

WARBOYS SOMERSHAM AND PIDLEY INTERNAL DRAINAGE BOARD

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26 May 2021

My Lord, Lady and Gentlemen

Meeting of the Board
3rd June 2021

I enclose the Agenda for the Meeting of the Board to be held at Lakeside Lodge, Pidley at 5.30pm on Thursday the 3rd June 2021.

PLEASE NOTE THAT THIS AGENDA INCLUDES CONFIDENTIAL PAPERS. APART FROM THE COPY RETAINED WITH THE CONFIDENTIAL MINUTES THEY WILL BE DESTROYED FOLLOWING THE MEETING AND MEMBERS ARE REMINDED THAT THEY MUST NOT BE DISCUSSED WITH ANYONE OTHER THAN A BOARD MEMBER.

AFTER THE MEETING PLEASE DESTROY YOUR COPY OF THE PAPERS OR RETURN THEM TO THE OFFICE TO BE DESTROYED.

Please telephone or e-mail to confirm your attendance as soon as possible.

Yours truly

D C THOMAS

Clerk to the Board

To the Chairman and the Members of the Warboys Somersham and Pidley Internal Drainage Board

A G E N D A

1. Apologies for absence

2. Standing Orders

ADA have obtained agreement from Defra for the flexibility which allowed the Board to choose how they wished to hold Board meetings during the pandemic to become permanent. This change will allow remote attendance or fully virtual meetings to take place in future should that best meet the Board's particular requirements at that time.

(Copy pages 9-13)

The Board's approval to these revised Standing Orders is sought.

3. Declarations of Interest

Members to declare any interests relating to the agenda.

4. Confirmation of Minutes

To confirm the Minutes of the Meeting of the Board held on the 3rd December 2020.

(Copy pages 14-28)

5. Matters arising from the Minutes

6. Board Membership

Further to minute B.1718, the Clerk will report that Mr Dan Fabb has accepted the invitation to become a Member of the Board.

7. Land Drainage Act 1991
Board Membership – Huntingdonshire District Council

The Clerk will refer to the death of Councillor Mrs Jill Tavener on Monday the 8th February 2021.

8. Fenton Lode New Cut (Tesco Site)

Further to minute B.1724, the Clerk to report.

9. Replacement Excavator Machine

Further to minute B.1725, the Chairman to report.

10. Finance Committee

To consider the minutes of the Meeting of the Finance Committee held on Friday 20th May 2021.

(Copy pages 29-38)

11. Charges for hire of plant when engaged on private work

Further to minute B.1691, to consider whether any revisions are necessary in the Board's charges for hiring of plant for private work (last reviewed – June 2020).

(i) Doosan DX 140W Excavator

£35 per hour inside the District) (inclusive of operator's wages)
£40 per hour outside the District)

(ii) Flail Mower

£40 per hour inside the District) (inclusive of operator's wages)
£45 per hour outside the District)

(NB – Travelling time being charged in addition to working time).

12. Outstanding Drainage Rates

Further to minute B.1733(b), the Clerk to report.

13. Clerk's Report

The Clerk advises:-

i) Application for byelaw consent

That the following application for consent to undertake works in and around watercourses has been approved and granted since the last general meeting of the Board:-

<u>Name of Applicant</u>	<u>Details of Consent Granted</u>	<u>Date Consent Granted</u>
P F England & Son	Installation of 4 no field underdrain outfalls – between Points 131 and 157 in the High Fen area	27 th April 2021

ii) Association of Drainage Authorities

a) Meeting of the River Great Ouse Branch

That the Annual Conference of the River Great Ouse branch of the Association was held virtually on Tuesday the 2nd March 2021.

Matters covered were that there was a change in Chairman with Harry Raby stepping down and Marc Heading taking his place. Councillor Doug McMurdo takes on the role of Vice Chairman. This maintains the balance of having upland and lowland members in key roles and also balances council and agricultural ratepayers' interests. John Heading was appointed for another three years on the ADA Board as branch representative. Robert Caudwell gave an update on ADA matters focusing in on progress of the agriculture bill through parliament and the lowland peat initiative which he considers must not negatively impact on livelihoods and the need to produce food for the nation. Next to speak was Brian Stewart who was seeking support for his initiative to create an Ex-Officio post on the FRCC for the sitting Chairman of the Great Ouse branch of ADA (EA nominated post). This was supported unanimously and Marc Heading will take up this new role with immediate effect.

Claire Jouvray and Paul Burrows gave updates on the revenue funding position, which was quite healthy with sources of money found to deliver what had been targeted and on the long-term strategy for the area including the tactical plans which are set to make access to grant in aid smoother than it might otherwise be. A warning was raised that funding may get squeezed as time passes and the financial impact of COVID-19 gets addressed.

Approximately 30 people attended this virtual meeting, which should return to its normal format at Prickwillow Hall next year.

That the date of the next meeting is Tuesday the 1st March 2022.

b) ADA response to publication of EFRA Flooding Inquiry Report

That ADA have responded to the Government EFRA report into the winters flooding, which has the headline conclusion that the lack of clear flood-resilience targets is leaving England at risk of 'playing catch-up' with climate change.

Encouragingly, in addition to recognising these challenges, EFRA have also clearly stated that in light of ever more frequent and severe storms, there is an urgent need to provide long-term funding for the maintenance of existing and new flood defences, to match capital commitment together with a need to examine the mental health impacts of severe flooding, calling for an action plan to address this alongside the economic and physical effects.

ADA's response is attached (Copy pages 39-40) and the full EFRA report can be found via the following link; <https://publications.parliament.uk/pa/cm5801/cmselect/cmenvfru/170/170.pdf>

(iii) Smart Level System/District Wide Telemetry Bid

Further to minute B.1728(v) that a Local Levy Bid has been submitted that appears to have been successful and will offer a contribution of half the cost of installing telemetry at pumping station sites. This will allow early warnings of pump or weedscreen failure and remote operation. Also, as the bid covers all MLC administered IDBs there is scale which will facilitate very competitive rates.

When looking at the cost of telemetry there will be a number of factors that will impact upon cost. We have asked Xylem to put together a table that should cover the upper and lower bounds of all IDB pumping stations (see below). Prior to placing an order a site survey will be undertaken, average cost for this is expected to be in the region of £200. Xylem will then assess what if any control panel modifications will be required to allow telemetry. The other defining factor will be whether there is to be an additional requirement for remote control of the station pumps and set points. The table covers this range.

The costing bands are:

Low	£2,000 - £5,000	Minor panel modifications are required, signals are present but need work to the panel to present or make these available to telemetry
Medium	£5,001 - £24,999	Signals are not present to enable telemetry and panel modifications are quite intensive to bring the panel to a point where a telemetry unit can be installed
High	£25,000 +	Signals are not present and the panel requires major modifications to give the required signals. Should this option be required it is anticipated that consideration first should be given to replacement of the control panel which would bring more value and longevity. Signals for telemetry could be more easily accommodated in a new panel.

Note: All above figures are gross and if the Board resolves to go ahead as part of the Grant funded scheme currently on offer will be discounted 50%.

Note: The telemetry access will be cloud based, increasing the flexibility in access at the appropriate level for staff and District Officers.

The Board are asked if they would wish to be included in the arrangements for telemetry provision.

iv) Fens Biosphere

Further to minute B.1692, the Clerk will refer to the leaflet from Cambridgeshire Acre.

(Copy pages 41-45)

v) Land Registry

That whilst it is a legal requirement for land occupiers to notify the Board of any change of occupation, including releasing contact details for the new occupiers, on many occasions this does not occur and time is spent trying to determine who the new occupier is. When the normal avenues fail to deliver any meaningful information we now use our Land Registry account to gain details of the current land owner. The costs of making an application via this method are small (currently £6) but obviously this will show up on the Board accounts, hence the need to draw this new way of working to the Boards attention.

vi) National Drainage Show & Floodex 2021

That the National Drainage Show & Floodex 2021 will be held at ExCel, London on the 9th and 10th November 2021.

14. Consulting Engineers' Report, including planning and consenting matters

To consider the Report of the Consulting Engineers.

(Copy pages 46-63)

15. Capital Improvement Programme

To review and approve the Board's future capital improvement programme.

(Copy pages 64-65)

16. District Officer's Report

To consider the Report of the District Officer.

17. Conservation Officer's Newsletter and BAP Report

The Clerk to refer to the Conservation Officer's newsletter, previously circulated to Members, and to consider the most recent BAP Report.

(Copy pages 66-75)

18. Clerk's fee

To consider the fee of the Clerk.

19. State-aided Schemes

To consider whether to undertake further State-aided Schemes and whether any future proposals should be included in the forward capital forecasts provided to the Environment Agency.

20. District Labour
District Officer's Salary

The Finance Committee will report that the salary of the District Officer will be increased in accordance with the Middle Level Commissioners' pay award.

21. Environment Agency – Precept

The Clerk will report that the precept for the financial year 2020/2021 has been fixed at £21,877.00 representing a rate (including special levies) of 2.62p.

The precept for 2019/2020 was £21,877.00.

22. Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

The Clerk will report that following his submission of claims for contributions the gross sum of £4,420.18 (£14,313.28 less £9,893.10 received on account) (inclusive of supervision) has been received from the Environment Agency for the financial year 2019/2020 based on the Board's actual expenditure on maintenance work for that financial year and the sum of £10,767.52 in respect of 80% of the Board's estimated expenditure for the financial year 2020/2021.

23. Contribution from Developer

The Clerk will report that a contribution towards the cost of dealing with the increased flow or volume of surface water run-off and treated effluent volume has been received.

(See Confidential Papers)

24. Health and Safety

Further to minute B.1732, the Chairman to report.

25. Review of Internal Controls

To consider the system of Internal Controls

26. Risk Management Assessment

- a) To give consideration to the Board's Risk Management Policy
- b) Further to minute B.1707(b), to review the insured value of the Board's buildings and to give consideration to having a professional valuation of the Board's real estate assets, for insurance purposes.

(Copy page 76)

27. Exercise of Public Rights

The Clerk to refer to the publishing of the Notice of Public Rights and publication of unaudited Annual Return, Statement of Accounts, Annual Governance Statement and the Notice of Conclusion of the Audit and right to inspect the Annual Return.

29. Annual Governance Statement – 2020/2021

To review and complete the Annual Governance Statement.

(Copy page 77)

30. Payments 2020/2021

The Clerk to report on payments made during the financial year 2020/2021.

(Schedule pages 79-80)

31. Annual Accounts of the Board - 2020/2021

To consider the Annual Accounts and bank reconciliation for the year ended on the 31st March 2021 and the completion of Section 2 of the Annual Return as required in the Audit Regulations.

(Copy pages 81-88)

32. Expenditure estimates and special levy and drainage rate requirements 2021/2022

To consider estimates of revenue expenditure and levy and rate requirements in respect of the financial year 2021/2022.

(Copy pages 89-92)

33. Date of next Meeting

The Clerk will remind Members that the next meeting of the Board will be held on Thursday the 2nd December 2021 (prior to which the District Inspection will be held).

34. Any other business