



Goole Fields

District Drainage Board

**Swinefleet Village Hall
Church Lane
Swinefleet
Goole
DN14 8DQ**

Meeting Papers

2:00pm, Tuesday, 9 February 2021



Shire

Group of IDBs

**Epsom House
Malton Way
Adwick le Street
Doncaster DN6 7FE**

T: 01302 337798

info@shiregroup-idbs.gov.uk
www.shiregroup-idbs.gov.uk



@ShireGroupIDBs

Meeting Papers

Prepared by:

Clerk - Craig Benson BA Business Studies

Engineer - Paul Jones BSc (Hons) MSc (Eng) GMICE

Finance Officer - David Blake BSc (Hons) Accounting

Finance Officer - Mark Joynes BSc (Hons) Mathematics

Rating Officer - Janette Parker

Purpose

These meeting papers have been prepared solely as a record for the Internal Drainage Board. JBA Consulting accepts no responsibility or liability for any use that is made of this document other than by the Drainage Board for the purposes for which it was originally commissioned and prepared.

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1. Governance

1.1 Apologies for Absence

1.2 Declaration of Interest

Board Members are advised to declare a pecuniary or non-pecuniary interest on any item in the Agenda.

1.3 Minutes of the Meeting held 14 July 2020

Present

Mr MPG Dougherty (Chairman)	MD
Mr J Barker (Vice Chairman)	JB
Mr Douglas McTaggart	DMT
Mr Martin Belton	MB
Mr John Oldridge	JO

In attendance on behalf of JBA Consulting, Clerk, Engineer and Environmental Adviser:

Mr C Benson	CB
Mr P Jones	PJ
Mr M Joynes	MJ

Apologies for Absence

2020.19 None were received.

Declaration of Interest

2020.20 There were none.

Minutes of the Meeting held 7 January 2020

2020.21 Minutes of the last meeting were circulated with the meeting papers. The minutes were taken as read. **MB proposed and JB seconded the Minutes be approved for signature by the Chairman**, all in agreement.

Matters Arising

2020.22 Temporary Pumping: PJ asked MB about the temporary pumping bid through the Parish Council. MB said a decision was expected in July but Swinefleet Parish Council had also applied for a grant. DMT asked if they had experienced similar issues to the Board. MB said no, but if they were to reject the proposal, they should have good reason.. MD thanked MB for the sterling work done. MB pointed out that Mrs Sarah Belton had done a great deal of the work.

Matters Arising Not Discussed Elsewhere

2020.23 There were none.

CEO's Report

The Clerk's report was read and approved.



Matters Arising

2020.24 Management Team: CB informed the Board there had been some restructuring and he would be acting as Clerk to the Board.

2020.25 Standing Orders: CB informed the Board their Standing Orders had been modified to allow for the holding of virtual meetings until the end of May 2021, and proposed the Board adopt the new Standing Orders. After a brief discussion JB proposed, MB seconded, and the motion was agreed.

2020.26 Humber Strategy: CB told the Board that Ian Benn would still be representing the Boards south of the Humber. However, the consultation is not due until later on this year. DMT said they were considering their decision at the moment. CB said he was awaiting with interest to see what their train of thought would be.

Finance Report

The Financial report, copies of which had been circulated with the meeting papers, was considered and adopted by Members.

Matters Arising

2020.27 Rating: It was noted that the all rates & the special levy for the year ending 31 March 2020 had been received. MJ informed the Board the first instalment of the 2020/21 Special Levy had been received along with approximately 92% of the drainage rates.

2020.28 Internal Audit: Members noted the Internal Audit for the year ended 31 March 2020 was complete with no issues raised. A copy of the report was available for inspection.

2020.29 External Audit – Annual Governance Statement: Members were asked to consider and approve the Annual Governance Statement contained within Section 1 of the Annual Governance & Accountability Return. JO proposed, JB seconded and members approved the statement.

2020.30 Accounts for the Year Ending 31 March 2020: Members reviewed the Accounts that were circulated with the meeting papers and they agreed to approve the accounts as presented, noting there was little variance from budget, and the only significant variance from the previous year was the additional expenditure relating to Cross Drain Pumping Station.

2020.31 External Audit – Accounting Statements: Members were asked to consider and approve the Accounting Statements contained within Section 2 of the Annual Governance & Accountability Return. MB proposed, JO seconded, and members approved the statement.

2020.32 Five Year Budget Estimate: The Board reviewed the five-year budget estimates and the levels of income & expenditure over that period.

2020.33 Schedule of Payments: The Board approved for signature by the Chairman a schedule of payments made since the last meeting totalling £21,514.73, of which £8,605.18 were approved by the Officers only. After a brief discussion regarding membership fees associated with the Woldmarsh buying group, MD proposed the Board approve the schedule and DMT seconded.

Engineer's Report

The Engineer's report was read and approved.



Matters Arising

2020.34 Cross Drain Pumping Station: PJ asked the Board to ratify the decision to spend the monies refurbishing the pumps. Although unbudgeted, the additional costs had been incorporated into the updated 5-year plan. He also informed the Board there would likely be future costs for the other pump, although no decision needed be made today. JB asked if it was thought likely the other pump would fail. MB said it seemed ok but that a distinct rattling sound had been audible on the refurbished pump. PJ said that so long as one pump is fully functioning, with the new impeller installed it may be 5-10 years before further work might be required. He also said that following the work of Henry Jubb, the electrics were now fully functioning. MB proposed, JB seconded and the additional expenditure was ratified.

2020.35 Insurance Claim: MD asked if it would be possible to claim on the Board's insurance policies. PJ said it would be difficult to claim as it was mostly normal wear & tear. CB confirmed that a claim had been submitted to the insurers and this was currently being progressed. He suggested a sum, possibly around £1,000 could be claimed in regard of the inspection visit. Recovery of the costs incurred relating to the impeller would be unlikely. However, the Board continues to maintain good relations with the insurers who will assist the Board with the claim. MD asked CB to continue pursuing the matter.

2020.36 Maintenance: The essential worker notes within the report were noted with COVID unlikely to impact IDB activities due to lone working and work being predominately in rural areas. Confined Space work was restricted but Contractors are taking appropriate steps to work in accordance with Government Guidelines.

2020.37 Natural England: PJ noted that a meeting with Natural England was to be arranged, which was delayed due to COVID-19, and asked the Board to agree the position as set out in the papers. MB said he was more interested in what happens going forward. DMT said he was concerned the Board's duty of care to rate-payers had not been met. JB said the pump on the moors was quite serviceable but that it had not been utilised. . DMT said he emailed Natural England asking them the extent of the survey, as it appeared to cover only about half of the pump drain. PJ said that matters could be discussed in the coming meeting, and that natural England were to be contacted to arrange a meeting. CB said the meeting should take place before harvest. MB said if there were significant rain later in the season, it may cause problems.

PJ asked about the Black Dyke gravity system from Swinefleet as a point of interest during last year's flooding. JB said some water was coming back but no more was flowing than usual.. DMT said before all three pumps were running those drains were all dry. PJ asked the if the Board had confidence in the pumps, if they were running. JB reiterated that the pumps worked fine, but that Natural England were reluctant to refuel them with diesel. PJ said riparian rights, responsibilities, duties, and permissive powers were unlikely to straightforward. Natural England has claimed they don't have a duty to run the pump, but as landowners or an organisation do have a responsibility for managing the land / site. DMT asked at what point the Board should step in. PJ said he would ask Natural England what measures had been put in place if they wanted to maintain a higher level. MB said they need to budget appropriately as a Natural England Representative had informed him they lacked funds. PJ said any owner or manager of raised water levels need to be conscious of their potential to injure others. If the connectivity between the SSSI and the Drainage District wasn't improved, then pumping at Cross Drain would need to be increased and the Board and Natural England would need to discuss funding of increased capacity or new pumping station at Cross Drain.

2020.38 Parish Council Temporary Pumps: PJ raised a further point on mobile pumps and a new supplier identified through Woldmarsh and said he would forwards the details to MB.



Environmental Report

The Environmental Report circulated with the Meeting Papers was read and approved.

Health & Safety Report

The report which was circulated to members was read and noted by members.

Any Other Business

2020.39 Maintenance of Dykes: DMT asked if there was an agreed maintenance plan for next year. MD expressed particular concern for the length of Shipcote Drain up to the pump. MB asked if would be better to do the entire drain if we have the pump. MD asked if should be right through Shipcote? DMT said it should be done as much as possible, for if it helps some water escape via gravity, it stops some from flowing back. The Board then discussed the current contractor and possible provisions for the future.

Date of next meeting

2020.40 The meeting was closed at approximately 3:10pm. The next meeting will take place on Tuesday, 12 January 2021, 2:00pm at Half Moon Inn, Reedness.

UPDATE – The meeting was subsequently rescheduled to Tuesday, 9 February 2021 at Swinefleet Village Hall, Church Lane, Swinefleet, Goole, DN14 8DQ.

1.4 Matters Arising not discussed elsewhere



2. CEO's Report

Recommendations

- Members note the information in the report
- Approve the addition of the Senior Financial Officer as a signatory on the Board's bank account.

2.1 Legislation

2.2 Policy

The Board's policies will be subjected to their annual review and any proposed changes will be brought to the Board meeting in February 2021. It is anticipated that a minor change will be changing the reference to the Clerk on the policies.

2.3 Environment Agency

2.3.1 National Flood Risk Management Strategy

Following national consultation to which a response was given on behalf of Boards within the Group, the proposed National Strategy was put before Parliament in the summer. The Strategy sets out what is required of Risk Management Authorities in terms of linking their flood risk management activities including plans and strategies consistently with the National Strategy. A link to the document can be found here:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/899498/National_FCERM_strategy_for_England.pdf.

The Board is recommended to instruct a review of the current approved Flood Risk Management policy and the Clerk to bring to the January meeting any proposed amendments required in line with the new Strategy.

Linked to this is the new National Flood Risk Assessment (NaFRA2). The aim is to produce richer information about flooding from main and ordinary watercourses, the sea and surface water, for now and in the face of climate change. The new information once collated will be available in 2024. The Engineer has responded, on behalf of the Board, to the EA and provided data that is currently available.

2.3.2 DEFRA – Precept and Highland Water Contributions

With DEFRA support, the Environment Agency have recently commenced a project to review how the precept levied is set, raised, spent and reported within the current framework. The review has highlighted regional variations across the country. Consequently, the EA are investigating updating its operation guidance to ensure a more consistent and transparent approach is taken. A similar review is being undertaken on the highland water contributions.

2.3.3 Humber 2100+ - Humber FRMS

The Agency released a newsletter in August which can be viewed at Appendix A. The public consultation is expected to take place during the Spring.

2.4 Bank Mandate

With Board approval, it is the intention to add the Senior Financial Officer as a signatory on the Board's bank account.

3. Financial Report

Recommendations

- To note the information contained in this report
- To approve the Proposed Rate Removals
- To approve the Risk Register
- To approve the Estimates for the Year Ending 31 March 2022
- Approve the schedule of payments made since the last meeting

3.1 Rating Report

Details of the Rates and Special Levies issued, and payments received up to and including 25 January 2021:

	£	£
Balance Brought forward at 1 April 2020		<u>NIL</u>
2020/2021 Drainage Rates and Special Levies		
Drainage Rates		24,093.73
Special Levies		
East Riding of Yorkshire Council	6,213.00	6,213.00
Total Drainage Rates Due		<u>30,306.73</u>
Less Paid: -		
Drainage Rates		23,903.45
Special Levies		
East Riding of Yorkshire Council	6,213.00	6,213.00
Total Drainage Rates Paid		<u>30,116.45</u>
Balance Outstanding as at 25 January 2021		<u>190.28</u>

PROPOSED RATE REMOVALS				
ACCOUNT	HECTARES	A.V.	RATES TO REMOVE	REASON
1	7.159	885.00	190.28	Additional acreage removed from account
TOTALS	0	0	190.28	

3.2 Audit

3.2.1 Internal Audit

The meeting of the Audit Review Panel was held on 23 November 2020 and the minutes of the meeting can be viewed at Appendix B.



3.2.2 External Audit

The External Audit for 2019/20 is complete with no issues raised. The Annual Governance & Accountability Return for that year can be viewed at: <https://www.shiregroup-idbs.gov.uk/idbs/goole-fields/financial/financial-documents/annual-return/>

3.2.3 Risk Register

The risk register is attached at Appendix C and requires the Board's approval.

3.3 Estimate, Rates & Special Levies for the Year Ending 31 March 2022

GOOLE FIELDS DISTRICT DRAINAGE BOARD						
ESTIMATES FOR THE YEAR ENDING 31ST MARCH 2022						
2020/21				2021/22		
Approved Estimate		Estimated Out-Turn		Estimate		
£	£	£	£	£	£	
INCOME						
Drainage Rates on Agricultural Land:-						
24,094		24,094		21.5p in £ on AV of £111,179	23,903	
Special Levy						
East Riding of Yorkshire Council						
6,213		6,213		21.5p in £ on AV of £28,896	6,213	
Other Income:-						
<u>2</u>	30,308	<u>2</u>	30,309	Bank Interest, etc	<u>2</u>	30,118
EXPENDITURE						
2,527		2,453		Environment Agency - Flood Defence Levy	2,527	
Revenue:-						
Administration:-						
4,484		4,745		Clerk and Engineer's Fees	4,887	
3,425		3,299		Other Administration Expenses	3,475	
Maintenance:-						
7,931		7,620		Contract Maintenance etc	7,931	
0		10,820		Pumpind Station Repairs		
6,700		7,500		Pumping Station Maintenance	7,200	
<u>1,590</u>	<u>26,657</u>	<u>1,475</u>	<u>37,912</u>	Other Expenditure	<u>1,600</u>	<u>27,620</u>
	3,651		(7,603)	Surplus - (Deficit)		2,498
	<u>29,637</u>		<u>28,736</u>	Balance Brought Forward		<u>21,133</u>
	<u>33,288</u>		<u>21,133</u>	Balance Carried Forward		<u>23,632</u>
Previous Years Rates in the £						
1996/97 : 8p - 1997/98 : 8p - 1998/99 : 8p - 1999/00 : 8p - 2000/01 : 8p - 2001/02 : 12p - 2002/03 : 12p - 2003/04:12p - 2004/05:12p						
2005/06:12p - 2006/07:15p - 2007/08:17p - 2008/09:18p - 2009/10 : 18p - 2010/11 :18p - 2011/12 :18p						
2012/13 : 18p - 2013/14 : 18p - 2014/15 : 18p - 2015/16 : 18p - 2016/17 : 18p - 2017/18: 19p - 2018/19: 19p						
2019/20 : 19p- 2020/21 : 21.5p- 2021/22 : 21.5p						
Penny Rate: £1,401						



3.4 Five Year Budget Comparison

Goole Fields District DB	0`	0	1	2	3	4	5
Revenue Account	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	App	Estimated Out-Turn					
	Budget						
	£	£	£	£	£	£	£
Income							
Drainage Rates	24,094	24,094	23,903	23,903	23,903	24,181	24,459
Special Levies - EYRC	6,213	6,213	6,213	6,213	6,213	6,285	6,357
Bank Interest, consents etc	2	2	2	2	2	2	2
Total Income	30,308	30,308	30,118	30,118	30,118	30,468	30,819
Expenditure							
Flood Defence Levy	2,527	2,453	2,527	2,603	2,603	2,603	2,681
Clerk & Engineers Fees	4,484	4,745	4,887	5,009	5,134	5,263	5,394
Other Administration	3,425	3,299	3,475	3,579	3,687	3,797	3,911
Maintenance of Drains	7,931	7,619	7,931	8,169	8,414	8,666	8,926
Maintenance of Pumping Station	6,000	7,500	6,500	6,695	6,896	7,103	7,316
Cross Drain PS- Pump Refurb	-	10,820	-	-	-	-	-
Annual Service & Inspection	700	-	700	721	743	765	788
Other Expenditure							
Biodiversity Action Plan etc	447	354	445	458	472	486	501
Dempster IDB wayleave	422	417	430	442	456	469	483
Humber Management Scheme	103	105	108	111	115	118	122
Reedness & Swinefleet DB wayleave	618	600	618	637	656	675	696
Consents	-	-	-	-	-	-	-
Total Expenditure	26,657	37,912	27,621	28,425	29,175	29,946	30,818
Surplus/(Deficit)	3,651	(7,604)	2,497	1,693	943	522	0
Balance Brought Forward	29,637	28,736	21,132	23,630	25,323	26,267	26,789
Balance Carried Forward	33,288	21,132	23,630	25,323	26,267	26,789	26,789
Penny Rate in £	21.50p	21.50p	21.50p	21.50p	21.50p	21.75p	22.00p
Penny Rate £1,409	124.88%	55.74%	85.55%	89.09%	90.03%	89.46%	86.93%

3.5 Schedule of all Payments

All Payments made since those in the schedule presented to the board at the previous meeting:

DATE		REF	PAYEE	DESCRIPTION	TOTAL	
					CHEQUE	
					£	
2020						
May	29th	-	NatWest	Bank Fees	5.95	*
Jun	19th	5	Brodericks GBC	Internal Audit Fee 2019/20	690.00	
		6	Perry's Pumps	Cross Drain PS - Repairs & Maintenance	12,984.00	
	22nd	7	Woldmarsh Buying Group	Supply to Cross Drain PS	3,100.86	*
	30th	-	NatWest	Bank Fees	1.05	*
Jul	14th	9	Half Moon Inn	Meeting Expenses	25.00	*
	17th	8	JBA Consulting	1/4 Salary & Expenses	1,537.42	
	31st	-	NatWest	Bank Fees	5.60	*
Aug	20th	10	Woldmarsh Buying Group	Supply to Cross Drain PS	67.56	*
	28th	-	NatWest	Bank Fees	3.15	*
Sep	30th	-	NatWest	Bank Fees	2.10	*
Oct	1st	12-13	Towergate Insurance	Insurances	1,080.86	*
	16th	16	Humber Nature Partnership	Membership Fees	126.00	
			JBA Consulting	Fee Accounts: -		
		14		1/4 Salary & Expenses	1,585.48	
		15		BAP Implementation	454.44	
		11	PKF Littlejohn	External Audit Fee 2019/20	240.00	
	26th	20	Woldmarsh Buying Group	Supply to Cross Drain PS	3,291.17	*
	30th	-	NatWest	Bank Fees	1.40	*
Nov	25th	21	Woldmarsh Buying Group	Supply to Cross Drain PS	74.03	*
				Membership Fees	69.94	*
	30th	-	NatWest	Bank Fees	2.80	*
Dec	7th	19	Information Commissioner	Data Protection Registration	35.00	*
	17th	17	Dempster District IDB	Precept	416.73	
		23	JP Canty	Maintenance	9,143.40	
		18	Reedness & Swinefleet DB	Swinefleet Warping Drain - Annual Contribution	600.00	
	21st	22	Woldmarsh Buying Group	Supply to Cross Drain PS	395.14	*
Total Amount of all payments					35,909.08	
*Total Amount of direct debits and cheques sent out signed by the Clerks					8,161.61	

4. Engineer's Report

Recommendations

- Members note the information in the report.

4.1 Asset Management

4.1.1 Cross Drain Pumping Station

The Board received £2,522.00 directly into their bank account from Allianz in relation to the claim for Cross Drain PS.

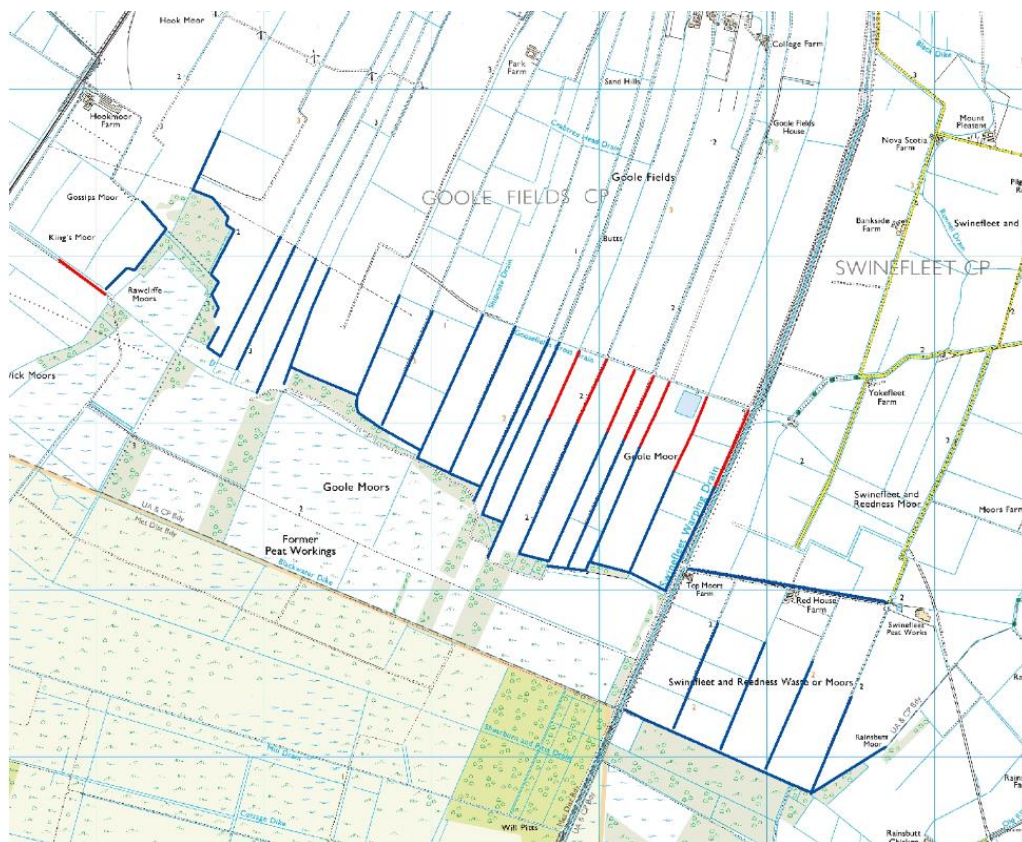
4.1.2 Ordinary Watercourse Maintenance

No issues or complaints have been raised for the attention of the Board.

4.1.3 Natural England

Natural England confirmed in July that they would maintain lower levels through winter and that the survey work undertaken in 2020 would help inform future retained levels and any impact on Goole Fields. The gravity outfall adjacent Natural England's pump was able to freely discharge after work done on Swinefleet Warping Drain with the diesel pump being planned for service at the end of summer.

Natural England also confirmed the extent of the survey as below.



Natural England have had all the results of the level survey. NE have completed the first phase of the interpretive investigation and will be summarising that and getting it out to partners shortly, along with proposals for further work.



NE were out last week for a look at the boundary, and apart from a little surface water on one field the boundary is fairly dry. Water levels on NE side have come up a bit over the last month, and are now about where NE would like them. NE have not been pumping, but the gravity outfall at the new pump was lowered to let excess water off after the rain during the Christmas break, and (aided by not having much rain) NE have been keeping the levels in the Goole Tram drain low. Level in the Swinefleet Warming Drain remains low, (about 0.8 AoD at the new pump yesterday) and the gravity outfall is flowing freely.

The old pump has been serviced, and has a full fuel tank if it is needed.

4.1.4 Associated British Ports

Historic Meeting Minutes from 2007 and 2008 as well as letters between 2011 and 2013 have been provided to ABP following a request to clarify maintenance and responsibility to understand the frequency of ABP inspection of Shipcoate Outfall.

4.2 Planning, pre-application advice and consents

4.2.1 Planning Applications

Nothing to report.

4.2.2 Land Drainage Act 1991 Section 23 and 66 (Byelaw) Consents

Nothing to report.



5. Environmental Adviser's Report

Recommendations

- Members note the information in the report.

5.1 Legislation

A Policy Paper on the Environment Bill was issued in August, intended to bring about urgent and meaningful action to combat the environmental and climate crises the country faces and acts as a key vehicle for delivering the bold vision set out in the 25 Year Environment Plan. The Government believes it will support the country's desire to build back better after Covid-19 with measures that support both economic growth and the government's manifesto commitments to deliver the most ambitious environmental programme of any country. An important aspect of the Environment Bill is the power to set long-term, legally binding environmental targets. Setting targets will provide a strong mechanism to deliver long-term environmental outcomes. When the legislation has been approved by Parliament, it may have impacts on IDB function.

Anyone interested in further reading, information can be found here: <https://www.gov.uk/government/publications/environment-bill-2020/august-2020-environment-bill-environmental-targets>

5.2 Biodiversity Action Plan 2015-2020



Goole Fields District

Lidar map above shows blue lower ground, yellow and red higher ground. Interesting paleo channel evident toward the estuary.

Drain Name

Cross Drain, Goole Fields

Location

Lon: -0.8573949337013600

Lat: 53.6546020507812500

Accuracy: 5

Location source: GPS

Location co-ordinates: -0.8573949, 53.6546021

Local co-ordinates: 475614 418174

Local system: OSGB36

Survey Date

02/10/2020

Site description/conditions

Initial rain but brightened with weak sun.

Starting at the pump station, maintenance had been undertaken, bank side vegetation was trimmed. Proximal to the pump station timber toe piling can be seen supporting the banks. It would be unlikely to find any water vole (*Arvicola amphibus*) as their preferred burrow access to the water from water level would not be available to them.

Cross Drain hosts Greater Pond Weed (*Potamogeton natans*) which when in growth would provide good refuge for water vole and avoid predation.

Distal from the station many burrows were noted in the banks with several in bank burrows at different heights along the drain length. Water vole use multiple burrows at different levels dependent upon water levels.

In one drain perpendicular to Thorne, Crowle & Goole Moors, not maintained by the Board but discharging into it, classic water vole footprints were identified in the mud proximal to a burrow. No latrines were found.

General Photographs



Cross Drain toward pump station



Cross Drain looking toward Shipcote Drain



pulled

Burrow into which vegetation had been



Burrows in bank at different levels



Star shaped water vole footprints

6. Health and Safety Report

6.1 Accident, incidents and near misses

There have been no accidents, incidents or near misses reported since the last meeting.

7. Any Other Business by Leave of the Chairman

8. Date of Next Meeting

15 June 2021.



9. APPENDIX A – Humber FRMS 2100+

A copy of the August 2020 newsletter can be found over the following pages.

Humber – keeping you informed

August 2020

This newsletter provides an update on work we are doing to develop a new strategy for managing tidal flood risk on and around the Humber and also lets you know about some key flood schemes/projects going on around the estuary.

Humber 2100+ Strategy

The Environment Agency, 12 Local Authorities around the Humber and the Humber Local Enterprise Partnership are working in partnership with support from the Internal Drainage Boards and Natural England, to produce a new strategy for managing tidal flood risk around the Humber Estuary over the next 100 years. This also includes rivers where tidal flow is the main source of flood risk.

For more information please visit our StoryMap on the Humber 2100+ strategy <https://arcg.is/u1rPj>



Key messages

- We continue to work in partnership to develop a new strategy for managing tidal flood risk on the Humber, to respond to the impacts of climate change.
- Coronavirus has had a significant impact on the Humber 2100+ project and the way that we work. Working capacity and availability of colleagues and partners has reduced. However, work has been continuing on key aspects of the project.
- In February/March 2020 we ran three very successful scenario development workshops with colleagues, partners and key stakeholders. These were very well attended and gave us an opportunity to share information about how tidal flood risk could be managed and discuss and begin to develop different options, which we are calling ‘scenarios’.
- Our focus for the past few months has been digesting the outputs of these workshops. This process has taken longer than planned as a result of coronavirus, and an additional step in the scenario development process is being introduced to build on the outputs of the workshops. This will ensure that the resulting scenarios are robust, feasible and sufficiently build in our core principles as a project.
- We are considering how the impact of coronavirus, and the additional step in the scenario development process have affected our overall programme. We do know that there will be a significant delay which will add additional time to the overall project giving us an expected completion date of the second half of 2023.
- Consultation originally planned for autumn 2020 will be postponed until 2021 both due to the programme delay and to ensure that we’re able to effectively raise awareness of the consultation, so that people who live and work around the Humber have the opportunity to have their say.

Scenario Development Workshops

We held three very successful workshops in February and March 2020 to engage with colleagues, partners and key stakeholders. These were very well attended and gave us an opportunity to share information about how tidal flood risk could be managed and discuss and begin to develop different options, which we are calling 'scenarios'. A number of interactive sessions took place, where attendees were able to use local knowledge and expertise to create ideas to help us shape draft future scenarios for managing tidal flood risk around the Humber estuary.

The outputs from these workshops, have directly fed into the scenario development work. We will be using the initial scenarios developed at the workshops, alongside the results of the screening process and partnership expertise to produce a set of refined 'hybrid' scenarios. We have also included an additional step in this piece of work to create a more robust shorter list of scenarios to take forward. These events were an important part of the strategy work, engaging with and listening to partners and colleagues' feedback.



Coming Up

Scenario Development – next steps

After considering the outputs of the workshops, we have decided to incorporate an additional step into the scenario development process. To achieve this, the project team are using the initial scenarios and information from the screening process as "building blocks", to create more refined scenarios. We have also created a new decision making framework which will help us to incorporate the United Nations' Sustainable Development Goals and our ambitions around decarbonisation of flood risk management on the Humber into our decision making process. This will guide our work to develop a short-list of improved scenarios and we hope to agree these in early 2021.

Public Consultation

Our first Public consultation will look at the scenarios that are being taken forward for full appraisal. This consultation will now take place in spring 2021. We will be working to develop the details of this consultation over the coming months. Further information on how you can give your views will be made available on our Humber 2100+ Information Page - <https://consult.environment-agency.gov.uk/humber/strategyreview>



National FCERM Strategy

On 14th July 2020 the Secretary of State for the Environment, George Eustice, laid the national flood and coastal erosion risk management strategy for England in parliament. The Strategy has been developed working with over 90 organisations and there has been an extensive public consultation. The result is a final document with significant support that will result in positive changes to the way flooding and coastal change is managed in England. If you would like to read more please click on the link below.

<https://www.gov.uk/government/publications/national-flood-and-coastal-erosion-risk-management-strategy-for-england--2>

The new Humber Strategy will actively deliver against the themes of the Environment Agency's new National FCERM Strategy. The strategy will support and enable local long-term ambitions for the economy, the environment, and community wellbeing, by

- **ensuring that the Humber area is resilient in the face of climate change**
- **supporting sustainable development and working to facilitate growth which is 'future proof' in the face of sea level rise and tidal flood risk**
- **driving culture change and supporting the development of climate resilient communities around the Humber, alongside investment in flood defences.**

“Climate change is making the UK warmer and wetter, and we will be visited by extreme weather more frequently in the future. So we need to shift gears, to ensure we adapt and become more resilient.”

*George Eustice, the Secretary of State for Environment, Food and Rural Affairs
National Flood and Coastal Erosion Risk Management Strategy 2020*

Scheme Updates

South Ferriby and Winteringham Ings Sea Defence Improvements

The South Ferriby Flood Alleviation scheme contract was awarded in February 2019, when enabling works started on site. The scheme will reduce the risk of tidal flooding to 150 homes, businesses and the CEMEX plant.

The embankment to South Ferriby village frontage was completed in Nov 2019. Finishing works are taking place now including trimming, top-soiling/grass seeding and Fulsea Drain head wall construction. CEMEX will shortly have provided all of the 140,000 tonnes of material for construction of the western embankments in phase 2.



Bank West of River Ancholme taking shape

customer service line
03708 506 506

incident hotline
0800 80 70 60

floodline
0345 988 1188
0845 988 1188

www.gov.uk/environment-agency

Following a short stop and re-start due to the coronavirus outbreak, the embankment construction west of the River Ancholme is progressing under full steam. Works either side of East Drain are progressing well in a relatively small area whilst the workforce are still maintaining social distance working. The main concrete walls will be completed by the end of August, with the cladding, copings, fencing, backfill and garden reinstatement completed by middle of October. Works to replace the East Drain parapet which commenced on Sluice road in June are on programme to be completed by the middle of August.



Flood wall foundations being cast along East Drain

Construction completion is still expected by March 2021.

Donna Nook

Progress has been made with the realignment site, water and accompanying sediments have been able to enter the site following the breach that was undertaken last year. We are already seeing habitats change, as the species develop and adapt to a saline environment. This is the first step in mudflat and saltmarsh development.



Looking toward Pye's Hall over the realignment site

Progress has been made to the outstanding aspects at the Donna Nook Managed Realignment site and Marsh Lane throughout these difficult times, namely the improvements to Marsh Lane and removal of the remaining piles from the breach site.

Unfortunately, because of our short operational window, and with the utility works delays, we will not be able to mobilise and complete these outstanding works onsite this year. However, we remain hopeful that the utility companies will attend to their service diversions along Marsh Lane this year, so that we can commence next year without any further delays.

Skeffling

Over the winter, a section of the embankment at Sunk Island Sands was damaged by storms and had started to erode. Our contractor completed repair works in April / May, installing new rock armour and reinstating the embankment at a number of locations.

We have also carried out additional ecological surveys along with further ground investigations around the terrestrial habitat to inform our design. Construction works are unlikely to happen this year but we are continuing to develop the scheme and are working closely with our key partners in order to deliver the project.

South Humber – developing projects

The Environment Agency is continuing to progress the three priority pipeline projects that are indicatively allocated funding within the 2021-27 Investment Programme namely: Barton to New Holland, Stallingborough 3 and Halton Marshes phase 2. When completed, these projects will deliver better protection to over 6000 properties, existing major industrial sites and significant infrastructure, together with enterprise zones.

Although all these schemes are being developed to deliver the current Humber FRM strategy, they are all embedding the strategic approaches of the new emerging strategy and current legislation.

Consultants and Contractors have been contracted through the Midlands Hub of the Collaborative Delivery Framework. They are providing early supplier input into developing the strategic and outline business cases. Construction works on the three projects is envisaged to run sequentially from 2022 through to 2027.

Are you prepared for future floods?

Although flood defences reduce the likelihood of flooding, the risk can never be removed entirely. Flooding can happen at any time and we advise people to take simple practical steps to help reduce the impact of flooding to their homes or business.

To find out how you can be better prepared for flooding, check your flood risk and sign up to our free flood warning service, visit www.gov.uk/flood or call Floodline on **0345 988 1188**



Contact us



<https://consult.environment-agency.gov.uk/humber/strategyreview>



@Humber_Strategy



HStrategy@environment-agency.gov.uk



@HumberStrategy



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10. APPENDIX B – Minutes of the Audit Review Meeting

**Held online, Microsoft Teams,
Monday, 23 November 2020**

Present:

Mr Adrian Black (AB)	Scunthorpe & Gainsborough WMB
Mr Christopher Day (CD)	Ancholme IDB
Cllr Ray Sutherland (RS)	Sow & Penk IDB
Mr Andy Cane (AC)	Brodericks GBC

In Attendance on behalf of JBA Consulting:

Mr Mark Joynes (MJ) (Financial Officer to the Shire Group of IDBs)

Introductions and Apologies for Absence

MJ welcomed the members. Apologies for absence were received from Mr Michael Dougherty, Mrs Rosemary Webster and Mr David Blake of JBA Consulting.

Minutes of the Last Meeting / Matters Arising

The panel approved the minutes as a true and fair record with no matters arising.

Risk Register

The panel discussed the outline document. MJ explained that although the document had been reviewed, few changes had been made since the previous year. The draft outline registers would be issued to the chairmen before the January/February board meetings. The versions appearing in individual meeting papers would be greatly expanded. AC asked if any panel members had any feedback. CD said the Ancholme IDB viewed the document very positively. AB agreed, saying there had been no negative feedback from Scunthorpe & Gainsborough WMB. AC said the document generally achieved its aims well. RS said the document was well-received with Sow & Penk IDB. MJ said the Register provided members with an opportunity to consider all aspects of the Board's management and an opportunity to comment on any issues.

Internal Auditor's Report

The internal auditor reviewed the work undertaken on the 2019/20 accounts. In general, the internal auditor was satisfied with how things were run and said there were no major concerns. He said the Boards' control procedures were fit for purpose. Also, he expressed the view that Risk Registers underpin the internal control environment. The panel then discussed the following points:

Supplier Bank Details and Associated Fraud Risk

AC said that further to the previous year's review, there had been no major incidents, nor had there been any in the preceding year. CD asked AC what the particular concerns were and what more could be done. AC said that everything that could be in place was in place. CD agreed that in particular, suppliers contacting the Boards informing them of changes of bank details should be treated with care. MJ offered that almost every communication received, whatever the medium, should be treated with suspicion.

Decision Making & Member Attendance

The panel briefly discussed this issue. AC said that while this may not be a huge issue, it arose every meeting. MJ said that members could not be forced to attend, and they would continue to contact the authorities, asking them to ensure their appointed members attend. AB said attendance had improved since the advent of virtual meetings, although some of the elected members may struggle with the technology, broadband signals, etc. He asked how



long virtual meetings would continue. MJ said the Board were covered for their Jan/Feb 2021 meetings but possibly not the summer 2021 meetings.

UPDATE – The Boards' own Standing Orders do indeed allow for all members to remotely attend any meeting taking place before 7 May 2021. This aligns with the period specified for similar bodies by statute.

Reserve Levels

AC said he found all the Boards' reserve levels to be adequate and the five-year plans were in place to assist.

System Backup Procedures

AC said the System backup procedures in place had been reviewed and were found to be adequate. CD asked to what extent officers were working from home and if there were any associated security risks with these arrangements. MJ confirmed the officers were indeed working from home for the most part, as per JBA guidelines, but that officers did work in the office occasionally as when necessary. He told the members strict guidelines were in place for office-based work with regard to Covid safety. He said that data security was as robust as when using a VPN as when working in the office.

UPDATE – The virtual private network (VPN) is indeed secure. Remote access to the servers requires valid ID, a valid JBA machine and requires up-to-date Sophos Antivirus software be installed on the machine. All JBA laptops are 256-bit encrypted.

External Auditor's Report

The AGAR Section 3s were reviewed by the panel and more specifically the External Auditors' comments. The panel was pleased to note there were no matters arising giving cause for concern. MJ further told the members there were no 'other matters' raised in any of the reports. There had been some initial concern about the timings of document signings, but they had been the result of the restrictions imposed by the Covid-19 lockdown and the matter was soon dropped.

Any Other Business

CD asked what the arrangements should be in place for chairman signing minutes of previous meetings. AB pointed out that two virtual meetings had now taken place and the Board had approved the minutes of the previous meetings, but he had not himself signed the minutes. MJ said he was not certain if the minutes could be approved in some electronic format or if the paper copies would need to be issued by post. RS said this was exactly the issue he intended to raise. He said the Covid-19 situation would only be resolved when vaccines became widely available. He asked about how elections could take place. MJ said as drainage board elections were largely postal in nature, it may not be a problem.

UPDATE – During the course of any meeting, minutes of the previous meeting will be approved by the Board. Hard copies of the minutes of the previous meeting will be sent by post to the chairmen for wet signatures soon after the meeting takes place.

RS said the standard of minute-taking was very high and expressed gratitude to minute-taker for this, and for the prompt manner in which the minutes were processed.

Date of Next Meeting and Close of Meeting

The next meeting of the panel will be held on Monday, 22 November 2021 at 10.00am at the offices of JBA Consulting, Epsom House, Chase Park, Redhouse Interchange, Doncaster, DN6 7FE.

MJ thanked the members for attending. CD thanked AC for all the work done on audits and MJ for the working done in preparing and presenting the meeting papers.

The meeting was closed at approximately 10:30am



11. APPENDIX C – Risk Register

A copy of the draft register can be found over the following pages.





OBJECTIVE	RISK	Current Controls/Assurances	Risk			Status	Mitigation/Action Plan	Owner/Target Date	
			Impact	Likelihood	Score				
S U S T A I N A B I L I T Y	Objective 1 : Provide & Maintain Sustainable Flood Protection through Water Level Management	Lack of direction, Conflicting aims & objectives (Internal & External)	Policy statement on Flood Protection and Water Level Management The board has an extensive list of policies	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21	
		Asset Failure- Pump, Watercourses, Culverts & Syphons Aging Contractors (Qualified Engineers)- lack of staffing & required expertise	Adopted an Asset Management strategic approach, detailed Asset conditioning reporting. Pump Repairs 2020 Contingency Planning-District Planned Preventative Maint with electrical engineer Reserves available for Pump Maintenance	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Reactive Strategy- This is an Risk area that the board is aware of and accepts due to size of the board and difficulty raising income Ongoing	
		Human Resource Risk- Contractors	Contractors go through tender process if necessary	High	Likely	6	TRANSFER- RISK TOO HIGH, TRANSFER ELSEWHERE IF POSSIBLE (EG. INSURANCE)	Monitor Suppliers/Review Succession Plans Disaster/Emergency Protocols Online Communication	
		National/International Emergencies Supplier Dependency	Timely Contractual performance review- Time & Quality All Legislation and requirements made clear to all contractors Disaster Recovery Plans						
	Objective 2: Promote & Integrate Biodiversity with the boards primary and operational activities	Risk of prosecution for not adhering to Environmental Legislation	Board directly employs a suitably qualified Env. Officer	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21	
			Extensive Environmental Surveys carried out Species reporting on all new watercourses						
		The board does not deliver on the duty to protect and where practicable enhance the environment	The board has a Biodiversity Action Plan Produce Environmental Annual Report and Action Plan for the year ahead.	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21	
		Lack of staff training, not provided with the relevant training and information to ensure necessary steps are taken with regard to Diversity	Contractors are advised in environmental matters Training made available (Badgers License etc) Develop plans to mitigate the risk of destroying habitat	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Refresher presentation to be given to Operatives & Contractors before start of summer works season. Continue to communicate Environmental best working practices Env Officer- Apr 21	
	I N N O V A T I O N	Objective 3: Embrace new technology/methods introduced into the industry	Financial Limitations	Cost Savings- Payback Calculation Research & Development Included in Budget PWL- Potential to borrow	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21
			Historical Viewpoint- 'we've always done it this way' can stifle innovation	Long Term Asset Management Strategy Adopted Forward Thinking Board	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21
Uncertainty- results limited as technology/methods are in early stages of its lifecycle			The Board would always look to trial new technology Economies of Scale through Shire Group of IDBs reduces risk to GFDD Regulation with in the industry	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21	
Objective 4: Promote Innovation, ensure the board is continually looking at ways to improve and grow		Members lack understanding of the Board's objectives, latest legislative requirement and latest developments in the industry.	Land Drainage Act provides for election of members every 3rd Year	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Clerk to work with Chair more closely and update on a more frequent basis, any information should be then given to members Clerk- 2021	
			ADA Good Governance Guide delivered or sent to all members Training Courses for board members						
			Legislative/Industry developments promoted on the website and in meetings						
		Board Structure- Limited diversity of members background	Elected/Nominated split dependant on Annual Values Nominated members typically have knowledge of WLM Elected members must be nominated by Landowners in the district	Low	Likely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21	
		Short Termism- Reduction of cost philosphy	STP/MTP/LTP Long Term Forecasting, 20 years Budget plans, Long Term Capital plan	Low	Likely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21	
Unsuitable members appointed to the Board		Elected members must be nominated by Landowners in the district Members register of interest	Low	Unlikely	1	ACCEPT- RISK LEVEL ACCEPTABLE	Next Review 30/06/21		

OBJECTIVE	RISK	Current Controls/Assurances	Risk			Status	Mitigation/Action Plan	Owner/Target Date	
			Impact	Likelihood	Score				
STAKEHOLDER VALUE	Objective 5: To be a self sufficient IDB that provides value to 'our' stakeholders at all times	Reduction in income to the Board to maintain an appropriate provision of services	Systems and processes to maximise income opportunities and collection Timely invoicing of Drainage Rates account holders annually, monitoring of collection rates and take follow-up action when non-payment. Submit Highland Water claims to the EA.	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Provide all significant ratepayers/creditors with the Long-Term forecast, allowing them to make provisions accordingly.	Senior Finance Officer Mar 21
		Overspending, not obtaining value for money	Monthly Budget reviews, Budget to date and out turn analysed by members at meetings	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Cash Flow analysis incorporated into monthly budget review, ensure value for money is sought on every purchase	FO-2021
			Financial Regulations- >£5000 2 quotes > £20,000 Tender Process Approved Suppliers List with specific criteria that is regularly monitored						
	Perception that this isn't the case	Internal/External Audits & IDB1 forms Website promoting board Activities	Med	Likely	4	REDUCE- ACTION REQUIRED TO REDUCE RISK	Promote the board, shout about the good work Goole Fields DDB do Tap into to Social Media to do this	2021	
		Lead Role in partnership working/PSCA agreements							
	Flood damage to third party	Insurance Policies to cover main risks including asset failure and indemnity for third party damage	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Insurance policies reviewed annually for the Board and risks required changes to cover reassessed.	SFO- Jan 2021	
		Catchment Mapping completed							
	Objective 6: To be a champion of partnership working, work collaboratively where this can deliver shared research objectives more cost-effectively and for the wider good of all connected	Miscommunication causing differing expectations/goals	Close working relationships with all connected stakeholders Historic Agreements	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE		Next Review 30/06/21
			Drive for partnership working						
		Lack of formal structure and clear risk-sharing arrangements	Good working relationship with LLFA Clear definition of role between IDB & other Stakeholders	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE		Next Review 30/06/21
			Internal & External Conflicts, which could create a lack of trust						
		Conflict Management Policy Open & Honest- 100% Transparent- Minutes on website	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE		Next Review 30/06/21	
COMPLIANCE	Objective 7: Ensure that the board always complies with all recommended accounting practices	Adverse audit reports, legal action and loss of confidence in the IDB.	Put in place a satisfactory Governance framework, including: - Internal Audit contract & access to the Boards. - External Audit Service - Financial regulations in place for each Board - Business continuity & recovery plan - Insurance Policies proportionate to identified risks - Appropriate ICT systems to support key functions (Ratings, Finance and GIs). - ADA Practitioners' Guide (2006), as revised 2017 - Data processing, handling and retention in compliance with ICO's Guidance & Licence for each Board. Adhere to Board Approved Financial Regulations Experienced and suitably qualified finance officers	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	1. Continue to work with Internal Auditor to always minimise risks associated with accounting practices, especially when new risks emerge 2. Review current SGAT processes & procedures and update where appropriate	Finance Team- May 2021 & Ongoing
		Loss of Cash through error or fraud	All Purchase Ledger Transactions are reviewed by the board	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	1. Create & Implement process with regard to new suppliers & also existing suppliers who request to change bank details 2. Review current SGAT processes & procedures and update where appropriate	Finance Team- May 2021 & Ongoing
			Adequate Insurance to cover such Losses						
		Loss of Control through inadequate processes.	Audit approved documented processes, that have a clear segregation of duties Bank Mandate in place, always two signatories needed	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE		
	Liquidity issues, lack of reserves								
		The Board has adopted a reserves policy Short, Mid & Long Term Budgetted Boards financial position presented at Board meetings	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Review Reserves level (50%) at the monthly budget meetings	Next Review 30/06/21	
	Objective 8: Ensure that at all times the board complies with all current EU & UK legislation	Risk to Board Members	Qualified & experienced staff attempt to advise the board Ultimately, all decisions should be discussed and made as a collective Adequate Insurance underaken	Med	Unlikely	2	ACCEPT- RISK LEVEL ACCEPTABLE	Monitor any changes to current EU & UK legislation	Next Review 30/06/21
			Non-compliance with legislation, regulations good practice resulting in prosecution, fines /penalties / sanctions and loss of confidence in the Board(s).						
		Access specialist advice as required, eg Finance, Legal, H&S, Insurance, etc. Peer Group support, e.g. ADA's Policy & Finance and Technical Committees Inter-agency working amongst FRM authorities	High	Unlikely	3	REDUCE- ACTION REQUIRED TO REDUCE RISK	Monitor any changes to current EU & UK legislation	Next Review 30/06/21	



Shire

Group of IDBs

**Shire Group of IDBs
Epsom House
Malton Way
Redhouse Interchange
Adwick le Street
Doncaster DN6 7FE**

T: 01302 337898

info@shiregroup-idbs.gov.uk

www.shiregroup-idbs.gov.uk

JBA Consulting has offices at:

**Coleshill
Doncaster
Dublin
Edinburgh
Exeter
Glasgow
Haywards Heath
Isle of Man
Leeds
Limerick
Newcastle upon Tyne
Newport
Peterborough
Saltaire
Skipton
Tadcaster
Wallingford
Warrington**

