

A MEETING OF THE SOUTH HOLLAND INTERNAL DRAINAGE BOARD WAS HELD VIRTUALLY VIA ZOOM ON TUESDAY, 03 AUGUST 2021 AT 10.30 AM.

Elected Members

- * S Bartlett
- * C Dring
- * N J Grundy
- * A G Hay
- * S A R Markillie
- * J Perowne
- * I Stancer
- * S R Taylor
- * R C Thompson
- * D R Worth

Appointed Members

South Holland DC

- * A Beal
- * F Biggadike
- * P Coupland
- R Grocock
- * P Redgate
- * G Rudkin
- * M Seymour
- * E Sneath
- * J Tyrrell
- D Wilkinson

Jointly Appointed

- * A Casson
- * Present (90%)

D R Worth in the Chair

In attendance:

Cathryn Brady (Sustainable Development Manager), Phil Camamile (Chief Executive), Sue Cook (PA to the CE), Sallyanne Jeffrey (Finance & Rating Manager), Caroline Laburn (Environmental Manager), and Karl Vines (Catchment Engineer)

Guest Speakers: Sofi Lloyd (ADA) and John Holland (Game and Wildlife Conservation Trust)

ID	South Holland IDB, Minute	Action
56/21	APOLOGIES FOR ABSENCE	
56/21/01	Apologies for absence were received from David Wilkinson, and after the meeting, from Rodney Grocock.	
57/21	DECLARATIONS OF INTEREST	
57/21/01	Nick Grundy declared an interest in the Planning Report (item 3.3, Application to alter a watercourse at Langary Gate Road, Fleet), due to him being the applicant. RESOLVED that this be noted.	
58/21	MINUTES OF THE LAST BOARD MEETING	

ID	Action
<p>58/21/01 The minutes of the last Board meeting held on 4 May 2021 were approved and confirmed as a true record. It was noted that the Chairman would sign the minutes shortly after the meeting. Arising therefrom:</p>	<p>DW</p>
<p>59/21 MATTERS ARISING FROM THE MINUTES</p>	
<p>59/21/01 Red diesel exemption (32/21/04)</p> <p>The Chief Executive apprised the Board that it was increasingly likely Drainage Boards would lose their ability to use red diesel after April 2022. This would have a significant financial impact, increasing the Board's annual operating costs by around £100,000, resulting in a 4% increase in drainage rates and special levies. The WMA Group was investigating the possibility of using Hydrotreated Vegetable Oil (HVO), however not all plant would run on this type of bio-fuel and it was 15% more expensive than the fossil fuel equivalents. It was agreed and thereby RESOLVED to add this risk to the Risk Register.</p>	<p>PJC</p>
<p>59/21/02 De-coupling of Drainage Board levies (32/21/05)</p> <p>It was agreed and thereby RESOLVED that the Chairman and Chief Executive discuss this with Peter Coupland in mid-September. At this time, the 3 Councils would have joined forces, giving greater strength to the case to be presented to Defra and MHCLG.</p>	<p>DW PJC</p>
<p>59/21/03 'Smart Farmer' App (33/21/02)</p> <p>Following on from the reporting of a near miss in the May 2021 Operations Report, the Chairman advised the Catchment Engineer of a new start-up check App. Called 'Smart Farmer'. RESOLVED that this be investigated and considered ahead of the next Board meeting and the next Health & Safety Committee meeting.</p>	<p>KV</p>
<p>59/21/04 ADA Training modules for Board members (35/21/02)</p> <p>Board members were reminded to watch ADAs Health and Safety training modules found at: https://www.ada.org.uk/knowledge/health-safety-and-welfare/ and confirm to Sue.Cook@wlma.org.uk once completed. RESOLVED that this be noted.</p>	<p>All Members</p>
<p>59/21/05 Request to consider a private watercourse for adoption at Wignals Gate, Holbeach (37/21/15)</p> <p>The Sustainable Development Manager reported that, after consideration, the internal officer recommendation was not to adopt the watercourse, but to create and maintain a new record of important drainage infrastructure for future reference. RESOLVED that this be noted.</p>	

ID	South Holland IDB, Minute	Action
59/21/06	<p>Request to consider a private watercourse for adoption at Shepeau Stow (46/21/02)</p> <p>The Catchment Engineer reported that after further consideration, the officers' recommendation was not to adopt this watercourse, but to add it to the new record of private drainage infrastructure for future reference. RESOLVED that this be noted.</p>	
	<p>60/21 JOINT MEETING OF SOUTH HOLLAND IDB ANGLING COMMITTEE AND HOLBEACH AND DISTRICT ANGLING CLUB</p>	
60/21/01	<p>The recommendations arising from the unconfirmed minutes of the joint annual meeting of the South Holland IDB's Angling Club and the Holbeach and District Angling Club held on 9 June 2021 were considered in detail and approved. Arising therefrom:</p>	
60/21/02	<p>Signage re Boating on the Board's drains (09/21/02)</p> <p>The Catchment Engineer reported that the signage had been ordered and delivery was imminent. RESOLVED that this be noted.</p>	
60/21/03	<p>Angling Committee Vacancies</p> <p>Paul Redgate enquired about the Appointed Member vacancies on the Angling Committee. The Chief Executive reported that, following the Election of Members this Autumn, all Committees would be re-elected in the November Board meeting for the next 3-year period and therefore all Committee vacancies would be filled at that point. RESOLVED That this be noted.</p>	
61/21	<p>SOUTH HOLLAND IDB CONSERVATION COMMITTEE</p>	
61/21/01	<p>The unconfirmed minutes of the South Holland IDB Conservation Committee meeting held on the 21 June 2021 were considered in detail and approved. Arising therefrom:</p>	
61/21/02	<p>Mink Control Programme (03/21/01)</p> <p>Richard Thompson reported that the Board now had two Remoti traps which required volunteers to run them. If any member could assist with this, they should contact the Environmental Manager or the Catchment Engineer. RESOLVED that this be noted.</p>	<p>All Members</p>
61/21/03	<p>Proposed SHIDB BAP Review 2021 (03/21/07)</p> <p>The Board unanimously approved the Environmental Manager's recommendation, that the newly recruited Assistant Environmental Officers undertake the planned SHIDB BAP review, rather than paying £3,200 for an external consultant to complete the work. RESOLVED that this be noted.</p>	

ID South Holland IDB, Minute	Action
<p>61/21/04 Magpies</p> <p>Francis Biggadike reported an increasing number of nuisance magpies and asked if they were a protected species. The Environmental Manager apprised the Board that all birds were protected but would specifically find out about Corvids and share her findings. RESOLVED that this be actioned.</p>	CL
<p>62/21 HEALTH AND SAFETY REPORT</p>	
<p>62/21/01 The Health and Safety Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:</p>	
<p>62/21/02 Paul Redgate enquired about the reported near-miss (1.1) and whether the necessary safe systems of work and risk assessments were in place. The Catchment Engineer would consider this outside of the meeting and confirm. RESOLVED that this be actioned.</p>	KV
<p>63/21 OPERATIONS REPORT</p>	
<p>63/21/01 The Operations Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.</p>	
<p>64/21 ENGINEERING REPORT</p>	
<p>64/21/01 The Engineering Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:</p>	
<p>64/21/02 Moulton Seas End Drainage Works, adoption of new watercourse (4.1)</p> <p>It was unanimously agreed and thereby RESOLVED to adopt the 570m of ordinary watercourse at Moulton Seas End, now that the improvement works had been completed (a map showing the location and extent of the watercourse is annexed to the minutes in the Minute Book).</p>	KV
<p>64/21/03 Millgate, Whaplode Drainage Works, adoption of new watercourse (4.2)</p> <p>It was unanimously agreed and thereby RESOLVED to adopt the 490m of new ordinary watercourse at Millgate, Whaplode (a map showing the location and extent of the watercourse is annexed to the minutes in the Minute Book).</p>	KV
<p>64/21/04 Adoption of watercourse at Fleet Hargate (4.3)</p>	

ID	Action
<p>It was unanimously agreed and thereby RESOLVED to adopt the 75m of ordinary watercourse at Fleet Hargate, as the payment condition had been met by the upstream developer (a map showing the location and extent of the watercourse is annexed to the minutes in the Minute Book).</p>	KV
<p>64/21/05 Request to pipe a section of Moulton River, Moulton (4.4)</p> <p>It was agreed and thereby RESOLVED to approve the piping of a section of Moulton River as shown in the Report Book once the budget had been reviewed and funds agreed. Sam Markillie suggested a Register be maintained by the Catchment Engineer in order to have a longer-term view of similar cases, which would be useful to incorporate into the budgeting process. RESOLVED that this be actioned.</p>	KV
<p>65/21 PRESENTATION BY SOFI LLOYD, ADA: POLLINATOR HABITAT CREATION PROJECT</p>	
<p>65/21/01 Sofi Lloyd (ADA) and John Holland (Game and Wildlife Conservation Trust - GWCT) joined the meeting to share information about the BEESPOKE Project which aimed to build knowledge and awareness, increase crop pollination and help reverse pollinator decline across Europe.</p>	
<p>65/21/02 The Environmental Manager confirmed that the Beespoke project could run in tandem with the existing smaller pollinator scheme being run by the Lincolnshire Wildlife Trust and was supportive of both projects.</p>	
<p>65/21/03 It was unanimously agreed and thereby RESOLVED for the directly elected Board members to consider if they had any suitable areas of land which could be included in this project. The Environmental Manager would be contacting a number of landowners to discuss this project over the coming week. RESOLVED that this be actioned.</p>	CL
<p>66/21 ENVIRONMENTAL REPORT</p>	
<p>66/21/01 The Environmental Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:</p>	
<p>66/21/02 High Level Stewardship (HLS) Agreement – South Holland Main Drain (1.3.2)</p> <p>It was unanimously agreed and thereby RESOLVED to accept an extension to the HLS agreement, should this be offered by the Rural Payments Authority (RPA). It was thought that any extension would likely run until the new ELMs project came into operation in 2024/25.</p>	

ID	Action
67/21 PLANNING REPORT	
67/21/01 The Planning Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
67/21/02 21_04301_C: Application to relax Byelaw 10, Railway Lane, Sutton Bridge (3.1)	
<p>It was agreed and thereby RESOLVED to consent to this application, subject to the Board's standard conditions and specifications including a Deed of Indemnity. Concern was expressed regarding the proposed permanent shed, which officers were requested to push back on with the applicant.</p>	
67/21/03 21_04475_C: Application to alter a watercourse at Land East of Damgate, Holbeach (3.2)	
<p>It was agreed and thereby RESOLVED to consent to this application, subject to the Board's standard conditions and specifications.</p>	
67/21/04 21_04644_C: Application to alter a watercourse at Langary Gate Road, Fleet (3.3)	
<p>It was agreed and thereby RESOLVED to consent to this application, subject to the Board's standard conditions and specifications.</p>	
67/21/05 21_04773_C: Application to relax Byelaw 10 at Delph Road, Long Sutton (3.4)	
<p>It was agreed and thereby RESOLVED to consent to this application, subject to the Board's standard conditions and specifications.</p>	
67/21/06 21_04779_C: Application to relax Byelaw 10 at Washway Road, Holbeach (3.5)	
<p>It was agreed and thereby RESOLVED to consent to this application, subject to the Board's standard conditions and specifications.</p>	
67/21/07 21_04900_Q: Enquiry at Spendlas Lane, Long Sutton (5.1)	
<p>Members agreed with the officers recommendation to consider selling the strip of Board owned land immediately North of Spendlas Lane, Long Sutton, subject to a formal valuation for the intended purpose and all associated costs being borne by the prospective purchasers. Should this be progressed, the inclusion of an overage provision would also be considered. RESOLVED that this be noted.</p>	CB
68/21 FINANCIAL REPORT	

ID	South Holland IDB, Minute	Action
68/21/01	The Financial Report for the period 1 April 2021 to 30 June 2021 was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.	
69/21	SCHEDULE OF PAID ACCOUNTS	
69/21/01	The Schedule of Paid Accounts for the period 1 April 2021 to 30 June 2021, totalling £544,185 (a copy of which is filed in the Report Book), was considered in detail and approved for publication on the WMA Group's website. There were no matters arising.	
70/21	MATERIAL CHANGES TO THE RISK REGISTER	
70/21/01	The Risk Register showing those risks with a risk assessment matrix score of ≥ 6 (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
70/21/02	It was agreed and thereby RESOLVED to add the risk of Drainage Boards losing their ability to use red diesel from April 2022 to the Risk Register, the financial impact of which was discussed earlier in the meeting.	
71/21	REGISTER OF ELECTORS	
71/21/01	Members considered and approved the Register of Electors as at 1 April 2021 in accordance with Rule 3 (11) of the Land Drainage (Election of Drainage Board) Regulations 1938 (as amended) (a copy of which is filed in the Report Book). Arising therefrom:	
71/21/02	The Chief Executive apprised the Board that he would be sending out the nomination papers to the directly elected members in September, which needed to be completed and returned to the office before 12 noon on 24 September 2021. Should there be a contested election then a postal ballot would take place on 29 October 2021. RESOLVED that this be noted.	
71/21/03	The Chairman requested to be informed if any elected member did not wish to continue as a member of the Board. RESOLVED that this be actioned.	
72/21	CORRESPONDENCE	Elected members
72/21/01	There was no other correspondence requiring the Board's consideration during this reporting period.	
73/21	DATE OF NEXT MEETING	

ID	South Holland IDB, Minute	Action
73/21/01	The next meeting would take place via Zoom and/or at Marsh Reeves, Foxes Lowe Road, Holbeach on Tuesday, 9 November 2021 at 10:30 am.	
	74/21 CONFIRMATION OF COMMITTEE MEETING DATES	
74/21/01	<p>The meeting dates for the following committees were confirmed:</p> <ul style="list-style-type: none"> • Health and Safety Committee – 20 October 2021 at 9.00 am at Marsh Reeves, Foxes Lowe Road, Holbeach • Plant and Development Committee – 20 October 2021 at 9.30 am at Marsh Reeves, Foxes Lowe Road, Holbeach 	
	75/21 ANY OTHER BUSINESS	
75/21/01	There was no other business to discuss.	
	76/21 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC WITH LEAVE OF THE CHAIRMAN	
76/21/01	There were no members of the public present at the meeting.	
	77/21 CONSORTIUM MATTERS	
77/21/01	<p>WMA Unconfirmed Minutes</p> <p>The unconfirmed minutes of the last Consortium Management Committee (CMC) meeting held on 25 June 2021 were considered in detail and approved. There were no matters arising.</p>	
77/21/02	<p>WMA Schedule of Paid Accounts</p> <p>The WMA Schedule of Paid Accounts for the period 01 March 2021 to 31 March 2021 totalling £135,582 as approved at the Consortium Management Committee meeting on 25 June 2021, was considered in detail and adopted by the Board for publication on the WMA Group's website (a copy of which is filed in the Report Book).</p>	
77/21/03	<p>WMA Financial Report</p> <p>The WMA Financial Report for the year ending 31 March 2021, as approved at the Consortium Management Committee meeting on 25 June 2021, was considered in detail and approved by the Board (a copy of which is filed in the Report Book). There were no matters arising.</p>	
77/21/04	WMA Social Media Report	

The Social Media Report for the period 05 March 2021 to 05 June 2021 as approved at the Consortium Management Committee meeting on 25 June 2021 was considered in detail and approved by the Board (a copy of which is filed in the Report Book). There were no matters arising.

77/21/05 Items for discussion at the next CMC Meeting

There were no issues raised by members for discussion at the next Consortium Management Committee (CMC) meeting on 24 September 2021. Should members wish to raise any item for discussion at the next meeting, they should contact any of the Board's representatives: Peter Coupland, Sam Markillie, Duncan Worth or the Chief Executive directly. RESOLVED that this be noted.

78/21 CONFIDENTIAL BUSINESS

- 78/21/01** 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 and the Board's Standing Orders.

JOINT ANNUAL MEETING OF THE SOUTH HOLLAND IDB ANGLING COMMITTEE AND THE HOLBEACH & DISTRICT ANGLING CLUB WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, ON WEDNESDAY 09 JUNE 2021 AT 6PM.

Angling Committee

Elected Members

- * Nick Grundy
- Sam Markillie
- * Duncan Worth

Appointed Members

- South Holland D C**
- Vacancy
- Vacancy

Holbeach and District Angling Club (“the Club”)

- * Alan Palmer
- * Jon Stubley
- * Ian Thrower

- * Present

Duncan Worth in the Chair

In attendance:

Karl Vines (Catchment Engineer) and Dominic Morris (Operations Manager)

ID	Joint Committee, Minute	Action
01/21	APOLOGIES FOR ABSENCE	
01/21/01	Apologies for absence were received from Phil Camamile and Sam Markillie.	
02/21	TO CONFIRM THE MINUTES OF THE LAST MEETING	
02/21/01	The minutes of the meeting held on 28 May 2019 were approved as a true record. Arising therefrom: <i>Post meeting note: Wording updated for clarity relating to easy access platforms within Health and Safety (03/19/05)</i>	
02/21/02	Pollution at Foreman’s Bridge (03/19/01) The Club reported that pollution of the South Holland Main Drain was still happening at Foreman’s Bridge and that caravans were now present at the site all year round. Both parties agreed to inform the other as and when they became aware of any pollution incidences. RESOLVED that this be noted.	

ID Joint Committee, Minute	Action
<p>02/21/03 Annual eel catch returns (03/19/02)</p> <p>Alan Palmer reported that eel fishing rights had not been let this year. It was further reported that poaching was still believed to be happening at night. Both parties agreed to be vigilant in this matter and report any evidence of poaching activity. RESOLVED that this be noted.</p>	
<p>03/21 HEALTH AND SAFETY UPDATE</p>	
<p>03/21/01 Alan Palmer reported that any Health & Safety incidences were discussed with the Catchment Engineer and/ or the Operations Manager throughout the season. RESOLVED that this be noted.</p>	
<p>03/21/02 The Club informed the Committee that they had purchased a breaker and planned to set about removing fishing platforms over the Winter period with the aim of this being completed by Spring 2022. The Club had discussed this prior to the meeting with the Operations Manager, who had requested that no dips/ holes should remain after removing the platforms, as failure to do this would present a health and safety risk to Board's operatives when driving along the berm carrying out maintenance operations. RESOLVED that this be noted.</p>	The Club
<p>04/21 TO RECEIVE CONFIRMATION OF INSURANCE DETAILS</p>	
<p>04/21/01 The Club informed the Committee that the start date for the season was 16 June 2021. The Chairman reiterated to the Club, that the Insurance Certificate was required before the start of the season and that the fishing licence could not be issued until a copy of the insurance certificate had been received by the Board. RESOLVED that this be noted.</p>	
<p>04/21/02 Alan Palmer confirmed that he had not yet received the Insurance Certificate but would forward it to the Catchment Engineer as soon as it became available. RESOLVED that this be actioned before the start of the season.</p>	Alan Palmer
<p>05/21 TO RECEIVE CONFIRMATION OF THE CLUB'S HEALTH & SAFETY POLICY AND RISK ASSESSMENTS</p>	
<p>05/21/01 It was discussed, agreed and thereby RESOLVED that Holbeach and District Angling Club (HDAC) should increase their focus on Health & Safety matters in order to be in a position to demonstrate due diligence should an incident occur.</p>	
<p>05/21/02 The most recent HDAC Health & Safety policy was dated 2017. It was agreed and thereby RESOLVED that the Health & Safety policy be</p>	The Club

ID Joint Committee, Minute	Action
<p>reviewed annually by the Club and a signed updated copy be provided to the Catchment Engineer.</p>	
<p>05/21/03 HDAC Risk Assessments should be reviewed as needed, but at least every 3 years and copies provided to the Catchment Engineer. These were last shared with the Committee in 2017, so should be reviewed and updated as necessary and provided to the Catchment Engineer. RESOLVED that this be actioned.</p>	The Club
<p>06/21 TO REVIEW THE HOLBEACH AND DISTRICT ANGLING CLUB NIGHT FISHING 2020/21 SEASON</p>	
<p>06/21/01 The Club reported that the 2020/21 night fishing season had gone well with no complaints being reported to the Committee or the Club.</p>	
<p>07/21 TO CONSIDER AN ADDITIONAL NIGHT STRETCH OF APPROX. 300m FOR THE 2021/22 SEASON</p>	
<p>07/21/01 The Club confirmed they would like to add 2 additional lengths to the night fishing licence: (1) a 400mm stretch on the north bank of the South Holland Main Drain from the old Kinewereham outfall, heading downstream towards Wisbech Road, as discussed at the 2019 meeting, and (2) a 300m stretch on the north bank of the South Holland Main Drain from where the gas main crosses the watercourse, heading downstream. The Committee agreed this in principle, subject to continued monitoring of any complaints and the Catchment Engineer being provided with the updated night fishing Risk Assessment. RESOLVED that this be actioned.</p>	The Club
<p>08/21 TO CONFIRM THE RENEWAL OF THE FISHING LICENCE FOR THE HOLBEACH & DISTRICT ANGLING CLUB FOR THE YEAR 16 JUNE 2021 – 15 JUNE 2022</p>	
<p>08/21/01 It was agreed that subject to the Club providing confirmation of their insurance cover, updated Health & Safety policy and Risk Assessments, the licence could be issued to tie in with the date of the new season, ie 16 June 2021. RESOLVED that this be noted.</p>	
<p>08/21/02 It was agreed to renew the licence on a £1 annual rent basis as per the previous year.</p>	
<p><i>Post meeting note: The Club paid the £1 annual rent immediately after the meeting.</i></p>	
<p>09/21 ITEMS FOR DISCUSSION RAISED BY THE HDAC</p>	

ID	Joint Committee, Minute	Action
09/21/01	Access along Gowts Lane and Wantons Lane to South Holland Main Drain <p>The Club raised how difficult access was in this location in a standard vehicle. The Catchment Engineer apprised the meeting that he had investigated the status of the lanes and they were both public highways and therefore the responsibility of LCC. It was agreed that the Club would write to LCC informing them of the problem and asking for their support to improve access conditions. RESOLVED that this be actioned.</p>	Alan Palmer
09/21/02	Boating on the Board's drains – Legal position and signage <p>The Club reported that several canoes and kayaks had been seen on the drain which is a nuisance to anglers. The Committee confirmed that the 'no boating' rule had been put in place by SHIDB as owner of the watercourse and that signage close to bridges and key fishing areas would help make it clear to the public who may be unaware of the byelaw. RESOLVED that this be actioned.</p>	KV/DM
09/21/03	Parking and access around Little Holland <p>The Club reported that narrow lanes and thin verges meant parking and access was becoming increasingly difficult in this area. As SHIDB didn't own any of the land in question, it was recommended that the Club undertake Land Registry Searches (believed to cost £3.00) to establish details of landowners who could then be contacted. RESOLVED that this be noted.</p>	The Club
10/21	ANY OTHER BUSINESS	
10/21/01	<p>The Club reported that they are expecting the number of anglers to diminish over coming years due to the increasing popularity of commercial fishing lakes with purpose-built amenities, parking and fish stocks.</p>	
11/21	DATE AND TIME OF NEXT MEETING	
11/21/01	<p>Tuesday 14 June 2022, 6.00 pm at Marsh Reeves Office, Foxes Lowe Road, Holbeach, PE12 7PA.</p>	

A MEETING OF THE SOUTH HOLLAND IDB CONSERVATION COMMITTEE WAS HELD AT MARSH REEVES OFFICE AND VIRTUALLY VIA ZOOM ON MONDAY 21 JUNE 2021 AT 9.00 AM.

Board Members

Elected Members	Appointed Members
* C Dring	South Holland D C
S Markillie	* A Beal
* R Thompson	* F Biggadike
* D Worth	E Sneath

*Present (71%)

Independent Advisors

- * Jeremy Fraser (Lincs Wildlife Trust)
- * Margaret Haggerty (Greater Lincs Nature Partnership)
- Amanda Jenkins (Lincs Wildlife Trust)

Mr R Thompson in the Chair

In attendance:

Sue Cook (CE's PA), Caroline Laburn (Environmental Manager), Dominic Morris (Operations Manager), Karl Vines (Catchment Engineer)

ID	Conservation Committee, Minute	Action
01/21	APOLOGIES FOR ABSENCE	
01/21/01	Apologies for absence were received on behalf of Phil Camamile, Amanda Jenkins, Sam Markillie and Liz Sneath.	
02/21	MINUTES OF THE LAST CONSERVATION COMMITTEE MEETING	
02/21/01	The minutes of the last meeting held on 22 June 2020 were agreed as a true record. There were no matters arising.	
03/21	TO CONSIDER THE CONSERVATION REPORT AND MAKE RECOMMENDATIONS TO THE BOARD ACCORDINGLY	
03/21/01	Mink Control Programme (Paragraph 1)	
	The Environmental Manager apprised the Committee that two Remoti traps had been lost in the floods, but these would be replaced. Chris Dring volunteered to run a trap and would liaise with the Catchment Engineer and Environment Manager after the meeting. RESOLVED that this be actioned.	KV/ CL Chris Dring

ID Conservation Committee, Minute	Action
<p>03/21/02 Water Vole Sightings (Paragraph 2)</p> <p>The Environmental Manager reported that the recording of environmental sightings by operatives on What3words this year had been limited, but that the matter of recording sightings would be brought up with operatives during their upcoming SMO training to try and encourage participation. The Environmental Manager also reported that the Environmental team would investigate further the 'I-Record App' as an alternative method of recording sightings.</p> <p>The Environmental Manager further reported that it would be beneficial for operatives to attend training to help with the recognition and recording of water vole, and that the possibility of this would be investigated.</p>	<p>CL/ DM</p>
<p>03/21/03 Otter Survey (Paragraph 7)</p> <p>The Environmental Manager apprised the Committee that there was evidence that the artificial otter holt was working well with positive signs of otter presence.</p> <p>The Chairman was keen to consider an additional artificial otter holt, if the opportunity arose within the budget. RESOLVED that this be noted.</p>	<p>CL/ KV</p>
<p>03/21/04 Lutton Leam Old Outfall Basin (Paragraph 10)</p> <p>The Chairman confirmed that the area would be cut in late June / early July this year by contractor, and the cuttings removed for offsite composting. Jeremy Fraser was planning to be in the area to survey the main drain banks and would have a look before cutting and ideally sometime after the cut, to establish what regrowth was occurring. RESOLVED that this be noted.</p>	<p>DM/ Jeremy Fraser</p>
<p>03/21/05 Higher Level Scheme (HLS) and Local Wildlife Site (LWS) – South Holland Main Drain (Paragraph 11)</p> <p>Jeremy Fraser confirmed he would be surveying the sites later in June 2021 with a colleague in accordance with lone-working guidelines.</p> <p>Jeremy reported that he would be surveying for the scarce round-fruited rush; <i>Juncus compressus</i>, which should now be in flower. He apprised the Committee that this wasn't a vigorous species and it would only survive if the surrounding coarse vegetation was kept under control.</p> <p>The Chairman noted that there was extensive bramble growth in the area and asked if this could be sprayed. Jeremy Fraser strongly advised against this, indicating that mowing would be the preferred option of control, together with the longer-term plans for sheep to graze the area now that the stock fencing was in place. RESOLVED that this be noted.</p>	

ID	Conservation Committee, Minute	Action
	<p>The increasing presence of rabbits on the HLS was also noted, which would require intervention and vermin control, subject to the budget being available. RESOLVED that this be noted.</p> <p>The Chairman asked the Environmental Manager if there was a possibility of the HLS agreement being extended for a year as it was due to expire at the end of 2022. The Environmental Manager agreed to speak to Natural England and the Rural Payments Agency and report back at the next Committee meeting. RESOLVED that this be actioned.</p>	CL
03/21/06	Pollinators (Paragraph 13)	
	<p>It was agreed and thereby RESOLVED that the Environmental Manager attend the ADA pollinator project meeting in July with a view to taking a recommendation regarding the pilot scheme to the full Board meeting in August.</p> <p>The Environmental Manager was pleased to have received information from Amanda Jenkins regarding the Lincolnshire Wildlife Trust Pollinator Project which had been shared with the Committee ahead of the meeting. It was hoped that the two projects might be able to be run in parallel, but this would be established as more was understood about both projects.</p>	CL
03/21/07	Proposed South Holland IDB BAP Review in 2021 (Paragraph 17)	
	<p>It was agreed and thereby RESOLVED that a review of the Board's BAP should not be further delayed and should take place in 2021/22.</p> <p>It was agreed and thereby RESOLVED that the work be undertaken by Diana Ward, Ward Associates at a cost of £3,200 which was within the agreed budget for the works.</p>	CL
04/21	RECOMMENDED WORKS AND BUDGET FOR 2021/22 AND 2022/23	
04/21/01	<p>The Committee agreed to propose to the Board acceptance of the indicative 2021/22 budget of £12,200 for:</p> <p>Maintenance of grass snake nests; maintenance of owl/kestrel nest boxes; construction/ maintenance of Sand Martin cliff; mink control; BAP review; surveys and monitoring of South Holland Main Drain HLS and LWS; vermin control on South Holland Main Drain HLS and provision for pollinators.</p> <p>The Committee further agreed to propose acceptance of the indicative 2022/23 budget of £10,000 for:</p> <p>Maintenance of grass snake nests; maintenance of owl/kestrel nest boxes; construction of otter holts; construction of Kingfisher nest site; construction/ maintenance of Sand Martin cliff; bat boxes; mink</p>	

ID	Conservation Committee, Minute	Action
	control; surveys and monitoring of South Holland Main Drain HLS and LWS, vermin control on South Holland Main Drain HLS and provision of pollinators.	
	05/21 ANY OTHER BUSINESS	
05/21/01	<p>The Chairman shared his vision for a National Environmental Scheme of wildflower and IDB access strips along every IDB drain. This would not only benefit the environment, but could be far more efficient for the Board, meaning less fragmented maintenance and works.</p> <p>It was agreed that we should investigate this suggestion further, ensuring that the proposed wild-flower strip wouldn't restrict IDB unlimited access and that any improved access wouldn't create problems for landowners. RESOLVED that this be noted.</p>	
	06/21 DATE OF THE NEXT MEETING	
06/21/01	<p>Tuesday 21st June 2022 at 9.00 am Marsh Reeves, Foxes Lowe Road, Holbeach.</p>	CL/ KV/ DM

HEALTH AND SAFETY REPORT

1 NEAR MISSES REPORTED

- 1.1 Two operatives were carrying out slip repairs on Austendyke Drain watercourse. The operator of the tractor and trailer reversed up too close to the excavator, the operator of the excavator did not see the trailer, as it was on his blind side, and he caught the trailer with the excavator, causing minor damage to the trailer. Both operatives were briefed on being aware of their working area and a toolbox talk was given on Working in the Vicinity of Plant.

2 TRAINING

- 2.1 The following courses have taken place during the reporting period:

TRAINING COURSE	DATE ATTENDED	NUMBER OF EMPLOYEES ATTENDED
First Aid Training	May 2021	5
CSCS Health and Safety Test	May 2021	5
Teletruk Forklift	May 2021	9
SHOC Overhead Cables	Jun 2021	1
CITB 360 Excavators	Jul 2021	1
Confined Spaces	Jul 2021	8
Wire Watchers	Jul 2021	8

- 2.2 The following Toolbox Talks have been given in this reporting period:

REFERENCE NUMBER	TOOL BOX TALK SUBJECT
Env 1	Reptile Pile Creation
Env 2	Lyme Disease
G-0023	Chemical Applications
COSHH As	Pesticides COSHH Assessments
GOSHHG19	Herbicides
GOSHHG20	General Cleaning Materials
DYN-WR	Installing 900mm Pipe and Headwall
Fen Flow	Removal of Wisemans Pump 3
SSOW19	Safe System of Work for Installing Marker Posts for Underground and Overhead Services
MS/09	Repairing Slips on Watercourse Banks
G-0001	Operation of Plant and Equipment
G-0012	Carting and Tipping Soil
G-0028	Working in the Vicinity of Overhead Power Lines
G-0054	Repairing Slips

G-0055	Carting and Tipping Stone
SSOW3	Working & Travelling Under Overhead Power Lines
N/A	Methodology for Annual Mechanical Drain Cutting
G-0029	Road Works or Work Near Roads
G-0027	Manually Trimming Trees and Bushes
G-0026	Use of Chainsaws
G-0005	Flailing
G-0004	Basket Cutting
G-0002	Maintenance of Plant and Equipment
G-0033	Working in the Vicinity of Plant
G-0035	Working Site Open to the Public
G-0048	Driving on and Operating from Public Roads
G-0065	Operation of Heavy Plant near to Deep Water

3 **HEALTH AND SAFETY INSPECTIONS**

The following Health and Safety Inspections/Procedures have been carried out in the reporting period:

INSPECTION	REGULARITY
Local Exhaust Ventilation	Monthly
Emergency Lighting	Monthly
Smoke Detectors	Monthly
Wire Watchers	Annual
Equipment Calibration	6 Monthly
Local Exhaust Ventilation (Insurance Inspection)	Annual

DOMINIC MORRIS
OPERATIONS MANAGER & HEALTH AND SAFETY SUPERVISOR

OPERATIONS REPORT

1 MAINTENANCE WORKS

1.1 MECHANICAL RODING

Mechanical roding has begun with the early cut of the Little Holland (bed only, not the sides) with the long reach basket on the 28 June 2021. Flailing started on the 5 July 2021 and the Basket cutting will start on the 19 July 2021.

1.2 MUDDING WATERCOURSES

All the mudding has been completed apart from the remaining 300m of mudding of the Eaugate Drain South, which will be completed later in August 2021 as agreed with the Landowner.

1.3 NEW ACCESS WORKS/CULVERT REPAIRS

Drain Name	Diameter (mm)	Material	Length (m)
Dyke to Bull Dyke (side dyke)	300	Twinwall Plastic	12
Hurn Drain South (side dyke)	300	Twinwall Plastic	3
Austendyke Drain West	600	Twinwall Plastic	15
Austendyke Drain East	600	Twinwall Plastic	45
Battlesfield Northern	900	Twinwall Plastic	32
Moulton Seas End Newly adopted watercourse	600	Twinwall Plastic	9
Moulton Seas End Newly adopted watercourse	600	Twinwall Plastic	15

1.4 BUSHING/TREE TRIMMING

Bushing and tree trimming have taken place along the following watercourse.

DRAIN	COMMENT
Falls Drain	Removal of fallen tree

1.5 RUBBISH CLEARANCE

The following list shows the amount of rubbish removed from the Board's drains during this reporting period.

DRAIN	COMMENT
Woodhouse Drain	2 car tyres, bag of tiles, 2 black bags and a rotting tree
Battlefields	TV, 1 black bag, hedge trimmer, various cardboard
Gotts Dyke	1 car tyre
Little Holland	2 car tyres

1.6 CHEMICAL WEED CONTROL

All of the hand roded drains have been sprayed with Roundup Biactive to control weed growth. The pumping stations and fence lines in the Board's area have also been sprayed with Glyphosate where necessary.

1.7 VERMIN

Vermin activity is high throughout the Board's area.

1.8 SLIP REPAIRS

The following slip repairs/bank repairs have been carried out in this reporting period using soil and over 1500t of pitching stone.

LOCATION/DRAIN	LENGTH (m)
Austendyke Drain West	56
Wheatmere	29
Wheatmere	30
Wheatmere	65
King Johns	10
Austendyke Drain	14
Austendyke Drain	10
Austendyke Drain	20
Austendyke Drain	14
Austendyke Drain	62
Austendyke Drain	4
Austendyke Drain	10
Austendyke Drain	5
Austendyke Drain	9
Austendyke Drain	21
Austendyke Drain	15
Moulton River	6
Moulton River	15
Moulton River	9
Moulton River	21
Moulton River	13

Moulton River	9
Holbeach Marks and Branch	19
Holbeach Marks and Branch	56
Holbeach Marks and Branch	49
Holbeach Marks and Branch	10
Holbeach Marks and Branch	12
Holbeach Marks and Branch	35
Holbeach Marks and Branch	11

The operations team have carried out over 630metres of slip repairs within the last two months on various watercourse. The team are planning to complete a similar number of slips again within this financial year. Ensuring the high to medium slips are addressed first. One of the high-risk slips was at Holbeach St Marks and Branch at Holbeach St Marks. The operations team had to work with Western Power Distribution to carry out the works safely. WPD were contacted on the 1st of January 2021 regarding the Board's concerns with the safety of WPD's H-Pole, stay wire and overhead power line. WPD came and inspected the H-pole and stay wire, they believed it was stable, but needed addressing. A date was agreed to when they could come and isolate the power and stabilise the H-pole and stay wire, so the Board could carry out the slip repairs safely.



Slip under power line up to H-pole in Holbeach St Marks and Branch in January 2021



Slip undermining stay wire in Holbeach St Marks and Branch in January 2021



Slip Repair carried out in June 2021 to Holbeach St Marks and Branch when programmed in with Western Power Distribution

2.0 PUMPING STATIONS

- 2.1 The following pump is in the process of being serviced. The servicing is being carried out by Fenflow Ltd (formerly Shoebridge Engineering). It is envisaged that the pump will be re-installed in August 2021.

Pumping Station	Pump	Work carried out
Wiseman	Pump 3	<ul style="list-style-type: none">• Service carried out -<ul style="list-style-type: none">• All new cables• New bearings• Changed oil• New sensors• New seals• New sacrificial anodes• Stainless Steel Billet Liner Machined and fitted• Skimmed Impeller• Build-up of diffuser with Belzona

3 PLANT

- 3.1 The ex-demo JCB Teletruk TLT 35D 4-wheel drive was ordered on 26 April 21 at a cost of £39,221 + VAT and was delivered on 30 April 2021. The Teletruk is a very versatile forklift that can lift up to 3.5tonne with ease and all operatives are really impressed by how useful it is to carry out the Board's operations.





The new ex-Demo JCB Teletruk TLT 35D 4 WD forklift

- 3.2 The new Valtra T194V tractor with front flail and Herder Cavalier attachment was delivered on 14 July 2021. The tractor, mowers and attachments were all ordered on the 19th November 2020. The tractor was £107,800 + VAT and all attachments where £114,000 + VAT.



New Valtra T194V Tractor with Herder Cavalier attachment and front flail



**New Valtra T194V delivered on the 14th July 2021
and out flailing later that day**

4 EMPLOYEES

4.1 APPRAISALS

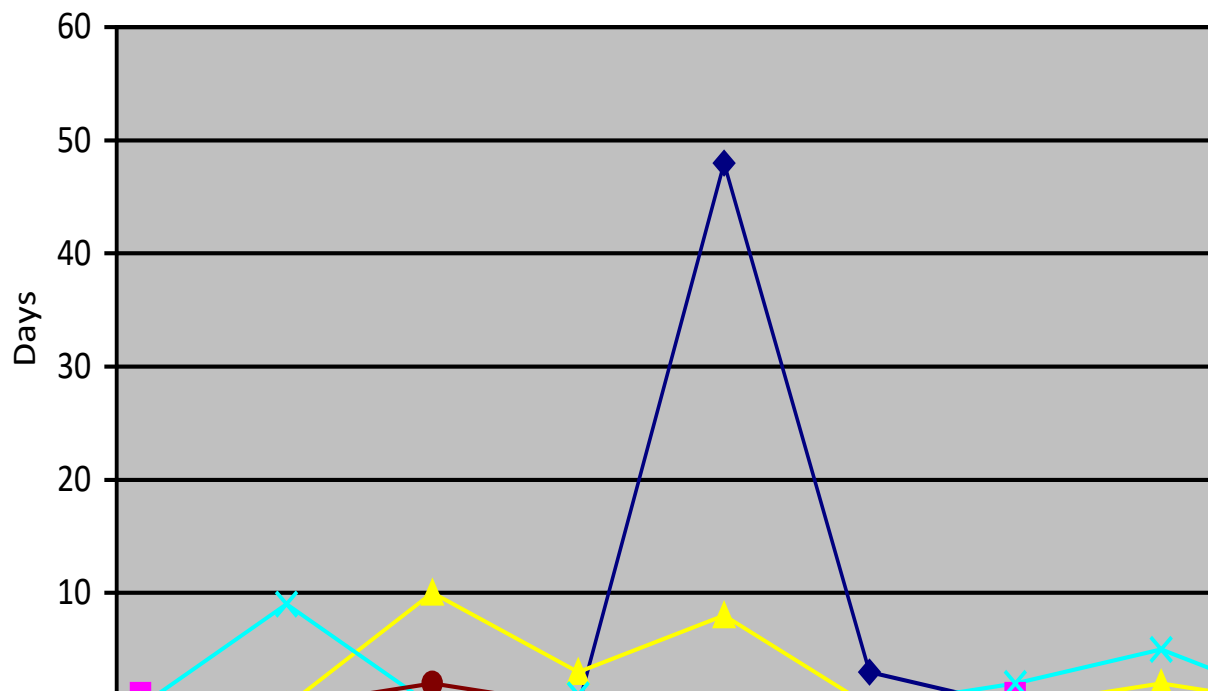
All appraisals have been completed for the workforce.

4.2 SICKNESS

A total of 1 working day has been lost in this reporting period due to illness up to the 15 July 2021.

Please see chart below showing sick leave taken by each operative currently employed by South Holland IDB, each quarter, over the last 2 years.

Sick Leave taken in the last 2 Years by Operatives



		A	B	C	D	E	F	G	H	I
		Aug-19	Nov-19	Feb-20	May-20	Aug-20	Nov-20	Feb-21	May-21	Aug-21
1	A	0	0	0	0	48	3	0	0	0
2	B	1	0	0	0	0	0	1	0	1
3	C	0	0	10	3	8	0	0	2	0
4	D	0	9	0	1	0	0	2	5	0
5	E	0	0	0	0	0	0	0	0	0
6	F	0	0	2	0	0	0	0	0	0
7	G	0	0	0	0	0	0	0	0	0
8	H	0	0	0	0	0	0	0	0	0

Data to go with sick leave graph above.

4.3 NEW EMPLOYEES

- The Board employed a new Land Drainage Operative on the 2 June 2021 to fill one of the two vacant positions which have arisen since operatives resigned in December 2020 and May 2021. He will hopefully be a good addition to the Board.
- The Land Drainage/Workshop Assistant Operative has submitted his resignation and is leaving the Operations Team on 21 July 2021 to pursue a career with the Lincolnshire Police.
- The Board are currently advertising for Land Drainage operatives to fill the three vacant positions that currently exist due to the colleague who recently passed away, and two resignations.

5.0 RE-CHARGEABLE WORKS

5.1 ENVIRONMENT AGENCY

The Operations Team have carried out the Health and Safety top cuts in April and June, and a full cut in May, of the tidal sea bank cutting from Fosdyke Bridge to the back of RAF Holbeach at Gedney Drove End, approximately 18.4 kilometres in length. The remaining cuts will be carried out for the Health and Safety top cut in July and 2no. full cuts in August and September 2021.

5.2 PIPING 30METRES OF BATTLEFIELDS NORTHERN

The adjacent landowner has paid the Board £13,228 + VAT towards the piping works carried out on Battlefields Northern watercourse as per the Board's previous decision.

5.3 WESTERN POWER DISTRIBUTION

Western Power Distribution have been invoiced £6,500 + VAT for the installation of a service culvert crossing, carried out in a private watercourse.

DOMINIC MORRIS

OPERATIONS MANAGER

ENGINEERING REPORT

1 CAPITAL WORKS

1.1 FLEET HAVEN PUMPING STATION REFURBISHMENT

Following the replacement of the pumps and switchgear at this site last year, the civils refurbishment work at Fleet Haven Pumping Station commenced in June 2021 and has progressed well. It is now complete and the contractors are due to leave site by the end of July. The civils refurbishment work comprised:

- Installing dams and overpumping on the inlet and outlet to allow access to the piling to undertake the work.
- Shot blasting and painting the steel sheet piling on the inlet and outlet.
- Welding 12mm thick steel strengthening plates on the in-pans and across the front of the piling on the inlet and outlet.
- Replacing the waling beam on the inlet.
- Shot blasting and painting all new steelwork.
- Filling the void between the in-pans and front strengthening plate with concrete on the inlet and outlet.
- Concrete repairs to the capping beams on the inlet and outlet.
- Concrete repairs inside the surge chamber.
- Removing the discharge pipework from the surge chamber. Shot blasting, painting, replacing all bolts, and re-installing in surge chamber.
- Replacing the outfall flap on the outlet
- Repairing and reinforcing minor cracks in the building brickwork.



Dam being installed in front of pumping station inlet to allow access to inlet sheet piling for refurbishment works



Dam installed and over-pumping in position



Inlet piling with old waling beam removed showing extensive corrosion in the “wet/dry” zone



Inlet piling shot blasted, and first coat of paint applied. Strengthening steel plate and new waling beam being welded in position. Concrete repairs undertaken on capping beam.



Discharge pipework removed from surge chamber showing heavy corrosion



Detail of bolts on discharge pipework – the bolts had virtually rusted away



Discharge pipework having been shot blasted and repainted, and all bolts replaced, prior to re-installation in to surge chamber



Working platform installed in surge chamber for repair works on the wall



**Outfall structure on the outmarsh – situated on the RAF Bombing Range.
Sheet piling prior to start of refurbishment works**



Typical corrosion on outfall sheet piling – surface scale having been knocked off to reveal corroded steel beneath



Outlet piling having been shot blasted and primed



Outlet piles with first top coat of paint. Strengthening plates have been welded on to in-pans, and plates are being welded across out pans. Concrete repairs have been undertaken on capping beam.



Outlet piles with full top coat of paint. Concrete fill being put in between front strengthening plates and in-pans.

The replacement of the tidal outfall sheet piling at Westmere commenced on 7 July 2021. At the time of writing, the sheet pile wing walls are in position, as are the anchor piles for the new tie rods that are to be installed. Remaining works on site are:

- Fabricate and install steel capping beam for wing walls.
- Fabricate and install metal plates to tie new wing walls back to existing concrete outlet.
- Paint all new steelwork and touch up any damaged area of paintwork on the new piles.
- Infill area between old and new wing walls with concrete and top with granular material.
- Install new waling beams and tie rods.
- Concrete repairs to existing concrete structure.
- Replace outfall flap.
- Remove stone working areas which were installed for the crane and piling rig.

This work is due to be complete by the end of August 2021.



Installation of new sheet pile wing walls on the pumping station/sluiice outfall into the tidal River Nene



Vibro-piling rig pushing the piles down to design level

1.3 DAWSMERE PUMPING STATION REFURBISHMENT

The electrical and civils refurbishment design has been undertaken for Dawsmere Pumping Station refurbishment, and the tender documentation is currently being drawn up for issue in August/September this year.

1.4 HOLBEACH DRAINAGE STUDY

The FCERM7 and FCERM2 forms for this project have been submitted to the Environment Agency. Once these have been accepted and passed by the Environment Agency, the order will be placed for the modelling work to commence.

1.5 LUTTON LEAM SLUICE REFURBISHMENT

The Board has grant in aid monies allocated this year for the preliminary works required to get this scheme to business case stage. Some modelling work will be required, along with a structural assessment of the tidal sheet piling, to determine the extent of work required before the Business Case can be developed.

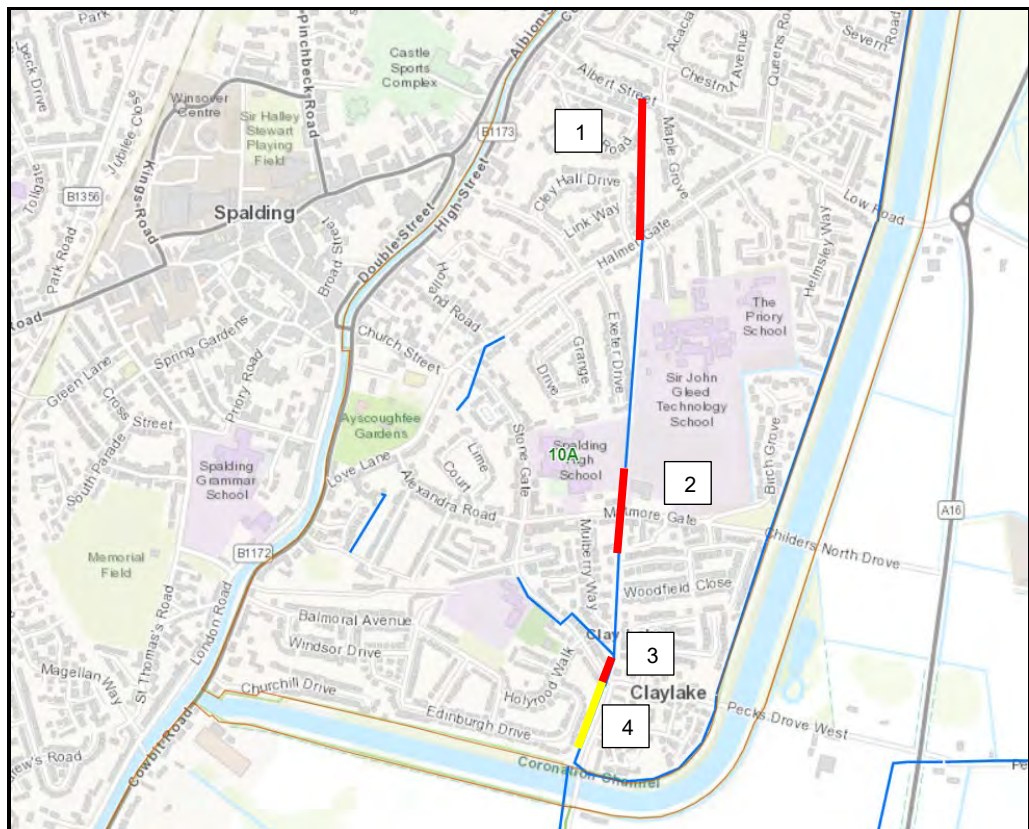
1.6 EXETER DRAIN, SPALDING - PIPELINE AND CHANNEL REHABILITATION

The Board has grant in aid monies allocated this year for the preliminary works required to get this scheme to business case stage. Some modelling work will be required, along with a condition survey of the pipelines, to determine the extent of work required before the Business Case can be developed.

Discussions are due to be held with the Lincolnshire County Council to decide whether, for grant aid purposes, this scheme should be combined with the existing pipeline rehabilitation scheme upstream of Halmergate.

The sections of Exeter Drain under consideration are (see plan below):

1. Section of pipeline between Halmergate and Albert Street (shown red)
2. Section of pipeline through Matmore Gate (shown red)
3. Section of pipeline under Clay Lake Lane (shown red)
4. Section of open channel with concrete trough bottom (shown yellow)



Plan showing pipelines and section of open watercourse to be considered in the Exeter Drain pipeline and channel rehabilitation project

2 NOTICES OF ENTRY

2.1 GENERIC ACCESS NOTICES

Generic access notices were sent out this year to all rate payers with the annual drainage rate demands.

2.2 CLEANSING NOTICES

Notices for channel cleansing works 2021/22 were sent out to affected landowners on 9 July 2021.

2.3 ANNUAL ACCESS NOTICES

Annual access notices for High Priority infrastructure for the 2022 cutting season are due to be sent out in August 2021.

3 SLUICES

3.1 SUTTON BRIDGE SLUICE

Sutton Bridge Sluice is currently being operated to maintain the water level in the South Holland Main Drain at the summer level of 0.30m ODN.

4 GENERAL

4.1 MOULTON SEAS END DRAINAGE WORKS – ADOPTION OF NEW WATERCOURSE

The drainage improvement works at Moulton Seas End, agreed at the last Board meeting, were commenced in June and have now been completed, see photos below.

As previously agreed, it now only remains to adopt the new watercourse, 570m in length, shown red on the plan below. It is therefore recommended that this watercourse is adopted by the Board with immediate effect.



Section of new cut at Moulton Seas End – July 2021



Upstream end of new cut at Moulton Seas End – July 2021



Length of watercourse to be adopted shown in red – 570m

4.2 MILLGATE, WHAPLODE, DRAINAGE WORKS – ADOPTION OF NEW WATERCOURSE

The drainage improvement works to ease the situation at Millgate, Whaplode, agreed at the last Board meeting, were commenced on 17 July 2021.

If the new watercourse is complete by the time of the Board meeting, it is recommended that the 490m shown red on the plan below should be adopted by the Board with immediate effect, as previously agreed.

The cost of the improvement work is split between the Board, and the Lincolnshire County Council (Lead Local Flood Authority and Highways Department).

A letter has been written to the four riparian landowners adjacent to the private watercourse shown yellow on the plan below. This letter explained that the Board were constructing and adopting a new outfall for the private watercourse, but the private watercourse would remain private, and they, as adjacent landowners, are responsible for its maintenance, and that work will be required by them to bring it back in to good order. It is recommended that if these landowners do not carry out work on the drain before the onset of winter, then a follow up should be made by the WMA planning/enforcement department.



**Start of the works – widening and deepening the existing watercourse –
July 2021**



The completed deepened and widened section – July 2021

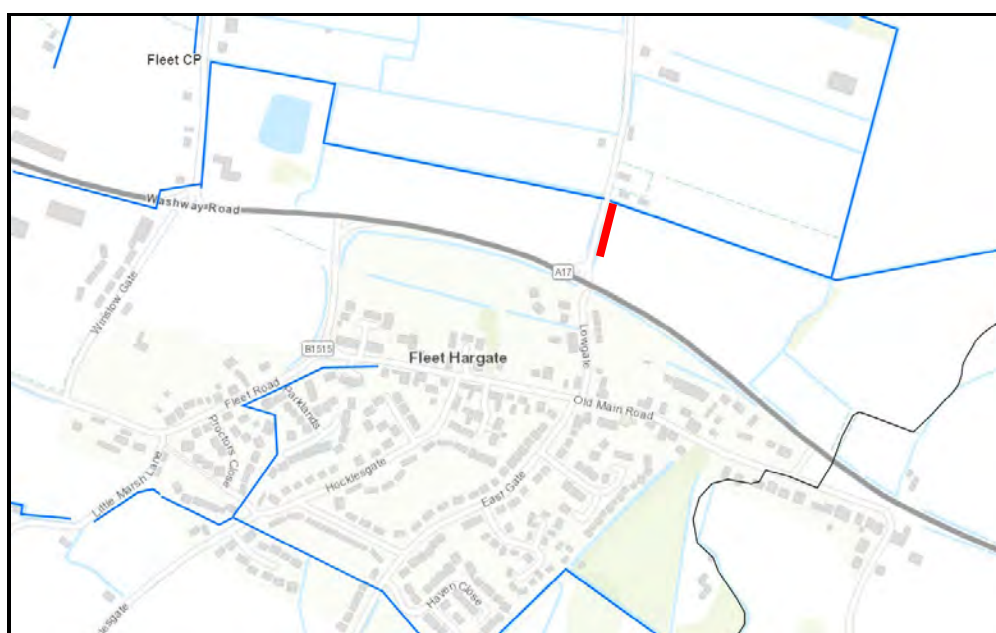


Length of watercourse to be adopted shown in red – 490m

4.3 ADOPTION OF WATERCOURSE – FLEET HARGATE

At a meeting of the Board on 6 November 2018 (further discussed on 5 November 2019), it was agreed in principle (subject to conditions) to adopt the private watercourse shown red on the plan below.

One of the conditions of the Board's agreement in principle to adopt the private watercourse, was that the upstream developer was to pay (upfront) for the works required to improve the watercourse to an adoptable standard. This payment was received in May 2021. Therefore, as the payment condition of the Board's agreement to adopt the private watercourse has been met, the Board should now adopt the watercourse shown red on the plan below with immediate effect.

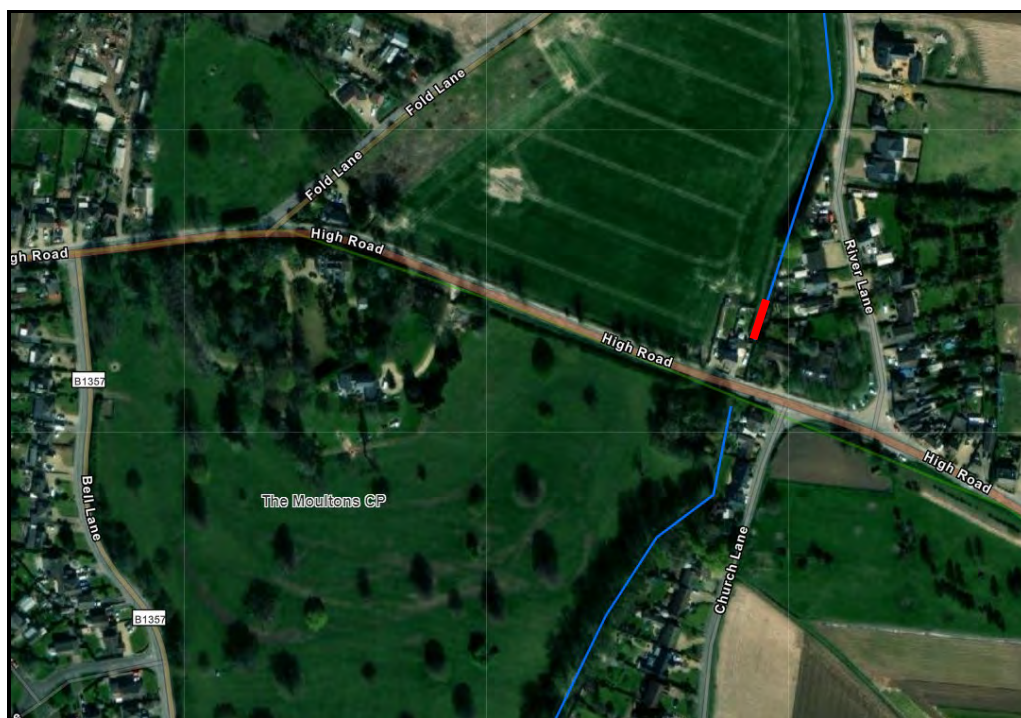


Length of watercourse to be adopted shown in red – 75m

4.4 REQUEST TO PIPE SECTION OF MOULTON RIVER, MOULTON

This matter was discussed at the last meeting, following receipt of a letter from the adjacent owner requesting the Board consider piping the section of the Moulton River shown red on the plan below, to prevent further movement in the bank, which is currently causing instability issues for the adjacent fence and garden. It is a section of drain that cannot be accessed with a machine as it has gardens on both sides up to the brink.

As agreed at the last meeting, the cost of piping this section has been investigated, and it is estimated to be in the region of £30,000. The Board must now decide how they wish to proceed, so that a response can be made to the adjacent property owner. This section of drain cannot be accessed with a machine as it has gardens on both sides up to the brink, so piping this section would be advantageous to the Board in terms of annual maintenance as it would eliminate a section of watercourse which has to be maintained by hand. If the piping option is not preferred, then an alternative solution to stabilising the bank will have to be found, but this could be equally expensive considering the access problems on this site.



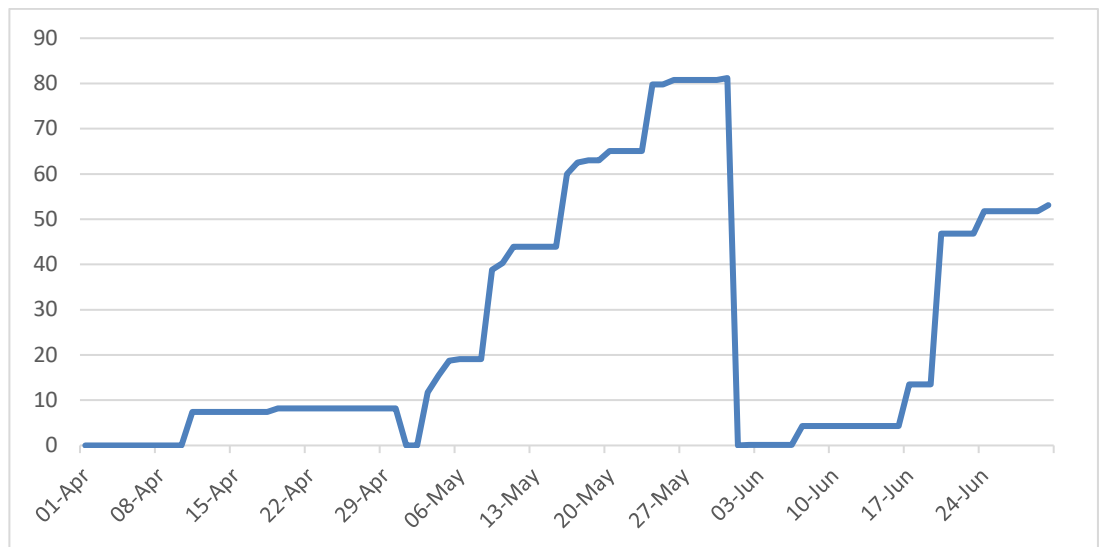
Section of Moulton River to be considered for piping, shown in red

5 RAINFALL

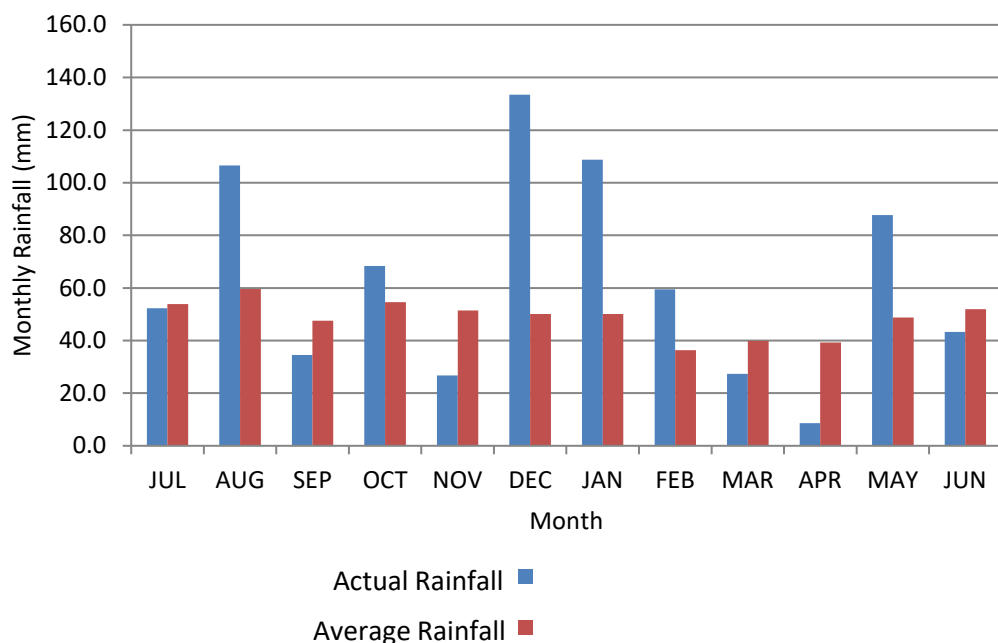
Rainfall statistics relating to stations in the Board's area for the months of April, May, and June are as follows: (recordings in mm).

LOCATION	APRIL		MAY		JUNE		NO OF YEARS RECORDS KEPT
	REC.	AV.	REC.	AV.	REC.	AV.	
Gedney Marsh – Norfolk House	8.6	39.3	87.7	48.8	43.3	51.9	62
Holbeach – Marsh Reeves	8.2	37.8	81.2	47.3	53.1	49.8	36

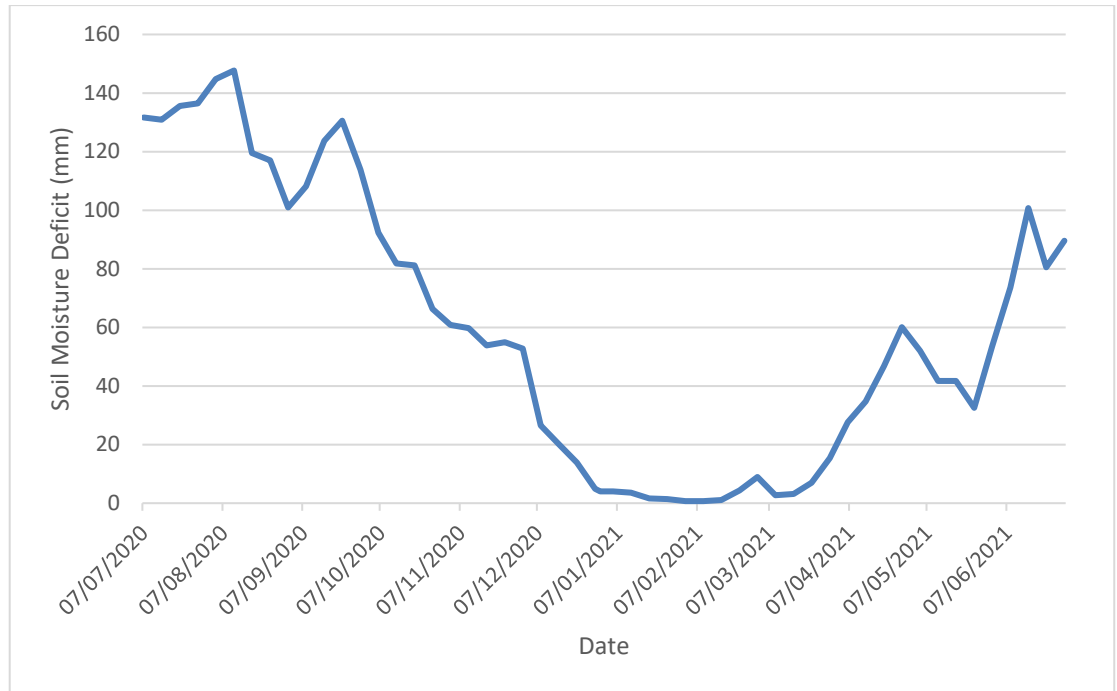
**CUMULATIVE MONTHLY RAINFALL READINGS (MM)
MARSH REEVES, HOLBEACH – APRIL, MAY, AND JUNE 2021**



**ACTUAL AND AVERAGE MONTHLY RAINFALL READINGS (MM)
NORFOLK HOUSE JULY 2020 – JUNE 2021**



**SOIL MOISTURE DEFICIT (MM)
SOUTH HOLLAND IDB DISTRICT JULY 2020 – JUNE 2021**



**K L J VINES
CATCHMENT ENGINEER**

ENVIRONMENTAL REPORT

August 2021

The Environment Team continues to facilitate maintenance, capital projects and BAP delivery in the SHIDB catchment, in close consultation and liaison with the SHIDB Operations and Engineering Teams. The following information pertains to environmental activities carried out for the SHIDB, between the period **20 April - 27 July 2021**:

1 BIODIVERSITY ACTION PLANS

1.1 GRASS SNAKE

1.1.1 NESTING PILE CREATION



Grass snake nesting pile created at the Holbeach River

Two Grass Snake nesting piles were constructed in two locations in the SHIDB catchment in early June 2021 at the following sites:

- South Holland Main Drain old outfall basin near the old sluice
- Holbeach River / Wards Soke Dyke junction near Holbeach River Outfall Sluice

The nesting piles are constructed from one third each of brush wood, grass cuttings, and horse manure, and are designed to provide a hospitable place for female grass snakes to lay their eggs. These piles will be monitored for grass snake eggs next spring.

1.2 MINK

1.2.1 SHIDB MINK PROJECT

Two new traps have been delivered to replace the two lost in the winter floods. These will be deployed to two new sites in due course.

1.2.2 WATERLIFE RECOVERY EAST PROJECT - UPDATE

The aim of this group is to eradicate mink in East Anglia via a partnership approach from many organisations from Lincolnshire through Norfolk and Suffolk to Essex and Hertfordshire. The latest WLRE steering group meeting was held on 16 June.

There was a proposal at this meeting that WLRE apply for Charitable status. This proposal has been circulated and approved by the Steering Group. This proposal has largely based on the most appropriate outline as suggested by the Charities Commission. The next step is to establish a bank account and Trustees will be found and appointed in due course.

The latest IDB to join the project are Welland and Deeping IDB who will be purchasing and deploying 10 rafts in their area. North Level IDB continue to capture mink and have thus far captured 8 mink since March 2021.

1.3 POLLINATORS

1.3.1 LUTTON LEAM OUTFALL BASIN



The cutting and baling of the grassland area at Lutton Leam took place in Mid-July. The side slopes of the banks will be flailed by regular IDB maintenance later in the year. The site will be monitored by the consultant botanist, for pollinator plants next summer.

1.3.2 HLS AGREEMENT – SOUTH HOLLAND MAIN DRAIN

Officers have received an early warning notification that the HLS Agreement with the RPA will terminate at the end of 2022. A conversation with NE has recognised that an extension is likely to be offered on the current agreement until the new ELMs project comes into operation in 2024-2025.

Officers would like to recommend that the extension be adopted by the SHIDB until such times as the new ELMS package becomes available for consideration in due course.

1.3.3 ADA PROJECT PROPOSAL- POLLINATOR STRIPS ON SHIDB MAIN DRAIN MARGINS

Sofi Lloyd (ADA) will be joining the meeting to discuss a proposed project, supported by ADA and GWCT with BEESPOKE project funding.

The project aims to support IDBs to increase their contribution towards the support for pollinators through suitable habitat creation.

The project is seeking 4-5 trial sites on easement strips (4-6m wide by 400-600m long) within the district where a variety of floristically enhanced seed mixes can be established. Trial sites would need to be currently cropped or be sparsely vegetated with poor species composition and adjacent to channels with good access for visits and surveys. The project will fund such areas at favourable rates in excess of stewardship rates for similar provisions (i.e. AB8), for the trial period.

It is hoped that the trials may help to inform future projects, future national stewardship schemes (via Natural England and the RPA), a roll out to other IDBs and to the EA at a national level. The project will provide key information to inform mowing regimes, management requirements, seed mix diversity, broadcast / sowing strategy and kit requirements.

1.3.4 OTHER POLLINATOR PROJECT CURRENTLY BEING UNDERTAKEN BY OTHER Lincs IDBS

The Lincolnshire Wildlife Trust are orchestrating a pollinators project with four Lincolnshire IDBs. This project will involve collecting wildflower cuttings and seed from species rich areas where plants are currently established, then growing the cuttings and seed in pots and planting out seedling plugs on appropriate bank tops. This will involve IDBs growing on their own cuttings and plants. The cost of this project to the IDB's concerned, is in the order of approximately £800. Further information on this project is described in Appendix A.

2. MEETINGS OR TRAINING ATTENDED BY ENVIRONMENT TEAM DURING PERIOD:

Date Applied	Meeting / Training Attended	Brief Description
22-04-21	ISO 14001 Management Meeting	A 6 monthly review of audit findings as part of the IDB Quality Management
16-06-21	Waterlife Recovery East Project	As detailed above.
17-06-21	ISO 9001/14001 upgrade meeting	Meeting with ICT team and QMS advisor discussing the new ISO 2015 versions and rewriting the QMS manual for ISO 9001 and 14001.
30-06-21	Definition of Waste	CL:AIRE workshop

3 PRE-WORK SITE VISITS UNDERTAKEN DURING THE PERIOD

Date	Officer	Project / Maintenance	Site	Comments
11/05/21	CL	Project	Fleet Haven	Destructive search following mitigation cutting
03/06/21	CL	BAP	Various	Construction of Grasssnake piles with Ops team at Holbeach River and Sutton Bridge sites.

4 ASSENTS /LICENCES GRANTED AND/OR APPLIED FOR DURING THIS PERIOD

None to report during this period.

5 NON-COMPLIANCES

None to report during this period.

6 COMPLAINTS

None to report during this period.

C LABURN
ENVIRONMENTAL MANAGER

IDB Pollinator Project - Lincolnshire Wildlife Trust (Amanda Jenkins)

Lincolnshire Wildlife Trust are working on a pollinator project with some of the Internal Drainage Boards in the South Lincolnshire area.

Jonathan Graham will be leading the project, he has worked with the Environment Agency on improvements for pollinators on their banks and assets. Jonathan and Owen Mountford have carried out extensive surveys of the fens for the [BSBI Fenland Flora project](#) so know the area well.

Project Description

The IDB fenland pollinator project will trial simple, low cost sustainable measures to improve flower-richness of IDB drain banks with a specific emphasis on pollinators. If successful, this project can be used as a template to create a Nature Recovery Network along watercourses across the Lincolnshire Fens.

Transforming grass ditch banks to flower-richness often happens partly by trial and error (due to differences in each site) so an approach of experimentation, trial and error, little and often interventions and flexibility will be adopted over a long timescale.

IDBs taking part include Welland & Deeping, North Level, Black Sluice, and Witham 1st.

The scheme in brief:

- Individual IDBs will provide a list of around 4 sections of bank in their district where they would like to try wildlife enhancement (receptor banks).
- Jonathan will then choose up to two of those sites per IDB.
- He will choose flower rich sites within south Lincs IDB areas to act as a plug plant source (donor banks) .
- Plugs will be taken with oversight from Jonathan.
- Cuttings will be grown on in pots and then notch planted in the receptor banks the following autumn.
- Plugs will be looked after by the IDBs or local farmers & growers as appropriate.
- Management of receptor banks will be undertaken by the IDB in order to ready them to receive plug plants.
- Two workshop events will be run by Jon Graham and Owen Mountford to collect cuttings this year and plant them out next autumn.
- Jonathan will visit the plug plants a couple of times to check all are growing & will replace any as needed.
- Some seeds may be harvested from banks if required with oversight from Jon
- The Environment Agency are also working with Jonathan and he will look at any potential join up of projects and effort. I've copied Caroline Tero in here in case she has any updates from their EA pollinator trials than she can share for your information.

The EA's pollinator scheme prompted this idea for an IDB project. It seems sensible to look at joining up effort and creating a Nature Recovery Network for pollinators across south Lincs, especially when management of watercourses can often be shared.

Planning Report

1. Reporting Period

This planning report covers the period 21 April to 19 July 2021.

2. Consent Applications

There are currently 50 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 (B3) – Discharge of Treated Foul Water (TFW):	6
Byelaw 3 (B3) – Discharge of Surface Water (SW):	15
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse:	9
Byelaw 10 (B10)– Works within 9 m of a Board's maintained watercourse:	20
Total:	50

The current status of these applications are;

<i>Application Type</i>	<i>B3 - TFW</i>	<i>B3 - SW</i>	<i>B4/S23</i>	<i>B10</i>	<i>Total</i>
Awaiting further information from the applicant:	4	7	3	6	20
Awaiting applicants acceptance of conditions:	0	1	2	4	7
Being processed by officers:	2	7	2	7	18
To be determined by the Board in this report:	0	0	2	3	5
Total:	6	15	9	20	50

As is highlighted by the table immediately above there are 5 applications requiring consideration by the Board in this report. These are;

Case. Ref	Parish	Location / Site Name	Officer
21_04301_C	Sutton Bridge	Railway Lane	CO
21_04475_C	Holbeach	Damgate	YS
21_04644_C	Fleet	Langary Gate Road	CO
21_04773_C	Long Sutton	Delph Road	RY
21_04779_C	Holbeach	Washway Road	ET

3. Items Requiring the Board's Consideration

3.1. 21_04301_C: Application to relax Byelaw 10, Railway Lane, Sutton Bridge

A part-retrospective application to relax Byelaw 10 has been received by the Board, for the following works within 9 metres of culverted Board adopted watercourse (not owned) H46 Sutton Bridge Side Dyke No.2:

- Existing climbing frame approximately 4 metres from the edge of the piped watercourse.
- Existing trampoline approximately 3.5 metres from the edge of the piped watercourse.
- Existing Patio approximately 3 metres from the edge of the piped watercourse
- Proposed shed approximately 3 metres from the edge of the piped watercourse.
- Existing fence approximately 3 metres from the edge of the piped watercourse.

This application is required to be determined by the Board as opposed to by Officers under delegated authority, as per the Board's Schedule of Delegation.

Officer Recommendation: The officer recommendation is for the application to be approved, subject to the Board's standard conditions and specifications.

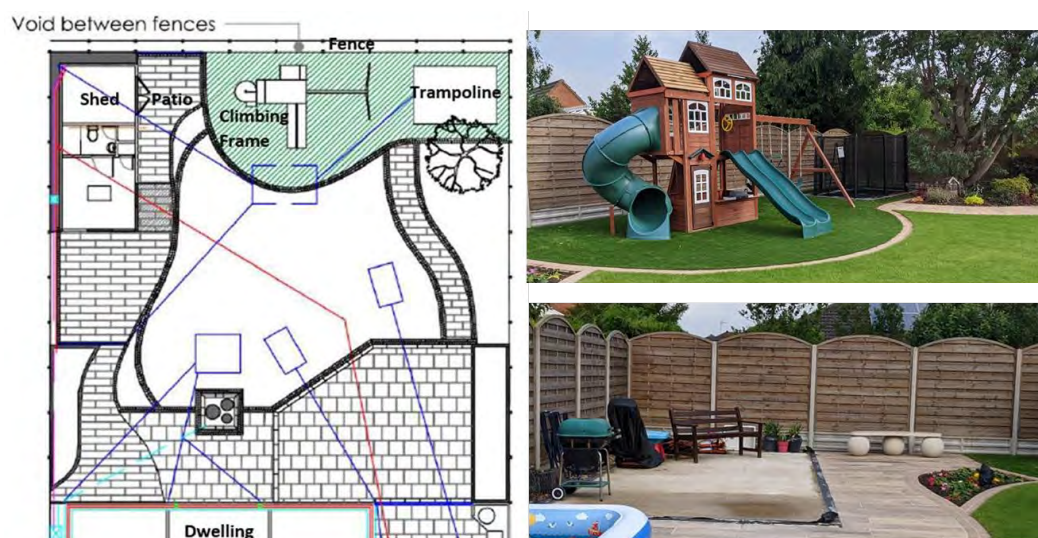


Figure 1: Works within 9 metres of Adopted Watercourse (Arcitek Building Design, January 2020).

3.2. 21_04475_C: Application to alter a watercourse at Land East of Damgate, Holbeach

An application has been received to culvert and partially realign a total of 65m of the adopted watercourse F05 Brick Pits Drain (DRN197P0502), connecting to the existing culvert in the North, to facilitate the development of 188 new residential units.

A similar proposal was previously presented to the Board (and approved) under case reference 20_02834_C on 4th November 2020, however the new application is 25m longer than the first, includes a slight realignment of the culvert to facilitate Highways specifications and, contrary to the conditions stipulated at the acceptance of the previous application, Highways will only adopt the structure between HWC1 and CP3 (the section carrying the adoptable road).

This application is required to be determined by the Board as per the Board's Scheme of Delegation.

Recommendation: The officer recommendation is for the application to be approved subject to the Board's standard conditions and specifications.

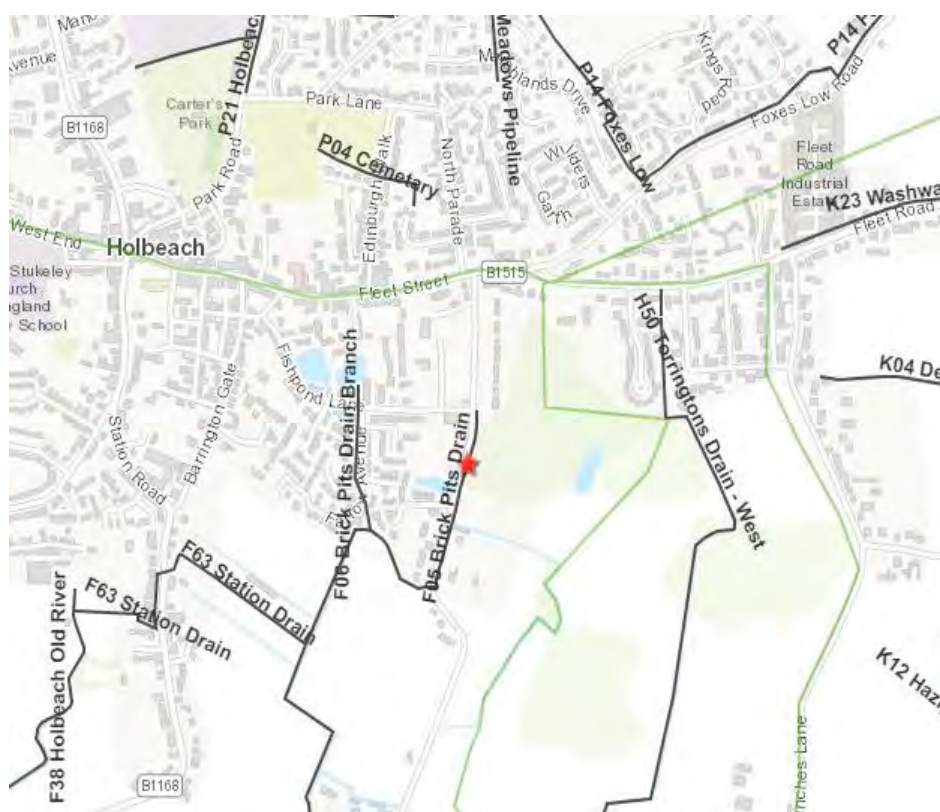


Figure 2: Location Plan, works indicated by red star



3.3. 21_04644_C: Application to alter a watercourse at Langary Gate Road, Fleet.

An application to alter a watercourse has been received by the Board, to infill a privately maintained riparian watercourse measuring 408 metres in length. The infilling is proposed so that the fields either side of the watercourse can be joined and the combined field will instead be drained by new land drains, which will discharge into a private watercourse located on the southern end of the field.

As the applicant is a Board Member, this application is required to be determined by the Board as opposed to by Officers under delegated authority, as per the Board's Schedule of Delegation.

Officer Recommendation: The officer recommendation is for the application to be approved, subject to the Board's standard conditions and specifications.

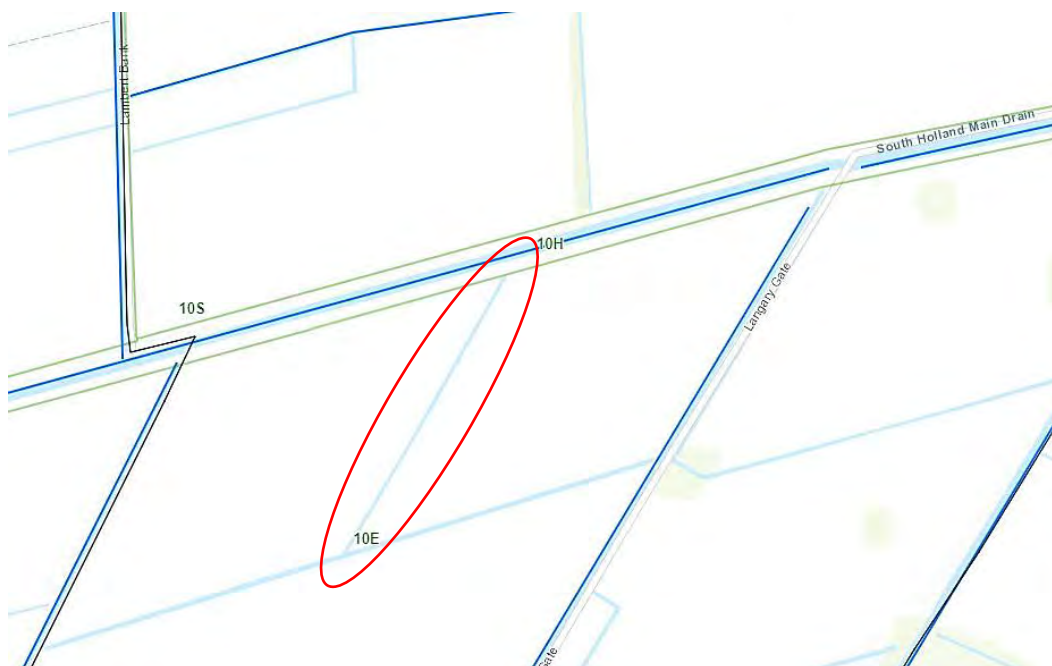


Figure 4: The privately maintained riparian watercourse proposed to be infilled is encircled in red. Board adopted watercourses are shown as dark blue

3.4. 21_04773_C: Application to relax Byelaw 10 at Delph Road, Long Sutton

Enforcement investigations by officers on Friday 25th June have resulted in the finding of a concrete and wooden dog kennel which has been constructed immediately adjacent to the Board's Adopted (not owned) and culverted Sutton Delph pipeline (DRN199G4302).

Since the visit by officers, a retrospective application has been received for the dog kennel and galvanised fence immediately adjacent to the Board's Pipeline.

The applicant was unaware of the requirement for written consent, and the LPA Building Control department has signed-off the works, which did not require planning permission.

This application is required to be determined by the Board as per the Board's Scheme of Delegation.

Officer Recommendation: Officers recommend approval of this application subject to the Board's standard terms and conditions as well as the need for the applicant to enter into the Board's standard Deed of Indemnity.



Figure 5: Site plan alongside location plan. Location of dog kennel shown by X, Board Adopted watercourse shown dark blue.

3.5. 21_04779_C: Application to relax Byelaw 10 at Washway Road, Holbeach

A part-retrospective application has been received to part consent several works within 9 metres of P60 Whaplode River (DRN206G6001 – owned by the Board).

The works within 9m of the adopted watercourse are:

- Northern boundary fence (2.4 metres high), perpendicular to the watercourse, constructed of steel posts, concrete kickboards and close boarded timber panels, approximately 5 metres from the brink of the watercourse (green dashed line on figure 6).
- An 86 metre length of timber car park barrier (700 mm high) at 1 metre from the brink (purple dashed line in figure 6).
- 3x 4.5m wide galvanised metal field gates, perpendicular to the watercourse, to allow Board access (red arrows on figure 6).

This application is required to be determined by the Board as per the Board's Scheme of Delegation.

Officer Recommendation: The officer recommendation is for the application to be approved subject to the Board's standard conditions and specifications.

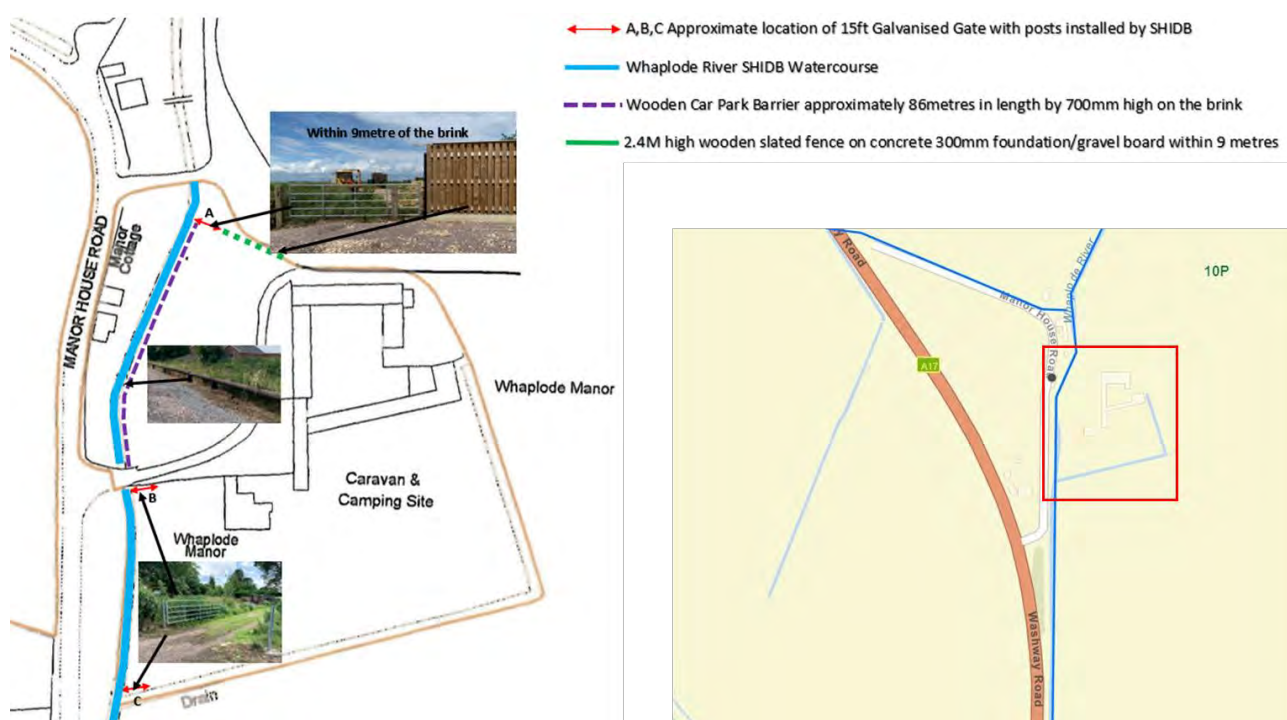


Figure 6: Site plan and location plan. Board Adopted watercourse shown dark blue.

4. Consents Determined

During this reporting period, the following 29 consents under the Land Drainage Act 1991 and Board's Byelaws have been determined by officers in accordance with their delegated authority.

<i>Application Type</i>	<i>Number</i>
Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW):	4
Byelaw 3 (B3) – Discharge of Surface Water (SW):	3
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse:	5
Byelaw 10 (B10)– Works within 9 m of a Board's maintained watercourse:	17
Total:	29

These determined consents are listed in more detail in the table below and overleaf.

Case. Ref.	Case Type	Parish	Location / Site Name	Description of Proposal	Result
18_00646_C	Byelaw 3 Surface Water	Holbeach	Fen Road	Discharge of surface water from 3,220m ² at a rate of 7l/s	Granted 26/04/2021
18_00647_C	Byelaw 10	Holbeach	Fen Road	Outfall pipe and hardstanding	Granted 26/04/2021
20_02227_C	Byelaw 10	Holbeach	Middle Marsh Road	Temporary lay flat hose	Granted 22/06/2021
20_03543_C	Byelaw 3 Surface Water	Moulton	Common Road	Discharge of surface water from 496m ² at an unattenuated rate	Granted 24/05/2021
21_03806_C	Byelaw 3 Treated Foul Water	Whaplode	Dowdsdale Bank	Treated foul water from 1 domestic property	Granted 23/04/2021
21_03807_C	Byelaw 10	Whaplode	Parsons Lane	6m 450mm culvert	Granted 27/05/2021
21_04013_C	Byelaw 10	Fleet	House Lane	Outfall pipe	Granted 23/04/2021
21_04016_C	Byelaw 3 Treated Foul Water	Whaplode	Broadgate	Treated foul water from 1 domestic property	Granted 10/05/2021

21_04043_C	Byelaw 10	Long Sutton	Moorswood Gate	Demountable fencing 7m from watercourse	Granted 10/06/2021
21_04152_C	Byelaw 10	Moulton	High Road	10 x land tile outfalls	Granted 17/05/2021
21_04179_C	Section 23, LDA 1991	Weston	Delgate Bank	65m 600mm culvert	Granted 18/06/2021
21_04205_C	Section 23, LDA 1991	Spalding	Pilmore Lane	250m infilling and land drainage scheme	Granted 20/05/2021
21_04226_C	Section 23, LDA 1991	Gedney	Main Street	Replacement 35m 450mm culvert	Granted 04/05/2021
21_04248_C	Byelaw 10	Holbeach	Washway Road	Demountable fencing 1m from culverted watercourse	Granted 08/06/2021
21_04288_C	Byelaw 10	Spalding	Austendyke Road	25 x land tile outfalls	Granted 06/05/2021
21_04309_C	Byelaw 10	Whaplode	Broadgate	1 x land tile outfall	Granted 17/05/2021
21_04315_C	Byelaw 10	Whaplode	Chapel Hill Road	3 x land tile outfalls	Granted 11/05/2021
21_04342_C	Byelaw 3 Treated Foul Water	Gedney Hill	North Road	Treated foul water from 1 domestic property	Granted 17/05/2021
21_04381_C	Byelaw 3 Surface Water	Fleet	Bensgate Road	Discharge of surface water from 120m ² at an unattenuated rate	Granted 14/06/2021
21_04382_C	Byelaw 3 Treated Foul Water	Fleet	Bensgate Road	Treated foul water from 1 domestic property	Granted 04/06/2021
21_04396_C	Byelaw 10	Holbeach	Grange Farm	30 x land tile outfalls	Granted 18/05/2021
21_04408_C	Byelaw 10	The Moultons	Long Lane	9 x land tile outfalls	Granted 22/06/2021
21_04409_C	Byelaw 10	The Moultons	Loosegate Road	13 x land tile outfalls	Granted 21/06/2021

21_04424_C	Byelaw 10	Whaplode	Church Hill Road	3 x land tile outfalls	Granted 18/05/2021
21_04481_C	Byelaw 10	Whaplode	Broadgate	Demountable fencing 7m from watercourse	Granted 14/06/2021
21_04598_C	Byelaw 10	Long Sutton	Avenue Farm Road	Temporary overlay pipe (Anglian Water)	Granted 10/06/2021
21_04599_C	Section 23, LDA 1991	Long Sutton	Moorswood Gate	25m infilling	Granted 23/06/2021
21_04324_C	Section 23, LDA 1991	Long Sutton	St James Road	66m 300mm culvert	Refused 13/05/2021
21_04527_C	Byelaw 10	Holbeach	Roman Bank	Extension of dwelling	Refused 09/07/2021

5. Enquiries

Officers have responded to 47 enquiries during the reporting period, outlined below;

<i>Enquiry Type:</i>	<i>Number:</i>
About Works	6
About Planning	0
About Regulation / Legal	30
About Infrastructure	5
About Flooding	6
Total:	47

5.1. 21_04900_Q: Enquiry at Spendlas Lane, Long Sutton

Officers have received an expression of interest in the purchase of 0.68 acres of the Board's land lying to the south of the property Sunrise, Spendlas Lane, Long Sutton (Figure 1 & 2) for the sole purpose of grazing horses.

The prospective purchasers, who are in the process of purchasing the adjacent house and grounds, have met with the Board's officers on site to discuss an application to relax Byelaw 10 for fencing. At that meeting they also enquired about the Board's willingness to consider selling the land. The purchasers are now seeking a formal determination by the Board.

The 0.68 acres is currently rented out to the present owners of the adjacent property. This rental agreement has been in place since 2014. This land is not currently utilised

by the Board. Officers therefore believe that the transfer of ownership would not impact on the Board's operational activities.

If the Board are minded to consider selling the land, a formal valuation would be required to ensure the sale is not in contravention of Section 63 of the Land Drainage Act 1991 (the Board cannot dispose of land for a consideration less than the best that can reasonably be obtained). Any legal costs should be borne wholly by the purchasers since the value of the land may be significantly less than the costs involved in undertaking the transfers.

Officer Recommendation: The officer recommendation is that the Board consider selling the land subject to a formal valuation being undertaken, all legal costs of valuation and conveyancing to be borne by the prospective purchasers.



Figure 7: Location of land in question shown outlined yellow (above) and Board's land marked purple (below).

6. Planning Comments

Officers have provided comments on 90 applications that are either in or could impact on the Boards Internal Drainage District. 7 of these applications are for major developments and are summarised below;

Planning App. Ref.	Parish	Location / Site Name	Description
H16-0294-21	Cowbit	Mill Drove North	Commercial Development
H09-0602-20	Holbeach	Northons Lane	Residential development of 103 dwellings
H16-0576-21	Spalding	Halmer Gate	Commercial Development
H16-0172-21	Spalding	Goodison Road	Commercial Development
H09-0613-21	Holbeach	Chaffinch Way	Residential development of 81 dwellings
H09-0564-21	Holbeach	Cibus Way	Commercial Development
H10-0877-20	Long Sutton	Bridge Road	Commercial Development

7. Fees

There have been 3 surface water development contribution fees invoiced or paid during the reporting period. These fees are detailed below;

Case ref.	Site	Amount (no VAT)	Date invoiced	Paid	Reason for payment
18_00646_C	Fen Road, Holbeach	£ 11,688.60	26/04/21	Yes, 01/07/21	Discharge of surface water from 3,220m ² at a rate of 7l/s
21_03718_C	Old Fen Dyke, Gedney	£1,407.90	28/05/21	Yes, 30/06/21	Discharge of surface water from 760m ² at a rate of 0.5l/s
21_04381_C	Bensgate Road, Fleet	£1,501.20	21/06/21	No	Discharge of surface water from 120m ² at an unattenuated rate
Total:		£14,597.70			

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

Case ref.	Site	Amount (no VAT)	Date invoiced	Paid?	Reason for payment
21_0785_C	Road, Parish	£35,673.74	28/06/21	No	Adoption of maintenance of flow through 135 m culvert for 100 years.
Total:		£ 35,673.74			

Cathryn Brady – Sustainable Development Manager

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From: 01 April 2021
To: 30 June 2021

Period To: 03
Year Ended: 31 March 2022

Notes	Income and Expenditure	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	1,117,505	1,117,505	0	1,117,505	1,117,505	0
1.	Special Levies Issued by the Board	1,383,365	1,383,365	0	1,383,365	1,383,365	0
	Grants Applied	0	2,590	2,590	0	2,590	2,590
	Rental Income	680	0	-680	680	680	0
	Income from Rechargeable Works	250	32,405	32,155	1,000	32,405	31,405
	Investment Interest	1,313	2,593	1,280	5,250	5,250	0
2i.	Other Income	31,735	58,362	26,627	166,508	166,508	0
2ii.	Insurance Claim Settlements	0	0	0	0	0	0
	Total Income	£2,534,848	£2,596,820	£61,972	£2,674,308	£2,708,303	£33,995
	<u>Less Expenditure</u>						
4.	Capital Works	350,250	285,033	65,217	1,401,000	1,401,000	0
	Environment Agency Precept	145,835	145,835	0	145,835	145,835	0
5.	Maintenance Works	467,311	404,665	62,646	1,675,740	1,675,740	0
6.	Administration Charges	168,967	159,458	9,509	523,292	523,292	0
	Cost of Rechargeable Works	0	19,476	-19,476	0	31,405	-31,405
3.	Net Deficit/(Surplus) on Operating Accounts	0	24,478	-24,478	0	0	0
	Total Expenditure	£1,132,363	£1,038,945	£93,418	£3,745,867	£3,777,272	-£31,405
	Profit/(Loss) on Disposal of Fixed Assets	£0	£7,255	£7,255	£0	£7,255	£7,255
7.	Net Surplus/(Deficit)	£1,402,485	£1,565,130	£162,645	-£1,071,559	-£1,061,714	£9,845

From: 01 April 2021
To: 30 June 2021

Period To: 03
Year Ended: 31 March 2022

Notes	Balance Sheet as at 30-6-2021	Opening Balance £	Movement This Year £	Closing Balance £
8. Fixed Assets				
Land and Buildings		480,631	-3,226	477,405
Plant and Equipment		724,116	122,943	847,059
Office and RT Equipment		0	0	0
Pumping Stations		0	0	0
Shared Consortium Assets		0	0	0
		1,204,747	119,716	1,324,464
Current Assets				
9. Bank Account		644,544	854,625	1,499,170
Stock		6,065	2,183	8,248
10. Trade Debtors		7,795	59,548	67,343
11. Work in Progress		223	23,190	23,414
12. Term Deposits		3,000,000	0	3,000,000
13. Drainage Rates and Special Levies Due		-873	785,485	784,612
Prepayments		3,100	0	3,100
Prepayments to WMA		513	21,766	22,279
Accrued Interest		0	0	0
VAT Due		47,446	67,172	114,618
14. Grants Due		0	0	0
		3,708,813	1,813,970	5,522,783
Less Current Liabilities				
Trade Creditors		30,986	422,527	453,512
Accruals		36,703	-28,208	8,495
Payroll Controls		0	-140	-140
Drainage Rates Paid in Advance		23,032	-23,032	0
		90,721	371,146	461,867
Net Current Assets		3,618,092	1,442,823	5,060,915
Less Long Term Liabilities				
22. Pension Liability		6,096,000	0	6,096,000
Net Assets		-£1,273,161	£1,562,540	£289,379
Reserves				
Earmarked				
15. General Reserve		498,258	1,565,130	2,063,388
16. Development Reserve		853,748	0	853,748
17. Plant Reserve		1,734,293	0	1,734,293
18. Capital Works Reserve		1,151,907	0	1,151,907
20. Grants Reserve		169,920	-2,590	167,330
		4,408,126	1,562,540	5,970,666
Non-Distributable				
19. Revaluation Reserve		414,713	0	414,713
21. Pension Reserve		-6,096,000	0	-6,096,000
		-5,681,287	0	-5,681,287
Total Reserves		-£1,273,161	£1,562,540	£289,379

S JEFFREY BSc (Hons) FCCA
FINANCE & RATING MANAGER

From: 01 April 2021
To: 30 June 2021

Period To: 03
Year Ended: 31 March 2022

Note Notes to the Accounts

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

	Y-T-D Budget	Y-T-D Actual
South Holland District Council	1,382,392	1,382,392
Boston Borough Council	973	973
	1,383,365	1,383,365

- 2i. Other Income is made up as follows:

	Y-T-D Budget	Y-T-D Actual
Shared Income from WMA	31,735	22,688
Commuted Maintenance	0	35,674
Sundry Income	0	0
Summons Costs	0	0
	31,735	58,362

	Y-T-D Budget	Y-T-D Actual
2ii. Insurance Claims	0	0
Other Income Total	31,735	58,362

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

	Y-T-D Budget	Y-T-D Actual
Labour Operations Account	0	-23,237
Mobile Plant Operations Account	0	47,716
	0	24,478

Detailed operating surpluses/(deficits) for the Labour Operations Account and each item of mobile plant are shown in the Labour Operations and Mobile Plant Operations Reports, which can be made available to members on request.

4. The gross cost of each capital scheme is approved by the Board annually and detailed on the schedule of capital works as managed by the Catchment Engineer, which can be made available to members on request. The Grants Due/(Unapplied) also correspond with the figures shown on the Balance Sheet. The Plant and Development Committee scrutinise this Report every year. We have been unable to close down the completed FDGiA funded schemes due to the EA being unavailable, and time restrictions due to COVID-19. We will make this a priority within 2021-22.

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

	Y-T-D Budget	Y-T-D Actual
Labour Charges	138,730	97,226
Plant Charges	84,925	39,354
Out-sourced Work	36,500	26,878
Materials	41,775	71,398
Electricity	20,725	13,086
Telemetry	6,075	2,536
Depreciation	0	0
Insurance	8,925	32,515
Compensation	66,000	65,862
Direct Works	403,655	348,855
Technical Support Staff Costs	54,748	49,346
Other Technical Support Costs	6,409	6,108
Biodiversity Action Plan Costs	2,500	355
Asset Refurbishment Provision	0	0
Maintenance Works	467,311	404,665

From: 01 April 2021
To: 30 June 2021

Period To: 03
Year Ended: 31 March 2022

Note Notes to the Accounts

- 6(i). 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:

	Y-T-D Budget	Y-T-D Actual
Administration Staff Costs	35,240	32,269
Other Administration Costs	65,773	73,199
Depreciation - Marsh Reeves Refurbishment	3,226	3,226
Drainage Rates AV (Increases)/Decreases	13,228	-266
Sundry Expenses	0	0
Pension Deficit Recovery Payments	37,500	37,500
Sundry Debtors Written Off	0	0
Settlement Discount Taken	14,000	13,530
	168,967	159,458

- 6(ii). **Consortium Charges**

	Y-T-D Budget	Y-T-D Actual
Shared Income from the WMA (note 2i)	31,735	22,688
Expenses		
Technical Support Staff (note 5)	54,748	49,346
Other Technical Support (note 5)	6,409	6,108
Administration Staff Costs (note 6i)	35,240	32,269
Other Administration Costs (Note 6i)	65,773	73,199
Net Consortium Charge	-130,435	-138,234

7. At the time of preparing the Estimates for 2021/22, the Board planned to finance the estimated net deficit as follows:

	Budget
Transfer from the Capital Works Reserve	-707,000
Transfer from the Development Reserve	0
Transfer from the Plant Reserve	-382,000
Transfer from the Partnership Working Reserve	0
Reducing/(Inc.) the Balance of the General Reserve	17,441
(=) Original Estimated Net Deficit	-1,071,559
(-) FDGiA Subsequently Awarded by EA	
(=) Estimated Net Deficit	-1,071,559

8. **TANGIBLE FIXED ASSETS**

	Pumping Stations	Land and Buildings	Plant and Equipment	Office & RT Equipment	Total
Cost					
Opening Balance as at 1-4-2021	156,750	871,257	2,010,037	24,628	3,062,672
(+) Additions	0	0	167,421	0	167,421
(-) Disposals	0	0	-16,028	0	-16,028
Closing Balance as at 30-6-2021	156,750	871,257	2,161,431	24,628	3,214,066
Depreciation					
Opening Balance as at 1-4-2021	156,750	390,626	1,285,921	24,628	1,857,925
(+) Depreciation Charge for Year	0	3,226	44,478	0	47,705
(-) Accumulated Depreciation Written Out on Disposal	0	0	-16,028	0	-16,028
Closing Balance as at 30-6-2021	156,750	393,852	1,314,372	24,628	1,889,602
Net Book Value at 1-4-2021	0	480,631	724,117	0	1,204,748
Net Book Value at 30-6-2021	0	477,405	847,059	0	1,324,464

Full details of all movements during this year are recorded in the Board's Fixed Asset Register. The Board also shares ownership of a proportion of the WMA Office Equipment, which is recorded in the WMA's Fixed Asset Register.

9. Additional sums are now being invested on the short term money market to maximise the return on the working balances, in accordance with the Board's Investment Policy. The Bank Current Account is reconciled as follows:

	2020/21	2021/22
Opening Balance as at 1-4-2021	136,393	644,544
Receipts	6,325,820	1,880,844
Payments	-5,817,668	-1,026,218
Closing Balance as at 30-6-2021	644,544	1,499,170
Balance on Statement as at 30-6-2021	706,930	1,574,064
Less: Unpresented Payments	-62,386	-75,028
Add: Unpresented Receipts	0	133
Closing Balance as at 30-6-2021	644,544	1,499,170

From: 01 April 2021
To: 30 June 2021

Period To: 03
Year Ended: 31 March 2022

Note Notes to the Accounts

10. The Aged Debtor profile is currently as follows:

Debt period	Amount	Number of Debtors
<=30 days	67,343	8
>30 days and <=60 days	0	0
>60 days and <=90 days	0	0
>90 days	0	0
	67,343	8

>90 days	Amount	Inv. Date	Originator
	0		

11. Work in Progress (WIP) is currently made up of the following jobs:

Customer	Amount	
REA0002 - EA Grass Cuts	23,414	31/07/2021 D Morris - Operations Manager
	23,414	

12. Term Deposits are currently as follows:

Financial Institution	Capital	Investment Date	Maturity Date	Interest Rate
Saffron Building Society	500,000	01/06/2021	01/12/2021	0.10%
Newcastle Building Society	500,000	29/01/2021	29/07/2021	0.12%
Principality Building Society	500,000	26/02/2021	26/08/2021	0.08%
Cumberland Building Society	500,000	16/06/2021	16/09/2021	0.03%
Vernon Building Society	500,000	30/03/2021	29/09/2021	0.12%
National Counties Building Society	500,000	15/04/2021	15/10/2021	0.24%
	3,000,000			

13. Special Levies are paid by Constituent Councils in two halves due on 1 May and 1 November every year. There are currently 226 Ratepayers that have not paid their Drainage Rates for 2021/22, as compared to 295 Ratepayers this time last year. Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

	2020/21	2021/22
Arrears b/fwd	-859	-873
Drainage Rates for the Year	1,049,082	1,117,686
Special Levies for the Year	1,355,610	1,383,507
New Assessments	2,868	2,697
Value Decreases	-5,653	-3,004
Value Increases	2,778	296
Payments Received	-2,333,967	-1,648,959
Settlement Discount	-13,333	-13,530
Returned/(Represented) Amounts	38	4,922
Paid Refund	527	445
Summons Collection Costs	0	0
Irrecoverables and Write Offs	-1,068	-6
Sundry Adjustments	0	-41
Compensation	-56,896	-58,529
Arrears c/fwd	-873	784,612

14. Grants Due on the following scheme

	2020/21	2021/22
SCH68 - Dawsmere Pump	0	0
SCH69 - Lords Pump	0	0
	0	0

15. Movements on the General Reserve are made up as follows:

	2020/21	2021/22
Opening Balance as at 1-4-2021	531,034	498,258
Net Surplus/(Deficit) for the Year	121,484	1,565,130
Net Transfer (to)/from Capital Works Reserve	0	0
Net Contributions Transferred to Development Reserve	-54,255	0
Transfer Balance to Plant Reserve	-100,005	0
Closing Balance as at 30-6-2021	498,258	2,063,388

16. Movements on the Development Reserve are made up as follows:

	2020/21	2021/22
Opening Balance as at 1-4-2021	799,493	853,748
Net Contributions Transferred from General Reserve	54,255	0
Closing Balance as at 30-6-2021	853,748	853,748

From: 01 April 2021
To: 30 June 2021

Period To: 03
Year Ended: 31 March 2022

Note Notes to the Accounts

17. Movements on the Plant Reserve are made up as follows:

	<u>2020/21</u>	<u>2021/22</u>
Opening Balance as at 1-4-2021	1,634,288	1,734,293
Net Contributions Transferred from General Reserve	100,005	0
Closing Balance as at 30-6-2021	1,734,293	1,734,293

18. The Capital Works Reserve is currently made up as follows:

		Tfr from/(to)	
	<u>2020/21</u>	<u>Gen. Reserve</u>	<u>2021/22</u>
N/A	198,611	0	198,611
SCH18	Telemetry	0	3,369
ASSORT.	Catchment Modelling	0	42,885
SCH54	Exeter Drain North Upstream of Halmergate	0	58,947
SCH55	Fleet Haven Pump Refurbishment	0	50,000
SCH65	Westmere P/S and Sluice Refurbishment	0	573,611
SCH67	Fleet Haven Pump Refurbishment	0	132,347
SCH68	Dawsmere Pump Refurbishment	0	24,893
SCH69	Lords Pump Refurbishment	0	29,744
SCH73	Weedscreen Dawsmere (now SCH68)	0	37,500
	1,151,907	0	1,151,907

19. Movements on the Revaluation Reserve are made up as follows:

	<u>2021/22</u>
Opening Balance as at 1-4-2021	414,713
Less:	
Pumping Station Depreciation	0
Workshop Historic Cost Written Out	0
Closing Balance as at 30-6-2021	414,713

20. Movements on the Grants Reserve are made up as follows:

	<u>2021/22</u>
Opening Balance as at 1-4-2021	169,920
Add Grant Received	0
Less Grant Due	0
Less: Grant Applied	-2,590
Closing Balance as at 30-6-2021	167,330

	<u>2020/21</u>	<u>2021/22</u>
SCH23	Wisemans Pumping Station	2,445
SCH25	South Holland Main Drain Sluice Refurbishment	949
SCH27	Generator Connections	5,324
SCH29	Catchment Modelling Fleet Fen	9,120
SCH31	Catchment Modelling Donningtons	3,659
SCH32	Peartree Pump Replacement	9,246
SCH33	Fleet Fen Refurbishment	4,200
SCH35	Catchment Modelling Little Holland	655
SCH36	Catchment Modelling Roses	467
SCH41	Lords Sluice Refurbishment	61,285
SCH66	Sutton St James Pump Refurbishment	31,976
SCH67	Fleet Haven Pump Refurbishment Study	0
SCH68	Dawsmere Pump Refurbishment Study	7,047
SCH69	Lords Pump Refurbishment Study	33,549
	169,920	167,330

Grants Due as at 30-6-2021

0

From: 01 April 2021
To: 30 June 2021

Period To: 03
Year Ended: 31 March 2022

Note Notes to the Accounts

21. 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 £5,146,000 as at 31 March 2021 that is shared by all 6 Member Boards. However Waveney Lower Yare and Lothingland IDB's liability is capped at £5,000 until 31st March 2022. 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 09 February 2021.

22. Related Party Transactions

- (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 £44,329.53 up to 30/06/21.
- (ii) The Board uses Rating Software for the collection of Drainage Rates known as DRS. The software was developed by Mr P J Camamile, the Chief Executive, and is supported 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.
- (iii) The Board is a member of the Water Management Alliance Consortium, who provide administrative services to the Board. The Board has 3 representatives who serve on the Consortium Management Committee, that include the Chairman and Vice Chairman of the Board.

S JEFFREY BSc (Hons) FCCA
FINANCE & RATING MANAGER

South Holland IDB

Schedule of Paid Accounts

Payment Date From : 01/04/2021

Payment Date To : 30/06/2021

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
AD0101	ADC (East Anglia) Ltd	Pipe Jetting Services	9,720.00
AI0102	Airquick (Newark) Ltd	Compressor Service	832.51
AN0100	Anglia Farmers Ltd	Electricity	44,329.53
AY0101	Mr B Ayres	Building Supplies	389.40
BE0201	Beacon UK	PPE	1,499.78
BL0266	Blueline Trailers	Trailer Parts	8.40
BO0205	BOC Ltd	Oxygen/Acetylene	111.28
BO0210	Boston Borough Council	Fly Tipping Contribution	3,354.16
BR0200	Breedon Aggregates England Ltd	Aggregates	3,453.61
BR0204	Stantec UK Limited	Consultancy Services	2,060.10
BR0211	BT Payment Services Ltd	Telephone Bill	3,158.02
BU0205	B A Bush & Son Ltd	Tyres	2,321.95
CA0301	Carrier Rental Systems (UK) Ltd	Control Panel & Fitting	1,658.00
CA0302	Fred Campling & Sons	Excavator Transport	576.00
CH0301	Chisletts (Spalding) Ltd	Plant/Tool Hire/Training	480.68
CH0303	Chandlers (Farm Equipment) Ltd	PPE	59.68
CL0001	CLAAS Eastern Ltd	Warranty Excess	240.00
CL0002	Clarkes of Walsham Ltd	Gates	2,561.93
CO0301	Coles Quality Drycleaners	Dry Cleaning	96.00
CO0303	CITB	Training Courses	4,820.00
CO0305	Concrete Renovations Ltd	Concrete Survey for SCH68	2,040.00
CR0310	Crusader Traffic Ltd	Caution Signs	672.00
CV0001	CV Systems Ltd	Bedford Pump Montior Installation	300.00
DV0001	DVLA	Vehicle Tax	1,310.00
EN0519	Energas Ltd	Gas Cylinder Rental	41.61
EN0528	Environment Agency	Precept	72,917.50
EP0529	EPH Supplies (Wholesale) Ltd	Electrical Components	1,102.33
ES0002	ESE Direct Ltd	Oil & Fuel Emergency Spill Kits	141.47
FE0002	Fenland Tractors Ltd	Forklift Repairs/Parts	120.78
FR0001	Frazer	Building Materials	10,319.09
GM0101	GMB National Administration Unit	Union Subscriptions	305.97
GSS001	GSS Direct Ltd	Grass Seed	380.25
HA0807	T C Harrison Ford	Servicing/MOT/Parts	290.87
HA0826	Hargrave Agriculture Ltd	Assorted Components/PPE	1,910.58
HI0802	R J H Supplies Ltd	Assorted Components	329.75
IN0003	Inspired Ecology Ltd	Protected Species Survey & Report	345.60
IN0901	Inland Revenue	PAYE	20,111.95
JE1001	Jewson	Building Supplies	41.46
JF0002	JFC Plastics Limited	Delineator Posts	3,720.00
JI0002	Jim Wright Engineering Ltd	Wear Rollers & Shafts	543.00
KW0001	K & W Mechanical Services Ltd	Repairs	3,045.36
LI0001	Listers Toyota Boston	Service/Truckman Top Fitting	4,999.77

South Holland IDB

Schedule of Paid Accounts

Payment Date From : 01/04/2021

Payment Date To : 30/06/2021

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
LI0003	Liebherr Great Britain Ltd	Servicing	2,052.00
LI1213	Lincolnshire Wildlife Trust	Service Agreement 2021/22	327.82
LR0001	L R Signs & Designs Ltd	Signs	96.00
MA1309	Mastenbroek Ltd	Machinery/Spares	28,930.18
NE0002	Nene Transport (Lincs) Ltd	Low Loader Moves	198.00
NO0001	Norcam Hydraulic Services Ltd	Repair of Hydraulic Breaker	485.80
O20001	O2 UK Limited	Telemetry/Mobile Phones	2,270.40
PA1604	Paktronic Engineering Co Ltd	Parts	282.97
PE1631	Pearson Hydraulics Ltd	Hydraulic Parts	2,078.17
PE1633	G & J Peck Ltd	Parts	8.98
PO0001	Port of Boston Ltd	Notice to Local Mariners &	188.40
PR1668	Prudential Local Government AVC	AVC	598.08
PU1601	Pulsar Process Measurement Ltd	Ultrasonic Level Transmitter	998.88
RI0001	Rix Petroleum (Spalding) Ltd	Fuel	6,545.28
RY0001	Mike Ryan	Fencing	1,470.00
SH1901	SHOC Consultancy Ltd	Suparule	684.00
SI0001	Silver Shield Windscreens	Windscreen Fitting	300.00
SM1930	Smiths Electrical Ltd	Capital Works/PS Standby & Call	1,872.00
SO0001	Hoben International Ltd T/A	Soluform/Pins	6,708.00
SO1906	South Holland District Council	Rates	9,231.50
SP1913	Spaldings (UK) Ltd	Assorted components	136.80
ST1986	Start Traffic Ltd	Verge Marker Post	375.46
SU0002	Survey Express Services	Gas Monitor Calibration	120.00
TB2001	T.B.C. Ltd	Engineering Supplies	630.96
TH1001	P J Thory Ltd	Aggregates	40,259.31
TR2003	The Training Association (WEST)	Training	3,957.00
VE0101	Veolia ES (UK) plc	Rubbish Collection	713.52
VO2201	SMT GB Ltd	Parts/Servicing	1,664.08
WA2302	Walton Loo Hire	Loo Hire	1,440.00
WA2304	Watson Fuels (UK) Ltd	Fuel	12,856.32
WA2310	Watling JCB Ltd	Ex-Demo JCB Forklift	47,065.20
WA2345	Water Management Alliance	Staff Recharges/Onebill	66,786.38
WE2330	West End Garage	Fuel/Fuel Cans	30.00
WE2332	Western Power Distribution plc	Overhead Cable Repairs	423.61
WI2306	T Wilkinson	Vermin Control	3,160.84
WO2310	D W Woods Landscaping Ltd	Grass Cutting	10,847.27
WO2311	A Woods	Bailey Trailer/Sundry Parts	17,839.14
WY0001	West Yorkshire Pension Fund	Superannuation	63,083.75
YO0001	York Survey Supply	Small Stores Equipment	749.46

Please note that the amounts shown above include Vat £ 544,185.93

SOUTH HOLLAND INTERNAL DRAINAGE BOARD - RISK REGISTER FOR RISKS WITH A RISK MATRIX SCORE ≥ 6

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
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).	(1) Reduction in, or insufficient finance, grant and income.	Erosion of the Board's capital and general reserves. Reduction in standard of FCERM services the Board is able to provide. Inability to replace assets as scheduled in the Board's asset management plan and EA MTP.	3	3	High 9 →	Plant & Development Committee to investigate new ways of working. Local Drainage Group meetings with LCC/SHDC/BC and IDBs to facilitate access to funding for schemes in Common Works Programme were restarted on 11 May 2017 and usually meet annually. The EA MTP refresh in June 2018 has made provision for IDB capital schemes to be considered for receipt of Local Levy funding. Anglia (Northern) RFCC has approved 50% funding contribution towards employment of 1 FTE FCERM officer to support Lincs IDBs' FDGiA applications, for a one-year period.
	(2) Environment Agency (EA) is no longer willing or able to carry out work on sea defences that protects the Internal Drainage District or continues to	Potential for overtopping into the IDD during severe weather events. Cost implication of managing the increase in water and potential	2	3	High 6 ↑	Anglia (Northern) RFCC has agreed funding for retention and designation of the second line sea defences. Assignment of those designations is an ongoing work in progress with the EA. EA undertaking baseline surveys during 2019/20.

SOUTH HOLLAND INTERNAL DRAINAGE BOARD - RISK REGISTER FOR RISKS WITH A RISK MATRIX SCORE ≥ 6

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
	maintain these defences but to a reduced standard.	damage to the Board's infrastructure.				<p>The Board supports local stakeholder groups seeking to develop strategies for the reinstatement of sea walls (Wash Frontage Group).</p> <p>The Board has entered into a PSCA with the EA.</p> <p>The Board is looking to take on maintenance of the earth defences in the first line sea defences in lieu of its precept. The Catchment Engineer trialled a 10km stretch during 2019/20.</p>
	(3) Possible enforced works on Board's infrastructure arising from implementation of Eel Regs 2009	Huge cost implications if works are not grant funded.	2	3	High 6 →	<p>Engineer has worked with EA to assess and prioritise sites.</p> <p>DEFRA/EA have extended the derogation to 31 December 2021.</p> <p>Apply for grant aid when replacing/refurbishing pumping stations and tidal sluices.</p>
To enable and facilitate land use for residential, commercial, recreational and environmental purposes by guiding and regulating	(4) Planning Authorities ignore advice provided by Board	<p>Increased flood risk.</p> <p>Potential for lost income from SWDCs and commuted sums.</p>	2	3	High 6 →	<p>Planning/Enforcement is undertaken by the Board's Sustainable Development Officers and issues are raised at Board and Committee meetings.</p>

SOUTH HOLLAND INTERNAL DRAINAGE BOARD - RISK REGISTER FOR RISKS WITH A RISK MATRIX SCORE ≥ 6

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
activities, which have the potential to increase flood risk.						<p>Officers' comments on planning applications are available on Local Authority/LPA websites.</p> <p>Officers have a good relationship with the statutory consultee, LCC.</p>
	(5) SUDs managed by private companies who allow them to fall into disrepair by lack of long-term maintenance.	Inadequate or lack of maintenance of SUDs could have an adverse impact on the IDB infrastructure and subsequently increase the risk of flooding.	2	3	High 6 →	<p>A SUDs adoption and charging policy was adopted by the Board at its 1 November 2016 meeting to promote IDB services for adoption of SUDs to ensure these are properly maintained in perpetuity.</p> <p>The Board adopted the variable SWDC rate and banding arising from the 2018 review undertaken in conjunction with WMA Flood and Water Manager. New rates and banding introduced wef 1 October 2018.</p>

Risk Assessment Matrix (From the Risk Management Strategy and Policy)

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.

**A VIRTUAL MEETING OF THE WMA CONSORTIUM MANAGEMENT COMMITTEE (CMC)
WAS HELD VIA ZOOM ON FRIDAY, 25 JUNE 2021 AT 9.30 AM**

- | | |
|--|--|
| * S G Bambridge (Norfolk Rivers IDB) | * E Greenwell (East Suffolk IDB) |
| * L E Baugh (Broads (2006) IDB) | * B Long (King's Lynn IDB) |
| * R Buxton (Broads (2006) IDB) | * S A R Markillie (South Holland IDB) |
| * J Carrick (Norfolk Rivers IDB) | * J Marson (East Suffolk IDB) |
| * H Carrie (Waveney, Lower Yare & Lothingland IDB) | * T Matkin (King's Lynn IDB) |
| B Collen (Waveney, Lower Yare & Lothingland IDB) | C Mutton (Waveney, Lower Yare & Lothingland IDB) |
| * H G Cator (Norfolk Rivers IDB) | * M Paul (East Suffolk IDB) |
| P Coupland (South Holland IDB) | D R Worth (South Holland IDB) |
| S G Daniels (Broads (2006) IDB) | Vacancy (King's Lynn IDB) |
| | * Present (67%) |

In attendance:

Frances Bligh (ICT Manager), Cathryn Brady (Sustainable Development Manager),
Phil Camamile (Chief Executive), Sue Cook (CE's PA) and Sallyanne Jeffrey
(Finance and Rating Manager)

ID	WMA Consortium Management Committee, Minute	Action
18/21	APOLOGIES FOR ABSENCE	
18/21/01	Apologies for absence were received on behalf of Peter Coupland, Simon Daniels and Duncan Worth. Chris Mutton had technical difficulties connecting to the call and also sent through his apologies.	
19/21	DECLARATIONS OF INTEREST	
19/21/01	The Chairman declared an interest in the Schedule of Paid Accounts for the payment to Strawberry Hall Farms, which was his business. RESOLVED that this be noted.	
20/21	MINUTES OF THE LAST MEETING	
20/21/01	The minutes of the last Consortium Management Committee meeting held on 26 March 2021 were confirmed as a true record and would be signed by the Chairman.	
21/21	MATTERS ARISING	
21/21/01	Guide to navigating Financial Reports (09/21/02)	
	The Finance and Rating Manager updated that she would be	SJ

ID	WMA Consortium Management Committee, Minute	Action
	<p>writing a guide to help new members and new WMA Member Boards navigate the Financial Reports when time permitted. RESOLVED that this be actioned.</p> <p>21/21/02 Scheme of delegation for consent applications (10/21/02)</p> <p>The Sustainable Development Manager confirmed that all Member Boards had unanimously approved the proposed changes to the scheme of delegation. RESOLVED that this be noted.</p> <p>21/21/03 Virtual meetings (13/21/01)</p> <p>The Chief Executive apprised the Committee that revised Standing Orders permitting lawful virtual and hybrid public meetings beyond 7 May 2021 were being proposed to each Board. To date, all Boards had unanimously approved this permanent change, and the Waveney, Lower Yare and Lothingland IDB would be meeting 29 June 2021 to consider this. RESOLVED that this be noted.</p> <p>22/21 WMA SCHEDULE OF PAID ACCOUNTS</p> <p>22/21/01 The Schedule of Paid Accounts for the period 1 March 2021 to 31 March 2021, totalling £136,582 (a copy of which is filed in the Report Book), was considered in detail and approved for publication on the Group's website. Arising therefrom:</p> <p>22/21/02 Robin Buxton declared an interest in the payment to Buxton Property Maintenance. RESOLVED that this be noted.</p> <p>23/21 WMA FINANCIAL REPORT, TO PERIOD 12, 2020/21</p> <p>23/21/01 The WMA Financial Report for the period 1 April 2020 to 31 March 2021 (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.</p> <p>24/21 SOCIAL MEDIA REPORT</p> <p>24/21/01 The Social Media Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:</p> <p>24/21/02 The ICT Manager apprised the Committee that work experience students would be supporting the WMA Social Media team over the summer holidays in order to reach a broader demographic via different platforms such as: You Tube; Tic Toc and Instagram. RESOLVED that this be noted.</p> <p>24/21/03 Jane Marson suggested that WMA Social Media addresses be added to all paperwork templates. RESOLVED that this be actioned.</p>	

FB/ SC

ID	WMA Consortium Management Committee, Minute	Action
25/21	DATE AND TIME OF NEXT MEETING	
25/21/01	The next meeting of the Consortium Management Committee would take place at 9.30 am on Friday 24 September 2021 at Kettlewell House and/ or via Zoom.	
26/21	ANY OTHER BUSINESS	
26/21/01	Brian Long apprised the Committee that he was no longer the leader of the Borough Council of King's Lynn and West Norfolk.	
26/21/02	Jane Marson reported that some slow progress was finally being made regarding the EAs Waste Licence Investigation at Iken in Suffolk, which had been going on for over 3.5 years. Henry Cator added that he had recently spoken with Lord Dannatt about the issue which had been sighted by the EA as being the reason why no discussions about de-maining could take place in Norfolk. Lord Dannatt would be contacting Simon Hawkins (Area Director, East Anglia Environment Agency) accordingly.	
26/21/03	The Chief Executive reported that the new office build was now underway with the land purchase having finally completed in May 2021. It was expected that the new office would be built before 31 March 2022 and would be ready to move into during the summer of 2022.	
27/21	CONFIDENTIAL BUSINESS	
27/21/01	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 and King's Lynn IDBs Standing Orders.	

Water Management Alliance

Schedule of Paid Accounts

Payment Date From : 01/03/2021

Payment Date To : 31/03/2021

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
AJ0001	AJs Gardens	Gardener	120.00
AL0004	ALS Life Sciences Ltd	Nitrate Testing	198.60
AN0003	Anglia IT Solutions DD	Hardware/Support	3,005.42
AN0004	Anglia IT Solutions Ltd	Consumables	33.91
AS0003	Asdon Group	Stationery	141.30
ATT001	Julie Attwater	Childminder	39.00
BES001	BES Commercial Electricity Ltd	Standing Charge (Next Door)	31.66
BI0002	Ian Bix	Relocation of Offices	1,146.00
BO0002	Bobby Dazzlers Cleaning Ltd	Martham office cleaning	120.00
BR0208	Broads IDB	Rechargeable Work	800.72
BT0213	BT Payment Services Ltd	Telephone	113.41
BT0214	BT	Telephone	12.00
BUX001	Buxton Property Management	19/20 and 20/21 Chairman	7,000.00
CH0366	Chubb Fire & Security Ltd	Fire Alarm Maintenance	480.78
CO0346	Cope Safety Management Ltd	Health & Safety	1,659.64
CR0303	Colin Street T/A CR Electrical	Electrical Repairs	182.10
EA0005	East Suffolk IDB	Rechargeable Works	81.92
EO0001	Eon UK plc	Gas	505.00
EO0101	EOC Services Ltd	Air Con Maintenance & Repair	385.20
ES0401	ESPO	Stationery	191.56
FI0002	First Intuition	Accountancy Training	85.00
GA0003	Lou Gaughan	Childminder	1,374.40
GR0005	GreenJobs Limited	Recruitment	598.00
H20801	H20 Vend Ltd	Water Machine	31.92
HE0001	HP Inc UK Ltd	Printer service & support	2,867.95
IG0001	Ignite * do not use - now Utilise*	Broadband Line Rental	106.80
IN0001	Infosec Cloud Ltd	SATT & GDPR	172.24
IN0904	Inland Revenue	PAYE & NIC	46,703.45
KI1100	Kings Lynn IDB	Rechargeable Works	11,440.63
LI1204	Lincolnshire County Council	Former Staff Pension	371.15
MP0001	MP Alarms	Service & Maintenance Charge	1,194.00
NO0001	Norfolk Pension Fund	Ex Employees Pension Cont	1,688.19
NO1450	Norfolk Pension Fund	NCC Pension Contribution	41,734.73
ON1511	Onebill Telecom	Telephone	300.29
PI0001	Pitney Bowes Ltd	Franking Machine/Maintenance	1.28
RE0005	Rentokil Initial Martham	Spray dispenser/Bin liners/Sanitary	27.58
SA1901	Sage Uk Ltd	Software Support	842.40
SO0001	South Holland IDB	Rechargeable Works	2,729.53
SO1906	S H D C - Revenue Services DD	Business Rates	447.00
ST0001	Strawberry Hall Farms	Chairman	1,800.00
TH0001	Thomson Reuters Professional UK	Planning Law	861.00
TO0003	Towergate Insurance Brokers	Insurance	1,273.91

Water Management Alliance

Schedule of Paid Accounts

Payment Date From : 01/03/2021

Payment Date To : 31/03/2021

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
UN2101	Unison Eastern Region	Unison	22.50
UT0001	Utilize PLC	Hardware/Support	49.20
VEO001	Veolia Environmental Services Ltd	Waste Disposal	105.50
VJ0002	V & J Knitwear Ltd	WMA Uniform	103.50
VO2201	Vodafone Ltd	Mobile Phone Charge	594.20
WO0001	Worldpay Ltd	Admin Fee	84.40
WRE001	Water Resources East (WRE) Ltd	Water Resources East (WRE)	2,724.00

Please note that the amounts shown above include Vat £ **136,582.97**

From: 01 April 2020
To: 31 March 2021

Period To: 12
Year Ended: 31 March 2021

NOTES	WMA GROUP INCOME AND EXPENDITURE ACCOUNT	£ Y-T-D BUDGET	£ Y-T-D ACTUAL	£ Y-T-D VARIANCE	£ ANNUAL BUDGET	£ PROJECTED OUT-TURN	£ PROJECTED VARIANCE
	Income						
1	Net Consortium Charges						
	Broads IDB	334,171	320,724	-13,447	334,171	320,724	-13,447
	East Suffolk IDB	190,545	182,740	-7,805	190,545	182,740	-7,805
	King's Lynn IDB	385,854	366,837	-19,017	385,854	366,837	-19,017
	Norfolk Rivers IDB	219,893	203,412	-16,481	219,893	203,412	-16,481
	South Holland IDB	368,381	324,773	-43,608	368,381	324,773	-43,608
	Net Consortium Charges	1,498,844	1,398,486	-100,358	1,498,844	1,398,486	-100,358
2	(+) Other Income						
	Services provided to third parties	1,007,837	1,150,815	142,978	1,007,837	1,150,815	142,978
	Sales of Rating Software Licences/Ancillary Services	2,000	369	-1,631	2,000	369	-1,631
	Rating Software Support	22,161	26,162	4,001	22,161	26,162	4,001
	Rental Income from Offices	26,300	26,269	-31	26,300	26,269	-31
	Sundry Income	9,201	20,070	10,869	9,201	20,070	10,869
	(+) Other Income	1,067,499	1,223,685	156,186	1,067,499	1,223,685	156,186
	(=) Total Income	£2,566,343	£2,622,171	£55,828	£2,566,343	£2,622,171	£55,828
	(-) Expenditure						
	Administration Costs						
3	Shared Administration Staff	618,206	631,445	-13,240	618,206	631,445	-13,240
4	Establishment						
	Kettlewell House (shared)	96,157	95,088	1,069	96,157	95,088	1,069
	Marsh Reeves (South Holland IDB)	26,115	26,418	-303	26,115	26,418	-303
	Martham Office (Broads IDB and Norfolk Rivers IDB)	4,267	1,940	2,327	4,267	1,940	2,327
	Kessingland Office (East Suffolk IDB)	6,600	0	6,600	6,600	0	6,600
	Establishment	133,139	123,446	9,693	133,139	123,446	9,693
5	Shared ICT						
	Hardware Support and Maintenance	19,200	29,914	-10,714	19,200	29,914	-10,714
	Software Support and Maintenance	56,578	46,207	10,371	56,578	46,207	10,371
	Website Maintenance and Development	2,640	2,292	348	2,640	2,292	348
	New Software and Upgrades	11,880	55,131	-43,251	11,881	55,131	-43,250
	New ICT Infrastructure	20,300	4,224	16,076	20,299	4,224	16,075
	Shared ICT	110,598	137,768	-27,170	110,598	137,768	-27,170
6 (i)	Other Shared Administration						
	Legal and Professional Charges	11,252	5,000	6,252	11,252	5,000	6,252
	Insurances	89,584	113,861	-24,277	89,584	113,861	-24,277
	Marketing and PR Expenses	3,275	1,444	1,831	3,275	1,444	1,831
(ii)	WMA Chairman's Allowance	1,500	1,500	0	1,500	1,500	0
	Annual Subscriptions	1,565	1,770	-205	1,565	1,770	-205
	Actuary Fees	475	670	-195	475	670	-195
	Sundry Expenses	11,695	12,051	-356	11,695	12,051	-356
	Other Shared Administration	119,346	136,296	-16,950	119,346	136,296	-16,950
7 (i)	Other Administration						
	Public Notices	0	0	0	0	0	0
	Former Staff Pension Charges	7,668	7,605	63	7,668	7,605	63
(ii)	Members Expenses	750	0	750	750	0	750
(ii)	Chairman's Allowances	14,000	14,000	0	14,000	14,000	0
	Meetings and Inspections	4,295	-89	4,384	4,295	-89	4,384

From: 01 April 2020
To: 31 March 2021

Period To: 12
Year Ended: 31 March 2021

NOTES	WMA GROUP INCOME AND EXPENDITURE ACCOUNT	£ Y-T-D BUDGET	£ Y-T-D ACTUAL	£ Y-T-D VARIANCE	£ ANNUAL BUDGET	£ PROJECTED OUT-TURN	£ PROJECTED VARIANCE
	Legal and Professional Charges	25,450	32,441	-6,991	25,450	32,441	-6,991
	Audit and Compliance Fees	23,375	53,845	-30,470	23,375	53,845	-30,470
	ADA Expenses	18,954	19,991	-1,037	18,954	19,991	-1,037
	Other Administration	94,492	127,793	-33,301	94,492	127,793	-33,301
	Administration Costs	1,075,781	1,156,748	-80,968	1,075,781	1,156,748	-80,968
	Technical Support Costs						
8	Shared Technical Support Staff	1,212,484	1,189,473	23,011	1,212,484	1,189,473	23,011
9	Other Technical Support Staff	261,420	259,752	1,668	261,420	259,752	1,668
*	Technical Support Staff (shared with external RMAs)	0	0	0	0	0	0
10	Other Technical Support						
	Technical Consultants	8,160	8,281	-121	8,160	8,281	-121
	Land Registry Fees	4,448	4,985	-537	4,448	4,985	-537
	Sundry Expenses	4,050	2,933	1,117	4,050	2,933	1,117
	Other Technical Support	16,658	16,199	459	16,658	16,199	459
	Technical Support Costs	1,490,562	1,465,423	25,138	1,490,562	1,465,423	25,138
	(-) Total Expenditure	£2,566,343	£2,622,171	-£55,828	£2,566,343	£2,622,171	-£55,828
	(+/-) Profit/(Loss) on disposal of Shared Fixed Assets	0	0	0	0	0	0
	(=) Net Surplus/(Deficit) for the Year	£0	£0	£0	£0	£0	£0

From: 01 April 2020
To: 31 March 2021

Period To: 12
Year Ended: 31 March 2021

NOTES	BALANCE SHEET	£ 01/04/2020	£ MOVEMENT	£ 31/03/2021
11	Shared Fixed Assets			
(i)	Fixtures and Fittings	0	0	0
(ii)	ICT Equipment	0	0	0
(iii)	Office Equipment	0	0	0
(iv)	Vehicles	0	0	0
		0	0	0
	Current Assets			
12	Eyecare Vouchers and Work in Progress	-2,242	2,327	85
13	Sundry Debtors Due and Prepayments	87,419	26,358	113,777
14	Vat Refundable/(Payable)	7,592	1,140	8,732
15	Bank Account	4,792	-1,672	3,121
16	Petty Cash	200	0	200
17	PMH Insurance and Cycle to Work Scheme	0	0	0
		97,761	28,154	125,915
	Current Liabilities			
18	Creditors	4,806	10,572	15,378
	Payroll Control	1,142	-931	211
19	Accruals	111,071	-4,484	106,588
20	Payments received in advance/(due) from WMA IDBs	-19,259	22,997	3,738
		97,761	28,154	125,915
	Net Current Assets/(Liabilities)	0	0	0
	Less Long Term Liabilities:			
21	Net Pension Liability/(Asset)	2,761,000	2,421,000	5,182,000
	Net Assets	-£2,761,000	-£2,421,000	-£5,182,000
	Reserves			
22	General Reserve	0	0	0
21	Pension Reserve	-2,761,000	-2,421,000	-5,182,000
	Total Reserves	-£2,761,000	-£2,421,000	-£5,182,000

P J CAMAMILE MA FCIS
CHIEF EXECUTIVE

S JEFFREY BSc (Hons) FCCA
FINANCE & RATING MANAGER

From: 01 April 2020
To: 31 March 2021

Period To: 12
Year Ended: 31 March 2021

Note Notes to the Accounts and Recommended Actions

1 Administration and Technical Support Services

The group has had another another successful year, despite the Covid-19 pandemic. The group's operations continued as normal and we experienced an increase in workload within all areas, both operationally and administratively. The actual variances can be seen in each Board's Income and Expenditure Account, which explains where these differences between budget and actual have come from (please see attached).

2 Other Income

We have carried out work for an increasing number of Risk Management Authorities and others during this year, which has helped to reduce and minimise net consortium charges for the group. We have also continued to build on our relationships with other IDBs, providing assistance (charged at an agreed hourly rate).

3 Shared Administrative Staff

Staff salaries have increased on average 3% from 1 April 2020. Pension costs have increased by 0.5% to 23.0% of employees pensionable pay. We have increased the number of staff to add resilience to the back office, and to enable us to support the front line staff as per the business strategy.

4 Establishment Costs

Establishment costs for Kessingland are less than budgeted for due to giving notice before 31st March 2019, and budget setting being completed in November 2019. No costs have been incurred in 2020/21. Establishment costs are generally less than budgeted for this year due to more staff working from home during the pandemic.

5 Shared ICT

Shared ICT includes expenditure on all network hardware, software and firmware. ICT costs are apportioned to each Member Board according to its proportion of total annual value for all Boards in the group. Shared ICT costs are more than was budgeted, due to increased home working provision during the pandemic, and additional investment made into DRS Online.

6 Other Shared Administration

- (i) Other shared administration costs are apportioned to each Member Board according to its proportion of the total annual value for all Boards in the group.
- (ii) The Chairman of the WMA receives an annual allowance of £1,500 for the purposes of fulfilling his/her duties during the year.

From: 01 April 2020
To: 31 March 2021

Period To: 12
Year Ended: 31 March 2021

Note Notes to the Accounts and Recommended Actions

7 Other Administration

- (i) Other administration costs are not shared costs. They are administration costs that are charged directly and controlled by the Member Boards themselves, as opposed to the Consortium Management Committee (CMC).

(ii)	Board	Members	Chairman's	Total 2020/21
		Expenses	Allowance	
	Broads IDB			
	<i>Robin Buxton</i>	0	3,500	3,500
	East Suffolk IDB			
	<i>Jane Marson</i>	0	0	0
	King's Lynn IDB			
	<i>Cllr Brian Long</i>	0	3,500	3,500
	Norfolk Rivers IDB			
	<i>John Carrick</i>	0	3,500	3,500
	South Holland IDB			
	<i>Duncan Worth</i>	0	3,500	3,500
	<i>Sam Markillie</i>	0		0
		£0	£14,000	£14,000

8 Shared Technical Support Staff

The WMA employs 19 shared technical support staff, 11 of which are wholly utilised in the eastern area, 1 which is shared with King's Lynn IDB, 2 shared across South Holland IDB and King's Lynn IDB, and 5 others that are shared across all Boards. The costs of employing the shared technical support staff are paid for by Broads IDB, East Suffolk IDB, King's Lynn IDB, Norfolk Rivers IDB and South Holland IDB, according to where/whom they have been working.

9 Other Technical Support Staff

Other technical support staff costs are not shared costs. They are defined as 'other employees' in the Consortium Agreement and are therefore controlled by the Member Boards themselves, as opposed to the CMC: South Holland IDB employs 2 full time technical support staff and King's Lynn IDB employs 2 technical support staff (1.86 FTEs). The employees are accountable to each respective Board (as opposed to the CMC) and the associated employment costs/liabilities are paid for and met by each Board accordingly.

10 Other Technical Support

Other technical support costs are not shared costs. They are costs that are charged directly and controlled by the Member Boards themselves, as opposed to the CMC.

From: 01 April 2020
To: 31 March 2021

Period To: 12
Year Ended: 31 March 2021

Note Notes to the Accounts and Recommended Actions

11 Shared Fixed Assets

The office at Kettlewell House is owned by King's Lynn IDB (80%), Broads IDB (10%) and Norfolk Rivers IDB (10%) and is shown in the Accounts of each Board as a Fixed Asset respectively. It is not therefore a shared fixed asset for the purposes of the Consortium Agreement. The office at Marsh Reeves is wholly owned by South Holland IDB and is not a shared fixed asset. However other fixed assets that are procured by the group are shared fixed assets and are recorded in the WMAs Shared Fixed Assets Register. For the purposes of Accounting Proper Practices the appropriate share of these assets is also recorded in each Board's Fixed Assets Register and valued on the statutory Annual Return at net realisable value. Shared assets procured through the WMA are written off (fully depreciated) in the same year as they are purchased and therefore have a net book value of zero. The cost of this is reflected in each Member Board's annual net consortium charge. However if the Consortium was dissolved these assets would be sold and the net sale proceeds would be shared across the Member Boards according to their proportion of total annual value for all Boards in the group. The net realisable value of each asset type has been estimated as follows:

(i) Fixtures and Fittings

The net realisable value of Fixtures and Fittings has been valued by Cruso & Wilkin, Chartered Surveyors as £7,500 as at 31 March 2018.

(ii) ICT Equipment

The net realisable value of ICT Equipment has been valued by Cruso & Wilkin, Chartered Surveyors as £8,500 as at 31 March 2018.

(iii) Office Equipment

The net realisable value of Office Equipment has been valued by Cruso & Wilkin, Chartered Surveyors as £2,000 as at 31 March 2018.

(iv) Vehicles

There are no company vehicles, following the decision taken in 2012 to change the travelling allowances and mileage rates payable.

12 Eyecare Vouchers and Work in Progress

Eyecare vouchers are made available to employees, which meets the employers statutory obligation to pay for eye tests and in some cases provide glasses. Work in Progress relates to rechargeable costs that will be invoiced to others in due course:

	No.	01 April 2020	No.	31 March 2021
Eyecare Vouchers	0	0	5	85
Work In Progress	4	-2,242	0	0
	4	-2,242	5	85

13 Sundry Debtors Due and Prepayments

(i) Sundry Debtors Due

	No.	£	No.	£
<=30 days	9	83,335		103,405
> 30 days and <= 60 days	0	0	0	0
> 60 days and <= 90 days	0	0	0	0
> 90 days	0	0	0	0
	9	£83,335	0	£103,405

From: 01 April 2020
To: 31 March 2021

Period To: 12
Year Ended: 31 March 2021

Note Notes to the Accounts and Recommended Actions

(ii) Prepayments	01 April 2020	31 March 2021
6513 Autocad Infrastructure	0.00	4,247
6685 BRIDB Chairman's Allowance	0	2,042
6687 KLIDB Chairman's Allowance	2,042	2,042
6689 SHIDB Chairman's Allowance	2,042	2,042
	£4,083	£10,372
	£87,418	£113,777

14 Vat Refundable/(Payable)

The WMA is Vat Registered (Registration Number 916410741). Vat is reclaimed from/paid to HMRC every 3 months.

15 Bank Account

31 March 2021

Opening Balance, as at 1/4/2020 b/fwd	4,792
(+) Receipts	3,965,751
(-) Payments	-3,967,422
Closing Balance, as at 31/3/2021 c/fwd	£3,121
Balance on Statement, as at 31/3/2021	3,121
Less: Unpresented Payments	-77,000
Add: Unpresented Receipts	77,000
Closing Balance, as at 31/3/2021 c/fwd	£3,121

16 Petty Cash

Petty cash is managed on an imprest system, which is reconciled monthly. Funds are topped up to £200 periodically.

17 PMH Insurance and Cycle to Work Scheme

(i) PMI Insurance	01 April 2020	31 March 2021
ICT Manager (WMA)	0	0
Environmental Manager (WMA)	0	0
Project Engineer (WMA)	0	0
Catchment Engineer (South Holland IDB)	0	0
Project Engineer (WMA Eastern)	0	0
Operations Engineer (WMA Eastern)	0	0
Funding & Comm Engagement Officer (WMA Eastern)	0	0
Environmental Officer (WMA Eastern)	0	0
Operations Manager (SHIDB)	0	0
Operations Manager (Pevensey)	0	0
Senior Finance and Rating Officer	0	0
Sustainable Development Officer (Pevensey)	0	0
	0	0

From: 01 April 2020
To: 31 March 2021

Period To: 12
Year Ended: 31 March 2021

Note Notes to the Accounts and Recommended Actions

18 Creditors

Suppliers are paid within 30 days of receiving the Invoice, in accordance with King's Lynn IDBs Financial Regulations (KLIDB).

19 Accruals

	01 April 2020	31 March 2021
KLIDB Land Registration Fees	5,000	5,000
Staff/Consultant Costs	13,075	5,693
ICT Provision	30,475	36,964
Chairmans' Allowances	5,646	7,305
Promotional Film	8,000	3,000
Internal Audit	3,475	5,225
External Audit	45,400	43,400
	£111,071	£106,588

20 Payments received in advance/(due) from WMA IDBs

	01 April 2020	31 March 2021
Broads (2006) IDB	-2,606	853
East Suffolk IDB	-2,881	445
King's Lynn IDB	-4,429	980
Norfolk Rivers IDB	-4,888	946
South Holland IDB	-4,456	513
	-£19,259	£3,738

21 Net Pension Liability/(Asset) and Pension Reserve

The pension liability has been estimated by the Fund Actuary and is meant to show the extent of the WMAs liability at the Balance Sheet date, based on a number of actuarial assumptions. However it is important to note that this Reserve does not represent an estimate of the exit cost of withdrawing from the Local Government Pension Scheme. If the Consortium dissolved the actual exit cost of withdrawing from the scheme would need to be established and then shared across all 6 Member Boards, in accordance with the Consortium Agreement. However, the Waveney Lower Yare and Lothingland IDB is limited to a liability of £5,000 until 31st March 2022.

22 General Reserve

The WMA has no General Reserve (any small amount shown represents rounding differences that have arisen when apportioning shared income and expenditure between the Boards). Payments received from the Member Boards to pay their share of the group's net expenditure are shown collectively as a Current Liability, rather than as a General Reserve.

Recommended Actions

- 1 To approve the Financial Statements for Period 12, ending 31-3-2021.

P J CAMAMILE MA FCIS
CHIEF EXECUTIVE

S JEFFREY BSc (Hons) FCCA
FINANCE & RATING MANAGER

WMA Social Media Report

5 March 2021 – 5 June 2021



facebook

Reach: The number of people who saw any content from your Page or about your Page, including posts, stories, ads, social information from people who interact with your Page and more.

Impression: Number of times an instance of an ad is on screen for the first time. We haven't posted any adverts so there is no data for this.

Link Clicks: Number of clicks on links within the ad that led to destinations or experiences, on or off Facebook.

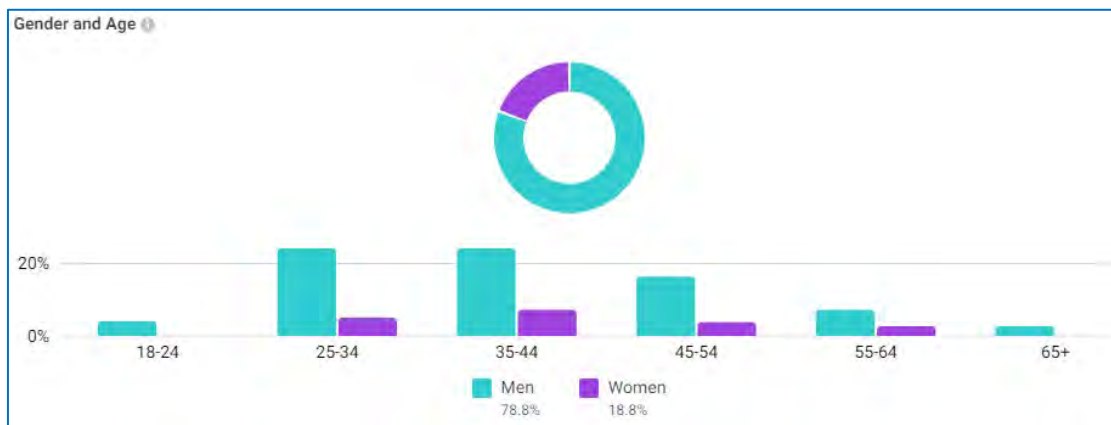
Reactions: The number of reactions on your post. The Reactions buttons on a post allows people to share different reactions to the content:



WMA Facebook Statistics





5 March 2021 – 5 June 2021/ reviewed against previous 3 month period:

- 35,973 people reached (↑ 288%)
- 2023 link clicks (↑ 69%)
- 267 reactions (↑ 7%)
- 318 followers (↑ 54 new followers)



WMA Top 5 Facebook Posts (excluding jobs and tenders):

Date	Content	Reach	Clicks	Reactions
09 Mar	Today the 4 pump motors finally landed at #KingsLynnIDB's New Islington Pumping Station. The epic journey from Bangalore, India, was followed by a long day and night of activity. Many thanks to the @BalfourBeatty team here in #Norfolk for their commitment to completing the installation before the forecast high winds. #drainagesolutions #civilengineering #cranespotting	3032	84	46

Date	Content	Reach	Clicks	Reactions
29 Mar	Today for #MondayMemories we extend our appreciation for #KingsLynnIDB's mammoth winter effort (mid Dec/Feb), pumping a massive 51 million tonnes/m3 of #water (equivalent to 20,400 #Olympic swimming pools) from the district; See the Islington pumps on Christmas Day working hard to safeguard homes, businesses & land from #flooding	1200	134	29
				
20 May	Our Environmental Team have been out installing #WaterVole rafts with Highways England on the proposed extension to the 'Higher Level Carrier' in #Halvergate Marshes. It's great to see signs that these little creatures are present here #WaterVolePoo 👍💩	617	39	19
				
23 March	Today is #WorldWaterDay An Internal Drainage Boards' primary role is to reduce the risk from flooding within their districts & manage water levels for agricultural & environmental needs. Partnership working and an holistic approach is key for future water supplies. #Water2me	362	13	5
				
24 May	It's #InvasiveSpeciesWeek! 🌱🍄🏠🌊🌿🍷 Check out the Water Management Alliance's downloadable identification and information sheet at https://www.wlma.org.uk/.../WMA_Invasive_Plant_Species... on invasive non-native plant species, their impacts, and how everyone can help to prevent their spread. #CheckCleanDryGB #INNSweek #InvasiveSpeciesWeek #InvasiveSpeciesRemoval #InvasiveSpecies #ActionOnInvasives	249	16	0
				



Impressions: Number of time users saw the tweet on twitter

Engagements: Total number of times users have interacted with the tweet (incl. all clicks #hashtags, shares, likes and links etc)

Engagement Rate: Total number of engagements a tweet receives divided by the total number of impressions on that tweet. Most would consider **0.5%** to be a good engagement rate for Twitter, with anything above 1% great.




WMA Twitter Statistics

5 March 2021 – 5 June 2021/ reviewed against previous 3 month period:

- 43100 impressions (↓ 17%) - Average of 473 impressions / day
- Average Engagement Rate of 1.8%
- 847 followers (↑ 13%)

@The_WMA Top 5 Tweets (excluding jobs and tenders):

Date	Content	Impressions	Engagements	Engagement Rate
12 May	The WMA is proud to contribute towards this film and action plan, showing how Internal Drainage Boards can play a key part in creating #climate resilient landscapes - brownie points if you can spot our projects! #COP26 https://twitter.com/EnvAgency/status/1392423285279707138 ...	3483	16	0.5%
29 Mar	Today for #MondayMemories we extend our appreciation for #KingsLynnIDB 's mammoth winter effort (mid Dec/Feb), pumping a massive 51 million tonnes/m3 of #water (equivalent to 20,400 #Olympic swimming pools) from the district; See the Islington pumps working hard on Christmas Day pic.twitter.com/C9MVCIVu7k	2141	79	3.7%

Date	Content	Impressions	Engagements	Engagement Rate
27 May	<p>We are working to prevent the spread of #FloatingPennywort. Check out our identification and information sheet at https://www.wlma.org.uk/uploads/WMA_Identification_of_Floating_Pennywort_Invasive_Plant.pdf ...</p> <p> @NorfolkNNS! @EnvAgencySE @EnvAgencyAnglia @BroadsAuth #BroadsIDB #NorfolkRiversIDB @DefraGovUK @CheckCleanDryGB</p> <p>pic.twitter.com/GgysYPrRWe</p>	1982	122	6.2%
				
20 May	<p>Our Environmental Team have been out installing #WaterVole rafts with @HighwaysEngland on the proposed extension to the 'Higher Level Carrier' in #Halvergate Marshes. It's great to see signs that these little creatures are present here</p> <p>#WaterVolePoo 👍🐾</p> <p>pic.twitter.com/kM9AIUxN3P</p>	1850	130	7.0%
				
22 Mar	<p>Today is #WorldWaterDay An Internal Drainage Boards' primary role is to reduce the risk from flooding within their districts & manage water levels for agricultural & environmental needs. Partnership working and a holistic approach is key for future water supplies. #Water2me</p> <p>pic.twitter.com/2k3880E6WJ</p>	1806	137	7.6%
				

Emma Dixon & Frances Bligh
7 June 2021

Distributed to: South Holland IDB Members

Members	PAPER COPY	ADA H&S
Simon Bartlett		
Allan Beal		
Francis Biggadike	YES	
Anthony Casson	YES	
Peter Coupland	YES	
Chris Dring		
Rodney Grocock	YES	
Nick Grundy		
Andrew Hay	YES	
Sam Markillie		
Julian Perowne		
Paul Redgate	YES	
Graham Rudkin		
Michael Seymour	YES	
Elizabeth Sneath	YES	
Ian Stancer		
Sam Taylor		
Richard Thompson		
Jack Tyrrell		
David Wilkinson		
Duncan Worth		

Officers	
Cathryn Brady	
Phil Camamile	YES
Sallyanne Jeffrey	
Caroline Laburn	YES
Dominic Morris	
Karl Vines	YES

South Holland IDB
Meeting 09 November 2021