

# TRENT VALLEY INTERNAL DRAINAGE BOARD

Minutes of a Meeting of the Board held at 10.00 a.m. on Thursday, 27th September 2018, at Winthorpe Community Centre.

## Elected Members

\* Messrs W.J. Staunton (Chairman)  
\* J. Miller (Vice-Chairman)  
\* R. Warburton (Vice-Chairman)  
\* A. Arden  
\* T.H. Farr  
\* N.J. Greenhalgh  
\* R.J. Jackson  
\* D. Loates  
\* J. Pask  
\* S.E. Richardson  
\* Mrs J. Love  
\* Vacancy

## Nominated Members

Bassetlaw District Council  
Cllrs K.H. Isard  
Mrs S. Fielding  
D. Pidwell  
Newark and Sherwood District Council  
Cllrs D.R. Payne  
I. Walker  
B. Wells  
\* Mrs S. Michael  
Rushcliffe Borough Council  
\* Cllrs R. Hetherington  
\* J. Thurman  
Mrs C. Jeffreys  
N. Lawrence  
Gedling/Melton Borough Councils  
Mr J. Evens  
West Lindsey/North Kesteven District Councils  
Cllr Mrs P. Whittaker (NKDC)  
Invited Representatives of Partner Organisations  
Miss S. Jaques (Nottinghamshire County Council)  
\* Messrs J. Bowler (Bassetlaw District Council)  
I. Davies (Bassetlaw District Council)  
Mrs J. Bradley (Nottinghamshire Wildlife Trust)

## Present

### Staff

\* Messrs A. McGill (Chief Executive)  
\* D.J. Sisson (Engineer)  
\* M.S. Everett (Operations Manager)  
\* Mesdames J.D. Watson (Operations Director)  
\* N. Kemble (Engineer designate)  
\* N. Hind (Finance Manager)

### In attendance

Members observed a minute's silence in respect for Mr J. Mellors (former Chairman of Laneham IDB) who had recently passed away.

The Chairman welcomed Mr N. Kemble to his first meeting.

## 1. APOLOGIES

Apologies for absence were received from Mr N.J. Greenhalgh, Cllr Mrs C. Jeffreys and Cllr Mrs P. Whittaker.

## 2. DECLARATION OF INTEREST

Mr A. Arden - agenda item 17 (planning application numbers 138110 and 137967).

## 3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

The Chairman reported that two applications had been received for the vacancy on the Board and these would be considered under any other business.

## 4. BOARD MINUTES (Pages 319 to 326)

### RESOLVED

That the minutes of the meeting of the Board held on 31st May 2018 be confirmed as a correct record.

5. MATTERS ARISING

Minute 12, Page 323 - Langar Lakes

In response to Cllr J. Thurman, the Engineer confirmed that contributions had been sought from Rushcliffe Borough Council and Nottinghamshire County Council but both had declined. The final proposal of the required works had been prepared for agreement by all parties, otherwise enforcement action would be taken to affect a solution.

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Minute 14:4 - Planning, Byelaws and Supervisory Role Updates

In response to Mr J. Miller, the Operations Manager agreed to check whether the fence had been moved back and report to the next Board meeting.

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6. STANDARDS COMMITTEE MINUTES

The attached minutes were presented for consideration.

RESOLVED

That the minutes of the Standards Committee held on the 5th July 2018 be confirmed as a correct record and noted, and the recommendations made be adopted by the Board.

7. DRAINAGE RATES AND SPECIAL LEVIES

The Chief Executive reported that drainage rates and special levies collected up to 11th September 2018 totalled 58.94%. Second reminders were being sent out.

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8. FINANCE

The attached report was circulated and considered by members.

The Chief Executive reported that he was looking at options for the pension scheme and a proposal would be presented for consideration before the next financial year. A review of investments would also be undertaken once the accounts system was fully functional. Mr S.E. Richardson reported that there seemed more money on deposit than usual. Members noted that the amount invested in the Nat West account exceeded that stated in the Financial Regulations and approved this until such time as alternative investments had been sought.

The Chief Executive reported that the predicted financial position at the end of the Board's ten-year plan was of concern and Officers would be seeking savings.

It was noted that the agreement for the sale of land at Torksey had now been signed.

Officers highlighted that Consortium recharges for the current year had yet to be paid.

Regarding the payment schedule, it was noted that there was a duplicate entry for LGPS and this would be amended. The Chief Executive agreed to check whether the annual insurance premiums covered all policies. Officers confirmed that the cost of the damage to the mini digger (net of excess) would be recouped from the insurance.

RESOLVED

- (a) That the Board's report on the accounts for the period 1st April to 31st August be noted.
- (b) That the forecast for the year-end be noted.
- (c) That investments and borrowings be noted.
- (d) That the attached schedule of payments over £500 be approved.

9. OPERATION REPORT

The Operations Director presented the attached update on the work undertaken by the Direct Labour Organisation.

Officers gave a status report on pumping stations, plant and equipment.

The Operations Director presented two options for replacing the John Deere tractor with a more ergonomic machine and the impact that this would have on the current year's plant budget. These were considered in detail.

The Chairman thanked staff for their assistance during the flooding event in June.

RESOLVED

- (a) That the attached report be noted.
- (b) That the Board replace the John Deere tractor with a Case machine during the current financial year, Officers to investigate lease and hire purchase options as well as ex-demo machines.

10. ASSET RENEWAL AND REFURBISHMENT PROJECTS

10:1 Channel and Culvert Clearance on Bulham Lane Drain at Sutton-on-Trent (TVIDB18042)

During the first weekend in June 2018, parts of Sutton on Trent suffered extensive flooding during an extreme rainfall event with some 65mm of rainfall falling in a very short space of time during two storms. The rainfall event resulted in some 32 properties flooded up to a depth of 1.2 metres including a number of industrial units.

The incident had attracted wide media and political interest and the Board's officers worked with Nottinghamshire County Council (Lead Local Flood Authority) and other authorities to support those affected, and to ascertain what the causes were and assist with an early recovery. The Board's Chairman was kept informed throughout, supporting and approving the actions taken by Officers.

The Engineer reported that the Board had worked with a landowner to relay a collapsed culvert downstream of the railway and had taken the opportunity to uprate the pipe to 1.8 metre diameter. The landowner had undertaken the work to the Board's specification, and the Board had provided the materials at a cost of £11,087.

The area had been surveyed at a cost of £2,500 and clearance of culverts and the open section of the Bulham Lane Drain had been undertaken at an estimated cost of £35,000.

Officers gave a full presentation on the actions taken and the proposed works, and reported the changes necessary to the 2018/2019 budgets to facilitate this emergency work.

The Board expressed its thanks to the staff for responding promptly to the rainfall event. Cllr Mrs S. Michael passed on thanks on behalf of Newark and Sherwood District Council.

Officers continued to work with the Lead Local Flood Authority, Newark and Sherwood District Council and other partners, who were undertaking further investigations and working towards delivering a scheme. The Chief Executive reported that one of the options being considered to minimise the risk of flooding was attenuation of water outside the village. He stated that despite the work already undertaken and planned on the existing system, this still would not cope should such an extreme event occur again.

#### RESOLVED

That the actions taken to date following the recent flooding in Sutton-on-Trent be approved and that changes be made in the 2018/19 works programme to facilitate the emergency channel and culvert clearance works on Bulham Lane Drain.

#### 10:2 Cuckstool Pumping Station Refurbishment

Cuckstool Pumping Station which served the village of Sutton-on-Trent, was due for refurbishment in 2019/2020, however, the events of 2nd June 2018 had highlighted the need for this work to be accelerated and completed during the current financial year.

Officers reported that the automatic weedscreen cleaner had been operating at below acceptable service levels for some time and, in the weeks leading up to the event, had broken down irretrievably requiring manual clearance by the Operations Team during the event.

Due to the urgency of the matter, negotiations were held with a contractor who had very recently been awarded contracts for similar work elsewhere in the Consortium's area under competitive tendering procedures. The contractor had agreed to carry out the works to replace the trolley and gripper, weedscreen panels and provide the electrical control gear for the same price previously tendered and, after consultation with the Chairman and Chief Executive, an order had been placed for the work at a cost of £49,510. It was planned that the works be completed and the weedscreen cleaner recommissioned by mid-October.

The Engineer reported that the two pumps were currently being refurbished after a full tendering process approved by the Board on 28th September 2017 at a cost of £27,760.

Again, after consultation with the Chairman and Chief Executive, negotiations took place with the electrical contractor who had successfully tendered for all the recent works procured by the Water Management Consortium Boards to replace the panel and kiosk at the site. The negotiated contract value was £49,395 and the Engineer stated that this compared very favourably with all recent previous contracts. This work was due to be completed by the end of October. To facilitate the new control kiosk, a small extension of the station compound would be required at a cost of £5,000 and Officers were working closely with the Environment Agency to ensure that this work did not have a detrimental effect on the adjacent Trent flood bank.

It was expected that all the above work would be completed by the end of November 2018.

The Engineer stated that in order to facilitate the above works, it would be necessary to delay the South Clifton Pumping Station refurbishment until 2019/2020.

RESOLVED

That the Cuckstool Pumping Station refurbishment be brought forward to the current financial year, the work to be funded by delaying the South Clifton Pumping Station refurbishment until 2019/20.

10:3 Kingston Brook, Environmental Enhancements/Flood Risk Management

The contractor (JBA Consulting) who had undertaken the initial modelling works on the Kingston Brook had quoted £3,750 to analyse the proposed diversion of the Sheep Wash Brook that had been identified as a possible flood risk reduction measure following the floods in East Leake earlier in the year.

The Engineer reported that currently the project budget had around £2,800 in-hand and additional funding of around £1,500 (to include staff costs) would, therefore, be required. He suggested that this could be funded from the annual drainage investigation fund.

It was noted that £5,000 may be available in grant funding towards the cost of the final scheme.

RESOLVED

That additional modelling work be undertaken on the Kingston Brook at a cost of £3,750, the shortfall to be funded from the drainage investigation budget.

10:4 Beckingham Pumping Station - Power Supply Upgrade

Officers reported on the ongoing issues with the connection of the uprated power supply to Beckingham Pumping Station, which despite protracted negotiations with Western Power Distribution, was still not connected.

The application form had been completed and submitted and a connection fee of £9,500 confirmed for a 350KVa, three phase supply, however, Officers had been advised the job had again been pushed back due to engineering difficulties. Western Power had indicated a new completion date for the work of November but no guarantee was given.

Officers confirmed that the installed capacity available at the station was equal to all the automatic pumping capacity available prior to the re-build but the lack of adequate supply capacity prevented the operation of the three pumps together, the final implementation of full automatic control, and the agreed sustainable water level management regime.

The Chairman asked Officers to let him know should the power supply not be connected in November.

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10:5 Torksey Pumping Station Refurbishment (TVIDB16002)

The Environment Agency approved the Business Case for Flood Defence grant-in-aid on the 13th August 2018. The amount of grant awarded for the scheme was £528,000.

Officers reported that the civils contract had been awarded and work was due to commence on site at the beginning of October with a construction period of six weeks. The contract package included the refurbishment of the two brick pump house buildings, upgrading of the compound and the inclusion of pipe sections to the current gravity outfall tunnel and other associated works.

The contract for the new fish friendly pumps and electrical control panel had also been awarded. The period for manufacture of the pumps was 32 weeks and installation and commissioning was programmed for April/May 2019.

Costs to date were £56,604 against the overall approved scheme budget of £856,000.

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10:6 Lowfield Pumping Station Refurbishment (TVIDB16020)

The Engineer reported a delay in procurement of the pumps and installation and commissioning was therefore scheduled for mid-October.

The extension of the existing concrete base on which the new kiosk will be erected was complete. A date was awaited from Western Power Distribution to isolate the power supply and move the existing cable before the old kiosk and panel could be removed and the new ones installed.

Officers reported costs to date of £11,187.25 against the overall approved scheme budget of £135,000.

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10:7 Strategy 2025 (TVIDB16019)

The Engineer confirmed that an eel exemption had been granted by the Environment Agency for the four stations requiring refurbishment as part of the Strategy 2025 works: Sturton, Cuckstool, Wheatley Beck and Fenton Marsh. The contract had therefore been awarded for the refurbishment of the pumps at Sturton, Cuckstool and Wheatley Beck Pumping Stations and the pumps were due to be lifted shortly with all stations being back in full operational service by the end of October. Officers confirmed that one pump would be removed at a time to ensure the stations remained operational and a standby pump would be available in the event of an emergency.

The refurbishment of Fenton Marsh Pumping Station was already underway and would be reinstalled and commissioned by the end of the month.

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10:8 Egmanton Village Improvement Scheme - Phase 2 Flood Storage Area

The Engineer reported that planning permission for the construction of the earth flood embankment and land raising works required for the flood storage area was being sought from Newark and Sherwood District Council and the landowners had been informed to ensure that work could proceed as soon as agreement was reached with all parties.

The Chairman stated that the Board needed to proceed with the scheme whilst funding was still available. Officers hoped to start work in February/March next year.

RESOLVED

That the Board use its powers to effect a compulsory purchase of the land should agreement with all parties not be possible.

10:9 Flood Defence Grant-in-Aid (FDGiA) Medium Term Plan Annual Refresh and Submission

The Engineering Team had submitted refreshed FDGiA bids for the coming years up to 2020/2021 as well as new schemes for the next six-year period on behalf of all Consortium Boards. The Environment Agency was undertaking a local and national review of all projects and would confirm the reserve funding allocation for each project in due course. The Engineer stated that separate national funding was only available up to the end of 2020/2021 at present, the end of the current six-year Government allocation.

The attached schedule detailing the refreshed and forward projects submitted on behalf of the Board was noted.

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11. ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

The Chief Executive gave the following update on the recent Association of Drainage Authorities Policy and Finance Committee:

Concerns regarding members' attendance and proportion of representation.

A recent letter from East Riding of Yorkshire Council had been considered; it was understood that this had been prompted by a significant rise in the special levy. Amongst other things, the letter talked about governance of IDBs and the possible disaggregation of the rates. ADA would be responding to the letter.

ASA SUDS group will be working with ADA who would be providing administrative support.

A training package was being prepared for Board members and training would be given to Officers so that they could deliver this in the future.

The Rivers Authority Private Members Bill had stalled at second reading. ADA was monitoring and responding to this. The Bill would legalise the set-up of other tier authorities and also sought to change legislation in respect of drainage rates; if passed it would be easier to extend boundaries etc. for rating and levies.

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12. ENVIRONMENTAL REPORT

12:1 Biosecurity Policy

The Engineer presented the attached Biosecurity Policy which had been prepared based on the model provided by the Association of Drainage Authorities in conjunction with the Environment Agency and the Department for Environment, Food and Rural Affairs (DEFRA). The Policy focused on preventing the spread of invasive non-native species.

Officers reported that across the Consortium, Boards had successfully undertaken control of Giant Hogweed and continued to control Japanese Knotweed and floating pennywort. These were controlled species under UK Waste Legislation and, as such, silt and soil containing their seeds or rhizomes must be disposed of at an appropriate facility and could not be spread on adjacent land. The recording of, and where appropriate, taking action against invasive non-native species was detailed in the Board's Biodiversity Action Plan.

It was noted that DEFRA was taking a keen interest in internal drainage boards' performance in biosecurity matters and this was now included on the IDB1 Return.

RESOLVED

That the attached Biosecurity Policy be adopted by the Board.

12:2 Barn Owl Nest Boxes

Officers reported that barn owls had bred in two nest boxes and chicks had been ringed to enable future monitoring. Stock doves had also bred in four nest boxes.

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13. HEALTH AND SAFETY

The Operations Director presented a report on five incidents which had occurred across the Consortium since the last meeting, fortunately no injuries had been sustained. She reported that appropriate measures had been put in place to reduce occurrences in the future.

An annual summary of incidents was reported; 15 across the Consortium, three of which were in the Isle of Axholme area. It was noted that the largest number (50%) of total incidents involved damage to machinery.

Following a suggestion from Mr T.H. Farr it was agreed that this item would be moved further up the agenda in the future.

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14. BYELAWS AND ADVICE NOTES

Following the adoption of the new Byelaws, Officers had undertaken a review of the Board's Advice Notes. The Engineer reported on proposed changes to bring these in line with the Board's Byelaws and other changes in legislation. Copies of the Advice Notes were available for members to view.

RESOLVED

That the Advice Notes be amended in line with Officers' recommendations.

15. ASSOCIATION OF DRAINAGE AUTHORITIES (ADA) ANNUAL CONFERENCE

Officers reported that the ADA Annual Conference would be held in London on 14th November 2018. The cost would be £120 per person plus rail fares.

RESOLVED

That the Chairman and Mr J. Miller represent the Board at the ADA Conference.

16. POLICY REVIEW

The Chief Executive reported that a review of the following policies was underway to ensure compliance and best practice:

Financial Regulations  
Delegated Authority  
Matters Reserved to the Board

Risk Register  
Policy Statement on Water Level and Flood Risk Management

The updated documents would be presented to the Board for adoption once the review was complete.

Officers confirmed that the Financial Regulations were sufficient but would be reviewed by the new Finance Manager. The Senior Management Team would also be reviewing the delegated authority to ensure that this complied with Regulations whilst still allowing day to day operations.

A presentation on Risk would be given by the Internal Auditor for the Lincolnshire Clerks on 30th October 2018 and any recommendations made by him would be taken into account during the review of the above documents.

The Chief Executive further reported that a Model Policy Statement had been prepared by the Department for Environment, Food and Rural Affairs in conjunction with the Association of Drainage Authorities. The necessary data was being collected and this would be tailored for Trent Valley area.

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17. DELEGATED MATTERS – PLANNING, BYELAWS AND SUPERVISORY ROLE

17:1 Byelaw Applications

The following consents had been granted under delegated authority since the last Board meeting:

TVIDB/LDC/2018/026 Installation of a 42.5 metre box culvert, 1.5 metres wide by 0.6 metres in height within the diverted Board maintained South Collingham Drain between national grid references SK 83657 61607 and SK 83699 61612 in the parish of Collingham.

TVIDB/LDC/2018/027 Installation of 6 metre culvert, 900mm in diameter at national grid reference SK 83724 61665 in the parish of Collingham.

TVIDB/LDC/2018/028 Installation of a 10.7 metre box culvert 1.5 metres wide by 0.6 metres in height at national grid reference SK 83748 61760 in the parish of Collingham.

TVIDB/LDC/2018/029 Installation of 6 metre culvert, 900mm in diameter at national grid reference SK 83760 61832 in the parish of Collingham.

TVIDB/LDC/2018/030 Installation of 6 metre culvert, 900mm in diameter at national grid reference SK 83761 61901 in the parish of Collingham.

TVIDB/LDC/2018/031 Installation of a 19 metre access culvert, 600mm in diameter at national grid reference SK 83747 61923 in the parish of Collingham.

TVIDB/LDC/2018/037 Construction of a new warehouse building and car parking area within nine metres of the Board maintained Cricket Field Drain and also a surface water outfall into the watercourse at national grid reference SK 70550 40308 in the parish of Bingham.

TVIDB/LDC/2018/039 Temporary culverting of the watercourse and stone up of the ditch, for an anticipated period of two weeks from the 25th May 2018 to the

1st June 2018 on the Board maintained Lowfield Drain at national grid reference SK 81099 51084 in the parish of Balderton.

TVIDB/LDC/2018/040 Diversion of 364 metres of existing Board maintained South Collingham Drain a perforated pipe 225mm in diameter to be installed between national grid references SK 83588 61616 and SK 83721 361930 in the parish of Collingham.

TVIDB/LDC/2018/042 Surface water discharge into the Board maintained Long Ings Syke at national grid reference SK74350 43573 in the parish of Screveton.

TVIDB/LDC/2018/043 Installation of a concrete mattress into the existing culvert on the Board maintained Kingston Brook at national grid reference SK 49729 27832 in the parish of Kingston on Soar.

TVIDB/LDC/2018/044 Installation of a cable bridge crossing on the Board maintained Beckingham Pump Drain at national grid reference SK80005 91297 in the parish of Walkeringham.

TVIDB/LDC/2018/048 Repair of existing bridge with new concrete footings on the Board maintained Torksey Main Drain Part 2 at national grid reference SK 84542 71103 in the parish of South Clifton.

TVIDB/LDC/2018/049 Removal of existing concrete street lighting column and installation of a new 1m steel lighting column within nine metres of the Board maintained Torksey Main Drain at national grid reference SK 83745 77957 in the parish of Fenton.

TVIDB/LDC/2018/051 Repairs to the existing bridge on the Board maintained Parish Drain at national grid reference SK 85983 73372 in the parish of Thorney.

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#### 17:2 Section 23 Applications

The following consents had been granted under delegated authority since the last Board meeting:

TVIDB/LDC/2018/045 Installation of a concrete canvas into a riparian watercourse within the Board's area at national grid reference SK77818 38771 in the parish of Orston.

TVIDB/LDC/2018/047 Installation of a concrete canvas into a riparian watercourse within the Boards area at national grid reference SK 81261 37604 in the parish of Bottesford.

No applications had been dealt with on behalf of the Lead Local Flood Authority.

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#### 17:3 Planning Applications

The Engineer reported that 195 planning applications had been reviewed by Officers since the last Board meeting and appropriate comments made.

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**18. VACANCY ON THE BOARD**

The Chairman reported on two applications that had been made to fill the vacancy in the Fosse and South Notts Electoral District.

Both applicants met the requirements for election and members were satisfied that both would be an asset, contributing equally to the operation of the Board.

After discussion it was RESOLVED

That Mr T. Hawthorne be appointed to fill the vacancy in the Fosse and South Notts Electoral District.

**19. ANY OTHER BUSINESS**

**19:1 Climate Change**

Mr R. Warburton queried whether the national data sets (e.g. 1:100 year event figures) had been adjusted to take into account the effects of climate change. The Engineer confirmed that these figures were constantly being revised. He also confirmed that climate change and additional flows were factored into all the Board's major projects, e.g. major refurbishment or rebuilding, when the modelling was undertaken.

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**19:2 Extension to Quarry**

Cllr R. Hetherington reported that the proposed extension of the quarry may impact on the Sheepwash Brook and asked whether Officers were aware of this. The Operations Manager agreed to look into this although it may be outside the Board's area.

RECEIVED

**19:3 Retirement of Engineer**

The Chairman stated that this was Mr Sisson's last meeting as Engineer to the Board although he would be continuing to work with the Board on a part-time basis for the next year. Members joined the Chairman in thanking David for his contribution to the Board.

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CHAIRMAN