

BLACK SLUICE

INTERNAL DRAINAGE BOARD



Board Meeting

Wednesday, 30th June 2021 at 2:00pm

Virtual Meeting



Black Sluice Internal Drainage Board

Station Road
Swineshead
Boston
Lincolnshire
PE20 3PW

01205 821440

www.blacksluiceidb.gov.uk

mailbox@blacksluiceidb.gov.uk

Our Ref: IW/DPW/B10_1

Your Ref:

Date: 23rd June 2021

To the Chairman and Members of the Board

Notice is hereby given that a Meeting of the Board will be held remotely on Wednesday, 30th June 2021 at 2pm at which your attendance is requested.

Chief Executive

AGENDA

1. To approve the amended Standing Orders (pages 1 - 6)
2. Recording the meeting.
3. Apologies for absence.
4. Declarations of interest.
5. To receive and, if correct, sign the Minutes of the Meeting of the Board held on 10th February 2021 (pages 7 - 18)
6. **CONFIDENTIAL** - To receive and, if correct, sign the Confidential Minutes of the Meeting of the Board held on 10th February 2021 (pages 19 - 21)
7. Matters arising.
8. To receive and confirm the Committee Minutes and Matters Arising of the following meetings:-
 - (a) Environment Committee on 3rd March 2021 (pages 22 - 28)
To adopt the following:
 - (i) Environment Committee's Terms of Reference (pages 29 & 30)
 - (ii) Policy No. 11: Biodiversity Action Plan (under separate cover)
 - (b) Structures Committee on 24th March 2021 (pages 31 - 41)
To adopt the following:
 - (i) Structures Committee's Terms of Reference (pages 42 & 43)
 - (ii) Policy No. 09: Structures Replacement Policy (pages 44 - 47)
 - (c) Executive 7th April 2021 (pages 48 & 49)
 - (d) Executive 5th May 2021 (pages 50 - 52)
 - (e) Audit & Risk Committee on 10th May 2021 (pages 53 - 60)
To adopt the following:
 - (i) Policy No. 01: Risk Management Strategy (pages 61 - 82)
 - (ii) Policy No. 03: Financial Regulations (pages 83 - 87)
To approve the following:
 - (iii) Internal Auditors Report 2020/21 (pages 88 - 95)
 - (iv) Audit Programme 2021/22 (pages 96 & 97)
 - (f) Executive 12th May 2021 (page 98)
 - (g) Southern Works Committee on 19th May 2021 (pages 99 - 107)
 - (h) Northern Works Committee on 2nd June 2021 (pages 108 - 115)
 - (i) Executive Committee on 16th June 2021 (pages 116 - 127)

To approve the following:

- (i) Period 12 Management Accounts (pages 128 - 135)
- (ii) Bourne Fen Farm Accounts (pages 136 & 137)
- (iii) 10 Year 2021/22 Budget & Estimates (pages 138 & 139)
- (iv) Plant Replacement Budget (page 140)
- (v) Capital Schemes Budget (page 141)

(j) **CONFIDENTIAL** – All minutes relating to the Chief Executive Officer

- (i) **CONFIDENTIAL** - Executive 20 January 2021 (pages 142 – 144)
- (ii) **CONFIDENTIAL** - Executive 7 April 2021 (pages 145 – 151)
- (iii) **CONFIDENTIAL** - Executive 5 May 2021 (pages 152 – 160)
- (iv) **CONFIDENTIAL** - Audit & Risk 10 May 2021 (pages 161 – 163)
- (v) **CONFIDENTIAL** - Executive 12 May 2021 (pages 164 – 170)
- (vi) **CONFIDENTIAL** - Executive 16 June 2021 (pages 171 – 175)

9. To approve the Draft Unaudited Financial Statements for the year ending 31st March 2021 (under separate cover)
10. To review and approve the Annual Governance Statement (page 179)
11. To approve and authorise the Chairman to sign the Annual Return for the year ending 31st March 2021 (pages 176 - 181)
12. To approve the arrangements for the Election of the New Board in November 2021
 - (a) Amended Election Timetable (page 182)
 - (b) Register of Electors (presented on screen)
13. To approve the amended schedule of meeting dates for the remainder of 2021 (page 183)
14. To receive the draft minutes of the Joint Lincolnshire Branch and Nene Branch meeting held on 18th February 2021 (pages 184 - 189)
15. To review the Risk Register (page 190)
16. To receive reports on the following:
 - (a) Monthly Accounts: February 2021 to May 2021 (pages 191 - 203)
 - (b) Monthly Accounts: Woldmarsh (pages 204 - 207)
 - (c) Schedule of Consents Issued: February 2021 to May 2021 (pages 208 - 212)
 - (d) Rainfall (pages 213 & 214)
17. Any other business.

BLACK SLUICE INTERNAL DRAINAGE BOARD

STANDING ORDERS

The Secretary of State for Environment, Food and Rural Affairs, by virtue of the power contained in paragraph 3 of Schedule 2 to the Land Drainage Act 1991, **HEREBY APPROVES** these standing orders.

C. A. Tidmarsh

C A Tidmarsh
for and on behalf of the
Secretary of State
Date: 7 May 2021

Rules made by Black Sluice Internal Drainage Board with the approval of the Secretary of State under paragraph 3(1) of the Second Schedule to the Land Drainage Act, 1991. The relevant statutory provisions governing the proceedings of an Internal Drainage Board are set out in the Annex to these Rules for reference purposes

Regulations as to Proceedings

1. Meetings of the Board, for which 14 days notice will be given, will be open to the public and press who will on the invitation of the Chairman be able to speak at the meeting. The Board can name a resolution to exclude the public and/or press from a meeting or part thereof:-
 - a) The Board will hold an Triennial General Meeting at which the election of Chairman and Vice Chairman will be made.
 - b) The Board will hold a meeting at which the drainage rate and special levies will be set to enable the latter to be served on the special levy council by no later than the 15th February in respect to the following financial year.
 - c) In the event of the need for an emergency meeting the notice will be waived.
2. For each meeting, other than for one arranged as an emergency meeting, members will receive an Agenda and any accompanying papers by post or other means dispatched at least seven days before the meeting.
3. No business shall be transacted by the Board, other than that which appears on the Agenda, unless 75% of the members present agree to any such additional issue being discussed.
 - a) A formal meeting of the Board cannot be conducted unless one third (7) members are present at the start of and during the meeting. If departures reduce the number below one third (7) then the Chairman will terminate the meeting at that point.
 - b) All resolutions and proposals will be decided by a majority of votes of the members present.
 - c) In the case of an equality of votes at any meeting, the Chairman for the time being of such meeting shall have a second or casting vote.
4. The Board shall choose to meet at a place to be confirmed on the Agenda, including: in person, by remote attendance, or a combination of the two. A place where a meeting is held, or to be held, includes reference to more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers. A member in remote attendance is present if they are able at that time;
 - a) to hear, and where practicable see, and be so heard and, where practicable, be seen by, the other members in attendance,
 - b) to hear, and where practicable see, and be so heard and, where practicable, been seen by any members of the public entitled to attend part or all, of the meeting.
5. The Board shall, as soon as they conveniently can, appoint a Chairman and Vice-Chairman. The term of office of such Chairman and Vice-Chairman shall continue until the first meeting of the Board after the next election following his appointment.

6. If any vacancy occurs in the office of Chairman or Vice-Chairman, the Board shall as soon as they conveniently can after the occurrence of such vacancy, choose someone of their number to fill such vacancy.
7.
 - a) At any meeting of the Board the Chairman, if present, shall preside.
 - b) If the Chairman is absent from a meeting of the Board, the Vice-Chairman, if present, shall preside.
 - c) If at any meeting of the Board both the Chairman and Vice-Chairman are not present at the time the members present shall choose someone of their number to be Chairman of such meeting.
8. The Board shall cause Minutes to be made of all meetings and recorded in an appropriate form:-
 - a) of all appointments of Officers made by the Board
 - b) of the names of the members present at each meeting of the Board and Committees or Sub-Committees of the Board
 - c) of all orders made by the Board and Committees or Sub-Committees of the Board, and
 - d) of all resolutions and proceedings of meetings of the Board and of Committees or Sub-Committees of the Board.

The Board will approve, with or without amendment, the minutes of the preceding meeting and these will be duly signed by the Chairman together with any financial statements presented at that meeting.

9. All proceedings, resolutions and reports of every Committee or Sub-Committee intended to be laid before the Board shall be circulated among the members of the Board at least seven days before the meeting of the Board at which the same are to be submitted.

Committees or Sub-Committees

10. The Board may appoint such Committees or Sub-Committees as they think fit but all acts of any Committee or Sub-Committee shall be subject to the approval of the Board unless the Board has delegated its powers to that Committee or Sub-Committee to deal with a specific issue.
11. A Committee or Sub-Committee may elect a Chairman of their meetings. If no such Chairman is elected, or if he is not present, the members present shall choose someone of their number to be Chairman of such meeting.
12. A Committee or Sub-Committee may meet and adjourn as they think proper. Proposals at any meeting shall be determined by a majority of votes of the members present. In case of any equal division of votes the Chairman shall have a second or casting vote.
13. Regulations 8 and 9 shall apply to minutes of Committees and Sub-Committees.

**Standing Orders
Order of Debate**

14. Every proposal or amendment, other than a proposal for the approval of a Committee or Sub-Committee, shall be proposed and seconded and shall, if required, be submitted to the Chairman who shall read it out before it is further discussed or put to the meeting.
15. The Chairman will invite members to speak on the subject under discussion.
16. Members must declare where they have an interest in a matter to be discussed, the Chairman then deciding what if any part the member can take in any ensuing discussion and whether the member can vote.
17. A proposal or amendment once made shall not be withdrawn without the consent of the Board.
18. Every amendment shall be relevant to the proposal to which it is applied.
19. Whenever an amendment upon an original resolution has been proposed and seconded, no second or subsequent amendment shall be moved until the first amendment shall have been dealt with but notice of any number of amendments may be given.
20. If an amendment is rejected then other amendments may be proposed on the original resolution or proposal.
21. If an amendment is carried the proposal as amended shall take the place of the original proposal and shall become the question upon which any further amendment may be moved.
22. No proposal to rescind any resolution which has been passed within the preceding six months, nor any proposal to the same effect as any proposal which has been negatived within the preceding six months shall be in order unless: (a) notice thereof has been given and specified in the Agenda and (b) the notice bears, in addition to the name of the member who proposed the resolution, the names of two other members; and when such resolution or proposal has been disposed of by the Board, it shall not be competent for any member to propose a similar proposal within a further period of six months.
23. Order 23 shall not apply to proposals which are moved by the Chairman or other members of the Committee or Sub-Committee in pursuance of the report of the Committee.

Common Seal

24. The Common Seal of the Board shall be kept in some safe place. All deeds and other documents to which the Common Seal of the Board shall require to be affixed shall be sealed in pursuance of the Board, and in the presence of both the Chairman and the Chief Executive of the Board.
25. Copies of all sealed documents must be retained.

Suspension of Standing Orders

26. Any one or more of the standing orders, in any case of urgency or upon resolution or proposal made on a notice duly given, may be suspended at any meeting, so far as regards any business at such meeting, provided that 75% of the members of the Board present and voting are in agreement.



Keith Casswell
Chairman
30 April 2021



Daniel Withnall
Acting Chief Executive
30 April 2021

Ratified at a full meeting of the Black Sluice Internal Drainage Board on Wednesday 30 June 2021.

Keith Casswell
Chairman
30 June 2021

Chief Executive
30 June 2021

STATUTORY PROVISIONS REGARDING THE PROCEEDINGS OF AN INTERNAL DRAINAGE BOARD SET OUT IN PARAGRAPH 3 OF SCHEDULE 2 TO THE LAND DRAINAGE ACT, 1991.

Proceedings of internal drainage board

3.(1) An internal drainage board may, with the approval of the relevant Minister, make rules—

- (a) for regulating the proceedings of the board, including quorum, place of meetings and notices to be given of meetings;**
- (b) with respect to the appointment of a chairman and a vice-chairman;**
- (c) for enabling the board to constitute committees; and**
- (d) for authorising the delegation to committees of any of the powers of the board and for regulating the proceedings of committees, including quorum, place of meetings and notices to be given of meetings.**

(2) The first meeting of an internal drainage board shall be held on such day and at such time and place as may be fixed by the relevant Minister; and the relevant Minister shall cause notice of the meeting to be sent by post to each member of the board not less than fourteen days before the appointed day.

(3) Any member of an internal drainage board who is interested in any company with which the board has, or proposes to make, any contract shall—

- (a) disclose to the board the fact and nature of his interest; and**
- (b) take no part in any deliberation or decision of the board relating to such contract; and such disclosure shall be forthwith recorded in the minutes of the board.**

(4) A minute of the proceedings of a meeting of an internal drainage board, or of a committee of such a board, purporting to be signed at that or the next ensuing meeting by a person describing himself as, or appearing to be, the chairman of the meeting to the proceedings of which the minute relates—

- (a) shall be evidence of the proceedings; and**
- (b) shall be received in evidence without further proof.**

(5) Until the contrary is proved—

- (a) every meeting in respect of the proceedings of which a minute has been so signed shall be deemed to have been duly convened and held;**
- (b) all the proceedings had at any such meeting shall be deemed to have been duly had; and**
- (c) where the proceedings at any such meeting are the proceedings of a committee, the committee shall be deemed to have been duly constituted and to have had power to deal with the matters referred to in the minute.**

(6) The proceedings of an internal drainage board shall not be invalidated by any vacancy in the membership of the board or by any defect in the appointment or qualification of any member of the board.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the Board

held remotely on
10th February 2021 at 2pm

Members

Chairman - * Mr K C Casswell

- | | |
|------------------|------------------|
| * Mr W Ash | * Cllr T Ashton |
| * Mr J Atkinson | * Cllr R Austin |
| * Mr V Barker | * Cllr P Bedford |
| * Mr J Fowler | * Cllr M Cooper |
| * Mr P Holmes | * Cllr F Pickett |
| * Mr R Leggott | * Cllr P Skinner |
| * Mr P Robinson | * Cllr M Head |
| * Mr M Rollinson | * Cllr P Moseley |
| * Mr N J Scott | * Cllr S Walsh |
| * Mr J R Wray | * Mr M Brookes |

* Member Present

In attendance: Mr D Withnall (Acting Chief Executive)
Mr P Nicholson (Operations Manager)

Due to COVID-19, this meeting will be held remotely in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

1719 RECORDING THE MEETING - Agenda Item 1

Board Members were informed that the meeting would be recorded.

1720 APOLOGIES FOR ABSENCE - Agenda Item 2

There were no apologies for absence received.

1721 DECLARATIONS OF INTEREST - Agenda Item 3

There were no declarations of interest received.

1722 MINUTES OF THE LAST BOARD MEETING - Agenda Item 4

The Minutes of the last meeting of the Board held on the 25th November 2020, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

1723 MATTERS ARISING - Agenda Item 5

(a) DUNSBY PUMPING STATION – Minute 1693(a)(v)

It was noted that a further update will be given in relation to Dunsby Pumping Station later in the meeting (Minute No. 1725(a)(vi)).

(b) POLICY No. 47 - BUSINESS CONTINUITY PLAN - COVID-19 – Minute 1693(b)

The Acting Chief Executive informed Board Members that a random spot check from the HSE has taken place to ensure the Board were complying with all COVID-19 regulations. The Inspector did not raise any concerns at the time of inspection and no correspondence has been received since, therefore assuming the HSE were satisfied with the measures in place.

Mr P Holmes, and the Board, wanted to note their congratulations for this, noting how difficult it must be given that all staff are not office based and are therefore working at various different locations. The Chairman added that ADA have adopted the Board's plan.

(c) RISK REGISTER - Minute 1693(b)(vii)

Mr R Leggott questioned whether there was any further update from the Environment Agency (EA) regarding the awaited document, which is increasing the risk level?

The Chairman responded that himself and the Chief Executive had a meeting with Norman Robinson (EA) at which they were told there wasn't any physical documentation, but that it is written into the system so that anybody can use it. However, since this meeting, the Operations Manager has found that there is some documentation consisting of 14 different emergency scenarios.

The Chairman next referenced the contingency plan for failure of an asset, which has not progressed any further.

Mr M Brookes expressed his concern that the Board should have a copy of this documentation to therefore enable the risk to be reduced.

The Operations Manager clarified that conversations will be ongoing to get a copy of the documentation and about the provision for a contingency plan.

(d) PUMPING STATION MAINTENANCE - Minute 1693(d)(ii)

The Operations Manager noted that the investigations at South Kyme Pumping Station, Ewerby Pumping Station and Damford Pumping Station were to be completed on 1st February with the reports to follow.

(e) REMOTE MONITORING & CONTROL (H&S SCHEME) - Minute 1693(d)(i)

The Acting Chief Executive informed Board Members that the RFCC have approved the funding from the Local Levy for the installation of remote monitoring and control of pumping stations.

There is currently some ongoing work around whether it will be in the form of a grant or Local Levy, but the £110,000 contribution is forthcoming. The aim over the next few years will therefore be for all pumping stations to be automated and controlled remotely.

Mr P Holmes noted that the new gauge board at Dowsby Pumping Station is not visible when standing on the platform. Mr V Barker echoed this point. The Operations Manager responded that he will have it put on the other side so that it can be seen.

1724 TO RECEIVE THE MINUTES OF THE EXECUTIVE COMMITTEE MEETING - Agenda Item 6

The Chairman presented the confirmed Minutes of the Executive Committee meeting held on the 18th December 2020, copies of which had been circulated.

It was noted that a further update will be given in relation to Minute 1703(a), Byelaw Application, FX1707, AT Drainside South, Kirton later in the meeting (Minute 1703(a)).

The Board RESOLVED that the Minutes should be received.

(a) CONFIDENTIAL – REPORT PRESENTED TO THE EXECUTIVE COMMITTEE REGARDING THE SUSPENSION OF THE CHIEF EXECUTIVE OFFICER

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

(b) CONFIDENTIAL – TO REVIEW THE SUSPENSION OF THE CHIEF EXECUTIVE OFFICER

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1725 TO RECEIVE THE UNCONFIRMED MINUTES OF THE EXECUTIVE COMMITTEE MEETING - Agenda Item 7

The Chairman presented the unconfirmed Minutes of the Executive Committee meeting held on the 20th January 2021, copies of which had been circulated.

The Acting Chief Executive referred to Minute 1712, informing the members of the Board that the electricity bill for December 2020 is £11,000 less than the estimate. The estimate for electricity for January 2021 is currently £96,600.

The Board RESOLVED that the Minutes should be received.

(a) 2021/22 BUDGET & TEN YEAR ESTIMATES REPORT

This report was included for information as it was presented to the Executive Committee on 20th January 2021.

Mr V Barker questioned whether the rate increase of 2.5% is enough, noting the two wet years and amount of work / repairs to be completed, noting that he has some neighbours that are not pleased with the water levels.

The Chairman noted that the Councils have already been told what to expect and that we should re-evaluate the penny rate level next year.

Cllr P Skinner noted that as Council Members, they are members of the Board and are not on the Board to represent the Council but are to represent the best interests of the Board. Cllr P Skinner supported Mr V Barker's point, also noting, that as leader of the Boston Borough Council, that he would be grateful if the Board stuck to their commitment as it is extremely important for fiscal planning.

The Operations Manager responded to Mr V Barker, noting that he is aware of his neighbours and have spoken with them, but unfortunately, the wet weather cannot be changed. The Operations Manager also noted that there are plans in place to bring in additional revenue over the next few years through Grant in Aid.

(i) BUDGET WITH 10 YEAR ESTIMATES

This report was included for information as it was presented to the Executive Committee on 20th January 2021.

(ii) 2021/22 SUMMARY BUDGET BY MONTH

This report was included for information as it was presented to the Executive Committee on 20th January 2021.

(iii) 2021/22 DETAILED BUDGET BY MONTH

This report was included for information as it was presented to the Executive Committee on 20th January 2021.

Mr V Barker noted that he struggles to read the print with it being black on blue background. The Acting Chief Executive noted that he will amend to white text on a blue background in the future.

(iv) 10 YEAR CAPITAL SCHEMES

This report was included for information as it was presented to the Executive Committee on 20th January 2021.

(v) 2021/22 WAGES ON-COST RESERVE BUDGET

This report was included for information as it was presented to the Executive Committee on 20th January 2021.

(vi) 10 YEAR PLANT REPLACEMENT BUDGET

This report was included for information as it was presented to the Executive Committee on 20th January 2021.

The Operations Manager explained that the pump had to be removed at Dunsby Pumping Station, a single pump station. Mobile pumps were brought in to cover. However, during the emergency event in December 2020 the pumps could not cope, additional capacity was brought in. However, this has brought to attention that the Board is quite under capacity in respect to the Board's own mobile pumps.

The Operations Manager outlined the two options of the 12" pump or 8" pump, noting that the 12" wouldn't be as versatile as the 8".

Mr P Holmes added that he would like the thanks of the Board to South Holland IDB for the loan of the pump during the December 2020 event to be noted. All AGREED to send a letter of thanks on behalf of the Board.

Cllr P Skinner expressed his support for the purchase of another mobile pump, also noting that Lincolnshire Fire Service have purchased another four pumps. The Acting Chief Executive noted that the Fire Service's definition of a high volume pump is far less than what the Board would consider as high volume.

Mr R Leggott questioned whether the size is enough and whether it will be able to do what is expected of it?

The Chairman noted that the pump will be used in times of emergency, if purchased, the Board would then have two 6" pumps and one 8" pump, which puts the Board in a much better position. When trying to hire another 8" pump during the December 2020 event, one wasn't available and so South Holland IDB lent us theirs.

Mr V Barker noted that some of the sites are interconnected between pumping stations, questioning if Dunsby Fen could be interconnected with Hacconby Fen? If interconnecting was possible, there wouldn't be so much reliance on large pumps. The Operations Manager noted that it is something that would have to be looked at in an emergency situation, it would require machine intervention. Mr V Barker suggested it might be something to discuss at the Southern Works Committee meeting.

All AGREED to purchase the 8" hush pack pump, at a cost of approximately £60,000.

1726 FINAL BUDGET WITH 10 YEAR ESTIMATES (AMENDED PENNY RATE) - Agenda Item 8

The Acting Chief Executive explained that the Penny Rate calculation is done as at 31st December, hence this updated budget with ten year estimates including the amended Penny Rate.

The Acting Chief Executive next referred to the figure of 23.31% appearing twice, the reason for this being because of the grant money earlier in the first four years which reduces the percentage due to the expenditure increase, therefore showing a more realistic figure. With the additional income over ten years, it has pushed it up to 23.31%.

The Acting Chief Executive further noted the impact that the electricity bills from December 2020 and January 2021 will have when paid.

Mr M Rollinson referred to the red diesel rebate being removed in March 2022, questioning if this has been accounted for in the figures?

The Acting Chief Executive responded that it is not included yet, it being hoped that there may be an exemption due to being a public authority or deemed to be for agricultural use. It will increase expenditure by an estimated £43,000, which is another 2% increase in the rate, not included within the figures presented.

1727 PERIOD 09 MANAGEMENT ACCOUNTS & QUARTER 3 FORECAST - Agenda Item 9

The Acting Chief Executive highlighted the following in relation to the Period 09 Management accounts;

- Income – of the 33 accounts that summonses were applied for, 8 have gone to the bailiff. There are a couple more that were on payment plans and have defaulted and so a court date for those is being arranged.
- Electricity estimate for December 2020 was £11,000 less.

The Acting Chief Executive next presented the Quarter 3 Forecast, with the summary forecast being displayed on screen. The Acting Chief Executive explained that, at the point of writing, £77,000 was needing to be found from the reserves. There was £11,000 gained from the December 2020 electricity bill, however, there is now £43,000 to be found for the January 2021 electricity bill. There is an additional £40,000 added in for Pumping Station Maintenance to cover some of it. All in all, there will be another £112,000 to find at the end of the year.

1728 TO RECEIVE A REPORT ON RECENT INCIDENTS, INCLUDING AN UPDATE ON PUMPING STATIONS - Agenda Item 10

The Chairman informed the members of the Board that there has been three emergency incidents in the last six weeks.

The Acting Chief Executive presented another telemetry graph on screen, demonstrating that the emergency plan has had to be invoked for a fourth time, although it didn't get to a height where pumps had to start being turned off.

The Acting Chief Executive explained that within hours of breaking up for the Christmas break, the emergency plan was invoked. It has always been said in the past that it takes 24 hours for the water to hit the South Forty Foot Drain (SFFD) and react. However, on the 23rd December 2020 it took around 6 hours and in the more recent events has got down to 4 hours from the rain falling to the SFFD reacting. Therefore, bringing a whole new dynamic around how the emergencies work.

The Acting Chief Executive noted that he deliberately included the graph shown on page 53 of the agenda to demonstrate the 4 hour delay between the Sluice working and the Nav Lock opening during the first event. In the more recent event in January 2021, there was no delay in the Nav Lock opening as the Environment Agency (EA) put the door onto free float mode.

Photos of the Nav Lock door were displayed on screen, with Mr J Fowler explaining that he took them in January 2021 when the Nav Lock was on free float mode as opposed to hydraulic control. Mr J Fowler expressed his concern that they are approximately 50% restricting the water flow out through the Nav Lock. Next was a photo displayed of the struts that open the gates semi open, so that the tide can get behind it and close it as the tide changes.

Photos were next displayed of gates on hydraulic control, the difference being that they are almost fully open and there is no restriction in water flow. Mr J Fowler continued that, through the Operations Manager, there have since been answers from the EA regarding this and that they are on the case, designing a system that when the doors are on free flow they will open further.

Mr V Barker noted that when the enquiry was ongoing regarding the barrier, there were five working pumps and was no mention at the time of enquiry that the pumps would be switched off, feeling that the EA did not relay their future intentions. Mr V Barker next suggested that consideration be given to the original navigation channel that has the two newest pumps in, everything below ground level be taken out, and appropriate doors be put on the sea end so that the channel can be used again as a way of discharging water out of the SFFD and into the Haven.

The Chairman noted that this suggestion has been made to the EA.

Mr V Barker also questioned whether there would be a legal case regarding the enquiry stage, noting that, as a Board Member, he would not have agreed to the barrier if he knew the pumps were not going to be operational.

Mr R Leggott questioned whether any discussion has taken place with the EA regarding improving their performance of the exit of water? The Operations Manager noted that he has spoken with them and that this a temporary measure in place to protect their asset whilst the rams have been taken off and they are working on a more modern and efficient system.

Cllr P Moseley expressed his support for the point raised by Mr V Barker, noting that it seems that we are approaching a consistently repeating event, which is perhaps increasing the probability of flooding. Cllr P Mosley next noted that he struggles to interpret the telemetry graphs as there is no key outlining what is what. He further noted that it would be useful to see the rate at which the water arrives in the catchment and has to get out of the catchment in relation to the rainfall, further adding that he wonders what the telemetry graph would like if the pumps were still in operation, finally adding that it was originally argued that it was too costly to operate the pumps.

The Acting Chief Executive explained that on all the telemetry traces, the red line is Quadring Fen Pumping Station, the blue line is Dowsby Fen Pumping Station, Chain Bridge is the green trace and Black Hole is the black trace. The Acting Chief Executive also noted that if the pumps were operational, the peaks would probably not be as high and the level of 2.7 (level at which the Board start to turn pumps off) would probably not be reached as frequently.

Mr V Barker questioned why the Quadring trace appears to be running higher than Dowsby when Quadring is lower downstream, noting it doesn't make sense? The Acting Chief Executive confirmed that in two of the events Quadring was higher than Dowsby, perhaps due to the amount of water coming from the highland carriers was putting more water into the centre of the system.

Mr R Leggott noted that he does not feel there will be any funding available to bring the pumps back to operation.

The Chairman informed the Board Members of a meeting attended by himself and the Acting Chief Executive with ADA and other IDBs, with everybody remarking about the speed of which the water is hitting their systems. The Chairman added that he believes it could be related to cropping.

Cllr T Ashton also added that he has noticed that the amount of sediment in the drains and dykes seems to have increased, with them running brown with mud, more so than before.

The Chairman noted that this has also been noted by others.

The Acting Chief Executive added that the Executive Committee asked about having access to the CCTV at the Nav Lock so that officers can be assured it is open when it should be. There is now access to three live webcam cameras, which are both live and archived. These are also available to the public, the link will be circulated following the meeting.

The Chairman, on behalf of the Board, noted their thanks to the Acting Chief Executive, Operations Manager and Workforce during these events.

Mr V Barker referred to Water Resources East (WRE) and that they were looking into the possibility of a reservoir in the Fens. Mr V Barker suggested that consideration be given for the reservoir to be between Black Hole and the Bourne Spalding road, the pumps at Black Hole can pump into the reservoir to hold it and, if required, could be discharged back into the SFFD when the levels are low.

The Chairman noted that the sites will be narrowed down to a few possibilities within the next six months, noting that wetlands may also be used to store water.

Mr M Rollinson further noted that whilst he has sympathy for the points raised by Mr V Barker and Cllr P Mosley, he also wanted to note what a good job the Board are doing; there has been two extraordinary winters and we haven't flooded, it being a great credit to all those involved and noting that the desilting most probably helped. He also added that the EA are reactive as opposed to proactive.

It was noted that there are ongoing negotiations around the possibility of the next tranche of desilting.

1729 TO CONFIRM THE ARRANGEMENTS AND PROPOSED DATES FOR THE ELECTION OF THE NEW BOARD IN NOVEMBER 2021 - Agenda Item 11

The Acting Chief Executive presented the proposed arrangements and dates for the election of the new Board in November 2021.

All AGREED to appoint Daniel Withnall, Acting Chief Executive, as the Returning Officer.

All AGREED to the Election Timetable as below:

4 th May 2021	Print Register of Electors by 4/05/21
11 th May 2021	Advertise Inspection of Register for 14 Days on Website 11/05/21 to 25/05/21. Include details of election in Drainage Rate leaflet.
25 th May 2021	Close inspection of Register
26 th May 2021	Give 5 Days notice of Hearing for Objection to Register (If any) on Board's website.
2 nd June 2021	Hear Objections to Register (if any)
2 nd June 2021	List of objection inspection for 14 days on the Boards Website 02/06/21 to 16/06/21 (if any)
16 th June 2021	Inspection of objections list closed (if any)
16 th June 2021	Give 5 days Notice of Hearing for Objection of claims (if any)
23 rd June 2021	Hear Objections to Claims (if any)
30 th June 2021	Board Meeting (Board to approve the register)
1 st July 2021	Advertise approval of Register on website.
7 th September 2021	Advertise Notice of Election giving last date for receipt of nominations.
22 nd September 2021	Last Day for the receipt of nominations by the returning Officer.
23 rd September 2021	Notice to be sent to any candidates whose nomination papers were invalid.
23 rd September 2021	If a poll has to be taken - Publish notice of election on Boards Website, affix notice to door of office. Notify candidates of nomination.
23 rd September 2021	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.
23 rd September 2021	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.
27 th September 2021	Last day for receipt of notices of withdrawal of nominations (5:00pm).
28 th September 2021	Printing of voting papers (if necessary).
11 th October 2021	Dispatch voting papers.
25 th October 2021	Election Day. If poll to be taken, all voting papers received by 12:00 noon.
26 th October 2021	Advertise on Boards Website results listing Board Members.

1730 TO RECEIVE A REPORT ON THE LONGHURST HOUSING ASSOCIATION COMMUTED SUM REQUEST - Agenda Item 12

The Operations Manager noted that himself and the Planning & Byelaw Officer have been working on a proposal for a commuted sum.

The commuted sum is in relation to an ongoing development adjacent to Wyberton Low Road and Slippery Gowt Lane. The 9 metre byelaw is being respected. Some of the site will be block paved driveways or similar and it has been agreed, in principle, three maintenance visits per annum and the potential for three visits per 25 years to complete desilting works.

The Operations Manager noted that since the agenda was printed, Longhurst have said that they would not be prepared to pay a commuted sum in its entirety, therefore questioning whether the Board would be willing for Longhurst to pay the commuted sum on an annual basis.

The Chairman felt that if it was paid on an annual basis, and Longhurst went out of business, it would be very difficult to recover the remaining costs, expressing that he would rather have the commuted sum, or a very high percentage of it, at least.

It was clarified that this money is for the additional costs of putting mats down to protect their surface, and also to transport the spoil from site when desilting is completed, rather than for the work. The work will be carried out anyway, the commuted sum is for the cost of placing the provided mats down and picking them back up again to protect the driveways etc.

Cllr M Cooper felt that as much of the commuted sum as possible should be sought because it will be very difficult to reclaim the money further down the line, with housing associations frequently taking over each other etc., which will make getting the remaining money difficult.

Cllr R Austin noted that quite a lot has been tarmacked right up to the boundary and sloping down towards it. Cllr R Austin raised his concern about the amount of litter getting into the dyke, and the possibility of children getting into it also, emphasising that it is a hazardous situation that requires mitigation. Cllr R Austin noted that he will discuss with the Operations Manager further after the meeting.

All AGREED that Longhurst Housing Association should pay the full value of the commuted sum up front.

1731 TO RECEIVE THE DRAFT ADA LINCS BRANCH MINUTES - Agenda Item 13

The Board RESOLVED that the draft Minutes be received.

1732 TO RECEIVE THE ADA IDB BULLETIN - Agenda Item 14

The item regarding red diesel was highlighted, noting the amount of red diesel used across all the IDBs is quite shocking, noting that some run diesel pumps. The EA also use a lot of red diesel.

The item regarding remote meetings was also highlighted, with the Acting Chief Executive noting that he has responded to advise that we would want remote meetings to continue being available after the 7th May 2021 as well as a hybrid option. This will have to be changed to a permanent point within the Standing Orders.

The item regarding Health, Safety and Welfare Awareness Modules was highlighted, noting that there are videos online which seem to contain beneficial information. The link for these module videos will be circulated following the meeting.

1733 REVIEW THE RISK REGISTER - Agenda Item 15

The Acting Chief Executive explained that the Internal Auditor has suggested that consideration be given to three items, as follows:

- 1.1(d) Flooding from sewers or riparian watercourses – the Internal Auditor feels this could be a high impact.
- 1.8 – Loss of Senior Staff – the Internal Auditor feels this could have a higher likelihood score.
- 5.3 Fraud by senior Officers – the Internal Auditor feels this could be a high impact.

All AGREED for the Audit & Risk Committee to review these suggestions in detail at their next meeting in May 2021.

The Chairman also noted that the internal audit has been completed and substantial assurance achieved, expressing his thanks to the Acting Chief Executive and all involved. Mr V Barker and Mr M Brookes echoed these thanks.

1734 REPORTS ON THE FOLLOWING: - Agenda Item 16

(a) MONTHLY ACCOUNTS (NOVEMBER 2020 - JANUARY 2021)

The Board's monthly accounts, inclusive of November 2020 – January 2021, were circulated. The Board RESOLVED that this report be noted.

(b) SCHEDULE OF CONSENTS (NOVEMBER 2020 - JANUARY 2021)

The Acting Chief Executive presented the Schedule of Consents, consisting of November 2020 - January 2021, copies of which had been circulated. The Board RESOLVED that this report be noted.

(i) BYELAW APPLICATION - FX1707 - DRAINSIDE SOUTH, KIRTON

The Operations Manager noted that this has been discussed at two meetings prior to this, giving an overview as follows. The property owner applied for permission for an extension which the Board refused as it would have been too close to the existing Board maintained piped watercourse. They have now applied for permission to take down the existing unconsented conservatory and build a single storey extension where it was. The applicant was told previously that the Board would accept a minimum of 3.5 metres from the centre line of the pipe, the application for the single storey extension, will only be 3.1 metres.

The opinions of the Board were invited, around whether the new application, which will be 3.1 metres, should be accepted.

Mr R Leggott expressed that he would not be happy to allow it, but if it is allowed, it should be explained that it is entirely at the property owner's risk.

Mr V Barker added that if this is allowed, will it set a precedent for future applicants.

It was clarified that the existing conservatory is within permitted development rights and so the Board not aware of it until now. However, it is still breaching the Board's 9m byelaw as relaxation of the Byelaw was not applied for or consented. It was clarified that the new application is for a single storey extension for a toilet and cloakroom.

The Operations Manager noted that alternative suggestions have been made such as building and extension on the side of the property away from the piped watercourse.

Proposed by Mr P Holmes, seconded by Mr R Leggott, all AGREED that byelaw consent be refused for the new application.

(c) RAINFALL

The rainfall figures at Swineshead and Black Hole Drove were presented, copies of which had been circulated. The Board RESOLVED that this report be noted.

1735 AUTHORISE THE SEALING OF THE RATE FOR 2020/21 - Agenda Item 17

It was RESOLVED that the Chairman and Finance Manager be authorised to seal the Drainage Rate and Special Levies for the year 2021/22 as follows:

(a) DRAINAGE RATES

	<u>Rate in the £</u>	<u>Estimated Amount of Drainage Rates Payable</u>
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 1 st April 1974.	6.58p	
Sub-District No 2 – Being the remainder of the Internal Drainage District.	13.16p	
		<u>£1,097,203.81</u>

(b) SPECIAL LEVIES

Boston Borough Council	£ 842,837.86
South Holland District Council	£ 134,532.30
North Kesteven District Council	£ 71,228.24
South Kesteven District Council	£ 60,696.02
	<u>£1,109,294.42</u>

There being no additional business the meeting closed at 15:45.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Environment Committee

held remotely on
3rd March 2021 at 2pm

Members

Chairman - * Mr P Holmes

* Mr W Ash	* Mr J Atkinson
* Mr V Barker	* Mr K C Casswell
Mr R Leggott	Mr P Robinson
* Mr R Welberry	* Mr J R Wray

* Member Present

In attendance: Mr I Warsap (Chief Executive)
Mr P Nicholson (Operations Manager)
Amanda Jenkins (Lincolnshire Wildlife Trust)
Cllr P Skinner (Board Member)

Due to COVID-19, this meeting will be held remotely in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The Chairman noted the cancellation of the 2019 Environment Committee Meeting due to COVID-19, reassuring the committee that environmental matters were addressed at the Executive Committee meeting.

1736 RECORDING THE MEETING - Agenda Item 1

Board Members were informed that the meeting would be recorded.

1737 APOLOGIES FOR ABSENCE - Agenda Item 2

Apologies were received from Mr P Robinson.

The Chairman welcomed and introduced Amanda Jenkins, the Lincolnshire Wildlife Trust Conservation Officer, covering the Fens area; mainly Boston Borough and South Holland.

The Chief Executive referred to Minute 1447 of the minutes of the Environment Committee meeting held on 15th May 2019, highlighting that it was suggested that Cllr P Skinner be invited onto the Environment Committee due to his position as ADA Lincolnshire Branch Environment Committee Chairman, but that it was not actually agreed by the committee at that meeting. The Chief Executive informed the committee that he had invited Cllr P Skinner to this meeting, with a view to him joining the committee. Proposed by Mr K Casswell, seconded by the Chairman, all AGREED that Cllr P Skinner should be a member of the Environment Committee. The Chairman welcomed Cllr P Skinner to the committee.

1738 DECLARATIONS OF INTEREST - Agenda Item 3

There were no declarations of interest.

1739 MINUTES OF THE ENVIRONMENT COMMITTEE MEETING - Agenda Item 4

The Minutes of the last meeting of the Environment Committee held on the 15th May 2019, copies of which had been circulated, were considered. It was AGREED that they should be signed as a true record with the following amendment:

- Minute 1436 – the date of the previous meeting minutes '27th June 2019' should be '27th June 2018'.
- Minute 1447 – spelling mistake of 'Environment' in the title

1740 MATTERS ARISING - Agenda Item 5

There were no matters arising.

1741 TO REVIEW THE ENVIRONMENT COMMITTEE TERMS OF REFERENCE - Agenda Item 6

The Chairman presented the Environment Committee Terms of Reference, with the only one amendment, inviting opinions of the committee.

All AGREED that the Environment Committee Terms of Reference be recommended to the Board for approval.

1742 TO REVIEW THE 'NEW' DRAFT BIODIVERSITY ACTION PLAN (POLICY No. 11) - Agenda Item 7

The Chief Executive emphasised the importance of the Biodiversity Action Plan (BAP), noting that at one point there were discussions with the Greater Lincolnshire Nature Partnership (GLNP) about the possibility of moving towards a Green Recovery Plan. However, Defra have since confirmed that IDBs should hold a BAP.

The Chief Executive referenced the draft BAP circulated with the agenda, noting that an extensive amount of work has been completed on it since and so there is now an updated draft BAP. The Chief Executive Officer invited questions and opinions of the BAP circulated but suggested that the updated version be circulated following the meeting for committee members to review at their leisure. The Chief Executive gave the suggested following timeline;

- The updated BAP to be circulated to the Environment Committee and Amanda Jenkins, via email, by the end of the week (5th March)
- Members to review and share comments / questions via email or telephone before 2nd April
- Officers can then amend the plan according to the feedback received to be presented to the Board on 30th June for approval.

The updated BAP was presented on screen, with new additions highlighted in red, to demonstrate to the committee how much work has been completed on it. The Chief Executive noted Appendix 4 the map showing Non Statutory Local Sites, noting his pleasant surprise at the number of sites identified within the catchment. Amanda Jenkins added that there is also a map of the quality of some of the Local Wildlife Sites in terms of how many species they have, noting she can forward this on.

The Chairman questioned if the reason behind the quality of the site would be identified? Amanda Jenkins responded that there are citations for each site, which can be used to find out, noting that the GLNP could most likely provide the Board with the citations. The Chief Executive noted that this information has been shared and referenced within the BAP, adding that any information that could be useful to include or reference within the BAP would be appreciated.

The Chairman noted that the BAP is a fluid document, echoed by the Chief Executive.

All AGREED that the updated BAP be circulated to members by the end of the week via email, for members to review and share comments / questions via email or telephone before 2nd April. Officers can then amend the plan according to the feedback received to be presented to the Board on 30th June for approval.

The Chairman suggested that it may be beneficial for the Officers to share all email responses with all members of the committee to avoid getting duplicates of the same feedback and questions.

The Chief Executive also noted that this committee should perhaps consider receiving their agenda via email, noting that it may be something the Board has to seriously consider in the future.

1743 TO RECEIVE A REPORT ON ENVIRONMENTAL WORK COMPLETED IN 2020/21 AND RECOMMENDATIONS FOR PROPOSED WORKS FOR 2021/22 - Agenda Item 8

The Operations Manager presented this agenda item, inviting questions and opinions of the committee.

The committee AGREED the budgetary figures included within the agenda report.

1744 TO RECEIVE A REPORT ON BARN OWL NESTING BOXES FOR 2019 & 2020 - Agenda Item 9

The Chairman presented this agenda item, noting the written report from Alan Ball within the agenda which is not positive news for Barn Owls, noting his hope that they will be able to rectify themselves following a bad year.

Mr V Barker referenced Boxes 1371 and 1293 in the annual check report by Alan Ball, explaining that he believes they should be 'Dowsby Lode' as opposed to 'Dowsby Fen'. The Operations Manager confirmed that Mr Barker was correct. The Chief Executive noted that they will talk to Alan Ball and ask him to amend accordingly.

1745 TO RECEIVE A REPORT ON THE 2019 & 2020 BUTTERFLY RECORDS FROM WINDMILL LODGE BUTTERFLY CONSERVATION AND WILDLIFE AREA, AMBER HILL - Agenda Item 10

The Chairman presented this agenda item, noting his thanks, on behalf of the committee, to Phil and Ros Bowler for their work and for keeping the Board and Committee informed also.

The Chief Executive requested that Amanda Jenkins pass this information to the Greater Lincolnshire Nature Partnership (GNLP), noting he feels they may be interested in reviewing it. Amanda Jenkins confirmed she would.

1746 TO RECEIVE A VERBAL PRESENTATION FROM THE GREATER LINCOLNSHIRE NATURE PARTNERHSIP (GLNP), LINCOLNSHIRE WILDLIFE TRUST (LWT) & THE SOUTH LINCS FENLANDS PARTNERSHIP (SLFP) - Agenda Item 11

Amanda Jenkins commenced by noting the positive working relationship between Lincolnshire Wildlife Trust and the BSIDB, thanking the Board for their help and support, adding how easy it is to work with the Board and their gratefulness for all help in contacting landowners and time and effort on various nature related projects.

Amanda Jenkins informed the committee of various projects as follows;

- ADA Pollinator Project – The Government have set out a 25 year plan that recognises the negative impact modern society and its ways of life have had on the environment. The plan recognises that nature needs to recover and sets out a nature strategy, it being noted that the nature strategy could eventually take over the Biodiversity Action Plan (BAP). It also refers to National and Local Planning Policies, stating that there must be no net loss to biodiversity but must be net gain on certain projects above a certain size.

Amanda Jenkins noted that IDBs are doing well in relation to this; management of Fenland watercourses, helping to preserve biodiversity and working on many projects together. One particular project that would be beneficial is a pollinator project. The Environment Agency have been researching how to improve their watercourses and assets for pollinators. If Black Sluice and other IDBs were able to replicate this work across their banks and pumping stations, they would help to create a nature recovery network for pollinators across the county. The basic aim of the ADA pollinator project is to improve flower-richness of IDB banks and assets with a specific emphasis on improving habitat for pollinators. This would be done with guidance from an ecologist to ensure a consistent approach and avoid any damage to banks. In brief the project would consist of an ecological consultant working with IDBs to achieve the following:

- Ecological assessment and surveys of selected banks to assess baseline condition – some of this is already done through fenland flora surveys. Need to avoid areas that are already species rich.
- Prioritise sites for improvement / management
- Collect wildflower cuttings
- Grow on plants with local growers – has to be in set conditions
- Plant out
- Monitor for plant diversity and pollinators

Amanda Jenkins noted that she will send the precis following the meeting.

- Green Recovery Fund – Bourne North Fen was not successful however other funding streams are continuing to be applied for. There is some ring fenced match funding from Anglian Water and Affinity Water through the South Lincs Water Partnership (SLWP).
- Boston Alternative Energy Facility – The Chief Executive noted that the Board has been involved with this throughout the pre-planning process.

Amanda Jenkins noted the Lincolnshire Wildlife Trust (LWT) have been commenting and advising on the ecological assessment alongside Natural England and the RSPB.

- Community Naturehoods – This idea is just starting to be developed in Baston & Boston. Setting up a naturehood includes ecological surveys of selected public access areas – parks, gardens, school, verges, water courses etc, writing management plans to improve these areas and then holding demonstration events to show people how to make a difference for wildlife in their gardens.

Amanda Jenkins added that she noted the Board's work at the Risegate Eau, with the Chief Executive noting that the site was not particularly successful and would be interested in seeking guidance around how to develop it. Mr V Barker noted that last year some wildflower did come through the bank, it may have taken two years for them to grow from seed, noting that further work may be able to be done with Lesley's son. The Chairman added that the ground was perhaps too fertile and therefore the wildflowers could not compete.

Amanda Jenkins noted that the Risegate Eau school have been working on a wildlife project, questioning if the Board do any community work? The Chairman responded that he has previously tried to engage with another local primary school about farming and IDB work but unfortunately, due to their strict and tight curriculum, it has not been of interest to them. Amanda Jenkins added that the Risegate Eau School contacted Amanda about having a nature area at school, suggesting whether there may be a potential link between the school and Black Sluice IDB.

Mr V Barker noted that he would be willing to help, adding that he has seen some of the children going for walks on both sides of the drain previously.

The Chief Executive added that the Board would be willing partners to offer assistance and support within and around the catchment.

It was confirmed that Amanda Jenkins will follow up the possible connection with the school and that Mr V Barker's details will be forwarded to her.

- ESIF Bid – The Chief Executive explained that the Lincolnshire County Council, as a lead partner of the SLWP, applied for a monetary bid to implement smart water catchment monitoring within the Board's catchment. This includes rainfall, gravity flows, water quality, content, it being in relation to Anglian Water and Affinity Water who have formed the first water authority partnership to transfer water from a part of the country that does have water to a part that doesn't. The tendering process was conducted and put out for bid, only one company returned a tender bid and the Lincolnshire County Council's procurement team did not believe the quality of the bid was good enough to be able to award the contract, therefore the process is now running again. As long as readings have started to be collected by the end of September 2021, the funding remains available. Amanda Jenkins added that the LWT have been involved to help collect the baseline environmental data for this project.

The Chairman thanked Amanda Jenkins for the update.

1747 TO RECEIVE THE ADA TECHNICAL NOTE ENVIRONMENTAL BILL - Agenda Item 12

The Chairman presented the Environment Bill, noting that it has not yet been signed off.

1748 TO RECEIVE THE MINUTES FROM THE ADA LINCOLNSHIRE BRANCH ENVIRONMENT COMMITTEE: - Agenda Item 13

The Chairman presented the minutes from the ADA Lincolnshire Branch Environment Committee Meeting held on 20th November 2019.

Cllr P Skinner, as Chairman of the ADA Lincolnshire Branch Environment Committee, noting some interesting points, as follows. He firstly noted the work Amanda Jenkins discussed regarding the pollinators, emphasising the importance of getting some pollinator corridors through the area.

Cllr P Skinner next referred to invasive species, in particular, referencing Mink. Cllr P Skinner noted that some people are volunteering to monitor traps but are not doing it properly, and animals shouldn't be suffering because of this, they need to be dispatched as quickly as possible.

The Operations Manager noted that there are alarms available now which can be monitored on a mobile phone app noting that the Board no longer place mink traps due to the requirement for them to be checked on a daily basis.

Amanda Jenkins noted there is due to be some research conducted on the remote mink traps on the Waithe Beck and the Great Eau, noting that she can keep the Board updated on this once it has commenced. Amanda Jenkins noted that she is not aware of the cost of the traps, as they aren't purchased, but noted that it is the Chalk Streams Project doing the work. Mr R Welberry noted that he has seen mink in the Simon Weir drain and into the Hammond Beck.

The Chief Executive noted that the Operations Manager is looking into the new remote traps which send a notification to a connected phone when the trap has gone off. It therefore will save money and time in reducing the need to travel to site to check, as the site will only need to be attended once notified by phone. Amanda Jenkins noted that the trials in Norfolk have shown that they are 100% accurate.

Cllr P Skinner noted that there is another meeting scheduled for April, him being keen to ensure the work is being completed. He further noted that all of the Lincolnshire IDBs and landowners take this work very seriously and can see the benefits of this work.

1749 ANY OTHER BUSINESS - Agenda Item 14

(a) CONTROL OF BADGERS

Mr V Barker referred to badgers, noting that he recently attended a virtual meeting about them and the idea of birth control. He further referenced Genetic Editing, in relation to grey squirrels being injected so that the female produced male offspring only so that eventually the population dies out. Mr V Barker noted that other ways should be investigated to control these mammals so that it is in sympathy of the general public.

(b) DEFRA NATURAL ENVIRONMENT INVESTMENT READINESS FUND

The Chief Executive informed the committee that there is a new Defra Natural Environment Investment Readiness Fund available. There are individual grants of up to £100,000 available for local environmental groups, which includes IDBs.

The Chief Executive noted that there is one particular aspect of work that he felt could be focused upon; developing berms in banks to introduce wildlife. This may also mean that the banks could be graded back at a lesser angle, meaning they would be less susceptible to slips. The Chief Executive noted that they will progress it and keep the committee updated.

Mr R Welberry suggested that the grant could be used to purchase some remote mink traps. The Chief Executive noted he has already thought this.

The Chairman raised his concern about the potential theft of a remote trap. Amanda Jenkins noted that in the Norfolk trials they were placed depending on how many people would see them, but that they are easy to hide, also noting that they are not always baited either.

(c) VIKING LINK

Mr R Wray referenced the ongoing Viking Link project at Donington Northorpe. He noted that the environmental impact of this has been discussed, with Viking Link being open to help in any way they can in relation to this. Mr R Wray noted that the site is surrounded by Black Sluice drains and so the Board may want to consider talking to them about various possibilities. The Operations Manager noted he will speak with Mr R Wray following the meeting.

(d) PAST BOARD MEMBER - EDGAR BETTISON

Mr R Welberry informed the committee that Edgar Bettison, a previous Board Member, is unfortunately in hospital after falling and breaking his hip.

(e) WATER VOLES

Mr R Welberry noted the number of active Water Voles that can be seen at Westwood Lakes. The Chairman added that he has also seen them on the farm.

There being no further business the meeting closed at 15:06.

BLACK SLUICE INTERNAL DRAINAGE BOARD

ENVIRONMENT COMMITTEE - 3rd MARCH 2021

AGENDA ITEM 08(a)(i)

TERMS OF REFERENCE: ENVIRONMENT COMMITTEE

1. GENERAL

The Committee shall have TEN members who will be appointed by the Board, five members from each of the Works Committee.

The Membership shall include:

- Chairman of the Board
- Vice Chairman of the Board

The Committee Chairman shall be appointed by the Committee at the triennial general meeting meeting being the first meeting following an election.

2. MEETINGS OF THE COMMITTEE

The Committee shall meet at least once in every 12-month period and a quorum shall be five members.

No one other than the Committee members shall be entitled to attend Committee Meetings, but any other persons may attend meetings if invited by the Committee.

3. POWERS OF THE COMMITTEE

The Committee has the authority to utilise a budgetary amount as agreed by the Board at the beginning of each financial year on Environmental Projects and Works.

4. RESPONSIBILITIES OF THE COMMITTEE

The responsibilities of the Committee shall be:

1. To monitor the Board's performance in relation to the Lincolnshire Biodiversity Action Plan and Government's Environmental Targets.
2. To promote best practice through employee training and awareness.
3. To inform the public of the Board's commitment to Environmental issues.
4. To promote initiatives, within watercourses maintained by the Board under statutory powers, that result in a meaningful environmental gain.

5. REPORTING

Minutes of meetings of the Committee shall be presented to the next meeting of the Board.

The Committee shall review its terms of reference after every triennial general meeting and its own effectiveness and recommend any necessary changes to the Board.

REVIEWED BY THE COMMITTEE: 03 MARCH 2021
APPROVED BY THE BOARD:

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Structures Committee

held remotely on
24th March 2021 at 2pm

Members

Chairman - * Mr J G Fowler

Mr W Ash	* Mr V A Barker
* Mr P Holmes	Mr R Leggott
Mr P Robinson	* Cllr P Skinner
* Cllr M Cooper	

* Member Present

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

Due to COVID-19, this meeting was held remotely in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

1750 RECORDING THE MEETING - Agenda Item 1

Members were informed that the meeting would be recorded.

1751 APOLOGIES FOR ABSENCE - Agenda Item 2

Apologies were received from Mr W Ash, Mr R Leggott and Mr P Robinson.

1752 DECLARATIONS OF INTEREST - Agenda Item 3

There were no declarations of interest.

1753 MINUTES OF THE LAST STRUCTURES COMMITTEE MEETING - Agenda Item 4

Minutes of the last meeting held on the 13th March 2019, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

1754 MATTERS ARISING - Agenda Item 5

(a) RAILWAY CONTRIBUTION - Minute 1413(a)

Mr V Barker questioned if the Solicitor has made any progress with this?

The Chief Executive explained that a solicitor has not been formally appointed to progress this as he has spoken to various people at the Environment Agency (EA), with nobody being able to find anything relating to the agreement in place with British Rail in 1853. Mr V Barker noted that he found the information in a book he borrowed from local farmer, Tom Tunnard. The Chief Executive noted that he will have a further look to see if he can find the information, adding that he is not overly optimistic of success.

1755 REVIEW OF THE STRUCTURES COMMITTEE TERMS OF REFERENCE – Agenda Item 6

The Chairman presented the Structures Committee Terms of Reference, noting the only change being the addition of the 'reporting' paragraph, that is a standard paragraph that has been added to all committee's terms of reference.

All AGREED that the Structures Committee Terms of Reference be RECOMMENDED to the Board for approval.

Cllr M Cooper joined the meeting, apologising for being late due to technical difficulties.

1756 RECEIVE THE MINUTES OF THE BOARD MEETING HELD 26 JUNE 2019 RELATING TO THE MATTERS ARISING OF THE STRUCTURES COMMITTEE MINUTES OF THE 13 MARCH 2019 - Agenda Item 7

The committee received the minutes of the Board meeting held on 26th June 2019 relating to the matters arising of the Structures Committee minutes of the 13th March 2019.

The committee RESOLVED that the minutes should be received.

1757 RECEIVE THE MINUTES OF THE EXECUTIVE MEETING HELD 10 JUNE 2020 RELATING TO THE CANCELLED 2020 STRUCTURES MEETING - Agenda Item 8

The committee received the minutes of the Executive meeting held on 10th June 2020 relating to the cancelled 2020 structures meeting.

The committee RESOLVED that the minutes should be received.

1758 REVIEW OF THE STRUCTURES REPLACEMENT POLICY - Agenda Item 9

The Chief Executive noted the only change being the addition shown in red ink at paragraph 6.8. This has been added to the policy due to a previously encountered problem with the construction of a culvert by a private contractor. This will also be likely to be included with consents.

The Chairman suggested that it perhaps also should clarify that the next stage of construction should not go ahead unless the previous stage has been inspected / approved by the Board.

Mr V Barker questioned how long a contractor may be expected to wait for an inspection from a Board's Officer before being able to move to the next phase of construction?

The Operations Manager noted that, previously, contractors have given very little notice to the Board to carry out the inspection – i.e., 1 days' notice. The ideal situation is for the contractors to provide a start date and expected completion so that the Board are aware in advance and can arrange for an Officer to attend site to inspect at each stage of the works. Mr V Barker responded that he has no objections to this, as long as the contractor understand this from the start. The Chairman added that if this is detailed in the consent, then they will be aware of the process.

The Chairman felt that the policy is understood and working.

All AGREED that the policy be RECOMMENDED to the Board for approval with the addition to paragraph 6.8 that that the next stage of construction should not go ahead unless the previous stage has been inspected / approved by the Board.

1759 TO RECEIVE THE STRUCTURES REPORT 2021 AND APPROVE THE PROPOSED STRUCTURES REPLACEMENT PROGRAMME - Agenda Item 10

The Operations Manager presented the Structures Report 2021, with accompanying photographs displayed on screen for each culvert discussed.

(a) INFORMATION ON INVESTIGATIONS AT EWERBY, SOUTH KYME AND DAMFORD PUMPING STATIONS

These three pumping stations, Ewerby, South Kyme and Damford have experienced issues with high water levels running back from main river outfalls.

The inspections and groundwork investigation works have been completed. The Environment Agency (EA) have been asked to fund the inspections and investigation works (inspections; c£10,000 and investigations c£25,000). The EA have responded that they are willing to pay towards the cost of these investigations. Once the investigations are fully complete, it will give an idea of what works are required to put a revetment in place to stop the water coming through the banks and if there are any issues with the fabric of the pumping station building.

Mr P Holmes noted his concerns that the EA would not fund it due to the pumping stations being property of the Board.

The Operations Manager noted that the EA have been sent all the information and have raised no other comments other than that they would be willing to cover the cost, noting that the water is believed to be coming through the raised banks of the Main Rivers.

Mr V Barker noted that, over 60 years, he has observed that at many of the pumping stations it can be seen where the soil has settled down away from the building.

Mr V Barker suggested that a Board's Officer should observe each pumping station outside and take note of any settlement of the pumping station, so that the Board can identify which have settled and any work that may be required.

The Chairman acknowledged Mr V Barker's point, noting that he thinks, in this case, it is a deeper rooted problem that may not necessarily be visible, due to the high water levels in the EA's drains.

The Chairman confirmed that the current surveys, being completed by Stantec, are investigating saturation levels and water ingress. The Operations Manager added that the next stage will be a proposal around what works are required. Stantec are next due on site in April to collect more data.

(b) TRINITY COLLEGE PUMPING STATION WATER SEEPAGE FROM LONG SKIRTH

It has been reported that water is coming back round the pumping station, during high water levels, this being the first time it has been reported.

The Operations Manager has spoken with Stantec, and as soon as they are available, they will be conducting an inspection, similar to that being completed at Ewerby, South Kyme and Damford. The Operations Manager will continue to report on progress of this.

(c) CULVERTS REPORTED AS IN POOR CONDITION

The Operations Manager noted that it is unusual to have so many culverts in disrepair at the same time, noting that he believes some may have failed more quickly as a result of the high water levels experienced recently.

(i) MORTON FEN – No. 16 – FX1772

This culvert is access to a residential property. The Operations Manager has spoken to the landowner, the next step being to formally write to the landowner explaining the options and offering quotes for repair / replacement. However, the Operations Manager noted that he feels replacement will be the only realistic option.

The culvert has no benefit to the Board and so it is proposed that no contribution is offered. It is being monitored and will be removed as soon as possible if it fails and blocks the watercourse.

Mr V Barker questioned if the age of the culvert is known?

The Operations Manager responded that there is no record of age on the GIS database, noting that it is now a lot easier to record new information on the GIS digital database, adding that it is an Armco pipe so is probably going to be around the 1970's at the earliest.

Mr V Barker suggested that it could have been done as part of a Black Sluice improvement scheme, expressing his concern around this. Mr V Barker referenced drainage grants, that were only paid to the owner of the asset being paid for, suggesting that the grant money was paid to Black Sluice IDB as the owner to improve the watercourses, including putting in culverts. Therefore, expressing his concern about being deemed as owners in order to receive the grant.

The Chief Executive noted that Black Sluice IDB don't own any watercourses and so may have been provided the grant to improve the conveyance of water, but the Board is not the owner, the watercourses are owned by the adjacent landowners.

Mr P Holmes noted that the Board may have done the work, being paid by the owner who received the grant, adding that he can't imagine the Board would have funded the remainder needed for the culvert in addition to the grant.

The Chief Executive added that the Board's GIS system has 'layers' including a 'culverts structures and bridges' layer, noting that the system allows to investigate any asset within the catchment. The Chief Executive believed that less than 5% of the assets state that they belong to the Board; and the few that do will have the associated formal documentation regarding it.

(ii) HACONBY FEN – No. 815 – FX1773

The Operations Manager has spoken to the landowner about this culvert, in addition to some committee members having spoken with the landowner.

The landowner agrees that it needs to be removed if blocking the watercourse and preventing the conveyance of water, however, he does not agree that he has to fund the replacement culvert in order to access his field, feeling that he is paying an 'additional tax' because of the location of his land.

The Operations Manager has explained to the landowner that it is access to his land and therefore an asset of his. The culvert is not required by the Board to maintain its operations.

The landowner has since asked if there can be changes made to the specification. The Operations Manager has advised that changes can be discussed, but must be agreed by the Operations Manager, it being agreed that a different type of pipe is going to be used.

The Chairman confirmed that himself and Mr P Holmes have spoken with the landowner, who is questioning the policy, believing that the culvert should be put in at the cost of the Board as opposed to at the cost of the individual landowner.

However, the Chairman felt that the policy, and in this individual case, it is correct that the landowner should fund the culvert, if he chooses to replace it, due to it being only of benefit to him to access his field and the Board not using it for their operations.

The Operations Manager has provided the landowner with an estimate for replacement of the culvert and he had asked for it to be removed, which the Board have done.

Mr P Holmes noted that the landowner had stated that he had discussed this with landowners within catchments of adjacent IDBs and that they have said they would pay for the replacement culvert. However, Mr P Holmes has spoken with the Chairman of an adjacent Board, who has confirmed this would not be the case and that the Board don't fund replacement culverts, it would be the responsibility of the landowner.

The Chief Executive noted that there are often challenges received in relation to what other IDBs do, but we are acting on behalf of Black Sluice IDB. If the Board were to fund every culvert, it would require a very large budget and therefore a substantial increase in drainage rates to be able to fund this.

The Chairman felt that this culvert is part of the landowner's farm infrastructure and therefore supported the policy and Operations Manager regarding the cost being the landowner's responsibility.

Mr V Barker questioned whether the landowners owns or tenants the land east or west of the culvert, suggesting that he could use one of the culverts either side. The Chairman confirmed that he believes it is the same landowner to both fields either side and that there is a grass track along the drain side that he could use to move between each of the fields if he were to use one of the other access culverts. The Operations Manager has suggested this to the landowner, who believes that the total area of all the fields is too much of an ask for a single access culvert.

(iii) BOSTON WEST – No. 2757 – FX1764

The Operations Manager has spoken to the landowner about this culvert, who does not believe it is his responsibility, the Operations Manager explained that it is access to his land, albeit there is a long term tenancy in place. The Operations Manager has also spoken to the tenant who has stated that he wants the culvert in place.

The Operations Manager also noted that there was a bank slip that the Board attended and repaired, at which point the culvert was identified as in poor condition. The landowner argued that the Board had therefore created the problem and should therefore replace it; despite the fact the culvert had already rotted and no longer fit for purpose or safe. It is currently being monitored and if it fails and blocks the watercourse, the Board will remove it.

The landowner has also argued that it is a passing place for vehicles on the adjacent single track road, although not formally identified as one, therefore suggesting that if the culvert is removed it will create a danger and that Lincolnshire County Council (LCC) should be involved. The Operations Manager will discuss with LCC about this.

The Operations Manager explained to the committee that the culvert does offer some benefit to the Board as it prevents Board's machinery having to track a long distance back and therefore suggests a contribution of £1,000.

All AGREED that a contribution of £1,000 be made in relation to culvert 2757.

(iv) HOLLAND FEN – No. 2754 – FX1775

The Operations Manager explained that this is a concrete Ogee pipe that has cracked, with the landowner initially stating that Board's machinery had hit it and broken it. However, upon inspection by a Board's officer all of the pipes were found to be cracked; which is known as 'hearting'.

The Operations Manager has spoken with the landowner, it not being required by the Board for its operations, it being access to a reservoir.

Mr V Barker noted the soil cover on the pipe, suggesting it may not be enough for the diameter of the pipe, therefore meaning the load bearing and stresses were not correct, and it may have been preventable. The Operations Manager noted that it may be possible, it could have been fit for purpose at the time of installation, but due to the increase in heavy machinery, may no longer be.

Cllr M Cooper agreed with Mr V Barker, suggesting that it looks like a stress fracture due to excess weight that may have been prevented if they had had a concrete slab across the top; which needs to be considered when replaced.

(v) BICKER FEN – No. 1408 – FX1770

The Operations Manager noted that this culvert and culvert 1469, in the next item, are both access to land owned by the same landowner.

This was reported to the Board by a member of the workforce who lives in the area, it was blocking the watercourse and so has been removed.

(vi) BICKER FEN – No. 1469 – FX1769

The Operations Manager noted that this culvert and culvert 1408, in the previous item, are both access to land owned by the same landowner.

This is a concrete block headwall, this culvert was extended by the Board at some time during the 80s, which is the section that has failed, the remainder of the culvert is in good condition. However, the landowner is now saying due to the reduction in running width it isn't big enough for his requirements.

This culvert does provide benefit to the Board as it is an access culvert between Bicker Fen and Swineshead Lowgrounds and so is used by the Board, therefore proposing a contribution of £1,000.

All AGREED that a contribution of £1,000 be made in relation to culvert 1469.

(vii) SMALL DROVE – No. 718 – FX1760

This culvert is under a highway, with Lincolnshire County Council (LCC) acknowledging that this culvert hasn't been repaired to the specification by the Engineer; it being a temporary repair to try and prevent the road from collapsing. The repair therefore isn't adequate and are aware of this. LCC are therefore going to complete more temporary repairs, until they can fit it into their programme for permanent replacement.

Mr V Barker noted that he has been to site and seen this, highlighting that there is a brick garden wall along the drain side, noting that it may be beneficial to put a return pile in the drain side to protect it from running silt. The Operations Manager noted that LCC have suggested this, which will also stabilise the bank.

(viii) QUADRING FEN – No. 50 – FX1761

This culvert is under a highway, with the Lincolnshire County Council (LCC) having done a temporary repair. The concern is the loose stone that has been placed on top of the pipe. LCC are aware of this, confirming that it is only a temporary repair and will complete a permanent replacement as soon as possible.

Mr V Barker noted that he has sent a video of this, showing brown water running through the pipe, suggesting that this could indicate another collapse inside. The video was displayed on screen.

The Operations Manager noted that this could be a possibility, if it is believed to be a detriment to flows then the Board will act upon it.

(d) CULVERT SURVEYS

The Operations Manager drew the committee's attention to the culvert survey panning map, showing what has and hasn't been completed.

The Operations Manager noted the discussion had at the last meeting and about the possibility of looking at getting outside help to conduct the surveys. The Operations Manager noted there have been no surveys carried out by outside staff but has been 201 completed in 2019 and 172 completed in 2020 by the Board's workforce.

There is around 980 left to complete, with the Operations Manager believing that this could be completed with the Board's workforce only, as opposed to getting outside help. A workforce pair can comfortably complete 25 surveys per day, which equates to 40 days / 8 weeks work if it is only the one pair doing them, the ideal being to get it done as soon as possible. If outside surveyors were brought in, they would most probably need to be accompanied by a member of the Board's workforce anyway.

The Chairman felt the expertise and constant quality of surveys is definitely an advantage of the surveys being completed by the Board's workforce, if time allows. The Operations Manager noted that the restrictions are the seasonal difficulties including water levels and vegetation.

The Chief Executive questioned whether the ones that are left are more difficult to inspect than the ones already completed? Also questioning what detriment there would be to other programmed works if completing them by Board's workforce only? The Chief Executive finally suggested that the committee could provide a timeframe that they would like to see the remaining culvert surveys completed by.

The Operations Manager noted that when the culvert surveys commenced there were 4 teams available and a lot completed, but this does take a big resource from other jobs that require doing. Once completed, the information will be able to be developed and a plan completed.

Mr V Barker noted that the committee don't actually get to see the survey results, therefore not knowing how many have been identified as in poor condition or good condition and not knowing how many can be expected to fail in a given time, this will then give an idea of the workload to be expected. Mr V Barker clarified that the committee don't need to know each individual culvert report, but as groups, i.e., those identified as in 'poor condition', 'very poor condition' etc.

The Operations Manager explained that the culverts are rated from 1 – 5, for each aspect of the culvert, i.e., the pipe, headwalls etc. It is also dependant on the person completing the surveys and what is visible on the day of inspection.

Cllr M Cooper noted that most of the culverts aren't the Board's or the Board's responsibility, so is it really beneficial or necessary to be using the workforce's time to inspect them all? The Chairman responded that it is the Board's responsibility to transfer water so therefore the Board need to know where the weak points are in the system to enable water conveyance and gain some 'pre-warning' about where problems may arise. Cllr M Cooper questioned whether it is efficient, questioning whether the culverts that have collapsed and been presented earlier in the meeting were on the radar as in poor condition from their inspection survey, noting that he feels it is a lot of work that may not be providing good value.

The Operations Manager added that they are still working to the original idea of looking at what is within the catchment, classified as assets, the surveys can then help determine if any are full Board responsibility.

Cllr P Skinner added to Cllr M Coopers point, noting that a 'watch list' really needs to be established at the time of the surveys, so that site visits can take place more frequently to monitor so that the Board are able to be proactive as opposed to reactive.

The Chairman agreed, noting that to be proactive, the information needs to be available, adding that a realistic timescale to complete the remaining surveys would perhaps be another two seasons. Further noting that it may be beneficial to focus on the inspections in the Spring to try and avoid inhibiting factors such as high water levels and vegetation growth.

The Chairman expressed his support for getting the surveys and therefore database completed, to enable the committee and Board's Officers to move into the second stage of using the information to be proactive.

The Chief Executive noted that the inspections won't stop once they have all been completed it will continually roll on to enable a proactive approach, suggesting that a report regarding the frequency, inspections and category of what they have been identified as be presented at the next meeting.

Mr V Barker felt that two seasons is very admiral, but not necessarily manageable, noting that management don't want to be tied down by this, noting the committee should be prepared for it to possibly take longer.

The Operations Manager also highlighted that a new system has been developed by the GIS Technician; a digital culvert inspection form that will automatically transfer the information on the inspection sheet into the database. At the moment, the culvert surveys are being carried out on pen and paper and then physically transcribed into the database, which is a lengthy administrative job. Therefore, there may be the possibility of purchasing two tablets in the future for the workforce to complete the inspections on.

(e) STRUCTURES REPLACEMENT PROGRAMME 2021/22

The Operations Manager noted that these are carried over from the previous year. All AGREED the Structures Replacement Programme 2021/22 as below:

No. 635	Swineshead	15m x 0.6m	Armco	£1,000 max contribution
No. 1795	Kirton	12m x 0.6m	Armco	£1,000 max contribution
No. 2880	Kirton	9m x 0.6m	BAT	Potential to give this up

1760 ANY OTHER BUSINESS - Agenda Item 11

(a) LOAD BEARING OF CULVERTS

Mr V Barker referred to twin wall culverts, in relation to depth, soil cover and the heavy machinery crossing them, and about understanding the load bearing of them, and the specification of the pipe. The Operations Manager noted that the specification can be provided, it is highways specification.

(b) GRAFT DRAIN CULVERT

Mr V Barker referred to the last culvert that has been put in on the Graft Drain, expressing his confusion as to why it has been put in when there are a number of other access points and the number of culverts is trying to be reduced. The Operations Manager confirmed that it is part of a scheme and that the landowner requested it.

(c) RISEGATE DRAIN – ELECTRICITY POLES

Mr V Barker referred to the electricity poles on the Risegate Drain verges, noting that the drain owned by the Board should be straight forward to get a wayleave payment from the electricity board. In relation to the other side, the Board would likely need to apply for ownership of the land to be able to claim a wayleave payment for that. Mr V Barker noted the time it takes to move around these poles in Board's machinery and so feels it should be compensated for. The Chief Executive responded that he will look into it.

(d) MAP BOOK

Mr P Holmes noted an old map book of the Black Sluice IDB catchment that he had found, adding that he will have a look at it to see what detail is included and share with the Board's Officer's.

There being no further business the meeting closed at 16:02.

BLACK SLUICE INTERNAL DRAINAGE BOARD
STRUCTURES COMMITTEE MEETING - 24TH MARCH 2021

AGENDA ITEM 08(b)(i)

TERMS OF REFERENCE: STRUCTURES COMMITTEE

1. **GENERAL**

The Committee shall have EIGHT members who will be appointed by the Board.

The Chairman shall be elected by the committee at the triennial general meeting of the Board, being the first board meeting following an election.

2. **MEETINGS OF THE COMMITTEE**

The Committee shall meet at least once in every 12-month period and a quorum shall be FOUR members.

No one other than the Committee members shall be entitled to attend Committee Meetings, but any other persons may attend meetings if invited by the Committee.

3. **POWERS OF THE COMMITTEE**

If a Board replacement structure benefit contribution cannot be agreed between the Officers and an Owner/Occupier the Committee will have final determination as highlighted in section 6.6b(i) & 6.9 of The Structures Replacement Policy.

Delegated powers are given to the Chief Executive and the relevant Structures or Works Committee Chairmen to reconstruct structures as long as the budgets are not exceeded and the Owner/Occupier pays a contribution towards the cost in line with the guidelines in the Structures Replacement Policy. In all other cases, the power to determine applications is delegated to the Structures Committee, the appropriate Works Committee or the Executive Committee, unless a Board meeting is more timely.

4. **RESPONSIBILITIES OF THE COMMITTEE**

The responsibilities of the Committee shall include:

- a) To operate within the guidelines of the Structures Replacement Policy.
- b) To determine all other relevant decisions relating to structures and report these to the Board.

5. REPORTING

Minutes of meetings of the Committee shall be presented to the next meeting of the Board.

The Committee shall review its terms of reference after every triennial general meeting and its own effectiveness and recommend any necessary changes to the Board.

REVIEWED BY THE COMMITTEE: 24 MARCH 2021

APPROVED BY THE BOARD:

Black Sluice Internal Drainage Board

Policy No: 9

Structures Replacement Policy

Review Dates:

Board Approved	
Reviewed by the Structures Committee	24 th March 2021

1. PURPOSE

This document sets out the policy of the Black Sluice Internal Drainage Board concerning the repair or replacement of structures where the integrity of the structure deteriorates to such an extent that it is unable to convey the necessary flow in the drainage channel, or if it becomes unsafe for either vehicle or pedestrian traffic to cross the watercourse.

In the first instance, if a structure has deteriorated to such an extent that it is holding up the flow of water, then the obstruction shall be removed by the Board.

2. INTRODUCTION

The structures that will be included in this policy include:

- a) Clear span bridges constructed to take all types of vehicles.
- b) Clear span bridges for pedestrian use only.
- c) Culverts constructed to provide access across the watercourse.
- d) Culverts constructed for the purpose of maintaining the flow in watercourses where there is instability to the banks.

3. BLACK SLUICE POLICY

This policy is concerned with the replacement of existing structures only.

The Board has a separate policy which addresses applications to place new structures in/over watercourses.

4. REASONS FOR THE POLICY

The policy formalises the baseline conditions above and gives written guidelines for more specific instances. The benefits of the policy are:

- Fairness and uniformity in the Owner/Occupier contributing to the cost of reconstructing sub-standard structures.
- The provision of clear guidelines to the Owners/Occupier.
- Powers are delegated giving a more efficient and timely service.

However, this policy is not intended to cover every eventuality and the Board (in formal meeting) may waive the policy and make a determination on the basis of reasonable fairness to all parties.

5. DELEGATED POWERS

Delegated powers are given to the Chief Executive and the relevant Structures or Works Committee Chairmen to reconstruct structures as long as the budgets are not exceeded and the Owner/Occupier pays a contribution towards the cost in line with the guidelines in this policy.

In all other cases, the power to determine applications is delegated to the Structures Committee, the appropriate Works Committee or the Executive Committee, unless a Board meeting is more timely.

6. GUIDELINES

Guidelines are given below on the following types of structures:

- a) Structures carrying Highways maintained by LCC.
- b) Structures used by the Owner/Occupier.
- c) Structures used by both the Board and the Owner/Occupier.
- d) Structures constructed by the Board to allow free drainage of the land.

6.1 Structures Carrying Highways

It is generally the case that all clear span bridges and culverts carrying LCC highways are owned and maintained by LCC. If replacement is required because the structure is substandard then LCC will be responsible for the total cost of the reconstruction.

6.2 Clear Span Foot Bridges

It is generally the case that all clear span footbridges which carry footpaths over Board maintained watercourses are owned and maintained by LCC. If replacement is required because the structure is substandard, then LCC will be responsible for the total cost of the reconstruction.

6.3 Clear Span Access Bridges

These in general provide access for farm machinery to fields or to individual properties. They are mostly constructed in large watercourses.

If refurbishment or replacement is required because the structure is substandard, then the Owner/Occupier will be responsible for the total cost of the reconstruction.

These in general will not be used by Board's machinery to gain access to the opposite side of the watercourse.

However, if a substandard structure is infrequently used by the Board, and the Owner/Occupier of the structure proposes to refurbish or reconstruct the bridge, the Board may offer a contribution in line with clause 6.6 (b) towards the cost of this work.

6.4 Structures owned by the Board and Used for Access by the Owner/Occupier

These structures are required by the Board as well as the landowner to gain access for maintenance of watercourses.

The cost of any reconstruction of substandard structures in this category will be paid for by the Board and the structure will remain as a structure to be maintained by the Board.

6.5 Structure Used by all Parties

- a) These structures are required by the Owner/Occupier to gain access to their land and could be used by the Board for their maintenance activities.
- b) If a structure has been inspected and reported as substandard and in need of reconstruction the landowner will be notified in writing.
 - (i) Provided there is an accepted need for a structure at this location, the Owner/Occupier and Operations Manager will meet. A reconstruction quotation will be offered along with a benefit contribution in relation to the Board's use of the structure as a crossing point.
 - (ii) After the structure has been reconstructed, it will be deemed that the landowner will be responsible for its future maintenance.
 - (iii) If a benefit contribution cannot be agreed the Operations Manager will send all the relevant information to the Structures Committee for further review and determination.
- c) Before any consideration is given to the reconstruction of the structure, the Owner/Occupier should be approached to ascertain if there is a future need for the structure. Consideration should be given to removing two or more accesses into a field and the provision of one in the future.
- d) A culvert shall be constructed with a top width of 6.0 metres. If the Owner/Occupier requests a culvert with a wider top width, then they shall pay for the total extra cost of this work.
- e) After the culvert has been replaced, the Owner/Occupier will be responsible for any future maintenance, or reconstruction of the structure.
- f) If a structure has been constructed in a Board maintained watercourse, and there is clear evidence that the Board has written to the Owner/Occupier confirming the future maintenance arrangements, then the Owner/Occupier shall be totally responsible for the reconstruction of the structure.
- g) If a structure is removed by the Board because it is holding up the flow of water, and has not been replaced by a new structure within a period of five years, then the offer of contribution will no longer be applicable and the Owner/Occupier will be required to pay the full cost of the construction of a new structure at this location.
- h) If the Board undertake a watercourse improvement scheme which includes the reconstruction of a structure, the Board will pay the total cost of the reconstruction, but the Owner/Occupier will be required to be responsible for the future maintenance of the structure.

6.6 Culverts Used for Free Drainage

Examples of these lengths of culverts are:-

- Lengths of watercourse culverted instead of undertaking revetment works.
- Lengths of watercourse culverted to allow disposal of excavated soil.

These are the Board's responsibility, and any reconstruction required will be paid for by the Board. Responsibility for the future maintenance of the asset will remain with the Board.

6.7 Redundant Structures

If the Board agrees with the Owner/Occupier that a structure is redundant, the Board will remove the structure and all backfill material and deposit any suitable materials on fields adjacent to the location of the culvert.

If agreed and required, the Board will dispose of the excavated material at an agreed cost with the Owner/Occupier.

6.8 Further Guidance

If the Owner/Occupier is unhappy about the circumstances of a particular structure designation, then this should be referred to the Structures Committee for final determination.

Contractors may be appointed by the Owner/Occupier to complete the works, the Board will set an invert level on site, offer specification suggestions and inspect the works during the construction phase, a set fee of £250.00 + VAT will be offset against any contribution made by the Board.

Inspection's frequencies to be completed by the Board, adequate notification time to be received from the contractor:

- when excavation to invert level and bases for headwalls is complete.
- when the pipe is laid prior to being backfilled, invert level checked and verified.
- when the headwalls are being constructed.

The next stage of construction should not go ahead until the previous stage has been inspected / approved by the Board.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held remotely on
7th April 2021 at 2pm

Members

Chairman - * Mr K C Casswell

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

* Member Present

In attendance: Mr D Withnall (Finance Manager)
Mr P Cookson (Solicitor specialising in employment)
Mr C Harris (Internal Auditor)

Due to COVID-19, this meeting was held remotely in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

1761 APOLOGIES FOR ABSENCE - Agenda Item 1

There were no apologies of absence.

1762 DECLARATIONS OF INTEREST - Agenda Item 2

There were no declarations of interest.

1763 CHIEF EXECUTIVE OFFICER - Agenda Item 3

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1764 ANY OTHER BUSINESS - Agenda Item 4

(a) SOUTH Lincs WATER PARTNERSHIP (SLWP) ESIF BID

The Finance Manager referred to the ESIF bid, which is part of the SLWP, which is for the monitoring equipment. The bid is with Lincolnshire County Council (LCC), it is out for tender, however, one of the polices for this size bid is that 10% of the overall bid is withheld for 12 months as a retainer.

Officers have tried to come to an alternative arrangement such as a Memorandum of Understanding, Public Sector Cooperation Agreement etc. The Finance Manager added that the role the Board is playing is an intermediary, the 10% is the Board's money at risk. However, by not signing this agreement it is currently delaying the awarding of the contract.

The Chief Executive has therefore requested it be brought to the committee's attention, suggesting that it is signed based on the fact that the 10% retention will only be against BSIDB invoices for labour, possibly totalling £25,000 and therefore £2,500 retention. If everything is completed as it should in the 12 months the Board would then get the £2,500 back.

The Chairman added that the bid for around £700,000 worth of monitoring equipment being installed. There is a long term benefit to the Board.

All AGREED that the agreement with LCC for the SLWP ESIF Bid, for the installation and maintenance of the monitoring equipment, be signed, despite the 10% retention.

(b) COVID-19 - WORKING FROM HOME

The Finance Manager informed the committee, that it was planned for the office to re-open on Monday 12th April 2021. During his most recent press conference, the Prime Minister has emphasised that the 'work from home' guidance will continue, encouraging people to work from home wherever possible, in accordance with the government roadmap.

On the 12th April, all non-essential retail, hairdressers etc. are due to reopen, which is why it was planned for the office to reopen on the 12th April.

From the point of view of the Chief Executive, he believes that the Prime Minister will continue to advise working from home for the rest of the year, and possibly into next year. The Chief Executive therefore suggests that the re-opening of the office goes ahead on 12th April for those that wish to return to the office. It has also been suggested that some employees could work on a hybrid basis, part home part office.

The Finance Manager noted that he and the Chief Executive have discussed returning with employees. The opinion of Miss J Baxter, minute taker, was asked who responded that working from home has gone on for some time now, completing work may be quicker and easier in the office and so was not concerned about returning to the office but was equally of the mind that if it is safer to stay at home, in line with the government guidance, would not be against this either.

The Finance Manager also added that he has signed the Board up for workplace testing which will provide two tests, per week, per employee for 25 employees. It is supposed to be for business' with more than 50 employees, but the Finance Manager is hoping to be successful due to being a public body.

The Finance Manager noted that remote meetings are allowed until 7th May 2021, ADA are trying to extend this, it being thought that the Standing Orders could be changed again to extend it further. ADA have put to Defra the option of fully remote and hybrid meeting as well as face to face meetings, as it needs an Act of Parliament, which is hoped to be in place by 7th May 2021.

The Inspections for the Northern and Southern Works Committees were noted, suggesting it may have to be an open sided marquee with a BBQ, with people arriving in sperate cars, noting that the location will have to be chosen carefully because of the amount of cars that will require parking room.

There being no further business the meeting closed at 15:24.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held remotely on
5th May 2021 at 10am

Members

Chairman - * Mr K C Casswell

* Cllr P Bedford

* Mr J Fowler

* Mr M Rollinson

* Mr M Brookes

* Mr P Holmes

* Member Present

In attendance: Mr D Withnall (Acting Chief Executive)
Mr P Cookson (Solicitor specialising in employment)
Mr C Harris (Internal Auditor)

Due to COVID-19, this meeting was held remotely in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

1765 APOLOGIES FOR ABSENCE - Agenda Item 1

There were no apologies of absence.

1766 DECLARATIONS OF INTEREST - Agenda Item 2

There were no declarations of interest.

1767 CONFIDENTIAL - CHIEF EXECUTIVE OFFICER - Agenda Item 3

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1768 ANY OTHER BUSINESS - Agenda Item 4

(a) POTENTIAL TO EXTEND THE BOARD'S CATCHMENT

The Chairman explained that Welland and Deeping IDB no longer wish to manage their extended area. The area was displayed on screen.

If the Board were to take it on, it would double the size of the Board's current catchment area.

The Chairman believed that, if manageable, the Board should take it on.

The Acting Chief Executive explained that, over a comparative set period, the Board's recharge was £850, in comparison to Welland & Deepings IDB having a recharge of £2,200 for this area, giving an indication for the amount of consent applications dealt with. It was further explained that the Board already complete a lot of work in the area for SKDC and so already have an involvement. To manage it, options would have to be considered in order to take some workload and pressure of the Planning and Byelaw Officer. The Acting Chief Executive felt it would be a positive step if the Board decided to take it on.

Committee members expressed their general support for the idea of taking the area on.

Mr M Rollinson added that it is a big decision to make and needs further investigation and consideration. He further questioned where the final destination of the water is from in that area, as he was of the opinion that the Board don't want to be taking on anything where the Board don't have any control of the end point.

The Acting Chief Executive noted that more information can be put together and presented to the Board.

The map will be circulated to committee members.

(b) 2021 MEETING SCHEDULE AMENDED

The Acting Chief Executive presented the below amended timetable for the Autumn / Winter 2021 Meetings in order to accommodate two works inspections in light of the Spring Works Committee Meetings being virtual meetings only with no inspection due to COVID-19.

Northern Works Inspection	Tuesday 7 th September	-
Southern Works Inspection	Tuesday 28 th September	-
Executive	Tuesday 12 th October	2pm
Audit & Risk	Tuesday 2 nd November	2pm
Board	Tuesday 23 rd November	2pm
Executive	Tuesday 14 th December	2pm

It was noted that the usual meeting day of a Wednesday has been changed to a Tuesday due to the Administration Assistant attending college on a Wednesday from September 2021.

The Acting Chief Executive noted that the new Board forms on the 1st November 2021 and there is a proposed Audit & Risk Meeting on the 2nd November and so it may need to be changed to before 1st November as the Board won't be formed until the Board meeting on the 23rd November.

These meeting dates will be presented to the Board to confirm.

(c) DEPOT / PLANT COSTS

The following depot / plant costs were displayed on screen.

- Extractor fan (HSE compliance) £4,650
- Gate (motor upgrade & HSE Compliance) £2,600
- Store Door (Wear & Tear, coming off rollers) £5,140
- Total charge: £12,390

All AGREED that these works are necessary and to proceed with them being funded from the Plant Replacement Reserve..

There being no further business the meeting closed at 12:07.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Audit & Risk Committee

held remotely on
10th May 2021 at 10am

Members

Chairman - * Mr M Brookes

* Mr W Ash	* Mr V Barker
* Mr R Leggott	* Mr N Scott
* Cllr R Austin	* Cllr S Walsh

* Member Present

In attendance: Mr D Withnall (Acting Chief Executive)
Mr C Harris (Internal Auditor)

The Acting Chief Executive explained that there were temporary amendments made to the Standing Orders last year to allow remote meetings to take place due to COVID-19, which had an expiry of 7th May 2021. There has now been a permanent replacement paragraph added, as displayed on screen, to allow for remote meetings to continue, which will be presented at the next meeting of the Board for approval, but are required to be presented at the beginning of any meeting prior to that due to the temporary version having expired. All APPROVED.

The Chairman welcomed the Internal Auditor, Mr C Harris, to the meeting.

1769 RECORDING THE MEETING - Agenda Item 1

Members were informed that the meeting would be recorded.

1770 APOLOGIES FOR ABSENCE - Agenda Item 2

There were no apologies for absence.

1771 DECLARATIONS OF INTEREST - Agenda Item 3

No declarations of interest were received.

1772 MINUTES OF THE LAST MEETING - Agenda Item 4

Minutes of the last meeting held on 14th October 2020, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

1773 MATTERS ARISING - Agenda Item 5

(a) POLICY No. 01: RISK MANAGEMENT STRATEGY – Minute 1658(a)

Mr V Barker questioned if there was anything further to report in relation to the qualification used by the EA for operating vehicles on bank tops.

The Acting Chief Executive confirmed that three members of the workforce undertook some training, it is being assessed whether it would be of benefit for the remaining members of the workforce to attend. It being further confirmed that there is no formal qualification, it is an internal course used by the EA.

(b) POLICY No. 13: EMERGENCY RESPONSE PLAN – Minute 1658(c)

Mr W Ash referred to the Green Recovery Project Fund bid at Bourne North Fen, noting that he has been informed by the landowner that this is no longer going ahead.

The Acting Chief Executive confirmed that the bid was unsuccessful, however, Anglian Water and Lincolnshire Wildlife Trust are keen to look at other funding streams available, it being seen as an environmental offset against some of the SLWP work that will be carried out.

(c) POLICY No. 46: CROP LOSS COMPENSATION – Minute 1662

It was confirmed that the additional paragraph was added and then approved by the Board.

1774 PRESENTATION FROM THE INTERNAL AUDITOR - Agenda Item 6

(a) INTERNAL AUDIT REPORT 2020/21

Mr C Harris, the Internal Auditor, presented the Internal Audit Report 2020/21, noting that there is a new form of reporting.

The Internal Auditor highlighted the Executive Summary to the committee, showing that there are no recommendations or issues arising from the audit, this not being entirely surprising after the number of years the Board has worked with the Internal Auditor to get to this achievement. The Internal Auditor explained he is pleased to inform the committee that the Board has achieved Substantial Assurance.

The Internal Auditor next drew the committee's attention to the 'Findings' section of the report; highlighting the positive findings documented in the report relating to Health & Safety, the up to date website and the financial systems in place. The Internal Auditor also highlighted the finding related to the current circumstance of the Chief Executive Officer and the potential impact this could have on governance and the control framework.

The Chairman thanked the Acting Chief Executive and team for their achievement of Substantial Assurance. Also thanking the Internal Auditor for working with the Board to aid this achievement.

The Internal Auditor further thanked the Acting Chief Executive for supporting a virtual audit, as a result of COVID-19 restrictions.

(b) AUDIT PROGRAMME 2021/22

The Internal Auditor presented the Audit Programme 2021/22, noting that the core audit programme doesn't change greatly, further noting that it is not known yet whether it will be a physical or remote audit depending on the COVID-19 restrictions of the time.

The Internal Auditor noted that he has previously carried out extra work in relation to a particular topic, e.g., Health & Safety and Assets, adding that he has not yet decided on any areas to review in greater detail.

The Internal Auditor added that he is happy to take any suggestions from the committee, at any time, for review. It will not increase the fee of the audit, which has been reduced this year.

1775 TO REVIEW THE FOLLOWING BOARD'S POLICIES - Agenda Item 7

The Acting Chief Executive explained that these are policies that have been identified for review and any changes have been made in red, points to note highlighted in yellow and any additional notes made in green.

(a) POLICY No. 01: RISK MANAGEMENT STRATEGY

The Acting Chief Executive presented the Risk Management Strategy, explaining that the policy is split into three parts; the strategy, policy and analysis. There are no proposed changes to the strategy or policy sections and the analysis is reviewed annually, with proposed changes as below.

1.1(a) Coastal flooding from failure of overtopping of defences

The Acting Chief Executive referenced the future work of lobbying of government representatives, explaining that this is ongoing, with contact having been made with Matt Warman MP and John Hayes MP over the last 12 months. There are also plans to hold a meeting with the leader of SKDC and the area MP to promote what IDBs are about and the importance of their work.

1.1(b) Fluvial flooding from failure or overtopping of defences

The Acting Chief Executive referred to the future work of waiting for the EA Management Plan for the operation of the Sluice and Nav Lock at Black Sluice Pumping Station (Boston) to be published.

The Acting Chief Executive explained that they have been informed that there is guidance that EA employees use in relation to operation of the Black Sluice Pumping Station (Boston), however this has still not been shared with the Board, it therefore being proposed not to change the risk because the EA guidance is still outstanding.

The Chairman expressed his concern about the length of time it is taking for the EA to produce / share this documentation.

The Acting Chief Executive noted that the Board Chairman and Chief Executive have held a meeting with Norman Robinson of the EA, with most of the actions arising from this meeting completed.

Another meeting was due to be held with Norman Robinson, but unfortunately, he has been transferred to another area on an EA investigation, it is hoped he will return in the near future, and the meeting can then be rescheduled.

Cllr R Austin also noted his concern about the lack of clear documented guidance, further noting his concern that the Nav Lock doors don't appear to open as wide as they could.

The Acting Chief Executive confirmed that during the rainfall event earlier in the year, there were some temporary stops in place to prevent the doors opening too wide and damaging themselves. There has since been a counterweight system put in place which should allow them to open wider without causing any damage.

The Chairman questioned what else can be done to get the documentation from the EA?

The Acting Chief Executive responded that the next steps would be to go national. The Acting Chief Executive noted that Norman Robinson wasn't aware the Board were awaiting the guide until it was raised by the Board Chairman and Chief Executive, feeling it would be beneficial to give him the opportunity to respond, once he returns to his work in this area.

The Chairman felt that Norman Robinson (EA) should be given a timeline to respond, suggesting that the Board meeting on the 30 June 2021 would give him seven weeks.

Mr R Leggott suggested that it be brought to the attention of the local MP now; noting that it is about keeping constituents safe.

Cllr R Austin suggested that a letter be written to Norman Robinson (EA) outlining to him that if he doesn't respond within the given timeline, until the Board meeting on 30 June 2021, then the Board will take it to a national level and to the local MPs.

Mr V Barker agreed with Mr R Leggott that the local MPs should be involved now, as it has already been outstanding for two years.

Mr W Ash highlighted the importance of working with the EA and giving Norman Robinson (EA) a chance to respond before involving the MPs. He therefore agreed with Cllr R Austin's approach of writing a letter of intent to Norman Robinson (EA). If they don't respond in the timeline given, then it can be taken further.

Cllr S Walsh agreed that a letter of intent should be sent to Norman Robinson (EA) before taking further action and involving the local MPs.

Mr N Scott also agreed that a letter of intent should be sent to Norman Robinson (EA) before taking further action. He also suggested that a phone call be made to Norman Robinson (EA) to inform him of the letter he will receive.

All AGREED that a letter of intent be written to Norman Robinson (EA) outlining to him that if he doesn't respond within the given timeline, until the Board meeting on 30 June 2021, then the Board will take the matter to a national level and to the local MPs.

1.1(d) Flooding from Sewers or riparian watercourses

The Acting Chief Executive highlighted that the Internal Auditor has suggested that it could be 'high impact'.

The Acting Chief Executive referenced the definition of 'high impact', included within the agenda, the main part of it being the major financial loss (over £100,000), major service disruption (+5 days) and adverse publicity in national press. Further explaining to the committee that the risk would not be to the Board and the cost would not be associated to the Board.

Mr V Barker noted that he wasn't sure if the following relates to this risk or risk 1.4 (Risk of Board Watercourses being unable to convey water). He continued by referring to an incident at Horbling, just before Christmas 2020, where it flooded due to the Board's workforce lowering the flood bank.

The Acting Chief Executive responded that the operations team have reviewed this situation and the levels, attended site at the time, and there was no water on the land.

Mr V Barker disagreed, contesting that flooding occurred.

The Acting Chief Executive noted that there were no signs of flooding, but even if it did, there was no damage, financial loss or disruption to service. The Acting Chief Executive added that he believed it is one of the areas taken on from the EA, now making it a Board Maintained watercourse, hence why the bank profile was changed.

The Chairman asked that this incident at Horbling be sorted outside of the meeting, referring back to the Internal Auditor's suggestion of this risk being 'high impact'.

Cllr S Walsh believed that the Internal Auditor has raised it for a reason.

The Internal Auditor noted that he raised it as many organisations, across various sectors, can lose sight of the potential consequences of something occurring, also noting that he is not an expert in drainage and so he brought it to attention for reflection and discussion by the committee.

Mr N Scott noted that the catchwater drain at Ewerby on his farm, flooded seven times over winter, with the impact to them in regard to damage, financial etc, being low. Mr N Scott noted that there may be a scenario where the impact could be high, but that the majority of the time, he doesn't think the impact would be high.

All AGREED that the potential impact in relation to Risk 1.1(d) stay as 'medium'.

1.8 Risk of Loss of Senior Staff

The Acting Chief Executive highlighted that the Internal Auditor has suggested that the likeliness could be higher, in light of the current situation regarding the Chief Executive Officer.

The Acting Chief Executive confirmed that by increasing the likeliness to 'high' will give an overall risk level of 6, meaning it will be highlighted in red as something that will be considered at every meeting.

The Internal Auditor added that the Risk Register should be dynamic and change with the situation.

ALL AGREED that the potential likelihood of risk in relation to Risk 1.8 should be increased to 'high'.

5.3 Risk of Fraud by Senior Officers

The Acting Chief Executive highlighted that the Internal Auditor has suggested that the impact could be 'high'.

The Acting Chief Executive noted that with the control measures in place, collusion would be required for this to occur.

The Internal Auditor acknowledged the Acting Chief Executives point, but that the control measures in place keep the likelihood of it occurring as 'low', but if it did occur, then the impact could still be 'high'.

Mr W Ash felt that the impact of the risk should be increased to 'medium'.

Mr R Leggott further added that the impact of the risk should be increased to 'medium'.

The Acting Chief Executive confirmed the definition of 'medium' impact.

Cllr S Walsh also highlighted that the risk or reputational damage need to be considered, agreeing that the potential impact needs to be increased.

All AGREED that the potential impact of risk in relation to Risk 5.3 be increased to 'medium'.

The Internal Auditor noted he supports this decision, it being brought to attention for the committee to reflect on and discuss.

8.2 Risk of Telephone Communications

The Acting Chief Executive noted that previously there was only 4G assurance on one broadband line, whereas this is now in place on both broadband lines, giving extra resilience.

8.3 Risk of Loss of Internet Connections

The Acting Chief Executive noted that previously there was only 4G assurance on one broadband line, whereas this is now in place on both broadband lines, giving extra resilience.

8.5 Risk of Breach in Cyber Security

The Acting Chief Executive noted that the introduction of the Electronic Information and Communication Systems Policy has been referenced in this for completeness.

The Committee RESOLVED to recommend that the Risk Management Strategy (No. 01) be approved at the next Board meeting.

The Internal Auditor added that the Risk Register should be dynamic and change with the situation.

ALL AGREED that the potential likelihood of risk in relation to Risk 1.8 should be increased to 'high'.

5.3 Risk of Fraud by Senior Officers

The Acting Chief Executive highlighted that the Internal Auditor has suggested that the impact could be 'high'.

The Acting Chief Executive noted that with the control measures in place, collusion would be required for this to occur.

The Internal Auditor acknowledged the Acting Chief Executives point, but that the control measures in place keep the likelihood of it occurring as 'low', but if it did occur, then the impact could still be 'high'.

Mr W Ash felt that the impact of the risk should be increased to 'medium'.

Mr R Leggott further added that the impact of the risk should be increased to 'medium'.

The Acting Chief Executive confirmed the definition of 'medium' impact.

Cllr S Walsh also highlighted that the risk or reputational damage need to be considered, agreeing that the potential impact needs to be increased.

All AGREED that the potential impact of risk in relation to Risk 5.3 be increased to 'medium'.

The Internal Auditor noted he supports this decision, it being brought to attention for the committee to reflect on and discuss.

8.2 Risk of Telephone Communications

The Acting Chief Executive noted that previously there was only 4G assurance on one broadband line, whereas this is now in place on both broadband lines, giving extra resilience.

8.3 Risk of Loss of Internet Connections

The Acting Chief Executive noted that previously there was only 4G assurance on one broadband line, whereas this is now in place on both broadband lines, giving extra resilience.

8.5 Risk of Breach in Cyber Security

The Acting Chief Executive noted that the introduction of the Electronic Information and Communication Systems Policy has been referenced in this for completeness.

The Committee RESOLVED to recommend that the Risk Management Strategy (No. 01) be approved at the next Board meeting.

(b) POLICY No. 03: FINANCIAL REGULATIONS

The Acting Chief Executive presented the Financial Regulations, explaining that the policy has been updated in line with new regulations and for clarity and detail on current procedures.

Mr V Barker referred to point 8.5 regarding variations to the salary of the Chief Executive and Finance Manager being authorised by the Chairman of the Board, explaining that he feels it should be authorised by more than just the Chairman.

Cllr S Walsh agreed, feeling that it should be wider and therefore more transparent, therefore avoiding any situation of potential collusion or pressure put on the Chairman to agree.

Mr W Ash agreed, noting it will protect the Chairman.

The Acting Chief Executive noted that the Executive Committee have delegated authority to set and negotiate officer's salary and so therefore suggested it be approved by the Executive Committee also.

All AGREED that the Executive Committee be added as authorisation, in addition to the Chairman of the Board, in relation to variations of the salary of the Chief Executive and Finance Manager (8.5).

The Committee RESOLVED to recommend that the Financial Regulations (No. 03) be approved at the next Board meeting.

1776 REVIEW THE BOARD'S MANAGEMENT ACCOUNTS - Agenda Item 8

The Acting Chief Executive explained that the Management Accounts are not included for the figures but are instead included for the format and information they provide. The only major change being that the investment summary is now included.

Mr N Scott referred to the investment summary, noting that it isn't doing particularly well, also highlighting he felt it would be beneficial for more information about it to be included. The Acting Chief Executive noted that this won't have done so well because of the risk level profile (risk level 3). Mr N Scott and the Acting Chief Executive to have further discussion following the meeting about possible information to include from Brewin Dolphin regarding the investment.

The Committee RESOLVED to recommend that the format of the Board's Management Accounts be approved at the next Board meeting.

1777 TO REVIEW THE RISK REGISTER - Agenda Item 9

The Acting Chief Executive confirmed that the required changes will be made, following the review of the Risk Management Strategy at this meeting.

The committee AGREED that the Risk Register be accepted.

1778 RECEIVE THE CATALOGUE OF BOARD POLICIES WITH RECOMMENDED APPROVAL DATES - Agenda Item 10

The Acting Chief Executive explained that the catalogue of Board's policies allows the committee to keep a track of when each policy was last reviewed and when each policy is next due for review.

The Committee AGREED that the Catalogue of Board Policies be adopted.

1779 ANY OTHER BUSINESS - Agenda Item 11

(a) CONFIDENTIAL - CHIEF EXECUTIVE OFFICER

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

The Chairman thanked the Internal Auditor and Committee Members for their input and attendance.

There being no further business the meeting closed at 11:37.

Black Sluice Internal Drainage Board

Risk Management Strategy

Risk Management Policy

Risk Analysis

Updated	10 May 2021
Board Approved	
Due for Review	Annually

Contents

1. Purpose, Aims & Objectives
2. Accountabilities, Roles & Reporting Lines
3. Skills & Expertise
4. Embedding Risk Management
5. Risk and the Decision Making Processes
6. Supporting Innovation & Improvement

Appendices

- A – Risk Management Strategy Statement
- B – Risk Management Policy Document
- C – Risk Analysis
- D – Risk Register

Risk Management Strategy

1. Purpose, Aims and Objectives

1.1 The purpose of the Boards Risk Management Strategy is to effectively manage potential opportunities and threats to the Board achieving its objectives. See attached Risk Management Policy Statement, Appendix A.

1.2 The Boards Risk Management Strategy has the following aims and objectives;

- Integration of Risk Management into the culture of the Board
- Raising awareness of the need for Risk Management by all those connected with the delivery of services (including partners)
- Enabling the Board to anticipate and respond to changing social, environmental and legislative conditions
- Minimisation of injury, damage, loss and inconvenience to staff, members of the public, service users, assets etc. arising from or connected with the delivery of the Board services
- Introduction of a robust framework and procedures for identification, analysis, assessment and management of risk, and the reporting and recording of events, based on best practice
- Minimisation of the cost of risk

1.3 To achieve these aims and objectives, the following strategy is proposed;

- Establish clear accountabilities, roles and reporting lines for all employees
- Acquire and develop the necessary skills and expertise
- Provide for risk assessment in all decision making processes of the Board
- Develop a resource allocation framework to allocate (target) resources for risk management
- Develop procedures and guidelines for use across the Board
- Develop arrangements to measure performance of Risk Management activities against the aims and objectives
- To make all partners and service providers aware of the Boards' expectations on risk, both generally as set out in its Risk Management Policy and where necessary in particular areas of the Boards' operations.

1.4 The Black Sluice Internal Drainage Board has adopted the following definition of Risk:

'Risk is the threat that an event or action will adversely affect the organisation's ability to achieve its objectives and to successfully execute its strategies'.

Risk Management Strategy

1. Purpose, Aims and Objectives

1.1 The purpose of the Boards Risk Management Strategy is to effectively manage potential opportunities and threats to the Board achieving its objectives. See attached Risk Management Policy Statement, Appendix A.

1.2 The Boards Risk Management Strategy has the following aims and objectives;

- Integration of Risk Management into the culture of the Board
- Raising awareness of the need for Risk Management by all those connected with the delivery of services (including partners)
- Enabling the Board to anticipate and respond to changing social, environmental and legislative conditions
- Minimisation of injury, damage, loss and inconvenience to staff, members of the public, service users, assets etc. arising from or connected with the delivery of the Board services
- Introduction of a robust framework and procedures for identification, analysis, assessment and management of risk, and the reporting and recording of events, based on best practice
- Minimisation of the cost of risk

1.3 To achieve these aims and objectives, the following strategy is proposed;

- Establish clear accountabilities, roles and reporting lines for all employees
- Acquire and develop the necessary skills and expertise
- Provide for risk assessment in all decision making processes of the Board
- Develop a resource allocation framework to allocate (target) resources for risk management
- Develop procedures and guidelines for use across the Board
- Develop arrangements to measure performance of Risk Management activities against the aims and objectives
- To make all partners and service providers aware of the Boards' expectations on risk, both generally as set out in its Risk Management Policy and where necessary in particular areas of the Boards' operations.

1.4 The Black Sluice Internal Drainage Board has adopted the following definition of Risk:

'Risk is the threat that an event or action will adversely affect the organisation's ability to achieve its objectives and to successfully execute its strategies'.

2. Accountabilities, Roles and Reporting Lines

2.1 A framework has been implemented that has addressed the following issues:

- The different types of risk – Strategic and Operational
- Where it should be managed
- Roles and accountabilities for all staff.
- The need to drive the policy throughout the Board
- Prompt reporting of accidents, losses, changes etc.

2.2 In many cases, risk management follows existing service management arrangements.

2.3 Strategic risk is best managed by the Board.

2.4 The Board's Chief Executive will be responsible for the Board's overall risk management strategy, and will report directly to the Board.

2.5 The Board's Chief Executive will be responsible for the Board's overall Health and Safety policy and will report to the Board.

2.6 It is envisaged that the development of a risk management strategy will encourage ownership of risk and will allow for easier monitoring and reporting on remedial actions / controls.

3. Skills and Expertise

3.1 Having established roles and responsibilities for risk management, the Board must ensure that it has the skills and expertise necessary. It will achieve this by providing Risk Management Training for Employees and Board Members, where appropriate providing awareness courses that address the individual needs of both the manual workforce and office staff.

3.2 Training will focus on best practice in risk management, and awareness will also focus on specific risks in areas such as the following:

- Partnership working
- Project management
- Operation of Board vehicles and equipment
- Manual labour tasks e.g. Health and Safety issues

4. Embedding Risk Management

Risk management is an important part of the service planning process. This will enable both strategic and operational risk, as well as the accumulation of risks from a number of areas to be properly considered. Over time the Board aims to be able to demonstrate that there is a fully embedded process.

This strategy and the information contained within the appendices provides a framework to be used by all levels of staff and Members in the implementation of risk management as an integral part of good management.

5. Risks and the Decision Making Process

- 5.1 Risk needs to be addressed at the point at which decisions are being taken. Where Members and Officers are asked to make decisions they should be advised of the risks associated with recommendations being made. The training described in the preceding section will enable this to happen.
- 5.2 The Board will need to demonstrate that it took reasonable steps to consider the risks involved in a decision.
- 5.3 There needs to be a balance struck between efficiency of the decision making process and the need to address risk. Risk assessment is seen to be particularly valuable in options appraisal. All significant decision reports to the Board (including new and amended policies and strategies) should include an assessment of risk to demonstrate that risks (both threats and opportunities) have been addressed.
- 5.4 This process does not guarantee that decisions will always be right but it will demonstrate that the risks have been considered and the evidence will support this.

6. Supporting Innovation and Improvement

- 6.1 Managers have been made aware that there are a number of tools that can be used to help identify potential risks:
 - Workshops.
 - Scenario planning.
 - Analysing past claims and other losses.
 - Analysing past corporate incidents/failures.
 - Health & safety inspections.
 - Induction training.
 - Performance Review & Development interviews.
 - Staff and customer feedback.
- 6.2 Having identified areas of potential risk, they must be analysed by:
 - An assessment of impact.
 - An assessment of likelihood.

This is to be done by recording the results using the risk matrix below:

RISK ASSESSMENT MATRIX

Likelihood of occurrence ↑ HIGH MEDIUM LOW ↓	HIGH	Low Impact High Likelihood 3	Medium Impact High Likelihood 6	High Impact High Likelihood 9
	MEDIUM	Low Impact Medium Likelihood 2	Medium Impact Medium Likelihood 4	High Impact Medium Likelihood 6
	LOW	Low Impact Low Likelihood 1	Medium Impact Low Likelihood 2	High Impact Low Likelihood 3
		LOW	MEDIUM	HIGH
		← Impact on the Business →		

The high, medium and low categories for impact and likelihood are defined as follows:

IMPACT

- *High* – will have a catastrophic effect on the operation/service delivery. May result in major financial loss (over £100,000). Major service disruption (+ 5 days) or impact on the public. Death of an individual or several people. Complete failure of project or extreme delay (over 2 months). Many individual personal details compromised/revealed. Adverse publicity in national press.
- *Medium* – will have a noticeable effect on the operation/service delivery. May result in significant financial loss (over £25,000). Will cause a degree of disruption (2 – 5 days) or impact on the public. Severe injury to an individual or several people. Adverse effect on project/significant slippage. Some individual personal details compromised/revealed. Adverse publicity in local press.
- *Low* – where the consequences will not be severe and any associated losses and or financial implications will be low (up to £10,000). Negligible effect on service delivery (1 day). Minor injury or discomfort to an individual or several people. Isolated individual personal detail compromised/revealed. NB A number of low incidents may have a significant cumulative effect and require attention.

LIKELIHOOD

High	Very likely to happen	Matrix score 3
Medium	Likely to happen infrequently and difficult to predict	Matrix score 2
Low	Most unlikely to happen	Matrix score 1

7. Risk Control

7.1 Using the risk matrix produces a risk rating score that will enable risks to be prioritised using one or more of the “four T’s”

Tolerate	Score <= 2	Accept the risk
Treat	Score 3 to 5	If possible take cost effective in-house actions to reduce the risk.
Transfer	Score 6 to 8	Let someone else take the risk (eg by Insurance or passing responsibility for the risk to a contractor).
Terminate	Score 9	Agree that the risk is too high and do not proceed with the project or activity.

7.2 Risk assessment and risk matrices provide a powerful and easy to use tool for the identification, assessment and control of business risk. It enables managers to consider the whole range of categories of risk affecting a business activity. The technique can assist in the prioritisation of risks and decisions on allocation of resources. Decisions can then be made concerning the adequacy of existing control measures and the need for further action. It can be directed at the business activity as a whole or on individual departments/sections/functions or indeed projects.

8. Supporting Innovation and Improvement

8.1 Risk Management will be incorporated into the business planning process for the Board with a risk assessment of all business aims being undertaken as part of the annual Estimates process.

8.2 The Board's internal auditor will have a role in reviewing the effectiveness of control measures that have been put in place to ensure that risk management measures are working.

RISK MANAGEMENT STRATEGY STATEMENT

The Board believes that risk is a feature of all businesses. Some risks will always exist and can never be eliminated: they therefore need to be appropriately managed.

The Board recognises that it has a responsibility to manage hazards and risks and supports a structured and focused approach to managing them by approval each year of a Risk Management Strategy.

In this way the Board will improve its ability to achieve its strategic objectives and enhance the value of services it provides to the community.

The Boards Risk Management objectives are to:

- Embed risk management into the culture and operations of the Board
- Adopt a systematic approach to risk management as an integral part of service planning and performance management
- Manage risk in accordance with best practice
- Anticipate and respond to changing social, environmental and legislative requirements
- Ensure all employees have clear responsibility for both the ownership and cost of risk and the tools to effectively reduce / control it

These objectives will be achieved by:

- Establishing clear roles, responsibilities and reporting lines within the organisation for risk management
- Incorporating risk management in the Board's decision making and operational management processes
- Reinforcing the importance of effective risk management through training
- Incorporating risk management considerations into Service / Business Planning, Project Management, Partnerships & Procurement Processes
- Monitoring risk management arrangements on a regular basis

The benefits of Risk Management include:

- Safer environment for all
- Improved public relations and reputation for the organisation
- Improved efficiency within the organisation
- Protect employees and others from harm
- Reduction in probability / size of uninsured or uninsurable losses
- Competitive Insurance Premiums (as insurers recognise the Board as being a "low risk")
- Maximise efficient use of available resources.

RISK MANAGEMENT POLICY DOCUMENT

In all types of undertaking, there is the potential for events and consequences that may either be opportunities for benefit or threats to success. Internal Drainage Boards are no different and risk management is increasingly recognised as being central to their strategic management. It is a process whereby Internal Drainage Boards methodically address the risks associated with what they do and the services which they provide. The focus of good risk management is to identify what can go wrong and take steps to avoid this or successfully manage the consequences.

Risk management is not just about financial management; it is about achieving the objectives of the organisation to deliver high quality public services.

The failure to manage risks effectively can be expensive in terms of litigation and reputation, the ability to achieve desired targets, and, eventually, the level of the drainage rates.

Internal Drainage Boards need to keep under review and, if need be, strengthen their own corporate governance arrangements, thereby improving their stewardship of public funds and providing positive and continuing assurance to ratepayers. The Board already looks at risk as part of their day to day activities but there is now a need to look at, adapt, improve where necessary and document existing processes.

The proposal to carry out future capital and maintenance works on the current Environment Agency pumping stations and main rivers within the catchment will introduce increased risks to the Board.

The Board's existing risk management plans and policies will be applied to the works programmes with a special emphasis on Policy No. 41, Public Sector Co-Operation Agreement Policy "The signed agreement must be returned and orders provided prior to the commencement of any works".

Members are ultimately responsible for risk management because risks threaten the achievement of policy objectives. As a minimum, the members should, at least once each year:

- a) take steps to identify and update key risks facing the Board;
- b) evaluate the potential consequences to the Board if an event identified as a risk takes place; and
- c) decide upon appropriate measures to avoid, reduce or control the risk or its consequences.

This Risk Management Policy document is designed to be a living document which will be continually updated when new risks are identified or when existing risks change.

The assessment of potential impact will be classified as high, medium or low. At the same time it will assess how likely a risk is to occur and this will enable the Board to decide which risks it should pay most attention to when considering what measures to take to manage the risks.

After identifying and evaluating risks the responsible officer will need to decide upon appropriate measures to take in order to avoid, reduce or control the risks or their consequence.

RISK ANALYSIS

1. TO PROVIDE AND MAINTAIN STANDARDS OF NEEDS BASED SUSTAINABLE FLOOD PROTECTION

1.1 Risk of Being Unable to Prevent Flooding to Property or Land

The Board's main objective is to provide satisfactory water level management within the Board's area.

Flooding could occur in the following ways:

- From failure of coastal defences which are maintained by EA
- From EA Watercourses
- From IDB watercourses
- From riparian watercourses
- From sewers maintained by other authorities
- From surface water

(a) Coastal flooding from failure or overtopping of defences

Consequence: Land and Properties could be subjected to flooding and IDB Pumping Stations could be required to deal with substantial additional flows

How risk is managed: Board works with lead local flood authority, Environment Agency and the Wash Frontage Group.

Future Work: Lobbying of government representative

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	Low	3

(b) Fluvial flooding from failure or overtopping of defences

Consequence: Land and Properties could be subjected to flooding and IDB Pumping Stations could be required to deal with Substantial additional flows

How risk is managed: Board works with lead local flood authority
Pumping Stations Additional Resilience
Partnership working with EA including PSCA
Agreement with EA to switch off selected pumps if levels reach 2.7m ODN at Black Hole Drove PS

Future Work: Waiting for the EA Management Plan to be published on the operation of the sluice and nav lock at Black Sluice Pumping Station.

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	MEDIUM	6

(c) Flooding from failure of IDB pumping stations or excess rainfall

Consequence: Land and Properties could be subjected to flooding and IDB Pumping Stations could be required to deal with Substantial additional flows

How risk is managed: Board works with lead local flood authority
PTO gear boxes and generator connections.

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	LOW	3

(d) Flooding from Sewers or riparian watercourses

Consequence: Small areas of land and maybe some properties could be subjected to flooding

How risk is managed: Board works with lead local flood authority

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

1.2 Risk of Loss of Electrical Supply

The Board relies on electrical power for all pumping stations. Loss of supply could be encountered for a number of reasons in the future.

Consequence: Pumping stations would fail to operate
Office and Depot would be unable to function
Telemetry system fails to operate

How risk is managed: Dual drive gearboxes installed at pumping stations to enable pumps to be operated by a tractor
Large pumping stations have generator connections but the Board would have to hire in generators which may be in short supply
UPS system fitted to telemetry computer, Main server and Phone System

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	LOW	3

1.3 Risk of Pumps Failing to Operate

Consequence: High water levels and possible flooding
Extra expenditure on pumping station maintenance

How risk is managed: Pumping Engineer checks at regular intervals
Refurbishment of plant is continuously programmed
Continued investment planned for pumping stations

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	LOW	3

1.4 Risk of Board Watercourses being Unable to Convey Water

- Consequence: High water levels and possible flooding from over topping
Extra expenditure on drain maintenance
- How risk is managed: Asset conditions are shown on a database
All watercourses are cleared of weed growth once each year
All watercourses are desilted on a regular basis
Board regularly check and clear out culverts
- Further work: Continue to review asset conditions in asset database

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

1.5 Risk of Operating Machinery to Maintain Watercourses

The Board operates excavators and tractor mounted machines to remove weed growth and silt from watercourses. There are risks in operating this machinery.

- Risk: Hitting overhead electrical services
Hitting underground electrical services
Machines falling into watercourse
Parts of machine hitting people or other vehicles
- Consequence: Damage to Third parties
Damage to plant & vehicles
Injury to staff
- How risk is managed: Machinery is regularly serviced
Machinery is checked twice each year by a qualified engineer
Health and Safety Policy, reported annually to the Board
Health and Safety Consultant employed
All drivers are suitably trained
All drivers are provided with the required safety equipment
All machinery is insured by the Board

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

1.6 Risk of Claims from Third Parties for damage to property or injury

Risk: The Board could cause damage to property or injury due to their actions
 Hitting overhead/underground electrical services
 Machines falling into watercourses
 Damage to Third parties
 Damage to plant & vehicles

Consequence: Injury to staff
 Loss of income
 Extra work for staff

How risk is managed: The Board has adequate insurance
 The Board train staff to undertake works safely
 Risk assessments are carried out

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

1.7 Risk of Third Parties damage to Board maintained assets

Risk: Damage to Board Maintained Assets
 Damage to Board Owned Assets

Consequence: Assets not performing as they are designed to.

How risk is managed: Managed Assets – Board Byelaws
 Owned Assets - Insurance

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

1.8 Risk of Loss of Senior Staff

Consequence: Inability to operate efficiently

How risk is managed: Should staff from the Emergency response Team not be available during a prolonged event cover should be implemented as per the emergency response plan
 Hire in temporary staff from Agencies or other local Drainage Boards
 Formalised arrangements to share staff from other drainage boards

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	LOW	3

1.9 Insufficient Finance to Carry Out Works

Consequence: Watercourses not maintained in satisfactory condition
Pumping Stations more at risk of failure
Increased risk of poor drainage and flooding
Significant unexpected costs to respond to incidents or extended periods of wet weather.

How risk is managed: Ten year budget to ensure adequate funding
The Board maintains reserves at a level sufficient to respond to incidents and extended periods of wet weather.

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

1.10 Reduction in Staff Performance

Consequence: Reduced standards of maintenance

How risk is managed: Ongoing continuous supervision, advice, training, line management motivation and appraisal.
Management systems

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

1.11 Insufficient Staff Resources

Consequence: Reduced standards of maintenance
Reduced value for money

How risk is managed: Review by senior management
Reports to Executive Committee
Terms of Employment regularly reviewed to remain competitive

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

2. TO CONSERVE AND ENHANCE THE ENVIRONMENT WHEREVER PRACTICAL AND POSSIBLE TO ENSURE THERE IS NO NET LOSS OF BIODIVERSITY

2.1 Risk of Prosecution for not Adhering to Environmental Legislation

The Board have responsibilities to promote nature conservation and the environment

Consequence: Prosecution for damage to habitat
Injury or death of fish, birds or mammals

How risk is managed: Board employs an environmental consultant for reports and advice
Workforce are trained in environmental matters
Working within the restraints of the Board's Biodiversity Action Plan
Environmental clean-up liability Insurance (£1m)

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

2.2 Non Delivery of Objectives

Consequence: Biodiversity Action Plan not complied with

How risk is managed: Projects included in capital plan

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
LOW	LOW	1

3. TO PROVIDE A 24 HOUR/365 DAY EMERGENCY RESPONSE FOR THE COMMUNITY

3.1 Emergency Plan Inadequate or Not up to Date

Consequence: Difficulties in emergency situation

How risk is managed: Regular review of plan

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
LOW	LOW	1

3.2 Insufficient Resources (Staff and Equipment)

Consequence: Inability to provide adequate response

How risk is managed: Shared resources with neighbouring Boards
Use local farmer/landowner resources
Review resources available

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

3.3 Risk of Critical Incident Loss of Office

Consequence: Risk of an incident preventing the use of anything at the offices

How risk is managed: Insurance for additional cost of working/business interruption (£100k over a 12 Months period)
Remote Backups to HBP servers kept for 365 days

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	LOW	3

4. TO PROVIDE A SAFE AND FULFILLING WORKING ENVIRONMENT FOR STAFF

4.1 Risk of Injury to Staff and Subsequent Claims and Losses

Consequence: Injury to staff
Claims for losses
Senior staff liable under Corporate Manslaughter Legislation

How risk is managed: Health and Safety Policy, reported annually to the Board
Health and Safety Consultant employed
Staff are trained for the duties that they are required to perform
Risk assessments are carried out for all activities
Employers Liability Insurance (£15m)
Personal Accident Insurance (£60k & £100pw)

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

4.2 Risk of not complying with Health & Safety Legislation

If Health & Safety legislation is not complied with there is a risk of work being stopped and officers being prosecuted.

Consequence: Fines and serious delays in work programme

How risk is managed: A health and safety consultant is employed to advise on policy, monitor legislation and to check Health & Safety risk assessments
Board Health & Safety policy is developed under their guidance
Regular training of all staff
Insurance for Manslaughter Costs and Safety Legislation costs (£1m each)

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	LOW	3

5. TO MAINTAIN FINANCIAL RECORDS THAT ARE CORRECT AND COMPLY WITH ALL RECOMMENDED ACCOUNTING PRACTICE

5.1 Risk of Loss of Cash

Very little cash collected at office

Consequence: Loss of income

How risk is managed: Money placed in safe and banked as soon as possible
Insurance (£500 out of safe overnight to £5,000 during business hours)
A maximum of £500 petty cash is held

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
LOW	LOW	1

5.2 Risk of Loss of Money invested in Building Societies & Banks & Managed Funds

Consequence: Loss of income

How risk is managed: Money is placed with known Building Societies and banks on the FCA Register
A maximum of £300,000 is invested in an individual organisation as per the Investment Policy
Maximum of £500,000 invested in a managed fund.
The Executive Committee of the Board reviews the investments on a regular basis

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

5.3 Risk of Fraud by Senior Officers

Consequence: Loss of money

How risk is managed: Two Officers always have to sign each mandate for a transaction
All purchase ledger transactions are reviewed by the Board
The Board has adequate insurance

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

5.4 Risk of Inadequacy of Internal Checks

Consequence: Risk of incorrect payments being made

How risk is managed: All items resulting in payments being made by the Board are checked before being processed
All Payments made through the Board's Bank Accounts are authorised by two authorised signatories as per the Financial Regulations

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

5.5 Fraudulent use of Credit Cards

Consequence: Loss of money

How risk is managed: The Board has insurance up to £1,000 per card (Card limits £5k, £5k & £2,500)
Card expenditure is reconciled monthly and certified by both CEO & FM

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
LOW	MEDIUM	2

6. TO ENSURE THAT ALL ACTIONS TAKEN BY THE BOARD COMPLY WITH ALL CURRENT UK AND EU LEGISLATION

6.1 Risks to Board Members

There are 21 Board Members who make decisions on the operation of the Board

Risk: Board Members make decisions that involve the Board in extra expense

Consequence: Liability of Board Members

How risk is managed: Insurance (£3m Legal Liability Cover)
Qualified and experienced staff advise the Board

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
LOW	LOW	1

6.2 Risk of not complying with all Employment Regulations and Laws

There is a risk that the Board may not comply with all regulations and laws.

Consequence: Claims against the Board

How risk is managed: Insurance (£1m Employment Practices Cover)
Advice from consultants and solicitors and the industry
Finance Manager has regular training in employment law

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

7. A COST EFFICIENT IDB THAT PROVIDES VALUE FOR MONEY SERVICE

7.1 Risk of Collecting insufficient Income to Fund Expenditure

Consequence: Inability to pay staff and creditors
Inability to maintain drains and pumping stations in a satisfactory condition

How risk is managed: Monthly finance reports sent to Members of Executive Committee
Reports to Board Meetings
Cash flow forecasting by Finance Manager
Comprehensive Annual Budgets and ten year estimates produced

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
LOW	LOW	1

7.2 IDB abolished or taken over

Consequence: Loss of direction from local members

How risk is managed: Association of Drainage Authorities lobbies on behalf of IDB's
Regular dialogue with local MP's

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
LOW	LOW	1

8. INFORMATION TECHNOLOGY & COMMUNICATIONS

8.1 Risk of Loss of Telemetry

Consequence: If the telemetry fails then it will be more difficult to manage the pumping stations

How risk is managed: Continual review of hardware and software
Back up computers
Workmen already assigned to pumping stations can be sent to check on conditions
High Capacity UPS (Battery Backup) in place in case of power cut

Further Work: Continue to maintain trained staff to monitor telemetry
Work ongoing to upgrade the Telemetry Systems including the ability for remote operation.

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

8.2 Risk of Loss of Telephone Communications

Consequence: Inability to communicate decisions

How risk is managed: All staff have mobile telephones
 14 VOIP phones (6 with power supplies to be able to be used anywhere with an internet connection)
 2 Analog lines on site
 UPS (Battery Backup) on Communications Cabinet
 4G Assure on **both** Broadband lines if landlines fail

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
LOW	LOW	1

8.3 Risk of Loss of Internet Connections

Consequence: Unable to remotely connect to office and Telemetry resulting in Employee having to be on site in an event
 Unable to make bank payments
 Unable to access information on internet

How risk is managed: Two Fibre Broadband internet lines into office
 4G Assure on **both** Broadband lines if landlines fail
 Mobile Wifi Broadband contract maintained

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

8.4 Risk of Network Failure

Consequence: All computers and information inaccessible

How risk is managed: Proactive IT Maintenance Contract with external consultants including disaster recovery
 4 hour response for server or Network failure
 Staff with limited training and remote support

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
HIGH	LOW	3

8.5 Risk of Breach in Cyber Security

Consequence: All computers and information inaccessible
 Risk of Data Protection Breach
 Security of Information (Keylogger)

How risk is managed: Proactive IT Maintenance Contract with external consultants
 4 hour response for server or Network failure
 Staff with limited training and remote support
 Staff Training (All staff have completed classroom and online training provided by our IT consultants and Sophos as a minimum)
 Unified Threat Management system installed and subscription maintained
 All information taken off site digitally is encrypted and password protected
 Remote Backups to HBP servers kept for 365 days
 Introduction of Electronic Information and Communication Systems Policy (was part of the 'White Book' previously)

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

8.6 Risk of Network Security Breach

Consequence: Unauthorised access to the Network and information stored on the network

How risk is managed: Unified Threat Management installed and subscription maintained
 Review of Network Security by IT consultants carried out

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

8.7 Risk of Virus being introduced to Network

Consequence: Malicious damage to hardware and information by various types of virus

How risk is managed: Sophos Antivirus installed on all servers, desktop computers and laptops and managed centrally
 Hard Firewall installed to prevent unauthorised person introducing virus
 Emails filtered off site by Message Defence and Office 365 to reduce likelihood of malicious attachments

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

8.8 Risk of Loss of Accounting Records

All of the Board's records are retained on the main server in the communications room

Consequence: Inability to pay staff
Inability to pay creditors
Difficulty in finalising accounts

How risk is managed: Insurance for Business interruption £100k for up to 12 months
Computer systems are regularly reviewed by trained staff and external IT consultants
Volume Shadow software copies back up every six hours
Remote Backups to HBP servers kept for 365 days

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

8.9 Risk of Loss of Rating Records

All of the Board's records are retained on the main server in the communications room

Consequence: Inability to check who has paid rates
Loss of income
Loss of records of occupiers of land

How risk is managed: Insurance for Business interruption £100k for up to 12 months
Volume Shadow software copies back up every six hours
Computer systems are regularly reviewed by trained staff and by external IT consultants
Remote Backups to HBP servers kept for 365 days

Potential Impact of Risk	Potential likelihood of Risk	Risk Level
MEDIUM	LOW	2

Black Sluice Internal Drainage Board

Policy No: 3

Financial Regulations Policy

Review Dates:

Original Issue	16 th January 2013
Board Approved	30 th May 2018

1. INTRODUCTION

- 1.1 The **Accounts and Audit Regulations 2015** and the financial provisions of the Land Drainage Act 1991, place a responsibility on Drainage Boards to ensure that the financial management of Boards is adequate and effective.
- 1.2 Financial Regulations set out the framework of the rules for the proper financial administration of the Board and the responsibility of those charged with carrying out duties with financial implications.

2. RESPONSIBILITY FOR FINANCIAL CONTROL

- 2.1 The Finance Manager is appointed by the Board as the Responsible Financial Officer as required by the **Local Government Act 1972, Section 151**.
- 2.2 The Finance Manager shall be responsible to the Board for overall financial control of the Board's financial affairs and the continuous provision of financial management information.
- 2.3 The Finance Manager shall be responsible for maintaining the integrity of the accounting, financial administration and financial control systems of the Board.

3. ANNUAL ESTIMATES AND BUDGETS

- 3.1 The Chief Executive and the Finance Manager shall, each financial year, prepare estimates of income and expenditure for the ensuing financial year, **using the best information available**. Such estimates will be presented to the Executive Committee in January to allow recommendations to be put to the Board before 15th February on the level of the penny rate and council special levies.
- 3.2 The Chief Executive and the Finance Manager shall also each year produce a ten year projection to estimate levels of balances, so that the penny rate can be set at appropriate levels.
- 3.3 The Board meeting in February will set and Seal the Rate for the ensuing financial year.
- 3.4 The Board shall be kept informed by the Finance Manager of the overall financial position of the Boards finances through monthly management accounts, quarterly forecasts and other reports as necessary.

4. PAYMENTS OF ACCOUNTS / ORDERS

- 4.1 All requests for goods and services shall be issued on official order forms authorised as set down in the procurement policy.
- 4.2 All invoices, claims and accounts shall be authorised by the Finance Manager before payment ensuring that the payment is legal and within the power of the drainage board.
- 4.3 Payments will be made twice each month, **by faster payment**, processed by the second and last Friday in each period.
- 4.4 **Direct Debit payment may be set up for regular monthly payments, either fixed or variable**
- 4.5 The Finance Manager shall prepare a monthly schedule of payments that have been made.
- 4.6 All Schedules of payments are to be reported to the next available Board meeting.

5. INCOME

- 5.1 Procedures for the collection of all income due to the Board shall be under the control of the Finance Manager.
 - a) Invoices are to be raised promptly.
 - b) Statements to be sent on a monthly basis following the month the invoice was sent. (Copy invoices also to be sent if deemed required).
 - c) Any debtors outstanding over three months are to be reported to the Executive Committee.
- 5.2 Payment received on behalf of the Board by cheque will be paid into the Board's bank account on a regular basis and at least within a week. Payments received in cash may be transferred to the petty cash float if required otherwise paid into the Board's bank account without delay. Payments may also be taken by debit or credit card, in person, by phone or on the Board's website or paid directly into the Board's bank account by the Debtor.
- 5.3 All payments received by which ever method shall be recorded in the collection and deposit book.
- 5.4 The Finance Manager shall have responsibility to ensure that all monies received are correctly recorded in the Board's accounting records and the correct amount of VAT is added to income accounts where applicable.
- 5.5 The Finance Manager shall keep the Board regularly informed on the level of drainage rates collected by inclusion of a report in the monthly reports sent to the Executive Committee and at each Board meeting.
- 5.6 An official receipt showing date of receipt, amount received, type of remittance and reason for payment will be issued for all cash payments and for cheque payments on request.

5.7 Keys to the safe and cash boxes shall only be available to designated officers. Any lost keys must be immediately reported to the Chief Executive and Finance Manager.

6. INSURANCE

6.1 The Finance Manager, in consultation with responsible Officers initiates all appropriate insurance cover and negotiates all claims in consultation with relevant Officers.

6.2 All policies and covers are to be reviewed on an annual basis.

6.3 The Finance Manager shall inform the Insurer in a manner and at intervals requested by the Insurer, of all asset changes and cover required.

6.4 Officers shall promptly notify the Finance Manager of any loss, liability or damage or any event likely to lead to a claim on any Board policy.

7. STOCK AND ASSETS

7.1 The Finance Manager shall receive a weekly stock list from the Operations Manager detailing issues, receipts and balances of stock items.

7.2 The Finance Manager will arrange a physical stock take at least twice a year with one coinciding with the financial year end on the 31st March.

7.3 The Operations Manager shall ensure proper and safe custody of all stock.

7.4 The Finance Manager shall keep an asset register. This shall record all assets above £5,000 in value. The Finance Manager will carry out at least an annual physical check of assets.

7.5 Obsolete Equipment will, on the agreement of the Finance Manager and Chief Executive, be offered to the primary user at the best trade in rate achievable plus one pound and then to other staff via sealed bid. If not purchased by staff then, if appropriate and suitable, it can be traded in or sold by any other means for the benefit of the Board.

8. PAYMENT TO EMPLOYEES

8.1 The Finance Manager shall keep a record of all employees to show details of the appointment, grade and payments in respect of each employee of the Board.

8.2 The Finance Manager shall be responsible for the payment of all, salaries, wages and other emoluments to all employees.

8.3 The Finance Manager shall be responsible for keeping and maintaining all records for the proper administration of PAYE, NI and Superannuation.

8.4 All authorised officers shall notify the Chief Executive and Finance Manager immediately of all matters affecting payments including resignations, suspensions, absences from duty and changes in remuneration.

- 8.5 Variations to the salary of the Chief Executive or Finance Manager shall be authorised by the Executive Committee and Chairman of the Board.
- 8.6 Any discretionary payments to employee's over the Overtime limit will be authorised by the Chairman of the Board.

9. TREASURY MANAGEMENT / BANKING ARRANGEMENTS

- 9.1 The Finance Manager shall include in the monthly management accounts details on all investments which will be distributed to the Executive Committee.
- 9.2 The Board has a limit of funds that may be deposited, in a fixed term investment, with any institution which is £300,000.
- 9.3 The Board only places deposits with financial institutions which are regulated by the Financial Conduct Authority.
- 9.4 Bank transactions and instructions must be authorised by two approved officers.
- 9.5 In relation to 9.4 above, the approved officers are: Chief Executive, Finance Manager, Finance Supervisor and Operations Manager.
- 9.6 The Chief Executive and Finance Manager may hold a Business Chargecard, with a monthly limit of £5,000 for payment of expenses and Internet orders. The Operations Manager may hold a business Chargecard, with a monthly limit of £2,500. Statements are to be certified by the Finance Manager every month. Chief Executive to certify the Finance Manager's statement. It is the bearers responsibility to ensure the cards are kept safe and only used in accordance with the Board's Procurement Policy. Under no circumstances are the cards to be used to withdraw cash.
- 9.7 Small payments may be made by petty cash under the control of the Finance Supervisor. All petty cash claims are to be recorded on a voucher supported by a receipt and authorised by the Finance Manager or Chief Executive. The maximum amount of petty cash that may be held is £500. The Finance Manager is to certify the analysis every month.
- 9.8 Bank accounts must be in the name of Black Sluice IDB.

10. RESERVES

- 10.1 General Reserve - When producing budgets and estimates the long term aim of the Board is;
- a) to continue to reduce the Board's general reserves, with the target of 20% of annual expenditure;
 - b) to achieve a balanced budget in the long term reporting period.

11. AUDIT AND ACCOUNTS

- 11.1 The Finance Manager shall arrange for an internal audit of the accounting, financial management and other operations of the Board. This will be undertaken by a suitably qualified and experienced internal auditor and be undertaken in accordance with the Governance & Accountability for Smaller Authorities in England code of audit practice.
- 11.2 The Internal Auditor shall produce an annual report to the Executive Committee and the Audit & Risk Committee **that assures them that the Board has a sound system of internal control which;**
- 11.2.1 Facilitates the effective exercise of its function and the achievement of its aims and objectives**
- 11.2.2 Ensures that the financial and operation management of the authority is effective and**
- 11.2.3 Includes effective arrangements for the management of risk.**
- 11.3 Any qualified or adverse internal or external audit reports or opinions will be reported to the next available Board meeting.
- 11.4 The Annual Financial Statements shall be approved by the Board before the 30th June each year.

12. IRREGULARITIES / FRAUD

- 12.1 In any case where irregularity is suspected in connection with financial or accounting transactions, it shall be the duty of the Finance Manager to inform the Chief Executive, Chairman of the Board, and the Board's Auditor without delay.



Internal Audit

FINAL

Black Sluice Internal Drainage Board

Assurance Review of Annual Governance and Accountability Return

2020/21

February 2021

Executive Summary

OVERALL ASSESSMENT





ASSURANCE OVER KEY STRATEGIC RISK / OBJECTIVE

The audit covers all areas required by the Annual Governance and Accountability Return (AGAR) and includes where appropriate the key risks for a drainage board.



SCOPE

The aim of the audit was to undertake sufficient audit work to be able to sign off the Annual Governance and Accountability Return for Internal Audit.

KEY STRATEGIC FINDINGS

-  Black Sluice Internal Drainage Board has good systems in place and the governance, risk and control framework is working well.
-  Black Sluice Internal Drainage Board use the Opera suite of software to manage their accounts which supports accurate accounting and good record keeping.

GOOD PRACTICE IDENTIFIED

-  Governance, Risk and Control are all well managed by the Black Sluice Internal Drainage Board
-  The Black Sluice Web site is easy to navigate, well populated with useful key information and kept up to date.

ACTION POINTS

Urgent	Important	Routine	Operational
0	0	0	0

Assurance - Key Findings and Management Action Plan (MAP)

Rec.	Risk Area	Finding	Recommendation	Priority	Management Comments	Implementation Timetable (dd/mm/yy)	Responsible Officer (Job Title)
No recommendations have been made.							

PRIORITY GRADINGS

1 **URGENT** Fundamental control issue on which action should be taken immediately.

2 **IMPORTANT** Control issue on which action should be taken at the earliest opportunity.

3 **ROUTINE** Control issue on which action should be taken.

Operational - Effectiveness Matter (OEM) Action Plan

Ref	Risk Area	Finding	Suggested Action	Management Comments
No Operational Effectiveness Matters were identified.				

ADVISORY NOTE

Operational Effectiveness Matters need to be considered as part of management review of procedures.

Findings







Directed Risk:

Failure to properly direct the service to ensure compliance with the requirements of the organisation.

Ref	Expected Key Risk Mitigation	Effectiveness of arrangements	Cross Reference to MAP	Cross Reference to OEM
GF	Governance Framework There is a documented process instruction which accords with the relevant regulatory guidance, Financial Instructions and Scheme of Delegation.	In place	-	-
RM	Risk Mitigation The documented process aligns with the mitigating arrangements set out in the corporate risk register.	In place	-	-
C	Compliance Compliance with statutory, regulatory and policy requirements is demonstrated, with action taken in cases of identified non-compliance.	In place	-	-

Other Findings

-  The previous recommendation regarding strengthening the Boards treatment of Health and Safety matters has been fully implemented.
-  All the Boards policies and procedures are on their website. These are all appropriate and adequate for a drainage board. The website itself is easy to navigate and the policies and procedures are the latest version and are all up to date.
-  Due to circumstances the Chief Executive is currently unavailable and the Finance Manager is acting up as Chief Executive and Finance Manager. Potentially this situation, if it continues, could undermine the control framework, although appropriate action has been taken to deal with this unexpected situation.
-  The financial systems operated by the Board are all well established and good evidence was provided to demonstrate that the provisions contained within Financial Regulations are being followed.



Delivery Risk:

Failure to deliver the service in an effective manner which meets the requirements of the organisation.

Ref	Expected Key Risk Mitigation	Effectiveness of arrangements	Cross Reference to MAP	Cross Reference to OEM
PM	Performance Monitoring There are agreed KPIs for the process which align with the business plan requirements and are independently monitored, with corrective action taken in a timely manner.	In place	-	-
FC	Financial Constraint The process operates within the agreed financial budget for the year.	In place	-	-
R	Resilience Good practice to respond to business interruption events and to enhance the economic, effective and efficient delivery is adopted.	In place	-	-

Other Findings



The Board has in place sound processes for the management of its finances and appropriate and adequate reserves are held. Management accounts are routinely reported to the Board along with future years forecasting which assists with the rate setting and keeping any increases in proportion to need.

EXPLANATORY INFORMATION

Appendix A

Scope and Limitations of the Review

- The definition of the type of review, the limitations and the responsibilities of management in regard to this review are set out in the Annual Plan. As set out in the Audit Charter, substantive testing is only carried out where this has been agreed with management and unless explicitly shown in the scope no such work has been performed.

Disclaimer

- The matters raised in this report are only those that came to the attention of the auditor during the course of the review, and are not necessarily a comprehensive statement of all the weaknesses that exist or all the improvements that might be made. This report has been prepared solely for management's use and must not be recited or referred to in whole or in part to third parties without our prior written consent. No responsibility to any third party is accepted as the report has not been prepared, and is not intended, for any other purpose. TIAA neither owes nor accepts any duty of care to any other party who may receive this report and specifically disclaims any liability for loss, damage or expense of whatsoever nature, which is caused by their reliance on our report.

Effectiveness of arrangements

- The definitions of the effectiveness of arrangements are set out below. These are based solely upon the audit work performed, assume business as usual, and do not necessarily cover management override or exceptional circumstances.

In place	The control arrangements in place mitigate the risk from arising.
Partially in place	The control arrangements in place only partially mitigate the risk from arising.
Not in place	The control arrangements in place do not effectively mitigate the risk from arising.

Assurance Assessment

- The definitions of the assurance assessments are:

Substantial Assurance	There is a robust system of internal controls operating effectively to ensure that risks are managed and process objectives achieved.
Reasonable Assurance	The system of internal controls is generally adequate and operating effectively but some improvements are required to ensure that risks are managed and process objectives achieved.
Limited Assurance	The system of internal controls is generally inadequate or not operating effectively and significant improvements are required to ensure that risks are managed and process objectives achieved.
No Assurance	There is a fundamental breakdown or absence of core internal controls requiring immediate action.

Acknowledgement

- We would like to thank staff for their co-operation and assistance during the course of our work.

Release of Report

- The table below sets out the history of this report.

Stage	Issued	Response Received
Audit Planning Memorandum:	3 rd December 2020	3 rd December 2020
Draft Report:	4 th February 2021	4 th February 2021
Final Report:	5 th February 2021	

AUDIT PLANNING MEMORANDUM

Appendix B

Client:	Black Sluice IDB		
Review:	Annual Governance and Accountability Return		
Type of Review:	Assurance	Audit Lead:	Chris Harris

Outline scope (per Annual Plan):	To undertake sufficient audit work to be able to sign off the Annual Governance and Accountability Return for Internal Audit.		
Detailed scope will consider:	<p>Directed</p> <p>Governance Framework: There is a documented process instruction which accords with the relevant regulatory guidance, Financial Instructions and Scheme of Delegation.</p> <p>Risk Mitigation: The documented process aligns with the mitigating arrangements set out in the corporate risk register.</p> <p>Compliance: Compliance with statutory, regulatory and policy requirements is demonstrated, with action taken in cases of identified non-compliance.</p>	<p>Delivery</p> <p>Performance monitoring: There are agreed KPIs for the process which align with the business plan requirements and are independently monitored, with corrective action taken in a timely manner.</p> <p>Financial constraint: The process operates with the agreed financial budget for the year.</p> <p>Resilience: Good practice to respond to business interruption events and to enhance the economic, effective and efficient delivery is adopted.</p>	
Requested additions to scope:	(if required then please provide brief detail)		
Exclusions from scope:			

Planned Start Date:	25/01/2021	Exit Meeting Date:	1 February 2021	Exit Meeting to be held with:	Daniel Withnall
----------------------------	------------	---------------------------	-----------------	--------------------------------------	-----------------

SELF ASSESSMENT RESPONSE

Matters over the previous 12 months relating to activity to be reviewed	Y/N (if Y then please provide brief details separately)
Has there been any reduction in the effectiveness of the internal controls due to staff absences through sickness and/or vacancies etc?	N
Have there been any breakdowns in the internal controls resulting in disciplinary action or similar?	N
Have there been any significant changes to the process?	N
Are there any particular matters/periods of time you would like the review to consider?	N

BLACK SLUICE INTERNAL DRAINAGE BOARD

AUDIT & RISK COMMITTEE - 10 MAY 2021

AGENDA ITEM 08(e)(iv)

IDB'S REMOTE AUDITING AUDIT PROGRAMME - 2021/22 INTERNAL AUDIT ARRANGEMENTS

At this time (April 2021) I am unable to consider an alternative to a remote internal audit for the 2021/22 financial year. In any event even if we have some degree of "normality" which may come about by being vaccinated it is still very likely that part of the audit may still be undertaken remotely. I will keep clients informed as time moves on as to how the audit will be undertaken in 2021/22. For now the list below provides the audit programme of work for 2021/22 as at this time I am not expecting to vary the areas to be covered that are required for me to sign off the AGAR statement for internal audit.

Strategic 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 any 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 where held
- 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.

Chris Harris
Internal Auditor

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held remotely on
12th May 2021 at 10am

Members

Chairman - * Mr K C Casswell

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

* Mr M Brookes
* Mr P Holmes

* Member Present

In attendance: Mr D Withnall (Acting Chief Executive)
Mr I Warsap (Suspended Chief Executive – joined part way through meeting)

The Acting Chief Executive explained that there were temporary amendments made to the Standing Orders last year to allow remote meetings to take place due to COVID-19, which had an expiry of 7th May 2021. There has now been a permanent replacement paragraph added, as displayed on screen, to allow for remote meetings to continue, which will be presented at the next meeting of the Board for approval, but are required to be presented at the beginning of any meeting prior to that due to the temporary version having expired. All APPROVED.

1780 APOLOGIES FOR ABSENCE - Agenda Item 1

There were no apologies of absence.

1781 DECLARATIONS OF INTEREST - Agenda Item 2

There were no declarations of interest.

1782 CHIEF EXECUTIVE OFFICER - Agenda Item 3

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

There being no further business the meeting closed at 11:00am.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the
Southern Works Committee

held remotely on the
19th May 2021

Members

Chairman - * Mr M Rollinson

* Mr W Ash	* Mr J F Atkinson
* Mr V A Barker	* Mr K C Casswell
* Mr J Casswell	Mr R Dorrington
Mr C Dring	Mr A Mair
Cllr P Moseley	Mr M Mowbray
* Cllr S Walsh	* Mr C Wray
* Mr J R Wray	

(* Member Present)

In attendance: Mr I Warsap (Chief Executive)
Mr D Withnall (Finance Manager)
Mr P Nicholson (Operations Manager)
Mr S Harrison (Works Manager)
Mr K Methley (Pump Engineer)
Mr P Holmes (Vice Chairman & Northern Works Chairman)
Cllr P Bedford (Executive Committee)
Mr J Fowler (Executive Committee)
Ms Lesley Sharpe (Guest Speaker)

The Finance Manager explained that there were temporary amendments made to the Standing Orders last year to allow remote meetings to take place due to COVID-19, which had an expiry of 7th May 2021. There has now been a permanent replacement paragraph added, as displayed on screen, to allow for remote meetings to continue, which will be presented at the next meeting of the Board for approval, but are required to be presented at the beginning of any meeting prior to that due to the temporary version having expired. All APPROVED.

The Chairman welcomed the Chief Executive back to work and thanked all other members of staff for their hard work acting up in the Chief Executive's recent absence.

The Chairman informed the committee that it is planned to hopefully hold an inspection in September 2021 once COVID-19 restrictions are eased.

1783 RECORDING THE MEETING – Agenda Item 1

Members were informed that the meeting would be recorded.

1784 APOLOGIES FOR ABSENCE - Agenda Item 2

Apologies for absence were received from Mr A Mair, Mr M Brookes and Cllr P Mosley.

1785 DECLARATIONS OF INTEREST - Agenda Item 3

There were no declarations of interest.

1786 MINUTES OF LAST MEETING - Agenda Item 4

The Minutes of the Southern Works Committee, which was held on 12th November 2020, copies of which had been circulated, were considered. It was AGREED that the Minutes should be signed as a true record.

1787 MATTERS ARISING - Agenda Item 5

There were no matters arising.

1788 RECEIVE A VERBAL REPORT FROM LESLEY SHARPE REGARDING THE UPPER CATCHMENT STUDIES - Agenda Item 6

The Chairman introduced Ms L Sharpe, explaining that she has been conducting surveys for natural flood management and has visited himself amongst many other landowners.

Ms L Sharpe gave a presentation on the upper catchment studies as follows.

Ms L Sharpe explained that she was commissioned to identify opportunities and constraints for natural flood management (NFM). She began by conducting a desktop study, followed by walking all the main watercourses and flow paths. The catchment was split into six sub catchments; Heckington, Helpringham, Billingborough, Aslackby, Rippingale and Morton. Constraints were considered e.g., archaeological or environmental, followed by talking to landowners where viable NFM opportunities had been identified, followed by mapping and prioritising these opportunities and drawing up ballpark costs. Ms L Sharpe noted that she is currently at the stage of finishing talking to the landowners and beginning to map, prioritise and draw up costs, following delays due to COVID-19.

Ms L Sharpe next presented a Scimap map on screen, explaining that this tool enables the identification of where water is likely to flow under heavy rain (red areas). There were 297 opportunities identified which then have a flow calculation applied to them to see if it is viable. Following this, the opportunities were reduced to 259. There were 55 landowners identified with these NFM opportunities, most of the visits have been carried out, outline designs for interested landowners prepared and some have been revisited. Ms L Sharpe next presented some examples of designs to the committee.

Ms L Sharpe next displayed some photographs of work done upstream of Horncastle on the River Waring, to showcase the variety of work that can be done e.g., earth bunds (used to slow the flow), swales etc.

Ms L Sharpe explained that of all the landowner visits completed there have only been two that have outright said 'no', the rest are considering the options discussed. The biggest concerns with landowners are around existing stewardship schemes and the future of the ELMs scheme.

Ms L Sharpe further explained to the committee that Morton and Billingborough sub catchments offer the best opportunities, with the Heckington sub-catchment offering the least.

Ms L Sharpe concluded her presentation by noting that she is on course to be submitting the relevant maps and costs by June.

The Chairman thanked Ms L Sharpe for her informative presentation, inviting questions and observations.

Mr V Barker noted his idea of putting in pipes of reduced size upstream through a culvert to slow the water down. Ms L Sharpe responded that pipes have not been considered as the work is focusing on natural processes.

The Chief Executive gave a further overview of Ms L Sharpe's work, noting that, in general, NFM works are generally lower in cost, also highlighting the size of the upper catchment; 20,000 ha. This upper catchment was split into sub catchments, as explained by Ms L Sharpe previously, however, Ms L Sharpe is not working on one of the sub catchments, Swaton, at the Environment Agency (EA) are currently undertaking NFM work in this area. The Chief Executive continued by adding that the general purpose of Ms L Sharpe's work is that the majority of the water from the upper catchment ends in the South Forty Foot Drain (SFFD) from the eight unrestricted highland carriers that the Board maintain on behalf of the EA. The Chief Executive welcomed the NFM opportunities, working with landowners and thanked Ms L Sharpe for her work.

The Operations Manager informed the committee that the Board's Officers will be continuing to be in contact with Ms L Sharpe.

The Chairman also noted that in the original countryside stewardship scheme there was funding available for putting grips into wet land, suggesting it would be of interest to many landowners. Ms L Sharpe noted that there is still some but not much available in current schemes and that it is being looked into including NFM within ELMs.

Mr J Fowler questioned if the schemes are measured in square metres or cubic metres of water held back? Ms L Sharpe noted that it is usually cubic metres depending on what can be done, for example, a bund is continually emptying and filling, sometimes monitoring can be done in relation to how much is not being discharged / the slow of the discharge.

Mr K Casswell felt it is a good place for ELMs to be, Ms L Sharpe agreeing, adding that one aspect of ELMs looks at how groups of farmers can work together. There is discussion ongoing around some funding within countryside stewardship this year to trial how groups of farmers within a catchment could be managed as part of ELMs.

1789 RECEIVE THE ENGINEER'S REPORT - Agenda Item 7

The Operations Manager presented the report on Engineering Works, highlighting points as follows.

1. CAPITAL ASSET IMPROVEMENTS

(a) 2020/21 Defra/EA Funded Grant in Aid (GiA) Schemes

(i) REMOTE MONITORING, TELEMETRY H&S SCHEME

Works on this scheme have started; implementing the remote control system at some of the pumping stations and continuing with the installation of metric gauge boards.

The funding for this scheme has changed – there is a Local Levy claim for funding to be made this financial year (2021/22).

If funds are sufficient CCTV will be looked into at as many pumping stations as possible.

(ii) SWATON NFM

The Board are delivering all work on site, there are three sites involved – Holland Road Farm, Manor Farm (North and South) and Grove Farm. The Holland Road Farm attenuation site is almost complete, with the swales completed, the site design shown on screen, followed by photographs of the attenuation site at Holland Road Farm displayed on screen for the committee. The Operations Manager noted that the attenuation pond is expected to sustain more water year round than shown in the photograph once operational.

It was confirmed that there will be an opportunity to visit this site on the inspection in September 2021.

The Chairman questioned what the EA is compensating the landowner? The Operations Manager responded that he will share that information with the Chairman following the meeting, he is also going to share it with Ms L Sharpe.

Mr P Holmes questioned the size area of this project? The Operations Manager explained that the Holland Road Farm attenuation pond holds 3,220 cubic metres, in terms of area size, it is 95 metres long and 20 metres at its widest point (approx. 0.5 acre).

The Chairman questioned whether it will hold water all year round? The Operations Manager explained that it is designed to hold water all year round. The Chairman noted that if it holds water all year round then it will have less capacity in a flood. The Operations Manager noted that it has been designed in this way for the water to allow for biodiversity all year round.

The Operations Manager noted that the other two sites are owned by the Crown and are still awaiting the agreement to be signed before works can commence.

(b) 2020/21 Board Funded Capital Schemes

(i) GRAFT DRAIN IMPROVEMENTS - Scheme 2086

The map outlining the Graft Drain improvements was displayed on screen, the red showing completed works to March 2021 and the light blue area showing the works to be completed this year currently, with the objective of being substantially completed by the end of 2022. There are still some long sections of culvert to review as soon as able to be surveyed. It was confirmed that currently works are being done to remove three culverts to the same field and replace with the one. The main objectives of this scheme being to reduce the number of culverts where possible and to reduce the water level. Work is on programme to be completed by the end of the next financial year.

The Chairman noted that many of the culverts are surrounded by residential properties and so may be difficult to replace.

The Operations Manager noted that once the condition of the culverts are established then options and associated costs can be considered.

Mr V Barker noted that some of the culverts have water in, wondering whether the land has sunk, expressing his concern for lining a culvert and it being permanently under water. Mr V Barker also noted a new culvert, just after culvert 2521 on the map displayed, stating that he is not sure why it has been put in, feeling it is unnecessary as there is alternative access to the field. The Operations Manager responded that negotiations were held with the landowner and was proven as needed.

Mr P Holmes noted that a lot of culverts were put in for stabilisation, not just access.

It was noted that there would be opportunity to visit the site on the inspection in September 2021.

(ii) LEAK FROM EA BILLINGBOROUGH LODGE INTO 20/5 NOW CURED

Leakage from EA Billingborough Lodge into Board systems was identified in December 2019 and repairs have now been completed to resolve the issue. The EA initially stated that they may be responsible, after seeking a purchase order to complete the works, they stated that it is not their asset and therefore not their responsibility. The Operations Manager will try to recover the cost of the work from the EA.

It was noted that all of the original scheme built pumping stations are over 50 years old, and the Board has not got funds to replace them without external funding. The new restrictions around Eel passage were also noted.

Mr P Holmes questioned whether the feasibility of amalgamating pumping stations has been considered?

The Operations Manager noted that he is hoping it will drive a 'blank piece of paper' scenario whereby all options can be considered and explored.

Mr K Casswell also noted the impact that the South Lincs Water Partnership (SLWP) work could have, especially if the reservoir is built in the Board's catchment. The Chief Executive echoed this, noting that the Board's Officers are very involved and it could be very beneficial to the Board.

(ii) HACONBY FEN CATCHMENT WORKS

The above in relation to Dowsby Lode catchment works also applies to Haconby Fen.

(b) Board Funded Capital Schemes

(i) DOWSBY LODE CATCHMENT WORKS

The potential Board contribution for this work, if required by the scheme to enable Grant in Aid could be £25,000.

(ii) DUNSBY FEN P/S WEEDSCREEN CLEANER

The weedscreen cleaner is at end of life, with the pump pumping almost every day, the weedscreen cleaner also operates when the pump runs and so has done a lot of work, Based on the final cost for some of the other weedscreen cleaner replacements, it may be found that the £90,000 budget is not enough.

All AGREED £90,000 for the replacement of the weedscreen cleaner at Dunsby Fen Pumping Station.

(iii) SFFD DESILTING BLACK HOLE DROVE TO GUTHRUM

All AGREED £65,000 for the desilting of the South Forty Foot Drain from Black Hole to Guthrum.

(iv) GRAFT DRAIN SCHEME

All AGREED £60,000 for the continuation of the Graft Drain Scheme.

The Finance Manager noted that there has been a lot of work transferred from 2020/21 to 2021/22, so the Capital Schemes Budget will be updated for the Board meeting. It was also noted about the loss of use of red diesel from April 2022. The Chairman also noted the notion of being carbon neutral in the future.

1790 REPORT ON RAINFALL - Agenda Item 8

The rainfall figures at Black Hole Drove were circulated. The Committee RESOLVED that this report be noted.

1791 ANY OTHER BUSINESS - Agenda Item 9

(a) UNIMOG

Mr V Barker noted that a lot of the efficiency of the work of the Board is dependant on the Unimog, adding that he has previously seen machines stood not doing any work waiting for the Unimog to transport them.

Mr V Barker continued that he has seen other Board's with a rubber tyred excavator that can tow a trailer with its attachments, suggesting that this should be considered, and that discussion should take place with this Board about it.

The Operations Manager responded that the Board made the decision, within the law, that tractors could not be used for haulage unless licenced for vehicle haulage. The Operations Manager also noted that an excavator on tracks is useable all year round.

Mr V Barker made the comparison to a combine harvester having a specific trailer to tow its bed with, the Board's machine would have a specific trailer tow its attachments with.

Mr W Ash suggested a forklift with a high speed gear box and trailer. The Operations Manager explained that the Board used to do this but can no longer do this as the Board is not classed as agricultural.

Mr C Wray suggested that it could be a Twiga that is replaced, possibly by the JCB Hydradig, noting that when it isn't flailmowing, it will still be a sufficient 360 excavator. The Operations Manager is aware of this machine and it will be considered, but also noted that although it is a versatile machine it may be too compromised as a predominantly flailmowing machine.

(b) SHEEP IN DRAIN – FX1792 – SEMPRINGHAM

The Works Manager explained that last week the workforce were desilting the Sempringham Pump Drain, this work includes dropping the water level.

The following day a phone call was received from the tenant of neighbouring land regarding his sheep getting into the drain as a consequence of which two ewes and two lambs died. The tenant has no fencing / any form of barrier to stop the sheep getting into the drain and allows the sheep to use the drain to drink from. The tenant complained that nobody had notified him of the works and wants to claim compensation for the loss of the sheep.

The Works Manager continued by explaining that the desilting was being carried out on the opposite side to the tenant's field of sheep and so he would not be notified, it is only the landowner of the side of the desilting that is notified. Photos were displayed on screen.

The Chairman felt that the tenant's sheep should not be on the watercourse bank anyway.

Mr V Barker noted that he grazes livestock on watercourse banks and that they do drink from the watercourse, but that he would not claim from the IDB if he lost one of his livestock and that the desilting work should make no difference.

Mr P Holmes suggested that he should perhaps be counter sued for damaging the watercourse bank.

The Chairman suggested that it should be put in writing that the Board are not liable. The Finance Manager suggested a letter with a copy of the Board's complaints policy and form.

The Chief Executive clarified that the tenant's initial complaint was regarding that he hadn't been notified of the works being carried out but the Board only notify landowners / tenants on the drain side they are working on and so the complaint is unjustifiable.

The Finance Manager also suggested including Byelaw 13 within the letter – 'Damage by animals to banks'.

Mr C Wray noted that if Byelaw 13 is mentioned within the letter the Board need to ensure they act on it.

All AGREED to send the tenant a letter explaining that the Board are not liable for the loss of his sheep as they should not have been on the bank anyway.

There being no further business the meeting closed at 15:48.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the
Northern Works Committee

held remotely on the
2nd June 2021

Members

Chairman - * Mr P Holmes

* Cllr T Ashton	* Cllr R Austin
* Cllr P Bedford	* Mr M Brookes
* Mr D Casswell	* Cllr M Cooper
* Mr J Fowler	* Cllr M Head
Mr R Leggott	Mr R Needham
* Cllr F Pickett	* Mr J E Pocklington
* Mr P Robinson	Mr N Scott
* Cllr P Skinner	Mr R Welberry

(* Member Present)

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

1792 TO APPROVE THE AMENDED STANDING ORDERS – Agenda Item 1

The Finance Manager explained that there were temporary amendments made to the Standing Orders last year to allow remote meetings to take place due to COVID-19, which had an expiry of 7th May 2021. There has now been a permanent replacement paragraph added, as displayed on screen, to allow for remote meetings to continue, which will be presented at the next meeting of the Board for approval but are required to be presented at the beginning of any meeting prior to that due to the temporary version having expired. All APPROVED.

1793 RECORDING THE MEETING – Agenda Item 2

Members were informed that the meeting would be recorded.

1794 APOLOGIES FOR ABSENCE - Agenda Item 3

Apologies for absence were received from Mr M Rollinson, Mr R Leggott, Mr R Welberry, Mr R Needham and Mr K Casswell.

1795 DECLARATIONS OF INTEREST - Agenda Item 4

There were no declarations of interest.

1796 MINUTES OF LAST MEETING - Agenda Item 5

The Minutes of the Northern Works Committee, which was held on 4th November 2020, copies of which had been circulated, were considered. It was AGREED that the Minutes should be signed as a true record.

1797 MATTERS ARISING - Agenda Item 6

(a) FALLEN TREE - FX1472 - NORTH FORTY FOOT DRAIN

Cllr P Bedford questioned if this matter has been resolved yet? The Operations Manager noted that it is not yet resolved.

1798 RECEIVE THE ENGINEER'S REPORT - Agenda Item 7

The Operations Manager presented the report on Engineering Works, highlighting points as follows.

1. CAPITAL ASSET IMPROVEMENTS

(a) 2020/21 Defra/EA Funded Grant in Aid (GiA) Schemes

(i) NORTH FORTY FOOT CLEANSING/REVTMENT & LANGRICK ROAD PIPELINE

The works have started; all the planned replacement of existing pipeline is completed and are now awaiting quotations for the sections proposed to be lined.

Contact has been made with Lincolnshire County Council regarding the section under the highway who have agreed to fund that section of work.

Royal Smals will complete the desilting of the North Forty Foot Drain from Cooks Lock Pumping Station to the footbridge at Roseberry Avenue. These works are planned for late October 2021 and are expected to take between 4 – 5 weeks. The silt settlement lagoon having been completed in March.

(b) 2020/21 Board Funded Capital Schemes

(i) WYBERTON MARSH PS WEEDSCREEN CLEANER

The replacement of the weedscreen cleaner at Wyberton Marsh Pumping Station has been completed, photos were displayed on screen.

(ii) CHAIN BRIDGE PS WEEDSCREEN CLEANER

The refurbishment of the weedscreen cleaner at Chain Bridge Pumping Station has been completed, photos were displayed on screen.

(iii) JETTING TO MAJOR PIPELINES

The elements still to be completed in Kirton / Wyberton and Donington were displayed on screen, having encountered accessibility issues because of weather conditions and water levels. It was confirmed that when inspecting, defects in the pipes, separation of joints etc. are being looked for, however, there have been no major causes for concern in relation to the conditions of the pipelines already completed.

(iv) REMOTE MONITORING & CONTROL (H&S SCHEME)

This work has started; installing metric gauge boards and remote operation of the pumps. Some of the pumping station's control panels will require upgrading to be able to run the remote operation.

It was explained that the original source of funding (£110,000) was proposed through joint funding of Local Levy and Grant in Aid (GiA), however, unfortunately the scheme was not eligible for this. Local Levy funding (£110,000) has now been approved instead.

The Chairman questioned if a GiA Manager would have been able to help achieve the GiA funding? The Operations Manager responded that a new GiA Manager has been appointed and is due to commence work next month, however, noted that he didn't think it would have made a difference to achieving the funding as the required criteria was not met.

The Finance Manager added that the automated pumping stations used over the winter period worked well and as they were designed to.

(c) 2021/22 Defra/EA Funded Grant in Aid (GiA) Schemes

(i) REMOTE MONITORING, TELEMETRY H&S SCHEME

This scheme was explained in the above item; 1(b)(iv).

(d) 2021/22 - Board Funded Capital Schemes

(i) JETTING TO MAJOR PIPELINES

This scheme was explained in the above item; 1(b)(iii).

(ii) GENERAL CULVERT CONTRIBUTIONS

The following culverts are proposed to for replacement / contribution:

No. 635	Swineshead	15m x 0.6m	Armco	£1k max contribution
No. 1795	Kirton	12m x 0.6m	Armco	£1k max contribution
No. 2880	Kirton	9m x 0.6m	BAT	Potential to give this up

It was also agreed at the recent Structures Committee Meeting that Culvert No 1469 in Bicker Fen would have a £1,000 contribution from the Board.

Culvert No. 2880 has the potential to be given up as the Board are considering giving that watercourse up. Culverts No. 635 and 1795 are used for maintenance works and so have the potential for contribution. A contribution won't be made until it has been further investigated.

Culverts 1469 & 1408 – Bicker Fen

The Operations Manager next referred to an ongoing situation in Bicker Fen regarding two culverts, No. 1469 and 1408.

One culvert completely failed and the other partially failed. The culvert that failed completely was entirely removed by the Board, and the culvert that partially failed was partly removed by the Board as both were causing obstruction to the conveyance of water through the watercourse.

The two culverts are owned by the same landowner, with whom discussion has taken place, explaining that the Board would be willing to make a contribution to Culvert No. 1469 as the Board use it for their operations. The landowner argues that if the Board are using the culvert, then the Board should be fully responsible for it, that he is not willing to replace the culverts at his cost and that he won't pay his drainage rates until resolved. The Operations Manager is meeting with the landowner on site next week to explain the Board's position. The landowner has had formal notification and received the Structures Policy.

The Chairman questioned if the Board could carry out its operations without either of the culverts? The Operations Manager responded that, yes, the Board can carry out its operations without either culvert but noted that one of the culverts is required for the landowner to access his field as it is the only access point.

The Chairman felt that a contribution appropriate to the amount the Board use it, in line with the Structures Policy, be offered and that is it.

Mr J Fowler noted that from looking at it on Google Earth, it looks like a critical crossing point for the farm holding, noting that the Structures Policy should be adhered to. Adding that it looks a useful crossing point to the Board and so the standard contribution should be made.

Mr D Casswell questioned if the Board have accepted liability by removing the culvert? It was confirmed that the Board are obliged to remove any obstruction blocking the conveyance of water, as per the Structures Policy.

Cllr M Head questioned how much the replacement would cost? The Operations Manager responded that if the Board did it, it would be £7,000 + depending on the diameter and length. The Chairman noted that the Board is, admittedly, dearer than the market place, a landowner with their own labour and machinery would reduce the cost.

Cllr M Head next referred to the 'standard Board contribution' questioning what this is? Also adding, that setting a precedence needs to be considered with the action of this situation.

The Operations Manager noted that the contribution is calculated based on how much time using the culvert saves the Board operationally over a period of twenty years.

The Chief Executive noted the Structures Policy that holds a lot of information that can be found on the Board's website.

Cllr P Bedford felt that he should be offered the Board contribution only and no more and adhere to the Structures Policy.

The Finance Manager also noted that if the landowner refuses to pay his drainage rates they will be recovered through the court.

(e) Pumping Station Schemes

(i) GREAT HALE PS WEEDSCREEN REFURBISHMENT

The weedscreen at Great Hale Pumping Station has been deferred once and is due to be refurbished, however, it is proposed to defer this again and use the resource at Wyberton Marsh Pumping Station instead, as the pumps at that pumping station are making a worrying noise.

All AGREED to defer Great Hale Pumping Station weedscreen refurbishment and go ahead with work at Wyberton Marsh Pumping Station.

(ii) KIRTON MARSH PS NEW ROOF

Photos of the current roof at Kirton Marsh Pumping Station were displayed on screen, it being noted that they have been taken using the Board's drone which is helpful for completing roof inspections.

It was confirmed that it will be a pitch roof and that solar panels will be considered.

2. Proposed Works 2022/23

(a) Defra/EA Granted Schemes

(i) EWERBY FEN CATCHMENT WORKS

It was explained that this is about establishing the benefits in the whole of the catchment.

It further being added that GiA funding is based on identifying benefits within the area that are attributional to release funding. Currently, the greatest benefit is property (both residential and commercial), with a lot of pressure now being made to make agricultural land more valuable in this. If more value is given to agricultural land, then the Board will be successful in achieving GiA funding.

The medium term plan has just been completed; this is a six year projection of schemes wanted to be considered for funding. There are 26 schemes in this plan, however, it is not expected to achieve all of these in six years.

This is a survey of the Ewerby Fen Catchment to try and achieve betterment of every asset in the catchment. The Operations Manager felt this is something important, noting that the majority of pumping stations are at end of life, and it would be beneficial to consider developing the catchment in a different way.

Mr D Casswell questioned if the pumping stations were to be rebuilt if they would have increased pump capacity?

The Operations Manager responded that if funding was achieved, the Board would need to consider a 'start from scratch' method, and look at all the modern ways of pumping, and with it the potential to reconfigure the existing pump catchments.

(b) Board Funded Capital Schemes

(i) HELPRINGHAM FEN PS ROOF

The current flat roof at Helpringham Fen Pumping Station will be replaced in the same way as Mallard Hurn Pumping Station Roof was replaced in 2018.

3. Information on investigations at Ewerby, South Kyme and Damford

The Operations Manager explained that the conclusion of each report for each of the above pumping stations have been included in the agenda for information.

From the reports, it is now known what work needs to be completed. The Operations Manager proposed to ask Stantec to provide a quotation for the works they suggested in their report.

The Operations Manager continued that he is still trying to achieve an order from the EA for the investigations already carried out and for the recommended works. Discussion has also taken place around a potential insurance claim if the EA do not provide the funding.

The Chairman questioned the scale of the required works? The Operations Manager responded that he believes it will likely be around £100,000 per site.

The Chairman questioned whether the EA are likely to refuse responsibility for it? The Operations Manager noted that he has had email confirmation from the EA to go ahead with the inspections and are aware of those costs, accepting responsibility and not challenging as of yet. The Chairman expressed his concern that the EA will refuse responsibility.

The Finance Manager added that the report shows the problem is where the pumping station and bank meet.

Mr J Fowler noted that presumably there is a specification of a normal working water level within the EA drain and in these rainfall events this is exceeded and that is what causes the problem.

The Chief Executive felt that the water levels are above the design level which increases the pressure on the banks, therefore forcing the water through / around / under the bank and it being the EA's responsibility as a result of their water control.

4. Trinity College PS issues during high water levels

The Operations Manager explained that the water is getting through the bank around Trinity College Pumping Station during high water levels.

Stantec were proposing to be on site mid May 2021 but have not yet been. However, they have provided a proposal and it is £1,970 for the initial inspections, which will provide a report which will include further suggested investigation works to establish the problem.

The Chairman felt it needing doing to know what is going on. Cllr M Cooper agreed that it needs to be found out what is going on.

The Operations Manager noted that the proposed catchment works can be identified on the Capital Scheme Budget in red.

Cllr M Head referred to the high water levels, questioning whether the lack of desilting is an affecting factor? Further noting that if this is going to be a recurring pattern of large amounts of rainfall, what can be done to mitigate?

The Operations Manager noted the Board's proactive approach to getting the South Forty Foot Drain (SFFD) desilted from Black Hole Drove to Black Sluice Pumping Station (Boston); 11km of the desilting has been completed and negotiation is currently ongoing regarding desilting of the next 9km. The Operations Manager noted an improvement of the SFFD's ability to recover after an event and also it's capacity to hold water. The Operations Manager further noted the 8 uncontrolled watercourses that flow into the SFFD and an ongoing project around Natural Flood Management (NFM) in the upper catchment which will slow flows into the uncontrolled watercourses. NFM works have commenced in Swaton to provide attenuation through swales, and attenuation ponds The Operations Manager finally noted the potential of the South Lincs Reservoir (SLR) and the opportunities it could present.

The Chairman added that with some of the amounts of rainfall there is no infrastructure that would be able to cope, especially with already naturally saturated ground.

The Chairman questioned whether the EA are likely to refuse responsibility for it? The Operations Manager noted that he has had email confirmation from the EA to go ahead with the inspections and are aware of those costs, accepting responsibility and not challenging as of yet. The Chairman expressed his concern that the EA will refuse responsibility.

The Finance Manager added that the report shows the problem is where the pumping station and bank meet.

Mr J Fowler noted that presumably there is a specification of a normal working water level within the EA drain and in these rainfall events this is exceeded and that is what causes the problem.

The Chief Executive felt that the water levels are above the design level which increases the pressure on the banks, therefore forcing the water through / around / under the bank and it being the EA's responsibility as a result of their water control.

4. Trinity College PS issues during high water levels

The Operations Manager explained that the water is getting through the bank around Trinity College Pumping Station during high water levels.

Stantec were proposing to be on site mid May 2021 but have not yet been. However, they have provided a proposal and it is £1,970 for the initial inspections, which will provide a report which will include further suggested investigation works to establish the problem.

The Chairman felt it needing doing to know what is going on. Cllr M Cooper agreed that it needs to be found out what is going on.

The Operations Manager noted that the proposed catchment works can be identified on the Capital Scheme Budget in red.

Cllr M Head referred to the high water levels, questioning whether the lack of desilting is an affecting factor? Further noting that if this is going to be a recurring pattern of large amounts of rainfall, what can be done to mitigate?

The Operations Manager noted the Board's proactive approach to getting the South Forty Foot Drain (SFFD) desilted from Black Hole Drove to Black Sluice Pumping Station (Boston); 11km of the desilting has been completed and negotiation is currently ongoing regarding desilting of the next 9km. The Operations Manager noted an improvement of the SFFD's ability to recover after an event and also it's capacity to hold water. The Operations Manager further noted the 8 uncontrolled watercourses that flow into the SFFD and an ongoing project around Natural Flood Management (NFM) in the upper catchment which will slow flows into the uncontrolled watercourses. NFM works have commenced in Swaton to provide attenuation through swales, and attenuation ponds The Operations Manager finally noted the potential of the South Lincs Reservoir (SLR) and the opportunities it could present.

The Chairman added that with some of the amounts of rainfall there is no infrastructure that would be able to cope, especially with already naturally saturated ground.

1799 REPORT ON RAINFALL - Agenda Item 8

The rainfall figures at Black Hole Drove were circulated. The Committee RESOLVED that this report be noted.

1800 ANY OTHER BUSINESS - Agenda Item 9

(a) BOARD'S PLANT IN FARM SALE

The Operations Manager explained that there are 7 items proposed to be entered into the local farm sale on 17th July, photos were displayed on screen.

- Low Loader trailer - minimum of £2,200
- 2 x Diesel Bowsers – both at 'end of life' (one with a hole in and one no longer meets towing requirements) – minimum of £500 and £400
- John Deere 6630 weights, carriage blocks and parts – no reserve.
- Fuel tank
- 3" pump

The Chairman noted that if the Operations Manager sends him the photos, he can help with the reserve price, also noting that if any members have any interest in the items, please contact the Operations Manager directly.

(b) FLAIL MOWING

Mr J Pocklington made reference to the early flail mowing on the four week cycle, which started this Spring. He noted that you can't tell what was flailed three weeks ago because of the rapid growth, questioning what advantage there is of doing it in relation to the cost.

The Operations Manager explained that the reason for early flail mowing is to be able to cut/mechanically weed control the watercourse channel early, and to keep the grass within 4 - 6 inches, between each flailmowing visit, preventing ground nesting birds. The Operations Manager noted that this seasons main cutting programme will not commence until at least the 1st August and so to be able to complete the programmed works within similar timescales, it either has to be started earlier or work longer / extra hours. The Operations Manager also noted that alternate bank cutting is also being developed and felt that with the environmental restrictions in place, there is no alternative, with the reason for the flail mowing being so that the excavator can see the bottom of the watercourse, to enable the channel vegetation to be removed.

There being no further business the meeting closed at 15:40.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held at the offices of the Board on
16th June 2021 at 2pm

Members

Chairman - * Mr K C Casswell

* Cllr P Bedford	* Mr 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)
Mr P Nicholson (Operations Manager)
Mr J Scott (Brewin Dolphin)

1801 TO APPROVE THE AMENDED STANDING ORDERS - Agenda Item 1

The Finance Manager explained that there were temporary amendments made to the Standing Orders last year to allow remote meetings to take place due to COVID-19, which had an expiry of 7th May 2021. There has now been a permanent replacement paragraph added to allow for remote meetings to continue, which will be presented at the next meeting of the Board for approval, but are required to be presented at the beginning of any meeting prior to that due to the temporary version having expired. All APPROVED.

1802 RECORDING THE MEETING - Agenda Item 2

Members were informed the meeting would be recorded.

1803 APOLOGIES FOR ABSENCE - Agenda Item 3

There were no apologies of absence.

1804 DECLARATIONS OF INTEREST - Agenda Item 4

There were no declarations of interest.

1805 TO RECEIVE A VERBAL REPORT FROM JAMES SCOTT OF BREWIN DOLPHIN - Agenda Item 4(a)

The Chairman welcomed Mr J Scott from Brewin Dolphin, who gave a verbal update on the two investment portfolios. A client report for each of the portfolios were circulated to all members of the committee.

Mr J Scott referenced the global pandemic of COVID-19 and what an interesting journey it has been over the last 12 – 14 months. Also highlighting that February and March 2020 were the worst six weeks experienced since 1987 and the finance crisis in 2008/9.

Mr J Scott reminded the committee of the two portfolios;

- Bourne North Fen - £350,000 - Risk Category 5 mandate (medium/low risk)
- Board investment - £500,000 – Risk Category 3 mandate (very low risk)

Mr J Scott continued by adding that both portfolios have an income focus in terms of investment objective.

Mr J Scott referred the committee to the period performance bar chart and the cumulative performance line graph within the portfolios circulated, highlighting that the blue shows how each of the portfolios has done and the grey showing the benchmark the portfolio is measured against.

Mr J Scott referenced the strong recovery of April / May / June 2020 which tapered off in the summer. A strong recovery was then seen again in November 2020 based upon the COVID-19 vaccination being signed off by the various authorities. November 2020 being the strongest performing month of this century.

Mr J Scott added that there has been a slow start to this year as markets were unsure what was going on with inflation and interest rates, with stronger months during spring 2021.

Mr J Scott continued that the view of the Central Bank is that it is transitory and that it will work its way out of the system over the coming year. The typical response may be to increase interest rates to try and bring inflation rates under control. Mr J Scott also added that levels of debt seen now haven't been seen since the second world war and so it may be preferable to let inflation run higher as opposed to increasing interest rates.

Mr J Scott noted that currently, the Board investment is at £501,210.44 and the Bourne Fen portfolio is at £363,808.90 so are both doing nicely. Mr J Scott noted the challenge with income due to the global economy having been shut down because of the global pandemic therefore reducing economic activity and therefore reducing the capacity for companies to pay out dividends. Mr J Scott noted the extent that dividends have been cut over the 12 – 18 months as a result of this, with predictions being that it will take until 2024 to get dividends back to where they were before the global pandemic.

The Finance Manager explained to the committee that it is estimated the income will be down by £3,200 in the coming year. For the Bourne Fen Farm investment this relates to how much rate alleviation will be given to the landowners of Bourne North Fen. It is currently set at 2.4p in the £ and has been at this level for many years. Next year, the shortfall will either have to be taken out of the cash reserves or reduce the alleviation which will artificially increase the rate for landowners in Bourne North Fen.

Mr J Scott further referred to some business' who have been paying out more dividend than the business could cope with and have used COVID-19 as a reason to cut, which should have been done a long time before perhaps.

Mr M Brookes questioned whether the portfolios are exposed to risk of the business? Mr J Scott responded that the aim is to achieve the optimum return at a given level of risk and so he manages the portfolios within the risk mandate set.

The Chairman believed that the capital needed protecting. Also adding that having it in the bank would mean very little interest returned (NatWest currently paying 0.01% interest). Mr J Scott added that the portfolios are paying 2.86% and 2.92%.

Mr M Rollinson questioned whether the portfolio summary for the Board's investment included within the management accounts could also be included for the Bourne Fen Farm portfolio? The Finance Manager suggested he can include it within the management accounts in future so that the committee get a monthly update.

Mr P Holmes clarified that the Bourne North Fen rate could be altered? The Finance Manager confirmed this was correct, also noting that there are cash reserves in the Bourne North Fen account also. The Finance Manager explained that the committee are the trustees of the fund. He further explained that the landowners of Bourne North Fen are charged the 13.14p rate but are then credited 2.4p of it. If the 2.4p was reduced to 2p, the 0.4p will just be seen as an increase to the landowners of Bourne North Fen.

Mr J Fowler questioned if the percentage of bonds would increase or decrease if inflation increases? Mr J Scott explained that, initially, the value of bonds would decrease, if inflation increases there is a likelihood of interest rates increasing which will then drive capital back towards cash. This will likely result in a decrease in fixed income markets and yields increasing. The Board investment at risk level 3 has a high exposure to fixed income and so will likely have a negative impact on capital values.

All AGREED for both investment portfolios to continue at the risk level mandates previously agreed.

The Chairman, and committee, thanked Mr J Scott for his attendance and report.

1806 MINUTES OF THE PREVIOUS MEETINGS - Agenda Item 5

(a) 20TH JANUARY 2021

Minutes of the meeting held on 20th January 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

(b) CONFIDENTIAL – 20TH JANUARY 2021

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

(c) 7TH APRIL 2021

Minutes of the meeting held on 7th April 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

(d) CONFIDENTIAL – 7TH APRIL 2021

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

(e) 5TH MAY 2021

Minutes of the meeting held on 5th May 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record with the following amendment:

- Minute 1768(b) – typing error – the Executive Committee meeting should be scheduled for Tuesday 14th December as opposed to November.

(f) CONFIDENTIAL – 5TH MAY 2021

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

(g) 12TH MAY 2021

Minutes of the meeting held on 12th May 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record with the following amendment:

- Start time should be 10:00am not 2:00pm

(h) CONFIDENTIAL – 12TH MAY 2021

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1807 MATTERS ARISING - Agenda Item 6

(a) 10 YEAR PLANT REPLACEMENT BUDGET - Minute 1715(f)

It was confirmed that the 8" mobile pump has been ordered, although a slightly different specification, it is still suitable for operations.

(b) CONFIDENTIAL – BOARD MEMBERS INVOLVEMENT - Minute 1708(h)

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

(c) SOUTH LINGS WATER PARTNERSHIP (SLWP) ESIF BID

The Chairman informed the committee that the SLWP ESIF Bid is no longer going ahead.

(d) CONFIDENTIAL – CHIEF EXECUTIVE OFFICER – Minute 1782

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1808 TO RECEIVE THE 2020/21 ACCOUNTS - Agenda Item 7

The Finance Manager noted to the committee that when analysing the accounts as a whole they look healthy, but this is because it includes money that has been brought forward from last year to this due to not yet being spent.

Current regulations dictate that you have to record grant income in the year it is received and grant expenditure in the year it is expended. There are multiple schemes that have not yet been completed, due to COVID-19 and other reasons, meaning there is a large sum of money still not spent. The Finance Manager explained that of the £2.4 million in the bank, £1.6 million of that isn't the Board's it is the Environment Agency's (EA), It was confirmed that the EA are satisfied with the reasoning for not being able to complete the works. The completion date on the PSCA Recovery order isn't until the 31st December 2021.

Mr M Rollinson referenced the Natural Flood Management (NFM) scheme work with Lesley Sharpe, noting that a ratepayer has contacted him after being approached by Lesley regarding a potential NFM scheme on his land. Mr M Rollinson felt it may be beneficial to organise a trip for landowners with potential for NFM schemes on their land to see the works at Swaton. The Operations Manager responded that he would like it to be on the Southern Works Inspection Tour and the relevant landowners could be invited as guests.

(a) PERIOD 12 MANAGEMENT ACCOUNTS

Mr P Holmes noted the £867.40 outstanding drainage rates, questioning if this is related to the landowner withholding paying his rates due to a dispute over culvert contributions. The Finance Manager confirmed that the £867.40 is in relation to last years accounts 2020/21, whereas the landowner is currently withholding payment relates to this year's rates for 2021/22.

(b) DRAFT 2020/21 UNAUDITED FINANCIAL STATEMENTS

The Finance Manager referred the committee to the dates the fixed assets were last valued, highlighted in red. He noted that they are due for valuation every five years and so were due in March 2021 but have not been completed.

The valuer is currently doing it and will send the values through in time for the Board. The Finance Manager noted that the only elements it will change on the balance sheet are 'Land & Buildings' and 'Non Operational Assets' within Fixed Assets, which the Finance Manager believed would increase. It will increase the Investment Revaluation Reserve by the same amount and so will not actually affect The Board's accounts, it will just change the valuation of the Board.

During the meeting, the valuations of the Board's assets were sent to the Finance Manager, as below:

- Depot: £720,000 to £990,000
- Bungalow: £130,000 to £165,000

These valuations will be included in the accounts and presented to the Board.

(c) ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) - YEAR ENDED 31 MARCH 2021

The Finance Manager noted that the Internal Auditor is still completing his section of the AGAR, following receiving substantial assurance at the internal audit. It will all be completed to be presented to the Board.

1809 TO RECEIVE A REPORT ON FINANCE & RATING - Agenda Item 8

(a1) 10 YEAR 2021/22 BUDGET & ESTIMATES

The Finance Manager noted that at the end of the financial year 2021/22 there will be £390,000 more to take out of the general reserve than has been budgeted for as result of the last few years.

This budget and estimate shows the impact this would have, highlighting the amount of yellow which indicates the reserve % of expenditure being below the aim of 20%. It is at its lowest in 2027/28 at 9.21% of expenditure.

The Finance Manager therefore anticipated that the Executive Committee would not be satisfied with this and so a management meeting was held to try and find a way around alleviating this situation. With a reduction of £320,000 being required, as explained in the following.

The plant account had an exceptional year (low gas oil prices, low maintenance on the machines and a lot of external work meaning more rechargeable work) which has therefore left the plant account looking very healthy. It is therefore proposed to take £100,000 from the plant account and move it into the general reserve. The Finance Manager also explained that it wasn't preferable to be putting the drain maintenance schemes or pumping station maintenance work at risk and so the only other remaining area to find additional funds was from the capital schemes of which £218,000 has been identified to be deferred into future years. The 10 Year Capital Schemes budget will there be re-prioritised over the summer and presented to the Works Committees in September. The Finance Manager informed the committee that £318,000 worth of savings has been found in total over a three year period.

(a2) 10 YEAR 2021/22 BUDGET & ESTIMATES

In light of finding the £318,000 the Finance Manager explained that he has adjusted the 10 year budget and estimates, as presented in the agenda.

The Chairman questioned what the council have been told in regard to the increase in rates? The Finance Manager explained that they are given the 10 year budget and estimates but highlighted that the rate increases have not been adjusted. Cllr P Bedford noted that having spoken to Rob Barlow who is prepared for an increase in IDB rates because of them no longer being able to use red diesel and the increase this will cause.

The Finance Manager noted that for Black Sluice IDB, stopping using red diesel will equate to around 2% (£42,000). The Chief Executive noted that other IDBs with the larger diesel engines running pumps are looking at 6.5% / 7% increase in rates.

The Chairman questioned whether the rate should be increased further to allow for the increase in cost (£42,000) as a result of no longer being able to use red diesel. The Finance Manager noted that it will come out of the plant account and didn't feel it necessary at this time to increase the rate further.

The Chief Executive questioned whether the reserve % of expenditure aim of 20% is enough given the increase in fluvial emergency events occurring? The Finance Manager noted that this is something to consider when generating the budgets in the autumn.

It was confirmed that there is no grant work included after 2025/26 as it is a six year programme and so it is not yet known.

(b) 10 YEAR PLANT REPLACEMENT BUDGET

The Finance Manager presented the plant account with the £100,000 taken out to be moved into the general reserve (highlighted in orange). The depot repairs for H&S (£12,390) have also been added.

The Finance Manager highlighted that, even with the £100,000 transferred to the general reserve, the plant account remains positive.

Mr P Holmes further noted that there is £50,000 allocated for a Drott which is a 'luxury' and can be managed without. The Board's Officer's noted that it is proving challenging trying to find a suitable Drott currently. Mr M Rollinson noted that the Board may have more use for a Drott with the Natural Flood Management (NFM) work.

(c) 10 YEAR CAPITAL SCHEMES BUDGET

The Finance Manager explained that schemes have been prioritised and pushed back in the programme as opposed to getting rid of them completely in order to gain more resource in light of the £320,000 needed.

The Finance Manager presented the amended Capital Schemes Budget, noting that further work is going to be done on it for a further amended version to be presented to the Works Committee meetings in early autumn along with the re-prioritised programme of works.

The Finance Manager explained that the items highlighted in yellow have been taken out of the programme to be re-prioritised in future years and the item highlighted in purple has been agreed to be changed from Great Hale PS work to work on the pumps at Wyberton Marsh PS. The Operations Manager noted that an estimate has been received for the three pumps at Wyberton Marsh PS which is £18,000 per pump and so if all three pumps require refurbishment there is not enough in the budget to do so (£46,000). Once two have been done, it will be known how much they have cost and will then be in a position to make a decision about the third pump.

The Finance Manager concluded by adding that desilting works from last year have run into period 1 and 2 of 2021/22 for which no budget was allocated. To recover this overspend the start of the desilting season will be delayed by two months to recover £93,000 in periods 9 and 10 which will result in a reduced program, compared to previous years, in winter 2021/22.

1810 TO REVIEW AND APPROVE ACCOUNTS OF BOURNE FEN FARM - Agenda Item 9

The Finance Manger noted the slight loss of £212 which is a result of a reduction in income for the past year.

1811 TO CONSIDER PERIOD ONE MANAGEMENT ACCOUNTS - Agenda Item 10

The Finance Manager noted that these management accounts were produced solely by the Acting Finance Supervisor.

1812 TO RECEIVE THE 2020/21 INTERNAL AUDIT REPORT - Agenda Item 11

The Finance Manager highlighted the achievement of 'substantial assurance' and that there is nothing further to report. The committee commended everybody involved for this achievement.

1813 TO RECEIVE AN UPDATE ON THE BLACK SLUICE (BOSTON) GRAVITY COMPLEX DOCUMENTATION - Agenda Item 12

The Chief Executive noted that he has been in contact with Norman Robinson's (EA) deputy who has informed that there will be an update received in relation to the Black Sluice (Boston) Gravity Complex documentation before the Board Meeting on 30th June.

It has also been suggested that the Operations Manager and Pump Engineer to meet on site at the Black Sluice (Boston) Gravity Complex to be involved with the preparation of an emergency contingency plan.

The Chairman has been told that there is contingency plan document and so can't understand why it still hasn't been circulated to the Board. The Chairman expressed his disappointment at the length of time it has taken the EA to circulate this documentation with the Board (3 years). The Operations Manager noted that a meeting has been agreed for July, with the EA also wanting to know what the Board's emergency plan involves.

It was confirmed that the Board now have access to the EA cameras of the Black Sluice (Boston) Gravity Complex.

The Operations Manager further added that it could be visited as part of the Northern Works Committee Inspection Tour in the autumn.

1814 TO REVIEW HR ARRANGEMENTS - Agenda Item 13

(a) EXTRA STATUTORY HOLIDAYS

The Chief Executive informed the committee of the three extra statutory days that employees are entitled to which are taken on the Tuesday after Easter bank holiday the Tuesday after late May bank holiday and the day after Boxing Day at Christmas.

The Chief Executive explained that with the 9 day working fortnight this can mean that it is only a two day working week for employees with the non-working Friday that week.

The Chief Executive therefore proposed that the three extra statutory days are either all moved to the Christmas shutdown or added to the employee's holiday entitlement. This won't make a difference really as employees are not losing any holiday entitlement and will still be required to take annual leave at Christmas to cover the shutdown.

The committee felt it would be best to add the three extra statutory days to the employee's annual leave entitlement. All AGREED.

(b) CONFIDENTIAL – ADMINISTRATION ARRANGEMENTS

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 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1815 TO CONSIDER CONSENTING WORKS WITHIN THE WELLAND & DEEPINGS IDB EXTENDED AREA - Agenda Item 14

The Chief Executive explained that he has recently been informed that the Chief Executive of the Witham and Humber IDBs (Witham 3rd, Witham 1st, Upper Witham, North East Lindsey IDB) has also been approached by Lincolnshire County Council (LCC), in addition to Black Sluice IDB, about taking on the consenting works on behalf of LCC within the extended area of the Welland & Deepings IDB, who are giving it up.

The Chief Executive further explained that he has suggested to LCC a part of the Welland & Deepings IDB area that the Board would be willing to take on if Welland & Deepings IDB were willing to continue with the remaining section.

The Chief Executive is currently waiting for a report from LCC, also highlighting that this wouldn't be implemented until 1st April 2022 in a Memorandum of Understanding.

The Chief Executive further noted that he believes Welland & Deeping IDB are not currently consenting any works within this area and so it may well mean an emergency meeting is held to cover the area immediately.

Mr M Rollinson felt it was logical for the Witham and Humber IDB's to be involved due to the location of the Upper Witham catchment.

All AGREED to continue engaging with the concept of taking on consenting works on behalf of LCC in part of the Welland & Deepings IDB extended area.

1816 ANY OTHER BUSINESS - Agenda Item 15

(a) SOUTH LINCS WATER PARTNERSHIP (SLWP)

The Chief Executive referenced the SLWP and that there have been positive responses to the draft Gateway 1, with the aim being to have a shortlist of sites by autumn 2021 and single site selected by spring 2022.

The aims for the reservoir are:

- No negative environmental impact
- Sustainable water
- Mitigation for loss of land for the South Lincs Reservoir
- Opportunities & additional benefits

The SLWP have set three workstreams as follows:

- Ambitions
- Technical Opportunities
- Financial constraints / funding opportunities

The Chief Executive further noted that Lincolnshire County Council (LCC) and the Lincolnshire Enterprise Partnership (LEP) are having a meeting around Systematic Conservation Planning (SCP) on 29th June which will be followed by a series of further meetings.

The Chief Executive highlighted the opportunities this reservoir could bring, especially for farming. He further added the amount of water pumping into the South Forty Foot Drain (SFFD); explaining that on the lowest year in the past 8 years, the IDB still pumped 150 mega litres on average into the SFFD every day. On the highest year, the IDB pumped 332 mega litres per day on average. The 8 year average is therefore 200 mega litres entering the SFFD every day.

The Chief Executive questioned who he should be asking for the ambitions for the reservoir? The Chairman noted that, at some point, the MPs will need to push the concept from a political point of view.

The Chief Executive also noted that he has challenged Water Resources East (WRE) about the time the Administration Assistant spends doing the minutes, agendas, correspondence for the SLWP. However, it may be that WRE offer to take on the administrative duties going forward.

The Chief Executive lastly noted a virtual meeting attended with Tom Tebbs in Washington D.C. from the Yakima Basin collecting water scheme. Tom Tebbs noted that his family traces back to Swineshead.

(b) LOWER WITHAM FLOOD RESILIENCE PROJECT

The Chief Executive informed the committee that the Environment Agency have a potential £160 million grants available if they can get a £20 million contribution from other partners. Any assets within the area will be considered for allocation of funds for refurbishment.

(c) LINCOLNSHIRE LOCAL FLOOD RISK & DRAINAGE MANAGEMENT GROUP

The Chief Executive explained that a regional Incident Response Memorandum of Understanding has been produced that they want the Board to sign. They are planning an exercise in July to see how the new format will operate.

The Chief Executive next referred to the new FCERM Strategy Action Plan 2021, sharing the following relevant points:

- By 2030 Risk Management Authority's will use nature based solutions and improve the environment through their investments in flood and coastal resilience.
- By 2030 Risk Management Authority's will work with farmers and landowners to help them adapt their businesses and practices to be resilient to flooding and coastal change.
- Working with farmers and land managers to increase catchment resilience.
- New pilot sustainable farming incentive schemes
- Working with farmers and land managers from 2024 to maximise ELMS to reduce flood and coastal risks.
- Working with farmers, land managers, water companies, IDBs, other partners to develop a long term strategy for managing future fenland flood risk.
- NFM pilot projects.

(d) ELECTION ARRANGMENTS

The Finance Manager explained to the committee that, as in line with the agreed Election Timetable, the Inspection of Register should have been advertised in May 2021 for 14 days but was overlooked, the Finance Manager apologised.

The Finance Manager therefore presented the amended timetable, as below, highlighting that time for objections will go beyond the Board meeting and so if any objections are received then another Board meeting will have to be held to approve the register, so the objections can be heard and considered.

10 th June 2021	Print Register of Electors by 10/06/2021
10 th June 2021	Advertise Inspection of Register for 14 Days on Website 10/06/21 to 24/06/21. Include details of election in Drainage Rate leaflet.
24 th June 2021	Close inspection of Register
25 th June 2021	Give 5 Days notice of Hearing for Objection to Register (If any) on Board's website.
1 st July 2021	Hear Objections to Register (if any)

1 st July 2021	List of objection inspection for 14 days on the Boards Website 01/07/2021 to 14/07/2021 (if any)
14 th July 2021	Inspection of objections list closed (if any)
14 th July 2021	Give 5 days Notice of Hearing for Objection of claims (if any)
20 th July 2021	Hear Objections to Claims (if any)
30th June 2021	Board Meeting (Board to approve the register) (If no objections)
21 st July 2021	Advertise approval of Register on website.
7 th September 2021	Advertise Notice of Election giving last date for receipt of nominations.
22 nd September 2021	Last Day for the receipt of nominations by the returning Officer.
23 rd September 2021	Notice to be sent to any candidates whose nomination papers were invalid.
23 rd September 2021	If a poll has to be taken - Publish notice of election on Boards Website, affix notice to door of office. Notify candidates of nomination.
23 rd September 2021	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.
23 rd September 2021	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.
27 th September 2021	Last day for receipt of notices of withdrawal of nominations (5:00pm).
28 th September 2021	Printing of voting papers (if necessary).
11 th October 2021	Dispatch voting papers.
25 th October 2021	Election Day. If poll to be taken, all voting papers received by 12:00 noon.
26 th October 2021	Advertise on Boards Website results listing Board Members.

(e) BOARD MEETING ARRANGEMENTS

- It was confirmed that the upcoming Board meeting on the 30th June 2021 will have to be virtual due to ongoing COVID-19 restrictions.

There being no further business the meeting closed at 16:45.

BLACK SLUICE INTERNAL DRAINAGE BOARD

EXECUTIVE COMMITTEE - 16 JUNE 2021

AGENDA ITEM 08(i)(i)

PERIOD 12 MANAGEMENT ACCOUNTS

Income

- Drainage Rates are £3,050 under budget following in year adjustments including a Special buildings adjustment as it is no longer special.
 - £867.40 remained uncollected at year end and is with the Bailiff, delayed due to COVID
- An additional £106,986 was claimed in Grants as contingencies for the NFFD and Sempringham PS Schemes.
- £75,000 of the £100,000 for the Upper Catchments NFM scheme was received in the year and shows as a grant, even though it was Local Levy.
- Consents are £21,900 more than budgeted due to complete of all the consents for The Viking Link and Tritton Knoll projects now being completed. All accruals have therefore been released.
- Highland Water estimate b/f and this year have been more than expected due to the excessive pumping resulting in £11,964 income more than budget.
- Recoverable Income has only come in at £368k compared to a budget of £702k (£894,945 has been carried over into 2021/22 for works to be completed)
- Excluding rechargeable and Grant income and additional £31,347 over budget has been collected.

Expenditure

- Overall schemes look to be £491,524 underspent but £537,523 is grant and local levy money that will be spent in 2021/22
 - £75,971 was spent on emergency works that was not included in the budget
 - £49,550 budget was not spent on jetting pipelines to conserve budget for emergency works, will have to be re-budgeted at some point
 - £244,473 not spent on the NFFD scheme due to Royal Smals being unable to enter the country (deferred to October 2021)
 - Local Levy Upper Catchment NFM works continue into 2021/22 with the aim now to be completed by the end of June 2021
 - £4,395 Overspend on Culvert replacements
 - Sempringham PS refurb delayed to 2021/22 due to COVID
 - Chain Bridge PS Refurb of Weedscreen and Dyke Fen PS Control panel upgrades show as an Overspend but are schemes from 2019/20 completed 2020/21.
 - PS Automation and Gauge Boards scheme is underspent by £101,874 with £110k to be claimed from Local Levy of FDGiA when the mechanism to claim has been agreed.
- Pumping Station Maintenance overall is £197,096 overspent. The attached analysis shows a breakdown by category for the past ten years.
 - Electric is £132k above the average at £242k but this is still £137k less than the previous year.

- £31k extra labour due to emergencies & Pump Engineer shielding excluding £18k Pump Engineer recharges charged back to Wage Oncost Reserve
 - £30 for pump repairs dues to excessive pumping in winter 2019/20
 - £25k more than average plant usage due to Winter 2019/20 conditions
- Drain Maintenance overall £20,089 underspent
 - Summer cutting 1.9% over spent (£9,562)
 - Drain Maintenance 2.64% overspent (£6,446)
 - £22,613 of Bushing budget and £13,484 jetting budget not spent to offset some overspends
 - Additional £29,472 spent in Admin Salaries for Acting up and Discretionary payments for emergencies
 - Computer costs £5k more than last year due to three year contracts becoming due from installation of Network Security elements.

Overall

- An additional £185,527 will be required from reserves than the initial budget

Balance Sheet

- A total surplus of £330,469 was charged to the Plant replacement Reserve. The budget was £193,800.
 - No increases to the recharge rates were implemented in 2020/21
 - No increases are proposed for 2021/22
- Wages oncost account finishes the year in credit by £27,810.
 - This is a favourable position with it turning around £54,711 in the year with all the additional employment costs associated with COVID.
- The Brewin Dolphin Investment ends the year valued at £487,758 having generated £16,589 in the year.
 - Estimated Income for the next 12 months is only £14,247

Black Sluice Internal Drainage Board

Project Summary

2020/21

Period 12 - March 2021

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	3,518	625	2,893	2,143,773	2,146,823	(3,050)	2,143,632	141	2,094,287	49,486
Interest & Grants	200,103	111,177	88,926	333,233	128,501	204,732	243,845	89,388	428,856	(95,624)
Development Fund	5,000	5,000	0	5,000	5,000	0	5,000	0	5,000	0
Other Income	26,695	2,450	24,245	58,526	22,866	35,660	34,097	24,429	24,308	34,218
Rechargeable Income	92,075	390,320	(298,245)	368,040	702,101	(334,061)	632,607	(264,567)	507,653	(139,613)
Solar Panel Income	415	1,594	(1,179)	17,121	18,384	(1,263)	17,572	(451)	16,605	516
Total Income	327,807	511,166	(183,359)	2,925,693	3,023,675	(97,982)	3,076,753	(151,060)	3,076,709	(151,017)
Schemes	76,254	0	(76,254)	272,293	489,000	216,707	529,395	257,102	365,338	93,045
Pumping Station Schemes	1,257	301,671	300,414	171,854	446,671	274,817	464,905	293,051	95,185	(76,669)
Pumping Station Maintenance	19,901	46,837	28,141	326,769	377,406	(197,096)	478,196	(96,306)	286,854	101,927
Electricity	(1,205)			247,733					389,576	0
Drain Maintenance	46,170	108,870	62,700	823,466	843,555	20,089	842,905	19,439	683,540	(139,925)
Environmental Schemes	6,328	13,323	6,995	15,873	20,401	4,528	15,934	61	5,283	(10,590)
Administration & Establishment	47,298	53,976	6,678	559,536	532,753	(26,783)	556,161	(3,375)	552,154	(7,382)
EA Precept	0	0	0	276,552	276,552	0	276,552	0	276,552	0
Rechargeable Expenditure	68,253	0	23,822	315,597	631,891	316,294	368,040	52,443	440,875	(14,335)
Solar Panel Expenses	0	0	0	2,327	2,483	156	2,564	237	2,433	106
Total Expenditure	264,256	524,677	352,496	3,012,001	3,620,712	608,711	3,534,652	522,651	3,097,792	(53,823)
Surplus / (Deficit)	63,551	(13,511)	77,062	(86,308)	(597,037)	510,729	(457,899)	371,591	(21,083)	(65,226)
Movement on reserves										
Plant Reserve	324,276	0	(324,276)	0	0	0	0	0	0	0
Pump Engineer Oncost	(13,644)	0	13,644	0	0	0	20,317	20,317	0	0
Wages oncost Reserve	60,844	0	(60,844)	0	0	0	0	0	0	0
Grants Manager	0	0	0	0	0	0	0	0	0	0
Surplus / (Deficit)	(307,926)	(13,511)	448,538	(86,308)	(597,037)	510,729	(478,216)	351,274	(21,083)	(65,226)

Black Sluice Internal Drainage Board Drainage Rates & Special Levies

2020/21

Period 12 - March 2021

Drainage Rates & Special Levies Due

Drainage Rates

Annual Drainage Rates - Land and/or buildings	1,073,939.99	
Land/Property - Value Decreased	(8,234.17)	
Land/Property - Value Increased	3,191.32	
New Assessment	1,948.84	
Write Offs & Irrecoverables	(159.55)	
Adjustments required for Special Levy		
Summons Collection Costs	175.00	
Balance	1,070,861.43	49.95%

Special Levies

Boston Borough Council	813,156.42	
South Holland District Council	131,037.08	
North Kesteven District Council	69,496.10	
South Kesteven District Council	59,220.12	
	1,072,909.72	50.05%

Total Due	2,143,771.15	100.00%
------------------	---------------------	----------------

Drainage Rates & Special Levies Collected

B/F Arrears/(Allowances)	149.37	
Payments Posted	1,061,139.28	
Returned Amount		99.92%
Paid Refund	(539.30)	
Bourne North Fen Trust Contribution	9,244.68	
Special Levies Received	1,072,909.72	100.00%
Total Received	2,142,903.75	

Drainage Rates & Special Levies Debtors

Special Levy Outstanding	0.00	0.00%
Drainage Rates Outstanding	867.40	0.08%
	867.40	

2,143,771.15

Black Sluice Internal Drainage Board

Income & Expenditure Summary

2020/21

Period 12 - March 2021

	This Year	Last Year	Variance
Drainage Rates	1,070,863	1,054,695	16,168
Special Levies	1,072,910	1,039,592	33,317
Recoverable	368,040	507,653	(139,613)
Misc Income	397,512	459,850	(62,338)
Solar Panel Income	17,121	16,605	516
	2,926,446	3,078,395	(151,949)
Employment Costs	1,207,599	1,199,214	(8,386)
Property	304,743	440,566	135,823
General Expenses	247,110	192,741	(54,369)
Materials / Stock	69,745	58,944	(10,801)
Motor & Plant	362,743	323,502	(39,241)
Miscellaneous	441,703	645,666	203,963
Recharges	(275,413)	(367,673)	(92,260)
Plant	654,524	606,518	(48,006)
Total Expenditure	3,012,755	3,099,478	86,723
Net Surplus / (Deficit)	(86,309)	(21,082)	(65,226)

Black Sluice Internal Drainage Board

Balance Sheet at Period End

2020/21

Period 12 - March 2021

	<u>This Year</u>		<u>Last Year</u>	
	£	£	£	£
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	839,120		830,948	
Fixed Assets		<u>5,569,824</u>		<u>5,561,652</u>
Stock	33,807		30,399	
Debtors Control	169,497		108,684	
VAT	(103,320)		15,191	
Car Loans	10,631		16,838	
Prepayments	81,236		47,037	
Drawings Bank Account	9,056		10,000	
Call Bank Account	311,201		311,200	
Petty Cash	242		278	
Highland Water	6,743		3,220	
Work in Progress	3,210		0	
Nat West Government Procurement C	(255)		(422)	
Brewin Dolphin Investment	487,758		442,850	
Natwest Reserve Account	1,660,165		548,326	
Total Current Assets		<u>2,670,838</u>		<u>1,533,451</u>
Trade Creditors	(172,159)		(113,343)	
PAYE & NI Control Account	0		0	
Superannuation Contrl Account	0		0	
Accruals	(908,466)		(117,104)	
Total Liabilities		<u>(1,080,625)</u>		<u>(230,447)</u>
Pension Liability		(3,476,000)		(2,744,000)
		<u><u>3,684,038</u></u>		<u><u>4,120,656</u></u>
Capital Reserve	5,569,826		5,561,654	
Pension Reserve	(3,476,000)		(2,744,000)	
Brewin Dolphin Revaluation	(12,242)		(57,150)	
Total Capital		<u>2,081,584</u>		<u>2,760,503</u>
Revenue Reserve	1,220,944		1,242,026	
Development Reserve	275,903		182,703	
Plant Reserve	164,105		(16,592)	
Wages Oncost Reserve	27,810		(26,902)	
General Resere	(86,309)		(21,082)	
Total Reserves		<u>1,602,454</u>		<u>1,360,152</u>
		<u><u>3,684,038</u></u> 0		<u><u>4,120,656</u></u>
<u>Cash & Bank Balances</u>				
Drawings Account		9,056		
Call Account		9,686	311,201	
Natwest Reserve Account @ 0.01%		1,660,165		
Petty Cash		242		
Chargecard		(255)		
Monmouthshire BS @ 0.40%		301,515	30 Day Notice	
		<u><u>1,980,409</u></u>		

Black Sluice Internal Drainage Board Investment Summary 2020/21 Period 12 - March 2021

PORTFOLIO F1084056 VALUATION DATE 14 Apr 2021

31/03/2020 - 31/03/2021

Portfolio Overview

PERFORMANCE FROM 31/03/2020 - 31/03/2021

16.05%



TOTAL VALUE

487,758.28 GBP

ESTIMATED ANNUAL INCOME

14,246.88 GBP

Performance

CHART

Portfolio Value

PORTFOLIO VALUE

DATE: 31 Mar 2021 PORTFOLIO VALUE: 487,758.28 GBP PERIODIC PERFORMANCE: 1.99%
CUMULATIVE PERFORMANCE: 16.05%



Portfolio Summary

BOOK COST

474,138.43 GBP

OVERALL GAIN OR LOSS

2.87%

ESTIMATED ANNUAL INCOME

14,246.88 GBP

ESTIMATED YIELD %

2.92%

Projec	Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	Total
2001	Allen House	£ 694	£ 1,006	£ 1,939	£ 2,358	£ 1,303	£ 1,623	£ 1,325	£ 1,026	£ 897	£ 12,171
2002	Bicker Eau	£ 3,855	£ 2,915	£ 3,889	£ 3,495	£ 5,232	£ 612	£ 2,855	£ 7,778	£ 3,314	£ 33,945
2003	Bicker Fen	£ 6,169	£ 4,414	£ 3,150	£ 3,530	£ 2,196	£ 14,631	£ 6,317	£ 8,325	£ 6,359	£ 55,090
2004	Swineshead	£ 18,858	£ 11,454	£ 13,104	£ 5,451	£ 6,731	£ 20,905	£ 13,849	£ 27,701	£ 25,755	£ 143,807
2005	Chain Bridge	£ 15,994	£ 16,596	£ 8,663	£ 7,665	£ 10,805	£ 8,354	£ 7,674	£ 29,662	£ 17,903	£ 123,316
2006	Wyberton Marsh	£ 18,183	£ 15,820	£ 12,377	£ 6,419	£ 11,824	£ 11,572	£ 9,048	£ 24,414	£ 23,724	£ 133,381
2007	Kirton Marsh	£ 13,120	£ 6,228	£ 6,696	£ 13,763	£ 10,664	-£ 3,265	£ 8,582	£ 17,003	£ 11,154	£ 83,945
2008	Ewerby	£ 9,933	£ 4,492	£ 6,145	£ 5,418	£ 10,260	£ 127	£ 7,747	£ 13,135	£ 9,664	£ 66,923
2009	Heckington	£ 7,511	£ 6,168	£ 4,552	£ 3,177	£ 3,996	£ 5,914	£ 5,982	£ 17,576	£ 9,395	£ 64,272
2010	Great / Little Hale	£ 9,784	£ 6,901	£ 5,576	£ 3,095	£ 7,044	£ 5,462	£ 6,528	£ 19,179	£ 11,511	£ 75,081
2011	Holland Fen	£ 19,290	£ 15,269	£ 11,191	£ 8,037	£ 8,665	£ 11,995	£ 11,488	£ 37,668	£ 25,122	£ 148,726
2012	Cooks Lock	£ 6,434	£ 13,959	£ 7,723	£ 9,692	£ 31,573	£ 8,981	£ 7,648	£ 21,314	£ 11,548	£ 118,873
2013	Damford	£ 8,347	£ 5,978	£ 6,774	£ 2,859	£ 2,970	£ 6,165	£ 5,877	£ 13,521	£ 10,132	£ 62,621
2014	South Kyme	£ 5,677	£ 7,160	£ 4,023	£ 3,001	£ 3,651	£ 6,921	£ 4,112	£ 9,970	£ 8,575	£ 53,090
2015	Amber Hill / Trinity College	£ 7,356	£ 7,099	£ 5,486	£ 4,544	£ 2,103	£ 8,363	£ 3,210	£ 9,715	£ 6,979	£ 54,856
2016	Helpringham	£ 4,281	£ 3,287	£ 3,815	£ 4,309	£ 2,257	£ 5,529	£ 3,884	£ 13,779	£ 8,815	£ 49,956
2017	Swaton	£ 4,107	£ 3,289	£ 3,085	£ 1,635	£ 3,063	£ 5,566	£ 5,063	£ 11,147	£ 6,470	£ 43,425
2018	Horbiling	£ 12,527	£ 8,119	£ 6,939	£ 8,349	£ 6,458	£ 4,258	£ 8,203	£ 21,715	£ 10,964	£ 87,532
2019	Billingsborough	£ 4,344	£ 4,545	£ 2,697	£ 2,277	£ 3,005	£ 5,244	£ 3,274	£ 8,061	£ 5,092	£ 38,538
2020	Sempringham	£ 5,451	£ 4,761	£ 4,563	£ 4,094	£ 5,100	£ 5,908	£ 5,599	£ 10,970	£ 6,963	£ 53,408
2021	Dowsby Fen	£ 3,184	£ 2,637	£ 7,977	£ 2,004	£ 2,397	£ 2,505	£ 3,952	£ 15,512	£ 17,061	£ 57,228
2022	Gosberton	£ 21,367	£ 14,390	£ 13,314	£ 6,879	£ 9,027	£ 10,176	£ 9,639	£ 24,194	£ 16,133	£ 125,119
2023	Dowsby Lode	£ 3,674	£ 2,528	£ 2,027	£ 1,604	£ 3,512	£ 2,723	£ 1,519	£ 11,347	£ 4,581	£ 33,515
2024	Rippingale	£ 6,630	£ 4,367	£ 2,668	£ 1,873	£ 3,153	£ 4,664	£ 3,559	£ 6,704	£ 5,025	£ 38,642
2025	Dunsby	£ 4,813	£ 4,528	£ 4,960	£ 6,878	£ 1,826	£ 2,878	£ 3,851	£ 6,972	£ 46,877	£ 83,582
2026	Pinchbeck	£ 2,849	£ 4,455	£ 491	£ 5,234	£ 1,739	£ 4,272	£ 4,831	£ 5,118	£ 9,697	£ 38,686
2027	Hacconby	£ 4,424	£ 4,095	£ 3,445	£ 5,807	£ 3,142	£ 4,122	£ 5,121	£ 7,405	£ 8,771	£ 46,332
2028	Black Hole	£ 24,897	£ 23,024	£ 22,176	£ 8,344	£ 9,615	£ 10,586	£ 14,079	£ 36,257	£ 26,724	£ 175,702
2029	Twenty	£ 3,037	£ 2,294	£ 1,409	£ 2,595	£ 1,782	£ 2,788	£ 2,095	£ 5,100	£ 1,904	£ 23,004
2030	Dyke Fen	£ 17,776	£ 14,765	£ 14,697	£ 9,543	£ 11,943	£ 10,347	£ 15,745	£ 32,239	£ 22,467	£ 149,524
2031	Quadring Low Fen	£ 6,346	£ 4,045	£ 2,719	£ 2,181	£ 3,512	£ 4,875	£ 3,237	£ 14,199	£ 12,153	£ 53,267
2032	Donington North Ings	£ 16,195	£ 14,721	£ 14,118	£ 5,148	£ 6,629	£ 8,678	£ 10,505	£ 24,767	£ 14,493	£ 115,253
2033	Donington Mallard Hirn	£ 2,271	£ 3,819	£ 3,407	£ 2,514	£ 8,465	-£ 2,445	£ 7,986	£ 12,402	£ 4,078	£ 42,497
2034	Donington Wykes	£ 4,581	£ 3,031	£ 3,825	£ 3,046	£ 15,251	£ 2,897	£ 3,325	£ 6,528	£ 4,314	£ 46,798
2050	PS General	£ 122,762	£ 105,968	£ 104,067	£ 144,204	£ 119,604	£ 137,635	£ 130,833	£ 144,026	£ 159,889	£ 1,168,989

Total £ 426,724 £ 358,129 £ 323,689 £ 311,022 £ 340,495 £ 341,563 £ 348,541 £ 676,429 £ 574,502 £ 3,701,095

Projec	Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	Total
2003	Electricity	£ 193,360	£ 137,019	£ 112,365	£ 96,727	£ 116,726	£ 67,381	£ 112,643	£ 379,559	£ 242,294	£ 1,458,073
3013	Insurance	£ 39,790	£ 38,729	£ 43,427	£ 49,237	£ 36,054	£ 49,515	£ 48,046	£ 52,167	£ 53,832	£ 410,797
7001	Workforce Labour	£ 63,095	£ 45,283	£ 35,877	£ 32,780	£ 40,188	£ 81,079	£ 63,459	£ 84,127	£ 114,929	£ 560,816
7060	Workshop Recharges	£ 14,835	£ 13,129	£ 12,989	£ 4,478	£ 4,500	£ 5,255	£ 6,981	£ 10,878	£ 11,831	£ 84,875
<<100	Pump Eng	£ 57,969	£ 58,179	£ 55,521	£ 68,593	£ 75,196	£ 75,687	£ 60,891	£ 57,740	£ 39,593	£ 549,369
<<200	Property Costs	£ 9,163	£ 32,174	£ 17,644	£ 19,895	£ 31,692	£ 7,541	£ 3,389	£ 3,553	£ 3,301	£ 128,351
<<300	Other General Expenses	£ 10,152	£ 10,848	£ 8,249	£ 9,021	£ 7,942	£ 7,699	£ 13,271	£ 19,051	£ 15,680	£ 101,914
<<400	Other Maintenance	£ 15,856	£ 7,135	£ 17,842	£ 10,850	£ 13,234	£ 10,044	£ 12,734	£ 17,491	£ 50,262	£ 155,447
<<600	Miscellaneous Costs	£ 535	£ 5,040	£ 6,967	£ 6,794	£ 934	£ 16,672	£ 945	£ 9,156	£ 150	£ 47,192
<<900	Plant	£ 21,969	£ 10,593	£ 12,808	£ 5,577	£ 14,029	£ 20,692	£ 26,182	£ 42,709	£ 42,631	£ 197,189
<<815	Other Recharges	£ -	£ -	£ -	£ 7,072	£ -	£ -	£ -	£ -	£ -	£ 7,072

Total £ 426,724 £ 358,129 £ 323,689 £ 311,022 £ 340,495 £ 341,563 £ 348,541 £ 676,429 £ 574,502 £ 3,701,095

% Increase -16% -10% -4% 9% -20% -3% 109% 85%
 % Increase excluding Electric & Insurance -6% -8% -2% 14% 16% 3% 46% 69%

Bourne Fen Farm Trust Fund

Revenue Account for Year Ended 31st March 2021

<i>Income</i>	2021	2020
	£	£
Investment Income	13,493	15,709
 <i>Expenditure</i>		
Contribution to Rates	9,245	9,244
Bank Charges	4	60
Contribution to Administration	4,456	4,760
	13,704	14,064
Surplus	(212)	1,645

Balance Sheet as at 31st March 2021

<i>Capital Assets</i>	<i>Note</i>	2021	2020
Investments	A	361,885	308,640
 <i>Current Assets</i>			
Bank Account		15,497	15,325
Debtors		604	989
		16,101	16,314
 <i>Current Assets</i>			
Creditors			
Net Current Assets		377,986	324,954
 <i>Fund Balances & Reserves</i>			
Revaluation Reserve		262,822	209,577
Capital Fund		104,120	104,120
Revenue Reserve		11,045	11,256
		377,986	324,954
Reserves		377,986	324,954

The above represents a trust fund which was vested in the Black Sluice IDB to fund rate alleviations to the rate payers in the area of Bourne North Fen.

BLACK SLUICE INTERNAL DRAINAGE BOARD

2021/22 Budget and 10 Year Estimates

Revised for Year End figures

Income	Actual	Budget	Forecast @ P06	Actual	Budget / Estimates									
	2019/20	2020/21	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Rates and Levies	2,094,287	2,146,823	2,154,480	2,143,773	2,206,499	2,261,829	2,318,836	2,377,519	2,436,203	2,496,563	2,558,600	2,622,313	2,687,703	2,754,770
Interest & Investment Income	22,992	18,500	15,648	16,247	16,500	16,830	17,167	17,510	17,860	18,217	18,582	18,953	19,332	19,719
Grants/Local Levy	405,864	110,000	116,986	316,986	400,000	520,000	790,000	521,000	530,000					
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	5,000
Other Income	24,308	22,866	33,611	58,526	22,866	23,323	23,790	24,266	24,751	25,246	25,751	26,266	26,791	27,327
Rechargeable Income	507,653	702,100	685,986	368,040	595,302	570,608	276,020	281,541	287,171	292,915	298,773	304,749	310,844	317,060
Solar Panel Income	16,605	18,383	17,476	17,121	18,751	19,126	19,509	19,899	20,297	20,703	21,117	21,539	21,970	22,409
TOTAL INCOME	3,076,709	3,023,672	3,029,187	2,925,693	3,264,918	3,416,716	3,450,321	3,246,734	3,321,282	2,858,644	2,927,822	2,998,820	3,071,640	3,146,286

Expenditure	Actual	Budget	Forecast @ P06	Actual	Budget / Estimates									
	2019/20	2020/21	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Capital Schemes	415,118	249,000	275,795	259,800	204,000	250,000	257,000	241,000	254,000	255,000	273,000	281,000	290,000	317,000
FDGiA/Local Levy funded Schemes	45,406	686,671	430,495	184,348	1,030,855	520,000	790,000	521,000	530,000					
Pumping Station Maintenance	676,429	377,400	385,138	574,502	392,841	400,698	408,712	416,886	425,224	433,728	442,403	451,251	460,276	469,481
Electricity														
Drain Maintenance	683,540	843,556	820,873	823,466	893,205	911,069	929,290	947,876	966,834	986,170	1,005,894	1,026,012	1,046,532	1,067,463
Environmental Works	5,283	20,400	18,046	15,873	20,000	20,400	20,808	21,224	21,649	22,082	22,523	22,974	23,433	23,902
Administration & Establishment	552,154	532,754	534,523	559,536	564,314	575,600	587,112	598,855	610,832	623,048	635,509	648,219	661,184	674,407
EA Precept	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552
Rechargeable Expenditure	440,875	638,273	612,130	315,597	541,184	518,735	250,927	255,946	261,065	266,286	271,612	277,044	282,585	288,237
Solar Panel Expenditure	2,433	2,485	2,568	2,327	2,535	2,585	2,637	2,690	2,744	2,799	2,854	2,912	2,970	3,029
TOTAL EXPENDITURE	3,097,790	3,627,091	3,356,120	3,012,001	3,925,485	3,475,639	3,523,039	3,282,029	3,348,898	2,865,665	2,930,348	2,985,963	3,043,532	3,120,071

OPENING BALANCE	1,242,027	1,220,946	1,220,946	1,220,946	1,134,638	474,071	415,148	342,430	307,135	279,519	272,497	269,972	282,828	310,936
SURPLUS / (DEFICIT) IN YEAR	(21,081)	(603,419)	(326,933)	(86,308)	(660,567)	(58,923)	(72,718)	(35,295)	(27,616)	(7,022)	(2,525)	12,856	28,108	26,214
CLOSING BALANCE	1,220,946	617,527	894,013	1,134,638	474,071	415,148	342,430	307,135	279,519	272,497	269,972	282,828	310,936	337,151

					390,230									
Reserve % of Expenditure	39.41%	17.03%	26.64%	37.67%	12.08%	11.94%	9.72%	9.36%	8.35%	9.51%	9.21%	9.47%	10.22%	10.81%
Reserve % of Expenditure (Excl Grants)	45.36%	17.56%	27.60%	42.10%	13.45%	14.05%	12.53%	11.12%	9.92%	9.51%	9.21%	9.47%	10.22%	10.81%

RATE	12.60	12.84	12.84	12.84	13.16	13.49	13.83	14.18	14.53	14.89	15.26	15.64	16.03	16.43
Increase in Rates		1.90%	1.90%	0.00%	2.49%	2.51%	2.52%	2.53%	2.47%	2.48%	2.48%	2.49%	2.49%	2.50%

BLACK SLUICE INTERNAL DRAINAGE BOARD

2021/22 Budget and 10 Year Estimates

Revised for Year End figures

Income	Actual	Budget	Forecast @ P06	Actual	Budget / Estimates									
	2019/20	2020/21	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Rates and Levies	2,094,287	2,146,823	2,154,480	2,143,773	2,206,499	2,261,829	2,318,836	2,377,519	2,436,203	2,496,563	2,558,600	2,622,313	2,687,703	2,754,770
Interest & Investment Income	22,992	18,500	15,648	16,247	16,500	16,830	17,167	17,510	17,860	18,217	18,582	18,953	19,332	19,719
Grants/Local Levy	405,864	110,000	116,986	316,986	400,000	520,000	790,000	521,000	530,000					
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	5,000
Other Income	24,308	22,866	33,611	58,526	22,866	23,323	23,790	24,266	24,751	25,246	25,751	26,266	26,791	27,327
Rechargeable Income	507,653	702,100	685,986	368,040	595,302	570,608	276,020	281,541	287,171	292,915	298,773	304,749	310,844	317,060
Solar Panel Income	16,605	18,383	17,476	17,121	18,751	19,126	19,509	19,899	20,297	20,703	21,117	21,539	21,970	22,409
TOTAL INCOME	3,076,709	3,023,672	3,029,187	2,925,693	3,264,918	3,416,716	3,450,321	3,246,734	3,321,282	2,858,644	2,927,822	2,998,820	3,071,640	3,146,286

Expenditure	Actual	Budget	Forecast @ P06	Actual	Budget / Estimates									
	2019/20	2020/21	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Capital Schemes	415,118	249,000	275,795	259,800	204,000	250,000	257,000	241,000	254,000	255,000	273,000	281,000	290,000	317,000
FDGiA/Local Levy funded Schemes	45,406	686,671	430,495	184,348	1,030,855	520,000	790,000	521,000	530,000					
Proposed adjustments					-98,000	-155,000	-65,000							
Pumping Station Maintenance	676,429	377,400	385,138	574,502	392,841	400,698	408,712	416,886	425,224	433,728	442,403	451,251	460,276	469,481
Electricity														
Drain Maintenance	683,540	843,556	820,873	823,466	893,205	911,069	929,290	947,876	966,834	986,170	1,005,894	1,026,012	1,046,532	1,067,463
Environmental Works	5,283	20,400	18,046	15,873	20,000	20,400	20,808	21,224	21,649	22,082	22,523	22,974	23,433	23,902
Administration & Establishment	552,154	532,754	534,523	559,536	564,314	575,600	587,112	598,855	610,832	623,048	635,509	648,219	661,184	674,407
EA Precept	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552
Rechargeable Expenditure	440,875	638,273	612,130	315,597	541,184	518,735	250,927	255,946	261,065	266,286	271,612	277,044	282,585	288,237
Solar Panel Expenditure	2,433	2,485	2,568	2,327	2,535	2,585	2,637	2,690	2,744	2,799	2,854	2,912	2,970	3,029
TOTAL EXPENDITURE	3,097,790	3,627,091	3,356,120	3,012,001	3,827,485	3,320,639	3,458,039	3,282,029	3,348,898	2,865,665	2,930,348	2,985,963	3,043,532	3,120,071

OPENING BALANCE	1,242,027	1,220,946	1,220,946	1,220,946	1,134,638	572,071	668,148	660,430	625,135	597,519	590,497	587,972	600,828	628,936
SURPLUS / (DEFICIT) IN YEAR	(21,081)	(603,419)	(326,933)	(86,308)	(562,567)	96,077	(7,718)	(35,295)	(27,616)	(7,022)	(2,525)	12,856	28,108	26,214
CLOSING BALANCE	1,220,946	617,527	894,013	1,134,638	572,071	668,148	660,430	625,135	597,519	590,497	587,972	600,828	628,936	655,151

292,230

Reserve % of Expenditure	39.41%	17.03%	26.64%	37.67%	14.95%	20.12%	19.10%	19.05%	17.84%	20.61%	20.06%	20.12%	20.66%	21.00%
Reserve % of Expenditure (Excl Grants)	45.36%	17.56%	27.60%	42.10%	16.69%	23.86%	24.75%	22.64%	21.20%	20.61%	20.06%	20.12%	20.66%	21.00%

RATE	12.60	12.84	12.84	12.84	13.16	13.49	13.83	14.18	14.53	14.89	15.26	15.64	16.03	16.43
Increase in Rates		1.90%	1.90%	0.00%	2.49%	2.51%	2.52%	2.53%	2.47%	2.48%	2.48%	2.49%	2.49%	2.50%

PLANT REPLACEMENT BUDGETS 2021/22

Existing Plant/Equipment	Year Purchased	Hours / Miles	Age	Replace Year	New Plant	Cost	Trade in	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Brought Forward		As at December 2020						£164,105	£915	£41,131	£4,841	£60,626	£85,566	£159,745	£55,198	£84,887	£163,402
Twiga SPV2 (2015)	2015/16	4934 hrs	8 years	2023/24	Twiga/Herder?	£200,000	£25,000			£175,000							
Twiga SPV2 (2019)	2019/20	1469 hrs	8 years	2027/28	Twiga/Herder?	£200,000	£25,000							£175,000			
Twiga SPV2 (2017)	2017/18	2907 hrs	8 years	2025/26	Twiga/Herder?	£205,000	£25,000					£180,000					
Aebi T211	2016/17	2500 hrs	9 years	2028/29	Aebi & Rear Flail	£80,000	£25,000								£55,000		
Hitachi ZX 210LC-5B	2016/17	5100 hrs	8 years	2024/25	20T Excavator	£150,000	£40,000				£110,000						
Unimog	2020/21	19,397 km	8 years	2028/29	New unimog	£148,000	£36,000								£112,000		
JCB 130 Telescopic LR	2019/20	2399 hrs	8 years	2027/28	13T Telescopic Exc.	£105,000	£23,500							£81,500			
JCB 145 Telescopic LR	2019/20	1520 hrs	8 years	2026/27	13T LR	£138,000	£25,000					£113,000					
JCB 145 Telescopic LR	2013/14	8026 hrs	8 years	2021/22	16T Telescopic Exc	£130,000	£25,000	£105,000								£120,750	
JCB 130 Telescopic LR	2014/15	8252 hrs	8 years	2022/23	13T Telescopic Exc.	£110,000	£22,000		£88,000								£101,200
JCB 531 Teleporter	2012/13																
Vauxhall (Fitter)	2019/20	19,012 miles	7 years	2026/27	Fitters Van	£17,000	£3,000						£16,000				
Mitsubishi(Pump Engineer)	2019/20	22,640 miles	4 years	2023/24	Pick-Up	£24,000	£5,000			£19,000				£20,163			
Mitsubishi(Works Supervisor)	2019/20	42,000 miles	4 years	2023/24	Pick-Up	£24,000	£4,000			£20,000				£21,224			
Mitsubishi(Pump Maintenance)	2019/20	16,814 miles	4 years	2023/24	Pick-Up	£24,000	£5,000			£19,000				£20,163			
Mitsubishi (Works Manager)	2019/20	9,216 miles	4 years	2024/25	Pick-Up	£24,000	£5,000				£20,000				£21,224		
Vauxhall Tipper	2012/13	83,349 miles	9 years	2021/22	Tipper	£28,500	£8,000	£20,500								£19,145	
Dump Trailer 1	2006		16 years	2022/23	Dump Trailer	£19,500			£19,500								
Low Loader Trailer	2020/21		16 years	2020/21	Low Loader	£27,000	£2,000										
Tipping Trailer								£5,000									
4m Trailer								£5,000									
100mm Self priming Pump			15 years	2022/23		£22,000			£22,000								
Vibrating piling hammer	2015/16		20 years	2035/36													
150mm Portable Pump	2006		15 years	2022/23		£30,000			£30,000								
Compressor	2008		18 years	2023/24		£6,000							£6,000				
Weedbaskets								£6,000		£7,000	£7,000	£7,000	£7,000	£7,000	£7,000	£8,000	
Lawnmower & Trailer etc	2016/17		8 Years	2024/25		£17,000	£2,000				£15,000						
Fuel Tanks																	£3,000
Drott				2021/22		£50,000			£50,000								
12" Mobile Pump			20 Years						£52,600								
Depot Repairs for H&S									£12,390								
Transfer to General Reserve								£100,000									
Net Spend from Plant Reserve								£358,990	£159,500	£240,000	£152,000	£187,000	£142,000	£325,050	£195,224	£150,895	£101,200
Generated								£195,800	£199,716	£203,710	£207,785	£211,940	£216,179	£220,503	£224,913	£229,411	£233,999
Balance C/F								£915	£41,131	£4,841	£60,626	£85,566	£159,745	£55,198	£84,887	£163,402	£296,201

Black Sluice Internal Drainage Board 10 Year Capital Schemes Budget

Year	Type	Scheme	Total	Grant	Local Levy	Possible Board Contribution	Drain	PS	
2021/22	Drain	Leaves Lake Drove under capacity outfall and works	£ 200,000	£ 180,000		£ 20,000			
	Drain	Lane Dyke culvert replacement	£ 103,000	£ 102,000		£ 1,000			
	Drain	Graft Drain improvements	£ 60,000				£ 60,000		
	Drain	Jetting to major pipelines	£ 54,000				£ 54,000		
	Pump	Wyberton Marsh PS, Pump Refurb (Works approved)	£ 46,000					£ 46,000	
	Drain	Alternative Programme access works	£ 20,000				£ 20,000		
	Pump	Kirton Marsh PS new roof	£ 10,000					£ 10,000	
	Pump	Horbling ps new roof	£ 9,000					£ 9,000	
	Drain	NFF Revetment Works	£ 341,963	£ 263,963	£ 8,000	£ 70,000			
	Pump	Sempringham PS Weedscreen Cleaner	£ 206,339	£ 206,339					
	Drain	SFF Upper Catchment NFM and Control Analysis	£ 64,800	£ 64,800					
	Pump	PS Automation & CCTV	£ 105,753		£ 105,753				
	Drain	Leaves Lake Drove, Under capacity South Forty Foot Outfall	£ 20,000	£ 20,000					
	Drain	Dunsby Fen Catchment Works	£ 20,000	£ 20,000					
	Drain	Flood Alleviation Scheme Horbling Town Beck	£ 20,000	£ 20,000					
	Drain	Bicker Fen Catchment Works	£ 20,000	£ 20,000					
	Drain	Ewerby Fen Catchment Works	£ 20,000	£ 20,000					
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
				£ 1,325,855	£ 917,102	£ 113,753	£ 91,000	£ 139,000	£ 65,000
	2022/23	Drain	Ewerby Fen Catchment Works	£ 530,000	£ 410,000	£ 70,000	£ 50,000		
Pump		Dunsby PS, replacement weedscreen cleaner	£ 90,000					£ 90,000	
Drain		SFFD Desilting Guthrum to Blackhole Drove PS	£ 65,000				£ 65,000		
Drain		Graft Drain improvements	£ 60,000				£ 60,000		
Drain		Dowsby Lode Catchment Works	£ 45,000	£ 20,000		£ 25,000			
Drain		Haconby Fen Catchment Works	£ 20,000	£ 20,000					
Drain		Alternative Programme access works	£ 20,000				£ 20,000		
Pump		Helpingham Fen PS, new roof	£ 10,000					£ 10,000	
Drain		General culvert replacement contributions	£ 5,000				£ 5,000		
			£ 845,000	£ 450,000	£ 70,000	£ 75,000	£ 150,000	£ 100,000	
2023/24	Drain	Horbling Town Beck Flood Alleviation scheme	£ 525,000	£ 410,000	£ 95,000	£ 20,000			
	Drain	Dunsby Fen Catchment Works	£ 335,000	£ 230,000	£ 55,000	£ 50,000			
	Pump	Gosberton PS, replace control panel	£ 65,000					£ 65,000	
	Drain	SFFD Desilting Guthrum to Blackhole Drove PS	£ 65,000				£ 65,000		
	Drain	Jetting to major pipelines	£ 40,000				£ 40,000		
	Pump	Dowsby Fen PS, refurbish axial flow pumps	£ 25,000					£ 25,000	
	Drain	Quadring North Fen roadside revetment	£ 24,000				£ 24,000		
	Drain	Alternative Programme access works	£ 20,000				£ 20,000		
	Pump	Dunsby Fen PS Refurbish axial flow pump	£ 13,000					£ 13,000	
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
			£ 1,117,000	£ 640,000	£ 150,000	£ 70,000	£ 154,000	£ 103,000	
2024/25	Drain	NFF Desilting	£ 65,000				£ 65,000		
	Drain	Bicker Fen Catchment works	£ 325,000	£ 275,000	£ 1,000	£ 49,000			
	Drain	Dowsby Lode Catchment Works	£ 245,000	£ 245,000					
	Drain	Jetting to major pipelines	£ 60,000				£ 60,000		
	Pump	Ewerby Fen PS Replace control panel	£ 45,000					£ 45,000	
	Pump	Dyke Fen PS Refurbish 2x axial flow pumps	£ 25,000					£ 25,000	
	Drain	Dyke Fen (New Dyke) revetments	£ 25,000				£ 25,000		
	Pump	Dyke Fen PS new roof	£ 15,000					£ 15,000	
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
				£ 811,000	£ 520,000	£ 1,000	£ 49,000	£ 155,000	£ 86,000
2025/26	Drain	Claydyke desilting	£ 65,000				£ 65,000		
	Drain	Haconby Fen Catchment Works	£ 280,000	£ 255,000		£ 25,000			
	Drain	Dowsby Fen Catchment Works	£ 300,000	£ 275,000		£ 25,000			
	Pump	Donington NI Replace control panel	£ 65,000					£ 65,000	
	Drain	Jetting to major pipelines	£ 50,000				£ 50,000		
	Drain	Dyke Fen (New Dyke) revetments	£ 35,000				£ 35,000		
	Drain	NFF Desilting	£ 20,000				£ 20,000		
	Pump	Kirton Marsh PS refurbish axial flow pump	£ 14,000					£ 14,000	
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
				£ 834,000	£ 530,000	£ -	£ 50,000	£ 175,000	£ 79,000
2026/27	Drain	Claydyke desilting	£ 65,000				£ 65,000		
	Drain	Cleansing Wyberton Marsh PS Suction Bay	£ 60,000				£ 60,000		
	Drain	Jetting to major pipelines	£ 50,000				£ 50,000		
	Pump	Gosberton Fen PS Refurbish 3 x axial flow pumps	£ 40,000					£ 40,000	
	Pump	Haconby Fen PS Replace control panel	£ 35,000					£ 35,000	
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
				£ 255,000	£ -	£ -	£ -	£ 180,000	£ 75,000
2027/28	Drain	Old Hammond Beck Desilting	£ 80,000				£ 80,000		
	Drain	Jetting to major pipelines	£ 50,000				£ 50,000		
	Pump	Cooks Lock p/s refurbish weedscreen cleaner	£ 50,000					£ 50,000	
	Drain	New Hammond Beck Desilting	£ 40,000				£ 40,000		
	Pump	Bicker Fen replacement control panel	£ 33,000					£ 33,000	
	Pump	Bicker Fen 1 x axial flow pump refurb	£ 15,000					£ 15,000	
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
			£ 273,000	£ -	£ -	£ -	£ 175,000	£ 98,000	
2028/29	Drain	Old Hammond Beck Desilting	£ 80,000				£ 80,000		
	Drain	Jetting to major pipelines	£ 60,000				£ 60,000		
	Pump	Donington NI refurbish 3 x axial flow pumps	£ 43,000					£ 43,000	
	Pump	Kirton Marsh p/s replace control panel	£ 37,000					£ 37,000	
	Drain	Bourne Fen 28/10 Revetment	£ 30,000				£ 30,000		
		To be allocated	£ 15,000				£ 15,000		
	Pump	Helpingham p/s new roof	£ 11,000					£ 11,000	
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
			£ 281,000	£ -	£ -	£ -	£ 190,000	£ 91,000	
2029/30	Drain	Jetting to major pipelines	£ 60,000				£ 60,000		
	Pump	Chain Bridge p/s refurbish 3 x axial flow pumps	£ 45,000					£ 45,000	
	Drain	Gosberton pump drain desilting/pump inspection	£ 40,000				£ 40,000		
	Drain	Dowsby Fen pump drain desilting/pump inspection	£ 40,000				£ 40,000		
	Pump	Quadring Fen p/s replace control panel	£ 40,000					£ 40,000	
	Pump	Allen House p/s replace control panel	£ 32,000					£ 32,000	
	Drain	Chain Bridge pump drain desilting/pump inspection	£ 20,000				£ 20,000		
		To be allocated	£ 8,000				£ 8,000		
Drain	General culvert replacement contributions	£ 5,000				£ 5,000			
			£ 290,000	£ -	£ -	£ -	£ 173,000	£ 117,000	

Annual Governance and Accountability Return 2020/21 Part 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2020/21

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report must** be completed by the authority's internal auditor.
 - **Sections 1 and 2 must** be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2021**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2021**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2021
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2020/21

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2021 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2020/21**, approved and signed, page 4
- **Section 2 - Accounting Statements 2020/21**, approved and signed, page 5

Not later than 30 September 2021 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return (AGAR) 2020/21

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty), and is properly signed and dated. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2021.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2020) equals the balance brought forward in the current year (Box 1 of 2021).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2021**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?		
	Has an explanation of significant variations from last year to this year been published?		
	Has the bank reconciliation as at 31 March 2021 been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.		

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2020/21

Black Sluice Internal Drainage Board

ENTER PUBLICLY www.blacksluiceidb.gov.uk WEBSITE ADDRESS

During the financial year ended 31 March 2021, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2020/21 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2019/20, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2019/20 AGAR tick "not covered")</i>			✓
L. If the authority has an annual turnover not exceeding £25,000, it publishes information on a website/webpage up to date at the time of the internal audit in accordance with the Transparency code for smaller authorities.	✓		
M. The authority, during the previous year (2019-20) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(evidenced by the notice published on the website and/or authority approved minutes confirming the dates set)</i> .	✓		
N. The authority has complied with the publication requirements for 2019/20 AGAR <i>(see AGAR Page 1 Guidance Notes)</i> .	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

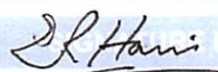
Date(s) internal audit undertaken

27/01/2021 28/01/2021 20/05/2021

Name of person who carried out the internal audit

CHRISTOPHER R. HARRIS I. AUDITOR

Signature of person who carried out the internal audit



REQUIRED

Date

21/05/2021

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

Black Sluice Internal Drainage Board

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓
			has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

30/06/2021

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY www.blacksluiceidb.gov.uk PUBLICATION ADDRESS

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

Black Sluice Internal Drainage Board

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓
			has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

30/06/2021

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE PAGE ADDRESS www.blacksluiceidb.gov.uk

Section 2 – Accounting Statements 2020/21 for

Black Sluice Internal Drainage Board

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	897,175	860,154	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	2,094,287	2,143,773	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	982,421	781,920	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	1,118,152	1,130,416	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	1,995,577	1,552,975	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	860,154	1,102,456	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	869,382	1,980,409	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	6,061,652	6,374,824	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
			N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE
D. Withmatt

Date

21/06/2021

I confirm that these Accounting Statements were approved by this authority on this date:

30/06/2021

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Section 3 – External Auditor’s Report and Certificate 2020/21

In respect of

Black Sluice Internal Drainage Board

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2020/21

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2020/21

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YY

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 30 JUNE 2021

AGENDA ITEM 12

ELECTION TIMETABLE (AMENDED)

10 th June 2021	Print Register of Electors by 10/06/2021
10 th June 2021	Advertise Inspection of Register for 14 Days on Website 10/06/21 to 24/06/21. Include details of election in Drainage Rate leaflet.
24 th June 2021	Close inspection of Register
25 th June 2021	Give 5 Days notice of Hearing for Objection to Register (If any) on Board's website.
1 st July 2021	Hear Objections to Register (if any)
1 st July 2021	List of objection inspection for 14 days on the Boards Website 01/07/2021 to 14/07/2021 (if any)
14 th July 2021	Inspection of objections list closed (if any)
14 th July 2021	Give 5 days Notice of Hearing for Objection of claims (if any)
20 th July 2021	Hear Objections to Claims (if any)
30th June 2021	Board Meeting (Board to approve the register) (If no objections)
21 st July 2021	Advertise approval of Register on website.
7 th September 2021	Advertise Notice of Election giving last date for receipt of nominations.
22 nd September 2021	Last Day for the receipt of nominations by the returning Officer.
23 rd September 2021	Notice to be sent to any candidates whose nomination papers were invalid.
23 rd September 2021	If a poll has to be taken - Publish notice of election on Boards Website, affix notice to door of office. Notify candidates of nomination.
23 rd September 2021	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.
23 rd September 2021	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.
27 th September 2021	Last day for receipt of notices of withdrawal of nominations (5:00pm).
28 th September 2021	Printing of voting papers (if necessary).
11 th October 2021	Dispatch voting papers.
25 th October 2021	Election Day. If poll to be taken, all voting papers received by 12:00 noon.
26 th October 2021	Advertise on Boards Website results listing Board Members.

Black Sluice IDB

2021 - VERSION 4

	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE										
Sep			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
								24	Northern Works Inspection		Payment Run				25							Salary			Payment Run			6		Southern Works Inspection										
Oct					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
								28							29	A&R		Payment Run						Salary		22	23	24	Election Day			Payment Run				7				
Nov	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30										
		Exec									Payment Run							Salary					Board		Payment Run			8						2022						
Dec			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4			
											Payment Run					Exec			Salary						Payment Run											9		41		

Association of Drainage Authorities

Joint Lincolnshire Branch and Welland and Nene Branch Meeting

A joint meeting of the Lincolnshire and Welland and Nene ADA Branches was held virtually via Microsoft Teams on Thursday 18 February 2021, at 12noon.

In attendance:

Black Sluice IDB	Mr Keith Casswell	Chairman
	Mr David Withnall	Finance Officer
King's Lynn IDB	Mr Brian Long	Chairman
Lindsey Marsh DB	Mr Giles Crust	Chairman
	Mr Stephen Eyre	Vice Chairman
	Mr Andrew McGill	Chief Executive
	Mr Richard Crust	Elected Member
	Mr Terry Aldridge	Appointed Member
	Mr Richard Hurdman	ICT Manager
	Mrs Carol Davies	CEOs PA
North East Lindsey IDB	Mr Lionel Grooby	Vice Chairman
North Level District IDB	Mr William Gee	Vice Chairman
	Mr Paul Sharman	Chief Executive
	Mr Jon Stubley	Operations Manager
South Holland IDB	Mr Duncan Worth	Chairman
	Mr Sam Markillie	Vice Chairman
	Mr Phil Camamile	Chief Executive
	Mr Karl Vines	Catchment Engineer
Welland and Deepings IDB	Mr Trevor Purlant	Chairman
	Mr Nick Morris	Operations Engineer
Middle Level Commissioners	Mr David Thomas	Chief Executive
Witham and Humber IDBs	Mr Guy Hird	Engineering Services Officer
Witham Fourth District IDB	Mr Peter Richardson	Chairman
	Mr Peter Bedford	Appointed Member
	Mr Paul Skinner	Appointed Member
Association of Drainage Authorities	Mr Robert Caudwell	ADA Chairman
Lincolnshire County Council	Mr Innes Thomson	ADA Chief Executive
	Mr Eddy Poll	Councillor
	Mr David Hickman	Head of Environment
Environment Agency	Mr Guy Szomi	Operations Manager
	Mr Peter Reilly	Operations Manager
	Mr Alastair Windler	Team Leader
Water Management Alliance	Mrs Karen Bingham	Business Support Officer

Mr Duncan Worth in the Chair

1. Apologies for absence

Apologies for absence were received from the following representatives:

Black Sluice IDB	Mr Ian Warsap	Chief Executive
North Lindsey IDB	Mr Philip Hoyes	Chairman
Upper Witham IDB	Mr Fred Myers	Chairman
Witham First IDB	Mr Peter Gilbert	Chairman
Witham Third IDB	Mr Ian Parker	Chairman
Witham Fourth IDB	Mr Ed Johnson	Chief Engineer
Witham & Humber DBs	Mrs Jane Froggatt	Chief Executive

	Mr Martin Shilling	Director of Operations & Engineering
North Level District IDB	Mr Michael Sly	Chairman
Middle Level Commissioners	Miss Sam Ablett	Member
Walderssea IDB	Mr Peter Lankfer	Chairman
Welland & Deepings IDB	Ms Karen Daft	Chief Executive
Environment Agency	Ms Kate Halka	Operations Manager
	Mr Ben Thornely	Area Flood Risk Manager
	Mr Morgan Wray	Flood & Coastal Risk Manager
Lincolnshire County Council	Mr Matthew Harrison	Senior Commissioning Officer Flood Risk

2. Chairman's Announcements

The Chairman welcomed everyone to the virtual meeting.

3. Minutes of the Previous Branch Meeting

The minutes of the last Joint Branch meeting held on 19 February 2020 were confirmed as a true record. It was noted that they would be signed by the Chairman shortly after the meeting.

4. Matters Arising

There were no matters arising from the minutes.

5. Lincolnshire County Council Update

David Hickman provided the following update:

- There had been a significant number of flooding instances since 2019 and Lincs County Council (LCC) was looking to strengthen its ability to respond to such events but had found that when an event was large enough to trigger a multi-agency response they had been dealt with very well.
- An application for funding had been submitted to Defra to access part of the £150m national funding allocation for ground water schemes, to better understand ground water in Lincolnshire. If successful, the project would run for six years.
- Engagement with Water Resources East (WRE) was continuing to develop at a regional level, which involved various water companies and local flood risk management authorities. WRE were also looking to create county wide partnerships to manage water resources on the East Coast and Humber in the coming years.
- There was a full LCC meeting planned for the following day when the flood risk paper would be presented and discussed on how to achieve carbon zero by 2050 or earlier.

6. Environment Agency Update

Peter Reilly, Alastair Windler and Guy Szomi gave members the following update:

- Routine maintenance had gone ahead with 84% completed by the end of the year. Currently working on the tree coppicing and bushing programme, but progress had been slow due to the inclement weather.
- The de-silting work on the River Steeping had paused. The contractor was struggling to get workers back into the country after the Christmas period.
- Erosion protection was continuing but due to the high rainfall there had been lots of issues, but thankfully only one property had flooded in Ancholme.
- The RFCC was expecting £1.1m of FDGiA to be claimed in 2020/21 so urged Boards to submit any outstanding claims well before the end of the financial year.
- The Mid Term Capital Programme had been confirmed for the 2021/22 year, so IDBs should shortly receive their allocation letters.
- Any available money from the national underspend would go into balances and would be spent on delivering projects and activities that provided a positive cost benefit.
- Guy Szomi and Trevor Purlant agreed to have a discussion outside the meeting in relation to the syphon pump installed on the River Welland at Crowland and whether it was working correctly. Anyone else who would like to be involved in these discussions was to contact Guy and/or Trevor directly.

7. Reports from ADA National

Innes Thomson gave members the following update:

- The most recent ADA Bulletin had been sent to Clerks and Chief Executives on 29 January 2021 and he requested that this be circulated to members.
- There was increasing concern at the reactive nature of how flooding instances were dealt with by the EA, so ADA were starting to push Defra and the EA to ensure that more money was available for carrying out routine maintenance work. This was discussed at an EFRA Committee meeting held on 8 February. Since then, Rebecca Pow MP had asked for a meeting with ADA to discuss the contents of the report, so it was hoped that funding would be prioritised in a different way in the longer term.
- ADA were lobbying hard on behalf of its membership to maintain the red diesel exemption that allowed IDBs and other RMAs to continue to use it.
- Ministers were looking at how the Standing Orders for IDBs could be changed to allow remote Board meetings to continue beyond 7 May 2021. Further details would follow shortly.
- Three Health, Safety and Welfare modules were now available to be used by members at Board meetings. These should take around 15-20 minutes each to deliver. Further modules were also being developed.
- The Good Environmental Governance Guide should be available for all Drainage Boards in April 2021.
- Links had been added to the ADA website for easy access to assist the public during flood and adverse weather instances.
- A case was being built for ADA to hold a demonstration event in 2022, likely to be somewhere in the Doncaster area. Scrutiny of risks and likely income received was taking place with approval being sought from the ADA Board later this year.
- The Environment Bill had been suspended but would restart shortly with Royal assent expected in September 2021.
- Carbon reduction would be of increasing importance over the coming months/years. Innes Thompson asked members to start thinking about how this could be achieved.

Sam Markillie requested that ADA pushes discussions on the reporting of near miss flooding instances. Currently, the LLFA only carried out an investigation when damage occurred to property, but if a proactive approach was taken to look at where there were near misses, costs

and the associated misery of flooding could be significantly reduced. David Hickman said that in Lincolnshire this information had started to be recorded but resource was currently limited to do much more.

Guy Hird felt that Drainage Boards had limited powers to ensure that riparian owners maintained their watercourses properly but as towns and villages get developed watercourses should be taken on by IDBs to ensure better levels of maintenance. David Hickman asked if Clerks/Chief Executives could send him examples of where enforcement had taken place in Lincolnshire to help raise the profile of this issue.

8. Reports from Branch Committees

Events Committee

Peter Richardson reported that no meetings had taken place recently but provided the following update:

- The Lincolnshire Show would be going ahead in some form this year but was not sure how this would happen at the moment.
- It was hoped that a joint summit with the County Landowners Association (CLA) regarding river conveyance could be held but this very much depended on COVID restrictions being eased.

Pay and Conditions Committee

Daniel Withnall gave members the following update:

- The pay award for 2021/22 had been agreed by the Committee and 4.1% had been recommended to Lincolnshire Boards but then the Chancellor's announcement came. However, as this announcement was only directed at centrally funded public bodies it was felt that the recommendation of 4.1% would remain.
- In September 2021 the Pay and Conditions Committee would review the formula because 2022/23 was the final year of the three-year model.

Environment Committee

No update was provided.

9. ADA Articles of Association

Innes Thomson explained that the suggested amendments to the Articles of Association had been circulated to members prior to the meeting, but the main changes he wanted to highlight were to:

Clause 10 – Membership. Removal of membership categories.

Clause 33 – Voting. To simplify the voting system and decouple voting entitlement from the amount of membership subscription paid.

Clause 47 – Branch Structures. Modifications suggested, which included the facility for branches to amalgamate and vice versa.

Clauses 77-79 – Officers. Changes to the Senior Officer roles.

With the exception of Clause 33 (Voting), all other suggested amendments within the document were agreed.

10. Water Resources East

Andrew McGill reported that Lindsay Marsh Drainage Board had decided not to make a financial contribution to WRE this year. He emphasised that they continued to support the work of WRE and were committed to their objectives but after having little or no engagement with them during the course of the last year, had decided that the investment was not beneficial for the next 12 months, but this would be reviewed again in a years' time.

Innes Thomson said that ADA had some empathy with Andrew's position and would ensure that WRE recognised that they needed to engage directly with IDBs but reminded IDBs that communication should be a two-way flow. Innes Thomson reported that ADA's financial model used in the previous year for funding WRE had been abandoned in favour of a new tiered approach and confirmed that funding requests would come directly from WRE in future, rather than via ADA. Innes Thomson also confirmed that the River Trent Broads would not be making a financial contribution to WRE this year because they did not form part of WRE's future plans.

It was felt that the work of WRE and other agencies was important but there was a need to ensure that there was no overlap or duplication of work and no mission creep. The Chairman said that at the Welland & Nene AGM meeting held earlier in the day, similar discussions had taken place and reported that South Holland IDB would continue to support WRE for the foreseeable future.

11. Membership Fees

It was confirmed that Branch Membership Fees would be frozen for the forthcoming year.

12. Any Other Business

The deaths of four former members were announced with sadness, as follows:

- The sudden death of Mr Paul Hoyes, aged 61, serving Witham Third District IDB Chairman since 2013. Paul's funeral service was on 17 December at Stixwold village, where he farmed all his working life, and the Board's Stixwold diesel engines ran that morning as a tribute. His brother David, pre-deceased him by a few months. Paul leaves four adult children and partner Jeanette Jackson. His father, Dennis Hoyes MBE, remains a member of Witham Third District IDB.
- After a short illness, Mr Paul Wright, a serving member of Upper Witham IDB for 54 years and a former Chairman of the Board. Paul farmed north of Lincoln and had family and farming links with Norfolk. The funeral was held on 5 January at Lea near Gainsborough.
- Mr Stuart Ayres, the Chairman of Hundred of Wisbech IDB. Mike Day had been appointed as the new Chairman.
- Mr Gerald Lankfer, the Chairman of Waldersea IDB. Peter Lankfer had been appointed as the new Chairman.

ADA Conference

Innes Thomson was pleased to share the news that Rebecca Pow MP, Parliamentary Under-Secretary of State at the Department for Environment, Food and Rural Affairs, had agreed to speak at the Annual ADA Conference in November. Innes said that discussions were taking place around whether the event should go ahead as a physical event or whether another virtual conference would be necessary. A decision on this would be made as soon as possible.

13. Date of Next Meeting

The Lincolnshire Branch meetings for 2021 would be held on Thursday 20 May 2021 and Thursday 21 October 2021. The next Joint Branch meeting would be held on 22 February 2022.

CHAIRMAN

**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 (a) Coastal flooding from failure or overtopping of defences	High	Low	3		
	1.1	(b) Fluvial flooding from failure or overtopping of defences	High	Medium	6		
	1.1	(c) Flooding from failure of IDB pumping stations or excess rainfall	High	Low	3		
	1.1	(d) Flooding from sewers or riparian watercourses	Medium	Low	2		
	1.2	Loss of Electrical Supply	High	Low	3		
	1.3	Pumps failing to operate	High	Low	3		Maintenance
	1.4	Board Watercourses being unable to convey water	Medium	Low	2		Maintenance
	1.5	Operating machinery to maintain watercourses	Medium	Low	2		Training
	1.6	Claims from third parties for damage to property or injury	Medium	Low	2		
	1.7	Third Parties damage to Board maintained assets	Medium	Low	2		
	1.8	Loss of senior staff	High	Low	3		
To conserve and enhance the environment wherever practical and possible to ensure there is no net loss of biodiversity.	1.9	Insufficient finance to carry out works	Medium	Low	2		
	1.10	Reduction in staff performance	Medium	Low	2		
To provide a 24 hour/365 day emergency response for the community	1.11	Insufficient staff resources	Medium	Low	2		Review
	2.1	Prosecution for not adhering to environmental legislation	Medium	Low	2		BAP
To provide a safe and fulfilling working environment for staff.	2.2	Non delivery of objectives	Low	Low	1		BAP
	3.1	Emergency Plan inadequate or not up to date	Low	Low	1		Review
	3.2	Insufficient resources (Staff and Equipment)	Medium	Low	2		Review
To maintain financial records that are correct and comply with all recommended accounting practice.	3.3	Critical Incident loss of office	High	Low	3	None	
	4.1	Injury to staff and subsequent claims and losses	Medium	Low	2		Training
To ensure that all actions taken by the Board comply with all current UK and EU legislation	4.2	Not complying with Health and Safety legislation	High	Low	3		Consultant
	5.1	Loss of cash	Low	Low	1	None	
	5.2	Loss of money invested in building societies, banks and managed funds	Medium	Low	2	None	
	5.3	Fraud by senior officers	Medium	Low	2	None	
	5.4	Inadequacy of Internal Checks	Medium	Low	2		
A cost efficient IDB that provides a Value for Money service.	5.5	Fraudulent use of credit cards	Low	Medium	2		
	6.1	Board Members in making decisions	Low	Low	1		
Information Technology and Communications	6.2	Not complying with all employment regulations and laws	Medium	Low	2		
	7.1	Collecting insufficient income to fund expenditure	Low	Low	1		Accounts
Information Technology and Communications	7.2	IDB abolished or taken over	Low	Low	1		
	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	Breach in Cyber Security	Medium	Low	2		
	8.6	Network Security Breach	Medium	Low	2		
	8.7	Virus being introduced to Network	Medium	Low	2		
	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

Printed on 11/06/2021 at 12:26 by JB2

From 01/02/2021 To 28/02/2021

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/02/2021 To 28/02/2021**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
BEE001	11/02/2021	Payment	009778	Bacs	-1848.00	Beesons of Boston Ltd
BOS002	11/02/2021	Payment	29224	Bacs	-627.50	Boston Commercial Cleaners Ltd
CAR002	11/02/2021	Payment	47651	Bacs	-18.60	J Carr & Son
CAR003	11/02/2021	Payment	181110	Bacs	-1204.03	Carrier Rental Systems
CLA001	11/02/2021	Payment	76663	Bacs	-249.18	Frank Clayton & Son Ltd
COP002	11/02/2021	Payment	INV-51765	Bacs	-138.55	Cope Safety Management Ltd.
CRA001	11/02/2021	Payment	SI-4489	Bacs	-209.53	Craven & Nicholas Ltd
HAR001	11/02/2021	Payment	23179476	Bacs	-1560.00	TC Harrison JCB
HGV001	11/02/2021	Payment	VBCV268426	Bacs	-102.00	Alliance Automotive T/A HGV Tr
INL001	11/02/2021	Payment	2021 P010	Bacs	-32919.75	HM Revenue & Customs
JAC001	11/02/2021	Payment	BTN/311318	Bacs	-65.57	Jackson Buildbase
KWM001	11/02/2021	Payment	11872	Bacs	-64.80	K & W Mechanical Services Ltd
LIN002	11/02/2021	Payment	2021 P010	Bacs	-26525.81	Lincolnshire C C Pension Fund
NOT001	11/02/2021	Payment	INV14757	Bacs	-135.12	P G & C Nottingham
SOU001	11/02/2021	Payment	0000000819	Bacs	-2040.00	South Holland IDB
SWI001	11/02/2021	Payment	BN074525	Bacs	-144.04	Switch Electrical WholesaleLtd
TFM001	11/02/2021	Payment	260232	Bacs	-263.44	TFM Supplies
THO001	11/02/2021	Payment	28674	Bacs	-480.00	TFM Country Store
TRA006	11/02/2021	Payment	1122473354	Bacs	-9.02	Trade UK
VEG001	11/02/2021	Payment	845380	Bacs	-1365.54	VEGA Controls Ltd
WOO001	11/02/2021	Payment	979327	Bacs	-48.00	WBM Office Solutions Limited
ALA001	25/02/2021	Payment	525926	Bacs	-62.40	Alarmline Security Ltd
ASH001	25/02/2021	Payment	21094080	Bacs	-408.72	Sunbelt Rentals Ltd
CAR003	25/02/2021	Payment	183278	Bacs	-2054.45	Carrier Rental Systems
CLA001	25/02/2021	Payment	76937	Bacs	-260.04	Frank Clayton & Son Ltd
COV001	25/02/2021	Payment	11287	Bacs	-297.60	Cover Up
CRA001	25/02/2021	Payment	SI-4567	Bacs	-10.78	Craven & Nicholas Ltd
HAR001	25/02/2021	Payment	2319262	Bacs	-158.65	TC Harrison JCB

Account	Date	Type	Ref 1	Ref 2	Value	Details
HBP001	25/02/2021	Payment	SIN053700	Bacs	-1836.00	HBP Systems Ltd
HIL002	25/02/2021	Payment	152981	Bacs	-455.88	Charles H Hill Ltd
LIN021	25/02/2021	Payment	6231	Bacs	-108.00	Lincolnshire Drainage Co. Ltd
LON003	25/02/2021	Payment	0020/00003578	Bacs	-141.15	Longwater Construction
ORI001	25/02/2021	Payment	INV-101446	Bacs	-7668.76	Oriel Systems Ltd
SAM001	25/02/2021	Payment	067985	Bacs	-188.11	SAMS
TIA001	25/02/2021	Payment	20210211-015	Bacs	-1440.00	TIAA Ltd
TUR001	25/02/2021	Payment	7-07385546	Bacs	-14.76	Turnbull & Co Ltd
WIT002	25/02/2021	Payment	I00156639	Bacs	-270.96	Witham Oil & Paint
BAR005	10/02/2021	Payment	P11	Direct Deb	-24.04	Barclaycard Merchant Services
BAR005	10/02/2021	Payment	P11	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	15/02/2021	Payment	P11	Direct Deb	-193.32	TomTom
PAY001	18/02/2021	Payment	P11	Direct Deb	-13.20	Payzone UK Limited
SWA001	18/02/2021	Payment	P11	Direct Deb	-360.14	Swalec
WOL001	22/02/2021	Payment	P11	Direct Deb	-50397.26	Woldmarsh Producers Ltd
BRI001	22/02/2021	Payment	P11	Direct Deb	-1446.37	British Telecom
NAT004	26/02/2021	Payment	P11	Direct Deb	-21.00	Natwest
NAT004	26/02/2021	Payment	P11	Direct Deb	-4.20	Natwest

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-137867.15	
				Total Discounts		
				Total Adjustments		
				Total Refunds		
				Total	-137867.15	

Payments


Bacs	-85394.74	Cheque		Direct Deb	-52472.41	Chargecard
Bulk Bacs						


Adjustments

Disc		Contra SL				
------	--	-----------	--	--	--	--

Refunds

Refund						
--------	--	--	--	--	--	--


 Finance Manager


 Operations Manager

Black Sluice Internal Drainage Board

Printed on 11/06/2021 at 12:28 by JB2

From 01/03/2021 To 31/03/2021

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/03/2021 To 31/03/2021**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
ASS003	11/03/2021	Payment	297846	Bacs	-171.00	Association of Accounting Tech
BOC001	11/03/2021	Payment	3062035885	Bacs	-133.27	BOC
BOS002	11/03/2021	Payment	29303	Bacs	-627.50	Boston Commercial Cleaners Ltd
BRA002	11/03/2021	Payment	145119	Bacs	-1085.94	Brauncewell Quarries Ltd
BUS002	11/03/2021	Payment	BO208256	Bacs	-79.32	B A Bush & Son Ltd
CEF001	11/03/2021	Payment	BOS/289514	Bacs	-26.28	CEF (Boston)
COP002	11/03/2021	Payment	INV-51984	Bacs	-138.55	Cope Safety Management Ltd.
CRA001	11/03/2021	Payment	SI-4704	Bacs	-48.34	Craven & Nicholas Ltd
CRA004	11/03/2021	Payment	15903	Bacs	-534.00	Craftwork Engineering Ltd
CRO001	11/03/2021	Payment	8205997013	Bacs	-238.75	Crown Decorating Centres
CRP001	11/03/2021	Payment	BS/BSIDBWINDOWS/21	Bacs	-40.00	C & R Property Services
DON001	11/03/2021	Payment	DCI0012109	Bacs	-7.38	Donington Engineering Supplies
GAP001	11/03/2021	Payment	411374494	Bacs	-457.68	Gap Group Ltd
HAR001	11/03/2021	Payment	23180458	Bacs	-341.66	TC Harrison JCB
INL001	11/03/2021	Payment	2021 P11	Bacs	-26371.52	HM Revenue & Customs
LIN002	11/03/2021	Payment	2021 P11	Bacs	-23598.07	Lincolnshire C C Pension Fund
LIN018	11/03/2021	Payment	00019120	Bacs	-246.00	SDG Access Limited
LON003	11/03/2021	Payment	0020/00003771	Bacs	-159.08	Longwater Construction
MOT001	11/03/2021	Payment	BTT176230	Bacs	-105.36	Motor Parts Direct Limited
NOT001	11/03/2021	Payment	INV15366	Bacs	-110.40	P G & C Nottingham
PEO001	11/03/2021	Payment	INV73960	Bacs	-264.60	Rocksure Systems T/A Peoplesaf
PIT001	11/03/2021	Payment	10540040	Bacs	-513.59	Pitney Bowes Ltd
ROY001	11/03/2021	Payment	186538	Bacs	-834.00	Roythornes LLP
SAM001	11/03/2021	Payment	068282	Bacs	-234.00	SAMS
SIL001	11/03/2021	Payment	IN539142	Bacs	-20.04	Silt Side Services Ltd
TRA006	11/03/2021	Payment	1142311317	Bacs	-157.11	Trade UK
WIT001	11/03/2021	Payment	INV04328	Bacs	-3688.34	Witham Fourth IDB
WIT002	11/03/2021	Payment	I00157499	Bacs	-3099.19	Witham Oil & Paint

Account	Date	Type	Ref 1	Ref 2	Value	Details
WIT004	11/03/2021	Payment	106632	Bacs	-349.59	Witham Timber
PIT001	11/03/2021	Refund	P11 DD Correction	Refund	513.59	Pitney Bowes Ltd
ALA001	30/03/2021	Payment	526467	Bacs	-1062.09	Alarmline Security Ltd
ARB001	30/03/2021	Payment	1925	Bacs	-6000.00	Arb-Core Tree Care Ltd
BEE001	30/03/2021	Payment	012399	Bacs	-30.00	Beesons of Boston Ltd
BOS019	30/03/2021	Payment	1025044	Bacs	-120.00	Boston Seeds
BRA002	30/03/2021	Payment	145117	Bacs	-266.76	Brauncewell Quarries Ltd
BRE001	30/03/2021	Payment	12413310	Bacs	-1174.07	Breedon Southern Limited
BUS002	30/03/2021	Payment	BO208474	Bacs	-245.85	B A Bush & Son Ltd
CAM003	30/03/2021	Payment	100	Bacs	-150.00	D Campbell
CAR003	30/03/2021	Payment	186578	Bacs	-3852.29	Carrier Rental Systems
CHA001	30/03/2021	Payment	525940	Bacs	-159.12	Chandlers (Farm Equipment) Ltd
CHA002	30/03/2021	Payment	Members Travel 19/20	Bacs	-900.45	Chairmans account
CLA001	30/03/2021	Payment	77074	Bacs	-774.82	Frank Clayton & Son Ltd
EVA001	30/03/2021	Payment	IDB074	Bacs	-775.00	Noel Evans Window Cleaning
GAP001	30/03/2021	Payment	411453627	Bacs	-666.24	Gap Group Ltd
HAR001	30/03/2021	Payment	23180236	Bacs	-1590.00	TC Harrison JCB
HIL001	30/03/2021	Payment	7839	Bacs	-80.00	Jeff Hill
HIL002	30/03/2021	Payment	153895	Bacs	-753.26	Charles H Hill Ltd
INL001	30/03/2021	Payment	P12 2021	Bacs	-20321.99	HM Revenue & Customs
INT002	30/03/2021	Payment	5780	Bacs	-4296.00	InterLec
JAC001	30/03/2021	Payment	BTN/314994	Bacs	-230.72	Jackson Buildbase
JEW001	30/03/2021	Payment	0170/00179738	Bacs	-60.22	Jewson Limited
LAR001	30/03/2021	Payment	69573	Bacs	-1204.80	Ray Larrington Hydraulics
LIN002	30/03/2021	Payment	P12 2021	Bacs	-20656.23	Lincolnshire C C Pension Fund
LON003	30/03/2021	Payment	0020/00004352	Bacs	-2807.63	Longwater Construction
ORIO01	30/03/2021	Payment	INV-101445	Bacs	-1508.86	Oriel Systems Ltd
POC003	30/03/2021	Payment	647	Bacs	-6600.00	R Pocklington Ltd
PRE005	30/03/2021	Payment	1391	Bacs	-1476.00	Premier Conditioned Air Servic
RAW001	30/03/2021	Payment	11571	Bacs	-193.02	Geoff Rawlinson
SHA006	30/03/2021	Payment	1048	Bacs	-10800.00	L A Sharpe Ltd
SHI001	30/03/2021	Payment	21284	Bacs	-1038.00	Shire Toilet Hire Ltd
SPS001	30/03/2021	Payment	1007802	Bacs	-191.95	SP Services (UK) Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
STA004	30/03/2021	Payment	1085285777	Bacs	-396.00	Stannah
STAN001	30/03/2021	Payment	4342	Bacs	-9630.00	Stantec UK Limited
SYS001	30/03/2021	Payment	143579	Bacs	-90.00	Systematic Print Management
TFM001	30/03/2021	Payment	261001	Bacs	-702.08	TFM Supplies
TRA002	30/03/2021	Payment	9146 AIA379	Bacs	-81.40	Travis Perkins Trading Co Ltd.
TRA006	30/03/2021	Payment	1146423411	Bacs	-114.11	Trade UK
WES002	30/03/2021	Payment	21009474	Bacs	-5400.00	Western Power Distribution
WIT001	30/03/2021	Payment	INV04334	Bacs	-3334.56	Witham Fourth IDB
WIT002	30/03/2021	Payment	I00157418	Bacs	-379.34	Witham Oil & Paint
WOO001	30/03/2021	Payment	979573	Bacs	-210.47	WBM Office Solutions Limited
WRE001	30/03/2021	Payment	INV-0086	Bacs	-840.00	Water Resources East Ltd
CRO004	31/03/2021	Payment	000285	Cheque	-816.00	CROP LOSS
PIT001	01/03/2021	Payment	P12	Direct Deb	-513.59	Pitney Bowes Ltd
INF002	03/03/2021	Payment	P12	Direct Deb	-5340.00	T.W. Infield
SWA001	10/03/2021	Refund	P12	Refund	231.28	Swalec
BAR005	10/03/2021	Payment	P12	Direct Deb	-12.88	Barclaycard Merchant Services
BAR005	10/03/2021	Payment	P12	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	15/03/2021	Payment	P12	Direct Deb	-193.32	TomTom
PAY001	17/03/2021	Payment	P12	Direct Deb	-13.20	Payzone UK Limited
WOL001	22/03/2021	Payment	P12	Direct Deb	-91451.83	Woldmarsh Producers Ltd
NAT004	31/03/2021	Payment	P12	Direct Deb	-3.50	Natwest
NAT004	31/03/2021	Payment	P12	Direct Deb	-2.80	Natwest

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-273203.89	
				Total Discounts		
				Total Adjustments		
				Total Refunds	744.87	
				Total	-272459.02	

Payments


Bacs	-174843.89	Cheque	-816.00	Direct Deb	-97544.00	Chargecard
Bulk Bacs						


Adjustments

Disc		Contra SL				
------	--	-----------	--	--	--	--

Refunds

Refund	744.87					
--------	--------	--	--	--	--	--


 Finance Manager


 Operations Manager

Black Sluice Internal Drainage Board

Printed on 11/06/2021 at 12:29 by JB2

From 01/04/2021 To 30/04/2021

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/04/2021 To 30/04/2021**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
ASH001	15/04/2021	Payment	21302560	Bacs	-435.03	Sunbelt Rentals Ltd
BOS014	15/04/2021	Payment	P0008248	Bacs	-3354.16	Boston Borough Council (Other)
CHA001	15/04/2021	Payment	532472	Bacs	-25.91	Chandlers (Farm Equipment) Ltd
CLA001	15/04/2021	Payment	77239	Bacs	-182.52	Frank Clayton & Son Ltd
COP002	15/04/2021	Payment	INV-52206	Bacs	-138.55	Cope Safety Management Ltd.
CRA001	15/04/2021	Payment	SI-4719	Bacs	-91.98	Craven & Nicholas Ltd
CRA004	15/04/2021	Payment	16148	Bacs	-48.43	Craftwork Engineering Ltd
CRP001	15/04/2021	Payment	BS/BSIDB/WINDOWS/21	Bacs	-40.00	C & R Property Services
DSE001	15/04/2021	Payment	23	Bacs	-144.00	DS Engineering
GAP001	15/04/2021	Payment	411547762	Bacs	-138.00	Gap Group Ltd
HBP001	15/04/2021	Payment	SCR006823	Bacs	-2922.35	HBP Systems Ltd
HGV001	15/04/2021	Payment	VBCV277210	Bacs	-39.19	Alliance Automotive T/A HGV Tr
HIL002	15/04/2021	Payment	154021	Bacs	-61.62	Charles H Hill Ltd
IBB001	15/04/2021	Payment	100628	Bacs	-212.76	Arthur Ibbett Limited
IRE001	15/04/2021	Payment	220389	Bacs	-355.80	Irelands Farm Machinery Ltd
JAC001	15/04/2021	Payment	BTN/317337	Bacs	-329.34	Jackson Buildbase
MAI002	15/04/2021	Payment	2021 Lagoon	Bacs	-7800.00	H J Mair and Sons
MIL002	15/04/2021	Payment	MTI-33247	Bacs	-7440.00	Mill Tyres
MOT001	15/04/2021	Payment	BTT178429	Bacs	-84.70	Motor Parts Direct Limited
PET003	15/04/2021	Payment	4804	Bacs	-90.00	Peter Smith Commercials Ltd
SIL001	15/04/2021	Payment	IN540769	Bacs	-89.22	Silt Side Services Ltd
TFM001	15/04/2021	Payment	261731	Bacs	-1033.83	TFM Supplies
WIT001	15/04/2021	Payment	INV04336	Bacs	-633.60	Witham Fourth IDB
WOO001	15/04/2021	Payment	979754	Bacs	-48.00	WBM Office Solutions Limited
ASS003	23/04/2021	Payment	20001337	Bacs	-159.00	Association of Accounting Tech
INS002	23/04/2021	Payment	INV-24632-Y1M2M4	Bacs	-125.00	Institute of Leadership&Mngmnt
ALA001	29/04/2021	Payment	526857	Bacs	-886.80	Alarmline Security Ltd
ANG101	29/04/2021	Payment	8775099	Bacs	-144.80	Anglian Water (Swineshead HQ)

Account	Date	Type	Ref 1	Ref 2	Value	Details
ANG103	29/04/2021	Payment	8786447	Bacs	-10.33	Anglian Water (Black Hole PS)
ASH001	29/04/2021	Payment	21269300	Bacs	-1536.53	Sunbelt Rentals Ltd
BLA001	29/04/2021	Payment	30-2112-9	Bacs	-225.03	Black Sluice IDB
BOS002	29/04/2021	Payment	29383	Bacs	-721.63	Boston Commercial Cleaners Ltd
BOS020	29/04/2021	Payment	153 20 21	Bacs	-734.00	Boston & North Wash Training
BUS002	29/04/2021	Payment	BO208705	Bacs	-543.71	B A Bush & Son Ltd
CAR003	29/04/2021	Payment	187707	Bacs	-2049.03	Carrier Rental Systems
CHA001	29/04/2021	Payment	528393	Bacs	-108.19	Chandlers (Farm Equipment) Ltd
CLA001	29/04/2021	Payment	77418	Bacs	-173.66	Frank Clayton & Son Ltd
ENG001	29/04/2021	Payment	50328	Bacs	-16902.40	Engineering & Hire Ltd
GLE001	29/04/2021	Payment	38314	Bacs	-286.28	Glen Farrow Ltd
HAR001	29/04/2021	Payment	23551390	Bacs	-2188.80	TC Harrison JCB
HGV001	29/04/2021	Payment	VBCV278905	Bacs	-181.16	Alliance Automotive T/A HGV Tr
HIT001	29/04/2021	Payment	20408184	Bacs	-250.80	Hitachi Construction Machinery
IRE001	29/04/2021	Payment	220423	Bacs	-75.60	Irelands Farm Machinery Ltd
LIN002	29/04/2021	Payment	10121187	Bacs	-415.42	Lincolnshire C C Pension Fund
MGF001	29/04/2021	Payment	CAP900250450	Bacs	-410.40	MGF (Trench Construction Sys)
NAV001	29/04/2021	Payment	43174	Bacs	-2367.25	Navitron
NOT001	29/04/2021	Payment	INV16454	Bacs	-236.76	P G & C Nottingham
ORI001	29/04/2021	Payment	INV-101458	Bacs	-7668.76	Oriel Systems Ltd
ROY001	29/04/2021	Payment	189245	Bacs	-3009.00	Roythornes LLP
RUS002	29/04/2021	Payment	0647	Bacs	-43.06	RUSSFUSS UK
SHI001	29/04/2021	Payment	21789	Bacs	-625.20	Shire Toilet Hire Ltd
SRP001	29/04/2021	Payment	CO143559	Bacs	-2829.69	SRP Toilet Hire
THO001	29/04/2021	Payment	29928	Bacs	-1474.70	TFM Country Store
TMC001	29/04/2021	Payment	21654	Bacs	-56.56	TMC Lifting
TRA006	29/04/2021	Payment	1155043669	Bacs	-151.01	Trade UK
BAR005	12/04/2021	Payment	P01	Direct Deb	-12.88	Barclaycard Merchant Services
BAR005	12/04/2021	Payment	P01	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	14/04/2021	Payment	P01	Direct Deb	-193.32	TomTom
PAY001	16/04/2021	Payment	P01	Direct Deb	-13.20	Payzone UK Limited
PIT001	16/04/2021	Payment	P01	Direct Deb	-506.18	Pitney Bowes Ltd
WOL001	20/04/2021	Payment	P01	Direct Deb	-106670.52	Woldmarsh Producers Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
PIT001	20/04/2021	Payment	P01	Direct Deb	-509.60	Pitney Bowes Ltd
BRI005	26/04/2021	Payment	P01	Direct Deb	-236.78	British Telecom DD
EVE002	28/04/2021	Payment	P01	Direct Deb	-713.74	Everything Everywhere
BOS001	28/04/2021	Payment	P01	Direct Deb	-2688.00	Boston Borough Council (Rates)
NAT004	30/04/2021	Payment	P01	Direct Deb	-8.40	Natwest
NAT004	30/04/2021	Payment	P01	Direct Deb	-3.85	Natwest
Total Payments					-183898.90	
Total Discounts						
Total Adjustments						
Total Refunds						
Total					-183898.90	

Payments


Bacs	-72329.55	Cheque	Direct Deb	-111569.35	Chargecard
Bulk Bacs					

Adjustments


Disc		Contra SL			
------	--	-----------	--	--	--

Refunds

Refund



 Finance Manager



 Operations Manager

Black Sluice Internal Drainage Board

Printed on 11/06/2021 at 12:30 by JB2

From 01/05/2021 To 31/05/2021

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/05/2021 To 31/05/2021**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
ANG102	13/05/2021	Payment	8906436	Bacs	-83.00	Anglian Water (Holland Fen PS)
ASH001	13/05/2021	Payment	21408573	Bacs	-37.56	Sunbelt Rentals Ltd
ATK002	13/05/2021	Payment	21012496	Bacs	-44.24	Atkins Ltd
BOC001	13/05/2021	Payment	3062624620	Bacs	-596.94	BOC
BOS002	13/05/2021	Payment	29461	Bacs	-705.46	Boston Commercial Cleaners Ltd
BOS022	13/05/2021	Payment	W0012130	Bacs	-780.00	Boston Borough Council (Waste)
BUR005	13/05/2021	Payment	229518	Bacs	-46.79	Burdens Ltd
CAJ001	13/05/2021	Payment	80204	Bacs	-199.80	C & J Supplies
CAR002	13/05/2021	Payment	47939	Bacs	-25.92	J Carr & Son
CAR003	13/05/2021	Payment	191092	Bacs	-2541.99	Carrier Rental Systems
CEM001	13/05/2021	Payment	3012854672	Bacs	-226.08	Cemex UK Materials Ltd
CLA001	13/05/2021	Payment	77493	Bacs	-172.92	Frank Clayton & Son Ltd
COP002	13/05/2021	Payment	INV-52412	Bacs	-138.55	Cope Safety Management Ltd.
CRA001	13/05/2021	Payment	SI-4969	Bacs	-51.26	Craven & Nicholas Ltd
CRA004	13/05/2021	Payment	190421	Bacs	-579.87	Craftwork Engineering Ltd
CRP001	13/05/2021	Payment	28/04/2021	Bacs	-40.00	C & R Property Services
DOU001	13/05/2021	Payment	434450	Bacs	-75.31	John W Doubleday Limited
ENG001	13/05/2021	Payment	50566	Bacs	-7952.16	Engineering & Hire Ltd
INL001	13/05/2021	Payment	P01 2021	Bacs	-22497.88	HM Revenue & Customs
LAR001	13/05/2021	Payment	69775	Bacs	-173.05	Ray Larrington Hydraulics
LIN002	13/05/2021	Payment	P01 2021	Bacs	-21509.72	Lincolnshire C C Pension Fund
MAS001	13/05/2021	Payment	ESI001584	Bacs	-3612.49	Mastenbroek Environmental Ltd
MOT001	13/05/2021	Payment	BTT179773	Bacs	-94.72	Motor Parts Direct Limited
OFF005	13/05/2021	Payment	SN763416	Bacs	-344.40	Office Furniture Online
ROS001	13/05/2021	Payment	00029762	Bacs	-45.00	Rossendales Ltd
ROY001	13/05/2021	Payment	190407	Bacs	-10962.00	Roythornes LLP
SAM001	13/05/2021	Payment	068782	Bacs	-50.00	SAMS
SRP001	13/05/2021	Payment	CO144487	Bacs	-84.00	SRP Toilet Hire

Account	Date	Type	Ref 1	Ref 2	Value	Details
SWI001	13/05/2021	Payment	BN077612	Bacs	-312.00	Switch Electrical WholesaleLtd
TAY002	13/05/2021	Payment	53005047	Bacs	-352.27	Taylor's of Boston
TFM001	13/05/2021	Payment	262525	Bacs	-790.64	TFM Supplies
TOW001	13/05/2021	Payment	506600658	Bacs	-50.50	Towergate Insurance
TRA006	13/05/2021	Payment	1157142567	Bacs	-35.98	Trade UK
WEL004	13/05/2021	Payment	3010	Bacs	-27505.20	Wells Plant Hire
WES002	13/05/2021	Payment	21027385	Bacs	-607.10	Western Power Distribution
WIT002	13/05/2021	Payment	100160834	Bacs	-141.60	Witham Oil & Paint
WOO001	13/05/2021	Payment	979934	Bacs	-121.11	WBM Office Solutions Limited
EVE002	02/05/2021	Refund	P01	Refund	34.72	Everything Everywhere
BUS002	27/05/2021	Payment	WC082403	Bacs	-57.90	B A Bush & Son Ltd
CEM001	27/05/2021	Payment	3012858764	Bacs	-226.08	Cemex UK Materials Ltd
CLA001	27/05/2021	Payment	77576	Bacs	-57.02	Frank Clayton & Son Ltd
CRA004	27/05/2021	Payment	16812	Bacs	-268.18	Craftwork Engineering Ltd
DOV001	27/05/2021	Payment	300421	Bacs	-1416.00	Dovecote Farming
ENV001	27/05/2021	Payment	PAL005407	Bacs	-138276.00	Environment Agency
GAP001	27/05/2021	Payment	411645039	Bacs	-120.00	Gap Group Ltd
GRA002	27/05/2021	Payment	S 4786	Bacs	-334.27	Grays of Holbeach Ltd
GUA001	27/05/2021	Payment	10275	Bacs	-160.00	Guardian Press
HAR001	27/05/2021	Payment	23182295	Bacs	-319.51	TC Harrison JCB
HIL002	27/05/2021	Payment	154841	Bacs	-170.91	Charles H Hill Ltd
JEW001	27/05/2021	Payment	0349/00150162	Bacs	-26.11	Jewson Limited
KIO001	27/05/2021	Payment	SIP-1391732	Bacs	-77.47	Kiowa Ltd
MOT001	27/05/2021	Payment	BTT180524	Bacs	-7.73	Motor Parts Direct Limited
NOR005	27/05/2021	Payment	1559153	Bacs	-398.00	Norfolk County Council
ONE002	27/05/2021	Payment	30/10/BS	Bacs	-173.75	O'Neils Catering Services
ORIO01	27/05/2021	Payment	INV-101459	Bacs	-1011.37	Oriel Systems Ltd
BAR005	13/05/2021	Payment	P02	Direct Deb	-151.75	Barclaycard Merchant Services
BAR005	10/05/2021	Payment	P02	Direct Deb	-36.36	Barclaycard Merchant Services
TOM002	13/05/2021	Payment	P02	Direct Deb	-193.32	TomTom
PIT001	13/05/2021	Payment	P02	Direct Deb	-1.03	Pitney Bowes Ltd
PAY001	17/05/2021	Payment	P02	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/05/2021	Payment	P02	Direct Deb	-18654.52	Woldmarsh Producers Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
BRI001	21/05/2021	Payment	P02	Direct Deb	-1503.54	British Telecom
NAT004	28/05/2021	Payment	P02	Direct Deb	-254.33	Natwest
NAT004	28/05/2021	Payment	P02	Direct Deb	-5.25	Natwest
EVE002	28/05/2021	Payment	P02	Direct Deb	-733.15	Everything Everywhere
BOS001	28/05/2021	Payment	P02	Direct Deb	-2688.00	Boston Borough Council (Rates)
Total Payments					-270922.26	
Total Discounts						
Total Adjustments						
Total Refunds					34.72	
Total					-270887.54	

Payments

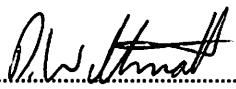
Bacs	-246687.81	Cheque	Direct Deb	-24234.45	Chargecard
Bulk Bacs					

Adjustments

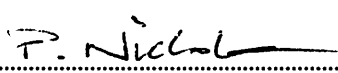
Disc		Contra SL			
------	--	-----------	--	--	--

Refunds

Refund	34.72				
--------	-------	--	--	--	--



 Finance Manager



 Operations Manager

Woldmarsh Invoice Febuary 2021

Supplier	Net	VAT	Gross	Codes	
Braucewell Quarries Ltd	1587.27	317.45	1904.72	C001	
Oil NRG t/a East Riding Oil	3212.61	642.52	3855.13	C001	
Npower Ltd	2318.00	463.60	2781.60	2003	2007
Npower Ltd	7050.90	1410.18	8461.08	2003	2004
Npower Ltd	2068.65	413.73	2482.38	2003	2013
Npower Ltd	5044.74	1008.95	6053.69	2003	2030
Npower Ltd	3251.07	650.21	3901.28	2003	2012
Npower Ltd	1576.13	315.23	1891.36	2003	2016
Npower Ltd	3035.19	607.04	3642.23	2003	2018
Npower Ltd	1225.56	245.11	1470.67	2003	2017
Npower Ltd	1525.88	305.18	1831.06	2003	2020
Npower Ltd	4690.46	938.09	5628.55	2003	2005
Npower Ltd	3235.80	647.16	3882.96	2003	2006
Npower Ltd	2835.09	567.02	3402.11	2003	2009
Npower Ltd	3645.97	729.19	4375.16	2003	2010
Npower Ltd	5709.14	1141.83	6850.97	2003	2011
Npower Ltd	7561.84	1512.37	9074.21	2003	2028
Npower Ltd	7447.75	1489.55	8937.30	2003	2021/2022
Npower Ltd	4443.54	888.71	5332.25	2003	2032
Npower Ltd	1483.96	296.79	1780.75	2003	2003
Silvey Fleet Driving Efficiency	68.34	13.67	82.01	5006	9095
Silvey Fleet Driving Efficiency	49.61	9.92	59.53	5006	9117
Silvey Fleet Driving Efficiency	52.68	10.54	63.22	5006	9113
Silvey Fleet Driving Efficiency	45.18	9.04	54.22	5006	9113
Silvey Fleet Driving Efficiency	69.20	13.84	83.04	5006	9114
Silvey Fleet Driving Efficiency	216.56	43.31	259.87	5006	9120
Silvey Fleet Driving Efficiency	237.16	47.42	284.58	5006	9120
Silvey Fleet Driving Efficiency	39.69	7.94	47.63	5006	9095
Silvey Fleet Driving Efficiency	64.96	12.99	77.95	5006	9117
Silvey Fleet Driving Efficiency	59.71	11.94	71.65	5006	9114
Silvey Fleet Driving Efficiency	80.71	16.14	96.85	5006	9115
Silvey Fleet Driving Efficiency	129.90	25.98	155.88	5006	9120
Silvey Fleet Driving Efficiency	52.88	10.58	63.46	5006	9113
Silvey Fleet Driving Efficiency	58.21	11.64	69.85	5006	9114
Silvey Fleet Driving Efficiency	204.32	40.86	245.18	5006	9120
Silvey Fleet Driving Efficiency	130.98	26.20	157.18	5006	9120
Silvey Fleet Driving Efficiency	50.27	10.05	60.32	5006	9113
Silvey Fleet Driving Efficiency	48.77	9.75	58.52	5006	9114
Silvey Fleet Driving Efficiency	168.60	33.72	202.32	5006	9120
Silvey Fleet Driving Efficiency	132.05	26.42	158.47	5006	9120
Welton Aggregates Ltd	321.09	64.22	385.31	C001	
Welton Aggregates Ltd	320.10	64.02	384.12	C001	
Welton Aggregates Ltd	330.33	66.07	396.40	C001	
Welton Aggregates Ltd	329.01	65.80	394.81	C001	

£ 76,209.86 £ 15,241.97 £ 91,451.83

Supplier	Net	VAT	Gross
Braucewell Quarries Ltd	1587.27	317.45	1904.72
Oil NRG t/a East Riding Oil	3212.61	642.52	3855.13
Npower Ltd	68149.67	13629.94	81779.61
Silvey Fleet Driving Efficiency	1959.78	391.95	2351.73
Welton Aggregates Ltd	1300.53	260.11	1560.64

Woldmarsh Invoice March 2021

Supplier	Net	VAT	Gross	Codes
Buildbase Ltd	4974.80	994.96	5969.76	4001 1229
Jewson Limited	291.96	58.39	350.35	4001 7611
Jewson Limited	1869.44	373.89	2243.33	C001
Npower Ltd	1648.84	329.77	1978.61	2003 2007
Npower Ltd	5778.13	1155.63	6933.76	2003 2004
Npower Ltd	1479.91	295.98	1775.89	2003 2013
Npower Ltd	2095.03	419.01	2514.04	2003 2012
Npower Ltd	806.46	161.29	967.75	2003 2016
Npower Ltd	2218.64	443.73	2662.37	2003 2018
Npower Ltd	665.20	133.04	798.24	2003 2017
Npower Ltd	788.46	157.69	946.15	2003 2020
Npower Ltd	2874.80	574.96	3449.76	2003 2030
Npower Ltd	2913.37	582.67	3496.04	2003 2005
Npower Ltd	2509.49	501.90	3011.39	2003 2006
Npower Ltd	1639.44	327.89	1967.33	2003 2009
Npower Ltd	2293.34	458.67	2752.01	2003 2010
Npower Ltd	4295.52	859.10	5154.62	2003 2011
Npower Ltd	4635.17	927.03	5562.20	2003 2028
Npower Ltd	4339.38	867.88	5207.26	2003 2021/2022
Npower Ltd	2900.20	580.04	3480.24	2003 2032
Npower Ltd	949.13	189.83	1138.96	2003 2003
Npower Ltd	-69.86	-3.49	-73.35	2003 2026
Npower Ltd	-141.49	-7.07	-148.56	2003 2027
Npower Ltd	-54.94	-2.75	-57.69	2003 2029
Npower Ltd	-62.46	-3.12	-65.58	2003 2031
Npower Ltd	-100.48	-5.02	-105.50	2003 2033
Npower Ltd	-36.75	-1.84	-38.59	2003 2034
Npower Ltd	-78.49	-3.92	-82.41	2003 2001
Npower Ltd	-306.72	-61.34	-368.06	2003 2015
Npower Ltd	-40.29	-2.01	-42.30	2003 2002
Npower Ltd	-156.53	-7.83	-164.36	2003 2008
Npower Ltd	-160.42	-8.02	-168.44	2003 2014
Npower Ltd	-113.69	-5.68	-119.37	2003 2019
Npower Ltd	-65.28	-3.26	-68.54	2003 2023
Npower Ltd	-80.19	-4.01	-84.20	2003 2024
Npower Ltd	-184.38	-9.22	-193.60	2003 2025
Npower Ltd	1982.40	396.48	2378.88	2003 5001
Npower Ltd	40.29	2.01	42.30	2003 2002
Npower Ltd	156.53	7.83	164.36	2003 2008
Npower Ltd	160.42	8.02	168.44	2003 2014
Npower Ltd	113.69	5.68	119.37	2003 2019
Npower Ltd	65.28	3.26	68.54	2003 2023
Npower Ltd	80.19	4.01	84.20	2003 2024
Npower Ltd	184.38	9.22	193.60	2003 2025
Npower Ltd	69.86	3.49	73.35	2003 2026
Npower Ltd	141.49	7.07	148.56	2003 2027
Npower Ltd	54.94	2.75	57.69	2003 2029
Npower Ltd	62.46	3.12	65.58	2003 2031
Npower Ltd	100.48	5.02	105.50	2003 2033
Npower Ltd	36.75	1.84	38.59	2003 2034
Npower Ltd	78.49	3.92	82.41	2003 2001
Npower Ltd	306.72	61.34	368.06	2003 2015
Npower Ltd	2521.75	504.35	3026.10	2003 2027
Npower Ltd	123.39	6.17	129.56	2003 2029
Npower Ltd	1752.55	350.51	2103.06	2003 2031
Npower Ltd	1332.27	266.45	1598.72	2003 2033
Npower Ltd	1443.27	288.65	1731.92	2003 2034
Npower Ltd	216.64	10.83	227.47	2003 2001
Npower Ltd	3119.34	623.87	3743.21	2003 2015
Npower Ltd	1033.60	206.72	1240.32	2003 2002
Npower Ltd	4930.14	986.03	5916.17	2003 2008
Npower Ltd	4869.50	973.90	5843.40	2003 2014
Npower Ltd	2284.95	456.99	2741.94	2003 2019
Npower Ltd	1781.06	356.21	2137.27	2003 2023
Npower Ltd	2321.84	464.37	2786.21	2003 2024
Npower Ltd	1755.60	351.12	2106.72	2003 2025
Npower Ltd	1462.13	292.43	1754.56	2003 2026
Silvey Fleet Driving Efficiency	67.12	13.42	80.54	5006 9095
Silvey Fleet Driving Efficiency	55.29	11.06	66.35	5006 9117
Silvey Fleet Driving Efficiency	53.97	10.79	64.76	5006 9113
Silvey Fleet Driving Efficiency	45.61	9.12	54.73	5006 9113
Silvey Fleet Driving Efficiency	44.31	8.86	53.17	5006 9114
Silvey Fleet Driving Efficiency	77.96	15.59	93.55	5006 9118
Silvey Fleet Driving Efficiency	250.28	50.06	300.34	5006 9120
Silvey Fleet Driving Efficiency	133.15	26.64	159.79	5006 9120
Silvey Fleet Driving Efficiency	64.74	12.95	77.69	5006 9095
Silvey Fleet Driving Efficiency	48.24	9.65	57.89	5006 9117
Silvey Fleet Driving Efficiency	66.60	13.32	79.92	5006 9113
Silvey Fleet Driving Efficiency	85.65	17.13	102.78	5006 9115
Silvey Fleet Driving Efficiency	82.52	16.50	99.02	5006 9118
Silvey Fleet Driving Efficiency	223.20	44.64	267.84	5006 9120
Silvey Fleet Driving Efficiency	192.74	38.55	231.29	5006 9120
Silvey Fleet Driving Efficiency	60.44	12.11	72.55	5006 9095
Silvey Fleet Driving Efficiency	61.62	12.32	73.94	5006 9114
Silvey Fleet Driving Efficiency	70.81	14.16	84.97	5006 9113
Silvey Fleet Driving Efficiency	138.92	27.78	166.70	5006 9120
Silvey Fleet Driving Efficiency	141.57	28.31	169.88	5006 9120
Silvey Fleet Driving Efficiency	65.41	13.08	78.49	5006 9118
Silvey Fleet Driving Efficiency	127.38	25.48	152.86	5006 9120
Silvey Fleet Driving Efficiency	70.01	14.00	84.01	5006 9095
Silvey Fleet Driving Efficiency	61.70	12.34	74.04	5006 9117
Silvey Fleet Driving Efficiency	54.34	10.87	65.21	5006 9113
Silvey Fleet Driving Efficiency	54.20	10.84	65.04	5006 9114
Silvey Fleet Driving Efficiency	52.85	10.57	63.42	5006 9115
Silvey Fleet Driving Efficiency	161.13	32.23	193.36	5006 9120
Woldmarsh (UK Fuels)	51.27	10.25	61.52	5006 9113
Woldmarsh (UK Fuels)	63.32	12.67	75.99	5006 9118
Welton Aggregates Ltd	320.76	64.15	384.91	4003 7611
Welton Aggregates Ltd	328.68	65.74	394.42	4003 7611
Welton Aggregates Ltd	661.65	132.33	793.98	4003 7611

£ 88,934.58 £17,735.94 £106,670.52

Supplier	Net	VAT	Gross
Buildbase Ltd	4974.80	994.96	5969.76
Jewson Limited	2161.40	432.28	2593.68
Npower Ltd	77760.94	15501.19	93262.13
Silvey Fleet Driving Efficiency	2611.76	522.37	3134.13
UK Fuels Ltd	114.59	22.92	137.51
Welton Aggregates Ltd	1311.09	262.22	1573.31

Woldmarsh Invoice April 2021

Supplier	Net	VAT	Gross	Codes	
Woldmarsh	1355.53	271.11	1626.64	C001	
H & L Services Ltd	242.65	48.52	291.17	3008	5001
H & L Services Ltd	196.71	39.34	236.05	3008	5001
Npower Ltd	635.57	127.11	762.68	2003	2004
Npower Ltd	309.24	61.85	371.09	2003	2013
Npower Ltd	915.94	183.19	1099.13	2003	2030
Npower Ltd	353.14	70.63	423.77	2003	2005
Npower Ltd	619.63	123.93	743.56	2003	2006
Npower Ltd	185.05	9.25	194.30	2003	2009
Npower Ltd	369.76	73.95	443.71	2003	2010
Npower Ltd	708.49	141.70	850.19	2003	2011
Npower Ltd	1287.43	257.49	1544.92	2003	2028
Npower Ltd	670.17	134.03	804.20	2003	2021/2022
Npower Ltd	345.78	69.16	414.94	2003	2032
Npower Ltd	278.01	13.90	291.91	2003	2012
Npower Ltd	148.65	7.43	156.08	2003	2016
Npower Ltd	375.42	75.08	450.50	2003	2018
Npower Ltd	148.95	7.45	156.40	2003	2017
Npower Ltd	133.76	6.69	140.45	2003	2020
Npower Ltd	146.23	7.31	153.54	2003	2003
Npower Ltd	425.21	85.04	510.25	2003	2007
Silvey Fleet Driving Efficiency	52.85	10.57	63.42	5006	9114
UK Fuels Ltd	50.55	10.11	60.66	5006	9117
UK Fuels Ltd	44.39	8.87	53.26	5006	9113
UK Fuels Ltd	112.25	22.45	134.70	5006	9120
UK Fuels Ltd	152.88	30.58	183.46	5006	9120
UK Fuels Ltd	57.48	11.49	68.97	5006	9114
UK Fuels Ltd	58.60	11.72	70.32	5006	9115
UK Fuels Ltd	52.80	10.56	63.36	5006	9113
UK Fuels Ltd	56.90	11.38	68.28	5006	9113
UK Fuels Ltd	174.08	34.82	208.90	5006	9120
UK Fuels Ltd	110.29	22.06	132.35	5006	9120
UK Fuels Ltd	64.01	12.80	76.81	5006	9095
UK Fuels Ltd	58.62	11.72	70.34	5006	9118
UK Fuels Ltd	56.28	11.25	67.53	5006	9117
UK Fuels Ltd	41.97	8.39	50.36	5006	9115
UK Fuels Ltd	52.39	10.48	62.87	5006	9115
UK Fuels Ltd	53.24	10.65	63.89	5006	9113
UK Fuels Ltd	153.39	30.68	184.07	5006	9120
UK Fuels Ltd	60.20	12.04	72.24	5006	9118
Rix Ltd	4361.04	872.21	5233.25	C001	

£ 15,675.53 £ 2,978.99 £ 18,654.52

Supplier	Net	VAT	Gross
Woldmarsh	1355.53	271.11	1626.64
H & L Services Ltd	439.36	87.86	527.22
Npower Ltd	8056.43	1455.19	9511.62
Silvey Fleet Driving Efficiency	52.85	10.57	63.42
UK Fuels Ltd	1410.32	282.05	1692.37
Rix Ltd	4361.04	872.21	5233.25

Woldmarsh Invoice May 2021

Supplier	Net	VAT	Gross	Codes	
B A Bush & Son Ltd	87.75	17.55	105.30	5003	9108
WCF Chandlers Oil & Gas Ltd	4048.67	809.73	4858.40	C001	
Arnold Laver & Co Ltd	3068.80	613.76	3682.56	C001	
McVeigh Parker & Co Ltd	415.00	83.00	498.00	C001	
McVeigh Parker & Co Ltd	761.00	152.20	913.20	C001	
Npower Ltd	213.37	42.67	256.04	2003	2018
Npower Ltd	129.84	6.49	136.33	2003	2017
Npower Ltd	146.27	7.31	153.58	2003	2020
Npower Ltd	382.82	76.56	459.38	2003	2004
Npower Ltd	179.31	8.97	188.28	2003	2013
Npower Ltd	551.13	110.23	661.36	2003	2030
Npower Ltd	213.39	10.67	224.06	2003	2005
Npower Ltd	260.87	13.04	273.91	2003	2006
Npower Ltd	164.07	8.20	172.27	2003	2009
Npower Ltd	248.67	49.73	298.40	2003	2010
Npower Ltd	509.74	101.95	611.69	2003	2011
Npower Ltd	699.85	139.97	839.82	2003	2028
Npower Ltd	425.39	85.08	510.47	2003	2021/2022
Npower Ltd	200.69	10.03	210.72	2003	2032
Npower Ltd	234.90	11.75	246.65	2003	2012
Npower Ltd	92.03	4.60	96.63	2003	2003
Npower Ltd	146.56	7.33	153.89	2003	2016
UK Fuels Ltd	57.82	11.56	69.38	5006	9114
UK Fuels Ltd	7.84	1.57	9.41	5006	9115
UK Fuels Ltd	58.44	11.69	70.13	5006	9115
UK Fuels Ltd	53.74	10.75	64.49	5006	9113
UK Fuels Ltd	45.45	9.09	54.54	5006	9113
UK Fuels Ltd	130.72	26.14	156.86	5006	9120
UK Fuels Ltd	145.06	29.01	174.07	5006	9120
UK Fuels Ltd	71.13	14.23	85.36	5006	9095
UK Fuels Ltd	65.91	13.18	79.09	5006	9117
UK Fuels Ltd	58.65	11.73	70.38	5006	9114
UK Fuels Ltd	54.59	10.92	65.51	5006	9113
UK Fuels Ltd	128.29	25.66	153.95	5006	9120
UK Fuels Ltd	153.27	30.65	183.92	5006	9120
UK Fuels Ltd	64.94	12.99	77.93	5006	9118
UK Fuels Ltd	50.25	10.05	60.30	5006	9117
UK Fuels Ltd	52.61	10.52	63.13	5006	9113
UK Fuels Ltd	53.58	10.72	64.30	5006	9113
UK Fuels Ltd	157.38	31.48	188.86	5006	9120
UK Fuels Ltd	65.49	13.10	78.59	5006	9118
UK Fuels Ltd	58.49	11.70	70.19	5006	9114
UK Fuels Ltd	58.57	11.71	70.28	5006	9115
UK Fuels Ltd	175.70	35.14	210.84	5006	9120
UK Fuels Ltd	166.23	33.25	199.48	5006	9120
UK Fuels Ltd	55.12	11.02	66.14	5006	9118
Fox	331.56	66.31	397.87	4001	2008

£ 15,500.95 £ 2,834.98 £ 18,335.93

Supplier	Net	VAT	Gross
B A Bush & Son Ltd	87.75	17.55	105.30
WCF Chandlers Oil & Gas Ltd	4048.67	809.73	4858.40
Arnold Laver & Co Ltd	3068.80	613.76	3682.56
McVeigh Parker & Co Ltd	1176.00	235.20	1411.20
Npower Ltd	4798.90	694.58	5493.48
UK Fuels Ltd	1989.27	397.85	2387.12
Fox (Owmbly) Limited	331.56	66.31	397.87

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 30th June 2021

AGENDA ITEM 16(c)

**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 10th February 2021:

2021/B03	Roger Leighton Homes Ltd Amesbury House 11 Main Street Dorrington LINCOLN LN4 3PX	9m relaxation. Grid Refs: 523294,340656 BSIDB W.C 4/44
2021/B04	Western power Distribution Endeavour Park Gilbert Drive Boston Lincs PE21 7TW	Laying of underground cable. Grid Refs: 526250,345030 BSIDB W.C 12/12 (Kirton Drain)
2021/B05	Mr Kieran Gatenby Ascalaon Drainside South Kirton Boston Lincs PE20 1PZ	Erection of extension. Grid Refs: 530534,337674 BSIDB Drain 5/20 (Kirton Drain)
2021/B06	Motor Fuel Group Ltd Gladstone Place 36-38 Upper Marlborough Road St Albans Hertfordshire AL1 3UU	Installation of structure Grid Refs: 523965,338718 BSIDB W.C 4/55
2021/B07	Anglian Water Seervices Ltd Witham Park House Waterside South Lincoln LN5 7FB	Installation of new cross connection. Grid Refs: 529752,338758 BSIDB W.C 5/30 (Kirton Drain)

2021/B08	Richard Marriott 20 Town Drove Quadrang SPALDING Lincs PE11 4PU	Planting of hedge & erection of fence. Grid Refs: 527137,346777 BSIDB W.C 12/10
----------	--	--

(b) Culvert Consents

The following culvert consents have been issued by the Board since 10th February 2021:

2021/C03	Chestnut Homes Ltd The Old School Wragby Road Langworth Lincoln LN3 5BJ	Piping or ordinary w.c Grid Refs: 533282,341810 Ordinary watercourse
2021/C04	Chestnut Homes Ltd The Old School Wragby Road Langworth Lincoln LN3 5BJ	Piping of BSIDB W.C Grid Refs: 533188,341753 BSIDB W.C 6/20
2021/C05	Daniel Rashleigh 93 Quadrang Road Donington Spalding Lincs PE11 4SJ	Piping of ordinary w.c. Grid Refs: 521816,334980 Ordinary watercourse
2021/C06	Nextpower SPV 6 Limited 5 th Floor North Side 7-10 Chandos Street Cavendish Square London W1G 9DQ	Install culverts to provide access road. Grid Refs: 509331,343343 509581,343343 509801,343424 510061,343499
2021/C07	Aileen Perolio- Jones Cannons Cottage Punchbowl Lane Boston Lincs PE20 3SB	Filling of redundant w.c Grid Refs: 528958,345802 Ordinary Board Drain
2021/C08	Richard Marriott 20 Town Drove Quadrang SPALDING Lincs PE11 4PU	Piping of ordinary watercourse. Grid Refs: 527079,346809 Ordinary watercourse.

2021/C95	Viking Link Ltd 35 Homer Road Solihull B91 3QJ	Installation of culvert & outfall headwall. Grid Refs: 518820,337550 BSIDB W.C 3/14 (Mill Drain)
2021/C96	Viking Link Ltd 35 Homer Road Solihull B91 3QJ	Installation of temporary surface water discharge outfall headwalls. Grid Refs: 519471,337236 519644,337785 519645,337789
2021/C97	Viking Link Ltd 35 Homer Road Solihull B91 3QJ	Construction of temporary access road. Grid Refs: 519901,338432 519872,338325 519824,338218 519641,337787 519470,337255 519465,337240 519041,337311
2021/C98	Viking Link Ltd 35 Homer Road Solihull B91 3QJ	Construction of temporary access road. Grid Refs: 519857,338560

(c) **Development Agreements**

The following development agreements have been issued by the Board since 10th February 2021:

2021/D03	North Kesteven District Council Kesteven Street SLEAFORD Lincs NG34 7EF	Consent to discharge. Grid Refs: 514700,344620 Ordinary W.C
2021/D04	Ashwood Homes Ltd 1 Goodison Road Lincs Gateway Business Park SPALDING Lincs PE12 6FY	Discharge of surface water. Grid Refs: 520800,335020 BSIDB W.C 2/26
2021/D05	The Duchy of Lancaster 1 Lancaster Place Strand LONDON WC2E 7ED	Disposal of treated effluent. Grid Refs: 525053,338212 BSIDB W.C 4/28

2021/D06	Motor Fuel Group Ltd Gladstone Place 36-38 Upper Marlborough Road St Albans Hertfordshire AL1 3UU	Installation of structures. Grid Refs: 523965,338718 BSIDB W.C 4/55
2021/D07	Richard Marriott 20 Town Drove Quadring SPALDING Lincs PE11 4PU	Discharge of treated water. Grid Refs: 527083,346814 Ordinary watercourse.

(d) **Land Drainage Consents**

The following land drainage consents have been issued by the Board 10th February 2021:

2021/L01	E I Needham & Sons Home Farm House Little Hale Fen SLEAFORD Lincs NG34 9BG	1 Outfall Grid Refs: 516947,341538 BSIDB W.C 10/15
2021/L02	Henry Tunnard Ltd Blossom Hall Skeldyke Road Kirton Boston Lincs PE20 1LU	9 Outfalls Grid Refs: 532630,336978 BSIDB W.C 7/6 (Northland Dike)
2021/L03	Lincolnshire County Council c/o Savills Olympic House Doddington Road LINCOLN LN6 3SE	3 Outfalls Grid Refs: 526278,346997 BSIDB Drain 12/14
2021/L04	P & A Allwood Spinney Farm Cottage No. 1 Claydike Bank Amber Hill Boston Lincs PE20 3RN	15 Outfalls Grid Refs: 521165,346339 BSIDB W.C 11/16 (Holland Dike)
2021/L97	National Viking Link Ltd 35 Homer Road Solihull B91 3QJ	6 Outfalls Grid Refs: 519640,337791 Drain 36/4
2021/L98	National Viking Link Ltd 35 Homer Road Solihull B91 3QJ	4 Outfalls Grid Refs: 519637,337785 Drain 3/12
2021/L99	National Viking Link Ltd 35 Homer Road Solihull B91 3QJ	3 Outfalls Grid Refs: 519455,337239 Drain 3/16

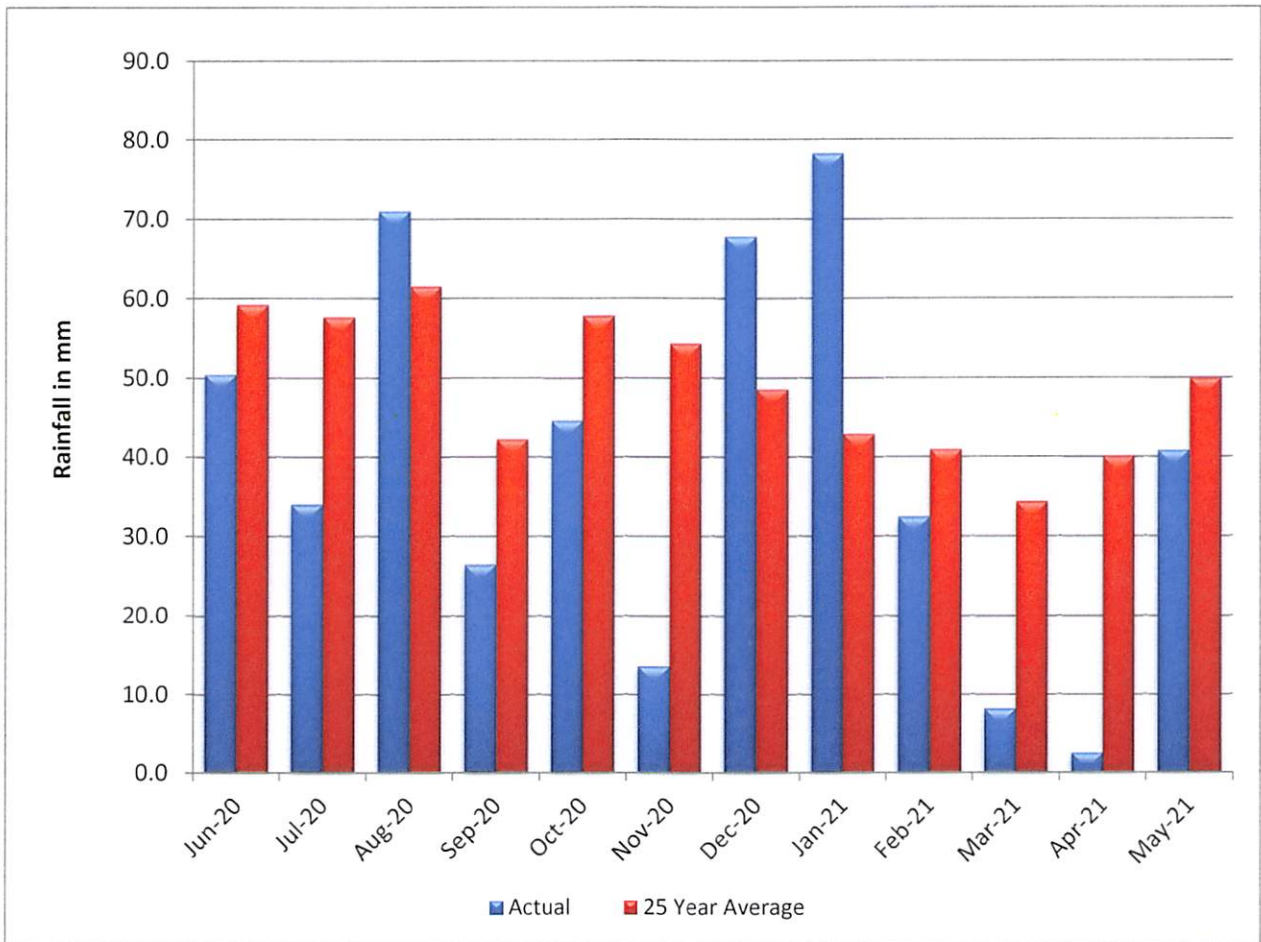
(e) **Extended Area Consents**

The following extended area consents have been issued by the Board since 10th February 2021:

	<i>None issued</i>	
--	--------------------	--

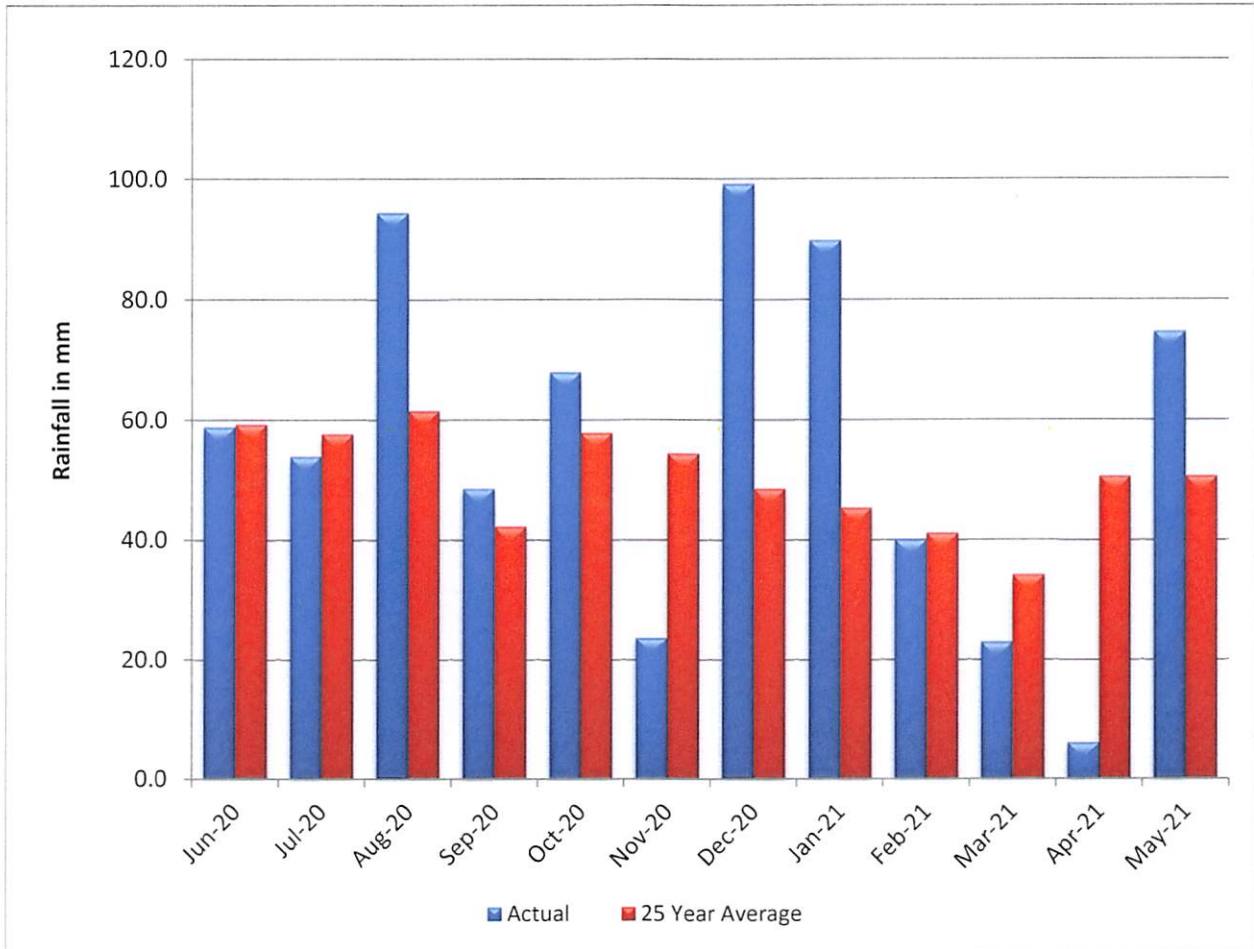
BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Black Hole Drove Pumping Station

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Jun-20	50.4	59.2	85.14%
Jul-20	34.0	57.6	59.03%
Aug-20	71.0	61.5	115.45%
Sep-20	26.4	42.2	62.56%
Oct-20	44.6	57.8	77.16%
Nov-20	13.6	54.3	25.05%
Dec-20	67.8	48.5	139.79%
Jan-21	78.2	42.9	182.28%
Feb-21	32.4	40.9	79.22%
Mar-21	8.2	34.3	23.91%
Apr-21	2.6	40.0	6.50%
May-21	40.8	49.9	81.76%
Totals	470.0	589.1	79.78%



BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Swineshead Depot

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Jun-20	58.8	59.2	99.32%
Jul-20	53.9	57.6	93.58%
Aug-20	94.4	61.5	153.50%
Sep-20	48.5	42.2	114.93%
Oct-20	67.9	57.8	117.47%
Nov-20	23.7	54.3	43.65%
Dec-20	99.2	48.5	204.54%
Jan-21	89.8	45.3	198.23%
Feb-21	40.0	41.1	97.32%
Mar-21	23.0	34.2	67.25%
Apr-21	6.1	50.5	12.08%
May-21	74.7	50.5	147.92%
Totals	680.0	602.7	112.83%





Black Sluice Internal Drainage Board

Biodiversity Action Plan

2021-2026

1. Statement

This Biodiversity Action Plan (BAP) has been prepared by the Black Sluice Internal Drainage Board in accordance with the commitment in the Implementation Plan of the Defra Internal Drainage Board Review of 2007 for internal drainage boards (IDBs) to produce their own Biodiversity Action Plans. It demonstrates the Board's commitment to fulfilling its duty as a public body to conserve and enhance biodiversity under various legislation and policy including, but not limited to, the Environment Bill (Act) 2020, the Natural Environment and Rural Communities Act 2006, the 25 Year Environment Plan and Water Framework Directive.

Importantly, it reflects the Board's aspiration to maximise the support it provides to biodiversity, particularly priority UK species and habitats, and the wider environment in general through its day-to-day activities, by setting clear objectives, actions and targets.

The Board has adopted this Biodiversity Action Plan as one of its policies and is committed to its implementation. It will review the plan periodically and update it as appropriate.

3rd March 2021

.....
Keith Casswell

Chairman of the Board

Paul Holmes

Environment Committee Chairman

This Biodiversity Action Plan is a public statement by the Board of its biodiversity objectives and the methods by which it intends to achieve them.

We would welcome appropriate involvement in the delivery of the Plan from interested organisations, companies, and individuals.

You can contact us about this Biodiversity Action Plan by writing to the following address:

Black Sluice Internal Drainage Board

Station Road

Swineshead

Boston

Lincolnshire

PE20 3PW

Or via email: mailbox@blacksluiceidb.gov.uk

Further information is available on the Board's website: www.blacksluiceidb.gov.uk

Contents

1. Statement	2
2. Introduction	5
2.1 What is Biodiversity and why is it important?	5
2.2 Legislative Background	5
2.3 Policy & Strategic Background	6
2.4 Purpose	6
2.5 Vision	7
2.6 Aims	7
3. The IDB BAP Process	8
3.1 The Biodiversity Audit	8
3.2 Objectives, Targets and Actions	8
3.3 Monitoring and Reporting	8
4. The Biodiversity Audit	9
4.1 The Black Sluice Internal Drainage District Overview	9
4.2 Map of Audit Area (Drainage District)	10
4.3 Geology	11
4.4 Landscape Character	11
4.5 Landscape Designations	11
4.6 Sites and Monuments	11
4.7 Tree Preservation Orders	11
4.8 Statutory Nature Conservation Sites	12
4.8.1 Internationally Designated Sites	12
4.8.2 Nationally Designated Sites	12
4.8.3 Local Nature Reserves	13
4.8.4 Non-statutory Nature Conservation Sites	13
4.9 Habitat Audit Summary	15
4.10 Species Audit Summary	17
4.11 Invasive Non-native Species Summary	19
4.12 Water Level Management Plans	21
5. Habitat and Species Action Plans	22
5.1 Introduction	22
5.2 Habitat Action Plans	22
5.2.1 Hedgerows	22
5.2.1.1 National and Local Targets	22
5.2.1.2 IDB Objectives	22
5.2.1.3 IDB Actions	23
5.2.2 Reedbeds and Drainage Ditches	23
5.2.2.1 National and Local Targets	23
5.2.2.2 IDB Objectives	23
5.2.2.3 IDB Actions	24
5.2.3 Wet Woodland	25
5.2.3.1 National and Local Targets	25
5.2.3.2 IDB Objectives	26
5.2.3.3 IDB Actions	26
5.3 Species Action Plans	27
5.3.1 Bank & Reed nesting Birds	27
5.3.1.1 National and Local Targets	27
5.3.1.2 IDB Objectives	27
5.3.1.3 IDB Actions	27
5.3.2 Bats	28
5.3.2.1 National and Local Targets	28
5.3.2.2 IDB Objectives	28
5.3.2.3 IDB Actions	29
5.3.3 Water Vole	29
5.3.3.1 National and Local Targets	29
5.3.3.2 IDB Objectives	29
5.3.3.3 IDB Actions	30

5.3.4	Kingfisher	30
5.3.4.1	National and Local Targets	30
5.3.4.2	IDB Objectives	31
5.3.4.3	IDB Actions	31
5.3.5	Barn Owl	31
5.3.5.1	National and Local Targets	31
5.3.5.2	IDB Objectives	32
5.3.5.3	IDB Actions	32
5.3.6	Eel	32
5.3.6.1	National and Local Targets	32
5.3.6.2	IDB Objectives	33
5.3.6.3	IDB Actions	33
5.3.7	Otter	33
5.3.7.1	National and Local Targets	33
5.3.7.2	IDB Objectives	34
5.3.7.3	IDB Actions	34
5.3.8	Grass Snake	34
5.3.8.1	National and Local Targets	34
5.3.8.2	IDB Objectives	34
5.3.8.3	IDB Actions	35
6.	Procedural Action Plan	36
6.1	Introduction	36
6.2	Objectives and Targets	36
6.3	IDB Actions	36
7.	Implementation	38
8.	Monitoring	38
9.	Reporting	38
10.	Appendices	40
10.1	Appendix 1	40
10.2	Appendix 2	41
10.3	Appendix 3	42
10.4	Appendix 4	43

2. Introduction

2.1 What is Biodiversity and why is it important?

Biodiversity can be defined simply as “the variety of life” and encompasses the whole spectrum of living organisms, including plants, birds, mammals and insects. It includes both common and rare species, as well as the genetic diversity within species. Biodiversity also refers to the habitats and ecosystems that support these species.

Biodiversity is part of our natural capital, a vital resource providing:

- Supply of ecosystem services including water, nutrients, climate change mitigation, flood mitigation, carbon storage and pollination;
- Life resources including food, medicine, energy and raw materials;
- Improved health and well-being;
- Landscape and cultural distinctiveness;
- Direct economic benefits from biodiversity resources and ‘added value’ through local economic activity and tourism;
- Educational, recreational and amenity resources.

This Biodiversity Action Plan is part of a much larger biodiversity framework that encompasses international, national and local levels of legislation and policy and which also include ecosystem services and climate change.

2.2 Legislative Background

When carrying out its functions, an IDB must pay particular regard to the effect on the environment. Some environmental legislation relates specifically to maintaining or restoring the condition of protected sites or protecting certain species, but there are also statutory duties for IDBs to conserve and enhance biodiversity in and alongside the watercourses they manage and the wider landscape.

The Natural Environment and Rural Communities Act 2006 places a duty on IDBs to conserve biodiversity. The Environment Bill (Act) 2020, when enacted, extends this duty on IDBs to also enhance biodiversity and report periodically on its actions. Therefore, as a public authority, every IDB must consider what action it can take, consistently with the proper exercise of its functions, to further the conservation and enhancement of biodiversity in England.

Below is a list of key environmental legislation (by no means an exhaustive list) relevant to the work of IDBs:

- The Environment Bill (Act) 2020
- Conservation of Habitats and Species Regulations 2017
- Eels (England and Wales) Regulations 2009
- Water Environment (Water Framework Directive) (England and Wales) Regulations 2003
- Natural Environment and Rural Communities Act 2006 (Section 40)

- The Environmental Impact Assessment (Land Drainage Improvement Works) (Amendment) Regulations 2017
- Land Drainage Act 1994
- Wildlife and Countryside Act 1981 (as amended)
- The Countryside and Rights of Way Act 2000
- The Protection of Badgers Act 1992
- Flood and Water Management Act 2010
- Salmon and Freshwater Fisheries Act 1975

2.3 Policy & Strategic Background

In 1992 at the United Nations Conference on the Environment and Development, commonly known as the Rio Earth Summit, the UK signed the Convention on Biological Diversity which pledged its commitment to contribute towards halting the worldwide loss of habitats and species and their genetic resources. At the 2010 biodiversity summit in Nagoya, Japan, the UK re-affirmed this commitment and the “Biodiversity 2020” white paper was developed setting out how those commitments would be put into action.

The 2010 report by Sir John Lawton “Making Space for Nature” set out that ecological networks were required in order to halt and reverse the declines seen in many threatened species and habitats. The report succinctly made clear that these ecological networks needed to be bigger, more frequent, better in quality, and more joined up in order to be successful in their ambitions.

The concept of Nature Recovery Networks featured in the Government's Biodiversity 2020 strategy (2011) and 25 Year Environment Plan (2018). The Environment Bill (Act) 2020 and the development of Local Nature Recovery Strategies (LNRS) expands this concept by also take into account the value of the ecological services provided by non-priority species and habitats such as the carbon sequestration of wetlands, the flood alleviation of tree-planting in the uplands and the wellbeing benefits brought about by green space. As such, this BAP presents the actions planned by the IDB to support both priority and non-priority species.

International reports such as by the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) have found that climate change in particular is considered to be one of the biggest threats to our biodiversity now, and in the future. Supporting the continuity, connectivity and quality of habitat through management, restoration and expansion may help even the less mobile species to adapt more easily to climate change. This BAP presents the actions the IDB can take to support climate resilience for biodiversity.

2.4 Purpose

This BAP has been produced to demonstrate how the IDB fulfils its legal obligations to conserve and enhance biodiversity and sets out targets and actions that contribute to local, national and international strategies and policies.

While the IDB has a statutory duty to have regard for the environment whilst carrying out their functions, for example on or within drainage assets such as watercourses and their banks, the IDB has also to give consideration to how they can contribute to the enhancement of the wider environment.

It is not within the scope of this document to set out the IDBs' objectives and actions in relation to wider environmental topics, such as reducing carbon emissions or reducing waste. However, strategies to address such topics may be mentioned in connection to the enhancement of habitats and species, such as peatland restoration and carbon sequestration.

The opportunity to work together to support and enhance biodiversity in partnership with other organisations is sought wherever possible, as the IDB recognises the additional value working in such ways can bring to the overall objectives.

The intention is that biodiversity is fully integrated into the Board's activities, policies and procedures such as annual maintenance programmes, capital works projects, training and communications.

2.5 Vision

Black Sluice Internal Drainage Board's vision is:

To maintain a catchment where thriving wildlife is an integral part of delivering efficient and effective water-level management.

2.6 Aims

The aims of this BAP are:

- To ensure that opportunities for conservation and enhancement of biodiversity are fully considered throughout the IDB's operations;
- To enable more effective monitoring and reporting of progress and outcomes;
- To ensure that Priority species and habitats receive effective action within defined targets within the drainage district;
- To identify targets and appropriate actions for other habitats and species of local importance within the drainage district. This includes invasive non- native species (INNS);
- To contribute to local environmental partnerships such as the Greater Lincolnshire Nature Partnership (GLNP) to ensure that programmes and priorities for biodiversity conservation are aligned and maintained in the long term;
- To raise awareness within the IDB and locally of the need for biodiversity conservation, and to communicate with the local and wider community what actions the IDB are undertaking to support biodiversity.

3. The IDB BAP Process

3.1 The Biodiversity Audit

The Black Sluice IDB has conducted a biodiversity audit of its drainage district (Figure 1) and identified those habitats and species that would benefit from particular management or actions by the IDB.

This BAP focuses on nationally important priority habitats and species, that is to say those that have been deemed of 'principal importance' in England under the NERC Act 2006. However, those that are not priority species or habitats, but may be locally significant for a variety of reasons have also been considered. Invasive non-native species have also been included.

The information gathered, which is presented in later sections, has been used to develop this IDB's Biodiversity Action Plan.

3.2 Objectives, Targets and Actions

For each relevant habitat and species, conservation objectives have been identified. The action plan then details individual actions required to achieve the objectives, and associated monitoring and reporting of progress and impact.

In order for this BAP to be as effective as possible the targets and actions have been devised to be SMART (Specific, Measurable, Achievable, Relevant and Time-limited).

Procedural targets and actions have also been considered allowing the Board to measure the way in which it considers and incorporates biodiversity across the whole range of its operations. These may involve changes to administrative, management and operating procedures.

3.3 Monitoring and Reporting

Monitoring is the on-going process of regularly collecting and analysing relevant information to make sure the actions within the Plan are positively contributing towards the targets and to capture any additional benefit achieved. The Plan sets out how and when this monitoring will take place for example, to regularly review the progress of actions against the plan at Board meetings throughout the life of the plan.

The frequency and type of information reported is also defined by the Plan and includes the publication of progress reports in the public domain via the IDB's website and in accordance with the duty set out in the Environment (Bill) Act 2020.

The overall plan will be updated at least every 5 years but as this is a dynamic document it may change more frequently. For example, in the light of routine monitoring, changes may be necessary to ensure an objective can be met.

4. The Biodiversity Audit

4.1 The Black Sluice Internal Drainage District Overview

The drainage district covers an area of approximately 61,000 ha and contains 760km of IDB maintained watercourse along with 148 km of main river.

It is located in the Lincolnshire Fens generally south-west of Boston. The Board's area extends from Chapel Hill in the north, to Wilsford in the west, to Bourne then Spalding in the south back to Boston in the east. The Board's boundaries are defined by either main river, Witham and Kyme Eau to the north and Glen and Bourne Eau to the south. High contour line to the western boundary and differing catchments in adjacent Drainage Board areas to the east, the Board has 8km of boundary fronting the River Haven and Wash on the east coast below Boston. The South Forty Foot Drain, a major high consequence watercourse, effectively runs through the centre of the area, south from Guthram Gowt, north and then east into Boston and out into the River Haven and North Sea via the Wash.

The following outlines the key details of the District:

- Total area of the drainage district: 61,000 ha
- Upper Catchment area draining to the Lower Catchment: 20,000 ha
- Area of agricultural land: 43,887 ha
- Area of other (non-agricultural) land: 3,325 ha

Assets for which the Board has operational responsibility:

- Water level control structures: 6 No.
- Watercourses (maintained): 760 km
- Raised embankments: 148 km
- Sustainable drainage systems (SuDS): 33 No.
- Pumping Stations: 34 No. with 63 pumps
- Culverts/Bridges: 2,655 No.

4.2 Map of Audit Area (Drainage District)

The area covered by the drainage district of the IDB is shown below in Figure 1.

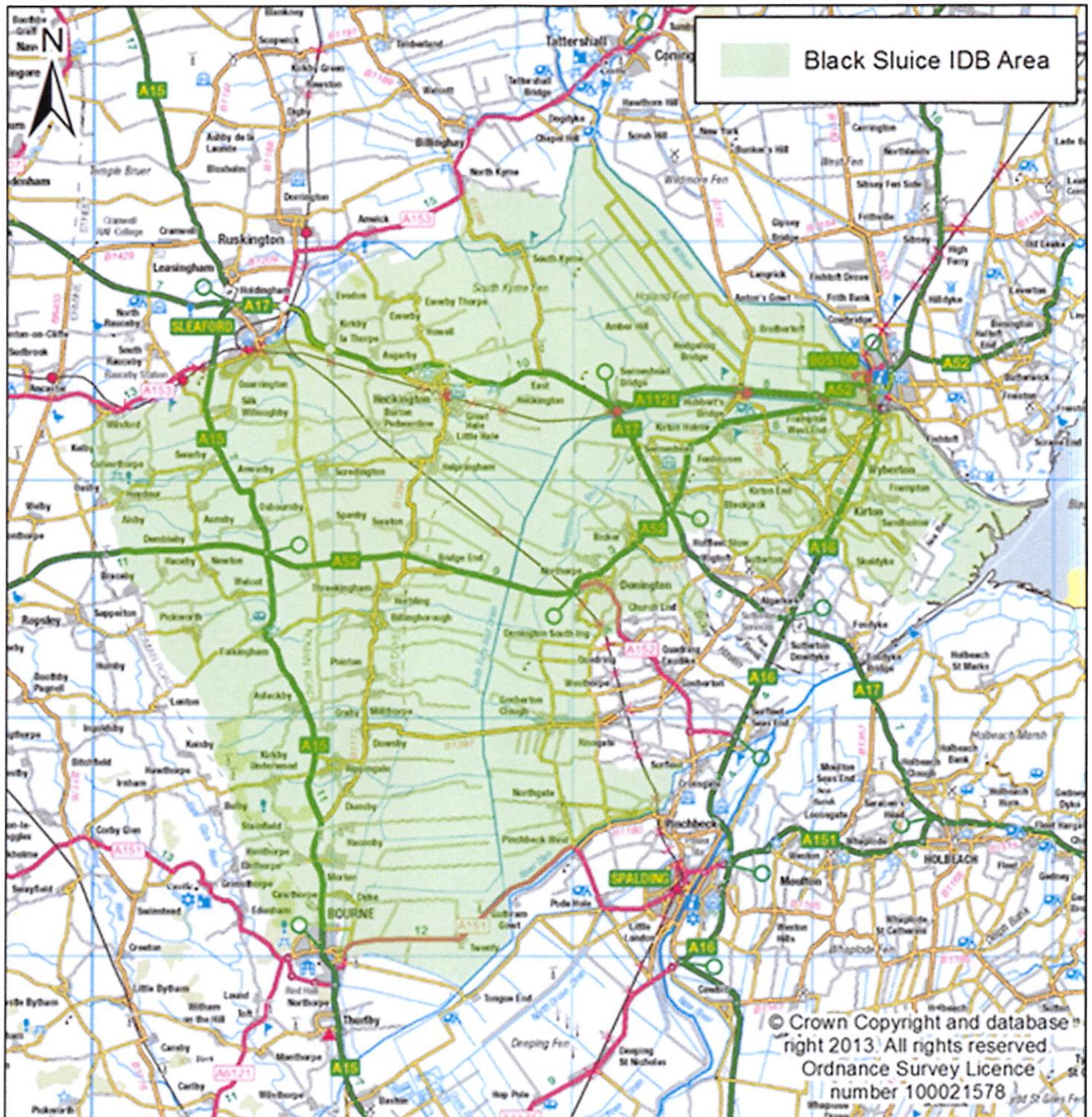


Figure 1. Black Sluice Internal Drainage District.

4.3 Geology

The majority of the Board's area has drift geology of fenland alluvium. In the west there are small areas of fen peat, gravel, clay and limestone.

4.4 Landscape Character

Natural England has divided the whole of England into a number of National Character Areas (NCA) based on characteristic landforms, wildlife and land use. For each NCA, there is a prepared profile that characterises the wildlife and natural features, identifies the influences that act upon those features and sets objectives for nature conservation.

The majority of the Board's area lies within The Fens NCA. The part which lies between Sleaford and Heckington then south to between Swaton and Osbournby lies within the Southern Lincolnshire Edge NCA, and the very small part which lies north of Bourne to roughly the east-west line of the A52 is within the Kesteven Uplands NCA.

4.5 Landscape Designations

There are no National Parks or Areas of Outstanding Natural Beauty (AONB) within the Board's catchment area.

4.6 Sites and Monuments

Scheduled Ancient Monuments (SAMs) are not directly related to Biodiversity matters. Information held by the Board and other sources has not therefore been collated. SAMs are only relevant where they occur adjacent to the Board's watercourses, and they would be referred to on a site by site basis as appropriate.

SAMs are listed by English Heritage, who together with Lincolnshire County Council's Historic Environment Record is consulted during Environmental Impact Assessment for all new schemes.

4.7 Tree Preservation Orders

Tree Preservation Orders (TPOs) are not directly related to Biodiversity matters since they are made on individual trees, groups or woods for landscape and visual amenity reasons. Information held by the Board and other sources has not therefore been collated. TPOs are only relevant where they occur adjacent to the Board's watercourses and they would be referred to on a site by site basis as appropriate.

TPOs are made under the Town and Country Planning Act 1990 and the Town and Country Planning (Trees) Regulations 1999. TPOs are administered by Local Authorities. It is hoped to enter TPOs on the Board's Geographic Information System in the future; liaison on trees potentially protected by TPOs is undertaken during the EIA process.

4.8 Statutory Nature Conservation Sites

4.8.1 Internationally Designated Sites

The following internationally designated conservation sites, relevant to the water level management* and/or maintenance activities of the IDB, are found within or adjacent to the drainage district.

Table 1. Internationally designated sites within or adjacent to the IDB boundary

Site name	Designation	Features Relevant to IDB
The Wash	In two places to the south-east of Kirton and Frampton, the Board's area lies adjacent to The Wash, which is a Special Area of Conservation (SAC), Special Protection area (SPA) and Ramsar site.	The Wash is the largest estuarine system in Britain. It is fed by the rivers Witham, Welland, Nene and Great Ouse. There are extensive saltmarshes, intertidal banks of sand and mud, shallow waters and deep channels. It is the most important staging post and over-wintering site for migrant wildfowl and wading birds in eastern England. It supports a valuable commercial fishery for shellfish and also an important nursery area for flatfish. It holds one of the North Sea's largest breeding populations of common seal <i>Phoca vitulina</i> and some grey seals <i>Halichoerus grypus</i> . The sublittoral area supports a number of different marine communities including colonies of the reef-building polychaete worm <i>Sabellaria spinulosa</i> .

*Further information regarding Water Level Management Plans (WLMPs) are given later in the document.

Sources of information and map can be found in Annex 1.

4.8.2 Nationally Designated Sites

The following nationally-designated conservation sites, relevant to water level management and/or maintenance activities of the IDB, are found within the drainage district. Sources of information and a map can be found in Annex 2.

Table 2. Nationally designated sites within or adjacent to the drainage district

Site name	Designation	Component of an International Site	Associated WLMP?*	Features Relevant to IDB
The Wash TF 550400	SSSI, NNR	Yes	No	The whole area is of exceptional biological interest. The intertidal mudflats and saltmarshes represent one of Britain's most important winter-feeding areas for waders and wildfowl outside of the breeding season. Enormous numbers of migrant birds, of international significance, are dependent on the rich supply of invertebrate food. The saltmarsh and shingle communities are of considerable botanical interest and the mature saltmarsh is a valuable bird breeding zone. In addition, the Wash is also very important as a breeding ground for Common Seals.

Horbling Fen TF 154353	SSSI	No	Yes	This site contains sediments deposited between the end of the last Ice Age and the present day, and provides a record of the inundations of the sea during this period. The site has considerable potential for future research using stratigraphic and micropaleontological studies to assess one of the most recent marine transgressions in the region and to correlate the inferred sea-level changes with numerous local archaeological finds. The Board have a WLMP agreed with Natural England.
---------------------------	------	----	-----	--

4.8.3 Local Nature Reserves

The following Local Nature Reserves are relevant to the activities of the IDB are found within the drainage district. Sources of information and a map are listed in Annex 3.

Table 3. Local Nature Reserves within the drainage district

Site name	Associated WLMP?*	Features Relevant to IDB
Mareham Pastures	No	On the Boards boundary with no relevance to the Board

4.8.4 Non-statutory Local Wildlife Sites

A number of sites have been identified locally as being important for wildlife. Whilst these designations do not have statutory status, the sites are important for their contribution to biodiversity and planning policy requires that they are given consideration by the LPA in forming any decision. The following relevant Local Wildlife Sites are to be found within or bordering the drainage district. Sources of data can be found in Annex 4.

Table 4. Non-Statutory sites within the drainage district

Site name	Designation	Features Relevant to IDB
Aswarby Thornes	Local Wildlife Site	Woodland
Beacon Hill Railway Cutting	Local Wildlife Site	Calcareous grassland
Botolphs Park Pond	Local Wildlife Site	Pond, Garden
Broadhurst Drain East	Local Wildlife Site	Coarse or rank grassland, Drain, Neutral grassland - semi-improved
Cobble's Lock Sedge and Reed Beds	Local Wildlife Site	Fen, Wet Woodland, Scrub, Standing Water
Cole's Lane Ponds	Local Wildlife Site	Scrub, Semi-improved neutral grassland, Pond, Marsh/fen, Reedbed
Drove Drain, Horbling Fen	Local Wildlife Site	Coarse or rank grassland, Drain, Neutral grassland - semi-improved
Dyke Fen Drains	Local Wildlife Site	Coarse or rank grassland, Drain
East Drains, Billingborough Fen	Local Wildlife Site	Coarse or rank grassland, Drain
Ewerby Pond	Local Wildlife Site	Pond, Scrub, Marsh, Field margin
Fen Road Drain	Local Wildlife Site	Coarse or rank grassland, Drain, Ruderal
Flower Pot Brick Pits	Local Wildlife Site	Semi-natural woodland, Wet woodland, dense scrub, standing water
Frampton Hall	Local Wildlife Site	Parkland, Semi-natural woodland, Scrub, Semi-

		improved neutral grassland, Semi-improved calcareous grassland, Improved grassland, Coarse or rank grassland, Ditch, Pond
Gravel Dike	Local Wildlife Site	Drain
Great Hale Eau	Local Wildlife Site	Drain
Guthram Gowt (River Glen)	Local Wildlife Site	Neutral grassland (semi-improved), Scrub (scattered and dense), Species-rich hedgerows, Ruderal, Pond, Floodplain
Hacconby Drove Drain	Local Wildlife Site	Coarse or rank grassland, Drain, Linear reedbed
Hall Weir	Local Wildlife Site	Wet woodland, Coarse or rank grassland, Dense scrub, Ditch, Pond, Reedbed
Hammond Beck	Local Wildlife Site	Coarse or rank grassland, Drain, Reedbed / Linear reedbed
Kirkby la Thorpe Pit	Local Wildlife Site	Standing water, Unimproved calcareous grassland, semi-improved neutral grassland, semi-natural & wet woodland, dense scrub, ruderal
Mackay's Pit	Local Wildlife Site	Pond
Mareham Pastures	Local Wildlife Site	Semi-improved neutral grassland, Woodland
Mill Drain	Local Wildlife Site	Coarse or rank grassland, Drain, Neutral grassland - semi-improved
Millthorpe Drove Drain	Local Wildlife Site	Coarse or rank grassland, Drain, Neutral grassland - semi-improved
Morton Drain	Local Wildlife Site	Coarse or rank grassland, Drain, Linear reedbed
New Dike West	Local Wildlife Site	Drain
North Drain, Billingborough Drove	Local Wildlife Site	Coarse or rank grassland, Drain
North Drain, Horbling Fen	Local Wildlife Site	Coarse or rank grassland, Drain
Old Forty Foot Drain	Local Wildlife Site	Coarse or rank grassland, Drain
Old Forty Foot to South Forty Foot Drain	Local Wildlife Site	Coarse or rank grassland, Drain
Risegate Eau	Local Wildlife Site	Coarse or rank grassland, Drain, Linear reedbed, Scrub
River Glen Corridor	Local Wildlife Site	River, Coarse or rank grassland, Semi-improved neutral grassland
Slippery Gowt Sea Bank	Local Wildlife Site	Coarse or rank grassland
South Drain, Billingborough Drove	Local Wildlife Site	Coarse or rank grassland, Drain
South Forty Foot Drain	Local Wildlife Site	Drain, Neutral grassland (semi-improved), Coarse or rank grassland
Threekingham Road Verges	Local Wildlife Site	Calcareous grassland
Twenty Foot Drain	Local Wildlife Site	Coarse or rank grassland, Drain
Tytton Lane West Pits, East	Local Wildlife Site	Pit, Dense scrub
Tytton Lane West Pits, West	Local Wildlife Site	Pit, Dense scrub
Westgate Wood and Meadow	Local Wildlife Site	Native plantation - new, Neutral grassland - semi-improved, Coarse or rank grassland, Ditch, Pond, Scrub - scattered / dense
Willow Farm Drain	Local Wildlife Site	Coarse or rank grassland, Drain

4.9 Habitat Audit Summary

This habitat audit summary lists the UK priority habitats that occur within the drainage district and are identified as likely to be influenced by the Board's activities. Also listed are habitats deemed to be of local importance and/or featured in local nature strategies that occur in the drainage district. Finally, brief notes are included on the potential for the IDB to maintain, restore or expand its important habitats. (A list of relevant Priority habitats can be found at <https://jncc.gov.uk/our-work/uk-bap-priority-habitats/>).

Table 5. Habitat Audit Summary

National Priority Habitat	National Status & Extent	Local Priority Habitat	Local Status and Extent	Habitat of Importance for IDB	Extent, status and Location of Habitat of Importance within drainage district	IDB Potential for Maintaining, Restoring or Expanding Habitat (high/medium/low)
Hedgerows	A hedgerow is defined as any boundary line of trees or shrubs over 20m long and less than 5m wide, and where any gaps between the trees or shrub species are less than 20m wide.	Ancient and/or species-rich hedgerows	70% loss between 1984 and 1990.	Hedgerows	Not known- dominant feature within the drainage district, with many watercourses bounded, at least on one side, by hedge lines. Most of these are species-poor and are either unmanaged or heavily managed.	High – planting and maintenance
Reedbeds	Reedbeds are wetlands dominated by stands of the common reed <i>Phragmites australis</i> , wherein the water table is at or above ground level for most of the year. They tend to incorporate areas of open water and ditches, and small areas of wet grassland and carr woodland may be associated with them.	Fens and wet reedbeds	Stable	Watercourses, ponds and wetlands	Isolated open water bodies with extensive reed margins on some watercourses, ponds and wetland fens.	High - Potential to expand reedbed habitat by extending existing margins along watercourses and Board owned ponds and wetlands

Wet Woodlands	Wet woodland occurs on poorly drained or seasonally wet soils, usually with alder, birch and willows as the predominant tree species, but sometimes including ash, oak, pine and beech on the drier riparian areas. It is found on floodplains, as successional habitat on fens, mires and bogs, along streams and hill-side flushes, and in peaty hollows.	Wet Woodlands	Stable	Wet Woodlands	Marginal to isolated open water bodies and some larger waterlogged areas	Medium – the Board owns three small wet woodland sites. No real potential to expand habitat by extending woodland areas.
Fens and Watercourses	Unknown	Watercourses	Stable	Watercourses	Vast majority of the Boards area is Fenland with Main River, Ordinary Watercourses and Riparian Ditches throughout.	High - Maintain vegetated fringes where risks allow, install vegetated ledges when re-profiling banks.

4.10 Species Audit Summary

This species audit summary will include priority and other species including INNS that occur within the drainage district and are identified as likely to be influenced by the Board's activities. Also listed are species deemed to be of local importance and/or identified by local nature strategies. Finally, brief notes are included on the potential for the IDB to improve the status of the species in the drainage district. (A list of relevant Priority species can be found at <https://jncc.gov.uk/our-work/uk-bap-priority-species/>).

Table 6. Species Audit Summary

Common & scientific name	National Status	Local Status	Location of Species of Importance within drainage district	IDB Potential for Maintaining or Increasing Species Population or Range
Bank and reed nesting birds such as:- Reed Bunting, Sedge Warbler, Reed Warbler, Bearded Tit, Cuckoo	Various protected species with fluctuating status	Fluctuating year on year, dependent on the breeding season	Throughout the remote fenland catchments	Manage banks so as to maintain and extend areas of adjacent rank grassland, alternate bank cuts where possible to leave established reed margins.
Bats	The latest trends indicate that populations of bat species that can be monitored are stable or recovering.	There are suggestions that current legislation and conservation actions to protect and conserve bats are having a positive impact, and it is vitally important that these continue.	Channels, Pumping Station buildings and Pumping Station suction bays	Bat boxes positioned on all Pumping Station buildings.
Water Vole	S41 species, Listed in WCA 1981 Long term decline	Difficult to determine, the view is the local status is stable.	Identified throughout the Board's area with the exception of smaller headwaters	Appropriate management of watercourses & predator control.

Kingfisher	Amber listed species in the 'Birds of Conservation Concern' Schedule 1 WCA 1981 Formerly declining along linear waterways until the mid-1980s, since recovered.	Increasing	Identified throughout the Board's area	Monitor & maintain current nest site and install artificial nest sites at suitable pumping station locations
Barn Owl	A Schedule 1 species, generally declining.	High than average population throughout the Board's area.	Likely to be breeding throughout the Board's area, using habitats not always associated with watercourses. Owl boxes at 30+ locations in the Board's area at present	Annually maintain existing Barn Owl boxes, continuous replacement plan.
Eel	S41 species, difficult to monitor but declining.	Believed to be in every watercourse throughout the catchment.	Probably throughout the Board's area	Maintain gravity flows at Pumping stations, remove all unnecessary obstructions from watercourses. Develop the Boards Eel management plans.
Otter	<u>Priority species</u>	Increasing	Increased sightings throughout the catchment.	Construct an Otter holt and maintain in good order in the hope an Otter marks a territory.
Grass Snake	Protected species	Widespread	Channels and their banks, including drying out weed rakings.	Maintenance of habitat and provision of refugia/egg laying piles/hibernating at suitable pumping station sites

4.11 Invasive Non-native Species Summary

The IDB has identified the following high risk aquatic and riparian invasive non-native species within the drainage district that are identified as likely to be influenced by, or impact upon the Board's activities.

Table 7: High risk aquatic and riparian invasive non-native species summary

Common & scientific name	Location within IDB if known	Year first recorded	Local status / Extent within drainage district	IDB potential for controlling species population or range
Floating Pennywort	Not yet identified within the catchment, be watchful			IDB management plan and control measures, and partnership working
Parrots Feather	Not yet identified within the catchment, be watchful			IDB management plan and control measures, and partnership working.
Water Fern	Widespread in 'bad' years, localised in normal years	2008	North Forty Foot, Claydyke, Hammond Beck	IDB management plan and control measures, and partnership working
Japanese Knotweed	Occasional around built-up areas	2013	Threekingham	IDB management plan and control measures, and partnership working
Giant Hogweed	Occasional	2013 2020	Wyberton South Forty Foot Drain Boston report from EA,	IDB management plan and control measures, and partnership working
Himalayan Balsam	Occasional		No known reports/records	IDB management plan and control measures, and partnership working
American Mink	Thinly but widely spread	2008	Sightings at Swineshead p/s, Frampton Towns Drain, North Forty Foot, Dowsby Fen p/s	Board purchased Mink traps used and monitored following positive sightings

Chinese Mitten Crab	Not yet identified within the catchment, be watchful			
Killer Shrimp	Not yet identified within the catchment, be watchful			
Signal Crayfish	Not yet identified within the catchment, be watchful			

4.12 Water Level Management Plans

Water Level Management Plans (WLMPs) provide a means by which the water level requirements for a range of activities in a particular area, including agriculture, flood defense and conservation, can be balanced and integrated. Guidance for the production of WLMPs by the operating authorities for sites of conservation interest was produced by MAFF/ Defra in 1992, 1999 and 2004. This guidance concentrated on SSSIs, especially those of international importance (SPA or SAC sites).

Where IDBs are the operating authority for sites, they may or may not actively manage the water levels.

The table below provides further details of the Water Level Management Plans for which the IDB has some involvement within their drainage district.

Table 8: Water Level management plans in operation within the drainage district

Site Name & Designation	Reason for WLMP (state main species or habitat)	WLMP lead and other key [partners	Favorable/ unfavorable condition (related to water level management)	Active Management by IDB	WLMP Last Updated
Horbling Fen	This site contains sediments deposited between the end of the last Ice Age and the present day and provides a record of the inundations of the sea during this period. The site has considerable potential for future research using stratigraphic and micropaleontological studies to assess one of the most recent marine transgressions in the region and to correlate the inferred sea-level changes with numerous local archaeological finds. The Board have a WLMP agreed with Natural England.	BSIDB/NE		Ops Lead	

5. Habitat and Species Action Plans

5.1 Introduction

Action plans comprise the objectives, targets and actions that the IDB has identified for each habitat and species to be included within the BAP. The following sections contain action plans for each of the habitats and species that have been prioritised by the IDB.

5.2 Habitat Action Plans

5.2.1 Hedgerows

5.2.1.1 National and Local Targets

Table 9. Hedgerows - National and Local Targets

National Targets	Local Targets
To halt the loss of all hedgerows that are both ancient and species rich and maintain overall numbers of hedgerow trees throughout the country.	To halt the loss of hedgerows & achieve favorable management of all hedgerows & plant new hedgerows, particularly to help landscape connectivity.

5.2.1.2 IDB Objectives

Table 10. Hedgerows – IDB Objectives

IDB Objectives	
1	Ensure no net loss of hedges as a result of IDB activities
2	Increase the extent of hedgerows within IDB

5.2.1.3 IDB Actions

Table 11. Hedgerows – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Ensure that compensation planting takes place if any hedges are removed. To provide enhancement by being a wider species mix.	Length in m of hedges removed and hedges planted	Ongoing	IDB Ops	Landowners
2	Prevent damage to existing hedges (does not preclude management to allow watercourse maintenance, including coppicing).	Intact hedgerow in m this year compared to last	Ongoing	IDB Ops	Landowner
3	Identify location and plant 0.5 km hedgerow over 5 years.	Length of new hedgerow (m) each year	April 2025	Ecologist	Landowner
4	Avoid trimming hedgerows between 1 March and 31 July (the main nesting season for birds)	Annual reports	Ongoing	IDB Ops	Landowner

5.2.2 Reedbeds and Drainage Ditches

5.2.2.1 National and Local Targets

Table 12. Reedbeds and Drainage Ditches – National and Local Targets

National Targets	Local Targets
Reedbed is one of the rarest habitat types in the UK and is highly fragmented. Continuous expansion of existing and creation of new reedbed being the National Target.	Drainage ditches hold an unknown amount of habitat with the importance of the linear reedbed margins and banks often going underestimated. The IDB's maintenance regime should maintain this habitat in good conditions.

5.2.2.2 IDB Objectives

Table 13. Reedbeds and Drainage Ditches – IDB Objectives

IDB Objectives	
1	To enhance and maintain as a minimum the biodiversity already present within ditches
2	To increase the biodiversity within drainage ditches while maintaining drainage standards

5.2.2.3 IDB Actions

Table 14. Reedbeds and Drainage Ditches – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Maintain the existing marginal fringes of vegetation of at least 15cm wide (approx.)* along at least one side of all drainage ditches where flood risk allows. *Width of vegetation fringe is dependent upon flood risk category and drainage ditch width. Where a wider channel allows a wider fringe then establish, where flood risk prevents, act accordingly. Use drainage channel biodiversity manual as a guide.	Length of marginal fringe extent in m maintained each year where flood risk allows.	Ongoing	Ops Lead	Ecologist
2	Identify ditches suitable to allow a continuous marginal fringe of vegetation at least 15cm wide (approx.) or more along at least one side of the ditch.* In areas identified, plant with suitable plugs, install coir rolls or allow colonisation naturally.	Establishment/colonisation of new marginal vegetation in m each year	31/12/2025	Ops Lead	Ecologist
3	Identify ditches which are too narrow for a continuous vegetation fringe to be installed, but where occasional patches of vegetation	Length of occasional marginal vegetation patches established in m	31/12/2025	Ops Lead	Ecologist

	fringes can be encouraged. Plant with suitable plugs, install coir rolls or allow colonization naturally.				
4	Install marginal plant ledges during bank re-profiling and plant with sedge plugs or coir rolls	Length in m of plant ledge created each year	Ongoing	Ops Lead	Ecologist
5	Alternate bank side cutting each year where risk allows. Mowing to take place between August and April to avoid bird nesting season. 20cm or more from toe of bank to be left unmown on ditches where risk and ditch profile allows.	Increased extent of uncut ditch bank	Ongoing	Ops lead	Ecologist
6	Remove bank-side cuttings where possible (with conveyor) to encourage sward diversity. Survey to identify diversity baseline and diversity following cuttings removal.	Survey highlights increased sward diversity after 5 years.	Ongoing	Ops Lead	n/a
7	Establish a pollen-rich sward following bank re-profiling	Floristic species present in bank sward.	Ongoing	Ops Lead	Ecologist

5.2.3 Wet Woodland

5.2.3.1 National and Local Targets

Table 15. Wet Woodland – National and Local Targets

National Targets	Local Targets
A UK BAP Priority Habitat, large areas of wet woodland are especially scarce in Lincolnshire.	Wet woodland within the Board's area typically occur as small stands at sites where there are open water, reedbed and fen habitats. The Board own three small Wet Woodland site in the Borne Fen, our target is to maintain these to preserve the sites.

5.2.3.2 IDB Objectives

Table 16. Wet Woodland – IDB Objectives

IDB Objectives	
1	To improve the management of our wet woodland sites with the Board's area
2	To operate long term management plans to the three sites the Board own.

5.2.3.3 IDB Actions

Table 17. Wet Woodland – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Identify and map the extent and condition of wet woodland within the catchment.	Number of areas and area size. GIS layer	31/12/2025	Ops Lead	Ecologist
2	Ensure the maintenance programmes cause no harm to existing wet woodland.	No net loss	On going	Ops Lead	n/a
3	Monitor wet woodland and manage it effectively to prevent the area drying out.	No net loss	On going	Ops Lead	n/a
4	Consider options to help landowners maintain/restore wet woodland.	Number of areas and area size. GIS layer	On going	Ops Lead	LWT

5.3 Species Action Plans

5.3.1 Bank & Reed nesting Birds

5.3.1.1 National and Local Targets

Table 18. Bank and Reed Nesting Birds – National and Local Targets

National Targets	Local Targets
UK BAP Priority Species	All likely to be breeding throughout the catchment, especially in the remote and heavily reeded fens. Maintenance technique's and programme timing to be taken into consideration.

5.3.1.2 IDB Objectives

Table 19. Bank and Reed Nesting Birds – IDB Objectives

IDB Objectives	
1	Maintenance and improvement of habitat.

5.3.1.3 IDB Actions

Table 20. Bank and Reed Nesting Birds – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Investigate methods for monitoring and recording various species throughout the catchments.	Records, GIS layers	On going	Ops Lead	Ecologist

5.3.2 Bats (All Species)

5.3.2.1 National and Local Targets

Table 21. Bats - National and Local Targets

National	Local
Protected under Schedule 5 of the WCA 1981 there are 16 species of bat known in the UK that are dealt with collectively. Thought to be declining due to loss of feeding habitat, loss of roosting sites, disturbance and fragmentation of habitats.	Bats are using some of the Boards pumping stations and structures as roosting sites and the watercourses as feeding sites.

5.3.2.2 IDB Objectives

Table 22. Bats - IDB Objectives

IDB Objectives	
1	To maintain and improve current habitat
2	Reduce disturbance whilst undertaking Board activities
3	Protect, maintain and enhance the features in our landscape required by Bats

5.3.2.3 IDB Actions

Table 23. Bats – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Investigate methods for monitoring/survey works at select pumping station sites.	Surveys, annual report	On going	Ops Lead	Ecologist
2	Erect roosting boxes on Board buildings.	GIS Layer, annual report	On going	Ops Lead	Ecologists
3	Locate and protect roosts used by bats.	Surveys	On going	Ops Lead	Ecologists
4	Monitor and survey bat species, numbers, and locations.	Surveys	On going	Ops Lead	Ecologists

5.3.3 Water Vole

5.3.3.1 National and Local Targets

Table 24. Water Vole – National and Local Targets

National	Local
The water vole is found throughout the UK but is mainly confined to lowland areas with nearby water, there has been a significant decline in distribution and numbers within the UK.	The Boards area forms a significant local stronghold for water vole.

5.3.3.2 IDB Objectives

Table 25. Water Vole – IDB Objectives

IDB Objectives	
1	Maintain current water vole extent by reducing habitat degradation and loss through good watercourse maintenance techniques

2	Raise awareness of water vole conservation issues with the IDB machine operators
3	Better understand water vole population, movement and extent

5.3.3.3 IDB Actions

Table 26. Water Vole – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Control American mink	Number of mink caught	Annually	Ops Lead	n/a
2	Work with GLNP on mink task group to monitor county water vole and mink populations.	GLNPs annual reports indicating number and results of surveys. Extent of water vole population	Annually	Ops Lead	Ecologist/GLNP
3	Continue yearly recording by operational staff.	Number and location records collected and submitted to local biodiversity records office.	Annually	Ops Lead	n/a

5.3.4 Kingfisher

5.3.4.1 National and Local Targets

Table 27. Kingfisher – National and Local Targets

National	Local
Protected under the WCA 1981, the Kingfisher is widespread throughout the UK, exact numbers are difficult to confirm	Occasionally seen throughout the Boards area along open watercourses and around pumping stations.

5.3.4.2 IDB Objectives

Table 28. Kingfisher – IDB Objectives

IDB Objectives	
1	Maintain potentially suitable kingfisher habitat, particularly breeding habitat

5.3.4.3 IDB Actions

Table 29. Kingfisher – IDB Actions.

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Maintain and avoid disturbance to potential nest sites by retaining earth cliffs and avoiding close working.	Number and extent of earth cliffs in m each year. Work schedules detail exclusion zone around known nest sites in the breeding season.	On going	Ops Lead	n/a
2	During replacement of pumping station create artificial kingfisher hole	New Kingfisher nesting hole to be present, GIS layer	On going	Ops Lead	n/a

5.3.5 Barn Owl

5.3.5.1 National and Local Targets

Table 30. Barn Owl – National and Local Targets

National	Local
Protected under Schedule 1 of the WCA 1981, widely distributed across the UK and very weather dependent on successful breeding seasons. Following a decline in numbers over the past fifty years, numbers may now be increasing.	The Barn Owl is a regular sight in Lincolnshire and widely associated with well-maintained IDB watercourses

5.3.5.2 IDB Objectives

Table 31. Barn Owl – IDB Objectives

IDB Objectives	
1	To maintain and where possible increase the range and population of Barn Owl within the Board's area.

5.3.5.3 IDB Actions

Table 32. Barn Owl – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	To increase nesting opportunities on land managed by the Board.	GIS Layer	Annually	Ops Lead	Hawk & Owl Trust
2	Maintain and renew nesting boxes at Pumping stations and pole sights.	Annual reports	Annually	Ops Lead	Hawk & Owl Trust
3	Monitor the use of the boxes, ring and record fledglings.	Annual reports	Annually	Ops Lead	Hawk & Owl Trust
4	Maintain areas of marginal vegetation around pumping stations and drains	GIS Layer	Annually	Ops Lead	n/a

5.3.6 Eel

5.3.6.1 National and Local Targets

Table 33. Eel – National and Local Targets

National	Local
Critically endangered	There is a legal requirement to position Eel passes at locations where their passage is impeded or likely to be impeded. Eel Regulation compliance for 'Pumping Station Passability' is ongoing in partnership with the EA.

5.3.6.2 IDB Objectives

Table 34. Eel – IDB Objectives

IDB Objectives	
1	To maintain and where possible increase the habitat range and population of Eels within the Board's area.
2	To remove any unnecessary watercourse restriction that could impede eel passage.

5.3.6.3 IDB Actions

Table 35. Eel – IDB Actions.

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Maintain the current range of eels within the Board's area through effective watercourse management.	Annual reports	Annually	Ops Lead	Ecologist
2	Install and maintain suitably approved Eel passes where necessary.	GIS layer	Annually	Ops Lead	Ecologist/EA

5.3.7 Otter

5.3.7.1 National and Local Targets

Table 36. Otter – National and Local Targets

National	Local
Protected under Schedule 5 of the WCA 1981, following a UK decline there now appears to be an increase in numbers and becoming more widespread.	Becoming more increasingly common through sightings within the Board's area.

5.3.7.2 IDB Objectives

Table 37. Otter – IDB Objectives

IDB Objectives	
1	Assist in maintaining sustainable populations by protecting, maintaining and enhancing the features required by this species.

5.3.7.3 IDB Actions

Table 38. Otter – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Maintain habitat suitable for otter within the Board's area	Annual maintenance works	On going	Ops Lead	n/a
2	Record sighting by the Board's workforce	GIS layer	Ongoing	Ops Lead	n/a
3	Construct an Otter holt and maintain	Annual maintenance/inspection	Ongoing	Ops Lead	n/a

5.3.8 Grass Snake

5.3.8.1 National and Local Targets

Table 39. Grass Snake – National and Local Targets

National	Local
UK BAP Priority Species	Suffered from decline in habitat availability due to agricultural intensification but believed to be widespread throughout the remote Fens and increasing in number.

5.3.8.2 IDB Objectives

Table 40. Grass Snake – IDB Objectives

IDB Objectives	
1	To maintain and where possible increase the range and population of Grass Snake within the Board's area

5.3.8.3 IDB Actions

Table 41. Grass Snake – IDB Actions

Objective ref.	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Create egg laying/hibernation stations throughout the Board's area.	GIS layer, annual maintenance	Ongoing	Ops Lead	n/a

6 Procedural Action Plan

6.1 Introduction

A number of procedural targets and actions have been established to better integrate biodiversity considerations into IDB practices and procedures.

6.2 Objectives and Targets

Table 42. Procedural Action Plan – Objectives and Targets

IDB Objectives	
1	To improve all IDB employee's knowledge of biodiversity support through training.
2	To improve IDB practitioners knowledgeable about specific local biodiversity through training.
3	To maintain no net loss of open watercourse through consenting.

6.3 IDB Actions

Table 43. Procedural Action Plan – IDB Actions

Target Reference	Action	Measurable / Indicators	Completion date	Action Lead	Partners
1	Ensure all staff including contractors have received high-level biodiversity training within 6 months from the start date of this Plan, or as part of their induction, and refresher training provided every 3 years.	Numbers of staff trained	Ongoing	Ecologist	
2	Produce a manual of best practice within 12 months from the date of this plan.	Publication of manual on website	June 2022	Ecologist	NE/ WT
3	Develop and deliver 12 habitat and species specific toolbox talks, to be delivered 1 per quarter per year	Delivery of 12 toolbox talks	Ongoing	Ecologist	WT

4	Respond to applications for culverts with alternatives to maintain open watercourses. Approve no new long culvert applications.	Extent of open watercourses maintained.	Ongoing	CEO	LA's
5	Identify areas for limited maintenance	Develop the idea with the works Committees	Ongoing	Ops Team	

7 Implementation

The actions within the BAP will be executed via the following means:

- 1) The actions which can be delivered through adaptations or inclusions to general maintenance programmes will be identified and integrated accordingly / into the IDB's best practice manual. From this, monthly maintenance schedules will be drawn up and completed activities communicated via returned job cards or similar.
- 2) Actions which require independent and additional execution such as bat and bird box erection and surveys or training will be identified, resources planned and engaged and / or planned in to the relevant resources' work schedules.
- 3) Actions which can be executed through capital works programmes will be integrated into the relevant project plans.
- 4) Actions which can be delivered through collaboration with partners will be formally agreed in writing with such partners with responsibilities, timescales and reporting requirements defined.
- 5) Actions which can be delivered through developer or consented works will be identified and integrated into project plans.

8 Monitoring

Appropriate indicators have been set for each of the IDB's biodiversity actions. Indicators have been chosen which provide the IDB with ways of measuring both the current status of biodiversity and also ways of measuring achievements in delivering biodiversity objectives and targets. The individual action plans set out the indicators and measurables which will be used to assess progress and execution against the plan. The IDB will routinely monitor biodiversity actions using the indicators and measurables and will review actions and indicators at least annually.

The overall plan will be updated at least every 5 years but is a dynamic document so may change more frequently for example in the light of monitoring outcomes.

9 Reporting

The Board is responsible for ensuring that progress against the Plans' targets are routinely reported, at least annually, at Board meetings to allow the Board to discuss and review BAP activity and to modify the BAP and actions to meet the objectives where necessary.

Annual summary progress reports will detail which actions have been progressed according to the plan, any new opportunities identified, risks and issues affecting the objectives or actions, and the contribution actions have made towards achieving the objectives. Recommendations will be made in the light of the monitoring outcomes.

Making this information available to a wider audience is important in increasing the understanding of the importance of the Boards' actions regarding biodiversity and inspiring people about biodiversity. As such, the IDB will make the summary reports available externally in the following ways:

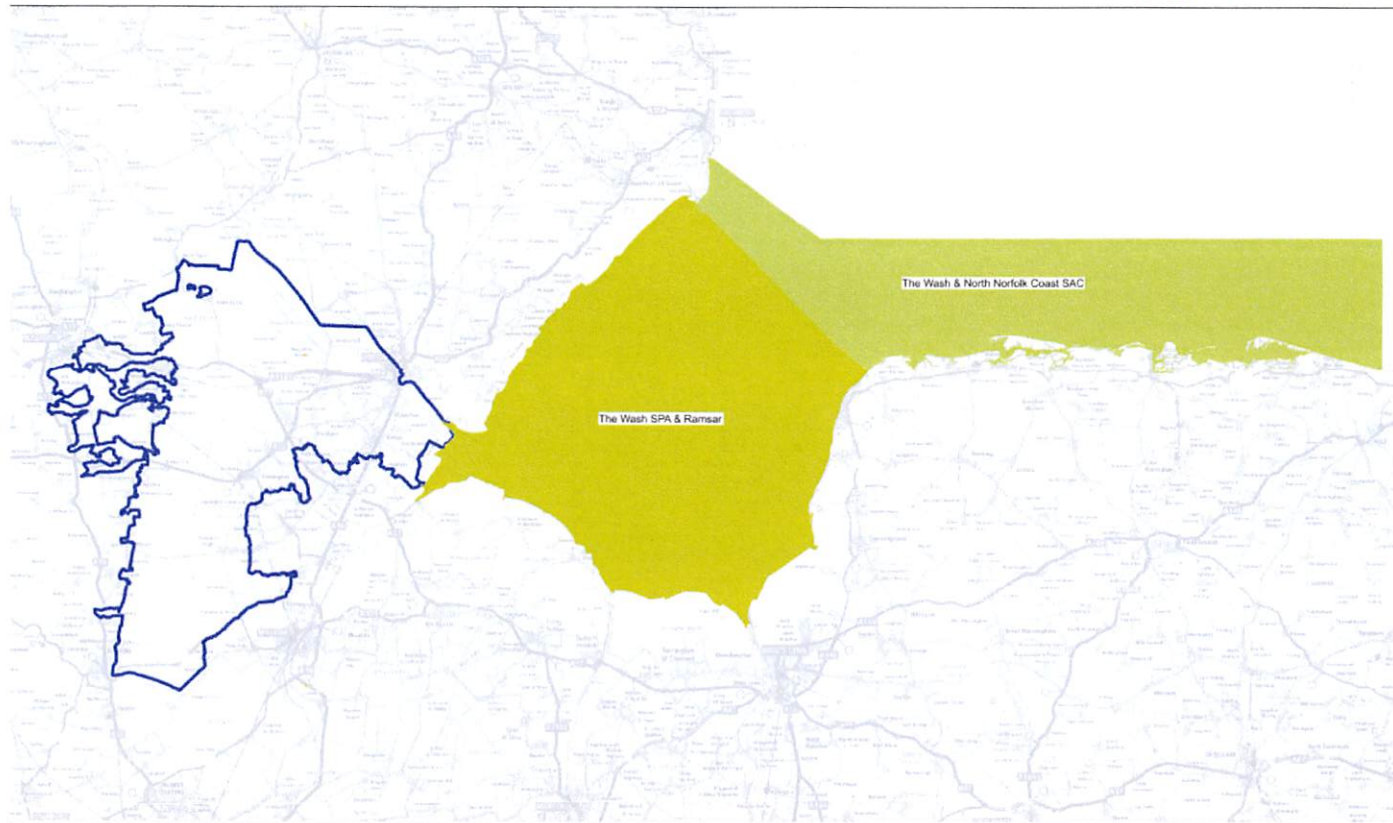
- In the public domain via the IDB's website;

- Provided to conservation partners to assist with further local biodiversity conservation planning;
- Provided to local authorities in order to contribute towards their legislative biodiversity reporting requirements including the NERC 2006 Act, Habitats Directive, Environment Bill and the Local Nature Recovery Strategies;
- The Local Biological Records Centre.

10 Appendices

10.1 Appendix 1 – Internationally Designated Conservation Sites

Internationally Designated Nature Conservation Sites

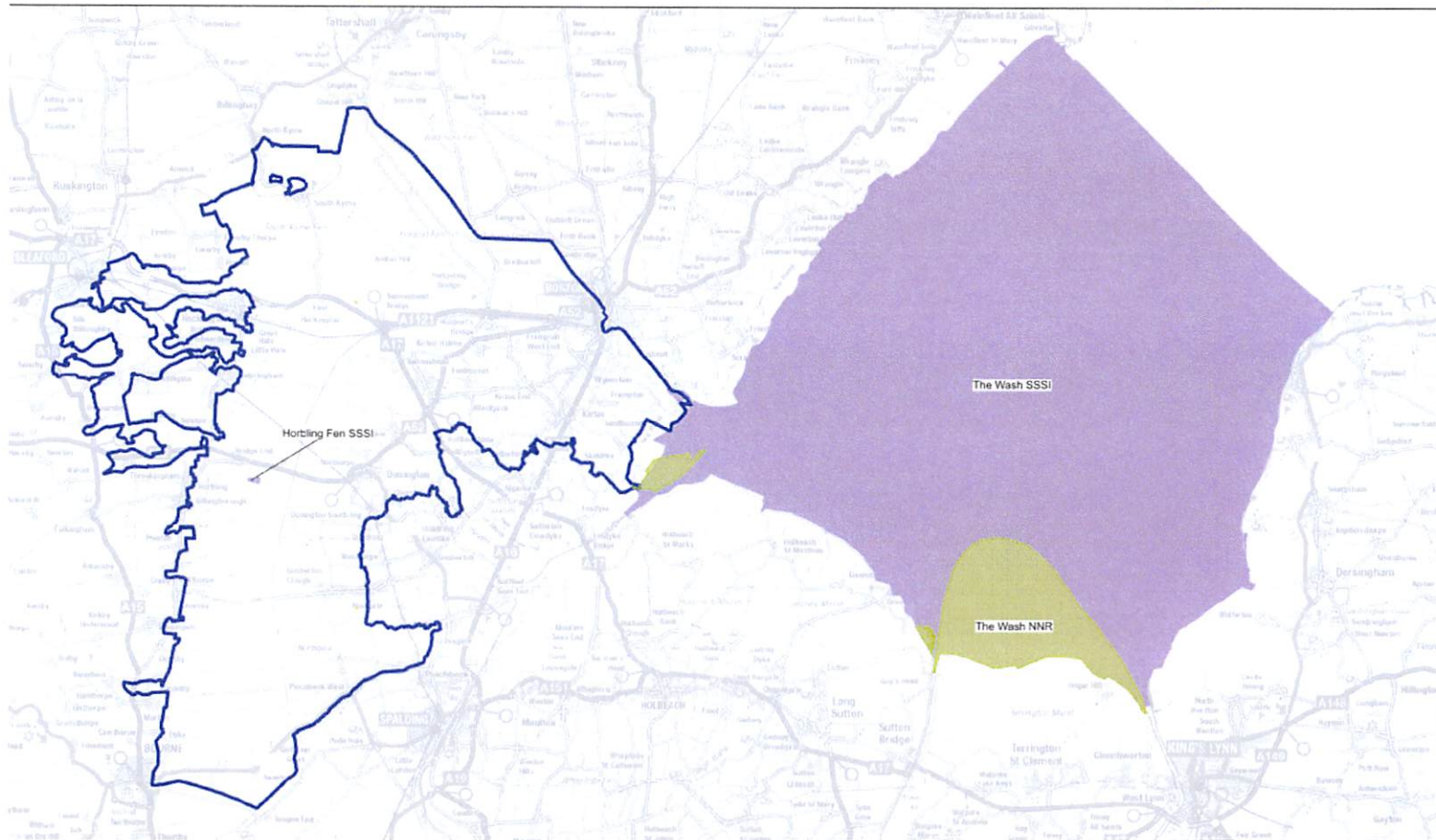


© Crown Copyright and Database Rights (2021) Ordnance Survey (100025370). Contains public sector information licensed under the Open Government Licence v3.0.

Map created: 24/02/2021 | Created by: Charlie Barnes

10.2 Appendix 2 – National Sites

National Sites

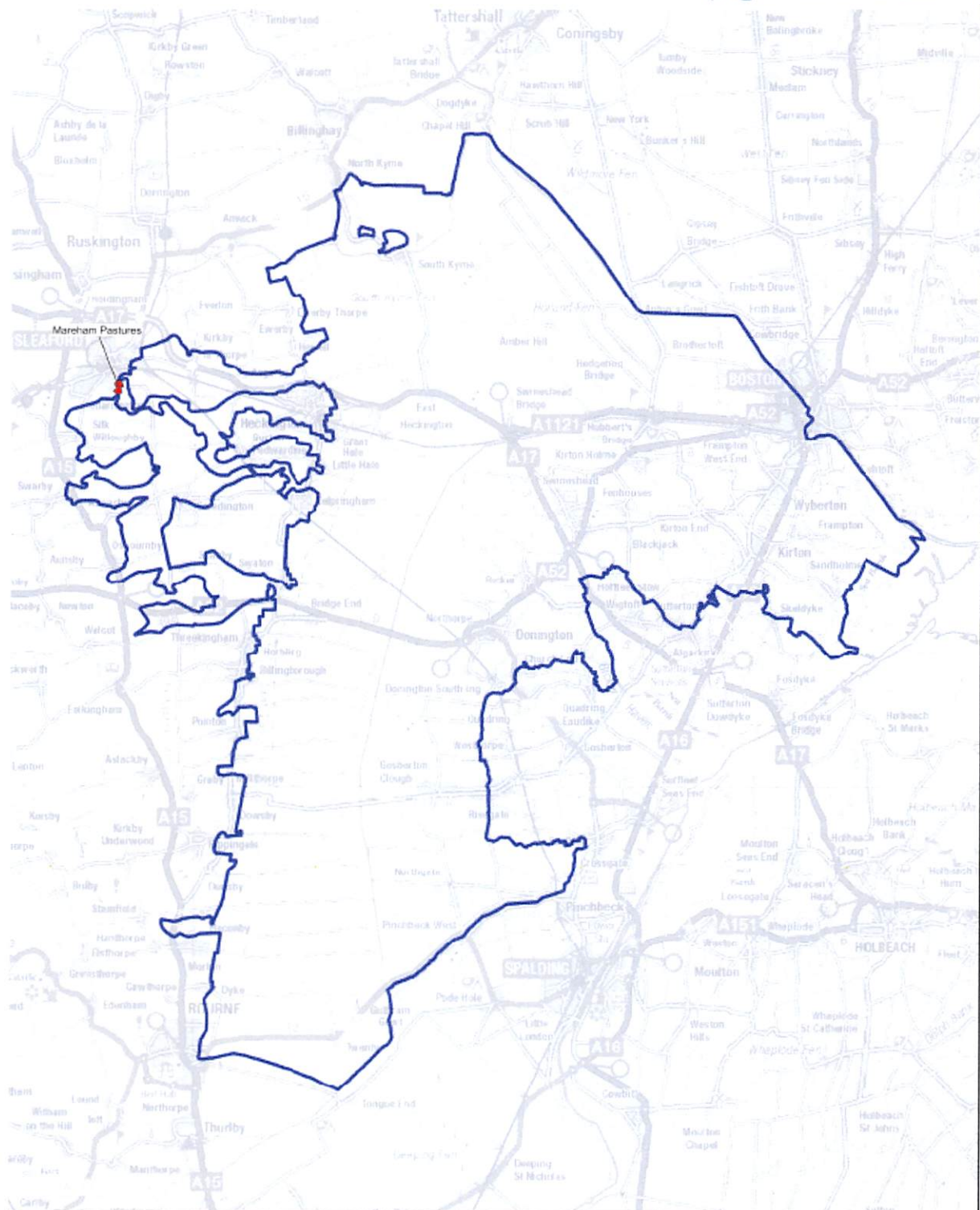


© Crown Copyright and Database Rights (2021) Ordnance Survey (100025370). Contains public sector information licensed under the Open Government Licence v3.0

Map created: 24/02/2021 Created by: Charlie Barnes

10.1 Appendix 3 – Local Nature Reserves

Local Nature Reserves

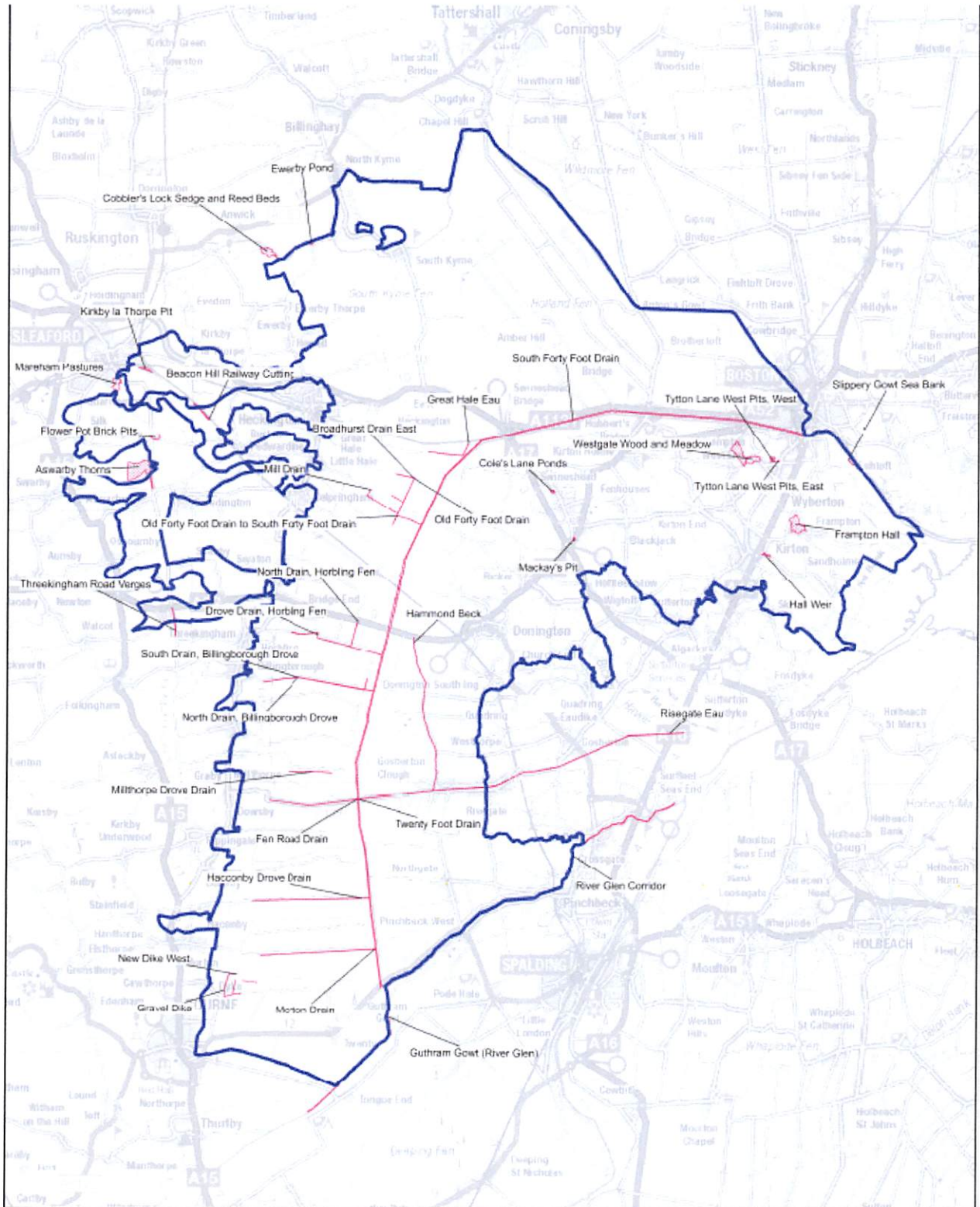


© Crown Copyright and Database Rights (2021) Ordnance Survey (100025370). Contains public sector information licensed under the Open Government Licence v3.0.

Map created: 24/02/2021 | Created by: Charlie Barnes

10.2 Appendix 4 – Non-Statutory Local Sites

Non Statutory Local Sites



© Crown Copyright and Database Rights (2021) Ordnance Survey (100025370). Contains public sector information licensed under the Open Government Licence v3.0.
 Map created: 24/02/2021 Created by: Charlie Barnes

Black Sluice Internal Drainage Board

Unaudited Financial Statements
For The Year Ended 31st March 2021



Intentionally Blank

Contents

Members of The Board	4
Annual Report	5
Annual Governance Statement	6
Statement of Responsibilities	7
Statement of Accounting Policies	8 - 9
Income & Expenditure Account	10
Balance Sheet	11
Notes to the Accounts	12 - 14

Black Sluice Internal Drainage Board - Members

Elected Members		Electoral District
Mr K C Casswell	Chairman - Board	E
	Chairman - Executive Committee	
Mr P Holmes	Vice Chairman - Board	G
	Chairman - Northern Works	
	Chairman - Environment Committee	
Mr M Rollinson	Chairman - Southern Works	F
Mr J Fowler	Chairman - Structures	G
Mr W Ash		D
Mr J F Atkinson		D
Mr V A Barker		C
Mr R Leggott		A
Mr P Robinson		B
Mr N Scott		B
Mr J R Wray		E

Members Appointed by District Councils

Boston Borough Council	
Mr T Ashton	
Mr R Austin	
Mr P Bedford	
Mr M Brookes	Chairman - Audit & Risk Committee
Mr M Cooper	
Mr F Pickett	
Mr P Skinner	

South Holland District Council	
Mr S Walsh	

South Kesteven District Council	
Mr P Moseley	

North Kesteven District Council	
Mr M Head	

Senior Officers	
Mr Ian Warsap Bsc. C Eng	Chief Executive Officer
Mr Daniel Withnall MCGI MInstLM FMAAT	Finance Manager

ANNUAL REPORT

Introduction

The Black Sluice Internal Drainage Board is an independent body created under land drainage statutes responsible for flood risk, land drainage and water level management works, other than on main rivers, in the Black Sluice IDB area. Board Members are either elected by and represent the occupiers of land in the area or are nominated by the District Councils in the Board's area. The Board consists of 11 elected members and 10 nominated members. Further details are on page 3.

The Board secures income mainly from drainage levies on farmers and other occupiers and from special levies on local authorities. The Board also pays levies to the Environment Agency to fund works on main rivers that protect the drainage district.

This document is the statement of accounts of Black Sluice IDB for the financial year ending 31st March 2021, set out on pages 6 to 14. The accounts consist of:

The Annual Governance Statement

The system of internal control is designed to manage the risk to a reasonable level, the IDB's statement details how this is achieved.

The Statement of Responsibilities

This statement identifies the officer who is responsible for the proper administration of the Board's financial affairs.

The Statement of Accounting Policies

This statement details the legislation and source of accounting principles on which the financial statements are prepared.

The Income and Expenditure Account

This statement summarises the resources that have been generated and consumed in providing services and managing the IDB during the last year.

The Balance Sheet

This statement is fundamental to the understanding of the Board's financial position at the year end. It shows the balances and reserves at the Board's disposal and the fixed and net current assets employed in its operation, together with summarised information on the fixed assets held. The statement also includes assets and liabilities of the Board.

Notes to the Accounts

The notes relating to the statements above are detailed after the core statements.

THE ANNUAL GOVERNANCE STATEMENT

We acknowledge as the Members of the Black Sluice Internal Drainage Board our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31st March 2021, that:

	Agreed - Yes or No	Yes' means that the board:
1 We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	Yes	prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	Yes	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	Yes	has only done what it has the legal power to do and has complied with proper practices in doing so.
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	Yes	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5 We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	Yes	considered and documented the financial and other risks it faces and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	Yes	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7 We took appropriate action on all matters raised in reports from internal and external audit.	Yes	responded to matters brought to its attention by internal and external audit.
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	Yes	disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

This annual governance statement is approved by the body and recorded as minute reference dated 30 June 2021.

Signed on behalf of Black Sluice Internal Drainage Board.

.....
Mr Keith Casswell
Chairman
30 June 2021

.....
Mr Daniel Withnall
Finance Manager
30 June 2021

THE STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS

The Board is required:

- a) to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this Board, that officer is the Finance Manager.
- b) to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

The Finance Manager's Responsibilities

The Finance Manager is responsible for the preparation of the Board's Statement of Accounts which is required to present a true and fair view of the financial position of the Board at the accounting date and its income and expenditure for the year ended 31st March 2021.

In preparing this statement of accounts, the Finance Manager has:-

- a) selected suitable accounting policies and then applied them consistently,
- b) made judgement and estimates that were reasonable and prudent,
- c) compiled the accounts in accordance with UK Generally Accepted Accounting Practices,
- d) applied the accounting concept of a 'going concern' by assuming that the IDB will continue to operate for the foreseeable future.

The Finance Manager has also:-

- a) kept proper accounting records which were up to date;
- b) taken reasonable steps for the prevention and detection of fraud and other irregularities.

Certificate of the Finance Manager

These Financial Statements present a true and fair view of the financial position of the Board at 31st March 2021 and its income and expenditure for the year then ended.

.....
Mr Daniel Withnall
30 June 2021

Certificate of the Chairman of the Board

I confirm that these accounts have been approved by the Black Sluice Internal Drainage Board at a meeting held on the 30 June 2021.

.....
Mr Keith Casswell
30 June 2021

STATEMENT OF ACCOUNTING POLICIES

1. General

These accounts have been prepared in accordance with the following accounting concepts:- Accruals, Relevance, Consistency, Reliability, Comparability, Understandability, Materiality and Going Concern.

2. Fixed Assets

Fixed assets are recognised as expenditure on acquisition, creation or enhancements with a value in excess of £5,000 and a useful life in excess of one year.

Fixed assets are valued on the following basis:-

- a) Land is included at historic cost.
- b) Operational Buildings are included in the balance sheet at valuation. The Offices and Depot were valued on 31st March 2021 by Mr Robert J Hurst FRICS FAAV, Chartered Surveyor, at market value. It is the Boards intention to value Operational Buildings at an open market value every five years and not depreciate in the intervening years.
- c) Pumping Stations were valued on 31st March 2009 by Mr JW Castley FRICS FAAV, Chartered Surveyor, at open market valuation. It is the Boards intention to retain these values in the accounts as a nominal value and not depreciate in the intervening years.
- d) Non - Operational Property is included in the balance sheet at market value. It was valued on 31st March 2021 by Mr Robert J Hurst FRICS FAAV, Chartered Surveyor, at market value. It is the Boards intention to value non-operational property at an open market value every five years and not depreciate in the intervening years.
- e) Vehicles, Plant & Equipment are included at cost less depreciation.

Disposals are written off at cost less depreciation. Any surplus/deficit arising is charged/credited to the appropriate reserve.

Depreciation has been provided on a straight line basis, on motor vehicles and equipment, excavators and plant, computers, office equipment with a purchase cost in excess of £5,000.

Plant & Vehicles	7 Years
Equipment	4 Years

3. Income

Income includes drainage rates on local agricultural land and buildings, special levies on district/borough councils, recharged works, government grants, rental income and interest on investments. Where applicable, this is net of Value Added Tax and is recognised when the Board has a right to receive the income.

4. Expenditure

Expenditure is included on an accruals basis.

5. Stock & Work in Progress

Stocks and work in progress are stated at the lower of cost or net realisable value.

6. Government Grants and Contributions

Government grants and contributions have been credited to the income and expenditure account on an accruals basis. Government grants used for the acquisition of fixed assets have been deducted from the purchase price of the asset.

7. Provisions

The Board sets aside provisions where there is a definite liability, but the amount and timing of settlement is not known. Details are given as notes to the accounting statements.

8. Pensions

The Board paid an employers contribution of £212,504 on employees pensionable pay into the Lincolnshire County Council pension fund

9. Discontinued Operations

The Board had no material operations which it acquired or which were discontinued in the year and therefore no separate disclosure is required in respect of the Income and Expenditure account and balance sheet accounts.

10. Internal Interest

Interest is allocated to the Income and Expenditure Account, Development Fund, Plant Fund and Wages Oncost Fund based on the average level of their balances.

Black Sluice Internal Drainage Board Income and Expenditure Account For Year Ended 31st March 2021

	Note	2020/21	2019/20 Restated
Income		£	£
Drainage Rates		1,070,863	1,054,695
Special Levies on Councils	1	1,072,910	1,039,592
Income from Rechargeable Works		368,040	507,653
Grant Income (Including Local Levy)	2	316,986	405,864
Sundry Income	3	68,281	33,546
Rental Income		7,366	7,366
Investment Income		15,509	19,766
Development Reserve Contribution		5,000	5,000
Interest		738	3,226
		2,925,693	3,076,708
Expenditure			
Drain Maintenance		823,466	683,540
Cost of Rechargeable Works		315,597	440,875
Administration Costs		430,471	416,193
Pumping Stations		574,502	676,429
Asset Refurbishments	4	444,148	460,524
Environment Agency Precept		276,552	276,552
Establishment Charges		68,747	64,059
Miscellaneous Charges		16,457	22,934
Depot Costs		46,188	51,401
Environmental Schemes		15,873	5,283
		3,012,001	3,097,790
Surplus / (Deficit)		(86,308)	(21,082)

Black Sluice Internal Drainage Board

Balance Sheet as at 31st March 2021

	Note	2020/21	2019/20
Fixed Assets			
Pumping Stations		3,861,354	3,861,354
Land & Buildings		1,009,350	739,350
Vehicles, Plant & Equipment		839,120	830,948
Non Operational Assets		165,000	130,000
	8	5,874,824	5,561,652
Current Assets			
Stock		33,807	30,399
Debtors & Prepayments	9	168,864	190,820
Investment Valuation		487,758	442,850
Cash at bank & in hand	10	1,980,409	869,382
		2,670,838	1,533,451
Current Liabilities			
Creditors	11	(1,080,624)	(230,447)
Net Current Assets		1,590,214	1,303,004
Liability related to defined pension scheme		(3,476,000)	(2,744,000)
Total Assets less Liabilities		3,989,038	4,120,656
Capital Reserve		5,874,826	5,561,654
Pension Reserve		(3,476,000)	(2,744,000)
Investment Revaluation Reserve		(12,242)	(57,150)
		2,386,584	2,760,504
Revenue Reserve		1,234,636	1,220,943
Development Reserve		275,903	182,703
Plant Reserve		64,105	(16,592)
Wages Oncost Reserve		27,810	(26,902)
		1,602,454	1,360,152
	12	3,989,038	4,120,656

Mr K Casswell
Chairman
30 June 2021

Mr DJ Withnall
Finance Manager
30 June 2021

Black Sluice Internal Drainage Board

Notes to the Accounts

	2020/21	2019/20
1 Special Levies	£	£
Boston Borough Council	813,157	787,059
South Holland District Council	131,037	126,223
North Kesteven District Council	69,496	68,197
South Kesteven District Council	59,220	58,113
	1,072,910	1,039,592

	2020/21	2019/20 Restated
2 Government Grants received from Defra	£	£
NFF Revetment Works	83,830	277,170
Sempringham PS Weedscreen Cleaner	58,156	92,344
SFF Upper Catchment NFM and Control Analysis	75,000	25,000
Kirton Meeres Long Culvert		11,350
Leaves Lake Drove, Under capacity South Forty Foot Outfall	20,000	
Dunsby Fen Catchment Works	20,000	
Flood Alleviation Scheme Horbling Town Beck	20,000	
Bicker Fen Catchment Works	20,000	
Ewerby Fen Catchment Works	20,000	
	316,986	405,864

	2020/21	2019/20
3 Sundry Income	£	£
Sundry Income	51,160	16,941
Solar Income	17,121	16,605
	68,281	33,546

	2020/21	2019/20
4 Asset Refurbishments	£	£
Drain Asset Improvements	237,094	365,339
Pumping Station Refurbishments	207,054	95,185
	444,148	460,524

5 Remuneration

The table below shows the number of employees whose remuneration was greater than £50,000:

Band £	2020/21	2019/20
50,000 to 59,999		1
60,000 to 69,999	1	1
70,000 to 79,999	1	
80,000 to 89,999		1
90,000 to 99,999	1	
	3	3

6 Audit Fees

	2020/21	2019/20
	£	£
Fees paid to the Board's External Auditor	2,800	2,800

7 Related Party Transactions

Some members of the Board pay Drainage Rates at the prevailing rate.

Black Sluice Internal Drainage Board

Notes to the Accounts

8 Tangible Fixed Assets

	Land & Operational Buildings £	Pumping Stations £	Non Operational Property £	Vehicles, Plant & Equipment £	Total £
Cost					
Opening Balance	739,350	3,861,354	130,000	1,645,594	6,376,298
Additions	0	0	0	180,700	180,700
Disposals	0	0	0	(97,498)	(97,498)
Revaluation	270,000	0	35,000	0	305,000
As at 31st March 2021	1,009,350	3,861,354	165,000	1,728,796	6,764,500
Depreciation					
Opening Balance	0	0	0	(814,643)	(814,643)
Disposals	0	0	0	97,495	97,495
Charge for year	0	0	0	(172,528)	(172,528)
As at 31st March 2021	0	0	0	(889,676)	(889,676)
Net Book Value					
As at 31st March 2020	739,350	3,861,354	130,000	830,951	5,561,655
As at 31st March 2021	1,009,350	3,861,354	165,000	839,120	5,874,824

	2020/21 £	2019/20 £
9 Debtors & Payment in Advance		
Trade Debtors	176,240	111,903
Prepayments	81,236	47,037
Officers Car Loans	10,631	16,838
Rechargeable Work in Progress	3,210	0
HM Revenue & Customs (VAT)	(103,320)	15,191
Drainage Rate Debtors	867	(149)
	168,864	190,820

	2020/21 £	2019/20 £
10 Cash at Bank & in hand		
Bank Deposits	1,980,167	869,104
Petty Cash	242	278
	1,980,409	869,382

	2020/21 £	2019/20 £
11 Creditors		
Trade Creditors	172,159	113,343
Accruals	908,465	117,104
	1,080,624	230,447

12 Reserves

	Balance 31/03/2020	Additions in Year	Withdrawals in year	Balance 31/03/2021
Capital Reserve	5,561,654	485,697	(172,525)	5,874,826
Pension Reserve	(2,744,000)		(732,000)	(3,476,000)
Investment Revaluation Reserve	(57,150)	44,908		(12,242)
Revenue Reserve	1,220,943	100,000	(86,307)	1,234,636
Development Reserve	182,703	98,200	(5,000)	275,903
Plant Reserve	(16,593)	367,449	(286,751)	64,105
Wages Oncost Reserve	(26,901)	271,898	(217,187)	27,810
	4,120,656	1,368,152	(1,499,770)	3,989,038

Development Reserve- The Board makes a one off charge to developers to allow an increase in flow into the Board's drainage system. These charges are kept in the Development Fund and used to fund future improvements to the Board's drainage system to accommodate these additional flows.

Plant Reserve - The Plant Fund generates income internally throughout the year from all works carried out using the Board's plant. Offset against this income are all the expenses related to the plant and the fund is built up to replace the plant items when required. The depreciation is also charged to this account.

Wages Oncost Reserve - The Wages Oncost Fund generates income internally throughout the year from all work using the Board's Labour. Offset against this income are all the expenses related to employing the workforce.