

# Doncaster East Internal Drainage Board

Minutes of an Extraordinary Meeting of the Board held on Friday, 19th November 2021 at 10.00 a.m, at Yorkshire Wildlife Park and via Microsoft Teams.

- |                     |                               |
|---------------------|-------------------------------|
| * Mr M. Brooke      | * Mr C. Crowe                 |
| * Mr P.A.M. Cornish | Mr L. Garrett                 |
| * Mr I. Dixon       | * Mr J. Hoare                 |
| * Mr R. Durdy       | * Mr P. Horne (Vice-Chairman) |
| Mr G.C. Parker      | Mr M. Houlbrook               |
| * Mr W.G.S. Platt   | * Mr C. McGuinness (Chairman) |
| * Mr N.V. Williams  | Ms H. Norford                 |
|                     | Mr M. Oldknow                 |

\* *Present*

- \* Mr A. McGill (Chief Executive)
- \* Mr N. Kemble (Engineer)
- \* Mr R. Brown (Technical Engineering Manager)
- \* Mr A. Malin (Senior Operations Manager)
- \* Mr D. Braddy (Operations Manager)
- \* Mrs N. Hind (Finance Manager)
- \* Mrs C. Davies (Corporate Services Manager)

\* *In attendance*

## 2021.66 APPOINTMENT OF CHAIRMAN PRO TEM

It was agreed that the Chief Executive be appointed as Chairman pro tem.

## 2021.67 ELECTION OF CHAIRMAN

It was proposed by Mr P. Horne and seconded by Mr G. Platt that Mr C. McGuinness be elected Chairman of the Board for the ensuing year.

## 2021.68 ELECTION OF VICE-CHAIRMAN

It was proposed by Mr R. Durdy and seconded by Mr N. Williams that Mr P. Horne be elected Vice-Chairman of the Board for the ensuing year.

## 2021.69 APOLOGIES

Apologies for absence were received from Messrs G.C. Parker, L. Garrett, M. Houlbrook, M. Oldknow and Ms H. Norford.

## 2021.70 DECLARATIONS OF INTEREST

Mr G. Platt.

## 2021.71 NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None.

## 2021.72 BOARD MEETING MINUTES

RESOLVED

- (a) That the minutes of the meeting of the Board held on 25th June 2021 be confirmed as a correct record.

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- (b) That the minutes of the extraordinary meeting of the Board held on 10th September 2021 be confirmed as a correct record.

### 2021.73 MATTERS ARISING

Minute 2021.44 - Mr M. Brooke asked for a further update on the Isle of Axholme Strategy Meeting and whether it was possible for any members of the Doncaster East Internal Drainage Board to attend, to which the Chief Executive suggested it may be appropriate for Mr C. McGuinness to attend.

### 2021.74 CONSORTIUM COMMITTEE MINUTES

RESOLVED

- (a) That the minutes of the meeting held on the 12th August 2021 be approved and approved and adopted.
- (b) That the minutes of the meeting held on the 28th October 2021 be approved and adopted.

### 2021.75 RECONSTITUTION OF THE BOARD

The reconstitution of the Board became effective from 4th August 2021 and the signed Order had been received from DEFRA confirming a reduction in membership to seven elected members. In respect of confirming the first elected members in lieu of the electoral districts being confirmed, legal do not think that should be an issue, as long as the members were not appointed to a particular district. The Corporate Services Manager reported that the election process would be started in May 2022.

The Environment Agency had been contacted to confirm they were content with the electoral districts proposed by the Board as shown below.

Electoral District	Number of Members to be Elected
Thorne and Ealand	1
Hatfield and Stainforth	1
Hatfield Chase	1
Armthorpe	1
Hatfield Moor and Wroot	1
Tickhill and Rossington	1
Finningley and River Idle	1

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### 2021.76 MEETING DATES

Officers proposed meeting dates for 2022 on the last full week of the month in January, March, June, September and November. As the Chairman was unavailable for the proposed September meeting date, it was agreed to bring this forward.

Other dates to note were as follows:

ADA Trent Branch - 24th February 2022  
ADA Trent Branch AGM - 29th July 2022

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Lincolnshire Show - 22nd and 23rd June 2022

ADA Annual Conference - November 2022 (date to be confirmed)

It was suggested that the Board may wish to consider the re-introduction of sub-committee/s and holding meeting/s the first week of November to discuss estimates before they were brought to the Board.

### RESOLVED

- (a) That the following meeting dates be approved:

Date	Time	Meeting
28th January 2022	10.00 a.m.	Board
25th March 2022	10.00 a.m.	Board
26th May 2022	12.30 p.m.	Consortium Committee
17th June 2022	10.00 a.m.	Board
September 2022 (To be confirmed)	10.00 a.m.	Board
27th October 2022	12.30 p.m.	Consortium Committee
25th November 2022	10.00 a.m.	Board (Annual General Meeting)

- (b) That the reintroduction of sub-committees be considered at the January Board meeting.

### 2021.77 VIRTUAL TOUR

The Technical Engineering Manager presented a virtual tour of ongoing and proposed works to afford members a general overview of all engineering activities across the Board's area.

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### 2021.78 ESTIMATES OF INCOME AND EXPENDITURE FOR THE PERIOD 1ST APRIL 2022 TO 31ST MARCH 2023

The Finance Manager presented the attached DRAFT Estimates of Income and Expenditure for the year 2022/2023 for consideration together with the five-year plan up to 2026/2027.

Mr P. Horne suggested that a tracking of expenditure on a monthly basis would be helpful and he would like to see this introduced as soon as possible and at the latest by commencement of the new Financial Year.

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The Chief Executive suggested that the Board should have a separate reserve to cover the cost of breakdowns of pumping stations wholly owned and funded by the Board and that this should also be included on the risk register.

There was concern regarding the increase in fuel and electricity costs which were estimated to be in the region of £43,000 for next year. It was noted that a 1% rate increase equated to £9,286 income.

The Finance Manager highlighted that a 4% rate increase in 2022/23 would result in a net deficit of £78,172 and further deficits thereafter which would need to be met from reserves.

Officers would continue to seek efficiencies.

The Chairman stated that the Board would commence discussions with DMBC as soon as possible. Following one of the wettest years on record in 2019/20 and the recovery costs involved, he hoped that they would appreciate the need to ensure that the systems continued to work effectively.

The estimates would be considered in detail at the January Board meeting and the rates and levies set for 2022/23.

### RESOLVED

- (a) That the attached report be noted.
- (b) That a separate reserve fund be set up to cover the cost of breakdowns on pumping stations wholly owned and funded by the Board.
- (c) That monthly finance reports be prepared and circulated with effect from 1st April 2022.

### 2021.79 Health, Safety and Welfare

The Consortium's Covid-19 risk assessment had been reviewed and amended to facilitate the return of face-to-face Board meetings and the return of a small number of additional staff to the head office at Manby.

There had been seven incidents reported across the Consortium since the last Board meeting however none within DEIDB.

The annual review of the Consortium's Health and Safety documentation was ongoing, the Policy had been updated and reissued, Risk Assessments and Safe Systems of Work had been reviewed and seven were being updated together with the COSHH assessments.

The audit programme was ongoing. To date, audits had been successful in identifying a range of issues across the Consortium's assets and infrastructure. Those areas included waste storage/disposal, electrical safety/compliance and site security and had all been recorded with the required actions being implemented as a matter of urgency.

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## 2021.80 DRAINAGE RATES AND SPECIAL LEVIES

The amount outstanding at 30th September 2021 totalled £4,880.23; an overall rate collection to date of 94.84%. Final reminders had been issued and a court date would be booked shortly.

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## 2021.81 FINANCE

### (a) Management Accounts for the Period ending 30th September 2021

The Finance Manager presented the attached Income and Expenditure Accounts, Balance Sheet and Project Report Summary for the period up to 30th September 2021.

The variance report showed income was lower than anticipated, resulting in a negative income variance of £27,974.58. This was due to having more income from consenting fees than expected and contributions towards vehicle running costs being billed later in October.

Maintenance and Development Expenditure was lower than expected for the six-month period to 30th September 2021 resulting in a positive variance of £5,271.48. This was largely due to pumping station insurance being £15,336 higher than estimated.

It was reported that Supportive Expenditure was lower than anticipated giving a positive variance of £4,773.31.

The expected outturn affecting cash reserves was a negative balance of £15,781 which was expected to reduce to £5,633.

It was noted that balances at 30th September 2021 in regards to engineering schemes were £440,420.71.

The attached balance sheet was presented for members' information.

RESOLVED

That the attached Management Accounts for the period ending 30th September 2021 be approved.

### (b) Cash Reserves and Investments as at 30<sup>th</sup> September 2021

The Board was requested to approve the removal of the signature of Mr David Sisson from the Board's banking mandates and the addition of Mr Neil Kemble and Mrs Nicola Hind, to which Mr C. McGuinness proposed and Mr P. Cornish seconded.

It was noted that £1,055,818.58 was currently invested in three instant access accounts at an interest rate of 0%. Ten loans totalling £422,272.41 remained outstanding.

Alternative investment accounts were being considered and a report would be presented in March 2022.

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RESOLVED

- (i) That the removal and addition of signatures on the banking mandates be approved as above.
- (ii) That the Boards cash balances and borrowings be noted.

(c) Conclusion of the Audit

The audit had been concluded for the year ending 31st March 2021 with an unqualified audit report with no matters of concern raised by the external auditor.

RESOLVED

That the conclusion of the audit for the year end 31st March 2021 be noted.

(d) Payments over £500

The attached schedule of payments was circulated for approval.

RESOLVED

That the schedule of payments over £500 made since the last Board meeting be approved.

### 2021.82 OPERATIONS REPORT

It was noted that Bichans were 86.1% complete on weedcutting and 86.2% complete on flailing. Colwill were 94.68% complete on flailing and 96.35% complete on weedcutting. Mr M. Brooke suggested that delay for works in one contractor's area was due to a vast amount of crops still in the fields. The Senior Operations Manager confirmed that officers liaised with landowners regarding works with the aim to reduce the amount of compensation payable for crop damage.

It was reported that the submission date for the Maintenance contract that was put out to tender on the 1st October 2021 had been extended until the 22nd November 2021 to allow sufficient time for interested parties to submit their applications. A full report on tenders received would be presented to the January Board meeting. In response to Mr N. Williams, the Senior Operations Manager confirmed that the Board had moved over to NEC4 tenders. It was also noted that officers expected that some parties may not be willing to tender due to price increases of resources within the industry. In response to Mr P. Horne, the Chief Executive confirmed that tenders would be opened and analysed by the Senior Operations Manager and the Operations Manager. It was agreed that after this process, the Chairman, Vice-Chairman and two members, Mr G. Platt and Mr M. Brooke would review and discuss tenders with officers.

The planned Winter Works Maintenance Programme for 2021/22 was as follows:

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- Top Boating Dyke (culvert Installation)
- Common Drain (remove restriction, slip repairs, slips with toe boarding)
- North Idle Drain (tree and bushing)
- Thorne Golf Course Drain (toe piling, reforming, tree and bushing)
- Brosley Drain (slip repairs, toe piling)
- Gatewood Lane Drain 2 (reforming, tree and bushing)

The planned Winter Works Maintenance Programme for 2022/23 was as follows:

- Low Bank Drain (slip repairs)
- M180 South Soak Drian West (slip repairs, tree and bushing)
- M180 South Soak Drain (slip repairs, tree and bushing)
- Westmoor Drain Outfall (slip repairs)
- Kingswood Golf Course Drain (slip repairs, tree and bushing, access improvements)
- Boating Dike Drain (desilting)

The Operations Manager reported that as the contractors were not in contract for winter works, officers had to go to them separately to have this work undertaken.

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### 2021.83 ASSET RENEWALS AND REFURBISHMENT CAPITAL PROJECTS

(a) Telemetry System Replacement

Installation was now complete and the system was operational and in use. Various snagging issues were being addressed between Inter-Lec Limited, Schneider and the Board.

(b) Demolition of Parsons Carr Pumping Station

The building had been demolished down to the floor slab, sumps had been punctured and backfilled with clean aggregate, the inlet had been backfilled with clean aggregate and the site had been left safe and level. The electrical pumps, valves and flap valves were removed and stored at Wiseton Depot for future use. Costs to date were £13,385.54 against a budget of £25,000.

(c) Installation of automatic weescreen cleaner at Huxterwell Pumping Station from Parsons Carr Pumping Station

The automatic weescreen cleaner and gantry had been removed and was currently being refurbished at a cost of £52,550. It would then be reinstalled for re-use at Huxterwell pumping station. Costs to date totalled £55,218.65, funded by partners.

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(d) High Levels South Pumping Station Refurbishment

The new electrical control panel had been installed and it was noted that some minor civil works would be required to accommodate the new kiosk. Committed costs to date totalled £24,416.50 against a budget of £24,277. This would be funded by the Coal Authority who had agreed the additional works and costs.

(e) Cuckoo Lane Pumping Station - Unity Connect Upgrade

Waystone Hargreaves had approved the contract and works had commenced on site for a contract sum of £441,289.47, which would reduce the number of pumps from three to two fish-friendly pumps, but increase the capacity to a total of 1.3 cumecs.

A new control panel and works to the compound would also be undertaken, funded by the Coal Authority.

(f) Park Drain Slips

Solicitors had been engaged after the tip operator issued legal letters to the Board. Discussions were ongoing for a method of works and resolution to the slips and bank reinstatement.

(g) Emergency Pump Repairs 2021/2022

- Balby Carr Pumping Station - The shaft on pump No. 2 had snapped and removal for repair was being arranged.
- Idle Stop Pumping Station - One pump had become detached and was inoperable therefore quotes had been sought for the removal and repair of the pump at an estimated cost between £2,000 and £2,500.

(h) Kirton Lane Pumping Station

A successful 3D scanning survey had taken place giving suitable drawings for developing refurbishment/upgrade concepts. The cost of this (£1,300) would be met by Weystone Hargreaves and the Coal Authority.

(i) Unity Development

A draft legal agreement between the Board and Waystone Hargreaves relating to Cuckoo Lane and Kirton Lane Pumping Station upgrades, Pissy Beds relinquishment, drain modifications and long-term maintenance of land drainage assets in the Unity development was with solicitors engaged by the Board for final review. Further indemnity clauses had been added.



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### (j) Park Drain Pumping Station

The Outline Business Case (OBC) was being completed by an external consultant and a full geotechnical survey had been completed along with all other survey and modelling work.

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Mr M. Brooke raised several issues and it was agreed that he would meet with the Operations Manager to discuss these.

### 2021.84 BYELAW APPLICATIONS

#### (a) Unity Connect

Waystone Hargreaves had submitted a number of consent applications for the next stages of the works on the wider Unity Connect site.

The first application was for the installation of a 300mm diameter foul gravity sewer running adjacent to the Board maintained Cuckoo Lane Drain. The sewer would be positioned circa 5-5.5m away from the eastern bank and would have an invert level of between 1.5m and 2m below existing ground level. The Technical Engineering Manager reported that it would not impact on the Board's watercourse and it was recommended that the Board granted consent.

The second application was for the installation of a foul rising main to be laid along Crook Tree Lane Drain within Crook Tree Lane Track. An existing foul main ran along the track serving the MOTO Services and the proposal was to install the new main 2m to the north of the existing pipe giving a distance of approximately 5.5-6m from the bank top of the Board maintained watercourse. The depth to invert was proposed at 2m below ground level. The foul rising main would cross the Board's Cuckoo Lane Drain, Hop Hills Link Drain and Old Culvert Link Drain. Mr P. Cornish expressed concern regarding leaks in the foul main into a Board watercourse to which the Technical Engineering Manager reassured that there were no concerns regarding any potential leaks. It was recommended that the Board grant consent.

The third application was for the installation of a 300mm diameter foul gravity sewer running adjacent to the Board maintained Pudding Dip Drain. The sewer was proposed to pass under the Board maintained culvert at the eastern end and run at a distance approximately 3m from the southern bank of Pudding Dip Drain. The proposed invert level of the drain was between 1.7m and 2m below existing ground level. The line of the proposed sewer was on the general working side of the watercourse and the location of the sewer was to be located at least 6 meters away from the Board's watercourse.

The Board were requested to formally relinquish the redundant section of Cuckoo Lane Outfall Drain between chainages 150 and 500 metres. A

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Section 23 consent application had been received to infill the redundant section of the drain.

Various applications had been submitted on behalf of T. J. Morris Limited for the trapping, removal and relocation of water voles into purpose-built receptor sites within the development site. Receptor Site D had been considered and consent granted under delegated authority.

At the proposed Receptor Site B on the southern side of Cuckoo Lane Outfall Drain the length and location of the habitat ditches reduced to within 4 metres of the bank top of the watercourse. The Board had an unrestricted protected 9 metre access strip along the northern bank of the watercourse, excluded from the proposed development plots. The Board were recommended to grant consent.

### RESOLVED

- (i) That consent to install a foul gravity sewer within 9 metres but no closer than 5 metres from the bank top of the Board's Cuckoo Lane Drain be granted.
  - (ii) That consent to install a foul rising main within 9 metres but no closer than 5.5 metres from the bank top of the Board's Crook Tree Lane Drain be granted, provided that the crossings of the three Board maintained watercourses comply with the Board's Advice Notes relating to service crossing.
  - (iii) That delegated authority be granted to the Chairman, Vice-Chairman and Engineer to determine the application to install the foul gravity sewer within 9 metres of the Board maintained Pudding Dip Drain.
  - (iv) That the redundant section of Cuckoo Lane Outfall Drain between chainage 150 and 500 metres be formally relinquished.
  - (v) That consent for the construction of Receptor Site B within 9 metres but no closer than 4 metres of the Board's Cuckoo Lane Outfall Drain be granted.
- (b) Gateway East Innovation Quarter – Finningley Park Drain

An application had been received to divert the Board maintained Finningley Park Drain to facilitate construction of a new commercial/industrial facility at land to the west of Doncaster Sheffield Airport off High Common Lane, Austerfield in Doncaster. The proposed diversion moves the watercourse to the southern and eastern sides of the site and provides a 9 metre access easement. Due to the steep topography of the site and access culvert requirements, the re-aligned watercourse would have three new 600mm diameter culverts and a 750mm diameter culvert to resolve steep falls. There would be no loss of storage from the system due to the

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culverting. The proposed development would be discharging at 1.4 litres per second per hectare. It was also required that the development provided a net gain in habitat and that losses from the diversion would be mitigated. The commuted maintenance fees payable by the applicant for the culverts totalled £208,552.44. In response to Mr P. Horne, the Technical Engineering Manager confirmed that the commuted fee was to offset continuity of flow.

A further application had also been received for two surface water discharge connections in relation to upgrades to the public highway to enable the proposed development. Officers continued to liaise with the applicant to gather sufficient information to determine the application.

The Board were recommended to grant consent for the re-alignment of Finningley Park Drain including the proposed culverts and to grant delegated authority to the Chairman, Vice-Chairman and Engineer to determine the application for the surface water discharge.

### **RESOLVED**

That consent for the re-alignment of the Board maintained Finningley Park Drain be granted and delegated authority be granted to the Chairman, Vice-Chairman and Engineer to determine the application for the surface water discharge.

### **2021.85 ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS**

The Chief Executive reported that a date was pending for a meeting with DEFRA to discuss the Main Rivers Policy and PSCA works that had not yet been undertaken. It was noted that the Environment Agency had suggested a 5 year agreement with the Board to work together on the River Torne. The Operations Manager confirmed that an interest had been expressed on a local level.

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### **2021.86 ENVIRONMENTAL REPORT**

It was noted that the Environment Agency's "Changes to the Eels Regulations Process" was now complete. The main impact on IDBs was that the Best Achievable Eel Protection was recognised as fish friendly pumps. This would avoid costing the installation of 2mm screens as part of the project development for pumping station refurbishments.

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### **2021.87 DELEGATED MATTERS**

#### **(a) Byelaw Applications**

Officers reported that the following byelaw applications had been dealt with under delegated authority since the last Board meeting:

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DEIDB/LDC/2020/007 - Installation of a bridge supported by a 600mm diameter culvert in the Board maintained New Ring Drain at National Grid Reference 468263 - 404679 Boston Park in the parish Hatfield Woodhouse.

DEIDB/LDC/2020/025 - The construction of a 400mm diameter surface water outfall into the Board maintained Mosham Drain from development at land to the south of Mosham Road, Doncaster at National Grid Ref 466286 - 400151.

DEIDB/LDC/2021/005 - The diversion of approximately 535 metres of the Board maintained Cuckoo Lane Outfall Drain by the excavation of a new watercourse to be located a short distance to the south to maximise development land at National Grid Reference 466842 - 411200 West of M18 Motorway, East of Cuckoo Lane, North of Moto Services in the parish of Hatfield.

DEIDB/LDC/2021/007 - Installation of an 825mm diameter culvert under the Board maintained Cuckoo Lane Outfall Drain at National Grid Reference 466600 - 411141 West of M18 Motorway, East of Cuckoo Lane, North of Moto Services in the parish of Hatfield.

DEIDB/LDC/2021/008 - To undertake de-silting and CCTV works to a culvert on the Board maintained Wormley Bridge Drain at National Grid Reference 466100 - 411506 underneath Hugh Hill Lane Track in the parish of Hatfield.

DEIDB/LDC/2021/009 - The diversion of a pumped surface water discharge to facilitate the repair of a Yorkshire Water surface water rising main outfalling into the Board maintained Greenacre Farm Drain at National Grid Reference 465478 - 410445 Bootham Lane Surface Water Pumping Station in the parish of Hatfield.

DEIDB/LDC/2021/010 - Installation of fencing and barrier within 9 metres of Carr Lodge Drain at Hall Bank Balby National Grid Reference 457927 - 399763 in the Parish of Doncaster.

DEIDB/LDC/2021/011 - Capture of water voles located within Cuckoo Lane Outfall Drain (Identified on site as Upper Parks Drain), installation of temporary water vole fencing prior to re-development of the site, clearance of trees, hedgerows and vegetation within 9m of watercourses including along the banks and clearance and habitat manipulation of vegetation, including any reed bed and wetland habitats within the watercourses. The works are at National Grid Reference 466724 - 411210, west of Bailey Lane, Hatfield.

(b) Section 23 Applications

There had been no Section 23 applications dealt with since the last meeting.

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### (c) Planning Applications

Since the last meeting, the Board had objected to one application which was for the change of use of land from agricultural to industrial/commercial at land east of Sandtoft Industrial Estate Road 1 in Belton. An initial objection was raised in February 2021 because the application did not comply with the Board's policy regarding new development in close proximity to Board maintained watercourses in particular, Simms Hall Farm Drain South. The application did not take into account any proposed mitigation measures. A further application made in July still did not consider these and furthermore, the proposed attenuation pond within one of the sites appeared to be located potentially within byelaw distance. The Board had maintained the original objection and the applicants advised to discuss proposals with the Board with the aim of removing the Board's objection.

Officers were consulted on 14 planning applications since the last meeting to provide appropriate comments relating to surface water drainage.

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### 2021.88 COMMITTEES

Already discussed under 'Meeting Dates' above.

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### 2021.89 ASSOCIATION OF DRAINAGE AUTHORITIES TRENT BRANCH MEETING AND ANNUAL IDB/EA LIAISON MEETING

It was noted that the above meetings would be held at the Doncaster Knights Rugby Club on 24th November 2021 following a site visit to Keadby Pumping Station.

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### 2021.90 THORNE AND CROWLE MOORS SSSI

In accordance with Section 2 of the Public Bodies (Admission to Meetings) Act, 1960, it was agreed to exclude the public from this part of the meeting due to the confidential nature of the business being discussed.

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### 2021.91 ANY OTHER BUSINESS

None.

CHAIRMAN