

DONCASTER EAST INTERNAL DRAINAGE BOARD

Minutes of a Meeting of the Board held at 2.00 p.m. on Friday, 27th September 2019, at Armthorpe Community Centre.

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| * 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 |
| * <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> | |

Mr M. Oldknow chaired the meeting until the arrival of Mr P. Horne who had been delayed.

2019.64 APOLOGIES

Apologies for absence were received from Messrs L. Garrett, C. McGuinness, D. Ridge and Mrs S. Wilkinson.

2019.65 DECLARATIONS OF INTEREST

Mr G. Platt - Park Drain.

2019.66 NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

Mr K. Durdy had two matters he wished to raise.

Officers would update on maintenance contracts and Huxterwell Pumping Station.

2019.67 BOARD MINUTES - 21ST JUNE 2019

RESOLVED

That the minutes of the meeting of the Board held on 21st June 2019 be confirmed as a correct record.

2019.68 MATTERS ARISING

The Chief Executive confirmed that an update would be given at the next meeting on the outcome of the health and safety electrical works at pumping stations.

Regarding an area of land that may be omitted from the Board's rating system, Officers confirmed that the Board's Rating Officer was investigating this and an update would be given at the next meeting.

A meeting was due to be held shortly with the Environment Agency and National Farmers' Union to discuss the Humber Strategy. Messrs M. Brooke and L. Garrett would be attending.

RECEIVED

2019.69 FINANCE COMMITTEE MINUTES

RESOLVED

That the minutes of the meeting of the Finance Committee held on 26th July 2019 be approved and adopted by the Board.

Mr P. Horne arrived to chair the meeting.

2019.70 HEALTH AND SAFETY

There were no incidents to report.

The Senior Operations Manager was undertaking a review of risk assessments and safe systems of work and confirmed would feedback to the Board once the review was complete.

Mr M. Brooke understood that one of the Board's contractors had been involved in an accident but it was unclear whether he was working for the Board at the time. Officers were not aware of this incident but would investigate and report back.

RECEIVED

2019.71 DRAINAGE RATES AND SPECIAL LEVIES

Officers reported that 96.4% of drainage rates had been collected to date from ratepayers and 50% from special levies. Reminders regarding outstanding rates had been issued at summonses sent to Doncaster Magistrates' Court with a hearing date set for 16th January 2020.

RECEIVED

2019.72 FINANCE

(a) Accounts

The attached accounts for the period ending 31st August 2019 were presented for consideration.

It was noted that the recharges for 2019/20 and 2020/21 would be calculated in accordance with the new Agreement negotiated with the Coal Authority.

In response to Mr P. Horne, the Chief Executive confirmed that the members' liability insurance continued to cover members after they retired for any claims that arose during term of office.

The Engineer reported that he would be reviewing the electricity supply contracts for the Consortium Boards and Doncaster East to ensure best value for money. Although the price gap between day and night rates was closing, the pumping regime continued to take advantage of the cheaper night rates wherever possible.

The Finance Manager presented page 5 of the Accounting Statement for 2018/19 (attached) which showed amended figures in Balances Brought Forward for 2018 and 2019. Total Other Receipts for 2019 and Balances Brought Forward for 2019. These amendments had been made on the advice of the auditors who stated that the Thorne Moors funds should not be included in the brought forward figures. The accounts had been signed off by the Auditor and an unqualified audit report received. The Auditor had stated that the Risk Register must be reviewed and the Chief Executive would bring this to the Board for consideration and approval.

The Chief Executive reported that all accounts for 2018/19 and 2019/20 had now been input into the system.

RESOLVED

- (i) That the accounts for the year to date be noted and approved.
- (ii) That the amendments to Page 5 of the Accounting Statement for 2018/19 be noted and approved.

(b) Cash Reserves and Investments at 31st March 2019

The Finance Manager reported a total of £1,184,289.57 in the Board's three bank accounts. Ten loans totalling £545,221.85 remained outstanding.

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(c) Payments Over £500

The attached payment schedule was presented for consideration. The Finance Manager stated that this information was now generated directly from the accounting software but the format had changed. It was noted that where payments included more than one invoice, the detail was not shown although the Finance Manager had included notes for any large amounts. Members were asked to contact the office should they require a further explanation or breakdown of costs.

It was agreed to review whether the new format was sufficient to meet the governance requirements or whether more detail was required.

RESOLVED

That the attached payment schedule be approved.

2019.73 OPERATIONS REPORT

(a) Wood and Ealand Common Drain, Ealand

Following surface water flooding of the highway and some properties, North Lincolnshire Council Drainage Team had carried out a survey of the highway drain and the culverted length of the Board maintained Wood and Ealand Common Drain. Some issues had been identified including siltation, paving slabs within manholes and a collapsed manhole cover. Officers had arranged for the collapsed manhole

was repaired immediately utilising resources available within the Consortium and quotations for the jetting of the culvert had been requested.

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(b) Crook-O-Moor Drain, Crowle

Officers had received a complaint regarding the level of siltation and poor condition of the Board maintained Crook-O-Moor Drain which it was claimed was limiting the landowners' ability to abstract water from the channel. The drain was due to be surveyed as part of the Strategic Hydraulic Modelling Project and a report and recommendations would be brought back to the Board for consideration once this was complete.

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(c) Park Drain Pumping Station, Westwoodside

The weedscreen cleaner had stopped travelling and, following an investigation, it was found that the brake had ceased due to a significant build-up of organic matter in the running track. ID Spares had replaced the motor and the machine was now operational.

RECEIVED

(d) High Level South Pumping Station, High Levels

The weedscreen cleaner was stuck above the drain and again a fault was found with the brake within the travel motor. Due to the weedscreen cleaner not being fenced off, the travelling speed of the machine had been significantly reduced. It was thought that this had resulted in the brake not self-cleaning and therefore corroding. The motor had been repaired and the weedscreen cleaner was now operational and travelling at an appropriate speed.

Negotiations were underway with the Coal Authority regarding the installation of suitable fencing at the site.

Officers reported that a recent incident involving a lorry that had crashed and damaged the gate posts, fencing and a headwall. This had been referred to the Board's insurers.

RECEIVED

(c) Balby Carr Pumping Station, Potterick Carr Nature Reserve

An inspection of the weedscreen cleaner was being carried out as it had started to miss positions and slowly re-open when lifting debris out of the watercourse. An update would be given to the next meeting on the findings.

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(d) Medge Hall Pumping Station, Crowle.

Following the insurance inspections on the weedscreen cleaner, one of the cables on the lifting grab which had started to fray had been replaced.

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(e) Summer Maintenance Works

The Board's contractors were progressing with the maintenance works and following an intermittent start due to the weather, had mostly caught up and were on target to complete by early November.

There continued to be issues with fly-tipping across the area and these were dealt with in liaison with the Council.

The spread of Japanese Knotweed appeared to be increasing. This was being sprayed by the Board's operatives to try and control the spread but members were urged to report any sightings in Board maintained watercourses so that these could be dealt with.

Mr M. Brooke asked officers to ensure that annual maintenance was undertaken from alternative banks wherever possible so the same landowner did not have to deal with the arisings every year.

RECEIVED

(f) Plant and Equipment

The Senior Operations Manager reported on the quotations received from four suppliers for the purchase of a new 4x4 pickup. He recommended that the Board purchase a Ford Ranger with Truckman top through Woldmarsh for an on-the-road price of £21,575.

The Board's insurers had agreed a settlement of £2,000 less £250 excess in respect of the Ifor Williams TT85 trailer which was stolen in September last year. Officers recommended a suitable replacement tipping trailer be purchased, expected to cost in the region of £3,660.

Mr M. Brooke queried whether the part-time employee needed to be provided with a vehicle. In response, the Operations Manager reported that a suitable vehicle was essential to ensure he could access all sites in the area which he could not in his own vehicle.

It was noted that the total net spend for plant and equipment for 2019/20 would be £41,957 against an estimate of £40,000.

Officers confirmed that there would be no additional cost to the Coal Authority for the new vehicle, this would be met from savings made in lease costs.

RESOLVED

That the Board proceed with the purchase of a new Ford Ranger pickup at a cost of £21,575 and a replacement tipping trailer at a cost of up to £3,660; £1,957 to be funded from balances.

(g) Public Sector Cooperation Agreement (PSCA)

The Operations Manager updated members on work due to be undertaken for the Environment Agency under a PSCA which included Diggin Dyke, Woodhouse Sewer and Soak Drains, and the River Torne.

Mr G. Parker stated that the channel towards Wroot required attention. Officers were due to meet with the EA shortly to discuss the work plan but he believed this

was included in the Keadby Business Plan to be done over the next five years. Work was also required from Auckley Weir to the Mother Drain outfall and a further 100 metres in the Tickhill area up to Wood Lane junction.

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2019.74 PROPOSED RESIDENTIAL DEVELOPMENT NEAR SANDALS GRANGE PUMPING STATION

Officers had been approached by developers regarding a proposed residential development to the west of Dunsville near to the Sandals Grange Pumping Station. The developer was considering utilising a pond on the site to provide storage and attenuate flows to a peak discharge of 1.4 litres per second and had asked whether the Board would consider undertaking maintenance of the storage facility and flow control structures for an appropriate commuted sum.

Officers confirmed that once the site was developed the land would be removed from rating and transferred to special levy.

Mr G. Parker queried whether the water would go to Stainforth and whether the DN7 development would also be taken into account. In response, the Operations Manager confirmed that the DN7 development would discharge to Cuckoo Lane at the same rate.

In response to Mr G. Platt, the Operations Manager confirmed that the developer would have to prove that there was sufficient storage for water on the site.

Members emphasised that the commuted sum must be sufficient to cover all maintenance and administrative costs and that there must be no transfer of liability as the Board would not be taking over responsibility for the assets.

After discussion, it was RESOLVED

That the Board agree to undertake future maintenance of the storage facility and flow control structures subject to receipt of an appropriate commuted sum; details of this are to be reported to the next Board meeting for consideration.

2019.75 TELEMETRY

The Engineer reported that the company providing service and maintenance for the Board's telemetry system had ceased trading and the business was due to be sold. At the moment the system was still functioning, however, as it was hosted by a third-party server, services could cease at any time. The system had been installed in twenty of the Board's pumping stations in 2012.

As telemetry control to some stations would be lost at an unidentifiable point in time, data was being downloaded from the system and the stations would be switched to panel control should the need arise. It was noted that working in panel would necessitate additional visits to the stations and the Board's operatives had already planned this in to their schedule to ensure that adequate monitoring was undertaken. The Operations Manager was visiting all the stations with an electrical contractor and levels would be checked and any changes in the wiring made to enable panel operation.

The Engineer was in the process of seeking quotations from alternative providers as agreed at the last Board meeting but in the meantime the Lincolnshire drainage boards who were in the same position were working together to come up with a solution to the immediate problem.

Mr G. Platt queried whether the issue would resolve itself if someone bought the company. The Engineer stated that the Board would be serving notice on the current service provider to end the contract and one budget quotation had already been received from an alternative supplier and a further two were awaited. The aim was both to update the system and to reduce reliance on small service providers in respect of critical infrastructure.

In response to Mr C. Crowe, the Operations Manager reported that those stations that were more vulnerable were being monitored (e.g. Huxterwell where more frequent blockages occurred with the weedscreen, and Balby Carr which took a lot of urban water, also Low Ellers and Wikewell). Mr G. Parker queried the timescale for installing a new telemetry system and the Engineer reported that he hoped to have all tenders evaluated by the end of the financial year. The Engineer hoped it would be possible to trial some of the systems in the critical stations and also install cameras to give remote visibility in the interim.

Mr M. Oldknow asked for this to be included in the Risk Register. Mr C. Crowe queried whether a new telemetry system could be installed quicker, particularly in some of the larger stations, to reduce the risk. He stated that the Coal Authority had installed a system in their critical stations that flagged issues to a mobile phone as an interim fixer, they had issued a prequalification questionnaire and would then go out to tender. It was agreed that the Engineer would discuss this further with Mr Crowe after the meeting.

RESOLVED

That high-risk stations be identified and included in the risk register and that Officers seek interim measures to improve the visibility and monitoring of those stations until such time as the contract for a new telemetry system was awarded.

2019.76 ASSET RENEWALS AND REFURBISHMENT CAPITAL PROJECTS

Officers presented the following updates:

(a) Low Ellers Pumping Station - Pump Refurbishment

The small submersible pump had been fully refurbished by Industrial Pumps Limited at a cost of £9,360.

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(b) Balby Carr Pumping Station - Pump Refurbishment

Pump No. 1 had been lifted for refurbishment and was due to be reinstalled at the station during early October 2019.

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(c) Inspection of Pumps and Automatic Weedscreen Cleaners

A full inspection of pumps and automatic weedscreen cleaners at all of the Board's pumping stations was underway. The inspections were being carried out by Industrial Pumps Limited at a cost of £4,800 and a full report of findings including recommendations for any remedial works (if found necessary) would be presented to the November Board meeting.

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(d) Strategic Hydraulic Modelling Project and Watercourse Surveys

Progress continued to be made with both the watercourse surveying and modelling contract works.

Latitude Surveys Limited had completed surveys for the first two sub-catchments (one and five) and had delivered the required data and drawings. They were now engaged on fieldwork in sub-catchment two and it was that this would be completed by the end of the month.

All surveys were on schedule to be completed by the end of November.

Capita Systems Limited were currently modelling Sub-catchment One and building the model for sub-catchment five.

Sub-catchment completion dates and delivery of output were as follows:

- (i) Sub-catchment One - 7th November 2019.
- (ii) Sub-catchment Two - 9th April 2020.
- (iii) Sub-catchment Three - 19th June 2020.
- (iv) Sub-catchment Four - 28th August 2020.
- (v) Sub-catchment Five - 31st January 2020.

The Engineer reported that his team continued to support both contractors with provision of the essential data required to maintain project momentum.

To date there had been no additional costs identified and project costs remained well within the approved budgets.

The work was being funded by the Coal Authority, the Environment Agency and the Board. It was noted that data from studies undertaken by the Isle of Axholme and North Nottinghamshire Water Level Management Board in Heckdyke and South Street would also be used.

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

The Board was advised that both the previously proposed routes for realignment of the Parks Drain had not been accepted by the DN7 Project Management Team due to potential difficulties with the planning process. They had asked the Board's Officers to work out reforming of the existing Parks Drain to accommodate highway drainage and to provide cross-sections and earthwork quantities for this purpose. Officers had provided a design to the DN7 Project Management Team and undertaken the necessary environmental surveys. It was noted that the cost of the work would be met by the developers and the Coal Authority; there would be no cost to the Board.

RESOLVED

That the Officers' actions be approved.

2019.77 RECONSTITUTION/ELECTION

(a) Election of Members

The Chief Executive reported that it was unlikely that the reconstitution of the Board would be completed prior to 31st October 2019 and the election process had therefore commenced. Notice had been placed on the Board's website with a closing date for nomination papers of Friday, 27th September 2019. All candidates would be informed of the result shortly thereafter and the appropriate notices issued.

Should a poll be necessary, voting papers would be sent out to ratepayers in accordance with the Regulations; with the day of the poll being 28th October 2019.

RECEIVED

(b) Reconstitution of the Board

The Chief Executive reported that the Environment Agency (EA) was seeking approval for the Reconstitution (reducing the size of the Board from 25 members to 15) from the Regional Flood and Coastal Committee. Once this had been received, a formal proposal would be put to the Area Director at the EA for approval and the Order would then be submitted to the Department for Environment, Food and Rural Affairs.

The names of those members put forward for the new Board to serve for a period of 12 months from the November following the Reconstitution, were reported as follows:

Elected: Messrs M. Brooke, P.A. Cornish, J.K. Durdy, R. Durdy, G.C. Parker, W.G. Platt and N. Williams.

Appointed: Messrs C. McGuinness, P. Horne, L. Garrett, C. Crowe, J. Hoare, M. Oldknow, Mesdames S. Wilkinson and R. Chapman.

RECEIVED

2019.78 DELEGATED MATTERS - PLANNING, BYELAWS AND SUPERVISORY ROLE

(a) Byelaw Applications

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

DEIDB/LDC/2019/012 Erection of a 1.4 metre high stock proof fence for a distance of 220 metres within nine metres but no closer than six metres of the Board maintained Mother Drain (Outfall) between national grid references 462854 399646 and 462753 399458 in the parish of Cantley.

DEIDB/LDC/2019/013 Erection of a replacement footbridge over the Board maintained Hourse Carr (DE091300) (Lancaster Footbridge, Tickhill Footpath 22) at national grid reference 459667 392830 in the parish of Tickhill.

DEIDB/LDC/2019/014 Erection of a replacement footbridge over the Board maintained Middle Drain (DED160500) (Slutwell Footbridge, Tickhill Footpath 07) at national grid reference 460612 393938 in the parish of Tickhill.

DEIDB/LDC/2019/016 Crossing of the Board maintained Middle Moor Drain with a low voltage overhead electric cable and the erection of a new terminal pole and stay wires at a distance of one metre from the bank top of the same watercourse at national grid reference 475793 413991 near the Old Peat Works, Off Dole Road in the parish of Crowle.

DEIDB/LDC/2019/017 Crossing of the Board maintained Village Drain with an underground HV electric cable at national grid reference 464257 404454, off Holmewood Lane in the parish of Armthorpe.

DEIDB/LDC/2019/018 Crossing of the Board maintained Middle Moor Drain with a low voltage overhead electric cable and the erection of a new terminal pole and stay wires at a distance of six metres from the bank top of the same watercourse at national grid reference 475782 413996 near the Old Peat Works, Off Dole Road in the parish of Crowle.

DEIDB/LDC/2019/019 Crossing of the Board maintained Crock-o-Moor Drain with an 11Kv high voltage overhead electric cable and the erection of a new terminal pole and stay wires at a distance of six metres from the bank top of the same watercourse at national grid reference 476109 413684 near the Old Peat Works, Off Dole Road in the parish of Crowle.

DEIDB/LDC/2019/020 Crossing of the Board maintained Parks Drain Culvert (DED310100) with an 11 KV electric cable within a 150mm twinwall duct at national grid reference 465523 410682 at land to the west of Bootham Lane in the parish of Hatfield.

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(b) Section 23 Applications

No consents had been granted since the last meeting.

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(c) Planning Applications

Officers had commented on 21 planning applications since the last Board meeting. No objections had been raised.

Mr M. Oldknow asked Officers to monitor the proposed development at Thorne (19/00665/FULM) as there had been issues with blocked culverts in this area before.

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2019.79 ASSOCIATION OF DRAINAGE AUTHORITIES

The Chief Executive reported that the Association of Drainage Authorities (ADA) Annual Conference would be held on 13th November 2019 in London. As well as the usual business, presentations would be given by the Vice-President of the National Farmers' Union, and the Environment Agency's Director of Flood Risk Strategy and National Adaption.

The annual Internal Drainage Board/Environment Agency Liaison meeting was due to be held shortly at Newark Showground, details would be sent out to members.

Members were asked to contact the office if they wished to attend.

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2019.80 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.

2019.81 WHISTLEBLOWING COMPLAINT

There was nothing further to report.

2019.82 ANY OTHER BUSINESS

(a) Culvert Near Thorney

Mr K. Durdy referred to a brick arch culvert near Thorne which had recently collapsed and had been reported to the Environment Agency (EA) but not yet been repaired. The Operations Manager agreed to bring this up at his next meeting with the EA.

RECEIVED

(b) Tickhill Pumping Station

Mr K. Durdy queried whether the Board's operatives had taken over the maintenance of Tickhill Pumping Station as this used to be carried out by a contractor employed by the Coal Authority. The Operations Manager agreed to clarify this with the operatives.

RECEIVED

(c) Maintenance Contracts

The Operations Manager confirmed that the Board's contractors had been provided with an updated schedule of Board maintained watercourses where maintenance was required and a pack was being prepared for consideration by the Board which would detail all culverted sections, open sections, and who was responsible, e.g. Board, Coal Authority, Environment Agency.

RECEIVED

(d) Huxterwell Pumping Station

The Board's Officers had discussed with Verdian, the Coal Authority and Highways England a methodology for all costs associated with Huxterwell Pumping Station. Heads of Terms were currently under discussion and would be brought to the Board for approval prior to signing.

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CHAIRMAN