

A MEETING OF THE SOUTH HOLLAND INTERNAL DRAINAGE BOARD WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, LINCOLNSHIRE ON TUESDAY, 6 FEBRUARY 2018 AT 10.30 AM.

Elected Members	Appointed Members
* J L van Geest	South Holland D C
* N J Grundy	* F Biggadike
* A G Hay	* S M Booth
* S A R Markillie	* Ms T Carter
* J Perowne	* P Coupland
* I Stancer	* P Foyster
* S R Taylor	* M Howard
* R C Thompson	* M Seymour
* J W Ward	* Mrs E Sneath
D R Worth	J Tyrrell
	* P M Walls
	South Holland D C/ Boston B C
	* A Casson
	* Present (90%)

Mr S A R Markillie in the Chair

In attendance:

Mr P J Camamile (Chief Executive), Mr K L J Vines (District Engineer/Health and Safety Officer), Mr A D Price (Operations Manager/Health and Safety Supervisor), Mr G Brown (Flood and Water Manager), Miss S Jeffrey (Finance Officer) and Mrs M Creasy (minutes)

ID	South Holland IDB, Minute	Action
01/18	APOLOGIES FOR ABSENCE	
01/18/01	Apologies for absence were received on behalf of Messrs J Tyrrell and D R Worth.	
01/18/02	In the absence of the Board Chairman Mr D R Worth, the meeting was Chaired by Vice-Chairman Mr S A R Markillie.	
02/18	REMEMBRANCE	
02/18/01	Members and Officers stood in silent remembrance of Tony Worth CVO.	

03/18 WELCOME AND INTRODUCTION

03/18/01 The Chairman welcomed Graham Brown, WMA Flood and Water Manager to his first meeting of the South Holland IDB.

04/18 DECLARATIONS OF INTEREST

04/18/01 Mr A D Price, Operations Manager declared an interest in respect of the payment to account ID PR1663 recorded in the Schedule of Paid Accounts, due to his paternal relationship with the account holder. RESOLVED that this be noted.

04/18/02 Mr P J Camamile, Chief Executive declared an interest in respect of the payment made to Byzantine Ltd, as recorded in the WMA Schedule of Paid Accounts, due to his position as Company Secretary and shareholder of that Company and also in respect of his wife who is a Director and shareholder of the same Company. RESOLVED that this be noted.

05/18 MINUTES OF THE LAST BOARD MEETING

05/18/01 The minutes of the last Board meeting held on 8 November 2017 were approved and signed as a true record.

06/18 MATTERS ARISING FROM THE MINUTES

06/18/01 **Installation of removable steel free span footbridge over Rouses Drain Connection at East of England Shooting Ground, Peartree Hill Road, Holbeach St Johns (76/17/02)**

The District Engineer reported that the applicant had now complied with the conditions of consent. RESOLVED that this be noted.

06/18/02 **Bell Row Freshwater Feed Improvements (76/17/04)**

The District Engineer reported the Memorandum of Understanding for the improvement works to the Bell Row Freshwater Feed detailing the responsibilities of both South Holland and Welland and Deepings Boards during the works and after completion had been signed by both IDBs. RESOLVED that this be noted.

06/18/03 **Financial Report: Short Term Investments Interest Rates (76/17/06)**

The Chief Executive and Finance Officer were continuing to monitor interest rates for short term investments, as well as looking at alternative investment options including bonds. RESOLVED that this

PJC/SJ

be noted.

06/18/04 Health and Safety: Accidents and Dangerous Occurrences (77/17/02-ii)

The District Engineer reported that following his letter to John Hayes MP concerning unconsented service installations by utilities companies in the Board’s district, the MP had confirmed that he would follow this up and contact the District Engineer in due course. RESOLVED that this be noted.

06/18/05 Financial Report: Fixed Asset Depreciation (78/17/02)

The Finance Officer would introduce the reducing balance method of depreciation for the 2018/19 financial year and would provide proposed percentages for this to the Board’s Chairman for consideration prior to implementing the new method of depreciation. RESOLVED that this be noted.

SJ

06/18/06 Review of Surface Water Development Contributions (83/17/04)

The District Engineer had reviewed both banding and charges for surface water development contributions, which he had shared with the Board’s Chairman and Vice-Chairman. The proposals had also been considered by Peter Brett Associates and legal opinion was currently being sought before presenting the report to the WMA Consortium Management Committee to consider and make a recommendation to all its Member Boards. RESOLVED that this be noted.

06/18/07 Risk Register: Sufficient ‘Noble’ Number for Emergencies (87/17/02)

The District Engineer had contacted ADA to request the calculation for the industry standard ‘noble’ number, however, since ADA were not aware of any calculation the District Engineer will review from the South Holland IDB perspective and produce a formula. RESOLVED that this be noted.

07/18 PERFORMANCE COMMITTEE

07/18/01 The minutes of the Performance Committee meeting held on 11 January 2018 were considered in detail and approved. Arising therefrom:

07/18/02 Review of Objectives 2017/18 (17/17)

The Performance Review for 2017/18, (a copy of which is filed in the Report Book), was considered in detail and approved as having been achieved, save for one objective that would be rolled over to 2018/19. Arising therefrom:

07/18/03 Objective 2: Recruitment of an Operations Manager and review of operational roles structure; Objective 3: Review of responsibilities of the Operations Manager, Works Supervisor and Plant Engineer (17/17/03)

It was agreed and thereby RESOLVED to consider a restructure of the IDB's Technical Support and Operational Delivery Support Team including the role of Operations Manager being taken by existing staff under the confidential business section of this meeting, following the Board's resolution at its 8 November 2017 meeting to do so.

07/18/04 Objective 4: Implementation of a new health and safety hierarchy following the appointment of a new Operations Manager (17/17/04)

It was agreed and thereby RESOLVED to approve the Performance Committee recommendation that a new health and safety hierarchy would not be necessary if a Technical Support and Operations Delivery Support restructure is approved.

07/18/05 Objective 7: To consider the pros and cons of carrying out work on the first line sea walls that protect the Board's area, on a rechargeable basis for and on behalf of the EA (17/17/05)

It was agreed and thereby RESOLVED to approve the Performance Committee recommendation to carry forward this objective to 2018/19, given that it had not been introduced until August 2017 and therefore not completed. It was further agreed and thereby RESOLVED to change the wording of this objective for 2018/19 to be clear that the Board would undertake these works in return for not paying the EA precept.

07/18/06 Objectives 2018/19

- (i) It was agreed and thereby RESOLVED to approve the objectives for 2018/19 as follows:
- (ii) To ensure that total expenditure does not exceed the expenditure budget for 2018/19 and plan for subsequent years' rate increases. Develop a plan for financing capital works when/if Reserves are exhausted.
- (iii) Continue to discuss the special levy for each year with South Holland District Council.
- (iv) The consideration of 2018/19 objective (iv), the introduction of a new Front Office structure, was considered under the confidential business section of this meeting.
- (v) To review the maintenance programme and budget during 2018/19. Maintenance budget (direct works), not to exceed £1.3m other than

in the case of an extraordinary event. Any costs taking the budget over £1.3m to be itemised, identified and budgeted separately.

- (vi) To investigate all funding options to finance capital work moving forward.
- (vii) To consider the pros and cons of carrying out work on first line sea walls that protect the Board's area, on a rechargeable basis for and on behalf of the EA.
- (viii) To work with the Lead Local Flood Authority and the EA to introduce a sustainable investment programme for the second line sea defences that protect the Board's area.

07/18/07 Members considered Mr P Walls point on whether the IDB should continue to consider the financial position of South Holland District Council when setting the Rate, or whether it would be prudent for the IDB to increase the rate sufficiently to be able to continue successful flood risk management, without the continued erosion of its Reserves. The general consensus was that it was necessary for the IDB and the Local Authority to work in cooperation together. South Holland District Council appointed member Mr P Coupland reported that all the IDBs within South Holland District Council's area, together with the Local Authority itself, are having to use their Reserves due to the existing Government cap of 3% increase on Council Tax. Local Authorities are currently looking to meet with all IDBs to come together to lobby for additional Government funding, or alternatively, consent to be able to pass on special levy increases to ratepayers via a non-capped Council Tax.

07/18/08 Meeting Date for Performance Committee

The mid-year meeting of the Performance Committee would be confirmed at the 8 May 2018 Board meeting.

08/18 CHAIRMAN'S COMMITTEE

08/18/01 Estimates 2018/19

The detailed estimates (a copy of which is filed in the Report Book), together with the recommendations arising from the minutes of the Chairman's Committee meeting held on 11 January 2018 were considered in detail and approved. Arising therefrom:

08/18/02 The Capital Works estimate of £910,000 for 2018/19, as prepared by the Board's Engineer, was considered in detail and approved. Arising therefrom:

08/18/03 It was noted that the Board's consideration and approval would be required for any spend of the £100,000 2018/19 budget provision for capital scheme SCH54, (the Exeter Drain pipeline repairs from

KLJV

Halmer Gate to Albert Street), which is being undertaken in partnership with LCC who is match funding the IDB contribution. It was agreed to approve the Chairman's Committee recommendation that the Engineer endeavours to set up a Public Sector Cooperation Agreement, (PSCA) with LCC for the IDB to deliver such projects in the future on behalf of LCC as an alternative to LCC using inexperienced contractors. RESOLVED that this be noted.

08/18/04 Members noted the absence of any capital budget allocation for eel mitigation criteria at the Board's 8 priority pumping stations, (as required under the Eel Regulations), in line with the Board's prior resolution that stand alone works required under the Eel Regulations would only be undertaken if the Board received 100% grant aided funding to do so. RESOLVED that this be noted.

08/18/05 Maintenance Programme 2018/19

The Maintenance Works Estimate for 2018/19 as prepared by the Operations Manager, totalling £1,266,377 was considered in detail and approved. Arising therefrom:

08/18/06 It was agreed and thereby RESOLVED to approve the Chairman's Committee recommendation to increase the 2018/19 budget for slip repairs to prioritise for slip repairs that may arise through excessive rainfall events, and to reduce the budget for mudding works and culvert repairs accordingly so as not to change the total maintenance budget figure for 2018/19.

08/18/07 Administration and Technical Support Costs 2018/19

The Estimate of Administration and Technical Support Costs for 2018/19, as recommended by the Consortium Management Committee on 8 December 2017 was considered in detail and approved. Arising therefrom:

08/18/08 It was agreed and thereby RESOLVED to approve the inclusion of the Technical Support Consortium charge of £176,477 in the Board's Rate Estimates for 2018/19.

08/18/09 It was agreed and thereby RESOLVED to approve the inclusion of the net Administrative Consortium charges of £149,600 (£222,889 less other income of £73,289), in the Board's Rate Estimates for 2018/19.

09/18 FINANCIAL YEAR 2018/19

LAY AND SEAL THE DRAINAGE RATE AND SPECIAL LEVIES

09/18/01 It was agreed and thereby RESOLVED to approve the net requirement of £2,762,027 for 2018/19 (a copy of which is filed in the Report Book). Arising therefrom:

09/18/02 Annual Values

It was agreed and thereby RESOLVED to approve the aggregate annual values as at 31 December 2017, used for the purposes of raising and apportioning net expenditure from drainage rates and special levies for 2018/19.

09/18/03 It was proposed by the Chairman and unanimously agreed to approve the Chairman's Committee recommendation for approval of option 3, which equated to a Drainage Rate increase of 2.5% to 12.285p in the pound and 2.5% increase on the Special Levy due from the constituent billing Authorities:

Option 3

Drainage Rate in the Pound: 12.285p

Financed by:

Occupiers Drainage Rates	£979,700
South Holland District Council	£1,263,572
Boston Borough Council	£890
Reserves	<u>£517,865</u>
	£2,762,027

09/18/04 Indicative Five Year Forecast

It was agreed and thereby RESOLVED to approve the indicative 5 year forecast, (a copy of which is filed in the Report Book), showing the estimated annual increase in drainage rates and special levies for the following 5 years. Arising therefrom:

09/18/05 The Chief Executive drew members' attention to the level of General Reserves forecast for the five years to 2022/23 at which time the forecast of £490,803, would be very close to the Board's historical target General Reserve of £500,000. He reiterated the importance of the Board's objective to look at all funding options to facilitate achieving this level of General Reserves given the diminishing levels of flood defence grant in aid awarded by the EA. RESOLVED that this be noted.

10/18 OPERATIONS REPORT

10/18/01 The Operations Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:

10/18/02 Drain Improvements (1.9.1)

The removal of the old railway bridge over the South Holland Main Drain at Weston Fen, (in line with Board Policy for the removal of old free span bridges), was noted.

ID South Holland IDB, Minute	Action
<p>10/18/03 Berm Reinstatement (1.9.2)</p> <p>The reinstatement of the berm to improve machine access for mudding and roding along the South Holland Main Drain between Sharpes Bridge and Wisbech Road Bridge was considered by members to raise health and safety issues for road drivers because of the considerable drop from the edge of the road. It was agreed that the Operations Manager would contact LCC Highways for the two Risk Management Authorities to consider options to resolve this issue. RESOLVED that this be noted.</p>	ADP
<p>10/18/04 Health and Safety (3)</p> <p>There were no reportable incidents to record during this reporting period. RESOLVED that this be noted.</p>	
<p>11/18 ENGINEERING REPORT</p>	
<p>11/18/01 The Engineering Report, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:</p>	
<p>11/18/02 Exeter Drain North, Spalding (1.2) Remedial works to pipeline upstream of Halmergate to Albert Street (joint scheme with LCC)</p> <p>The increased costs for this scheme, as previously indicated by the District Engineer with an additional £100,000 subsequently budgeted for 2018/19, were noted.</p>	
<p>11/18/03 Drainage at West Drove, Gedney Hill (4.1)</p> <p>(i) The District Engineer reported that following the Board’s resolution at the last meeting to construct a new road culvert under West Drove, Gedney Hill in conjunction with South Holland District Council, and to adopt the private watercourse downstream of the new culvert, South Holland District Council had confirmed it would fund 50%, of the cost and works were due to start April 2018. Affected landowners had also been notified of the intended works.</p> <p>(ii) Members considered a letter received on 6 February 2018 from one of the landowners, (a copy of which is filed in the Report Book), in which concerns were raised about the proposed location for the new culvert and the Board’s adoption of the private watercourse. Given that the works would improve the drainage problems at West Drove, were in line with the Board’s Adoption/Abandonment Policy and were being match funded by South Holland District Council who would also benefit from the improved drainage scheme, it was agreed and thereby RESOLVED to proceed with the works as planned and that the District Engineer respond to the landowner accordingly.</p> <p>11/18/04 Replacement Culvert, Swindlers Drove, Low Fulney (4.2)</p>	KLJV

Members considered the request from a resident of Swindlers Drove, Low Fulney for the reinstatement of the surface of the culvert constructed in 2014 to the same standard as the surface of the free span bridge which it replaced, namely a concrete surface with handrails either side instead of the gravel surface with no handrails. The culvert was apparently being mistaken for a layby in its existing form and vehicles using it as such were allegedly causing potholes along the verge. The culvert is a private access on the Board's land with the verge adjacent to the highway being the only part of the culvert that could potentially be considered to be the responsibility of Lincolnshire County Council, (LCC) Highways. It was agreed that the District Engineer would liaise with LCC Highways to establish their position regarding the culvert surface before undertaking the minimum requirements necessary. RESOLVED that this be noted.

KLJV

11/18/05 LCC Flood Investigation, Mallard Road, Low Fulney (4.3)

It was agreed and thereby RESOLVED to support the LCC recommendations, (a copy of which is filed in the Report Book), arising from their Flood Investigation Report on the flooding incidents of June and August 2016 at Mallard Road, Low Fulney.

12/18 ENVIRONMENTAL REPORT

12/18/01 The Environmental Report was considered in detail and approved, (a copy of which is filed in the Report Book). There were no matters arising.

13/18 PLANNING REPORT

13/18/01 The Planning Report was considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:

13/18/02 Application for relaxation of Byelaw 10, Section 23 consent and consent to discharge surface water for residential development off Fleet Road, Holbeach (7.1.1)

- (i) Members considered the application for the relaxation of Byelaw 10 to permit the construction of gravel driveways within 7.5m of the existing brink of the Board's, high priority Washway Road Drain, (re-profiling of this watercourse as part of the planning consent for this development will result in approximately 1.5m land loss, so the ultimate strip left between the driveways and new brink of the watercourse will be 6m), together with three no tarmac accesses over the Washway Road Drain and the 6m access strip for Board maintenance, to the gravel driveways. It was agreed and thereby RESOLVED to consent relaxation of Byelaw 10 subject to:

- The culverts being installed to the Board's specification, and at the applicant's cost.
 - The applicant paying a Commuted Maintenance Fee for the Board to take on the future maintenance of the new culverts.
 - The applicant paying a Surface Water Development Contribution for the discharge of surface water from the site.
 - The surface water outfall structure to be constructed to Board's specification and to the satisfaction of the Board's Engineers Department.
 - The applicant agreeing to install ground reinforcement on the 6m wide access strip (grasscrete or similar), capable of withstanding loads from heavy machinery, so that the strip can be used as an all-weather access without rutting up or otherwise damaging the surface.
 - The driveways (to be no closer than 6m from the re-aligned drain brink), being constructed with a non-permanent surface such as gravel.
 - The accesses over the culverts and across the strip to be surfaced as far as possible in a non-permanent material. If permanent material, such as tarmac, is required to satisfy highway specifications then this should be limited to the minimum amount possible.
 - The Board to be absolved of any responsibility for the wearing surface of the culverts and the drives, this to remain the responsibility of the property owners, and the Board to be further absolved of any claims of damage to the surface of the culverts, drives, and access strip resulting from the Board exercising its duties in carrying out work on the watercourse.
 - The applicant to grant the Board a legal right of access over the 6m wide strip.
 - Any services to the properties to be routed and installed to the Board's satisfaction.
 - The applicant entering in to the Board's Deed of Indemnity for the development in the usual manner, including paying all costs incurred by the Board in preparing and executing that document and lodging a copy with HM Land Registry.
- (ii) It was agreed that Section 23 consent and consent to discharge surface water into the Board's watercourse would be processed by Officers using their delegated authority in the usual manner. RESOLVED that this be noted.

ID South Holland IDB, Minute	Action
<p>13/18/03 Request for Board’s consideration of adoption of private watercourse at Clay Lake, Spalding (7.1.2)</p> <p>This item was not considered by the Board due to the District Engineer advising the request had since been withdrawn. RESOLVED that this be noted.</p>	
<p>13/18/04 Delegated Consents (7.2.4)</p> <p>The delegated Byelaw consents granted by the Chief Executive’s Management Committee under its delegated authority were considered in detail and approved.</p>	
<p>14/18 SCHEDULE OF PAID ACCOUNTS</p>	
<p>14/18/01 The Schedule of Paid Accounts for the period 1 October 2017 to 31 December 2017, totalling £684,434.57 (a copy of which is filed in the Report Book), was considered in detail and approved. There were no matters arising.</p>	
<p>15/18 MATERIAL CHANGES TO THE RISK REGISTER</p>	
<p>15/18/01 Members considered the risk register for those risks with a risk assessment matrix score of ≥ 6. Arising therefrom.</p>	
<p>15/18/02 Members considered the Chief Executive’s update on new regulations within the Water Resources Act that were introduced in January 2018 relating to water transfer/abstraction. These regulations, which came into force from 1 January 2018, remove exemptions for a number of activities, including a requirement for transfer of water from main rivers into internal drainage districts to be licenced by the EA with each transfer licence costing £1,500. ADA was continuing to lobby Defra for IDBs to have exemption from licencing fees but in the meantime it was agreed to add this to the risk register given the potentially high financial cost to the IDB. RESOLVED that this be noted.</p>	<p>MEC</p>
<p>15/18/03 It was agreed to update the risk register to include the financial penalties associated with non-compliance of the new General Data Protection Regulations (GDPR) coming into force on 25 May 2018.</p>	<p>MEC</p>
<p>16/18 CORRESPONDENCE</p>	
<p>16/18/01 Members considered the email correspondence, (a copy of which is filed in the Report Book), reporting increased vehicular use of the bridle path along the Board’s South Holland Main Drain from the end of Woad Mill Bank down to Foreman’s Bridge, both day and night during the fishing season. It was agreed and thereby RESOLVED to</p>	<p>KLJV/MEC</p>

raise at the joint meeting of the South Holland Angling Committee and Holbeach and District Angling Club, the email correspondence sent to the Board reporting alleged increased vehicular use of the bridle path along the Board's South Holland Main Drain from the end of Woad Mill Bank down to Foreman's Bridge, during the fishing season.

- 16/18/02** Members considered the request raised within the same email correspondence, asking the Board to erect signage along the same bridle path referred to in minute 16/18/01 to remind dog walkers to pick up their dogs' fouling. Mr P Foyster recorded that a 'dog run' was about to be trialled in Long Sutton, which may help to reduce the number of dog walkers along the bridle path and it was agreed the District Engineer would investigate this and report back to the Board. RESOLVED that this be noted.

KLJV

17/18 NEXT MEETING

- 17/18/01** The next meeting was scheduled for 8 May 2018 at 10.30 am.

18/18 ANY OTHER BUSINESS

- 18/18/01** There was no other business to discuss.

19/18 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC WITH LEAVE OF THE CHAIRMAN

- 19/18/01** There were no members of the Public present at today's meeting.

20/18 CONSORTIUM MATTERS

- 20/18/01** The unconfirmed minutes of the last Consortium Management Committee meeting held on 8 December 2017 were considered in detail and approved. Arising therefrom:

20/18/02 WMA Planning Update (54/17/04)

It was agreed to approve the Consortium Management Committee recommendation that the WMA Flood and Water Manager establishes a framework for all planning, regulation and enforcement policy for adoption by the WMA Member Boards to support IDB engagement with the Local Planning Authorities within their areas. RESOLVED that this be noted.

20/18/03 Schedule of Paid Accounts

The WMA Schedule of Paid Accounts for the period 1 September 2017 to 30 November 2017 totalling £303,858.56 as approved at the

Consortium Management Committee meeting on 8 December 2017, was considered in detail and adopted by the Board. There were no matters arising.

20/18/04 WMA Estimates 2018/19 plus Projected Out Turn for 2017/18

The detailed Consortium Budget and Basis of Apportionment for the financial year 2018/19, as approved at the Consortium Management Committee meeting on 8 December 2017, together with the projected out-turn for year ending 31 March 2018 was considered in detail and approved by the Board. There were no matters arising.

20/18/05 Issues for discussion at the next CMC Meeting

There were no specific issues raised by Members that would require discussion at the next Consortium Management Committee meeting on 23 march 2018.

21/18 CONFIDENTIAL BUSINESS

21/18/01 It was agreed and thereby resolved to exclude the public for 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.

A MEETING OF THE SOUTH HOLLAND IDB PERFORMANCE SUB-COMMITTEE WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, LINCOLNSHIRE ON THURSDAY, 11 JANUARY 2018 at 9.00 AM.

<p>Elected Members</p> <ul style="list-style-type: none"> * A G Hay * S A R Markillie * D R Worth 	<p>Appointed Members</p> <p>South Holland D C</p> <p>N/A</p>
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**South Holland D C/
Boston B C**
N/A

* Present (100%)

Mr D R Worth in the Chair

In attendance:

Mr P J Camamile (Chief Executive)

ID	South Holland IDB: Performance Sub Committee, Minute	Action
15/17	APOLOGIES FOR ABSENCE	
15/17/01	There were no apologies for absence.	
16/17	MINUTES OF THE LAST MEETING	
16/17/01	The minutes of the meeting of the Performance Sub-Committee held on 29 June 2017 were considered in detail and approved. There were no matters arising.	
17/17	REVIEW OF OBJECTIVES 2017/18 AND RECOMMENDATIONS TO THE BOARD	
17/17/01	The Performance Review for 2017/18 was considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:	
17/17/02	Six of the seven objectives for 2017/18 had been achieved, with one being carried forward to 2018/19.	
17/17/03	Objective 2 – Recruitment of an Operations Manager and review of operational roles structure; Objective 3 Review of responsibilities of the Operations Manager, Works Supervisor and Plant Engineer	
	Having advertised and interviewed for the role of Operations Manager, no appointment had been made due to none of the candidates	

meeting all the demands of the role. Subsequently, the Board had agreed at its 8 November 2017 meeting to consider a restructure of the Board's Technical Support and Operational Delivery Support team that would include the role of Operations Manager being filled by existing staff.

17/17/04 Objective 4 – Implementation of a new health and safety hierarchy following the appointment of a new Operations Manager

It was agreed and thereby RESOLVED to recommend to the Board that this objective would not be necessary if the Technical Support and Operations Delivery Support restructure is approved by the Board.

17/17/05 Objective 7 – To consider the pros and cons of carrying out work on the first line sea walls that protect the Board's area, on a rechargeable basis for and on behalf of the EA

This objective, which was additional to those objectives set at the beginning of the 2017/18 year, had not been achieved and it was therefore recommended that the Board carries this objective forward into 2018/19.

18/17 RECOMMENDATIONS TO THE BOARD FOR OBJECTIVES 2018/19

18/17/01 It was agreed to recommend to the Board that the following key objectives be adopted for 2017/18:

- (i) To ensure that total expenditure does not exceed the expenditure budget for 2018/19 and plan for subsequent years' rate increases. Develop a plan for financing capital works when/if Reserves are exhausted.
- (ii) Continue to discuss the Special Levy for each financial year with South Holland District Council.
- (iii) To introduce the new Front Office structure:
 - Catchment Engineer / Operations Manager from 1 April 2018;
 - Works Supervisor / Field Team Leader, as soon as possible thereafter.
- (iv) To review the maintenance programme and budget during 2018/19. Maintenance budget (Direct Works) not to exceed £1.3m unless an extraordinary event. Any costs taking budget over £1.3m to be itemised, identified and budgeted separately.
- (v) To investigate all funding options to finance capital work, moving forward.

ID South Holland IDB: Performance Sub Committee, Minute	Action
<p>(vi) To consider the pros and cons of carrying out work on the first line sea walls that protect the Board's area, on a rechargeable basis for and on behalf of the EA.</p> <p>(vii) To work with the Lead Local Flood Authority and the EA to introduce a sustainable investment programme for the second line sea defences that protect the Board's area.</p>	
<p>19/17 NEXT MEETING</p>	
<p>19/17/01 The Performance Committee would next meet in August 2018, date to be confirmed.</p>	<p>MEC</p>
<p>20/17 ANY OTHER BUSINESS</p>	
<p>20/17/01 There was no other business to discuss.</p>	

**South Holland Internal Drainage Board
Objectives 2017/18 – Performance Review**

	Objective	Responsible Officer	Status
1.	<p>Ensure total expenditure does not exceed the expenditure budget for 2017/18 and plan for subsequent years' rate increases.</p> <p>Continue to discuss the Special Levy for each financial year with South Holland District Council.</p>	<p>Chief Executive/ Budget Holders: District Eng., Operations Manager</p> <p>Chief Executive/Board Chairman</p>	<p>Achieved.</p> <p>Achieved. Chairman and Chief Executive met with SHDC's Exec Director of Commercialisation Christine Marshall, Leader of the Council Nick Worth and Cllr P Coupland on 18 October 2017.</p>
2.(i) 2.(ii)	<p>To recruit an Operations Manager and plan for the post holder to be appointed no later than 31 December 2017. Job description and employment package to be considered by the Performance Committee to make recommendations for approval at the 1 August 2017 Board meeting.</p> <p>Additional objective added August 2017, to consider the structure of those roles that would report to the new Operations Manager role.</p>	<p>Chief Executive/Board</p> <p>Chief Executive/Board</p>	<p>Job description and employment package were approved by the Board at 1 August 2017 meeting, when delegated authority was given to the Chairman and Vice-Chairman to configure the employment package for the successful applicant when appointed.</p> <p>The Board agreed at its meeting on 1 August 2017 to retain the services of the existing Operations Manager on a consultancy basis for up to 2 days/month for up to 3 months, if necessary to provide support to the new post holder, (subject to this being mutually agreeable and also subject to the Chief Executive having delegated authority to decide whether or not to retain the services</p>

**South Holland Internal Drainage Board
Objectives 2017/18 – Performance Review**

			<p>of the existing Operations Manager after 31 March 2018).</p> <p>Interviews took place on 19 October but no appointment was made due to none of the candidates meeting all the required criteria for the role.</p> <p>The Board agreed at its meeting on 8 November 2017 to consider a restructure of its Technical Support and Operational Delivery Teams to cover the Operations Manager role, subject to consultation with employees and the CMC.</p>
3.	To review the responsibilities for the roles of Operations Manager, Works Supervisor and Plant Engineer.	Operations Manager/ Chief Executive/Board	<p>The Works Supervisor has indicated that he intends to continue working until 31 March 2019, health permitting.</p> <p>The Plant Engineer's role will be reviewed with the new Operations Manager as soon as the appointment has been confirmed by the Board.</p>
4.	To implement the new health and safety hierarchy on appointment of the new Operations Manager.	District Engineer/ Chief Executive/Board	<p>This will no longer need to change, if the proposed management restructure is introduced with effect from 1 April 2018.</p>

South Holland Internal Drainage Board Objectives 2017/18 – Performance Review

5.	To review the maintenance programme and reduce cost without compromising service delivery on high priority infrastructure. Maintenance budget (Direct Works) not to exceed £1.3m unless an extraordinary event. Any costs taking budget over £1.3m to be itemised, identified and budgeted separately.	Operations Manager	Achieved.
6.	To obtain grant aid wherever possible to part fund capital schemes and investigate all other funding opportunities.	District Engineer/ Chief Executive	Chief Executive supporting District Engineer in attempting to access FDGiA and other sources of funding for capital projects.
7.	Additional objective added August 2017, to consider the pros and cons of taking on the first line sea defence, in return for not paying the precept.	District Engineer/ Chief Executive/Board	This has not yet been achieved. Carry forward to 2018/19 objectives.

4 January 2018

P J CAMAMILE
CHIEF EXECUTIVE

A MEETING OF THE SOUTH HOLLAND IDB CHAIRMAN'S COMMITTEE WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, LINCOLNSHIRE ON THURSDAY, 11 JANUARY 2018 AT 10.00 AM.

Elected Members	Appointed Members
* J L van Geest	South Holland D C
N J Grundy	S M Booth
* A G Hay	P Coupland
* S A R Markillie	
* J Perowne	South Holland D C/
J W Ward	Boston B C
* D R Worth	N/A
	* Present (56%)

Mr D R Worth in the Chair

In attendance:

Mr P J Camamile (Chief Executive),
K L J Vines (District Engineer/Health and Safety Officer) and
A D Price (Operations Manager/Health and Safety Supervisor)

ID	South Holland IDB: Chairman's Committee, Minute	Action
01/18	APOLOGIES FOR ABSENCE	
01/18/01	Apologies were received from Messrs S M Booth, P Coupland, N J Grundy and J W Ward.	
02/18	MINUTES OF THE LAST MEETING	
02/18/01	The minutes of the Chairman's Committee meeting held on 16 January 2017 were considered in detail and approved. There were no matters arising.	
03/18	RECOMMENDATIONS TO THE BOARD CAPITAL PROGRAMME 2018/19	
03/18/01	The detailed Capital Works Estimate for 2018/19 as prepared by the District Engineer, totalling £910,000 was considered in detail and approved. Arising therefrom:	
03/18/02	It was agreed that the retro-fit works to pumping stations required by the eel regulations, as referred to in the notes accompanying the capital works programme, could only be progressed if 100% grant aid was forthcoming from the EA. RESOLVED that this be noted.	
03/18/03	Members considered the potential increase in costs, (as highlighted in	

the District Engineer's accompanying notes), for SCH54, the Exeter Drain pipeline repairs (Halmer Gate to Albert Street), that were funded equally between South Holland IDB and Lincolnshire County Council, (LCC), with both currently agreeing to contribute £100,000 each to the scheme. It was agreed to attempt to set up a Public Sector Co-operation Agreement with LCC, so that this and future projects can more easily be delivered by the Board on behalf of LCC, as an alternative to LCC using inexperienced contractors.

03/18/04 It was agreed to recommend that the Board approves the Capital Works Programme for 2018/19.

**04/18 RECOMMENDATIONS TO THE BOARD
MAINTENANCE PROGRAMME 2018/19**

04/18/01 The detailed Maintenance Works Estimate for 2018/19 as prepared by the Operations Manager, totalling £1,266,377 was considered in detail and approved. Arising therefrom:

04/18/02 It was agreed to recommend that the Board approves the Maintenance Works Programme for 2018/19.

04/18/03 Members considered the £85,000 projected out-turn for 2017/18 for slip repairs, which was £25,000 more than had been budgeted for in 2017/18, and was largely due to heavy rainfall events. It was therefore agreed to recommend that the Board approves an increase in the 2018/19 budget for slip repairs, over and above the £60,000 presented in the Estimates at today's meeting. It was agreed to recommend that the 2018/19 budget for mudding works and culvert repairs be reduced and these monies transferred to the budget for slip repairs, so as not to change the overall budget of £1,266,377. RESOLVED that this be noted.

**05/18 RECOMMENDATIONS TO THE BOARD
ADMINISTRATION AND TECHNICAL SUPPORT COSTS 2018/19**

05/18/01 The Estimate of Administration and Technical Support Costs for 2018/19 as recommended by the Consortium Management Committee on 8 December 2017 was considered in detail and approved. Arising therefrom:

05/18/02 It was agreed to recommend to the Board that the Technical Support Consortium charge of £176,477 be included in the Board's Rate Estimates for 2018/19.

05/18/03 It was agreed to recommend to the Board that the Administrative Consortium charge of £222,889 be included in the Board's Rate Estimates for 2018/19.

**06/18 RECOMMENDATIONS TO THE BOARD
ESTIMATES AND RATE REQUIREMENT 2018/19**

06/18/01 The draft Annual Estimates and net Rate Requirement for 2018/19, totalling £2,762,027 was considered in detail and approved. Arising therefrom:

06/18/02 Members considered the ongoing requirement for the Board to make additional payments to Lincolnshire Pension Fund in order to reduce its pension deficit and agreed that this should be reflected in the rate set for 2018/19 to help part-fund the additional payments. It was noted also that the Board Chairman and Chief Executive had met with South Holland District Council's Commercial Director Christine Marshall, Leader of the Council Nick Worth and Cllr Peter Coupland on 18 October 2017 to discuss the proposed increase in rates and special levies for 2018/19.

06/18/03 It was proposed by Andrew Hay, seconded by John van Geest and unanimously agreed to recommend that the Board approves Option 3, an increase equating to 2.5% in the Agricultural Drainage Rates and Special Levies for 2018/19:

Option 3

Drainage Rate in the Pound: 12.285p

Occupiers' Drainage Rates:	£979,700
South Holland District Council:	£1,263,572
Boston Borough Council:	£890
Reserves:	<u>£517,865</u>

£2,762,027

06/18/04 Members considered the continued drain on Board reserves and agreed to recommend that the Board approves the implementation of an action plan to deal with the eventuality of the reserves completely disappearing. RESOLVED that this be noted.

07/18 ANY OTHER BUSINESS

07/18/01 Members recorded their thanks to the Operations Manager, Andy Price for the help he gave to King's Lynn IDB Operations Manager, Gary Howe during the Christmas holiday period when King's Lynn IDB area was subjected to a severe rainfall event. RESOLVED that this be noted.

08/18 CONFIDENTIAL BUSINESS

08/18/01 It was agreed and thereby resolved to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act 1960.

OPERATIONS REPORT

1 MAINTENANCE WORKS

1.1 FLAIL MOWING

- 1.1.1 Claas Arion tractor (7442) and its rear mounted Herder Rapier flail (7551) and front mounted Herder flail (7550) have cut a total of 2,034 km from week ending 2 July 2017 at a cost of £25.76 per km.
- 1.1.2 Claas Arion tractor (7443) and its rear mounted Herder Rapier flail (7548) and front mounted Herder flail (7549) have cut a total of 2,217 km from week ending 16 July 2017 at a cost of £24.42 per km.
- 1.1.3 New Holland tractor (7440) with Herder Grenadier and flail (7547) have cut a total of 219 km from week ending 9 April 2017 at a cost of £38.13 per km.

1.2 RODING BASKETS

- 1.2.1 Volvo medium reach excavator (7119) with 8.6 m roding basket (7916). This machine started work week ending 30 July 2017 and has cut a total of 74 km at a cost of £188.15 per km.
- 1.2.2 Volvo wheeled medium reach excavator (7120) with 4.2 m roding basket (7918). This machine started work week ending 16 July 2017 and has cut a total of 123 km at a cost of £231.18 per km.
- 1.2.3 Caterpillar long reach excavator (7121) with 5.5 m roding basket (7920). This machine started work week ending 9 July 2017 and has cut a total of 194 km at a cost of £365.22 per km.
- 1.2.4 Caterpillar medium reach excavator (7122) with 8.6 m roding basket (7921). This machine started work week ending 16 July 2017 and has cut a total of 149 km at a cost of £216.75 per km.
- 1.2.5 Caterpillar medium reach excavator (7123) with 8.6 m roding basket (7922). This machine started work week ending 16 July 2017 and has cut a total of 179 km at a cost of £171.67 per km.
- 1.2.6 New Holland tractor (7440) with Herder Grenadier medium reach (7547) and 4.2 m roding basket (7917). This machine started work week ending 21 May 2017 and has cut a total of 175 km at a cost of £279.23 per km.
- 1.2.7 Hired Caterpillar short reach excavator and 4.2 m roding basket (7919). This machine started work week ending 7 January 2018 and has cut a total of 3.4 km at a cost of £718.24 per km.

1.3 MUDDING WATERCOURSES

The following watercourses have been mudded in this reporting period.

<u>DRAIN</u>	<u>LENGTH (m)</u>
Bowers	3,320
Bowers Branch	1,235
Hazelwood Lane	2,885

1.4 CLEANSING/INSPECTING PIPELINES AND CULVERTS

The following culverts and pipelines have been cleansed/jetted/surveying in this reporting period.

<u>LOCATION</u>	<u>REMARKS</u>
Bowers	3 culverts cleaned-SHIDB
Bowers Branch	1 culvert cleaned-SHIDB
Exeter North upstream	Jetted/camera-IDS
Hazlewood Lane	1 culvert cleaned-SHIDB

1.5 BUSHING AND TREE TRIMMING

Bushing and tree trimming has taken place along the following watercourses during this reporting period.

<u>DRAIN</u>	<u>REMARKS</u>
Bowers	Trees pit area
Chapel	Full length trees
Old Peartree	Fallen tree

1.6 RUBBISH CLEARANCE

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

<u>LOCATION</u>	<u>REMARKS</u>
Belchers (roadside)	Old TV
Clay Lake (junction with Wells)	Light fittings, carpet, table
Cranesgate (all along Cranesgate Road side)	85 tyres
Cranesgate (near road culvert upstream end of drain)	4-5 bags of house rubbish, toys
Holbeach River (Peartree Outfall)	7 car tyres
Holland Main (Sharpes Bridge)	Mattress and old fridge

LOCATION

REMARKS

Holland Main (Wisbech Road Bridge)	Old Mattress, chair
Little Holland (near sly corner)	2 old chairs
Little Holland (old school bridge)	3 cones
Lutton Outfall (roadside)	5 car tyres
Moulton River (Austendyke road junction)	4 car tyres
Old Exeter (roadside)	3 plastic 25 lit drums
Snuffers Lane (near outfall)	3 bags of house rubbish
Sparks Lane (roadside)	Childrens, toys, plastic trays
Sparks Lane (roadside-on corner)	3 car tyres, old exhaust
Summer Leisure Branch (roadside)	4 car tyres
Washway Road A.17 (laybys)	Mattress, bottles, plastic
Weston New Drain (roadside)	1 car tyre
Woodhouse (on sharp corner near spinney/track)	Wood, table, old bed frame

1.7 SLIP REPAIRS

There has not been any slip repairs in this reporting period but the picture below shows some of the problems that have occurred during the current wet period.



Bank slips along Dawsmere Drain
from second line sluice to pumping station



Bank slips along Dawsmere Drain
from second line sluice to duck pit

1.8 VERMIN

Vermin activity has been quite high in this reporting period.

1.9 DRAIN IMPROVEMENTS

1.9.1 The old railway bridge over the South Holland Main Drain at Weston Fen has been removed by the Board's workforce and contractors during this reporting period.



Removal of old railway bridge



Removal of old railway bridge



Railway bridge removed

1.9.2 BERM REINSTATEMENT

Berm reinstatement has started along the South Holland Main Drain between Sharpes Bridge and Wisbech Road Bridge to improve machine access for mudding and roding.

(please see over)



Berm reinstatement between
Sharpes Bridge and Wisbech Road

1.10 PUMPING STATIONS

1.10.1 CLAY LAKE PUMPING STATION

The pumps at this pumping station have been inspection by Fenflow Ltd (Shoebriidge Engineering).

1.10.2 FLEET FEN PUMPING STATION

The pumps at this pumping station have been inspected by Fenflow Ltd.

1.10.3 DONNINGTONS PUMPING STATION

The pumps at this pumping station have been inspected by Fenflow Ltd.

1.10.4 LITTLE HOLLAND PUMPING STATION

The pumps at this pumping station have been inspected by Fenflow Ltd. New anodes were fitted to all of the pumps.

1.10.5 MANOR FARM PUMPING STATION

The pump at Manor Farm pumping station tripped out due to top and bottom bearing failure on the 15 December 2017. The pump was removed on the 18 December 2017 by Fenflow Ltd and taken away for refurbishment. Over pumping was carried out by the Board's newest 6" SLD diesel pump until the pump was re-fitted on the 10 January 2018.

1.10.6 WEED SCREEN CLEANERS

The weed screen cleaners at Clay Lake, Wisemans and Little Holland pumping stations have been inspected and serviced by Fenflow Ltd.

1.10.7 PUMPING STATION INSPECTIONS

The yearly pumping station inspections have been carried out by the Board's workforce.

2 EMPLOYEES

2.1 SICKNESS

A total of 27 working days have been lost in this reporting period due to illness.

3 HEALTH AND SAFETY

There has been no dangerous occurrences in this reporting period.

4 RE-CHARGEABLE WORKS

4.1 WEED CUTTING

30 km of weed cutting has been carried out for Whittlesey IDB at a recharge cost of £9,000.00 + VAT.

ANDY PRICE
OPERATIONS MANAGER

ENGINEERING REPORT

1 CAPITAL WORKS

1.1 SUTTON ST JAMES PUMPING STATION REFURBISHMENT

The installation of the new fish friendly pumps is still programmed for May. Quotations are currently being sought for the civils refurbishment, and the installation of the elver pass which is due to be undertaken this spring/summer.

1.2 EXETER DRAIN NORTH, SPALDING - REMEDIAL WORKS TO PIPELINE UPSTREAM OF HALMERGATE TO ALBERT STREET (JOINT SCHEME WITH LCC)

Following the completion of the jetting and CCTV survey of this length of drain, a meeting was held with LCC to discuss options for future remedial works.

Costings were sought from a pipe lining contractor to establish the cost of lining the downstream half of the pipeline, and it has been advised that the condition of the pipe is such that re-lining would be virtually impossible.

The cost of the excavation and pipeline replacement option has also been investigated. It is estimated that the cost of replacing the pipeline between Halmergate and Albert Street would be in the region of £350,000 although in such type of work the possibility of unforeseen complications is quite high which would potentially increase costs.

This is obviously in excess of the current £200,000 budget, which the Board and LCC have agreed to split evenly, a good portion of which has already been spent on the investigation works. An update is currently awaited from LCC to see where they stand with regard to increasing their contribution towards the scheme.

1.3 BUSINESS CASE DEVELOPMENT FOR WESTMERE, FLEET HAVEN, DAWSMERE, AND LORDS PUMPING STATION REFURBISHMENTS

Work continues with the Environment Agency to produce the business cases for the following schemes to ascertain the amount of grant-in-aid each scheme will attract. It was originally intended to complete the business case stage on these schemes in this financial year, however latest information from the Environment Agency predicts that the Westmere scheme may be completed before April, with the other three schemes rolling over in to 2018/19.

- Westmere Pumping Station and Sluice refurbishment
- Fleet Haven Pumping Station refurbishment
- Dawsmere Pumping Station refurbishment

- Lords Pumping Station refurbishment

1.4 INSTALLATION OF CCTV

The installation of CCTV at the Board's pre-agreed sites has now been completed.

2 MAINTENANCE OPERATIONS

2.1 CLEANSING OF OPEN WATERCOURSES AND PIPELINES

The proposed watercourses for de-silting during the 2018/19 financial year are as follows:

DRAIN REF		LENGTH (M)
REF	NAME	
F31	Greens Drain	100
F38	Holbeach Old River	3,655
F45	Millars Lane and Turnpike Drain	2,185
F53	Ogdens Drain	1,845
H38	South Holland Main Drain (Wisbech Rd to Sluice)	3,200
K13	Hockles Gate Drain	925
K21	Prospect Place Drain	385
K28	Chase Drain	4,765
K35	Hundred Drain	1,885
K40	Lutton Grange – South and Branches	2,795
K41	Lutton Leam	6,280
K42	Main Road Drain - East	800
K43	Main Road Drain - West	690
K49	Roman Bank – East and Branches	2,400
K50	Salt Lake New Sea Bank Soke Dyke	2,115
K51	Welby House Drain	2,030
K53	Woad Lane Drain - East	760
K54	Woad Lane Drain - West	590
K55	Roman Bank pipeline	195
TOTAL		37,600

All culverts within the above watercourses will be jetted and cleaned during the cleansing operation and all pipelines will be jetted and camera surveyed.

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 winter level of 0.00m ODN.

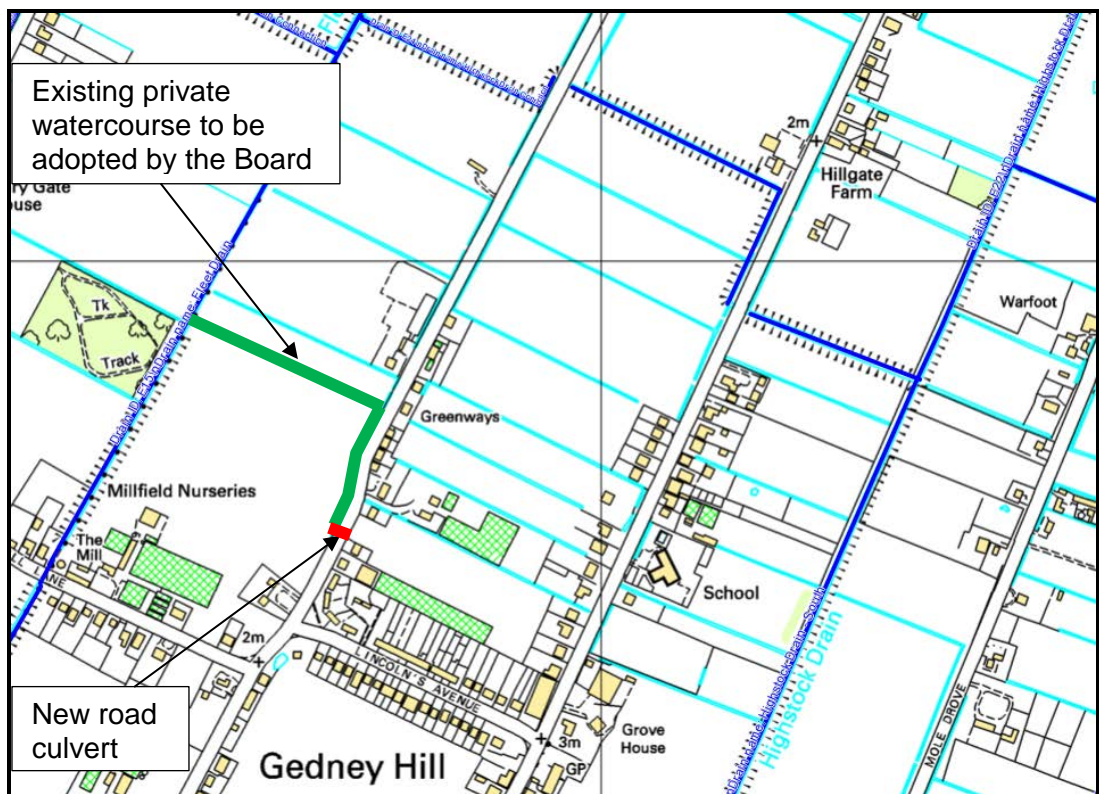
4 GENERAL

4.1 DRAINAGE COMPLAINT – WEST DROVE, GEDNEY HILL – MR SEATON

Further to the last meeting, and the Board's resolution to construct a new road culvert under West Drove, Gedney Hill, in conjunction with the South Holland District Council, and to adopt the private watercourse downstream of this new culvert, the affected landowners have been informed of the Board's plans.

A 50% contribution towards the £10,000 cost of the road culvert has also been agreed with South Holland District Council, and an order has been placed with C G Godfrey Ltd to carry out the construction work. Due to the requirement to give three months' notice for the road closure, the work is not due to start until April.

Since sending out the notification letters, the landowners adjacent to the watercourse to be adopted have contacted the Board to voice their opposition to the installation of the road culvert and the adoption of the watercourse. They intimated that they would write in to the Board so that their comments could be raised at the Board meeting, but to date no such correspondence has been received.



Location Plan

4.2 MR D IZZARD, COMPLAINT REGARDING REPLACEMENT CULVERT, 1 SWINDLERS DROVE, LOW FULNEY

A complaint has been received from a resident of Swindlers Drove, Low Fulney, regarding a replacement access culvert to his property that was constructed in 2014.

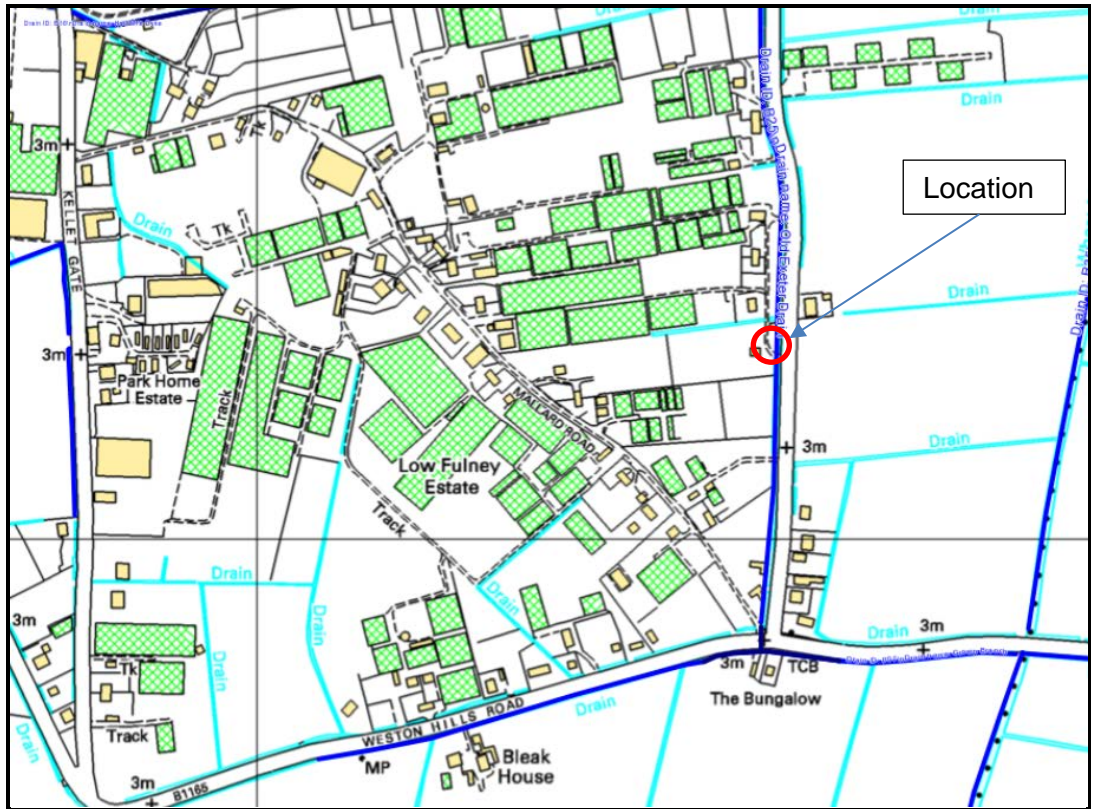
The original access, which was a free span bridge, was removed by the Board during works on Old Exeter Drain, and replaced with a new piped access. The watercourse is owned and maintained by the Board.

The basis of the complaint is that the original access had a concrete surface and hand rails along the sides. The new access has a gravel surface and no hand railings, as is usual practice on new culverts. The hand railings were only present on the free span bridge due to the vertical drop off the edge, the new culvert was extended to provide more gradually sloped ends to avoid the need of handrails.

The resident would like the gravel surface over the access replacing with concrete, and handrailings installing as before. He thought that the gravel was a temporary surface that would be replaced at a later date when the ground had settled. He states that he has to put white painted concrete blocks across to prevent traffic and tractors from using it as a layby, which is causing pot holes to appear along the edge, and that this did not happen when he had railings. He is also citing the Highway Authorities and Utilities Committee (HAUC) requirements that reinstatements should be as good as or better than the original.

It is usual practice to avoid, where possible, permanent surfaces such as concrete or tarmac over Board's culverts to reduce future reinstatement costs if the culvert ever needs to be replaced. It is also felt that HAUC requirements do not apply to this culvert as it does not form part of the public highway, it is a private access on private land (the Board's property). The only part that could be considered part of the Highway is the strip forming the Highway verge.

It is therefore recommended that the Board offer to concrete the strip of surface next to the road forming the Highway verge. If the Board feel it is appropriate, a further offer could be made to the resident to concrete the rest of the surface and install handrailings, at the residents cost, subject to a Deed of Indemnity which indemnifies the Board against any future costs associated with these additional items.



Location plan



Original free span bridge access



New culverted access built in 2014

4.3 LCC FLOOD INVESTIGATION, MALLARD ROAD, LOW FULNEY

The Flood Investigation Report, carried out by the Lincolnshire County Council under Section 19 of the Flood and Water Management Act, for the flooding incidents at Mallard Road, Low Fulney, of June and August 2016, has recently been completed. Being 52 pages in length, it is too long to reproduce here, but the recommendations section is shown below. This report will be signed off at a future meeting of the Boston and South Holland Flood and Drainage Group, and it is recommended that the Board supports its findings.

**Extract from Flood Investigation Report, Mallard Road Low Fulney
Lincolnshire County Council 20/10/2017:**

Recommendations

Requirements for a S19 Report

On both social and economic grounds there is sufficient evidence of flooding to trigger a full S19 investigation. Furthermore, a formal letter has been received from a Member of Parliament, requiring a S19 Report to be published.

A S19 Report should be written and published, and based on the following criteria:

- *Which RMAs have relevant flood risk management functions, and;*
- *Whether each of those RMAs has exercised, or is proposing to exercise, those functions in response to the flood.*

The RMAs are:

- *Lincolnshire County Council*
- *South Holland Internal Drainage Board*
- *South Holland District Council*
- *Environment Agency*
- *Planning Authority (SHDC)*

It can be considered that each RMA have exercised its functions to date, and SHIDB and LCC are taking positive steps to try to reduce the risk of flooding in the future.

Maintenance and Improvement of Systems

With respect to the second objective of this report; ie “considering the possibility of future collaborative working or if further investigation is appropriate” then the recommendations for the different sub-catchments and factors identified are as follows;

Drainage Issues – Mallard Road

- I. Inform all riparian landowners of the findings of the investigation on the two watercourses draining surface water from Mallard Road, and provide recommendations for returning the watercourses to a serviceable state.*
- II. Advise the riparian owners of their rights and responsibilities as riparian landowners.*
- III. Should the riparian owner(s) fail to undertake the appropriate works to reduce the flood risk then, consideration be given to SHIDB serving notice on said riparian owner(s) to undertake the necessary works.*
- IV. Explore the option for the Fulney Roads Management Company to take on future maintenance of the riparian watercourses within the ex LSA area, in particular, the two failing watercourses draining Mallard Road.*
- V. Ditto SHIDB, determine what improvements would be required to the two watercourses for adoption to be considered by their Board.*

Drainage Issues – Weston Hills Road

- I. Confirm that watercourse on north side of Weston Hills Road is of full riparian ownership.*
- II. Subject to outcome of (i) above, inform all riparian landowners draining lands, directly and indirectly to the watercourse on Weston Hills Road, of the findings of the investigation, and provide recommendations for returning the watercourse to a serviceable state.*
- III. Advise the riparian owners of their rights and responsibilities as riparian landowners.*
- IV. Should the riparian owner(s) fail to undertake the appropriate works to reduce the flood risk then consideration be given to SHIDB serving notice on said riparian owner(s) to undertake the necessary works.*
- V. Explore the option for a partnership arrangement, possibly involving LCC, SHIDB, and riparian owners/Fulney Roads Management Company, for the installation of a high level cross connection between the riparian watercourse and SHIDB scheduled Austendyke West Drain.*

- VI. *SHIDB to consider adoption of the existing riparian open watercourse from the top end at junction with Kellet Gate and a possible cross connection, described above.*

Drainage Issues – Kellet Gate

- I. *Through legal process determine responsibility for maintenance of the culverted watercourse on Kellet Gate.*
- II. *Subject to outcome to the legal status of the above culvert, then consider the option for a partnership arrangement, possibly between LCC and SHIDB, for the installation of a high level cross connection between the culvert and SHIDB scheduled Half Mile Dyke.*

Development Issues

- I. *The findings of the development review from this investigation to be communicated to South Holland District Council (SHDC) – Planning and Building Control.*
- II. *SHDC – Planning and Building Control to review all horticultural holdings within the Study Area where significant impermeable structures (ie, glasshouses) have been built, in particular; to check for compliance with the approved planning application. Any changes found should be brought to the notice of LCC as the LLFA and surface water disposal deficiencies corrected.*

General

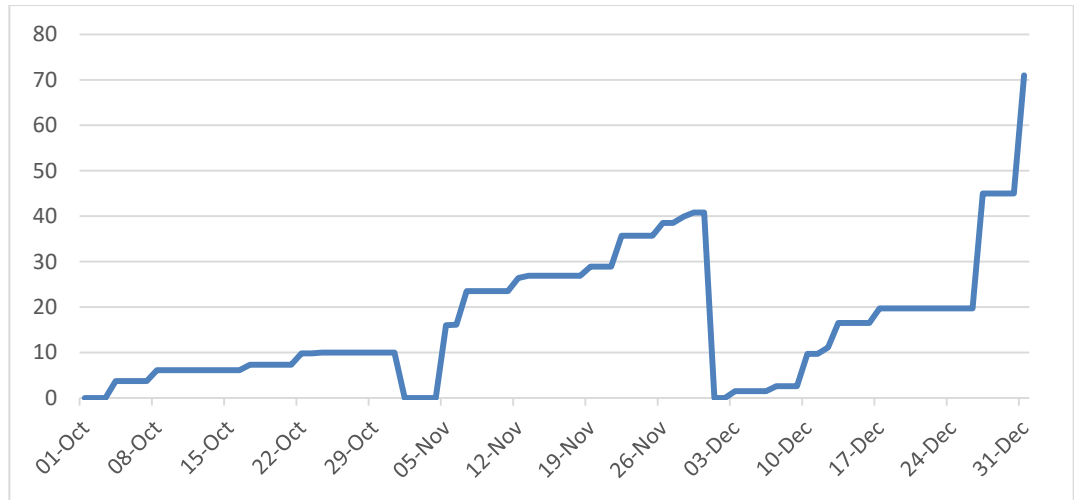
- I. *A meeting to be convened with RMAs in particular, SHIDB, and SHDC, to discuss the findings from this investigation of both the drainage and development issues and agree a way forward to reduce the flood risk within the Study Area.*

5 RAINFALL

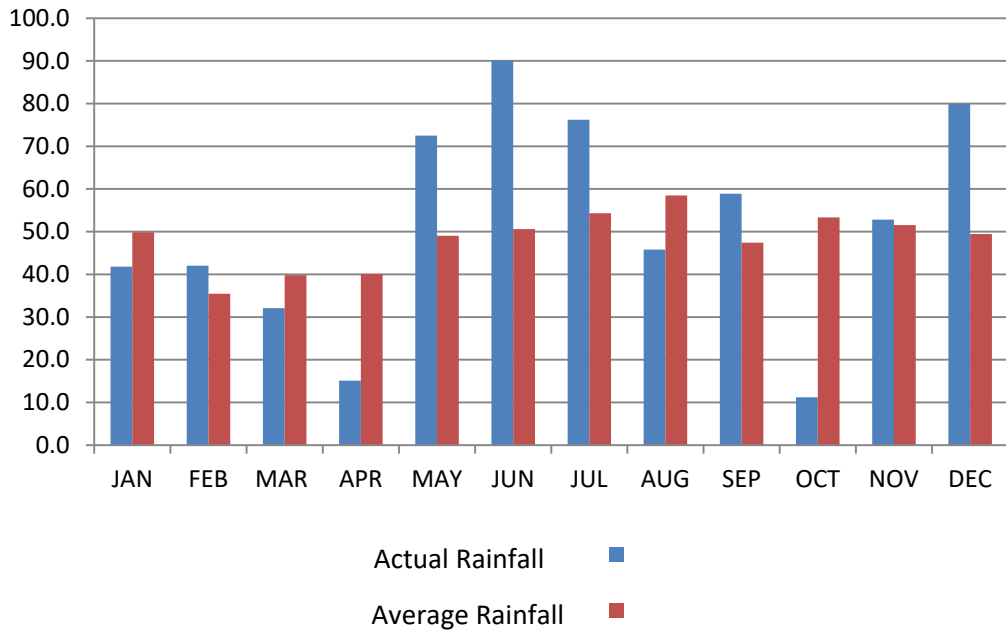
Rainfall statistics relating to stations in the Board's area for the months of October, November, and December are as follows: (recordings in mm)

LOCATION	OCTOBER		NOVEMBER		DECEMBER		NO OF YEARS RECORDS KEPT
	REC.	AV.	REC.	AV.	REC.	AV.	
Gedney Marsh – Norfolk House	11.2	53.3	52.8	51.5	79.9	49.5	58
Holbeach – Marsh Reeves	10.0	54.4	40.8	49.4	71.0	39.3	32

**CUMULATIVE RAINFALL READINGS (MM)
MARSH REEVES, HOLBEACH – OCTOBER, NOVEMBER, AND DECEMBER
2017**



**ACTUAL AND AVERAGE MONTHLY RAINFALL READINGS (MM)
NORFOLK HOUSE JANUARY - DECEMBER 2017**



6 ENVIRONMENTAL REPORT

6.1 BAT SURVEYS

As part of the Board's BAP targets, the first of the Board's bat surveys was undertaken over the summer of 2017. The surveys were carried out by Environmental Consultants, Scarborough Nixon, during July and August. The plan is to survey all of

the Board's pumping stations over a period of four years. The summarised results for the first batch are shown below.

Pumping Station	Bat species recorded emerging or entering the pumping station	Bat species recorded in general vicinity	Other protected/notable species recorded
Lords	None	Common pipistrelle	2 x Kingfisher on River Welland
Lawyers	None	Common pipistrelle	Barn Owl perched on pumping station
Wisemans	None	Soprano pipistrelle Common pipistrelle Noctule Myotis (it was thought that bats emerged from a tree on the south bank of the South Holland Main Drain)	Barn Owl heard
Fleet Fen	None	Soprano pipistrelle Common pipistrelle Daubenton's	Kingfisher 2 x Brown Hare

The surveys indicated that none of the four pumping stations currently support a long term significant roost. Fleet Fen and Wisemans had particularly high levels of bat activity, with a tree close to Wisemans thought to contain a roost. Using these results as a baseline standard, a bat box has been erected at each of the four sites to encourage future use, and it is recommended that these be monitored for signs of use, at least every other year, by a suitably qualified bat worker.

7 PLANNING REPORT

7.1 APPLICATIONS REQUIRING BOARD'S CONSIDERATION

The following applications have been received which require the Board's consideration.

- 7.1.1 APPLICATION FOR THE RELAXATION OF BYELAW 10, SECTION 23 CONSENT FOR CONSTRUCTION OF 3 ACCESS CULVERTS, AND CONSENT TO DISCHARGE – RESIDENTIAL DEVELOPMENT OFF FLEET ROAD, HOLBEACH. APPLICANTS: MR & MRS McCARTHY, EXETER GARDENS, STAMFORD, AND MR & MRS GIBBONS, FOXES LOWE ROAD, HOLBEACH DRAIN AFFECTED: K23 WASHWAY ROAD DRAIN, A HIGH PRIORITY WATERCOURSE MAINTAINED BUT NOT OWNED BY THE BOARD.**

An application has been received, see applicants' details above, regarding a proposed residential development off Fleet Road, Holbeach, adjacent to the Board's Washway Road Drain.

The applicant has applied for Section 23 consent to construct three access culverts in the Board's watercourse. This application will be processed at officer level as is usually the case.

The applicant has also applied for consent to discharge surface water at a limited rate from the site in to the Board's watercourse. Again, this application will be processed at officer level in the usual manner.

The application which does however require Board's consideration is that for a Byelaw 10 relaxation to allow the construction of the following:

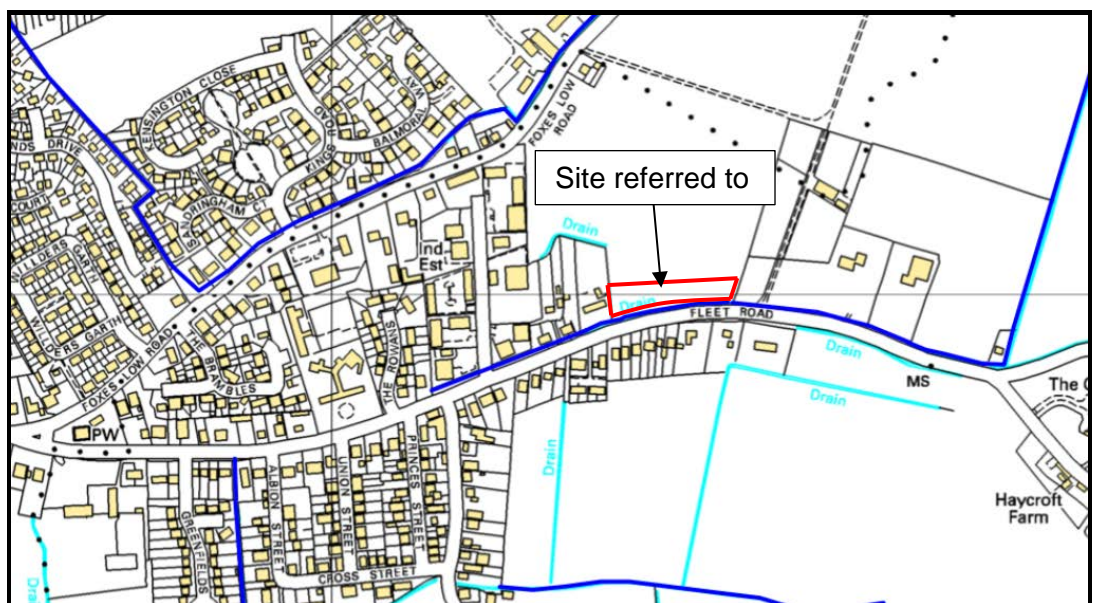
- Gravel driveways within 7.5m of the existing brink (this allows for the improvement of this watercourse, as discussed at previous meetings, where it is anticipated re-profiling the channel which will result in approx. 1.5m of land loss, thus leaving a 6m clear strip between the drives and new brink)
- 3 no tarmac accesses over the Board's watercourse and across the 6m access strip to the gravel drives.

Recommendation

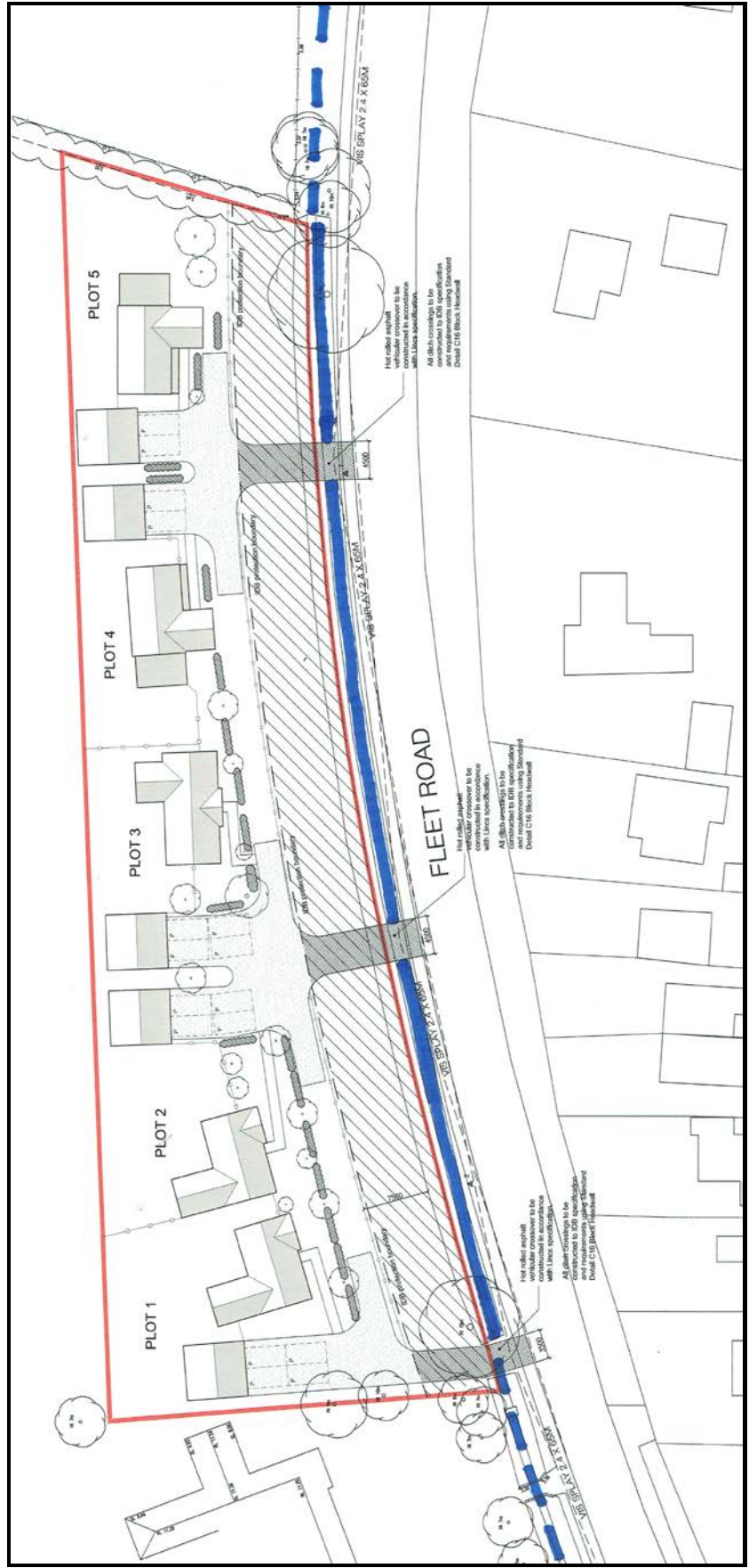
As the proposed layout incorporates an access strip for Board's maintenance purposes, it is recommended that the application be APPROVED, subject to the following conditions:

- The culverts being installed to the Board's specification, and at the applicant's cost.
- The applicant paying a Commuted Maintenance Fee for the Board to take on the future maintenance of the new culverts.
- The applicant paying a Surface Water Development Contribution for the discharge of surface water from the site.
- The surface water outfall structure to be constructed to Board's specification and to the satisfaction of the Board's Engineers Department.
- The applicant agreeing to install ground reinforcement on the 6m wide access strip (grasscrete or similar), capable of withstanding loads from heavy machinery, so that the strip can be used as an all-weather access without rutting up or otherwise damaging the surface.
- The driveways (to be no closer than 6m from the re-aligned drain brink), being constructed with a non-permanent surface such as gravel.

- The accesses over the culverts and across the strip to be surfaced as far as possible in a non-permanent material. If permanent material, such as tarmac, is required to satisfy highway specifications then this should be limited to the minimum amount possible.
- The Board to be absolved of any responsibility for the wearing surface of the culverts and the drives, this to remain the responsibility of the property owners, and the Board to be further absolved of any claims of damage to the surface of the culverts, drives, and access strip resulting from the Board exercising its duties in carrying out work on the watercourse.
- The applicant to grant the Board a legal right of access over the 6m wide strip.
- Any services to the properties to be routed and installed to the Board's satisfaction.
- The applicant entering in to the Board's Deed of Indemnity for the development in the usual manner, including paying all costs incurred by the Board in preparing and executing that document and lodging a copy with HM Land Registry.



Location plan



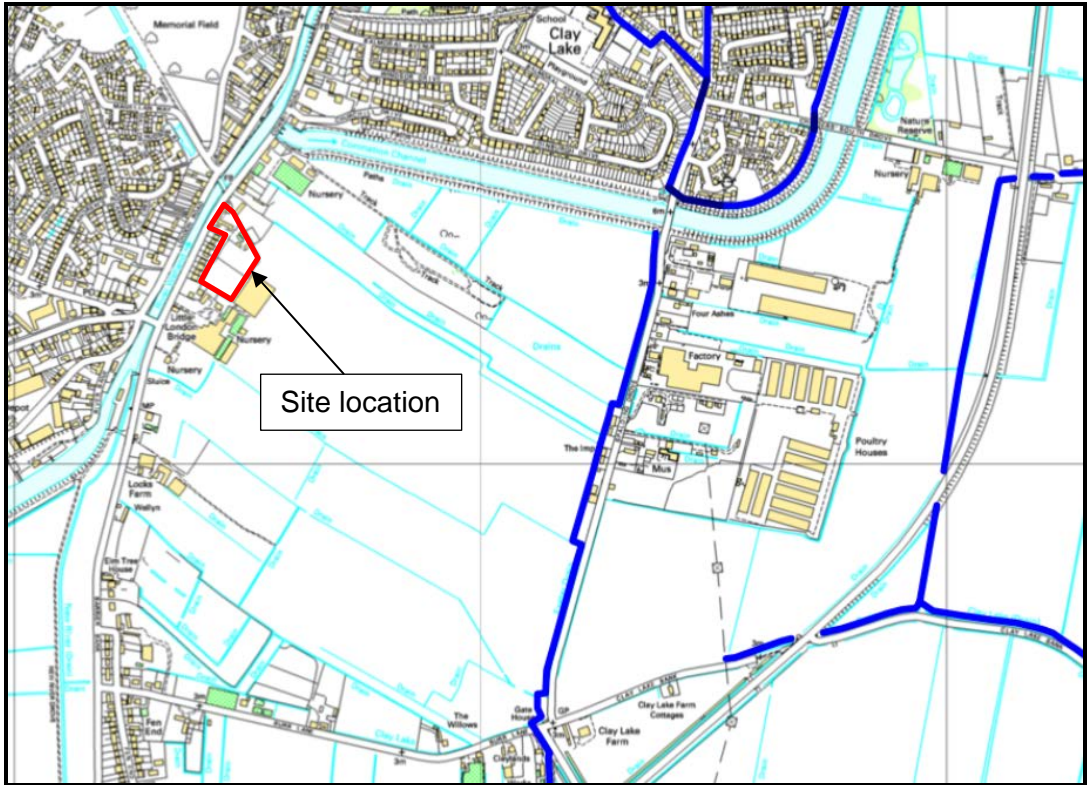
Site plan

7.1.2 REQUEST TO CONSIDER, IN PRINCIPLE, THE ADOPTION OF A PRIVATE WATERCOURSE AT CLAY LAKE, SPALDING, IN ASSOCIATION WITH A 26 DWELLING RESIDENTIAL DEVELOPMENT AT LOCKSMILL FARM INCLUDING THE TRAVEL STOP MOTEL.
APPLICANT: THE TRUSTEES OF THE ESTATE OF HORACE ANDREW (DECEASED).

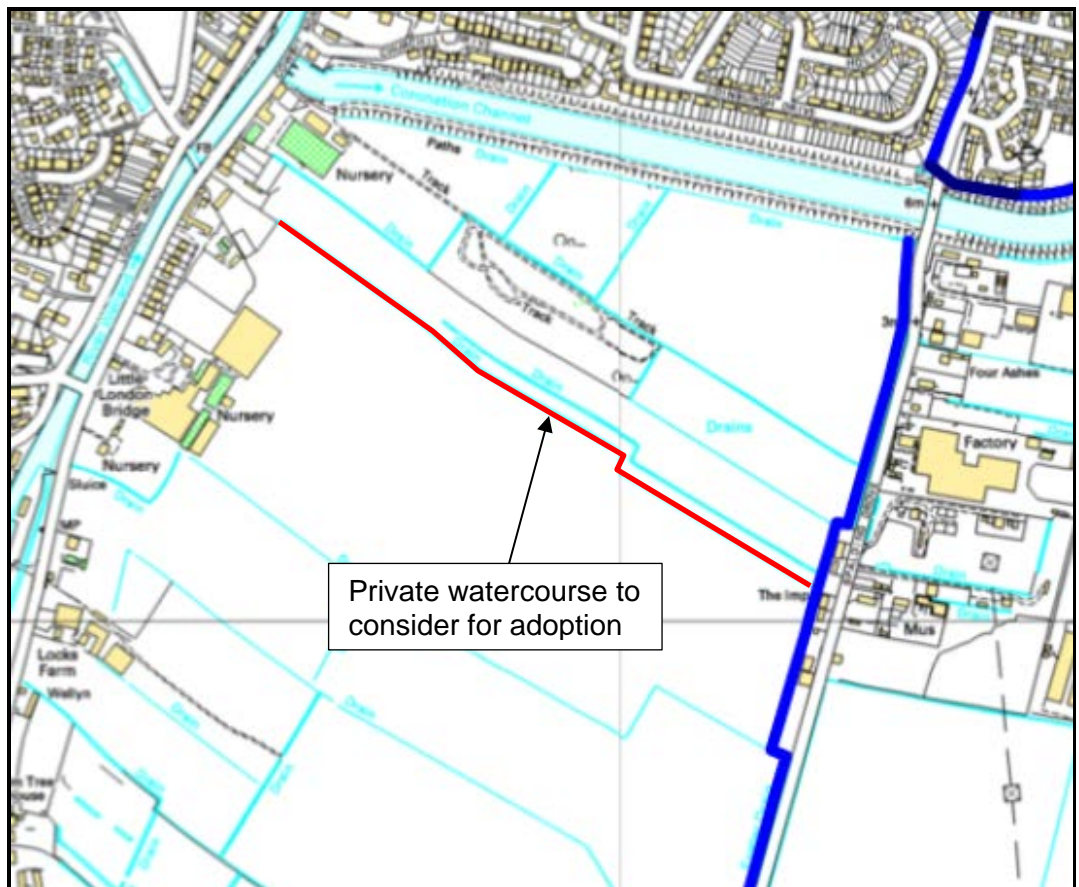
Outline planning consent is currently being sought (Application ref H16-1038-17) for a 26 dwelling residential development at Locksmill Farm including the Travel Stop Motel, Cowbit Road, Spalding. The surface water drainage for the site will rely on a private watercourse before entering the Board's Exeter Drain South. The applicant has requested that the Board consider, in principle, whether it is prepared to adopt the private watercourse so as to safeguard the future drainage of the site.

As the watercourse would meet the Board's adoption criteria, it is recommended that the Board agree to adopt the private watercourse subject to the following conditions:

- The Board receiving written confirmation that Anglian Water will be adopting the upstream drainage system up to the point to where it outfalls into the open section of watercourse (that the Board are considering for adoption).
- An engineering longitudinal and cross section survey of the watercourse is to be carried out at the developers cost to ascertain the condition of the watercourse whether it requires improving widening, deepening etc.
- Subject to the survey being completed, the Board will assess what improvements will be required, they will then inform the agent/developer/adjacent land owner, and will expect the developer to obtain agreement from the adjacent landowner to improve the watercourse to an adoptable standard at the developer's cost. Once the improvement has been done to the Board's standard, the Board will take the responsibility for the maintenance of the watercourse.
- The Board will require a 4m wide annual access strip left on one side of the watercourse for future maintenance. The Board will require access to the strip, this may be through a gated access, off the development. The landowner adjacent to the watercourse would receive compensation for this access strip.
- The Board's Byelaws need to be adhered to by the landowners either side of the adopted watercourse, especially Byelaw 10 which states no works to be carried out within 9m of the Board's watercourse without consent from the Board.



Location plan



Site plan

7.2 OTHER PLANNING MATTERS

7.2.1 SURFACE WATER DEVELOPMENT CONTRIBUTION RATE

The Surface Water Development Contribution rate for the financial year 2017/18 will be charged at a rate of £75,500 per impermeable hectare.

A review of the contribution rate is currently in progress.

7.2.2 SURFACE WATER DEVELOPMENT CONTRIBUTION FEES

There have been no Surface Water Development Contribution Fees invoiced during the reporting period.

7.2.3 COMMUTED MAINTENANCE FEES

There have been no Commuted Maintenance Fees invoiced during the reporting period.

DEVELOPER	WATERCOURSE	AMOUNT DUE (PLUS VAT)	INVOICE DATE	PAID
D & R Property Services Ltd Enterprise House 38 Tyndall Court Lynch Wood Peterborough	For culverting of the Board's Washway Road watercourse along frontage of site adjacent to 41 Fleet Road, Holbeach	£11,100.65	11 Dec 2017	Yes
D Brown Building Contractors Ltd Browns Yard Seas End Road Moulton Seas End Spalding	For a 6m long culvert in the Board's Millars Lane and Turnpike Drain, adjacent to site, to protect an electrical service.	£1,300.00	24 Jan 2018	No

7.2.4 BYELAW CONSENTS

During this reporting period, the following Byelaw consents have been issued by Officers in accordance with their delegated authority:

GRANTEE	WATERCOURSE	DETAILS
Mr Feeney 5a Fishpond Lane Holbeach	Brick Pits Drain Branch pipeline	Byelaw 10 consent and a Deed of Indemnity for the erection of a 1.95m high demountable eco fence and a demountable car port. The fence to be installed no closer than the boundary line between the property and the Board's land. The demountable car port to be installed no closer, at its closest point, than approx 7m from the nearest point of the said pipeline keeping, within the boundary of the property.
J D Arbery, D G Morgan and G V Morgan Drummond House Station Road Long Sutton	Cowpers Gate Drain	Retrospective Byelaw 10 consent and Deed of Indemnity for a 1.2m high metal frontage fence, raised shrubs/bushes/flower beds along the fence line/boundary of the property, patio areas and footpaths adjacent to the summerhouse/ pergola and dwelling, a laurel hedge to be trimmed back and maintained ensuring no growth entering the said watercourse, and garden brick boundary wall separating the front and back gardens. All within 9m of the Board's open section and piped section of the said watercourse.
Mr Cushen Homefield Villa Holbeach St Marks	Holbeach St Marks and Branch Drain	Byelaw 10 consent and Deed of Indemnity for the installation of a 50mm dia MDPE pumping main discharging approximately 1.2m ³ /day of treated effluent through a GRC Headwall into the said watercourse.
Mr Plummer 179 High Road Whaplode	Whaplode Village Drain pipeline	Byelaw 10 consent and Deed of Indemnity for the construction of a brick wall 1.3m high & 8m in length, 2.2m from the said watercourse.
Hexagon Care Services Ltd The Three Chestnuts Fen Road Holbeach	Holbeach Old River	Byelaw 10 consent for surface water pipelines leading to soakaway. Soakaway to be situated outside the 9m byelaw zone.

K L J VINES
DISTRICT ENGINEER

South Holland IDB

Schedule of Paid Accounts

Payment Date From : 01/10/2017

Payment Date To : 31/12/2017

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid</u> <u>This Period</u>
AN0100	Anglia Farmers Ltd	Electricity	13,481.49
AN0101	Anglo Plant Ltd	Caterpillar Excavator Hire	5,412.00
AN0103	Andrews Sykes Hire Ltd	Blades for VAC pump	140.35
AY0101	Mr B Ayres	Building Supplies	135.00
BE0203	Bedford Pumps Ltd	Pumpset/M & E Refurbishment	98,400.00
BR0200	Breedon Aggregates England Ltd	Aggregates supplier	2,574.97
BR0211	BT Payment Services Ltd	Telephone Bill	2,883.22
CA0302	Fred Campling & Sons	Excavator Transport	996.00
CR0310	Crusader Traffic Ltd	Road Signs	268.80
DO0401	John W Doubleday Ltd	Repairs/Serviceing	1,653.49
DR0404	D & R Homes	Alterations to chamber	4,168.00
EA0502	East Anglian Galvanizing Ltd	Galvanizing	858.94
ED0001	Ed's Mowers & Machinery Ltd	Mower spares	319.69
EN0520	Engineering & Welding Supplies Ltd	Gas cylinders	727.79
EN0521	Enforcement Bailiffs Ltd	Bailiffs Fees	60.00
EN0528	Environment Agency	Precept	72,917.50
EP0529	EPH Supplies (Wholesale) Ltd	Electrical Components	45.73
FI0002	Finning (UK) Ltd	Caterpillar Servicing	3,295.13
GM0101	GMB National Administration Unit	Union Subscriptions	317.28
HA0826	Hargrave Agriculture Ltd	Assorted Components	2,747.59
HI0802	R J H Supplies Ltd	Assorted Components	677.34
HI0804	Hix & Son	Professional Charges	630.00
HM0102	HMRC CIS	Subcontractor Payments	1,320.00
HO0811	Hortech Systems Ltd	Assorted Components	477.55
HO0825	Hook's of Holbeach	Builders Merchants	208.47
IN0901	Inland Revenue	PAYE	31,738.56
JA0001	Javieon Quality Building	Plant/labour hire	14,551.86
JA1001	J A Services Ltd	Engineering Services	3,348.00
KE1102	Kents of Spalding Ltd	Removal of railway bridge	4,200.00
KI1103	Kirby & Wells Ltd	Building supplies	11.24
KL0001	Kloekner Metals UK	Metals	265.73
KW0001	K & W Mechanical Services Ltd	Wirewatchers	842.40
LE1201	HSBC Invoice Finance (UK) Ltd	Telemetry System	23,847.00
LI0001	Listers	Toyota Parts/Serviceing	3,660.48
LO0002	Longwater Construction Supplies	Construction supplies	12,841.53
MA1309	Mastenbroek Ltd	Machinery/Spares	3,918.81
MO1301	Motorway Windscreens Ltd	Windscreen	204.00
MV0001	M V S Fencing Ltd	Fencing	16,358.40
NF0001	NFU Mutual	Union Subscriptions	2,601.48
NO0001	Norcam Hydraulic Services Ltd	Hydraulic parts	56.18

South Holland IDB

Schedule of Paid Accounts

Payment Date From : 01/10/2017

Payment Date To : 31/12/2017

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
O20001	O2 UK Limited	Telemetry/Mobile Phones	679.40
OF1501	Ofcom	Radio Licence Fees	75.00
OV0001	Ovivo UK Ltd	Weedscreen Cleaners/Parts	196,686.24
PA1604	Paktronic Engineering Co Ltd	Switchgear	510.00
PE1631	Pearson Hydraulics Ltd	Hydraulic Parts	1,761.56
PE1633	G & J Peck Ltd	JCB Parts	1,203.06
PO0101	Post Office Ltd	Vehicle Licences	165.00
PR1660	P & R Plant Hire Lincs Ltd	Digger Hire	8,083.20
PR1663	R Price Plastering	Drainage Operative	6,600.00
PR1668	Prudential Local Government AVC	AVC	738.73
RI0001	Rix Petroleum (East Anglia) Ltd	Fuel	28,481.70
RO1801	Peoplesafe	Lone Worker Service	980.46
SM1930	Smiths Electrical Ltd	Cabling Works	1,470.00
SM1931	SMT GB	Service	912.00
SO1940	South Lincs Plant Hire & Sales Ltd	Plant Hire	220.80
SR0001	S.R.P. Hire Solutions Ltd	Mobile toilet hire	2,860.50
ST1988	E Sterma & Son	Tree Felling	1,920.00
SU0002	Survey Express Services	Calibration	102.00
TB2001	T.B.C. Ltd	Engineering Supplies	2,019.22
TE0001	Tennyson Tyres Ltd	Tyres	6,999.97
TH1001	P J Thory Ltd	Aggregates	11,518.73
TM2001	T.M.C. Lifting & Engineering Supplies	Slings/safety hook/latch kit	245.49
TO2030	Town & County Engineering Services Ltd	Small Stores Equipment	16.70
TO2032	Tonwood Home Hardware	Tools	71.25
TR2003	The Training Association (WEST)	Training	799.80
TR2004	Trojan Plant Equipment Ltd	Tools	408.00
VE0101	Veolia ES (UK) plc	Rubbish Collection	1,120.54
VE0102	VEGA Controls Ltd	PSWLS61	2,022.00
VO2203	Vodafone Ltd (Tel)	Telemetry mobiles	10.21
WA2310	Watling JCB Ltd	JCB Parts	61.56
WA2345	Water Management Alliance	Staff Recharges/Onebill	1,452.74
WE2330	West End Garage	Fuel	103.05
WI2305	A & R Williamson	Plant/labour hire	108.00
WI2306	T Wilkinson	Rat & mole control	2,795.10
WI2308	Winyard Engineering Ltd	Assorted components	3,005.48
WO2310	D W Woods Landscaping Ltd	Grass Cutting	7,392.24
WO2311	A Woods	Sundry parts/repairs	1,385.77
WY0001	West Yorkshire Pension Fund	Superannuation	56,039.57
YO0001	York Survey Supply	Calibration	247.50

Please note that the amounts shown above include Vat

£684,434.57

**SOUTH HOLLAND INTERNAL DRAINAGE BOARD
RISK REGISTER**

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
<p>To reduce the flood risk to people, property, public infrastructure and the natural environment by providing and maintaining technically, environmentally and economically sustainable flood defences within the Internal Drainage District (IDD).</p>	<p>Reduction in, or insufficient finance, grant and income.</p>	<p>Erosion of the Board's capital and general reserves.</p> <p>Reduction in standard of FCERM services the Board is able to provide.</p> <p>Inability to replace assets as scheduled in the Board's asset management plan and EA MTP.</p>	<p>3</p>	<p>3</p>	<p>High 9 →</p>	<p>Plant & Development Committee to investigate new ways of working.</p> <p>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.</p>
	<p>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 maintain these defences but to a reduced standard.</p>	<p>Potential for overtopping into the IDD during severe weather events.</p> <p>Cost implication of managing the increase in water and potential damage to the Board's</p>	<p>2</p>	<p>3</p>	<p>High 6 ↑</p>	<p>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.</p> <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</p>

**SOUTH HOLLAND INTERNAL DRAINAGE BOARD
RISK REGISTER**

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
		infrastructure.				PSCA with the EA but has elected to only undertake works under this agreement where there is a benefit to the Board. The Board is looking to take on maintenance of the earth defences in the first line sea defences in lieu of its precept.
	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 →	Engineer has worked with EA to assess and prioritise sites. EA has given derogation until end of 2020. Apply for grant aid.
To enable and facilitate land use for residential, commercial, recreational and environmental purposes by guiding and regulating activities, which have the potential to increase flood risk.	Planning Authorities ignore advice provided by Board. Lack of staff resources results in turning a blind eye to Byelaw/Land Drainage Act infringements and contraventions. SUDs managed	Increased flood risk. Potential for lost income from SWDCs and commuted sums. Inadequate or lack of maintenance of SUDs could have an	2	3	High 6 ↑	Planning/Enforcement is undertaken by Board Officers and issues are raised at Board and Committee meetings. Board Officers comments on planning applications are available on Local Authority website. Lobby Local Authority Planners to include IDBs as Statutory Consultees and to treat IDB watercourses as SUDs. A SUDs adoption and charging policy was adopted by the

**SOUTH HOLLAND INTERNAL DRAINAGE BOARD
RISK REGISTER**

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
	by private management companies who allow them to fall into disrepair by lack of long term maintenance.	adverse impact on the IDB infrastructure and subsequently increase the risk of flooding.				<p>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>Chairman’s Committee to review SWDC rate and banding for flow rates in conjunction with the WMA Chief Planning Officer</p>

Risk Assessment Matrix (From the Risk Management Strategy and Policy as approved 1 November 2016)

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.

than the sender or recipient, for business purposes.

With our commitment to ISO 14001, please consider the environment before printing this e-mail.

Begin forwarded message:

From: Frances Bligh <Francesb@wlma.org.uk>
Date: 9 January 2018 at 12:35:04 GMT
To: Phil Camamile <Phil@wlma.org.uk>
Subject: FW: Attn: MR. P. CAMAMILE - CHIEF EXECUTIVE

Frances Bligh

Data Manager, Water Management Alliance
 e: Francesb@wlma.org.uk

Water Management Alliance
 Kettlewell House, Austin Fields Industrial Estate, King's Lynn, Norfolk, [PE30 1PH](http://www.wlma.org.uk), UK
 t: +44 (0)1553 819600 | f: +44 (0)1553 819639 | e: info@wlma.org.uk |
www.wlma.org.uk

Consisting of:

Broads Drainage Board, East Suffolk Drainage Board, King's Lynn Drainage Board
 Norfolk Rivers Drainage Board and South Holland Drainage Board in association with
 Pevensey and Cuckmere Water Level Management Board

Defenders of the Lowland Environment

The information in this e-mail, and any attachments, is confidential and intended solely for the use of the individual or entity to whom it is addressed. The views expressed in this e-mail may not represent those of the Board(s). Nothing in this email message amounts to a contractual or legal commitment unless confirmed by a signed communication. All inbound and outbound emails may be monitored and recorded.

With our commitment to ISO 14001, please consider the environment before printing this e-mail.

From: [
Sent: 08 January 2018 15:49
To: Frances Bligh <Francesb@wlma.org.uk>
Subject: Attn: MR. P. CAMAMILE - CHIEF EXECUTIVE

Dear Mr. Camamile,

Use of Bridle Path

I would be extremely grateful if you would kindly bring to the attention of your Board Members at the next Board Meeting the increase of vehicular traffic along the Bridle Path from the end of Woad Mill Bank (PE13 5QU) along South Holland Main Drain down to Foreman's Bridge.

The Bridle Path is being used increasingly by both vehicles at night and in particular during the Fishing Season. Vehicles park up on the Bridle Path, fish and in general do clear their waste, but not always and we have noticed an

increase also of fish skeletons as well as picnic waste. It must be added that we have seen mink at the bend of the Drain between Woad Farm and Foreman's Bridge so they could well be responsible for the fish debris...

May I also enquire if SHDB would consider putting signage up asking people to pick-up after their dog/s along the Bridle Path? Again, there are increased dog walkers due to a plea from the people of Long Sutton to walk their dogs elsewhere to help with their 'foul' problem.

Thank you so much, in advance.

Yours sincerely,

Any questions?



Graham Brown, Chief Planning Officer
Kettlewell House, King's Lynn
8 December 2017

South Holland IDB

Distributed to :

Members

Biggadike F
Booth S M
Carter T Miss
Casson A
Coupland P
Foyster P
Geest J L van
Grundy N J
Hay A G
Howard M
Markillie S A R (Vice-Chairman)
Perowne J
Seymour M D
Sneath Mrs E
Stancer I
Taylor S R
Thompson R C
Tyrrell J
Walls P
Ward J W
Worth D R (Chairman)

Officers

Brown G
Camamile P J
Jeffrey Miss S
Price A D
Vines K L J

South Holland IDB Meeting 6 February 2018 at 10.30 am