

LINDSEY MARSH DRAINAGE BOARD

Minutes of a Meeting of the Board held at Wellington House, Manby, on Wednesday, 24th September 2014, at 9.00 a.m.

* Messrs	G. Billings (Vice-Chairman)	* Cllrs	H. Marfleet (Chairman)
*	W. Cooper	*	T. Aldridge
*	G. Crust	*	Mrs J.P. Bradley
*	J.L. Dodsworth	*	S. Dennis
*	T.H. Heys	*	A.J. Howard
*	J.M. Mowbray	*	T.J. Knowles
*	R.H. Needham	*	E.P. Mossop
*	P.W. Pridgeon	*	R.J. Palmer
*	D.R. Tagg	*	W. Parkinson
*	R.A.D. Unsworth	*	M. Preen
		*	Mrs P.F. Watson

* *Present*

* Messrs A. McGill (Chief Executive)
* D.J. Sisson (Engineer)
R.P. Mitchell (Director of Operations)
* S. Thackray (Director of Finance)

* *In attendance*

The Chief Executive was sad to report the death of the Board's surveyor. Members observed a minute's silence.

1. APOLOGIES

Apologies for absence were received from Messrs R.P. Mitchell, R.H. Needham and Cllr W. Parkinson.

2. DECLARATIONS OF INTEREST

Mr W. Cooper - agenda item 10:4.
Mr R.A.D. Unsworth - agenda item 22 (N179/00803/14).
Cllr S. Dennis - agenda item 15.

3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

3:1 Meetings with the Direct Labour Organisation

The Chairman reported that he had recently met with the workforce to discuss concerns about various matters.

Cllr Mrs P.F. Watson arrived.

It was agreed that the Chief Executive would meet with the DLO every six months.

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3:2 Association of Drainage Authorities (ADA) Appointment of Chief Executive

The Engineer reported that the current Chief Executive would be retiring on 31st March 2015 and the process had commenced to find a suitable replacement. Following the incorporation of ADA, all staff would now be directly employed. Mr P.W. Pridgeon reported that there were two posts being advertised; part-time

Chief Executive and technical advisor, and depending on who applied, the role could be combined. The closing date for applications was the end of September and interviews would be held in October.

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4. BOARD MINUTES

RESOLVED

That the minutes of the meeting of the Board held on 25th June 2014 be confirmed as a correct record.

5. MATTERS ARISING

5:1 Minute 14:6, Page 1093 - Mill Rundle Walk

The Engineer had discussed the possibility of adopting the footpath with Lincolnshire County Council but it did not meet with the criteria as the Board did not have control over the whole section. Suitable fencing would, therefore, be erected as discussed at the last meeting.

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5:2 Minute 3, Page 1082 - Pumping Station Resilience

The Engineer reported that surveys had been revisited in light of the tidal event. It was noted that the installation of the dam boards at Trusthorpe and a tight fitting UPVC door at Burgh Sluice had prevented water entering the buildings during this event.

The Engineer confirmed that a full report would be presented for consideration at a future meeting but in the meantime, the Board would be asked to consider making provision to raise the flood wall at Burgh Sluice Pumping Station during the next financial year.

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6. DRAINAGE RATES AND SPECIAL LEVIES

6:1 Rate Collection

A total of £1,641,308.03 remained outstanding in respect of drainage rates and special levies at 3rd September 2014; 51.6% had been collected (slightly higher than the same time last year).

Reminders had been issued in July/August and summonses would be issued shortly.

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6:2 Valuation List Amendments

It was noted that the Internal Auditor had recommended that delegated authority be given to the Chief Executive to approve amendments to the valuation list; these had previously been brought to the Board for approval.

Mr P.W. Pridgeon expressed concern that the Board's authority was slowly being reduced and he proposed that the amendments continue to be brought to the Board for approval. This was seconded by Cllr Mrs J. Bradley.

RESOLVED

That Valuation List amendments continue to be presented to the Board for approval.

6:3 Special Levy Transfer

The Director of Finance reported that as agricultural land within the Board's area was developed, transfers were made from agricultural rates annual assessable values to the special levy annual assessable value. The method used for transferring value was the average value per area as determined at the 1992 valuation; £2,957 per hectare for the Lindsey Marsh area.

RESOLVED

That the method used for transferring value from agricultural rates to special levy as detailed above be approved.

7. FINANCE

The Director of Finance presented the attached report of income and expenditure to date which showed a deficit to date of £109,925.

The Board reviewed and discussed the unqualified audit report received for the accounts for the year ending 31st March 2014 and the other matters to be brought to the attention of the Board.

The Director of Finance expected higher than budgeted electricity costs for the period due to the recent heavy rainfall. Mr W. Cooper enquired whether all planned work would be undertaken before the end of the financial year. The Engineer reported that significant progress had been made and projects were being regularly monitored to help keep them on schedule. He had every confidence that the majority of work would be completed by the year end.

In response to Cllr E.P. Mossop, the Director of Finance reported that sheathing stripped from electricity cables had been washed into the watercourse and through the weedscreen at Thoresby Bridge blocking the pump. He understood that the police had been informed but was not aware of any further details. Cllr Mossop stated that local knowledge of similar instances in the area may be helpful to the police in combating this type of crime and it was agreed that the Board's procedures in similar instances would be discussed with the Director of Operations.

The Chairman reported that consideration was being given to revamping the Wellington House office and costs would be obtained prior to the estimates meeting.

RESOLVED

- (a) That the attached report detailing the Board's financial position be noted.
- (b) That the attached schedule of payments over £500 be approved.

- (c) That the attached Audit Report be noted and the recommendations adopted.

8. COMPENSATION CLAIMS

Officers reported on 13 compensation claims totalling £19,892.30 which had been paid in accordance with the Board's approved rates since the last Board meeting.

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9. OPERATIONS REPORT

9:1 Winter Maintenance Works

A schedule of reforming works would be presented under agenda item 10.

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9:2 Summer Maintenance Works

A budget provision of £573,900 had been made for the summer maintenance programme and to date the work was 32.5% complete at a cost of £179,905. The Director of Operations had confirmed that the programme would be completed on time and within budget.

Mr J.M. Mowbray enquired whether the Board should consider undertaking more early cutting as localised heavy rainfall seemed to be becoming more frequent. The Engineer confirmed that the weedgrowth in watercourses was regularly monitored and, if necessary, work was undertaken to clear the centre of the channel. He emphasised that the Board could not undertake work prior to this unless there was a risk of flooding. Should work to remove weedgrowth be undertaken early, it would still be necessary to undertake a second cut later in the year. The Engineer stated that the Board's operating regime did take into account the changes in the weather patterns and had also been approved by the relevant conservation bodies. Mr P.W. Pridgeon stated that although he understood the need to protect wildlife, the Board's first responsibility must be to protect against flooding. It was noted that the weedboat was used on the large watercourses prior to the summer maintenance programme and ADA was collaborating on investigation into the use of chemicals.

It was agreed that maps would be circulated to Board members who would highlight the areas where localised flooding had occurred in August. A review of operational practices would be undertaken by Officers and a report presented to a future Board meeting.

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9:3 Construction Works

Officers reported on construction works undertaken since the last meeting which included replacement of access culverts on Withern Lowland Drain, Cocking Pit Drain Branch and Rought Drain, and repairs to the outfall door on the Old Fleet Drain West. New sump manhole covers had been installed at Burgh Sluice Pumping Station and the walkway on the footbridge renewed. The majority of the health and safety works at weedscreens had now been completed.

All the above works had been completed within budget.

Mr T.H. Heys thanked the Board for undertaking repairs to the fence at Gayton Engine Pumping Station on behalf of the Gayton Engine Preservation Society.

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9:4 Environment Agency (EA) Works

To date, no rechargeable works had been carried out, however, orders had been received from the EA for weedcutting on the Willoughby High Drain and the Louth Canal. This work would be undertaken late in the season and would have no impact on the Board's planned works.

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9:5 Private Works

Four small weedcutting jobs had been undertaken and recharged.

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9:6 Plant and Equipment

The new excavator and weedboat had been delivered and were working well. Both items had been purchased within the budget provision.

Prior to the replacement of the Ford Ranger, other vehicles would be tested to confirm the most suitable vehicle for the job.

Health and Safety issues had been identified with two of the existing tractor/flail units and investigations were, therefore, being undertaken to see how these could be addressed. A full report would be presented to the Plant and Compensation Committee for consideration. A site visit would be arranged for the Committee to see the various items of plant working.

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9:7 Rainfall

Rainfall recorded at Manby and Strubby averaged 57.3mm in July and 98.25mm in August 2014.

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10. ASSET RENEWAL AND REFURBISHMENT PROJECTS

10:1 Mablethorpe Town Lane Drain

The brick arch lining and refurbishment works were now complete with an expenditure to date (including contract retention) of £421,330.40. The Engineer reported a predicted outturn of £425,000 against an approved budget of £464,000; the scheme would receive 100% grant aid.

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10:2 CCTV Surveys 2014/2015

CCTV and jetting works were currently being undertaken by Metro Rod in the Mablethorpe, Trusthorpe and Sutton on Sea areas and was on budget.

The Engineer reported that the inspection had highlighted excessive siltation in Church Lane Drain (D255300) which appeared to be exacerbated by a foul sewer crossing in the junction of Winchester Drive. This was not identified as an issue during the last survey that was undertaken in 2007. He stated that the issue was not considered urgent and a provision for remedial works would be included in the 2015/16 estimates.

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10:3 Wildshed Lane Scheme Phase 1 - Wainfleet Road, Burgh Le Marsh

The Engineer reported on the four tenders received for Phase 1 of the works (from C-D, D-E and D to H1 on the attached plan).

Mr D.R. Tagg thought that the former Board had agreed with the landowner that the Jockhedge culvert would be his responsibility when it was installed some 40 years ago.

RESOLVED

- (a) That the tender submitted by J.E. Spence in the sum of £95,373.30 be accepted.
- (b) That the Engineer review the Board's records to see whether there was any former agreement in place with the landowner.

10:4 Yarburgh Fen Scheme

The scheme had been agreed with all landowners and an order placed with Lincolnshire Drainage Company Limited to install the 200mm diameter drain. Work would commence at the end of the month.

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10:5 Flood Defence Grant In Aid (FDGiA) - Medium Term Plan (MTP)

The Board's Officers had been consulted on a draft indicative MTP for FDGiA covering the next six years. Unfortunately, funding was limited and some three out of five schemes had been delayed. The Engineer reported that the impact on the Board was that funding for Howdales and Boygriff Pumping Station refurbishments would be delayed until 2018/19 and Theddlethorpe until 2020/21. There had been no change to the Saltfleet Pumping Station replacement, however, the scope of the scheme was subject to re-assessment and may result in refurbishment rather than a full replacement. The Flood Risk Management Asset Strategy planned for 2015/16 had been rejected.

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10:6 Strategy 2025

Pump refurbishments at Grainthorpe Pumping Station were now complete and pump refurbishments at both Burgh Sluice and Gibraltar Point Pumping Stations were already underway.

An order had been placed for the refurbishment of syphon breaker valves at Burgh Sluice Pumping Station and quotations sought for those at Trusthorpe Pumping Station.

The remaining works within the programme for 2014/2015 involving mains cable replacement at Biergate East and West Pumping Stations would be undertaken in March 2015.

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10:7 Pumping Stations - Emergency Repairs

Repairs to the motor at Gotts Pumping Station had been undertaken by Shoebridge Engineering Limited at a cost of £2,487.

Both pumps at Thoresby Bridge Pumping Station were lifted to remove debris following illegal dumping of electrical cable sheathing within the approach channel (see agenda item 7). Divers cleared the sump and the Board's DLO cleared the upstream end of the watercourse, recovering a trailer load full of sheathing. Costs in the region of £8,000 have been incurred funded from the Pumping Station Emergency Repairs budget (C14302). An insurance claim would be submitted to recover the costs.

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10:8 Porters Sluice Pumping Station

Pumping Station Works

There had been positive engagement from the Environment Agency and the designers, Black and Veatch, who were keen to resolve the remaining issues and hand over the pumping station to the Board as soon as possible.

The results of the latest sump flow modelling had suggested a mechanical cause of the vibration issues and a senior M&E Engineer carried out an assessment on the 21st August 2014. The pump supplier had been instructed to investigate the noise.

Regarding Eel Regulation 2009 compliance, the Environment Agency had suggested an exemption until 2027, based on a low risk sealed catchment, however, officers recommended that the Board request an exemption for the life of the station to avoid the possibility of significant capital expenditure installing fish friendly pumps and pipework in the future. The Fish Guidance System behavioural screen would remain in-situ on handover for testing purposes only as it was not considered to have any proven effect on eels or fish; this had been agreed by the Environment Agency.

Donna Nook Car Park

The Environment Agency had consulted with the Board's Engineer to discuss the drainage issues in the car park at Donna Nook and a revised design was agreed

removing the existing surface and increasing the amount of stone and installing a positively draining pipe network and interceptor drain. The work was now underway and should be complete this month.

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Mr J.L. Dodsworth left the meeting.

10:9 Reforming Works

The Engineer presented the attached schedule for information.

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11. BYELAW APPLICATION - WEST DRAIN, THEDDLETHORPE

Application had been made to culvert approximately 32 metres of the Board maintained West Drain in front of The Elders at Churchill Lane in the parish of Theddlethorpe St Helen.

The Engineer reported that the 32 metre length to be culverted represented an isolated open section with approximately 60 metres of culvert immediately downstream and approximately 35 metres upstream. A 900mm diameter pipe would be required to join the two sections together.

The Board's Operations Department had confirmed support for the proposal due to the watercourse being an isolated section and the fact that low overhead wires posed a potential risk to machinery when working on this section. The Board's Environmental Officer had prepared report on behalf of and at the expense of the applicant which confirmed that all environmental concerns could be adequately mitigated through the improvement of a nearby watercourse under the applicant's control.

RESOLVED

That consent be granted to culvert a 32 metre section of the Board maintained West Drain at national grid reference TF 47613 89857 in the parish of Theddlethorpe subject to all works being carried out to the specification and satisfaction of the Board's officers.

12. IMPROVEMENT AND ADOPTION OF A WATERCOURSE AT WILDSHED LANE, BURGH LE MARSH

Following the decision at the Board meeting in September 2013 to offer to adopt a section of watercourse at Burgh le Marsh further investigations had been undertaken and discussions held with the Local Flood Forum.

The Engineer reported that the cost of improving the watercourse to the Board's standard was estimated at £44,303. Approximately 88% of flows were generated by the existing urban area with the remaining 12% coming from the adjacent agricultural lands and it was, therefore, proposed to split the cost of this work with 88% being funded equally by the Board, East Lindsey District Council, Lincolnshire County Council and Anglian Water Services Limited (£9,746 per authority) and the remainder (£5,319) to be sought from the adjacent landowners who had riparian responsibilities in regard to the maintenance of the watercourse. The landowners' contributions would be based on the length of watercourse adjacent to their land.

The Board's Officers had commenced negotiations with the four landowners concerned and agreement in principle had been reached with three of these.

RESOLVED

- (a) That the Board contribute £9,746 towards the cost of the work required to bring the watercourses up to the required standard; the cost to be funded from the Partnership Funding budget.
- (b) Should the landowners not agree to contribute towards the work, enforcement action be taken against them to clean out the watercourse.

13. ADOPTION OF CULVERT AND ASSOCIATED INFRASTRUCTURE - SOUTH DRAIN, WEST WAY, SKEGNESS

In 2008 consent was granted to Lincolnshire County Council to culvert approximately 60 metres of the Board maintained South Drain. At the time informal discussions were held regarding the future maintenance of the piped system and Lincolnshire County Council had now requested that the Board consider adopting the following items:

- (a) Concrete headwall
- (b) 1500mm diameter culvert
- (c) Chamber
- (d) 600mm diameter inlet pipe
- (e) Inlet headwall
- (f) Surface water outfall

The Engineer recommended that items (a) to (e) were adopted by the Board as these were structures on the South Drain but not item (f) as this was an outfall from a third party system.

The Board's Operations Department had advised that access steps and a hinged security screen would need to be installed prior to adoption of item (a) for Health and Safety reasons.

The costs payable to the Board by LCC for adopting items (a) to (e) were reported as follows:

Installation of steps, handrail and hinged screen at concrete headwall	£3,000
Commuted Sum for inspection and cleansing	£4,666
Commuted sum for future repair to structures	£5,915
Total plus VAT	£13,581

RESOLVED

That the Board adopt items (a) to (e) listed above subject to a one-off payment from LCC of £13,581.

14. WATERCOURSE AT SLOOTHBY

Following the receipt of drainage complaints the Board's Officers had investigated a watercourse at Sloothby currently under riparian control. These investigations showed that the watercourse was in need of improvement in order to adequately cater for flows from the southern part of the village which was served by a 300mm diameter culvert running along the verge of Hasthorpe Road. The watercourse was approximately 170 metres long and flowed into the Board maintained Hasthorpe Drain. According to one landowner the possibility of the Board adopting the watercourse had been discussed in the 1990s but the Board's Officers had been unable to determine why this had not been pursued.

The Engineer reported that the cost of bringing the watercourse up to the required standard would be £19,839 and could be funded in full from predicted savings in the current year's Reforming Works Programme.

Officers confirmed that there were two landowners who had riparian responsibilities for the maintenance of the watercourse and these had been approached regarding a contribution towards the scheme.

Mr D.R. Tagg queried why the Board was undertaking the work and not the riparian owners. The Engineer explained that if the riparian owners cleaned out the watercourse it would still not be sufficient to cater for the flows from the village but, if improved, the watercourse would provide an outfall for others upstream.

The Engineer stated that one of the two landowners did not rely on this watercourse at all as his water flowed in the other direction and it was suggested that he could contribute by allowing the work to be undertaken from his land. The second landowner had agreed to contribute £3,967 towards the work.

RESOLVED

- (a) That the Board undertake improvement works and adopt a 170 metre section of private watercourse at Sloothby (from national grid reference TF 549424 370615 to 549417 370445) at a maximum cost of £15,872.
- (b) That the Engineer enquire whether any partnership funding was available towards the work.

15. CROFT DRAIN CULVERTING

Cllr S. Dennis declared an interest and left the meeting while this item was discussed.

Application had been made by the landowner of the Recycling Centre to culvert a 125 metre section of the Board maintained Croft Drain and for the Board to provide a quotation to undertake the work. The applicant had been informed that the culverting would cost £26,000.

The applicant had subsequently enquired whether the Board would contribute towards the costs of plant and labour if he provided all the materials (to the Board's specification). The Engineer confirmed that the cost of plant and labour would be £6,000, however, the Board would make an annual saving of £500 as annual maintenance would not be required; this equated to £15,000 over the anticipated life of the culvert. It was noted that the Board had already improved in excess of five kilometres of watercourse downstream incorporating environmental enhancements to the channel and negating any loss of environmental habitat should the Board agree to this request.

The Engineer reported that it would be ideal to culvert this watercourse up to the caravan park; it would not be possible to join up to the culvert beyond this as it was used as an amenity area and also had swans nesting. However, two thirds of the area that the Board would like to culvert was in the ownership of the applicant and the Engineer was asked to investigate the possibility of culverting a further 140 metre section and report back to the November meeting.

The Engineer reassured members that the Board's byelaws would still apply should the watercourse be culverted and that the pipe would be sufficient to withstand heavy traffic.

RESOLVED

- (a) That consent be granted to culvert a 125 metre section of the Board maintained Croft Drain between national grid references TF 53595 62364 and 53674 62426 in the parish of Croft.
- (b) That the Board provide the plant and labour to undertake the culverting subject to the applicant paying for all materials.
- (c) That the Engineer undertake further investigations into the possibility of culverting the section up to the caravan park and report back to the November meeting.

16. ENVIRONMENTAL REPORT

16:1 Barn Owl Nest Box Monitoring

Eighteen barn owl and twenty-nine kestrel chicks were counted when the nest boxes were inspected in June and the chicks had identification rings applied. This was considerably higher than recorded in 2013. Second barn owl broods were likely and a further monitoring visit would, therefore, be undertaken.

RECEIVED

16:2 Eel Regulations 2009

The Environment Agency had recently issued additional documentation to be completed for this work. Details of the Cost Benefit Calculation had also been provided and although this was the same calculation used for FDGIA funding, for eel assessments it was not used in the same way; discussions to resolve this iniquity were ongoing.

RECEIVED

16:3 Water Voles - Class Licensing

The proposed class license included a requirement for the initial cutting of vegetation to be completed during the period 15th February to 15th April prior to reforming works the following autumn. IDB Ecologists, in reviewing the guidance had suggested two periods for the initial cut:

- (a) By 31st March (in exceptional circumstances by 15th April).
- (b) Mid-September till the beginning of October (in exceptional circumstances 1st September - 15th November).

These recommendations had been forwarded to the Association of Drainage Authorities' Technical and Environmental Committee for consideration and to Natural England. If approved, this would mean that the Board would no longer have to apply for a licence as the current working practices already fitted these timescales.

RECEIVED

17. POLICY DOCUMENTS

17:1 Flexible Working

As from 30th June 2014 all employees had a statutory right to request flexible working after 26 weeks' service. The Chief Executive reported that, to comply with these changes, a Flexible Working Policy had been prepared (based on guidance issued by the Board's solicitors) detailing the way in which any requests would be dealt with.

RESOLVED

That the attached Flexible Working Policy be approved.

17:2 Pension Discretions

The Chief Executive reported that it was a requirement for the Board to formulate, publish and keep under review a Statement of Policy on certain discretions which it had the power to exercise in relation to members of the new CARE pension scheme. A policy had, therefore been prepared based on the pro forma issued by the Pension Fund detailing how the Board would deal with discretionary payments for employees.

RESOLVED

That the attached Statement of Policy for the 2014 Scheme and the existing Statement of Policy for members joining the scheme prior to 2008 be approved.

17:3 Travel Policy

The Chief Executive reported that a Travel Policy had been prepared for Consortium employees to clarify when mileage would be paid. The amount payable was currently 65p per mile for casual users and 45p per mile for essential users (in line with the Inland Revenue rates).

RESOLVED

That the attached Policy be approved.

17:4 Long Service Awards

The Chief Executive reported that the Board's Long Service Awards Policy had been set up to show appreciation to long and loyal serving employees and the attached document had been prepared to clarify this Policy.

It was noted that five employees were due long service awards and these would be presented after the meeting.

RESOLVED

That the attached Long Service Awards Policy be approved.

18. EXTERNAL MEETINGS

18:1 Association of Drainage Authorities Annual Conference

The Chief Executive reported that the Association of Drainage Authorities Annual Conference would be held on Wednesday, 12th November 2014 in London. The cost per delegate would be £109 per person plus rail fares.

RESOLVED

That Messrs G. Crust and P.W. Pridgeon represent the Board at the Conference.

18:2 Lincolnshire Coastal Grazing Marsh (LCGM) Tour

Officers reported that an invitation had been received from the LCGM to a tour on 11th September 2014; the Board had been a partner in the LCGM since its inception in 2005.

The LCGM had been successful in securing a Heritage Lottery Fund grant of £1.7 million over a three year period and this enabled advice, training and grants to be given to landowners to create some extremely successful sites for breeding waders, while also engaging the local community in discovering their heritage. Successful Water Level Management was a key part of this and the Board had secured £67,000 for a research project which demonstrated how to deliver these sites successfully without detriment to flood risk; this research had been published nationally.

Mr R.H. Needham and Cllr Mrs P.F. Watson had attended together with Board's Environmental Officer.

Cllr Mrs Watson reported that the tour had included a visit to Saltfleet Haven. Cllr R.J. Palmer stated that the sea wall at Saltfleet required attention following damage by the tidal surge; this was on the north side of the outfall and protected the river from the sea. The Engineer agreed to request an update from the Environment Agency.

RECEIVED

18:3 Greater Lincolnshire Nature Partnership (GLNP) Farming with Nature

An invitation had been received from the GLNP to a Conference 'exploring innovations in agricultural technologies and practices that are sympathetic to nature and help to conserve natural biological processes whilst making a positive impact on the bottom line for farm business in Greater Lincolnshire'. The Conference would be held on 6th November 2014 at Riseholme College, Lincoln and there would be no cost to the Board.

The Board's Environmental Officer would be attending in a representational role and the invitation had also been extended to Board members although places were limited.

RECEIVED

18:4 Association of Drainage Authorities Lincolnshire Branch (ADA)

Officers reported that a meeting of the ADA Lincolnshire Branch would be held on 16th October 2014 at Bainlands Country Park, Woodhall Spa.

RECEIVED

20. HEALTH AND SAFETY

20:1 Legislation

There was no new or amended legislation that would affect the Board.

RECEIVED

20:2 Incidents

The Chief Executive reported on two incidents which had occurred since the last Board meeting; one near miss and one resulting in damage to a manhole cover.

It was, however, noted that a total of seven incidents had been reported across the Consortium: 1 near miss, 4 damage only, 1 dangerous occurrence and 1 minor injury.

Investigations had been undertaken into all of these incidents and a memo issued to the Direct Labour Organisations to raise awareness. The Director of Operations/Health and Safety Advisor had stated that he was satisfied that the Board had the correct procedures and safe systems of work in place.

RECEIVED

20:3 Issues

No issues had been raised since the last Board meeting and the Chief Executive confirmed that a review of all outstanding issues was being undertaken to ensure that these had all been cleared.

RECEIVED

20:4 Meetings

The next Health and Safety Committee meeting would be held on 29th September 2014. Agenda items would include the new Health and Safety Policy and Risk Assessments.

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21. STAFFING

21:1 Bonus Review

As discussed previously, a review of the bonus scheme was currently being undertaken. The Chief Executive reported that investigations so far indicated that the scheme had served the Board reasonably well and there had been little change in terms of plant efficiency that would affect the rates used to calculate

the bonus. It was thought that, at this stage, the greatest efficiency could be achieved by the introduction of an electronic system to record hours worked, environmental information, asset condition etc. This would increase the capacity of the workforce and to a greater extent the management team. Details and costs were being obtained and would be presented for consideration at a future meeting.

The Board's Direct Labour Organisation was aware of the review and would be consulted prior to any changes being implemented.

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21:2 Appointment of Foreman

The new Foreman had started work with the Board on 28th July 2014. The Chief Executive reported that the cutting season was providing an excellent opportunity for him to get to know the area and the Director of Operations had arranged a full training programme to ensure that the Foreman was familiar with the Board's operations and had the relevant knowledge to be able to fulfil his duties.

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22. DELEGATED MATTERS - PLANNING, BYELAWS AND SUPERVISORY ROLE

22:1 Byelaw Applications

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

B052-2014 Construction of four land drainage outfalls from O.S. field no. 7535 into the Board maintained Ancroft Fen Drain at national grid reference TF 47795 - 75446 in the parish of Bilsby.

B056-2014 Construction of surface water outfall into the Board maintained Swine Dyke at national grid reference TF 38254 - 97078 at Mill Garth in the parish of Grainthorpe.

B057-2014 Increased flow of surface water into the Board maintained Holts Drain from a new dwelling adjacent to Rose Cottage, Moat Farm, Oxlands Lane at national grid reference TF 47688 - 64268 in the parish of Bratoff.

B058-2014 Construction of two 80mm diameter land drainage outfalls into the Board maintained Two Mile Bank Drain at national grid references TF 44300 - 86959 and TF 44287 - 86951 in the parish of Gayton Le Marsh.

B059-2014 Construction of a 100mm diameter land drainage outfall into the Board maintained New Gayton Engine Drain at national grid reference TF 44732 - 87251 in the parish of Gayton Le Marsh.

B066-2014 Installation of a new BT cabinet within eight metres of the Board maintained Mablethorpe Urban Cut at national grid reference TF 50141 - 86239 at 1 Links Avenue in the parish of Mablethorpe.

B070-2014 Refurbishment of overhead line located within eight metres of the Board maintained Ings New Drain, Ings New Drain Branch No. 1

and Ings New Drain Branch No. 2 between national grid references TF 50680 - 73212 and TF 50712 - 72506 in the parish of Cumberworth.

B074-2014 Construction of an 80mm diameter surface water outfall into the Board maintained Skirbeck Drain at national grid reference TF 47144 - 83195 from The Willows Park, Main Road in the parish of Maltby le Marsh.

B077-2014 Installation of a new 11kv overhead cable over the Board maintained Sutton Main Drain culvert at national grid reference TF 51909 - 81066 in the parishes of Sutton-on-Sea and Mablethorpe.

B075-2014 Construction of a vehicular access over the Board maintained Mardyke at national grid reference TF 45103 - 90626 in front of The Cottage, Main Road in the parish of Saltfleetby.

B076-2014 Re-development of a brownfield site within eight metres of the Board Swine Dyke at national grid reference TF 38247 - 97082 at Mill Garth in the parish of Grainthorpe.

B080-2014 Installation of two 160mm diameter surface water outfalls into the Board maintained Thorpe Middle Drain at national grid reference TF 49245 - 81999 in the parish of Trusthorpe.

B081-2014 Construction of an environmental berm on the left bank of the Board maintained Thorpe Hannah Drain at national grid reference TF 48992 - 81799 in the parish of Trusthorpe.

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22:2 Section 23 Applications

Officers reported that the following Section 23 consents had been granted under delegated authority since the last Board meeting:

LMDB/LDC/2014/016 Installation of a 33 linear metre culvert within a private watercourse along the western side of the road at national grid reference TF 49406 - 70974 in the parish of Sloothby.

LMDB/LDC/2014/018 Installation of a culvert beneath the railway line immediately north of O.S. field no. 6680 at national grid reference TF 49417 - 58968 in the parish of Wainfleet All Saints.

LMDB/LDC/2014/019 Infilling of approximately 420 linear metres of private watercourse (Ditch 1) between national grid references TF 49115 - 81636 and TF 49208 - 81479 and (Ditch 2) between national grid references TF 49245 - 81999 and TF 49380 - 81799 in the parish of Trusthorpe.

Officers further reported that the following Section 23 applications had been granted within the extended area since the last Board meeting:

LMDB/LDC/2014/015 Installation of an access culvert within the private watercourse along Whitegates Lane at national grid reference TF 38854 - 88403 in the parish of Grimoldby.

LMDB/LDC/2014/017 Installation of a replacement culvert on a riparian watercourse crossing the A631 carriageway at national grid reference TF 30376 - 87772 in the parish of South Elkington.

RECEIVED

22:3 Planning Applications

Officers had been consulted on 65 planning applications since the last Board meeting and appropriate observations had been made. Objection had been raised to the following:

N110/00297/14 Erection of bungalow and garage within eight metres of the Board maintained Mablethorpe Urban Cut. Objection since withdrawn as location of buildings now complies with the Board's guidance.

N110/00638/14 Erection of garage and store within eight metres of the Board maintained Alford Road Drain west Branch No. 2.

N155/00468/14 Outline erection of nine dwellings (the Board's officers had requested further information on the means of surface water disposal).

N179/00803/14 Erection of wind turbine (further information requested to ensure proposal would not interfere with the Board's telemetry communications). Objection withdrawn as it has been confirmed that this would not be affected.

S090/00860/14 Change of use of land to site 29 touring caravans (proposed development will restrict access to the Board maintained Addlethorpe North Branch Drain.

RECEIVED

Mr W. Cooper left the meeting.

23. ANY OTHER BUSINESS

23:1 Somerset IDB Visit

The Chief Executive reported that the Board had been approached by a member of one of the Somerset IDBs regarding a possible visit to Lindsey Marsh. Should the visit take place the Chairman, Engineer and Mr P.W. Pridgeon would join them on a tour of the Skegness area.

RECEIVED

23:2 Retirement of ADA Chief Executive

Mr G. Billings suggested that a letter be sent to Mrs J. Venables on her retirement thanking her for all her work on behalf of the IDBs.

RECEIVED

23:3 Potential Issues at North Somercotes

Cllr R.J. Palmer raised two issues: stagnant water in the Eau Bank and illegal outfalls in Town Drain, both in the North Somercotes area.

Cllr Palmer reported that the footpath down to the beach at North Somercotes (used to view the seals) had been raised and he was concerned about the stability of this which could increase the potential of erosion causing overtopping.

RESOLVED

That the Engineer investigate the above issues and report back if necessary.

CHAIRMAN