial implications will be low (up to £10,000). Negligible effect on service delivery (1 day). Minor injury or discomfort to an individual or several people. Isolated individual personal detail compromised/revealed. NB A number of low incidents may have a significant cumulative effect and require attention.

LIKELIHOOD

- Highly likely: very likely to happen
- Possible: likely to happen infrequently
- Unlikely: unlikely to happen.

King's Lynn Internal Drainage Board Objectives 2017/18– Performance Review

	Objective	Responsible Officer	Status
1.	Ensure total expenditure does not exceed the expenditure budget for 2017/18 and plan for subsequent year's rate increases to equate to no more than an inflationary rise.	Chief Executive/ Budget Holders	Achieved.
2.	To identify all free-span bridges and culverts that the Board has some legal responsibility for and devise a risk-based inspection programme for them.	Flood and Water Officer/ Operations Manager/Project Manager	Not achieved due to other priorities.
3.	To ensure that the Board receives as much Capital FDGiA from the EA and financial contributions from third parties as possible, and, that the capital programme is delivered as planned.	Chief Executive	Achieved and ongoing. FDGiA approved for Islington Scheme and Wolferton Scheme may now be approved for FDGiA.
4.	To devise an indicative 5 year Asset Management Plan for consideration by the Board.	Asset Manager/Engineering	Not achieved due to other priorities.
5.	Continue to ensure the EA's annual precept charge on the Board is fair and is spent on work that benefits the Drainage District.	Chief Executive/Board	Achieved through the Local Choices initiative and the EA/IDB Strategic Group (currently Chaired by the Board's CEO).
6.	To identify alternative income sources, should Highland Water Contributions no longer be made by the EA to the Board for managing surface water entering the Drainage District from the Upland Catchment. Continue to lobby for Defra to update the Land Drainage Act 1991 to refer to current rating lists used by billing authorities for levying agricultural drainage rates and special levies, to support the Board's extension to its watershed, which will provide additional drainage rates from the upland area.	Chief Executive/Board	Ongoing. The CEO is part of DEFRA's IDB Ratings Working Group that is looking at new ways of valuing non-agricultural land, in the absence of the rating lists that are referred to in s37(5) of the LDA 1991. IDBs cannot extend their areas until this issue has been resolved. In the meantime the Board is carrying out rechargeable work on behalf of the EA via a Public Sector Cooperation Agreement
7.	To help develop a sustainable investment programme for the sea	Chief Executive/Board	Ongoing through the East Wash

King's Lynn Internal Drainage Board Objectives 2017/18– Performance Review

	defences that protect the Board's area which are considered by the EA to be 'uneconomic', by continuing to work with the EA, KLBC, NNDC, NCC, NE and our other partners.		CIC, the EA RFCC and other key partners working together in partnership.
8.	To establish a plan and timetable for relocating from Kettlewell House.	Chief Executive/Board	Ongoing. Agreed Heads of Terms to procure land for new office with Borough Council but still waiting to sign contract for land purchase. Planning permission for new office in place. Looking at redevelopment options for Kettlewell House site.

9 March 2018

P J CAMAMILE
CHIEF EXECUTIVE

Draft Objectives for 2018/19

1. To ensure that total expenditure does not exceed the expenditure budget for 2018/19 and plan for subsequent years' rate increases to equate to no more than an inflationary rise.
2. To identify all free-span bridges and culverts that the Board has some legal responsibility for and devise a risk-based inspection programme for them.
3. To ensure that the Board receives as much Capital FDGiA from the EA and financial contributions from third parties as possible, and, that the capital programme is delivered, as planned.
4. To devise an indicative 5 year Asset Management Plan for consideration by the Board.
5. To ensure that the EA's annual precept charge on the Board is fair and that it is spent on work that benefits the Internal Drainage District.
6. To identify alternative income sources, should Highland Water Contributions no longer be made by the EA to the Board for managing surface water entering the Drainage District from the Upland Catchment.
7. To help develop a sustainable investment programme for the sea defences that protect the Board's area which are considered by the EA to be 'uneconomic', by continuing to work with the EA, KLBC, NNDC, NCC, NE and our other partners.
8. To relocate the office from Kettlewell House in King's Lynn.

Distributed to:

Members

Askew J R
Austen J S (Chairman)
Ayres B
Banham K
Baron M Chenery of Horsbrugh
Crofts C
Groom R W
Keene S Ms
Lord Howard of Rising
Long B
Markillie R S
Markillie S A R
Matkin T
Nockolds E Mrs
Oliver D
Riddington M
Symington J
Whitby D
Whitehead A
Wing-Pentelow T
Young S Mrs

Officers

Brown G
Camamile P J
Howe G
Jeffrey Miss S
Neale Mrs M

King's Lynn IDB Meeting 16 March 2018