

BLACK SLUICE

INTERNAL DRAINAGE BOARD



Board Meeting

Wednesday, 13th September 2017 at 10am

Station Road, Swineshead, Lincolnshire PE20 3PW



Black Sluice Internal Drainage Board

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Our Ref: IW/DPW/B10_1

Your Ref:

Date: 6th September 2017

To the Chairman and Members of the Board

Notice is hereby given that a Meeting of the Board will be held at the Offices of the Board on Wednesday, 13th September 2017 at **10am** at which your attendance is requested.

A buffet lunch will be provided.

Chief Executive

AGENDA

1. Apologies for absence.
2. To receive any Declarations of Interest.
3. To receive and if correct sign the Minutes of the Meeting of the Board held on 14th June 2017 **(pages 1 - 17)**
4. Matters arising.
5. To receive a report on Brief Review of the De-Maining of EA Watercourses **(pages 18 & 19)**
6. To receive a report on Brief Review of the Black Sluice (Boston) Pumping Station **(page 20)**
 - (a) **CONFIDENTIAL** – Asset Transfer Financial Projections **(page 21)**
7. To receive and confirm the Minutes from the Executive Committee held on the 31st August 2017 **(pages 22 - 30)**

To review the following:

 - (a) Report on De-Maining EA Watercourses
 - (i) South Forty Foot Pilot Factsheet **(pages 31 & 32)**
 - (ii) Short Form Business Case **(pages 33 - 56)**
 - (b) Report on Asset Transfer
 - (i) Black Sluice (Boston) Pumping Station Commuted Sum **(pages 57 & 58)**
 - (ii) Black Sluice (Boston) Pumping Station Asset Transfer Option **(pages 59 - 63)**
 - (iii) Black Sluice (Boston) Pumping Station Proposed EA Precept Reduction **(pages 64 - 67)**
8. To receive Period 4 Management Accounts **(pages 68 - 71)**
9. To receive Minutes of the Lincolnshire Branch of ADA:
 - (a) Approved Minutes for meeting held on 15th February 2017 **(pages 72 - 77)**
 - (b) Draft AGM Minutes for meeting held on 27th April 2017 **(pages 78 - 83)**
 - (c) Draft Minutes for meeting held on 13th July 2017 **(pages 84 - 88)**
10. To receive the Annual Report on Health & Safety **(pages 89 & 90)**
11. To review the Risk Register **(page 91)**
12. To receive reports on the following:-
 - (a) Monthly Accounts - June to August 2017 **(pages 92 - 102)**
 - (b) Schedule of Consents Issued - June to August 2017 **(pages 103 - 105)**
 - (c) Rainfall **(pages 106 & 107)**
13. To confirm dates of meetings for 2017/18 **(page 108)**
14. Any other business.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the Board

held at the Offices of the Board on
14th June 2017 at 2pm

Members

Chairman - * Mr K C Casswell

* Mr W Ash	Cllr R Austin
* Mr J Atkinson	* Cllr P Bedford
* Mr V Barker	* Cllr C Brotherton
* Mr J Fowler	* Cllr M Brookes
* Mr P Holmes	Cllr R Clark
* Mr R Leggott	* Cllr M Cooper
* Mr P Robinson	* Cllr C Rylott
* Mr M Rollinson	* Cllr B Russell
Mr N J Scott	* Cllr P Skinner
* Mr J R Wray	Cllr Mrs S Waring

* Member Present

In attendance: Mr I Warsap (Chief Executive)
Mr D Withnall (Finance Manager)
Mr P Nicholson (Operations Manager)

1134 APOLOGIES FOR ABSENCE - Agenda Item 1

Apologies for absence were received from Cllr R Clark, Mr N J Scott and Cllr Mrs S Waring. Cllr R Austin did not attend.

The Chairman announced that Cllr Mrs Susan Waring has been appointed by North Kesteven District Council, she replaces Cllr Mrs J Harrison.

1135 DECLARATIONS OF INTEREST - Agenda Item 2

(a) Planning B/17/0174 - Land North of Middlegate Road (West) Frampton

A declaration of interest was received from Cllr P Skinner, Cllr C Brotherton and Cllr M Brookes with regard to Minute 1158(b)(i).

1136 MINUTES OF LAST BOARD MEETING - Agenda Item 3

The Minutes of the last meeting of the Board held on the 8th February 2017, copies of which had been circulated, were considered.

(a) Minute 1080 - 2017/18 Final Budget

The final paragraph, first line should read "The Chairman concluded that the General Reserve is a little higher" removing "expenditure" and replacing it with "General".

(b) Minute 1083(h) - Slowing the Flow (Swaton Catchment)

Mr Barker referred to the second line and wished to add "old" before railway line;

It was AGREED that they should be signed as a true record with the above amendments.

1137 MATTERS ARISING - Agenda Item 4

(a) Period 8 Management Accounts - Minute 1077(c)

The Finance Manager reported that they had been through the bidding process for the Electricity contracts and the most competitive, by a considerable amount, was Woldmarsh. Therefore, contracts have been placed for all 34 Pumping Stations with Woldmarsh.

The Chairman stated that this is a good result for the Board and the Finance Manager whereby it should save his time. He requested that the review period be set so that the Woldmarsh's contract can run for 5 years and then be reviewed. He stated that Woldmarsh update their supplier contracts yearly to the best price they can negotiate. He asked Members if they were happy to confirm this - all AGREED.

(b) Structures Replacement Policy - Minute 1079(a)

The Chief Executive reported to the Members that the updated Structures Replacement Policy was sent out with every drainage rate demand along with a rating brochure. A Structures Committee meeting was scheduled for the 28th June 2017 to investigate and review any concerns, questions and general responses to that policy. He reported that no responses were received; therefore having spoken to the Structures Chairman subsequently the meeting on the 28th June 2017 has been cancelled.

(c) Gearbox Failure at Sluice Gate, Black Sluice (Boston) Pumping Station - Minute 1083(a)(i)

Mr V Barker asked if the "buddying up" and training of Black Sluice Operatives in order to operate the navigation lock at the Black Sluice (Boston) Pumping Station alongside the Environment Agency had been completed. The Chief Executive responded No. The Navigation lock is controlled by the Canal & Rivers Trust with assistance by the EA. He stated that four operatives from the Black Sluice attend on a regular basis to observe and to be ready to buddy up with EA operatives in times of an emergency response. The Black Sluice IDB has no control of the navigation sluice or the gravity sluice at Black Sluice (Boston) Pumping Station. Mr Barker asked if we felt we needed to get those lock gates open have our engineer/fitters the capability and means to go in there and operate them.

The Chief Executive responded no. He explained this is not currently a Black Sluice IDB asset. He added that when the time comes following the asset transfer the current EA Pump Engineer will be transferred with the pumping station.

Mr Barker made reference to a year ago when there was a lot of water and an EA operative had to come from Kettering which by this time the tide had about turned, he questioned that had the Black Sluice IDB operatives been trained something could have been done sooner. The Chief Executive responded that this is the purpose of the Black Sluice IDB operatives being trained but the Board does not have the control of the facility at the moment.

(d) Black Sluice Catchment Steering Group - Minute 1083(j)

The Chairman stated the Black Sluice Catchment Steering Group meeting on 19th June 2017 has been cancelled, as the EA do not have the responses to information required.

1138 MINUTES OF THE NORTHERN WORKS COMMITTEE MEETING - Agenda Item 5(a)

The Northern Works Committee Chairman presented the unconfirmed minutes of the meeting held on the 1st March 2017, copies of which had been circulated. The Board RESOLVED that the minutes should be received. There were no matters arising.

Mr P Holmes moved that these minutes and resolutions contained therein be accepted by the Board. All AGREED.

1139 MINUTES OF THE SOUTHERN WORKS COMMITTEE MEETING - Agenda Item 5(b)

The Southern Works Committee Chairman presented the unconfirmed minutes of the meeting held on the 22nd March 2017, copies of which had been circulated. The Board RESOLVED that the minutes should be received. There were no matters arising.

Mr M Rollinson moved that these minutes and resolutions contained therein be accepted by the Board. All AGREED.

1140 MINUTES OF THE AUDIT & RISK COMMITTEE MEETING - Agenda Item 5(c)

The Audit & Risk Committee Chairman presented the unconfirmed minutes of the meeting held on the 26th April 2017, copies of which had been circulated. The Board RESOLVED that the minutes should be received.

1141 MATTERS ARISING

(a) Cyber Training - Minute 1102(a)

The Finance Manager reported the Cyber Training has been arranged for the 9th August and it is going to concentrate specifically on the Boards email system and the Boards network. The course has been split into two half day in order to split the office staff between morning and afternoon.

(b) Report on ADA Policies in Comparison to the Boards - Minute 1104

The Finance Manager outlined to Members that an exercise was performed to compare the Board policies with the standard template policies that ADA have produced. He explained that some of the Board policies were identified and sent for review by the Audit and Risk Committee in their meeting on 26th April 2017. He explained that the Anti Bribery policy, which the Internal Auditor had identified the Board was missing, although it was covered in other policies is now a new policy to comply with his requirement.

(c) Risk Analysis 8.5 Cyber Security Report/4.2 Insurance - Minute 1105(b)(ii)

The Chairman explained that the Finance Manager was asked by the Audit & Risk Committee to cost 12 monthly back up tapes, a quotation has been received for £1,763 to set up and the Board would need to investigate where the storage of these tapes could be. He asked the Board if they felt it was worth the cost for this type of monthly back up.

The Finance Manager explained that this will be for a 12 month rolling backup, currently there is a two week daily rolling backup programme. Everyday a tape is put in and the server is backed up, the most recent tape is taken off site. The Audit & Risk Committee Members had proposed a scenario what if an infection was within the system for more than 2 weeks before being found and the Board did not have an older backup? This is why the Finance Manager was asked to look at the annual 12 months rolling backup which would require 12 more tapes. The Finance Manager assumed that external hard discs price would be circa £50/60 for 1tb external hard disc but because the Boards system is a particular RDX system it has to have Altaro discs which means they are more expensive. He asked Members whether or not, or to what extent, the Board would go and he added that he had spoken with HBP this morning and there are a couple more options, one cannot be done until we change server and the other one is to duplicate two nas boxes, which would cost £4,000 a year.

Cllr M Brookes asked once you use these 12 tapes can you use the first one again, therefore once you have spent the £1,763 you can then continue to use them; the Finance Manager responded that the tapes can be reused and they can be used for as many years that this system is in place.

Cllr Brookes concluded that in real terms this reduces the cost over a period of time because you can continue and use them in future years, he further asked how long would they be used; the Finance Manager responded a few years.

Cllr M Brookes proposed that the Board purchase the monthly backup tapes; it was seconded by Cllr B Russell. The Chairman asked Members, all AGREED.

The Chairman concluded that after discussing this with the Finance Manager, a fireproof safe could be purchased and kept by the Finance Manager at home, to remove tapes into off site.

1142 ANTI BRIBERY POLICY - Agenda Item 5(c)(i)

Cllr M Brookes presented the new Anti Bribery Policy on page 63, which is a copy from the ADA template; this was reviewed by the Audit & Risk Committee on the 26th April 2017.

The Finance Manager added that there were no amendments other than being placed into the Boards format.

The Board RESOLVED that the Anti Bribery Policy be adopted.

1143 ELECTRONIC INFORMATION & COMMUNICATIONS SYSTEMS POLICY - Agenda Item 5(c)(ii)

Cllr M Brookes presented the new Electronic Information & Communications Systems Policy on pages 64 - 70, which was reviewed by the Audit & Risk Committee on the 26th April 2017.

The Finance Manager stated this policy used to be in the ADA White Book but when it was reviewed by the ADA Solicitor he believed it was not a term of employment therefore it was removed. He stated that the bulk of it is the same which was detailed in the ADA White Book but it has been modernised and updated.

The Board RESOLVED that the Electronic Information & Communications Systems Policy be adopted.

1144 MEMBERS CODE OF CONDUCT POLICY - Agenda Item 5(c)(iii)

Cllr M Brookes presented the amended Members Code of Conduct Policy on pages 71 - 78, which were reviewed by the Audit & Risk Committee on the 26th April 2017.

The Finance Manager stated that the amendments are detailed in red. He explained that the additions are based on items from the ADA template and the Audit & Risk Committee have reviewed this and recommended it to the Board. He highlighted the most important change in Section 1 where Members used to include a Co-opted Members on the Works Committees, or appointed Member from the Councils it did not include an elected Member so this has been corrected.

He concluded that the form that Members sign has been amended to include that "Board Members have read and accept and will abide by the Boards Members Code of Conduct". He suggested that these forms are not renewed until November 2018 after the election.

The Board RESOLVED that the Members Code of Conduct Policy be adopted.

1145 RISK MANAGEMENT STRATEGY - Agenda Item 5(c)(iv)

Cllr M Brookes presented the amended Risk Management Strategy on pages 79 - 103, which were reviewed by the Audit & Risk Committee on the 26th April 2017.

The Finance Manager stated that;

- Items 1.5/1.6 on page 90 & 91 a report was produced and presented to the Audit & Risk Committee and reviewed with the proposals put forward to mitigate the risk and the details are included in the minutes.
- Item 8.5 - Risk of Breach of Cyber Security which has been partially discussed previously with regard to the Cyber Training and the monthly backup tapes. He added that the other items which the Audit & Risk Committee reviewed were more advanced anti-virus systems and protection by insuring against the risk. Staff training, as the human interaction is the most vulnerable part of the system and the Committee agreed the advanced firewalls, anti-virus and sandbox system. The Audit & Risk Committee agreed not to proceed with the insurance element.

Cllr M Brookes concluded in addition within item 1.5/1.6 was Operating Boards Machinery there is an accreditation training now taking place through Llantra. The Finance Manager updated Members that this has been completed now including a written test.

The Board RESOLVED that the Risk Management Strategy be adopted.

1146 DELEGATION OF AUTHORITY POLICY - Agenda Item 5(c)(v)

Cllr M Brookes presented the Delegation of Authority Policy on pages 104 - 107, which was reviewed by the Audit & Risk Committee on the 26th April 2017.

The Chairman suggested that there are some additional items to be added to the Finance Managers,

- 12 Sign agreements on behalf of the Board as set out in the Boards policies
- 13 Deputise for the Chief Executive

The Finance Manager explained the reasons for the additional duties above are regarding the ADA template document in which there is a section called "Segregation of Duties between the Chairman and the Chief Executive" – the Officers did not believe the Board required a second document to the Delegation of Authority Policy therefore it has been incorporated. He concluded that the Finance Manager and Chief Executive duties are shared within this Board.

The Board RESOLVED that the Delegation of Authority Policy be adopted with the additional items.

1147 WHISTLEBLOWING CONFIDENTIAL REPORTING CODE POLICY - Agenda Item 5(c)(vi)

Cllr M Brookes presented the amended Whistleblowing Confidential Reporting Code Policy on pages 108 - 113, which was reviewed by the Audit & Risk Committee on the 26th April 2017.

The Finance Manager stated that the amendments are detailed in red, and highlighted that it now includes "Board Members" in Section 2.

The Board RESOLVED that the Whistleblowing Confidential Reporting Code Policy be adopted.

1148 RECHARGEABLE COMMERCIAL WORKS POLICY - Agenda Item 5(c)(vii)

Cllr M Brookes presented the amended Rechargeable Commercial Works Policy on page 114, which was reviewed by the Audit & Risk Committee on the 26th April 2017.

He stated that there were no amendments deemed necessary.

The Board RESOLVED that the Rechargeable Commercial Works Policy be adopted.

1149 RECHARGEABLE PUBLIC SECTOR COOPERATION AGREEMENT POLICY - Agenda Item 5(c)(viii)

Cllr M Brookes presented the amended Rechargeable Public Sector Cooperation Agreement Policy on page 115, which was reviewed by the Audit & Risk Committee on the 26th April 2017.

He stated that there were no amendments deemed necessary.

The Board RESOLVED that the Rechargeable Public Sector Cooperation Agreement Policy be adopted.

The Chairman acknowledged that the Audit & Risk Committee do a lot of work which takes it away from the Board or Executive. It is a very good system with different people looking at different things. He thanked Cllr M Brookes for his work.

Cllr M Brookes added that the Internal Auditors had stated that this Committee was a good Committee for the Board to have and that many other IDBs were looking at what this Board is doing because the Internal Auditor believes it is the way things should be done.

1150 MINUTES OF THE ENVIRONMENT COMMITTEE MEETING - Agenda Item 5(d)

The Environment Committee Chairman presented the unconfirmed minutes of the meeting held on the 10th May 2017, copies of which had been circulated. The Board RESOLVED that the minutes should be received.

Mr P Holmes moved that these minutes and resolutions contained therein be accepted by the Board. All AGREED.

1151 TO APPROVE THE ENVIRONMENT COMMITTEE TERMS OF REFERENCE - Agenda Item 5(d)(i)

The Chairman stated that there is a change to section 2, paragraph 2 - this paragraph should be removed because all meetings are public meetings.

Mr V Barker asked should it not say that only members of the Committee can vote. The Chairman responded we could say that yes.

The Finance Manager clarified that the Admissions to Meeting Act 1960 would not allow them to partake in the meetings. He concluded that all other Terms of Reference will be reviewed to ensure that if the paragraph is duplicated it will be removed.

The Board RESOLVED that the Environment Committee Terms of Reference be adopted.

1152 MINUTES OF THE EXECUTIVE COMMITTEE MEETING - Agenda Item 6

The Executive Committee Chairman presented the unconfirmed minutes of the meeting held on the 24th May 2017, copies of which had been circulated. The Board RESOLVED that the minutes should be received.

1153 MATTERS ARISING

(a) Annual Internal Audit Report - Minute 1127

The Chairman referred the Board to the report on pages 139 - 147, stating that the Board has received "adequate assurance" due to three recommendations;

- (i) The additional 0.4% paid over the 1% pay increase, even though a letter was received from HM Treasury (page 148) stating that the Board is in charge of its own pay and HM Treasury have no control over public corporations. He reported that seven IDBs had not paid the 0.4% and five IDBs had paid.

Cllr M Brookes added that the Internal Auditor also felt this should have been on a written report to the Board. The Finance Manager clarified within the Delegation of Authority Policy on page 104 gives the authority to the Executive Committee to approve salary levels for members of staff.

- (ii) For the Board to consider a Governance Awareness training for Members and Staff. He suggested that perhaps to ask the new Internal Auditor to review on whether he/she would like to do the training with Board Members.

Cllr M Brookes clarified that the Internal Auditor did admit at the Audit & Risk Committee meeting that he should have reported in writing, which if done so would have negated the verbal conversations, which took place throughout the Board. It is because it was reported to the Chairman and Cllr M Brookes verbally that it was transmitted onwards verbally.

Mr P Holmes asked when a new Internal Auditor is appointed should they be asked to review this recommendation before we consider Governance training in case they view this differently. There was general agreement.

- (iii) The Chairman concluded that the Whistleblowing Policy integrity is maintained and this has been reviewed and sorted.

(b) Report of a Proposed Operational Restructure - Minute 1131

The Chief Executive tabled a report on the Operations Restructure, which had been discussed at the Executive Committee meeting whilst excluding the public.

He stated that this has now moved on and outlined the information tabled which has been given to all employees and stated a formal meeting has been held with the Workforce and the Staff. He added that this is now public information and then presented slides detailing the diagram chart of the operational team.

The Chief Executive then announced that the Technical Engineer - Joe Mitchell has successfully obtained a position as Engineer at Lindsey Marsh IDB which he felt offered better career opportunities, he subsequently handed in his notice and has left the Board. He also announced that the Operational Supervisor - Sean Marshall no longer works for the Board. He has left employment and is currently seeking alternative employment. Therefore, due to situational circumstances this elevated an operational restructure which the Finance Manager, Operational Manager and Chief Executive had been looking into with a view to implementing in April 2018. He stated that due to the current operational position and the way the Officers wanted to move forward not just as an operational restructure but also as a review of the consideration of pay for the operational workforce. He added that they had also considered the competitive market and losing employees to the construction industry.

The Chief Executive stated that this was introduced to the Executive Committee. He presented slides and outlined the boxes in red the Officers are currently trying to fill, the Works/Engineering Manager post which is a new position and is being advertised in the press today. The GIS/Engineers position will be a similar position to that previously held by the Technical Engineers post - the Officers are not going to advertise for this post until the Works Manager is in post although we have identified all the elements and criteria to that post. He believed we would struggle to get every criteria filled but clearly they will come with some sectors they are more educated and proficient in. The terminology may change because if the Works Manager comes with very little GIS background clearly the focus will be GIS focus for the GIS/Engineering post. Currently the Officers have a backup plan with current employees covering any shortfall in our current position until September /October.

The Chief Executive stated that the Ganger and Works Supervisor positions have been put to the entire Workforce, it is only currently being advertised internally and closes 21st June 2017. He reported that they have received applications and he hopes that following successful interviews these positions maybe offered. He stated the Operations Manager is still building up the criteria for the interview. He stated that the Operational Workforce have been told that if nobody applies for the positions there is no threat of any redundancies and if nobody applies for any position they will retain their current position. He has explained to the Workforce that there is still an excavator driver operator position available, he explained that the Officers have advertised twice and have got to a point that the position was offered to a suitable candidate who verbally accepted but unfortunately he took an alternative position.

The Chief Executive pointed out on the slide stating 10 operatives will report directly to the Ganger or the Works Supervisor, the current HGV Driver and Fitter will report to the Works Manager. The Pumping Station Groundsman will report to the Pump Engineer, although this proposal states 2017 this was put together for 2018 therefore clearly there is no Colin Richards on this proposal.

The Chief Executive stated one of the main problems with the current Operations Supervisor position, was that every man (14 operatives) were reporting to that one position. He explained that if this was on a construction site there would be no problem with that but unfortunately the Boards construction site is 160,000 acres big plus the upper catchment, which becomes a geographical nightmare therefore the Officers had started to investigate alternatives. The Officers were looking at it starting with a 'blank piece of paper' and this was seconded by the Executive Committee. The Officers were trying to reduce the command chain without over emphasising on the cost contributed to new employees. He then presented a slide detailing a clear description and definition of the summer and winter working format

(c) Report on Staff Salary Review - Minute 1132

The Chief Executive then presented the proposal of the workforce salary; he reminded Members that the ADA White Book governs with regards to pay. He stated that the basic hourly rate for a trained operative driving a £200k machine is currently £10.50. There was nothing that could be done about this unless there was a complete review of our current pay structure, which the Officers have completed.

The Chief Executive explained to the Workforce that there will be a review of each post within criteria in order to put them on a scale point salary based on;

- the requirement of that post
- experience of the person in that post
- the qualifications of the person in that post
- the length of service of that person in that post

There will be enhancements if they are instructed to complete overtime and clearly, that scale point salary will broke down to an overtime rate. Within that scale point salary will be included the previous 7.5% bonus payable and 15% increase to cover holiday pay against overtime. The Operations Manager is putting together the criteria for each job role worked on a scale point range.

The Chief Executive has informed the Workforce that this will all be in place and commence on the 17th July 2017, which is the start of the summer cutting season and it was generally well received by the Workforce.

The Chief Executive then presented a spreadsheet detailing the 2017/18 Budget & 10 year estimates for the 2017 Pay Restructure and asked the Finance Manager to explain.

The Finance Manager presented a detailed spreadsheet indicative of salaries for the Workmen restructure. The new post and the post that is disappearing combined calculated is an increase of £26,302 with a 2% uplift over the next 10 years. He added that the aim of this spreadsheet was to show reserve levels at 20% turnover in 10 years' time and the restructure indicates 19.97%. He stated that these plans were originally being looked at for 1st April 2018 therefore the additional transitional costs by bringing this in sooner will be covered by the additional rechargeable income from the work on the SFFD.

The Chief Executive highlighted to the Members the excellent work that the Finance Manager does on these calculations.

The Chairman explained some of the problems identified with the Workforce whilst reviewing this restructure at the Executive Committee meeting. It became apparent that the farmer members amongst the Committee felt we would not have anybody working for the Board at the rates we were paying on their basic rate. The Committee realised that the Officers would have to look at it quite seriously. The restructure was due to circumstances and it seemed right to do it all at the same time. He then asked for any comments.

Mr P Holmes asked if there had been any negative feedback from the workforce. The Operations Manager responded that one or two had come directly with negative concerns but people are entitled to their own opinion. He has spoken with them at great length and they understand that we should move forward.

The Chairman then expressed that the Chief Executive, Finance Manager and Operations Manager have done a lot of work to get this ready for the Executive Committee meeting and this meeting today and he commended them. He hoped the Board will accept that it is a way forward.

Mr V Barker mentioned that when he had previous had conversations with some members of the Workforce, some operatives did not want the overtime as they had already booked themselves to other jobs so they were not available to do the overtime. The Chief Executive responded all overtime by any employee is carried out on a voluntary basis, the Officers cannot guarantee the overtime will be covered. The Operations Manager added that some who have complained about low basic wage have also not been available to do any overtime. The Finance Manager explained that they should have permission from the Board to work for outside bodies.

Mr M Rollinson asked if all the posts will be filled by the start of the Summer cutting. The Chief Executive responded no but we will have the capabilities in current post holders to fill them.

The Chief Executive wanted to thank the Finance Manager on the finance side and the Operations Manager as he is having to cover the position left by the Operations Supervisor and all the other major works running at the moment.

The Chairman added thanks from the Board.

(d) Cutter Suction Silt Dredger Open Event 12th & 13th July 2017 - Minute 1133(a)

The Chief Executive presented slides and a video, outlining the current status of the works on the South Forty Foot Drain, he showed pictures of the removal of bushes, heavy vegetation and cot weed. Pictures showing an amphibious type machine working in the middle of the drain to place cot weed for the larger long reach excavator to remove. He then showed pictures of the Royal Smals Silt Cutter arriving from Holland. They have carried out the operation of removing silt, cutting 100 metres every day, 12 hours a day since the 20th April 2017.

The Chief Executive then showed pictures of the lagoons, the first one being the one at Neslam Bridge; he added that the quality of the returning water is good. He stated that upon visiting this lagoon yesterday, it has dried out and you can almost walk across it. The Officers are pleased with its drying and shrinking. Mr Holmes asked is there water coming out of it and the Chief Executive responded no.

The Chief Executive stated that on the 12th & 13th July Royal Smals will be pumping into this lagoon at Neslam Bridge only for the demonstration days.

The Chief Executive stated that the Board is renting the lagoon land for up to 5 years. He also reported that two weeks ago, the silt from MacKays Pit was spread and levelled over the land, then ploughed and worked and that was only 9 months old.

Mr R Leggott asked if any tests had been performed on the silt extracted. The Chief Executive responded that within the legal lease agreement there are test results from the soil from the lagoon sites along with silt from the riverbed. He explained that on completion when re-introducing the silt to the fields this will be tested and used against the base data of the field.

He stated that they have rented some land from Atkinson & Son at Rippingale Fen and showed a photograph slide of this lagoon in construction. He then showed the video developed by Royal Smals, stating this is still under construction.

The Chief Executive stated that the EA (Mr Adrian Clack) were due to have a meeting this week regarding the finance.

The Officers realise they have a financial shortfall after previously informing the EA that the total works would be completed for £1,097,134. To date the Officers have received orders for £686,760 with one remaining order outstanding for £55,000. Therefore, the Board will be receiving orders in total for £741,760. The Chief Executive stated he has informed the EA that due to circumstances and changes regarding the legal scenarios there could be an additional £100,000 requested, he stated that the EA have accepted and have requested proof of these additional legal charges. The EA have good intention of forwarding the orders.

Unfortunately, due to the shortfall this means the Board will not be able to complete the desilting from Neslam Bridge to the A52 in this financial year. Royal Smals will desilt on the 12th & 13th July near Neslam Bridge at the open demonstration event. The EA do not have the money for the Board to carry on unless other risk management authorities are unable to carry out their obligations for projects in this financial year these opportunities are called "in-year opportunities".

The Chief Executive stated this Board has been very successful with in-year opportunities in previous years and is confident this would be the case this year.

The Chief Executive stated that since 12th June 2017, Officers have focused attentions on dissolved oxygen levels in the South Forty Foot Drain. He stated levels are being monitored to a high frequency at the cutting head, immediately behind the desilting machine and further downstream. The Board were given a stop reading of 40, the reading on 13th June 2017 were 150 downstream, 145 immediately behind the machine and 140 at the cutting head. This data is being recorded in case the Board is challenged.

The Chief Executive explained that unfortunately there is the possibility of Spined Loach (*Cobitis taenia*) in the SFFD of which the EA have recorded data between 1995 and 2007 at Casswells Bridge. Because of this and maybe crayfish in the SFFD the EA have stopped (as of 13th June 2017) all cutting and pumping works and will immediately affect the withdrawal of the weir/dam near Neslam Bridge. The Smals vessel is moored up with a view to the EA reassessing the situation on Tuesday, 20 June 2017. The Chief Executive believes that other than the event on the 12th and 13th July we will not re-start works. He stated that the Board has successfully constructed two lagoons, de-bushed from the A52 to Black Hole Drove Pumping Station and de-vegetated the entire length. He stated that unfortunately of the 11km targeted to desilt they have only desilted 5km, from Neslam Bridge to very nearly Casswell Bridge.

The Environmentalists are going to assess the water and the lagoons for evidence of any protected species.

Clr P Skinner asked to recap; the EA have been involved with this all the time and have known about the condition of the river all the time but chosen not to do anything until now.

The Chief Executive outlined to Members an indication of the costs associated with any delays. He stated that he had asked for any delay rates from Royal Smals before the work commenced. This machine is working 12 hours a day, 6 days a week they work on a demurrage rate of £230 per hour with men on site or £95 per hour when the men are off site. He clarified that the dredger boat has been moored with a reassessment by the EA on Tuesday, 20th June 2017. Royal Smals have sent their two Captains back to Holland at a cost of £600 per person plus any vehicle costs and obviously, there will be other expenses, which will be offset against the FDGiA budget, the EA do not foresee a problem with this.

Mr Barker added we should be very grateful, as both machines have done a very good job on the stretch they have done.

The Chief Executive outlined to Members that the works is phase 1 will recommence, at the latest, 1st April 2018 with a £380,000 budget.

- Phase 2 2018/19 - Neslam Bridge to the A52.
- Phase 3 2019/20 - halfway between A52 and A17.
- Phase 4 2020/21 - the other half of the A52 to the A17

There will be a minimum of two more silt lagoons plus there maybe vegetation to be removed or take a central silt cut to allow the margins to 'slide in'. These schemes will be prepared and ready to commence in case the EA find 'in year' funding opportunities.

The Chief Executive clarified that the open event will be on the 12th & 13th July at Neslam Bridge between 9am - 4pm demonstrating the silt cutting/pumping operation by Royal Smals.

The Chief Executive invited Members to spread the word about the event stating there will be refreshments.

Mr Barker raised his concerns that as Government appointees it is our responsibility to try and make the public aware of what is happening, the waste of public money and whether it should be reported to MPs.

The Chairman responded that it is a fine line between the environmental aspects taking over from the water carrying aspect and felt it should be considered.

Mr Rollinson said that they should have conducted this work before we started because they have not done their job - they are wasting money.

(e) Inspection Tour Netherlands - Minute 1133(b)

The Chairman informed Members that there is a possibility of an inspection tour in the Netherlands. Royal Smals and similar companies Heuvelman Ibis and Vanheck a pump company could be interested in organising and showing the Board Members around and maybe see a drainage board. He asked Members if they would be interested in a tour perhaps 4th June 2018. Members were in favour. He concluded that more details would probably be forthcoming at the November Board meeting.

(f) Period 12 Management Accounts

The Finance Manager stated these are the detailed figures, which go into the summarised unaudited accounts, then summarised further into the Annual Return which is sent to the External Auditors.

The Chairman invited opinions from Members. All favourable.

(g) Internal Auditors Report

The Chairman stated that this item has been covered previously.

(h) Bourne Fen Farm Trust

The Chairman stated that the fund has increased in value. The Finance Manager added it has created enough income to alleviate the rate at the same levels it has done for the last nine years.

1154 TO REVIEW AND APPROVE THE ANNUAL GOVERNANCE STATEMENT - Agenda Item 6

The Chairman asked Members to review the Annual Governance Statement on page 152 of the agenda. He asked Members if they were in favour that he could sign approval.

The Board approved the Chairman and Finance Manager to sign the Annual Governance Statement.

1155 APPROVAL OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDING 31st MARCH 2017 - Agenda Item 7

The Chairman stated the unaudited financial statements had been circulated under a separate cover and had been reviewed by the Executive Committee at their meeting on 24th May 2017.

The Board RESOLVED that the Unaudited Financial Statements should be approved and that the Chairman and Finance Manager should sign the Balance Sheet, Annual Governance Statement and Statement of Responsibilities.

1156 TO APPROVE AND AUTHORISE THE CHAIRMAN TO SIGN THE ANNUAL RETURN FOR THE YEAR ENDING 31st MARCH 2017 - Agenda Item 8

The Chairman outlined to the Board that Section 2 of the Annual Return summarises the Boards official accounts for the year ending 31st March 2017. The Chairman will be asked to sign approving these accounting statements upon approval of the Board.

The Board RESOLVED that the Annual Return should be approved and that the Chairman and Finance Manager should sign the Annual Return for the year ending 31st March 2017.

1157 TO REVIEW THE RISK REGISTER - Agenda Item 9

The Chairman presented the risk register on page 157. The Board RESOLVED that the Risk Register be accepted.

1158 REPORTS - Agenda Item 10

(a) Monthly Accounts - Agenda Item 10(a)

The Board RESOLVED that the Board's monthly accounts, which included February to May 2017, copies of which had been circulated, were noted.

(b) Schedule of Consents - Agenda Item 10(b)

The Chief Executive presented the Schedule of Consents on pages 174 - 177, he then stated that he would present screen slides on two proposed developments of which no decisions are required to be made, but have several points of interest on some large developments;

(i) Planning B/17/0174 - Land North of Middlegate Road (West) Frampton

Cllr P Skinner, Cllr C Brotherton and Cllr M Brookes declared interest.

The Chief Executive presented a slide showing a design outline view for a proposal for up to 195 dwellings. Detailed on the design is a Black Sluice IDB length of pipeline and open watercourse that this affects. The Officers have highlighted concerns regarding tree planting within the 9m byelaw and the developer is to review.

(ii) Planning H04-0333-17 - Land off Town Dam Lane, Donington

The Chief Executive presented a slide design view of the proposed erection of 81 dwellings. The developer is proposing to discharge at a greenfield rate. The developer has met with the Black Sluice IDB to discuss. The Chief Executive has noticed that there is a significant increase in the density of the dwellings.

(iii) LCJ Mountains Ltd

The Chief Executive stated this is an urgent application received from the applicant who if they do not receive the grant of easement from the Black Sluice IDB by 16th June 2017 will not meet the EA deadline criteria.

The Chief Executive outlined the application which effects Great Hale Pumping Station and pointed out the shaded area on the design map view which is land owned by the Board. The applicant is LCJ Mountains Ltd who want to abstract water from the SFFD albeit at the gravity outfall point at the pumping station, which falls into the SFFD. The EA are prepared to grant an abstraction licence to the quantities requested. The EA now require LCJ Mountains to prove through an easement licence they have permission over or through the landowner's property.

The Chief Executive has spoken with Mountains in order to reduce any over ground obstruction to the Black Sluice or any other land users. The proposal is and the Chief Executive pointed out the red line, which is to dig and bury at their own costs a protected duct that they can push or thread a discharge pipe through from the suction pump. All the specifications will have been agreed and all costs including Black Sluice Solicitors fees will be covered by the applicant.

The Chief Executive explained that the Officers have never been approached with this scenario before and he believed it should be put before the Board. The Chief Executive stated that the Boards Solicitors are looking to grant a revocable licence on a 12 month review period. It is not a permanent fixture and the Board has the ability to instruct the applicant to remove it but clearly, it is a significant scenario to allow private apparatus to be placed underground at one of the Boards Pumping Stations.

The Chairman added that they are using a Boards maintained watercourse to transfer water about 300m upstream to where they want the water to go to in turn abstract it again.

Mr Holmes asked worse case scenario they pump out of the SFFD into the Boards maintained drain and there is a high fluvial event the Board has a drain full of water, which would then need to be pumped. The Chief Executive clarified that it is a 5 inch pump, pumping along a 4 inch discharge pipe, it will have to pump a long time to affect the levels in the watercourse.

Mr Rollinson suggested that if it were any other utility you would charge a wayleave ie for an underground pipe under property.

The Chief Executive responded the Boards Solicitor believes the Board should be introducing a commuted sum within the licence for this privilege.

Mr P Robinson asked what is the advantage of going on Black Sluice property rather than going further along the bank. The Chief Executive responded that he asked the question he believed they had been unable to negotiate a line of entry from anywhere else.

The Chairman asked Members if they were happy to go with 12 months and have the ability to discontinue it and to include a wayleave. The Chief Executive clarified that the Officers should negotiate a figure to go along with this licence agreement. All AGREED.

(c) Rainfall - Agenda Item 10(c)

The rainfall figures at Swineshead and Black Hole Drove were presented, copies of which had been circulated.

The Board RESOLVED that these reports be noted.

1159 ANY OTHER BUSINESS - Agenda Item 11

(a) Black Sluice IDB - Website

The Chairman pointed out that the new Black Sluice IDB website was now up and running. He observed that it looked very good and acknowledged well done to all involved in putting it together.

There being no further business the meeting closed at 16:05.

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 13th September 2017

AGENDA ITEM No 5

BRIEF REVIEW OF THE DE-MAINING OF EA WATERCOURSES

You will be aware our South Forty Foot Catchment was selected by Defra and the EA as one of the five national de-maining pilot projects from around the Country. This project has been rebranded as the 'Rationalising the Main River network' (RMRN) and has subsequently moved on over recent months.

We were selected to host a site visit from Therese Coffey MP, Parliamentary Undersecretary of State for Defra who attended Dunsby Fen along with selected Executive Board members and ADA officials to view the Car Dyke (one of the main rivers to be de-mained) along with the South Forty Foot Drain and Rippingale PS and discuss our approach to RMRN.

The first tranche of EA main rivers to be de-mained are:-

- 1) Ewerby Catchwater, a 2.6km length.
- 2) Cliff Beck, a 4.2km length.
- 3) Northlands Dyke, a 1.5km length.
- 4) Horbling Catchwater, Diversion and Horbling New Cut, a combined 5.2km length.
- 5) Pointon Lode, a 5.5km length.
- 6) Atkinsons Cut (Rippingale Running Dyke), a 2km length.
- 7) Car Dyke (Dunsby to Dyke), a 6.4km length.

The total length of main river to be de-mained is 27.4km with a small number of EA assets (currently 3 bridges and one sluice) to be transferred into Board ownership.

The watercourses identified for de-mainment are of low consequence with minimal or no properties at risk of flooding from these watercourses. They are currently maintained by the Board through our Public Sector Co-Operation Agreements (PSCA) with the EA, works include in-channel clearance and health and safety cuts of the floodbanks.

All the rivers proposed for de-maining have recently had a combined walk over with Board/EA staff and some new assets requiring transfer may have been identified therefore the financial transfer figure is currently being re-evaluated. At the same time some mechanical access issues and bank repair work was identified, the proposal being to complete these works through our PSCA prior to the transfers.

The current EA recommendations of their Short Form Business Case is to transfer £83,320 to the Board with the rivers and assets, the detailed calculations can be found within the Short Form Business Case in Agenda Item 7aii.

On the assumption the bridge assets would be transferred to the landowner this value offers eight years of annual 'summer cutting' to the 27.4km of watercourse before additional revenue streams are required (i.e. extending the Boards drainage rate area into the upper catchments and recovering an income from that area).

A Technical Working Group has been formed to identify and communicate lessons learned, assess the economics of funding and ensure governance discussions are covered for these transfers and other future transfers, Ian Warsap is a member of the Group.

The next steps are to hold a series of 'Public Drop-In Sessions' at various village halls within the catchments throughout the middle of October (9th October Rippingale, 11th October Billingham & tbc). The objectives being:-

- Ensure understanding of the proposal on the part of stakeholders, including local residents.
- Reduce uncertainties and eliminate gaps in information and understanding.
- Give communities and other stakeholders an opportunity to have their say on the proposals.
- Identify and understand the concerns and needs of stakeholders, so we can try and resolve these, where feasible and practical, before proceeding to formal discussion.

Ian Warsap
Chief Executive

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 13th September 2017

AGENDA ITEM No 6

**BRIEF REVIEW OF THE BLACK SLUICE (BOSTON) PUMPING STATION
ASSET TRANSFER**

The current proposal is to transfer the BSPS only (i.e. not the sluice or the navigation lock) to the Board on the 1st April 2018. The transfer would include the receipt of a commuted sum equating to three years average maintenance costs and the decommissioning costs. The daily operation and future maintenance of the sluice and navigation lock would be carried out by the Board through our Public Sector Co-Operation Agreement (PSCA).

The current average maintenance costs of the BSPS is calculated at £168,020 with a calculated decommissioning cost of £195,077 therefore a transfer value of £699,138 would apply.

We have gone back to the EA with our proposal to evenly share the future maintenance costs 50/50 between ourselves and the EA by way of reducing our precept payments by that value (£84,010), this will offer the Board 9 years to plan and secure a revenue stream for the future maintenance of the BSPS. A confidential financial spreadsheet showing additional recovery from year one through rate increases can be reviewed in Agenda Item 6(a).

A detailed EA asset transfer costing sheet can be reviewed in Agenda Item 7bi.

Operational guidelines and water level management control measures will be agreed within a management transfer plan with the EA.

We will be increasing the frequency of our workforce training at the BSPS as our summer cutting programme comes to a close, all training costs being recovered through our PSCA.

The final decision will be left with the Regional Flood and Coastal Committee (RFCC), the item is on the agenda for the 20th October meeting and a pre-meeting is currently being arranged with the Chairman, Eddy Poll along with relevant EA representatives and ourselves.

Ian Warsap
Chief Executive

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held at the Offices of the Board on
31st August 2017 at 9am

Members

Chairman - * Mr K C Casswell

* Cllr P Bedford
* Mr J Fowler
* Mr M Rollinson

* Cllr M Brookes
* Mr P Holmes

* Member Present

In attendance: Mr I Warsap (Chief Executive)
Mr D Withnall (Finance Manager)

The Chairman thanked Members for attending this additional convened meeting of the Executive Committee.

1160 APOLOGIES FOR ABSENCE - Agenda Item 1

There were no apologies.

1161 DECLARATIONS OF INTEREST - Agenda Item 2

There were no declarations of interest.

1162 MINUTES OF THE LAST MEETING - Agenda Item 3

Minutes of the last meeting held on 24th May 2017, copies of which had been circulated, were considered and it was agreed that they should be signed as a true record.

1163 MATTERS ARISING - Agenda Item 4

a) Cutter Suction Silt Dredger Open Event 12th & 13th July 2017 - Minute 1133(a)

The Chairman stated that this event went very well; he commended all the staff and added that the public interest was very good. Mr Rollinson added that there was a lot of interest in the Royal Smals dredger by other IDBs. The Chief Executive added that there was interest from other risk management authorities, which Royal Smals will progress. He concluded that the dredger is still in the water at Neslam Bridge and he believes it will be taken out of the water and transported to the Swineshead depot next week.

b) Inspection Tour Netherlands - Minute 1133(b)

The Chief Executive stated he has spoken to Mr Moreu from Royal Smals who are still interested in helping to organising a tour.

The Chief Executive is hoping to organise and plan the tour with more information being introduced at the Board meeting in November 2017.

1164 TO REVIEW A REPORT ON THE DE-MAINTAINING OF EA WATERCOURSES - Agenda Item 5

The Chief Executive asked Members if they had any questions regarding the papers enclosed within the agenda on pages 8 to 33.

The Chief Executive stated that a two-day walk over the 25 km of main river by the Operations Manager, Abi Jackson and Darren Pitcher from the Environment Agency has been completed. He stated they had checked the suitability of the banks, watercourses and assets. The banks are in a fair condition – he informed Members that there are a couple of slips and mechanical access issues which are due to be costed for repair in the hope the BSIDB can undertake the work through the public sector cooperation agreement prior to transfer.

The Chairman indicated to Members that this asset transfer of watercourses should be kept completely separate to the pumping station, in order to present this to the Board.

a) South Forty Foot Catchment Watercourse Business Case

Mr Holmes noted that this document was written by the EA for the EA and therefore you have to read it with this in mind. Otherwise, this document will need to be put in more simple terms in order to present to the Board.

The Chief Executive responded that after this meeting a report could be written in a more simplistic tone to present to the Board.

Mr Fowler asked about the bridges, presumably, these are essential for crossing locations for maintenance and would be kept by the Board for access. The Chief Executive responded that this was part of the review carried out over the last few days by the Operations Manager to gather this information as to whether the bridges are clearly constructed and required for maintenance access or more for land access.

(i) Horbling New Cut & Diversion and Atkinson's Cut (page 17)

Mr Rollinson asked if the Board would be liable for future flooding. The Chairman clarified, on taking on these main rivers, no more than the Board is now. Mr Rollinson carried on by saying that on page 17 Rookfield House floods on a regular basis and the penstock sluice on Atkinsons Cut has never worked. The Chief Executive explained that the sluice is at the top end of a system and perhaps the system over the years has changed. Mr Rollinson asked if the EA flood they seem to get grant aid funding from the Government but the Board might not. The Chairman responded if we have the Horbling Diversion then the Board would consider doing something so that it reduces flooding to Rookfield House.

Mr Holmes asked whom would Rookfield Farm complain to if it were to flood. The Chief Executive responded that the owner would come to the Black Sluice, but he would hope that once the Board is maintaining this

watercourse, during the course of the next few months, the Board will set about how to reduce the risk of flooding in the best way we can.

The Chief Executive explained we are aware of a pipe within the bank connected to our system we could open and in the same way the landowner has dug out the top of the bank, the Board may enhance this and further armour the bank. He explained there might be a way of connecting the two systems, where previously there was a differential between highland water and pumped water. These types of scheme proposals can go through the Works Committees for approval.

The Chief Executive stated that this first tranche of de-maining are lower consequence watercourses where the EA cannot attract funding, as the EA remit is to protect property. The Boards remit is to protect agricultural land, which in turn protects property, and businesses. The Board would not be able to attract grant in aid funding either. The EA cannot attract funding for this 25 km stretch of main river – the Finance Manager added that the Board has permissive powers to do the work the Board does not have an obligation to do it.

The Chief Executive queried how the Board can recover the monies to maintain these 25 km – he stated he has tasked the Operations Manager to review the circa 500 miles of watercourses that the Board maintain currently and work on giving up drain maintenance on some sections. He stated that this was discussed at the Works Committees meetings and felt that it was not attracting a positive appetite. The Chief Executive stated he has asked the Operations Manager to review reducing maintenance by putting some of the lower risk watercourses on a 2/3 year cycle of maintenance.

Mr Rollinson stated that he is in favour of taking on these main rivers, but he does not want the liability – risk of flooding, the Chief Executive stated that in his opinion the Board would not be taking on that liability.

Cllr Bedford asked if one of these bridges were highways, the Chief Executive responded that the three bridges are EA bridges on these main rivers there are various other bridges (LCC or private) and this information is detailed within the pack.

The Chairman added that the EA only have two more years funding for maintenance on these low consequence main rivers and are saying that there will not be any further funding. The EA are affectively saying that in the future they could simply be left unmaintained.

The Chairman stated that if the Board looks at some of its low consequence maintained drains and alter our maintenance regime we could save the £11,000 it costs to maintain these 25km of EA main rivers.

Mr Holmes asked the Committees approach in presenting this to the Board. The Chairman stated that every tranche will have to go to the Board but hopefully the others will be more self-financing than this first tranche. The Chief Executive added that the principle is that every process will be the same and the first tranche will be setting the principle albeit the financial transfers could differ in the future as various Boards take on further main river assets.

Mr Holmes believed that we should be looking at the bigger picture and that the Board will have control over these systems – the Chief Executive believed that after speaking with the Operations Manager although the EA have been directing which lengths of main river will be in this first tranche, he felt in the future, the Board will want to be in the 'driving chair' informing the EA what the Board believes should be transferred next. He commented on one length which has several badger setts on it, therefore the challenge will be for the EA - what do they intend to do about these badger setts before any transfer.

The Chief Executive clarified that finance only comes with assets and not river bank.

The Finance Manager explained the cheapest option for the Environment Agency is to decommission them, with this first tranche is £83,320 to cover the assets and the 25 km comes with that. He outlined that currently the Board is undertaking this work under the PSCA for £11,000. This would give the Board 7 years' worth of maintenance. The Finance Manager stated that the future principle is that the Board applies for a reduction in the precept of 50% of the maintenance costs. In this case, this would stretch the £83k to 14 years. This would give the Board 14 years to rationalise the Boards systems or find the additional funding. The Finance Manager suggested that there might be lower consequence watercourses that the Board currently maintain which are not needed. He continued by adding that these EA lower consequence systems and assets the EA aren't going to maintain are quite high consequence watercourses and assets with regard to the Board systems.

Mr Rollinson recommended that the focus be on de-maining the Boards low consequence watercourses. The Chief Executive agreed that yes this needs to be the Boards focus. He reaffirmed what the Finance Manager said that in the eyes of the EA these are low consequence watercourses but within the Boards catchment they are high consequence systems.

The Finance Manager stated that the Boards responsibility is to protect agricultural land and properties and the EA cannot justify spending money on this particular tranche main river as it only protects 47 properties.

Mr Holmes enquired regarding the bridges, £83,320 will be put towards drain maintenance, what if the landowner does not want to take on the bridges. What costs could be involved in maintaining these bridges. Mr Fowler highlighted that all these funds are going into drain maintenance and none is being saved for long term asset or liability of the bridges. The Chairman responded that the bridges are in good condition and are relatively new; Mr Fowler agreed in this case they are but may not be in future tranches. The Chief Executive stated that in this case the bridges are in good order. Mr Fowler concluded that if you were in a situation where the structures or a lot of bridges in an asset transfer were not in good order, you would need to consider whether some of the monies goes in to potential repair or replacement. The Chairman concluded that if in other asset transfers bridges come across that are not in good order we would assume that the figures will be calculated completely differently because of the problem and this should reflect in what the EA do.

Cllr Brookes asked for consideration, especially the finance involved in the maintenance. He asked, regarding the figures in this EA document to discuss the financial impact at Council level with the Finance Manager.

He agreed with Mr Holmes that this document will need to be a separate report rather than in the EA language. Cllr Brookes reiterated that this should be discussed with the Boston Borough Chief Executive for the implications of this on the penny rate, the Finance Manager suggested perhaps a meeting with Rob Barlow to include the special levy increase due to the Q1 development. He added that the Chief Executive could also attend. Members AGREED.

Mr Fowler added that it be presented to the Board that we are doing everything we can to make it cost neutral to the Board in terms of EA precept or handover funds.

The Chief Executive interjected that the EA have stated that it could take longer. The only way to increase the Boards income is by increasing rates or increasing the catchment area. This water comes from the extended area and perhaps the Board could recover a drainage rate from that extended area whatever that rate might be, the EA are working on this now to offer assistance to the IDBs to extend their areas to assist a cost balance. The Finance Manager interjected and stated that this would take an "Act of Parliament".

Mr Rollinson asked if the Pointon lode will be the first highland carrier that goes into the South Forty Foot Drain that the Board will have control over, the Chief Executive responded yes.

b) Rationalising the Main River Network project

The Chief Executive tabled a document from the Environment Agency regarding the information process to inform the public. The EA are organising three public drop-in dates,

- 9th October 2017 at Rippingale Fen Village Hall
- 11th October 2017 at Billingborough Village Hall
- A third venue and date tba

Introducing this process at meetings tba 21st September 2017 South Forty Foot Steering Group, 2nd October 2017 Lincolnshire Strategy Group, 19th October 2017 Lincs ADA Branch meeting and 20th October 2017 Anglian Northern RFCC meeting.

The Chief Executive stated that dates are yet to be agreed for drop-in meetings (if required) at the BSIDB offices, very similar to the last consultation, the Board must be seen as fronting a partnership approach alongside the EA. Presenting all the information, available photographs for any public concern. He added that they will be looking at future funding from a local authority prospective as part of these drop-in meetings. The district councillors will be invited to question, review and discuss where the Board could approach possible assistance for maintenance.

The Chief Executive highlighted to Members that a positive approach and the right message from Board Members attending these public consultations would be essential.

(i) Defra Minister Therese Coffey MP Visit

The Chief Executive reported that Defra Minister Therese Coffey visited the BSIDB to view an IDB.

The focus of the visit was about our approach to environmental legislation and governance, plus local Councillors involvement. The Chief Executive stated that Ms Coffey was very knowledgeable on IDB involvement and he felt she was pleased with our performance and thought the tour went very well.

1165 TO REVIEW A REPORT OF THE TRANSFER OF THE BLACK SLUICE (BOSTON) PUMPING STATION - Agenda Item 6

The Chief Executive stated that there is a lot of information within these EA documents in the agenda.

a) Black Sluice (Boston) Pumping Station Commuted Sum

The Chief Executive outlined (page 38) stating that the EA have calculated a decommission cost and then an average maintenance cost. He added that subsequently these figures have been reviewed by the EA and they will change in that they have reduced their maintenance costs but they have increased the decommissioned costs.

b) Black Sluice (Boston) Pumping Station Asset Transfer Option

The Chief Executive clarified that the EA Pump Engineer is not included in the transfer; the IDB can externally advertise for this position and hope we receive the right applicant.

The Chief Executive explained the EA are only discussing the Black Sluice (Boston) Pumping Station, they are not talking about transfer of the sluice gate and navigation lock. He added that once the Black Sluice IDB control the pumping station asset the EA will pay the Black Sluice to maintain the navigation lock and sluice and possibly, continue maintenance work on the Grand Sluice and Maud Foster, this will recover an income to the Board.

The Finance Manager raised the question regarding the emergency procedures, what procedures will be put in place because in the past decisions have been difficult to control. The EA have indicated that it will be a direct discussion between the EA and Black Sluice IDB.

The Chief Executive concluded that there will be a detailed legal agreement drawn up.

The Chairman reminded Members that generally at the Board meetings Members agree that the Black Sluice (Boston) Pumping Station cannot be moth balled, Boston needs it – he confirmed that if the Board do not agree to do something with the EA before 1st April 2018, the EA will moth ball it, and take the pumping station out. He added that it has only been used a couple of times in the last 2 years, and in those events it was able to pump water out and it may be needed to pump in the future therefore it needs not to be decommissioned.

The Chairman reminded Members that if there had been an event when the sluice had broken down for three weeks the EA would have had to use the pumps continually because the lock cannot do as much as the sluice – this is a scenario which could be a serious problem for Boston.

Cllr Bedford asked of the three engines, which are not in use, can these be looked at, the Chief Executive responded yes he indicated that the Board would look into reconditioning one of these engines.

The Chief Executive added that the BSIDB Pump Engineers and Operations Manager have reviewed the current BSPS operations and decided we would operate on a very similar arrangement as it is currently run. He also highlighted that due to modern weather forecasting the Board will probably be a little more proactive and if some prolonged forecast of rain then the Engineers would lower the gates to lower the SFFD earlier.

The Chief Executive stated that the workmen selected to have training at the Black Sluice (Boston) Pumping Station are continuing and increasing through the PSCA.

The Chairman added that there is expertise of similar sorts of pump engines at two available IDBs which means there is engineering knowledge in the area.

c) Eel Regulations Compliance

The Chief Executive stated that the only significant cost implication that has been identified with the pumping station post transfer was any restriction regarding the European Eel Restrictions compliance, which has been indicated and is currently being reviewed with regard to future refurbishment. He suggested that it be included in the legal document that there may be a requirement to assist in funding for this.

d) Black Sluice (Boston) Pumping Station Proposed EA Precept Reduction

The Chief Executive outlined this agenda item, detailing the emails between himself and Abigail Jackson (EA). He clarified that it is not within the EA remit to make a decision on a precept reduction this will require a decision from the RFCC to gain approval to reduce the Boards precept. The Chief Executive has spoken to the Chairman of the RFCC briefly explaining the principles behind this request and what the Board is looking to do regarding the precept. The Chairman of the RFCC has requested a meeting with the representatives of the EA and the BSIDB to discuss and this meeting is being arranged.

e) Potential Effect on BSIDB Budget and 10 Year Projections

The Chief Executive reviewed the spreadsheets giving projected outcomes for increased income and the effect on the penny rate. He highlighted that the Board is paying a large sum in precept to the RFCC arguably for them to pay it back to the Board through the EA using our Public Sector Cooperation Agreement and look to review this in line with what the EA are saying it costs to maintain the Black Sluice (Boston) Pumping Station. The Chief Executive suggested to the EA in a simplistic format that a 50/50 split for the maintenance funding required, the Board will find 50% and reduce the precept by the same amount.

The Chief Executive outlined that this would potentially be 8.33 years' worth of funds that the Board would have to maintain the Black Sluice (Boston) Pumping Station if the maintenance costs remained the same. This would give the Board 8 years to identify additional income, new income streams to help run this pumping station.

A question was raised, asking does this mean that after 8 years the 50% reduction will stop, the Chief Executive clarified he had responded no; it will continue.

The Finance Manager presented the spreadsheets detail on page 34 to 37, he highlighted that the monies would run out in 2023. He indicated that this budget forecast presents scenarios; if a sudden increase in the rate for example would need to be 9.11% however after the 10 year period this will leave a need to find £76,000 which will need a further increase in the rate – he felt this was a none starter. He then presented page 35, which is the scenario of a gradual increase of the rate from 2019/20, starting at this year as the agreement with the Boston Borough Council is to hold the rate in 2018/19. He looked at the increase over the period of a 2.75% average – then in the 10th year £35,000 still needed to be funded. He indicated that these include inflationary figures. He then presented the spreadsheet on page 36 which includes a precept reduction by 50% - this scenario in the 11th year there is still £142,000 still to find. He then presented page 37 with an extended budget to 20 years, looking at ending up with a balanced budget in the 20th year to find £8,000 and the following year the budget would balance.

The Chairman queried that if the running costs are lowered by the way the BSIDB run the pumping station then the estimate running costs on these spreadsheets could be very different.

Cllr Brookes asked what is the inflation number included in the spreadsheets – the Finance Manager responded 2% across the spreadsheet. The Chief Executive highlighted that the rate increase does not look dramatic if you take the inflation figure out, the Finance Manager clarified that the figure includes 2% therefore the Boards rate increase is 0.21% as an example.

Cllr Brookes asked to view the current BSIDB budgeted rate projection, the Finance Manager presented this on the screen and Cllr Brookes acknowledged that there is very little difference in the figures – he suggested that if this were to be added to the spreadsheet it would help present a view to the Board. The Finance Manager agreed he could put this on the spreadsheet for the Boards agenda. The Chairman felt a column should also be included to indicate if the 50% precept is not agreed.

The Chairman asked if there were any questions and asked Members for approval to recommend to the Board. All AGREED.

1166 TO CONSIDER PERIOD 4 MANAGEMENT ACCOUNTS - Agenda Item 7

The Finance Manager presented pages 49 - 52, he highlighted to the Committee;

- Rating Levies - are slightly behind on collection due the rates going out late this year, this will come back.
- Pumping Station Maintenance is positive due to no excessive rainfall leading to no required pumping. This is currently favourable at £24,000.
- Drain Maintenance is showing a favourable budget, the opposite to this time last year, due to the works which have been done on the SFFD, labour and resources have been concentrating on these works therefore they have not completed early desilting works on the Boards watercourses.

- SFFD Scheme on page 50 – the Chief Executive presented this and stated that he has a meeting with the EA to inform them where the additional costs have been incurred in order for Mr Clack to write a paper to initiate an order for the costs over and above what was first indicted at £281,000 – these additional costs are associated with bushing works and Officers/Workmen involvement. Additional costs with the silt cutting machine, Scarborough Nixon ecological works, slight increase in the removal and placement and spreading of the cott weed out of the SFFD.
- Income & Expenditure – the Finance Manager highlighted the recoverable income compared to last year.
- Solar Panel Income – the Chief Executive stated that ADA recently surveyed all IDBs in the Country – the BSIDB are way in front in the process of solar panel income.
- Balance Sheet – there are still no investment opportunities in the market available, £300,000 has been left in Monmouthshire BS so that not all is kept in Natwest.

1167 TO CONSIDER A CONFIDENTIAL REPORT ON REVIEW OF SALARIES 2018/19 - Agenda Item 8

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 2 of the Public Bodies (Admission to Meetings) Act 1960.

1168 Any Other Business - Agenda Item 9

a) Water Resource East Anglia Group

The Chief Executive reported that the WRE group have agreed that a confidentiality agreement must be signed in order to continue attending the group meetings. Anglian Water have put together a unilateral disclosure/confidentiality agreement, which the Chief Executive sent to Dennis Bainbridge the Boards' Solicitor. Mr Bainbridge stated to the Chief Executive that the agreement appears ok. The Chief Executive informed the Committee that it is the intention for the Chairman and Chief Executive to sign these agreements before attending the forthcoming meeting in September 2017, if these agreements have not been signed then they will not be able to attend. Members AGREED.

b) ADA Pay & Conditions Committee – 20th September 2017

The Chairman stated that he will be unable to attend this meeting and asked if any Members of this Committee could attend in his place.

There being no further business the meeting closed at 11:10am.

De-maining within the South Forty Foot Catchment



The Environment Agency has received a proposal from the Black Sluice Internal Drainage Board (BSIDB) to de-main 25.9km of watercourses in the South Forty Foot catchment, located in South Lincolnshire. This fact sheet provides information about de-mainment.

Background

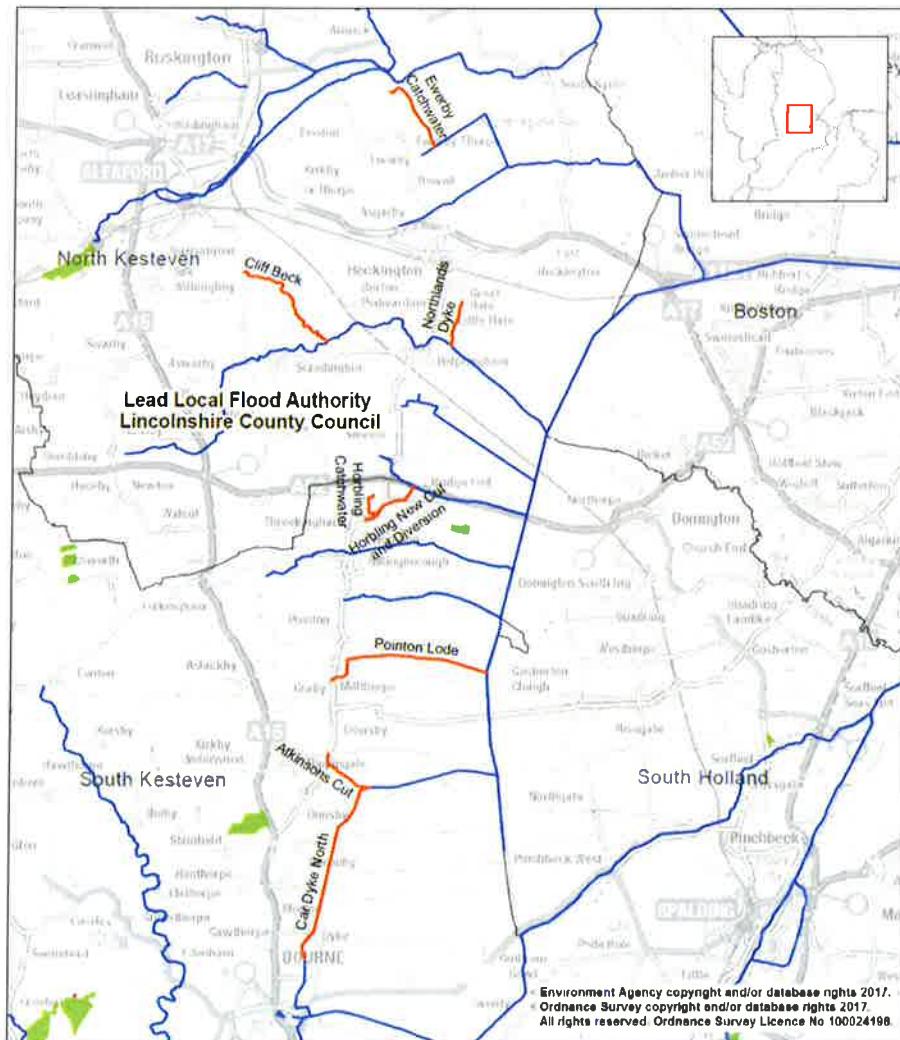
- The South Forty Foot catchment, located in South Lincolnshire, comprises a large area of fenland which is drained artificially through a network of pumping stations, drainage ditches and embanked watercourses. There is also a significant area of higher ground, which drains rapidly towards the fens.
- The main route that both river and drainage water exit the catchment is via the South Forty Foot Drain (SFFD) main river, which outfalls to the River Haven in Boston at the Black Sluice.
- It is proposed to de-main seven stretches of low risk watercourse (all SFFD tributaries), to the jurisdiction of the BSIDB.

Facts and figures

Total length of de-maining stretches	25.9km
Extent:	See Map
Location (is the area built up, rural etc)	Largely rural (arable land) with some housing (individual properties) along or near too the proposed watercourses for de-mainment.
Current RMA	Environment Agency
Lead local Flood Authority	Lincolnshire County Council
Proposed RMA	Black Sluice Internal Drainage Board (BSIDB)
Current Maintenance	Mix of maintenance for the watercourses: PSCA's with BSIDB for annual maintenance for all stretches, with select areas maintained less frequently.
Environmental considerations	Some sections have been noted for the presence of protected species; potential fish/spawning habitats; areas of beneficial woodland and trees along the banks. No WFD concerns due to the heavily modified nature of the watercourses in question.
Properties at risk	There are little to no properties at risk of flooding from these watercourses.

De-maining within the South Forty Foot catchment

RMRN De-maining Proposal: South Forty Foot



- De-maining stretch
- Main river
-  SAC
-  SSSI
-  Local Authority boundary



Produced by Evidence Delivery - National Operations

For more information, please contact Pilot Lead, Abigail Jackson on 020302 55877 or email abigail.jackson@environment-agency.gov.uk.

South Forty Foot Tributaries - Asset Transfer

Short Form Business Case



Version No: 1.0

Date: 14 July 2017

FINANCIAL SCHEME OF DELEGATION (FSoD) APPROVALS

1.

Project name	South Forty Foot Tributaries - Asset Transfer				
Project ref.		Project Code		Start date	October 2016
Programme				End date	September 2018
Hub or Head Office	West			For FSOD use only	
Area name	Lincolnshire & Northamptonshire			FSoD reference	
Function	FCERM			FSoD Date	

2.

Role	Name	Post Title	% time allocated to project
Project Sponsor	Norman Robinson	Area Manager	1%
Project Executive	Kate Halka	Area Operations Manager	2%
Project Manager	Abigail Jackson	Pilot Lead	50%

3.

Risk Potential Assessment (RPA) Category	Low	<input type="checkbox"/>	Medium	<input type="checkbox"/>	High	<input type="checkbox"/>
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4.

FSoD schedule		Description	Delegation	
			National – up to	Area – up to
A1	<input type="checkbox"/>	Projects (includes FCRM revenue)	£5m	£5m
A2	<input type="checkbox"/>	FCRM capital project within approved strategy	£100m WLC Defra	£10m
A3	<input checked="" type="checkbox"/>	FCRM capital project outside of approved strategy	£100m WLC Defra	£5m
A5	<input type="checkbox"/>	Consultancy project	£500k	£500k
T2	<input type="checkbox"/>	Corporate Property Projects /acquisitions	£5m	£5m

5.

FSoD value	£k
Strategic Outline Case (SOC)	FSoD reference
Full Business Case (FBC)	
Full Project Cost (initial investment)	40
Whole Life Costs (WLC) of Project (if applicable)	
Financial benefits	
Non-financial benefits	Yes

6.

Required level of Environmental Impact Assessment (EIA)	N/A	<input checked="" type="checkbox"/>	Low	<input type="checkbox"/>	Medium	<input type="checkbox"/>	High	<input type="checkbox"/>
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7.

NPAS/LPRG chair	Post title	Assurance confirmation			Date
		RED <input type="checkbox"/>	AMBER <input type="checkbox"/>	GREEN <input type="checkbox"/>	

8.

FSoD approver(s) name	Post title	Emailed approval	Date

9.

Form G	Form G value (£k)	FSoD ref.	Latest FSoD authorised cost (£k)
1			
2			
3			

<p>10. By default, all approved business cases are made accessible to the project community through the NPAS SharePoint site. This is to help with learning and providing example cases to others involved in similar work.</p> <p>If the business case contains sensitive/ commercial information or any other information/data which should not be viewed widely, please tick the box and we will not share your documentation.</p>	
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<p>11. For FSoD Coordinator use only:</p>
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1.1. Introduction

This Short Form Business Case is to seek Financial Scheme of Delegation (FSoD) approval for the sum of £83,320 to transfer a total of 10 assets on selected South Forty Foot Tributaries to the Black Sluice Internal Drainage Board in accordance with the Environment Agency's Maintenance Protocol. This transfer is part of the Rationalising the Main River Network Project and follows the agreed approach by Environment Agency and Defra (See Appendix 3) on investing in transfer of uneconomic assets to save future costs.

1.2. Strategic case

The Environment Agency works with communities and partners to manage the risk of flooding and reduce its impact on people and property. One way we manage that risk is through maintaining our flood and coastal risk management (FCRM) assets and main rivers.

The three strategic asset management principles that we apply are described below:

- We maintain assets that are justified

Where there is an economic case for maintenance to reduce flood risk or to fulfil legal or international environmental designation requirements.

- We discontinue maintaining uneconomic assets

Where we cannot justify continued maintenance we implement alternative arrangements in accordance with the Maintenance Protocol. The protocol ensures we agree with those directly affected a period of notice to enable alternative arrangements to be made. The 'Effectiveness Initiative' sets out this programme of work.

- We empower others to maintain assets appropriate for them to maintain

Where it is appropriate in flood risk terms for others to assume responsibility for maintenance and where they are willing to take on these responsibilities, thus enabling local choice. Asset transfer work under Rationalising the Main River Network applies to this principle.

The Environment Agency has responsibility for over 36,000 km of main-river in England yet only 40% of that main river covers 90% of those at risk. In many places others are better placed to provide the local risk management required, leaving us to focus on the most significant and strategic flood risk. We need to work on the mechanisms to rebalance national and local flood risk management.

Some risk management authorities have expressed an interest in taking on responsibility for Main River where flood consequence is low, and where the watercourse in question is not associated with major rivers or major population centres. Through the 'Rationalising the Main River Network' (RMRN) project we are taking forward five 'Pilot sites' where we have identified watercourses that may be better re-classified as ordinary watercourses - which we term de-maining.

Where we are proposing the de-maining of a watercourse, de-maining will only proceed if any assets held by us associated with the watercourse are either decommissioned or transferred. This approach ensures that we do not retain any contingent liabilities on watercourses which become ordinary watercourses following de-mainment, and also makes sure that we avoid situations in which we would – as a result of not transferring land in the locality of the watercourse – retain riparian ownership while not having any permissive powers in relation to flood risk management. As a consequence, the delivery of our strategic priorities for river networks and asset management is subject to assets being transferred or decommissioned. Where a watercourse is appropriate for de-mainment but transfer of assets cannot be agreed, then de-mainment will not take place.

De-maining will allow greater empowerment of local partners such as Internal Drainage Board (IDBs) and Local Authorities (LAs) to undertake river maintenance. De-maining is most appropriate for watercourses that are in low flood risk areas that are not associated with major rivers or populated areas. In these areas willing local partners could carry out day to day maintenance of watercourses. There are real benefits for local partners in taking on responsibility for watercourse maintenance.

For example it provides opportunities to:

- Make decisions that are centred on their local community's needs.
- Use local knowledge and experience to undertake watercourse maintenance
- Improve local flood risk management where we cannot justify investment of government funding
- Access alternative funding streams for example, the Countryside Stewardship Scheme.

If these pilots are successful they will help pave the way for further de-maining, allowing for greater empowerment of local partners to undertake river maintenance and will help to ensure that the right people are managing the right watercourses and assets in the right places.

Watercourse details

The South Forty Foot Operational Catchment, within the Witham Management Catchment, is a rural fenland system drained artificially through a network of pumping stations, drainage ditches and embanked watercourses. There is also a significant area of higher ground, which drains rapidly towards the fens. The main route that both river and drainage water exit the catchment is via the South Forty Foot Drain main river, which outfalls to the River Haven in Boston at the Black Sluice complex. The catchment contains approximately 300km of main rivers.

This project is looking at de-maining 7 stretches of watercourse (a total of 22.6km):

1. Ewerby Catchwater (2.6km)
2. Cliff Beck (4.2km)
3. Northland Dyke (0.9km)
4. Horbling Catchwater & Horbling New Cut and Diversion (3.7km)
5. Pointon Lode (3.2km)
6. Atkinsons Cut (2km)
7. Car Dyke North (6km)



The watercourses to be de-mained fall into 3 systems. The FR/01/S057 system, which contains Cliff Beck, is a low consequence system, with no raised defences and very few properties at risk. The FR/01/S056 system, which contains Ewerby Catchwater, is a medium consequence system principally due to risks along the Long Skirth Drain which not only carries water from the highlands to the South Forty Foot but also takes flows direct from an IDB pumped catchment. However Ewerby Catchwater itself has zero properties at risk along it. The FR/01/S055 system, which contains all the other watercourses detailed above, is a high consequence system. This is due to the South Forty Foot Drain being a defended arterial carrier with the town of Boston situated at its outfall in The Haven. However, the watercourses themselves are low consequence due to the limited or zero number of properties located along their lengths, with surrounding land being largely agricultural.

In terms of properties at risk of flooding, please see the table below. This is based on the number of properties within the flood plain for each watercourse. Where there is a 0 it is due to no properties being within the floodplain, or no discernable floodplain being present.

Watercourse Name	Number of properties
Ewerby	0
Cliff Beck	2
Northlands Dyke	0
Horbling Stretch	2
Pointon Lode	17
Atkinsons Cut	0
Car Dyke North	26

All the identified watercourses for de-maining are currently managed by Black Sluice IDB under a Public Sector Cooperation Agreement (PSCA). The IDB currently manage approximately 78km of Main River in their area under PSCA, in addition to the ordinary

watercourses maintained by them. Work to date has been carried out effectively and efficiently, which is expected to continue once the watercourse and assets are transferred. To realise efficiencies, it is anticipated that Black Sluice IDB will take over maintenance of the outlined tributaries in full.

There are ten assets to be transferred with the de-mainment of these watercourses in the form of two access bridges, one sluice structure and seven designated floodbanks. See full details in table below. Subject to approval of the Short Form Business Case, the IDB will take over responsibility for the assets as part of the de-mainment handover.

Asset details

Watercourse	Asset type	Information
Cliff Beck	Bridge, ID L/O19/VA/N	The bridge was constructed in September 1995 as a field access track to both sides of the watercourse for maintenance needs. It is a single span bridge of approximately 8m and was last inspected in January 2015 with minor repairs of £3,000 as a result. There is no EA land holding at this location. The bridge would cost approximately £50,000 to build from new and has a lifespan of 20 years left.
Horbling Catchwater	Bridge, ID 326442	The bridge was constructed in 2007 for access from the highway across the watercourse more maintenance access needs. It is a single span bridge of approximately 8m. A planning consent was submitted by the EA and approved in 2007, and there is no documentation stating it is owned by anyone other than the EA therefore liability for the structure remains with the EA. There is no Environment Agency land holding at this location. The bridge would cost approximately £50,000 to build from new and has a lifespan of 30 years left.
Horbling Catchwater	Floodbank, 200m ID 81801	This short section of designated floodbank is located on the left bank. There are no properties within 20 metres of the structure.
Horbling New Cut/Diversion	Floodbank, 1.1km ID 490394, 90341	The raised floodbank runs along both sides of the channel downstream of Rookfield House and was constructed to alleviate flooding of the highway, land and an IDB pumped catchment in the 1970's.
Atkinsons Cut	Sluice (penstock), ID 448301	This small, penstock sluice is located at the top of of Atkinsons Cut. Whilst it is inspected regularly it has never been opened since its construction, and only has a flood risk benefit as a closed structure. If the structure were opened during a high rainfall event it is not known what the impact would be to the area directly behind the sluice. There are 2 properties within 20 metres of the structure, including due precautions and investigations needed before changing current operation of the sluice.

Atkinsons Cut	Floodbank, 3.2 km ID 160789 / 160969	The raised defence runs along both sides of the channel. There are no properties within 20m of the structures or within the watercourse floodplain.
Ewerby Catchwater	Floodbank 0.8km ID 82534 / 87012	The raised defence runs along both sides of the channel. There are no properties within 20m of the structures.
Northlands Dyke	Floodbank, 0.3km ID 97169, 98739	The raised defence runs along both sides of the channel. There are no properties within 20m of the structures or within the watercourse floodplain.
Pointon Lode	Floodbank, 5.6 km ID 83256, 83274	The raised defence runs along both sides of the channel downstream of Little Wisbeach. There is one property located within 20m of the structures.
Car Dyke North	Floodbank 1.3km ID 82721, 98761	The raised defence runs along both sides of the channel. There are no properties within 20m of the structures.

The Environment Agency has limited involvement with both bridges (Horbling Catchwater and Cliff Beck).

In summary:

- We do not own the freehold or leasehold of the land beneath the assets.
- No rights of easement have been agreed or recorded between the land owner and the EA the Environment Agency.
- We have no formal documentation which states that either the Environment Agency or landowner formally owns the asset. However the Environment Agency did submit the consent for the bridge on the Horbling Catchwater.
- We constructed both assets and believe liability and operational responsibility remains with the Environment Agency.
- We have previously conducted minimal maintenance around the assets which includes inspections.

In this situation, and as there is limited documentation and we have no evidence to suggest otherwise, we are by default the maintainer of the asset and therefore have a liability to ensure the asset is compliant from a health and safety perspective. From this investigation into the background of both bridges we have been able to establish national guidance on the transfer of assets with minimal information.

1.3. Economic case

Options considered (to present value)

Option	Description	Benefits delivered / Risks involved	Ranking	Reason for short list or rejection
1	EA retain operation and ownership of the assets and continue management with minimal intervention	EA would retain long term H&S liability. In the medium term, the removal of the sluice would be required. Funding for minimal H&S inspections and minor safety works would also be required.	3	Option rejected Estimated cost of this option discounted over 30 years = £278,072.58* <i>*This figure includes 20% contingency</i>
2	Full EA decommission to remove structures (excluding floodbanks)	No long-term asset liability would remain. Therefore no H&S maintenance would be required. De-mainment of the watercourse could continue. Cost of full decommissioning's and removal of both bridges and the sluice is high.	2	Option rejected Estimated cost of full decommissioning and removal discounted to Year 3 = £96,353.82* <i>*This figure includes 20% contingency</i>
3	Asset transfer costs – EA hands over the assets to IDB as part of the de-mainment process & the asset continues to be managed with minimal intervention by the IDB	Asset liability no longer resides with the EA. EA only have to supply funding for 2 years maintenance & removal of liability. This is the cost of removal. De-mainment of the watercourse can continue.	1	Option selected Total overall cost of the asset transfer to the Black Sluice IDB = £83,320* <i>*This figure does not include contingency. Note that present value and cash cost for this option are the same.</i>

Option 1 - EA retain operation and ownership of the asset and continue management with minimal intervention.

Option would make de-maining of the watercourse difficult as we would retain assets with no permissive powers. This would mean that annual maintenance costs would remain with the EA. The figure for annual maintenance of all assets (including asset inspection costs and health and safety costs) based on the National Maintenance Standards is a total of £11,283. According to maintenance records, the combined age of the assets is 30 years. For the floodbanks, this is the lifespan before they degrade enough to fail an asset inspection. For this 30 year period this equates too £278,072.58. There would be no legal or estates time required for this option.

Total cost of this option over next 30 years = **£278,072.58***

**This figure includes 20% contingency discounted to year 30.*

Option 2 - Full EA decommission and remove structure (excluding removal of floodbanks)

This option would require removal of the two bridge structures, and removal of the sluice structure and replacement with an earth embankment in the medium term to ensure that the site remains safe. Floodbanks would not be decommissioned, but we would no longer use out permissive powers to maintain them.

Additional measures would be required to safely remove the Horbling Bridge in the form of traffic control as it is located alongside a highway. An excavator and fencing would also be required for removal of both bridges and the sluice.

There would be no legal or estates time required for this option.

Estimated cost of full decommissioning and removal is approximately = **£96,353.82***

**This figure includes 20% contingency discounted to Year 3.*

Option 3 – Transfer to Black Sluice IDB

Option fulfils all of the strategic aims of the Environment Agency when seeking to de-main a watercourse (and as set out for the Rationalising the Main River Network project). This option removes the costs and risks associated with long term H&S liabilities. Option costs are comparable to Option 2 as part decommissioning or making the site safe is not an option with these structure.

Total cost of 3 year maintenance (including floodbanks) = **£33,850**

Total estimated costs of removal of two bridges and sluice (excluding floodbanks) = **£49,470***

**This figure does not include legal and estates costs to facilitate the transfer of the asset to the IDB. This figure does not include any contingency as the cost has been calculated using the agreed calculation with Defra and no construction risk/contingency is required under this option.*

Total overall cost of the asset transfer to the Black Sluice IDB = **£83,320**

(£33,850 + £49,470)

Opt	Description	EA revenue costs £k	EA capital costs £k	Net position £k
1	<i>EA continue management with minimal intervention (Discounted to Year 30)</i>	218.80	0	218.80
2	<i>Full decommissioning of site (Discounted to Year 3)</i>	42.89	53.45	96.35
3	<i>Asset Transfer as part of de-mainment (takes place in Year 0)</i>	33.85	49.47	83.32

Note: A more detailed financial breakdown is included in Appendix 1

Preferred way forward

The preferred way forward is Option 3 which is the only option that fulfils the requirements of the strategic case and supports the RMRN Project, including being the cheapest option.

Also, provision of this financial contribution for the legal transfer of assets is in line with the EA Maintenance Protocol and follows the agreed approach by EA and Defra on investing in the transfer of uneconomic assets to save future costs (Appendix 3).

The assets would be transferred to the Black Sluice Internal Drainage Board (IDB) as part of the Rationalising the Main River Network Project. This option supports the de-mainment of 22.6km of tributaries in the upper reaches of the South Forty Foot Catchment. The assets will continue to be managed by the IDB with minimal intervention; however liability will no longer reside with the Environment Agency.

The Black Sluice IDB have provided a verbal agreement of the adoption of this approach.

1.4. Commercial case

No commercial arrangements are required as the preferred option requires no works. Contractual arrangements and transfer of assets are determined through existing Environment Agency arrangements and with legal and estates teams.

State Aid rules do not apply to asset transfer as advised by our Legal team.

1.5. Financial case

Revenue costs

The table below depicts the costs attributed to revenue funding and are not associated with the asset transfer option costs.

Annualised spend profile (£k)	Yr 0	Yr 1	Yr 2	Yr 3	Yr 4+	Total
Project set up						
- Internal staff costs						
- 50% of Pilot lead post	17k	0	0	0	0	17k
- Legal	2k	0	0	0	0	2k
- Estates	2k	0	0	0	0	2k

Capital costs

The table below depicts the cash costs associated with transferring the assets.

Annualised spend profile (£k)	Yr 0	Yr 1	Yr 2	Yr 3	Yr 4+	Total
- External fees	0	0	0	0	0	0
- Other goods/services	0	0	0	0	0	0
Transfer costs						
- Calculated sum	83.3k	0	0	0	0	83.3k
- Capital works	0	0	0	0	0	0
- Risk contingency	0	0	0	0	0	0
Future costs:						
- Revenue	0	0	0	0	0	0
- Capital	0	0	0	0	0	0
Project total						
Breakdown						
- capital	83.3k	0	0	0	0	0
Project total	83.3k					83.3k

Funding for the transfer will be provided by the Effectiveness Initiative allocation which is managed by the National Portfolio Team. The team is led by Sally Sudworth (budget holder) and delivers projects for Jim Barlow's Asset Performance and Engineering Team.

1.6. Management case

The sections below details the key roles in delivering the Rationalising the Main River Network Project.

Project Executive

- Oversight of the asset transfer process and quality assuring the decision for transfer.
- Signing off the Business Case for transfer.
- Signing off approval to seek funding to transfer the assets.

Pilot Lead Officer

- Facilitates the empowerment of local partners such as Internal Drainage Boards (IDBs) and Local Authorities (LAs) to take on additional watercourse maintenance and assets where they wish to do so.
- Negotiating with the IDB over terms of transfer and agreeing financial settlement for transfer.
- Engaging with National RMRN Project Team, Legal and Estates over land holding and legal agreements required for transfer of the asset.

Project milestones

Milestone Description	Estimated Start date	Estimated End date	Asset to be created?	Budget Required (£k)
Defra criteria signed off	June 2016	October 2017	No	0
Asset Transfer Pack created	August 2017	Jan 2018	No	0
Asset Transferred to IDB	January 2016	July 2018	No	84k

Benefits realisation

The table below depicts the benefits from transferring the asset.

Activity		Total (£)
4.1	Sale of land	0
4.2	Sale of equipment	0
4.3	Reclamation value	0
4.4	Revenue and time savings	£218,800.45

The non-monetary benefit of the preferred option is that once asset transfer has been agreed, de-maining will be able to take place. The revenue time saving is 30 years discounted maintenance cost. The legal agreement will ensure there is no provision for future funding related to the assets from the EA.

Key risks

	Key Risks	Owner & role	Mitigation	Post mitigation Likelihood /impact (H/M/L)	Value
1	Defra Criteria is not signed off	National		Likelihood = M Impact = H	
2	IDB do not accept assets	Area PSO	Provide consistent communication and engagement with IDB	Likelihood = M Impact = M	
3	EA and IDB unable to agree terms of transfer	Area PSO	Provide consistent communication and engagement with IDB	Likelihood = M Impact = M	
4	Business case fails assurance/ approval	Area PSO/ National Asset and Allocation team	Area Lead to work with Asset Allocation Lead to ensure Business is compliant.	Likelihood = L Impact = H	
5	IDB regretting transfer after completion	Area PSO/ National Asset and Allocation team	Area PSO to work with IDB to ensure they are satisfied with the details of transfer	Likelihood = L Impact = H	

Assurance & Approval

We have conducted an internal consultation with a number of teams within the Environment Agency including Partnership and Strategic Overview, Asset Performance, Operations Field Teams, Fisheries Biodiversity and Geomorphology, Estates and Legal. Internal Teams are supportive of transferring this asset as this will remove the Environment Agency's Health and Safety liability for the structures. It will also reduce maintenance requirements within the catchment, particular for low consequence watercourses that pose little to no flood risk to people and property. This will allow funding and resource to be directed elsewhere, whilst the watercourses are maintained by a more appropriate RMA given the agricultural benefit of them.

We will continue to engage with key internal and external stakeholders up until the formal consultation. We will conduct formal consultation in autumn in relation to the de-mainment of the watercourses and transfer of any assets.

The approval route for this Business Case will be via light LPRG. This will be one of a number of Asset Transfer Business Cases being progressed as part of the National Rationalising the Main River Network Project.

Transfer of the assets is being supported by an Asset Transfer Pack and a Legal Agreement. These documents will contain all the information that the Environment Agency holds on the asset including land holdings and rights of easement.

The asset will be formally transferred, to the Black Sluice IDB, at the end of the Decision Notice period when the Main River Map is formally changed.

1.7. Recommendation

This Short Form Business Case is to seek Financial Scheme of Delegation (FSoD) approval for the sum of £83,320 to transfer the associated assets on selected South Forty Foot tributaries to the Black Sluice Internal Drainage Board in accordance with the Environment Agency's Maintenance Protocol. This transfer is part of the Rationalising the Main River Network Project and follows the agreed approach by Environment Agency and Defra (See Appendix 3) on investing in transfer of uneconomic assets to save future costs.

The recommendation is to progress with transferring the assets to the Black Sluice Internal Drainage Board and provide funding for removal of site risk (£84k). This low cost option provides maximum benefit for the area FCRM teams and the Black Sluice IDB. The sluice structure as already been operationally decommissioned, and transferring the sluice, two bridges and floodbanks would remove the longer term liability from the Environment Agency.

We currently complete a targeted risk-based approach to maintenance of all watercourses in the South Forty Foot catchment. The 7 watercourses to be de-mained are of low consequence with minimal or no properties at risk of flooding from the watercourse. Current maintenance works include in-channel clearance, and regular maintenance and H&S cuts of the floodbanks. Transferring the assets would mean we are able to de-main over 22km of upper-reach tributaries in the South Forty Foot Catchment helping to achieve the objectives of the wider Rationalising the Main River Network project.

All identified watercourses for de-mainment are currently managed by the Black Sluice IDB under a PSCA. The IDB also manage other watercourses in the catchment under this PSCA, including the high-consequence main river artery the South Forty Foot Drain. Transferring the assets and watercourses would result in efficiencies by the IDB managing watercourses that have a primary land drainage function.

The resource we would save through transferring the assets and watercourses will be redirected to additional work elsewhere in the area. This additional revenue will be allocated to work that will reduce flood risk to the greatest number of people and property. It will also be used to improve our asset data and make sure that we invest in our existing asset infrastructure so that it's fit for purpose into the future and continues to provide flood protection for our local communities. The reduction in maintenance need will also contribute to finding efficiencies within the programme, and reduce the risk of unfunded systems in future programme years.

List of key consultees e.g Finance Business Partner, NEAS, NE, Procurement, Legal etc

Name	Date	Key outcomes from consultation
Black Sluice IDB	August 16 onwards	The IDB have been engaged throughout the process and have provided a verbal agreement to the adoption of the assets.
Lincolnshire County Council	August 16 onwards	LCC have been provided with an update on the project, and will be engaged further before the formal consultation. NO objections have been received so far.
Parish Councils	Informal & Formal consultation Autumn 2017	The Parish Councils will be engaged fully before the formal consultation to ensure there are no objections.
Members of the Public	Informal & Formal consultation Autumn 2017	Landowners and property owners directly affected by the project outcomes will be engage one to one with the support of the IDB. All other members of the public will be engaged during the informal and formal consultation.
Legal	August 16 onwards	Legal have supported the transfer of assets throughout the business case process and will continue to support on the legal agreement.
Estates	August 16 onwards	Estates have helped identify if assets our EA owned and will continue to provide support on any associated land transfer.
Asset Performance & Fields Teams	Summer 16 onwards	Both teams have been engaged throughout the process, providing key information on the assets and watercourses. They will continue to be closely involved in the project, in particular creation of the handover packs.
Area Leadership Team	June 2017	Relevant ALT were provided with a full update on the 30 June 2017 and will continue to be updated as and when necessary.
Fisheries, Biodiversity & Geomorphology	January 17 onwards	To ensure environmental concerns are addressed, FBG will be involved with completion of the DMF and the handover packs for all watercourses.

I confirm that the documentation is ready for submission to LPRG.

I, as Project Executive, have ensured that relevant parties have been consulted in the development of this project and the production of this submission in particular the Project Sponsor and Senior User.

Name	Kate Halka
Job Title	Operations Manager – Lincolnshire
Emailed approval	Email sent 19 July 2017 @ 13.05hrs
Date	19 July 2017

Appendix 1 – Financial (cash) costs of interventions

Cliff Beck Bridge - 3 Years of Financial Maintenance Costs

Maintenance		Y1	Y2	Y3	Total
1	Structure Vegetation Management	0	0	0	0
2	Basic H&S maintenance	0	0	0	0
3	Asset Inspection	0	0	0	0
					0

Cliff Beck Bridge - Structure Removal and Residual Handover

Activity	Resource	Plant	Materials	Total	
1	Scheme Design	25hr tot x £40/hr		1000	
2	Site Mobilisation & Set-up	Heras fencing erect and x 2 wks & deliv excavator and provision RAMS		£1750	
3	Welfare	2wks welfare van		£900	
5	Removal of Bridge	Banksman and lab x 2 wks £4000	2 wks 20t exc with breaker £3600	Silt trap materials £200, timber fencing either side on completion £200	£8000
6	Disposal of waste		Lorry x 3 days £1200,	Tip costs, 120t x £30/t= £3600	£4800
7	Site Demobilisation		Exc and heras fence removal, 2 lab x 1 day tidy up		£650
8	Legal and Estate Negotiation	Typical cost of completing etc			£2000
				Total	18,470

9	Project risk @ 20%				£3820
				Total	£22,290

Horbling Bridge - 3 Years of Financial Maintenance Costs

Maintenance		Y1	Y2	Y3	Total
1	Structure Vegetation Management	0	0	0	0
2	Basic H&S maintenance	0	0	0	0
3	Asset Inspection	0	0	0	0
					0

Horbling Bridge - Structure Removal and Residual Handover

Activity		Resource	Plant	Materials	Total
1	Scheme Design	25hr tot x 40hr			£1000
2	Site Mobilisation & Set-up incl' traffic management	Heras fencing erect and x 2 wks, hire exc delivery, provision RAMS,	Traffic management x 12 days at £300/day		£5350
3	Welfare		Welfare van x 2 wks		£900
5	Removal of Bridge	2 x labourer x 2 wks - £4000	Exc x 2wks -£3600,	Silt trap materials £200	£7800
6	Disposal of waste		Lorry x 3 days - £1200	Approx. 75t x £30/t tip - £2250	£3450
7	Site Demobilisation		Exc removal and 2 lab x 1 day tidy up		£650
8	Legal and Estate Negotiation	Typical cost of completing etc			£2000
				Total	21,240
9	Project risk @ 20%				£4230

Total	£25,470
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Atkinson Cut Sluice (penstock) - 3 Years of Financial Maintenance Costs

Maintenance		Y1	Y2	Y3	Total
1	Structure Vegetation Management	0	0	0	0
2	Basic H&S maintenance	50	50	50	150
3	Asset Inspection	0	0	0	0
					150

Atkinson Cut Sluice (penstock) - Structure Removal and Residual Handover

Activity	Resource	Plant	Materials	Total	
1	Scheme Design	25hr x £40		£1000	
2	Site Mobilisation & Set-up	Exc to site, heras fencing and RAMS		£1750	
3	Welfare				
4	Removal of sluice structure	4 days x 2 lab £1600	3 days exc £1440	Concrete to plug end of pipe £200	3240
5	Construction of earth dam	2 days x 2 lab £800	2 days exc £720	Import 20t fill at £20/t £400	1920
6	Disposal of waste			£200	200
7	Site Demobilisation	2 lab x day tidy up £400	exc and fence removal £250		650
8	Legal and Estate Negotiation	Assuming we are closing off a freshwater feed type sluice and need to formally tell someone			1000

				Total	9760
9	Project risk @ 20%				1752
				Total	11,512

Flood Embankments (12.5km) - 3 Years of Financial Maintenance Costs

Maintenance		Y1	Y2	Y3	Total
1	Structure Vegetation Management	10,500	10,500	10,500	31,500
2	Basic H&S maintenance	0	0	0	0
3	Asset Inspection	0	0	2,300	2,300
				Total	32,700

Flood Embankments - Structure Removal and Residual Handover

NOT APPLICABLE

Appendix 2 - Asset Transfer - Discounted Costs

Options

- Op 1 Do minimum
- Op 2 Full decommissioning (demolition)
- Op 3 Asset Transfer for demaintenance - make safe

Discount Rate = 3.5%

Year	Discount factor	Option 1			Option 2			Option 3		
		Maint	Intervention	Maint	Intervention	Maint	Decomm	Maint	Decomm	Decomm
0	1.000	11283						33850	49470	
1	0.966	11283	11283			11283.00				
2	0.934	11283	10901.45			10901.45				
3	0.902	11283	10532.80			10532.80				
4	0.871	11283	10176.62			10176.62				
5	0.842	11283	9832.48			9832.48				
6	0.814	11283	9499.98			9499.98				
7	0.786	11283	9178.73			9178.73				
8	0.759	11283	8868.34			8868.34				
9	0.734	11283	8568.44			8568.44				
10	0.709	11283	8278.69			8278.69				
11	0.685	11283	7998.73			7998.73				
12	0.662	11283	7728.24			7728.24				
13	0.639	11283	7466.90			7466.90				
14	0.618	11283	7214.40			7214.40				
15	0.597	11283	6970.43			6970.43				
16	0.577	11283	6734.72			6734.72				
17	0.557	11283	6506.97			6506.97				
18	0.538	11283	6286.93			6286.93				
19	0.520	11283	6074.33			6074.33				
20	0.503	11283	5868.92			5868.92				
21	0.486	11283	5670.45			5670.45				
22	0.469	11283	5478.70			5478.70				
23	0.453	11283	5293.43			5293.43				
24	0.438	11283	5114.42			5114.42				
25	0.423	11283	4941.47			4941.47				
26	0.409	11283	4774.37			4774.37				
27	0.395	11283	4612.92			4612.92				
28	0.382	11283	4456.92			4456.92				
29	0.369	11283	4306.21			4306.21				
30	0.356	11283	4160.59			4160.59				
			59272			59272.00				
			£218,800.45			£59,272.00				
			Revenue			Capital				
			Total PV			£278,072.45				
			£42,893.87			£53,459.95				
			Revenue			Capital				
			Total PV			£96,353.82				
			£33,850.00			£49,470.00				
			Revenue			Capital				
			Total NPV			£83,320.00				

Appendix 3

Assessing the Environment Agency “invest to save” contribution to enable transfer of assets to other risk management authorities

This note explains our approach to the level of invest to save funding that can be invested to enable the negotiated transfer of FCRM assets to other risk management authorities. The source of funding for any such transfer will require separate agreement and any negotiation on transfer can only be concluded once the source of funding is approved.

Where both the Environment Agency and the LA/IDB are enthusiastic for change and there are no issues about the condition of the assets or expectation of funding, invest to save funding issues do not arise.

De-maining, or any asset associated transfer, is effectively a transfer of function from the Environment Agency to a local authority, IDB or other responsible body; in most cases, from one public body to another. While this may involve a saving for Environment Agency it will only create an economic gain if a) the other body does the same work more cost effectively or can deliver wider benefits from their investment, or b) the funding released is used by the Environment Agency to produce a greater economic benefit.

In a situation where the cost of maintaining or replacing an asset is greater than the economic benefits we will use our maintenance protocol to discuss the options for further ownership and maintenance with local stakeholders and partners. We will provide every opportunity for others to take on the ownership and maintenance of the asset if they want to keep it in working order.

Ultimately the Environment Agency will seek to stop any uneconomic work as soon as reasonably possible unless there is a clear legal barrier. However, we have liabilities and withdrawing from assets, even those that are uneconomic, can require us to decommission operational sites; to make them safe and comply with any legal obligations. Decommissioning costs will vary according to circumstances, such as land ownership, legal obligations, etc. In the extreme, it may require the asset to be demolished and the land reinstated to a previous condition. This all needs to be taken into account when we decide what to do.

When considering future options for the management of an asset (where continuation of the current approach is uneconomic) the reference or base line option against which other options will be appraised will be to:

1. The cost of continued operation of the asset for a period until decommissioning could be completed (typically 3 to 5 years), and
2. The cost of decommission and meeting any other legal obligations.

The business case for investing in the transfer of assets will be based on these considerations. Investing to save may be justified if it allows the Environment Agency to transfer an asset, by agreement, to another body which is better placed to manage it (or otherwise enables the Agency to stop uneconomic spending) if costs are less than, or the same as, the above reference or baseline option.

Jim Barlow, April 2016

Black Sluice Pumping Station
Asset transfer costing pro forma (Rev 2 Aug 2016)
 Updated: March 2017

Maintenance Costs - 3 Years						
Maintenance		Detail	Y1	Y2	Y3	Total
1.1	Annual Maintenance Cost	If the asset is maintained by our field teams this will be costs from SAMPs or from CMMS via the MEICA team for MEICA Assets. If the asset is maintained using external contractors, please use this cost, however an allowance for contract management should be included.	£129,62	£144,72	£229,72	£504,06
1.2	Intermittent Maintenance Cost	Intermittent maintenance costs with a frequency up to 3 years should be included. Maintenance at greater frequency should not be included	£0,00	£0,00	£0,00	£0,00
Total (£k)						£504,06

Costs for Asset Transfer			
		Detail	Total (£)
2.1	Legal & Estate Costs	Includes all costs for transferring the asset such as legal and estates, as well as for transferring relevant licences.	£10,000.00
2.2	Assuring legislative compliance	Includes costs for compliance with any legislation or regulations which will be required before the asset can be transferred.	inc above
Total			£10,000.00

Cost of Decommissioning			
	Activity	Detail	Total (£)
3.1	Design	Includes CDM Paperwork, Temporary works design	inc in 3.4
3.2	Site Management	Includes welfare and contractors management staff.	inc in 3.4
3.3	Mobilisation and demobilisation costs, including temporary works	Includes mobilisation and demobilisation costs and temporary works (Inc. over-pumping).	inc in 3.4
3.4	Decommissioning of the Asset	Including labour, materials and disposal costs for removal of all equipment, removal of services and making safe confined spaces.	£220,500.00
3.5	Disposal of the Asset (if required)	Includes all demolition costs and removal and disposal of materials, e.g. concrete, rubble and sheet piles.	inc in 3.4
3.6	Legal & Estate Costs (includes permits and licences)		£11,025.00
3.7	Risk (XX%)		£23,152.50
Total			£254,677.50

5%
10%

Benefits from Decommissioning			
	Activity	Detail	Total (£)
4.1	Sale of land	Valuation for the land including any remaining structures	£40,000.00
4.2	Sale of equipment	Includes resale value of equipment and removable fixtures	£0.00
4.3	Reclamation value	Includes reclamation values for scrap / recycled materials e.g. concrete, rubble and sheet piles.	£19,600.00
Total			£59,600.00

Total liability cost for Decommissioning			
		Detail	Total (£)
5.1	Total costs for Decommissioning		£254,677.50
5.2	Total benefits from Decommissioning		£59,600.00
Total			£195,077.50

(NB AJ added, no part of pro forma)

FINAL COST	
3 years maintenance	£504,060
Decommissioning costs (total)	£195,077.50
	£699,138

Breakdown of Annual Maintenance Costs (provided by AC 3.3.2017)

NOT COUNTING 16/17 NOW

Black Sluice Running Costs

	2016/17 Sources	2017/18 Sources	2018/19 Sources	2019/20 Sources
Services (Building services)	3700 M&E Est	3900 Energy	4000 Energy	4000 Energy
Gas Oil (Pump engine running costs)	21000 M&E Est	22000 Fuel Allow	22000 Fuel Allow	22000 Fuel Allow
Service level delivery (Pump station attendants)	75000 M&E Est	48500 Samps	48500 Samps	48500 Samps
In year Parts and Materials (engines and Building)	10000 M&E Est	52720 AIMS CM	52720 AIMS CM	52720 AIMS CM
Intermittent Works (Engines and Ancillary Equip.)	105000 M&E Est	0	15000 Htg works	100000 Eng refurb
Grounds Maintenance	accounted above	2500 Samps	2500 Samps	2500 Samps
	214700	129620	144720	229720

Annual Average running costs

179690

Reclamation value

(from Jamie Rodgers)

Old engines 37 tons plus 11 tons for each gear box = 144 tons

New engines 15 tones plus 11 tons for each gear box = 52 tons

TOTAL 196 tons

Scrap metal value ~£100 a ton £19,600

Decommissioning Costs (Mott McDonald - Simon Golds)

Decommissioning of Black Sluice pumping station

Including permanently isolating redundant units and providing civil works to make station safe where equipment is removed

Decommission Station, remove all bulk fuel and oil from redundant units. Permanently isolate redundant units and ancillary equipment

Remove pump, gearbox and engine

Ensure sufficient building services provision (including frost protection, heating and emergency and general lighting)

Provide flooring, handrailing etc to make station safe where equipment removed

MM estimate based upon previous experience

£220,500

Estimated cost £13k labour + £5k for tankering fuel off-site and disposal of waste oil etc.

£18,000

Priced based on quote for Lots Road engine removal project

£122,500

Estimated sum for building services works.

£20,000

Estimated cost

£60,000

Black Sluice Pump Station: Asset Transfer Option

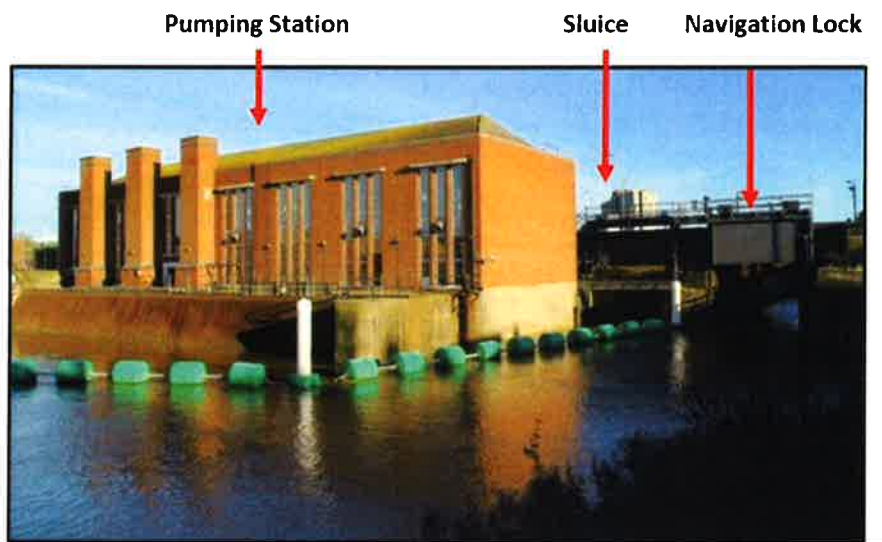
The information in this document is to help inform a discussion with Black Sluice IDB and progress an agreed Heads of Terms.

Background

We ultimately want to ensure that the EA and our partners operate the South Forty Foot system to provide the optimum standard of protection against future flooding in the most sustainable, efficient and resilient way.

In August 2015 we extensively consulted on the Black Sluice Catchment Works project. This project aimed to examine the way that flood risk management was currently undertaken in the South Forty Foot catchment. An element of that was future management of the Black Sluice Pumping Station, as well as wider works on (for example) the SFF Drain banks. This consultation also recognised the use of the sluice and navigational lock for gravitational discharge during high flow times. The consultation concluded that we would investigate how to fund and facilitate a smooth transition of the Black Sluice Pumping Station to the Black Sluice IDB. If this can't be achieved, the pumping station will be decommissioned.

The consultation only proposed the transfer of the pumping station itself, not the rest of the structure which includes the Black Sluice and Navigation Lock. However, the structure has been operated together for many years and so the Environment Agency teams have considered whether it would be possible to transfer more of the structure, or allow operational control, though there are associated legal constraints to consider.



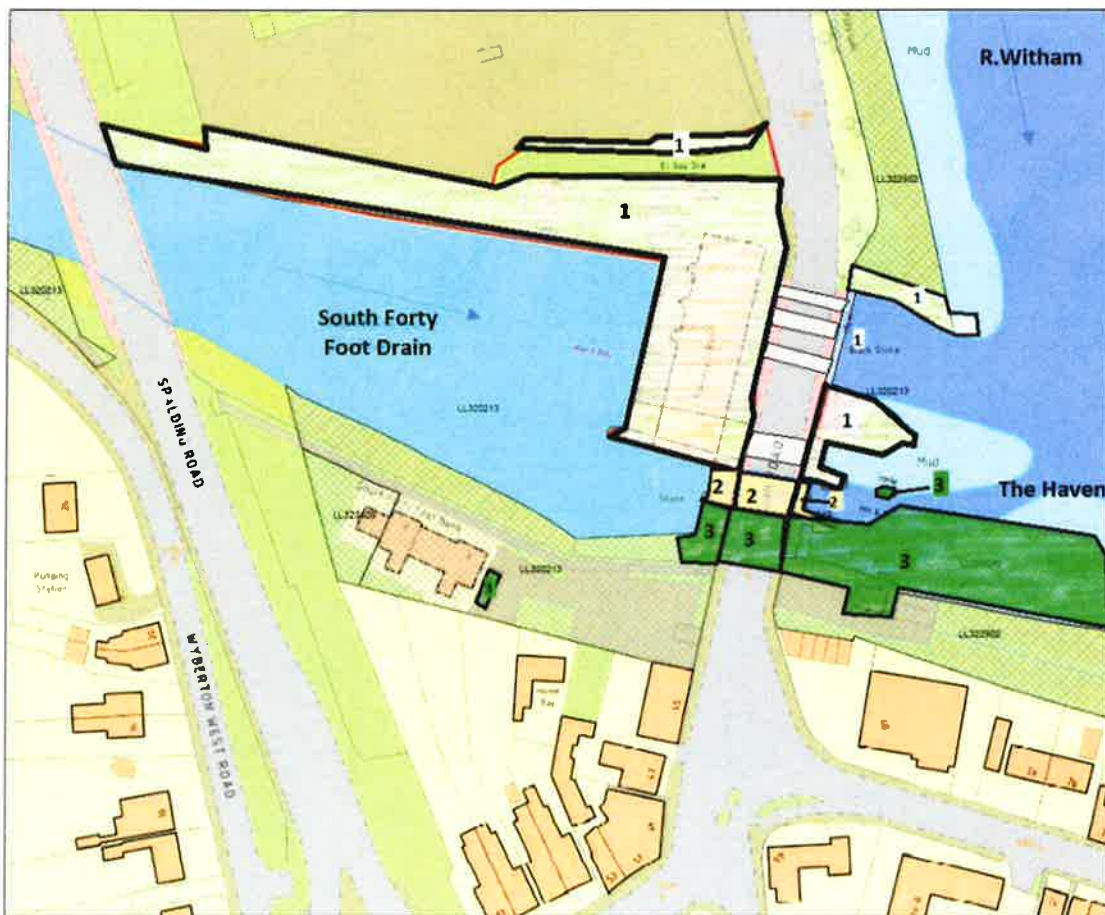
The project is now part of the Effectiveness Initiative as of May 2017. Previously it was part of the Main River Rationalisation Project but was removed as it did not sit directly on a watercourse to be de-mained. The 5 case business model (strategic, economic, commercial, financial and management) will be used, specifically the standard short form business case template.

For discussion with BS IDB

Assets that have been considered for transfer (see map):

- Pump station structure & land (1)
- 5 pumps (2 operational), weed screen, booms and penstocks
- Black Sluice gravity (sluice) gate and boom (2)
- Navigation lock (3) and associated structures
- Flood wall: TBC in terms of structure it is associated with

NOTE: the traffic light and mooring point for boats is not associated with the asset transfer (part of the Boston Barrier Project). The bridge is not an EA owned asset. There is a footpath that runs through land associated with the PS which must be considered during the process to ensure access is maintained.



EA preferred option for transfer

Following a discussion with internal stakeholders, the following preferred option will be taken to BS IDB to progress works on the Black Sluice Pumping Station.

- Asset transfer of the Black Sluice Pump Station (including pumps, building, screens, penstock, boom and associated land) to Black Sluice IDB.
 - EA would retain day-to-day parameters for water levels for the SFF Drain and managing of incident response. EA would also retain ownership of the watercourse and therefore set parameters for the SFF in consultation with the BS IDB (NB: current target levels are 0.0m summer; -0.6m winter; max summer +0.15m and min -1.0m during high flow incidents).
 - IDB would be able to pump water out of the system at times of high flow if the need arose.
 - Based on 5 case business model outcome
- Retain the gravity (sluice) gate under EA ownership, but allow BS IDB operation of the asset via a PSCA.
 - EA would continue to set the parameters for water level for the SFF and IDB would maintain this through day-to-day operation of the sluice. However, the IDB can continue to operate the sluice and pumping station in conjunction negating any requirements to separate various components.
 - EA would continue to apply current incident response procedures.
 - Additional training will be required to operate the sluice.
- Retain the navigational lock under EA ownership and maintenance.
 - Second way of discharging through gravity lock (flood risk benefit)
 - Potential to extend the PSCA to include operation of the navigation lock for gravitational discharge during high flows and over the winter period.
 - Noted that there are legal requirements for minimum water levels to allow boats to navigate through the lock and SFF Drain.

Operational considerations: the water level parameters will likely remain the same for the SFF Drain, though this will be in consultation with BSIDB. Clear operational procedures will be put in place in relation to managing flood risk for local communities in particular.

Note: When the additional 2 pumps were installed at the BSPS in the 1960's, it was under the assumption that the SFF Drain itself would be widened to account for increased flow and velocity rates. See note below from original discussions on the impact of operating all pumps. Erosion has been noted along areas close to the PS on the SFF Drain which may be a result of all 5 pumps operating at once on a regular basis or for prolonged periods.

If the capacity of the pumping station is raised, then the South Forty Foot Drain must be correspondingly widened for two reasons:-

- (1) To avoid the dangerous high velocities that would follow on the increased rate of pumping and
- (11) To take advantage of the lower level at the outfall by correspondingly reducing the flood level throughout the length of the South Forty Foot.

(11)

Source: 'Report to the Lincolnshire Rivers Board Works Committee – Drainage of the Black Sluice Area – F.H. Tomes O.B.E., M. Inst. C.E., M. Inst. W.E. Engineer to the Board - September 1960'

The IDB need to be aware that EA knowledge and competency will gradually reduce post transfer due to us no longer working on the pump station routinely.

EA Officers would work with the IDB to ensure there is confidence for the IDB to make the correct judgement decisions on when they should pump and when they will need to open the Black Sluice. This would be done through training with the IDB at the pump station and go through how they would assess when they would pump prior to transfer.

In terms of access to telemetry, it is not recommended that the IDB have access to Swantel, but will be able to access some live telemetry from the PS. The IDB already have a number of gauging points which would be sufficient for controlling water levels using the PS.

Ongoing access to land: The preferred option is to utilise the EA depot at Spalding or Wyberton for temporary storage of equipment, delivery and collection point.

External buildings are used for storage so the EA may need access to them and an agreement Black Sluice IDB would not store in front of them. (This is likely to be an interim arrangement until after the barrier is built and we regain an area to store within Boston depot and at the barrier site).

The sampling and collection team use the site as a collection point for samples. They will need access to the yard, outbuilding and main building during normal working hours. The Lab courier will need access to the samples in the out-building after normal working hours. It is an on request service so not used on a daily basis.

Environmental considerations:

General considerations for the environment if maintenance of the PS is transferred are primarily around fluctuating water levels in the SFF Drain and tributaries. As the EA will continue to set the parameters for the SFF this should not be a significant issue but should be addressed in any agreement and handover packs associated with the transfer.

Eel Regulations compliance

Eel regulations state that, where there is eel passage along a watercourse, there is a requirement to provide safe eel passage through any new or refurbished structure. This would apply to the BSPS if there were a significant refurbishment of the pumps. In 2015, we undertook an eel investigation on BSPS that concluded best practice is cost beneficial and screening was recommended as the preferred option to be taken forward.

For some sites, best-practice screening is very expensive. We will develop rules to ensure costs are proportionate to achieving our outcomes for eels. The Defra "steer" on using FCRM GiA says that we should only address barriers to eel passage when flood defences are being maintained or improved.

This is a factor that the IDB need to be aware of if the asset is transferred to them in terms of future refurbishment. Further detail on the requirements for refurbishment can be better understood following initial discussions.

Incident response: We would retain the overall responsibility of incident response for the South Forty Foot Drain and Witham catchment. A set of operational procedures would need to be drafted to ensure pre-agreed communication channels and trigger levels are established between IDB and EA on operating the Sluice and pumps.

Wider catchment consideration:

- Water Resources East
- Boston Barrier Scheme
- Water Level Management
- SFF Steering Group plans
- Main River Rationalisation Project
- NFM Swaton

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING – 13th September 2017

AGENDA ITEM No 7(b)(iii)

BLACK SLUICE (BOSTON) PUMPING STATION PROPOSED EA PRECEPT REDUCTION

From: Jackson, Abigail [<mailto:abigail.jackson@environment-agency.gov.uk>]
Sent: 02 August 2017 14:08
To: Ian Warsap
Subject: De-maining & BS PS discussion

Dear All,

Thank you for the meeting yesterday on the watercourses and option for the Black Sluice PS. Please find attached copies of the business case for the watercourses to be de-mained for a more detailed discussion internally for BS IDB. Also attached is the current commuted sum estimate though, as discussed, this needs further work to ensure it is accurate so please do not share widely.

So that we are all on the same page the next steps are:

Watercourses for de-maining

- Black Sluice IDB discuss internally and ensure that any outstanding queries are raised with me ASAP. The walkovers will be the main way of addressing concerns. We need agreement on the commuted sum and what is to be transferred before the public drop ins, ideally mid-September.
- Public drop-ins: I will confirm the best locations, but likely Rippingale, Billingborough and one near Ewerby (not Swaton). Plus a stakeholder meeting at the BS IDB Office. We will also be going to RFCC on 20 October, and likely Lincs Strategy Group 2 October to update them. I will be in touch end of August to finalise this with BS IDB and ensure a joint approach to them.
- Pipeline near Horbling: not on EA assets and potentially decommissioned. I will look into this as a priority and, if decommissioned, understand what that would mean for IDB using again.

Black Sluice Pumping Station

- Overall we are in agreement over **what** would be transferred, what would come under PSCA etc. detail to understand still but for the most part all parties are comfortable. I will work with internal folk to clearly state what would be included under a PSCA (and what would sit outside it).
- Black Sluice IDB to discuss the options papers and draft commuted sum. Any questions that need to be answered before this goes to the IDB board for discussion to be raised with me ASAP.
- Commuted sum: EA need to confirm the figures (myself and Ade), in particular intermittent maintenance costs and specifics of the decommission estimate provided by Mott McDonald.
- Eel Regs: go on the option of likely only running 3 pumps (not 5) in the future, I will discuss with Ian Cappitt what this means for eel reg compliance and come back with a statement for the IDB to take forward the discussion.

- Russell will look at the actual resource needed for running the PS and, separately, the sluice in terms of FTE. I will then add this to the commuted sum spreadsheet and share with the IDB. I will also work with Russell too list age of certain parts of the structure, recent works completed (e.g. generator) to get an understanding of longevity for the structure.

There is also an additional action to provide guidance we have on the role of and difference between levy, precept, Highland water and GDC just to clarify spending etc. I will follow this up with Deborah and Mark Bowlf.

So that everyone is aware I am on leave next week so any major questions please let me know by Friday.

Ian W: I will work from your office on Weds 16 so can catch up with Paul about anything then.

Kind regards
Abi

Abigail Jackson
Main River Rationalisation Local Lead
Regional Flood and Coastal Committee Officer
Lincolnshire & Northamptonshire Area
020302 55877 / 07789 271322
abigail.jackson@environment-agency.gov.uk

From: Ian Warsap [<mailto:Ian.Warsap@blacksluiceidb.gov.uk>]
Sent: 10 August 2017 08:12
To: Jackson, Abigail
Subject: De-maining & BS PS discussion
Importance: High

Abi,

Reference BSPS Asset Transfer.

We are preparing papers to go in front of our Board on the 13th September 2017. Having reviewed the BSPS Asset transfer business case costing pro forma (Rev 2 Aug 2016) updated March 2017, I have the following proposal that I would like you to assess with a view to agreeing in order that I can present it to the BSIDB Board (13th September) and in turn to the RFCC for their approval.

We agree to the provisional figures you have provided and generally accept they fall in line with the Defra document, Delivering Benefits Through Evidence, cost estimation for control assets - summary of evidence (report SC080039/R5), that said if you are unable to agree to our proposal we reserve the right to have an independent detailed decommission survey and annual maintenance cost assessment:-

Three years maintenance costs = £504,060
Decommissioning costs = £195,077
Commutated sum = £699,138

Therefore (£699,138/£168,020) 4.16 years before annual maintenance monies (commuted sum) is expended.

Our proposal is to accept the above and seek an evenly split partnering approach by way of receiving a 50% average annual maintenance cost contribution by reducing our current RFCC Precept contribution by an equivalent amount. As per our section 141 notice for 2017/18 the IDB Precept is a contribution to the £31,844,000 levy demanded by the Anglian Northern RFCC intended to be applied to Grant Aided works, non-grant aided works, maintenance works and administration expenses.

You indicate the average maintenance costs are £168,020 with 50% being £84,010, therefore proposed reduction of our current precept by £84,010.

With an annual EA Precept reduction of £84,010 this will give the Board (699,138/84,010) 9 years (8.32) to plan a revenue stream for the future maintenance of the BSPS, therefore our 2018/2019 EA Precept contribution would be £192,542 (£276,552 - £84,010).

The control and management of the sluices and navigation lock would continue as planned through our PSCA.

Additional information:-

Current EA Precept = £276,552
Less agreed reduction in precept = -£84,010
Proposed EA Precept = £192,542
Medium/Low consequence main river maintenance following RMRN = £92,990
High consequence main river maintenance = £100,000
Front line sea defence maintained through FDGiA funding.

I would be grateful for an early response, initially by way of an email which in turn will allow me to prepare for the Board meeting on the 13th September. At the same time I will instruct my Operations Team to contact your staff at the BSPS in order to agree and arrange an increase to the current IDB 'on site BSPS training regime'.

NB; I will be in contact regarding our responses to the de-maining proposals as a separate scenario hopefully next week.

Kind Regards
Ian Warsap.

From: Jackson, Abigail [<mailto:abigail.jackson@environment-agency.gov.uk>]
Sent: 15 August 2017 12:24
To: Ian Warsap
Subject: RE: De-maining & BS PS discussion
Importance: High

Good Afternoon Both,

Thank you for sending a response back on the Black Sluice PS so quickly. To inform the internal discussion that can then feed into our paper, could you clarify on the precept reduction:

With an annual EA Precept reduction of £84,010 this will give the Board (699,138/84,010) 9 years (8.32) to plan a revenue stream for the future maintenance of the BSPS, therefore our 2018/2019 EA Precept contribution would be £192,542 (£276,552 - £84,010).

Are you meaning a one-off reduction of precept for just 2018/19? Just trying to understand the 9 year plan time and where the figure has come from.

Kind regards,
Abi

From: Daniel Withnall
Sent: 15 August 2017 14:39
To: 'Jackson, Abigail'
Subject: RE: De-maining & BS PS discussion

Hi Abi,

The precept reduction would need to be an annual arrangement to make this work which I would think would be reasonable based on the fact the EA are permanently giving up the asset?

The average maintenance for the three years maintenance included in your papers calculated to £168,020. (£504,060/3).

If the precept was reduced by half this then there would be £84,010 left for us to fund.

£699,138 is the total commuted sum amount which would fund 8.33 years of maintenance. Ian has rounded to 9 years.

I am about all day tomorrow.

Regards,
Daniel

Black Sluice Internal Drainage Board Project Summary

2017/18

Period 04 - July 2017

Description	Period Current Year				Year To Date				Last Year	
	Actual	Budget	Variance	Actual	Budget	Variance	Forecast	Variance	Actual YTD	Variance to Current Year
Rates & Levies	187,391	148,032	39,359	1,423,776	1,444,491	(20,715)	0	1,423,776	1,422,082	1,694
Interest & Grants	36	937	(901)	377	2,694	(2,317)	0	377	2,573	(2,195)
Development Fund	2,083	0	2,083	5,733	0	5,733	0	5,733	0	5,733
Other Income	2,202	310	1,892	6,468	8,080	(1,612)	0	6,468	8,027	(1,559)
Rechargeable Profit	18	0	(18)	429	0	429	0	429	4,783	(4,354)
Solar Panel Income	2,634	1,519	1,115	8,765	7,872	893	0	8,765	8,786	(21)
Total Income	194,364	150,798	43,530	1,445,550	1,463,137	(17,587)	0	1,445,550	1,446,251	(701)
Schemes	85,133	25,000	(60,133)	116,291	109,000	(7,291)	0	(116,291)	77,471	(38,820)
Pumping Station Schemes	0	0	0	0	0	0	0	0	(1,923)	(1,923)
Pumping Station Maintenance	30,284	25,583	(1,291)	88,689	102,182	24,168	0	(78,014)	71,481	47,253
Electricity	(3,411)			(10,675)					53,786	0
Drain Maintenance	39,814	53,937	14,123	91,617	154,558	62,941	0	(91,617)	201,915	110,298
Environmental Schemes	86	176	90	6,054	6,028	(26)	0	(6,054)	1,982	(4,071)
Administration & Establishment	36,671	43,056	6,385	160,723	166,092	5,369	0	(160,723)	148,791	(11,931)
EA Precept	138,276	138,276	0	138,276	138,276	0	0	(138,276)	138,276	0
Solar Panel Expenses	0	0	0	315	0	(315)	0	(315)	(1,874)	(2,189)
Total Expenditure	326,854	286,028	(40,826)	591,289	676,136	84,847	0	(591,289)	689,906	98,617
Surplus / (Deficit)	(132,490)	(135,230)	2,740	854,261	787,001	67,260	0	854,261	756,345	97,916
Movement on reserves										
Plant Reserve	(9,350)	6,864	16,214	(27,602)	6,817	34,419	0	27,602	(27,032)	570
Wages oncost Reserve	(22,030)	0	22,030	10,706	0	(10,706)	0	(10,706)	11,896	1,190
Surplus / (Deficit)	(101,110)	(142,094)	(35,504)	871,156	780,184	43,547	0	837,365	771,480	96,155

Black Sluice Internal Drainage Board
South Forty Foot Scheme Summary
2017/18
Period 04 - July 2017

Account	Account Description	2016 11	2016 12	2017 1	2017 2	2017 3	2017 4	Total To date
1001	Basic Pay				561			561
3008	H&S			318			560	878
3010	Hire Plant		73,441	(3,906)	46,430	810	2,731	119,507
3011	Misc					28	885	913
3012	Small Tools		13,000	(13,000)	6	150		156
3013	Insurance				449		(39)	409
3015	Hire LL		304	(304)	577			577
3018	Computer Costs		3,295					3,295
4001	Materials	5,047	9,976	80		14,200	570	29,873
4002	Concrete				80	80		160
4004	Timber		330	140	45	934	166	1,615
4101	Pipes				164	232		396
4104	Kidss		273				65	338
4105	Stock		3,047			(1,536)	152	1,663
5004	Plant Parts		283				86	370
5005	Plant Oils & Lubricants		22	1				24
5006	Plant Fuel	443	6,587	4,129	1,325	385	901	13,769
6001	Contractors		79,320	15,650	1,764	142,680	71,416	310,830
7001	Labour	7,804	31,274	19,071	21,597	246,111	(86,439)	239,418
7060	Workshop		915	195	120			1,230
9013	Forklift			54	180	18	36	288
9047	Small Plant	220			901			1,121
9057	Chief TI LL		611	226	187	193	264	1,480
9058	Chief TI Dump		24		64	152	396	636
9080	Unimog (AJ58VDN)	150	4,365	2,910	1,785	1,485	2,415	13,110
9082	JCB JS130		713	1,755	75	45	60	2,648
9088	JCB JS160		383					383
9093	Vauxhall Vivaro (LN12 YPY)		86	99	19		77	280
9094	JCB Teleporter (YN12 DXD)		925	375	575	125	275	2,275
9095	Vauxhall Movano Tipper (UN12 GUH)	189	145	251	274	179	99	1,136
9096	JCB 145HD		2,610	1,988	2,265	600		7,463
9097	JCB JS-130 (YS14 WBO)					1,770	788	2,558
9100	Nissan Navarra Visa - FX15 TUA						38	38
9101	Nissan Navarra Visa - FX15 TUH		60				1,088	1,148
9102	Nissan Navarra Acenta-FY15 RBU		44					44
9103	Twiga SPV2 (WA15 LFG)	1,125	653	248			1,125	3,150
9104	2016 Twiga		293					293
9105	Hitachi		794	92	104	1,426	1,852	4,267
9106	Vibrating Pile Hammer		480	160		480		1,120
9108	Aebi TT211					455	420	875
9110	Kubota F3090 Ride on Mower						15	15
G005	Surplus / Deficit							
		14,978	234,251	30,531	79,547	411,000	0	770,307

8005	Recoverable	(73,500)	(147,420)	(58,840)	4,000	(411,000)		(686,760)
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-£83,547.02

To be invoiced £55,280

Outstanding Costs

Royal Smals	-£90,000
Witham Fourth IDB	-£475
SRP Hire Solutions	-£650
Scarborough Nixon	-£2,050
Lagoon 2 Professional Fees	-£2,500
Lagoon 3 Professional Fees	-£2,500
Lagoon 1 Rent 1 Year	-£6,500
Lagoon 2 Rent 5 Years	-£27,830
Lagoon 3 Rent 5 Years	-£28,600
Level Lagoon 2 & 3	-£10,000
Spread & Level vegetation	-£15,000
BSIDB Resources	-£10,000
Field testing Lagoon 2 & 3	-£1,500
Crop loss	-£500
Land Agent Fees	-£5,000
5% Recovery	-£50,000
PSCA income request	£281,000
Surplus/Deficit	-£372

Black Sluice Internal Drainage Board
Income & Expenditure Summary
2017/18
Period 04 - July 2017

	2017/18	2016/17	Variance
Drainage Rates	914,829	922,556	(7,726)
Special Levies	508,947	499,527	9,420
Recoverable	482,075	22,572	459,503
Misc Income	13,417	11,375	2,042
Solar Panel Income	8,765	8,786	(21)
	1,928,034	1,464,815	463,218
Employment Costs	374,636	359,447	(15,188)
Property	2,695	68,812	66,117
General Expenses	100,719	44,665	(56,054)
Materials / Stock	21,624	25,451	3,827
Motor & Plant	62,636	55,308	(7,328)
Miscellaneous	380,746	167,605	(213,141)
Recharges	(5,663)	(153,364)	(147,702)
Plant	119,484	125,410	5,927
Total Expenditure	1,056,878	693,335	(363,543)
Net Surplus / (Deficit)	871,156	771,481	99,676

Black Sluice Internal Drainage Board

Balance Sheet at Period End

2017/18

Period 04 - July 2017

	<u>2017/18</u>		<u>2016/17</u>	
	£	£	£	£
Operational Land & Buildings Cost	739,350		739,350	
Pumping Stations Cost	3,861,354		3,861,354	
Non-operational Property Cost	130,000		130,000	
Vehicles, Plant & Machinery Cost	877,147		804,415	
Fixed Assets		<u>5,607,851</u>		<u>5,535,119</u>
Stock	27,696		30,742	
Debtors Cont	18,553		11,197	
VAT	20,239		25,165	
Grants Debtor	(16,320)		(1,161)	
Car Loans	29,572		18,552	
Prepayments	25,435		26,860	
Draw Acc	(140,386)		(3,340)	
Call Acc	312,510		610,265	
Petty Cash	327		852	
Rechargeable Work in Progress	(59,459)		30,778	
Natwest Government Procurement C	0		0	
Reserve Account	1,747,788		936,229	
Total Current Assets		<u>1,967,214</u>		<u>1,686,139</u>
Trade Creditors	(4,127)		(25,022)	
PAYE & NI Control Account	(17,449)		(17,188)	
Superannuation Contrl Account	(11,600)		(14,976)	
Union Subs Control Account	(99)		(99)	
AVC Control Account	0		0	
Accruals	(185,810)		(47,049)	
Suspense	(0)		0	
Total Liabilities		<u>(219,086)</u>		<u>(104,334)</u>
Pension Liability		(3,343,000)		(2,973,000)
		<u><u>4,012,979</u></u>		<u><u>4,143,924</u></u>
Capital Outlay	5,450,044		5,216,031	
Pension Reserve	(3,343,000)		(2,973,000)	
Total Capital		<u>2,107,044</u>		<u>2,243,031</u>
General Reserve	910,190		880,038	
Development Reserve	177,188		92,405	
Plant Reserve	(87,474)		148,322	
Wage On-Cost Reserve	34,874		8,647	
Surplus/Deficit in Period	871,156		771,481	
Total Reserves		<u>1,905,935</u>		<u>1,900,893</u>
		<u><u>4,012,979</u></u> 0		<u><u>4,143,924</u></u>
<u>Cash & Bank Balances</u>				
Drawings Account		(140,386)		
Call Account		12,510	312,510	
Natwest Reserve Account @ 0.01%		1,747,788		
Petty Cash		327		
Chargecard		0		
Monmouthshire BS @ 0.15%		300,000	30 Day Notice	
		<u><u>1,920,239</u></u>		

ASSOCIATION OF DRAINAGE AUTHORITIES

LINCOLNSHIRE BRANCH & WELLAND AND NENE BRANCH MEETING

Minutes of a Joint Meeting of the above Branches held at South Holland IDB offices, Foxes Low Road, Holbeach on Thursday 15th February 2017:

There were 29 attendees present:-

D Worth (Chair)	W&N Branch Chairman & Member – South Holland IDB	
P Camamile (Secretary)	W&N Branch Secretary & Chief Executive, South Holland IDB	
R Fletcher	Lincs Branch Chairman & Member – Witham First IDB	
P Bateson	Lincs Branch Secretary & Chief Executive, Witham 4th IDB	
Black Sluice	K Casswell	Vice Chairman
	I Warsap	Chief Executive
	D Withnall	Finance Officer
Lindsey Marsh	P Pridgeon	Chairman
	A McGill	Chief Executive
	Joanne Watson	Operations Director
North Level	J Hoyles	Chairman
	P Sharman	Chief Executive
Welland & Deeping	D Branton	Vice Chairman
	Karen Daft	Chief Executive
Witham First, Witham Third And Upper Witham	P Gilbert	Chairman (Witham First)
	F Myers	Chairman (Upper Witham)
	Jane Froggatt	Chief Executive
	M Shilling	Operations Manager
	Sam Ireland	Environment Officer
Witham Fourth	J Grant	Chairman
	M Redding	Environment Officer
Middle Level Commissioners	Sam Ablett	Assistant Treasurer
	Lorna McShane	Assistant Clerk
Lincolnshire CC	D Hickman	Environment Commissioner
	M Harrison	Senior Commissioning Officer
Environment Agency	N Robinson	Area Manager
	Kate Halka	Operations Manager
	G Smith	PACM Manager
<i>Guests:</i>		
ADA	H Cator	Chairman

1. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed attendees and thanked them for travelling to the meeting in the South of Lincolnshire, in the Welland & Nene catchment.

2. APOLOGIES

The Secretary reported apologies for absence from Mr I Thomson (ADA) and the following branch members:

Mr S Markillie (South Holland)	Mr J Hargreaves (North East Lindsey and Lincs Branch Vice Chairman)
Mr K Vines (South Holland)	Mr T Vessey (North East Lindsey)
Mr D Thomas (Middle Level)	Mr G Szomi (EA)
Mr R Hill (Hundred of Wisbech & Waldersey)	Mr P Reilly (EA)
Mr S Ayers (Hundred of Wisbech & Waldersey)	Mr B Thornely (EA)
Mr G Lankfer (Waldersey)	Mr P Richardson (Witham Fourth)
Mr T Purlant (Welland & Deepings)	Mr A Carrott (Witham Fourth)
Mr N Morris (Welland & Deepings)	Mr G Crust (Lindsey Marsh)
Mr M Sly (North Level)	Mr D Sisson (Lindsey Marsh)
Mr P Hoyes (Witham Third)	

3. MINUTES

The Minutes of the Branch Meeting held on 20th October 2016 were confirmed as accurate and they were signed by the Chairman.

4. MATTERS ARISING

There were no matters arising that were not already covered by the Agenda.

5. LINCOLNSHIRE FLOOD RISK and DRAINAGE MANAGEMENT PARTNERSHIP

David Hickman gave a brief presentation on Partnership Developments covering:

- Devolution – Despite the fact that the agreement was dead, water level management objectives would be taken forward by the partnership. Recent discussions had focused on the possibility of Lincolnshire becoming a Unitary Authority and a referendum was taking place in May 2017 alongside the County Elections.
- The Partnership are committed to the objectives set out in the plan e.g. extension of IDB boundaries
- £1.2M had been allocated from local levy to pursue the designation of the former lines of defence within the South Holland catchment.
- WE have been success in getting £1.5m of EU funding for two local schemes, Wrangle Sea Banks and The Haven Banks in Boston. This is the first time that the UK has received EU funding for flooding projects but there is a risk of claw back so this risk is being carefully managed.

Matt Harrison then updated attendees about the Common Works Programme and gave a brief summary of the history of the group. He explained that the CWP is the “action plan” of the Partnership Strategy produced 4 years ago. The current situation is that projects which have attracted FDGia and local levy have been captured but this is not the whole picture. By 31 March 2017, the group wants to capture all of the schemes that have been delivered e.g. IDB/District small schemes, so that we are reporting the full picture of co-operation across the County. He encouraged all Risk Management Authorities to capture this data and send it in to him by 31 March 2017. Following a question on PSCA work, he confirmed that work done under a PSCA should also be captured.

6. APPOINTMENT OF LINCOLNSHIRE BRANCH ADA BOARD DIRECTOR

Peter Pridgeon had attended his last ADA Board meeting the previous day. As his term of office was ending a request for nominations for this post had been made at the last Branch meeting and subsequently by email. Keith Casswell, Chairman Black Sluice IDB was the sole nominee for the post and he was duly elected as the Lincolnshire Branch ADA Board Director for a period of 3 years.

7. REPORT FROM THE ENVIRONMENT AGENCY

Norman Robinson introduced himself as the new Area Manager for the Anglian Northern region in which both ADA branches are situated. He then gave a brief update on EA matters:

- The recent East Coast Tidal Surge had warranted a combined response from RMAs and he thanked Lindsey Marsh DB and Black Sluice IDB for their support in response to this event. He said that in the end the three day advanced predictions were just 90 minutes out and as a Partnership, we were ready. There is a post event snagging list to deal with, but that's all.
- He said that the EA were making changes to their website over the next 2-3 weeks in order to give more open access to their data and information.
- He explained who the local delivery leads were. They are dedicated to delivering the capital and maintenance programs and his desire was to increase the PSCA time horizons to make them longer term.
- Greg Smith was the new PACM Manager and he would shortly outline the reason for this new Partnership Approach to Catchment Management for attendees.
- CAPITAL PROGRAM – We are on target to deliver the 2016/17 program
- MAINTENANCE PROGRAM – We have £12M in the program and this has been used for works on the Timberland Delph and Nocton Delph this year
- The EA want to work with IDBs to look at the condition of EA assets and to improve the maintenance regime for them.

The Chairman asked Branch attendees if they had any questions for EA Colleagues and a number were forthcoming:

- James Grant asked what maintenance had taken place on the EA catch water system in his district and Norman said he would get back to him on this point.
- Ian Warsap questioned the progress on de-maining EA assets as his Board were involved in a front runner project and they had heard very little. Norman began by acknowledging that the de-maining jigsaw was one that he was happy to front but that despite assurance that it is still progressing, there was no news on de-maining nor on IDB boundary extensions. He appreciated that everyone involved was frustrated by the slow pace of progress.
- Henry Cator commented that DEFRA/EA colleagues attending yesterday's ADA Board meeting suggested that the resistance to de-maining may be borne from a concern that local ratepayers may not be represented on IDBs due to low take up of appointed Board posts by local councils, and that this may result in a de-maining decision taking place without the local ratepayer's knowledge or support. Innes Thomson has subsequently contacted DEFRA who said that where full support for projects exists and there is no conflict, these projects will be progressing. ADA will continue to push this.
- Phil Camamile said that he was working with DEFRA on historic rating information and extending IDB boundaries. He said a fundamental change was required to re-base rating values
- James Grant said it would be useful if the EA could update each Branch meeting with the no. of kilometres of main rivers that the EA have desilted/mudded out and Norman Robinson said he would do that.

Greg Smith then gave an update of the work that the PACM Group. He said much had been achieved in the 4 months since he had taken on the role and a briefing note had been produced, setting out the aims of the initiative. PACM is a partnership management approach for each sub-catchment in Lincolnshire that aimed to harness the aspirations of all partners in that catchment. In particular:

- To look at efficiencies and benefits
- To create a long term sustainable solution for each catchment

The PACM group is meeting monthly and has representation from all partners across the Anglian Northern Region. It is hoped that the solutions can be pushed out to other areas once determined. There are 15 sub-catchments that are all hydrometric and Phase 1 is about to complete.

This will produce a tool that will produce a short and precise output for each catchment. We are currently looking at 5-6 pilot catchments across Lincolnshire and Northamptonshire. The key to the project is to look at the unfunded watercourses and to agree a solution for them.

Following concern that the environmental aspects of each watercourse should not get in the way of maintenance, @Greg confirmed that the drivers for this initiative are flood risk and flood maintenance.

8. REPORT FROM NATIONAL ADA

Henry Cator gave an update on National ADA matters, hot off the press from the previous day's ADA Board Meeting. He began by stating that ADA is about people and ADA's purpose was to reflect on the views of the membership. He then updated members:

- The new Board and ADA incorporation is beginning to pay dividends and the Board are now in full swing,
- He said he was proud of how far ADA had come and he believed we had the strongest team,
- FloodEx has enabled ADA to return a healthy profit contributing around 10% more income to ADA. Communication will improve as a result and next week ADA will send round a 1 page flyer for Boards to send out with rate demands demonstrating the value given by IDBs,
- ADA have to play a leadership role in the void left by Defra
- ADA needs to work more closely with the EA as we are both in the same boat and we can both push Defra to act faster,
- The tidal surge threat is good as it keeps flooding in the headlines,
- ADA has a new 3 year Business Plan that was agreed at the Board meeting. It will focus on key objectives e.g. badgers and de-maining in the coming months,
- A new ADA Branch has been created, the Marches Branch with the River Lugg lying to the West,
- He believed that strong Boards with good governance should pressure underperforming Boards to improve their game.
- Henry had been ADA director for 10 years and Robert Caudwell would take over later in 2017 and would do things differently,
- We have Anglian Water and Water Resources East coming to black sluice IDB to look at their front runner project and it would be good to invite Defra to get their boots dirty,
- The NAO have produced a draft report on IDB governance and ADA have given feedback on it as it is not factually correct in places,
- Finally, he paid tribute to Peter Pridgeon who was stepping down from the ADA Board and thanked him for being a valuable critical friend.

Henry urged Boards to contribute to the success of FloodEx on 17/18 May by encouraging members and others to attend. Footfall was a key to exhibitors being there.

ADA TECHNICAL & ENVIRONMENTAL COMMITTEE:

Martin Shilling gave a summary of the last meeting in January 2017:

- Kate Halka and Peta Denham had recently joined the Committee from the EA
- H&S and welfare issues were covered by Ian Benn
- Biodiversity 2020 was discussed
- Working groups have been set up to work on specific tasks
- The continued use of Glyphosate was a concern to this committee/ADA
- Movement of the requirements of the Eel regulations was also covered

ADA POLICY & FINANCE COMMITTEE:

Jane Froggatt updated Branch members on the last meeting, also in January 2017. She said there were 3 strands to the Committee which included:

1. Review of work done in 2016 and progress on key issues
2. Updates from Defra colleagues and on the ADA Business Plan and,
3. Setting agendas and work streams for 2017:
 - a. Ratings and a new baseline
 - b. NAO report response and governance/audit
 - c. PSCA development
 - d. EFRA select committee aspirations

9. REPORTS FROM BRANCH COMMITTEES

i) Show Committee

In the absence of Peter Richardson the Committee Chairman, Matt Harrison updated members on the last meeting where there had been support for renaming the committee as the "Events Committee" to organize three events during 2017:

- The Spring Show, called Countryside Lincs
- The main Lincolnshire Show and
- The Heckington Show as this was more appropriate for Boards in South Lincs.

The Committee would continue to update the Branch at future meetings.

ii) Environment Committee

Sam Ireland and Martin Redding presented. Sam began by reporting on the last meeting on 7 December 2016 which covered:

- An entertaining presentation by Lionel Grooby
- The Greater Lincolnshire NP Questionnaire closes on Friday 17 Feb
- A BirdAnglian water had appointed a new farm liaison officer
- Ian Moodie presented on Fenland Water Bodies
- A water vole training day was organized on 17-19 November in Lincoln
- A guidebook on quick wins for nature is being produced
- The next meeting is on 8 March 2017 where the roles of Chair/Vice Chair and Secretary will be voted in. Nominations for these roles are to be sent to Sam before the meeting.

Martin Redding then gave a presentation on eel and fish passage following the guidance workshop in London the week before. Following the physical evidence that was gained from trial sites in Lincolnshire, revised guidance on fish and eel passage is being produced. He went through a number of slides showing information on the topic and said that the evidence gained by the Hull International Fish Institute (HIFI) was covered in detail. The research is site specific and is enabling zero cost solutions to be found to the issue. Other solutions i.e. disco lights do not work in fen drains owing to the poor visibility in fenland watercourses.

James Grant updated members on the lack of progress with an alternative aquatic herbicide (flumioxazin) owing to the manufacturing license owner's reluctance to apply for aquatic use in the UK. He also reported that DR Jonathan Newman would shortly be leaving the CEH at Wallingford.

iii) Pay and Conditions Advisory Committee (P&C)

The reformed Committee had met for the first time on 17 January 2017 and all agreed that it had been a positive meeting. Daniel Withnall had been elected Committee Secretary and he reported from the meeting:

- The terms of reference had been altered slightly and they were presented to the Branch at the meeting. The Branch Secretary suggested that these be adopted at the next Branch meeting to give members the time to review them properly.
- Although Peter Richardson had stepped in to Chair the first meeting, a permanent Chair had not been elected. After some deliberation, James Grant offered to act as Committee

Chairman from the next meeting and the Branch Chairman thanked him for stepping forward.

- At the meeting both side has agreed on a 1% consolidated pay rise plus a 0.4% non-consolidated increase, similar to the previous year. This was the recommendation put to the Branch which the employee representatives were to put to a ballot of their members.
- However, following the meeting, concern was expressed by the committee Secretary as the employee representative secretary was unhappy with the discretionary nature of the additional 0.4%.
- The committee secretary said he had a meeting with the employee representative secretary where this matter would be discussed. In the meantime he asked the Branch how they wished to proceed.
- After discussion, including the misleading wording of the previous year's settlement, it was agreed by those present at the last P&C meeting, that the 1.0% plus 0.4% element of the settlement was accepted by both sides at the meeting.
- **It was resolved that the Branch would accept the recommendation from the P&C committee subject to the outstanding meeting with both P&C secretaries.**
- Members felt that the employee representatives should honour what was agreed on the day and ballot their members accordingly. Several Boards had already met and had approved the recommendation ahead of the current Branch meeting.

Branch members again reiterated their concern that all Boards should follow the white book to avoid situations where staff could be poached from one Board to another due to pay differentials. We should agree to treat all employees the same.

10. IDBs AS STATUTORY CONSULTEES

This matter had been put on the agenda to see what the Branch felt about the topic. The current situation appears to be working well and Boards are notified when planning applications have a flood risk impact and respond accordingly. These comments are then passed to the District Planning Authorities. The Chairman asked for comments:

- If IDBs were statutory consultees they would get more responsibility and would see all applications so the Engineers' Forum were happy to keep the present regime
- Just because a body is a statutory consultee, the planning authority do not HAVE to accept any concerns or recommendations, so it does not add weight to our comments
- Martin Shilling felt that the good relationships we have at drainage liaison groups is helping to make the current system effective. Issues are caused by planning officers, not the technical officers we meet. He did not think being a statutory consultee would be an advantage,
- LCC already filter out non relevant applications so he agreed it would be of no advantage
- Jane Froggatt say that officers are honour bound to take our advice for anything within the red line of the planning application but outside of this, they don't have to accept the advice

11. ANY OTHER BUSINESS

Bob Fletcher presented Peter Pridgeon with a gift to thank him for his time as the ADA Branch Director and the Secretary took a photograph for the next ADA gazette.

Next meeting: Lincolnshire Branch AGM - 27 April 2017 in Lincoln including a tour of an AW asset.

----- Chairman ----- Date

DRAFT

Association of Drainage Authorities - Lincolnshire Branch

Minutes of the **Annual General Meeting** held at The Bentley Hotel, South Hykeham, Lincoln on Thursday 27th April 2017.

PRESENT:

Branch Chairman	Mr R A Fletcher – Member, Witham First District IDB
Branch Secretary	Mr P Bateson – Chief Executive, Witham Fourth District IDB
Black Sluice IDB	Mr K Casswell – Chairman and ADA Director Mr P Holmes - Vice Chairman Mr J Fowler - Member Mr P Bedford – Member (also Witham 4 th) Mr I Warsap - Chief Executive Mr D Withnall – Finance Officer
Environment Agency	Mr A Clack – Asset Performance Team Leader
Lincolnshire County Council	Mr D Hickman – Growth & Environment Commissioner Mr M Harrison – Senior Commissioning Officer Mr M Welsh – Flood Risk/Development Manager
Lindsey Marsh DB	Mr P Pridgeon – Chairman Mr G Crust – Vice Chairman Mr T Heys - Member Mr R Needham – Member Mr A McGill – Chief Executive
North East Lindsey DB	Mr L Grooby – Vice Chairman
South Holland IDB	Mr K Vines – Engineer
Upper Witham IDB	Mr F Myers – Chairman Mr J Scarborough – Vice Chairman Cllr P Vaughan – Vice Chairman
Welland and Deepings IDB	Mr T Purllant – Chairman Mr D Branton – Vice Chairman Mr N Morris – Operations Manager
Witham First District IDB	Mr M Shilling - Director of Operations (+Witham 3 rd + Upper Witham)
Witham Third District IDB	Mr P Hoyes – Chairman Mr M Thomas – Vice Chairman Mrs J E Froggatt - Chief Executive (+Witham 1 st + Upper Witham) Miss S Ireland – GIS/Env. Officer (+Witham 1 st + Upper Witham)

Witham Fourth District IDB Mr J Grant - Chairman
Mr P Richardson – Vice Chairman

GUESTS:

Mr Eddy Poll	Anglian Northern RFCC Chairman
Mr Henry Cator	ADA Chairman
Mr M Tinsley	Chairman – GLLEP Water Management Board
Mr Malcolm Harris	Chairman ADA Trent Branch
Mr David Sisson	Secretary ADA Trent Branch
Mr Eddy Allen	Secretary ADA Northern Branch
Miss Emily Clarke	Anglian Water – Flood Risk Specialist

1. ELECTION OF CHAIRMAN (Peter Bateson in the Chair)

It was proposed by James Grant and then seconded by Fred Myers and unanimously RESOLVED that Bob Fletcher be elected as Chairman of the Branch for the ensuing year. Mr Fletcher took the Chair and thanked the members for their support.

2. ELECTION OF VICE CHAIRMAN

Julian Hargreaves had indicated that he wished to stand down as Vice Chairman and it was agreed that this position would be filled at the next Branch meeting in July 2017. Members were asked to consider who ought to be encouraged to stand for the position.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from:

R Caudwell	Mrs K Daft
P Gilbert	P Camamile
J Hargreaves	I Thomson
D Worth	M Rollinson

4. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed all guests but in particular Henry Cator, who was attending his final Lincolnshire Branch meeting, before standing down as ADA Chairman. He paid tribute to Henry who had been at the helm for 10 years and had moved ADA forward.

5. MINUTES

Lionel Grooby asked for the minutes of the last AGM to reflect his attendance and the Secretary said he would amend them. Barring this minor amendment, it was RESOLVED that the Minutes of the Annual General Meeting held on 28th April 2016 be approved and these were duly signed by the Chairman.

6. MATTERS ARISING

James Grant highlighted the disappointing news that a new herbicide (Flumioxazin) would not be licensed for aquatic use. He also reported that DR Jonathan Newman was leaving the centre for

hydrology and ecology and that the Branch should write and thank him for his support over the past few years. There were no other matters arising that did not already appear later on the agenda.

7. ADA NATIONAL UPDATE

Henry Cator began by thanking the Branch for their kind invitation and he was delighted to see so many friendly faces. As he finishes his 10 years with ADA he said he had always relied on the good advice from Lincolnshire colleagues, particularly with their excellent collaboration and partnership working. He said it was unfortunate that with a snap election called, everything in Government was now on hold and getting Ministers to attend visits etc was very difficult. He was encouraged by the increase in collaboration and partnership working through PSCA's and the number of joint meetings that he attends, such as this Branch meeting.

Looking at national issues he highlighted the following:

- ADA had its strongest ever team but it still needed the support from Branches to develop
- ADA would be focussing on communication in the coming months and the Gazette was looking better than ever
- Reports from Branches show that there is still more needed from the ADA team
- Grass roots and feedback is so important as it fills the gaps left by DEFRA
- People still don't know what "drainage" is so we still have that challenge
- The catchment approach will gain momentum and IDBs are able to influence the outcome

He said it was down to all of us to influence government by speaking to people and raising the profile of what we do. He urged Boards to try and get younger Board members who will learn from existing members who possess the passion and knowledge of good drainage. On a recent visit to Amsterdam Henry was impressed by their young dyke workers making sandcastles with children on a beach to demonstrate the power of the sea. He said they had signage showing how far below sea level land was and this was something we could adopt in the UK.

He thanked Lincolnshire Branch Members for their support and urged Boards to adapt existing systems to cope with climate change using our expertise which the LLFA's do not have, therefore presenting a huge opportunity. IDBs can expand their areas, take control of flood risk, show leadership and thereby protect their local ratepayers.

Finally, he said 10 years ago there were 176 Boards and less than 10 were on email. We have got so much better at what we do so think where we could be in another 10 years with our "can do" approach.

8. ENVIRONMENT AGENCY MATTERS

Mark Bowlt (EA Programme Team Leader) had been invited to explain how the six year investment programme works, what the targets were for 2017/18 and how IDBs can help to deliver the programme. He gave a brief report on some keys statistics:

- £Nationally it was a £2.5Bn programme protecting 300,000 households
- Our region get 8% of the funding but delivers 15% of the national target
- Projects up to £250K can now be signed off locally
- IDBs have had money on the table in the last 2 years which has not all been claimed
- We need to look at the reasons for this so that IDB projects get delivered
- IDBs could share good examples e.g. 26 of the 39 projects planned in 2017/18 involve pumping stations so there must be ways of avoiding duplication of effort

Mark opened this up topic for discussion. Peter Pridgeon said he could not believe that planned projects were not happening as IDBs want as much of the available pot as possible. The Branch Secretary said that liaison with EA PSO colleagues was not better than ever and that this should

encourage IDBs to get realistic projects into the programme, business cases completed early and projects delivered in the year planned. It was suggested that this annual snapshot of IDB projects should be an annual feature of the AGM.

9. LINCOLNSHIRE FLOOD RISK AND WATER MANAGEMENT PARTNERSHIP (LFR&WMP)

David Hickman presented on the current review of the Partnership that was taking place. He said the existing partnership was established 7 years ago and the Strategy was completed 5 years ago, so it was time for a thorough review. In addition there had been the establishment of the GLLEP with their drive for economic growth and the strategic initiative established through Water Resources East (WRE). This had already led to the shift in the Partnership approach from “flood risk management” to “water management” in recent years.

It is proposed to hold a one day workshop with all Partners at the Petwood Hotel in June to review where we are and what we could do better, but we won't fix what isn't broken.

Members asked if the inclusion of North East Lincolnshire and North Lincolnshire would be considered? As they were part of the Greater Lincolnshire LEP, David suggested that this would be a discussion topic at the workshop in June.

9.1 LFR&WMP - IDB PARTNERSHIP REPRESENTATION

Not with standing any changes that a review of the Partnership might bring, at a recent Clerks' meeting the following IDB partnership representatives were agreed:

Strategy Group	- Sam Markillie and David Sisson
Management Group	- Jane Froggatt, Ian Warsap, Peter Bateson and Karen Daft
Common Works Program	- David Sisson, Martin Shilling
PACM	- David Sisson, Paul Sharman, Martin Shilling
LRF/Emergency Response	- Daniel Withnall

In addition, the following Branch roles were agreed:

Branch Secretary	- Peter Bateson
Clerks' Society Chairman	- By rotation
Clerks' Society Secretary	- Officer at LMDB
Branch Auditor	- Daniel Withnall
Pay & Conditions Secretary	- Daniel Withnall
Environment Secretary	- Sam Ireland
Events Committee Secretary	- Julian Boden

Finally, the Branch Secretary sits on the GL LEP Water Management Board to represent ADA. All of the above appointments were approved.

10. ENVIRONMENT COMMITTEE

Sam Ireland explained that the environment committee's roles had been extended for another 12 months. She then presented a report on the recent activities of the Branch Environment Committee, highlighting the following:-

1. The Greater Lincolnshire Nature Partnership had recently confirmed that regular watercourse maintenance **IS** good for the environment
2. DEFRA had recently launched funding for Natural Flood Risk Management projects
3. The EA are maintaining their focus on controlling the invasive signal crayfish which carries a plague that kills native white-clawed crayfish,
4. Biodiversity 2020 guidance was due shortly from ADA's Technical and Advisory Committee

James Grant updated members on the threat posed to Glyphosate and how important it is. He also urged Boards to use Grant in Aid to refurbish pumping stations whilst funding was still available. Eddy Allen mentioned that he had just completed two schemes in Yorkshire where new pumps were replaced by fish friendly ones and this increased the cost of the projects.

11. LINCOLNSHIRE SHOW COMMITTEE

The Show Committee Chairman Peter Richardson presented a report on preparations for the stands the Branch were taking at 3 shows in 2017, the Countryside Show(March), the Lincolnshire Show (June) and the Heckington Show (July), to spread our ADA presence around the County. The shows would continue to promote partnership working.

There was a desire to work with ADA to hold information in an online "drop-box" where all partners could access it including child friendly literature and shared best practice. This was supported by the Branch.

12. PAY AND CONDITIONS COMMITTEE

The Committee secretary Daniel Withnall gave an update on the recent meeting of the Committee on 21 March 2017:

- No Chairman had been elected at the meeting which needs to be resolved
- The Union had balloted and a 1% pay rise with a discretionary 0.4% non-consolidated payment had been accepted
- A review of the White Book had taken place to simplify it and update legislation and this was a useful exercise
- The committee agreed that the terms and conditions should be reviewed to make sure they were still appropriate
- Boards should be encouraged to do job evaluations (LMDB had done so) to enable Boards to be sure that salary levels were appropriate with levels of responsibility

Giles Crust said it was important to have a person to be Chair to get continuity and a revolving Chair would not work as well. James Grant indicated that he would be prepared to be the Chairman but that the Committee would have to agree to this at their next meeting.

13. APPROVAL OF BRANCH ACCOUNTS

The Branch Secretary went through the accounts with members and they were accepted and approved by the Branch.

14. BUDGET AND SUBSCRIPTIONS

Following advice from the Secretary the level of Branch Subscription for the 2017/18 year was set at the same level as the previous year.

15. 2017 ANNUAL GENERAL MEETING

It was AGREED to hold the 2017 AGM in April/May 2018, the date and venue to be confirmed.

16. ANY OTHER BUSINESS

None

..... Chairman

..... Date

ASSOCIATION OF DRAINAGE AUTHORITIES

DRAFT - JOINT LINCOLNSHIRE BRANCH & WELLAND AND NENE BRANCH MEETING

Minutes of a Joint Meeting of the above Branches held at the South Forty Foot Drain, Neslam Road Sempringham Fen near Sleaford, on Thursday 13th July 2017:

There were 41 attendees present:-

R Fletcher (Chair)	Lincs Branch Chairman & Member – Witham First IDB	
P Bateson (Secretary)	Lincs Branch Secretary & Chief Executive, Witham 4th IDB	
Black Sluice	K Casswell	Vice Chairman
	P Bedford	Member
	P Holmes	Member
	J Fowler	Member
	M Brookes	Member
	Richard Austin	Member
	I Warsap	Chief Executive
	D Withnall	Finance Officer
Lindsey Marsh	D Sisson	Assistant Chief Executive
	Joanne Wadon	Operations Manager
North Level	J Hoyles	Chairman
	R Sly	Ratepayer
	P Sharman	Chief Executive
South Holland IDB	K Vines	Engineer
Welland & Deeping	G Sly	Member
	Karen Daft	Chief Executive
	J Boden	Assistant Engineer
	Jane Picking	Secretary
Witham First, Witham Third And Upper Witham	P Gilbert	Chairman (Witham First)
	F Myers	Chairman (Upper Witham)
	Jane Froggatt	Chief Executive
	M Shilling	Operations Manager
	Sam Ireland	Environment Officer
Witham Fourth	J Grant	Chairman
	E Johnson	Assistant Engineering Manager
Lincolnshire CC	D Hickman	Environment Commissioner
	M Harrison	Senior Commissioning Officer
Environment Agency	N Robinson	Area Manager
	Kate Halka	Operations Manager
	A Clack	Asset Manager
	Deborah Campbell	Flood Risk Manager
	M Morrell	Operations Manager

Guests:

ADA	R Caudwell I Moodie	Vice Chairman Technical Manager
Anglian Water	S Moncaster Emily Clarke	Supply/Demand Strategy Manager Flood Specialist
Nuffield Farming Trust	Lorna Davies	Nuffield Scholar
NFU	Paul Tame	Advisor
Environment Committee	Peter Lundgren	Committee Chairman

1. CHAIRMAN'S ANNOUNCEMENTS

The Chairman began the meeting by sharing the sad news that Mark Welsh had died the previous week following an accident in London.

He said that Mark was one of the LCC officers that was part of the inception of the Partnership in Lincolnshire and played a key role in its success to date. Mark was a pleasure to work with a passion for getting things sorted. He represented local authority interests very well at National Defra meetings including the Defra IDB Policy Advisory Group. Mark was a no nonsense practical person that had high regard for IDB colleagues, and was a good supporter of the Branch, having presented a number of topics over the past 7 years.

He finished by saying that everyone's thoughts and prayers go out to Mark's family and friends and he invited Branch Members to stand for a minute's silence in respect of Mark.

He then welcomed the above guests to the meeting and then thanked Black Sluice IDB for hosting the two day demonstration of the Royal Smals dredging operation, which had sparked so much interest.

2. APOLOGIES

The Secretary reported apologies for absence from Mr I Thomson (ADA) and the following branch members:

Mr D Worth (South Holland IDB) Mr P Camamile (South Holland IDB) Mr D Thomas (Middle Level) Lorna McShane (Middle Level) Sam Ablett (Middle Level) Mr R Hill (Hundred of Wisbech & Waldersey) Mr S Ayers (Hundred of Wisbech & Waldersey) Mr G Lankfer (Waldersey) Mr T Purlant (Welland & Deepings) Mr D Branton (Welland & Deepings) Mr N Morris (Welland & Deepings)	Mr M Sly (North Level) Mr P Hoyes (Witham Third) Mr J Hargreaves (North East Lindsey) Mr L Grooby (North East Lindsey) Mr P Reilly (EA) Mr P Richardson (Witham Fourth) Mr A Carrott (Witham Fourth) Mr G Crust (Lindsey Marsh) Mr P Pridgeon (Lindsey Marsh) Mr A McGill (Lindsey Marsh)
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3. MINUTES

The Minutes of the Branch Meeting held on 15th February 2017 were confirmed as accurate and they were signed by the Chairman.

4. MATTERS ARISING

James Grant followed up the position regarding aquatic herbicides. He was concerned that if we were not proactive we would lose these herbicides forever. He pointed out that the watercourse being used for the demo contained Cott which was hampering the dredger's progress. The use of Diquat would have prevented this so he urged members to write to The EFRS minister to make the case. There were no matters arising that were not already covered by the Agenda.

5. APPOINTMENT OF VICE CHAIRMAN

No Nomination for this post had been received prior to the meeting so following an earlier discussion, Keith Casswell, Lincolnshire Branch ADA Director, had indicated that he would be prepared to substitute for the Branch Chairman should he be unable to attend any Branch meetings. The Branch Chairman thanked him for this kind offer.

6. WATER RESOURCES EAST – South Lincs Water Partnership

Steve Moncaster of Anglian Water (AW) shared their objectives, one being water resources for the future. He is involved with Water Resources East (WRE) which is a collaboration between AW, Natural England, IDBs and the NFU, working together to seek out a resilient water supply. One project is the South of Lincolnshire in the Black Sluice IDB catchment has identified a possible site for reservoirs where their use will be multiple, not just for water supply. The project has identified that they want the storage of water to be segregated (not all in one super reservoir), and that the South Forty Foot Drain will have to be re-engineered to accommodate leisure and environmental uses.

The process will take time and WRE are working on the needs assessment and the cost effectiveness of it. A Water Resource Management Plan (WRMP) will have to be submitted to the secretary of state to proceed. There is however, no reason why Partners cannot work together to deliver aspects of the project that improves the current position.

Members asked if water quality would be an issue given that much of the water runs off agricultural land. Steve replied that AW recognize that there may be a water treatment cost and water will be monitored to establish this.

Emily Clarke (AW Flood Specialist) made a plea to IDBs to flag up any project that benefit AW customers as AW have funds to put into such partnership projects. She asked that the Branch Secretary re-sent the previous email to Boards so that these projects could be identified as she needed to include them on a report by October 2017.

7. LINCOLNSHIRE FLOOD RISK and DRAINAGE MANAGEMENT PARTNERSHIP

David Hickman began by thanking ADA colleagues for their words of support following the loss of his LCC colleague Mark Welsh. He then informed colleagues about the recent Partnership Review Workshop that had taken place with all Partners on 23 June. The workshop had reviewed the status and direction of the Partnership and notes and slides from the day will be shared with other RMAs in the near future. This will be followed with another RMA conversation to produce a proposal for the refreshed Partnership in around 10 months' time.

Matt Harrison then updated attendees about the Common Works Programme. He explained that the CWP is the "action plan" of the Partnership Strategy produced 4 years ago. The current situation is that projects which have attracted FDGiA and local levy have been captured but this is not the whole picture. He urged RMA colleagues to forward all Partnership projects, no matter how small, to the CWP group so that this information can be captured.

8. REPORT FROM THE ENVIRONMENT AGENCY

Norman Robinson (Area Manager for the Anglian Northern) gave an update on EA matters:

- Martin Morrell was covering for Pete Riley who was currently on sick leave.
- Despite the relatively low rainfall in the area, there are no real water resource issues yet apart from the River Welland
- The EA have recently gone through an incident employment exercise and he would like to include other RMAs to assist with future training exercises as we are always able to assist
- He then explained the CAPITAL and MAINTENANCE programmes:

Capital	Revenue
Second year of the six year programme	£12.0m for 2016/17
40% of 45,000 target homes delivered	£12.2m for 2017/18
3,000 of these are other RMA projects	Of this £7.4 is for frequent maintenance
Third largest capital programme in UK	The £4.8 left is for other works
RMAs need to think about the next 6 years now so that this programme can be populated	This include 0.8K on dredging works and Norman promised to circulate information to IDBs showing where this work is taking place

- He said in light of the above, PSCA agreements are being amended to be long term
- Greg Smith is the new Partnership Approach to Catchment Management (PACM) EA Manager and along with David Sisson, has identified five pilots to test the guidance and methodology for this approach.

9. REPORT FROM NATIONAL ADA

Ian Moodie gave an update on National ADA matters following a recent ADA Board meeting that welcomed Keith Casswell (ADA Lincolnshire Branch Director), and Catherine Wright (EA Head of Innovation and Skills) to their first meeting. The main Board matters were:

- A review of the draft budget for 2017
- Approval of the 2017 final accounts
- A recommendation that subscriptions go up 1% in 2018 for all ADA members
- FloodEx UK to become a bi-ennial event following feedback from exhibitors
 - FloodEx UK to remain a Trade Show rather than a conference, akin to Flood & Coast
 - He thanked members for their attendance at the event which was critical
- ADA had set up meeting with the press to establish strong links with certain titles
- NAO report has been responded to and one positive matter arising is the need for DEFRA and ADA to better define their relationship. Transparency information on IDB websites also needed to improve
- The IDB1 form has changed slightly and will be changing again in 2018
- Finally, Michael Gove is the new SoS at DEFRA

Members were asked to note the **ADA Conference date of Thursday 16 November 2017**

ADA TECHNICAL & ENVIRONMENTAL COMMITTEE:

Martin Shilling gave a summary of the last meeting in June 2017 where the following topics were covered:

- H&S and welfare issues – this guidance is reproduced in the ADA Gazette so please read it
- Biodiversity 2020
- T&E Work streams update
- Changes to Environmental Impact Assessments (EIAs)
- 5 National EA demanding pilots are continuing, including the South Forty Foot in Boston

ADA POLICY & FINANCE COMMITTEE:

Jane Froggatt updated Branch members on the last meeting, also in June 2017. She said there were 5 work streams established, all of which were progressing well. The Committee had heard that an IDB had recently been visited by HMRC and they had flagged up pump men living in Board’s accommodation as being a benefit-in-kind issue. As lock-keepers enjoy exception to this rule it was hoped that pump operatives would share the same exclusion once correspondence with HMRC concluded.

10. REPORTS FROM BRANCH COMMITTEES

i) The Award Winning Show Committee

Julian Boden, Committee Secretary, reported that the show stand had won the best stand in the countryside area at the show and the “Gamekeeper’s Cup” was on display at the meeting. He said there had been a good atmosphere on the stand with over 2,750 visitors over the two days. 220 quiz questionnaires were completed and new ideas such as the colouring table had worked very well. The signage was simpler and this made the stand more attractive. The Committee was congratulated by members for this achievement. The Committee felt that the Countryside Show in Spring had also gone well and they were on a waiting list for the Heckington Show in July 2017. They would continue to update the Branch at future meetings.

ii) Environment Committee

Sam Ireland reported to members following the last meeting of the Committee at Frampton Marsh Nature Reserve:

- The Greater Lincolnshire NP Annual Review was due out shortly
- The tour of the Reserve was very good and she encouraged members to visit the reserve if they got the chance
- Sadly, this was Sam’s last meeting and Jane Picking from Welland & Deepings IDB would take over for future meetings.

Peter Lungren (Committee Chairman) thanked Sam for her tremendous efforts on the Committee and in particular, the Environmental “Quick Wins” booklet that had been shared with all Boards. He wished her well with her new role at CH2M in Swindon. Thanks were also echo’d by the Branch Chairman.

iii) Pay and Conditions Advisory Committee (P&C)

Daniel Withnall reported from the meeting:

- The next meeting of the Committee would look at updating the white book sections that needed reviewing.
- The Union had agreed the 1% + 0.4% pay settlement
- The Treasury had confirmed that the 1% pay cap was not applicable to non-Government Department employees e.g local authorities.

11. ANY OTHER BUSINESS

Bob Fletcher introduced Lorna Davies, a Nuffield Scholar doing a research project looking at land drainage. Lorna was attending her second ADA meeting and said she was impressed with what she had seen in Lincolnshire and promised to be back in touch when her project completes.

Next meeting: Joint Lincolnshire/Welland & Nene Branch Meeting – 19 October 2017 (venue t.b.a.)

----- Chairman ----- Date

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 13th September 2017

AGENDA ITEM No 10

ANNUAL REPORT ON HEALTH & SAFETY

The following report outlines to Board Members how Health & Safety is effectively managed by the Board. Listed below are the methods that the Board are implementing and reviewing Health and Safety within the organisation.

1. Cope Safety management have been employed since June 2014 on a five year contract to act as our Health & Safety Advisors.

The cost to the Board is £1,345.20 per annum. Day to day management of Health and Safety is carried out by the Operations Manager with onsite inspections undertaken by the Planning & Enforcement Officer who has a NEBOSH qualification along with the Works Supervisor.

2. Cope Safety Management has carried out the following inspections and reviews this year:-

Full Day - 20/06/2017 with a further half day to be arranged in December; Review of Safe System of Work and Risk Assessments and Method Statements, to include site visits and general review of Policy.

3. The Board has a Health and Safety Policy statement, signed by the Chief Executive and displayed at the Office, this will be reviewed in April 2018.

During the period 25th October 2016 to 24th October 2017 there has been 1 near miss reports.

Date	Report
17/07/17	Twiga SPV2 damage

4. One accident has been recorded in the Accident book during the period 25th October 2016 to 24th October 2017.

Date	Accident	Weighting
06.07.17	M Henton	2

Accident Weighting Factor

- 1 = Low Return to work the same/next day
2 = Medium RIDDOR reportable accident (3 day rule)
3 = High RIDDOR reportable (major injury or condition)

5. The Board are continuing to work with Western Power Distribution and the Health and Safety Executive to ensure that a safe method of working is followed when operating machinery near overhead electrical wires.

All machine operators were reminded of their actions and consequences at the Pre-Cutting Briefing.

6. The following Health & Safety and Plant training courses have taken place during the period:

<u>Name</u>	<u>Date</u>	<u>Type of Course</u>
P Reynolds	18/01/17	Signing lighting guarding SQR register
J Creasey	18/01/17	Signing lighting guarding SQR register
T Wilson	18/01/17	Signing lighting guarding SQR register
G Warnes	18/01/17	Signing lighting guarding SQR register
W Pelling	18/01/17	Signing lighting guarding SQR register
J Creasey	03/05/17	Lantra Twiga SPV2 training
T Wilson	03/05/17	Lantra Twiga SPV2 training
R Smith	03/05/17	Lantra Twiga SPV2 training
G Warnes	03/05/17	Lantra Twiga SPV2 training
R Smith	10/07/17- 15/07/17	NPORS 360 Excavator training and licence
G Warnes	10/07/17- 15/07/17	NPORS 360 Excavator training and licence
J Brown	1 day fortnightly October/April 17	Black Sluice (Boston) PS training
K Methley	1 day fortnightly October/April 17	Black Sluice (Boston) PS training
J Creasey	1 day fortnightly October/April 17	Black Sluice (Boston) PS training
T Wilson	1 day fortnightly October/April 17	Black Sluice (Boston) PS training
P Nicholson	Every 3 months	Linc IDB overhead cable forum
D Roy		First Aider at Work
M Wood		First Aider at Work

7. Risk Assessments for high risk areas of work are prepared by the Operations Manager, designed to identify any risk and thereafter reduce the risk of any danger and/or accident by developing a safe method of working via a Method Statement. The Method Statements are introduced to the workforce prior to any works taking place.
8. Health & Safety Booklets have been issued to all employees.
9. Personal Protective Equipment relevant to the Boards operations is issued and kept up to date with all employees.
10. Annual Lifting Operations and Lifting Equipment Regulations (LOLER) testing is carried out on all the Boards lifting equipment (access platform, chains, slings, eye bolts, straps) by/for our insurers, defective items being replaced.
11. A Lone Workers Policy is currently in place and a new automated lone working device using mobile phone technology is now being used by all operatives.

P Nicholson
Operations Manager

**BLACK SLUICE INTERNAL DRAINAGE BOARD
RISK REGISTER**

Objectives	Ref	Risk	Potential Impact of Risk	Potential Likelihood of Risk	Risk Score	Gaps in control	Action Plan
To provide and maintain standards of sound needs based sustainable flood protection.	1.1	Being unable to prevent flooding to property or land	High	Low	3		
	1.2	Loss of Electricity Supply	High	Low	3		
	1.3	Pumps failing to operate	High	Low	3		Maintenance
	1.4	Watercourses being unable to convey water	Medium	Low	2		Maintenance
	1.5	In operating machinery to maintain watercourses	Medium	Medium	4		Training
	1.6	Claims from third parties for damage to property or injury	Medium	Medium	4		
	1.7	Loss of senior staff	Medium	Low	2		
	1.8	Insufficient finance to carry out works	Medium	Low	2		
	1.9	Reduction in staff performance	Medium	Low	2		
	1.10	Insufficient staff resources	Medium	Low	2		Review
To conserve and enhance the environment wherever practical and possible to ensure there is no net loss of biodiversity.	2.1	Prosecution for not adhering to environmental legislation	Medium	Low	2		BAP
	2.2	Non delivery of objectives	Low	Medium	2		BAP
To provide a 24 hour/365 day emergency response for the community	3.1	Emergency Plan inadequate or not up to date	Low	Low	1		Review
	3.2	Insufficient resources	Medium	Low	2		Review
To provide a safe and fulfilling working environment for staff.	3.3	Critical Incident loss of office	High	Low	3	None	
	4.1	Injury to staff and subsequent claims and losses	Medium	Low	2		Training
To maintain financial records that are correct and comply with all recommended accounting practice.	4.2	Not complying with Health and Safety legislation	High	Low	3		Consultant
	5.1	Loss of cash	Low	Low	1	None	
	5.2	Loss of money invested in building societies and banks	Medium	Low	2	None	
	5.3	Fraud by senior officers	Low	Low	1	None	
	5.4	Risk of Inadequacy of Internal Checks	Medium	Low	2		
	6.1	Board members in making decisions	Low	Low	1		
	6.2	Not complying with all employment regulations and laws	Medium	Low	2		
	7.1	Not collecting sufficient income to fund expenditure	Low	Low	1		Accounts
	7.2	IDB abolished or taken over	Low	Low	1		
	8.1	Loss of telemetry	Medium	Low	2		Maintenance
Information Technology and Communications	8.2	Loss of telephone Communications	Low	Low	1		
	8.3	Loss of Internet Connection	Medium	Low	2		
	8.4	Network Failure	High	Low	3		
	8.5	Cyber Attack	Medium	Medium	4		
	8.6	Network Security Breach	Medium	Low	2		
	8.7	Virus on Network	Medium	Low	2		
	8.8	Loss of accounting records	Medium	Low	2	None	
	8.9	Loss of rating records	Medium	Low	2	None	

Black Sluice Internal Drainage Board

Printed on 31/08/2017 at 14:47 by JB
From 01/06/2017 To 30/06/2017

Purchase Ledger Payments & Adjustments

Black Sluice Internal Drainage Board

Payments & Adjustments From 01/06/2017 To 30/06/2017

Account	Date	Type	Ref 1	Ref 2	Value	Details
CHA004	01/06/2017	Payment	270538	Bacs	-420.00	Chattertons
ANG102	08/06/2017	Payment	8055859936	Bacs	-14.99	Anglian Water (Holland Fen PS)
ARB001	08/06/2017	Payment	1525	Bacs	-24000.00	Arb-Core Tree Care Ltd
ATK001	08/06/2017	Payment	252	Bacs	-3442.39	J E Atkinson & Son
BEE001	08/06/2017	Payment	002550	Bacs	-150.00	Beesons of Boston Ltd
BLU001	08/06/2017	Payment	21424	Bacs	-144.48	Blue Line Trailers
BOS002	08/06/2017	Payment	25748	Bacs	-652.86	Boston Commercial Cleaners Ltd
BUS002	08/06/2017	Payment	BO198356	Bacs	-89.76	B A Bush & Son Ltd
CAR002	08/06/2017	Payment	42165	Bacs	-42.00	J Carr & Son
CLA001	08/06/2017	Payment	65297	Bacs	-127.34	Frank Clayton & Son Ltd
COP002	08/06/2017	Payment	INV-41383	Bacs	-134.52	Cope Safety Management Ltd.
CRA004	08/06/2017	Payment	4676	Bacs	-11.28	Craftwork Engineering Ltd
HAR001	08/06/2017	Payment	23151064	Bacs	-28.81	TC Harrison JCB
INL001	08/06/2017	Payment	2017- P02	Bacs	-19168.39	HM Revenue & Customs
IRE001	08/06/2017	Payment	207761	Bacs	-554.72	Irelands Farm Machinery Ltd
JAC001	08/06/2017	Payment	LLN/322595	Bacs	-278.40	Jackson Buildbase
LAR001	08/06/2017	Payment	59624	Bacs	-165.02	Ray Larrington Hydraulics
LIN002	08/06/2017	Payment	2017- P02	Bacs	-20005.86	Lincolnshire C C Pension Fund
LIN007	08/06/2017	Payment	HC Gift BSIDB	Bacs	-100.00	Lincs ADA
MAS001	08/06/2017	Payment	S1006315	Bacs	-39.31	Mastenbroek Ltd
PRE005	08/06/2017	Payment	1152	Bacs	-1185.60	Premier Conditioned Air Servic
ROY002	08/06/2017	Payment	1801921300	Bacs	-944.40	Royal Mail Group Ltd
ROY003	08/06/2017	Payment	1700004	Bacs	-96015.00	Royal Smals
TFM001	08/06/2017	Payment	229483	Bacs	-578.35	TFM Supplies
THU001	08/06/2017	Payment	210076	Bacs	-412.80	Thurlby Motors
TRA002	08/06/2017	Payment	9146 AFU811	Bacs	-96.24	Travis Perkins Trading Co Ltd.
UNI001	08/06/2017	Payment	2017- P02	Bacs	-98.75	Unison

Account	Date	Type	Ref 1	Ref 2	Value	Details
WEL004	08/06/2017	Payment	2224	Bacs	-972.00	Wells Plant Hire
WIT001	08/06/2017	Payment	INV03448	Bacs	-221.76	Witham Fourth IDB
WOO001	08/06/2017	Payment	968849	Bacs	-156.64	Woodco Business Machines
ZEN001	08/06/2017	Payment	4838810	Bacs	-807.00	ESS Safeforce
WEL002	12/06/2017	Payment	P03	Bacs	-500.00	Wells & Son Marquees Ltd.
BOS018	22/06/2017	Payment	24690	Bacs	-163.00	Boston HGV Testing Station Ltd
BUS002	22/06/2017	Payment	SL215984	Bacs	-84.49	B A Bush & Son Ltd
CAJ001	22/06/2017	Payment	57468	Bacs	-192.60	C & J Supplies
ELL002	22/06/2017	Payment	84090	Bacs	-95.99	Eligia Ltd
ENG001	22/06/2017	Payment	36601	Bacs	-25066.32	Engineering & Hire Ltd
EVE002	22/06/2017	Payment	01259569238	Bacs	-903.10	Everything Everywhere
EVE003	22/06/2017	Payment	126066456	Bacs	-96.00	Orange Equipment
FLE001	22/06/2017	Payment	3840	Bacs	-588.00	Fleet Sense Ltd
HBP001	22/06/2017	Payment	SIN042657	Bacs	-8736.30	HBP Systems Ltd
HEN001	22/06/2017	Payment	WRE Tour	Bacs	-600.00	Henry Tunnard Ltd
IBB001	22/06/2017	Payment	109586	Bacs	-822.12	Arthur Ibbett Limited
IRE001	22/06/2017	Payment	207819	Bacs	-180503.88	Irelands Farm Machinery Ltd
JAC001	22/06/2017	Payment	BTN/301370	Bacs	-11.88	Jackson Buildbase
MOT001	22/06/2017	Payment	BTT128967	Bacs	-47.94	Motor Parts Direct Limited
PET002	22/06/2017	Payment	11463	Bacs	-91.08	Peter Smith Trailer Sales
REA003	22/06/2017	Payment	L 100974	Bacs	-780.00	Ready Rent a Car (Grimsby) Ltd
SYS001	22/06/2017	Payment	113519	Bacs	-60.00	Systematic Print Management
TRA002	22/06/2017	Payment	9146 AFV359	Bacs	-38.52	Travis Perkins Trading Co Ltd.
UKF001	05/06/2017	Payment	P03	Direct Deb	-560.26	UK Fuels Ltd
UKF001	12/06/2017	Payment	P03	Direct Deb	-416.71	UK Fuels Ltd
TOM002	12/06/2017	Payment	P03	Direct Deb	-171.84	TomTom
BAR005	12/06/2017	Payment	P03	Direct Deb	-52.29	Barclaycard Merchant Services
BAR005	12/06/2017	Payment	P03	Direct Deb	-12.88	Barclaycard Merchant Services
UKF001	19/06/2017	Payment	P03	Direct Deb	-601.91	UK Fuels Ltd
BRI005	19/06/2017	Payment	P03	Direct Deb	-125.79	British Telecom DD
WOL001	20/06/2017	Payment	P03	Direct Deb	-16314.08	Woldmarsh Producers Ltd
PAY001	20/06/2017	Payment	P03	Direct Deb	-13.20	Payzone UK Limited
EVE002	20/06/2017	Payment	P03	Direct Deb	-903.10	Everything Everywhere

Account	Date	Type	Ref 1	Ref 2	Value	Details
UKF001	26/06/2017	Payment	P04	Direct Deb	-256.47	UK Fuels Ltd
SKY002	28/06/2017	Payment	P04	Direct Deb	-36.99	Sky UK Ltd
BOS001	28/06/2017	Payment	P04	Direct Deb	-2355.00	Boston Borough Council (Rates)
BUS001	29/06/2017	Payment	P04	Direct Deb	-3012.36	British Gas Business
NAT004	30/06/2017	Payment	P04	Direct Deb	-278.17	Natwest
NAT004	30/06/2017	Payment	P04	Direct Deb	-7.35	Natwest
Total Payments					<u>-415558.29</u>	
Total Discounts						
Total Adjustments						
Total Refunds						
Total					<u>-415558.29</u>	

Payments

Bacs	-390439.89	Cheque	Direct Deb	-25118.40	Chargecard
Bulk Bacs					

Adjustments

Disc		Contra SL			
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Refunds

Refund					
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 Chief Executive

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 Finance Manager

Black Sluice Internal Drainage Board

Printed on 31/08/2017 at 14:50 by JB
From 01/07/2017 To 31/07/2017

Purchase Ledger Payments & Adjustments

Black Sluice Internal Drainage Board

Payments & Adjustments From 01/07/2017 To 31/07/2017

Account	Date	Type	Ref 1	Ref 2	Value	Details
ANG103	14/07/2017	Payment	8057266754	Bacs	-19.03	Anglian Water (Black Hole PS)
ARB001	14/07/2017	Payment	1537	Bacs	-2160.00	Arb-Core Tree Care Ltd
AZT001	14/07/2017	Payment	003369	Bacs	-1272.12	Aztec Signs
BLU001	14/07/2017	Payment	21540	Bacs	-315.60	Blue Line Trailers
BOC001	14/07/2017	Payment	3042430258	Bacs	-846.19	BOC
BOS002	14/07/2017	Payment	25842	Bacs	-522.29	Boston Commercial Cleaners Ltd
BUS002	14/07/2017	Payment	WC046035	Bacs	-65.34	B A Bush & Son Ltd
CAR002	14/07/2017	Payment	42223	Bacs	-79.19	J Carr & Son
CHA001	14/07/2017	Payment	7-013859	Bacs	-420.00	Chandlers (Farm Equipment) Ltd
CHA002	14/07/2017	Payment	Members Travel 16/17	Bacs	-774.64	Chairmans account
CLA001	14/07/2017	Payment	65479	Bacs	-26.96	Frank Clayton & Son Ltd
COP002	14/07/2017	Payment	INV-41663	Bacs	-134.52	Cope Safety Management Ltd.
CRA001	14/07/2017	Payment	53188	Bacs	-5.22	Craven & Nicholas Ltd
DAN002	14/07/2017	Payment	2621	Bacs	-94351.34	Daniel Charles ConstructionLtd
DON001	14/07/2017	Payment	DIN0008779	Bacs	-29.52	Dorington Engineering Supplies
ELL002	14/07/2017	Payment	84342	Bacs	-124.37	Eligia Ltd
GUA001	14/07/2017	Payment	9433	Bacs	-338.40	Guardian Press
HBP001	14/07/2017	Payment	SIN042828	Bacs	-233.34	HBP Systems Ltd
HIT001	14/07/2017	Payment	IS2005594	Bacs	-936.00	Hitachi Construction Machinery
IDS001	14/07/2017	Payment	44993	Bacs	-547.97	iD Specialist Machinery
INL001	14/07/2017	Payment	2017- P03	Bacs	-19879.14	HM Revenue & Customs
IRE001	14/07/2017	Payment	207904	Bacs	-1094.60	Irelands Farm Machinery Ltd
JAC001	14/07/2017	Payment	BTN/303501	Bacs	-45.67	Jackson Buildbase
KIO001	14/07/2017	Payment	SIP-1247265	Bacs	-55.45	Kiowa Ltd
KWM001	14/07/2017	Payment	8313	Bacs	-295.20	K & W Mechanical Services Ltd
LAR001	14/07/2017	Payment	59932	Bacs	-674.40	Ray Larrington Hydraulics
LIN002	14/07/2017	Payment	2017- P03	Bacs	-21080.72	Lincolnshire C Pension Fund

Account	Date	Type	Ref 1	Ref 2	Value	Details
LOC002	14/07/2017	Payment	61515429	Bacs	-615.00	Local World Ltd
MAS001	14/07/2017	Payment	SI006504	Bacs	-720.00	Mastenbrook Ltd
MEL001	14/07/2017	Payment	6019	Bacs	-714.86	H Mell & Son Services Ltd
MOT001	14/07/2017	Payment	BTT129219	Bacs	-11.76	Motor Parts Direct Limited
PEA001	14/07/2017	Payment	109457	Bacs	-1235.71	Pearson Hydraulics Ltd
REA003	14/07/2017	Payment	L101186	Bacs	-530.57	Ready Rent a Car (Grimsby) Ltd
RIN001	14/07/2017	Payment	26148	Bacs	-475.20	Ringrose Law
ROY003	14/07/2017	Payment	1700006	Bacs	-85699.33	Royal Smals
RUS002	14/07/2017	Payment	0425	Bacs	-1500.00	Russfussuk Design
SIL001	14/07/2017	Payment	IN460350	Bacs	-14.63	Silt Side Services Ltd
SRP001	14/07/2017	Payment	CO107051	Bacs	-86.40	SRP Toilet Hire
SWI001	14/07/2017	Payment	BN035181	Bacs	-137.70	Switch Electrical WholesaleLtd
TFM001	14/07/2017	Payment	230273	Bacs	-422.89	TFM Supplies
TOW001	14/07/2017	Payment	145649	Bacs	-393.91	Towergate Insurance
TRA002	14/07/2017	Payment	0458 AHL866	Bacs	-379.97	Travis Perkins Trading Co Ltd.
UNI001	14/07/2017	Payment	2017- P03	Bacs	-98.75	Unison
WIT002	14/07/2017	Payment	I00094434	Bacs	-468.00	Witham Oil & Paint
WOO001	14/07/2017	Payment	969041	Bacs	-323.58	Woodco Business Machines
CRO004	20/07/2017	Payment	P04	Bacs	-798.05	CROP LOSS
CRO004	20/07/2017	Payment	P04	Bacs	-499.50	CROP LOSS
CRO004	20/07/2017	Payment	P04	Bacs	-1252.23	CROP LOSS
ABB001	27/07/2017	Payment	64750	Bacs	-623.94	ABBA Plant Hire Ltd
ALA001	27/07/2017	Payment	509460	Bacs	-105.77	Alarmline Security Ltd
ANG002	27/07/2017	Payment	266713	Bacs	-41.39	Anglia Bearing Company
ANT002	27/07/2017	Payment	1219	Bacs	-291.30	Anthony Elston
ASH001	27/07/2017	Payment	15898813	Bacs	-100.37	Ashtead Plant Hire Co Ltd
BOS003	27/07/2017	Payment	OO809	Bacs	-20.45	Boston Engineering Supplies
CLA001	27/07/2017	Payment	65865	Bacs	-593.54	Frank Clayton & Son Ltd
CRA004	27/07/2017	Payment	4872	Bacs	-12.64	Craftwork Engineering Ltd
CRA005	27/07/2017	Payment	Hire Equipment	Bacs	-300.00	Mr Craig A Willson
CRP001	27/07/2017	Payment	CRPS/BSLUICE/24JULY17	Bacs	-70.00	C & R Property Services
DON001	27/07/2017	Payment	DIN0008899	Bacs	-13.68	Donington Engineering Supplies
DSE001	27/07/2017	Payment	578	Bacs	-54.00	DS Engineering

Account	Date	Type	Ref 1	Ref 2	Value	Details
ENV001	27/07/2017	Payment	PAL004266	Bacs	-138276.00	Environment Agency
HAR001	27/07/2017	Payment	23151807	Bacs	-81.70	TC Harrison JCB
HEN001	27/07/2017	Payment	Trailer- 349	Bacs	-600.00	Henry Tunnard Ltd
IRE001	27/07/2017	Payment	208086	Bacs	-538.21	Irelands Farm Machinery Ltd
JAC001	27/07/2017	Payment	BTN/304630	Bacs	-72.56	Jackson Buildbase
MOT001	27/07/2017	Payment	BTT130196	Bacs	-81.95	Motor Parts Direct Limited
NOT001	27/07/2017	Payment	86991/2	Bacs	-143.89	P G & C Nottingham
ORI001	27/07/2017	Payment	101059	Bacs	-6552.00	Oriel Systems Ltd
SIL001	27/07/2017	Payment	IN461454	Bacs	-8.38	Silt Side Services Ltd
SWI001	27/07/2017	Payment	BN036034	Bacs	-139.20	Switch Electrical WholesaleLtd
TRA002	27/07/2017	Payment	9146 AFW505	Bacs	-106.21	Travis Perkins Trading Co Ltd.
WEL002	27/07/2017	Payment	7581	Bacs	-1099.72	Wells & Son Marquees Ltd.
WIT002	27/07/2017	Payment	I00094981	Bacs	-459.55	Witham Oil & Paint
UKF001	03/07/2017	Payment	P04	Direct Deb	-441.99	UK Fuels Ltd
UKF001	10/07/2017	Payment	P04	Direct Deb	-641.52	UK Fuels Ltd
BAR005	10/07/2017	Payment	P04	Direct Deb	-55.97	Barclaycard Merchant Services
BAR005	10/07/2017	Payment	P04	Direct Deb	-13.09	Barclaycard Merchant Services
TOM002	12/07/2017	Payment	P04	Direct Deb	-13.61	TomTom
TOM002	12/07/2017	Payment	P04	Direct Deb	-193.32	TomTom
PIT001	12/07/2017	Payment	P04	Direct Deb	-509.60	Pitney Bowes Ltd
UKF001	17/07/2017	Payment	P04	Direct Deb	-446.34	UK Fuels Ltd
PAY001	19/07/2017	Payment	P04	Direct Deb	-13.20	Payzone UK Limited
BRI005	19/07/2017	Payment	P04	Direct Deb	-134.51	British Telecom DD
WOL001	20/07/2017	Payment	P04	Direct Deb	-9570.59	Woldmarsh Producers Ltd
UKF001	24/07/2017	Payment	P04	Direct Deb	-333.92	UK Fuels Ltd
BRI005	25/07/2017	Payment	P04	Direct Deb	-217.73	British Telecom DD
SKY002	28/07/2017	Payment	P04	Direct Deb	-36.99	Sky UK Ltd
BOS001	28/07/2017	Payment	P04	Direct Deb	-2355.00	Boston Borough Council (Rates)
NAT004	31/07/2017	Payment	P05	Direct Deb	-67.17	Natwest
NAT004	31/07/2017	Payment	P05	Direct Deb	-7.35	Natwest
UKF001	31/07/2017	Payment	P05	Direct Deb	-503.00	UK Fuels Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
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-408646.61

Total Payments
 Total Discounts
 Total Adjustments
 Total Refunds
 Total

-408646.61

Payments

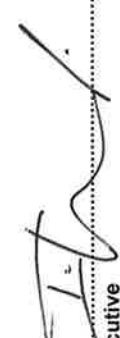
Bacs	-393091.71	Cheque		Direct Deb	-15554.90	Chargecard
Bulk Bacs						

Adjustments

Disc				Contra SL		
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Refunds

Refund						
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 Chief Executive



 Finance Manager

Black Sluice Internal Drainage Board

Printed on 31/08/2017 at 14:52 by JB
From 01/08/2017 To 31/08/2017

Purchase Ledger Payments & Adjustments

Black Sluice Internal Drainage Board

Payments & Adjustments From 01/08/2017 To 31/08/2017

Account	Date	Type	Ref 1	Ref 2	Value	Details
ALL005	11/08/2017	Payment	8998	Bacs	-3320.00	Allenby Training Services Ltd
ASH001	11/08/2017	Payment	15930698	Bacs	-153.23	Ashtead Plant Hire Co Ltd
ASS001	11/08/2017	Payment	Conference 2017	Bacs	-806.40	Assoc. of Drainage Authorities
BOS002	11/08/2017	Payment	25924	Bacs	-522.29	Boston Commercial Cleaners Ltd
BOS003	11/08/2017	Payment	00730	Bacs	-38.64	Boston Engineering Supplies
BUR002	11/08/2017	Payment	208842	Bacs	-45.60	The Burdens Group Ltd
BUS002	11/08/2017	Payment	BO198890	Bacs	-125.95	B A Bush & Son Ltd
CAR002	11/08/2017	Payment	42433	Bacs	-36.06	J Carr & Son
CEM001	11/08/2017	Payment	3009791048	Bacs	-533.69	Cemex UK Materials Ltd
CLA001	11/08/2017	Payment	65997	Bacs	-232.97	Frank Clayton & Son Ltd
CRA001	11/08/2017	Payment	53486	Bacs	-279.15	Craven & Nicholas Ltd
DON001	11/08/2017	Payment	DIN0008946	Bacs	-17.30	Donington Engineering Supplies
ELL002	11/08/2017	Payment	86069	Bacs	-113.14	Eligia Ltd
HAR001	11/08/2017	Payment	23152816	Bacs	-1424.96	TC Harrison JCB
HBP001	11/08/2017	Payment	SIN042809	Bacs	-2115.60	HBP Systems Ltd
IBB001	11/08/2017	Payment	122906	Bacs	-824.88	Arthur Ibbett Limited
IDS001	11/08/2017	Payment	45150	Bacs	-471.25	iD Specialist Machinery
INL001	11/08/2017	Payment	2017- P04	Bacs	-17449.00	HM Revenue & Customs
KIO001	11/08/2017	Payment	SIP-1252766	Bacs	-55.45	Kiowa Ltd
KWM001	11/08/2017	Payment	8383	Bacs	-516.00	K & W Mechanical Services Ltd
LAR001	11/08/2017	Payment	60187	Bacs	-170.20	Ray Larrington Hydraulics
LIN002	11/08/2017	Payment	2017- P04	Bacs	-19742.67	Lincolnshire C C Pension Fund
MAN001	11/08/2017	Payment	29907	Bacs	-48.00	Mandy's Coffee Services
MAS001	11/08/2017	Payment	SIO06724	Bacs	-342.61	Mastenbroek Ltd
MOT001	11/08/2017	Payment	BTT130943	Bacs	-138.59	Motor Parts Direct Limited
PEA001	11/08/2017	Payment	112035	Bacs	-193.97	Pearson Hydraulics Ltd
SCA001	11/08/2017	Payment	2017- 1413	Bacs	-2459.76	Scarborough Nixon Associates

Account	Date	Type	Ref 1	Ref 2	Value	Details
SRP001	11/08/2017	Payment	CO108331	Bacs	-780.00	SRP Toilet Hire
SWI001	11/08/2017	Payment	BN036136	Bacs	-44.40	Switch Electrical WholesaleLtd
SYS001	11/08/2017	Payment	114781	Bacs	-75.00	Systematic Print Management
TFM001	11/08/2017	Payment	230967	Bacs	-290.68	TFM Supplies
THU001	11/08/2017	Payment	20171949	Bacs	-213.01	Thurlby Motors
TOW001	11/08/2017	Payment	BLAC17VM01	Bacs	-51.38	Towergate Insurance
TRA002	11/08/2017	Payment	9146 AFX277	Bacs	-172.24	Travis Perkins Trading Co Ltd.
UNI001	11/08/2017	Payment	2017- P04	Bacs	-98.75	Unison
UNI006	11/08/2017	Payment	00082672	Bacs	-5201.62	Unique Employment Services Ltd
WES002	11/08/2017	Payment	M100119996	Bacs	-3300.00	Western Power Distribution
WIT001	11/08/2017	Payment	INV03456	Bacs	-1789.92	Witham Fourth IDB
WOO001	11/08/2017	Payment	969356	Bacs	-123.24	Woodco Business Machines
CRO004	23/08/2017	Payment	000234	Cheque	-63.39	CROP LOSS
CRO004	23/08/2017	Payment	000235	Cheque	-648.54	CROP LOSS
CRO004	23/08/2017	Payment	000236	Cheque	-89.70	CROP LOSS
CRO004	23/08/2017	Payment	000237	Cheque	-176.11	CROP LOSS
CRO004	23/08/2017	Payment	000238	Cheque	-241.60	CROP LOSS
ANG102	24/08/2017	Payment	8058010153	Bacs	-12.10	Anglian Water (Holland Fen PS)
CLA001	24/08/2017	Payment	66081	Bacs	-217.79	Frank Clayton & Son Ltd
CRA004	24/08/2017	Payment	5131	Bacs	-207.00	Craftwork Engineering Ltd
DON001	24/08/2017	Payment	DIN0009015	Bacs	-10.66	Donington Engineering Supplies
GOW001	24/08/2017	Payment	IDB/0096	Bacs	-295.00	Gowing Internal Audit Services
HAR001	24/08/2017	Payment	23153185	Bacs	-6755.14	TC Harrison JCB
INT002	24/08/2017	Payment	5164	Bacs	-166.80	InterLec
IRE001	24/08/2017	Payment	208357	Bacs	-311.63	Irelands Farm Machinery Ltd
MIS001	24/08/2017	Payment	11401840	Bacs	-6602.31	Misco
PEA001	24/08/2017	Payment	112445	Bacs	-470.52	Pearson Hydraulics Ltd
UNI006	24/08/2017	Payment	00082796	Bacs	-1773.29	Unique Employment Services Ltd
WEL004	24/08/2017	Payment	2263	Bacs	-10788.00	Wells Plant Hire
UKF001	07/08/2017	Payment	P05	Direct Deb	-581.53	UK Fuels Ltd
SWA001	07/08/2017	Payment	P05	Direct Deb	-89.96	Swalec
BAR005	10/08/2017	Payment	P05	Direct Deb	-44.97	Barclaycard Merchant Services
BAR005	10/08/2017	Payment	P05	Direct Deb	-16.88	Barclaycard Merchant Services

Account	Date	Type	Ref 1	Ref 2	Value	Details
TOM002	11/08/2017	Payment	P05	Direct Deb	-193.32	TomTom
UKF001	14/08/2017	Payment	P05	Direct Deb	-632.87	UK Fuels Ltd
PAY001	17/08/2017	Payment	P05	Direct Deb	-13.20	Payzone UK Limited
WOL001	21/08/2017	Payment	P05	Direct Deb	-4330.92	Woldmarsh Producers Ltd
UKF001	21/08/2017	Payment	P05	Direct Deb	-585.21	UK Fuels Ltd
BRI005	21/08/2017	Payment	P05	Direct Deb	-122.47	British Telecom DD
BRI001	21/08/2017	Payment	P05	Direct Deb	-1566.55	British Telecom
EVE002	21/08/2017	Payment	P05	Direct Deb	-893.73	Everything Everywhere
CRO004	30/08/2017	Payment	000239	Cheque	-435.95	CROP LOSS

Account	Date	Type	Ref 1	Ref 2	Value Details
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Total Payments					<u>-102654.74</u>
Total Discounts					
Total Adjustments					
Total Refunds					
Total					<u>-102654.74</u>

Payments

Bacs	-91927.84	Cheque	-1655.29	Direct Deb	-9071.61	Chargecard
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Bulk Bacs

Adjustments

Disc Contra SL

Refunds

Refund



 Chief Executive



 Finance Manager

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 13th September 2017

AGENDA ITEM No 12(b)

LIST OF CONSENTS

1. BYELAWS

The following byelaw consents have been issued by the Board since 14th June 2017:

2017/B06	David & Alisa Lverton Hollybank House 5 Dyke Drove Bourne PE10 0BL	Erection of new electric gate. BSIDB Drain 28/14 Grid Refs: 514276,322327
2017/B07	Western Power Distribution Gilbert Drive Endeavour Park Boston PE21 7TW	Laying of underground electric cables associated with the siting of a new substation. BSIDB Drain 16/4 Grid Ref: 516636 338822
2017/B08	Western Power Distribution Gilbert Drive Endeavour Park Boston PE21 7TW	Restrung existing overhead line, install an underground cable, replace existing support poles. BSIDB Drain 16/4 Grid Ref: 516830 338669
2017/B09	Lincolnshire County Council Technical Services Partnership Crown House Grantham Street Lincoln LN2 1BD	Erection of a replacement streetlight. BSIDB Drain 5/19 Grid Ref: 531042 339152
2017/B10	Mr & Mrs Couzens Willow View Fore Lane Bicker Boston PE20 3AZ	Erection of a timber post and rail fence. BSIDB Drain 4/67 Grid Ref: 522156 338688

2. CULVERTS

The following culvert consents have been issued by the Board since 14th June 2017:

2017/C08	VEDA Associates Euston Station Office Parcel Deck Barnby Street LONDON NW1 2RS	Lining of Network Rail culvert. Great Hale Drove. Drain: Private Grid Refs: 515354,343379
2017/C09	A W Healey & Son Twinheart Herring Lane Pinchbeck Spalding PE11 3ST	Filling of an ordinary watercourse. Drain: Private Grid Ref: 523660326230
2017/C10	LCC Technical Services (Structures) Lincolnshire County Council Crown House Grantham Street Lincoln LN2 1BD	Repairs to an existing LCC Highways structure. Drain: BSIDB Drain 4/67 Grid Ref: 521532 339201

3. DEVELOPMENT AGREEMENTS

The following development agreements have been issued by the Board since 14th June 2017:

2017/D08	Mr Simon Ballard 51 Grantham Road Sleaford NG34 7NG	Discharge of treated effluent into a Board maintained watercourse. BSIDB Drain 36/1 Grid Ref: 508978 335974
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4. LAND DRAINAGE APPLICATIONS

The following land drainage agreements have been issued by the Board since 14th June 2017:

2017/L03	M & I Hladun & Son Four Cross Road Farm Holmes Road Frampton Fen BOSTON PE20 1SJ	1 Outfall –Drain 5/2 Grid Ref: 527684 342091
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2017/L04	H R Munks & Sons The Grange Wood Lane South Kyme Lincoln LN4 4AB	15 Outfalls –Drain 17/1 Grid Ref: 517376 336505 9 Outfalls –Drain 17/1 Grid Ref: 516756 336706 4 Outfalls –Drain 17/1 Grid Ref: 515590 337082
2017/L05	H R Munks & Sons The Grange Wood Lane South Kyme Lincoln LN4 4AB	3 Outfalls -17/4 Grid Ref: 515327 337511
2017/L06	Lincolnshire County Council c/o Savills Olympic House Doddington Road Lincoln LN6 3SE	6 Outfalls –Drain 4/46 Grid Ref: 520400 342004 7 Outfalls –Drain 4/46 Grid Ref: 521453 341864

5. **EXTENDED AREA CONSENTS**

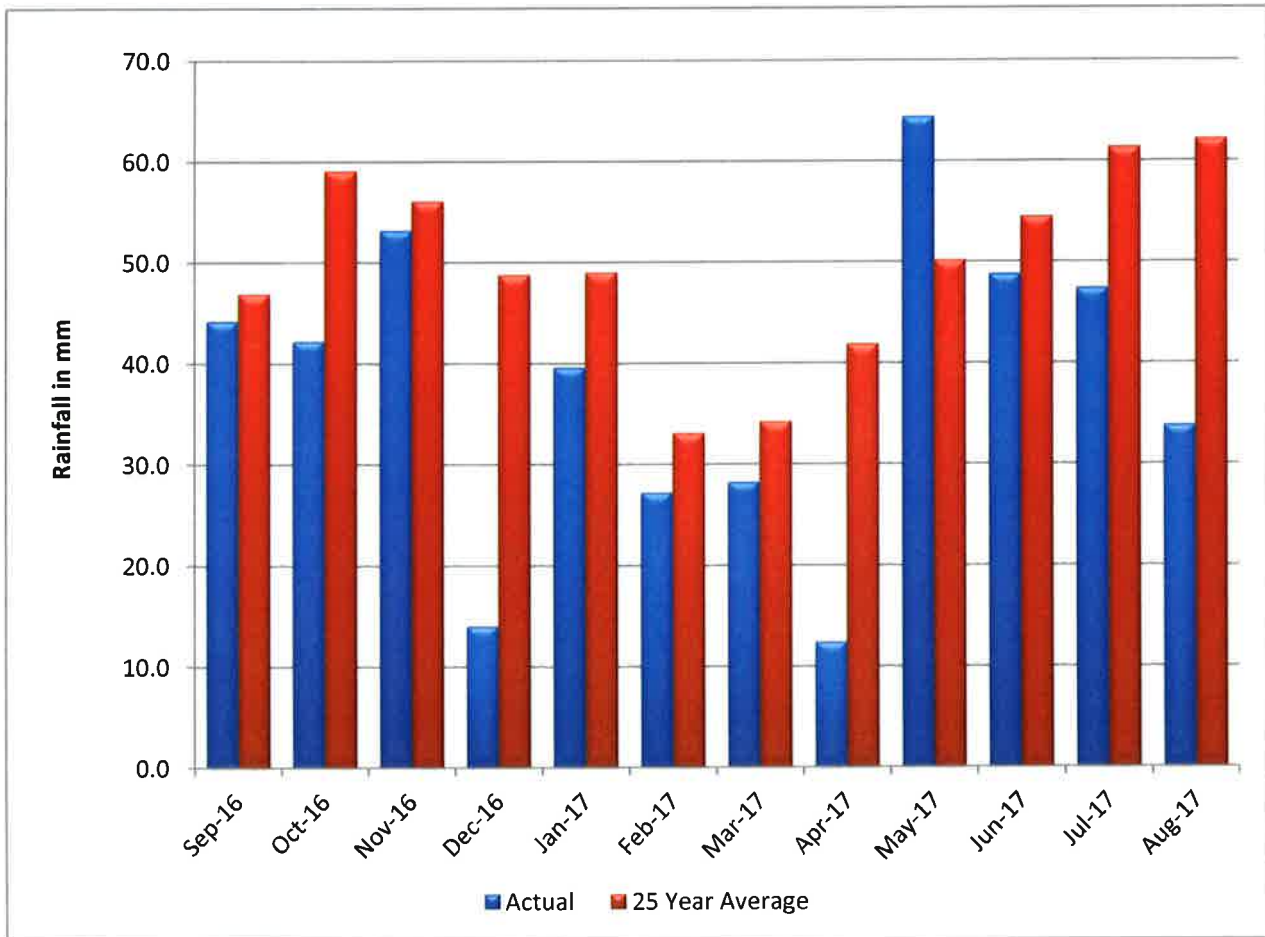
The following extended areas consents have been issued since 14th June 2017:

2017/X02	Miss S Key 14 Blasson Way Billingborough Sleaford NG34 0NL	Installation of a culvert to extend a garden. Private W.C Grid Ref: 511362 334172
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I M Warsap
Chief Executive

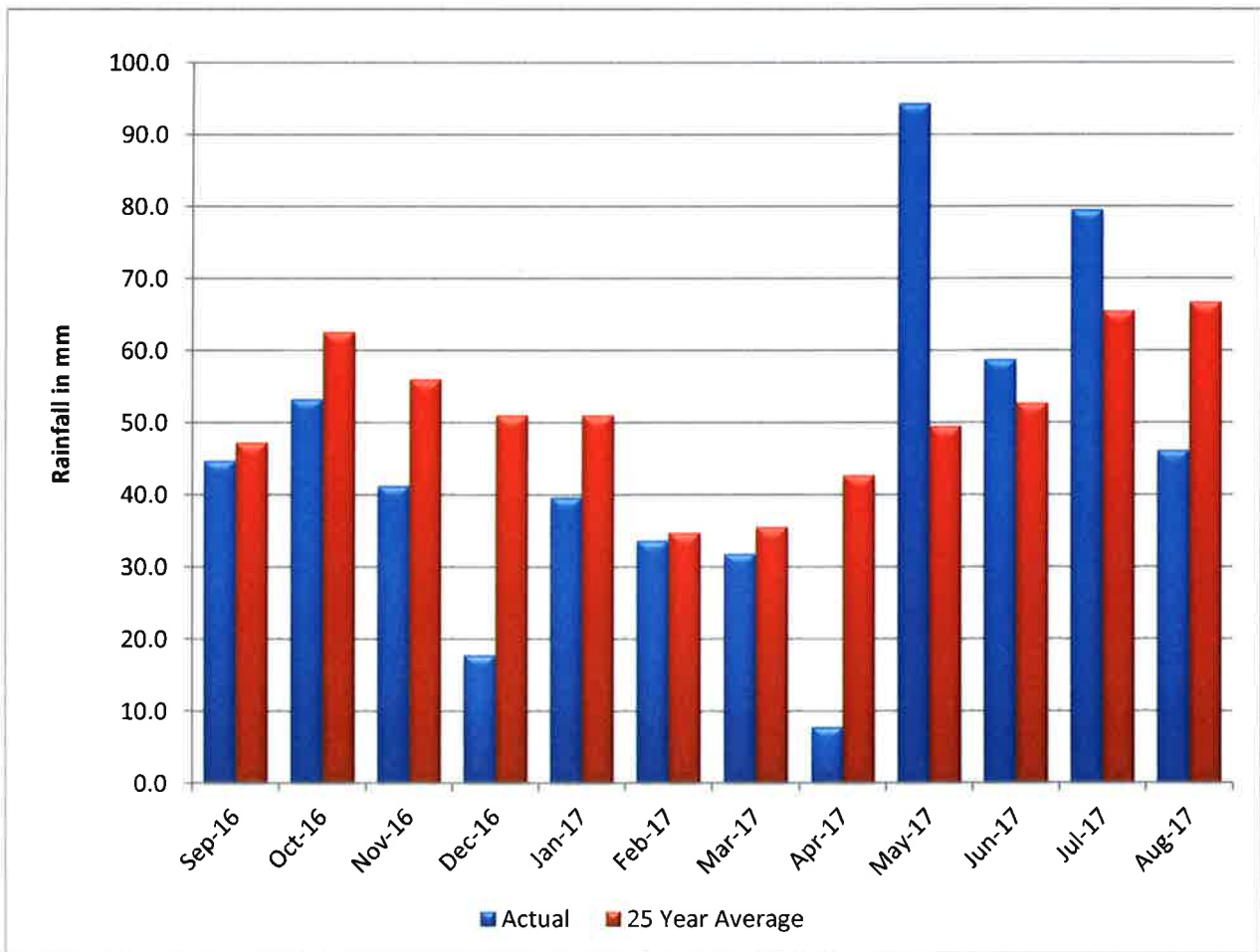
BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Black Hole Drove Pumping Station

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Sep-16	44.2	46.9	94.24%
Oct-16	42.2	59.1	71.40%
Nov-16	53.2	56.1	94.83%
Dec-16	14.0	48.8	28.69%
Jan-17	39.6	49.0	80.82%
Feb-17	27.2	33.1	82.18%
Mar-17	28.2	34.2	82.46%
Apr-17	12.4	41.9	29.59%
May-17	64.4	50.2	128.29%
Jun-17	48.8	54.5	89.54%
Jul-17	47.4	61.4	77.20%
Aug-17	33.8	62.2	54.34%
Totals	455.4	597.4	76.23%



BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Swineshead Depot

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Sep-16	44.7	47.2	94.70%
Oct-16	53.2	62.5	85.12%
Nov-16	41.2	56.0	73.57%
Dec-16	17.8	51.0	34.90%
Jan-17	39.6	51.0	77.65%
Feb-17	33.6	34.7	96.83%
Mar-17	31.8	35.5	89.58%
Apr-17	7.8	42.7	18.27%
May-17	94.3	49.5	190.51%
Jun-17	58.7	52.7	111.39%
Jul-17	79.5	65.5	121.37%
Aug-17	46.1	66.7	69.12%
Totals	548.3	615.0	89.15%



BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 13th September 2017

AGENDA ITEM No 13

DATES OF MEETINGS FOR 2017/18

Wednesday	4 October 2017	Audit & Risk Committee
Wednesday	8 November 2017	Joint Works Committees
Wednesday	29 November 2017	Board
Wednesday	13 December 2017	Executive (9:30am start)
Wednesday	14 February 2018	Board
Wednesday	28 February 2018	Southern Works Inspection
Wednesday	21 March 2018	Structures
Wednesday	11 April 2018	Northern Works Inspection
Wednesday	25 April 2018	Audit & Risk
Wednesday	9 May 2018	Executive
Wednesday	30 May 2018	Board
Wednesday	27 June 2018	Environment
Wednesday	13 September 2018	Executive
Wednesday	17 October 2018	Audit & Risk
Wednesday	7 November 2018	Joint Works Committees
Wednesday	28 November 2018	Board
Wednesday	19 December 2018	Executive