

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the Board

held at the Offices of the Board on

11th June 2024 at 1pm

Members

Chairperson - * Mr K C Casswell

* Mr W Ash	* Mr J Atkinson
* Mr V Barker	* Cllr P Bedford
* Mr J Fowler	* Cllr M Geaney
* Cllr A Hagues	* Mr P Holmes
* Cllr Z Lane	* Mr M Leggott
Cllr D Middleton	Cllr A Izzard
* Mr R Needham	* Mr P Robinson
* Mr M Rollinson	* Cllr C Rylott
* Cllr D Scoot	Cllr B Pierpoint
* Cllr S Welberry	* Mr C Wray
* Cllr N Drayton	

* Member Present

In attendance: Mr D Withnall (Chief Executive)
Mr P Nicholson (Projects Director)
Mr S Harrison (Maintenance Director)
Mrs A Chamberlain (Finance & Admin Director)
Mr M Brookes (Guest - Former Board Member)
Mr R Welberry (Guest - Coopted Member)
Mr J Emerson (Guest - Coopted Member)

2326 Recording the Meeting - Agenda Item 1

Members were informed that the meeting would be recorded.

2327 Apologies for Absence - Agenda Item 2

Apologies for absence were received from Cllr A Izzard, Cllr B Pierpoint and Cllr D Middleton.

2328 Declarations of Interest - Agenda Item 3

There were no declarations of interest received.

2329 Minutes of the last Board meeting - Agenda Item 4

The Minutes of the last meeting of the Board held on the 6th February 2024, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

2330 Confidential Minutes of the last Board meeting - Agenda Item 5

The Confidential Minutes of the last meeting of the Board held on the 6th February 2024, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

2331 Matters Arising - Agenda Item 6

(a) Plant - Counterweight fitted to JCB-145 - Minute 2264(a)

The counterweight has been fitted to the excavator and is being collected today.

(b) Storms Impact Working Group - Minute 2264(b)

The Chief Executive noted that an outcome is being waited upon, but that Lincolnshire County Council (LCC) are keen to work with the Board to try and assert some pressure on the Environment Agency (EA) to improve future resilience.

(c) Culvert Collapse - Wykes Lane, Donington - Minute 2264(f)

The Chief Executive confirmed that Lincolnshire County Council did replace this culvert.

(d) IDB Recovery Fund - Minute 2267

The committee were informed that the Board has submitted a claim for £7,269,769, as below, from Tranche 1 of the IDB Recovery Fund (£25mil).

Helpringham Fen Pumping Station Pump Refurbishment	£	219,709
South Kyme Fen Pumping Station Pump Refurbishment	£	289,709
Dunsby Fen Pumping Station Pump Refurbishment	£	144,709
Ewerby Fen Pumping Station Pump Refurbishment	£	359,709
Dyke Fen Pumping Station AWC Refurbishment	£	25,000
Pinchbeck North Fen Pumping Station Pump Refurbishment	£	195,000
Head Dike Embankment Repairs at South Kyme Pumping Station	£	1,351,565
Hodge Dyke Embankment Repairs at Ewerby Pumping Station	£	1,033,035
Kyme Eau Embankment Repairs at Damford Pumping Station	£	570,518
Skirth Drain Embankment Repairs at Trinity Pumping Station	£	1,226,619
Donington Northorpe Culvert Repair	£	155,000
Donington North Ings Access track	£	185,430
Electricity Costs	£	452,936
Slips	£	1,060,830
TOTAL	£	7,269,769

(e) Storm Henk - Minute 2267

Mr V Barker made reference to the 8" pump and the previous running issues experienced. It was confirmed that it now works smoothly now that the Board knows how to operate it efficiently.

(f) Lincolnshire Reservoir - Minute 2268

It was noted that there is nothing further to report on the Lincolnshire Reservoir currently, it is currently in a design freeze and public consultation so nothing can change during this phase.

2332 To receive the minutes of the following meetings - Agenda Item 6

(a) Environment Committee

The Chairperson of the Environment Committee presented the unconfirmed Minutes of the Environment Committee meeting held on the 27th February 2024, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

To adopt the following:

(i) Policy 11: Biodiversity Action Plan

The Board RESOLVED that the Biodiversity Action Plan (Policy No. 11) be adopted.

(b) Structures Committee

The Chairperson of the Structures Committee presented the unconfirmed Minutes of the Structures Committee meeting held on the 19th March 2024, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters Arising

(i) Byelaw infringements and how we can engage more with our local planning officers - Minute 2289(b)

The Chief Executive noted that he has received a detailed response from Cllr D Middleton which outlines that the new Assistant Director - Planning and Strategic Infrastructure at Boston Borough Council (Phil Norman) took a similar stance to Mike Gildersleeves in that he did not see it as the council's job to be enforcing or publicising the 9 metre byelaw. Cllr D Middleton further added in his response that perhaps a leaflet could be distributed to developers / put directly through the doors of new houses and through estate agents. It could perhaps also be circulated in local press and parish council newsletters. Cllr D Middleton concluded his response by noting that he 'agrees with the Board's feelings wholeheartedly'.

(ii) Swineshead Pumping Station - Minute 2292

The Chief Executive noted that this is work in progress and will be ongoing for quite some time. It is planned to view and discuss this further, and Holland Fen Pumping Station, on the Northern Works Inspection.

To adopt the following:

(iii) Policy No. 9: Structures Replacement Policy

The Structures Replacement Policy was presented.

The Board RESOLVED that the Structures Replacement Policy (Policy No. 9) be adopted.

(c) Southern Works Committee

The Chairperson of the Southern Works Committee presented the unconfirmed Minutes of the Southern Works Committee meeting held on the 9th April 2024, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters Arising

(i) Delivery of new machine - Minute 2298

It was noted that the new machine, the Hooby, will be seen working on the inspection tour following the meeting.

(ii) Collapsed pipe - Drain 2/9 at 28 Northorpe Road, Donington (FX1935)

The Chief Executive noted that this has now been completed by a contractor and has been included in the submission for funding from the IDB Recovery Fund.

(iii) Part collapsed headwall to level crossing access culvert - Donington Northings Pumping Station

The Chief Executive noted that this has been included in the submission for funding from the IDB Recovery Fund, it being proposed that it will be the original route suggested in 2014, so that there is no longer a requirement to travel across the railway line.

(d) Audit & Risk Committee

Mr M Brookes, as the retiring chairman of the Audit & Risk Committee presented the unconfirmed Minutes of the Audit & Risk Committee meeting held on the 30th April 2024, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters Arising:

(i) New Chairperson of Audit & Risk Committee

The Chairperson of the Board thanked Mr M Brookes for his service to the Board and as chair of the Audit & Risk Committee particularly. It being proposed that Mr M Leggott becomes Chair of the Audit & Risk Committee going forward. All AGREED. It was also suggested that Mr M Brookes will attend the next Audit & Risk Committee meeting as a guest.

To adopt the following:

(ii) Format of Management Accounts

The format of the management accounts was presented.

The Board RESOLVED that the format of the Management Accounts be adopted.

(iii) Policy No. 1: Risk Management Strategy

The Risk Management Strategy was presented.

The Chief Executive highlighted those risks that are proposed to be increased, as follows:

- *Risk 1.1(b) Fluvial flooding from failure or overtopping of defences* – It is proposed to increase the potential likelihood to ‘medium’ which will increase the risk score to 6. There is further work needed to reduce the likelihood of it happening again, through working with the Environment Agency (EA) and trying to obtain funding to complete works (IDB Recovery Fund). The Board’s Officer’s are in discussion with the EA about Dunsby, Quadring and Helpringham (overtopped during high water levels), hopefully the Board will be successful in achieving funding from Tranche 2 of the IDB Recovery Fund for these works to complete on behalf of the EA.
- *Risk 1.1(c) Flooding from failure of IDB pumping stations or excess rainfall* – The Chief Executive noted the structural concerns at Swineshead Pumping Station, in addition to the number of pumps that have had to work hard over the past winter. Therefore, there is work to be done to mitigate this risk. It is therefore proposed that the potential likelihood be increased to ‘medium’, which will give a risk level score of 6.
- *Risk 1.4 Risk of Board Watercourses being unable to convey water*
The Chief Executive noted the number of slips that require repair and that these slips could prevent the conveyance of water. It is therefore proposed to increase the likelihood to ‘medium’ which will increase the risk level to 4.
- *Risk 8.9 Risk of loss of Rating Records* – The Chief Executive noted that the South Holland IDB (who currently licence and support the drainage rate system) won’t be continuing to support the system from 31 March 2025. It will, however, still be useable by the Board. It currently runs on Microsoft Access 2003 and so doesn’t automatically update due to the age of the system. ADA National are looking into this and the option of running it on Office 365. It is therefore proposed that the likelihood of risk be increased to ‘medium’, therefore giving a risk score of 4.

The Board RESOLVED that the Risk Management Strategy (Policy No. 1) be adopted.

(iv) Policy No. 07(a): H&S Booklet

The H&S Booklet was presented.

The Board RESOLVED that the H&S Booklet (Policy No. 07(a)) be adopted.

(v) Policy No. 10: Delegation of Authority

The Delegation of Authority Policy was presented.

The Board RESOLVED that the Delegation of Authority Policy (Policy No. 10) be adopted.

(vi) Policy No. 13: Emergency Response Plan

The Emergency Response Plan was presented.

The Chief Executive noted that the plan was enacted and used several times over the past winter and so, following this, it has been reviewed in light of what was actually done and how it was used during these recent events.

It therefore now reflects more modernised practices and what is actually done on the ground during these events.

The Board RESOLVED that the Emergency Response Plan (Policy No. 13) be adopted.

(vii) Policy No. 27: Control of Ragwort

The Control of Ragwort Policy was presented.

The Board RESOLVED that the Control of Ragwort Policy (Policy No. 27) be adopted.

(viii) Policy No. 28: Land Drains Discharging into Board Maintained Watercourses

The Land Drains Discharging into Board Maintained Watercourses policy was presented.

The Board RESOLVED that the Land Drains Discharging into Board Maintained Watercourses policy (Policy No. 28) be adopted.

(ix) Policy No. 29: Control of Rabbits, Rats and other Rodents

The Control of Rabbits, Rats and other Rodents policy was presented.

The Board RESOLVED that the Control of Rabbits, Rats and other Rodents policy (Policy No. 29) be adopted.

(x) Policy No. 31: Publication Scheme

The Publication Scheme was presented.

The Board RESOLVED that the Publication Scheme (Policy No. 31) be adopted.

(xi) Policy No. 34: Gifts and Hospitality

The Gifts and Hospitality policy was presented.

The Board RESOLVED that the Gifts and Hospitality policy (Policy No. 34) be adopted.

To approve the following:

(xii) Internal Auditors Report 2023/24

The Internal Auditors Report 2023/24 was presented.

Mr M Brookes highlighted that the Board achieved 'substantial assurance' with no recommendations. Mr M Brookes, and the Board, thanked everybody involved in the achievement of substantial assurance in the internal audit.

The Board RESOLVED that the Internal Auditor's Report be noted.

(e) Executive Committee

The Chairperson of the Executive Committee presented the Minutes of the Executive Committee meeting held on the 21st May 2024, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters arising:

(i) Internet - Minute 2318(a)

The Board were informed that Quickline internet was installed yesterday.

To approve the following:

(ii) Period 12 Management Accounts (amended)

The Board RESOLVED that the Period 12 Management Accounts be approved.

(iii) 10 Year Schemes Budget

It was noted that the items highlighted in red is money brought forward from the previous year. It was noted that this will have to reviewed following knowing how successful the Board has been in obtaining funding from the IDB Recovery Fund, as that work will have to be prioritised due to having to be complete by 31 March 2025. It is expected that the Board will be informed of any success in obtaining funding by the end of June, but that it won't be announced publicly until after the election on 04 July.

The Board RESOLVED that the Capital Schemes Budget be approved.

(iv) 10 Year Plant Replacement Budget

It was noted that the life of the Hitachi has been extended by one year.

The Board RESOLVED that the Plant Replacement Budget be approved.

(v) 10 Year Estimates to reflect scheme updates and 2023/24 year end position

It was noted that this has been re-worked to reflect the actual figures at year end.

The Board RESOLVED that the 10 Year 2024/25 Budget and Estimates be approved.

2333 Approval of the Draft Unaudited Financial Statements for Year Ending 31 March 2024 - Agenda Item 8

These are in a more 'traditional' accounts format, which are not audited.

The Board RESOLVED for the Chairperson to sign the unaudited financial statements for the year ending 31 March 2024.

2334 To review and approve the Annual Governance Statement - Agenda Item 9

The Board RESOLVED that the Annual Governance Statement be signed and approved.

2335 Approval and authorisation for the Chairperson to sign the Annual Governance and Accountability Return for the year ending 31 March 2023 - Agenda Item 10

The Board RESOLVED that the Annual Governance and Accountability Return for the year ending 31 March 2024 be signed and approved.

2336 To approve the Register of Electors for the election of the Board in November 2024 Agenda Item 11

The Board were invited to view the document, should they wish to. All APPROVED.

2337 To review the Risk Register - Agenda Item 12

An error within the agenda was noted, Risk 1.1(c) should have a likelihood risk of medium and therefore risk score of 6.

It was noted that this has been discussed at Minute 2332(d)(iii) – the approval of the Risk Management Strategy.

The Board RESOLVED the Risk Register be accepted.

2338 Reports on the following: - Agenda Item 13

(a) Monthly Accounts: (February 2024 - April 2024)

The Board's monthly accounts, inclusive of February 2024 – April 2024, were circulated.

The Board RESOLVED that this report be noted.

(b) Monthly Accounts: Woldmarsh (January 2024 - April 2024)

The Board's monthly Woldmarsh invoices, inclusive of January 2024 - April 2024, were circulated.

The Board RESOLVED that this report be noted.

(c) Schedule of Consents (February 2024 - May 2024)

The Chief Executive presented the Schedule of Consents, consisting of February 2024 - May 2024, copies of which had been circulated.

The Board RESOLVED that this report be noted.

(d) Rainfall

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

The Board RESOLVED that this report be noted.

2339 Any Other Business - Agenda Item 14

(a) Thanks for service - Mr J Atkinson

The Chairperson noted that this will be the last meeting of Mr J Atkinson and thanked him for his long and dedicated service to the Board.

There being no further business the meeting closed at 13:32.

DRAFT