

BLACK SLUICE

INTERNAL DRAINAGE BOARD



Board Meeting

Wednesday, 14th February at 2pm

Station Road, Swineshead, Lincolnshire PE20 3PW



Black Sluice Internal Drainage Board

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Our Ref: IW/DPW/B10_1

Your Ref:

Date: 7th February 2018

To the Chairman and Members of the Board

Notice is hereby given that a Meeting of the Board will be held at the Offices of the Board on Wednesday, 14th February 2018 at 2pm at which your attendance is requested.

A buffet lunch will be available from one hour prior to the Board meeting to encourage and facilitate Members, Staff and Officers discussion.

A handwritten signature in black ink, appearing to be 'I. H. P.', written in a cursive style.

Chief Executive

AGENDA

1. Apologies for absence.
2. Declarations of Interest.
3. To receive and if correct sign the Minutes of the meeting of the Board held on the 29th November 2017 **(pages 1 - 13)**
4. Matters arising.
5. To receive the unconfirmed Minutes of the Executive Committee held on the 13th December 2017 **(pages 14 - 22)** and consider the following reports:
 - (a) 2018/19 Budget and Ten Year Estimates Report **(pages 23 - 31)**
 - (i) Budget with 10 Year Estimates **(page 32)**
 - (ii) 2018/19 Summary budget by month **(page 33)**
 - (iii) 2018/19 Detailed budget by month **(page 34)**
 - (iv) 10 Year Capital Schemes and FDGiA Budget **(page 35)**
 - (v) 2018/19 Wages On-cost Reserve budget **(page 36)**
 - (vi) 8 Year Plant replacement budget **(page 37)**
6. Final Budget with 10 Year Estimates (amended Penny Rate) **(page 38)**
7. To receive the Internal Auditors Audit Planning Memorandum and Audit Programme 2017/18 **(pages 39 - 41)**
8. Period 9 Management Accounts & Quarter 3 Forecast **(pages 42 - 47)**
9. To confirm the arrangements and proposed dates for the election of the new Board in October 2018 **(page 48)**
10. To review the Risk Register **(page 49)**
11. To receive a Report on Rating **(page 50)**
12. To consider reports on the following:
 - (a) Monthly Accounts: November 2017 to January 2018 **(pages 51 - 60)**
 - (b) Schedule of Consents Issued: November 2017 to January 2018 and Consent Applications / Contraventions **(pages 61 - 66)**
 - (c) Rainfall **(pages 67 & 68)**
13. To authorise the Chairman and Finance Manager to seal the Rate for 2018/19 **(page 69)**
14. Any Other Business.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the Board

held at the Offices of the Board on
29th November 2017 at 2pm

Members

Chairman - * Mr K C Casswell

Mr W Ash	* Cllr R Austin
* Mr J Atkinson	* Cllr P Bedford
* Mr V Barker	* Cllr C Brotherton
* Mr J Fowler	* Cllr M Brookes
* Mr P Holmes	Cllr R Clark
* Mr R Leggott	* Cllr M Cooper
* Mr P Robinson	* Cllr C Rylott
* Mr M Rollinson	* Cllr B Russell
* Mr N J Scott	Cllr P Skinner
* Mr J R Wray	* Cllr Mrs S Waring

* Member Present

In attendance: Mr I Warsap (Chief Executive)
Mr D Withnall (Finance Manager)
Mr P Nicholson (Operations Manager)

1196 APOLOGIES FOR ABSENCE - Agenda Item 1

Apologies for absence were received from Mr W Ash, Cllr P Skinner and Cllr R Clark.

The Chairman expressed the Board's condolences to the family of Cllr Alan Lee who passed away this week. He served on the Board 2013/14.

1197 DECLARATIONS OF INTEREST - Agenda Item 2

There were no declarations of interest.

1198 MINUTES OF LAST BOARD MEETING - Agenda Item 3

The Minutes of the last meeting of the Board held on the 13th September 2017, copies of which had been circulated, were considered. It was AGREED that they should be signed as a true record.

1199 MATTERS ARISING - Agenda Item 4

(a) Asset Transfer Financial Projections

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 2 of the Public Bodies (Admission to Meetings) Act 1960.

1200 MINUTES OF THE JOINT WORKS COMMITTEE MEETING - Agenda Item 5

The Northern Works Committee Chairman presented the unconfirmed minutes of the meeting held on the 8th November 2017, copies of which had been circulated. The Board RESOLVED that the minutes should be received.

(a) Water Resource East Case Study (WRE) - Minute 1191(d) & (g)

Mr V Barker referred back to this item which he believed needs to be discussed. He referred to "the EA are taking banks down to let it flood". He stated that with this transfer of water, understanding the volumes involved, and understanding the water that normally goes through the SFFD, and what the sluice pumps can face, and what new pumps might need to be put in position. He believed there is a lot to discuss around this and it should be a special item in the next Structures Committee agenda. The Chairman responded that it has not got to this position yet, currently the EA are just talking about it and no serious work has been done yet on what might be required.

The Chief Executive firstly wanted to correct Mr V Barker hoping that he had not read this in the minutes somewhere that "the EA are taking the banks down" this is an incorrect statement. The Chief Executive then clarified the paragraph in minute 1191(g) stating that the EA are armouring the existing low spots so if the water runs over that low spot it does not wash the bank away and breach. In EA terminology, they are protecting those low spots to the level they currently are. Mr V Barker feels there is a slight conflict between that and improving the banks and widening.

The Chief Executive explained that he has requested the EA identify the low spots they are going to armour because he believes that it is imperative the landowners/residents adjacent to those low spots deserve correspondence about what is going to happen. In the future it's going to run over the low spot and not breach - it will flood the land in that area and he believes the landowners/residents deserve the right to know this. He acknowledged that the Board would in turn, following the release of water from the SFFD, pump that water back into the SFFD. He reminded Members of the 2016 Southern Works tour whilst travelling down the east side of the SFFD from Mallard Hurn we had to disembark the trailer whilst the tractor negotiated a dip, this may not be one of the low spots, along the entire 32 kms there may be several spots lower than that.

The Chief Executive added that there are other concepts about transferring water down the SFFD which could mean moving one of these banks altogether – all the low spots could be on that one bank so all that investment is wasted but if we don't armour those banks the other concept may never be taken to fruition.

Mr V Barker thanked the Chief Executive and agreed it might be the right choice now but it will be better for the future.

(b) SFFD De-silting Works - Minute 1191(h)

The Chief Executive stated that at Black Hole Drove pumping station there is a phenomenon at the moment. The gravitation valve is gravitating for the first time that anybody can ever recall, maybe since the first day the South Forty Foot drain

was constructed. This is purely because of the silt that has been taken out of the top end of the South Forty Foot. The operatives have been able to get to the valve and manually clear out debris.

Mr V Barker asked where the water is coming from at Hacconby pump we know there is spring water coming into that pump. He stated he has seen in the last week the amount of water coming down there and it is not rainwater its very clear positive water.

The Chief Executive responded that at Black Hole Drove it is water from the Bourne North Fen. If there is water being introduced, as there is no rain as such and it's of a good quality then we should be investigating, in all probability there is something we are not aware of. Mr V Barker added that he was at Black Hole and saw the amounts of water running out good quality water and good flow - where is it coming from? Have we got something coming back from the Glen? The Chief Executive responded that he would get operatives to investigate.

Mr J Atkinson stated there is a spring at the west end of the fen. Mr V Barker agreed that yes at Hacconby, but Hacconby does not feed into Black Hole. The Chairman concluded that perhaps it's an Anglian Water burst, he suggested an email with the results of the investigation be sent to Members to inform them of the outcome would be a good idea.

The Chief Executive concluded regarding the South Forty Foot desilting works he would introduce further detailed information in the financial section. He reported that he has recently received an email from the EA to explain there is a process they are going through for a project of this nature which will allow them to proceed with further phases with ease. There is still the commitment to continue all phases which in all probability is going to be pushed back a bit in programme timeframe but there is still the intention to continue in various phases to the A17 Swineshead Bridge.

The Chairman added that it shows that desilting can do some good and obviously, if it was not venting out through the sluice the Board would be pumping.

Mr V Barker made an observation if you look over the Kingston Bridge, you can see rib bones everywhere the dredger arms have gone over and sucked between each one there is a raise in the silt every half metre now the water has gone down you can see it.

Mr P Holmes moved that these minutes and resolutions contained therein be accepted by the Board. All AGREED.

The Chairman concluded that this was a very good meeting, with a lot of Members attending with many questions - a very positive meeting and the Chairman of the Northern Works should be commended.

1201 TO REVIEW AND ADOPT THE ADA MODEL OF THE LAND DRAINAGE BYELAWS -
Agenda Item 6

The Chairman introduced this agenda item; stating that all IDBs are having to do this and ADA are instrumental in getting this out to all IDBs.

The Finance Manager introduced this ADA model for the byelaws to the Board meeting today, usually it would have been an agenda item at the next Audit & Risk Committee meeting. He explained that this is part of one of the pilot projects for the Rationalisation of the Main River network and these byelaws are to be in place before the Board can progress any further.

Mr R Leggott asked Members to consider whilst going through this document, stating there are a lot of paragraphs describing individual byelaws which are going to be a matter of judgement. He asked that Members look at these and ask themselves who the judgement will be by - the one who predominates them? and putting in wording that the Officers of the Board should judge these matters. He could envisage a whole load of litigation coming out of these if not worded properly.

The Finance Manager stated these are the model byelaws we have been asked to adopt that's not to say that we cannot vary them when they go to Ministerial level if there are variations obviously they will have to be reviewed.

The Chief Executive commented that he didn't understand the full implication/mitigation but these are the Boards' byelaws so he assumed the Board are the organisation that will be implementing them. The Finance Manager added that they can be challenged legally. Mr R Leggott added that it may be sufficient to put a note at the beginning "if judgement is to be made it will be a judgement by the Officers".

The Finance Manager began by explaining that some amendments have been made for legislation so where one act has been reviewed and updated, it is the new names and the Ministers become Secretary of State etc. Likewise a definition has been changed, I will cover it the once rather than the dozen time it changes in the document.

- Preamble these new sub paragraph have been added

 " (b) regulating the effects on the environment in the Board's District of a drainage system, or
 (c) securing the effectiveness of flood risk management work within the meaning of Section 14A of the Act."
- Byelaw 3 it previous stated, 'without the previous consent of the Board,' which has been moved to the end of the paragraph and insert below for the new Planning legislation;

 'as a result of development (within the meaning of Section 55 of the Town and Country Planning Act 1990 as amended ("the 1990 Act")) (whether or not such development is authorized by the 1990 Act or any regulation or order whatsoever or none of them)'
- Byelaw 4 previously used to state 'slacker, floodgate, lock, weir, dam, pump, pumping machinery or other structure' and now it is a 'water control

structure' and this definition has been moved to the end of the byelaw document it is still included, rather than be in that format it is now detail as 'water control structure' as an abbreviation.

- Byelaw 4 this previous sentence was deleted 'the prevention of flooding or any shortage in the flow or supply of water and to the efficient working of the drainage system in the District' and insert 'securing or furthering one or more of the Purposes'
- Byelaw 8 where it states 'any vegetation including trees, growing on land' this replaced the sentence 'trees, willows, shrubs, weeds, grasses or any other vegetable growths'
- Byelaw 9 in the title used to be 'Vegetable Growths' and insert 'Vegetation'

Mr R Leggott made reference to byelaw 5 and asked Members to refer to the sentence 'in such a manner as to cause damage to or endanger the stability of the bank of the watercourse or to affect or impede the flow of water' - this first who's judgement is this going to be and thinking the Board should place something into saying who's judgment should it be the affect.

The Chairman stated that this is how it was written originally in the current byelaws.

The Chief Executive understands the viewpoint as to say the Chief Executive judgement could be challenged by the affected person. Mr R Leggott added that there is a system which allows the offender to appeal and asked could this wording be looked at.

- Byelaw 12 'any other wild animal' was replaced with 'any other wild mammal' then it further goes to say an animal listed in Schedule 5 or 6 to the Wildlife & Countryside Act 1981, and added the line 'but excluding the water vole from such control'

Mr V Barker asked to refer to byelaw 19 – Interference with sluices we have had problems in the past with a certain person operating a sluice in the Glen letting the water into the Boards system. He asked because the sluice is in the Glen can we have control of it as the water comes through all the way to the Gosberton pump. The Chairman responded that it is not in the Boards area. The Chief Executive added that the Board can impose byelaws on the actions that he is undertaking as he is introducing flows into the Boards system although it is not a Boards asset. The Chief Executive believes this is his interpretation of this byelaw he answered Mr V Barker that yes we could and have, in fact, in that particular scenario.

Mr N Scott made reference to byelaw 3 but the change to this now makes it meaning the Officers cannot use because it is only as a result of development now rather than 'for any purpose' he feels this restricts the Board. The language previously 'no person shall for any purpose by means of any channel, siphon, pipeline or sluice or by any other means whatsoever introduce any water into any watercourse in the District' if you put in the language 'no person shall as a result of development' – it means that it only refers to as a result of development saying it is specifically as a result of development not anything else. He stated it is too narrow now in this format.

The Finance Manager responded that he will enquire with ADA.

- Byelaw 23 this has been added after 'speed' insert 'over the bed of the watercourse'

The Chairman added, that if the Board felt there was a need, then speed limits could be placed on all Boards watercourses.

- Byelaw 27 all Bodies have been updated with their new titles and those Bodies added that have been taken into privatization.

- Byelaw 28 this is a completely new sub-paragraph;
'(b) Nothing contained in any of the foregoing Byelaws should be deemed to be or shall operate as a grant by or on behalf of the Crown as owner of the foreshore below high water mark of any estate or interest in or right over such foreshore, or any part thereof, nor shall anything contained in or done under any of the provisions of the foregoing byelaws in any respect prejudice or injuriously affect the rights and interests of the Crown in such foreshore, or prevent the exercise thereon of any public rights or prejudice or injuriously affect any right, power or privilege legally exercisable by any person in over and in respect of the seashore.'

- Byelaw 31 sub paragraph (a) used to read;
'the efficient working of the drainage system of the District or to refrain from doing any act, the doing any act, the doing of which does not adversely affect the efficient working of the drainage system of the District'

and insert

'or furthering one or more of the Purposes or to refrain from doing any act, the doing of which does not affect the environment or adversely affect either the efficient working of the drainage system of the District or the effectiveness of flood risk management within the District'

- Byelaw 31(b) this is the main driver we have been asked to review these byelaws it used to refer to 'Section 22 of the Water Act 1973, as amended by Section 48 of the Wildlife and Countryside Act 1981 (which relates to the Board's duties with regard to the protection of the environment, nature conservation and amenity), the said Act shall prevail.'

and this has been updated for the new legislation and insert

'(i) Sections 61A to E of the Land Drainage Act 1991 (which relates to the Board's duties with respect to the environment), or

(ii) the Conservation of Habitats and Species Regulations 2010 the said Act and the said Regulations shall prevail.'

- Byelaw 33 under the "Relevant Railway Asset" meaning this has been updated for the privatization of the railways.

and insert

"Relevant Railway Asset" means;

(a) a network, operated by an "approved operator" within the meaning of Section 25 of the Planning Act 2008,

(b) a station which is operated in connection with the provision of railway services on such a network, or

(c) a light maintenance depot;

Expressions used in this definition and in the Railways Act 1993 have the same meaning in this definition as they have in that Act, ("railway" not having its wider meaning) and a network such as is described in (a) above shall not cease to be such a network where it is modified by virtue of having any network added to it or removed from it.

"The Secretary of State" means the Secretary of State for Environment, Food and Rural Affairs;

"Vegetation" means trees, willows, shrubs, weeds, grasses, reeds, rushes or other vegetable growths;

- Common Seal this would normally be signed by the 'Clerk' but in this Board the Finance Manager is the Clerk therefore it has been updated and inserted 'Chief Executive' as ADA required the most Senior Officer to sign it.

The Chairman asked Members if they were happy with the amendments highlighted in the agenda papers and invited questions.

The Finance Manager stated that these will not be able to be signed until the questions raised can be reported on a definition. Could there be an agreement to delegate this to the Executive Committee on the 13th December 2017. Mr R Leggott asked would the wording be changed to protect the Board before we sign. The Chairman responded "who's judgement" yes we will seek advice on this as well. Mr R Leggott added that this applies to the byelaws numbered 5, 7, 11, 14, 15, 20, 21 and 22.

Mr N Scott added the point within the definitions terms should be in capital letters in the body of the document, so that vegetation, water control structures should be capitalised within the document so it is a defined term within the document.

The Chairman concluded that this will be brought to the Executive Committee then hopefully signed at that point. ALL AGREED.

1202 TO RECEIVE REPORTS ON FINANCE AND RATING - Agenda Item 7

(a) Drainage Rate Account 30-2445-9 Gosberton Clough

The Finance Manager reported that this drainage account has come to the Board for the third occasion. The owner of the property's drainage assessment has not changed but the owner is on the third tenant and this tenant has now gone into receivership as well. There is a requirement due to this company being struck off to write off £589.72 of drainage rates for this year, which is outside the Finance Manager Delegation of Authority. He added that going forward we will look at the property as being split up. The one element, which does not appear to be let out is the glasshouses. These are where the majority of the drainage rate value of the property is. This will need to be kept under review from the 1st April 2018 or when the Board levy the rates the owner will become liable for the rates for that year from that point until it is let out again.

The Chairman asked the Board if they agreed to this drainage rate being written off. The Board AGREED to write off the sum of £589.72 in respect of drainage rate account No 2445-9.

(b) Drainage Rate Write Offs/Revaluations

The Finance Manager stated this is a list of drainage rates that have been authorised under the Delegation of Authority to write off in this year. The limit of the Delegation of Authority is £250.00.

(c) New Drainage Rate Reduction Valuations

The Finance Manager stated these are new rate reduction valuations and moving of values from agricultural land to special levy which will be covered in more detail at agenda item 8. He stated 24.55 acres of commercial land at Marsh Lane, Boston – 5 acres at Kirton Business Park and a housing development at Station Road, Swineshead.

(d) Q1 Quadrant Development

The Finance Manager stated given the sums involved with the Q1 Quadrant Development this is going to be a considerable increase for Boston Borough Council (BBC). The Finance Manager confirmed that a meeting has been held with the Council Officers at BBC and stated they were very pleased that we have met at this early stage and that the Black Sluice IDB Officers were engaging with them. The Finance Manager has agreed to work with them to tie up when the Board will move agricultural rates to residential or commercial rates so there is no undue hardship for the Council. This is due to moving to special levy before BBC collect their rates. He concluded that BBC Officers will be engaging with the developer to make sure when BSIDB do the penny rate calculations, as at the 31st December the BSIDB are including what we need to include from both the Councils and the Boards point of view.

The Finance Manager stated this is a considerable transfer of land and in agenda item 8 this will give the Members an idea of what affect this will have on the Board.

(e) Period 07 Management Accounts

The Finance Manager stated he had reviewed Period 06 management accounts at the Joint Works Committee. He is going to review the items which stand out and the variations.

- Income – the rates North Kesteven District Council paid early is the reason this has gone from £30,000 behind budget to £11,000 up. Some of the drainage rate income has been pulled back but not the whole amount yet.
- Rates – we took seven cases to court on the 20th November 2017 for a total value of £3,205.98. The largest of these was for £1,109.80 and smallest was for £14.49 with the charge of £25 for the summons that bill has now become a lot more.
- Interest – interest rates have started to rise by a quarter of a percent so the Finance Manager will start monitoring the market again to see if there is anything the Board can find some interest investment.
- Expenditure – there is an error on these accounts, the pumping station maintenance is not £70,000 favourable on budget, the insurance was deferred in Period 7 and not paid until Period 8 therefore this is understated by £50,484 it is a reduction £264 favourable against budget and should read £20,479.
- Pumping Station Schemes – money spent budgeted for has been spent in advance for Gosberton weedscreen cleaner and the South Kyme electricity panels.
- Overall the Board is £115,946 favourable against budget.

(f) South Forty Foot Scheme

A further funding is required from the EA for £260,409. This is going to be covered by the Chief Executive who notified Members earlier that a £100,000 order is expected immediately which will leave the exposure by the Board for £160,409 and this will be coming in the New Year and that is to cover costs moving forward.

(g) Income & Expenditure

The rechargeable income is up £452,000. The amount of recharges therefore is up by £129,000 which is the additional works the machines and labour have been able to achieve. This additional work is funding the additional plant and the money for the labour recharges is going into a reserve.

(h) Balance Sheet

A large number on rechargeable 'work in progress' £126,000 for the EA SFFD works, there is also £79,000 which is waiting to be invoiced for the other PSCA works for the Environment Agency.

The Chairman invited questions from the Board. There were none forthcoming and he thanked the Finance Manager.

1203 TO DISCUSS AND CONSIDER THE BOARDS MEMBERSHIP - Agenda Item 8

The Chairman referred the Board Members to the agenda papers regarding Special Levies, the Finance Manager has gone through this and presented a report.

The Chairman believed it would not be beneficial to adjust the elected Members regions. He felt the best way forward when the agricultural land is transferred to special levy would be to increase the Board Members from the Councils. This would take the Board membership to 23 members, which is still manageable. The Chairman invited opinions.

Cllr Mrs S Waring questioned the paragraph detailed on page 61 referring to the Land Drainage Act 1991 it talks about "the of appointed members of an IDB shall not exceed by more than one the number of other members of the board" the Chairman responded because the special levy will be producing slightly more income than the ratepayers it turns it on its head.

The Finance Manager added that the way the Act is written if it was 99% special levy and 1% agricultural you could only have one more appointed member than an elected member. Once this has changed, assuming it does not go back to agricultural land, he could not see commercial land ever going back to agricultural it will only ever stay one appointed member more. The Finance Manager concluded unless there is a change in the law.

Mr R Leggott believed this is the only way forward within the meaning of the Act. I do wonder where the two extra members come from. The Chairman responded the Councils have the ability to appoint members who are not actually councillors if they know of anyone interested. The Finance Manager stated that it has to be split on where the income is coming from therefore it will be one from Boston Borough Council and one from South Holland District Council.

Mr N Scott had an opinion regarding the numbers of Members on the Board that 21 Membership was 10 too many and 23 is 13 too many. He agreed that he had not been involved with the Board historically but there seems to be too many members on the Board. The Chairman responded that previously the Board was made up of 40 members and it was a very contentious issue, currently on the elected areas there are two members from some elected areas within the catchment. To cut this down would be quite difficult, if you had members off sick your quorum would be in balance and we did lose many members with a lot of historical experience.

Mr P Holmes expressed it is a case of 'striking a balance' between the historical members who have the experience – which you cannot replace that experience and it takes a number of years to gain that experience. The Board prides itself in its planning in succession with young members coming through the Works Committees and he believes a smaller board would take away that opportunity for succession because there would not be the opportunities for younger board members.

The Chairman pointed out that at the ADA AGM it was mentioned that there are a lot of IDBs smaller than the Black Sluice who have far greater numbers on their respective Boards some in the range of 30/40 members and the problem this makes is that the Councils are not able to fill all the vacancies. He acknowledged that Black Sluice IDB is lucky that the Councils around this Board fill the spaces available. Mr V Barker

believes it is good to have the Councillors on this Board, they bring a different level of interest to it and it is most important to spread balance between the farming communities.

Cllr M Cooper asked if all the development is in the Boston area, why is South Holland District Council getting another member? The Finance Manager responded that it is a percentage of the special levy income at the moment South Holland is rounded down, Boston is 7.83 members and South Holland will be at 1.25, SKDC and NKDC are 0.6.

Proposed by Cllr P Bedford, seconded by Mr M Rollinson and Mr N Scott abstained. All AGREED.

1204 TO REVIEW THE INSURANCE RENEWAL REPORT - Agenda Item 9

The Finance Manager stated this insurance renewal is included for the Board's information due to it being a large expenditure and also there has been a lot of changes in cover over the last 5/6 years. He reported, that if you ignore the government taxes there is a reduction in premium of £1,500 following an increase in cover. Last year the Board added the substructures of the pumping stations with an additional £5 million cover on public liability insurance and an additional £5 million on employers liability insurance. Next year the Finance Manager will be looking to move the engineering inspection from Allianz, due to an 80% increase in premium this year - this was unavoidable because of the inspection timetable being in October and the new company not having any availability which would have meant a 2/3 month gap. We are ahead of the game for next year, if we carry on as recommended we will get booked in with AXA or whomever the combined insurance will be placed with. This is still £18,000 less than NFU 2015/16 renewal price quote. He confirmed that the cover for all the pumping stations revaluations, the substructure costs and the additional cover the quote is only £5,500 more than the 2014/15 premium.

The Chairman invited any questions from Members, and thanked the Finance Manager for all his hard work he puts in getting these covers and such like, stating it's a good result. Towergate have done very well and seem to be experts in this field.

The Finance Manager asked if there was agreement amongst the Members to look at a further three years stability agreement. The Chairman believes that if the Finance Manager recommends the best pricing will be obtained than he would recommend a three year stability agreement.

Mr P Holmes added with hopefully the future introduction of the Black Sluice (Boston) Pumping Station and asked would this have an effect on the three year stability agreement? The Finance Manager felt that with the addition of the £25 million cover for the substructures of the Boards pumping stations, Towergate have managed to keep the level of premiums at a certain level. He trusted Towergate that there could be looking at a figure of £25 million insurance cover for the BSPS.

Mr M Rollinson asked should you enter an agreement when the Board has had two claims this year? The Finance Manager responded that this is taking into account the claims. He clarified that Towergate have 40 IDBs and they put all these premiums/covers together which is why when we have put in £60,000 of claims our premiums has only gone up by £2,400 in the year. The claims is for all 40 IDBs, a claim for £60,000 is not a huge amount but if another board or every board has a

£60,000 claim then this could be different. It is because its on a bulk deal it does not impact to individual IDBs. The Chairman added the three year deal will be from September 2018, if Members prefer not then the Finance Manager would have to be planning for a renewal in September he would have to request companies quotations in April/ May 2018 and there is a lot of work in getting like for like.

The Chairman summed up the general feeling shall we look and see how we are getting on in six months and if we have not had any surprises and then are able to put the BSPS insurance cover on and see what affect this has.

Cllr M Brookes there is no harm in asking what the price is for a three year stability agreement then you could look at both options. He asked was it possible to have the agreement and ask what is the cost and discount, also what would be the alternative if we decide to go year by year, what would be the cost of a one year agreement and then we have all the facts and can make the decision.

1205 TO REVIEW THE RISK REGISTER - Agenda Item 10

The Chairman presented the risk register on page 64.

Mr N Scott left the meeting.

Mr R Leggott pointed out that cyber attack was still 'high' he thought the Board had put in place certain precautions. The Finance Manager responded that it will remain at this level until the next Audit & Risk Committee meeting by which time he will be able to report back that all recommendations have now been completed. It will then be upto the Committee to look at the score and make recommendations.

Cllr Mrs S Waring asked would it be expected to have action plans in place for any risk in the region of 3/4 going forward. The Finance Manager responded that the '4' are always reviewed by the Audit & Risk Committee. He stated a full risk strategy and policy document goes to the Audit & Risk Committee each year and this Committee reviews the risks and the recommendations brought back to the Board. This document is available on the Boards website.

The Board RESOLVED that the Risk Register be accepted.

1206 TO RECEIVE MINUTES OF THE ADA LINCOLNSHIRE BRANCH AGM AND BRANCH MEETINGS - Agenda Item 11

The Chairman presented the ADA Lincolnshire Branch and AGM minutes which were circulated with the Agenda for information.

1207 REPORTS - Agenda Item 12

(a) Monthly Accounts - Agenda Item 12(a)

The Board RESOLVED that the Board's monthly accounts, which included September and October 2017, copies of which had been circulated, were noted.

Cllr Mrs S Waring asked a question regarding the amount paid monthly to the Window Cleaner – Noel Evans. The Finance Manager responded that this is for the

pumping stations he does 3/4 times a year all of the 34 pumping stations. Cllr Mrs S Waring responded right ok.

(b) Schedule of Consents - Agenda Item 12(b)

The Chief Executive presented the Schedule of Consents on pages 77 - 80.

(c) Rainfall - Agenda Item 12(c)

The rainfall figures at Swineshead and Black Hole Drove were presented, copies of which had been circulated.

The Board RESOLVED that these reports be noted.

1208 ANY OTHER BUSINESS - Agenda Item 13

There was no other business.

There being no further business the meeting closed at 15:10.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held at the Offices of the Board on
13th December 2017 at 9:30am

Members

Chairman - * Mr K C Casswell

* Cllr P Bedford * Cllr M Brookes
* Mr J Fowler * Mr P Holmes
* Mr M Rollinson

* Member Present

In attendance: Mr I Warsap (Chief Executive)
Mr D Withnall (Finance Manager)

1209 APOLOGIES FOR ABSENCE

There were no apologies.

1210 MINUTES OF THE LAST MEETING

Minutes of the last meeting held on 31st August 2017, copies of which had been circulated, were considered and it was agreed that they should be signed as a true record.

1211 MATTERS ARISING

(a) Inspection Tour Netherlands - Minute 1163(b)

The Chairman asked how the arrangements were progressing, the Chief Executive responded that there is nothing further to report other than Mr Charles Moreu and Mr Farhat Ben Amor from Royal Smals came to look at the North Forty Foot and discuss the South Forty Foot with the Operations Manager. The inspection tour was reintroduced to them at which they said yes, their secretary shall be in touch with us as she is helping to arrange or find suitable hotels, transport etc and if she does not get back to us before Christmas she will let us know in the New Year.

(b) Rationalising the Main River Network Project - Minute 1164(b)

The Chief Executive updated the Committee regarding this stating it was all going ahead there is a programme of events;

- w/c 18th December - National EA to upload pre-consultation materials. This will be a soft launch - the national team will send letters to national stakeholders
- w/c 1st January - Advertise the consultation - communications to all stakeholders (national and local), Press release, Social media

(national and local). IDBs, LLFAs and district councils to support as agreed locally.

- By 5th January - All local content for documents to be finalised and approved by local approvers. Local leads will advise on relevant dates to ensure approval timelines are met.
- w/c 8th January - EA to upload finalised consultation documents (both local and national)
- 15th January - Consultation goes live for four weeks

The Chief Executive stated at the moment regarding the several de-maining watercourses, there are two that are being challenging - Cliff Beck and Carr Dyke due to lack of access to at least one bank by mechanical means because there are large amount of trees. The commuted sum transfer is c£83,000 if those two watercourses are taken out it will reduce to c£60,000 because there is an asset on one of those particular watercourses. The question to this Committee is "do you want us to go ahead with the transferring of these two watercourses without mechanical access to at least one bank yes or no" also "do you want the Board to use any of the monies being transferred to remove these obstructions which will cost circa £50,000 to remove all of the obstructions. A decision is required by this Committee in order to reach the timetable of 18th December 2017.

There are two particular landowners, one being a Board Member, we are trying to contact and liaise with them. Mr P Holmes stated that this is the first pilot scheme, he believes that the Board would not be agreeing to take on watercourses without them being in a fit state so that they can be maintained. The Chief Executive totally agreed, and this is the purpose of the pilot to identify said problems. We have gone back to the EA stating we have found these problems and it will cost circa £50,000 to remove, this could be carried out under the PSCA and the EA have responded that they do not have the funding.

He then asked the EA what are they going to do they responded they will de-main them to riparian responsibility which they currently are so it's a very simplistic answer from the EA.

The Chairman clarified if the Board did the work then we would not have any money for future maintenance. If they go back to riparian then it will be the landowner's responsibility.

The Chief Executive clarified with the Committee that if the landowner who owns the trees is not prepared to remove them at their own cost the watercourses are not de-mained. The Members all agreed.

The Chief Executive stated that they have given both landowners a deadline and he doubts he will get a response.

The Chairman asked if there was to be a blockage and trees had to be removed would this be at the landowner's expense/responsibility? The Chief Executive responded the EA at the moment believe the watercourses in question offer no protection to reduce flooding to housing therefore they cannot find the funding to maintain them. If there were to be a bank slip today and that watercourse was closed you cannot get a machine to it to move that slip what are you going to do,

The Chief Executive responded there are various elements that the Board could undertake ie could remove the trees and charge the landowner, could remove them at the Boards own cost, could carry out the works manually which is not feasible so there are various answers to the question.

Mr J Fowler asked would you give the landowner an agreement that if they cleared access then the Board would adopt the drain - would this be your thinking once we had mechanical access? The Chief Executive responded yes.

Mr P Holmes asked whether either of the drains by the Board not adopting them impact on the any drains upstream within the catchment. He asked are they an integral part of the infrastructure, the Chief Executive responded that not at this moment in time. If and when the catchment area is extended he would not be able to answer the question not sure what runs into them that we would maintain in future years I doubt very little but at this moment in time we don't feed into those watercourses.

The Chairman added that if the area was extended we would have money available and may be able to do something about it but only potentially.

Mr P Holmes pointed out that if they pass into riparian ownership the landowners might come to the Board in the future and have the same conversation they have had with the EA, if the trees were removed would the Board adopt them then. The Chief Executive responded perhaps in several years time if there is an extension into the upper catchments the Board would be adopting watercourse to maintain and this could be one of them.

Cllr M Brookes asked if they make them riparian and the owners come later, we would then not have the money from adopting them through the de-maining process. The Board would have lost the de-maining funding from the EA as it is reducing from £83,000 to £60,000 so by going around that route we lose £20,000. Mr P Holmes responded that the £20,000 was for the asset not cleansing. The Chairman added that in reality the EA have been slack in not sorting it out earlier because they do have the enforcement officers but they have just not been enforcing riparian cleansing. The Chief Executive added that the EA enforcement officers have not got time to enforce on low criteria watercourses. The Chairman added that the EA said that Lincolnshire County Council could possibly take up the baton on that if required.

Mr M Rollinson asked is it his understanding that we are going to bat this back we are not going to take these two on but can we leave a proviso in there that the EA might unexpectedly find funding. The Chief Executive responded then this would mean that they could be put into the next tranche. Mr M Rollinson clarified that the Board is happy to take them on in the future if there were funds available. The Chief Executive responded yes just not at this time.

(c) Potential Effect on BSIDB Budget & 10 Year Projections - Minute 1165(e)

Mr P Holmes pointed out bearing in mind the news yesterday, there is an inflation figure within the budget of 2% its seems to be continuing increasing out of control.

1212 TO CONSIDER THE 2017/18 BUDGET AND TEN YEAR PROJECTIONS - Agenda Item 6

The Finance Manager stated that he spoke with the Chairman before starting to put the budget together because there are things, which are 'in progress' which could affect the budget such as the Black Sluice (Boston) Pumping Station and the rationalisation of the main river network. It was agreed that these were unconfirmed therefore, a budget could only be put together with confirmed data. He stated that later on in the agenda papers there is a budget with the Black Sluice (Boston) Pumping Station. The Finance Manager reminded the committee of the target of the General Reserve had been 25% of annual expenditure for many years and recently reduced to 20%. To continue with this objective alone would result in an £80,000 deficit in the tenth year which would be a large gap to fill in year eleven onwards.

The Finance Manager therefore proposed;

1. to continue to reduce the board's general reserves, with the target of 20% of annual expenditure.
2. to achieve a balanced budget in the reporting period.

The Finance Manager asked if the Committee agreed to work to this basis rather than having a big deficit at year 10 the Chairman felt this made sense and all acknowledged.

- (a) Rates & Levies – it was agreed with Boston Borough Council to freeze the rate for this year and last year and he assumes that the Board intends to honour this. An increase of 1.49% has been included for the four years following 2018/19 but with inflation included on expenditure at 2% this widens the deficit gap year on year. To resolve this a 2.5% increase has been included for the second half of the 10 year estimates resulting in a balanced budget to take forward in to year 11. There was an issue last year in that the penny rate is not run until mid-December as it is based on the figures at 31st December. It generally runs in the Boards favour and last year it resulted in an additional £20,000 income. This will be the case this year and, unless development in the area stops, for future years.
- (b) Interest – the Finance Manager does not see many prospects for interest it was £36,000 in 2009 and he is struggling to make £1,000 this year with a slight increase in the interest rate he suspects this may increase quite dramatically if inflation goes out of control. There may be some opportunities moving forward but certainly not a lot at the moment.
- (c) Grants & Local Levy – this was brought up at the Joint Works Committee both the Chief Executive and Operations Manager have been very successful in getting Local Levy monies and Flood Defence Grant in Aid (FDGiA) for the North Forty Foot Drain at Sempringham.

- (d) Development Fund – the scheme for the Q1 Development has been funded from this fund and nothing is planned for next year.
- (e) Rental Income – this time last year the mast in the Depot had not had an extension on the lease. There is still no extension on the lease but they have caught up with their rent review and a back payment for the ones they had missed. The rents were reviewed last year but we did not make any changes so unless any suggested changes for this year they will be left as they are.
- (f) Other Income – consents do fluctuate in numbers the estimate is two a month, highland water contributions are still being paid although there may be some amendments in relations to the rationalisation of the main river network if this goes ahead although more detailed information would be required.
- (g) Solar Panel Income – it is working as the Government calculator and is slightly positive each year and is giving the Board a good return on investment.
- (h) Capital Schemes – all the details were as presented at the Joint Works Committee.
- (i) Pumping Station Maintenance – this could still hit if there is continued rain for a period this is being maintained at £370,000 for the fourth consecutive year.
- (j) Drain Maintenance – this is another area where there are some positives because of the additional works completed for the EA and PSCA there is extra money in the budget and the reserves and the drain maintenance budgets can increase by £40,000 with the work done this is more money going to the day to day business of the Board
- (k) Environment Agency Precept – this is presumed that there will be no increase in the precept this will be decided at the RFCC meeting in January 2018.
- (l) Administration & Establishment – the overall 2018/19 budget is 21.44% of income so based on the fact the restructuring in 2013 it was agreed to be below 25% this is good news although it looks like it has increased quite substantially this is due to the restructure to accommodate the extra work.

Administration Salaries, the Finance Manager asked for a decision, he directed the Committee to the Lincolnshire ADA recommendation for the Pay Award in the November 2017 referring to the budget announcement in the paperwork at page 19 which states “the rate published was 2.2% a new figure was expected today and the three month average figure is 2.5% which equates to 2.25% the decision required is “has the public sector pay cap been lifted or not because there are two options in the recommendations”. Cllr Brookes believed it has been lifted for certain classes of workers, the Finance Manager added LGA have proposed employers side 2%, the Armed Forces are at 1% and then other bodies have gone out for review.

The Finance Manager's reading is that it is announcing its intention to move away from the 1% basic public sector pay award and the fact that actually they are sending the pay around to the review bodies if it is not lifted then there would be no point in sending out to review bodies. Cllr Brookes added that if you are talking about controlling inflation then you have to control wages in some way.

The Chairman asked what is the ADA Pay & Conditions stance on this, the Finance Manager responded that there is an agreement it may be decided that a meeting may have to be called. The Finance Manager asked what is Black Sluices standing, what is their interpretation? The Chairman responded the Board always felt it never really included IDBs anyway and with all the problems we have retaining labour and such like you nearly have to say we don't want to be going down this route again and we don't want to be reorganising again.

Cllr M Brookes feels we should stick with 2% in the budget but so far as a policy moving forward with things so up in the air it is difficult. The Finance Manager presented an email on screen which detailed the Union's view on the 2%.

The Chairman asked the Committee did they want to leave it at the 2% and if it goes up in January 2018 by a lot above inflation then it can be discussed again. The Finance Manager stated that the budgets are done. Mr P Holmes asked if worst case is 2.25% do you want to put your figures in the budget now - is it better to have it in the budget, the Finance Manager responded that this information only came in this morning. The consensus was that it be 2%.

- (m) Election – the direction from the Minister is detailed on page 20 as per Election Act 1938. This direction states the Board does not have to use the local newspapers, the Board can inform the public via a publicly available website. The Finance Manager suggested that it is placed on the Boards website which will then have links onto twitter and facebook. It also can be placed on a noticeboard at the front of the office. He also suggested that rather than formal notice more of a note in the drainage rate leaflet could be appropriate which is what some of the other IDBs are going to do I think by doing all this you will get more coverage than you would by just putting it in the newspaper.
- (n) Wages On Cost Reserve – last year before we knew the amount of work we would be expecting from the PSCA the wages on cost rate was increased from 240% to 260%. Then substantial work was achieved through the PSCA and this has resulted in the wages on cost having a number of fixed costs and the fact it is 220% above the salary rate. This has meant we have built up a surplus. To keep it at 260% we would be putting excess surpluses into the wages on cost account so even at taking it back to 240% it was still feeding money into it. We already have £80,000 expected at the end of the year so we don't want to be putting more in. We are trying to balance it year on year so we have pulled it back to 220%. Doing the extra work and recharges means we are being more efficient and using our labour and plant as a whole more effectively. Pulling it back to 220% will use £20,000 of that £80,000 and we can work to balancing it out in the forthcoming years.

- (o) 8 Year Plant Estimates – with the extra work there is more money going into the plant account from the recharges which means the recovery rate has increased by £20,000 per year otherwise the Board would not be able to afford the extra plant.
- (p) General Reserve – with the new objectives the budget is looking at 25% by year 10 but actually it only has an £8,277 deficit which when it roles into the year 11 it will be £200 it will be a balanced budget with 25% reserves.

The Chief Executive presented the plant estimates on page 28 stating that a possible replacement for the Twiga could now perhaps be the new Herder machine which the Operations team have requested a demonstrator model. It is the only machine the Operations team have seen that can rival the Twiga.

The Plant Estimates has been put together with as much detail as possible, the question had come up about the road vehicle timings and although we could keep them for longer it is the recovery costs residual value of the vehicle once it went to 4/5 year it dramatically drops off therefore we prefer to keep them at a 4 year change over. There will be a request again from the Vauxhall Fitters vehicle for 4 wheel drive, but it's not about the 4 wheel drive it is about the ground clearance so we are going to keep that arguably the same. The Operations team put some preliminary figures about the cost savings of owning and operating a Boards drott in relation to what costs are associated with hiring one or two in a year on year, surprisingly it is more favourable to hire them in.

The Chairman asked about the Unimog if it is running reliably? The Chief Executive responded that it has been running reliably and its timing for replacement has been pushed back again because of its new engine but a time will come when this does need replacing and it will be a major debate with regards to operational staff whether the Unimog is the right vehicle or not. The Chairman then asked about the JCBs are all of them running all right, the Chief Executive stated they have problems as usual but the main problems with the JCB is the telescopic arm. The Operations team believe as a Board, it is the way forward, the telescopic arms can operate in confined spaces and operate on the summer cutting but the Operations Manager, Works Engineering Manager and the Operations Supervisor are challenging their own thoughts suggestions with regards to future replacement JCBs whether they are going to be static single arms or telescopic arms or a mixture because it's the arms which cost the money. All the Boards JCBs have telescopic arms, it works well, but they are expensive pieces of kit.

Cllr Bedford asked if all the Twigas were working, the Chief Executive responded that there is one stood at the moment. The Chairman asked will the Twigas be well serviced during the winter to pre-empt any possible problems on the servicing side. The Chief Executive explained that servicing is done as a matter of course, the Operations Manager and Works Engineering Manager will be having a meeting with Spearhead and Irelands, because the main problem is the availability of specialist parts which is the failing, Spearhead and Irelands collectively said they would stock more parts and they have stocked some but now they need to stock more.

1213 TO RECEIVE A CONFIDENTIAL REPORT ON THE BLACK SLUICE (BOSTON) PUMPING STATION - Agenda Item 7

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 2 of the Public Bodies (Admission to Meetings) Act 1960.

1214 TO APPROVE THE ADA MODEL OF THE LAND DRAINAGE BYELAWS - Agenda Item 8

The Finance Manager stated that the model byelaws approved by Defra, he has gone back to them with the points raised at the Board meeting detailing the third byelaw where it states "where there has been development" explained how it restricts the Boards powers. It was also discussed at the Lincolnshire Clerks meeting and some IDBs had not realised. Bedford group has taken this out and there are other IDBs which have been approved by Defra and are now being advertised. Defra has said they have forwarded onto legal for advice. National ADA have corresponded their views as they are reviewing this as well stating that they are very conscious that some IDBs will now be advertising these byelaws in order to adopt the 2012 version.

The Finance Manager stated that as it stands at the moment the Chairman has both copies for signature one with the "where there has been development" and one copy reverted back to what it had originally stated. The elements which Mr Leggott had raised have been sent through to Defra and ADA National saying in the correspondence that the suggestion "where a judgement is required there should be more definitive as to who's judgement ie the Boards Officers". The Chairman then asked Members if he should sign the copy which byelaw three has reverted back to its original wording. Members AGREED.

1215 TO RECEIVE THE PERIOD 8 MANAGEMENT ACCOUNTS - Agenda Item 9

The Finance Manager stated that he had presented period 7 accounts at the Board meeting and as little has changed to period 8 management account unless Members had any queries or questions. Members received the management accounts.

The Chief Executive stated that it has now been two weeks since A Clack stated he would resolve the outstanding issue regarding the South Forty Foot works and the outstanding £126,000.

1216 ANY OTHER BUSINESS - Agenda Item 10

There was no other business.

The Chairman thanked the Chief Executive and Finance Manager for all their work and efforts achieved this year to keep this Board in the public eye and all the future opportunities.

The Chief Executive responded with thanks from the Management team.

1217 CONFIDENTIAL TO REVIEW SENIOR STAFF SLARIES - Agenda Item 11

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 2 of the Public Bodies (Admission to Meetings) Act 1960.

There being no further business the meeting closed at 11:52.

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 14th FEBRUARY 2018

AGENDA ITEM No 5(a)

EXECUTIVE COMMITTEE - 13th DECEMBER 2017
2018/19 BUDGET AND TEN YEAR ESTIMATES

Introduction

Despite the intention to reduce our balances we added £30,152 to the reserve in 2016/17 and we are forecasting another £160,000 will be added this year. This is due to extensive rechargeable and grant funded work we have been able to complete. This has not had a negative impact on the board's routine maintenance and if any impact it has been a positive one.

When producing this years budget it has been focused on two ultimate objectives in the ten year period and they are;

1. to continue to reduce the board's general reserves, with the target of 20% of annual expenditure
2. to achieve a balanced budget in the reporting period.

These two objectives are continuously competing with each other as to reduce the reserves the Expenditure needs to be greater than Income which, when applying percentage increases the deficit increases exponentially. When allowing an uniform 2% on expenditure for inflation for the ten year period any income increase less than this widens the gap and without an increase in income above the 2% the deficit would be excessive in Year 10. This may achieve the first objective but leave a large deficit to take into the eleventh year that the board could not fund.

For example; to achieve a 20% general reserve balance in year 10, with uniform income increases of 1.71% the deficit would be £80,718 leaving an unfunded deficit of Circa £88,000 in the eleventh year.

I have included, as appendices, to this report for information as follows;

1. Budget with 10 Year Estimates
2. 2017/18 Summary budget by month
3. 2017/18 Detailed budget by month
4. 10 Year Capital Schemes
5. 2017/18 Wages On-cost Reserve budget
6. 8 Year Plant replacement budget

2017/18 Budget & 10 Year Estimates

a) **Rates & Levies**

It was agreed with Boston Borough Council, last year, to maintain the rate at 12.60p in the £ for 2017/18 and 2018/19. From 2019/20 an average 1.49% increase has been maintained for 4 years to reduce the General Reserve Holdings but then an average increase of 2.5% for the remaining 5 years result in a balanced budget in year 11.

The penny rate calculations are not run until mid December and therefore the values used for budget purposes are based on last year's calculations, but we are aware of substantial developments in Boston Borough Council's area which will result in a substantial increase in their Special Levy.

b) **Interest**

2017/18 has been a challenging year for interest and investments and it is not expected that £1,000 will be achieved in the year. With a quarter percentile increase in the Bank of England base rate there may be some opportunities in this year but they are not likely to be substantial. I have included £1,000 for the year with 10% increases every year.

c) **Grants & Local Levy**

As reported in the Joint Works Committee in November 2017 the board has been successful in securing local levy, subject to conditions, to proceed with work on the North Forty Foot Drain and Sempringhama Fen Pumping Station totalling £409,000 which we have phased over two years. In addition to this funding opportunity an additional £124,000 is available from Flood Defence Grant in Aid as a contribution to the same projects.

d) **Use of Development Fund**

There is no planned expenditure from the Development Fund in 2018/19.

Historically a £5,000 administration fee has been charged to the fund and this has been included in 2018/19. Details of the reserve can be found later in this report.

e) **Rental Income**

The following rents and other agreements are in place and have been included in the 2018/19 Budget. They were reviewed last year with no amendments.

The mast in the depot yard is has been upgraded from a 2G Microcell to a combined 2G/4G transmitter. A rent review was undertaken last year and back dated for the one that had been missed.

Site	Area/Description	2017/18 Budget Rent pa £
Hessle Drive, Boston	Bungalow	3,600
Depot, Swineshead	Aerial Mast, Orange	3,065
Bourne	Discharge permission, Geest Bourne Salads (Charged to Consents)	1,000
Wyberton, Pumping Station	Electricity supply, Port of Boston	462
Depot, Swineshead	2.4 acres - field at rear	500
Bourne Slipes	6.8 Acres - Grazing	165
New Hammond Beck	64 chains of bank	36

f) **Other Income**

Consent applications are charged at £50 each and an estimated 24 have been allowed for over the year.

Highland Water continues to be paid based on the actual costs incurred in the year including a 16% admin charge. A conservative £5,500 for the year has been included in next years budget as last year.

Other miscellaneous income includes items such as scrap metal sales, charges to the Chairman's account and rechargeable costs to employee's and Lincolnshire ADA etc.

g) **Solar Panel Income**

Solar Panel Income has been performing as expected since installation and the budget has been included on this basis.

h) **Capital Schemes**

A summary of the proposed Capital Schemes can be found at appendix 4.

Donington NI Pumping Station – Replace Weedscreen Cleaner (£90,000)

The existing weedscreen cleaner was installed in 1998/99 and is now in need of replacement.

Mallard Hurn Pumping Station – New Roof (£10,000)

As part of the flat roof replacement programme it is proposed to replace the Mallard Hurn Pumping Station roof in 2018/19 if a higher priority does not present.

Jetting to Major Pipelines (£55,000)

A programme is to be devised to identify priorities for jetting and CCTV surveys of long sections of major pipelines.

Graft Drain Improvements (£20,000)

Additional works will be undertaken on the Graft Drain to the budget identified.

North Forty Foot Drain Revetment & Langrick Road Pipeline (£450,000)

North Forty Foot cleansing/revetment & Langrick Road pipeline, lining/replacement works, total scheme value is £450,000 split with £50,000 being spent in 2018/19 and the remainder in 2019/20 funded as follows;

£81,000 GiA
£70,000 Board contribution
£299,000 Local Levy support

Sempringham Fen Pumping Station Refurbishment (£180,500)

Sempringham Fen weedscreen cleaner/pumping station refurbishment, total scheme value is £180,500 being built up as follows;

£43,000 GiA
£27,500 Board contribution
£110,000 Local Levy support

General Culvert Replacement (£68,200)

Based on current survey information the following Culverts are prioritised for replacement in 2018/19 with the following costs to the board:

No 1684 Donington Northing - 12m x 1.5m	£16,000
No 1253 Horbling Fen - 40m x 0.6m -	£ 8,000
No 1283 Aslackby Fen - 12m x 0.6m -	£ 5,000
No 755 South Kyme - 12m x 0.9m -	£ 7,000
No 1959 Gosberton - 15m x 1.2m -	£14,000
No 604 Hacconby Fen - 12m x 1.5m -	<u>£18,200</u>
	<u>£68,200</u>

i) **Pumping Station Maintenance**

Pumping Station Maintenance is expected to be within budget at year end assuming there is not an excessively long period of wet weather. The budget has therefore been maintained at £370,000, for the fourth consecutive year, with 2% inflationary increases in the remaining estimates. A substantial reduction in electricity costs were achieved by sourcing through Woldmarsh in 2017/18 which should give further confidence that budgets are sustainable at the current levels.

As has been demonstrated in the past, a considerable wet period does result in excessive electricity charges and this is always a risk.

j) **Drain Maintenance**

The budgeting process for Drain Maintenance has continued to be developed to identify all the costs and accurately estimate forthcoming costs for what is the board's main business and is a third of the board's budget.

Additional funding is proposed for Drain Maintenance going forward with an increase in 2018/19 to £750,000 from £710,000 to be funded from additional rechargeable works income. The breakdown of this budget is;

Drain Maintenance Analysis	Budget	Budget
	2017/18	2018/19
Summer Cutting	400,000	425,000
Winter Maintenance	228,500	240,000
Bushing	65,000	65,000
Pipeline Jetting	16,500	20,000

Of the total budget for drain maintenance the split is approximately;

	2017/18 Estimated Split	2018/19 Split
Plant	40%	40%
Labour	49%	48%
Materials	1%	1%
Contractor	4%	3%
Other	6%	8%

k) **Environmental Works**

The budget for environmental works was reduced to £20,000 for 2017/18 and this level has been maintained for 2018/19.

l) **Environment Agency Precept**

No increase in the Environment Agency precept has been included and a decision on the rate will be made by the Regional Flood and Coastal Committee in January and therefore £276,552 has been included in the 2018/19 budget. The precept has been at this rate since 2009/10.

m) **Administration and Establishment**

		2016/17	2017/18	2017/18	2017/18	2018/19
		Actual	Forecast P06	Estimate	Budget	Budget
4001	Admin Salaries	349,919	360,430	365,717	365,000	380,000
4002	New Offices	8,340	9,663	10,027	10,000	10,000
4003	Administration	45,792	48,258	48,260	48,700	48,200
4004	Miscellaneous	5,691	7,921	7,290	8,220	7,215
4006	Inspection	3,308	2,805	2,514	6,500	6,500
4007	Election	0	0	0	0	1,500
4010	Equipment	14,302	23,775	25,716	15,000	15,000
5001	Depot	39,173	41,977	42,058	42,000	42,000
5002	Dump Area (Not used)	0	0	0	0	0
5003	Bungalow	82	3,225	207	3,100	200
		466,606	498,054	501,789	498,520	510,615

Admin Salaries

Admin salaries have been included at the rates agreed at the August 2017 Executive meeting and as subsequently instructed by the Chairman and Vice-Chairman for the senior officer's following the independent review.

The Lincolnshire ADA recommendation for the Pay Award is;

If the Public Sector Pay Cap is still in force then a 1% pay award will be applied across all rates.

If the Public Sector Pay Cap is lifted then 90% of the National increase in annual earnings, as published in the Sunday Times on the last Sunday in January, will be applied across all rates.

The committee recommend that all employee's positions are reviewed and assimilated onto the White book spine points where a Board has not already completed a Job evaluation exercise.

In the November 2017 budget the following was included in relation to Public Sector Pay;

6.27 Public sector pay – In September 2017 the government announced its intention to move away from the 1% basic public sector pay award policy, which is paid to public servants in addition to any incremental pay progression and allowances. The government will ensure that the overall pay award is fair to public sector workers, as well as to taxpayers, and reflects the vital contribution they make to delivering high quality public services. In 2018-19, for those workforces covered by an independent Pay Review Body (PRB), the relevant Secretary of State will shortly write to the PRB Chair to initiate the 2018-19 pay round, before later submitting detailed evidence outlining recruitment and retention data and reflecting the different characteristics and circumstances of their workforce. Each PRB will then make its recommendations in the spring or summer, based on the submitted evidence. Secretaries of State will make final decisions on pay awards, taking into account their affordability, once the independent PRBs report.

As with all political reports this is open to interpretation but my interpretation is that the Public Sector Pay Cap has been removed and therefore the Pay Award will be based on the Average Weekly Earnings published in the Sunday Times, but produced by the Office for National Statistics, on the last Sunday in January.

I have included an allowance for the 2018/19 pay award of 2%. The latest available figures, for September 2017, for the whole economy was 2.2% which will equate to 1.98% if it remains at this level.

Office

Costs included in the budget are as comparable to 2017/18 including £2,500 for repairs and servicing, and £6,500 for cleaning and labour.

Administration

As anticipated in last years budget that bank charges would have increased substantially but this has not been as dramatically as expected. We have also been able to offset these charges slightly by moving our card processing services with a flat transaction fee now being 1% compared to the previous 2.49% with slightly reduced monthly charges too.

Computer Costs has been increased by £2,000 to include support and subscriptions in relation to providing all employees with email addresses and the enhanced Cyber security protection.

All other budgets are comparable to last year.

Miscellaneous

The Miscellaneous budget has been calculated based on actuals and included at the expected level.

Inspection

£1,000 has been included for each of the works inspections this year with a £3,500 budget included for a study trip. £1,000 labour has also been included for workmen that facilitate the inspections.

Election

An Election is due in November 2018 and a budget has been included of £1,500 for statutory advertising. In April 2016 we received a letter from DEFRA, via ADA, as follows;

Direction under regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938

Please find attached a Direction under regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938 (as amended). The effect of the Direction is to confirm that any notice, certificate or declaration required under the Regulations may be advertised through publicly available websites instead of only by insertion in one or more newspapers circulating in the Internal Drainage District. IDBs may still advertise notices in local newspapers if they so wish. IDBs can also place the notice, certificate or declaration in additional places such as publicly available notice boards, local magazines, newsletters and other circulars distributed to residences and businesses within the Internal Drainage District to ensure access for those people who do not have internet facilities.

The Direction stated;

DIRECTION UNDER REGULATION 28 OF THE LAND DRAINAGE (ELECTION OF DRAINAGE BOARDS) REGULATIONS 1938

1. Having regard to the power conferred on the Minister for Environment, Food and Rural Affairs ("the Minister") in Regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938 (as amended) ("the Regulations"), the Minister considers it sufficient for any notice, certificate or declaration required by those regulations to be given in a manner otherwise than by insertion in one or more newspapers circulating in the Internal Drainage District.
2. Accordingly, the Minister directs that any notice, certificate or declaration may be given by publicly available websites. IDBs may still advertise notices in local newspapers if they so wish.
3. Notwithstanding the above, Internal Drainage Boards can, and may, put the notice, certificate or declaration in additional places such as publicly available notice boards, local magazines, newsletters and other circulars distributed to residences and businesses within the Internal Drainage District to ensure access for those people who do not have internet facilities.

Signed by the authority of the Secretary of State



27 April 2016

A Senior Civil Servant in the Department of Environment, Food and Rural
Affairs

Is the Board satisfied that advertisement on the Board's website (Linked on Twitter and Facebook) and a notice on the notice board downstairs is sufficient? The cost for this would be in time only.

Equipment

£15,000 has been included in the budget for computer and office equipment to include 2 computers that are due to be replaced at an average £1,000 each and the upstairs photocopier which is no longer supported by Canon.

Depot

A budget of £42,000 has been included in the budget fixed from the previous year.

Bungalow

The only year on year costs are £60 for the servicing and inspection of the gas boiler. A further £140 has been included for any other minor repairs.

Administration and Establishment Overall

Overall this is an increase in the Administration and Establishment budget of 2.43% which is £12,095.

n) **Development Reserve**

The anticipated position of the Development Reserve account at the end of the current financial year is as follows. No further transactions are expected in the current financial year and we are not aware of any for next year at this time.

Opening Balance @ 1st April 2017	£	126,421
Developer Contributions	£	85,674
Use of development Fund	£	(83,830)
Admin Charge	£	(5,000)
Estimated Closing Balance @ 31st March 2018	<u>£</u>	<u>123,265</u>

o) **Wages On-Cost Reserve**

In the 2017/18 budget it was decided that it was necessary to increase the recharge rate for labour from 240% to 260% to accommodate the increases in employment costs. During the year it has become apparent that due to all the additional work that has been completed by the workforce that this has been offset by the increase in recharged hours. It is anticipated at the end of the current financial year the Wages Oncost reserve will carry forward circa £80,000.

If the recharge rate was reduced to its previous level, based on the same levels of recharges, an additional circa £42,000 surplus would be generated in 2018/19 increasing this balance held to £122,000. It is therefore proposed that the rate should be reduced further to 220% to produce a deficit of circa £21,000 with a balance on 31st March 2019 of £59,000.

This should be considered an efficiency saving to the Board but also to the other agencies that are fully subscribed to the Public Sector Cooperation Agreement.

p) **8 Year Plant replacement Estimates**

As a result of the additional Public Sector Cooperation Agreement work, and as per the trend in the current financial year, the amount on surplus generated on the Plant Reserve Account has been increased by £20,000 which accommodates the Aebi and the ride on lawnmower.

Over an eight year period costs can only be estimated but with a plan in place it provides something to work to.

q) **General Reserve**

The overall impact on the general reserve is a deficit of £22,100 for 2018/19 reducing the reserve to £1,046,745.

In line with the objectives in the opening paragraph this produces a general reserve balance of £646,070 that will be 25.22% of the expenditure in that year and in the eleventh year a balanced budget.

**BLACK SLUICE INTERNAL DRAINAGE BOARD
2017/18 Budget and 10 Year Estimates
2nd Draft**

Income	Budget / Estimates												
	Actual	Budget	Forecast @ P06	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Rates and Levies	2,058,352	2,053,346	2,072,341	2,074,447	2,105,728	2,137,010	2,168,291	2,201,219	2,255,549	2,311,526	2,369,150	2,428,420	2,489,336
Interest	4,913	5,000	710	1,000	1,100	1,210	1,331	1,464	1,611	1,772	1,949	2,144	2,358
Grants/Local Levy	12,822		167,178	234,000	299,000								
Contribution Development Fund	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Other Income	23,300	19,200	18,448	19,265	19,650	20,043	20,444	20,853	21,270	21,696	22,129	22,572	23,023
Rechargeable Profit	11,282	12,500	46,251	31,500	27,500	27,500	13,265	13,530	13,801	14,077	14,358	14,646	14,939
Solar Panel Income	15,960	15,557	16,269	15,868	16,186	16,509	16,839	17,176	17,520	17,870	18,228	18,592	18,964
TOTAL INCOME	2,131,629	2,110,603	2,326,197	2,381,080	2,474,164	2,207,273	2,225,171	2,259,243	2,314,750	2,371,940	2,430,814	2,491,373	2,553,620

Expenditure	Budget / Estimates												
	Actual	Budget	Forecast @ P06	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Capital Schemes	308,438	210,000	300,457	473,700	618,484	222,854	227,311	231,857	236,494	241,224	246,048	250,969	255,989
Pumping Station Maintenance	340,495	370,000	361,765	370,000	377,400	384,948	392,647	400,500	408,510	416,680	425,014	433,514	442,184
Electricity													
Drain Maintenance	696,522	710,000	708,935	750,000	765,000	780,300	795,906	811,824	828,061	844,622	861,514	878,745	896,319
Environmental Works	11,926	20,000	18,946	20,000	20,400	20,808	21,224	21,649	22,082	22,523	22,974	23,433	23,902
Administration & Establishment	466,904	498,520	498,054	510,615	520,827	531,244	541,869	552,706	563,760	575,035	586,536	598,267	610,232
EA Precept	276,552	276,552	276,552	276,552	282,083	287,725	293,479	299,349	305,336	311,442	317,671	324,025	330,505
Solar Panel Expenditure	640	2,268	2,833	2,313	2,360	2,407	2,455	2,504	2,554	2,605	2,657	2,710	2,765
BSPS Expenditure					0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURE	2,101,477	2,087,340	2,167,542	2,403,180	2,586,554	2,230,285	2,274,891	2,320,389	2,366,796	2,414,132	2,462,415	2,511,663	2,561,896

OPENING BALANCE	880,038	910,190	910,190	1,068,845	1,046,745	934,355	911,342	861,622	800,476	748,430	706,238	674,637	654,347
SURPLUS / (DEFICIT) IN YEAR	30,152	23,263	158,655	(22,100)	(112,390)	(23,013)	(49,720)	(61,146)	(52,046)	(42,192)	(31,601)	(20,290)	(8,277)
CLOSING BALANCE	910,190	933,453	1,068,845	1,046,745	934,355	911,342	861,622	800,476	748,430	706,238	674,637	654,347	646,070

Reserve % of Expenditure	43.31%	44.72%	49.31%	43.56%	36.12%	40.86%	37.88%	34.50%	31.62%	29.25%	27.40%	26.05%	25.22%
RATE	12.60	12.60	12.60	12.60	12.79	12.98	13.17	13.37	13.70	14.04	14.39	14.75	15.12
Increase in Rates		0.00%	0.00%	0.00%	1.51%	1.49%	1.46%	1.52%	2.47%	2.48%	2.49%	2.50%	2.51%

Black Sluice Internal Drainage Board 2018/19 Budget

Description	2017/18 Budget	1	2	3	4	5	6	7	8	9	10	11	12
Rates & Levies	2,074,446	111,832	485,810	652,283	189,654	49,205	34,745	8,481	35,649	497,578	543	312	8,354
Interest & Grants	235,000	83	83	83	83	83	83	83	83	83	83	83	234,083
Development Fund	5,000	(0)	(0)	0	0	0	0	0	0	0	0	0	5,000
Other Income	50,765	5,289	3,025	3,025	4,726	3,025	6,315	3,025	3,025	3,791	3,212	3,280	9,028
Solar Income	15,868	1,693	2,250	2,541	1,548	2,009	1,620	940	448	341	408	697	1,374
Total Income	2,381,080	117,205	488,919	655,391	194,463	52,313	41,143	11,589	38,758	501,452	3,838	3,675	256,466
Capital Schemes	473,700	45,000	25,000	18,200	39,374	29,300	90,000	10,000	21,460	13,750	13,750	13,750	244,250
Pumping Station Maintenance	370,000	8,966	28,330	29,411	32,818	28,520	32,818	28,520	63,112	32,154	27,709	26,955	65,002
Drain Maintenance	750,000	16,642	6,648	11,617	45,419	90,999	88,349	92,172	63,112	75,104	88,215	93,419	78,304
Environmental Works	20,000	4,759	1,455	1,264	77	72	344	936	3,965	2,025	5,705	1,491	(2,091)
Admin & Establishment	510,615	47,930	42,005	48,826	40,642	37,311	39,745	38,981	41,333	39,948	45,587	47,470	40,838
EA Precept	276,552				138,276				138,276				
Solar Expenses	2,314										2,314		
Development Fund		14,045	(2,744)	5,227	13,999	38,246	39,060	34,348	23,724	25,220	21,047	12,968	(225,139)
Plant Fund													
On Costs													
Total Expenditure	2,403,180	137,342	100,693	114,545	277,786	195,927	290,315	204,957	291,870	188,201	204,326	196,055	201,164
Surplus / Deficit	(22,100)	(20,137)	388,225	540,846	(83,323)	(143,614)	(249,172)	(193,368)	(253,112)	313,252	(200,488)	(192,380)	55,302

Analysis

Description	2017/18 Budget	1	2	3	4	5	6	7	8	9	10	11	12
Summer Cutting	425,000	6,548	6,648	11,617	45,419	90,999	83,299	90,613	58,099	31,758	57,811	63,719	70,646
Winter Maintenance	240,000	10,300					5,050	2,525		29,949			0
Chemical Bushing	0							(966)	5,013	13,397	30,404	9,700	7,658
Pest Cont	65,000	(206)											
Jetting	20,000											20,000	
Drain Maintenance	750,000	16,642	6,648	11,617	45,419	90,999	88,349	92,172	63,112	75,104	88,215	93,419	78,304

**Black Sluice Internal Drainage Board
Capital Scheme Budget
2018/19 to 2027/28**

Year	Type	Scheme	Total	Grant	Local Levy	Drain	PS	Dev Fund
2018/19	Pump	Donington NI, replace weedscreen cleaner	£ 90,000				£ 90,000	
	Pump	Mallard Hurn PS, new roof	£ 10,000				£ 10,000	
	Drain	Jetting to major pipelines	£ 55,000			£ 55,000		
	Drain	Graft Drain improvements	£ 20,000			£ 20,000		
	Drain	NFF Revetment & Langrick Road pipeline scheme	£ 450,000	£ 81,000	£ 299,000	£ 70,000		
	Drain	Sempringham Fen PS refurbishment	£ 180,500	£ 43,000	£ 110,000	£ 27,500		
	Drain	General Culvert replacement	£ 68,200			£ 68,200		
			£ 873,700	£ 124,000	£ 409,000	£ 240,700	£ 100,000	£ -
2019/20	Pump	Great Hale PS, refurbish weedscreen cleaner	£ 35,000				£ 35,000	
	Pump	Dyke Fen PS, replacement control panel	£ 35,000				£ 35,000	
	Pump	Mallard Hurn PS, new roof	£ 10,000				£ 10,000	
	Drain	Dowsby Lode Improvements	£ 50,000			£ 50,000		
	Pump	Sempringham PS, new roof	£ 10,000				£ 10,000	
	Drain	Swineshead Bank Improvements	£ 15,000			£ 15,000		
	Drain	Jetting to major pipelines	£ 10,000			£ 10,000		
Drain	General Culvert replacement	£ 53,484			£ 53,484			
			£ 218,484	£ -	£ -	£ 128,484	£ 90,000	£ -
2020/21	Pump	Wyberton Marsh PS, replace weedscreen cleaner	£ 87,000				£ 87,000	
	Drain	Leaveslake Drove culvert replacement	£ 200,000	£ 200,000				
	Pump	Dyke Fen PS, new roof	£ 13,000				£ 13,000	
	Drain	Bourne Fen Drain Revetment Works	£ 30,000			£ 30,000		
	Drain	SFFD Desilting	£ 60,000			£ 60,000		
	Drain	General Culvert replacement	£ 32,854			£ 32,854		
			£ 422,854	£ 200,000	£ -	£ 122,854	£ 100,000	£ -
2021/22	Pump	Chain Bridge PS, refurbish weedscreen cleaner	£ 39,000				£ 39,000	
	Pump	Ewerby PS, replace control panel	£ 36,000				£ 36,000	
	Pump	SFF Pumping Station outfalls	£ 800,000	£ 800,000				
	Pump	Hacconby PS, replace control panel	£ 25,000				£ 25,000	
	Drain	Old Hammond Beck Desilting	£ 50,000			£ 50,000		
	Drain	Lane Dyke Culvert replacement	£ 90,000	£ 90,000				
Drain	General Culvert replacement	£ 77,311			£ 77,311			
			£ 1,117,311	£ 890,000	£ -	£ 127,311	£ 100,000	£ -
2022/23	Pump	Dunsby PS, replacement weedscreen cleaner	£ 80,000				£ 80,000	
	Pump	Horbling PS, new roof	£ 10,000				£ 10,000	
	Pump	Helpingham PS, new roof	£ 10,000				£ 10,000	
	Drain	New Hammond Beck Desilting	£ 50,000			£ 50,000		
	Drain	South Kyme, culvert renewals	£ 80,000	£ 80,000				
	Drain	General Culvert replacement	£ 81,857			£ 81,857		
			£ 311,857	£ 80,000	£ -	£ 131,857	£ 100,000	£ -
2023/24	Pump	Gosberton PS, replace control panel	£ 80,000				£ 80,000	
	Pump	Kirton Marsh PS, refurbish axial flow pmp	£ 10,000				£ 10,000	
	Pump	Pinchbeck PS, new roof	£ 10,000				£ 10,000	
	Pump	Dowsby Fen PS, refurbish pumps	£ 20,000				£ 20,000	
	Drain	NFF Desilting	£ 50,000			£ 50,000		
	Drain	Gosberton & Surfleet Bridge/culverts	£ 80,000	£ 80,000				
Drain	General Culvert replacement	£ 86,494			£ 86,494			
			£ 316,494	£ 80,000	£ -	£ 136,494	£ 100,000	£ -
2024/25	Pump	Dunsby PS Replace control panel	£ 30,000				£ 30,000	
	Pump	Dunsby PS Refurbish axial flow pump	£ 10,000				£ 10,000	
	Pump	Dyke Fen PS Refurbish 2x axial flow pumps	£ 24,000				£ 24,000	
	Pump	Gosberton PS Refurbish 3x axial flow pumps	£ 36,000				£ 36,000	
	Drain	NFF Desilting	£ 50,000			£ 50,000		
	Drain	General Culvert replacement	£ 91,224			£ 91,224		
			£ 241,224	£ -	£ -	£ 141,224	£ 100,000	£ -
2025/26	Drain	Claydyke Cleansing	£ 60,000			£ 60,000		
	Drain	Jetting to major pipelines	£ 40,000			£ 40,000		
	Pump	Cooks Lock PS Refurbish 3 x axial flow pumps	£ 36,000				£ 36,000	
	Pump	Donington NI Replace control panel	£ 64,000				£ 64,000	
	Drain	General Culvert replacement	£ 46,048			£ 46,048		
			£ 246,048	£ -	£ -	£ 146,048	£ 100,000	£ -
2026/27	Drain	Jetting to major pipelines	£ 25,000				£ 25,000	
	Drain	Cleansing Wyberton Marsh	£ 50,000			£ 50,000		
	Pump	Holland Fen ps Refurbish 3 x axial flow pumps	£ 36,000				£ 36,000	
	Pump	Chain Bridge ps Replace control panel	£ 64,000				£ 64,000	
	Drain	General Culvert replacement	£ 75,969			£ 75,969		
			£ 250,969	£ -	£ -	£ 150,969	£ 100,000	£ -
2027/28			£ -					
	Drain	General Culvert replacement	£ 255,989			£ 255,989		
			£ 255,989	£ -	£ -	£ 255,989	£ -	£ -

**Wages Oncost Reserve
2018/19 Budget**

	2016/17 Actual	2017/18 Estimate	2018/19 Budget	2018/19 Oncost Rate
Basic Pay	286,710	289,000	331,374	
Overtime	25,631	37,228	33,076	
Bonus	623	431		
Call Out	470	576	1,400	
Holiday Pay	8,700	2,037		
Ess User	32,036	29,469	30,058	
Mileage	36,967	29,946	42,000	
Arrears	5,280	1,222		
Salaries	3,908			
ERs NI	32,842	33,224	37,650	
ERs Superan	105,386	104,585	126,028	
Wages Costs	538,553	527,719	601,586	
Cleaning	1,206	1,252	1,277	
Telephone	10,595	17,059	17,400	
Advertising	1,085	1,738	1,773	
Copy & Print	67			
H&S	1,908	2,648	2,701	
Prot Clothing	5,748	4,502	5,000	
Misc	172	4	5	
Small Tools	21	113	116	
Training	3,623	5,460	7,500	
Computer Costs		1,905	1,943	
Plant Fuel	33			
Consultants	688	338	345	
Leg & Prof		350	357	
Labour	15,969	10,665	10,879	
Pump Eng	338	392	399	
Wages Rech	(581,324)	(619,604)	(631,237)	220
Chief TI LL	33	33	34	
Unimog (AJ58VDN)	150	150	153	
Vauxhall Movano Tipper (UN12 GUH)		12	12	
Nissan Navarra Visa - FX15 TUA		3	3	
Nissan Navarra Visa - FX15 TUH	219			
Twiga SPV2 (WA15 LFG)	270	540	551	
Reserve B/F		34,875	79,597	
Surplus/(Deficit)		44,722	(20,794)	
Reserve C/F	34,875	79,597	58,803	

**BLACK SLUICE INTERNAL DRAINAGE BOARD
PLANT ESTIMATES**

Existing Plant/Equipment	Year Purchased	Age	Replace Year	Cost	Trade in	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Brought Forward						-£87,474	-£82,783	£47,967	£82,032	£114,478	£132,874	£212,787	£176,288	£180,000	£39,344
Twiga SPV2 (2016)	2016/17	9 years	2025/26	£200,000	£20,000									£180,000	
Twiga SPV2 (2015)	2015/16	9 years	2024/25	£200,000	£20,000									£180,000	
Twiga SPV2 (2017)	2017/18	9 years	2026/27	£205,000	£20,000	£152,329									
Aebi & Flail	2016/17	5 years	2021/22	£55,000	£10,000					£45,000					
Hitachi ZX 210LC-5B	2016/17	9 years	2025/26	£150,000	£25,000							£160,000		£125,000	
Unimog	2009/10	8 years	2023/24	£200,000	£40,000										
JCB 130	2009/10	11 years	2020/21	£110,000	£18,000			£90,000							
JCB 160	2010/11	8 years	2018/19	£110,000	£20,000										
JCB 145	2013/14	8 years	2021/22	£110,000	£19,000				£91,000						
JCB 130	2014/15	8 years	2022/23	£110,000	£17,000						£93,000				
JCB 531 Tele-handler	2012/13	?	2022/23	£55,000	£15,000										
Vauxhall (Fitter)	2012/13	6 years	2018/19	£17,000	£3,000		£14,000								
Nissan (Ops Manager)	2015/16	4 years	2019/20	£21,000	£6,000			£15,000				£17,000			
Nissan (Ops Supervisor)	2015/16	4 years	2019/20	£21,000	£6,000			£15,000				£17,000			
Nissan (Pump Eng)	2015/16	4 years	2019/20	£21,000	£6,000			£15,000				£17,000			
Vauxhall Tipper	2012/13	8 years	2020/21	£25,000	£8,000				£17,000						
Dump Trailer 1	2006	17 years	2026/27	£20,000											£20,000
Low Loader Trailer	2004	16 years	2020/21	£10,000					£10,000						
100mm Self priming Pump		15 years	2017/18	£15,000			£15,000								
Vibrating piling hammer	2015/16	20 years	2035/36	£15,000											
150mm Portable Pump	2006	15 years	2021/22	£15,000						£15,000					
Compressor	2008	15 years	2023/24	£6,000								£6,000			
Weedbaskets						£5,480	£6,000		£6,000	£6,500	£6,500	£6,000	£7,000	£7,000	
Lawnmower & Trailer etc	2016/17	8 years	2024/25	17000	2000				£15,000				£15,000		
Fuel Tanks															
Net Spend from Plant Reserve Generated						£157,809	£35,000	£135,000	£140,000	£157,500	£99,500	£219,500	£202,000	£312,000	£205,000
Balance C/F						£162,500	£165,750	£169,065	£172,446	£175,895	£179,413	£183,001	£186,661	£190,395	£194,203
						-£82,783	£47,967	£82,032	£114,478	£132,874	£212,787	£176,288	£160,949	£39,344	£28,547
						-£87,474									

BLACK SLUICE INTERNAL DRAINAGE BOARD
2017/18 Budget and 10 Year Estimates
3rd Draft - with Penny Rate Calculations included

Income	Actual	Budget	Forecast @ P06	Budget / Estimates									
				2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Rates and Levies	2,058,352	2,053,346	2,072,341	2,090,278	2,121,798	2,153,318	2,184,838	2,218,017	2,272,762	2,329,167	2,387,230	2,446,952	2,508,333
Interest	4,913	5,000	710	1,000	1,100	1,210	1,331	1,464	1,611	1,772	1,949	2,144	2,358
Grants/Local Levy	12,822		167,178	234,000	299,000								
Contribution Development Fund	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Other Income	23,300	19,200	18,448	19,265	19,650	20,043	20,444	20,853	21,270	21,696	22,129	22,572	23,023
Rechargeable Profit	11,282	12,500	46,251	31,500	27,500	27,500	13,265	13,530	13,801	14,077	14,358	14,646	14,939
Solar Panel Income	15,960	15,557	16,269	15,868	16,186	16,509	16,839	17,176	17,520	17,870	18,228	18,592	18,964
TOTAL INCOME	2,131,629	2,110,603	2,326,197	2,396,911	2,490,234	2,223,581	2,241,718	2,276,041	2,331,963	2,389,581	2,448,894	2,509,905	2,572,617

Expenditure	Actual	Budget	Forecast @ P06	Budget / Estimates									
				2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Capital Schemes	308,438	210,000	300,457	473,700	618,484	222,854	227,311	231,857	236,494	241,224	246,048	250,969	255,989
Pumping Station Maintenance	340,495	370,000	361,765	370,000	377,400	384,948	392,647	400,500	408,510	416,680	425,014	433,514	442,184
Electricity													
Drain Maintenance	696,522	710,000	708,935	750,000	765,000	780,300	795,906	811,824	828,061	844,622	861,514	878,745	896,319
Environmental Works	11,926	20,000	18,946	20,000	20,400	20,808	21,224	21,649	22,082	22,523	22,974	23,433	23,902
Administration & Establishment	466,904	498,520	498,054	510,615	520,827	531,244	541,869	552,706	563,760	575,035	586,536	598,267	610,232
EA Precept	276,552	276,552	276,552	276,552	282,083	287,725	293,479	299,349	305,336	311,442	317,671	324,025	330,505
Solar Panel Expenditure	640	2,268	2,833	2,313	2,360	2,407	2,455	2,504	2,554	2,605	2,657	2,710	2,765
BSPS Expenditure					0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURE	2,101,477	2,087,340	2,167,542	2,403,180	2,586,554	2,230,285	2,274,891	2,320,389	2,366,796	2,414,132	2,462,415	2,511,663	2,561,896

OPENING BALANCE	880,038	910,190	910,190	1,068,845	1,062,576	966,256	959,551	926,378	882,030	847,197	822,646	809,125	807,367
SURPLUS / (DEFICIT) IN YEAR	30,152	23,263	158,655	(6,269)	(96,320)	(6,705)	(33,173)	(44,348)	(34,833)	(24,551)	(13,521)	(1,758)	10,720
CLOSING BALANCE	910,190	933,453	1,068,845	1,062,576	966,256	959,551	926,378	882,030	847,197	822,646	809,125	807,367	818,087

Reserve % of Expenditure	43.31%	44.72%	49.31%	44.22%	37.36%	43.02%	40.72%	38.01%	35.80%	34.08%	32.86%	32.14%	31.93%
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RATE	12.60	12.60	12.60	12.60	12.79	12.98	13.17	13.37	13.70	14.04	14.39	14.75	15.12
Increase in Rates	0.00%	0.00%	0.00%	0.00%	1.51%	1.49%	1.46%	1.52%	2.47%	2.48%	2.49%	2.50%	2.51%

+AUDIT PLANNING MEMORANDUM

Client:	Black Sluice Internal Drainage Board		
Review:	Annual Internal Audit of the IDB		
Approved:	Annual Audit for 2017/18		
Scope of Review			
The audit review will cover the following key areas:			
<ul style="list-style-type: none"> • Governance • Risk Management • Accounting Records • Expenditure • Budget • Income • Petty Cash • Payroll • Assets • Bank • Accounting Systems 			
Additional Areas to be Covered (as requested by the client)			
None			
Additional time required:	None	Approved by:	N/A
Name of Auditor(s):	Chris Harris – Audit Director		
Audit Lead	Chris Harris – Audit Director		
Planned Start Date:	16 January 2018	Fieldwork Completion Date:	17 January 2018
Client Contacts:	Daniel Withnall		
Meetings required with:	Daniel Withnall Ian Warsap		
Documents required in advance of the review:	Previous internal audit report for 2016/17, if not previously provided Standing Orders, Financial Regulations, Contract letting procedures Risk Register(s) Board Agenda and Minutes for 2017/18 Committee Agenda and Minutes for 2017/18 Asset Register		
Exit Meeting / Post Audit Meeting			
To Be Held With:	Daniel Withnall	Date:	17 January 2018
Reporting Arrangements:			
Draft & Final Report to:	Daniel Withnall Ian Warsap		
Copies to:			
Date APM issued:	21 December 2017		

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING – 14TH FEBRUARY 2018

AGENDA ITEM No 7

INTERNAL DRAINAGE BOARD - AUDIT PROGRAMME 2017/18 AUDIT

Follow up of all and any recommendations from previous audit work.

Directed Risks

Governance

- 1) Review Constitution, Standing Orders, Financial Regulations, Award of contracts and other procedures
- 2) Review Board agendas and minutes for the year
- 3) Review Committee agendas and minutes for the year

Risk Management

- 1) Review risk management policy and procedures
- 2) Review risk register
- 3) Review process and procedures for how risk is managed on a day by day basis
- 4) Review key objectives for the IDB and the risks associated with achieving these objectives
- 5) Review the controls in place to mitigate these risks and see how effective they are

Operational Risks

Accounting Records

- 1) Review the accounting records for the IDB
- 2) Are these up to date and in balance

Expenditure

- 1) Review accounts payable (creditors)
- 2) Test a sample of payments made to verify they have been correctly paid. Check if possible the receipt of the goods. Check accuracy, procedures (purchase order system) and approval process – was this in accordance with Financial Regulations.
- 3) Check treatment of VAT

Budget

- 1) Review the budgetary arrangements.
- 2) Review the precept of rates
- 3) Review how the budget is monitored
- 4) Review reserves and the policy for these

Income

- 1) Review accounts receivable (debtors)
- 2) Review debt collection procedures
- 3) Review any write off arrangements
- 4) Review recording and banking of income
- 5) Test a sample of payments received to verify they have been correctly dealt with. Check accuracy and procedures – was this in accordance with Financial Regulations
- 6) Check treatment of VAT

Petty Cash

- 1) Check the Petty Cash arrangements
- 2) Verify Petty cash is in balance, test a sample of transactions for relevance and accuracy and that a valid receipt is present.
- 3) Check treatment of VAT

Payroll

- 1) Review the payroll system
- 2) Test a sample of employees for accuracy of pay and treatment of variations including Tax and NI
- 3) Verify PAYE and NI requirements have been met

Asset Register

- 1) Verify the asset register is complete and up to date.
- 2) Verify where possible the asset and investment exists

Bank

- 1) Verify and confirm bank reconciliations have been regularly undertaken.
- 2) Confirm end of year bank reconciliation

Accounting Statements

- 1) Verify accounting statements have been undertaken and reconciled to the cash book
- 2) Review and verify the audit trail of sums feeding into the accounting statements

Black Sluice Internal Drainage Board Project Summary 2017/18

Period 09 - December 2017

Description	Period Current Year			Year To Date			Last Year			
	Actual	Budget	Variance	Actual	Budget	Variance	Forecast	Variance	Actual YTD	Variance to Current Year
Rates & Levies	435,341	473,097	(37,756)	2,062,885	2,051,141	11,744	2,070,671	(7,786)	2,049,254	13,631
Interest & Grants	245	618	(373)	811	5,222	(4,411)	590	221	125,686	(124,875)
Development Fund	0	0	0	83,830	0	83,830	0	83,830	0	83,830
Other Income	350	1,914	(1,564)	13,082	14,348	(1,266)	13,270	(188)	12,487	595
Rechargeable Profit	14,166	0	(14,166)	14,112	0	14,112	0	14,112	7,496	6,616
Solar Panel Income	258	334	(76)	13,657	13,126	531	13,840	(183)	13,894	(238)
Total Income	450,360	475,963	(53,935)	2,188,376	2,083,837	104,539	2,098,371	90,005	2,208,817	(20,441)
Schemes	0	0	0	116,291	109,000	(7,291)	35,048	(81,243)	77,527	(38,763)
Pumping Station Schemes	3,846	0	(3,846)	83,928	83,000	(928)	22,230	(61,698)	62,760	(21,168)
Pumping Station Maintenance	22,205	37,160	8,419	188,357	243,438	25,292	227,699	9,553	149,841	13,282
Electricity	6,537	0	6,537	29,790	0	29,790	0	0	81,586	0
Drain Maintenance	43,128	71,512	28,384	469,410	578,958	109,548	489,393	19,983	582,502	113,092
Environmental Schemes	585	24	(561)	7,766	6,633	(1,133)	7,079	(687)	4,845	(2,921)
Administration & Establishment	41,773	41,195	(578)	353,213	368,488	15,275	357,224	4,011	339,993	(13,220)
EA Precept	138,276	138,276	0	276,552	276,552	0	276,552	0	276,552	0
Solar Panel Expenses	0	0	0	1,067	0	(1,067)	565	(502)	(1,122)	(2,189)
Total Expenditure	256,349	288,167	31,818	1,526,373	1,666,069	139,696	1,415,790	(110,583)	1,574,485	48,112
Surplus / (Deficit)	194,011	187,796	6,215	662,003	417,768	244,235	682,581	(20,578)	634,332	27,671

Movement on reserves

Plant Reserve	(11,114)	(895)	10,219	(124,079)	127,053	251,132	0	124,079	(108,302)	15,776
Wages oncost Reserve	9,719	0	(9,719)	729	0	(729)	0	(729)	(1,201)	(1,931)
Surplus / (Deficit)	195,405	188,691	5,715	785,352	290,715	(6,167)	682,581	(143,927)	743,836	13,826

Black Sluice Internal Drainage Board
South Forty Foot Scheme Summary
2017/18
Period 09 - December 2017

Account	Account Description	2016 11	2016 12	2017 1	2017 2	2017 3	2017 4	2017 5	2017 6	2017 7	2017 8	2017 9	Total To date
1001	Basic Pay			561									561
3008	H&S			318			560						878
3010	Hire Plant		73,441	(3,906)	46,430	810	2,731	9,749				500	129,755
3011	Misc					28	885	(800)					113
3012	Small Tools		13,000	(13,000)	6	150							156
3013	Insurance				449		(39)						409
3015	Hire LL		304	(304)	577			607					1,184
3018	Computer Costs		3,295										3,295
4001	Materials	5,047	9,976	80		14,200	570	273					30,146
4002	Concrete				80	80							160
4004	Timber		330	140	45	934	166						1,615
4101	Pipes				164	232							396
4104	Kidds		273				65						338
4105	Stock		3,047			(1,536)	152						1,663
5004	Plant Parts		283				86						370
5005	Plant Oils & Lubricants		22	1									24
5006	Plant Fuel	443	6,587	4,129	1,325	385	901			530			14,300
6001	Contractors		79,320	15,650	1,764	142,680	71,416		132,121	10,098			453,049
6002	Consultants							2,050					2,050
6005	Leg & Prof							5,000				1,000	6,000
7001	Labour	7,804	2,966	47,380	(61,950)	246,111	(86,439)	41,875	(137,121)	(65,629)		1,000	120,836
7060	Workshop		915	195	120								1,230
9013	Forklift			54	180	18	36						288
9047	Small Plant	220			901								1,121
9057	Chief TI LL		611	226	187	193	284	99					1,579
9058	Chief TI Dump		24		64	152	396						636
9080	Unimog (AJ58VDN)	150	4,365	2,910	1,785	1,485	2,415	495				360	13,965
9082	JCB JS130		713	1,755	75	45	60						2,648
9088	JCB JS160		383					653					1,035
9093	Vauxhall Vivaro (LN12 YPY)		86	99	19		77						280
9094	JCB Teleporter (YN12 DXD)		925	375	575	125	275						2,275
9095	Vauxhall Movano Tipper (UN12 GUH)	189	145	251	274	179	99						1,136
9096	JCB 145HD		2,610	1,988	2,265	600							7,463
9097	JCB JS-130 (YS14 WBO)					1,770	788						2,558
9100	Nissan Navarra Visa - FX15 TUA						38						38
9101	Nissan Navarra Visa - FX15 TUH		60				1,088						1,148
9102	Nissan Navarra Acenta-FY15 RBU		44										44
9103	Twiga SPV2 (WA15 LFG)	1,125	653	248			1,125						3,160
9104	2016 Twiga		293										293
9105	Hitachi		794	92	104	1,426	1,852						4,267
9106	Vibrating Pile Hammer		480	160		480							1,120
9108	Aebi TT211					455	420						875
9110	Kubota F3090 Ride on Mower						15						15
		14,978	205,942	58,840	(4,000)	411,000	0	55,000	(55,000)			127,700	814,460
8005	Recoverable	(73,500)	(147,420)	(58,840)	4,000	(411,000)	(55,000)		55,000				(686,760)

Current Board Exposure £127,699.54

Outstanding Costs	
Royal Smals	
Lagoon 1 Rent 1 Year	£5,000
Lagoon 2 Rent 5 Years	£21,500
Lagoon 3 Rent 5 Years	£22,100
Level Lagoon 2 & 3	£10,000
Spread & Level vegetation	£15,000
BSIDB Resources	£8,000
Field testing Lagoon 2 & 3	£1,500
Crop losses	£500
Land Agent Fees	£4,000
5% Recovery	£45,153

TOTAL EXPENDITURE EXPECTED	£ 948,213
MONIES RECEIVED FROM EA	£ 686,760
FURTHER FUNDING REQUIRED FROM EA	£ 261,453

Black Sluice Internal Drainage Board
Income & Expenditure Summary
2017/18
Period 09 - December 2017

	2017/18	2016/17	Variance
Drainage Rates	1,044,991	1,050,201	(5,210)
Special Levies	1,017,894	999,053	18,841
Recoverable	633,425	67,429	565,996
Misc Income	99,242	139,829	(40,587)
Solar Panel Income	13,657	13,894	(238)
	2,809,209	2,270,407	538,802
Employment Costs	837,249	791,061	(46,188)
Property	60,202	120,357	60,155
General Expenses	203,238	118,577	(84,661)
Materials / Stock	23,091	28,798	5,707
Motor & Plant	133,696	117,928	(15,767)
Miscellaneous	849,117	398,067	(451,050)
Recharges	(427,369)	(367,825)	59,544
Plant	344,634	319,609	(25,025)
Total Expenditure	2,023,857	1,526,571	(497,286)
Net Surplus / (Deficit)	785,352	743,836	41,516

Black Sluice Internal Drainage Board

Balance Sheet at Period End

2017/18

Period 09 - December 2017

	2017/18		2016/17	
	£	£	£	£
Operational Land & Buildings Cost	739,350		739,350	
Pumping Stations Cost	3,861,354		3,861,354	
Non-operational Property Cost	130,000		130,000	
Vehicles, Plant & Machinery Cost	877,147		804,415	
Fixed Assets		5,607,851		5,535,119
Stock	24,169		35,753	
Debtors Cont	97,840		4,305	
VAT	(11,523)		74,305	
Grants Debtor	(16,199)		(4,044)	
Car Loans	36,375		15,491	
Prepayments	47,587		44,191	
Draw Acc	10,000		9,655	
Call Acc	310,000		610,000	
Petty Cash	277		510	
Rechargeable Work in Progress	136,975		53,923	
Natwest Government Procurement C	0		(511)	
Reserve Account	1,206,968		792,164	
Total Current Assets		1,842,469		1,635,742
Trade Creditors	18,563		(24,781)	
PAYE & NI Control Account	(20,913)		(16,658)	
Superannuation Contrl Account	(13,488)		(13,329)	
Union Subs Control Account	(101)		(99)	
AVC Control Account	0		0	
Accruals	(209,804)		(27,274)	
Suspense	(0)		0	
Total Liabilities		(225,743)		(82,142)
Pension Liability		(3,343,000)		(2,973,000)
		3,881,577		4,115,719
Capital Outlay	5,450,044		5,216,031	
Pension Reserve	(3,343,000)		(2,973,000)	
Total Capital		2,107,044		2,243,031
General Reserve	910,190		880,038	
Development Reserve	131,590		91,845	
Plant Reserve	(87,474)		148,322	
Wage On-Cost Reserve	34,874		8,647	
Surplus/Deficit in Period	785,352		743,836	
Total Reserves		1,774,533		1,872,688
		3,881,577	0	4,115,719
Cash & Bank Balances				
Drawings Account		10,000		
Call Account		10,000	310,000	
Natwest Reserve Account @ 0.01%		1,206,968		
Petty Cash		277		
Chargecard		0		
Monmouthshire BS @ 0.15%		300,000	30 Day Notice	
		1,527,245		

Black Sluice Internal Drainage Board

2017/18 Forecast

Period 9 - December 2017

Description	2017/18	2017/18		Difference	Q1	Q2	Q3	Q4
	Budget	Forecast	Actual		Actual	Actual	Actual	Forecast
Rates & Levies	2,053,347	2,072,134	1,236,385	18,787	270,339	556,160	9,249	
Interest & Grants	4,999	931	341	(4,068)	129	341	120	
Development Fund	5,000	5,000	0	(0)	(0)	0	5,000	
Other Income	19,202	18,269	4,266	(933)	7,184	1,632	5,187	
Rechargeable Profit	12,500	57,312	41	44,812	(360)	14,061	43,200	
Solar Income	15,555	16,086	6,132	531	6,014	1,512	2,429	
Total Income	2,110,603	2,169,731	1,247,536	59,128	283,305	573,706	65,185	
Schemes	127,000	61,042	27,508	65,958	4,953	0	28,581	
Pumping Station Schemes	83,000	88,565	0	(5,565)	8,230	75,698	4,637	
Pumping Station Maintenance	370,004	352,212	51,140	17,792	79,676	87,330	134,066	
Drain Maintenance	710,001	704,450	51,804	5,551	197,708	219,899	235,040	
Environmental Schemes	20,001	18,737	5,967	1,264	553	1,246	10,971	
Administration & Establishment	498,520	495,832	124,052	2,688	114,831	114,330	142,619	
EA Precept	276,552	276,552	0	0	138,276	138,276	0	
Solar Expenses	2,268	1,067	315	1,201	250	502	0	
Total Expenditure	2,087,346	1,998,457	260,786	88,889	544,477	637,280	555,914	
Surplus / Deficit	23,257	171,274	986,750	148,017	(261,172)	(63,574)	(490,729)	

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING – 14th FEBRUARY 2018

AGENDA ITEM No 9

ARRANGEMENTS FOR ELECTION OF NEW BOARD IN OCTOBER 2018

1. RETURNING OFFICER

The Land Drainage (Election of Internal Drainage Boards) (Amendment) Regulations 1977 Act states "The Returning Officer shall be the Clerk of the Internal Drainage Board or, if there is no Clerk, some person nominated in writing by the Chairman of the Internal Drainage Board". Mr Daniel Withnall, Finance Manager, was appointed to undertake these duties in the 2015 election for a Returning Officers fee of £500.

2. ELECTION TIMETABLE

4 th April 2018	Print Register of Electors by 4/04/18
10 th April 2018	Advertise Inspection of Register for 14 Days on Website 10/04/18 to 24/04/18. Include details of election in Drainage Rate leaflet.
24 th April 2018	Close inspection of Register
25 th April 2018	Give 5 Days notice of Hearing for Objection to Register (If any) on Board's website.
2 nd May 2018	Hear Objections to Register (if any)
2 nd May 2018	List of objection inspection for 14 days on the Boards Website 2/05/18 to 16/05/18 (if any)
16 th May 2018	Inspection of objections list closed (if any)
16 th May 2018	Give 5 days Notice of Hearing for Objection of claims (if any)
23 rd May 2018	Hear Objections to Claims (if any)
30 th May 2018	Board Meeting (Board to approve the register)
1 st June 2018	Advertise approval of Register on website.
10 th September 2018	Advertise Notice of Election giving last date for receipt of nominations.
24 th September 2018	Last Day for the receipt of nominations by the returning Officer.
25 th September 2018	Notice to be sent to any candidates whose nomination papers were invalid.
25 th September 2018	If a poll has to be taken - Publish notice of election on Boards Website, affix notice to door of office. Notify candidates of nomination.
25 th September 2018	If insufficient nominations received notice given to such number of retiring members to make up number and declare such number of members elected on the Boards Website.
25 th September 2018	If no poll, advertise notice that no poll to be held and declaring candidates elected on Boards Website. Inform each person of his/her election.
1 st October 2018	Last day for receipt of notices of withdrawal of nominations (5:00pm).
2 nd October 2018	Printing of voting papers (if necessary).
15 th October 2018	Dispatch voting papers.
29 th October 2018	Election Day. If poll to be taken, all voting papers received by 12:00 noon.
30 th October 2018	Advertise on Boards Website results listing Board Members.

BLACK SLUICE INTERNAL DRAINAGE BOARD
RISK REGISTER

Objectives	Ref	Risk	Potential Impact of Risk	Potential Likelihood of Risk	Risk Score	Gaps in control	Action Plan
To provide and maintain standards of sound needs based sustainable flood protection.	1.1	Being unable to prevent flooding to property or land	High	Low	3		
	1.2	Loss of Electricity Supply	High	Low	3		
	1.3	Pumps failing to operate	High	Low	3		Maintenance
	1.4	Watercourses being unable to convey water	Medium	Low	2		Maintenance
	1.5	In operating machinery to maintain watercourses	Medium	Medium	4		Training
	1.6	Claims from third parties for damage to property or injury	Medium	Medium	4		
	1.7	Loss of senior staff	Medium	Low	2		
	1.8	Insufficient finance to carry out works	Medium	Low	2		
	1.9	Reduction in staff performance	Medium	Low	2		
	1.10	Insufficient staff resources	Medium	Low	2		Review
To conserve and enhance the environment wherever practical and possible to ensure there is no net loss of biodiversity.	2.1	Prosecution for not adhering to environmental legislation	Medium	Low	2		BAP
	2.2	Non delivery of objectives	Low	Medium	2		BAP
To provide a 24 hour/365 day emergency response for the community	3.1	Emergency Plan inadequate or not up to date	Low	Low	1		Review
	3.2	Insufficient resources	Medium	Low	2		Review
	3.3	Critical Incident loss of office	High	Low	3	None	
To provide a safe and fulfilling working environment for staff.	4.1	Injury to staff and subsequent claims and losses	Medium	Low	2		Training
	4.2	Not complying with Health and Safety legislation	High	Low	3		Consultant
To maintain financial records that are correct and comply with all recommended accounting practice.	5.1	Loss of cash	Low	Low	1	None	
	5.2	Loss of money invested in building societies and banks	Medium	Low	2	None	
	5.3	Fraud by senior officers	Low	Low	1	None	
	5.4	Risk of Inadequacy of Internal Checks	Medium	Low	2		
To ensure that all actions taken by the Board comply with all current UK and EU legislation	6.1	Board members in making decisions	Low	Low	1		
	6.2	Not complying with all employment regulations and laws	Medium	Low	2		
A cost efficient IDB that provides a Value for Money service.	7.1	Not collecting sufficient income to fund expenditure	Low	Low	1		Accounts
	7.2	IDB abolished or taken over	Low	Low	1		
Information Technology and Communications	8.1	Loss of telemetry	Medium	Low	2		Maintenance
	8.2	Loss of telephone Communications	Low	Low	1		
	8.3	Loss of Internet Connection	Medium	Low	2		
	8.4	Network Failure	High	Low	3		
	8.5	Cyber Attack	Medium	Medium	4		
	8.6	Network Security Breach	Medium	Low	2		
	8.7	Virus on Network	Medium	Low	2		
Loss of accounting records	8.8	Loss of accounting records	Medium	Low	2	None	
	8.9	Loss of rating records	Medium	Low	2	None	

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 14th FEBRUARY 2018

BOARD AGENDA ITEM No 11

RATING REPORT

1. Drainage Rate Revaluation

The revaluation below has been conducted on the Board's behalf by Mr Robert J Hurst FRICS FAAV, Chartered Surveyor working for Fisher German.

Account Ref	Location of Revaluation	Description	Existing Valuation	Proposed Valuation
2983/ 02010302	Blackjack Rd Kirton	Identified new additional glasshouses on site since last valuation	£28,849	£49,450

It is recommended that the new valuation be effective from 1st April 2018 and a determination notice sent to the occupier as per section 43 of the Land Drainage Act 1991.

Daniel Withnall
Finance Manager

Black Sluice Internal Drainage Board

Printed on 30/01/2018 at 13:43 by JB
From 01/11/2017 To 30/11/2017

Purchase Ledger Payments & Adjustments

Black Sluice Internal Drainage Board

Payments & Adjustments From 01/11/2017 To 30/11/2017

Account	Date	Type	Ref 1	Ref 2	Value	Details
BOS002	09/11/2017	Payment	26172	Bacs	-522.29	Boston Commercial Cleaners Ltd
CAR002	09/11/2017	Payment	42837	Bacs	-16.00	J Carr & Son
CLA001	09/11/2017	Payment	67016	Bacs	-38.38	Frank Clayton & Son Ltd
COP002	09/11/2017	Payment	INV-42606	Bacs	-134.52	Cope Safety Management Ltd.
CRA001	09/11/2017	Payment	54125	Bacs	-27.55	Craven & Nicholas Ltd
ELL002	09/11/2017	Payment	91321	Bacs	-96.00	Ellgia Ltd
HAR001	09/11/2017	Payment	23540342	Bacs	-2417.90	TC Harrison JCB
HIL002	09/11/2017	Payment	129568	Bacs	-727.84	Charles H Hill Ltd
INL001	09/11/2017	Payment	2017- P07	Bacs	-19930.70	HM Revenue & Customs
IRE001	09/11/2017	Payment	209027	Bacs	-289.18	Irelands Farm Machinery Ltd
JOH001	09/11/2017	Payment	4475722	Bacs	-187.20	Johnston Publishing Ltd
KOC001	09/11/2017	Payment	26622	Bacs	-1931.72	Kocurek Excavators Ltd
LAR001	09/11/2017	Payment	61001	Bacs	-343.32	Ray Larrington Hydraulics
LIN002	09/11/2017	Payment	2017- P07	Bacs	-20616.97	Lincolnshire C Pension Fund
LOC002	09/11/2017	Payment	61683881	Bacs	-252.00	Local World Ltd
ONE002	09/11/2017	Payment	13/09.JBS	Bacs	-139.00	O'Neils Catering Services
SIL001	09/11/2017	Payment	IN467306	Bacs	-54.67	Silt Side Services Ltd
STA004	09/11/2017	Payment	C045066945	Bacs	-184.49	Stannah
TFM001	09/11/2017	Payment	233295	Bacs	-245.87	TFM Supplies
TOW001	09/11/2017	Payment	147802	Bacs	-50484.82	Towergate Insurance
UNI001	09/11/2017	Payment	2017- P07	Bacs	-101.25	Unison
WEL004	09/11/2017	Payment	2325	Bacs	-11930.10	Wells Plant Hire
WOO001	09/11/2017	Payment	970082	Bacs	-190.13	Woodco Business Machines
ANG002	23/11/2017	Payment	270395	Bacs	-105.92	Anglia Bearing Company
ANG102	23/11/2017	Payment	8060211525	Bacs	-13.45	Anglian Water (Holland Fen PS)
ASH001	23/11/2017	Payment	16358739	Bacs	-29.20	Ashtead Plant Hire Co Ltd
CLA001	23/11/2017	Payment	66930	Bacs	-284.80	Frank Clayton & Son Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
CON005	23/11/2017	Payment	2994	Bacs	-118.80	Connect Fleet
CRO001	23/11/2017	Payment	8201265306	Bacs	-29.35	Crown Decorating Centres
CRP001	23/11/2017	Payment	CRPS/BSLUICE/16NOV17	Bacs	-40.00	C & R Property Services
HAR001	23/11/2017	Payment	23540134	Bacs	-259.50	TC Harrison JCB
HIT001	23/11/2017	Payment	IS2006516	Bacs	-1209.37	Hitachi Construction Machinery
INT002	23/11/2017	Payment	5205	Bacs	-22530.00	InterLec
IRE001	23/11/2017	Payment	209293	Bacs	-2503.35	Irelands Farm Machinery Ltd
KWM001	23/11/2017	Payment	8790	Bacs	-872.88	K & W Mechanical Services Ltd
LAR001	23/11/2017	Payment	60832	Bacs	-42.60	Ray Larrington Hydraulics
LIN017	23/11/2017	Payment	TUIT102964	Bacs	-840.00	Lincoln College
MOT001	23/11/2017	Payment	BTT134468	Bacs	-24.19	Motor Parts Direct Limited
NEW003	23/11/2017	Payment	138209	Bacs	-422.40	Newgate (Newark) Ltd
PIC001	23/11/2017	Payment	BSIDB Advisory Work	Bacs	-100.00	Alan Pickering
SAM001	23/11/2017	Payment	058429	Bacs	-611.57	SAMS
SIL001	23/11/2017	Payment	IN468723	Bacs	-130.42	Silt Side Services Ltd
SMS001	23/11/2017	Payment	INV-294428	Bacs	-162.00	SMS Electrical
STA004	23/11/2017	Payment	C045067050	Bacs	-184.49	Stannah
THU001	23/11/2017	Payment	20174927	Bacs	-129.00	Thurlby Motors
WEL004	23/11/2017	Payment	2315	Bacs	-5202.00	Wells Plant Hire
WIT001	23/11/2017	Payment	INV03488	Bacs	-1679.04	Witham Fourth IDB
WIT002	23/11/2017	Payment	I00100751	Bacs	-2685.20	Witham Oil & Paint
UKF001	06/11/2017	Payment	P08	Direct Deb	-584.11	UK Fuels Ltd
SWA001	06/11/2017	Payment	P08	Direct Deb	-87.65	Swalec
BAR005	10/11/2017	Payment	P08	Direct Deb	-8.43	Barclaycard Merchant Services
UKF001	13/11/2017	Payment	P08	Direct Deb	-569.85	UK Fuels Ltd
TOM002	14/11/2017	Payment	P08	Direct Deb	-193.32	TomTom
PAY001	17/11/2017	Payment	P08	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/11/2017	Payment	P08	Direct Deb	-21523.95	Woldmarsh Producers Ltd
UKF001	20/11/2017	Payment	P08	Direct Deb	-537.24	UK Fuels Ltd
BRI005	20/11/2017	Payment	P08	Direct Deb	-126.93	British Telecom DD
EVE002	20/11/2017	Payment	P08	Direct Deb	-862.27	Everything Everywhere
BRI001	21/11/2017	Payment	P08	Direct Deb	-1595.59	British Telecom
UKF001	27/11/2017	Payment	P09	Direct Deb	-462.29	UK Fuels Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
BOS001	28/11/2017	Payment	P09	Direct Deb	-2355.00	Boston Borough Council (Rates)
SKY002	29/11/2017	Payment	P09	Direct Deb	-36.99	Sky UK Ltd
NAT004	30/11/2017	Payment	P09	Direct Deb	-27.72	Natwest
NAT004	30/11/2017	Payment	P09	Direct Deb	-6.30	Natwest
Total Payments					-180062.27	
Total Discounts						
Total Adjustments						
Total Refunds						
Total					-180062.27	

Payments

Bacs	-151071.43	Cheque	Direct Deb	-28990.84	Chargecard
Bulk Bacs					

Adjustments

Disc	Contra SL
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Refunds

Refund

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 Chief Executive

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 Finance Manager

Black Sluice Internal Drainage Board

Printed on 30/01/2018 at 13:45 by JB
From 01/12/2017 To 31/12/2017

Purchase Ledger Payments & Adjustments

Black Sluice Internal Drainage Board

Payments & Adjustments From 01/12/2017 To 31/12/2017

Account	Date	Type	Ref 1	Ref 2	Value	Details
ENV001	01/12/2017	Payment	PAL004266	Bacs	-138276.00	Environment Agency
ANG002	07/12/2017	Payment	271008	Bacs	-105.92	Anglia Bearing Company
ASS001	07/12/2017	Payment	1515	Bacs	-69.60	Assoc. of Drainage Authorities
CAR002	07/12/2017	Payment	42988	Bacs	-80.98	J Carr & Son
CLA001	07/12/2017	Payment	67037	Bacs	-382.36	Frank Clayton & Son Ltd
CON006	07/12/2017	Payment	145937	Bacs	-32.96	Contego Safety Solutions
COP002	07/12/2017	Payment	INV-42836	Bacs	-134.52	Cope Safety Management Ltd.
CRU001	07/12/2017	Payment	20569	Bacs	-72.00	Crusader Traffic Ltd
DON001	07/12/2017	Payment	DIN0009520	Bacs	-29.43	Donington Engineering Supplies
DOU001	07/12/2017	Payment	418361	Bacs	-66.58	John W Doubleday Limited
EVE003	07/12/2017	Payment	126172221	Bacs	-6.00	Orange Equipment
HAL001	07/12/2017	Payment	Mr Colin Richards	Bacs	-495.00	David Hallgate Optometrist
HAR001	07/12/2017	Payment	2316261	Bacs	-1058.23	TC Harrison JCB
HGV001	07/12/2017	Payment	VBCV145479	Bacs	-51.45	HGV Truck Parts
HIL002	07/12/2017	Payment	129905	Bacs	-366.30	Charles H Hill Ltd
INL001	07/12/2017	Payment	2017- P08	Bacs	-19540.35	HM Revenue & Customs
IRE001	07/12/2017	Payment	209324	Bacs	-336.63	Irelands Farm Machinery Ltd
KIO001	07/12/2017	Payment	SIP-1264219	Bacs	-50.10	Kiowa Ltd
LIN002	07/12/2017	Payment	2017- P08	Bacs	-21014.50	Lincolnshire C C Pension Fund
MAS001	07/12/2017	Payment	SI007346	Bacs	-185.71	Masterbrook Ltd
MOT001	07/12/2017	Payment	BTT135022	Bacs	-125.38	Motor Parts Direct Limited
TFM001	07/12/2017	Payment	233888	Bacs	-370.49	TFM Supplies
TOW001	07/12/2017	Payment	BLAC17VM01	Bacs	-766.14	Towergate Insurance
UNI001	07/12/2017	Payment	2017- P08	Bacs	-101.25	Unison
WIT002	07/12/2017	Payment	100102087	Bacs	-133.06	Witham Oil & Paint
WIT004	07/12/2017	Payment	58517	Bacs	-149.39	Witham Timber
WOO001	07/12/2017	Payment	970272	Bacs	-240.78	Woodco Business Machines

Account	Date	Type	Ref 1	Ref 2	Value	Details
CRO004	11/12/2017	Payment	000241	Cheque	-104.65	CROP LOSS
CRO004	11/12/2017	Payment	000242	Cheque	-643.45	CROP LOSS
CRO004	11/12/2017	Payment	000243	Cheque	-187.77	CROP LOSS
CRO004	11/12/2017	Payment	000244	Cheque	-1362.40	CROP LOSS
ALA001	20/12/2017	Payment	512081	Bacs	-62.40	Alarmline Security Ltd
ANG002	20/12/2017	Payment	271311	Bacs	-62.40	Anglia Bearing Company
ASH001	20/12/2017	Payment	16482752	Bacs	-653.08	Ashtead Plant Hire Co Ltd
BOS002	20/12/2017	Payment	26251	Bacs	-652.86	Boston Commercial Cleaners Ltd
BUR006	20/12/2017	Payment	100083068	Bacs	-1200.00	Burges Salmon LLP
BUS002	20/12/2017	Payment	WC049964	Bacs	-33.12	B A Bush & Son Ltd
CLA001	20/12/2017	Payment	67364	Bacs	-141.61	Frank Clayton & Son Ltd
COV001	20/12/2017	Payment	10434	Bacs	-111.00	Cover Up
CRA001	20/12/2017	Payment	54501	Bacs	-716.85	Craven & Nicholas Ltd
CRA004	20/12/2017	Payment	5982	Bacs	-29.53	Craftwork Engineering Ltd
CRP001	20/12/2017	Payment	CRPS/BSLUICE/19DEC17	Bacs	-40.00	C & R Property Services
ELL002	20/12/2017	Payment	93103	Bacs	-105.05	Eligia Ltd
ESR001	20/12/2017	Payment	UK-SIN008275	Bacs	-2648.40	ESRI Ltd
HAR001	20/12/2017	Payment	23155718	Bacs	-215.40	TC Harrison JCB
HGV001	20/12/2017	Payment	VBCV146212	Bacs	-36.04	HGV Truck Parts
IRE001	20/12/2017	Payment	209567	Bacs	-726.43	Irelands Farm Machinery Ltd
JAC001	20/12/2017	Payment	BTN/317310	Bacs	-78.00	Jackson Buildbase
LAR001	20/12/2017	Payment	61181	Bacs	-69.97	Ray Larrington Hydraulics
LIN007	20/12/2017	Payment	2017/18 Branch Subs	Bacs	-400.00	Lincs ADA
ORI001	20/12/2017	Payment	101109	Bacs	-1513.04	Oriel Systems Ltd
OVI001	20/12/2017	Payment	34032	Bacs	-4920.00	Ovivo UK Ltd
THU001	20/12/2017	Payment	20175362	Bacs	-69.60	Thurlby Motors
WIT001	20/12/2017	Payment	CRE00601	Bacs	-1013.76	Witham Fourth IDB
UKF001	04/12/2017	Payment	P09	Direct Deb	-437.03	UK Fuels Ltd
BAR005	11/12/2017	Payment	P09	Direct Deb	-21.92	Barclaycard Merchant Services
BAR005	11/12/2017	Payment	P09	Direct Deb	-12.88	Barclaycard Merchant Services
UKF001	11/12/2017	Payment	P09	Direct Deb	-578.56	UK Fuels Ltd
TOM002	12/12/2017	Payment	P09	Direct Deb	-193.32	TomTom
PIT001	14/12/2017	Payment	P09	Direct Deb	-509.60	Pitney Bowes Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
UKF001	18/12/2017	Payment	P09	Direct Deb	-325.59	UK Fuels Ltd
PAY001	19/12/2017	Payment	P09	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/12/2017	Payment	P09	Direct Deb	-7160.16	Woldmarsh Producers Ltd
BRI005	20/12/2017	Payment	P09	Direct Deb	-127.41	British Telecom DD
EVE002	20/12/2017	Payment	P09	Direct Deb	-861.97	Everything Everywhere
BOS001	28/12/2017	Payment	P09	Direct Deb	-2355.00	Boston Borough Council (Rates)
NAT004	29/12/2017	Payment	P09	Direct Deb	-24.67	Natwest
NAT004	29/12/2017	Payment	P09	Direct Deb	-5.60	Natwest
SKY002	29/12/2017	Payment	P09	Direct Deb	-36.99	Sky UK Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-214701.82	
				Total Discounts		
				Total Adjustments		
				Total Refunds		
				Total	-214701.82	

Payments

Bacs	-199739.65	Cheque	-2298.27	Direct Deb	-12663.90	Chargecard
Bulk Bacs						

Adjustments


Disc		Contra SL				
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Refunds

Refund						
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 Chief Executive

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 Finance Manager

Purchase Ledger Payments & Adjustments

Black Sluice Internal Drainage Board

Payments & Adjustments From 01/01/2018 To 31/01/2018

Account	Date	Type	Ref 1	Ref 2	Value	Details
ALA001	11/01/2018	Payment	512358	Bacs	-76.16	Alarmline Security Ltd
BEE001	11/01/2018	Payment	003867	Bacs	-16.26	Beesons of Boston Ltd
BOC001	11/01/2018	Payment	3045122560	Bacs	-279.96	BOC
BOS002	11/01/2018	Payment	26333	Bacs	-522.29	Boston Commercial Cleaners Ltd
BOS020	11/01/2018	Payment	1631718	Bacs	-1536.00	Boston & North Wash Training
CAR002	11/01/2018	Payment	43088	Bacs	-28.15	J Carr & Son
COP002	11/01/2018	Payment	INV-43034	Bacs	-614.52	Cope Safety Management Ltd.
CRA004	11/01/2018	Payment	6148	Bacs	-11.62	Craftwork Engineering Ltd
CRO001	11/01/2018	Payment	8201431278	Bacs	-147.19	Crown Decorating Centres
DON001	11/01/2018	Payment	DIN0009629	Bacs	-10.01	Donington Engineering Supplies
DOU001	11/01/2018	Payment	418738	Bacs	-96.60	John W Doubleday Limited
ELL002	11/01/2018	Payment	94848	Bacs	-72.00	Eligia Ltd
HAR001	11/01/2018	Payment	23156080	Bacs	-844.43	TC Harrison JCB
HBP001	11/01/2018	Payment	SIN044271	Bacs	-1392.00	HBP Systems Ltd
HGV001	11/01/2018	Payment	VBCV146729	Bacs	-72.77	HGV Truck Parts
INL001	11/01/2018	Payment	2017- P09	Bacs	-20912.70	HM Revenue & Customs
INT002	11/01/2018	Payment	5216	Bacs	-354.00	InterLec
KWM001	11/01/2018	Payment	8865	Bacs	-116.40	K & W Mechanical Services Ltd
LAR001	11/01/2018	Payment	61317	Bacs	-119.71	Ray Larrington Hydraulics
LIN002	11/01/2018	Payment	2017- P09	Bacs	-21624.29	Lincolnshire C C Pension Fund
NEW003	11/01/2018	Payment	138269	Bacs	-270.00	Newgate (Newark) Ltd
ORI001	11/01/2018	Payment	101110	Bacs	-780.00	Oriel Systems Ltd
PET002	11/01/2018	Payment	12074	Bacs	-91.80	Peter Smith Trailer Sales
PIT001	11/01/2018	Payment	102510875	Bacs	-1515.60	Pitney Bowes Ltd
SWI001	11/01/2018	Payment	BN041355	Bacs	-171.29	Switch Electrical WholesaleLtd
TFM001	11/01/2018	Payment	234537	Bacs	-271.20	TFM Supplies
UNI001	11/01/2018	Payment	2017- P09	Bacs	-101.25	Unison

Account	Date	Type	Ref 1	Ref 2	Value	Details
WIT001	11/01/2018	Payment	INV03507	Bacs	-443.52	Witham Fourth IDB
WIT002	11/01/2018	Payment	C00008643	Bacs	-2956.17	Witham Oil & Paint
WOO001	11/01/2018	Payment	970564	Bacs	-123.64	Woodco Business Machines
ANG103	25/01/2018	Payment	8061706604	Bacs	-12.10	Anglian Water (Black Hole PS)
ASS001	25/01/2018	Payment	inv-2018/IDB1611	Bacs	-5709.60	Assoc. of Drainage Authorities
BRO003	25/01/2018	Payment	INV221864	Bacs	-2388.00	Broxap Limited
CLA001	25/01/2018	Payment	67634	Bacs	-87.60	Frank Clayton & Son Ltd
CRO001	25/01/2018	Payment	8201461970	Bacs	-94.07	Crown Decorating Centres
CRP001	25/01/2018	Payment	CRPS/BSLUICE/16JAN18	Bacs	-40.00	C & R Property Services
HBP001	25/01/2018	Payment	SIN044483	Bacs	-2130.00	HBP Systems Ltd
HGV001	25/01/2018	Payment	VBCV148493	Bacs	-46.99	HGV Truck Parts
HIL001	25/01/2018	Payment	7097	Bacs	-70.00	Jeff Hill
HIT001	25/01/2018	Payment	IS2006707	Bacs	-1134.00	Hitachi Construction Machinery
JAC001	25/01/2018	Payment	BTN/319630	Bacs	-125.52	Jackson Buildbase
LIN002	25/01/2018	Payment	10052091	Bacs	-386.07	Lincolnshire C C Pension Fund
NOT001	25/01/2018	Payment	31807	Bacs	-228.32	P G & C Nottingham
ONE002	25/01/2018	Payment	29/11JB/BS	Bacs	-173.75	O'Neils Catering Services
PET002	25/01/2018	Payment	12102	Bacs	-179.04	Peter Smith Trailer Sales
ROS001	25/01/2018	Payment	549921	Bacs	-15.00	Rosendaes Ltd
SIL001	25/01/2018	Payment	IN471993	Bacs	-77.13	Silt Side Services Ltd
SWI001	25/01/2018	Payment	BN041988	Bacs	-142.21	Switch Electrical WholesaleLtd
SYS001	25/01/2018	Payment	118960	Bacs	-78.00	Systematic Print Management
TUR001	25/01/2018	Payment	7-07316033	Bacs	-53.10	Turnbull & Co Ltd
BAR005	10/01/2018	Payment	P10	Direct Deb	-20.05	Barclaycard Merchant Services
BAR005	10/01/2018	Payment	P10	Direct Deb	-13.19	Barclaycard Merchant Services
PIT001	12/01/2018	Payment	P10	Direct Deb	-479.60	Pitney Bowes Ltd
TOM002	15/01/2018	Payment	P10	Direct Deb	-193.32	TomTom
PAY001	17/01/2018	Payment	P10	Direct Deb	-13.20	Payzone UK Limited
BRI005	19/01/2018	Payment	P10	Direct Deb	-134.13	British Telecom DD
WOL001	22/01/2018	Payment	P10	Direct Deb	-28823.29	Woldmarsh Producers Ltd
EVE002	22/01/2018	Payment	P10	Direct Deb	-942.76	Everything Everywhere
BRI005	25/01/2018	Payment	P10	Direct Deb	-221.53	British Telecom DD

Account	Date	Type	Ref 1	Ref 2	Value	Details
					-99583.10	
					-99583.10	

Payments


Bacs	-68742.03	Cheque				
Bulk Bacs			Direct Deb	-30841.07		Chargecard

Adjustments

Disc		Contra SL				
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Refunds

Refund						
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 Chief Executive



 Finance Manager

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING – 14th FEBRUARY 2018

AGENDA ITEM No 12(b)

**SCHEDULE OF CONSENTS ISSUED & CONSENT APPLICATIONS /
CONTRAVENTIONS**

1. List of Consents

(a) Byelaw Consents

The following byelaw consents have been issued by the Board since 29th November 2017:

2018/B01	Mr Colin Izzitt 28 Northorpe Road Donington Spalding PE11 4XU	Erection of an extension to an existing dwelling. BSIDB Drain 2/9 Grid Ref: 520981 336342
2018/B02	Western Power Distribution Gilbert Drive Endeavour Park Boston PE21 7TW	The laying of underground electric cabling. BSIDB Drain 6/21 Grid Ref: 533224 341398
2018/B03	Mr Deane Proctor Proctor & Associates Investments Ltd Westwood House Church Lane Wyberton Boston PE21 7AF	Erection of a timber post, rail and wire stock fence. BSIDB Drain 6/19 & 6/22 Grid Ref: 533344 340728

(b) Culvert Consents

There have been no culvert consents issued by the Board since 29th November 2017.

(c) Development Agreements

There have been no development agreements issued by the Board since 29th November 2017.

(d) Land Drainage Agreements

The following land drainage agreement has been issued by the Board since 29th November 2017:

2017/L09	Proctor & Associates Investments Ltd Westwood House Church Lane Wyberton Boston PE21 7AF	5 Outfalls Drain 6/19 Grid Ref: 533336,340777 5 Outfalls Drain 6/22 Grid Ref: 5333351,340673
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(e) **Extended Area Consents**

There have been no extended area consents issued since the 29th November 2017.

2. **Consent Applications / Contraventions**

(a) **Culvert application**

The Board has received an application from Mr Adrian Theyer of Glenholme, Glenside North, West Pinchbeck, regarding the proposed culverting of a Board-maintained watercourse (BSIDB Ref. No. 22/2 – Dovehirne Drain) at land in connection with No. 160 Six House Bank, West Pinchbeck.

Mr Theyer is requesting consent to install an 18m long, 600mm diameter pipe along the western boundary of this land to allow the enlargement of the existing garden and the realignment of the western property boundary, including the erection of a suitable boundary treatment (i.e. a fence or planting). The culvert would be an extension to the existing piped watercourse to the south.

Appendix A shows the line of the Board-maintained watercourse, and the locations of existing permanent structures previously consented by the Board.

Appendix B shows Mr Theyer's culvert proposal in relation to the adjacent structures.

Mr Theyer will be advised that any consent given by the Board will not preclude the requirement for Mr Theyer or any subsequent owners of the land from obtaining the written consent of any adjacent landowners who may be affected.

(b) **Application to relax the 9 metre byelaw**

Please note that the following application is subject to the approval of the culvert application in (a) above. Should the application in (a) be refused, then the following application is cancelled.

The Board has received an application from Mr Adrian Theyer of Glenholme, Glenside North, West Pinchbeck, for a relaxation of the 9 metre byelaw at No. 160 Six House Bank, West Pinchbeck to enable the construction of a garage at the front of the property (highway side).

Mr Theyer requests that he be able to realign the western elevation of the proposed dwelling permitted under South Holland District Council planning application H14-0806-17 to be no closer than 4 metres from the lateral edge of the proposed pipe (as per culvert application (a) above).

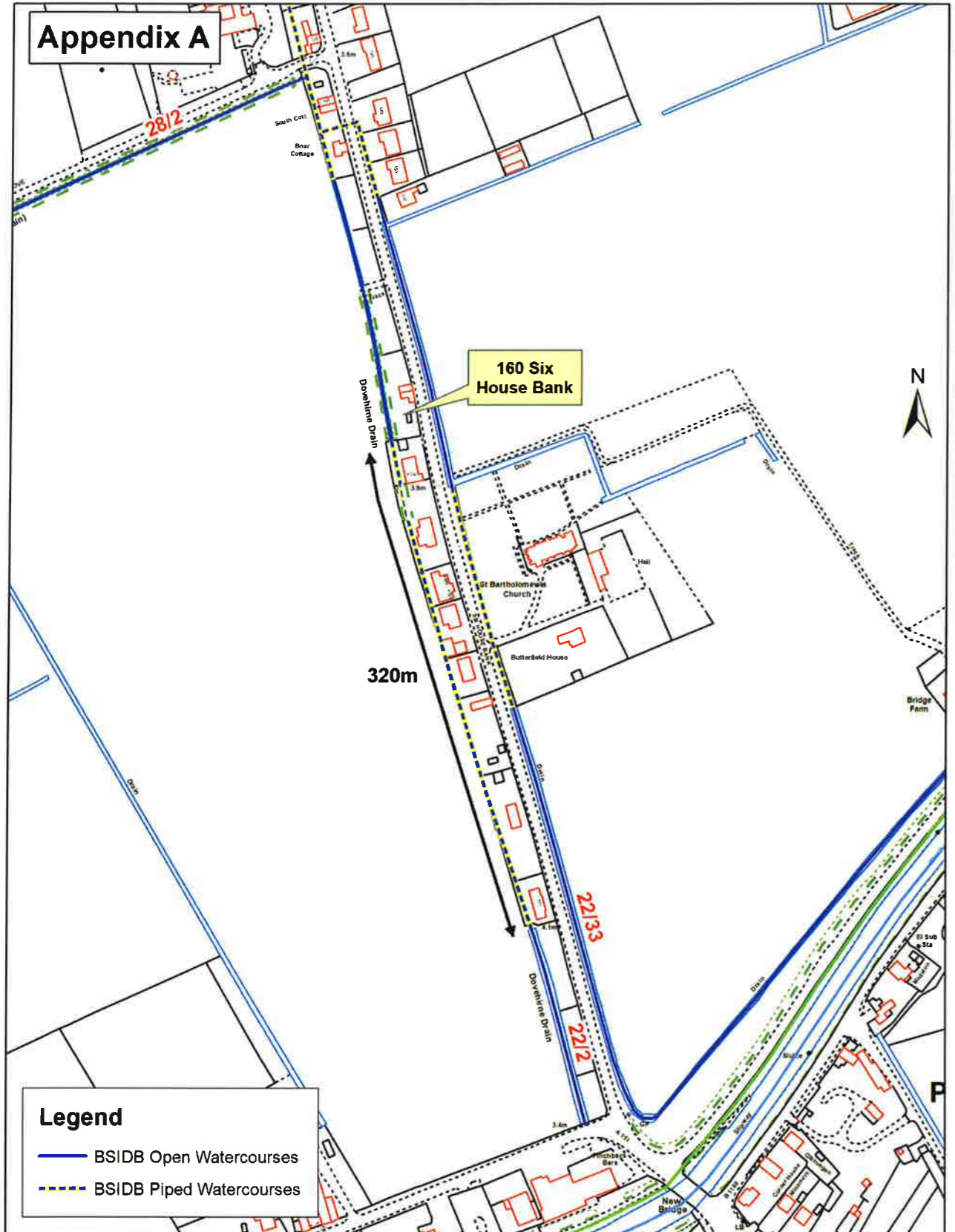
Appendix C shows Mr Theyer's proposals in relation to the adjacent structures.


Please note that this application, if approved, will supersede Consent 2017-B15 previously granted to Mr Theyer by the Board in November 2017 (Minute 1190b of the Joint Works Committee meeting held on the 8th November 2017).

At the meeting, Mr Theyer was granted a relaxation of the 9 metre byelaw to permit the construction of the aforementioned dwelling at a distance no closer than 6 metres from the brink of the bank of the open watercourse.

Should the application at (a) be refused, then Consent 2017-B15 will remain in force.

I M Warsap
Chief Executive



 <p>Black Sluice Internal Drainage Board Station Road, Swineshead, Boston, Lincolnshire PE20 3PW Tel: 01205 821440 Email: mailbox@blacksluiceidb.gov.uk</p>	<p>© Crown Copyright and database right 2018. All rights reserved. Ordnance Survey Licence number 100021578</p>	<p>Date: February 2018</p>
	<p>Scale: 1:3,000</p>	

APPENDIX B



Proposed pipe location
18 metres in length
600mm in diameter

Proposed realignment
of the property boundary

6m relaxation of the
9 metre byelaw as
per Consent 2017-B15

Proposed future dwelling
approved under
SHDC H14-0806-17

Existing registered
boundary of land

6m

SIX HOUSE BANK

22133

2212



Black Sluice Internal Drainage Board
Station Road, Swineshead,
Boston, Lincolnshire PE20 3PW
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APPENDIX C



Proposed 18m long
600mm diameter pipe

Proposed
garage

Application for west elevation
of the proposed dwelling to be
no closer than 4 metres from
the lateral edge of the pipe

4m

SIX HOUSE BANK

22133

2212



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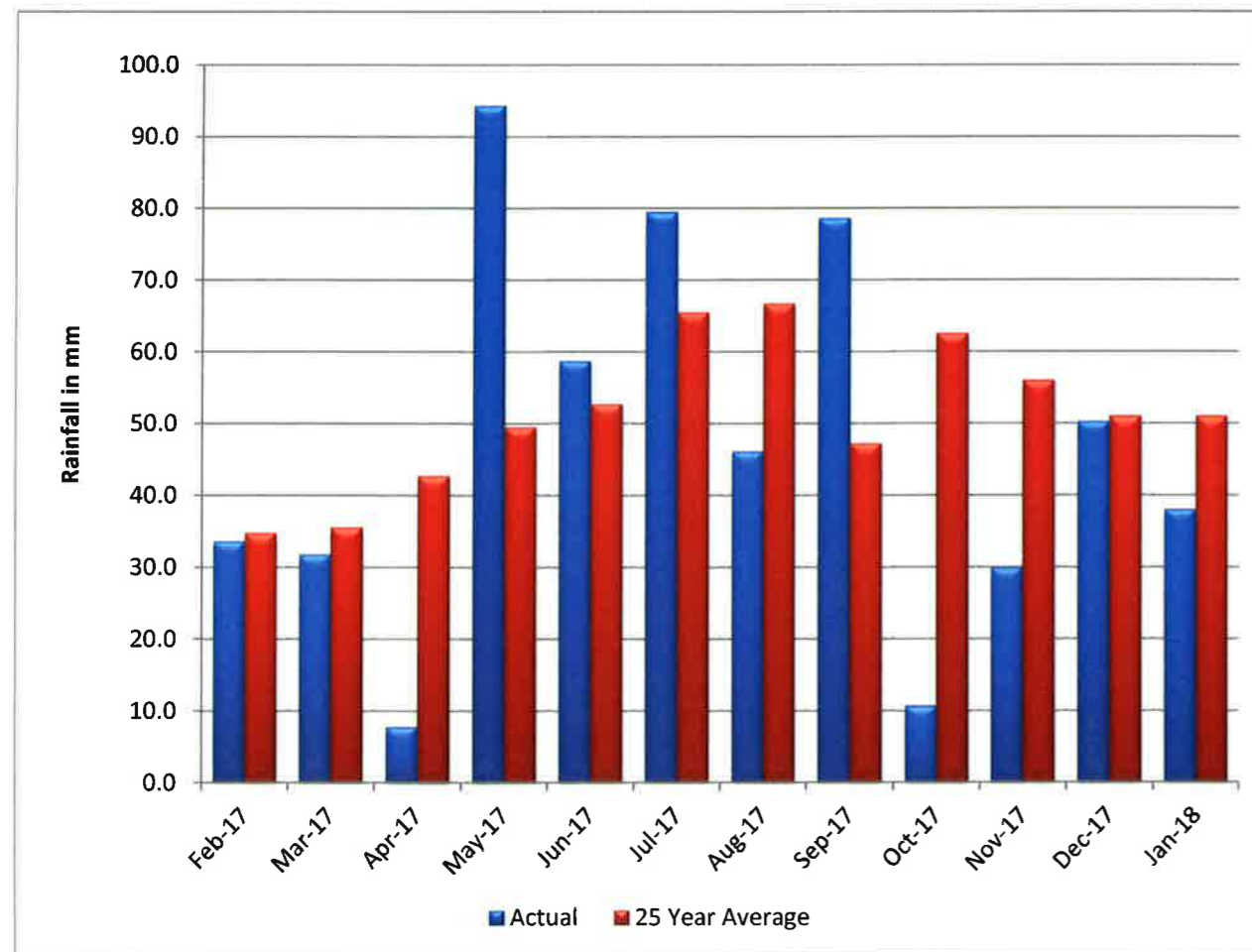
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Date: February 2018

Scale: 1:500

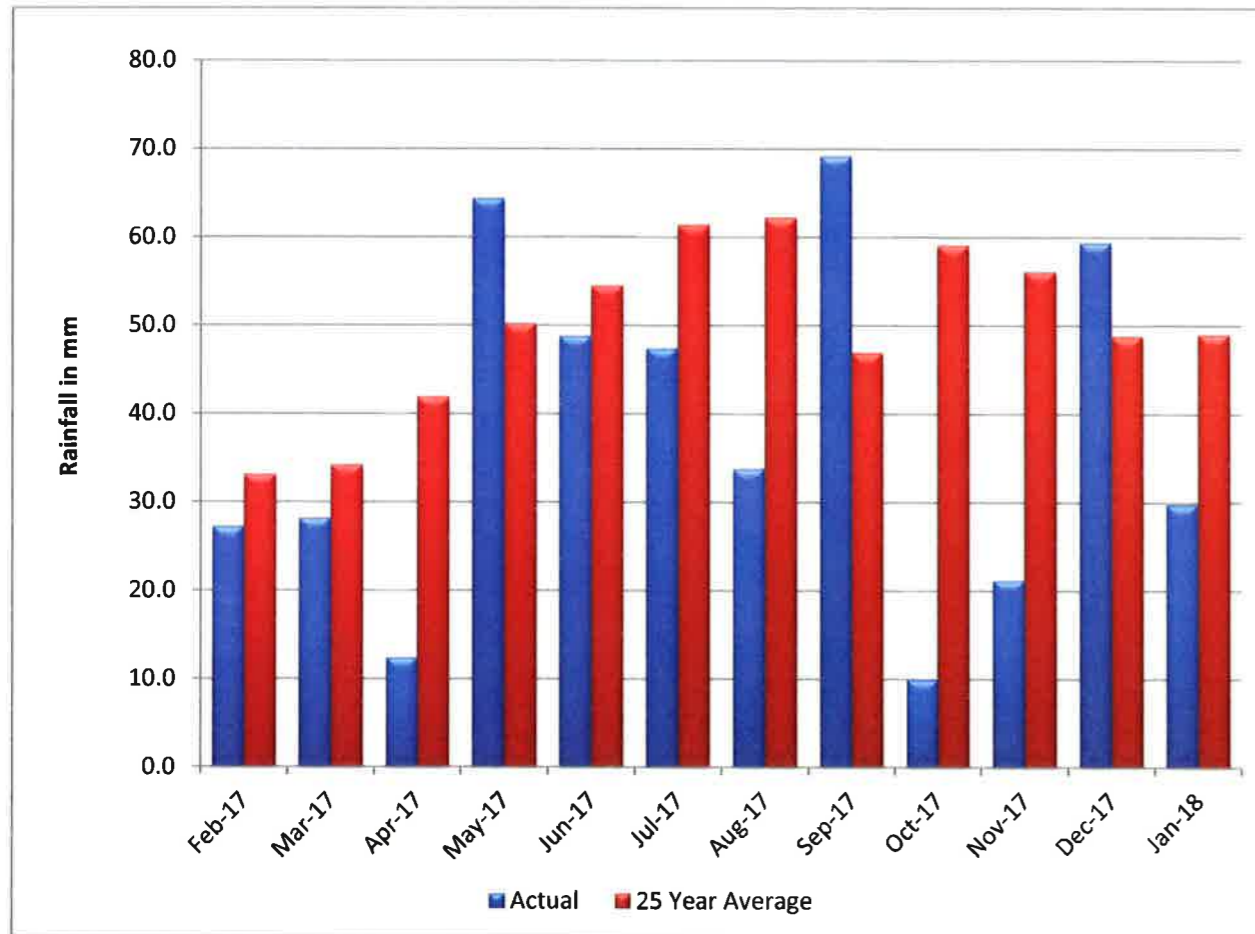
BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Swineshead Depot

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Feb-17	33.6	34.7	96.83%
Mar-17	31.8	35.5	89.58%
Apr-17	7.8	42.7	18.27%
May-17	94.3	49.5	190.51%
Jun-17	58.7	52.7	111.39%
Jul-17	79.5	65.5	121.37%
Aug-17	46.1	66.7	69.12%
Sep-17	78.6	47.2	166.53%
Oct-17	10.7	62.5	17.12%
Nov-17	29.9	56.0	53.39%
Dec-17	50.3	51.0	98.63%
Jan-18	38.0	51.0	74.51%
Totals	559.3	615.0	90.94%



**BLACK SLUICE INTERNAL DRAINAGE BOARD
Rainfall at Black Hole Drove Pumping Station**

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Feb-17	27.2	33.1	82.18%
Mar-17	28.2	34.2	82.46%
Apr-17	12.4	41.9	29.59%
May-17	64.4	50.2	128.29%
Jun-17	48.8	54.5	89.54%
Jul-17	47.4	61.4	77.20%
Aug-17	33.8	62.2	54.34%
Sep-17	69.2	46.9	147.55%
Oct-17	10.0	59.1	16.92%
Nov-17	21.2	56.1	37.79%
Dec-17	59.4	48.8	121.72%
Jan-18	29.8	49.0	60.82%
Totals	451.8	597.4	75.63%



THE BLACK SLUICE INTERNAL DRAINAGE BOARD (The Board)
LAND DRAINAGE ACT 1991 (The Act)
BOOK OF DRAINAGE RATES AND SPECIAL LEVIES
FOR THE FINANCIAL YEAR ENDING 31st MARCH 2019

On the 14th February 2018 the Board resolved as follows:-

1. That the proportions of their expenditure to be raised by Drainage Rates in respect of agricultural land and agricultural buildings and by special levies on local charging authorities are 50.39% and 49.61% respectively.
2. That the proportions between the local charging authorities of the amount to be raised by special levies are as set out against the special levy for each local charging authority.
3. To make Drainage Rates and Special Levies set out below and that the seal of the Board be affixed to those Drainage Rates and Special Levies.

DRAINAGE RATES

Sub-District No 1 – Being so much of the said Internal Drainage District as comprises the area of the Borough of Boston as constituted and in existence immediately before 1st April 1974.

Sub-District No 2 – Being the remainder of the Internal Drainage District.

SPECIAL LEVIES

Borough of Boston	£ 784,760.51
South Holland District Council	£ 126,089.96
North Kesteven District Council	£ 68,105.02
South Kesteven District Council	£ 58,113.22
	<u>£1,037,068.71</u>

	<u>RATE IN THE £</u>	<u>ESTIMATED AMOUNT OF DRAINAGE RATES PAYABLE</u>
	6.30p)	£1,053,208.60
))	
	12.60p)	

THE COMMON SEAL of the Board is affixed in the presence of:-

..... Chairman Finance Manager

CERTIFICATE

I certify as follows:-

1. Notice of the drainage rates and special levies was given on the as required by Section 48 of the Act.
2. The special levies were issued on the Finance Manager