

RAMSEY UPWOOD AND GREAT RAVELEY INTERNAL DRAINAGE BOARD

At a Meeting of the Ramsey Upwood and Great Raveley Internal Drainage Board
held at The Lion, Ramsey St Marys on Thursday the 4th January 2018

PRESENT

A C Roberts Esq (Chairman)	P L E Bucknell Esq
R Blackhurst Esq (Vice Chairman)	J R Clarke Esq
S W F Bedford Esq	J I Edwards Esq
T F Bedford Esq	R B Howe Esq
C P Wilkinson Esq	

Miss Lorna McShane (representing the Clerk to the Board), Mr Christopher Convine (representing the Consulting Engineers) and Mr Leo Butler (District Officer) were in attendance.

Apologies for absence

Apologies for absence were received from C W Pickard Esq.

B.1043 Declarations of Interest

Miss McShane reminded Members of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect any individual on the Board.

There were no declarations of interest.

B.1044 Confirmation of Minutes

RESOLVED

That the Minutes of the Meeting of the Board held on the 18th May 2017 are recorded correctly and that they be confirmed and signed.

B.1045 Appointment of Chairman

RESOLVED

That A C Roberts Esq be appointed Chairman of the Board.

B.1046 Appointment of Vice Chairman

RESOLVED

That R Blackhurst Esq be appointed Vice Chairman of the Board.

B.1047 Election of Members of the Board

Miss McShane reported that, as the number of candidates for membership of the Board did not exceed the number of persons to be elected (twelve), the following candidates were elected as Members of the Board for a period of three years from the 1st November 2017, viz:-

BEDFORD Stuart	HALDEN Stephen
BEDFORD Thomas	LAMBERT Richard
BLACKHURST Richard	PICKARD Charles
CLARKE Jeffrey	ROBERTS Andrew
EDWARDS Jason	SMITH Christopher
WILKINSON Christopher	

Miss McShane also reported that Mr Peter Wagstaffe did not seek re-election to the Board and consequently there was now one vacancy on the Board.

B.1048 Vacancy in Membership

Consideration was given to the filling of the vacancy in the membership of the Board caused by the resignation of Mr Wagstaffe.

RESOLVED

That Mr Andrew Wagstaffe be invited become a Member of the Board if he is prepared to do so.

B.1049 Land Drainage Act 1991

Board Membership – Huntingdonshire District Council

Miss McShane reported that Huntingdonshire District Council had re-appointed Councillors P L E Bucknell and R B Howe to be Members of the Board under the provisions of the Land Drainage Act 1991.

B.1050 Water Framework Directive

Further to minute B.1012, Miss McShane advised that there was nothing further to report at the present time.

B.1051 Water Transfer Licences

Further to minute B.1013, Miss McShane referred to a letter received from ADA dated the 27th October 2017 and to the Clerk's response to Defra.

Miss McShane reported that Defra had now issued the Government response to the Consultation on Water Transfer Licences, which ended in January 2017, and it appears that, from the 1st January 2018, Defra will require Boards that transfer water from Main River to District Drains to obtain a licence. She advised that the licence fee will be £1,500 which would cover a 12 year period, however no inter-district IDB transfers will be caught by the licencing regime. At the moment Defra have said the details to be contained in the licence will be flexible and that only if

there is significant risk to water quality will a lot of detail be required in the licence. Only basic detail will be required where there is no risk to water quality and the environment.

ADA's position has been that they were reasonably happy with the licencing, but wanted an exemption for IDBs from paying the fee as the Boards get no income from Main River to IDB extractions.

On behalf of the Middle Level Commissioners and IDBs, the Clerk had written to Sarah Hendry, Policy Director for Floods and Water at DEFRA, requesting further information, expressing his disappointment with the lack of engagement with IDBs and with the implementation of the changes being made with virtually no notice.

RESOLVED

That the Chairman and the Clerk be authorised to take any actions considered necessary in relation to this matter.

B.1052 Trees on Catchwater Drain banks

Further to minute B.1016, the Chairman reported that all the trees had now been removed from the Catchwater Drain bank and this matter was now resolved.

B.1053 Use of Drovers Claimed by the Board

Further to minute B.1017, the Chairman reported that speed bumps on the drove road were still creating problems and further to the report tabled at the last meeting about the Board's responsibility regarding the road bumps, the Chairman requested that a letter be sent to Cambridgeshire County Council Highways and a meeting arranged on site with the Area Highway Engineer.

The Chairman outlined some of the problems experienced by the Board with fly tipping and persons emptying chemical toilets at Green Dyke bank. In order to stop access to Great Raveley Drain it had been agreed to fit a gate, which had been sourced, and the Chairman enquired whether the Middle Level Commissioners would assist with the fitting of the gate.

The Chairman advised that similar problems had also occurred at Harpers Drove and Thickets Drove.

Councillor Howe suggested that the Chairman contact the Enforcement Unit at Huntingdonshire District Council who had a remote CCTV camera available which could be put in place to monitor fly tipping and the emptying of chemical toilets in this area.

RESOLVED

- i) That the Clerk write to Cambridgeshire County Council Highways to arrange a site meeting with the Area Highway Engineer to discuss some of the issues arising on the Drove roads including the unauthorised speed bumps which had been installed.
- ii) That the Consulting Engineers be requested to assist with the fitting of a gate at Green Dyke Bank.

- iii) That further gates be fitted to Harpers Drove and Thickets Drove, if needed.

B.1054 Amendment to Board's Byelaws

Further to minute B.1018, Miss McShane reported that, having made an informal approach to Defra concerning amending the Board's Byelaws to extend the application for Byelaws to include a small area outside the District (the other bank side of the Ramsey Heights Catchwater Drain), she had been given the go ahead to now formally submit the draft amended byelaws for approval.

Miss McShane reported that most of the IDBs in the area have a set of Byelaws which were made under Section 34 of the Land Drainage Act 1976 for the secure and efficient working of the drainage system in their area.

Defra have now suggested that the Byelaws which have been adopted by IDBs should be updated to include within their purpose the regulating of the effects of the environment. To do this it will be necessary to update the current Byelaws in line with the standard model byelaw published in October 2012.

RESOLVED

That the Clerk be requested to draft new Byelaws to include compliance with the environment regulations, together with the amendment to include the other bank side of the Ramsey Heights Catchment Drain, and that they be submitted for approval together.

B.1055 Contravention of Byelaws

Further to minute B.1019(ii), the District Officer reported that the fence at 29 Uggmere Court Road had not yet been removed.

RESOLVED

That, in view of the continued contravention of Byelaws at 29 Uggmere Court Road, a further letter be sent to the occupiers of the property to set out the Board's power to carry out works and recharge the occupier.

B.1056 Drain Adjacent to Tesco's at Point 28

Further to minute B.1020(iii) following the Board's Inspection on the 18th May 2017, the Consulting Engineers had been asked to advise on the amount of run-off which goes direct to the Board's drain. At the time of development of the Tesco store it was agreed that water be stored and then pumped into the drain at a rate equivalent to Greenfield run-off. The District Officer reported that the volume of water being pumped into the drain was now making the New Fen pumping station switch on during daytime hours. Mr Convine advised that the pump may be bigger than had been given approval and that this would need to be checked and the volume of water measured. He advised that he would raise the matter with Tesco to find out how they were operating the attenuation pump and if necessary seek a contribution for the additional water being pumped into the Board's drain.

RESOLVED

That the Consulting Engineers arrange a meeting with Tesco, which the District Officer should also attend, to investigate the pump being used for water attenuation at Point 28 on the Board's Drain.

B.1057 Consulting Engineers' Report

The Board considered the Report of the Consulting Engineers, viz:-

Ramsey, Upwood & Great Raveley I.D.B.

Consulting Engineers Report – December 2017

Pumping Stations

Other than the matters reported at previous meetings or described below, only routine maintenance has been carried out.

New Fen Pumping Station

The Board's insurance company has employed Grypon Surveys of Brentwood to monitor the subsidence of the discharge surge chamber. From our own monitoring movement appears to be continuing.

David Symonds Associates (Structural Engineers) has been asked by the Board's insurance company to arrange for some boreholes and trial pits to be dug, and have therefore arranged for a contractor to carry out this work on Tuesday 16th January 2018.

On receipt of a report relevant action can then be proposed for the Board's consideration.

During October the District Officer reported a failure of the original no 1 pump. An initial inspection of the pump showed the drive line had seized. The pump and motor were isolated from the headstock and all indications suggested the headstock bearing had seized. The motor was therefore removed together with the upper shaft and bearing assembly. The cause of the breakdown was found to be due to friction welding of the machine shaft to a bearing plate. It was also found that bearings were well greased and showed no wear in the bearing or race. The seized plate was machined away and modified to allow more working clearance in order to prevent any future reoccurrence.

A claim was made on the Board's Engineering Insurance. The Loss Adjuster advised that the cause of failure would not have been highlighted through routine maintenance/servicing and was satisfied that the event suffered was sudden and unforeseen and therefore covered by the policy. The estimated cost of repair work is £3,500 and the Loss Adjuster has been instructed to agree the final repair costs.

As has previously been reported the pump is worn and corroded and is in need of a complete overhaul/replacement, not surprising when considering that it was installed in 1964 and it was last overhauled in 1990. However, it did seem to be running in a stable condition and it is estimated that it will continue to be serviceable for another 500hrs.

It is therefore recommended that the Board should consider the condition and age of the pump when the insurance company make a decision on the subsidising outfall chamber and plan for the future accordingly.

Grant-in-Aid for Green Dyke Pumping Station

Currently the position is that whilst the scheme would have significant potential to attract grant-in-aid the EA has rejected a proposal to bring grant funding forward. As a result whilst there is continued effort being made to get this scheme into the programme earlier than originally identified, the 2018/19 window has closed. The business case development is therefore on temporary hold but will be progressed next year.

Pumping Hours

Green Dyke Pumping Station

Total Hours Run – Dec 16 – Dec 17	= 213 (5642)
Total Hours Run – Dec 15 – Dec 16	= 73 (5429)
Total Hours Run – Dec 14 – Dec 15	= 93 (5356)
Total Hours Run – Dec13 - Dec14	= 182 (5263)

New Fen Pumping Station

Total Hours Run – Dec 16 – Dec 17	= 146
Total Hours Run no 1 – Dec 16 – Dec 17	= 55 (1231)
Total Hours Run no 2 – Dec 16 – Dec 17	= 91 (3284)
Total Hours Run – Dec 15 – Dec 16	= 306
	Pump 1 (1176)
	Pump 2 (3193)
Total Hours Run – Dec 14 – Dec 15	= 339
	Pump 1 (965)
	Pump 2 (3098)
Total Hours Run - Dec13 - Dec14	= 671

Upwood Common Pumping Station

Total Hours Run – Dec 16 - Dec17	= 50 (3904)
Total Hours Run – Dec15 - Dec16	= 83 (3854)
Total Hours Run – Dec 14 – Dec 15	= 105 (3771)
Total Hours Run – Dec13 - Dec14	= 130 (3666)

Internal Consultation with the Board

The process of “internal consultation” between the Commissioners and the Board (usually, but not always, with the Chairman and/or District Officer) to seek the Board’s comments and thus aid the decision-making process, is generally working well and will be continued and reviewed at a later date.

Planning Procedures Update

Informatives on Decision Notices

From the planning applications listed below, decisions on three have been made but only one has an informative advising the applicants of their separate legal obligation to comply with the requirements of the Board's Byelaws and the Land Drainage Act (LDA). Whilst this is a positive step, unfortunately, it specifically refers to the Middle Level Commissioners and a now superseded version of the LDA.

Planning Agents Training Day

Having identified engagement issues between "Developers" and the Commissioners and Associated Boards, a Training Day was held in late October. Invites were issued to Agents, Developers, Consultants and Council Officers who we regularly deal with. Despite the absence of Council Officers, the event was well attended and feedback suggests the event was well received. The format of the event was to inform those attending of the unique nature of the area, where the IDBs fit into the development process, what the issues are, and how the Middle Level Commissioners deal with them.

Unfortunately, there were no representatives from the Huntingdonshire District Council area.

Planning Applications

In addition to matters concerning previous applications, the following 14 new development related matters have been received and, where appropriate, dealt with since the last meeting:

<i>MLC Ref.</i>	<i>Council Ref.</i>	<i>Applicant</i>	<i>Type of Development</i>	<i>Location</i>
327	H/17/00599/FUL	AWO Bedford & Partners	Residence	Biggin Lane, Ramsey
328	H/16/00876/FUL	Mr A Butler	Residence	Chapel Road, Ramsey Heights
329	H/17/00465/PMBPA	Ms C Hedges	Residence	Harpers Drove, Ramsey Heights
330	H/17/00658/FUL	Mrs A P Aublin	Residence	Middle Drove, Ramsey Heights*
331	H/17/00593/FUL	Mr Harris	Travellers Site (2 caravans)	Middle Drove, Ramsey Heights
332	H/17/00592/FUL	Mrs A Shepherd	Travellers Site (2 caravans)	Middle Drove, Ramsey Heights*
333	H/17/00591/FUL	Mr N Smith	Travellers Site (2 caravans))	Middle Drove, Ramsey Heights*
334	H/17/01011/OUT	Mr A Wiltshire	Residential (3 dwellings)	Ugg Mere Court Road, Ramsey Heights
335	H/17/01112/OUT	Mr M Shorter	Residence	Ugg Mere Court Road, Ramsey Heights
336	H/17/01874/FUL	Ms M Smith	Travellers Site (4 caravans)	Harpers Drove, Ramsey Heights*
337	H/17/01768/OUT	Mr & Mrs Ames	Residential (3 dwellings)	Ugg Mere Court Road, Ramsey Heights
338	H/17/01820/REM	Mr A Wiltshire	Residential (2 plots)	Ugg Mere Court Road, Ramsey Heights

339	H/17/01839/REM	Ms J Morters	Residential (2 plots)	Ugg Mere Court Road, Ramsey Heights
340	H/15/01371/FUL	Mrs C Plume	Mobile Home & Stables	Harpers Drove, Ramsey Heights

***Planning applications ending 'PMBPA' relate to Prior Approval - Agricultural to Dwellings
Planning applications ending 'RM', 'REM' or 'RMM' relate to reserved matters***

Developments that are known to propose direct discharge to the Board's system are indicated with an asterisk. The remainder are understood to propose surface water disposal to soakaways/infiltration systems or sustainable drainage systems, where applicable.

No further correspondence has been received from the applicants or the applicants' agents concerning the following developments and no further action has been taken in respect of the Board's interests.

- *Mixed use development comprising employment (including trade counter sales) (use classes, B1, B2 and B8) car sales, car breaking, combined heat and power uses and a children's day nursery (D1), means of access and road layout at land opposite Viscount Garage, St Marys Road, Ramsey – Client of ESP Ltd (MLC Ref No 210) & Abbey Properties (Cambs) Ltd (MLC Ref Nos 225 & 278)*
- *Erection of an open sided agricultural building at Colwyn, Upwood Road, Ramsey Heights - P Harper & Sons (MLC Ref No 264)*

In the absence of any further information it is not known whether this development was commenced or requires the Board's consent.

- *Construction of 52 dwellings and associated works on land adjacent to St Marys Road Industrial Estate (the former Ramsey North Railway Station) St Marys Road, Ramsey – (Ramsey SPA Site RA2 Ramsey Gateway) - Client of Maple Solicitors (MLC Ref No 276) & Seagate Homes (MLC Ref Nos 284 & 308)*

In view of the absence of recent correspondence and any subsequent instruction from the Board it will be presumed, unless otherwise recorded, that the Board is content with any development that has occurred and that no further action is required at this time.

Erection of a food-store, petrol filling station, residential development, community facilities and associated highways and infrastructure works – Tesco Stores Ltd & Abbey Properties Cambridge Ltd (MLC Ref Nos 114, 133 & 168); Application to replace Planning Permission 0501658OUT for erection of foodstore, petrol filling station,

residential development, community facilities and associated highways and infrastructure works at land at the corner of Stocking Fen Road and Ramsey St Marys Road, Ramsey - Lord De Ramsey's 1963 Settlement (MLC Ref No 244) and Reserved matters application for the residential phase consisting of 108 flats and houses, means of access (to eastern side of high lode), appearance, landscaping, layout and scale. Application made pursuant to outline permission 0501658OUT varied by permission 0900365S73 land at The Corner Of Stocking Fen Road and St Marys Road, Ramsey - Abbey Properties (Cambs) Ltd & Lord de Ramsey (MLC Ref No 248)

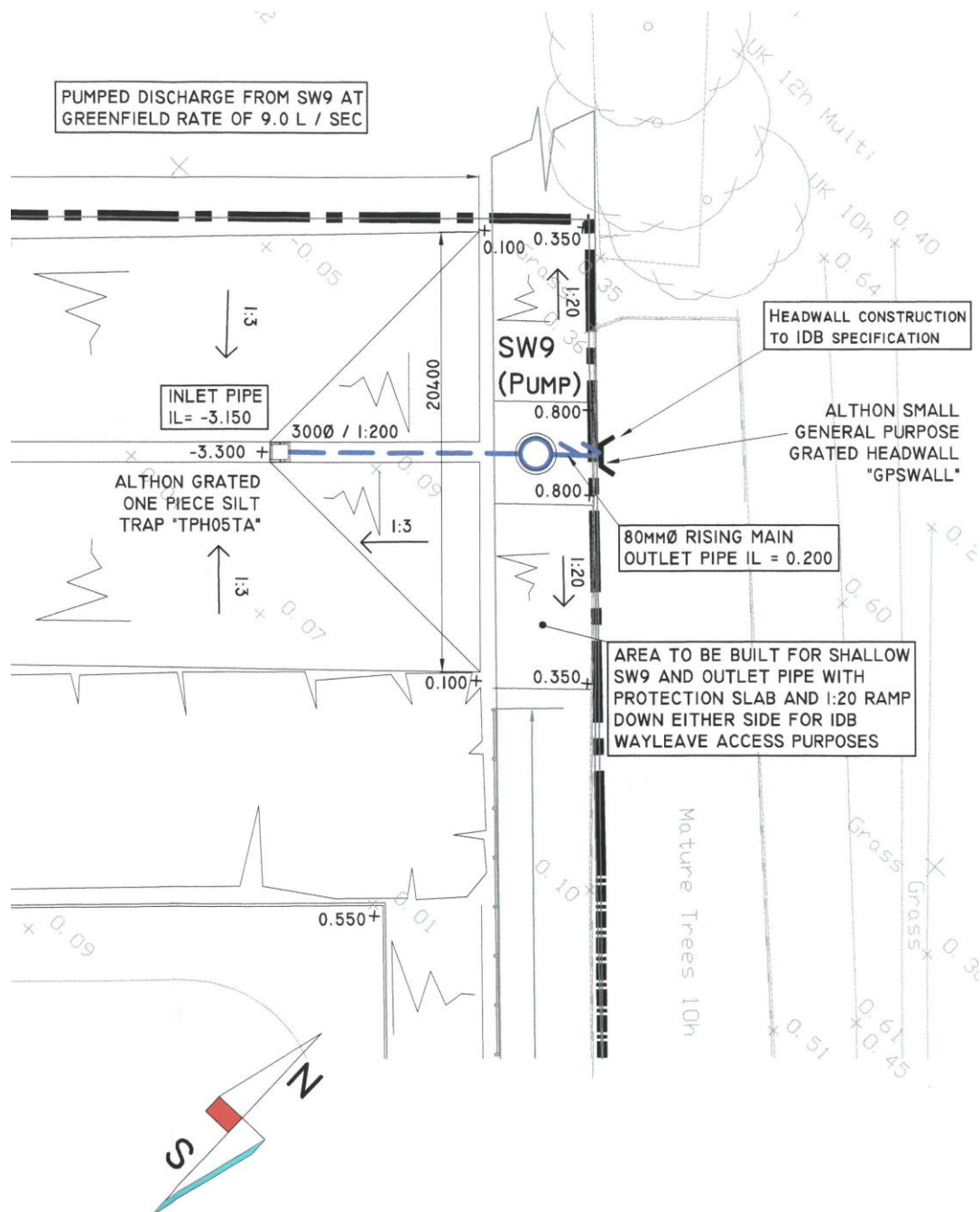
In respect of the larger "Gateway" development no further correspondence has been received by the Planning Engineer from the applicants or the applicants' agents and no further action has been taken by him in respect of the Board's interests.



Screen grab from the video supplied

Minute B.1020 Consulting Engineers' Report item iii) Drain adjacent to Tesco's at Point 28 requested that the Consulting Engineer investigate the water being pumped from the Tesco Stores Ltd site, as shown in a brief video, was in accordance with the approved plans.

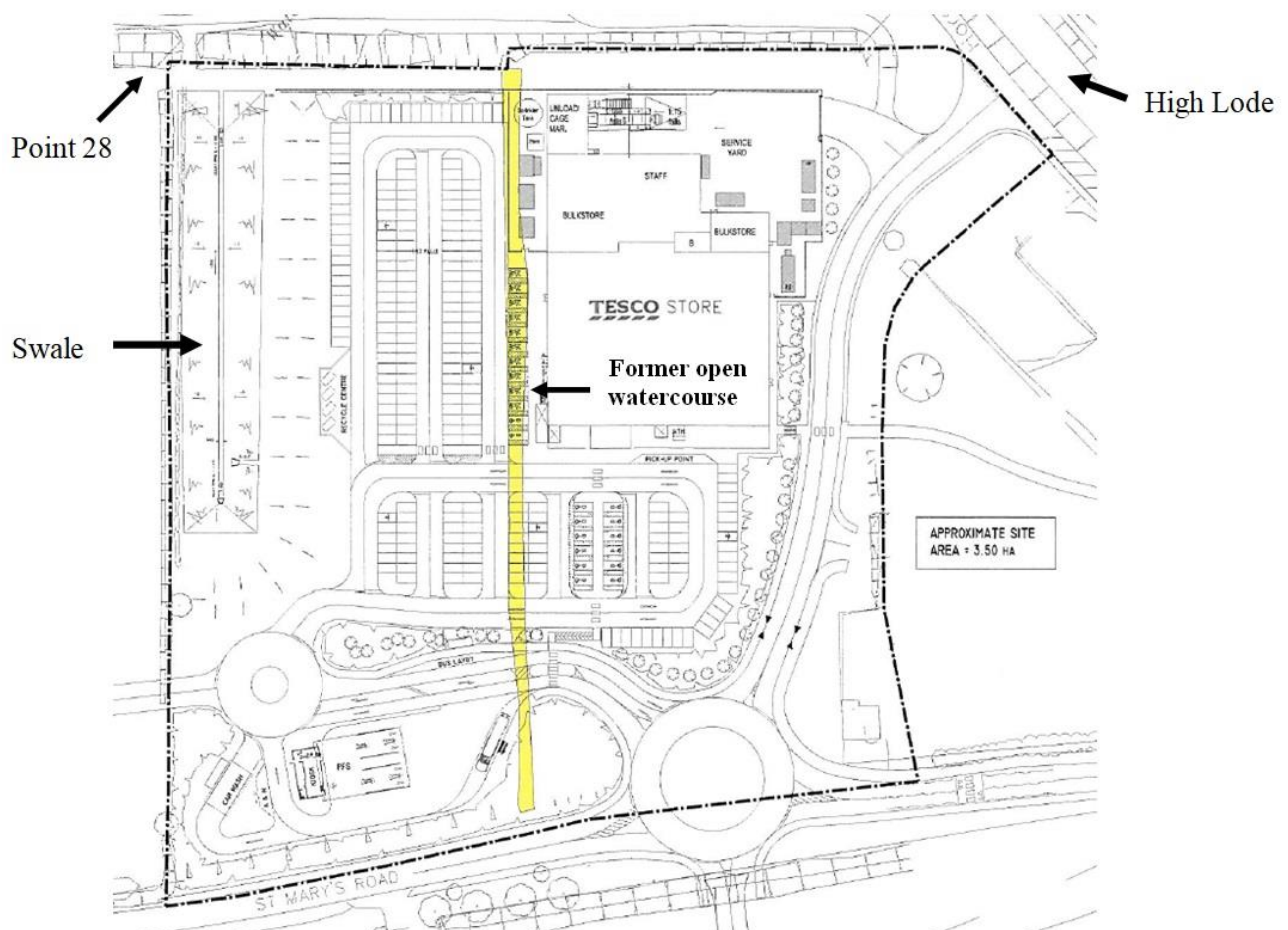
Members will recall from the various entries in the Board's Reports circa 2008/9 that whilst it was originally suggested that an unregulated direct discharge to the Board's system would be made this was later abandoned in preference to an attenuated discharge using the on-site swale system. The FRA supplied by Tesco Stores Ltds' consultant advises that the mean annual maximum Greenfield flow rate (Q_{bar}) for the 1:1 year event is 9.0 l/s. Values of 21l/s and 31.1l/s are given for the 1 in 30 year (30% AEP) and 1 in 100 (1% AEP) year greenfield events. As the discharge from the developed site was unchanged from its previous use discharge consent and the associated contribution fee were not required.



*Extract from Pinnacle Consulting Engineers Ltds Drawing number 050405 250 Rev –
showing the design for the outfall from the swale*

The store was built on two former arable fields separated by a 170m long open watercourse for which consent was given subject to the imposition of conditions including the provision of the swale and the restoration of any lost volume within three months of the former watercourse being filled. Consent for this element, Ref. MB/RUGR/3 Consent No. 9, was issued in July 2009.

It should be remembered that what is being viewed is a single point discharge which is a change from the previous discharge spread along the length of both sides of the open watercourse and, therefore, any discharge, unless it was made via land drains, would have been imperceptible and not considered to be a cause of concern.



Reduced scale extract from Pinnacle Consulting Engineers Ltds Drawing number 050405 230 Rev – showing the extent and location of the former open channel

Whilst it is possible to “work backwards”, and we would be happy to do so if required, it is difficult to determine the discharge flow without undertaking detailed measuring of the discharge, rainfall falling on the site etc.

In the absence of any information it is difficult to be definitive but it is considered that the “volume of water that had been observed being pumped from the site” is in fact relatively small as part of the overall picture and any adverse impacts on the site are minimal. The plans supplied show the outfall to be immediately upstream of an access culvert and, on the presumption that the outfall has been installed as shown, will further mitigate impacts.

However, it may be appropriate for a request to be made to Tesco Stores Ltd for an inspection of the outfall structure and facility to ensure that it is currently as was previously agreed and to ensure that regular maintenance is being undertaken.

Huntingdonshire District Council (HDC) Local Plan to 2036

Housing and Economic Land Availability Assessment (HELAA): October 2017 Consultation

The Council is required to produce a Housing and Economic Land Availability Assessment (HELAA) to identify a future supply of land which is suitable, available and achievable for housing and economic development uses.

The assessment of land availability is an important step in the preparation of the Local Plan to 2036 and forms part of the evidence base for the emerging plan. The HELAA includes the Strategic Housing Land Availability Assessment requirement as set out in the NPPF.

A public consultation to review the new sites which were submitted through the 'Call for Sites' that accompanied the consultation alongside the draft Huntingdonshire Local Plan to 2036 was held between 4th October and 3rd November.

Our reply to this document, made on behalf of both the MLC and the Board, provided responses on the Assessment of Broad Locations including statements on the NPPF Floodplain extents in respect of Hazard Mapping and development within the floodplain; Watercourse maintenance access strips; Surface water disposal features; Capacity calculations and illustrations.

No specific sites within the Board's catchment area were identified as part of this Assessment.

It is considered that when preparing Strategic Documents Development Management (Planning) Officers need to be held more accountable for their involvement in the surface water disposal and flood risk element of a development. The inappropriate raising of a developer's expectations and chasing LPA housing numbers is considered to be the first step towards potential poor surface water disposal solutions which, if not considered properly at this stage, can inevitably lead to increased flood risk.

As a result, the Risk Management Authorities (RMA) receiving the flows, such as the Commissioners and/or the IDBs, may not be prepared to resolve, at their expense, the problems created by others.

It is considered that other constraints, such as the space required for soakaway fields, SuDS devices, water recycling units, etc **must** be considered as part of the capacity assessment of individual sites.

Huntingdonshire Strategic Flood Risk Assessment (SFRA)

Note. *SFRAs are high level strategic documents and, as such, do not go into detail on an individual site-specific basis and are developed using the best available information at the time of preparation.*

It is understood that despite not having been reviewed by the Commissioners the SFRA which fulfils both Level One and Level Two SFRA requirements has been adopted by the Council and can be found at the following link: <http://www.huntsdc.gov.uk/environmental-issues/flooding/strategic-flood-risk-assessment/>.

However, it is noted that this web page includes the note below:

SFRA 2010 mapping for Middle Level Commissioner Areas

For those villages which are entirely within Flood Zone 3 as defined in the 2017 SFRA only, the 2010 SFRA, which took account of flood defences, will be used as the basis for decision-making, and general market housing will only be permitted in areas shown as being in Flood Zone 1 as defined in that document.

Note  tabled at the September 2017 Development Management Committee which sets out this information and the SFRA 2010 mapping for Middle Level Commissioner Areas.

Cambridgeshire Flood Risk Management Partnership (CFRMP)

Rain Gauges Project

As members of the CFRMP, the Commissioners have been asked to comment on the proposed location of rain gauges that currently form a larger Anglian Region RFCC project.

The gauges will be located on Environment Agency or Anglian Water Services Ltd (AWSL) structures and it is intended that all sites will be available via a web interface, possibly with three levels – Administrator, Partners and the Public. The latter will only see “local” information.

The LLFA advises that the proposed new gauges have been chosen because they are adjacent to major areas of population and known “wet spots”. However, an assessment of the proposed locations identified that highly responsive areas which have a history of flooding such as Bury Brook, southern Wisbech and the Swavesey area together with key transport routes, such as the A1, A14, A47, and the East Coast Mainline etc, have all seemingly been ignored. Given the recent and predicted increases in usage of these transport links the pressures of growth will increase, due to the relevant planning authority’s failure to meet its 5 year supply and the growth aspirations of the Combined Authority, for example, the M11 extension, duelling of the A47, the Wisbech Garden Town etc.

Therefore, a response made by the Commissioners on both their and the Board's behalf emphasised that transport corridors (and not just urban development) must be included in this project and suggested alternative AWSL structures that should be considered.

The LLFA has proposed a rain gauge at Ramsey, presumably on the WRC.

General Advice

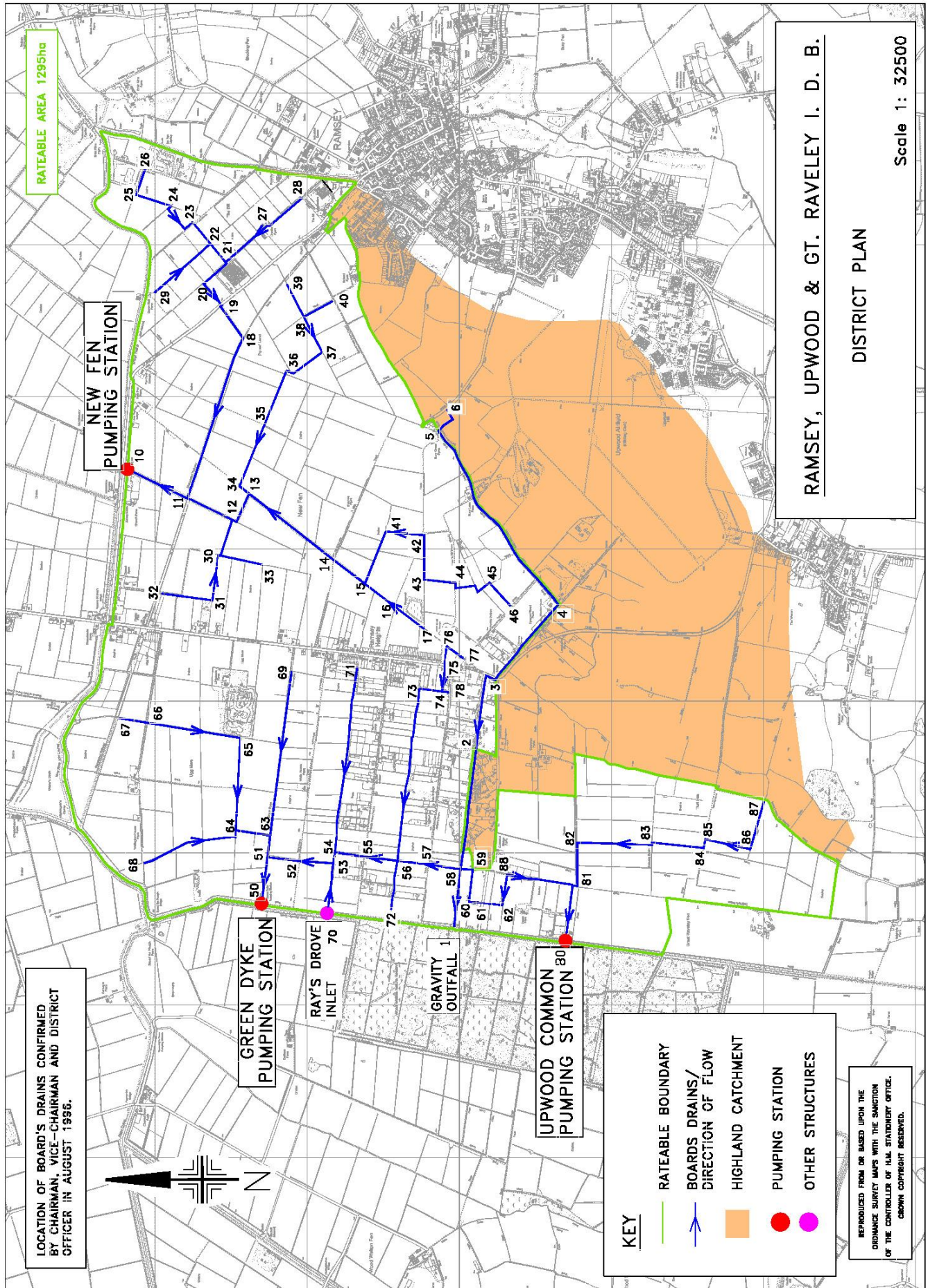
Assistance has been given, on the Board's behalf, in respect of the following:

- a) Cadent Gas Ltd – An application for consent to pipe and fill 100 metres of a district drain with a 900mm diameter pipe at the junction of Ugg Mere Court Road and Chapel Road was recommended for approval. Since the submission and subsequent approval by the Board, Cadent Gas Ltd has reviewed the proposal and is considering an alternative option. No further application has been submitted.

Consulting Engineer

15 December 2017

RUGtR(328)\Reports\December 2017



Mr Convine reported that further work had been carried out to monitor the subsidence issue at New Few pumping station and David Symonds Associates (Structural Engineers) had been asked by the Board's insurance company to arrange for boreholes and trial holes to be dug.

He advised that once this work had been carried out a report on relevant action would be proposed for the Board's consideration.

It was reported that the original no 1 pump had seized and a claim had been made on the Board's engineering insurance. The loss adjustor had advised that the cause of failure would not have been highlighted through routine maintenance/servicing and was therefore unforeseeable and covered by the Board's policy.

The no 2 pump was worn and corroded and in need of a complete overhaul/replacement but as it was a secondary standby pump and was running in a stable condition, it was agreed that the Board would wait for a resolution to the subsidence issue before considering replacing this secondary pump.

RESOLVED

- i) That the Report and the actions referred to therein be approved.
- ii) Green Dyke pumping station

That the scheme for grant-in-aid for the replacement of Green Dyke pumping station be progressed ready for submission to the Environment Agency for the year 2019/2020.

B.1058 District Officer's Report

The District Officer detailed the works that had been carried out since the last meeting and the works which were to be carried out in the forthcoming year.

RESOLVED

That the Report and the actions referred to therein be approved and that the Officer be thanked for his services.

B.1059 Environmental Officer's Newsletter

Miss McShane referred to the Environmental Officer's Newsletter which had previously been circulated to members.

B.1060 Applications for byelaw consent

Miss McShane reported that the following applications for consent to undertake works in and around watercourses had been approved and granted since the last general meeting of the Board, viz:-

<u>Name of Applicant</u>	<u>Description of Works</u>	<u>Date consent granted</u>
Minnie Smith	Replace an existing field access culvert	12th May 2017
Cadent Gas Limited	Piping and filling of District Drain - Ugg Mere Court Road	7 th August 2017

It was noted that the works proposed by Minnie Smith to replace an existing field access culvert had not been carried out.

Mr Convine reported that, since obtaining approval for consent to pipe and fill 100 metres of District drain at the junction of Uggmere Court Road and Chapel Road, Cadent Gas Limited had reviewed the proposal and were now considering an alternative option which would extend the culvert to cover the high pressure pipeline. However, no further application had yet been submitted.

RESOLVED

- i) That the action taken in granting consents be approved.
- ii) That the Consulting Engineer pursue the replacement of an existing field access culvert with the applicant.
- iii) That the proposed alternative option by Cadent Gas Limited be kept under review.

B.1061 Environment Agency – Precept

Miss McShane reported that the Environment Agency's Regional Flood and Coastal Committee had indicated an increase of 2.5% on last year's precept of £4,786, and that this would be discussed at the next Environment Agency Flood Defence Committee Meeting.

B.1062 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

Miss Ablett reported that the sum of £2,423.52 (£7,749.94 less £5,326.42 paid on account) (inclusive of supervision) had been received from the Environment Agency based on the Board's actual expenditure on maintenance work for the financial year 2016/2017 together with the sum of £2,677.85 in respect of 80% of the Board's estimated expenditure for the financial year 2017/2018.

B.1063 Association of Drainage Authorities

Miss McShane reported:-

a) Annual Conference

That the 80th anniversary Annual Conference of the Association had been held at the ICE building in Westminster on Thursday the 16th November 2017 and had been well attended with speakers including Dr Therese Coffey MP, who spoke on future challenges, local accountability and the excellent work and the strength of IDBs amongst other things. Councillor Derek Antrobus spoke about his experiences in Salford where the Council had turned spatial planning on its head by considering environmental assets before looking at

provision for housing need, which allowed for more sustainable growth. Sir James Bevan followed and stated that he was a fan of IDBs and supported the transfer of watercourse maintenance through de-maining where there was a local desire for this. She also confirmed that dredging was important and would remain within the EA's programme and that £22M had been spent on this in the last financial year. The Conference also marked the stepping down of Henry Cator as ADA's chairman. He has been replaced by Robert Caudwell who has a background in farming in Lincolnshire and who is keen to see partnership working across catchments develop to provide a holistic answer to flood risk and drought management.

b) Annual Conference of the River Great Ouse Branch

That the Annual Conference of the River Great Ouse branch of the Association would be held in Prickwillow, Ely on Tuesday the 6th March 2018.

c) Subscriptions

That it was proposed by ADA to increase subscriptions by approximately 1% in 2018, viz:- from £536 to £542.

RESOLVED

That the increased ADA subscription be paid for 2018

d) Liability of Board Members

Miss McShane referred to, and Members noted, a Guidance Note received from ADA dated the 28th September 2017 which summarised the issue of when Members of an Internal Drainage Board may be held personally liable for actions which they take in that capacity.

e) Updating IDB Byelaws

Miss McShane referred to a letter received from ADA dated the 20th October 2017 and advised that this item had been considered earlier in the agenda.

B.1064 Capital Programme Strengthening and Delivery

Miss McShane referred to, and the Board noted, the slides presented by the Environment Agency at the Great Ouse IDB and EA Strategic Group meeting on the 19th April 2017.

B.1065 Member training and the appointment of a Health and Safety Officer

Miss McShane reported that ADA has been encouraging member training for a number of years and Defra will, from 2018, require Boards to report upon any training that has been provided to members. This is to be reported by way of an entry on the IDB1 forms and the listed topics on this form are; Governance, Finance, Environment, Health, safety and welfare, Communications and engagement, amongst others. The Board may wish to pick an area where they consider specific tailored training is pertinent for it in a given year or alternatively might ask that the Middle Level Commissioners arrange some joint training with other Boards which they are happy to do.

On Health and Safety, after reviewing arrangements for a number of Boards, it has become clear that it would be helpful if Boards could appoint a member to be in charge of Health and Safety

matters. This person would take overall responsibility for Health and Safety supported by Croner through the Middle Level Commissioners. This will help provide clarity going forward as ultimately it is the Boards role to ensure that sites, equipment and working practices are as safe as can be reasonably expected. Whilst IDBs have an enviable record on safety and much that is needed is likely to already be in place, the HSE would probe the organisational structure should a reportable accident occur and would take a dim view if clarity on the lines of responsibility were unclear.

The Board welcomed member training and considered that health and safety issues would be a good area to cover with training.

RESOLVED

- i) That the Chairman be appointed Health and Safety Officer.
- ii) That Croner be requested to undertake an inspection of the Board's property and structures.
- iii) That a meeting to be arranged with Croner, the Chairman, the Vice Chairman and District Officer to discuss health and safety issues.
- iv) That the Chairman be given assistance in the completion of Risk Assessments on behalf of the Board.

B.1066 Defra IDB1 Returns

Miss McShane reported on the proposed changes to the Annual Defra IDB1 Returns.

She advised that the IDB1 form is completed each year in accordance with the Land Drainage Act 1991 and is submitted to Defra, the Environment Agency and to each Council which pays an IDB Special Levy. The form provides information on such items as income, expenditure, a policy delivery statement, the bio-diversity action plan, asset management and governance matters.

Miss McShane reported that for the year ended 31st March 2017 the IDB1 return was amended and additional information requested, such as details of board membership, attendance at meetings, whether elections are held and confirmation that the complaints procedure is accessible from the home page on an IDB's website. This information will enable Defra to gather more data in relation to IDBs.

For 2018 the IDB1 form will be further expanded. The additions were developed in co-operation with the Environment Agency, ADA and invited IDB representatives including David Thomas on behalf of the Middle Level Commissioners. The inclusion of items within the form which would either be difficult to report on or provide information which collectively would be of little value have been resisted and the new IDB1 form should, as a result, allow Defra to gain a much clearer insight into what IDBs deliver annually. It is hoped that this in turn will assist with raising further the profile of IDBs.

B.1067 The General Data Protection Regulation (GDPR)

Miss McShane referred to the Guidance Note on the implementation of the GDPR and that all organisations must become fully compliant by the 25th May 2018.

RESOLVED

That Miss Lorna McShane, Solicitor and Assistant Clerk be appointed the Board's Data Protection Officer.

B.1068 Completion of the Annual Accounts and Annual Return of the Board – 2016/2017

- a) The Board considered and approved the comments of the Auditors on the Annual Return for the year ended on the 31st March 2017.
- b) The Board considered and approved the Audit Report of the Internal Auditor for the year ended on the 31st March 2017.

B.1069 Anglia Farmers

The Board considered their contractual arrangements with Anglia Farmers for the supply of electricity.

Miss McShane reported that the contract with Anglia Farmers ceases on the 30th September 2018. Should the Board choose not to renew its contract, they would be required to give notice in December/January.

She advised that, in view of the problems encountered over the past 14 months with the operation of the contract, a report had been sent to all Chairmen.

Miss McShane further advised that, although the Clerk was able to recommend to the Board that they remain with Anglia Farmers for a further contract period, usually 18 months to 2 years, during which time the service provided by them will be monitored, it was a Board decision and should they wish to be removed from the buying group then it would be the Board's responsibility to negotiate its own separate electricity contract with a supplier.

RESOLVED

That the current arrangements be continued for a further contract period, during which time the service provided by them, in relation to the running of the contract, be monitored.

B.1070 Financial Position

- a) The Board considered the Estimate Update for 2017/2018.

RESOLVED

That the update be approved.

- b) Miss McShane reported that the Board's cash balance on the 30th November 2017 were:-

Clients Premium Account - £171,857.79

B.1071 Date of next Meeting

RESOLVED

Miss McShane reminded Members that the next meeting of the Board will be held on Thursday the 17th May 2018, prior to which the District Inspection will be held.

B.1072 Sale of old single diesel engine

The Chairman reported that Stephen Corney, the grandson of John Corney, former District Officer, had approached the Board to ask if he could acquire the small single diesel engine which had been operated by his grandfather. He advised that the engine was not in working order and had seized up.

RESOLVED

- i) That the Chairman be authorised to negotiate with Stephen Corney to agree the sale of the engine.
- ii) That the Clerk write to Mr Corney setting out the terms on which the engine had been sold.
- iii) That, for health and safety considerations, the District Officer be present at the pumping station when the engine was removed.