MANEA AND WELNEY DISTRICT DRAINAGE COMMISSIONERS

Telephone: DD (01354) 602003
Fax: (01354) 659619
E-mail: enquiries@middlelevel.gov.uk
www.middlelevel.gov.uk

Middle Level Offices
85 Whittlesey Road
MARCH
Cambs
PE15 0AH

25 January 2017

Lady and Gentlemen

Meeting of Commissioners
8th February 2017

I enclose the Agenda for the Meeting of the Commissioners to be held at the **Lamb & Flag Public House, Welney** at 11.30 am on Wednesday the 8th February 2017 following the meeting of the Finance Committee.

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

Luncheon will be provided at the conclusion of the Meeting.

To avoid ordering and being required to pay for meals which will not be required, **PLEASE NOTE** that meals will now only be ordered where a member confirms in advance that he/she will be present for the meal. Please therefore let me know not later than 2 days before the meeting if you **WILL BE STAYING** for the meal.

Yours truly

D THOMAS

Clerk to the Commissioners

To the Manea and Welney District Drainage Commissioners

A G E N D A

1. Apologies for absence

2. Declarations of Interest

Members to declare any interests relating to the agenda.

3. Confirmation of Minutes

To confirm the Minutes of the Meeting of the Commissioners held on the 8th June 2016.

(Copy pages 9-16)

4. Matters arising from the Minutes

5. Clerk to the Commissioners

a) Further to minute C.636, it will be reported that Mr David Thomas has been appointed as Clerk to the Commissioners and that Ms Lorna McShane has been appointed Solicitor/Assistant Clerk.

b) Changes to bank mandate

Further to minute C.650, the Clerk will report that, as most of the invoices raised came through the engineering department, the Internal Auditor has advised that David Thomas should not be named on the bank account and that the Treasurer and Assistant Treasurer of the Middle Level Commissioners should be the officers authorised to make payments of authorised accounts and that in pursuance of minute C.650, the Chairman has authorised the appropriate changes to the mandate.

6. Appointments – 2017/2018

a) To appoint the Chairman of the Commissioners
(Present Chairman – J E Heading Esq)

b) To appoint the Vice Chairman of the Commissioners
(Present Vice Chairman – N V M Walker Esq)

c) To appoint the Finance Committee
(Present Finance Committee comprises Cllr C Crofts, Messrs J E Heading, P Jolley, R Sears and N V M Walker).

7. Land Drainage Act 1991
Fenland District Council

The Clerk will report that Fenland District Council have re-appointed Councillors M Buckton and W Sutton to be Commissioners under the provisions of the Land Drainage Act 1991.

8. Water Transfer Licences

Further to minute B.638, the Clerk to report.

9. Ouse Washes Section 10 Reservoir Inspection

Further to minute C.639, the Clerk to refer to a newsletter from the Environment Agency dated July 2016 and will report.

(Copy pages 17-18)

10. Planning application – Station Road, Manea (MLC Ref Nos 446, 449 & 482)

Further to minute C.640, the Chairman to report.

11. Consulting Engineers' Report

To consider the Report of the Consulting Engineers.

(Copy pages 19-28)

12. Public Sector Co-operation Agreements

Further to minute C.642, the Clerk to report.

13. Pumping Stations

To consider the recommendations of the Finance Committee.

14. District Superintendent's wages, pension contributions and Future Labour Requirements

To consider the recommendations of the Finance Committee.

15. Capital Improvement Programme

To review and approve the Commissioners' future capital improvement programme.

(Copy page 29)

16. National Flood Resilience Review

The Clerk will refer to the publication of the above review by the Government in September 2016 and to the response from ADA.

(Copy pages 30-32)

17. District Superintendent's Report

To consider the Report of the District Superintendent.

(Copy pages 33-35)

18. Environmental Officer's Newsletter

The Clerk to refer to the Environmental Officer's Newsletter, previously circulated to the Commissioners.

19. Maintenance Works in the District

(i) 2016/2017
(ii) 2017/2018

20. 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.

21. Application for byelaw consent

The Clerk will report 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 Commissioners:-

Name of Applicant	Description of Works	Date consent granted
Norman Fox Building Contractors	Construction of culvert on land north of 55a Station Road, Manea	13th July 2016

22. Environment Agency – Precepts

a) The Clerk will report that the Environment Agency have resolved to increase both Council Levies and Precepts by 1.5% for the financial year 2017/2018.

The precept paid to the Environment Agency for 2016/2017 was £67,910.

b) Local Choices Update

Further to minute C.646(b), the Clerk will refer to the Environment Agency's newsletter dated October 2016.

(Copy pages 36-39)

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

a) The Clerk will report that following his submission of claims for contributions the gross sum of £648.98 (£1,138.87 less £489.89 received on account) (inclusive of supervision) has been received from the Environment Agency for the financial year 2015/2016 based on the Commissioners' actual expenditure on maintenance work for that financial year and the sum of £499.67 in respect of 80% of the Commissioners' estimated expenditure for the financial year 2016/2017.

b) Further to minute C.647, the Clerk will refer to the discussions with the Environment Agency over the monies available to fund highland water claims

24. Contributions from Developers

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

25. Association of Drainage Authorities

a) Annual Conference

The Clerk will report on the Annual Conference of the Association of Drainage Authorities held in London on Thursday the 17th November 2016.

b) Annual Conference of the River Great Ouse Branch

The Clerk will report on the Annual Conference of the River Great Ouse branch of the Association held in Prickwillow, Ely on Tuesday the 7th March 2017.

c) Subscriptions

The Clerk will refer to an e-mail received from ADA dated the 16th December 2016 (copy pages 40-41) and will report that he has been advised that subscriptions for 2017 will remain unchanged at £609.

d) Floodex 2017

The Clerk will report that Floodex 2017 will be held at The Peterborough Arena on the 17th and 18th May 2017.

e) Further Research on Eels

The Clerk will refer to an e-mail received from ADA dated the 15th November 2016 and the research specification from the Environment Agency regarding the eel research proposed over the next 2 years, and will report.

(Copy pages 42-53)

26. Knyverton House, Wisbech Road, Manea

The Chairman to report.

27. Health and Safety Audits

The Clerk to report.

28. Cambridgeshire and Norfolk Flood Risk Management Partnership Update

Further to minute C.649, the Clerk to report.

29. Authorisation to appear in court to obtain distress warrants

The Clerk to report.

30. Potential Changes in Rating Valuation

The Clerk to report.

31. Payments to 31st December 2016

The Clerk to report on payments made up to 31st December 2016.

(Schedule pages 54-57)

32. Completion of the Annual Accounts and Annual Return of the Commissioners – 2015/2016

a) To consider the comments of the Auditors on the Annual Return for the year ended on the 31st March 2016.

(Copy pages 58-62)

b) To consider the Audit Report of the Internal Auditor for the year ended on the 31st March 2016.

(Copy pages 63-65)

33. Review of Internal Controls

To consider the system of Internal Controls.

34. Risk Management Assessment

a) To give consideration to the Commissioner's Risk Management Policy.

b) To review the insured value of the Commissioner's buildings.

(Copy page 66)

35. 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.

36. Expenditure estimates and special levy and drainage rate requirements 2017/2018

To consider estimates of revenue expenditure and levy and rate requirements in respect of the financial year 2017/2018, and the recommendations of the Finance Committee.

(Copy pages 67-68)

37. Date of next Meeting

The Clerk will remind Members that the next meeting of the Commissioners will be held on Wednesday the 14th June 2017 (following which the District Inspection will be held).

38. Any other business