

DONCASTER EAST INTERNAL DRAINAGE BOARD

Minutes of a Meeting of the Board held at 2.00 p.m. on Friday, 5th October 2018, at Armthorpe Community Centre.

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| * Mr M. Brooke | * Mrs C. Anderson |
| Mr P. Cornish | Mrs R. Chapman |
| * Mr K. Durdy | * Mr C. Crowe |
| * Mr R. Durdy | * Mr L. Garrett |
| * Mr P. Horne (Vice-Chairman) | Mrs P. Hagan |
| * Mr G. Parker | * Mr J. Hoare |
| * Mr G. Platt | * Mr C. McGuinness (Chairman) |
| Mr P. Wilkinson | Mr M. Oldknow |
| Mr N. Williams | * Mr D. Ridge |
| Vacancy | Mrs S. Wilkinson |
| Vacancy | Vacancy |
| Vacancy | Vacancy |
| Vacancy | Vacancy |
| * <i>Present</i> | |
| * Mr A. McGill (Chief Executive) | |
| * Mr N. Kemble (Engineer) | |
| * Mrs J.D. Watson (Operations Director) | |
| * Mr R. Brown (Operations Manager) | |
| * Mrs N. Hind (Finance Manager) | |
| * Mr D.J. Sisson (Strategic Partnership Director) | |
| * <i>In attendance</i> | |

2018.34 APOLOGIES

Apologies for absence were received from Messrs P. Cornish, M. Oldknow and N. Williams. Mrs C. Anderson would be arriving late.

2018.35 DECLARATIONS OF INTEREST

Mr G. Platt - agenda item 18:3 (planning applications).

Mr M. Brooke - agenda item 12 (hydraulic modelling in the Dirtiness catchment).

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2018.36 NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

The Chairman requested that agenda item 20 (Thorne Moors) be brought forward and this was agreed.

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2018.37 THORNE, CROWLE AND GOOLE MOORS SSSI - RESTORING THE HUMBERHEAD PEATLANDS LIFE PROJECT

Due to the confidential nature of the discussion, this item is recorded on Pink Paper.

2018.38 BOARD MINUTES - 25TH MAY 2018

RESOLVED

That the minutes of the meeting of the Board held on 25th May 2018 be confirmed as a correct record.

2018.39 MATTERS ARISING

The Chairman welcomed the Board's new Engineer (Mr N. Kemble) to the meeting.

2018.40 ENVIRONMENT COMMITTEE MINUTES - 27TH JULY 2018

The attached minutes were presented for consideration.

Minute 9, Page 3 (Hatfield Chase Ditches) - It was noted that this referred to the North and South Idle SSSIs.

RESOLVED

That the attached minutes of the meeting of the Environment Committee held on 27th July 2018 be confirmed as a correct record and the recommendations made be adopted by the Board.

2018.41 FINANCE COMMITTEE MINUTES - 27TH JULY 2018

The attached minutes were presented for consideration.

RESOLVED

That the minutes of the meeting of the Finance Committee held on 27th July 2018 be confirmed as a correct record and the recommendations made be adopted by the Board.

2018.42 DRAINAGE RATES AND SPECIAL LEVIES

The Chief Executive reported a balance of £345,198.73 outstanding at 12th September 2018; this included £1,485.93 brought forward from last year. The collection rate to date showed 75.50% for drainage rates and 51.01 % for special levies.

In response to Mr M. Brooke, Officers agreed to report the amount still outstanding from 2017/18 to the next meeting.

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2018.43 FINANCE

(a) Accounts for the Period 1st April to 31st August 2018

The attached income and expenditure report and balance sheet was presented with an explanation of major variances.

The Finance Manager emphasised that it was likely that the Board would have to register for V.A.T. and, if so, this would be done before the next Board meeting.

RESOLVED

That the attached income and expenditure report and balance sheet be noted.

(b) Forecast for the Year Ending 31st March 2019

The Finance Manager highlighted that the £98,284.26 in respect of procurement had not been included in the estimates and as such the expected £22,778 surplus was therefore expected to result in a deficit of £75,506.26.

It was noted that the lack of information from previous years had made the predicted outturn figures difficult to calculate but this would become easier once a full year's accounts had been input into the system.

RESOLVED

That the expected year-end deficit be noted.

(c) Cash Reserves and Investments

Officers reported on a total of £1,136,571.64 currently invested and ten annuity loans totalling £603,920.40 that remained outstanding.

RECEIVED

(d) Payment Schedule

RESOLVED

That the attached payment schedule be approved.

2018.44 OPERATIONS REPORT

Officers gave the following update:

(a) Summer Maintenance

The Board's contractors were currently working in all areas and had completed 60% of the required maintenance.

Officers were satisfied that the work being undertaken by contractors and sub-contractors was in line with the Board's procedures and to the required standard, and the flailing and weedcutting contractors appeared to be working more closely together.

(b) Ongoing Operational Issues

Highway England Drain Works. A large proportion of the drain works had been completed. Outstanding works, including some of the culvert crossings between Junctions 4 and 6 on the M18 and between 1 and 2 on the M180, were due to recommence shortly and officers were liaising with Highways England to ensure that the works were carried out to the correct standard.

Top Boating Dike, Elmhirst PS Catchment. The two slips had been pulled back and the bank appeared to have stabilised without the need for toe-piling but this would be monitored in case further work was required in the future.

Cuckoo Lane Pumping Station. Following issues with pumping, all three pumps had been inspected. Blockages had been removed from pumps 2 and 3 and these were now functioning correctly, however, a fault had been found in pump 1 and this

was therefore removed for further investigation. The condition report and cost of repair were awaited. Desilting of the sump and surveying of the pipe was due to commence on 1st October 2018 and should be completed within five days. A temporary barricade had been put in front of the entrance to Cuckoo Lane Pumping Station until the gates and fence could be repaired. The work would be funded by the Coal Authority. Mr C. Crowe reported that in 2005 a report had been commissioned but nothing was done to implement the recommendations. He was investigating to see whether the Coal Authority was aware of the report but it did not appear to have been brought to the Board's attention.

Access to Park Drain Pumping Station. Investigations were underway to establish land ownership and rights of access up to Park Drain Pumping Station and Officers were in discussion with the adjacent landowner to find a mutually acceptable solution. Should this not be possible, legal advice would be taken.

Balby Carr Pumping Station - Pump Number 1. Scaffolding was due to be erected in early October 2018 and the small pump would then be removed for repair by Fenflow.

(c) Plant and Equipment

The Board's trailer had recently been stolen from the depot. An insurance claim would be made.

(d) Environment Agency (EA) - Public Sector Cooperation Agreement

The Board's contractors had commenced clearing operations on Diggin Dyke, Woodhouse Sewer, North Soak Drain and Hatfield Waste Drain. Agreement had also been reached with the EA for work to be carried out on Candy Farm Drains, Tunnel Pitts Drains and Low Bank Pumping Station Drain.

Mr M. Brooke enquired whether the contracts could be agreed earlier in the future to allow working around crops. Officers agreed to pursue this.

The EA had agreed to fund £9,500 of work on the River Torne from the weir in Auckley towards the source in Tickhill and additional funding may be available.

The Chairman emphasised that this must be monitored; the EA could not neglect maintenance and then expect the Board to step up and do the work in partnership. He understood that the EA had quite a sum of money allocated for the Torne.

(e) Operational Issue Awareness

A large number of Board maintained culverted watercourses required CCTV surveys and a programme for this was being prepared and a budget allocation would be included in the 2019/20 estimates. The culverts in the Stainforth area were of particular concern and it was recommended that an inspection of these and the raking grids be undertaken during the current financial year and any necessary repairs be undertaken. It was proposed that GRP rather than metal be used on the grids to reduce the likelihood of theft.

Officers continued to engage with the Developers of iPort. The Water Level Management Plan was being developed and maintenance requirements for the Countryside Lakes Area had been discussed. A restriction had been identified within the diverted Huxterwell Drain where it passed through the M18 Toe Drain and

this had been highlighted to Highways England and a response was awaited. A watervole survey would be required before the work could proceed.

Due to the decommissioning of Parsons Carr Pumping Station, the Coal Authorities percentage contribution to Huxtable Pumping Station would increase, however, this would be offset by the contribution from Rossington Common Parts (the Company that would manage IPort post development) who would be paying an agreed percentage of the costs to compensate for the fact that St Catherine's Well now drained to Countryside Lakes then into the Huxterwell system.

(f) Mutual Support

The Board's employees and officers have had difficulties in securing a reliable and cost-effective weed removal service from the current contract arrangements. The levels of weed at the station were becoming operationally constraining. Therefore, to allow the stations to operate, staff from the neighbouring Board had been employed to remove the weed as a one-off task. It was recommended that the Board allow a mutual support arrangement to continue.

(g) Parsons Carr Pumping Station

Mr C. Crowe confirmed that the station was fundamentally de-commissioned as it was not operational. This was a Coal Authority asset but they were asking the Board to verify that the work that the developers had undertaken had made the pumping station unnecessary. The Strategic Partnership Director confirmed that the lakes were acting as attenuation features and Officers were working with the developers and the Coal Authority to refine a water management plan for the area which would not include the pumping station.

Mr K. Durdy pointed out that during heavy rain the lakes could not discharge into the River Torne. The Operations Manager stated that the developer was investigating putting a small package pumping station on south lakes to alleviate this.

Confirmation had been received from the Coal Authority that the pumping station was no longer required.

RESOLVED

- (a) That the above reports be noted and the action taken approved.
- (b) The Board agree a mutual support arrangement with Isle of Axholme and North Nottinghamshire Water Level Management Board for minor tasks.

2018.45 ROSSINGTON DRAIN

The Operations Team reported that this riparian watercourse on the edge of the Board's area, historically served Rossington Colliery, Bankwood Lane, some grassland and woodland, however, this now took highway water from the Rossington link and would be further affected by two large developments for 374 residential properties. The watercourse was in a poor state and appeared not to have been maintained for some time and access was restricted. The developer was keen to work with the Board to ensure the development could proceed with no detriment to the surrounding area and required this watercourse in order to evacuate water to the River Torne. The Board could serve notice on the landowners to undertake the required maintenance but it was suggested that the

developer be approached to upgrade the watercourse as part of the proposed development and the Board consider adopting the watercourse in the future.

RESOLVED

That Officers liaise with the developer regarding upgrading of the watercourse with a view to the Board taking on future maintenance and that a report be presented to the Board for consideration.

2018.46 ASSET RENEWAL AND REFURBISHMENT CAPITAL PROJECTS

(a) Hydraulic Modelling Project

The Strategic Partnership Director reported that this had not progressed as well as hoped and may not be completed within the current financial year. The study would start with the Dirtiness catchment and would also take into account privately owned pumps. It would be conducted for the whole of the area covered by the Isle of Axholme Strategy to come up with a sustainable system for the future, where necessary linking systems and modifying pumping arrangements to increase efficiency.

Mr G. Platt enquired what the impact would be on individuals who had their own pumps. The Strategic Partnership Director expected that third party pumps would be removed from the system wherever possible. Mr Platt suggested that the review might highlight the need for more. Mr M. Brooke reported that there were still problems with subsidence after 30 years.

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(b) Capital Programme Review

The Strategic Partnership Director reported that the DRAFT capital programme was being reviewed and local levy funding would be sought where appropriate.

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2018.47 ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

This had already been covered under the Operations report.

2018.48 ENVIRONMENTAL REPORT

(a) Biosecurity Policy

The attached Biosecurity Policy had been prepared based on the model provided by the Association of Drainage Authorities in conjunction with the Environment Agency and the Department for Environment, Food and Rural Affairs (DEFRA) and was recommended for adoption by the Board. The Policy focused on preventing the spread of invasive non-native species.

Officers reported that the Water Management Consortium had successfully undertaken control of Giant Hogweed and continued to control Japanese Knotweed and floating pennywort. These were controlled species under UK Waste Legislation and, as such, silt and soil containing their seeds or rhizomes must be disposed of at an appropriate facility and could not be spread on adjacent land. The recording of,

and where appropriate, taking action against invasive non-native species was detailed in the Board's Biodiversity Action Plan.

DEFRA was taking a keen interest in internal drainage boards' performance in biosecurity matters and this was now included on the IDB1 Return.

RESOLVED

That the attached Policy be adopted by the Board and brought to the attention of contractors and employees.

(b) Haxey Grange Fen and Misson Training Area SSSIs

The wind pump at Haxey Grange Fen had not functioned this summer due to the absence of water in the adjacent watercourse, causing damage to the pump through lack of use. Repairs would be undertaken shortly, once the manufacturer's report from the recent inspection was received.

The Nottinghamshire Wildlife Trust had appointed Soil, Water and Catchment Management (SWCM) to review the Water Level Management Plan for Misson Training Area. Discussions were ongoing with SWCM to explore opportunities for joint working.

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2018.49 HEALTH AND SAFETY

The Operations Director reported on one incident that had occurred since the last meeting. This had resulted in three weeks off work and, as such, had been reported to the Health and Safety Executive under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations.

RECEIVED

2018.50 POLICY REVIEW

(a) Review of Existing Documents

The Chief Executive reported that a review of the Financial Regulations and associated policies was underway to ensure compliance and best practice. A review of the Risk Register would also be undertaken following a presentation on risk to the Lincolnshire Clerks by the Internal Auditor.

A new Policy Statement on Water Level and Flood Risk Management based on the Model prepared by the Department for Food and Rural Affairs in conjunction with the Association of Drainage Authorities was also being prepared.

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(b) External Audit Report

The Chief Executive reported that an unqualified report had been received from the External Auditor and the Conclusion of Audit had been published as required.

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(c) Reconstitution of the Board

The Board had previously agreed to reconstitute to reduce the number of Board members from 25 to 15. Officers would review the electoral districts and present a proposal for consideration and approval at the November Board meeting.

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2018.51 ASSOCIATION OF DRAINAGE AUTHORITIES (ADA) ANNUAL CONFERENCE

Officers reported that the ADA Annual Conference would be held on 14th November 2018 in London. The cost would be £120 per person plus rail fares.

RESOLVED

That the Chief Executive and Engineer represent the Board at Conference.

2018.52 DELEGATED MATTERS - PLANNING, BYELAWS AND SUPERVISORY ROLE

(a) Byelaw Applications

The following consents had been issued since the last Board meeting:

DEIDB/LDC/2018/005 Installation (by directional drilling) of a new 90mm diameter HPPE water main within nine metres of the Board maintained South Idle Drain (between national grid reference SE 72992 01138 and SK 72644 99287), Willow Close Drain (between national grid reference SE 72681 99453 and SK 72645 99288) and Bull Hassocks Drain (between national grid reference SE 72945 00844 and SE 72859 00370) in the carriageway at Idle Bank, Westwoodside, in the parish of Haxey.

DEIDB/LDC/2018/006 Culverting of a section of the Board maintained Village Drain at national grid reference SE 63747 04542, installation of a precast concrete outfall into Village Drain at national grid reference SE 63838 04480 and the installation of an outfall and the discharge of surface water to Village Drain via a riparian watercourse at national grid reference SE 64116 04250. Works were in connection with development at Plots A and B, West Moor Park at Doncaster.

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(b) Section 23 Applications

The following consent had been issued since the last Board meeting:

DEIDB/LDC/2018/007 Re-alignment of an existing riparian watercourse at Mallard Way, national grid reference SE 458971 400748 to facilitate the construction of a new 33kv substation for Network Rail to provide additional power to the railway network in Doncaster.

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(c) Planning Applications

Officers had commented on one planning application since the last Board meeting. No objections had been raised.

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2018.53 STAFFING

The Operations Director reported that a new land drainage operative had been appointed and would commence work on 1st November 2018. Regarding a vehicle for the new employee, the Coal Authority was not keen on funding the capital cost but would contribute on an annual basis. Officers expected that a 4x4 pickup with tow bar and cover could be purchased for around £17,500.

In response to Mr P. Horne, the Operations Director confirmed that an apprenticeship scheme would be investigated further once the new operative was in post.

RESOLVED

That the Board purchase a new 4x4 pickup up to a maximum cost of £20,000.

CHAIRMAN