

ISLE OF AXHOLME AND NORTH NOTTINGHAMSHIRE WATER LEVEL MANAGEMENT BOARD

Minutes of a meeting of the Board held via Microsoft Teams and Teleconference on Tuesday 26th January 2021, at 10:00 a.m.

<u>Elected Members</u>		<u>Nominated by North Lincolnshire Council</u>	
* Messrs	J. Coggon (Chairman)	Cllr	R. Allcock
*	P. Cornish (Vice-Chairman)	* Mr	I. Bint
*	R. Adam	* Cllr	J. Briggs
*	H. Barton	Mr	A. Catherall
	P. Bradwell	Mr	T. Mitchell
	J.H.T. Bramhill	* Mr	M.D. Pilkington
	vacancy	* Cllr Mrs	J. Reed
*	J. Fretwell	* Cllr	D. Robinson
*	M.A. Harris	* Cllr	D.J. Rose
*	R. Mason		Two Vacancies
*	M. Wagstaff		
	M.T. Smith		
		<u>Nominated by Bassetlaw District Council</u>	
		* Cllr Mrs	H. Brand
		* Cllr Mrs	J.M. Sanger
* <i>Present</i>			
* Messrs	A. McGill (Chief Executive)		
*	N. Kemble (Engineer)		
*	R.A. Brown (Technical Engineering Manager)		
*	A. Malin (Senior Operations Manager)		
*	D. Braddy (Operations Manager)		
*	D. Cowling (Planning and Development Control Officer)		
* Mesdames	N. Hind (Finance Manager)		
*	C.B. Davies (Corporate Services Manager)		
* <i>In attendance</i>			

The Chairman noted the recent passing of Ken Durdy and the many years he had served as a Board Member. A minute's silence was held in his memory.

1. APOLOGIES

Apologies were received from Messrs P. Bradwell, J.H.T. Bramhill, M. Wagstaff, M.T. Smith, A. Catherall, T. Mitchell and Cllr R. Allcock,

Cllr Mrs J. Reed would be 15 minutes late and Mr I. Bint would be joining at 11.00 a.m.

2. DECLARATIONS OF INTEREST

Mr P. Cornish declared an interest in Agenda Item 18, PA2020/1827.

Mr R. Mason declared an interest in Agenda Item 18, PA/2020/1848.

Cllr J. Briggs declared an interest in Agenda Item 18, also adding Cllr Mrs J. Reed (not yet present) to this declaration.

Cllr J. Sanger joined the meeting.

3. NOTIFICATIONS OF ANY OTHER ITEMS OF BUSINESS

It was agreed to discuss the following items:

Water Resources East.

Update on Misterton Drain, Haxey Road.

4. BOARD MINUTES (pages 518 to 529)

RESOLVED

That the minutes of the meeting of the Board held on 24th November 2020 be confirmed as a true record subject to the amendment of the word 'Vice-Chairman' to 'Chairman' in the resolution of minute 2.

5. MATTERS ARISING

It was noted that Doncaster East IDB would be joining the Water Management Consortium on April 2021.

The Corporate Services Manager reported that, if the Lincolnshire Show went ahead this year, the June meeting would be rescheduled. Members' handbooks would be circulated once this was confirmed. Due to continued Covid restrictions, it was unlikely that the planned Tour in March would go ahead but alternative ideas such as a slideshow were being considered.

The Chairman requested an update on the provision of training for volunteers, the Senior Operations Manager stated this was being reviewed.

Mr R. Adam queried if anything further had developed concerning the introduction of beavers by Nottinghamshire Wildlife Trust, stating that there were already issues with water levels in the area in question, the introduction of beavers would provide further flood risk. The Chief Executive confirmed that the Board's concerns had been made known and that this would be monitored. It was agreed that the Board's Environmental Officer would contact Mr R. Adam to discuss the matter further and then contact Natural England for a response to the Board's concerns. The matter would also be raised with the Association of Drainage Authorities.

RECEIVED

6. HEALTH AND SAFETY

The Senior Operations Manager gave an update on measures in place to ensure the health and wellbeing of all employees during the Covid-19 pandemic.

He also provided an update to changes in legislation regarding the purchase of equipment which required the employer to ensure that all work equipment met the guidelines, was fit for purpose, supplied with a certificate of conformity and posed no risk to health. This would have little impact on the Board's current procedure for purchasing plant and equipment as the above was already taken into account.

Four incidents were reported from across the Consortium between the 16th October and 31st December 2020, one of which was in the Isle of Axholme area. The Chairman enquired whether it was necessary to receive details of incidents from other Boards across the Consortium and requested that all future Incident reports only detail events relevant to the Isle of Axholme and North Nottinghamshire Water Level Management Board.

RECEIVED

7. RISK REGISTER

The Chief Executive presented the updated Risk Register for consideration and highlighted areas for concern, specifically:

Wiseton PS - to be discussed under agenda item 14.

Monitoring of Health, Safety and Welfare - to be reviewed before the next meeting.

Non-compliance with GDPR - highlighted as red to focus attention.

Banking - amounts invested not in line with Board policy, investigation into rationalisation of accounts across the Consortium to be undertaken.

The Chairman stated that the Board did not need to see the risks across the Consortium and suggested that only Isle of Axholme risks be presented in future. Cllr H. Brand was happy to see the bigger picture and suggested that it would also save administration if there was one document for the Consortium. She did, however, express concern that some of the issues showed completion dates of 2020.

In response to the Chairman, the Engineer reported that the pump at Common Carrs had been replaced like-for-like. He further reported that the pump removed from Southfield was too big and would not fit. It was noted that this pump had been stolen from site the previous week.

RECEIVED

8. STAFFING

The Corporate Services Manager reported that a Financial Data Entry Assistant had been appointed and was settling in well. Interviews for the Field Engineer vacancy would be held shortly.

The Corporate Services Manager reported that the three-year formula agreed with the Unions in 2020/21 showed a pay increase for 2021/22 of 4.1%. She explained that the calculation was based on 100% of the Public Sector average weekly earnings three-month index July, published in September by the National Statistics Office and stated that it was likely that the increase had been skewed by additional overtime worked in the public sector last year due to the Covid pandemic. Although those attending the recent Association of Drainage Authorities Lincolnshire Branch Pay and Conditions Committee meeting from the employers' side had expressed their concern about the proposed increase, and, in particular, how this would be perceived in the current economic climate, they did not see any option but to honour the Agreement and had therefore recommended a 4.1% cost of living pay rise for all employees with effect from 1st April 2021. The Committee had asked the Unions to highlight the financial position of the Boards to their members and to ask them for any ideas they may have on cost savings and efficiencies.

Looking back at pay increases over the last ten years, Officers reported that these averaged 2% per annum. They also highlighted the continued issue that most IDBs faced with attracting suitable candidates to fill roles and to retain staff when there were often better paid opportunities in the construction industry.

Cllr D. Rose stated this was very generous compared to other sectors and queried what the likely increase would be next year. The Corporate Services Manager stated that if the Board wished to withdraw from the agreement, notice should be given.

It was noted that further changes to Terms and Conditions requested by the Union included a reduction in working hours for the DLO from 38 to 37 which had been refused, and confirmation of payment for time-off in relation to Covid-19 which had been agreed if staff had to self-isolate if they or a member of their household had symptoms.

Cllr D. Rose proposed that the Board continue with the Agreement for 2021/22 but give notice that this could not be maintained should the formula show a similar increase next year. Cllr J. Reed seconded.

RESOLVED

- (a) That the Board adopt a 4.1% pay increase for 2021/22, but give notice that this could not be maintained should the formula show a similar increase for the following year.
- (b) That the amendments to the White Book be adopted in relation to payment for time-off for Covid-19.

9. DRAINAGE RATES AND SPECIAL LEVIES

The Finance Manager reported that as of 14th January 2021, £471,907.38 (96.43%) of drainage rates had been collected, with special levies paid in full. £17,452.57 remained outstanding.

The Chairman queried whether the Board was likely to recover the brought forward balance of £2,660. The Finance Manager stated that every effort would be made but this related to land ownership which had proven extremely difficult to trace. Any write-offs would be reported back.

RECEIVED

10. FINANCE

10:1 Management Accounts for the Period ending 30th November 2020

The Finance Manager presented the Income and Expenditure accounts for the period ending 30th November 2020. It was noted that Engineering Schemes would be reported on separately. Overall income was lower than anticipated, with a negative variance of £95,054.73. This variance was due in part to the much lower than estimated absorbed income from own use of plant, which was £94,659 lower than had been estimated.

Current Maintenance and Development Expenditure were lower than anticipated, resulting in a positive variance of £81,833.45. Under absorbed plant costs within Flailing and Weedcutting by £75,052 and below estimated electricity costs resulting in £28,000 less than estimated allowed for this positive variance. It was expected with winter weather, that electricity costs at pumping stations may soon rise to reach the estimated figure.

Stock costs in relation to Emergency Drain Repair were higher than anticipated, although this need had been met by transferring excess funds from Engineering Schemes. Figures currently stood at £17,930 higher than had been estimated.

Supportive Expenditure costs were also higher than estimated, with a negative variance of £8,562.50. Consortium costs were £26,063 higher than expected, due to an increase in staff costs along with a lower than estimated recharge of engineers' time to projects as well as a project delay. It was noted that additional costs relating to Abstraction Licenses had been included in this budget and were £1,788 higher than expected. The Finance Manager stated that she would investigate whether these costs could be allocated to specific Engineering Projects. Mr M.A. Harris requested that Abstraction Licensing costs be itemized so that a full breakdown of costs would be understood, which the Finance Manager agreed to.

Plant and Vehicle additions disposals had not yet taken place and so this would be a future variance to consider. Also, as the planned loan had not yet been drawn, this provided for the lower than expected interest and capital repayments.

Overall, the presented finances resulted in a positive balance of cash reserves, of £17,673.42.

A summary of projects and schemes to which money had been allocated was presented for information.

The Balance Sheet and Current Surplus Cash position as at 30th November 2020 were presented for information.

RESOLVED

- (a) That the Management Accounts for the period ending 30th November 2020 be approved.
- (b) That the Finance Manager prepare a list of Abstraction Licensing costs, detailing which Engineering Projects and/or drains they related to.

10:2 Cash Reserves and Investments as at 30th November 2020

Investment of Balances and External Borrowing were presented for information.

RESOLVED

That the Board's cash balances and borrowings be noted.

10:3 Payments over £500

A schedule of payments over £500 made by the Board since the last meeting was presented for approval.

RESOLVED

That the attached schedule of payments over £500 be approved.

11. ESTIMATES OF INCOME AND EXPENDITURE 2021/22

11:1 2021/22 Estimates

The Finance Manager presented the attached Estimates of Income and Expenditure for the Period 1st April 2021 to 31st March 2022. As discussed at the previous meeting, these allowed for a 4% increase in the rates and special levies and would provide the Board with a net surplus of £777 for the financial year.

It was noted that of the increases paid by Bassetlaw District Council and North Lincolnshire Council, £13,704 and £7,243 respectively, was due to changes in the annual value of land moving from drainage rates into special levy.

RESOLVED

- (a) That the estimates of net income and expenditure of £1,360,333 be approved.
- (b) That the amounts to be raised by means of drainage rates in respect of agricultural land and buildings, special levies on the local charging authorities and estimates of the amount from balances, for the year commencing 1st April 2021 be as follows:
 - (i) by drainage rates levied in respect of agricultural land and buildings £497,896,
 - (ii) by special levy on North Lincolnshire Council £722,815,

- (iii) by special levy on Bassetlaw District Council £128,402,
 - (iv) by special levy on East Riding of Yorkshire Council £10,440
 - (v) by special levy on Doncaster Metropolitan Borough Council £1,557, and
- (c) That the special levy for the financial year commencing 1st April 2021 on North Lincolnshire Council be made and sealed in the sum of £722.815.
 - (d) That the special levy for the financial year commencing 1st April 2021 on Bassetlaw District Council be made and sealed in the sum of £128,402.
 - (e) That the special levy for the financial year commencing 1st April 2021 on East Riding of Yorkshire Council be made and sealed in the sum of £10,440.
 - (f) That the special levy for the financial year commencing 1st April 2021 on Doncaster Metropolitan Borough Council be made and sealed in the sum of £1,557.
 - (g) That the statutory record of levies be made up.
 - (h) That the drainage rate for the financial year commencing 1st April 2021 be made and sealed in the total sum of 15.2 pence in the pound.

12. OPERATIONS REPORT

12:1 Pumping Stations

Current statuses of Pumping Stations had already been noted during the review of the Risk Register.

RECEIVED

12:2 Reforming Works and Emergency Drain Repairs

A small slip at AXD490100 Ferry Drain had been reported and repaired. There were no other known slips that had developed since the course of the last meeting, although with the current weather, drain conditions were being monitored closely.

RECEIVED

12:3 Summer Works Programme.

It was reported that Summer Works were nearing completion, with rates of 99% for flailing and 97% for weedcutting. No roadside works remained, only areas where access proved difficult, mainly due to wet fields.

RECEIVED

12:4 Winter Works

Current rates of completion with Winter Works were roughly 10-15%. Access improvements were currently taking place at Lound Hall AXD640200 and Common Carrs Outfall Drain AXD054000. Mr R. Adam complemented the Board on the

cleaning out of the watercourses and culverts at Lound Hall but stated that the adjacent Environment Agency (EA) River Maun was full of weed and trees and would flood. He stated that the EA had stated that the watercourse did not meet the criteria and there was no money in the budget to undertake any work. As much of the water taken on by Lound Hall Drain came from the River Maun he asked whether the Board could undertake the necessary work under a Public Sector Cooperation Agreement (PCSA). It was noted that flooding of the cricket ground last year had cost in the region of £20,000. The Senior Operations Manager had already spoken to the EA about similar issues and would include this and offer to undertake the work under a PCSA.

It was noted that contact with the Environment Agency regarding PCSA works had been reduced as of late, due to the main contact contracting Covid and then following this, the weather event.

Cllr Mrs H. Brand requested that Misson be spelt correctly as it had been misspelt twice.

RESOLVED

That the Officers would speak to contacts at the Environment Agency regarding potential PCSA maintenance works on the River Maun.

12.5 Plant

An update on plant downtime was provided. The wheeled excavator which had been showing high levels of aluminium had been taken out of use. This was covered under warranty and there was no long-term effect, however it would continue to be monitored.

Board members had requested a detailed evaluation of options surrounding the replacement of the Massey Ferguson tractor. The Senior Operations Manager reported that only two replies had been received for a possible replacement. The current financial position did not allow for the replacement of this piece of plant, although budget was available to undertake any potential repairs which may arise. The potential need to replace the trumpet bearings on the Massey Ferguson as well as the tracks on the JCB were noted as being already budgeted for, should the need arise. Hire and leasing options had also been investigated, but the opinion held by the Senior Operations Manager was that the Board continue to run the Massey Ferguson tractor for a further year.

Officers had undertaken a full review of plant utilised by the Board, to evaluate whether or not each piece was providing best value and efficiency. The findings would be presented to the Chairman and Vice-Chairman early in the new year, and following this, to the Board.

The receipt of two new trucks had been delayed, although payment had been made. It was estimated that these pieces of plant would arrive within the next couple of weeks.

Officers updated members on a recent incident which had occurred on Board owned land at Snow Sewer.

RECEIVED

12:6 Rainfall

Rainfall data and Pump Run Hours for the last 12 months were provided for information.

RECEIVED

13. ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

The Chief Executive proposed that the Board review the option of challenging the precept paid to the Environment Agency at the next meeting. Other Boards had done this and received immediate attention and positive change. Members were happy to proceed with challenging the precept paid to the Environment Agency.

RESOLVED

That Officers prepare a draft letter to challenge the precept paid to the Environment Agency, highlighting Board areas which suffered due to lack of maintenance as a supporting argument. This would be discussed at the next meeting.

14. ASSET RENEWAL AND REFURBISHMENT PROJECTS

14:1 South Street Pumping Station

An award of contract had been granted for the construction of the kiosk base. Preliminary works had commenced, in preparation for the installation of the new electrical control panel which was to be installed in Drain Head Pumping Station. The replacement for the diesel pump was scheduled to be installed in March 2021.

Costs to date were £377,166 against a budget of £493,000.

RECEIVED

14:2 Southfield Pumping Station Refurbishment (AX18001)

Discussions with Northern Power Grid regarding the upgrade of power supply to the station had resulted in the supply changes taking place December 2020. This was unexpected, as Officers had planned for this to take place in the summer months. Difficulties arose, leading to only 50% of the station with power. With this in mind, the decision was made to install the new panel and pumps, to alleviate issues with the supply. It was noted that the 2 KSB pumps which had been supplied by the contractor had been removed and installed with anodes to prevent corrosion, which had not originally been taken into account on the original contract. The first of these two pumps was being reinstalled today, followed by the removal of the second pump. The exterior pump had been refurbished and reinstalled by the contractor, for around £75,000-80,000. There had been a query regarding multiple amounts paid out for this refurbishment while reviewing accounts. This was due to staged payments which are the norm when paying contractors for such work.

Installation of new pump junction boxes, instrumentation and cabling had taken place, with only a few related installations remaining. The supplier had made Officers aware of additional cabling costs by the supplier, but as they had not presented this information in agreement with the contract, had been sent a response to this effect by the Engineering Team. Southfield Pumping Station would be commissioned in late January, with costs to date of £220,953 against a budget of £398,000.

RECEIVED

14:3 Derrythorpe Depot

An order for the re-wiring, replacement of lighting and installation of fire and security alarms had been placed with Inter-Lec. Work was to commence the

following Thursday and it was estimated that these would be completed by the following week.

RECEIVED

14:4 Telemetry System Replacement (AX20303)

Installation of the new system was progressing as planned, save for the fact that outstation units with 4G mobile communications would not be available until March 2021, delayed due to Covid. For the time being and to remain on schedule, the first units would be run using the existing 3G network. Updating the new units to work with the 4G network in future, would not be an issue. A plan was in place as a future suggestion, for the four Boards to purchase 2 additional telemetry base units, at an estimated cost of £2,800 to ease the switch from 3G to 4G, without causing interruption. These 2 units would then be retained as spares.

Trial installations were commencing the 18th January 2021, for two weeks. The first install would take place in Lindsey Marsh Board area, at Theddlethorpe Pumping Station and the second would take place at Balby Carr Pumping Station in Doncaster East Board area. It was expected that all trial installations would be completed by mid-February with all installations across the Consortium being completed by the end of May.

Local Levy funds for the Telemetry System Replacement were anticipated to arrive in February. The Outline Business Case which had been submitted to support the Local Levy application had been approved by Trent RFCC in April 2020 and was now in the hands of the EA National Team.

RECEIVED

14:5 Demolition of Southfield Pumping Station (AX18001)

Demolition works had been delayed due to the bat survey. This had since been completed and no traces of bats had been discovered within the pumping station. Demolition would begin shortly and be completed within two to three weeks.

RECEIVED

14:6 Demolition of Gringley Carr Pumping Station (AX193604)

Demolition works were now complete. The above ground pump housing on the existing pipework had been left in place, as the contractor had deemed that removal could cause potential damage. Removal would take place in future, but was not a pressing matter. During demolition works, the discharge pipe of one of the submersible pumps had been damaged. The main issue was the lack of flexibility within existing pipework, which had resulted in a leak from the damaged phlange joint. The station's outfall had been bunged while investigations were underway. It was discovered that differential settlement cause by the demolition along with the inflexibility of pipes had led to the damage.

RECEIVED

14:7 Derrythorpe Pumping Station - Motor Refurbishments (AX20304)

The cowlings which acted as covers to the pump motors by providing weatherproof protection, had been replaced.

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14:8 Kelfield Pumped Catchment Improvements (IOA16019)

Replacement of UPVC windows at the station had commenced early in the new year and was now complete. Required modifications to windows on the inlet side of the building were being awaited. This would be undertaken by the installer at their own expense.

Works were nearing completion, with only the replacement security fencing, replacement sanitary fittings and site tidy remaining. As a whole, these would cost roughly £15,000.

Expected final costs for this project were estimated at £634,439. Currently, costs to date were £619,439 against an original budget of £616,475. Officers were investigating methods of providing for this shortfall. Possibilities included the transfer of funds from other schemes, as well as additional FDGiA money which was being discussed with the Environment Agency.

The two outstanding compensation claims in relation to Kelfield Catchwater Drain Bank Raising and Kelfield East Drain Reforming had been settled.

RECEIVED

14:9 Cow Lane Pumping Station Pump Refurbishment (AX16003)

Industrial Pumps had refurbished and re-installed Pumps 1 and 2. During their re-installation, it was discovered that Pump 3 had failed. A quotation had been received from the contractors who had refurbished the pump in 2016 to remove and repair it at a cost of £15,000.

Pumps 1 and 2 had received a contract price of £18,880 in 2017 for refurbishments and this price had been honored by the contractor during their recent refurbishment. Additional costs of £5,140 had been added, in relation to difficulties faced with pump removal. Total costs stood at £24,290 against a budget of £41,729 and so the removal and repair of Pump 3 could easily be covered by remaining funds. It was added that the replacement of surge chamber covers and refurbishment of the penstock would likely have to wait until the next financial year, receiving funding from the small budgets scheme.

RECEIVED

14:10 Emergency Pump Repairs (AX19302)

Current costs were £13,886 against a budget of £10,000.

RECEIVED

14:11 Wiseton Pumping Station Refurbishment (AX19305)

Results from the survey undertaken by contractors revealed that ground conditions were suitable for the intended works and that no complicated foundations would be needed. Officers were currently creating a hydraulic model to provide necessary data.

The FCERM7 which had been approved by Trent RFCC had been submitted to the Environment Agency alongside the Local Levy allocation application. Receipt of funding was expected shortly.

Officers reported on flooding of residential gardens and two properties at Daryl Road, Retford. Funding was available under SR20 and Nottinghamshire County Council (NCC) would be undertaking a survey to gain an overview of the situation, at a cost of £45,000. The source of the problem remained to be the overtopping of

the nearby River Idle whose waters were then taken on by Carr Dyke. The Chief Executive stated that the Board's Officers had come up with a potential solution to the issue and were liaising with NCC. The state of the River Idle continued to be a problem.

Cllr Mrs H. Brand asked for an update on Misterton and Wrays Drain. The Engineer explained that due to continual poor weather conditions, the contractors had not yet been able to undertake the survey, a date was awaited.

Officers agreed to keep Mr Adam up to date with progress regarding the EA's sweet water pump and the Board maintained Carr Dyke.

RESOLVED

That the Technical Engineering Manager, Chief Executive and Mr R. Adam would meet to discuss issues with the Environment Agency Sweetwater Pump.

15. ENVIRONMENTAL REPORT

15:1 IDB Biodiversity Plan (BAP)

The Engineer provided details of a new BAP template which had been published by ADA, as a chance to promote the biodiversity which is a key feature of IDB work. This would also provide the potential for IDBs in adjoining regions to work together. It was suggested that the Board work with Doncaster East IDB to develop a joint BAP due to their proximity and ecological similarities.

RESOLVED

That the Board develop a joint Biodiversity Action Plan (BAP) with Doncaster East IDB. A draft BAP would be presented at the next meeting.

15:2 Keadby Warping Drain - Grazing

Officers reported that Keadby Warping Drain had been let under a six-year farm business tenancy which had commenced 1st January 2019 for £1,425 per annum. It was noted that the site had recently been viewed by a prospective tenant and that the tenancy would possibly be re-assigned.

RECEIVED

15:3 Snow Sewer - Grazing

Officers were investigating letting the land for grazing on a farm business tenancy and would report back.

RECEIVED

16. QUERIES AND COMPLAINTS

The Chief Executive detailed that nine queries, issues and complaints had been recorded since the last meeting. A full breakdown of these was provided. Mr R. Adam asked about a query logged on 16th Dec 2020 concerning spoil which had been left along Carr Dyke North AXD541800. The Operations Manager would be visiting the site shortly, but for the time being, the spoil did not create any difficulties for the DLO. Cllr Mrs H. Brand highlighted a concern logged on 4th Jan 2021 regarding a blocked culvert at Goosemoor Lane and an upcoming housing development which might discharge water into the Board's drain. It was reported that the high water levels in the area had been caused by a blocked outlet along the River Idle, which had overtopped into

Goosemoor Drain. The Planning and Byelaws Officer also added that issues had been raised in response to the aforementioned housing development, while reviewing Bassetlaw's Emerging Local Plan. No Planning Application had yet been submitted and Officers would keep an eye on this development.

RESOLVED

That Officers pay attention to the residential development being planned close to Goosemoor Drain and provide updates to the Board.

17. PLANNING AND BYELAW POLICY UPDATE (INCLUDING DEVELOPMENT CONTROL AND FEES)

The Senior Technical Engineer, in conjunction with the Planning and Byelaws Control Officer, had produced a list of proposed charges for any future consultation, inspection, surface water development charges and commuted maintenance fees in relation to Development Control, for the Board's approval. While developing this, the policies held by other Risk Management Authorities (RMA) and their applicable charges had been analysed. Currently, the Board did not charge applicants for a wide number of advice based queries, when this was in fact common practice for other RMAs. The Association of Drainage Authorities was currently preparing guidance for IDBs.

A summary of the charges was provided and included:

- (a) Application Fees – all submitted applications would now be subject to fees. The minimum fee would now be £100 (previously, the maximum was £50), with £200 for surface and treated foul water discharges.
- (b) Inspection Fees - in instances when it became necessary for the Board to grant a consent and conduct the necessary inspection to ensure works have been undertaken according to Board conditions, a fee would now be charged.
- (c) Consultation Fees - any form of advice in relation to applications, Flood Risk Assessments and large developments would be subject to basic fees or if more appropriate, recharged on a cost basis.
- (d) Surface Water Development Charges - for developments where there would be an increase in drained impermeable area, it was recommended that a charge be applied. When practical, developments would be limited to 1.4l/s/ha, but this still provided the possibility for the Board to receive an increase in runoff.
- (e) Commuted Maintenance Fees (Culverts) - applying a charge to the installation of new culverts within the Board's area would encourage future maintenance and continuity of flow. Applicants could also be in receipt of reduced costs, if works were to involve the removal of redundant culverts from Board watercourses.
- (f) Biodiversity and Habitat Mitigation – any Developments taking place within the Board's area and which disturbed existing biodiversity within channels were either to minimize impact through habitat mitigation or give a contribution towards biodiversity improvements within the district.
- (g) For applications in an extended area on behalf of a Lead Local Flood Authority, items (a) to (d) would apply.

This policy was presented as a unified document, which would be shown to all Boards for approval. If agreed to, it would be implemented at the start of the financial year.

The Chairman thanked the Technical Engineering Manager and the Planning and Development Control Officer for their work in creating this document, stating that it was the way forward. Cllr Mrs H. Brand asked whether the suggested policy would be

reviewed once the advice provided by ADA was released. Officers assured Board members that if adopted, the document would be reviewed by the Board alongside ADA's guidance, then again in 2023 and following this in 2028, in line with the 5 year cycle.

The number of issues across the area on riparian watercourses was highlighted and members discussed how best to address this and raise public awareness. A Communications Strategy was being prepared and would include a plan on how to take this forward in the new financial year.

The Chief Executive replied that The Planning and Development Control Officer would contact North Lincolnshire Council in relation to riparian issues. Board members were asked to supply 3-4 areas of concern for lack of riparian maintenance. Once supplied, Officers would work to resolve them where possible.

Cllr D. Robinson noted that riparian responsibilities had been sent out by the local flood team, so residents in Epworth should be aware.

Cllr Mrs H. Brand mentioned that Bassetlaw District Council was planning to hold Planning Enforcement Training and that it would be beneficial for the Board to be put forward as a contact, as a chance to highlight issues. The Board was in agreement.

RESOLVED

That the Board adopt the proposed Planning and Byelaw Policy.

18. DELEGATED MATTERS - PLANNING, BYELAWS ROLE

18:1 Byelaw Applications

The following Byelaw application had been dealt with under delegated authority since the last meeting:

IOANN/LDC/2020/022	Erection of 8m wide gate with two 12m sections of fencing within 9m of the Board maintained North Field Dyke at New Farm Buildings, Land off North Street, West Butterwick, National Grid
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18:2 Section 23 Applications

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

18:3 Planning Applications

The Board had not objected to any planning applications since the last meeting but provided a list of applications which they had been asked to consider and submit comments on.

RECEIVED

19. ANY OTHER BUSINESS

The Chairman gave a quick summary of Water Resources East (WRE), which was an organisation focusing on the management of water along the East of England.

The Association of Drainage Authorities (ADA) had paid £15,000 for a seat on the Board which ADA had apportioned between IDBs according to the rates used to calculate their subscriptions. This had resulted in a £1,950 fee for LMDB, £1,668 for TVIDB, and £401 for IOA, however, the project did not currently have any immediate benefit to the Board as it was focused in the Norfolk area. The Chief Executive supported the work of WRE and highlighted that the investigations being undertaken could be of benefit for the

future, however, there was no tangible benefit and had been very little feedback to date. He had suggested that the fee be divided equally between all Boards which would have resulted in a fee of around £300 per Board which had been rejected by ADA. There were also issues surrounding the retrospective fee charging which had not been made clear to Officers in 2020. The Chief Executive had met with WRE to discuss the options and been informed that the Board could become associate member at a cost of £1.

RESOLVED

That the Board become an Associate Member of WRE at a cost of £1.

CHAIRMAN