

## DONCASTER EAST INTERNAL DRAINAGE BOARD

Minutes of a Meeting of the Board held at 2.00 p.m. on Friday, 21st June 2019, at Armthorpe Community Centre.

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

### 2019.42 APOLOGIES

Apologies for absence were received from Messrs K. Durdy, R. Durdy, P. Hagan, P. Horne and D. Ridge.

Apologies were also received from the Chief Executive who was attending a meeting with the Environment Agency and local M.P. following recent flooding in the Lindsey Marsh area.

### 2019.43 DECLARATIONS OF INTEREST

None.

### 2019.44 NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

Mr M. Brooke had several queries he wished to raise.

### 2019.45 BOARD MINUTES - 29TH MARCH 2019

#### RESOLVED

That the minutes of the meeting of the Board held on 29th March 2019 be confirmed as a correct record.

### 2019.46 MATTERS ARISING

None.

2019.47 HEALTH AND SAFETY

There were no matters to report.

2019.48 DRAINAGE RATES AND SPECIAL LEVIES

Officers reported a balance at the year end of £-71.80 which had been carried forward to 2019/20. Drainage rates in the total sum of £83,940 had been issued on 1st May 2019 and 48.9% had been collected as at 24th May. Of the £729,147.00 special levies due, 50% had also been received.

RECEIVED

2019.49 FINANCE

(a) Management Accounts for the Year Ending 31st March 2019 (Agenda Item 8:1)

The attached accounts for the year ending 31st March 2019 were presented for consideration.

It was noted that the income in respect of deferred, commuted sums and contributions was in respect of amounts ringfenced for specific purposes and this would be allocated to the specific scheme once the work was undertaken. This figure would have no effect on the accounts.

The Finance Manager reported that the legal fees were largely in respect of TUPE and costs associated with the change in management services; legal costs would usually be in the region of £5,000. It was noted that these did not include costs in respect of Thorne Moors.

A query was raised regarding TUPE costs and due to the confidential nature of this matter, details are recorded on Pink Paper.

RESOLVED

That the attached accounts for the year ending 31st March 2019 be approved and signed by the Chairman on Page 2.

(b) Audit of Accounts for the Year Ending 31st March 2019 (Agenda Item 8:2)

The Internal Auditor had undertaken an assurance review of governance, risk and control which stated that he was satisfied that the Board was well run and good governance was apparent. Members were reminded of the importance of completing Declaration of Interest forms and that good attendance at meetings was essential although it was noted that attendance over the last year had been less due to the number of vacancies on the Board.

Officers were reviewing and tightening up on procedures for the purchase of goods, services and plant.

RESOLVED

That the attached Internal Auditor's report be noted and the recommendations implemented.

(c) Annual Governance Statement and Review of Internal Control (Agenda Item 8:3)

The Finance Manager presented the Annual Governance Statement and members reviewed internal controls.

RESOLVED

That the Annual Governance Statement be approved and the Chief Executive evidence the Board's approval on page 4 of the Annual Governance and Accountability Return.

(d) Accounting Statements of the Annual Governance and Accountability Return (Agenda Item 8:4)

The Finance Manager presented the attached Accounting Statements for consideration.

RESOLVED

That the attached Accounting Statements be approved and the Chairman evidence the Board's approval on page 5 of the Annual Governance and Accountability Return.

(e) Estimate Report for the Year Ending 31st March 2019 (Agenda Item 8:5)

The Finance Manager presented the attached estimate report, stating that the overall actual position varied to that estimated by the increase in legal fees as previously noted, resulting in a negative variance of £99,194.90. She stated that all other areas were matched by an increase in income.

RECEIVED

(f) Cash Reserves and Investments at 31st March 2019 (Agenda Item 8:6)

The Finance Manager reported a total of £1,019,619.69 in the Board's three bank accounts.

It was noted that some cheques sent in for the payment of drainage rates had been returned and suggested that the bank accounts be amended so that any cheques made out in the following names could be banked:

Doncaster East Internal Drainage Board  
Doncaster East IDB  
DEIDB  
Doncaster East Drainage Board  
Doncaster East Internal DB

RESOLVED

That the bank mandate be amended to include the above variations on cheques received.

(g) Payments Over £500 (Agenda Item 8:7)

The attached payment schedule was presented for consideration and the following explanations given:

PPY000267 - in respect of half the fees for First Point Business Park; the remainder would be paid by Catesby Estates PLC.

PPY000266 - costs to be recharged to the Thorne Moors account.

PPY000272 - included £18,000 in respect of the review into the Thorne Moors procurement process and £23,000 for the Faithful and Gould audit, both to be recharged to the Thorne Moors account.

PPY000280 - this was a legal agreement with Black Drain IDB.

PPY000302 - this work was undertaken under a Public Sector Cooperation Agreement and would be recharged to the Environment Agency.

In response to Mr P. Cornish, the Chairman stated that a report on the electrical safety at pumping stations was awaited.

#### RESOLVED

That the attached payment schedule be approved.

### 2019.50 OPERATIONS REPORT

#### (a) Cuckoo Lane - Pumping Station

The high-level sump outfall level monitor was vandalised over the late May bank holiday causing water levels to back up. A temporary fix had been undertaken and Officers were considering options for a permanent repair and increased protection of the monitor for the future.

#### RECEIVED

#### (b) Collapsing Culvert on Idle Bank Road

Officers had met with North Lincolnshire Council Highways and Drainage Officers regarding a collapsing road culvert on Idle Bank Road near Cadmans Pumping Station. The area of land affected did not pose a significant risk in the event of flooding and was, therefore, considered low priority, however, the Council would continue to monitor the culvert.

#### RECEIVED

#### (c) Stainforth Drain, north of Stainforth

A meeting had taken place with some homeowners to discuss deterioration to the bank side, fencing and gardens adjacent to the Stainforth Drain and a further meeting was planned next week. Officers had reviewed the Board's records for that area and reported that two householders had applied for consent to culvert the section of watercourse adjacent to their properties but consent had been refused two years ago.

The Operations Manager reported that the watercourse had intermittent culverted sections along this stretch making it awkward for maintenance. He understood there were also issues with ground stability in the area. Officers reported that although the Board had not granted consent for any culverting when the properties were built, because the culverts had been in situ for a considerable time, they were now deemed to have consent. The Chairman stated that, if the Board agreed to grant consent, the cost of the culverting should be borne by the applicants.

RESOLVED

That Officers present a report for consideration at a future Board meeting, detailing the required specification and cost of the work.

(d) Insurance Inspections

The annual inspections were underway and included inspection of mechanical weedscreens and harnesses, and visual inspections of pump motors, panels and gearboxes.

RECEIVED

2019.51 ASSET RENEWALS AND REFURBISHMENT CAPITAL PROJECTS

(a) Boating Dyke Culvert, Thorne

Officers were investigating commissioning a review that might meet the criteria for Local Levy support to Boating Dyke Culvert at Thorne - a location where, allegedly, over the years various lengths of culvert had been laid of differing pipe sizes and materials. The Engineer emphasised that this was an important watercourse taking flows from the village.

A CCTV survey undertaken in 2006 had found irregularities in profile but no evidence that the passage of water was impeded. The survey also indicated a length of open watercourse which had been subsequently culverted. The Chairman suggested that Officers contact the landowners to see whether they had any further information on the installation of the culvert, although Officers highlighted that not all landowners were aware of the existence of the culvert.

The Engineer suggested that Local Levy funding be sought to undertake a study to confirm the integrity of the watercourse. The first part of the study would include a CCTV inspection and any necessary de-silting of all the culverted sections.

Mr M. Brooke reported that the South Dyke was not maintained to a high standard by the Environment Agency, nor was the open section of the Boating Dyke, and emphasised that the whole section of watercourse needed to be cleaned out. The Operations Manager agreed to discuss this with the Environment Agency.

RESOLVED

That the Board apply for local levy funding of £20,000 for an investigation into the potentially defective culvert in the Boating Dyke at Thorne and that the Board contribute up to £5,000 from reserves towards the investigation.

(b) Low Ellers Pumping Station - Pump Refurbishment

Quotations had been sought from suitable companies to inspect the small submersible pump (currently not in operation) and for any necessary repairs and/or refurbishment. Quotations were due for return shortly and would be reported to the next Board meeting.

RECEIVED

(c) Balby Carr Pumping Station - Pump Refurbishment

An insurance claim had been submitted in line with the Board's instruction.

RECEIVED

(d) Strategic Hydraulic Modelling Project

As approved at the last Board meeting, contracts for watercourse surveys and catchment modelling had been awarded to Latitude Surveys Limited and Capita Property and Infrastructure Limited respectively.

Latitude Surveys Limited commenced work on the surveys for sub-catchment 1 at the beginning of May 2019 and were on schedule to deliver the first tranche of data this month; this would be passed to Capita for scrutiny and input into the model. Surveying work would then commence in sub-catchment 5 which had been brought forward in the programme to better co-ordinate the required output with the Board's future investment plans. The overall project was due to be completed in July 2020 and the review would include the possible rationalisation of assets in the Isle of Axholme area as well as Doncaster East.

RECEIVED

(e) Agreements with Joint Owners of Assets

The part funding of assets and operations by interested Third Parties e.g. the Coal Authority had been investigated and the contractual basis appeared to be largely custom and practice/word of mouth. Meetings were being arranged with the third parties to regularise the contractual positions, and Officers were meeting with the Coal Authority on 18th June 2019.

RECEIVED

(f) Flood Defence Grant in Aid (FDGiA) Medium Term Plan Refresh

The Engineer presented the Major Project Plan for the period up to 2028 which had been refreshed in close consultation with the Environment Agency (EA). The Project Application and Funding Service (PAFs) system had been updated to ensure that the projects were included in the EA funding programme.

In response to the Chairman, the Engineer stated that he would be investigating opportunities for local levy funding as well as flood defence grant-in-aid.

RECEIVED

(g) Hatfield Link Road (DN7) - Parks Drain Diversion

Results of the study funded by the Coal Authority, were awaited.

Discussions with Doncaster Metropolitan Borough Council and the Coal Authority had highlighted that the proposed realignment of the Board maintained Parks Drain may provide mutual benefits to all parties. This culverted section of Parks Drain was in a poor state of repair and the proposal to replace this with a relocated open channel would alleviate any current issues and improve maintenance and water level management. A joint approach to the work would benefit all parties, e.g. excavated spoil from the new channel could be used for bank profiling alongside the

road, and surface water runoff from the road could be attenuated in the new watercourse, doing away with the need for attenuation ponds. A further report would be presented upon completion of the study and agreement of the design.

Mr M. Brooke queried whether the transfer of Snow Sewer to the Isle of Axholme and North Nottinghamshire Water Level Management Board (IOANNWLMB) would result in a foreign water charge being payable in respect of water pumped into there from Parks Drain Pumping Station. Should this be the case, he stated that water could be pumped to Idle Stop Pumping Station. Mr P. Cornish declared an interest as a member of the IOANNWLMB. It was agreed to discuss this further, should an additional charge be made by the IOANNWLMB.

RECEIVED

(h) Pumps

Mr M. Brook referred to the Environment Agency F-Drive pump installed at Waterton and stated that this was working very well and could be an option for the Board to consider in the future. This had been discussed by the Board previously and Officers were considering whether these would be suitable.

RECEIVED

2019.52 ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

Nothing further to report.

2019.53 ENVIRONMENTAL REPORT

The Idle and Torne was one of four Priority Catchments where the Environment Agency (EA) acknowledged an unmet demand for water. A potential to share water between abstractors and a catchment partnership to work with the EA to consider alternative approaches to water management had been launched. This work was due to be reported in 2020 as updated abstraction licensing strategies.

Officer reported that numerous ideas were at the concept stage and included changing water abstractor points, exploring the potential to store additional water in drains, and to potentially transfer water north-south through the watercourses along the Idle Bank. Further reports would be provided as ideas developed.

The Chairman emphasised the importance of water level management to ensure that water was available in the system for irrigation etc., rather than just focussing on evacuation.

RECEIVED

2019.54 BYELAW APPLICATIONS AND CONTRAVENTIONS

(a) Byelaw Application - Mother Drain at Cantley

An application had been received from Northern Powergrid (Yorkshire) PLC to replace an existing 66Kv overhead line. The new route would cross the Board maintained Mother Drain at national grid reference 463170 399745 in the parish of Cantley.

Discussions had taken place between Northern Powergrid and the Operations Manager who had pointed out that for health and safety reasons, e.g. the avoidance of working under overhead power lines, the most acceptable solution to the Board would be the culverting of a 12 metre section of the watercourse (six metres either side of the overhead line). If the Board agreed, this work would be undertaken at the expense of Northern Powergrid and would provide a safe working distance for the Board's employees and/or contractors.

As part of the overhead line re-build, Northern Powergrid also proposed to install a new terminal pole with four stay wires at a distance of 5.5 metres from the watercourse. Although the Board may relax the nine metre byelaw, it would not normally allow structures to be sited any closer than six metres from a Board maintained watercourse, if the above section was culverted, Officers recommended that the Board grant consent.

RESOLVED

That consent be granted to Northern Powergrid to erect a new terminal pole and stay wires within nine metres but no closer than 5.5 metres of the Board maintained Mother Drain Outfall subject to the applicant culverting a 12 metre section of the watercourse between national grid references 463164 399752 and 463177 399757 in the parish of Cantley at their expense. All works to be carried out to the specification and satisfaction of the Engineer.

- (b) Byelaw Contravention (transformer and sub-station) - Mother Drain, Doncaster (2019.30(b))

Following the last Board meeting, Officers had met with the landowner and agreed that the transformer and sub-station could remain in situ if the watercourse was culverted. Culverting would be undertaken at the landowner's expense and would alleviate the risk to the Board's employees and contractors when undertaking work on the watercourse. The culverting would be carried out to the specification and satisfaction of the Board's Engineer.

Consent for the culverting would be issued under delegated authority.

RECEIVED

- (c) Byelaw Contravention (Gas Main) - Mother Drain, Doncaster

Officers reported that work appeared to have stopped during March 2019 and no further response had been received from the applicants on the watercourse crossing proposals which needed modification to comply with the Board's requirements. Officers would continue to monitor.

RECEIVED

2019.55 DELEGATED MATTERS - PLANNING, BYELAWS AND SUPERVISORY ROLE

- (a) Byelaw Applications

Officers reported the following consents which had been granted under delegated authority since the last meeting:



DEIDB/LDC/2019/007 Construction of a 150mm diameter surface water outfall into the Board maintained North Idle Drain from development off Thorne Road, Sandtoft at National grid reference 474343 408133 in the parish of Belton.

DEIDB/LDC/2019/008 Removal of an existing 675mm diameter pipe (consent previously granted) and the replacement with a 390mm wide x 1 metre deep concrete weir at the outlet of the Farrs Pond into the Huxterwell Drain at national grid reference 459106 399167 in the parish of Loversall.

DEIDB/LDC/2019/009 Retention of a 1900mm diameter temporary culvert as a permanent structure in the watercourse at Mombrick Wood at national grid reference 458978 398200 in the parish of Loversall.

DEIDB/LDC/2019/010 Erection of a 2.4 metre high palisade fence within nine metres but no closer than six metres of the Board maintained Village Drain at national grid reference 463842 404475, Plots A and B, West Moor Park, Doncaster.

RECEIVED

(b) Section 23 Applications

Officers reported the following consent which had been granted under delegated authority since the last meeting:

DEIDB/LDC/2019/011 Infilling of a 100 metre section of riparian watercourse (formerly Board maintained Division Drain) between national grid references 457703 400359 and 457797 400358 in connection with Carr Lodge, Phase 2 Development, at Doncaster.

RECEIVED

(c) Planning Applications

Officers had submitted comments to one application since the last Board meeting. No objections had been raised.

RECEIVED

2019.56 CONTRACTS

(a) Industry Standard Contracts

The Engineer recommend that the Board adopt an industry standard suite of contracts (NEC4) for use in respect of purchases from a single unit to a construction contract, to frameworks and term contracts. He explained that the industry standard contracts were tried and tested, balanced and widely understood and had a dedicated approach to minor contracts. The suite consisted of 20 to 25 contracts and should be sufficient to cover everything required by the Board. Some concern was expressed about the NEC3 contracts which the Board had used previously but it was noted that the issues with these had been addressed in NEC4.

RESOLVED

That the Board adopt NEC4 suite of contracts as a standard form of contract wherever it could be reasonably applied.

(b) Telemetry Contracts

The Engineer gave an overview of the current telemetry system and reported that, for 2019/20 the maintenance only contract had been continued at a cost of £13,224 per annum.

In view of the increasing costs and age of some of the equipment, a review of telemetry systems across the four boards had been undertaken and Officers recommended that market offers be sought for a five-year lease purchase/maintain type agreement to upgrade the telemetry and software to current technological status using open source software and off the shelf components.

RESOLVED

That quotations be sought for telemetry services together with the Consortium boards.

(c) Electrical Works

Officers reported that any day-to-day electrical support was provided by a single contractor who was familiar with the area and the Board's systems and had proved value for money when tendering for larger contracts. In order to tighten procurement and transparency of costs and delivery, Officers proposed entering into a term contract initially running until the end of the current financial year to formalise this arrangement. Longer term, tenders would be sought for a five-year contract.

RESOLVED

That the existing arrangement with Inter-Lec Ltd be formalised by entering into a term contract up until 31st March 2020 and that tenders be sought for a five-year contract thereafter.

(d) Transformers

It was noted that Lindsey Marsh Drainage Board now had an engineer with the capability and credentials to undertake annual transformer inspections should these be required. This would save on external inspection costs but testing of oils would still need to be undertaken by a specialist laboratory.

RECEIVED

2019.57 RECONSTITUTION OF THE BOARD/ELECTION

Officers reported that, due to the uncertainty of the Reconstitution being completed by 31st October 2019, the election process had commenced for 12 members to represent the seven electoral districts.

The Registers of Electors had been prepared in accordance with the Land Drainage (Election of Drainage Boards) Regulations 1938 and the Land Drainage (Election of Internal Drainage Boards)(Amendment) Regulations 1977, and a notice posted on the Board's website.

RESOLVED

That, subject to no objections being received, the Registers of Electors be approved.

**2019.58 THORNE AND CROWLE MOORS SSSI – RESTORING THE HUMBERHEAD PEATLANDS LIFE PROJECT**

Due to the confidential nature of this matter, details are recorded on Pink Paper.

**2019.59 WHISTLEBLOWING COMPLAINT**

Due to the confidential nature of this matter, details are recorded on Pink Paper.

**2019.60 ANY OTHER BUSINESS**

Mr M. Brooke had spoken to the Chief Executive of the Association of Drainage Authorities (ADA) regarding the dismissal of Board's concerns about problems with administration. The Chairman had also written to ADA expressing the Board's concern about this.

RECEIVED

**2019.61 FLY TIPPING**

Members highlighted increasing problems with rubbish in the Thorne and Hatfield areas which could cause delays with the summer maintenance programme. Mr L. Garrett reported a 39% increase in fly tipping in the last five years.

The Board's Officers continued to work closely with Doncaster Metropolitan Borough Council (DMBC); the Board's operatives removing fly tipping from Board maintained watercourses and banks for collection by DMBC.

**2019.62 RATING QUERIES**

Mr M. Brooke queried whether all land within the Board's area was included on the rating system, he referred particularly to land recently sold by the Prison Service at Tudworth Hall, and a further area bordering Hatfield Moor.

Mr Brooke also queried whether the Environment Agency contributed for the four pumps which pumped Natural England water into the Board's system.

RESOLVED

That Officers review the points highlighted above and, if necessary, speak to Mr Brooke for clarification.

**2019.63 HUMBER STRATEGY**

Mr M. Brooke enquired about representation on the Humber Strategy Committee, stating that he would like to see representation from elected Board members. It was noted that Mr L. Garrett was on the Committee.

CHAIRMAN