

**A MEETING OF THE SOUTH HOLLAND INTERNAL DRAINAGE BOARD WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, LINCOLNSHIRE ON TUESDAY, 7 AUGUST 2018 AT 10.30 AM.**

<b>Elected Members</b>	<b>Appointed Members</b>
* J L van Geest	<b>South Holland D C</b>
* 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
	<b>South Holland D C/ Boston B C</b>
	* A Casson
	* Present (71%)

Mr D R Worth in the Chair

In attendance:

Mr P J Camamile (Chief Executive),  
Mr K L J Vines (Catchment Engineer/Health and Safety Officer),  
Miss S Jeffrey (Finance Officer), Mrs C Cocks and Mrs M Creasy (minutes)

<b>ID</b>	<b>South Holland IDB, Minute</b>	<b>Action</b>
<b>54/18</b>	<b>APOLOGIES FOR ABSENCE</b>	
<b>54/18/01</b>	Apologies for absence were received on behalf of Messrs S Booth, A Hay, M Howard, I Stancer, Ms T Carter and Mrs E Sneath.	
<b>55/18</b>	<b>WELCOME AND INTRODUCTION</b>	
<b>55/18/01</b>	The Chairman welcomed Cheryl Cocks, Assistant to the PA to the CEO to her first meeting of the South Holland IDB.	
<b>56/18</b>	<b>DECLARATIONS OF INTEREST</b>	

**56/18/01** Mr S A R Markillie declared an interest in item 3.1 of the Planning Report in respect of case reference 18\_00449\_C due to this consent pertaining to his land. RESOLVED that this be noted.

**57/18 MINUTES OF THE LAST BOARD MEETING**

**57/18/01** The minutes of the last Board meeting held on 8 May 2018 were approved and signed as a true record.

**58/18 MATTERS ARISING FROM THE MINUTES**

**58/18/01 Health and Safety: Accidents and Dangerous Occurrences (30/18/01)**

The Catchment Engineer reported that BT had removed their cables from the location referred to by Mr J Perowne on the afternoon of the 8 May 2018 Board meeting. RESOLVED that this be noted.

**58/18/02 Financial Report: Fixed Asset Depreciation (30/18/02)**

It was agreed and thereby RESOLVED to approve the depreciation rates for new plant assets purchased in 2018/19 financial year as proposed by the Chairman and Finance Officer and detailed below:

- Plant with an engine            22%
- Plant without an engine       18%
- Vehicles                            25%

**58/18/03 Risk Register: Sufficient ‘Noble’ Number for Emergencies (30/18/04)**

It was agreed that the Catchment Engineer would present proposals for consideration at the next Plant and Development Committee to establish a recommendation for the minimum number of Board operatives considered to be required in the event of the Board, together with other Risk Management Authorities having to respond to an emergency event. RESOLVED that this be noted.

**KLJV**

**58/18/04 Berm Reinstatement (30/18/05)**

The Catchment Engineer reported that he had spoken with LCC Highways about the health and safety issue posed by members of the public diving off the bridge but their response had been to take no action and not to erect any signage as a deterrent as it did not wish ‘to set any precedent’. RESOLVED that this be noted.

**58/18/05 Risk Register: Water Resources Act – New Regulations introduced January 2018 (30/18/07)**

The Catchment Engineer reported that the advice from ADA had been confirmed and the new regulations introduced in January 2018 would not have any financial impact on South Holland IDB. RESOLVED that this be noted.

**58/18/06 Regional Flood and Coastal Committee (RFCC) Funded Post to Assist IDBS in Business Case Delivery (32/18/05-(iii))**

Mr S A R Markillie reported that he had spoken with the Chairman of the Anglia Northern RFCC who had indicated the RFCC could only consider part funding at the present time for this FTE FCERM post to support Lincolnshire IDBs.

**58/18/07 Drainage Complaint – Station Road Gedney Hill (32/18/07)**

The Catchment Engineer reported that the riparian owners had agreed to fully fund the costs of the improvement works to the private drain in the vicinity of Station Road, Gedney Hill and will be hiring a contractor to undertake the works. RESOLVED that this be noted.

**58/18/08 Re-Profiling/Improvement of Hundred Lane Drain, Long Sutton (3.5) (ii) (32/18/10)**

At the time of this meeting the Catchment Engineer had not received any feedback from Princes Foods Ltd in respect of a proposed improvement scheme for the Hundred Lane Drain, (which takes water from the Princes Foods Ltd site), that may attract a surface water development contribution payable to the Board.

**58/18/09 Application for Byelaw 10 Consent**

**160: Retrospective application to install 1,750m of underground water transfer main and associated infrastructure within 9m of Board-maintained watercourses at Monmouth Farm, Luton (34/18/02)**

The Catchment Engineer confirmed that the Board's Deed of Indemnity absolved the Board of any liability arising in the event of damage by Board maintenance operations to valves and hydrants above ground level within the 9m access strip. RESOLVED that this be noted.

**58/18/10 Application for Byelaw 10 Consent**

**161: Application to erect a holiday cottage extension within 9m of Board-maintained watercourses at Foreman's Bridge Caravan Park, Sutton St James (34/18/03)**

- (i) Members considered the correspondence received from Geoff Beel Consultancy, (a copy of which is filed in the Report Book), challenging the Board's decision taken at its 8 May 2018 meeting to refuse Byelaw 10 consent for the application for a holiday cottage extension within 9m of the Board's high priority South Holland Main

ID South Holland IDB, Minute	Action
<p>Drain.</p> <p>(ii) The general consensus was that the Board should stand by its decision to refuse Byelaw 10 consent but the Board agreed that, given that this correspondence had only been received within the last 24 hours, delegated authority be given to the Chairman, Vice-Chairman and Chief Executive to consider the correspondence and make a decision. It was agreed that delegated authority was granted subject to consultation with South Holland District Council Planning , via the Catchment Engineer and Flood and Water Manager. RESOLVED that this be noted.</p>	
<p><b>58/18/11 Interest Rates: Returns on Investments (38/18/06)</b></p> <p>The Finance Officer reported that she is hoping for a better percentage return on investments since the increase in interest rates.</p>	<p><b>SJ</b></p>
<p><b>58/18/12 Watercourse in Wheelers Close, Barrington Gate, Holbeach (48/18/02)</b></p> <p>The Catchment Engineer reported that he had contacted Savills who manage St John’s College to apprise them of landowner responsibility for maintenance of the private drain in Wheelers Close, Barrington Gate, Holbeach. RESOLVED that this be noted.</p>	
<p><b>59/18 JOINT MEETING OF SOUTH HOLLAND IDB ANGLING COMMITTEE AND HOLBEACH AND DISTRICT ANGLING CLUB</b></p>	
<p><b>59/18/01</b> The unconfirmed minutes of the joint meeting of South Holland IDB Angling Club and Holbeach and District Angling Club held on 29 May 2018 were considered in detail and approved. Arising therefrom:</p>	
<p><b>59/18/02 Sewage Pollution at Foreman’s Bridge (03/18/01)</b></p> <p>Although no pollution had been observed in the South Holland Main Drain by the Board’s Catchment Engineer, the Angling Club had remained adamant that pollution continued to be a problem. It was agreed that Board officers should inspect the Main Drain at Foreman’s Bridge after a period of heavy rainfall when it would be most likely to see any pollution if it is occurring. RESOLVED that this be noted.</p>	<p><b>KLJV</b></p>
<p><b>59/18/03 Renewal of Fishing Licence 2018/19 (06/18)</b></p> <p>It was agreed and thereby RESOLVED to ratify the South Holland IDB’s Angling Committee agreement to renew the fishing licence for the Holbeach and District Angling Club, to include the additional length of bank on the south side of the South Holland Main Drain upstream of Red House Bridge to Sutton St James pumping station for night fishing, for the 2018/19 fishing season. It was also agreed and thereby RESOLVED to ratify the Angling Committee’s decision to</p>	

ID <b>South Holland IDB, Minute</b>	<b>Action</b>
<p>keep the fishing licence fee at £1 for the year, given the Angling Club's continued financial difficulties.</p>	
<p><b>60/18 SOUTH HOLLAND IDB CONSERVATION COMMITTEE</b></p>	
<p><b>60/18/01</b> The unconfirmed minutes of the South Holland IDB Conservation Committee meeting held on the 20 July 2018 were considered in detail and approved. Arising therefrom:</p>	
<p><b>60/18/02 Owl Kestrel Surveys 2017 and 2018 (03/18/01)</b></p> <p>It was agreed to approve the Conservation Committee's recommendation for the purchase and installation of three new owl/kestrel boxes over the 2018/19 winter period. RESOLVED that this be noted.</p>	<p><b>DGM</b></p>
<p><b>60/18/03 Sand Martin Nest Sights (03/18/07)</b></p> <p>It was agreed to trim back the face of the old Sand Martin site at the end of the spoil heap on the South Holland Main Drain to encourage nesting for the next nesting season. It was also agreed to move the new Sand Martin nesting site further along the bank of the South Holland Main Drain in order to avoid erosion along the adjacent landowner's boundary. RESOLVED that this be noted.</p>	<p><b>DGM</b></p>
<p><b>60/18/04 Higher Level Scheme (HLS) site and Local Wildlife Site (LWS) – South Holland Main Drain (03/18/10)</b></p> <p>The Catchment Engineer reported that there are 80 different species of flowering plants as detailed in the report to the Board's Conservation Committee from Lincolnshire Wildlife Trust Advisor, Jeremy Fraser. The report further discussed grazing of stock where the Meadow Saffron is situated and the toxicity of this plant.</p>	
<p><b>60/18/05 Mink Control Programme (03/18/12)</b></p> <p>It was agreed that the Board would reintroduce its mink control programme under the guidance of the WMA Environmental Manager and that Mr S A R Markillie would raise at the next Lincolnshire Flood Risk and Drainage Management Strategy Group meeting the possibility of implementing a Lincolnshire County Council co-ordinated mink control programme, similar to that already in place in Norfolk. RESOLVED that this be noted.</p>	<p><b>CL/SARM</b></p>
<p><b>60/18/06</b> The Chairman recorded his thanks to the Conservation Committee/officers for an excellent report and applauded the very positive environmental inroads made in the Board's district without compromising the importance of drainage.</p>	
<p><b>60/18/07</b> Mr P Walls suggested that the possibility of the Board's environmental partners assisting with monitoring and publicising</p>	

ID South Holland IDB, Minute	Action
<p>some of the BAP species in the Board's district, which would also be a good PR exercise for the IDB.</p>	
<p><b>61/18 PERFORMANCE COMMITTEE</b></p>	
<p><b>61/18/01</b> The minutes of the Performance Committee meeting held on 16 July 2018 were considered in detail and approved. Arising therefrom:</p>	
<p><b>61/18/02 Review of Objectives 2018/19</b></p> <p>The mid-term Performance Review for 2018/19, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:</p>	
<p><b>61/18/03 Objective 3: New Front Office Structure (23/18/03-(ii))</b></p> <p>The Catchment Engineer reported that the Board machine currently without a driver, pending the recruitment to fill the operative vacancy, was being utilised as a replacement for the wheeled machine that is currently being repaired.</p>	
<p><b>61/18/04 Objective 5: To investigate all funding options to finance capital works moving forward (23/18/04)</b></p> <p>The Chief Executive reported that subsequent to the Chairman's conversation with Cathryn Wright, EA the Chief Executive had a teleconference with her and Innes Thompson, ADA CEO on 9 August 2018 to discuss the issues the IDB is currently experiencing with EA Lincs consultants in the application for FDGiA for capital schemes. The Chief Executive would follow up the teleconference with a letter to Ms Wright and report her response back to the Board. RESOLVED that this be noted.</p>	<p><b>PJC</b></p>
<p><b>62/18 OPERATIONS REPORT</b></p>	
<p><b>62/18/01</b> The Operations Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:</p>	
<p><b>62/18/02 Mechanical Roding (1.2)</b></p> <p>Members considered that the unusual weather conditions experienced this year may facilitate a change to the cutting dates in the existing maintenance policy. It was therefore agreed that the Catchment Engineer would review the maintenance policy to accommodate differing weather conditions and present to the Plant and Development Committee for consideration. RESOLVED that this be noted.</p>	<p><b>KLJV</b></p>

ID South Holland IDB, Minute	Action
<p><b>62/18/03 Health and Safety (3)</b></p> <p>The Health and Safety Report for this reporting period was noted. There were no matters arising.</p>	
<p><b>62/18/04 Mobile Plant Requirements – Proposed Revision to 2018/19 Budget (4.1)</b></p> <p>Following the restructure of the Front Office it had subsequently been identified that some of the plant is not designed for the job it is currently used for, resulting in the continual need for plant repairs. Members were therefore asked to consider the indicative and proposed budget report request to increase the 2018/19 Plant budget to £431,615 based on the inclusion of unspent 2017/18 budget instead of the previously agreed 2018/19 budget of £226,000, to facilitate the purchase of wheeled excavator, teleporter/loader and a works van.</p>	
<p><b>62/18/05</b> Given that the Board could if necessary, accommodate the increased spend from Reserves, it was agreed and thereby RESOLVED to give delegated authority to the Board Chairman, Vice-Chairman and Plant and Development Committee Chairman to approve the purchase of a wheeled excavator, nett cost circa £170,000, subject to them receiving a detailed summary of machine specification to evidence the machine will be fit for purpose.</p>	<p><b>KLJV</b></p>
<p><b>62/18/06</b> It was agreed and thereby RESOLVED to approve the purchase of a used works van at a cost circa £8,500.</p>	<p><b>KLJV</b></p>
<p><b>62/18/07</b> It was agreed and thereby RESOLVED that the Catchment Engineer would provide a detailed report outlining the requirement for a telehandler for consideration by the Plant and Development Committee at its 15 October 2018 meeting.</p>	<p><b>KLJV</b></p>
<p><b>63/18 ENGINEERING REPORT</b></p>	
<p><b>63/18/01</b> The Engineering Report, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:</p>	
<p><b>63/18/02 Sutton Bridge Sluice (3.1)</b></p> <p>The Catchment Engineer apprised members of the leak in Sutton Bridge Sluice due to the failure of the door seals. An investigation of the door seals was in hand and would cost £2,000. Repairs would then be scheduled for 2019/20 financial year. The Sluice doors had been refurbished 8 years previously and it was agreed that the Catchment Engineer should budget for the replacement of the door seals every 8 years going forward.</p>	<p><b>KLJV</b></p>
<p><b>64/18 ENVIRONMENTAL REPORT</b></p>	

ID South Holland IDB, Minute	Action
<p><b>64/18/01</b> The Environmental Report was considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:</p>	
<p><b>64/18/02 Salinity Levels – South Holland Main Drain (6.1)</b></p> <p>Members considered the Catchment Engineer’s report that the Bell Row Freshwater Feed, which the Working Foreman had found during routine monitoring, had been closed by person/s unknown on 30 July 2018 due to fears of flooding land in the Cowbit Wash. The Freshwater Feed is opened every year to introduce fresh water into the South Holland Main Drain to reduce salinity. The Working Foreman would continue to monitor the freshwater feed and it was agreed to display signage advising contact be made with the IDB if issues need to be reported. It was also agreed that the Catchment Engineer would discuss with EA, (as owner of the structure), the implementation of security measures to prevent future incidences of unauthorised use. RESOLVED that this be noted.</p>	<p><b>KLJV</b></p>
<p><b>64/18/03</b> The Catchment Engineer reported that the Bell Row Freshwater Feed improvement scheme was scheduled for September 2018 so it may be possible to incorporate security measures as part of this scheme.</p>	<p><b>KLJV</b></p>
<p><b>64/18/04 Biosecurity Policy</b></p> <p>Members considered and approved the Biosecurity Policy, (a copy of which is filed in the Report Book), that had been produced by ADA and modified by the WMA Environmental Manager to meet the requirements of South Holland IDB in the prevention of the spread of Non-Native Invasive (NNI) species.</p>	
<p><b>64/18/05</b> It was agreed and thereby RESOLVED to adopt the biosecurity procedures as set out in the Board’s Biosecurity Policy.</p>	
<p><b>65/18 PLANNING REPORT</b></p>	
<p><b>65/18/01</b> The Planning Report was considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:</p>	
<p><b>65/18/02 SH-BYELAW-0165: Byelaw 10 application for addition of 3.9m long 2 storey extension to the end of existing property on land at 107 Marshlands Drive, Holbeach, Lincs, PE12 7QW (2.1)</b></p> <p>Members considered the application for Byelaw 10 consent for the construction of a 2 storey extension to a residential dwelling that would take the edge of the current building approximately 3.9m closer to the Board’s adopted watercourse Foxes Low Pipeline. The applicant had stated that the finished build would be 5.18m from the boundary of the property and 8.3m from the centre of the piped watercourse. It was noted that no detailed architectural drawings had been submitted and the measurements on the applicant’s plan</p>	<p><b>KLJV/GBr</b></p>



appeared to be incorrect. It was agreed to refuse Byelaw 10 consent as the application as it stood would bring the extended dwelling closer to the Board's watercourse, which is in contravention of the Board's current Byelaw Policy. RESOLVED that this be noted.

**65/18/03 18\_00580\_C: Byelaw 10 application to upgrade existing access road to serve residential development of 8 dwellings at The Sycamores, Farmyard, Church Gate, Whaplode (2.2)**

Members considered the application for the relaxation of Byelaw 10 for the upgrading of an existing access road to serve a proposed residential development of 8 dwellings within 9m of the Board's adopted Whaplode Vicarage Drain. The upgrade includes the replacement of the existing roadway and hardstanding with permeable paving, installation of services to serve the development and the installation of a fence and 6m wide gated access to enable machinery to access along the drain side to the east of the site which will improve IDB access.

It was agreed and thereby RESOLVED to approve Byelaw 10 consent subject to the applicant entering into the Board's Standard Deed of Indemnity and providing written acceptance of all the Board's conditions attached to the consent.

**GBr**

**65/18/04 Delegated Consents (3.1)**

The delegated Byelaw consents granted by the Chief Executive's Management Committee under its delegated authority were considered in detail and approved.

**65/18/05 Surface Water Development Contribution (SWDC) Charges and Banding (3.2)**

The WMA review of surface water development charges and banding that had been discussed with ADA, (who are keen to encourage all IDBs to adopt the revised rationale) and subjected to additional independent and legal review (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:

**65/18/06** Members recorded their thanks to the Catchment Engineer and Flood and Water Manager for the very detailed report setting out the proposed changes between the 2009 methodology and this 2018 review in which it is proposed to increase the SWDC charge per impermeable hectare and increase the existing banding structure from 6 to 22 charging bands.

**65/18/07** It was agreed and thereby RESOLVED to adopt the revised banding and surface water development contribution charges structure as set out in the 2018 review and to increase the rates charge in line with inflation annually thereafter, with a detailed review to be undertaken every five years.

<b>ID South Holland IDB, Minute</b>	<b>Action</b>
<p><b>65/18/08</b> It was agreed to implement the revised unattenuated surface water development contribution rate of £117,131 per impermeable hectare and the variable rate depending on the impermeable area concerned with effect from 1 October 2018. RESOLVED that this be noted.</p>	
<p><b>66/18 FINANCE REPORT</b></p>	
<p><b>66/18/01</b> The Financial Report for the period 1 April 2018 to 30 June 2018, (a copy of which is filed in the report Book), was considered in detail and approved. There were no matters arising.</p>	
<p><b>67/18 SCHEDULE OF PAID ACCOUNTS</b></p>	
<p><b>67/18/01</b> The Schedule of Paid Accounts for the period 1 April 2018 to 30 June 2018, totalling £616,060.55 (a copy of which is filed in the Report Book), was considered in detail and approved. There were no matters arising.</p>	
<p><b>68/18 MATERIAL CHANGES TO THE RISK REGISTER</b></p>	
<p><b>68/18/01</b> Members considered the risk register for those risks with a risk assessment matrix score of <math>\geq 6</math>. Arising therefrom.</p>	
<p><b>68/18/02</b> It was agreed to update the risk register to reflect the Board's approval of the revised surface water development charges/banding. RESOLVED that this be noted.</p>	<b>MEC</b>
<p><b>69/18 REGISTER OF ELECTORS</b></p>	
<p><b>69/18/01</b> The Register of Electors had been prepared in accordance with Rule 3 (11) of the Land Drainage (Election of Drainage Boards) Regulations 1938 (as amended) with notice of the availability of the Register published on the Board's website. Since no objections to the Register had been received it was agreed and thereby RESOLVED to approve the Register of Electors in accordance with the above Regulations.</p>	
<p><b>70/18 CORRESPONDENCE</b></p>	
<p><b>70/18/01</b> There was no correspondence requiring the Board's consideration during this reporting period.</p>	
<p><b>71/18 NEXT MEETING</b></p>	
<p><b>71/18/01</b> The next meeting was scheduled for 6 November 2018 at 10.30 am.</p>	

ID South Holland IDB, Minute	Action
<p><b>72/18 ANY OTHER BUSINESS</b></p>	
<p><b>72/18/01</b> Members were apprised of the upcoming ADA AGM and Conference on 14 November 2018. An email would be circulated during September 2018 inviting members to confirm with the Chief Executive’s PA if they wished to attend.</p>	<b>MEC</b>
<p><b>73/18 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC WITH LEAVE OF THE CHAIRMAN</b></p>	
<p><b>73/18/01</b> There were no members of the Public present at today’s meeting.</p>	
<p><b>74/18 ELECTED MEMBERSHIP</b></p>	
<p><b>74/18/01</b> The Chairman announced the retirement from the Board of Mr John van Geest and Mr Joe Ward, which would take effect from the closure of this meeting.</p>	
<p><b>74/18/02</b> Mr J van Geest and Mr J Ward had both served the Board for 36 and 37 years respectively, had chaired committees and had a wealth of knowledge and history about the drainage district that the Board was sad to be losing. The Chairman presented them both with a token of the Board’s appreciation, recording thanks on behalf of the Board to both gentlemen for their advice, knowledge, support and service to the Board over so many years, and wished them both the very best for their retirement.</p>	
<p><b>75/18 CONSORTIUM MATTERS</b></p>	
<p><b>75/18/01</b> The unconfirmed minutes of the last Consortium Management Committee meeting held on 29 June 2018 were considered in detail and approved. There were no matters arising.</p>	
<p><b>75/18/02 Schedule of Paid Accounts</b></p> <p>The WMA Schedule of Paid Accounts for the period 1 March 2018 to 31 March 2018 totalling £76,175.57 as approved at the Consortium Management Committee meeting on 29 June 2018, was considered in detail and adopted by the Board. There were no matters arising.</p>	
<p><b>75/18/03 Finance Report</b></p> <p>The WMA Financial Report for the period 1 April 2017 to 31 March 2018, as approved at the Consortium Management Committee meeting on 29 June 2018 was considered in detail and adopted by the Board. Arising therefrom:</p>	
<p><b>75/18/04</b> The members noted the £24k saving on administration costs for South Holland IDB for the 2017/18 financial year.</p>	

**75/18/05 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 28 September 2018.

**76/18 CONFIDENTIAL BUSINESS**

**76/18/01** 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.

**77/18 CONFIDENTIAL MINUTES**

**77/18/01** The confidential minutes of the meeting held on 8 May 2018 were considered in detail and approved. There were no matters arising.

**THE JOINT ANNUAL MEETING OF THE SOUTH HOLLAND IDB ANGLING COMMITTEE AND THE HOLBEACH AND DISTRICT ANGLING CLUB WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, ON TUESDAY 29 MAY 2018 AT 6PM.**

**Angling Committee**

- |                        |                          |
|------------------------|--------------------------|
| <b>Elected Members</b> | <b>Appointed Members</b> |
| * N J Grundy           | <b>South Holland D C</b> |
| S A R Markillie        | * P Foyster              |
| * D R Worth            | * M Howard               |

**Holbeach and District Angling Club (“the Club”)**

- |              |            |
|--------------|------------|
| * G Cannon   | * A Palmer |
| * J Fennelow |            |

\* Present

Mr D R Worth in the Chair

In attendance:

Mr K L J Vines (Catchment Engineer) and Mr D G Morris (Operations Manager)

<b>ID</b>	<b>Joint Committee, Minute</b>	<b>Action</b>
<b>01/18</b>	<b>APOLOGIES FOR ABSENCE</b>	
<b>01/18/01</b>	Apologies for absence were received from Messrs S A R Markillie and P J Camamile.	
<b>02/18</b>	<b>TO CONFIRM THE MINUTES OF THE LAST MEETING</b>	
<b>02/18/01</b>	The minutes of the meeting held on 8 June 2017 were approved as a true record.	
<b>03/18</b>	<b>MATTERS ARISING FROM THE MINUTES</b>	
<b>03/18/01</b>	<b>Sewage Pollution at Foreman’s Bridge (03/17/01)</b>	
	The Club reported that the previous pollution report in the South Holland Main Drain at Foremans Bridge was still a problem and that the Environment Agency were supposed to have checked it again in	<b>The Club</b>

ID Joint Committee, Minute	Action
<p>April/May of this year although they had heard nothing since. It was agreed that the Club should keep reporting the issue to the EA as and when the problem arises, and let the Board know so that they can also report the problem.</p>	
<p><b>03/18/02 Annual eel catch returns (03/17/02)</b></p>	
<p>A Palmer reported that the eel fishing rights had been let again this year to the same person.</p>	
<p><b>04/18 TO RECEIVE CONFIRMATION OF INSURANCE DETAILS, HEALTH AND SAFETY POLICY AND RISK ASSESSMENTS FROM THE HOLBEACH &amp; DISTRICT ANGLING CLUB FOR 2018/19</b></p>	
<p><b>04/18/01</b> A Palmer provided a copy of the Club's evidence of insurance for the period 21 May 2018 to 20 May 2019, the Club's Health and Safety Policy, and the Club's Risk Assessments for both general and night fishing. When asked if the insurance covered the Club for night fishing it was agreed that the Club would send an email to the Board confirming this.</p>	<p><b>The Club</b></p>
<p><i>Post meeting note: Confirmation email received 19 June 2018.</i></p>	
<p><b>05/18 TO REVIEW THE HOLBEACH AND DISTRICT ANGLING CLUB NIGHT FISHING 2017/18 SEASON</b></p>	
<p><b>05/18/01</b> The Club reported that the 2017/18 night fishing season had gone well and that they wished to do it again this coming season. The Board confirmed that they had not received any concerns from the general public regarding the night fishing, and agreed that it had worked well.</p>	
<p><b>05/18/02</b> In light of the success of the previous season, the Club expressed their wish to extend the length of watercourse available for night fishing. Different locations were discussed, but it was eventually agreed to include the length of bank on the south side of the South Holland Main Drain from just upstream of Red House Bridge to Sutton St James Pumping Station. The Board to revise the plan in the fishing licence showing the lengths available for night fishing to incorporate this length.</p>	<p><b>KLJV</b></p>
<p><b>05/18/03</b> The Club were advised that the length designated for night fishing on the north bank of the South Holland Main Drain downstream of Wisbech Road Bridge would be affected by the planned mudding works in the South Holland Main Drain, which were due to take place between November 2018 and April 2019.</p>	

ID Joint Committee, Minute	Action
<p><b>06/18 TO CONFIRM THE RENEWAL OF THE FISHING LICENCE FOR THE HOLBEACH &amp; DISTRICT ANGLING CLUB FOR THE YEAR 1 JUNE 2018 – 31 MAY 2019</b></p>	
<p><b>06/18/01</b> It was agreed that subject to the confirmation from the Club that their insurance covers night fishing (minute 04/18/01), and the amendment of the night fishing plan in the fishing licence to include the new length of bank for the coming season (minute 05/18/02), the licence could be issued.</p>	
<p><b>06/18/02</b> The Club reported that they had just managed to break even last year. Due to the continued poor financial state of the Club it was agreed to renew the licence on a £1 annual rent basis as per the previous year.</p>	
<p><b>07/18 ANY OTHER BUSINESS</b></p>	
<p><b>07/18/01</b> The Club were informed that a member of the public had recently approached the Board with regard to the possibility of trapping Signal Crayfish in the South Holland Main Drain and Little Holland Drain, and that this application had been refused. The Club were instructed to take the same line if ever approached with a similar request.</p>	
<p><b>07/18/02</b> The Club were informed of a complaint from a local resident regarding unauthorised traffic and rubbish being left on the south bank of the South Holland Main Drain between Sharpe’s Bridge and Foreman’s Bridge. It is not known if members of the Club are to blame for this, but it was considered important that the Club should be made aware of the situation.</p>	
<p><b>07/18/03</b> The Club reported that they were pleased to see that the Board had been able to clear twelve fishing platforms, adjacent to Spendlas Lane, of mud from the previous year’s mudding programme. The Board confirmed that they would endeavour to move more of this mud as weather and time permits.</p>	
<p><b>07/18/04</b> The Club requested that they be made aware if any of their concrete posts for Health and Safety signs etc are accidentally damaged or removed by the Board during annual maintenance operations. There have been instances in the past where posts have disappeared with no known explanation.</p>	
<p><b>07/18/05</b> The Club asked when the cutting of the South Holland Main Drain would be undertaken this year. The response from the Board was that it would be in or around September, as in previous years.</p>	

**ID Joint Committee, Minute****Action**

**07/18/06** It was agreed that the Angling Committee would meet again at a similar time next year, the date to be set at a Board meeting closer to the time.



**A MEETING OF THE SOUTH HOLLAND IDB CONSERVATION COMMITTEE WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, SPALDING, LINCOLNSHIRE, ON FRIDAY 20 JULY 2018 AT 9 AM.**

**Board Members**

<b>Elected Members</b>	<b>Appointed Members</b>
* A G Hay	<b>South Holland D C</b>
* S A R Markillie	S M Booth
* R C Thompson	* T Carter
* D R Worth	E Sneath

\* Present (71%)

**Independent Advisors**

- \* Sarah Baker (Greater Lincs Nature Partnership)
- \* Jeremy Fraser (Lincs Wildlife Trust)
- \* Amanda Jenkins (Lincs Wildlife Trust)

Mr R C Thompson in the Chair

In attendance:

Mr K L J Vines (Catchment Engineer),  
Ms C Laburn (Environmental Manager WMA)

<b>ID</b>	<b>Conservation Committee, Minute</b>	<b>Action</b>
<b>01/18</b>	<b>APOLOGIES FOR ABSENCE</b>	
<b>01/18/01</b>	Apologies for absence were received on behalf of Mr P J Camamile and Mrs E Sneath.	
<b>02/18</b>	<b>MINUTES OF THE LAST CONSERVATION COMMITTEE MEETING</b>	
<b>02/18/01</b>	The minutes of the last meeting held on 12 June 2017 were agreed as a true record. Arising therefrom:	
<b>02/18/02</b>	<b>Water vole sightings (03/17/02)</b>	
	The Catchment Engineer reported that the status of the Black Sluice GPS environmental recording system had not yet been investigated, but this would be done before the next meeting.	<b>KLJV/DGM</b>
<b>02/18/03</b>	<b>Any other business (05/17/02)</b>	
	As last year, it was suggested that exerts of the Conservation report	<b>KLJV/PJC</b>

ID	Conservation Committee, Minute	Action
	<p>should be put on the Board’s website to showcase the ongoing environmental work being carried out by the Board.</p>	
<b>03/18</b>	<p><b>TO CONSIDER THE CONSERVATION REPORT, INCLUDING APPENDICES AND MAKE RECOMMENDATIONS TO THE BOARD ACCORDINGLY</b></p>	
<b>03/18/01</b>	<p><b>Owl/Kestrel survey 2017 and 2018</b></p>	
	<p>The Committee were pleased with the results of the 2017 and 2018 Owl/Kestrel box surveys, and agreed to recommend to the Board the replacement of three of the original boxes which are now of some age and need to be changed. It was planned to purchase three new boxes and install them with in-house plant and labour during the 2018/19 autumn/winter period.</p>	<b>DGM</b>
<b>03/18/02</b>	<p><b>Water Vole sightings 2017/18</b></p>	
	<p>The variation in Water Vole sightings each year was discussed, and whether this was a true indication of a fluctuating population. The Catchment Engineer pointed out that the survey method employed by the Board was not very scientific, it simply being a visual record from the driver’s cab, and as such was more an indication of the presence of water voles rather than actual numbers.</p>	
<b>03/18/03</b>	<p><b>Tree Sparrow nest boxes</b></p>	
	<p>The Conservation Committee Chairman reported that he had recently inspected the Tree Sparrow nest boxes and found that those along the South Holland Main Drain in the HLS area were doing well, while those in the old faggot field were not so good. It was therefore agreed that three of the nest boxes from the faggot field will be moved to the preferred location along the South Holland Main Drain over the autumn/winter 2018/19 period. The Conservation Committee Chairman further reported that two new nest boxes had been purchased this year and installed in this preferred location. Considering these changes, it was felt that the need to purchase more nest boxes nest boxes nest year, as suggested in the report, was currently no longer necessary. Following the re-arrangement of the nest boxes, it was agreed that a plan be produced for the Board’s records, showing the location of all of the boxes.</p>	<b>RCT</b>
		<b>RCT</b>
<b>03/18/04</b>	<p><b>Bat surveys</b></p>	
	<p>The results of the 2017 Bat survey were discussed, in conjunction with the Lincolnshire Bat Group’s report on bat activity of the South Holland Main Drain, which highlighted the importance of this watercourse for bats. It was agreed that the Board’s bat survey should continue this year, but in light of the importance of the South Holland Main Drain,</p>	

ID Conservation Committee, Minute	Action
<p>pumping stations/structures in that vicinity should be targeted first. It was further suggested that contact be made with the Lincs Bat Group to see if there were any more preferable sites where the bat survey would be of more interest, and if so change the Board's BAP target to incorporate these sites.</p>	KLJV
<p><b>03/18/05 Otter surveys</b></p>	CL
<p>The Committee considered the otter survey results from 2017, and who would undertake the survey this year and in the future. The surveys had previously been undertaken by the Board's Assistant Engineer who has recently taken on the Operations Managers role and will no longer have time to carry out the surveys. The WMA Environmental Manager reported that this task could be undertaken by an Environmental Assistant within the WMA, along with setting up and monitoring the trail camera on the artificial otter holt created last year. It was agreed that this would be arranged.</p>	CL
<p><b>03/18/06 Non-native invasive species</b></p>	
<p>The Committee was pleased to see that Board's operatives had attended a non-native invasive species training course. However, with regard to the continued control of these species, concern was expressed about the potential loss of Glyphosate for use in watercourses, the current date for this being June 2020. It was hoped that ADA would lobby for the continued use of this chemical in water as it forms an essential tool not only for the control of non-native invasive species in watercourses, but also for vegetation growth in terms of conveyance of flow.</p>	
<p><b>03/18/07 Sand Martin nest sites</b></p>	DGM
<p>It was noted that the old Sand Martin site at the end of the spoil heap on the South Holland Main Drain had not been used this year, and it was decided that the face should be trimmed back to vertical over the autumn/winter period to encourage use next nesting season. The proposal to move the new nesting site further along the bank this autumn/winter to avoid erosion problems along the adjacent land owner's boundary was agreed.</p>	DGM
<p><b>03/18/08 Spiny Mason Wasp</b></p>	
<p>The Committee was pleased to note that the Spiny Mason Wasp colony was still active in the spoil heap on the South Holland Main Drain.</p>	
<p><b>03/18/09 Meadow Saffron – North bank of South Holland Main Drain</b></p>	
<p>The Catchment Engineer reported that the flail cut of the Meadow Saffron area, as per the Board's consultant's recommendation, was</p>	

<b>ID Conservation Committee, Minute</b>	<b>Action</b>
<p>imminent and should be complete later that day. The Committee requested that the Board's consultant produces a month by month maintenance plan for the LWS and HLS sites for use by the Board's operations department to assist in making sure maintenance tasks are carried out in the right way at the right time.</p>	<p><b>JF</b></p>
<p><b>03/18/10 Higher Level Scheme (HLS) site and Local Wildlife Site (LWS) - South Holland Main Drain</b></p> <p>The Committee thanked the Board's consultant for the detailed reports and species lists that he had produced for the LWS and HLS sites during the past 12 months.</p> <p>The re-growth on the new berm created last year on the south bank was discussed. The section between the western end of the spoil heap and the old railway bridge was not currently being grazed and as a result the vegetation was well over grown. It was decided that a meeting should be held with the grazier to discuss what was being done with this section, also bearing in mind that this section will be in the mudding programme this coming autumn/winter/spring.</p> <p>Alternatives to grazing were discussed, including flailing, ideally with the cut material being removed. It was generally felt that removing the cut material was costly as it has no value and would then have to be disposed of. As such it was generally accepted that cut material would have to remain in-situ. The possibility of using cut vegetation in Anaerobic Digesters (AD) Plants in the production of bio-gas was discussed. The Lincolnshire Wildlife Trust adviser reported that the Lincolnshire County Council had been trialling the harvesting of roadside verge cuttings for use in AD Plants. It was agreed that this would be investigated.</p>	<p style="text-align: center; vertical-align: middle;"><b>KLJV, DGM, JF</b></p> <p style="text-align: center; vertical-align: middle;"><b>KLJV, DGM, AJ</b></p>
<p><b>03/18/11 Eels</b></p> <p>The Committee re-iterated the Board's position that eel mitigation measures will be incorporated when pumping station refurbishments are undertaken. The Board do not however intend to undertake stand-alone eel mitigation works as there is currently no external funding for this. It was felt that this stance is representative of most IDBs.</p>	
<p><b>03/18/12 Mink control programme</b></p> <p>Following some positive sightings of mink on the South Holland Main Drain, the re-introduction of the Board's mink control programme was discussed. As a non-native species, the Board had attempted mink control in the past but with little success. The WMA Environmental Manager now suggested using the floating pad technique to establish where mink were present before deploying traps. This was seen as a less labour intensive and therefore more efficient method.</p>	

<b>ID Conservation Committee, Minute</b>	<b>Action</b>
<p>Norfolk County Council's view of co-ordinating mink control was discussed, and it was felt that Lincolnshire would benefit from adopting a similar philosophy. It was decided that this should be brought up at the next meeting of the Lincolnshire Flood Risk and Drainage Management Strategy Group.</p>	<b>SARM</b>
<p>In the meantime it was decided that the Board would re-introduce its mink control programme by buying five floating platforms and traps, and utilising the Board's pest control contractor for the labour element, under the guidance of the WMA Environmental Manager.</p>	<b>CL</b>
<p><b>03/18/13 Standard Maintenance Operations (SMO) booklet review</b></p>	
<p>The need to update the Board's Standard Maintenance Operations booklet was discussed and agreed. The WMA Environmental Manager reported that it was intended to have this update undertaken by external consultant and the process would start later this financial year and in to next financial year. It was agreed that the WMA Environmental Manager would report back with a cost for this after talking to the consultant.</p>	<b>CL</b>
<p><b>03/18/14 South Holland IDB BAP</b></p>	
<p>Progress on the Board's BAP targets were discussed. Matters arising:</p> <ul style="list-style-type: none"> <li>• Rivers, canals and drains – it was reported that a Kingfisher hole was in the process of being constructed on a culvert between Reckerby and Lundys Farm, Holbeach Marsh. The timber construction retaining walls for Kingfisher nesting habitat that were being constructed by Middle Level Commissioners were discussed. The WMA Environmental Manager agreed to look at these in more detail.</li> <li>• The Catchment Engineer proposed, and the Committee agreed, that as the Board does not have any ponds on its land or wet woodland within its district, these targets within the BAP should not be taken further.</li> </ul>	<b>CL</b>
<p><b>03/18/15 RECOMMENDED WORKS AND BUDGET 2018/19 AND 2019/20</b></p>	
<p>The Committee agreed to propose to the Board acceptance of the indicative 2018/19 budget of £9,950 for: Maintenance of grass snake nests, maintenance of owl/kestrel boxes, construction of kingfisher sites (as and when suitable sites become available), construction/maintenance of Sand Martin cliff, bat surveys, mink control, review of SMO, and surveys and monitoring of South Holland Main Drain HLS and LWS.</p>	
<p>The Committee further agreed to propose acceptance of the indicative 2019/20 budget, with the amendment of removing the costs</p>	

**ID Conservation Committee, Minute****Action**

associated with new Tree Sparrow boxes as it was now intended to re-position existing boxes. This gave an indicative 2019/20 budget of £10,850 for:

Maintenance of grass snake nests, maintenance of owl/kestrel boxes, construction of otter holts and kingfisher sites (as and when suitable sites become available), maintenance of Sand Martin cliff, purchase of new data loggers, bat surveys, mink control, review of SMO, and surveys and monitoring of South Holland Main Drain HLS and LWS.

**04/18 DATE OF NEXT MEETING**

The date of the next meeting was set for Tuesday 11 June 2019 at 9am.

**05/18 ANY OTHER BUSINESS**

**05/18/01** It was decided that the Operations Manager should attend future meetings of this committee.

**05/18/02** It was decided that the Board should set up an electronic file system, such as Drop Box, for the Board's consultant for monitoring the South Holland Main Drain HLS/LWS to download his reports and photographs of the South Holland Main Drain for future reference. The Catchment Engineer to discuss with the Chief Executive to implement.

**KLJV/PJC/  
JF**

**05/18/03** It was suggested that it may be more beneficial for the Board to narrow their focus on the South Holland Main Drain, and concentrate efforts on one particular area/species. Following discussion it was agreed that this is what is being done to some extent, by breaking the LWS/HLS site down into smaller sections and concentrating on the important features in each of those areas.

**A MEETING OF THE SOUTH HOLLAND IDB PERFORMANCE SUB-COMMITTEE WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, LINCOLNSHIRE ON MONDAY, 16 JULY 2018 at 9.00 AM.**

<b>Elected Members</b>	<b>Appointed Members</b>
* A G Hay	<b>South Holland D C</b>
* S A R Markillie	N/A
* D R Worth	

**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)

<b>ID</b>	<b>South Holland IDB: Performance Sub Committee, Minute</b>	<b>Action</b>
<b>21/18</b>	<b>APOLOGIES FOR ABSENCE</b>	
<b>21/18/01</b>	There were no apologies for absence.	
<b>22/18</b>	<b>MINUTES OF THE LAST MEETING</b>	
<b>22/18/01</b>	The minutes of the meeting of the Performance Sub-Committee held on 11 January 2018 were considered in detail and approved. There were no matters arising.	
<b>23/18</b>	<b>REVIEW OF OBJECTIVES 2018/19</b>	
<b>23/18/01</b>	The mid-term Performance Review for 2018/19, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:	
<b>23/18/02</b>	<b>Objective 2: Continue to discuss the Special Levy for each financial year with South Holland District Council</b>	
	A date in September/October 2018 to be confirmed as soon as possible.	
<b>23/18/03</b>	<b>Objective 3: Introduction of new front office structure effective 1 April 2018</b>	
	(i) It was agreed to schedule an additional Performance Committee meeting to review the new front office structure.	

ID South Holland IDB: Performance Sub Committee, Minute	Action
<p>(ii) It was agreed to check with the Catchment Engineer and the Operations Manager whether or not one of the Board's machines is currently standing idle given that there is currently an unfilled operative vacancy.</p>	
<p><b>23/18/04 Objective 5: To investigate all funding options to finance capital works moving forward</b></p> <p>It was agreed and thereby RESOLVED to recommend that the Board writes to Cathryn Wright, with copy to Norman Robinson, (both EA) concerning the issues the IDB is experiencing with EA consultants in the application for FDGiA for capital schemes.</p>	
<p><b>23/18/05 Objective 6: To consider the pros and cons of undertaking works on first line sea walls that protect the Board's area, on a rechargeable basis for and on behalf of the EA</b></p> <p>The importance of making an approach to the EA by the end of 2018 latest was noted.</p>	
<p><b>24/18 NEXT MEETING</b></p>	
<p><b>24/18/01</b> The Performance Committee would next meet on 26 September 2018 at 2.00 pm to review the new front office structure.</p>	
<p><b>25/18 ANY OTHER BUSINESS</b></p>	
<p><b>25/18/01</b> There was no other business to discuss.</p>	



## South Holland Internal Drainage Board Objectives 2018/19 – In Year Review

	<b>Objective</b>	<b>Responsible Officer</b>	<b>Status</b>
1.	<p>Ensure total expenditure does not exceed the expenditure budget for 2018/19 and plan for subsequent years' rate increases.</p> <p>Develop a plan for financing capital works when/if Reserves are exhausted.</p>	<p>Chief Executive/ Budget Holders: Catchment Eng., Operations Manager</p> <p>Chief Executive/ Catchment Engineer</p>	<p>On target.</p> <p>To be completed.</p>
2.	<p>Continue to discuss the Special Levy for each financial year with South Holland District Council.</p>	<p>Chief Executive/Board Chairman</p>	<p>Request meeting with SHDC to take place September/October 2018.</p>
3.	<p>Introduce new front office structure effective 1 April 2018.</p>	<p>Chief Executive/Board</p>	<p>As approved at the 6 February 2018 Board meeting the new front office structure has been implemented from 1 April 2018.</p> <p>The Works Supervisor retired on 30 June 2018, earlier than anticipated.</p> <p>Following internal advertising and interviews the Working Foreman and Working Lead Hand roles, (both reporting to the Operations Manager), have been filled internally and in post since 1 June 2018.</p> <p>Recruitment of a Land Drainage Operative to fill the vacancy is ongoing.</p>

## South Holland Internal Drainage Board Objectives 2018/19 – In Year Review

4.	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.	Operations Manager	On target.
5.	To investigate all funding options to finance capital work moving forward.	Catchment Engineer/ Chief Executive	In the June 2018 annual refresh of the EA administered plan of future risk management authority capital schemes, provision has been included for the Board's schemes to be considered for Local Levy.
6.	To consider the pros and cons of undertaking works on first line sea walls that protect the Board's area, on a rechargeable basis for and on behalf of the EA.	Catchment Engineer/ Chief Executive/Board	To be completed.
7.	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.	Catchment Engineer/ Chief Executive/ Board	Recent meetings have taken place with the EA to discuss the way forward. EA have proposed that the Environmental Permitting route may be the way forward to control any future changes to the relic line of reclamation. A joint EA/IDB letter to affected landowners is due to be circulated soon to introduce this concept, as well as inform of the baseline condition surveys that the EA will be undertaking in the near future.

9 July 2018

## **OPERATIONS REPORT**

### **1 MAINTENANCE WORKS**

#### **1.1 HAND RODING**

Hand roding finished week ending 11 May 2018.

#### **1.2 MECHANICAL RODING**

Mechanical roding started week beginning 12 July 2018 when the soil moisture deficit in the Board's area was 142mm.



**Board's excavator basket cutting Lords Drain – July 2018**

#### **1.3 NEW ACCESS WORKS, OPEN WATERCOURSE, CULVERT REPAIRS AND PIPELINES**

- Piping upstream section of Scarlet Gate Drain (see Engineers Report).
- Re-profiling and installing access culvert to newly adopted Mill Dyke Branch watercourse (see Engineers Report).
- New cut re-aligning Pig Lane Dyke (see Engineers Report).

#### 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>
Hazelwood Lane Drain Pipeline	Jetted/camera - ADC
Coronation Channel Soke Dyke	Jetted/camera - ADC
Clay Lake Pumping Station	Jetted/camera - ADC
Hundred Lane Drain	Jetted/camera – ADC
Sutton St James PS outfall pipe	Jetted/camera – ADC

#### 1.5 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 been sprayed with Glyphosate where necessary.

#### 1.6 SLIP REPAIRS

The following slip repairs/bank repairs have been carried out in this reporting period using concrete, soil and pitching stone.

<u>LOCATION/DRAIN</u>	<u>LENGTH (m)</u>
Sutton St James Drain	117m
South Holland Main Drain	38m
Exeter Drain North	24m

#### 1.7 MUDDING OPERATIONS

The 2017/18 mudding operations overran in to the 2018/19 financial year by three weeks. Due to the vast amount of mud/silt removed on the section of the South Holland Main Drain adjacent to Spendla's Lane and Roman Bank Road, the removal/levelling in situ of the material took in excess of a further six weeks to complete utilising approx. 60% of the workforce. The Fishing Club requested that the Board remove the mud/silt as soon as practically possible from the fishing stands which was substantially achieved before the start of the fishing season. Due to all of this work, £70,000 of this year's mudding budget has already been expended, with this year's mudding programme not due to start until the autumn.

## 1.8 RUBBISH CLEARANCE

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

<b>DRAIN</b>	<b>COMMENT</b>
South Holland Main Drain (Sharp's Bridge)	9 Car tyres
South Holland Main Drain (Sharp's to Foreman's Bridge)	Scrap metal Pile of wood
Battlesfield Pipeline (Grass strip above pipeline)	Car tyre, concrete post, garden rubbish.
Cranesgate Drain (Snuffers Lane)	3 Fridges, 1 cooker, garden rubbish
Peartree (Holbeach Bank Pumping Station)	Old TV, various bottles.
South Holland Main Drain (Wisemans to bridge)	33 Car tyres
Falls Drain (Crosses Strip)	1 Mattress
Holbeach Old River (Cramwell Lane)	2 Car tyres

## 2 **EMPLOYEES**

### 2.1 SICKNESS

A total of 8 working days have been lost in this reporting period due to illness.

## 3 **HEALTH AND SAFETY**

### 3.1 ACCIDENTS

- Operative - twisted right leg while lifting off an inspection chamber lid.
- Operative - jarred back while tractor carting mud/silt over a rough track from the South Holland Main Drain.

### 3.2 NEAR MISSES

There have been no near misses in this reporting period.

### 3.3 TRAINING

The following training has been carried out by the Board in this reporting period.

#### TRAINING

Confined Space

#### OPERATIVES

All but one operative

### 3.4 HEALTH AND SAFETY INSPECTIONS

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

<b>Inspection</b>	<b>Regularity</b>
Workshop Inspection	Quarterly
Towing gear	6 monthly
Emergency lighting	Monthly
Cope Safety visit	6 monthly

## 4 **MOBILE PLANT REQUIREMENTS**

### 4.1 PROPOSED REVISION TO 2018/19 BUDGET

The new operations team has reviewed the existing 6 year indicative proposed plant requirements. In the last 2 years it is clear that although there was an allowance in the budget to purchase certain plant i.e. wheeled excavator, trailers, basket, etc these monies were not utilised. The operations team has taken a pragmatic look at what plant is required to carry out their works efficiently and safely for 2018/19, and would like the Board to approve the proposed changes that have been made, taking into consideration the monies that haven't been spent in the previous years, allowing these monies to be brought forward to 2018/19 budget. The Operations team will then produce a revised 6 year plant renewal program for review by the next Plant and Development Committee meeting in October.

Figures previously agreed by the Board for the 2018/19 indicative plant budget

<b>2018/19 agreed indicative plant</b>	<b>Indicative Estimated Price (£)</b>	<b>Indicative trade in (£)</b>	<b>Indicative nett cost (£)</b>
L R Excavator	138,000	20,000	118,000
Trailer	16,500	2,500	14,000
Basket 5.5m	11,500	1,500	10,000
Tractor (Ex hire)	60,000	15,000	45,000
	<b>226,000</b>	<b>39,000</b>	<b>187,000</b>

Items purchased/proposed as revised plant requirements for 2018/19 showing a total proposed nett spend of £358,365.

<b>Plant</b>	<b>Price</b>	<b>Trade in/sale price</b>	<b>Nett cost</b>
<b>2018/19 actual to date</b>			
Tractor <sup>1</sup>	88,218	27,000	61,218
Crew Cab Truck <sup>2</sup>	19,082	10,600	8,482
Plant Engineers Van <sup>3</sup>	14,002	3,000	11,002
Fuel bowser <sup>4</sup>	4,160	50	4,110
Front flail <sup>5</sup>	4,995	0	4,995
Excavator attachment - Tree Cutter <sup>6</sup>	17,000	2,600	14,400
Truck Tipper Trailer <sup>7</sup>	3,523	0	3,523
Excavator attachment - Lifting tines <sup>8</sup>	2,135	0	2,135
<b>Total</b>	<b>153,115</b>	<b>43,250</b>	<b>109,865</b>
<b>2018/19 indicative proposed</b>			
Wheeled Excavator <sup>9</sup>	200,000	30,000	170,000
Teleporter/loader <sup>10</sup>	70,000	0	70,000
Work Van (2nd hand) <sup>11</sup>	8,500	0	8,500
<b>Total</b>	<b>278,500</b>	<b>30,000</b>	<b>248,500</b>
<b>Grand total</b>	<b>431,615</b>	<b>73,250</b>	<b>358,365</b>

## Notes

1. Tractor replaced as per previously agreed renewals plan. It was decided to go for a new tractor instead of an ex-hire example, following consultation with the Board's Chairman and the Chairman of the Plant and Development Committee, as this could be accommodated within the previously agreed budget. The old Claas tractor was sold in part exchange.
2. It was agreed to buy a new Crew cab truck in the 2017/18 budget at an indicative nett cost of £18,000 however this was not purchased. It has therefore been purchased this year, and the Operations Manager's old truck was sold in part exchange, to give a nett cost of £8,482.
3. New van purchased for Plant Engineer as a more suitable vehicle for his work. His old truck sold in part exchange. Nett cost of £11,002 funded substantially from the under spend on the crew cab truck.
4. New fuel bowser purchased to replace old bowser. New bowser is double banded and legal for use on the highway.
5. Front flail purchased to enable more efficient maintenance of access strips etc
6. Tree cutter attachment for excavator purchased to replace existing which has been condemned due to metal fatigue. This cutter is for larger diameter trees, the one purchased last year is for smaller diameter. The old tree cutter was sold for spares.
7. Truck tipper trailer purchased for construction works. Needed for ease access to areas where tractor and trailer are not suitable.
8. Lifting tine attachments for excavator purchased for Health and Safety reasons. Will allow material and equipment to be lifted safely on site.
9. New wheeled excavator to be purchased to replace existing as per previously agreed 2017/18 renewals plan, and old one to be sold/part exchanged. Not purchased in 2017/18 and therefore proposed for this year.
10. Teleporter/loader to be purchased to allow lifting of heavier items, such as pipes, pumps, baskets etc in the yard as well as on site. Loader can be used for loading materials in the yard and on site, and for clearing weedscreen debris at pumping stations etc
11. Work van to be purchased to allow work to be carried out more efficiently (spraying, construction, etc)

DOMINIC MORRIS  
OPERATIONS MANAGER



## ENGINEERING REPORT

### 1 CAPITAL WORKS

#### 1.1 SUTTON ST JAMES PUMPING STATION REFURBISHMENT

The old pumps were removed on 8 May 2018 and the new fish friendly pumps and associated sump steel work, pump canisters etc were then installed by Bedford Pumps Ltd. The existing switchgear was modified to accommodate the new pumps, and these were commissioned on 15 May. The Board's standby mobile pumping plant was used to over-pump during the period of installation/commissioning.



**New fish friendly pumps prior to installation – May 2018**

#### 1.2 EXETER DRAIN NORTH, SPALDING – PIPING WORKS DOWNSTREAM OF HALMERGATE, AND WORKS ON THE OPEN CHANNEL BETWEEN THE SCHOOL PLAYING FIELDS

The willow trees adjacent to the High School field were pruned back at the beginning of June. This was preceded by a bat and nesting bird survey, which was carried out by an environmental consultant. The pruning has opened up access in to the drain with a machine, and as can be seen in the photograph below, this has allowed the open section of watercourse to be cleaned out. This resulted in the water level in the Exeter Drain upstream of this point dropping significantly.



**Willow trees after pruning, allowing machine access to drain**



**Years of mud and debris build up being removed from bed following machine access being made available**

The piping of the section of watercourse between Exeter Drive and Spalding Academy continues. It is planned to install 120m of 1.2m dia plastic pipe, 2 no inspection chambers, and a headwall during this financial year. This is being undertaken with a combination of Board's in-house plant and labour, and contract plant and labour from C G Godfrey's Ltd.



**1.2m dia plastic pipe being installed – July 2018**

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

The business case for Westmere Pumping Station and Sluice Refurbishment is being finalised by the consultant, Jacobs, for submission to the Environment Agency for review.

Work continues with Jacobs to produce the business cases for the following schemes to ascertain the amount of grant-in-aid each scheme will attract.

- Fleet Haven Pumping Station refurbishment
- Dawsmere Pumping Station refurbishment
- Lords Pumping Station refurbishment

## **2 MAINTENANCE WORKS**

### **2.1 MUDDING NOTICES**

Mudding notices have been prepared for this year's de-silting programme, and will be sent out in the very near future.

### **2.2 ANNUAL ACCESS NOTICES**

Annual access notices for the 2019/20 cutting season are due to be sent out in August.

## **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 retention level of 0.30m ODN.

### **3.2 LUTTON LEAM ROAD BRIDGE SLUICE**

The Lutton Leam Road Bridge Sluice was lowered down on 27 July 2018 in an attempt to retain water in the Lutton Leam system during the current dry spell.

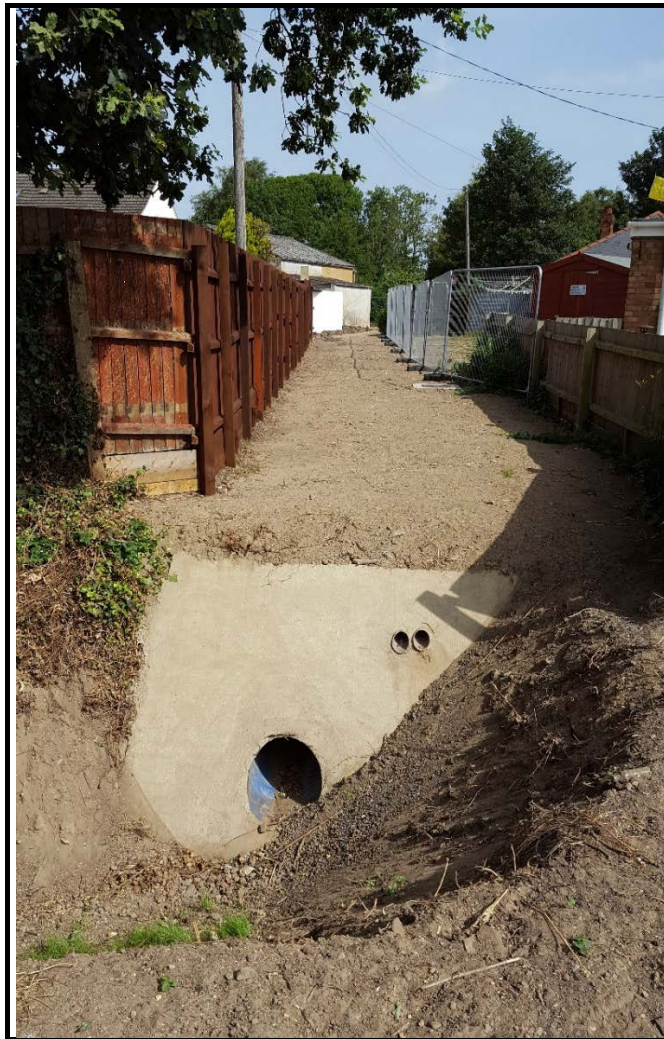
## **4 GENERAL**

### **4.1 PIPING OF UPSTREAM 55M OF SCARLET GATE DRAIN, SARACENS HEAD.**

The piping of the 55m section at the upstream end of Scarlet Gate Drain was piped during June 2018 utilising Board in-house labour. This course of action was agreed at the February 2017 Board meeting. The work is now complete with the exception of some fencing, which is to be erected by a fencing contractor in September, to discourage encroachment on to the strip from the neighbouring properties.



**Piping of upstream section of Scarlet Gate Drain, work in progress, June 2018.**



**Scarlet Gate Drain piping completed**

#### 4.2 RE-PROFILING OF RECENTLY ADOPTED MILL DYKE BRANCH, COWBIT

Re-profiling of the recently adopted Mill Dyke Branch has been undertaken on a rechargeable basis. The adjacent developer has financed this work, along with the installation of a pedestrian foot bridge culvert linking their development site with Cowbit playing field. A replacement fence is to be erected along the edge of the playing field, to replace the old chain link fence that was taken down to facilitate the work, again at the developer's expense. The re-profiling work and culvert construction were undertaken using in-house plant and labour.



**Re-profiling of Mill Dyke Branch Drain – rechargeable work carried out at the expense of the developer**

#### 4.3 RE-ALIGNMENT OF PIG LANE DYKE, MOULTON SEAS END

The re-alignment of the Pig Lane Dyke, agreed at the November 2017 Board meeting, has been completed. The new cut was undertaken utilising contract plant and labour from Philip G Wright Excavations Ltd. The spoil from the excavation is to be loaded, carted, and used to fill the old route of the watercourse by the landowner, as their contribution towards the work.



**Re-alignment of Pig Lane Dyke – section of new cut**

**4.4 SECOND LINE BANKS**

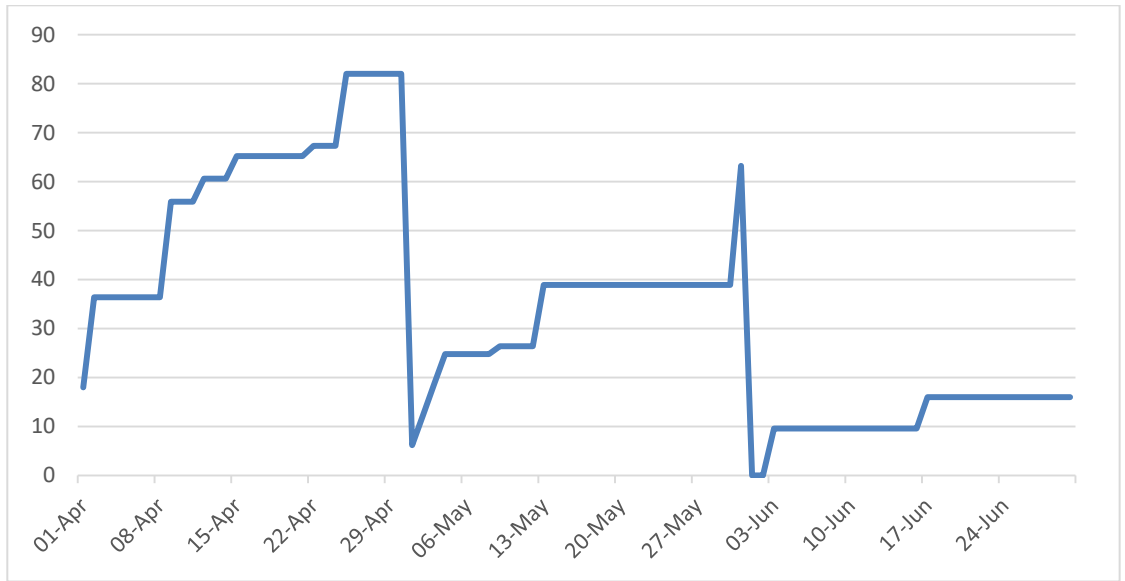
The pilot scheme, along the Board’s coastal frontage, for protecting the second line sea bank, or former line of reclamation as it is now termed, continues with the Environment Agency and Board jointly sending out a letter to all affected landowners. Originally it was intended to investigate the possibility of designating these banks under the Flood and Water Management Act 2010. However, after considerable deliberation, it has now been decided to pursue protection under the Environmental Permitting Regulations 2016, as a less onerous process. The Environment Agency intend to do a walk over visual survey of the banks in the near future to determine the extent of bank which is still in suitably good condition to be covered by the Permitting Regs.

**5 RAINFALL**

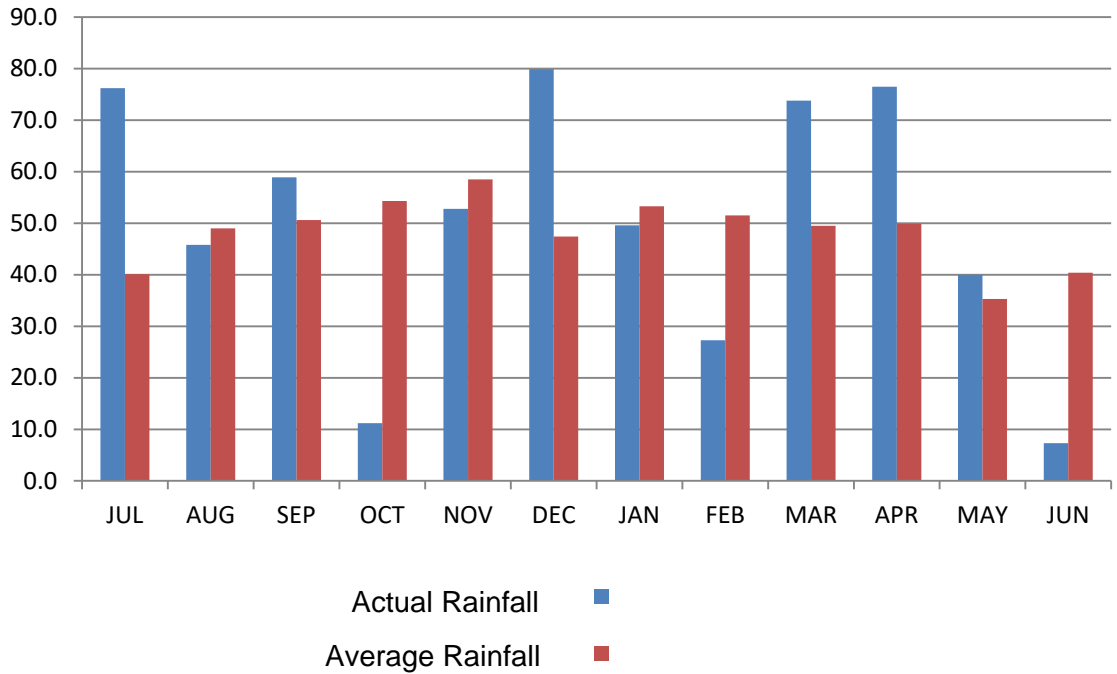
Rainfall statistics relating to stations in the Board’s area for the months of April, May, and June are as follows: (recordings in mm)

LOCATION	APRIL		MAY		JUNE		NO OF YEARS RECORDS KEPT
	REC.	AV.	REC.	AV.	REC.	AV.	
Gedney Marsh – Norfolk House	76.5	40.7	40.0	48.9	7.3	49.9	59
Holbeach – Marsh Reeves	82.0	40.0	63.2	47.3	16.0	45.5	33

**CUMULATIVE RAINFALL READINGS (MM)  
MARSH REEVES, HOLBEACH – APRIL, MAY, AND JUNE 2018**



**ACTUAL AND AVERAGE MONTHLY RAINFALL READINGS (MM)  
NORFOLK HOUSE JULY 2017 – JUNE 2018**





## **6 ENVIRONMENTAL REPORT**

### **6.1 SALINITY LEVELS – SOUTH HOLLAND MAIN DRAIN**

During the recent dry period, salinity levels in the South Holland Main Drain have increased significantly, as is usually the case in such conditions. The records taken on 16 July show high levels as far upstream as the Little Holland outfall.

The Bell Row Freshwater Feed, feeding freshwater from the River Welland in to the Board's Wisemans catchment and in to the South Holland Main Drain, was opened on 30 July 2018. It will be monitored daily, and left to run until the salinity in the Main Drain begins to reduce, as long as the Environment Agency can spare water from the River.

### **6.2 SOUTH HOLLAND IDB BIOSECURITY POLICY**

Biosecurity is a hugely important process which needs addressing within the UK as a whole, to prevent the spread of Non-Native Invasive (NNI) species. These plants and animals are seriously impacting on native wildlife and costing landowners, ratepayers, public bodies and the UK government vast amounts of money in control/eradication programmes. In order to stem the flow of these NNI species at the local level, some basic biosecurity measures have been documented and recommended to be adopted by the IDB and contractors, if they are not already being done so.

In order to speed this process and help IDBs, ADA have recently pulled together a template for biosecurity measures. This template has been edited to suit the needs of the SHIDB.

A draft of the proposed document for adoption and ratification by the Board can be viewed in Appendix A.

**K L J VINES  
CATCHMENT ENGINEER**



## **South Holland Internal Drainage Board**

### **Biosecurity Policy**

#### **PURPOSE**

This document sets out the Biosecurity Policy of South Holland IDB. It covers activities undertaken by the IDB on a daily basis to reduce the spread and damage from invasive non-native species.

It is intended that the Board's staff and contractors will follow procedures commensurate with this Policy.

#### **POLICY STATEMENT**

Invasive non-native species are wide spread nationally and if left uncontrolled present a threat to our aquatic and riparian systems. It is imperative that our field operations to manage flood risk and water levels do not exacerbate the risks to the environment and economy that are posed by these species. Failure to minimise the spread of invasive non-native species, where these are known to be present, can risk prosecution under the Wildlife & Countryside Act 1981.

Vigilance is required if we are to stop the spread of invasive non-native species, and it is imperative that we integrate basic biosecurity in our operations to prevent this spread. Much to do with biosecurity involves awareness, common sense and agreed procedures.

#### **RESPONSIBILITIES**

The Board is responsible for reviewing and approving the content and implementation of this Policy.

The Board will ensure any new contracts let will include reference to the Policy where a risk is considered to exist arising from the works involved.

All Board Members, staff and contractors are required to comply with the Policy's requirements and share responsibility for performance in implementing the Policy in regard to the health, safety and welfare of the environment.

#### **IMPLEMENTATION**

This Policy is implemented through supporting guidance documentation covering biosecurity procedures.

Where biosecurity risks have been identified operational Staff will be provided with training and information on identification of INNS likely to be found within the Drainage District.

All operational machinery, tools and personal protection equipment (PPE) identified as at risk of cross-contamination will be subject to 'check, clean, dry' decontamination procedures before moving between operations on watercourses and sites.

All Operational Staff will report sightings of INNS to (either the Board's Environment Officer or the GB NNS Secretariat directly)

#### **APPROVAL**

This Policy will be approved by the Board on 7 August 2018. This Policy will be reviewed, at a minimum, every five years.

## **South Holland Internal Drainage Board**

### **Biosecurity Procedures**

#### **PURPOSE**

These procedures aim to help Board members, staff, and operators working for the IDB to identify key biosecurity risks pertinent to the internal drainage district and the Board's activities, and identify measures to address these risks.

#### **OBJECTIVES**

Unless you know and have inspected a site it is best to assume that it may have invasive non-native species and diseases that can be spread by contaminated clothes and equipment, so biosecurity is an important issues that should be planned for. Operators should take care to avoid transporting water and material between water bodies where a risk has been identified, hence it is essential that the IDB takes appropriate actions.

Operators visiting a site where an invasive non-native species is known to be present, should take measures to ensure they do not spread it. Failure to do so can risk prosecution under the Wildlife & Countryside Act 1981.

While most operators will be vigilant about the risk of spreading invasive non-native species and diseases, there is a real risk that those that are not could accidentally spread these organisms, harming the environment and potentially damaging the reputation of the Board, compromising its ability to operate, or work with partners.

#### **RESPONSIBILITIES**

##### **Awareness**

The Operations Manager and contractors will have oversight of biosecurity, disseminate information, and report on these matters.

The Board's staff will be encouraged to seek information on invasive non-native species and biosecurity practices. The Environment Agency and Non-native Species Secretariat have relevant useful information.

If a risk is identified then the operator concerned or contractor should be made aware of the priority invasive non-native species, with specific attention to aquatic and riparian species of concern and those known to be present in the surrounding area. Training for staff and operatives as shall be provided as appropriate, and information will be disseminated through toolbox talks, workshops, leaflets, emails etc. Contractors should be asked to confirm that they have similar arrangements in place.

Signage, species alerts/information sheets, or guidance should be in place, making operators aware of the risks, and providing advice on how to prevent spread.

##### **Monitoring**

Operators should be vigilant in the field for invasive non-native species and have an appropriate mechanism for recording and reporting sightings of suspected species, location, and relevant details.

New sightings should be reported to the Operations Manager and Environment Officer, and other authorities and/or land managers as appropriate. The PlantTracker app ([www.planttracker.org.uk/](http://www.planttracker.org.uk/)), available free for Apple and Android devices, shows you how to identify invasive non-native plant species and enables you to easily submit geo-located photos whenever you find one.

##### **Planning works**

Biosecurity should be taken into consideration alongside other factors, such as health and safety, when planning operations and standard working procedures.

The risk of spreading invasive non-native species can be reduced by reducing the contact time in which equipment is exposed to the water. This is particularly important for items such as trailers, which have cavities that may retain water and be hard to inspect.

Propagules are small bits of plant that become detached and give rise to a new plant. Working practices that either reduce, or contain and remove, propagules should be encouraged where practicable, especially in regards to mechanical vegetation control.

### **Cleaning**

Remember: Check, Clean, Dry - [www.nonnativespecies.org/checkcleandry/](http://www.nonnativespecies.org/checkcleandry/)

Decontamination is an essential process to be carried out prior to leaving a site where invasive species are present. This ensures that any foreign matter remains on the land/watercourse of origin, rather than taking it to another location.

Where it is not possible to conduct the decontamination prior to leaving the land/watercourse where the work was conducted (e.g. steam cleaning larger equipment), the operation should be carried out immediately afterwards at the depot or another secure site before the next operation.

Where a cross contamination risk has been identified any field team moving from a contaminated site should carry a 'disinfection box'. This should contain an appropriate commercial disinfectant, a spray bottle, cloths or sponges, a scrubbing brush and protective gloves.

On completion of a field operation, for situations where cross contamination is identified as a risk, the following principles apply:

1. Visually inspect all tools, equipment and machinery that has come into contact with the water for evidence of attached plant or animal material, or adherent mud or debris.
2. Remove any attached or adherent material before leaving the site of operation.
3. Washing/hosing with water will be sufficient to remove debris from most tools, equipment and machinery. Use hot water where possible.
4. Ensure that all water is drained from any water retaining compartments, outboard motors, tanks and other equipment before transportation elsewhere.
5. A high pressure washer preferably steam cleaner will be essential for more difficult stains or soil, paying particular attention to the tyres, tracks and undercarriage of vehicles and buckets, hulls, outboard motors and submerged parts of machinery. High-pressure steam cleaning, with water >40°C, is recommended for larger equipment, excavators, boats, trailers, and outboard motors that are being moved from one watercourse to another.
6. Clothing and PPE should be visually inspected and any attached vegetation or debris removed. Soiled clothing and PPE should be removed for laundering and boots scrubbed clean; hands and other body parts may also need cleaning.
7. Finally, decontamination by spraying on a commercial disinfectant such as Virkon at the recommended strength to the cleaned boots, tools, equipment or machinery will ensure any remaining disease agents or pests are destroyed.

Every effort should be made to ensure that the decontamination process is a public exercise and where appropriate tactfully brought to the attention of the land owner or manager at the appropriate time. It is not just a question of doing the right thing but also being seen to be doing it. In this way, public confidence will be maintained in flood and water level management operations.

### **APPROVAL**

These procedures will be adopted on 7 August 2018.

## PLANNING REPORT

### 1. SUMMARY OF ACTIVITY IN REPORTING PERIOD

- 1.1 This planning report covers the reporting period 1 May 2018 to 29 July 2018. There are currently 10 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):	1
Byelaw 3 (B3) – Discharge of Surface Water (SW):	2
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse	3
Byelaw 10 (B10)– Works within 9 m of a Board's maintained watercourse:	4
<b>Total:</b>	<b>10</b>

- 1.2 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:	1	1	1	2	5
Awaiting applicants acceptance of conditions:	0	0	0	0	0
Being processed by officers:	0	1	2	0	3
To be determined by the Board in this report:	0	0	0	2	2
<b>Total:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>10</b>

- 1.3 As is highlighted by the table immediately above there are 2 applications requiring consideration by the Board in this report. These are;

- SH-BYELAW-0165: Byelaw 10 application for addition of 3.9 m long 2 storey extension to end of existing property at Land at 107 Marshlands Drive, Holbeach, Lincs, PE12 7QW
- 18\_00580\_C: Byelaw 10 application to upgrade existing access road to serve residential development of 8 dwellings at The Sycamores, Farmyard, Church Gate, Whaplode

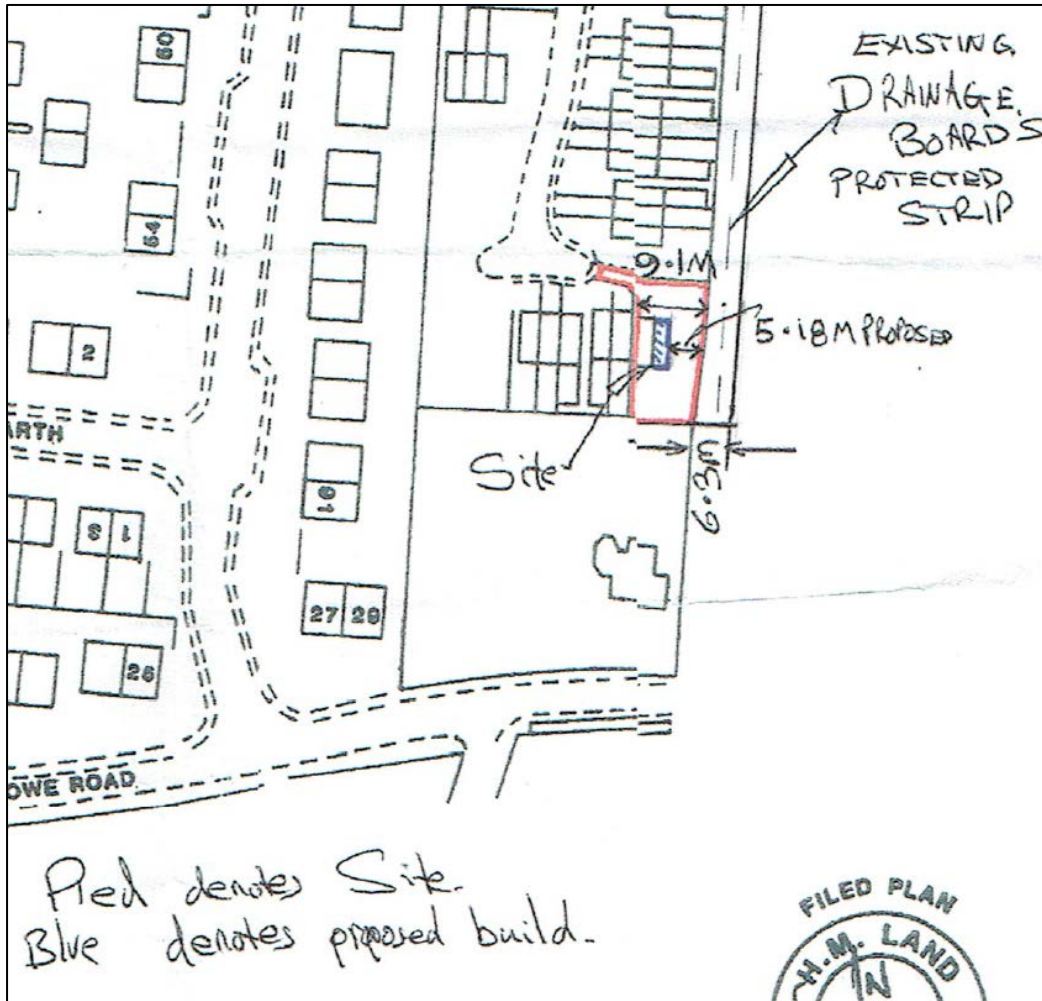
- 1.4 These are detailed in section 2 below along with the officer recommendation for determination. Also included in Section 2 of this report is a summary of the 2018 review of Surface Water Development Contributions. These contributions are charges placed on developers as a consequence of increases in impermeable surfaces that lead to increases in surface water discharges (rate and/or volume) into the Board's network. The full review is also included in this report as Appendix A.

## 2. ITEMS REQUIRING THE BOARD'S CONSIDERATION

### 2.1 SH-BYELAW-0165: Byelaw 10 application to for addition of 3.9 m long 2 storey extension to end of existing property at Land at 107 Marshlands Drive, Holbeach, Lincs, PE12 7QW

- a. An application for the relaxation of Byelaw 10 (no works within 9 metres of the edge of drainage / flood risk management infrastructure) was received by the Board from Mrs Jo Beattie. The application concerns a proposed 2 storey extension of a residential dwelling. This extension would effectively bring the edge of the current building approximately 3.9 metres closer to the Board's adopted watercourse Foxes Low Pipeline.
- b. This application is required to be determined by the Board, as opposed to by officers under delegated authority, due to the following;
  - The proposal would decrease the distance of the existing dwelling from the Board's adopted watercourse and is therefore counter to the Board's current development policy.
- c. The applicant has stated in support of their application that the finished build would be 5.18 metres from the boundary of the property and 8.3 metres from the centre of the piped watercourse. They have also stated that there are already other buildings that are approximately 700mm closer to the Board's watercourse than their proposal. No detailed architectural drawings have been submitted in support of their application.
- d. Officers visited site in May 2018. The Board's officers are of the view that the precise distance of the proposed extension would be closer than stated by the applicant. Whilst there are no accurate surveys of the precise alignment of the culverted watercourse officers believe it is likely that the outside edge of the pipeline is a metre off the fence line of the property concerned - not in the centre of the approx. 6 metre wide grass maintenance strip. This view is supported by the presence of a manhole close to the property boundary not in the centre of the maintenance strip. This would mean the extension would be approximately 6.1 metres from the edge of the piped watercourse.
- e. There is currently gated access available to the Board at either end of the maintenance strip to enable maintenance of the piped watercourse. The use and extent of this strip would not be impacted by the proposal. If emergency or planned works were required to repair or replace the chamber near to the property then it would likely necessitate the removal of the property's fencing and could be hampered by a closer proximity of the dwelling.
- f. Furthermore, whilst most of the existing buildings adjacent to the watercourse are the requisite distance from the assumed alignment of the pipeline there are a couple of garages that may be closer. It should be noted however that these developments are historic in nature and were either approved under a different IDB policy regime or went unregulated at the time by the Board.
- g. Any approval would be conditional, with conditions including the requirement for the landowner to enter into the Board's Standard Deed of Indemnity.
- h. **Recommendation:** The officer recommendation is for the application to be refused as it would bring the dwelling (post development) closer to the Board's watercourse in contravention of the current Board's policy.
- i. **Supporting maps and photos:** See overleaf

Map 1: Development site location plan



Map 2: Location of Board's Foxes Low Pipeline

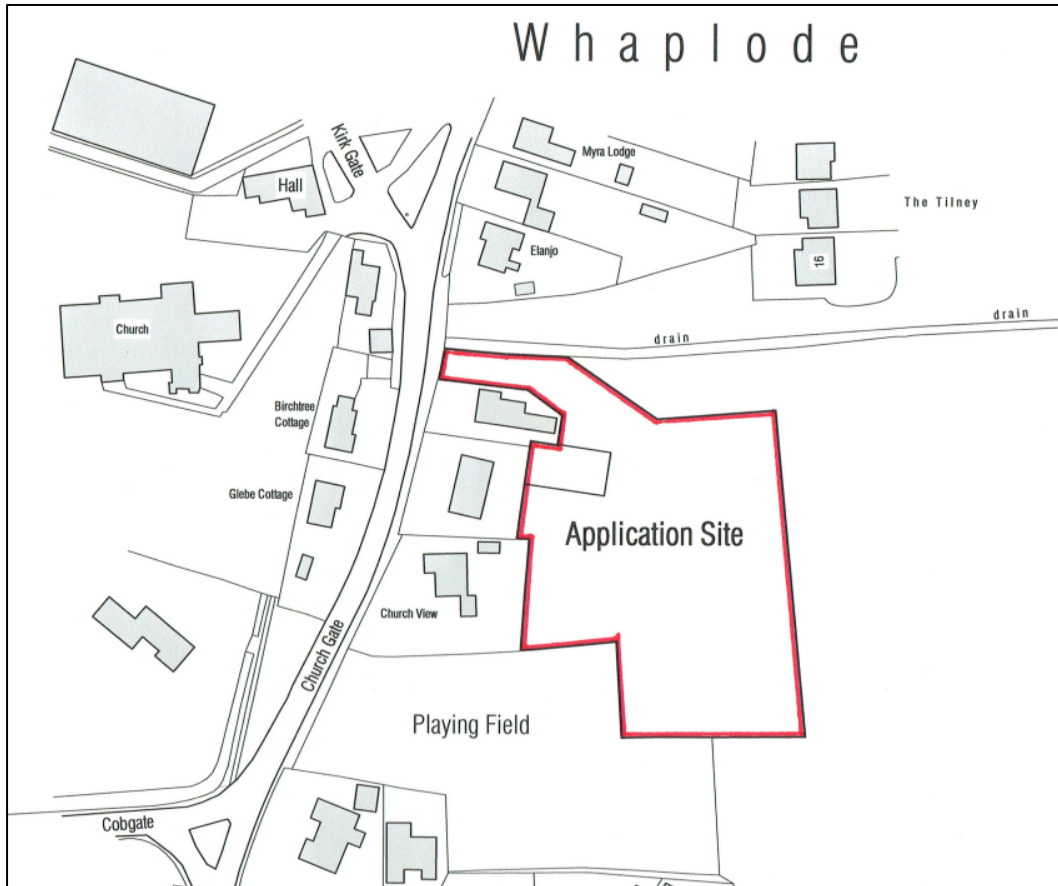


**2.2 18\_00580\_C: Byelaw 10 application to upgrade existing access road to serve residential development of 8 dwellings at The Sycamores, Farmyard, Church Gate, Whaplode**

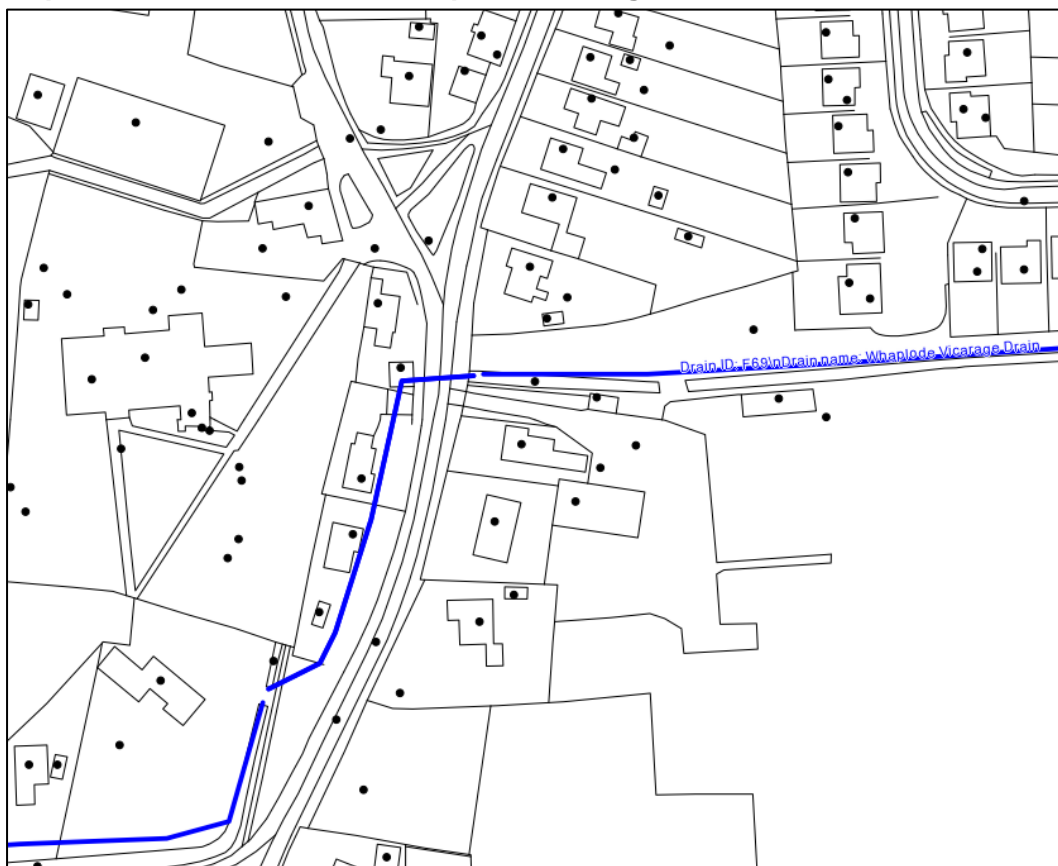
- a. An application for the relaxation of Byelaw 10 (no works within 9 metres of the edge of drainage / flood risk management infrastructure) was received by the Board from South Lincolnshire Developments Ltd on 23 July. The application concerns the upgrading of an existing access road to serve a proposed residential development of 8 dwellings within 9 metres of the Board's adopted Whaplode Vicarage Drain. The proposed works include the replacement of existing roadway and hardstanding with permeable paving, the installation of services to serve the development and the installation of a fence and 6 metre wide gated access to enable machinery to access along the drain side to the east of the site.
- b. Pre-application advice for part of this site was previously provided by the Board as part of a much wider scheme tabled at a Board meeting on 1 August 2017 (Agenda Item 7.1.2 and Minute 58/17/03). It is important to note that the scheme discussed at the time was materially different in its scope and therefore its potential impact on the Board's infrastructure. The previous scheme proposed works to the north of the Board's watercourse, the current scheme does not. The direction given at the time by the Board was for the site to be considered in detail at a future meeting once an actual application was made.
- c. This application is required to be determined by the Board, as opposed to by officers under delegated authority, due to the following;
  - The Board directed that this site should be considered in detail at a future meeting once an actual application had been made.
- d. The detail of the application has been considered by officers against the Board's current Planning and Byelaw Policy. Officers also visited site on 4<sup>th</sup> July to meet with the applicant and the applicant's consultants. At this meeting and in subsequent correspondence the applicant's consultants have highlighted that the resultant scheme will improve vehicular and machinery access to the southern bank of the Board's watercourse through the upgrading of the roadway and the provision of a 6 metre wide gated access as suggested by the Board's officers. Furthermore all essential services are to be located at the furthest practical distance from the drain. There will be a significant reduction in the total area of impermeable surface if developed.
- e. Any approval would be conditional, with conditions including the requirement for the landowner to enter into the Board's Standard Deed of Indemnity, to clarify the depth of roadway footings as well as the final location of services to serve the development.
- f. **Recommendation:** The officer recommendation is for the application to be approved subject to the applicant's written acceptance of the conditions attached to the consent.
- g. **Supporting maps and photos:** Please see overleaf.



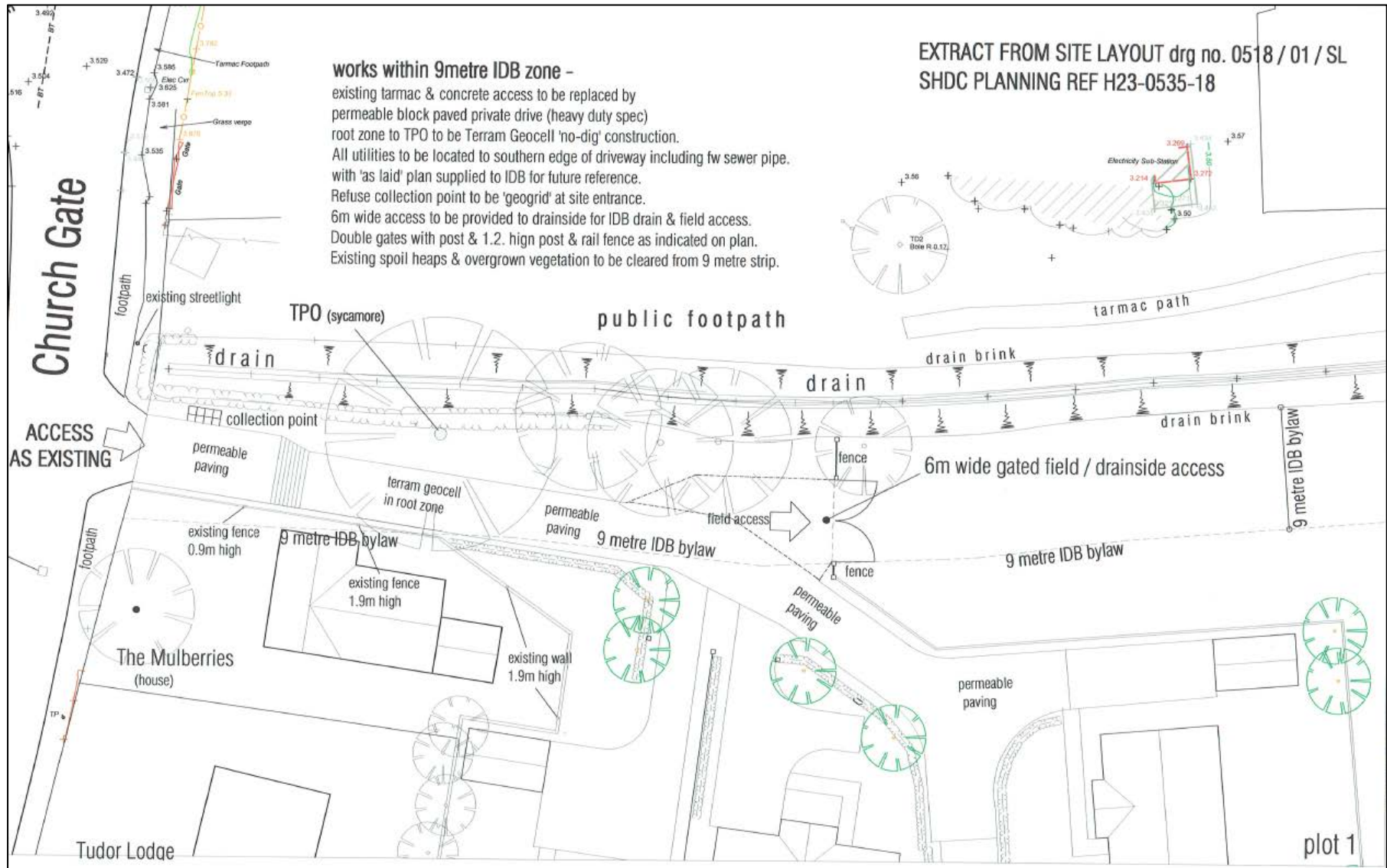
**Map 1: Development site location plan**



**Map 2: Location of Board's Whaplode Vicarage Drain**



## Proposed development layout



### 3. OTHER PLANNING MATTERS

#### 3.1 DELEGATED CONSENTS DETERMINED

During this reporting period, the following 7 consents under the Land Drainage Act 1991 and Board's Byelaws have been determined by Officers in accordance with their delegated authority.

Case. Ref.	Case File Sub-type	Parish	Location / Site Name	Description of Application or Proposal	Determination
SH-DISCHARGE-51	3F - Byelaw 3 Treated Foul Water	Whaplode	101 Whaplode Drove, Broadgate, Spalding, Lincs, PE12 0TW	Proposed treated foul water discharge (of less than 1 m <sup>3</sup> max daily rate) into riparian watercourse	Granted
SH-BYELAW-0163	10 - Byelaw 10	Long Sutton	3, The Wentworths, Long Sutton, PE12 9RT	Proposal to plant trees and install seating gazebo within 9 metres of Board's drain	Granted
SH-BYELAW-0164	10 - Byelaw 10	Moulton	4 Bakestraw Gate, Moulton, Lincolnshire, PE12 6QQ	Proposal to install 10 metres of 1.2 metres high fencing 1 metre from Boards Moulton River Drain	Granted
18_00449_C	23 - Section 23, LDA 1991	Tydd St Mary	Greendyke, Tydd St Mary	Proposal to infill a private ditch between two fields to merge 2 fields into one.	Granted
SH-0064	23 - Section 23, LDA 1991	Gedney	Harford Gate, Gedney, Spalding, Lincs	Proposal to infill two private watercourses for 150 m and 350 m respectively	Granted
SH-0065	23 - Section 23, LDA 1991	Holbeach	Land fronting 35 Jekils Bank, on the South side of Jekils Bank	Proposal to fill in soakaway with a pipe solution to ensure capacity of soakaway is maintained.	Granted
SH-LAND TILE-0036	10 - Byelaw 10	Long Sutton & Little Sutton Gedney	Land East of Spendla's Lane, Crossgate, Long Sutton and Land East of Huntsgate, Gedney, Lincs	Land Tile Consent - Proposal to install 7 No pipes into Dyers Gate Drain and 12 pipes into Fleet River Drain	Granted

### 3.2 SURFACE WATER DEVELOPMENT CONTRIBUTION RATE: Summary of the 2018 review

- a. As previously reported at the Board meetings in February and May, a detailed review of the Surface Water Development Contribution (“SWDC”) rate has been carried out over recent months. Below is a summary of its scope and key findings.
- b. **What are SWDCs?** A SWDC is a charge that an Internal Drainage Board can require developers to pay as a condition of consenting the discharge of surface water from new developments into the Boards drainage systems (whether occurring directly or indirectly).
- c. **What is the current rate and methodology?** The SWDC rate for the financial year 2018-19 is currently charged at a rate of £77,800.00 per impermeable hectare for un-attenuated direct discharge to the Internal Drainage District. This value was originally based on the cost (in 2009) of constructing a retention basin to cater for the run-off from an impermeable area of 1 hectare in the 1 in 100 year plus climate change event, where discharge was restricted to the Greenfield rate. Where discharge is restricted, 6 percentage bands are used to pro-rata the charge.
- d. **What is the aim of the review?** To ascertain if the rate currently being used is still valid, and to investigate if changes are needed to the current charging system. In developing the 2018 approach to SWDCs IDB officers have, in general, sought to update the 2009 methodology and to avoid the development of an entirely new untested concept.
- e. **Who has undertaken the review?** The review has been undertaken internally by IDB officers. The consultants Peter Brett Associates were commissioned to undertake an independent review of the proposed methodology of which they were positive. A further independent legal review by Jonathan Moffat, QC was also sought and this broadly supported both the legal justification of the charge and the updated methodology albeit with recommendations on the detail to be presented to the Board.
- f. **What are the changes between the 2009 methodology and the 2018 methodology?**
  - Changes to reflect updates in Government policy: In seeking to update the SWDC methodology officers have sought to incentivise developers to comply with more recent government guidelines in respect of Sustainable Drainage Systems (“SuDS”), whilst still ensuring the Board has access to income from accepting surface water discharges into the drainage system.
  - The costs of constructing the retention basin have been updated to reflect changes to the design and build and to reflect the need for maintenance:
    - The side slopes of the basin have been steepened to be more economic in terms of site area. This has reduced the surface area of the basin and excavated volume.
    - The width of the access strips around the basin has been increased to 9m on all four sides.
    - The land purchase rate has been increased from £200,000/Ha to £234,750/Ha, based on figures recently obtained from a local valuer. The rate used is the average of the upper limit for land with development potential, and the lower limit of development land with outline planning consent.
    - The construction costs have been increased to reflect current rates.
    - An allowance for fencing around the basin and access strips has been made for Health and Safety reasons.

- An allowance for design and consultancy fees has been included.
  - Maintenance costs have been included as this would be an on-going cost associated with the detention basin option. For the purposes of this calculation, the maintenance costs have been included for a 30 year period, discounted back to present value.
  - A new SWDC rate has been determined to reflect these changes in cost: The new un-attenuated rate is £117,131 per impermeable hectare, an increase of 50% on the current rate.
  - The 6 charging bands have been revised into 22 charging bands: IDB officers considered the current charging bands as too wide as they can be seen as unfair on those developments achieving greater restriction of the discharge rate. As such;
    - The percentage charging bands for partially restricted discharges have been narrowed so that the charge aligns more closely with the level of restriction, and a charging band below greenfield run off rate has been introduced to take account of the additional volume of water that the Board would have to deal with, even if the discharge rate can be restricted to greenfield or less.
    - The charging position with regard to high level overflows from soakaway systems has been addressed.
    - The issue of the current single rate not being appropriate for all sizes of development has been addressed by incorporating a variable rate depending on the size of the impermeable area being drained. Economies of scale can therefore be taken in to account and the development contribution rate per hectare for larger developments reduces accordingly.
- g. **How will this impact the Board?** To identify the impact that the change in SWDC rate could have on the Board a comparison was undertaken using actual SWDC figures taken from the South Holland IDB over the last 2 years. It is clear from this comparison and from the wider review that the biggest factor influencing the SWDC rate is the calculation of the land value used. It should be noted that although the revised rate reflects up to date figures, the Board should be aware of the risk of opposition from developers over such a significant increase.
- h. **Recommendation:** Following consideration of this summary and the main report into the 2018 review of the SWDC (included as Appendix A), it is recommended that;
  - The Board adopt the revised banding structures, in terms of variable contribution rate against impermeable area being discharged, and proportional contribution charges depending on level of discharge restriction in place. This change should come into force from 1 October 2018. Transitional arrangements would mean applications being determined during this change would be processed under the contribution rate applicable at the time the application was validated.
  - The rates be increased by inflation annually, and a more in-depth review to be undertaken on a 5 yearly basis.

### 3.3 FEES ASSOCIATED WITH CONSENTS GRANTED

There have been no fees invoiced during the reporting period and no invoices are currently outstanding.

**K.L.J. VINES – CATCHMENT ENGINEER**  
**G.R. BROWN – FLOOD AND WATER MANAGER**  
**R. YEOWELL – TECHNICAL ASSISTANT**

From: 01 April 2018  
To: 30 June 2018

Period To: 3  
Year Ended: 31 March 2019

Notes	Income and Expenditure	Y-T-D BUDGET £	Y-T-D ACTUAL £	Y-T-D VARIANCE £	ANNUAL BUDGET £	PROJECTED OUT-TURN £	PROJECTED VARIANCE £
<b><u>Income</u></b>							
	Occupiers Drainage Rates	979,700	979,754	54	979,700	979,700	0
1	Special Levies issued by the Board	1,264,462	1,264,462	0	1,264,462	1,264,462	0
	Grants Applied	0	37,291	37,291	0	149,164	149,164
	Rental Income	300	0	-300	1,200	1,200	0
	Income from Rechargeable Works	500	1,187	687	2,000	1,187	-813
	Investment Interest	5,000	3,340	-1,660	20,000	13,361	-6,639
	Development Contributions	0	0	0	0	0	0
2	Other Income	10,844	12,170	1,326	73,289	67,136	-6,153
	<b>Total Income</b>	<b>£2,260,806</b>	<b>£2,298,204</b>	<b>£37,398</b>	<b>£2,340,651</b>	<b>£2,476,211</b>	<b>£135,559</b>
<b><u>Less Expenditure</u></b>							
4	Capital Works	227,500	192,305	35,195	910,000	874,805	35,195
	Environment Agency Precept	148,023	145,835	2,188	148,023	145,835	2,188
5	Maintenance Works	365,046	363,014	2,032	1,452,404	1,452,317	87
6	Administration Charges	88,596	105,509	-16,913	348,089	366,576	-18,487
	Cost of Rechargeable Works	0	1,121	-1,121	0	1,121	-1,121
	Development Expenditure	0	0	0	0	0	0
3	Net Deficit/(Surplus) on Operating Accounts	0	12,975	-12,975	0	0	0
	<b>Total Expenditure</b>	<b>£829,165</b>	<b>£820,760</b>	<b>£8,406</b>	<b>£2,858,516</b>	<b>£2,840,654</b>	<b>£17,862</b>
	Profit/(Loss) on disposal of Fixed Assets	£0	-£1,167	-£1,167	£0	-£1,167	-£1,167
7	<b>Net Surplus/(Deficit)</b>	<b>£1,431,641</b>	<b>£1,476,278</b>	<b>£44,637</b>	<b>-£517,865</b>	<b>-£365,610</b>	<b>£152,255</b>

From: 01 April 2018  
To: 30 June 2018

Period To: 3  
Year Ended: 31 March 2019

Notes	Balance Sheet as at 30-6-2018	Opening Balance £	Movement This Year £	Closing Balance £
<b>8</b>	<b>Fixed Assets</b>			
	Land and Buildings	532,248	-16,131	516,117
	Plant and Equipment	707,865	-90,742	617,123
	Office and RT Equipment	0	0	0
	Pumping Stations	47,026	-19,594	27,432
	Shared Consortium Assets	0	0	0
		<b>1,287,139</b>	<b>-126,467</b>	<b>1,160,672</b>
	<b>Current Assets</b>			
9	Bank Account	342,995	65,384	408,379
	Stock	5,990	2,237	8,227
10.	Trade Debtors	12,132	-11,465	667
11.	Work in Progress	0	18,787	18,787
12.	Term Deposits	3,200,000	800,000	4,000,000
13.	Drainage Rates and Special Levies Due	4,634	791,344	795,978
	Prepayments	5,908	-2,808	3,100
	Prepayments to WMA	-28,800	14,200	-14,600
	Accrued Interest	0	0	0
	VAT Due	33,559	-18,015	15,544
14.	Grants Due	485	-485	0
		<b>3,576,903</b>	<b>1,659,179</b>	<b>5,236,082</b>
	<b>Less Current Liabilities</b>			
	Trade Creditors	293	72,954	73,247
15.	Holiday Entitlement	2,867	-2,867	0
	Accruals	0	0	0
	Payroll Controls	0	0	0
	Drainage Rates Paid in Advance	596	-596	0
		<b>3,756</b>	<b>69,491</b>	<b>73,247</b>
	<b>Net Current Assets</b>	<b>3,573,147</b>	<b>1,589,688</b>	<b>5,162,835</b>
	<b>Less Long Term Liabilities</b>			
22.	Pension Liability	5,459,000	-7,000	5,452,000
	<b>Net Assets</b>	<b>-£598,714</b>	<b>£1,470,221</b>	<b>£871,507</b>
	<b>Reserves</b>			
	<b>Earmarked</b>			
16.	General Reserve	962,739	1,476,278	2,439,017
17.	Development Reserve	633,231	0	633,231
18.	Plant Reserve	1,545,688	0	1,545,688
19.	Capital Works Reserve	1,059,685	0	1,059,685
21.	Grants Reserve	241,032	-37,291	203,741
		<b>4,442,375</b>	<b>1,438,987</b>	<b>5,881,362</b>
	<b>Non-Distributable</b>			
20.	Revaluation Reserve	446,064	-3,919	442,145
22.	Pension Reserve	-5,452,000	0	-5,452,000
		<b>-5,005,936</b>	<b>-3,919</b>	<b>-5,009,855</b>
	<b>Total Reserves</b>	<b>-£563,561</b>	<b>£1,435,068</b>	<b>£871,507</b>

P J CAMAMILE MA FCIS  
CHIEF EXECUTIVE

S JEFFREY BSc (Hons) FCCA  
FINANCE OFFICER

From: 01 April 2018  
 To: 30 June 2018

Period To: 3  
 Year Ended: 31 March 2019

### Note Notes to the Accounts

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

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
South Holland District Council	1,263,572	1,263,572
Boston Borough Council	890	890
	<b>1,264,462</b>	<b>1,264,462</b>

2. Other Income is made up as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Shared Income from WMA	10,219	8,077
Insurance Claims	0	0
Sundry Income	625	4,093
Summons Costs	0	0
	<b>10,844</b>	<b>12,170</b>

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

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Labour Operations Account	0	-16,291
Mobile Plant Operations Account	0	29,266
	<b>0</b>	<b>12,975</b>

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 District 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.
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:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Labour Charges	90,638	95,049
Plant Charges	38,599	40,478
Out-sourced work	59,289	62,174
Materials	43,619	45,742
Electricity	22,832	23,943
Telemetry	2,418	2,536
Depreciation	1,735	1,820
Insurance	4,094	4,294
Compensation	55,315	55,968
<b>Direct Works</b>	<b>318,539</b>	<b>332,003</b>
Technical Support Staff Costs	43,084	29,899
Other Technical Support Costs	1,035	854
Biodiversity Action Plan Costs	2,388	258
Asset Refurbishment Provision	0	0
<b>Maintenance Works</b>	<b>365,046</b>	<b>363,014</b>

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

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Administration Staff Costs	23,855	25,175
Other Administration Costs	28,791	68,862
Depreciation - Marsh Reeves Refurbishment	1,500	3,226
Drainage Rates AV (Increases)/Decreases	1,250	-63
Sundry Expenses	0	0
Pension Deficit Recovery Payments	25,000	0
Sundry Debtors written off	0	0
Settlement Discount taken	8,200	8,309





From: 01 April 2018  
To: 30 June 2018

Period To: 3  
Year Ended: 31 March 2019

**Note Notes to the Accounts**

88,596 105,509

7. At the time of preparing the Estimates for 2018/19, the Board planned to finance the estimated net deficit as follows:

	<b>Budget</b>
Transfer from the Capital Works Reserve	280,000
Transfer from the Development Reserve	0
Transfer from the Plant Reserve	200,000
Transfer from the Partnership Working Reserve	0
Reducing/(inc.) the Balance of the General Reserve	37,865
(=) Original Estimated Net Deficit	<b>517,865</b>
(-) FDGiA subsequently awarded by EA	
(=) Estimated Net Deficit	<b>517,865</b>

8. **TANGIBLE FIXED ASSETS**

	<b>Pumping Stations</b>	<b>Land and Buildings</b>	<b>Plant and Equipment</b>	<b>Office &amp; RT Equipment</b>	<b>Total</b>
<b>Cost</b>					
Opening Balance as at 1-4-2018	156,750	871,257	1,731,619	72,771	2,832,397
(+) Additions	0	0	33,183	0	33,183
(-) Disposals	0	0	-38,832	0	-38,832
Closing Balance as at 30-6-2018	<b>156,750</b>	<b>871,257</b>	<b>1,725,970</b>	<b>72,771</b>	<b>2,826,748</b>
<b>Depreciation</b>					
Opening Balance as at 1-4-2018	125,399	351,913	1,097,330	72,771	1,647,414
(+) Depreciation Charge for year	3,919	3,227	37,348	0	44,494
(-) Accumulated depreciation written out on disposal	0	0	-25,832	0	-25,832
Closing Balance as at 30-6-2018	<b>129,318</b>	<b>355,140</b>	<b>1,108,847</b>	<b>72,771</b>	<b>1,666,076</b>
Net Book Value at 1-4-2018	<b>31,351</b>	<b>519,344</b>	<b>634,289</b>	<b>0</b>	<b>1,184,984</b>
Net Book Value at 30-6-2018	<b>27,432</b>	<b>516,117</b>	<b>617,124</b>	<b>0</b>	<b>1,160,673</b>

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:

	<b>2017/18</b>	<b>2018/19</b>
Opening Balance as at 1-4-2018	342,995	177,869
Receipts	4,808,587	1,552,624
Payments	-4,973,714	-1,322,114
Closing Balance as at 30-6-2018	<b>177,869</b>	<b>408,379</b>
Balance on Statement as at 30-6-2018	213,412	453,262
Less: Unpresented Payments	-35,734	-44,883
Add: Unpresented Receipts	191	0
Closing Balance as at 30-6-2018	<b>177,869</b>	<b>408,379</b>

10. The Aged Debtor profile is currently as follows:

<b>Debt period</b>	<b>Amount</b>	<b>Number of Debtors</b>
<=30 days	929	1
>30 days and <=60 days	0	0
>60 days and <=90 days	0	0
>90 days	-262	2
	<b>667</b>	<b>3</b>

<b>&gt;90 days</b>	<b>Amount</b>	<b>Inv. Date</b>	<b>Originator</b>
KI0002	-290	31/07/2015	Planning Department

From: 01 April 2018  
 To: 30 June 2018

Period To: 3  
 Year Ended: 31 March 2019

**Note Notes to the Accounts**

CA0002	28	25/05/2017 Annual Rent
	-262	

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

Customer	Amount
RLA0001	220.00
RMDB001	4,707.00
RSC0001	13,517.13
R1907	342.72
	<b>18,786.85</b>

12. Term Deposits are currently as follows:

Financial Institution	Capital	Investment Date	Maturity Date	Interest Rate
Natwest Treasury Reserve Deposit	500,000	26/10/2017	26/10/2018	0.56%
National Counties Building Society	500,000	16/04/2018	16/07/2018	0.65%
Nottingham Building Society	500,000	30/04/2018	01/08/2018	0.54%
Skipton Building Society	500,000	15/05/2018	31/08/2018	0.37%
West Bromwich Building Society	500,000	15/05/2018	17/09/2018	0.54%
Newcastle Building Society	500,000	31/05/2018	28/09/2018	0.58%
Principality Building Society	500,000	29/06/2018	28/09/2018	0.53%
Progressive Building Society	500,000	15/06/2018	15/10/2018	0.50%
	<b>4,000,000</b>			

13. Special Levies are paid by Constituent Councils in two halves due on 1 May and 1 November every year. There are currently 333 Ratepayers that have not paid their Drainage Rates for 2018/19, as compared to 394 Ratepayers this time last year. Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

	2017/18	2018/19
Arrears b/fwd	4,634	2,190
Drainage Rates for the year	955,307	979,754
Special Levies for the year	1,233,584	1,264,462
New Assessments	2,258	744
Value Decreases	-20,117	-22,642
Value Increases	18,088	21,897
Payments Received	-2,136,213	-1,387,099
Settlement Discount	-6,958	-8,309
Returned/(Represented) amounts	830	0
Summons Collection Costs	3,750	0
Irrecoverables and write offs	-2,838	-2
Sundry adjustments	457	297
Compensation	-50,590	-55,315
Arrears c/fwd	<b>2,190</b>	<b>795,978</b>

14. Grants Due on the following scheme

	2017/18	2018/19
	0	0
	<b>0</b>	<b>0</b>

15. The Holiday Entitlement Control relates to frozen holiday pay for the following employee. This liability increased every year by the rate of wage increase, which was agreed by the Board's predecessors in 1974. The employee retired on 30/06/2018.

	2017/18	Increase (%)	2018/19
Works Supervisor (S12): 21 days	2,853	2% (3 months)	0

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

	2017/18	2018/19
Opening Balance as at 1-4-2018	1,389,822	962,739

**From:** 01 April 2018  
**To:** 30 June 2018

**Period To:** 3  
**Year Ended:** 31 March 2019

**Note Notes to the Accounts**

Net Surplus/(Deficit) for the year	-12,900	1,476,277
Net transfer (to)/from Capital Works Reserve	-327,238	0
Net contributions transferred to Development Reserve	-86,946	0
Transfer balance from Plant Reserve	0	0
Closing Balance as at 30-6-2018	<b>962,739</b>	<b>2,439,017</b>

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

	<b>2017/18</b>	<b>2018/19</b>
Opening Balance as at 1-4-2018	546,285	633,231
Net contributions transferred from General Reserve	86,946	0
Closing Balance as at 30-6-2018	<b>633,231</b>	<b>633,231</b>

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

	<b>2017/18</b>	<b>2018/19</b>
Opening Balance as at 1-4-2018	1,545,688	1,545,688
Net contributions transferred from General Reserve	0	0
Closing Balance as at 30-6-2018	<b>1,545,688</b>	<b>1,545,688</b>

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

	<b>2017/18</b>	<b>Tfr from/(to)</b>	<b>2018/19</b>
		<b>Gen. Reserve</b>	
N/A Unallocated, available for partnership working	143,932	0	143,932
SCH52 Holbeach River Outfall Sluice Refurbishment	0	0	0
SCH52 Holbeach River Outfall Sluice Refurbishment Tfr to unallocated	0	0	0
SCH18 Telemetry	3,369	0	3,369
ASSORT. Catchment Modelling	42,885	0	42,885
SCH57 Doningtons Pump Refurbishment	125,501	0	125,501
SCH58 Sutton St James Pump Refurbishment	316,749	0	316,749
SCH61 Peartree Hill Pump Weedscreen Cleaner	9,352	0	9,352
SCH54 Exeter Drain North Upstream of Halmergate	51,014	0	51,014
SCH55 Fleet Haven Pump Refurbishment	50,000	0	50,000
SCH63 Exeter Drain North Downstream of Halmergate	7,933	0	7,933
SCH65 Westmere P/S and Sluice Refurbishment	308,950	0	308,950
	<b>1,059,685</b>	<b>0</b>	<b>1,059,685</b>

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

	<b>2018/19</b>
Opening Balance as at 1-4-2018	446,064
Less:	
Pumping Station Depreciation	-3,919
Workshop Historic Cost written out	0
Closing Balance as at 30-6-2018	<b>442,145</b>

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

	<b>2018/19</b>
Opening Balance as at 1-4-2018	241,032
Add Grant Received	0
Less: Grant Applied	-37,291
Less: Grants Due 16/17 (see Note 13)	0
Closing Balance as at 30-6-2018	<b>203,741</b>

	<b>2017/18</b>	<b>2017/18</b>
SCH14 Health & Safety Works	0	0
SCH22 Little Holland Pumping Station Refurbishment	0	0
SCH23 Wisemans Pumping Station	2,445	2,445
SCH25 South Holland Main Drain Sluice Refurbishment	949	949
SCH27 Generator Connections	5,324	5,324
SCH29 Catchment Modelling Fleet Fen	9,120	9,120



**From:** 01 April 2018  
**To:** 30 June 2018

**Period To:** 3  
**Year Ended:** 31 March 2019

<b>Note</b>	<b>Notes to the Accounts</b>		
SCH30	Catchment Modelling Peartree Hill	0	0
SCH31	Catchment Modelling Donningtons	3,659	3,659
SCH32	Peartree Pump Replacement	9,246	9,246
SCH33	Fleet Fen Refurbishment	4,200	4,200
SCH34	Lords Sluice Preliminaries	0	0
SCH35	Catchment Modelling Little Holland	655	655
SCH36	Catchment Modelling Roses	464	467
SCH41	Lords Sluice Refurbishment	61,285	61,285
SCH52	Holbeach River Outfall Sluice Refurbishment	0	0
SCH64	Donningtons Pump Refurbishment	41,330	41,330
SCH65	Westmere Pumping Station & Sluice Refurb Study	30,517	30,517
SCH66	Sutton St James Pump Refurbishment	34,993	34,547
		<b>204,187</b>	<b>203,741</b>

**22. Pension Liability**

- (i) The Pension Liability is calculated by the Local Government Pension Scheme (LGPS) Fund Actuary at the end of every financial year. It is a notional liability that is shown as a Long Term Liability on the Balance Sheet. This figure is meant to show the extent of the Board's liability at the Balance Sheet date, based on a number of actuarial assumptions. However it is important to note that this sum does not represent an estimate of the exit cost of withdrawing from the LGPS at the Balance Sheet date.
- (ii) The Board is a member of the Water Management Alliance Consortium and as such also has a proportion of the pension liability for the shared staff that are employed by King's Lynn IDB, t/a the Water Management Alliance. The Fund Actuary for Norfolk County Council has prepared a separate Report for the Water Management Alliance, which identifies a notional net pension liability of £1,908,000 as at 31 March 2018 that is shared by all 5 Member Boards. The Board's share of this pension liability is set out every year in the WMAs Basis of Apportionment, which was approved by the Board on 08 February 2017.

**23. 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 £39,541.93 upto 30/06/18.
- (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.

**P J CAMAMILE MA FCIS**  
**CHIEF EXECUTIVE**

**S JEFFREY BSc (Hons) FCCA**  
**FINANCE OFFICER**

## South Holland IDB

### Schedule of Paid Accounts

Payment Date From : 01/04/2018

Payment Date To : 30/06/2018

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid</u> <u>This Period</u>
AD0101	ADC (East Anglia) Ltd	Pipe Jetting Services	31033.50
AI0102	Airquick (Newark) Ltd	Compressor Service	473.75
AM0001	Amalfie Farming Ltd	Compensation	330.75
AN0100	Anglia Farmers Ltd	Electricity	39541.93
AR0141	Arco Ltd	Protective Clothing	31.13
AY0101	Mr B Ayres	Building Supplies	450.00
BE0201	Beacon UK	PPE	424.98
BE0203	Bedford Pumps Ltd	M & E Refurbishment/Walkway	96765.60
BL0266	Blueline Trailers	Trailer Parts	162.60
BO0210	Boston Borough Council	Fly Tipping Contribution	2641.60
BR0200	Breedon Aggregates England Ltd	Aggregates supplier	541.20
BR0211	BT Payment Services Ltd	Telephone Bill	2901.36
BU0203	Bunzl Cleaning & Hygiene Supplies	Cleaning Supplies	506.15
CA0301	Carrier Rental Systems (UK) Ltd	Suction Pipes/Pump Hire	2886.82
CA0302	Fred Campling & Sons	Excavator Transport	168.00
CH0302	W R Chapman & Son	Bulldozer hire	2739.60
CO0301	Coles Quality Drycleaners	Dry Cleaning	84.50
CO0304	Cope Safety Management Ltd	Asbestos Awareness Training	480.00
DO0401	John W Doubleday Ltd	Repairs/Serviceing	6804.10
EA0501	East Coast Industries	Shot Blast & Painting	7200.00
EA0502	East Anglian Galvanizing Ltd	Galvanizing	551.32
EN0520	Engineering & Welding Supplies Ltd	Gas cylinders	455.19
EN0528	Environment Agency	Precept/Business Cases	115025.50
EP0529	EPH Supplies (Wholesale) Ltd	Electrical Components	2367.91
FE0002	Fenland Tractors Ltd	Forklift Repairs/Parts	293.78
FI0002	Finning (UK) Ltd	Caterpillar Servicing	641.15
FO0001	Forest Fire	Fire extinguisher servicing	784.80
FU0001	Fuel Tank Shop Ltd	Diesel Bowser	4992.00
GD0701	G & D Engineering (Moulton) Ltd	Plating Works	4338.00
GM0101	GMB National Administration Unit	Union Subscriptions	317.28
GO0701	C G Godfrey Ltd	Culvert Construction	7012.02
HA0807	T C Harrison Ford	Transit Connect Van	17106.84
HA0823	Hardy Craske Fuels	Fuel	5100.99
HA0826	Hargrave Agriculture Ltd	Assorted Components	2018.87
HC0001	H C Watercontrol	Gravity Flap Valve	3000.00
HE0001	Hereward Farms Ltd	Compensation	568.35
HI0802	R J H Supplies Ltd	Assorted Components	943.79
HO0811	Hortech Systems Ltd	Assorted Components	311.90
HO0825	Hook's of Holbeach	Builders Merchants	67.07
IN0901	Inland Revenue	PAYE	22896.18
JE1001	Jewson Ltd	Building Supplies	271.78
KI1103	Kirby & Wells Ltd	Building supplies	68.26
KL0001	Kloeckner Metals UK	Metals	174.00
LE1201	Lee Dickens	Telemetry System	576.00

## South Holland IDB

### Schedule of Paid Accounts

Payment Date From : 01/04/2018

Payment Date To : 30/06/2018

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid</u> <u>This Period</u>
LI1213	Lincolnshire Wildlife Trust	Site Visits	300.00
LO0002	Longwater Construction Supplies	Construction supplies	8381.66
LO0003	R Longstaff & Co	Compensation	991.32
LR0001	L R Signs & Designs Ltd	Signs	60.00
LS0001	L & S Engineers Ltd	Assorted small tools	639.35
LW0001	LWOL Ltd	Waste Oil Collection	108.00
MA1309	Mastenbroek Ltd	Machinery/Spares	30008.66
MO1302	Motorpoint Ltd	New Mitsubishi L200	22897.80
MV0001	M V S Fencing Ltd	Fencing	10626.00
NE0001	C R Neaverson & Son	Compensation	182.00
NO0001	Norcam Hydraulic Services Ltd	Hydraulic parts	200.09
O20001	O2 UK Limited	Telemetry/Mobile Phones	741.13
PA1604	Paktronic Engineering Co Ltd	Switchgear	1143.36
PE1631	Pearson Hydraulics Ltd	Hydraulic Parts	1422.68
PE1634	Pestforce (Boston) Ltd	Pest Control	144.00
PO0101	Post Office Ltd	Vehicle Licences	165.00
PR1662	Proctor Bros (L/S) Ltd	Compensation	140.00
PR1668	Prudential Local Government AVC	AVC	572.22
RI0001	Rix Petroleum (East Anglia) Ltd	Fuel	14336.68
SE0001	Seton	Traffic Management	912.68
SH1902	Fenflow Ltd	Overhauls/Serviceing	1344.00
SM1931	SMT GB	Service	1162.70
SO1906	South Holland District Council	Rates	8880.00
SO1907	South Holland IDB	Drainage Rates	1.84
SO1940	South Lincs Plant Hire & Sales Ltd	Plant Hire	206.40
SR0001	S.R.P. Hire Solutions Ltd	Mobile toilet hire	1530.79
TB2001	T.B.C. Ltd	Engineering Supplies	299.09
TH1001	P J Thory Ltd	Aggregates	21402.02
TM2001	T.M.C. Lifting & Engineering Supplies	Chain Sling/swivel hook	265.73
TN0001	TNT UK Ltd	Courier Service	27.25
TO2030	Town & County Engineering Services Ltd	Small Stores Equipment	420.64
TO2032	Tonwood Home Hardware	Tools	122.39
VE0101	Veolia ES (UK) plc	Rubbish Collection	610.73
VO2201	SMT GB Ltd	Excavator parts/serviceing	68.42
WA2300	J T Ward Joinery Ltd	Timber	403.20
WA2302	Walton Loo Hire	Loo hire	1386.00
WA2310	Watling JCB Ltd	JCB Parts	912.52
WA2345	Water Management Alliance	Staff Recharges/Onebill	43255.85
WE2330	West End Garage	Fuel	135.08
WI2306	T Wilkinson	Rat & mole control	2708.00
WI2308	Winyard Engineering Ltd	Assorted components	5044.02
WO2310	D W Woods Landscaping Ltd	Grass Cutting	5061.92
WO2311	A Woods	Sundry parts/repairs	2249.94
WR2311	Philip G Wright Excavations Ltd	Excavator Hire	11742.00

# South Holland IDB

## Schedule of Paid Accounts

Payment Date From : 01/04/2018

Payment Date To : 30/06/2018

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid</u>
WY0001	West Yorkshire Pension Fund	Superannuation	<u>26796.84</u>
<b>Please note that the amounts shown above include Vat</b>			<u><b>£616,060.55</b></u>

**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 &amp; 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 infrastructure.</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 PSCA with the EA but has</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)
						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.	<p>Planning Authorities ignore advice provided by Board.</p> <p>Lack of staff resources results in turning a blind eye to Byelaw/Land Drainage Act infringements and contraventions.</p> <p>SUDs managed by private management</p>	<p>Increased flood risk.</p> <p>Potential for lost income from SWDCs and commuted sums.</p> <p>Inadequate or lack of maintenance of SUDs could have an adverse impact on the</p>	2	3	High 6 ↑	<p>Planning/Enforcement is undertaken by Board Officers and issues are raised at Board and Committee meetings.</p> <p>Board Officers comments on planning applications are available on Local Authority website.</p> <p>Lobby Local Authority Planners to include IDBs as Statutory Consultees and to treat IDB watercourses as SUDs.</p> <p>A SUDs adoption and charging policy was adopted by the Board at its 1 November 2016 meeting to promote IDB</p>

**SOUTH HOLLAND INTERNAL DRAINAGE BOARD  
RISK REGISTER**

<b>STRATEGIC OBJECTIVES</b>	<b>RISK</b>	<b>IMPACT</b>	<b>LIKELIHOOD SCORE (1 – 3)</b>	<b>IMPACT SCORE (1 – 3)</b>	<b>RISK RATING (HIGH, MEDIUM, LOW)</b>	<b>RESPONSE (ACTIONS PLANNED/TAKEN)</b>
	companies who allow them to fall into disrepair by lack of long term maintenance.	IDB infrastructure and subsequently increase the risk of flooding.				<p>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**

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

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.

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  
Morris D  
Vines K L J

South Holland IDB Meeting 7 August 2018 at 9.00 am