

BLACK SLUICE

INTERNAL DRAINAGE BOARD



Board Meeting

Tuesday, 22nd November 2022 at 2:00pm

Station Road, Swineshead, Boston, PE20 3PW



Black Sluice Internal Drainage Board

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Our Ref: IW/JB/B10_1

Your Ref:

Date: 15th November 2022

To the Chairperson and Members of the Board

Notice is hereby given that a Meeting of the Board will be held at the Offices of the Board on Tuesday, 22nd November 2022 at 2:00pm at which your attendance is requested.

A buffet lunch will be available from 1pm, for all members of the Board, to encourage and facilitate Members, Staff and Officers discussion.

Chief Executive

A G E N D A

1. Recording the meeting.
2. Apologies for absence.
3. Declarations of interest.
4. To receive and, if correct, sign the Minutes of the meeting of the Board held on 14th June 2022 (**pages 1 - 15**)
5. Matters Arising.
6. To receive the unconfirmed Committee Minutes and Matters Arising of the following meetings:
 - (a) Southern Works Committee meeting held on 5th July 2022 (**pages 16 - 28**)
 - (b) Northern Works Committee meeting held on 19th July 2022 (**pages 29 - 37**)
 - (i) To adopt Policy No. 46: Crop Loss Compensation (**pages 38 - 43**)
 - (c) Notes of an informal, non-public meeting (to discuss the insurance renewal) held on 14th September 2022 (**pages 44 - 46**)
 - (d) Executive Committee Meeting held on 28th September 2022 (**pages 47 - 52**)
 - i) To approve the draft timetable for 2023 meetings (amended) (**page 53**)
 - ii) To adopt Executive Committee Terms of Reference (**pages 54 & 55**)
 - (e) Joint Works Committee Meeting held on 4th October 2022 (**pages 56 - 67**)

To adopt:

 - i) Southern Works Committee Terms of Reference (**pages 68 & 69**)
 - ii) Northern Works Committee Terms of Reference (**pages 70 & 71**)
 - (f) Audit & Risk Committee Meeting held on 25th October 2022 (**pages 72 - 77**)
 - i) To approve the Annual Return including External Auditor's Opinion for 2021/22 (**pages 78 - 83**)

To adopt the following:

 - ii) Audit & Risk Committee Terms of Reference (**pages 84 & 85**)
 - iii) Policy No. 04: Procurement Policy (**pages 86 - 94**)
 - iv) Policy No. 30: Local Government Pension Scheme Discretions Statement Scheme Employers (**pages 95 - 101**)
 - v) To review draft new Policy No. 48: Substance and Alcohol Misuse in conjunction with the view of the union (**pages 102 – 105**)
7. Byelaw infringement and engaging with the local planning authorities (**pages 106 - 110**)
8. To review the Risk Register (**page 111**)
9. To receive a report on Finance & Admin:
 - (a) Period 07 Management Accounts (**pages 112 – 119**)
 - (b) Drainage Rates Report (**page 120**)
 - (c) Quarter 2 Forecast (**pages 121 - 126**)

10. To receive the Annual Report on Health and Safety including Near Misses (**pages 127 - 129**)
11. To receive a report on the transformer at Gosberton Pumping Station (**pages 130 - 132**)
 - (a) Initial inspection report for Gosberton (**pages 133 & 134**)
 - (b) Costs to supply and fit a new transformer (**pages 135 - 137**)
 - (c) Transformer condition report (**pages 138 - 140**)
 - (d) Proposed transformer replacement budget (**page 141**)
12. To consider reports on the following:
 - (a) Monthly Accounts: June 2022 to October 2022 (**pages 142 - 157**)
 - (b) Monthly Accounts: Woldmarsh (**pages 158 - 162**)
 - (c) Schedule of Consents: June 2022 to October 2022 (**pages 163 - 168**)
 - (d) Rainfall (**pages 169 & 170**)
13. Any Other Business.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the Board

held at the Offices of the Board on

14th June 2022 at 2pm

Members

Chairperson - * 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 M Leggott | Cllr P Skinner |
| * Mr P Robinson | * Cllr M Head |
| * Mr M Rollinson | Cllr P Moseley |
| * Mr R Needham | * Cllr S Walsh |
| * Mr C Wray | * Mr M Brookes |

* Member Present

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

1983 Recording the Meeting - Agenda Item 1

Members were informed that the meeting would be recorded.

1984 Apologies for Absence - Agenda Item 2

Apologies for absence were received from Cllr F Pickett.

1985 Declarations of Interest - Agenda Item 3

A declaration of interest was received from Mr V Barker in relation to Minute 1978.

1986 Minutes of the last Board meeting - Agenda Item 4

The Minutes of the last meeting of the Board held on the 8th February 2022, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

1987 Matters Arising - Agenda Item 5

There were no matters arising.

1988 To receive the minutes of the following meetings - Agenda Item 6

(a) Environment Committee

The Chairperson of the Environment Committee presented the unconfirmed Minutes of the Environment Committee meeting held on the 1st March 2022, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters Arising:

(i) Trapping of Mink - Minute 1937

Cllr M Cooper noted that he is also a member of Welland and Deeping IDB, who have caught 34 mink in 10 traps since August 2021.

The Operations Manager responded that the Board has four remote controlled mink traps, but as of yet, haven't caught any. However, water voles have been caught (and subsequently safely released), which may suggest there aren't mink in that area and so the traps are being relocated.

(ii) Operation Flyswat - Minute 1937

Cllr M Head referred to operation flyswat, questioning if it is in conjunction with the council and whether there are many prosecutions arising from it?

The Operations Manager confirmed that it is in conjunction with Boston Borough Council, North Sea Camp and South Holland District Council and other IDBs. All prosecutions over 20 tonnes are carried out by the Environment Agency from information provided by Boston Borough Council.

To adopt the following:

(iii) Policy 11: Biodiversity Action Plan

The Biodiversity Action Plan was presented.

It was noted that the reference to the Environment Act 2020 should be the Environment Act 2021.

Mr M Brookes referenced the Butterfly Sanctuary at Amber Hill, suggesting it should be added to the list of Non-Statutory Local Wildlife Sites. Mr P Holmes added that the butterfly sanctuary at Kirton Holme perhaps also should be added.

The Chief Executive responded that they can be added and that if anybody has any information, at any time, the plan can be updated, it is a working document.

The Board RESOLVED that the Biodiversity Action Plan (Policy No. 11) be adopted, with the above amendments.

(b) Structures Committee

The Chairperson of the Structures Committee presented the unconfirmed Minutes of the Structures Committee meeting held on the 22nd March 2022, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters Arising

(i) Correction in Minutes - Minute 1950

A spelling error was noted; 'sever impact' should be 'severe impact'.

(ii) Correction in Minutes - Minute 1954

Mr V Barker noted that he believed he elaborated more on his point than what is included within the minutes, stating that he suggested there could be two more culverts identified in another 2-3 years' time and therefore increasing the budget required. It was confirmed that the minutes would be amended accordingly.

(iii) Additional access culverts – Minute 1954

Mr V Barker noted his suggestion in the Structures meeting that there may be more culverts identified in the future and has since been informed, by a workforce operative, that there is a list of twelve potential culverts. Mr V Barker felt that the Structures Committee weren't aware of this and noted the expense of it. Mr V Barker suggested the cheaper ways need to be considered, further suggesting the work is put out to tender to the local construction industry to compare to the cost of the Board undertaking the work. It would also help ease the workload if the Board's workforce are too busy. The Operations Manager responded that they will tender for a replacement culvert to see how competitive the Board is.

Mr V Barker next referred to headwalls and that some have sandbags, and some have no headwall at all, of the opinion that it needs to be addressed what is appropriate for the Board's culverts.

The Operations Manager referred to the list of culverts Mr V Barker spoke of, noting that those culverts presented at the Structures Committee meeting are within Board maintained watercourses and can only assume that the other culverts being referred to may be side entry culverts that are not in Board maintained watercourses.

The Operations Manager next referred to headwalls, noting that it is his belief that the Board started to use sandbags in the early 90's, being of the opinion that sandbags may or may not be the right method, dependant on the scenario, like any other methodology. It was decided to use a more substantial protection, to protect the end and longevity of the pipe, and to provide something that doesn't deteriorate over time. This being presented and adopted by the Board at the time.

(iv) Byelaw Infringements and engaging with local planning officers - Minute 1950

Mr W Ash referred to the discussion had with the Boston Borough Council Planning Officer at the Structures Committee meeting, stating he was of the opinion that he had a 'blasé' attitude towards the 9 metre byelaw strip. Mr Ash asked if the Board have the right to say the 9 metre strip needs to be kept clear and he was of the opinion that if that is the case, then he believes it should be implemented.

The Chief Executive responded that as per the Land Drainage Act, the Board can control what does, or doesn't go within the 9 metre easement strip.

The Chief Executive highlighted one of the issues noted at the Structures Committee meeting, that permitted development doesn't require planning permission and so is not necessarily picked up by the Council's planning departments. But, in relation to the 9 metre easement strips adjacent to Board-maintained watercourses, that requires planning permission, the Board could implement a 'no' approach to anything being constructed in that easement strip.

Mr W Ash felt that if developers know that 9 metre easement strips can't be used for development, then they will cost is accordingly, acknowledging the danger of setting a precedence.

The Chief Executive noted that the agreement for commuted sum for a Longhurst Housing Association development has just been agreed for £140,000 to cover the extra cost of maintenance to cover a 25 year period. Protection mats have also been provided by the Association to protect their ground materials when the Board's machinery tracks over it.

Cllr M Head questioned if there is anything the elected members of the District Councils can do to help, noting that he is prepared to go back to the NKDC and make a representation on behalf of the Board. Cllr M Head also noted that developers now must look for a 10% biodiversity net gain and the 9-metre easement strip could be used as this on site if the Board weren't tracking on it too frequently.

The Operations Manager noted that there is a uniqueness to each site, noting that the Longhurst Housing Association site being referred to is adjacent to one of the Board's critical watercourses, which is maintained at least three times a year. The Operations Manager further referenced the difficulty with permitted development and that the Board may not be aware of an obstruction until the next time they visit site.

Mr W Ash felt that the least that should be done, is a classification of drains in which it is insisted that nothing can be constructed within the 9 metre easement strip adjacent to critical, high priority watercourses.

The Operations Manager agreed that unrestricted access is what the Board ideally require, but that the developers want to maximise their land, acknowledging that planning departments also have targets to meet. The Operations Manager added that it is about making everyone aware of the work the IDB do, why it is necessary and what is required to be able to complete that work.

Mr J Fowler noted that he took from the meeting an increased communication system between the planning department and the Board.

Mr P Holmes expressed his dismay from the discussion had with the Boston Borough Council Planning Officer at the Structures Committee meeting, of the opinion, that no matter how much discussion takes place, he does not believe they will assist the Board in this matter.

Mr P Robinson felt that advantage has been taken by developers, feeling that the Board haven't been strong enough in the past by allowing development within the easement strip. Adding his concern that when it floods, it will be the Board that will be subject to criticism.

Mr W Ash added that if all the easement strips were added up on the total land for development it would be a very small percentage of the total area.

The Chief Executive suggested that he writes to all the district and borough planning departments, with a map to highlight all of the IDB maintained watercourses in their catchment and request their views on the proposal the Board is contemplating of taking an approach that allows nothing to be consented within a 9 metre easement strip. All AGREED.

Mr M Rollinson questioned, that when the new structure plan comes into operation, are those designing the structure plan aware of the fact that they will not be able to build within the 9 metres?

Cllr M Cooper responded that they are aware and that it is the problem of the developer, the issue being that they pay too much for the land and then need to be able to get as much on site as possible to enhance profit. Also noting that the government has increased the number of houses allowed per hectare.

To adopt the following:

(i) Structures Committee Terms of Reference

The Structures Committee Terms of Reference was presented.

The Board RESOLVED that the Structures Committee Terms of Reference be adopted.

(ii) Policy No. 9: Structures Replacement Policy

The Structures Replacement Policy was presented, the increase in fee from £250 to £300 being highlighted.

The Board RESOLVED that the Structures Replacement Policy (Policy No. 9) be adopted.

(c) Audit & Risk Committee

The Chairperson of the Audit & Risk Committee presented the unconfirmed Minutes of the Audit & Risk Committee meeting held on the 12th April 2022, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters Arising:

(i) Insurance arrangements - Minute 1961(c)

The Finance Manager gave an update to the Board, explaining that the NFU are currently working on the quote, he has a meeting booked with The Risk Factor in a few weeks' time and Towergate will also be providing a quote, which will give three quotes for review.

(ii) Paper meeting agendas - Minute 1963(b)

The discussion around paper versus electronic agendas was highlighted. It was suggested that anybody that would prefer an electronic copy only, to contact the administration office to let them know.

To adopt the following:

(iii) Audit & Risk Committee Terms of Reference

The Audit & Risk Committee Terms of Reference was presented.

The Board RESOLVED that the Audit & Risk Committee Terms of Reference be adopted.

(iv) Policy No. 1: Risk Management Strategy

The Risk Management Strategy was presented.

Mr M Brookes highlighted some of the significant changes proposed:

- Risk Assessment Matrix – The monetary values associated with the different levels of impact are proposed to be changed to the following:
 - Medium: between £20,000 and £100,000
 - Low: up to £20,000
- Risk 1.1(b) – Fluvial flooding from failure of overtopping of defences – This risk is associated with the awaited Environment Agency documentation about the operation of the Black Sluice Complex. The Audit & Risk Committee have reviewed the documentation and deem is acceptable to be able to lower the potential likelihood of risk to 'low', reducing the risk level to 3.
- Risk 1.8 – Loss of Senior Staff – This has a risk level of 6 due to the ongoing circumstances of the Chief Executive.
- Risk 8.5 – Risk of breach in cyber security – The Finance Manager gave an update on this, as follows. The Duo system withdrew the control element of their system, which meant it was no longer suitable. An alternative Microsoft 365 multifactor authentication system was sourced; however, it was then found that it only protected data within the cloud, meaning that all ratepayer information stored on the physical server was not going to be protected. Therefore, both systems are now required, although it being an increased cost (£1,364), the Finance Manager felt it a prudent action to protect the information the Board holds.

The Board RESOLVED that the Risk Management Strategy (Policy No. 1) be adopted.

(v) Policy No. 3: Financial Regulations

The Financial Regulations were presented, highlighting the change that the Board's general reserves are now at a target of 30%, as agreed by the Board on 23 November 2021.

The Board RESOLVED that the Financial Regulations (Policy No. 3) be adopted.

(vi) Policy No. 10: Delegation of Authority

The Delegation of Authority was presented, highlighting the change that the Executive Committee's expenditure allowance has been increased to £50,000, as agreed by the Board on 8 February 2022.

The Board RESOLVED that the Delegation of Authority (Policy No. 10) be adopted.

(vii) Policy No. 13: Emergency Response Plan – Documentation provided by the Environment Agency outlining the operation of the Black Sluice Complex (for inclusion within the plan)

The documentation provided by the Environment Agency outlining the operation of the Black Sluice Complex, for inclusion within the Emergency Response Plan was presented.

The Board RESOLVED that the documentation provided by the Environment Agency outlining the operation of the Black Sluice Complex be included within the Emergency Response Plan (Policy No. 13).

(viii) Policy No. 17: Members Code of Conduct

The Members Code of Conduct was presented, highlighting the change to protocol if a member has a non-financial interest in a matter.

The Board RESOLVED that the Members Code of Conduct (Policy No. 17) be adopted.

(ix) Policy No. 18: Whistle Blowing Confidential Reporting Code

The Whistle Blowing Confidential Reporting Code was presented.

The Board RESOLVED that the Whistle Blowing Confidential Reporting Code (Policy No. 18) be adopted.

(x) Policy No. 19: Anti-Bribery

The Anti-Bribery policy was presented.

The Board RESOLVED that the Anti-Bribery policy (Policy No. 19) be adopted.

(xi) Policy No. 43: Electronic Information and Communications Systems

The Electronic Information and Communications Systems policy was presented.

The Board RESOLVED that the Electronic and Communications Systems policy (Policy No. 43) be adopted.

(xii) Policy No. 47: COVID-19 Business Continuity Plan

The Board RESOLVED that the Business Continuity Plan (Policy No. 47) be withdrawn, with the Chief Executive having the ability to re-instate it at any necessary point.

To approve the following:

(xiii) Internal Auditors Report 2021/22

The Internal Auditors Report 2021/22 was presented.

Mr M Brookes highlighted that the Board achieved 'substantial assurance' with no recommendations. The Chairperson noted that he spoke with the Internal Auditor and thanked him for his support this year given the circumstances of the Chief Executive. Mr M Brookes, and the Board, thanked everybody involved in the achievement of substantial assurance in the internal audit.

The Board RESOLVED that the Internal Auditor's Report be noted.

(xiv) Audit Programme 2022/23

The Audit Programme 2022/23 was presented.

The Board RESOLVED that the Audit Programme 2022/23 be noted.

(d) Executive Committee

The Chairperson of the Executive Committee presented the Minutes of the Executive Committee meeting held on the 17th May 2022, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters arising:

(i) Electric charging facility for vehicles – Minute 1974(g)

Mr V Barker raised the thought of electric vehicles and electric chargers. The Chairperson noted that this has been considered previously but is of the opinion that it is not advanced enough yet, noting the restricted milage range and towing capacity.

The Chief Executive noted that the Board may try to align providing company vehicles for the workforce (i.e., vans) with the change to electric vehicles, but that the electric vehicle situation is constantly being monitored by the Board's Officers.

Mr V Barker agreed with everything said, further questioning if charging facilities should be put in? The Chief Executive noted that there is currently one employee with a hybrid vehicle, however, if the Board end up with a fleet of electric vehicles, then a fleet of charging points will also be required.

Mr M Rollinson noted the depot's solar panels, noting that the Board may be able to charge employees cars for nothing.

To approve the following:

(ii) Period 12 Management Accounts

The Board RESOLVED that the Period 12 Management Accounts be approved.

(i) 10 Year Schemes Budget (Amended)

The Board RESOLVED that the Capital Schemes Budget be approved.

(ii) 10 Year Plant Replacement Budget

The Board RESOLVED that the Plant Replacement Budget be approved.

(iii) 10 Year Estimates to reflect scheme updates and 2021/22 year end position

The Board RESOLVED that the 10 Year 2022/23 Budget and Estimates be approved.

1989 Approval of the Draft Unaudited Financial Statement for Year Ending 31 March 2022 - Agenda Item 7

The Finance Manager explained that the draft unaudited financial statements are a summary of the Period 12 Management Accounts, in UK GAAP (Generally Accepted Accounting Principles) accounts format, from 2009, the last time they had to be produced in that format.

The Board RESOLVED for the Chairperson to sign the unaudited financial statements for the year ending 31 March 2022.

1990 To review and approve the Annual Governance Statement - Agenda Item 8

The Finance Manager explained that this is part of the Annual Governance and Accountability Return 2021/22, which is a further summary of the unaudited financial statements.

The Board RESOLVED that the Annual Governance Statement be signed and approved.

1991 Approval and authorisation for the Chairperson to sign the Annual Governance and Accountability Return for the year ending 31 March 2021 - Agenda Item 9

The Finance Manager presented the Annual Governance and Accountability Return.

The Board RESOLVED that the Annual Governance and Accountability Return for the year ending 31 March 2022 be signed and approved.

1992 To receive a report on Drainage Rates - Agenda Item 10

The Finance Manager referred to the revaluation within the report, confirming that he has visited site and there are no longer glasshouses on site, all AGREED to the write off of £2,519.72.

Account Ref	Location of Revaluation	Description	Existing Valuation	Proposed Valuation	Write Off
3093	Meeres Lane, Kirton	Glass houses removed	£19,100	£466	£2,519.72

The Finance Manager also informed the committee that he has authorised the below write off:

Account Ref	Location of Land	Description	Write Off
2349	Heckington Fen	Unable to trace previous owner for last year's rates demand, new owner only due to pay from date purchased (04/02/2022)	£56.26

1993 To receive the minutes of the ADA Joint Lincolnshire Branch and Nene Branch Meetings - Agenda Item 11

(a) 2nd December 2021

The Chairperson presented the minutes of the meeting.

(b) 23rd February 2022

The Chairperson presented the minutes of the meeting.

1994 To review the Risk Register - Agenda Item 12

The Board RESOLVED the Risk Register be accepted.

1995 Reports on the following: - Agenda Item 13

(a) Monthly Accounts: (February 2022 – May 2022)

The Board's monthly accounts, inclusive of February 2022 - May 2022, were circulated.

The Board RESOLVED that this report be noted.

(b) Monthly Accounts: Woldmarsh (February 2022 - May 2022)

The Board's monthly Woldmarsh invoices, inclusive of February 2022 - May 2022, were circulated.

The Board RESOLVED that this report be noted.

(c) Schedule of Consents (February 2022 - May 2022)

The Chief Executive presented the Schedule of Consents, consisting of February 2022 - May 2022, copies of which had been circulated. Viking Link consents being in red.

Mr V Barker made reference to consent 2022-C05; it was confirmed that this has been completed and is in relation to new properties.

The Board RESOLVED that this report be noted.

The consent applications / contraventions were discussed as below:

- (i) Application to reroute Drain 28/30, New House Farm, Morton North Drove, Morton Fen following the collapse of Culvert No. 16 - FX1772

The Operations Manager noted that the landowners are considering developing the barns and, in light of the cost of replacing the culvert, have questioned whether the Board would consider an application to re-direct the drain around the site, as shown in red below, which will result in open watercourse being double the length of the current existing.



The Operations Manager noted that the Board has not been on site yet to confirm the levels given as part of their survey. The Operations Manager has taken levels from an existing survey, which shows 120mm difference between the two points, compared to their survey showing a difference of 420mm between the two points.

The Operations Manager noted that this has already been discussed by the Structures Committee and the Executive Committee, but felt the Board needed to decide whether such an application should be considered.

The Operations Manager gave his initial thoughts, noting that if it was agreed to then ideally there would need to be a 9-metre access strip left either side of the new watercourse. The landowners are prepared to accept the costs of digging the drain, but the Board needs to consider the conveyance of the proposed watercourse and future maintenance.

The Chairperson and Mr V Barker referred to concern of ground conditions.

The Operations Manager noted that they have informed the landowner, that if the Board were to consider the application, the ground conditions would have to be proven suitable through ground investigations and that if the new cut failed, the landowner would have to pay the extra cost associated with repair.

Mr M Leggott noted his concern for the lack of fall and that it would regularly silt up, noting that the levels would need re-measuring. The Operations Manager noted that it would be checked to ensure that the figures are true and exact.

Mr M Brookes highlighted that the Board would have more watercourse to maintain going forward and the associated increase in cost, questioning whether a commuted sum might be required? The Operations Manager responded that, yes, a commuted sum could be requested.

Mr P Holmes referred to previous discussion at the Structures and Executive Committee meetings and the general feeling of not being in favour of the proposed new watercourse.

The Operations Manager added that the watercourse proposed, shown by the red line, wouldn't work in practice as water doesn't travel around corners well, so consideration needs to be given in regard to the potential bank stability issues and scour/erosion at each 90 degree turn.

Cllr T Ashton asked how the Board currently access for maintenance? It was confirmed it is maintained from the road. Cllr T Ashton was of the opinion that it is creating a lot of work for the future, to solve the problem of the culvert collapsing, which isn't the responsibility of the Board.

Cllr M Cooper noted that it is the landowner's culvert that has collapsed and therefore didn't see it as the Board's problem to have the hassle of the new watercourse, of the belief that the landowner should just replace the collapsed culvert.

All AGREED not in favour of the application for a new watercourse.

(ii) Applications to place protective structures within a watercourse to protect existing HP Gas Mains land west of Bungley Lane and east of London Road, Kirton

The Operations Manager referred to the application from Cadent Gas over a safety concern for unconsented HP Gas Mains in a board-maintained watercourse.

A meeting was held around a potential way forward to prevent the gas mains being endangered by a machine, with their methodology being a concrete sheet going from top of the bank to top of the bank. The Board's Officer's expressed they were not happy with this and have 'met in the middle' approach, laying the concrete canvas as a raft.

The Board were of the opinion to support what the operations team felt acceptable and viable to ensure the mains gas is not endangered. Mr M Leggott added that there is no cost considerations for the safety of the Board's employees.

The Operations Manager added that in addition to the concrete canvas below the bed, there is also fencing as markers, and it is also plotted on the GIS system.

Mr C Wray questioned, if by making a recommendation for work that the Board are happy with, we become liable? It was confirmed that the Board don't have any liability.

All AGREED for the works to go ahead.

(d) Rainfall

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

Mr V Barker noted that a lot of water coming into the Board's system is highland water, of the opinion that it would be prudent to have a monitoring system somewhere in that area. Mr V Barker suggested potential sites with the Richardson family, however, for this side of the catchment, he would suggest George Stickler or George Atkinson.

The Chief Executive acknowledged Mr V Barker's point but highlighted the difficulty that the upper rainfall catchment is c20,000 ha, including 8 uncontrolled gravity fed highland carriers and so one or two rain gauges are not going to be representative. Further questioning whether it is just something that is nice to have, or whether it would actually be used.

Mr V Barker referred to the Black Sluice complex and when to open it during an event and that it would help to have an understanding of the rainfall in that area.

The Chief Executive noted that part of the Environment Agency's actions of opening the gravity doors to release water prior to an event is through monitoring of their gauges. Mr V Barker felt that these gauges were too low down the system.

The Chief Executive suggested that the Board contacts large landowners in the area to see if they will allow the Board access to their rainfall monitoring.

Mr M Rollinson noted that it is all public data, can be accessed through platforms such as Sencrop etc.

The Board RESOLVED that this report be noted.

1996 Any Other Business - Agenda Item 14

(a) Audit & Risk Committee and Executive Committee Meeting Date

It was noted that the new proposed date of Tuesday 20th September for the two committees to review the insurance arrangements is no longer viable.

It was AGREED that the Audit & Risk Committee will meet at 11:00am on Wednesday 14th September and the Executive Committee will meet at 1:00pm on the same day.

(b) Crop Loss Compensation Rates

The Chief Executive informed the Board that the Works Manager has been approached by some farmers to see if the Board will be reviewing the crop loss compensation rates, in light of the current farming climate?

The Board were reminded of the current rates, as below:

- Summer Cutting
 - Cereals:25p per metre
 - Oil Seed Rape:44p per metre
- Other Maintenance Works
 - With Notice: £1,310 per Hectare
 - Without Notice:
 - Cereals: £1,495 per Hectare
 - Oil Seed Rape: £1,720 per Hectare

The Chief Executive reminded the Board that there are very few IDBs that pay any compensation, but that he felt by the Board offering compensation, it enables a good working relationship between the Board and farmers.

The Chairperson noted that if the Board react to the current price increase, it creates a 'yo-yo' situation, whereby a reaction would be needed if the prices then dropped.

Cllr M Head questioned the monetary value paid out in crop loss? The Finance Manager noted that the total last year was £7,800.87 and the year previous to that was £4,157.

Mr P Holmes and Mr M Leggott felt that the compensation rates should stay as they are.

The Chairperson added that if the prices stay high for an extended period of time, then it could perhaps be reviewed.

Cllr T Ashton noted that the Board's compensation rates are more generous than those of neighbouring IDB's who don't pay compensation at all.

Cllr R Austin felt it is money well spent to maintain good relationships with farmers and landowners.

(c) Desilting of the North Forty Foot Drain

Mr M Leggott questioned why the desilting of the North Forty Foot Drain has not continued?

The Operations Manager noted that it is due to complications around movement of spoil. The Operations Manager further explained that only one movement of the spoil is allowed under the Environment Agency (EA) licence held, otherwise it is classed as waste transfer, noting that it is aimed to stop contamination. Mr M Leggott understood this but felt the EA regulations were quite obstructive in this scenario.

The Operations Manager also noted that they ran out of time, wanting to complete before the end of March 2022, further adding that they will look at how they can complete the section.

Mr J Atkinson referred to the chopping down of bushes along the South Forty Foot Drain in the southern area and noted that they are now growing again, despite how much money and effort was made to stop them growing.

The Operations Manager responded that it has been mentioned to the EA, but that the Board are restricted by what work the EA want the Board to do.

Mr V Barker added that it is only on one side of the bank, questioning if there is anything that could be used to flail either side bank. The Operations Manager noted that it is possible, but that it is the EA that would fund that work, so he can only ask the question of the EA.

There being no further business the meeting closed at 15:37.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the
Southern Works Committee

held at the Office of the Board on the
5th July 2022 at 16:00

Members

Chairperson - * 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
* Mr M Mowbray	Cllr S Walsh
Mr C 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)

1997 Recording the Meeting – Agenda Item 1

Members were informed that the meeting would be recorded.

1998 Apologies for absence - Agenda Item 2

Apologies for absence were received from Mr W Ash, Mr C Wray, Cllr S Walsh, Mr C Dring, Mr A Mair and Mr M Brookes.

1999 Declarations of Interest - Agenda Item 3

Declarations of interest were received from:

- Mr J Atkinson in reference to Minute 2002(a) - Dunsby Fen Catchment Works Study
- Mr V Barker in reference to Minute 2004 – Number 03 – Crop Loss

2000 Terms of Reference - Agenda Item 4

All AGREED to recommend the Southern Works Committee's Terms of Reference to the Board for approval.

2001 Minutes of the last meeting - Agenda Item 5

The Minutes of the Southern Works Committee, which was held on 28th September 2021, copies of which had been circulated, were considered. It was AGREED that the Minutes should be signed as a true record.

2002 Matters Arising - Agenda Item 6

(a) Dunsby Fen Catchment Works Study – Minute 1847 – 12(a)(vi)

Mr J Atkinson questioned if there has been any progress with this matter?

The Operations Manager explained that this is still ongoing, the report should be received in August. Once received, the catchment can be reviewed considering any connection between Dunsby and Pinchbeck.

The Chief Executive further noted the suggestion of the syphon under the South Forty Foot Drain (SFFD), noting that they are holding that information until more is known about the possible transfer route for the South Lincs Reservoir and the Boston to Peterborough Wetland Corridor (B2PWC).

(b) Leaveslake Drove

Mr J Atkinson mentioned that on the inspection tour it was noted that the drain running beside Leaveslake Drove is not in good condition, wondering whether it could be lowered into the South Forty Foot Drain?

The Operations Manager noted that the difficulty with lowering the outfall is whether the outfall drain is at a level that allows gravitation, but it is something that can be looked in to.

The Operations Manager further noted that Leaveslake Drove and Lane Dyke culverts were both proposed for Grant in Aid funding but, unfortunately, both culverts have not met the criteria to release the funding.

2003 Discuss the Operations Report and Inspection - Agenda Item 7

The Operations Manager led discussions about the inspection, as follows.

(a) Swaton Catchment Natural Flood Management

An update was given on the three sites being worked on with the Environment Agency for attenuation; the Holland Road Farm site is completed, works on the other two sites (Grove Farm and Manor Farm) have started but had to stop in November 2021 due to awaiting an agreement with the Crown Estate. It is hoped to be completed by March 2023.

It was noted that there have been no major fluvial events since the Holland Road Farm site has been completed, but that the landowner has four outfall drains running into it and it has filled up and proven it works.

(b) Environment Agency Public Sector Cooperation Agreement Revetment Works -Ouse Mere Lode, Billingborough

This year the Environment Agency (EA) had some funding around recovery works available (£400,000). Originally the Board estimated works for 33 sites which totalled nearly £1million. Agreed works were identified to help improve the annual maintenance carried out by the Board on behalf of the EA. There are still further works the Board would like to do and Adrian Clack (EA) has shown a willingness to want to do more through the Public Sector Cooperation Agreement (PSCA).

Mr V Barker noted that he believed willow has been used, noting that it will require maintaining. The Operations Manager confirmed that willow has been used, once the willow gets established it will hopefully prevent failure of the bank and there will be ongoing maintenance to control its growth.

(c) Slip Repairs – FX1661, FX1670 – Billingborough Pump Drain, Billingborough Drove

The committee noted these works.

(d) First crop on site of former Billingborough Silt Lagoon

The former Billingborough Lagoon is now being cropped for the first time.

The ongoing challenge is to work towards achieving continuation of desilting of the South Forty Foot Drain (SFFD) from the A52 to the A17. The Environment Agency (EA) have an appetite to continue with this work but want to revisit the dredging methodology previously used. The methodology used will be dependent on the results of a topographical survey of the channel, which has not yet been completed.

(e) Sempringham Fen Pumping Station Access Road

The access roadway from Neslam Road to Sempringham Fen Pumping Station along Environment Agency (EA) owned land has been completed, within the £46,000 budget, through a purchase order from the EA, which has made the roadway far safer to drive down.

Mr V Barker referenced a previous issue with grazing the Sempringham drain bank, questioning if this was resolved? The Operations Manager noted that the farmer was written to, as agreed, and the Board have not heard anything more, nor have encountered any further issues.

(f) Sempringham Fen Pumping Station – Proposed Weed Screen Cleaner

An agreement with the Crown Estate to lease the land, to construct a weed dump area and access for the installation of an automated weedscreen cleaner, is still being awaited.

The Finance Manager added that one of the factors holding it up was around the VAT element and confirmed that the Board has only paid the net amount as opposed to the VAT as well. The solicitor has conveyed that everything is now in place to move forward.

(g) Proposed revetment works – Drain 31/3 – North Drove, Quadring Fen FX1209

There is some bank slippage adjacent to where the road is cracked and so highways have been contacted to ensure they are aware that the works of the Board has not caused the road to crack, photos will be taken before and after. The road will require closing for the works and is estimated to cost £24,000.

(h) Slip repair works – Cow Bridge, Beck Bank, Quadring Fen – FX1852

This is a recent slip potentially caused by what appears to be a leak from the adjacent irrigation equipment. Investigations will be carried out and discussions with the landowner will take place to establish the cause. The Chairperson noted that he believes there is currently a short-term tenant on the land.

(i) Desilting of Gosberton Pump Drain & Pumping Station Suction Bay Works

Work has been done under the pumping station to inspect and check over and to ensure that the channel under the station is clear. It is the intention to complete works under all of the pumping stations to complete inspections and replace all nuts and bolts. These inspections being required as the Board does not have an accurate record of when the pumps were last inspected and so the aim is to get round all the pumping stations as quickly as possible, to prevent the nuts and bolts rusting away, as has done previously, and potentially causing damage to the pump shafts and impellers

Mr P Holmes felt it commendable that the Board is learning from the past and rectifying that by putting together a programme of inspections.

The Pump Engineer added that the condition of the structure of the suction bays have generally been good, with nothing alarming or worrying so far.

(j) Gosberton and Dowsby Fen Pumping Station 750Kva Transformer

Following a recent inspection of the nine pumping station transformers, the one at Gosberton Pumping Station, that also powers Dowsby Fen Pumping Station, is at point of failure. The engineers report stated: *'Oil sample report states high levels of dissolved gases including CO₂ and Ethane which suggests the paper insulation is breaking down. This means the transformer is at risk of failure and I would recommend looking at replacing the transformer as soon as possible'*.

It is not known how much longer the transformer will last, it is also not known what a failure of the transformer would entail i.e., would it just stop working or could it cause a fire?

The Chairperson suggested that a new transformer be installed and an ongoing programme of review for all the transformers.

The Chief Executive confirmed that it is not known why the Board decided to place the transformers internally and take ownership of them, further questioning whether it would be viable for the electricity supplier to install a transformer to feed the pumping station.

The Pump Engineer noted that he is meeting with Western Power Distribution tomorrow and so can discuss that with them. The Finance Manager noted that he would think, at the time the pumping station was built, there was not enough power available to supply the pumping station.

Mr V Barker noted that the supply running across his land was installed a number of years after the pumping station was built. Mr V Barker added that the worst condition transformers do need changing, but in the Board's own time, noting that each station has the ability to be powered by tractor should it be required. Further referring to Gosberton Pumping Station and that if it gets to a certain level, it will go to Donington Pumping Station. Mr V Barker questioned whether transformers are available from other countries.

The Chairperson confirmed that the Board's Officer's need to source the most cost-effective solution, whether that be for Western Power Distribution to put their own transformer in or the Board purchases and continues with our own transformer.

The Chief Executive further suggested questioning Western Power Distribution about what the transformer failing would entail i.e., would it be likely to catch fire?

The Operations Manager added whether it is an insurable risk, the committee being reminded that currently all the pumping stations are self-insured.

Mr V Barker questioned whether the oil level of the transformer has been checked? The Pump Engineer confirmed that oil checks are done as part of regular maintenance visits.

Mr J Fowler added that if the Board owns and replaces the transformer, which is typically an electric board asset, whether the Board should be getting cheaper electricity, also being suggested to inform Woldmarsh.

Mr K Casswell proposed that the Board's Officer's get some quotes, find out what impact 'failure' of the transformer is likely to have and go from there. It was noted that it will have to be presented to the Board for approval anyway. Mr V Barker seconded, all AGREED.

(k) JCB Hydradig Demonstration

The committee viewed a demonstration of a JCB Hydradig machine on site during the inspection, a machine recently purchased by Welland and Deepings IDB.

The Chairperson suggested that a letter of thanks be sent to Welland and Deepings IDB for doing the machine demonstration for the committee, noting that it will be interesting to see how they get on with it during the season.

The Operations Manager noted the benefit of a neighbouring IDB purchasing a potential new machine and that they will hopefully continue to be honest and open about how they are getting on with it.

Mr K Casswell noted that it may also be worth approach JCB to say the Board are interested in the JCB Hydradig machine but have some concerns with it, that they may be able to adapt.

(l) Water Levels

Mr V Barker noted that when a pump first starts is when it uses lots of power, if the levels were kept lower, then it would decrease the power consumption used in the first instance.

The Operations Manager noted that the Board's Officer's reviewed the levels in January 2021 and now hold water levels higher than has been done previously, as a result of confidence in how to manage the catchments effectively during events, noting that after the initial start, power consumption reduces.

The Operations Manager noted that to reduce costs, pumping has to be reduced and levels managed, which they are. Going forward, if replacing pumps, they would be replaced with equipment that has the ability to control how they are pumping.

Mr V Barker noted that he is referring to the current day and that he is talking about lowering the electrode on the duty pump, pumping for longer so that it wasn't required to start as many times and use power.

The Pump Engineer noted that if pumping for longer and lower, it will take some gravitation away.

The Operations Manager noted that the Officers believe they are operating in the most cost-effective way.

(m) Proposed diversion of Drain 28/30, New House Farm, Morton North Drove (Refused)

The application for the proposed diversion of drain 28/30 was refused by the Board at the meeting on 14th June 2022, the landowner has been notified and have noted that they will look at alternatives.

(n) Dyke Fen Pumping Station – Proposed pump motor refurbishments

As part of ongoing preventative maintenance, the Operations Manager proposed:

- Refurbishment of Dyke Fen Pumping Station electric pump motor in 2022/23, estimated at a cost of £3,000. All AGREED.
- Refurbishment of Dyke Fen Pumping Station pump and electric pump motor refurbishment, estimated at a cost of £25,000. All AGREED.

(o) Loss of land issues, new cut drain, Dyke Fen

An enquiry was raised from the landowner on the south side of the New Dyke discharge drain regarding loss of land. A site meeting was held in November 2021 at which the Operations Manager, landowner and his NFU advisor were present.

The landowner would like the land lost through slippage of the banks to be reinstated. He was advised that the only means of possible compensation is through the Board's Crop Loss Policy (Policy No. 46), in which it states that '*the Board will only pay land loss compensation to the landowner for widths lost greater than 500mm*'.

Mr K Casswell felt there is now a greater issue to resolve, following the site visit, it now being seen that an unconsented fence has been erected within the byelaw distance.

The Chairperson and Mr K Casswell felt there was no case to answer.

It was confirmed that there is no previous measurement from top of the bank to top of the bank to compare with current measurements.

The Finance Manager added that the Board cannot be responsible for natural erosion of a bank and the danger of setting a precedence.

It was confirmed that the landowner will be written to regarding the breach of byelaw no. 10 (the 9-metre byelaw) (erection of fence). It was suggested that the landowner be informed that the Board are not willing to pay compensation because it is natural erosion of the bank, as opposed to as a result of the Board's work. All AGREED.

Mr P Holmes suggested that the byelaw breach be dealt with first.

(p) Proposed culvert works and WPD underground cable replacement - Twenty

This culvert was initially put in to carry an underground cable, Western Power Distribution (WPD) have gained consent to re-route the cable, as the culvert has become damaged. Once WPD have carried out this work, the Board will then remove the culvert (no longer required by landowner). WPD are yet to complete the work, but if the culvert fails further to the point of blocking the watercourse the Board will remove it.

(q) Proposed project with the Lincolnshire Wildlife Trust – Bourne North Fen

Lincolnshire Wildlife Trust have purchased 50 hectares at the confluence of the River Bourne Eau and Glen to create a water storage and transfer reservoir.

(r) 10 Year Capital Schemes Budget

The committee noted the 10 year capital schemes budget.

1. Capital Asset improvements

(a) 2022/23 Defra/EA Funded Flood and Coastal Erosion Risk Management (FCERM) Grant in Aid (GiA) Schemes

(i) Remote monitoring, telemetry H&S scheme

This scheme involved the telemetry upgrade, and the installation of metric gauge boards and CCTV at all the Board's pumping stations. The additional contingency available for this scheme has been claimed to enable all this work and some further work on control equipment and everything has now been installed and is operational.

(ii) Swaton Natural Flood Management (NFM) schemes

An update was given on the three sites being worked on with the Environment Agency for attenuation; the Holland Road Farm site is completed, works on the other two sites (Grove Farm and Manor Farm) have started but had to stop in November 2021 due to awaiting an agreement with the Crown Estate. It is hoped to be completed by March 2023.

It was noted that there have been no major fluvial events since the Holland Road Farm site has been completed, but that the landowner has four outfall drains running into it and it has filled up and proven it works.

(iii) Sempringham Fen Pumping Station Refurbishment

An agreement with the Crown Estate to lease the land, to construct a weed dump area and access for the installation of an automated weedscreen cleaner, is still being awaited.

The Finance Manager added that one of the factors holding it up was around the VAT element and confirmed that the Board has only paid the net amount as opposed to the VAT as well. The solicitor has conveyed that everything is now in place to move forward.

(iv) SFF Upper catchment Natural Flood Management (NFM)

The completed studies showed that Morton, Aslackby, Billingborough and Helpringham catchments holds the best opportunities for NFM implementation. No works have been started on site yet, landowner engagement has been positive, but are not willing to commence works until crops have been harvested.

(v) Lane Dyke culvert replacement

Lane Dyke culvert was proposed for Grant in Aid funding but, unfortunately, has not met the criteria to release the funding.

(vi) Black Sluice Catchment Strategy

A grant for £250,000 has been applied for, to bring all of the catchment studies together and complete any outstanding catchment surveys, with an aim to complete the whole of the Board's area. This will enable a review of how the catchment is managed and identify opportunities for change i.e., merging of catchments.

(b) 2022/23 Board funded capital schemes

(i) Graft Drain

The intention for the remaining unspent budget was for the scheme to recommence over the year end period utilising the remaining 2021/22 budget of £33,922 and the £60,000 from the 2022/23 budget. This did not happen due to works being completed for the Environment Agency during this period, which also recovered some of the unbudgeted costs. This unspent budget has been re-allocated to other higher priority schemes in 2022/23. It is still intended to complete the Graft Drain project, but a budget has not currently been identified.

(ii) Major Slip repairs

Following two wet winters c45 bank slips have been identified, of which work on repairing these slips has commenced. It is believed there is c£100,000 work to complete.

(iii) Jetting to Major Pipelines – Estimate £20,000

A meeting is being held with the contractor tomorrow to discuss the completion of the Donington and Kirton catchments and also to form a tender package for next year's work.

(iv) Dyke Fen Pumping Station refurbish 1 pump motor – Estimate £3,000

One of the electric motors that drives the pump will be removed for refurbishment.

(v) Dunsby Fen Pumping Station refurbish 1 pump motor – Estimate £3,000

One of the electric motors that drives the pump will be removed for refurbishment.

(vi) Gosberton Fen Pumping Station refurbish 1 pump motor - Estimate £4,000

One of the electric motors that drives the pump has been removed and is currently being refurbished.

(vii) Alternative Programme Access works

These works are to enable ongoing new maintenance methods providing access for alternate bank cuts, through flailing, bushing, and placement of side entry access culverts.

(c) 2023/24 Defra/EA FCERM GiA Schemes

(i) Natural Flood Management (NFM) Studies – £150,000

An application has been made for £150,000 funding for continuing with the NFM studies and doing the works.

(ii) Central Catchment Amalgamation Study - £100,000

This study is to develop the findings from the Catchment Strategy and understand the potential for changing the existing water level management in individual catchments, by amalgamation of adjoining catchments.

(d) 2023/24 Board funded capital schemes

(i) Quadrang North Fen roadside revetment – Estimate £24,000

There is some bank slippage adjacent to where the road is cracked and so highways have been contacted to ensure they are aware that the works of the Board has not caused the road to crack, photos will be taken before and after. The road will require closing for the works and is estimated to cost £24,000.

(ii) Dyke Fen Pumping Station pump and pump motor refurbishment – Estimate £25,000

As part of ongoing preventative maintenance, all AGREED works as per Minute 2003(n).

2. Emergency Response Plan

The committee were reminded that during an event, when the South Forty Foot Drain (SFFD) becomes 'full' (+2.7ODN at Black Hole Drove), the Officers of the Board have to consider switching pumps off.

3. Crop Loss

The Chief Executive highlighted the sentence with paragraph three of the Board's Crop Loss Compensation policy (no. 46), '*compensation will not be payable for access through grassland*'.

The Chief Executive referred to crops such as hay and silage, which have been viewed as 'grassland', questioning whether the policy needs to be reviewed to include paying compensation for crops such as these.

Mr K Caswell felt it should be included as it has quite a high value.

Discussion took place around this type of crop and how many variants there are, Mr J Fowler suggested the terminology 'harvested grass crop'.

Further discussion took place around whether damage is done to such a crop when travelling over it, it being confirmed that where material is deposited on the crop, compensation is paid, this matter being about whether compensation should be paid for grassland when travelled over with Board machinery.

Mr P Holmes noted that grassland is similar to wheat; if travelled on during its earlier stages it wouldn't cause damage, whereas if travelled on at a later stage, it would cause damage.

The Operations Manager suggested the phrase 'unless agreed damage caused', but the Finance Manager felt this was too wide ranging.

It was noted that there will be very few cases of damage to grassland type crops in August when the Board begin cutting.

All AGREED that the only change required is within section four of the policy, '*Other maintenance works (de-silting / bushing)*', with the addition of harvest grass as follows. '*Where notice of entry has not been served and a field has been cultivated, drilled, planted or sprayed, compensation will be calculated at the rate of £1,495 per hectare for cereals **and harvested grass**, and £1,720 per hectare for oil seed rape.*'

2005 Report on Rainfall - Agenda Item 9

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

2006 Any Other Business - Agenda Item 10

(a) Southern Works Co-opted Member Suggestion

Mr V Barker suggested that Elaine Richardson be invited on the Southern Works Inspection Tour, noting she is a working farmer and a female, to try and address the male dominated Board. It was felt she be invited to the next Southern Works Inspection Tour.

(b) Complaint - Drainage and maintenance issues - land south of the Risegate Eau, Gosberton Fen

Mr V Barker stated that, as a rate payer, he has a complaint to make in relation to drain 176 to 177.

Mr V Barker referred to Minute 1549 (Board 21 November 2019) and Minute 1591 (Southern Works Committee 4 March 2020) regarding drainage and maintenance issues of land south of the Risegate Eau, Gosberton Fen. It was suggested increasing the maintenance, which has been done, but has not resolved the issue.

Mr V Barker next referred to the survey that is still yet to be completed, noting that he has asked the Operations Manager numerous times and keeps getting told that it will be completed.

Mr V Barker explained the history of the issue; he contacted the Board in 1988 in which it was discussed, and consideration given to putting a pump in. Mr V Barker noted he believed it was possible to resolve the issue, without a pump. The matter was also on the agenda of the Board inspection in 1999, however the meeting didn't go ahead because of emergency event. Mr V Barker then contacted a drainage engineer who provided a report in April 2000, of which a copy was given to the Board.

Mr V Barker noted he has photos showing the drain full of water, land that can't be let because of the flooding issue.

Mr V Barker next referred to the Board's Risk Management Strategy, particularly Risk 1.4 and one of the method's of managing it, '*All watercourses are desilted on a regular basis*'. Mr V Barker noted that it has not been cleansed for the last 44 years and is also not sure if it has ever been cleansed since the new culvert was installed c60 years ago.

Mr V Barker offered what he felt would be a viable solution; noting that there is around 300 metres where the drain has gone narrow. Mr V Barker referenced the 'Berky' machine that was used years ago, with rakes that pulled the bottom and bank out to keep the width, which the newer machines don't do. Mr V Barker felt that some silt needs removing from the bottom and possibly the sides.

Mr V Barker noted that it has brought him no joy in bringing up this matter but will be making an official complaint if he has not received a positive response by the next Board meeting. He noted that he will also involve the ombudsman, auditor, MPs and NFU legal committee, but doesn't want to go down that route.

The Operations Manager responded, explaining that the person completing the survey is also completing the catchment survey studies and has got an order to complete this survey as soon as the catchment studies are completed. The survey will then show any benefit from making changes to the drain. The Operations Manager noted that it is low lying land, noting that the only way the conveyance will be improved will be to lower the outfall. The survey will give an accurate picture of the scenario, with short term fix in the meantime until the survey is complete, being to increase maintenance to reduce vegetation and this allow conveyance.

Mr V Barker stated that it is trying to get water to flow down a 'narrow crack' as the drain has lost its shape.

There being no further business the meeting closed at 17:45.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the
Northern Works Committee

held at the Office of the Board on the
19th July 2022 at 15:35

Members

Chairperson - * 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 M Leggott | * Mr R Needham |
| Cllr F Pickett | Mr J E Pocklington |
| * Mr P Robinson | 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)
Mr K Methley (Pump Engineer)
Mr M Rollinson (Southern Works Chairperson)
Mr A Miles (Guest)

2007 Recording the Meeting – Agenda Item 1

Members were informed that the meeting would be recorded.

The Chairperson thanked the Officer's for organising an interesting and informative inspection.

2008 Apologies for absence - Agenda Item 2

Apologies for absence were received from Mr K Casswell, Cllr P Skinner, Mr J Pocklington, Cllr M Head, Cllr F Pickett, and Cllr P Bedford.

2009 Declarations of Interest - Agenda Item 3

There were no declarations of interest.

2010 Terms of Reference - Agenda Item 4

All AGREED to recommend the Northern Works Committee's Terms of Reference to the Board for approval.

2011 Minutes of the last meeting - Agenda Item 5

The Minutes of the Northern Works Committee, which was held on 7th September 2021, copies of which had been circulated, were considered. It was AGREED that the Minutes should be signed as a true record with the following amendment:

- Minute 1839(4) – spelling error in the first paragraph – ‘*Preparation works for this will include re-vegetation*’ should be ‘*de-vegetation*’.

2012 Matters Arising - Agenda Item 6

(a) Proposed works to Drain 14/2, Mill Green Farm, South Kyme – Minute 1839(1)

Mr D Casswell noted that, as landowner, a quote has been received from the Board to carry out the works, but are not happy to continue with the price that has been quoted.

The Operations Manager noted that he has provided an estimate for materials and for the Board’s workforce to complete the works, noting that Mr D Casswell is within his rights to complete the works himself or by a contractor of his choice, as long as it is completed to the Board’s specification. The Operations Manager noted that he is aware the Board is not competitive within the market.

(b) Breach of Board Consent – Coles Lane, Swineshead – Minute 1839(9)

The Chairperson questioned if there was any update on this?

The Chief Executive responded that the agreement has been drawn up and is with their solicitors.

2013 Discuss the Operations Report and Inspection - Agenda Item 7

The Operations Manager led discussions about the inspection, as follows.

(a) Great Hale Pumping Station – Weedscreen Cleaner Refurbishment

The weedscreen cleaner (installed 1999) requires the moving parts replacing – including the trolley and control cabling. The proposed budget for this is £75,000.

The Finance Manager raised a point made by one of the guests in attendance on the inspection tour that a potential option could be for the Board to purchase the components and find someone to do the work ourselves.

The Operations Manager noted that, installed in 1999, this equipment has served the Board well over that period, this is preventative maintenance, not reactive. Also noting that using the manufacturer would offer a guarantee on the works completed. It being noted that a new trolley would have a one-year warranty.

The Chief Executive noted that it is about having the reassurance that when switched on in times of need, they will work.

Cllr T Ashton questioned if this head unit is the same as others that will need replacing in the near future? Questioning, if, once redundant, a price for refurbishing the trolley could be sought, as it then wouldn't be holding any projects up. Also noting that a cost of £75,000 over a period of 25 years is not that much.

The Pump Engineer noted that the trolley will be utilised for spare parts.

The Operations Manager further noted that the weed screen cleaners have to work hard, and so reliability is a key factor.

The Chairperson noted that the last time Great Hale Pumping Station pumped was in March, so there will be a large build-up of weed in that time.

(b) Great Hale Pumping Station – Crossing point

The Chief Executive explained that the landowner / tenant has been written to explaining the Board's concern for damage to the pumping station, especially the control panels, from vibrations caused by their farm machinery travelling over the crossing point (in the 1960's). Their response was that they have the right to use the crossing point through a legal agreement. The Board has investigated it and they do have the right to use the crossing point, in a written agreement.

The Chief Executive noted two suggestions for moving forward as follows:

- Internal structural investigations around the integrity of the reinforced concrete
- Obtain quotes for extending the crossing point to include a non-vibration process and approaching the landowner for a contribution towards the cost of that (Chief Executive's preferred option)

Mr J Fowler suggested that a crawling speed limit be imposed (2mph) to help reduce the vibrations. Mr M Leggott noted that signage would need putting up to ensure all drivers were aware. It was also noted that the CCTV from the pumping station covers the crossing point and so could see if somebody was going a lot over the speed limit.

Cllr M Cooper questioned whether the Board could enforce a weight limit on the crossing point to prevent heavy machinery travelling across it? The Chief Executive was unsure, noting that legal advice would have to be sought, his concern being that because the Board agreed to the right of way, would an alternative have to be offered?

All AGREED for Officer's to obtain quotes to extend the crossing point to include a non-vibration process.

(c) Lincolnshire County Council (LCC) A17 widening proposals and impact on Board assets

The Operations Manager explained that Board's Officers had an initial meeting with LCC about the potential impacts on Board's assets of the proposals to widen the A17 include possible culverting and realignment of watercourses, however the plans have still yet to be refined, and information about the scheme corridor and plans are to remain confidential, until the final option has been identified.

The Operations Manager noted that his preference would be for the Board to complete any realignment and Lincolnshire County Council Highways would complete any culvert works.

Mr M Leggott questioned whether the Board own the land where there is probable watercourse culverting? The Operations Manager confirmed that it is not owned by the Board. Mr M Leggott noted that if it was culverted there is the danger of the land being seen as open or common ground.

(d) Heckington Fen Solar Park

The proposed solar park could affect the Board's access to maintain board-maintained watercourses within the site. The hatched lines shown on the plan within the agenda are proposed fences within the site. The Operations Manager and Planning and Byelaw Officer have had a meeting with the consultants to raise the concern of the Board's access to maintain the watercourses and are currently awaiting an updated plan.

(e) Trinity College Pumping Station – bank seepage from EA Skerth Drain

This station has encountered water seepage from the main river, as a result of high-water levels, similar to the other sites at Damford, South Kyme and Ewerby. Investigation works have been carried out and the recommendation included within the agenda, highlighted as follows:

- *Long term consolidation settlement of the high compressibility clays of tidal flat deposits under loading from the embankments and concrete wall.*
- *Long term creep settlement of peat layers within the tidal flat deposits.*
- *Downslope ground movements in the embankment in front of the wingwalls.*
- *Shrinkage / swelling of the clay fill forming the embankment associated with seasonal wetting and drying.*

The Environment Agency (EA) have so far provided £50,000 funding for the investigations across the four sites as the problem is from an EA main river. The challenge now being to get the works completed at all four sites. The Board's contact has been in receipt of all the investigation reports and recommendations but there has been no indication of moving forward.

Mr M Leggott noted that there is an RFCC Meeting next week, suggesting members of it could raise the issue there and let them know the Board are pushing it.

It was noted that the EA's philosophy of 'fix when fail', stated by Norman Robinson at an RFCC Meeting, is worrying.

The Operations Manager noted that he believes the EA's hesitancy for the works is around the uncertainty of where the South Lincolnshire Reservoir will be sited and the impact that could have. However, the Operations Manager noted that it could be another 17 years before the reservoir is operational and the banks may not last that long.

Cllr M Cooper added that this should be categorised as a 'day to day' repair, noted that this needs resolving now and that it cannot afford to wait for the potential reservoir. Cllr R Austin echoed what a high risk it is.

Mr M Rollinson questioned if a cost estimate for the work is known?

The Operations Manager responded that he has no idea of cost, but that it would be dependant on how the EA wanted the works completing, i.e., through Public Sector Cooperation Agreement (PSCA), and whether the Board's workforce would have the capability to complete the works in-house or whether a subcontractor would be used.

The Operations Manager further noted that the company who carried out the investigation works have quoted £50,000 for the Damford, South Kyme and Ewerby Pumping Station sites to provide a specification. The Operations Manager being of the opinion that if the Board's workforce were to complete the works, there is enough information within the investigation report that this would not be required.

Mr M Rollinson noted the tendency of the EA to have lots of funding available at the end of the year and encouraged Officer's to ensure schemes are ready and eligible to apply for any available funding.

The Operations Manager noted that there is some concern at the EA about how this scheme would be presented as to be eligible it has to show benefit over a period.

Mr M Brookes suggested a more formal and documented route be taken with this.

The Chairperson agreed to take it further through a more official format. The Finance Manager noted that the only risk is that it may erode some good will.

Mr R Needham echoed his support for a more official format of communication on the matter to be taken, to ensure the Board has something to go back on.

(f) Langrick Corner, Boston – Completed Scheme works on the North Forty Foot Drain

The lagoon site was visited, where subject to the silt within it being dry enough will be spread and levelled this financial year to reduce maintenance of the site for the remainder of the 5-year lease agreement.

The Operations Manager referred the committee to the photos within the agenda of the de-vegetation works on the North Forty Foot Drain (NFFD).

Cllr T Ashton referred to the structures on the banks shown within these photos, questioning their status?

The Operations Manager explained that adjacent property / land owners were written to regarding notification of the works, within which it was noted that the Board were aware of structures built on the banks and that they are the owner's responsibility, meaning if they were to fail and fall into the drain, the Board would seek to recover any costs associated with its failure. The Operations Manager noted that only a 'handful' of the structures are consented.

Mr J Fowler felt that a detailed photographic record of consented structures be taken for future reference. The Chairperson felt it should be all structures – consented or not.

(g) Proposed CCTV & Jetting 2022-2023

A meeting is being held with the contractor to discuss the completion of the Donington and Kirton catchments and also to form a tender package for next year's work.

(h) Wyberton Marsh Pumping Station – Transformer Issues

Following a recent inspection of the nine pumping station transformers, the one at Wyberton Marsh (original transformer), although tested sufficiently, following discussion with Western Power, should be raised to provide the same resilience as the control panels and pump motors in the station and to ensure it is not submerged in water. Until further discussion is had with Western Power the cost associated with raising the transformer is not yet known. It was noted that if Western Power were to do the work they may want to replace the transformer.

(i) Kirton Marsh Pumping Station – Machine demonstration, Incoming Electrical Supply Issue and pollinator project

The low voltage incoming supply connection is below the floor level of the pumping station. The current Pump Engineer has held initial discussions with Western Power regarding moving this to a higher and more resilient position.

(j) Outer Dowsing Wind Farm Project

The Board has been consulted regarding the proposed Outer Dowsing Wind Farm Project due to the Board's land ownership at Kirton Marsh.

1. Capital Asset improvements

(a) 2022/23 Defra/EA Funded Flood and Coastal Erosion Risk Management (FCERM) Grant in Aid (GiA) Schemes

(i) Remote monitoring, telemetry H&S scheme

This scheme involved the telemetry upgrade, and the installation of metric gauge boards and CCTV at all the Board's pumping stations.

The additional contingency available for this scheme has been claimed to enable all this work and some further work on control equipment and everything has now been installed and is operational.

By being able to control the pumps remotely, it means the human element of having to physically attend the stations to switch pumps on / off, often in bad conditions, during events, is avoided and therefore reducing that risk. The Chairperson also noted that not all of the workforce have 4x4 vehicles and so accessing some of the pumping stations can also prove difficult.

(ii) North Forty Foot Cleansing / Revetment

This work is now almost complete. The 175m open cut section has been completed, with the c25m piped section under the road, which will be subject to a contribution from LCC, and the c75m section through the garden of No 24 Langrick Road where these sections are to be lined remaining, it is expected that this will be completed this year. One quote has been received, with another to be obtained. Grant in Aid funding is based around the value and benefit the scheme provides, the benefit of this scheme being to provide protection to people and property, but until all work is completed the benefits are not realised and cannot be claimed

(iii) Black Sluice Catchment Strategy

A grant for £250,000 has been applied for, to bring all of the catchment studies together and complete any outstanding catchment surveys, with an aim to complete the whole of the Board's area. This will enable a review of how the catchment is managed, identify the condition of major assets, and identify opportunities for change i.e., merging of catchments.

The unknown location of the South Lincolnshire Reservoir (SLR) could have some implications; however, the aim is to have a plan ready.

This scheme was proposed in March 2022, but funding is still being awaited, it is being presented at the next RFCC Committee.

Mr M Rollinson noted that this is a very important scheme, adding that the major works were done around 60 years ago, and a scheme designed now would work very differently to that currently in place.

The Chairperson added the benefit of having schemes ready for when funding suddenly becomes available.

The Operations Manager further added that the Board need to ensure they are maximising the potential funding within any Business Case, noting that a neighbouring IDB has achieved £3million for a new pumping station.

(b) Information on site inspection at Trinity College

As discussed at Minute 2013(e).

(c) 2022/23 Board funded capital schemes

(i) Major Slip repairs

Following two wet winters c45 bank slips have been identified, a budget of £90,000 has been allocated to complete the repairs. The works have started and will continue until the cutting season start in August, they will then be resumed as soon as possible following the cutting season.

(ii) Jetting to Major Pipelines – Estimate £20,000

As discussed at Minute 2013(g).

(iii) Alternative Programme Access works– Estimate £20,000

These works are to enable ongoing new maintenance methods providing access for alternate bank cuts, through flailing, bushing, and placement of side entry access culverts.

2. Proposed Works 2023/24

(a) 2023/24 Defra/EA Funded Flood and Coastal Erosion Risk Management (FCERM) Grant in Aid (GiA) Schemes

(i) North Catchment Amalgamation Study - £100,000

This study is to develop the findings from the Catchment Strategy and understand the potential for changing the existing water level management in individual catchments, by amalgamation of adjoining catchments.

(ii) Bicker Fen Catchment Works Study - £20,000 Estimate

This is a continuation of works already started to provide information needed towards building a Business Case.

(b) 2023/24 Board funded capital schemes

(i) Jetting to Major Pipelines – Estimate £75,000

These works are within the Wyberton Marsh, Kirton Marsh and Chain Bridge catchments and it is proposed that these works go out to tender for completion in 2023/24.

(c) Pumping Station Schemes

(i) Great Hale Fen Pumping Station – Pump Refurbishment - £75,000 Estimate

As discussed at Minute 2013(a).

(ii) Kirton Marsh Pumping Station – New Roof - £11,000 Estimate

A new roof is proposed for this station, having been deferred previously, at an estimated cost of £11,000.

3. Emergency Response Plan

The committee were reminded that during an event, when the South Forty Foot Drain (SFFD) becomes 'full' (+2.7ODN at Black Hole Drove), the Officers of the Board have to consider switching pumps off.

4. Crop Loss

The Chief Executive highlighted the sentence with paragraph three of the Board's Crop Loss Compensation policy (no. 46), '*compensation will not be payable for access through grassland*'.

The Chief Executive referred to crops such as hay and silage, which have been viewed as 'grassland', questioning whether the policy needs to be reviewed to include paying compensation for crops such as these and explaining the agreed recommendation from the Southern Works Committee as follows, section four of the policy,

*'Other maintenance works (de-silting / bushing)', with the addition of harvest grass as follows. 'Where notice of entry has not been served and a field has been cultivated, drilled, planted or sprayed, compensation will be calculated at the rate of £1,495 per hectare for cereals **and harvested grass**, and £1,720 per hectare for oil seed rape.'*

All AGREED with the addition of 'and harvested grass' as above.

2015 Report on Rainfall - Agenda Item 9

The rainfall figures at Swineshead were circulated. The Committee RESOLVED that this report be noted.

There being no further business the meeting closed at 17:05.

Black Sluice Internal Drainage Board

Policy No: 46

Crop Loss Compensation

Review	Southern Works 05 July 2022 Northern Works 19 July 2022
Board Approved	

1. PURPOSE

This document sets out the policy of the Black Sluice Internal Drainage Board concerning crop loss compensation for summer drain maintenance, any other maintenance works and permanent loss of land.

2. WHEN DOES CROP LOSS COMPENSATION APPLY?

The Board will only pay crop loss compensation to the ratepayer if a field is cropped at the time the work is carried out and the work causes damage to the crop or coverage of the crop with arising's from the works. There is a twelve-month cut-off date for claiming compensation following any such crop damage. Following any crop damage, the Boards Officers seek to agree any crop loss payments with the relevant party involved.

3. SUMMER DRAIN MAINTENANCE (WEED CUTTING)

Where the Board travels through standing crops to undertake weed cutting operations, compensation will be paid for crop loss at the rate of 25p per linear metre for all cereal crops and 44p per linear metre for oil seed rape. Root crops will be subject to private negotiation. Compensation will not be payable for access through grassland.

The Board has authorised the Operations Department to go through standing crops where deemed necessary in the interest of economy, efficiency and to minimise soil structure damage.

Cereals: 1000m x 25p per metre = £250.00
Oil Seed Rape: 1000m x 44p per metre = £440.00

4. OTHER MAINTENANCE WORKS (DE-SILTING/BUSHING)

Where **notice of entry (August/September notice) has been served** before a field has been cultivated, drilled, or planted, compensation will be calculated at the rate of **£1,310 per hectare whatever crop** is in the field.

Where **notice of entry has not been served** and a field has been cultivated, drilled, planted or sprayed, compensation will be calculated at the rate of **£1,495 per hectare for cereals and harvested grass**, and **£1,720 per hectare for oil seed rape**.

5. PERMANENT LOSS OF LAND

The Board will only pay land loss compensation to the landowner for widths lost greater than 500mm, the Board has limited records on landowners, if the compensation forms are posted to the ratepayer and they are not the landowner the ratepayer must immediately inform the Board and pass on the papers to the landowner. There is a twelve-month cut-off date for claiming compensation following any such land loss.

Land Loss Calculator			
Multiplier	Annual rateable value £/acre	Comp £/acre	Comp £/ha
125	85	10,625	26,254
125	80	10,000	24,710
125	75	9,375	23,165
125	70	8,750	21,621
125	65	8,125	20,077
125	60	7,500	18,532
125	55	6,875	16,988
125	50	6,250	15,444
125	45	5,625	13,899

6. HOW THIS POLICY WILL BE APPLIED

Summer Cutting

1. Notice is included with the drainage rate brochure and plan kept up to date on the website.
2. The Works Supervisor will endeavour to contact the occupier.
3. If the crop is due to be harvested imminently the programme will be adjusted to accommodate this where practicable.
4. If the crop is not due to be harvested imminently then the standard compensation rates will be agreed with the occupier.
5. The occupier is to be handed a leaflet explaining the process and policy or emailed it as a PDF attachment.
6. The GIS Technician raises claim forms and posts to the occupier as per the drainage rate records.
7. The occupier signs and returns the claim form including their bank details, within twelve months of the form being sent.
8. The GIS Technician records the receipt of the claim form and if correct passes to finance for payment.
9. Payment is authorised by the Chief Executive Officer or Finance Manager.
10. Claim is paid by the end of the following month it is claimed subject to the occupier matching the records on the drainage rate records.

Winter cleansing

1. Notice is sent in a letter in September/October prior to the works commencing in December of the same year.
2. The GIS Technician collates the crop loss from the drivers weekly report sheets.
3. The GIS Technician raises claim forms and posts to the occupier as per the drainage rate records.
4. The occupier signs and returns the claim form including their bank details, within twelve months of the form being sent.
5. The GIS Technician records the receipt of the claim form and if correct passes to finance for payment.
6. Payment is authorised by the Chief Executive Officer or Finance Manager
7. Claim is paid by the end of the following month it is claimed.

Land Loss

1. Notice is sent in a letter in September/October prior to the works commencing in December of the same year.
2. The GIS Technician collates the land loss from the drivers weekly report sheets.
3. The GIS Technician raises claim forms and posts to the occupier as per the drainage rate records requesting the details of the owner of the land, if not known.
4. The GIS Technician sends the claim forms to the owner if different to the occupier.
5. The owner signs and returns the claim form including their bank details, within twelve months of the form being sent.
6. The GIS Technician records the receipt of the claim form and if correct passes to finance for payment.
7. Payment is authorised by the Chief Executive Officer or Finance Manager.
8. Claim is paid by the end of the following month it is claimed.

Appendixes

Please see attached the following documents:

1. Compensation for Loss of Cropping
2. Claim Form for Crop Loss (Occupiers)
3. Claim Form for Land Loss (Owners)

Black Sluice Internal Drainage Board

Station Road
Swineshead
Boston
Lincolnshire
PE20 3PW

01205 821440

www.blacksluiceidb.gov.uk

mailbox@blacksluiceidb.gov.uk

COMPENSATION FOR LOSS OF CROPPING

The Board wish to gain access onto cropped fields and are willing to pay compensation to the Occupier:

Current Rate of compensation £ per metre Date / /

NAME OF OCCUPIER

ADDRESS OF OCCUPIER

.....
.....
.....
.....

TELEPHONE NUMBER

FIELD No:

DRAIN No:

LENGTH OF DRAIN CONCERNED

METRES

COMPENSATION PAYABLE

METRES X £

METRE

= £

Agreed on behalf of Occupier.....

Agreed on behalf of Board.....

BLACK SLUICE INTERNAL DRAINAGE BOARD

CLAIM FORM FOR CROP LOSS (OCCUPIERS)

26/10/2020

RPA Sheet ID	RPA Parcel ID	Length (m)	Width (m)	Area of Crop Loss (Hectares)	Rate of Compensation	Amount of Compensation
Drain 22 / 28 Gosberton						
TF1927	5141	398	0.00	0.0000	£1,310	£1.00

I/we the undersigned and being the occupier of the above mentioned fields am/are prepared to accept in full and final settlement of my/our claim for compensation the sum of:-

£1.00

Signature

Date

Occupier: BLACK SLUICE I D B
STATION ROAD
SWINESHEAD
BOSTON
LINCS
PE20 3PW

Please sign and return GREEN copy to BSIDB.

The white copy is for your own records.

Payment of Crop Loss Compensation

It is the Board's policy to make all payments wherever possible by direct transfer.

Please provide account details below:-

Account in name of

Sort Code

Account Number

BLACK SLUICE INTERNAL DRAINAGE BOARD

CLAIM FORM FOR LAND LOSS (OWNERS)

LAND LOSS

Drain: /

26/10/2020

RPA Sheet ID	RPA Parcel ID	Length (m)	Width (m)	Area of Land Loss (Hectares)	Rate of Compensation	Amount of Compensation
--------------	---------------	------------	-----------	------------------------------	----------------------	------------------------

I/we the undersigned and being the owner of the above mentioned fields am/are prepared to accept in full and final settlement of my/our claim for compensation the sum of:-

£0.00

Signature

Date

Occupier:

Owner:

.....
.....
.....
.....

Please sign and return GREEN copy to BSIDB.

The white copy is for your own records.

Payment of Land Loss Compensation

It is the Board's policy to make all payments wherever possible by direct transfer.

Please provide account details below:-

Account in name of

Sort Code

Account Number

BLACK SLUICE INTERNAL DRAINAGE BOARD

Notes of an informal, non-public meeting to discuss the Insurance renewal

held at the offices of the Board on
14th September 2022 at 1pm

In attendance:

Mr K C Casswell (Chairperson of the Board, virtual attendance), Mr P Holmes (Vice-chairperson of the Board), Mr M Brookes (Chairperson of the Audit & Risk Committee) and Mr D Withnall (Finance Manager).

1. Insurance Renewal

The quotations for the insurance renewal, received from Townergate and NFU, and recommendations from these made by the Finance Manager had previously been circulated to members of the Audit & Risk Committee and Executive Committee who were invited to provide comment and opinion.

The feedback from members is in support of the Finance Manager's recommendations:

- Insure with NFU
- Fully insure pumping stations

The Finance Manager noted that a third quotation has been received this morning from The Risk Factor, which as well as being received late, is also more money.

The Chairperson felt it would be wrong not to fully insure, given the manageable NFU quote. Mr M Brookes agreed, noting that even if the extra money is difficult to source, it is a small amount extra for a lot of extra cover. Mr P Holmes also agreed, adding that even though it was agreed to increase the reserve to 30%, that is over a ten year period and so the reserves won't be increased by that amount for another ten years, also of the opinion that the Board should continue with this increase due to the rise in energy costs.

It was noted that the self-assurance was done in an appropriate way, with the support of the Internal Auditor, but that it would be much more comfortable to be fully insured.

Mr P Holmes added that he has spoken with Mr M Rollinson and Mr J Fowler who are in agreement to fully insure with the NFU.

Recommendation – To fully insure with NFU (option 3, quoted at £80,428.98).

Discussion took place around how long to insure with the NFU for, the Finance Manager noting the current benefit of 8.5% discount due to the Board already holding NFU membership. Going forward, this 8.5% discount will increase by 1% each year up until a 5-year period. The Finance Manager suggested that it would be beneficial to renew with NFU for five years. This was supported, noting that there is more to gain than lose, and that the Board could leave mid-term if needed as there is no formal agreement.

Recommendation – To insure with NFU for a five-year period.

The Finance Manager referred to the group accident insurance the Board currently hold as a separate policy, which the NFU put within the combined policy. The Board has this insurance as it was believed that it insured Board Members when out on Works Inspections. In actual fact, Board Members are covered for inspection tours through the Board's Employer's Liability Insurance (all ages). The NFU group accident insurance only covers up to the age of 75 and for Board employees, the cover level for death is £60,000 and £100 per week. When this is compared against Death in Service from the pension and recognising that the Board pay 6 months full sick pay and 6 months half sick pay, the Finance Manager cannot see the benefit in continuing with the group accident insurance.

Recommendation – Remove group accident insurance (with the Finance Manager double checking that all Board Members are insured without it).

The Finance Manager next referred to the ride on lawn mower and that the NFU have suggested that it needs to be itemised separately due to it working within a metre of the road.

Recommendation – Ride on lawn mower to be covered separately for road traffic.

2. IT Support Contract

The IT Support contract with HBP is due for renewal on the 18th October 2022, it is a three year contract and has seen an 11.04% increase (including an additional two – working from home spare and Grant in Aid Manager) / 2.3% increase (taking into account the addition of two more), overall making it a 2.78% increase.

Recommendation – Renew the IT support contract with HBP.

3. Plant

(a) Mitsubishi L200 Trucks

Three of the Board's four Mitsubishi L200 trucks are due for replacement next year (approved cost within the plant budget).

Negotiations with Toyota have led to a 22% fleet discount, bringing Toyota into the approved budget for replacement. The fourth of the Mitsubishi L200 trucks (Works Manager) is due for renewal the year after, and so the Finance Manager suggested it would be beneficial to bring forward the replacement of that truck by a year to enable it to be purchased with the others with the fleet discount.

The Chairperson and Mr P Holmes noted that there is a connection between Toyota and the NFU and so it would be worth exploring further discounts through this.

Recommendation – The Works Manager's Mitsubishi L200 truck replacement be brought forward by a year (from 2024/2025 to 2023/2024) so that all four Mitsubishi trucks are replaced together.

(b) Tipper

The Tipper is due for replacement in this financial year, but is proving difficult to find an appropriate replacement, therefore an increase in budget may be required, but the Finance Manager will keep the committee updated via email.

4. Witham 4th IDB update

Confidential – under sperate cover.

5. Chief Executive

Confidential – under sperate cover.

6. Chief Executive Retirement

The Finance Manager highlighted that the Chief Executive is anticipating retiring on 3rd August 2023, questioning if there are any thoughts about what to do to mark the occasion?

The Chairperson suggested it would save the Board money if the Chief Executive and himself have a joint retirement event, noting that he has previously spoken with the Chief Executive who wanted to share the event. It being further noted that the Chief Executive is planning to continue work with the South Lincs Water Partnership regarding the South Lincs Reservoir work past his retirement and so will still be tied to the Board after his retirement.

An inspection with guests was suggested, for September 2024, for a joint retirement event for the Chief Executive and Chairperson. It was suggested to get the planning started and to involve both the Chief Executive and Chairperson with it.

7. Chief Executive Succession Planning

Confidential – under separate cover.

8. Swaton Natural Flood Management

Deeds regarding the Swaton Natural Flood Management scheme have been received from the solicitor and require signature from two Board Members – Mr P Holmes and Mr M Brookes signed.

9. Adjourned Executive & Audit & Risk Committee Meetings

It was proposed that the adjourned Executive Committee meeting (14th September 2022) be rescheduled for 28th September at 2pm.

It was proposed that the adjourned Audit & Risk Committee meeting (14th September 2022) be reconvened at their next meeting due to be held on 25th October 2022.

10. National ADA AGM & Conference

The details for registering for the online ADA AGM (28th September 2022) were noted. It was also noted that the ADA Conference is being held separately to the AGM and is being held at Dyson's in Nocton this year (9th November 2022). The Chairperson noted that he will be attending.

There being no further business the meeting closed at 13:59.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held at the offices of the Board on
28th September 2022 at 2pm

Members

Chairperson - * Mr K C Casswell (virtual)

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

* Mr M Brookes
* Mr P Holmes

* Member Present

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

2016 Recording the Meeting - Agenda Item 1

Committee members were informed that the meeting would be recorded.

2017 Apologies for absence - Agenda Item 2

Apologies were received from Mr J Fowler.

2018 Declarations of Interest - Agenda Item 3

There were no declarations of interest.

2019 Executive Committee Terms of Reference - Agenda Item 4

The only proposed amendment, as highlighted in red, was regarding who may be in attendance at meetings.

The Committee RESOLVED to recommend that the Executive Committee Terms of Reference be approved at the next Board meeting.

2020 Minutes of the Meeting - Agenda Item 5

Minutes of the meeting held on 17th May 2022, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

2021 Confidential Minutes of the Meeting - Agenda Item 6

Confidential Minutes of the last meeting held on 17th May 2022, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

2022 Matters Arising - Agenda Item 7

(a) 2022/23 Budget and Ten-Year Estimates - Minute 1974(d)

The Finance Manager referred to the electricity quotes, noting that the rates still haven't been received, and that he is chasing for them. It has been confirmed that public bodies will receive the same relief as residential properties.

Also referring to the pumping plan, noting that a proposal for this will be presented at the Joint Works Committee next week. The Chief Executive gave a brief overview of this, as an introduction to what will be presented at the Joint Works Committee, noting that a drought trial period forms part of it.

(b) 2022/23 Budget and Ten-Year Estimates – Administration & Establishment – Minute 1974(e)

It was confirmed that the multifactor authentication is now installed, protecting the Board's network and Office 365. The network switches have also been successfully installed.

(c) 2021/22 Scheme Report – Emergency Large Slip Repairs – Minute 1975(b)

The Finance Manager noted that the budget was reprofiled so that there is a budget of £90,000 for emergency slip repairs. Currently, £84,645 has already been spent, with more slips still requiring repair. Emergency funding will have to be considered if there are any blocking watercourses.

Mr P Holmes noted what good dry conditions it currently is for completing the slip repairs. The Chief Executive reminded the committee that it is summer cutting season.

(d) 2021/22 Scheme Report – Sempringham Pumping Station Refurbishment – Minute 1975(b)

The Finance Manager reminded the committee of the previous VAT issue with The Crown Estate, informing them that this has now been legally resolved, the same system having been used since in a similar situation with Environment Agency (EA) Public Sector Cooperation Agreement (PSCA) works.

(e) 2021/22 Scheme Report – Pumping Station Automation, Gauge Boards and CCTV

The Finance Manager confirmed that this is now completed, all through Environment Agency funding.

(f) 10 Year Plant Replacement Budget – Minute 1977(b)

It was confirmed that the JCB 145 has been delivered. The JCB 130 is on order, with expected delivery in November.

It was also confirmed that a new gear box was put in the teleporter.

(g) Request for payment of compensation for grass by a Board Member and Ratepayer - Minute 1978

The Finance Manager noted that the claim form has been sent to the ratepayer and are awaiting it's signed return.

(h) Confidential - Felling of trees at Asgarby Estate – Minute 1974(j)

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.

(i) Confidential - Finance Assistant – Alex Emms – Minute 1982(e)

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.

2023 Period 05 Management Accounts - Agenda Item 8

The Finance Manager noted that these accounts are now slightly out of date, due to Period 06 ending three days prior to the meeting.

The Finance Manager highlighted the following:

- Drain maintenance overspend – does seem to be slowly, week by week, pulling itself back and so will hopefully, once all rechargeable works are fed in, will be somewhere near budget / have an explanation as to why not.
- Concreting of bays in the yard – total cost for two bays was £8,040.05
- Wages oncost account - £98,500 surplus – Recharge rate is currently 270%. The Finance Manager proposed that the completed the period 06 management accounts and forecast and then review whether the recharge rate should be reduced back to 260% and perhaps even retrospectively apply that for the year.
- Brewin Dolphin have been taken over by a parent company and will now be known as RBC Brewin Dolphin.

2024 Direction on 2022/23 Budgets and Ten-Year Estimates - Agenda Item 9

(a) Confidential - Salary Reviews

The Chairperson noted that he is unavailable to attend the ADA Lincolnshire Pay and Conditions meeting on 10th October 2022, questioning if one of the members of the Executive Committee could attend in his absence? Mr P Holmes confirmed he would attend.

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.

2025 To receive the External Auditor's Opinion for 2021/22 - Agenda Item 10

The Finance Manager highlighted to the committee that there were no matters of concern raised.

2026 To review the insurance arrangements - Agenda Item 11

The Chairperson referred to the informal meeting held on 14th September and the recommendation to fully insure with the NFU for a five-year period.

The Finance Manager clarified the discount; the Board received an 8.5% discount this year due to still being NFU members and will also receive an additional renewal discount next year of 8.5% (NFU Mutual Bonus). The NFU Mutual Bonus has typically gone up by around 1% each year in the past.

The Chief Executive referred to the Board's involvement with the Natural Flood Management works at Swaton and that the Environment Agency (EA) requested that the Board take out an additional pollution control insurance policy at the expense of the EA (£14,000). The NFU have quoted for the same policy at £3,750, which will be the EA's expense again. The Chief Executive highlighted that the current policy does not end until November but proposed that it be renewed with the NFU with all of the insurance policies at the end of September so that all policy renewals are at the same time.

Mr M Rollinson noted that his daughter works for the NFU, but she has not been involved in the Board's business. The Chief Executive noted the same of his son's girlfriend.

2027 To review the draft timetable for 2023 meetings - Agenda Item 12

Mr M Rollinson felt it would be beneficial to have one works committee inspection in the spring and the other in the summer and rotate each year so that the committees get to see different things at the different times of year.

The Chairperson noted that he will not be able to attend the January 2023 Executive Committee meeting, however it was noted that the Board Meeting can not be any later.

The committee RESOLVED to recommend the below timetable of meeting dates for 2023:

Executive	Tuesday 17 th January 2023	2:00pm
Board	Tuesday 14 th February 2023	2:00pm
Environment	Tuesday 21 st March 2023	2:00pm
Northern Works	Tuesday 4 th April 2023	-
Structures	Tuesday 18 th April 2023	2:00pm
Audit & Risk	Tuesday 2 nd May 2023	2:00pm
Executive	Tuesday 23 rd May 2023	2:00pm
Board	Tuesday 13 th June 2023	2:00pm
Southern Works	Tuesday 4 th July 2023	-
Executive	Tuesday 14 th September 2023	2:00pm
Joint Works	Tuesday 3 rd October 2023	2:00pm
Audit & Risk	Tuesday 24 th October 2023	2:00pm
Board	Tuesday 21 st November 2023	2:00pm
Executive	Tuesday 12 th December 2023	2:00pm

2028 Any Other Business - Agenda Item 13

(a) Review the notes from the informal meeting held on 14th September 2022

The notes of the informal meeting held on 14th September were circulated. The informal meeting took place due to the adjournment of this Executive meeting, due to a national period of mourning for Queen Elizabeth II.

The committee reviewed the notes, as follows.

1. Insurance Renewal

Discussed at Minute 2026.

2. IT Support Contract

The IT support contract with HBP has been renewed on a like-for-like basis of the Board's existing contract.

3. Plant

(a) Mitsubishi L200 Trucks

The Operations Manager is placing the order for the four Toyota trucks to replace the current Mitsubishi's.

(b) Tipper

An appropriate Tipper has been sourced in Liverpool, with them offering a £4,000 trade in for the Board's current Tipper. There is a net cost to change of £25,981. There is £23,698 allocated in the budget. The Finance Manager therefore suggested that the difference be added to enable the purchase of the Tipper. All AGREED.

4. Witham 4th IDB / Lower Witham Update

It was noted that the Board engaged with negotiations but has received an impasse, all options are left open.

5. Chief Executive

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.

6. Chief Executive Retirement

The Chief Executive confirmed his intentions to retire August 2023 and that himself and the Chairperson can have further discussion around a joint retirement event.

7. Chief Executive Succession Planning

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.

8. National ADA AGM & Conference

The Chief Executive noted the AGM being held at Dyson's in Nocton on 9th November, the Finance Manager and Chairperson are attending in person, questioning if there are any further attendees?

Mr P Holmes confirmed to book him in, and if spaces won't allow, he will drop out. Cllr P Bedford noted to put him down as reserve.

(b) Co-opted Members

Mr M Rollinson reference co-opted members, noting that the idea of co-opted members was succession to Board Members.

The Chief Executive noted that there is no formal method of becoming a co-opted member and so the Chief Executive made the decision to invite Mr A Miles, Mr M Taylor and Mr D Leverton to the Joint Works Committee meeting next week with a view to them being invited to become co-opted members due to them having attended their works inspections for the past couple of years.

The Finance Manager presented the co-opted members as agreed at the AGM:

Co-opted Members	
Northern Works	Southern Works
Mr J Pocklington	Mr R Dorrington
Mr D Casswell	Mr M Mowbray
Mr R Welberry	Mr J Casswell
	Mr C Dring
	Mr A Mair

Mr P Holmes questioned whether a guest could contribute at meetings? It was confirmed that they can, at the discretion of the Chairperson, but wouldn't be able to vote.

Mr M Rollinson noted that the Board don't want to set a precedence that if a guest attends a works inspection twice, they then become a co-opted member.

The Chairperson suggested that any suggestions for co-opted members could be brought to the November Board Meeting as a recommendation of the Works Chairperson.

Mr P Holmes noted that it is beneficial to be able to invite guests for topical matters.

There being no further business the meeting closed at 15:21.

Black Sluice IDB

2023 - Version 1 (Nov 22)

	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										
Jan							9	41						42					Payment Run							Salary							Payment Run			10	45			
Feb		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									
Mar			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						
Apr					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			1		
May	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									
Jun			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								
Jul					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			4	19	
Aug		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								
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						
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					
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								
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					9	41

BLACK SLUICE INTERNAL DRAINAGE BOARD

EXECUTIVE COMMITTEE - 28 SEPTEMBER 2022

AGENDA ITEM 06(d)(ii)

EXECUTIVE COMMITTEE: TERMS OF REFERENCE

APPROVED BY THE BOARD:

1. **GENERAL**

The Committee shall have between six and eight members who will be appointed by the Board.

The Membership shall be formed from the following:

Chairperson of the Board,
Vice-Chairperson of the Board
Chairperson of the Audit & Risk Committee
Chairperson of the Northern Works Committee
Chairperson of the Southern Works Committee
Chairperson of Structures Committee
Chairperson of Environment Committee
Representative from the Boston Borough Council

The Board shall ensure that there are at least two members from each Works Committee on the Executive Committee.

The Chairperson of the committee shall be the Chairperson of the Board.

The quorum for any meeting will be 3 members to include either the Chairperson of the Board or the Vice Chairperson.

2. **MEETINGS OF THE COMMITTEE**

No one other than the Committee members, **members of the public and Board Officers** shall be entitled to attend Committee Meetings, but any other persons shall attend meetings **as a guest** if invited by the Committee.

The external auditors may request a meeting if they consider that one is necessary.

3. **POWERS OF THE COMMITTEE**

The Committee is authorised:

- (a) Approve salary levels for members of staff.
- (b) Recruitment of Senior Officers.
- (c) Set levels of rents for Board's property and land.
- (d) Approve awards of large contracts following tender or quotation submission.

- (e) Approve orders for plant expenditure in excess of £10,000 within annual budget estimate.
- (f) Approve any changes to the investment portfolio of the Bourne Fen Farm Account.
- (g) Any formal consent which requires determination before the next Board Meeting which officers cannot approve.
- (h) Approve any item of expenditure up to a value of £50,000.

4. RESPONSIBILITIES OF THE COMMITTEE

The responsibilities of the Committee shall be:

- (a) Developing and implementing strategy, operational plans, policies and budgets
- (b) Ensuring delivery of key commitments, objectives and milestones;
- (c) Assessing and controlling risk
- (d) Prioritising and allocating resources
- (e) Provide a focus on staffing issues, including organisational culture and the development of the Board's staff
- (f) Drive forward the Board's commitment to continuous development and improvement
- (g) Act as Trustee's of the Bourne North Fen Farm Trust invested with 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.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Joint Meeting of the
Northern and Southern Works Committees

held at the Offices of the Board on
4th October 2022 at 2pm

Northern Works Members

Chairperson - 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 M Leggott	* Mr R Needham
Cllr F Pickett	* Mr J E Pocklington
Mr P Robinson	* Cllr P Skinner
* Mr R Welberry	

Southern Works Members

Chairperson - * 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
Mr M Mowbray	* Cllr R Reid
* Cllr S Walsh	* Mr C Wray

(* Member Present)

In attendance: Mr I Warsap (Chief Executive)
Mr P Nicholson (Operations Manager)
Mr K Methley (Pump Engineer)
Mr M Taylor (Guest)

Mr P Holmes chaired the meeting. The Chairperson welcomed Cllr R Reid to his first meeting.

2029 Recording the meeting – Agenda Item 1

Members were informed that the meeting would be recorded.

2030 Apologies for absence - Agenda Item 2

Apologies for absence were received from Mr K Casswell, Cllr M Head, Mr M Mowbray, Mr J Fowler, Cllr F Pickett, Mr P Robinson, Mr J Atkinson, Mr R Dorrington, Mr J Casswell, Cllr M Cooper and Mr D Withnall.

It was noted that Jessica Baxter, who would usually attend meetings to take minutes, was absent today due to her attending her graduation at Lincoln Cathedral. Mr V Barker, and committee, noted their congratulations.

2031 Declarations of interest - Agenda Item 3

Declarations of interest were received from:

- Mr D Casswell – Proposed works to Drain 14/2, Mill Green Farm, South Kyme – Minute 2036(a)
- Mr V Barker - Drainage and maintenance issues – land south of the Risegate Eau, Gosberton Fen – Minute 2040(d)

2032 To consider the Joint Works Committee Terms of Reference - Agenda Item 4

The Chairperson explained that the Joint Works Committee do not require a Terms of Reference as it is a joint meeting of the Southern Works Committee and Northern Works Committee which each have individual terms of reference.

The Chief Executive referred to the paragraph highlighted in red which refers to co-opted members, noting that, currently, there is no formal recognition of who is / how individuals become co-opted members.

The Chief Executive further noted that he invited three guests to the meeting, Mr A Miles, Mr M Taylor, and Mr D Leverton, who have attended the last few works inspection tours and felt they should be formally asked to become co-opted members of the Board. The Chairperson invited Mr M Taylor to become a co-opted member, who accepted.

All AGREED that there was no requirement for the Joint Works Committee to have their own terms of reference.

The committee RESOLVED to recommend that the new paragraph (shown below) regarding co-opted members be added to the Northern and Southern Works Committee Terms of Reference.

'Co-opted Members will be appointed by the Committee at the triennial general meeting of the Board with each Co-opted Member receiving a written invitation to join a Works Committee for a three-year term. New Co-opted Members may be approached at any time throughout the year to take up any vacancies and thereafter appointed by the Committee. It is at the Chairperson's discretion to remove Co-opted Members based on low attendance levels.'

2033 Minutes of the last meeting of the Southern Works Committee Meeting - Agenda Item 5

The Minutes of the last Meeting of the Southern Works Committee held on 5th July 2022, copies of which had been circulated, were considered by the Southern Works Committee Members and it was AGREED the Minutes should be signed as a true record.

2034 Matters arising from the Southern Works Committee Meeting - Agenda Item 6

(a) JCB Hydradig Demonstration

The Chairperson noted that he has heard negative reviews of the JCB Hydradig from Welland and Deepings IDB.

Mr C Wray referenced Witham 4th IDB who would like a Mecalec, which are supposed to be very good machines.

The Operations Manager noted that the Board currently operate Twiga's, one of which is due for replacement next year.

The Board had the opportunity to view Welland and Deeping IDB's new machine, the JCB Hydradig, which gave good first impressions, it is believed that it is not a machine that can cope with the amount of flailing required of it.

(b) Water Levels - Minute 2003(l)

The Chief Executive noted that following a recent meeting of the South Lincs Water Partnership (SLWP), Thomas Enright (Environment Agency (EA)) introduced himself as the current EA Drought Lead, noting that we are heading into 2023 in a significant drought. Also noting that of the 40mm of rain received in August 2022, only 4mm of that actually made it to ground water. Long term rainfall, at an average of +125% would be constantly required to relieve the drought status.

The Chief Executive further added that himself, the Operations Manager and Pump Engineer have been reviewing the Board's water level pumping regime, in light of the current drought situation.

The Chief Executive referred to pumping stations where there is no gravity channel explaining that because there is no gravity, the Board therefore must pump.

The Chief Executive explained the proposed plans to dramatically lift water levels to the Soffit levels of each suction bay platform and control the water at that height, which dramatically reduces the frequency of pumping. This not only helps aquatic biodiversity and assists in water for irrigation in the Spring, but also reduces pumping costs to the Board. The Chief Executive reassured the committee, that if a lot of rainfall was received, or an event declared, then levels would be reduced to be able to cater at normal event levels.

The Operations Manager added that the new proposed levels are only for in periods of drought. Further displaying on screen, a spreadsheet showing current target summer levels, winter levels and the emergency profile level (EPL). Taking these levels into consideration, the operations team have estimated the deck levels at the pumping stations.

The Operations Manager further explained that at some pumping stations there is no control over the gravitation, some pumping stations have a tilting gate which is a control mechanism to lift and lower to stop the outfall being at the same level as the outfall source i.e., South Forty Foot Drain.

The Operations Manager noted there are some circumstances such as Wyberton Marsh Pumping Station which doesn't gravitate, but is classed as a critical watercourse, and therefore the Board has got to consider whether increasing levels in this particular case would be beneficial, the operations team being of the opinion that it wouldn't be suitable.

The Operations Manager referred to those highlighted in green on screen, noting these are the pumping stations where it is proposed to raise levels in those catchments.

The Operations Manager noted another benefit of increased levels, protecting the environment, e.g., the required oxygenation levels for fish.

The Chief Executive noted that, generally the Board pump down 300mm from the commencement level, which is based on historic figures. The operations team have therefore considered what level it could be allowed up to, as opposed to what level to allow it to go down to. The suction bay being the maximum levels for future water retention.

An example pumping trend for Dunsby was displayed on screen, Dunsby pumps every two days currently, it being thought that it would take an estimated 18.5 days to reach the proposed increased start level (0.6, increased from -0.2).

Mr M Brookes questioned how much longer it will take to pump down to the stop level when required from the increased levels?

Mr V Barker noted that in around three weeks' time, the EA will reduce the level in the South Forty Foot Drain to around -0.6, which would allow gravitation. It was clarified that the pumps where it is proposed to increase the levels are not gravitational.

Cllr R Austin noted his surprise that there isn't a direct relationship between the volume of water and electricity cost, noting that surely the electricity cost will remain the same as there is still the same volume of water to pump?

Mr V Barker noted the sharp increase on the ammeter when the pumps are started, before it settles again, therefore noting that if the number of times it is started up can be reduced then there will be a cost saving.

The Chief Executive noted the in relation to a one pump pumping station, if the Board were to move forward to the proposed new pumping profile, it is a £250 a year saving per pump.

The Chief Executive noted the public perception and concern that levels are higher.

The Chief Executive concluded that the notion is that on the non-gravitational pumping stations that Board's Officers would like to trial the new proposed levels, if the weather allows i.e., there is no significant rainfall.

Mr W Ash questioned if catchments have been surveyed, in reference to low points? The Operations Manager confirmed that the new levels are only proposed for dry times.

Mr C Wray questioned if the levels should be, perhaps, 50mm less, to allow for any sudden rainfall? The pumps could then be run when electricity is cheapest, as opposed to waiting until it reaches the top point and then having to pump immediately. Mr K Methley agreed that he had also thought about a night period lower level.

Mr J Pocklington felt it was a good idea, questioning if there is a business cap on the electricity for six months? The Chief Executive confirmed that although it is capped, it is believed that the Board's energy price is going to be double.

Mr M Brookes noted that there is still the same volume of water to pump, just over a longer period? In the case of Dunsby, over an 18-day period instead of every 2 days? The Operations Manager noted that they have completed calculations, and it is a trial, so if it doesn't work to the extent expected, the Board's Officers can re-think.

The Chairperson also noted the consideration of the continuous running of the pumps.

All AGREED to trial the proposed new pumping profiles.

2035 Minutes of the last meeting of the Northern Works Committee Meeting - Agenda Item 7

The Minutes of the last Meeting of the Northern Works Committee held on 19th July 2022, copies of which had been circulated, were considered by the Northern Works Committee Members and it was AGREED the Minutes should be signed as a true record.

2036 Matters arising from the Northern Works Committee Meeting - Agenda Item 8

(a) Proposed works to Drain 14/2, Mill Green Farm, South Kyme - Minute 2012(a)

The Chief Executive referenced this, and Mr D Casswell's proposal for the Board to give up the drain. It being confirmed that the field adjacent to the drain has been gripped and runs away from the drain and Mr D Casswell farms all the surrounding land to the drain.

A map showing the drain was shown on screen, with Mr D Casswell confirming that he would pipe the section shown in red initially (115 metres) and take on riparian maintenance of the remaining 280 metres, shown in green.

The Operations Manager noted that there will be a formal process to go through in order to give up a maintained drain.

Opinions were invited, no members had anything further to say.

The Chief Executive noted that the Board's Officer's will be in contact with Mr D Casswell regarding this.

2037 To receive a report on Engineering Works for 2022 - Agenda Item 9

The Operations Manager presented the Report on Engineering Works, and referred the Committee to the Capital Scheme Budget mentioned within the report:

2022/23 Defra/EA Funded Grant in Aid (GiA) Schemes

(a) North Forty Foot Cleansing / Revetment & Langrick Road pipeline, lining/replacement works

This scheme is still ongoing, the majority of the 85m section of piped watercourse 12/2 from manhole chamber 5 has been replaced. Tenders having been requested for the 78m section through the garden of 24 Langrick Road and the 30m section from the last manhole chamber to the outfall into the North Forty Foot. The last 30m section being the responsibility of LCC who have agreed to contribute when costs are established. This was shown in red on the map displayed on screen.

The Operations Manager referred to the North Forty Food Drain (NFFD) and the maintenance and desilting of it, particularly noting the section of it that is residential either side (Cooks Lock), making maintenance of it more difficult. Photographs of structures on the bank sides, both consented and unconsented, were displayed on screen. All adjacent property owners were written to, informing them of their responsibility should any structure fail and enter the watercourse, outlining that they would be responsible for the cost to the Board for removing it.

Mr D Casswell questioned if any unconsented structures had to be removed? The Operations Manager responded no, as there was nothing causing immediate concern of failure.

The Operations Manager continued that the silt was pumped into a holding lagoon, in which the silt separates from the water and sits on the base of the lagoon, whilst the clean water is then transferred back into the watercourse. The lagoon is left to dry and then spread over the farmland. This has been completed and the land now being cropped again. Mr J Pocklington, who farms the land noted that there is one wet spot and a section of watercourse that requires cleaning out, however, other than that, it has been completed well. The Operations Manager noted that discussion needs to be had around what the Board are responsible for, noting that they will maintain the watercourse back to its original state before the Board were on site, but anything beyond that requires further discussion.

The Operations Manager concluded that it is anticipated that this scheme will be completed this financial year.

(b) Sempringham Fen Weedscreen Cleaner / Pumping Station refurbishment

The Operations Manager noted the challenge experienced around the land lease agreement with The Crown Estate. The land is required as this is where the dump area is proposed to be built.

The Board do own land the other side of the pumping station, however, it is not suitable for the dump area. Drawings were displayed on screen; it being noted that this scheme is estimated to be completed by March 2023.

(c) Remote monitoring, telemetry H&S Scheme

All the Board's pumps are now remotely operational, meaning that pump profiles can be changed from a mobile / laptop / tablet.

All sites have now also got CCTV and so can be monitored.

(d) Black Sluice Catchment Study

Funding has now been achieved for this scheme for £385,000. It will bring the individual catchment studies together to give an overall view of the Board's catchment, enabling identification of potential funding opportunities and merging of catchments, reducing the number of pumping stations required.

The Chairperson noted the potential impact of the South Lincs Reservoir (SLR).

(e) South Forty Foot Upper Catchment Natural Flood Management (NFM)

This work is still ongoing, Lesley Sharpe, appointed by the Board to conduct the surveys and be the landowner / farmer consultant has provided lots of information and identified various sites which would be suitable to implement some of the proposed interventions. It was noted that the materials are ready to implement some of these works but have not yet been achieved.

(f) Swaton Natural Flood Management (NFM) Schemes

The first of three sites identified to attenuate flows in the Swaton catchment has been completed, it estimated that the remaining two sites will be complete by March 2023. A map showing the sites was displayed on screen.

Mr V Barker noted that the South Lincs Reservoir (SLR) could wipe out these works, suggesting that no more works should continue in light of this. The Operations Manager noted that it is the Environment Agency (EA) funding the work. Mr V Barker referenced the Terms of Reference – '*To promote and maintain value for money*'. The Operations Manager noted that it has been discussed with the EA, noting that the agreements with the landowners for this scheme are for ten years, noting that it is estimated that the reservoir will not be in operation for another 17 years.

Mr M Rollinson noted that he often travels by the site on the A52, noting that it is making good progress and is quite some engineering.

(g) Information on site inspection at Trinity College

A meeting has been held with the Environment Agency (EA), at which the recommendations for all four sites (Trinity College, Damford, South Kyme and Ewerby), were discussed.

Stantec have provided a quote to provide the specification of the works at £50,000. The EA wish to investigate with their own consultants.

2022/23 BSIDB Funded Capital Schemes

(h) Major Slip Repairs

The Operations Manager highlighted 'yellow shield' symbol shown on the map, which identifies the bank slips in need or repair. Some slips have already been completed, however, almost all the allocated budget has been used already.

(i) Jetting to Major Pipelines – Estimate £20,000

It is anticipated that the remaining works in Kirton and Donington will be completed this year.

(j) Alternative programme access works – Estimate £20,000

Works are to continue this year to enable this programme of alternate bank maintenance.

(k) Pumping Station Schemes

(i) Dyke Fen Pumping Station refurbish 1 pump motor – Estimate £3,000

One of the electric motors that drives the pump will be removed for refurbishment.

(ii) Dunsby Fen Pumping Station refurbish 1 pump motor – Estimate £3,000

This has now been completed.

(iii) Gosberton Fen Pumping Station refurbish 1 pump motor – Estimate £4,000

One of the electric motors that drives the pump will be removed for refurbishment.

2023/24 Defra / EA FCERM GiA Schemes

(l) Natural Flood Management (NFM) Studies - £150,000

It is anticipated that another bid will be made for further funding for these studies, it being believed that there are more sites for potential NFM work.

(m) Central Catchment Amalgamation Study - £100,000

This is a continuation of the whole catchment study, to go into further detail and concepts from the initial study.

2023/24 Board Funded Capital Schemes

(n) Quadring North Fen roadside revetment - Estimate £24,000

Repair is required to some bank slippage along the roadside and the road will be required to be closed to complete the works. A meeting has been held with Lincolnshire County Council (LCC), but another will be held prior to commencing works.

(o) Dyke Fen Pumping Station pump and pump motor refurbishment - Estimate £25,000

Part of ongoing preventative maintenance at this pumping station, includes the refurbishment of the pump and pump motor to one of the pumps.

(p) Jetting to major pipelines - Estimate £75,000

It is proposed that these works should go out to tender for completion in 2023/24.

(q) Pumping Station Schemes

(i) Great Hale Pumping Station Pump Refurbishment – Estimate £75,000

It is proposed to replace the moving parts to include the trolley and control cabling.

(ii) Kirton Marsh Pumping Station New Roof - Estimate £11,000

A new Apex design roof is proposed for this station. This has been deferred from 2022/23.

Drain Maintenance

(r) Annual Summer Flailmowing/Cutting

A map showing works was shown on screen, indicating that 355km has been cut and 482km has been flailed to date.

(s) Proposed Desilting, Bushing, and Cleansing Works

The Operations Manager referenced the map within the agenda outlining proposed cleaning works.

The total length of proposed watercourse for 2022/23 is 48 km. The total length of watercourses cleansed over the 2021/22 season was 42 km. Ideally, the Board promotes a 10-year cycle for desilting, however, some may require doing more frequently than this and some less frequently.

Mr J Pocklington noted that letters have been sent to landowners / occupiers adjacent, noting that he is a landowner and has not received a letter. The Operations Manager noted that he will review this.

Pumping Station Maintenance

- (t) At the end of September (Period 5) the budget for maintenance works is £165,613 with the actual expenditure being £151,874 which includes estimated electricity payments.

Health and Safety

- (u) A new five-year contract with Cope Safety Management commenced June 2019.

External Partnerships, Strategies & Agreements

- (v) EA/BSIDB Public Sector Cooperation Agreement (PSCA)

A map showing the Environment Agency (EA) PSCA cutting works was displayed on screen.

Within the last month, the Board has also been asked to provide a quote to flail the banks from water line to top of field side crest level from Black Hole Drove up to the A52.

The Operations Manager noted the previous good work, around 4/5 years ago to remove the vegetation, but noted that it is starting to get established again in the margin that the Board's machine can't reach.

The Operations Manager also noted that the Board is trying to encourage the EA to remove some of the fringes of the watercourse that are starting to encroach again.

The Operations Manager added that he is now in receipt of the outstanding report, which has indicated that there is more silt to be removed between the A52 and the A17 (9km), the EA has suggested they would like to spread the work out over three years, however, this would not be the preference of the Board's contractor who would rather do the work continuously.

Mr M Rollinson noted that it was actually debushed for a further section than the 9km, to the Helpringham Eau, questioning whether the Board will be providing a price to maintain that section also? The Operations Manager confirmed this.

Mr V Barker added that if the reeds are not kept from out of the bottom of the drain, when there is a fluvial event and there is water and silt going down, the reeds steady the water and causes more silt dropping out on the banks.

2038 Confidential – Update on the South Lincs Reservoir (SLR) - Agenda Item 10

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.

2039 Report on Rainfall - Agenda Item 11

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

2040 Any Other Business - Agenda Item 12

(a) 9 metre byelaw issue - Dyke Fen

The Operations Manager informed the committee of the unconsented fence along the south bank of drain 28/11, posing the following question, '*do the Board allow the unconsented fence to remain and issue letter to landowner regarding removal of fence given reasonable notice by Board, or do we issue enforcement notice to have the fence re-located to at least 9 metres away from bank top and have gates installed to allow Board access?*'

The Operations Manager noted that it has been erected because they have started to graze cattle on the adjacent field.

Mr D Casswell noted that if it was a hedge there is a height that is permissible.

Mr M Taylor added that there is another fence on the A151 west to Twenty Pumping Station and that it is all overgrown.

The Chairperson was of the opinion that a byelaw is a byelaw and should be adhered to.

Mr R Needham agreed, also noting the problems that may occur if the fence was damaged.

(b) Bourne Fen Integrated Catchment Water Management Pilot Project (Phase 1 & 2) 2022-24

The Operations Manager informed the committee of this project, noting its aim to redirect the Weir Dike around the site, which will be a wetland and low-level water polishing and transfer reservoir wetted area, showing an indicative layout on screen. There is also an expectation that the Board will be involved with delivering the works.

The Chief Executive highlighted the various elements of the scheme shown on the illustration, confirming that the new cut Weir Dike drain diversion will be maintained by the Board.

(c) Transformer Issues, Gosberton Pumping Station

The Operations Manager noted that the Board own a number of transformers at the larger pumping stations (9 in total).

The Board have had tests carried out on the transformers and the one at Gosberton, which also provides Dowsby Fen, is at point of failure.

Initial enquiries with EME power systems who completed the transformer testing have supplied a replacement price for 800kva of £65,120 and for a 500kva £57,900. EME have recommend that the 800kva is required as the transformer should not operate above 75% capacity. The Board's Officers have questioned and looked into this and found that the maximum demand required is 430kva and so it may be that the 800kva is required.

The Pump Engineer has also investigated the option of removing the transformer and having a direct LV connection supply installed. Western Power Distribution have estimated £141,000 subject to a site visit and a formal connection offer.

The Operations Manager noted that it is not known how long it will continue to work for, and it is also not known what will happen when it does stop working i.e., whether it could catch fire, blow up etc. It was confirmed that the current transformer is 750-800kva.

Mr V Barker questioned whether the electricity is cheaper because the Board are using their own transformer? It was noted that it is no cheaper, but that the Finance Manager has looked into it.

All AGREED to recommend that a replacement transformer (800kva) be installed.

(d) Drainage and maintenance issues – land south of the Risegate Eau, Gosberton Fen

The Operations Manager noted that this runs from Beech Bank across open farmland and outfalls into the Risegate Eau. Due to the low-lying land within the area, one of the landowners has asked whether there is anything the Board can do to improve the capacity / conveyance of the drain. Initially, the Operations Manager noted that maintenance can be increased and so that has been done, increasing from once a year to up to three times a year. It was also agreed to look at revisiting a survey of the site to see if there is any opportunity to putting a bucket on a machine and removing any silt. The survey has been carried out and results were displayed on screen, it being noted that at 300 metres there is a difference in level and so there may be opportunity to remove some of the bed at this section, however, it is not guaranteed that this will help with conveyance. There could possibly be opportunity to widen the drain, but that would only increase storage. The drain could also only be deepened if the outfall was lowered, however, a cost benefit exercise would need to be carried out to identify if the benefit would outweigh the cost.

Mr V Barker noted that it is a good survey but that it doesn't show the width of the bed in the watercourse, noting that when it gets to 400 metres away from the outfall, the watercourse is considerably wider, where the bed is high, its very narrow, of the opinion that if some were taken out of the bed and banks it would make a lot of difference. Mr V Barker thanked the Board for the survey.

The stability of the bank was noted, it being suggested that it may be beneficial to complete a little bit and asses the condition before continuing.

There being no other business the meeting closed at 16:37.

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2022

AGENDA ITEM 06(e)(i)

TERMS OF REFERENCE - SOUTHERN WORKS COMMITTEE

1. GENERAL

The Committee shall have EIGHT members who will be appointed by the Board. A maximum of EIGHT Co-opted Members may also be appointed by the Committee.

The Membership shall include: The ONE South Holland District Council Board member and the ONE South Kesteven District Council Board member.

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

Co-opted Members will be appointed by the Committee at the triennial general meeting of the Board with each Co-opted Member receiving a written invitation to join a Works Committee for a three-year term. New Co-opted Members may be approached at any time throughout the year to take up any vacancies and thereafter appointed by the Committee. It is at the Chairperson's discretion to remove Co-opted Members based on low attendance levels.

2. MEETINGS OF THE COMMITTEE

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

There should be at least one inspection of the Southern Works district each year to which all Southern Works Committee Members and Executive Committee Members should be invited.

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

(a) Any formal consent which requires determination before the next Board Meeting which officers cannot approve.

(b) Approve any individual works or scheme up to a value of £25,000.

4. RESPONSIBILITIES OF THE COMMITTEE

The responsibilities of the Committee shall be:

1. To monitor the Board's performance in relation to effective and efficient work solutions.

2. To monitor the Board's performance in relation to good Health & Safety practices throughout daily operations.
3. To promote best practice through employee training and awareness.
4. To promote and maintain value for money for all resources.

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: Joint Works Committee 04 October 2022

APPROVED BY THE BOARD:

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2022

AGENDA ITEM 06(e)(ii)

TERMS OF REFERENCE: NORTHERN WORKS COMMITTEE

1. GENERAL

The Committee shall have THIRTEEN members who will be appointed by the Board. A maximum of EIGHT Co-opted Members may also be appointed by the Committee.

The Membership shall include: The SEVEN Boston Borough Council Board members and the ONE North Kesteven District Council Board member.

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

Co-opted Members will be appointed by the Committee at the triennial general meeting of the Board with each Co-opted Member receiving a written invitation to join a Works Committee for a three-year term. New Co-opted Members may be approached at any time throughout the year to take up any vacancies and thereafter appointed by the Committee. It is at the Chairperson's discretion to remove Co-opted Members based on low attendance levels.

2. MEETINGS OF THE COMMITTEE

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

There should be at least one inspection of each Works district each year to which all Northern Works Committee Members and Executive Committee Members should be invited.

No one other than the Committee members, members of the public and Board Officers shall be entitled to attend Committee Meetings, but any other persons may attend meetings as a guest if invited by the Committee.

3. POWERS OF THE COMMITTEE

(a) Any formal consent which requires determination before the next Board Meeting which officers cannot approve.

(b) Approve any individual works or scheme up to a value of £25,000.

4. RESPONSIBILITIES OF THE COMMITTEE

The responsibilities of the Committee shall be:

1. To monitor the Board's performance in relation to effective and efficient work solutions.
2. To monitor the Board's performance in relation to good Health & Safety practices throughout daily operations.
3. To promote best practice through employee training and awareness.
4. To promote and maintain value for money for all resources.

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: Joint Works Committee 04 October 2022

APPROVED BY THE BOARD:

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

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

held at the offices of the Board on
25th October 2022 at 2pm

Members

Chairperson - * Mr M Brookes

Mr W Ash	* Mr V Barker
* Mr M Leggott	* Mr J Fowler
* Cllr R Austin	* Cllr S Walsh

* Member Present

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

2041 Recording the Meeting - Agenda Item 1

Members were informed that the meeting would be recorded.

2042 Apologies for absence - Agenda Item 2

Apologies for absence were received from Mr W Ash.

2043 Declarations of Interest - Agenda Item 3

No declarations of interest were received.

2044 Terms of Reference - Agenda Item 4

The Finance Manager noted that the only proposed change is the terminology that is being added into all terms of reference, to acknowledge that the meetings are public.

Cllr S Walsh questioned if the wording should restrict the public to those only within the Board's catchment. It was confirmed that they are public meetings and anybody, irrespective of residing within the Board's catchment or not, could attend.

The Committee RESOLVED to recommend that the Audit & Risk Committee Terms of Reference be approved at the next Board meeting.

2045 Minutes of the last meeting - Agenda Item 5

Minutes of the last meeting held on 12th April 2022, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

2046 Confidential Minutes of the last meeting - Agenda Item 6

Confidential Minutes of the last meeting held on 12th April 2022, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

2047 Notes relating to the insurance renewal for 30 September 2022 - Agenda Item 7

Notes relating to the insurance renewal (30 September 2022) from the informal meeting held on 14th September 2022 were noted as received.

The committee were reminded that due to the death of Her Majesty Queen Elizabeth II, the planned Audit & Risk Committee meeting to review the insurance renewal could not go ahead. However, all were invited to make comments and / or observations through email, before the decision was made.

The Finance Manager outlined the following to the committee:

From the three received quotes, it was evidently clear which was most competitive – that being the NFU. Once the decision had been made to insure with the NFU, three options, as below, were considered:

- As per the cover currently in place, without any cover for pumping stations, the pumping plant or contents of pumping stations.
- As per the cover currently in place with the surface buildings of pumping stations, pumping plant and contents of pumping stations included, but not the pumping station substructures.
- As per the cover currently in place with pumping stations fully covered including substructures.

It was concluded that for the additional premium, to fully insure pumping stations including substructures, it was good value for money and offered the Board security and assurance. It was therefore concluded to fully insure, with pumping stations including substructures.

The Finance Manager also noted the current benefit of 8.5% discount due to the Board already holding NFU membership. After the first year, the Board would receive another 8.5% discount (mutual bonus), which going forward, would increase by 1% each year. Based on this, it was concluded to insure with the NFU for a five-year period in order to gain these discounts, however it doesn't mean the Board are locked into it.

Next, the group accident insurance was noted, the Finance Manager explaining that the Board had this cover under the impression that it covered the Board Members for works inspections etc.. However, during the review it has come to light that the Board Members are covered by employer's liability as voluntary employees of the Board, which has no age limit. Therefore, there was no benefit for Board Members with the group accident insurance. This cover was then reviewed in terms of benefit to employees, the NFU cover level for death is £60,000 and £100 per week for total disablement. However, through the pension scheme for death in service, three times the employee's salary would be received, and the Board also pay 6 months full sick pay and 6 months half sick pay and so it was felt that, in light of this, there was no benefit in continuing with the group accident insurance. It was also noted that NFU would pay £10,000 accidental death payment.

It was further noted that the ride on lawn mower has been added to be covered for road traffic as it works within a metre of roads.

Mr V Barker questioned the level employees are covered for in relation to accident and death? It was confirmed that employers' liability insurance covers up to £15 million.

Mr J Fowler thanked the Finance Manager for his work on obtaining and reviewing the insurance quotes, noting that The Risk Factor are way above the other two quotes, suggesting that they perhaps don't understand the business of the Board and whether the Finance Manager would consider not using them for a quote in the future. The Finance Manager noted that The Risk Factor provided a competitive quote for the Witham and Humber Board's, however, it was noted that they have recently lost a pumping station and so their claim on their insurance may have affected the quote received.

The Chairperson, and committee, thanked the Finance Manager for his work.

The NFU membership was noted, it being explained that it has to be held in an individual name, the committee felt, that in future, it should be in the name of the Finance Manager.

The Chairperson added that, going forward, it would be best practice to review this early on, meaning the Spring meeting and asked whether the committee would be interested in the insurance representative attending that meeting to go through the review? The committee AGREED this would be beneficial.

2048 Matters arising - Agenda Item 8

(a) Risk Management Strategy (Risk 1.1(b) – Fluvial flooding from failure or overtopping of defences) – Minute 1964(a)

Mr V Barker noted that he has had a Rural Payments Agency (RPA) inspection in which they wanted to know where the Environment Agency's hand-off levels were, and so he disappointingly informed them that these levels are at Black Sluice Pumping Station (Boston); around 20km away.

2049 To receive the Annual Return including External Auditor's Opinion for 2021/2022 - Agenda Item 9

The Annual Return including External Auditor's opinion was presented, it being noted that there were no matters to report from the external audit.

The Chairperson, and committee, expressed their congratulations and noted well done to all the team.

2050 To review the following Board's policies - Agenda Item 10

The Finance Manager 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. 4: Procurement Policy

The Chief Executive drew the committee's attention to the proposed new paragraph regarding the SCAPE Access Agreement for the Public Sector, explaining that it is proposed to add this to allow the Board to place orders through this framework, noting that the Black Sluice Catchment Modelling Study involves a company called Stantec who operate through this SCAPE agreement.

The Chairperson felt that framework agreements such as these are a positive thing and allow for contracts to be placed quickly.

Cllr S Walsh added that if it makes it simpler, to add it within the policy.

Cllr R Austin questioned if there is anything controversial within it? The Chief Executive confirmed there isn't.

The Committee RESOLVED to recommend that the Procurement Policy (No. 04) be approved at the next Board meeting.

(b) Policy No. 30: Local Government Pension Scheme Discretions Statement Scheme Employers

The Finance Manager explained that the pension provider produces a guide template for this policy and the changes shown in red reflect the changes of wording being suggested by them, there is no change to the content or meaning, it is just a change of wording to try and make it clearer. The Finance Manager also reminded the committee that they suggest it is reviewed annually but is has been agreed that the Board will review every three years.

The Finance Manager further noted that the recommended (non-mandatory) LGPS 2013 & 2014 discretions has previously not been included in the policy, due to them being non-mandatory and not wanting to add confusion to the policy, but they have been included in red in the policy presented to allow the committee to review. All AGREED to remove the 'Recommended (non-mandatory) LGPS 2013 & 2014 discretions' section of the policy.

The Committee RESOLVED to recommend that the Local Government Pension Scheme Discretions Statement Scheme Employers (No. 30) be approved at the next Board meeting, with the above amendment.

(c) Policy No. 48: Substance and Alcohol Misuse (Draft new policy)

The Chairperson informed the committee that this is a draft new policy.

The Chief Executive noted that it has been identified that there are some policies which other IDBs have, which this Board doesn't and so these policies are starting to be produced and brought to the committee for review.

The Chief Executive referred to the paragraph highlighted in yellow, regarding the testing of employees for substances and alcohol. The Chief Executive stated that testing would be done on a voluntary basis from the employee and therefore questioned whether it is worth having it within the policy if the employee could refuse to be tested anyway, the Chief Executive noting that, in his opinion, it should be included to show that it could be asked of the employee.

Further noting that if the committee wanted to keep the testing element within the policy, it would have to be presented to the union.

The Chairperson felt that if it can't be enforced, then what is the point in it being included in the policy.

Mr V Barker referred to the 'White Book' (ADA Lincolnshire Branch Wages and Salaries and Conditions of Service) and questioned whether further detailed policies are required if it is included within that? It was confirmed that there is very little in the White Book regarding this.

Cllr S Walsh gave a 'real-life' example scenario he experienced during his career in General Practice, in which an employee was accused of taking drugs. The HR company advised that testing is voluntary, but that declining testing could be seen as an admission of guilt. Cllr S Walsh added that testing can be done through a urine sample, blood sample or hair follicle – if using urine samples, it has to have been consumed within the last 48 hours to show up. Cllr S Walsh also noted the cost associated. Further adding that, in his opinion, it should be included to protect the safety of all employees.

Mr M Leggott gave the example of an employee going out drinking all weekend and then coming into work on the Monday morning, questioning if the Board supply employees with do-it-yourself breathalysers for them to check they are within the limit? The Chief Executive noted that he has asked the operations management team what they would do if they believed somebody had attended work under the influence, to which they responded that they would be withdrawn from work / taken home on full pay and then further discussion would have to take place. Also noting that the majority of the workforce have to drive to get to the depot or their machine.

It was noted that within the construction industry, it is common practice for random testing to take place. The Chief Executive acknowledged that the Board is not a construction company, but that the workforce is operating large and powerful machinery.

Mr M Leggott felt that from a health and safety perspective, he can't see why the union would not be agreeable to the testing element, as it is a matter of safeguarding their members.

The Finance Manager noted that the union will likely want to know the detail behind the proposed testing, i.e., by whom, who will be subject to testing etc.

Cllr S Walsh felt it would only be invoked where there was an identified concern, or thereafter. The Finance Manager added that the Board do also have provision to send employees for a medical.

Mr M Leggott agreed, adding that random testing could become costly and also alienate employees to a certain extent.

The Chairperson suggested that the committee can't make a decision on this until a conversation with the union has taken place.

Cllr R Austin noted the advantage of having a small number of employees and therefore the managers know and have close working relationships with employees.

Mr J Fowler added that the union are likely to be discussing this with various other organisations on a regular basis, also noting that it is only echoing the law of public land.

All AGREED for the Board's Officers to discuss the proposed policy and element of testing employees for substances and alcohol with the union and the response to be reported back to the Board meeting in November.

It was noted that the paragraph included in red was background information for the committee only and will not form part of the policy.

The Committee RESOLVED to recommend that the Substance and Alcohol Misuse policy (No. 48) be approved at the next Board meeting, excluding the paragraph regarding testing, to be reviewed, by the Board, with the response from the union.

2051 To receive the catalogue of Board Policies with recommended approval dates – Agenda Item 11

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

2052 To review the Risk Register - Agenda Item 12

It was noted that the only risk with a score of 6 is Risk 1.8 - Loss of senior staff, which relates to the current circumstances of the Chief Executive.

The committee AGREED that the Risk Register be accepted.

There being no further business the meeting closed at 14:46.

Annual Governance and Accountability Return 2021/22 Form 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 Form 3 of the Annual Governance and Accountability Return 2021/22

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 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 2022**.
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 2022**. 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 2022
 - 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 2021/22

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 2022 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 2021/22**, approved and signed, page 4
- **Section 2 - Accounting Statements 2021/22**, approved and signed, page 5

Not later than 30 September 2022 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 Form 3 of the Annual Governance and Accountability Return (AGAR) 2021/22

- 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 2022.
- 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 2021) equals the balance brought forward in the current year (Box 1 of 2022).
- 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 2022**.

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 been published where required?		
	Has the bank reconciliation as at 31 March 2022 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

RECEIVED

Annual Internal Audit Report 2021/22

Black Sluice Internal Drainage Board

www.BlackSluiceIDB.gov.uk

During the financial year ended 31 March 2022, 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 2021/22 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 2020/21, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")</i>			✓
L. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements	✓		
M. The authority, during the previous year (2020-21) 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 2020/21 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.			

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

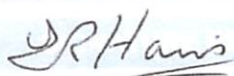
Date(s) internal audit undertaken

01/02/2022 02/02/2022 10/02/2022

Name of person who carried out the internal audit

Christopher R Harris

Signature of person who carried out the internal audit



Date

28/04/2022

*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 2021/22

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 2022, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
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.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
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.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
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.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
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
			✓
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

*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:

14/06/2022

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

KCC SIGNATURE REQUIRED

Clerk

P. Withnall SIGNATURE REQUIRED

ENTER PUBLIC ADDRESS www.BlackSluiceIDB.gov.uk PAGE ADDRESS

Section 2 – Accounting Statements 2021/22 for

Black Sluice Internal Drainage Board

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £		
1. Balances brought forward	860,154	1,102,456	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	2,143,773	2,204,498	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3. (+) Total other receipts	781,920	1,186,557	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	1,130,416	1,220,088	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	1,552,975	1,768,279	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	1,102,456	1,505,144	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	1,980,406	1,836,774	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	6,374,824	6,259,897	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	N/A	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 2022 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

D. Williams REQUIRED

Date

25/04/2022

I confirm that these Accounting Statements were approved by this authority on this date:

14/06/22

as recorded in minute reference:

MINUTE REFERENCE

1991

Signed by Chairman of the meeting where the Accounting Statements were approved

K. Williams SIGNATURE REQUIRED

Section 3 – External Auditor Report and Certificate 2021/22

In respect of **BLACK SLUICE INTERNAL DRAINAGE BOARD – DB0010**

1 Respective responsibilities of the body and the auditor

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 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor report 2021/22

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR 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.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2021/22

We 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 2022.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

Date

03/08/2022

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

BLACK SLUICE INTERNAL DRAINAGE BOARD

AUDIT & RISK COMMITTEE - 25 OCTOBER 2022

AGENDA ITEM 06(f)(ii)

TERMS OF REFERENCE: AUDIT & RISK COMMITTEE

APPROVED BY THE BOARD:

1. GENERAL

The Black Sluice IDB shall have an Audit & Risk Committee.

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

The Membership shall include:

- Two elected members from Northern Works Committee.
- Two elected members from Southern Works Committee.
- Two appointed Members
- One additional Member

The Chairperson shall be appointed by the Committee at the triennial general meeting.

2. MEETINGS OF THE COMMITTEE

The Committee shall meet at least once each year and a quorum shall be three members. No one other than the Committee members, **members of the public and Board Officers** shall be entitled to attend Committee Meetings, but any other persons shall attend meetings **as a guest** if invited by the Committee.

The external auditors may request a meeting if they consider that one is necessary.

3. POWERS OF THE COMMITTEE

The Committee is authorised:

- To investigate any activity within its responsibilities;
- To seek any information that it requires from any Officer or employee of the Board and all employees are directed to cooperate with any request made by the Committee;
- To obtain outside legal or independent professional advice, and secure the attendance of outsiders with relevant experience and expertise if it considers this necessary.

4. RESPONSIBILITIES OF THE COMMITTEE

The responsibilities of the Committee shall be:

Financial Reporting

- (a) To review, and challenge where necessary, the actions and judgements of Officers in relation to the Boards financial statements and related formal statements.
- (b) To review the format of the financial report and management accounts, every three years.
- (c) To consider other relevant topics, as proposed by the Board.

Internal Control and Risk Management

- (d) To review the arrangements for the Boards employees to raise concerns, in confidence, about possible wrong doings in financial reporting or other matters;
- (e) To keep under review, the effectiveness of the Board's internal controls and risk management systems;
- (f) To review and approve the statements to be included in the Annual Report concerning internal controls and risk management.

Internal Audit

- (g) To review Internal audit programme of works and ensure effective liaison with external auditors.
- (h) The Internal Auditor attends one meeting annually that the Committee discuss their remit without the management present.

External Audit

- (i) To oversee the relationship with the external auditors;
- (j) To review the findings of the audit including the management letter and managements response to the auditor's findings and recommendations.

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.

Black Sluice Internal Drainage Board

Policy No: 4

Procurement Policy

Review Dates:

A&R Reviewed	25 October 2022
Board Approved	

1 INTRODUCTION

The Board approve an annual budget in February for all expenditure by the Board. Items of expenditure are discussed and approved by the Executive Committee, the Works Committees and the Board.

There has been a culture of the Board approving major items of expenditure which brings with it value for money.

2 THE PROCUREMENT PROCESS

Whatever the cost of an item or service that the Board purchases the following process is followed through to payment of that item: -

- 2.1 A Board order form must always be completed for any purchase made by the Board, except for purchases made using the internet or for items purchased by the Woldmarsh Group.
- 2.2 The following people are authorised to be issued with order books:
 - (a) Chief Executive
 - (b) Finance Manager
 - (c) Operations Manager
 - (d) Works Manager
 - (e) Pump Engineer
 - (f) Works Supervisor
 - (g) Fitter
 - (h) Unimog Driver
 - (i) Admin Office (under supervision of Finance Supervisor)
- 2.3 The order form should be filled out at the time of order and signed by the person who is organising the order and countersigned as required.
- 2.4 The Management Team is the Chief Executive, Finance Manager, Operations Manager and Works Manager.
- 2.5 The order is given to the supplier with, where possible, the agreed price of the item or service.
- 2.6 The green copy of the order form is given to the Finance Assistant. If additional quotations for the goods have been obtained then these should be noted on this copy.

- 2.7 When a delivery note is obtained this should be given to the Finance Assistant.
- 2.8 When the Finance Assistant receives an invoice for the goods they are to attach the order and the delivery note to this.
- 2.9 The invoice is approved by the Finance Manager before payment is made.
- 2.10 A report is made to every Board Meeting of the invoices paid by the Board.

3 BASIS OF PROCUREMENT POLICY

3.1 The policy sets out guidelines for procurement for four bands of expenditure:-

- Greater than £10,000
- Between £2,000 and £10,000
- Between £500 and £2,000
- Below £500

3.2 The Policy for Delegation of Authority gives the following authorities:

- (a) Executive Committee to approve any item of expenditure up to a value of £40,000.
- (b) The Chief Executive or Finance Manager to approve expenditure up to a value of £10,000 which is included in annual estimates and regular budgeted expenditure (e.g. electricity) in excess of £10,000.

4 PROCUREMENT POLICY

4.1 **Items with a value greater than £10,000**

These items will typically be:

- Large items of plant
 - Machinery and electrical equipment for pumping stations
 - Substantial repair contracts
 - Large contracts
 - Insurance policies
 - Large amounts of pipes, steel piles and other materials for stock
- (a) These items will be included in the annual budgeted expenditure and through this method the expenditure will be approved by the Board.
 - (b) Three quotations should be obtained and the lowest bona fide quotation should be accepted, should less than three quotations be obtained or other than the lowest is to be accepted, then the matter should be referred to the Executive Committee, by email in the first instance and later confirmed in a meeting of the committee.
 - (c) In the case of an emergency where it is not possible to obtain alternative quotations the Chairperson or the Vice Chairperson of the Board shall authorise the purchase.

4.2 Items between £2,000 and £10,000

These items will typically be:

- Items of new plant
- Large repairs to plant
- Repairs to equipment at pumping stations
- Purchase of pipes, steel sheet piles and other construction equipment for stock.
- Items of office equipment
- Consultancy services
- Contracts for maintenance works
- Monthly payments to electricity companies.

(a) Quotations will be obtained for items of new plant, office equipment, consultancy services and contracts for maintenance works. These will be approved by the Executive Committee before procurement, unless these have been approved within the annual budgets when the Finance Manager or Chief Executive will approve the expenditure.

(b) Repairs of plant and pumping station equipment need to be progressed without delay and will normally be carried out by contractors or suppliers who regularly carry out work for the Board. The Finance Manager or Chief Executive shall approve this expenditure and this will be reported to the Executive Committee as part of the monthly Accounts Analysis sent to members by Email.

(c) Regular purchases of equipment, materials and services agreed in a scheme of work or for maintenance operations will be approved by the Operations Manager or Works Manager, within the constraints of the budgets set and agreed by the Board/Executive Committee. Where possible, three quotations are to be obtained and the best value will be chosen.

(d) Some monthly utility payments, particularly electricity bills, will be included in this category. These payments will be approved by the Finance Manager and Chief Executive. Best value for money is achieved by using a broker to negotiate annual, 2 year or 3 year contracts with the electricity supply companies.

4.3 Items between £500 and £2,000

These items will typically be:

- Purchase of small items of plant
- Hire of plant and machinery
- Repairs to plant and machinery
- Purchase of spare parts for machinery
- Material for construction materials.
- Computers and office equipment

- (a) Where possible three quotations are to be obtained and authorisation to issue the order is to be sought from a member of the management team before signing an order for this level of procurement within the constraints of the budgets set and agreed by the Board/Executive Committee.
- (b) The Pump Engineer shall after obtaining three quotations, where possible, have the authorisation to sign an order for this level of procurement when associated with pumping station equipment within the constraints of the budgets set and agreed by the Board/Executive Committee.

4.4 Items below £500

These items or services are typically spare parts for machinery, office materials and other similar goods.

If possible, value for money will be achieved by obtaining at least one other quotation or by comparing the price with previous purchases of similar goods or services. It is accepted that small incidental purchases will be purchased from the most appropriate local supplier and this is to be noted on the carbon copies of the order.

5 ITEMS PURCHASED BY CREDIT CARD

- 5.1 Credit cards have been issued to the Chief Executive, Finance Manager and Operations Manager for use in purchasing goods and services for the Board.
- 5.2 Payments made by credit card will be reviewed by the management team on a receipt of the card statements. Receipts for all payments are to be reconciled to the statements and no one officer should review their own expenditure.
- 5.3 These purchases will be subject to the same guidelines as normal purchases, whenever possible.

6 ITEMS PURCHASED BY WOLDMARSH GROUP

- 6.1 The Board has become a member of the Woldmarsh Buying Group which works on behalf of its members to procure goods and services at preferential prices.
- 6.2 If goods or services are required a member of staff, authorised in para 2.2 above to be issued an order book, will contact Woldmarsh who will procure the items on behalf of the Board within the authorised limits for the individual. An official Board order form will be completed as above to include the agreed prices and the analysis for the accounts.
- 6.3 As soon as Woldmarsh have completed an order to the suppliers a confirmation of the order is sent to the Operations Manager, Finance Manager and Chief Executive Officer for review and oversight.
- 6.4 Woldmarsh submit an invoice for payment once per month for all of the goods and services purchased for the Board, analysis of this invoice is to be reported to the Board at each meeting.

7 SCAPE ACCESS AGREEMENT FOR THE PUBLIC SECTOR

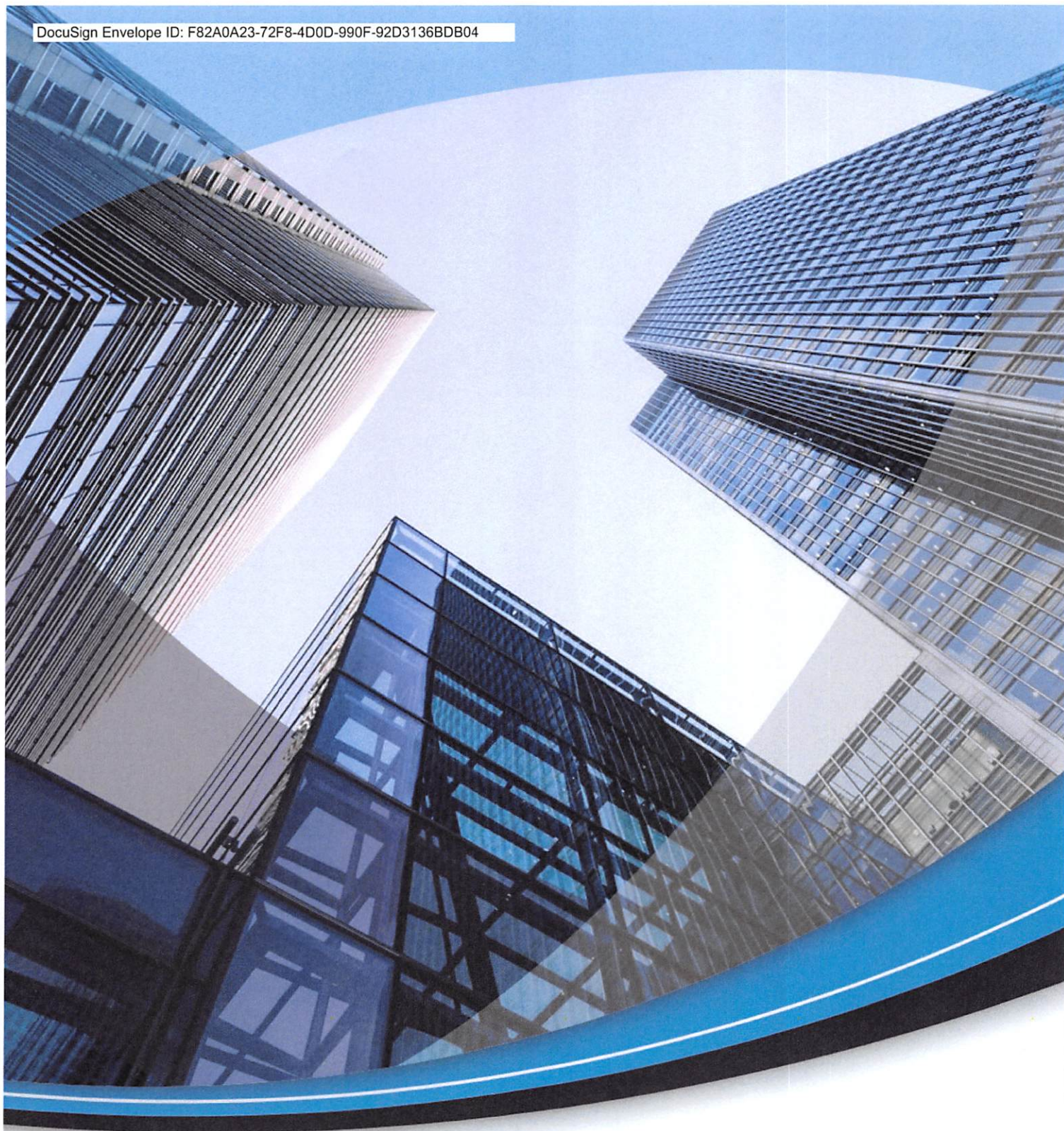
- 7.1 The Board has signed up to a Scape Access Agreement. The Agreement sets out the rules which govern how the authority may use the framework and details the responsibilities undertaken by Scape and the authority. Full details of an Access Agreement can be found at Appendix 1 (Scape Access Agreement for the Public Sector Compliance and Guidance Note).

8 SUMMARY

- 8.1 The above policy is not exhaustive and is written as a guide to the appropriate level of authorisation for the level of procurement required.
- 8.2 Members of staff should always liaise with members of the management team to ensure that procurement of materials and services give satisfactory value for money.
- 8.3 Staff should look for every opportunity to make bulk purchases with other authorities to achieve additional value for money.
- 8.4 Consideration is always to be given in relation to maintaining expenditure within budgets. If budgets have been, or are likely to be, exceeded for a particular scheme or general maintenance then the authorisation of the Chief Executive Officer or the Finance Manager is to be sought before the order is placed.

9 ADDENDUM

From 12 May 2021, all duties and responsibilities included in this policy of the Chief Executive Officer are delegated to the Operations Manager until further notice.



ACCESS AGREEMENT

FOR THE PUBLIC SECTOR

COMPLIANCE AND GUIDANCE NOTE



INTRODUCTION

Public sector bodies (such as local authorities, central government departments, NHS trusts, schools and other educational establishments which are majority public funded) must comply with public procurement rules when they enter into contracts for supplies, works or services. The overall rules post Brexit for England, Wales and Northern Ireland are currently set out in the Public Contracts Regulations 2015; in Scotland, the Public Contracts (Scotland) Regulations 2015.

The rules mean that to discharge their transparency obligations, public sector bodies (contracting authorities) must advertise on the UK Government's "Find a Tender Service" (FTS) when they want to contract with a provider for works, goods or services and the value of that contract is above a specified value. There are strict procedures with which contracting authorities must comply when choosing a provider.

However, the rules do allow for a contracting authority to go through a procurement process to choose one or more providers to provide supplies, works or services on a framework. In other words, the procurement process is not to choose a provider for a specific project: It is to choose providers with the required levels of experience, quality and financial standards and who provide the best value (in terms of how they meet the specifications that will be required for projects under the framework and price).

When the contracting authority needs a provider for a specific project of a type covered by the framework, it can choose a provider on that framework for the project without having to carry out a full procurement process. It can call off the works/services required under the Framework Agreement.

The rules also provide that a contracting authority can act as a central purchasing body by entering into Framework Agreements which can be used by other contracting authorities.

Scape has procured and entered into a number of Framework Agreements. Contracting authorities are able, in principle, to use Scape's Framework Agreements to call off works/services from the framework providers.

Each Framework Agreement (which is entered into by Scape and the framework provider) sets out the rules for operating the relevant framework, as between Scape and the framework provider.

The framework provider enters into an individual project agreement with each contracting authority which wants to engage that provider to carry out works/services on a specific project. There is a "model" format of the delivery agreement set out in each Framework Agreement.

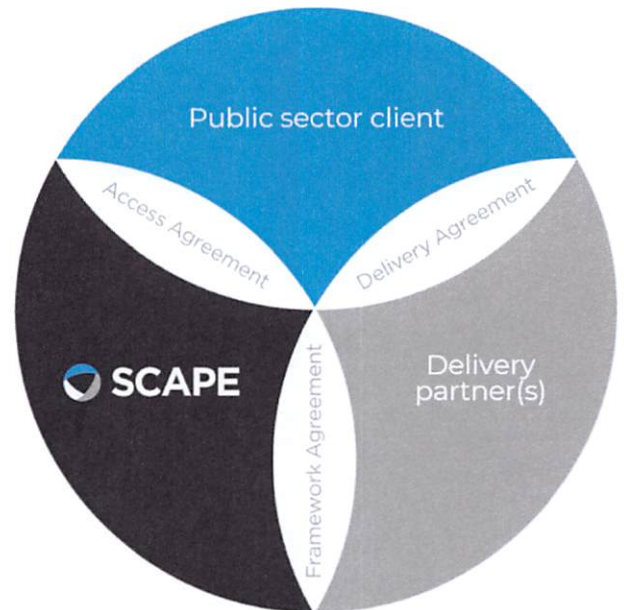
WHAT IS AN ACCESS AGREEMENT?

An Access Agreement is entered into by Scape and each contracting authority wanting to use a Scape framework. The Agreement sets out the rules which govern how the authority may use the framework and details the responsibilities undertaken by Scape and the authority.

WHAT DOES THE ACCESS AGREEMENT INVOLVE?

In summary, the Access Agreement sets out:

- The procedure the client must use if it wants to call off services under a Framework Agreement;
- What information Scape will provide to the client;
- The reporting information the client must provide to Scape if it calls off services under a Framework Agreement;
- How the Scape fee charged to the framework provider works;
- Warranties from each party;
- Limits on each party's liability;
- Confidentiality obligations;
- The term of the Access Agreement and how it can be terminated by either party;
- Various standard provisions (e.g. the governing law of the agreement, the way in which the parties communicate with each other).



WHY DO YOU NEED TO SIGN AN ACCESS AGREEMENT?

Once signed, the Access Agreement enables access to any of Scape's frameworks and you will receive detailed information about the frameworks and how to use them. The Access Agreement only needs to be signed once on behalf of an organisation and it carries no cost.

There is no commitment or obligation to use Scape's Frameworks once an Access Agreement has been signed. Signing an Access Agreement does not prohibit you from procuring a contract through any other route.

WHAT HAPPENS NEXT?

A representative from Scape, or the delivery partner (framework provider) you have selected, will contact you to discuss your requirements. They will provide you with information regarding the framework and processes, Project Request Form, Project Order Form and Delivery Agreement, together with supporting information about the NEC contracts, which are incorporated into Delivery Agreements.

FREQUENTLY ASKED QUESTIONS

WHO DELIVERS SCAPE FRAMEWORKS?

Frameworks are available in all areas of England, Scotland, Wales and Northern Ireland. They are all delivered by our delivery partner(s) who are experts in their field and have been awarded their Framework Agreement following a competitive tender. Our delivery partner(s) form strong regional teams to focus on local delivery from within the community.

Learn more about our frameworks: www.scape.co.uk/for-the-public-sector

WHO DO WE WORK FOR?

Frameworks are available to every kind of public body. If you are a local authority, school, academy, college, university, blue light service, NHS organisation, armed force or substantially funded by the public purse, you can benefit with Scape.

WHY USE SCAPE?

For over a decade, we have developed and managed highly successful frameworks. By bringing together the strongest delivery teams, Scape achieves measurable time, cost, quality and community benefits on every project. We have shaped an environment of collaboration and innovation, directly supporting our clients' need to achieve the highest possible standards.

A handwritten signature in black ink, appearing to read "Mark Robinson".

Mark Robinson

Chief executive

Scape and Scape Scotland

Tel: 0115 958 3200

Email: enquiries@scape.co.uk

Web: www.scape.co.uk

Nottingham: 2nd Floor, East West Building, Tollhouse Hill, Nottingham, NG1 5AT

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Vat Registration No. 877 9484 43

Black Sluice Internal Drainage Board

Policy No: 30

Local Government Pension Scheme Discretions

Statement

Scheme Employers

Review Dates:

Reviewed	Audit & Risk Committee 25 October 2022
Board Approved	

INTRODUCTION

Under Regulation 60 (statements of policy about exercise of discretionary functions) of the LGPS Regulations 2013 and paragraph 2(2) of Schedule 2 of the LGPS Transitional Regulations 2014, employers are required to make and publish policy statements on how they will exercise **five specific mandatory discretions**.

~~Following the implementation of the LGPS Amendment Regulations 2018 two further mandatory discretions have been introduced under regulations 24(a), 30(a), 30(c), 30(e) and 30(f).~~

In addition there are **two further discretions** relevant to employers, which relate to members who left before 1 April 2014. These are under Regulation 66 of the Local Government Pension Scheme (Administration) Regulations 2008 (in respect of leavers between 1 April 2008 and 31 March 2014) and under Regulation 106 of the LGPS Regulation 1997 (in respect of leavers between 1 April 1998 and 31 March 2008).

Any policy statements made must not limit, or 'fetter' how an employer uses any of the discretions afforded by the scheme.

The use of any discretion is likely to lead to immediate and potentially continuing increased pension costs for the employer, which could be considerable.

The employer is required to keep its statement under review and make such revisions as are appropriate following a change in its policy. Following any changes in its policy the employer must publish the revised policy and send a copy to the administering authority within one month of the date the policy is revised.

In formulating and revising the policy statements outlined below, the employer must have regard to the extent to which the exercise of its discretionary powers could lead to a serious loss of confidence in the public service.

The discretions listed below are those that require a written policy, however employers have further discretions under the regulations that they may wish to formulate a written policy on.

FURTHER GUIDANCE FROM THE LOCAL GOVERNMENT PENSION SCHEME SECRETARIAT

When formulating any policies Scheme Employers should also take into account information provided by the LGPC Secretariat which can be found [here](#):

SCHEME EMPLOYER DISCRETIONS

Specific discretions under the LGPS Regulations 2013 and the LGPS Transitional Regulations 2013.

Details of the **five discretions** available are as follows:

1. Shared cost Additional Pension Contributions (**SCAPC**) - Regulation 16 (2)(e) and 16 (4)(d)

*Note: these specific provisions of Regulation 16 allow an active member who is paying into the main scheme to enter into an arrangement to pay additional contributions, either by regular contributions (Regulation 16(2)(e)) or by a lump sum payment (Regulation 16(4)(d)). This may be funded in whole or in part by **the employer**.*

Note: Where an active member pays Additional Pension Contributions by regular or lump sum contribution to purchase extra annual pension, an employer can choose to voluntarily contribute towards the cost of purchasing that extra pension through a SCAPC

The employer does not consider contributions towards additional pension contributions to be an essential part of its employment strategy. However, **the employer** will consider applications made under these specific provisions having regard to **the employer's** general policy from time to time, on the employee pay strategy and the particular circumstances surrounding each case.

It is likely that decisions will be made on the merits of each case having particular regard to factors such as:

- **the employer's** ability to meet the cost of granting such a request; and/or
- the member's personal circumstances.

2. Awarding Additional Pension - Regulation 31

*Note: ~~this Regulation 31 allows employers~~ An employer can choose to grant additional pension up to the maximum allowed by the scheme rules provided that the member is active **or** is within 6 months of leaving **for reasons of** redundancy **or** business efficiency **or** whose employment was terminated by mutual consent on grounds of business efficiency.*

Employers may wish to use this Regulation as an aid to recruitment, an aid to retention or to compensate or reward an employee who is retiring.

*Employers should also consider provisions of this Regulation, in particular Regulation 31(4), if they decide to exercise their power under **Section 1 (general power of competence) of the Localism Act 2011.***

The employer will consider applications made under this *Regulation* having regard to the particular circumstances surrounding each case. Decisions will be made on the merits of each case having particular regard to the following:

- the member's personal circumstances;
- the interests of **the employer**;
- the additional contributions due to the Fund by **the employer** in respect of the exercise of this discretion;
- any potential benefits or savings to **the employer** arising from the exercise of this discretion;
- other options that are, from time to time, available under **the employer's** severance arrangements;
- the funding position of **the employer** within the Fund;
- the ability of **the employer** to meet the cost of granting such an award.

3. Flexible Retirement - Regulation 30(6)

Note: ~~this provision in the Regulation allows the employer to consent for a member An employer can decide whether to permit a member who has attained the age of 55 to draw all or part of their retirement benefits (both pension and lump sum) whilst continuing in employment and Fund membership provided that:~~

- *there has been a reduction in hours, or*
- *a reduction in grade.*

~~Employers can choose to waive any reductions that apply under Regulation 30(8).~~

An employer may agree to waive in whole or in part any actuarial reductions that would be required (see below: Regulation 30(8)).

The employer will consider applications made under this Regulation having regard to the particular circumstances surrounding each case. Decisions will be made on the merits of each case having particular regard to:

- the operating requirements of the employing department
- **the employer's** ability to meet the cost of granting such a request
- whether any demonstrable cost saving in excess of potential savings available under any severance arrangements in place **from** time to time can be made
- the member's personal circumstances.
- whether to permit the member to choose to draw all, part or none of the pension benefits they have built up after 1 April 2008.

4. Waiving actuarial reductions - Regulation 30(8)

Note: ~~the employer may waive the actuarial reductions applied to a members benefits, unless 85-year rule protections exist employers can waive:~~

Note: An employer may agree to waive in whole or in part the actuarial reductions that would be required:

- *all of the reductions in respect of pre 1 April 2014 benefits but only on compassionate grounds (paragraph 2 of Schedule 2 of the LGPS Transitional Regulations 2014);*

- *all or some of the actuarial reduction in respect of post 1 April 2014 on any grounds.*

Where 85 year rule protections exists and the member has full or tapered protection the employer can waive all of the reductions but only on compassionate grounds for the service up to the date the 85 year rule protection ends (31 March 2016 (full) or 31 March .2020 (tapered)).

The employer, will consider applications made under this Regulation having regard to the particular circumstances surrounding each case. Decisions will be made on the merits of each case having particular regard to:

- **the employer's** ability to meet the cost of granting such a request
- whether any demonstrable cost saving in excess of potential savings available under any severance arrangements in place from time to time can be made
- the member's personal circumstances

Applications for the payment of unreduced benefits for service before 1 April 2014 on the grounds of compassion will be granted if:

- in **the employer's** sole opinion, the special extenuating circumstances surrounding the application, along with the supporting evidence provided justify approval and
- **the employer** can meet the cost of granting such a request.

5. Switching on the 85 rule – Schedule 2 - 1(1)(c) of the LGPS Transitional Regulations 2014

Note: ~~The employer can decide to “switch on” the 85 year rule to allow members to receive benefits either unreduced or with a smaller reduction to their 85 year rule date. The employer will be responsible for meeting any strain costs relating to benefits being paid before age 60. If the employer does not “switch on” the 85 year rule the member’s benefits will be reduced to age 60 or the date they meet the 85 year rule if later.~~

Note: An employer can decide whether to “switch on” the 85 year rule to allow members who have protections under old regulations, and who choose to voluntarily draw their benefits on or after age 55 and before age 60 to receive benefits either unreduced or with a smaller reduction to their 85 year rule date. The employer will be responsible for meeting any strain costs relating to benefits being paid before age 60. If the employer does not “switch on” the 85 year rule the member’s benefits will be reduced to age 60 or the date they meet the 85 year rule if later.

The employer, will consider applications made under this Regulation having regard to the particular circumstances surrounding each case. Decisions will be made on the merits of each case having particular regard to:

- **the employer's** ability to meet the cost of granting such a request;
- whether any demonstrable cost saving in excess of potential savings available under any severance arrangements in place from time to time can be made;
- the member's personal circumstances.

Further discretions under the LGPS Regulations 1997 and the LGPS Benefits Regulations 2007

There are also two other discretions for employers but these relate specifically to members who left before 1 April 2014.

Whilst the LGPS Regulations 2013 repeals the LGPS Regulations 1997 and the LGPS Benefits Regulations 2007 (in so far as they had not already been repealed), Regulation 3(1) of the LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014 allows for the LGPS Regulations 1997 and the LGPS Benefits Regulations 2007 to still have effect in so far as they relate to certain member benefits before 1 April 2014. As such, the other discretions still available for certain members only, are as follows:

1. Early Payment of Deferred Pensions for members who left before 1st April 2014 – Regulation 2 of the LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014, Regulation 30(2) and 30(5) of the LGPS Benefits Regulations 2007 & Regulation 31(2) and Regulation 31(5) of the LGPS Regulations 1997

Note: This Regulation allows employers to allow members who left the scheme before 1 April 2014 and who are over the age of 55 to take their benefits early. Under Regulation 30(5) employers can waive any reduction to benefits paid under that Regulation on compassionate grounds. Additionally under Regulation 2 (1(2)) employers may elect to 'switch on' the 85 year rule where a member has taken voluntarily early payment of deferred benefits from age 55.

Note: From 14 May 2018, all deferred members may voluntarily elect for early payment of their deferred benefits prior to their Normal Retirement Date. An employer can decide on compassionate grounds whether to waive any actuarial reduction to benefits paid before age 65. An employer can decide whether to 'switch on' the 85 year rule where a member has taken voluntarily early payment of deferred benefits from age 55.

The employer, will consider applications made under this Regulation having regard to the particular circumstances surrounding each case. Decisions will be made on the merits of each case having particular regard to:

- **the employer's** ability to meet the cost of granting such a request
- the member's personal circumstances

Applications for the payment of unreduced benefits on the grounds of compassion will be granted if:

- in **the employer's** sole opinion, the special extenuating circumstances surrounding the application, along with the supporting evidence provided justify approval and
- **the employer** can meet the cost of granting such a request.

N.B. Deferred members who left the Scheme before 1 April 2008 can still make application for the early payment of their deferred benefits after age 50 under LGPS rules. However, under HMRC rules such payments would be classed as 'un-authorised' and would be subject to a punitive tax charge.

2. Early Payment of Deferred Pensions for members who left before 1st April 2014 and have ceased to be entitled to a tier 3 ill benefit - Regulation 2 of the LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014, Regulation 30A(3) and 30A(5) of the LGPS Benefits Regulations 2007.

~~These regulations allow employers to permit members who have ceased to be entitled to a tier 3 ill health benefit and who are over the age of 55 to take their benefits early. Under sub-paragraph 5 of Regulation 30A employers can waive any reduction to benefits paid under that Regulation on compassionate grounds. Alternatively under Regulation 2 (1(2)), employers may elect to 'switch on' the 85 year rule where voluntary early payment of suspended tier 3 ill health pension is taken.~~

~~An employer can decide whether to grant early payment to members who have ceased to be entitled to a tier 3 ill health benefit and who are over the age of 55. An employer may on compassionate grounds agree to waive any actuarial reduction to. An employer can decide whether to 'switch on' the 85 year rule where voluntary early payment of suspended tier 3 ill health pension is taken.~~

The employer, will consider applications made under this Regulation having regard to the particular circumstances surrounding each case. Decisions will be made on the merits of each case having particular regard to:

- the employer's ability to meet the cost of granting such a request
- the member's personal circumstances

Applications for the payment of unreduced benefits on the grounds of compassion will be granted if:

- in **the employer's** sole opinion, the special extenuating circumstances surrounding the application, along with the supporting evidence provided justify approval and
- **the employer** can meet the cost of granting such a request.

Recommended (non-mandatory) LGPS 2013 & 2014 discretions

~~There is no requirement to have a written policy in respect of non-mandatory discretions. However, we would also recommend you consider a written policy on the following so that both members and the Fund are clear on the employer's policy:~~

~~**1. Extending the 12-month time limit for transfer of pension rights – Regulation 100 (6) LGPS Regulations 2013**~~

~~Note: An employer can decide to extend the 12-month time limit to permit a member to transfer their previous pension rights from another scheme, if an election had not been made within 12 months of joining the LGPS.~~

~~**The employer**, will only consider applications made under this Regulation in the most exceptional circumstances and if:~~

- ~~evidence indicates that the Fund had not informed the member about the transfer within the 12 month time limit, or~~
- ~~verifiable evidence indicates that the member made an election to transfer within 12 months of joining the LGPS, but the election form was not received by the Fund.~~

~~2. Extending the time limit for a member to elect for a Shared Cost Additional Pension Contributions (SCAPCs) – Regulation 16 (16) LGPS Regulations 2013~~

~~Note: An employer can decide to extend the 30 day deadline for a member to purchase additional pension by SCAPCs upon return from a period of unpaid absence (other than because of illness or injury, relevant child-related leave or reserve forces leave).~~

~~The employer will exercise its discretion to allow late payment, and decide each case on its individual merits.~~

~~3. Determining and reviewing an employee's contribution band – Regulation 9 and Regulation 10 LGPS Regulations 2013~~

~~Note: An employer must decide how to allocate the pension contribution band for a new employee, and review at each subsequent April.~~

~~The employer will determine and review the rate of employee contributions in accordance with Regulation 9 and Regulation 10 of the LGPS Regulations 2013.~~

~~4. Whether to include a regular lump sum payment when calculating Assumed Pensionable Pay – Regulation 21 (4)(a)(iv), Regulation 21 (4)(b)(iv), and Regulation 21 (5)~~

~~Note: An employer can when calculating Assumed Pensionable Pay decide to include the amount of any regular lump sum payment received by the member in the 12 months preceding the date the absence began or the ill health retirement or death occurred.~~

~~The employer will / will not include any regular lump sum payment received by the member in the 12 months preceding the date the absence began or the ill health retirement occurred.~~

~~5. Shared Cost Additional Voluntary Contributions Arrangement (SCAVC) – Regulation 17 (1) and TP 15 (2A) and A 25(3) and definition of SCAVC in R-Sch1~~

~~Note: An employer can choose to pay for or contribute towards a member's Additional Voluntary Contribution through a SCAVC arrangement.~~

~~The employer will not / will exercise its discretion to contribute towards a SCAVC arrangement.~~

Black Sluice Internal Drainage Board

Policy No: 48

Substance and Alcohol Misuse

Review Dates:

Reviewed	
Board Approved	

1. INTRODUCTION

The Board is committed to providing a safe, healthy, and productive working environment for all employees, contractors, and visitors involved in its operation.

This policy sets out the Board's aims in reducing and managing alcohol and drug problems in the workplace. The consumption of alcohol and drugs has implications for health and safety at work since these substances impair co-ordination, judgement and decision making.

This policy will apply equally to all employees of the Board.

2. POLICY AIMS & OBJECTIVES

Aim - To clearly state the Board's position on alcohol and drugs within the workplace.

Objectives -

- To ensure the Board complies with appropriate legislation
- To minimise the risks associated with alcohol and drugs in the workplace
- To have clear rules regarding alcohol and drugs in the workplace
- To encourage the early identification of employees who may be experiencing alcohol or drug problems
- To provide support for employees experiencing alcohol and drug problems
- To provide training and support to line managers to ensure they are equipped to support employees experiencing problems

3. DEFINITIONS

'Alcohol misuse is when you drink in a way that's harmful, or when you're dependent on alcohol' (NHS, 2022).

'Substance abuse, also known as drug abuse, is a patterned use of a drug in which the user consumes the substance in amounts or with methods which are harmful to themselves or others, and is a form of substance related disorder' (NHS, 2022).

'Addiction is defined as not having control over doing, taking or using something to the point where it could be harmful to you' (NHS, 2022).

For the purpose of this policy:

'Alcohol problem' will be defined as: any drinking, either intermittent or continual which interferes with a person's health and/or social functioning and/or work capability or conduct.

'Drug problem' will be defined as: The use of illegal drugs, the deliberate use of prescribed or over the counter drugs (when not for a medical condition) and the use of solvents, either intermittent or continual which interferes with a person's health and/or social functioning and/or work capability or conduct.

'Drugs' will be defined as: Any drug, whether illegal, prescribed or over the counter or solvents such as glue, butane, etc. In the case of prescribed and over the counter drugs, their possession and use by the employee is acknowledged as legitimate (when used for a medical reason).

4. RELEVANT LEGISLATION

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999
- Misuse of Drugs Act 1971
- Road Traffic Act 1988
- Common Law Duty of Care
- Psychoactive Substances Act 2016
- Human Rights Act 1998
- Equality Act 2010
- Data Protection Act 2018 (and EU General Data Protection Regulation 'GDPR')

5. EXPECTATIONS

- In some cases, the legitimate use of prescribed drugs can affect a person's ability to do their job. In such instances employees should inform their Line Manager.
- It is not acceptable to be under the influence of alcohol or drugs (except for prescribed or over-the-counter drugs being used for a medical reason) at work or consume alcohol or drugs during hours of work - this includes paid and unpaid breaks.
- Strict confidentiality will be maintained when dealing with individuals under this policy.

6. IDENTIFICATION OF A PROBLEM

Alcohol and drug problems may become apparent through various means, for example the following (particularly in combination):

- Persistent short-term absence
- Unauthorised absence
- Poor time keeping
- Reduced work performance
- Poor working relationships
- Deterioration in appearance

However, it must be remembered that these factors can have a number of other causes.

7. SUPPORT

- Employees with an alcohol or drugs problem are encouraged to disclose this at the earliest opportunity to ensure support and help with treatment.

Those who admit to having a problem with alcohol or drugs will be fully supported as follows:

- The Line Manager will help the employee to recognise the problem. This will be through, in the first instance, encouraging them to seek help through their own General Practitioner. Under these circumstances and with the employee's consent, a referral may be made to other agencies for specialist advice and support.
- Time off may be allowed (normally unpaid) for employees to obtain treatment or attend support groups.
- Support during a period of treatment. This may include a period of sick leave or approved other leave, restricted duties, or temporary transfer to other work (if this is feasible).
- Ongoing wellbeing conversations between the Line Manager and employee in order to continue supporting the employee during any treatment plans or any assistance they are accessing. As part of such discussions, consideration will be given to whether the employee is fit to continue attending work and if not then the normal attendance procedures and support should be followed.

8. WORK PERFORMANCE AND CONDUCT MATTERS

This policy is primarily concerned with ongoing alcohol and drugs problems, which are classed as capability issues, i.e., where the problem impacts on the person's ability to do their job and will be dealt with under the capability procedures as outlined in the ADA Lincolnshire Branch Wages & Salaries and Conditions of Service Handbook.

One-off cases where the rules of this policy are breached, such as someone reporting for work clearly under the influence of alcohol or drugs or suffering from the effects of alcohol will be classed as a conduct issue and will be dealt with under the disciplinary procedures as outlined in the ADA Lincolnshire Branch Wages & Salaries and Conditions of Service Handbook.

9. TESTING

Drug and alcohol testing may be carried out on employees carrying out jobs in which impairment due to drugs or alcohol could have disastrous effects for the individual, colleagues, members of the public and the environment, e.g., drivers and mechanics operating workshop machinery. The Board will limit testing to employees that need to be tested.

Consent from employees is required for testing. Employees can't be made to take a test but, if they refuse when the Board has good grounds for testing, they may face disciplinary action.

Testing must be carried out properly to ensure samples cannot be contaminated or tampered with, and that testing procedures and analysis are accurate.

Testing will be random, and employees will not be singled out for testing unless this is justified by the nature of their job.

(FOR INFORMATION ONLY – NOT PROPOSED TO BE INCLUDED WITHIN THE POLICY - Employers who carry out unnecessary tests could be open to legal challenge, particularly under the Human Rights Act 1998, which includes the right to respect for private and family life and home. The employer needs to demonstrate that testing for drugs and/or alcohol is necessary to combat risk and is limited to those employees that need to be tested to deal with a specific risk. The employer must obtain informed consent from an employee before carrying out a drug test. Usually this is when they have a full contractual health and safety policy, which should be in the contract or staff handbook.)

10. SOURCES OF EXTENRAL SUPPORT

- NHS (alcohol misuse) <https://www.nhs.uk/conditions/alcohol-misuse/>
 - Drink Aware [Drinkaware Home | Drinkaware](#)
 - Alcoholics Anonymous <https://www.alcoholics-anonymous.org.uk/>
 - NHS (drug misuse) <https://www.nhs.uk/Live-well/addiction-support/drug-addiction-getting-help/>
 - Talk to Frank <https://www.talktofrank.com/get-help/find-support-near-you>
 - We are with you <https://www.wearewithyou.org.uk/>
 - Narcotics Anonymous <https://ukna.org/>
-

Response received from the Union:

I have looked over the policy that you sent and compared it against UNISON & ACAS advice on this topic. It generally looks OK but I do have a couple of thoughts/comments:

- *UNISON & ACAS recommend that the policy should include a statement along the lines of “the organisation recognises that an alcohol/drugs problem may be an illness to be treated in the same way as any other illness”.*
- *Couple of bits seem a little contradictory to me:*
 - *In Section 7 Support, one bullet point says “Time off may be allowed (normally unpaid)” but then the next bullet point mentions that support during treatment may include a period of sick leave. UNISON & ACAS recommend that the policy should include “the provision of paid sick leave for agreed treatment”.*
 - *In Section 9 Testing, the last paragraph says employees will not be singled out for testing but then carves out a (fairly vague) exception to this in the same sentence.*

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2022

AGENDA ITEM 07

Byelaw infringement and engaging with the local planning authorities

At the meeting of the Board held on 14th June 2022 in Minute 1988(iv) the Chief Executive suggested that he writes to all the district and borough planning departments, with a map to highlight all of the IDB maintained watercourses in their catchment and request their views on the proposal that the Board is contemplating of taking an approach that allows nothing to be consented within a 9-metre easement strip. This suggestion was agreed.

The letters were sent on the 16th June 2022, shown on pages 107 & 108.

One response was received from Mr Mike Gildersleeves, Assistant Director, Planning & Strategic Infrastructure, Boston Borough Council (page 109 & 110).

Within his response he states:

'I would urge your members to think again on this proposal and retain the current mechanism. If you are experiencing management issues because of breaches other cures need to be identified. Again, because of the lack of evaluation, evidence and consideration of the implications, it is impossible for us to comment accurately.

We would however be happy to continue to engage and work with you on ways which may find a more appropriate balance between all of the factors relevant to this matter. Indeed as expressed in recent discussions, we would be interested to examine whether it would be possible for us to develop a best practice guide which takes in to consideration your requirements, but also wider design and planning matters'.

I recommend to the Board that we collectively develop a 'Best Practice Guide' with all four District & Borough Councils within the next twelve months.

I Warsap
Chief Executive



Black Sluice Internal Drainage Board

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mailbox@blacksluiceidb.gov.uk

Station Road
Swineshead
Boston
Lincolnshire
PE20 3PW

01205 821440

Ref: IW/HW/B14

Your Ref:

Date: 16th June 2022

Mike Gildersleeves
Boston Borough Council
Municipal Buildings
West Street
BOSTON
Lincolnshire
PE21 8QR

Dear Sirs

Re: Black Sluice Internal Drainage Board Byelaw No.10, Policy No. 8, Relaxation of the 9 metre Byelaw

I enclose a copy of the Boards Policy No.8 which refers to the relaxation of its Byelaw No.10, No Obstruction within 9 metres of the Edge of the Watercourse.

At a recent Board meeting the members discussed the possibility of withdrawing relaxation consent approval for any permanent obstruction (in particular housing/permitted development) within 9 metres of a Board maintained watercourse, I enclose a map of the IDB Catchment identifying all Board maintained watercourses that would be affected for your assistance in this matter, more detailed mapping of your area can be found on our web site.

By section 66(6) of the Land Drainage Act 1991 every person who acts in contravention of or fails to comply with any of the foregoing Byelaws is liable on summary conviction in respect of each offence to a fine not exceeding the amount prescribed from time to time for level 5 on the standard scale referred to in section 122 of the Sentencing Act 2020 and a further fine not exceeding Forty pounds for every day on which the contravention or failure is continued after conviction. By section 66(7) of the Act if any person acts in contravention of or fails to comply with any of these Byelaws the Board may without prejudice to any proceedings under section 66(6) of the Act take such action as may be necessary to remedy the effect of the contravention or failure and may recover the expenses reasonably incurred by it in doing so from the person in default.

I have copied in your Councils Board appointed representative in order that they may hold further discussions with you if they/you so wish to do so on this subject.

I would welcome any response (preferably before the 9th September 2022) you may have in order that I can report back to my Board (or other relevant Committee) in good time before the next Board meeting in November 2022 where this subject will be placed on the agenda.

Many thanks for your cooperation and I look forward to receiving your response.

Yours faithfully

A handwritten signature in black ink, appearing to read 'I. Warsap', written in a cursive style.

Ian Warsap
Chief Executive

Enc. Map of BSIDB Catchment showing maintained watercourses, Policy No.8

Cc to Cllr P Skinner



B O S T O N

BOROUGH COUNCIL

Municipal Buildings, West Street, Boston, Lincolnshire, PE21 8QR

Mr Ian Warsap
Station Road
Swineshead
Boston
PE20 3PW

Telephone: 01205 314343
Email: Mike.Gildersleeves@boston.gov.uk
Our ref:
Your ref:

16 August 2022

Dear Ian

Black Sluice IDB Byelaw No.10, Policy No.8, Relaxation of the 9 metre Byelaw.

Thank you for your letter dated 16 June 2022 on this matter.

As you know, I recently attended one of your Board meetings, where this topic was discussed as part of a wide ranging discussion on planning matters.

From a planning perspective, there would be concerns with a move to reduce the opportunity for relaxation of your byelaws; and the Council considers that this could have significant and wide reaching negative implications, particularly in relation to new development. Some of which were discussed and expressed at our recent meeting and which are expressed below.

It is unclear from your letter why your members are considering removing the opportunity to relax the 9m byelaw as part of designing development. There are no examples given, nor indeed any form of evaluation of the pros/cons of such a move. It does therefore seem to be the case that such a move is not supported by any substantial evidence, nor has a full assessment of the implications of such a move been considered.

We appreciate the rationale for the byelaw and its importance in terms of managing water movement and flooding, and in particular affording protections to allow efficient and effective management of watercourses in the future. However, particularly with regard to new development, this approach does have much wider implications including limiting growth and efficient use of land, design considerations (including layout, amenity, anti-social behaviour etc), and others such as biodiversity to outline a few.

We are unclear the extent to which you have engaged with key consultees or indeed those who would be affected, including residents and more pertinently local developers. To that end I have taken the opportunity to discuss this with a selection of local designers/developers and received the following comment:

I believe the removal of the opportunity for relaxation of the 9m rule would be a sledgehammer to crack a nut. I have over many years used this relaxation opportunity to create better architecture.

The commentator goes on to advise that:

- There should be the ability to relax the byelaw, and still allow satisfactory access and workable area for maintenance.
- As an example, having a strict 9m maintenance strip both sides of a watercourse could result in a new housing scheme with a central location in a village, prevents an opportunity to consolidate the central area of the settlement.





B O S T O N

BOROUGH COUNCIL

Municipal Buildings, West Street, Boston, Lincolnshire, PE21 8QR

- As a further example, it is possible to prepare schemes within the 9m which provide access, whilst creating exciting, contemporary development, where plots can overlook the watercourse.

The above we believe exemplifies some of the issues that can be created, and why there needs to be a more comprehensive view about how the byelaw operates, what relaxations may take place, and indeed what can be accommodated within the byelaw distance.

For example, it should be possible to provide access routes (including roadways and walking routes), greenspaces, tree planting etc within the protected area without detrimentally impacting on the maintenance of the watercourse. With the introduction of biodiversity net gain it is possible that drains within development sites will be included within the overall biodiversity net gain plan for the development. However, having a carte blanche attitude to not relaxing the 9m byelaw will stultify the design process for development and could provide poorer designs, inefficient approaches and inhibit development.

In addition to the above, we would also raise concerns that this hard-line approach could reduce the numbers of dwellings placed on a site. This impacts delivery for the Council and impacts the ability of the local plan to achieve its aims. This can only result in more land eventually being allocated to achieve the same numbers of dwellings and raises the possibility of more of 'your' drains being developed against. Therefore, there will be more impact from development on more of your assets than maybe the case if the relaxation was available.

I would urge your members to think again on this proposal and retain the current mechanism. If you are experiencing management issues because of breaches other cures need to be identified. Again, because of the lack of evaluation, evidence and consideration of the implications, it is impossible for us to comment accurately.

We would however be happy to continue to engage and work with you on ways which may find a more appropriate balance between all of the factors relevant to this matter. Indeed as expressed in recent discussions, we would be interested to examine whether it would be possible for us to develop a best practice guide which takes in to consideration your requirements, but also wider design and planning matters.

I hope this response is of use, and I would be happy to discuss with you further.

Kindest regards

Mike Gildersleeves
Assistant Director: Planning & Strategic Infrastructure



**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	Low	3		
	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	Medium	High	6		
	1.9	Insufficient finance to carry out works	Medium	Low	2		
To conserve and enhance the environment wherever practical and possible to ensure there is no net loss of biodiversity.	1.10	Reduction in staff performance	Medium	Low	2		
	1.11	Insufficient staff resources	Medium	Low	2		Review
To provide a 24 hour/365 day emergency response for the community	2.1	Prosecution for not adhering to environmental legislation	Medium	Low	2		BAP
	2.2	Non delivery of objectives	Low	Low	1		BAP
To provide a safe and fulfilling working environment for staff.	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
	3.3	Critical Incident loss of office	High	Low	3	None	
To maintain financial records that are correct and comply with all recommended accounting practice.	4.1	Injury to staff and subsequent claims and losses	Medium	Low	2		Training
	4.2	Not complying with Health and Safety legislation	High	Low	3		Consultant
To ensure that all actions taken by the Board comply with all current UK and EU legislation	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		
	5.5	Fraudulent use of credit cards	Low	Medium	2		
A cost efficient IDB that provides a Value for Money service.	6.1	Board Members in making decisions	Low	Low	1		
	6.2	Not complying with all employment regulations and laws	Medium	Low	2		
Information Technology and Communications	7.1	Collecting insufficient income to fund expenditure	Low	Low	1		Accounts
	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

BOARD MEETING - 22 NOVEMBER 2022

AGENDA ITEM 09(a)

Period 07 Management Accounts

Income

- Drainage Rates - £15,350.73 outstanding (1.35%)
 - 27 summons granted for 21 November,
 - 7 paid, remaining 20 = £14,172.04
- Interest & Investment Income £1,410 more than budget,
 - should improve more now £500,000 in 35 day notice account @ 0.6% from 18/10/22 (was 0.4%)
- Additional £140,000 from Longhurst Housing for long term protection measures for developed Site. To go to General Reserve.
- Recoverable Income £106,611 less than budget.
 - Still expected to be in the order of £641,000 at year end
- Solar income £1,566 more than budget

Expenditure

- Schemes overspend due to completing Slips, when possible pre-cutting Season
 - More detail in Forecast
- Pumping Station Schemes
 - £3,513 overspend on Dunsby Fen PS – Pump Refurb (Overpumping with 8" pump)
 - £2,770 overspend on Gosberton PS – Pump Refurb (additional works required on drive shaft)
- £8,902 underspend on Pumping Station Maintenance – Contingencies included in Forecast for October Electric all used.
 - Electricity £69,484 YTD £19,628 more than last year
- Drain Maintenance - £41,180 overspend
 - Labour Recharge rate reduced from 270% to 260% and backdated to 01/04/22
 - About £20,000 impact on Drain Maintenance.
 - Summer cutting £37,337 overspend
- Admin Underspend has increased by £9,745 in the period but this is mainly timing issues
 - £2,910 YTD Favourable Office Costs
 - £6,802 YTD Favourable Administration
 - £1,852 YTD Favourable Miscellaneous
 - £1,370 YTD Favourable Inspections
 - £1,610 YTD Favourable Equipment & Building Maintenance but extensive to workshop heater required (£1,936)

Balance Sheet

- Plant Account Surplus is £7,623 greater than last year, rates have not been increased in 2022/23.
 - Recharges £45,459 more than last year
 - Expenses £37,837 more than last year

- Rechargeable
 - SKDC Invoices required £16,380 adjustment in P07
 - Tree Removal invoice needs producing - £155.33
 - EA Continuation Works / EA Recovery Works and EA Kyme Eau Weed Control all needs reconciling and required invoice producing.
- Wages Oncost – YTD £108,924 (£34,448 in year, £74,476 b/f) surplus despite adjustment to recharge rate above
 - Will include 260% rate in 2023/24 budget
 - Recharges £20,191 more than last year
 - Expenditure £14,330 more than last year
 - Wages/Salaries + £10,773
 - Supervisor Costs + £12,941
 - Training - £4,056 (Workforce training booked for coming months)
 - Legal & Prof - £10,045
 - Labour charged to 8001 almost double last year but training costs are considerably down?
 - PPE £2,657 in year
- Debtors > 3 Months
 - Balfour Beatty = £4,250.00 (National Grid Viking Link works)
 - RTW Group Ltd = £23,240.08 (Surface Water Discharge Contribution)
- Both Brewin Dolphin Investments have made modest gains in relation to capital value in P07
 - No great movement on Estimated income
- Monmouthshire Building Society 30 Day notice account interest rate increased to 1.0% on 17/08/22 (was 0.4%) – Expecting further increases?

Black Sluice Internal Drainage Board

Project Summary

2022/23

Period 07 - October 2022

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	25,303	5,806	19,497	1,716,057	1,724,983	(8,926)	1,724,547	(8,490)	1,657,703	58,354
Interest & Grants	1,769	800	969	30,621	9,211	21,410	253,124	(222,503)	198,497	(167,875)
Development Fund	0	0	0	0	0	0	0	0	0	0
Other Income	(16,103)	1,063	(17,166)	159,454	14,439	145,015	154,004	5,450	20,289	139,164
Rechargeable Income	107,722	49,190	58,532	339,266	445,877	(106,611)	456,205	(116,939)	423,279	(84,014)
Solar Panel Income	1,518	1,098	420	16,320	14,754	1,566	14,533	1,787	13,575	2,745
Total Income	120,209	57,957	62,252	2,261,717	2,209,264	52,453	2,602,413	(340,696)	2,313,344	(51,627)
Schemes	8,223	0	(8,223)	105,220	25,858	(79,362)	166,683	61,463	60,212	(45,008)
Pumping Station Schemes	1,783	0	(1,783)	31,572	27,453	(4,119)	55,177	23,605	9,191	(22,381)
Pumping Station Maintenance	25,566	33,977	(9,026)	151,589	229,975	8,902	219,566	(1,507)	153,633	(17,584)
Electricity	17,437			69,484					49,856	0
Drain Maintenance	128,088	139,376	11,288	468,330	427,150	(41,180)	455,982	(12,348)	502,817	34,487
Environmental Schemes	452	224	(228)	8,445	8,843	398	5,831	(2,614)	11,156	2,711
Administration & Establishment	44,341	55,386	11,045	360,148	394,538	34,390	389,182	29,034	341,774	(18,375)
EA Precept	0	0	0	138,276	138,276	0	138,276	0	138,276	0
Rechargeable Expenditure	98,403	45,758	55,077	313,231	414,769	101,538	416,881	103,650	400,216	(336,294)
Solar Panel Expenses	0	0	0	546	0	(546)	299	(247)	3,414	2,868
Total Expenditure	324,294	274,721	58,148	1,646,841	1,666,862	20,021	1,847,877	201,036	1,670,544	(399,576)
Surplus / (Deficit)	(204,085)	(216,764)	12,679	614,876	542,402	72,474	754,536	(139,660)	642,800	(27,924)
Movement on reserves										
Plant Reserve	(31,453)	0	31,453	(190,807)	0	190,807	(190,807)	0	(183,045)	7,763
Pump Engineer Oncost	(622)	0	622	1,295	0	(1,295)	0	(1,295)	2,588	1,294
Wages oncost Reserve	(5,024)	0	5,024	(34,448)	0	34,448	(34,448)	0	(28,587)	5,861
Grants Manager	0	0	0	0	0	0	0	0	0	0
Surplus / (Deficit)	(166,986)	(216,764)	(24,420)	838,836	542,402	(151,487)	979,792	(138,366)	851,843	(42,842)

Black Sluice Internal Drainage Board Drainage Rates & Special Levies

2022/23

Period 07 - October 2022

Drainage Rates & Special Levies Due

Drainage Rates

Annual Drainage Rates - Land and/or buildings	1,139,044.90	
Land/Property - Value Decreased	(18,190.59)	
Land/Property - Value Increased	15,714.22	
New Assessment	2,198.71	
Write Offs & Irrecoverables	(2,534.96)	
Adjustments required for Special Levy		
Summons Collection Costs		
Balance	1,136,232.28	48.84%

Special Levies

Boston Borough Council	885,734.14	
South Holland District Council	166,133.38	
North Kesteven District Council	75,250.35	
South Kesteven District Council	63,232.70	
	1,190,350.57	51.16%

Total Due	2,326,582.85	100.00%
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Drainage Rates & Special Levies Collected

B/F Arrears/(Allowances)	(1,400.14)	
Payments Posted	1,113,037.00	
Returned Amount		98.65%
Paid Refund		
Bourne North Fen Trust Contribution	9,244.69	
Special Levies Received	595,175.28	50.00%
Total Received	1,716,056.83	

Drainage Rates & Special Levies Debtors

Special Levy Outstanding	595,175.29	50.00%
Drainage Rates Outstanding	15,350.73	1.35%
	610,526.02	
	2,326,582.85	

Black Sluice Internal Drainage Board

Income & Expenditure Summary

2022/23

Period 07 - October 2022

	This Year	Last Year	Variance
Drainage Rates	1,120,882	1,072,708	48,173
Special Levies	595,175	584,995	10,180
Recoverable	339,266	423,279	(84,014)
Misc Income	190,988	219,549	(28,561)
Solar Panel Income	16,320	13,575	2,745
	2,262,631	2,314,106	(51,476)
Employment Costs	796,975	743,231	(53,745)
Property	103,999	105,357	1,359
General Expenses	119,511	119,800	289
Materials / Stock	9,274	33,914	24,640
Motor & Plant	176,818	134,518	(42,300)
Miscellaneous	217,229	325,455	108,225
Recharges	(448,445)	(403,611)	44,835
Plant	448,433	403,599	(44,834)
Total Expenditure	1,423,794	1,462,263	38,469
Net Surplus / (Deficit)	838,836	851,843	(13,007)

Black Sluice Internal Drainage Board

Balance Sheet at Period End

2022/23

Period 07 - October 2022

	<u>This Year</u>		<u>Last Year</u>	
	£	£	£	£
Operational Land & Buildings Cost	1,009,350		1,009,350	
Pumping Stations Cost	3,861,354		3,861,354	
Non-operational Property Cost	165,000		165,000	
Vehicles, Plant & Machinery Cost	897,464		844,800	
Fixed Assets		5,933,168		5,880,504
Stock	35,034		33,246	
Debtors Control	79,265		77,489	
VAT	31,302		13,824	
Car Loans	11,382		6,764	
Prepayments	109,131		87,201	
Drawings Bank Account	(22,779)		(51,835)	
Call Bank Account	810,022		310,000	
Petty Cash	251		263	
Highland Water	0		0	
Work in Progress	(195,509)		(620,589)	
Nat West Government Procurement (0		0	
Brewin Dolphin Investment	418,662		503,829	
Natwest Reserve Account	1,513,629		2,327,863	
Total Current Assets		2,790,392		2,688,055
Trade Creditors	(7,238)		(8,038)	
PAYE & NI Control Account	(29,037)		(27,452)	
Superannuation Contri Account	(19,713)		(18,869)	
Accruals	(60,349)		(76,346)	
Total Liabilities		(116,337)		(130,704)
Pension Liability		(2,703,000)		(3,476,000)
		5,904,223		4,961,856
Capital Reserve	5,759,896		5,874,826	
Pension Reserve	(2,703,000)		(3,476,000)	
Brewin Dolphin Revaluation	(81,338)		3,829	
Total Capital		2,975,558		2,402,655
Revenue Reserve	1,262,024		1,234,635	
Development Reserve	463,470		377,507	
Plant Reserve	291,206		67,405	
Wages Oncost Reserve	74,476		27,810	
General Resere	837,489		851,843	
Total Reserves		2,928,665		2,559,200
		5,904,223 0		4,961,856
<u>Cash & Bank Balances</u>				
Drawings Account		(22,779)		
Call Account		510,022	810,022	
Natwest Reserve Account @ 0.1%		1,013,608		
Natwest 35 Day Notice Account @ 0.6% wef 01/04/22		500,022		
Petty Cash		251		
Chargecard		0		
Monmouthshire BS @ 1.0% wef 01 Aug 22 was 0.40%		300,000	30 Day Notice	
1.0% wef 01 Aug 22				
		2,301,124		

Black Sluice Internal Drainage Board Investment Summary 2022/23 Period 07 - October 2022

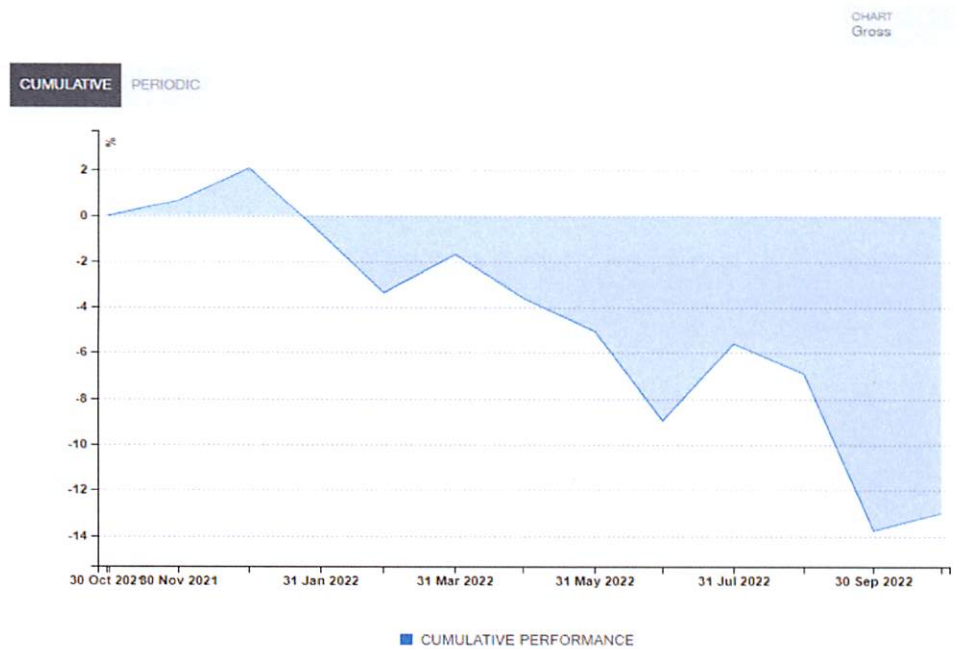
PORTFOLIO P1684056 VALUATION DATE 31 Oct 2022

30/10/2021 - 30/10/2022

Portfolio Overview

LAST 12 MONTHS PERFORMANCE	-12.99%
TOTAL VALUE	418,662.31 GBP
ESTIMATED ANNUAL INCOME	15,277.62 GBP

Performance



Portfolio Summary

BOOK COST	OVERALL GAIN OR LOSS	ESTIMATED ANNUAL INCOME	ESTIMATED YIELD %
460,221.82 GBP	-9.03%↓	15,277.62 GBP	3.65%↑

Black Sluice Internal Drainage Board BFF Investment Summary 2022/23 Period 07 - October 2022

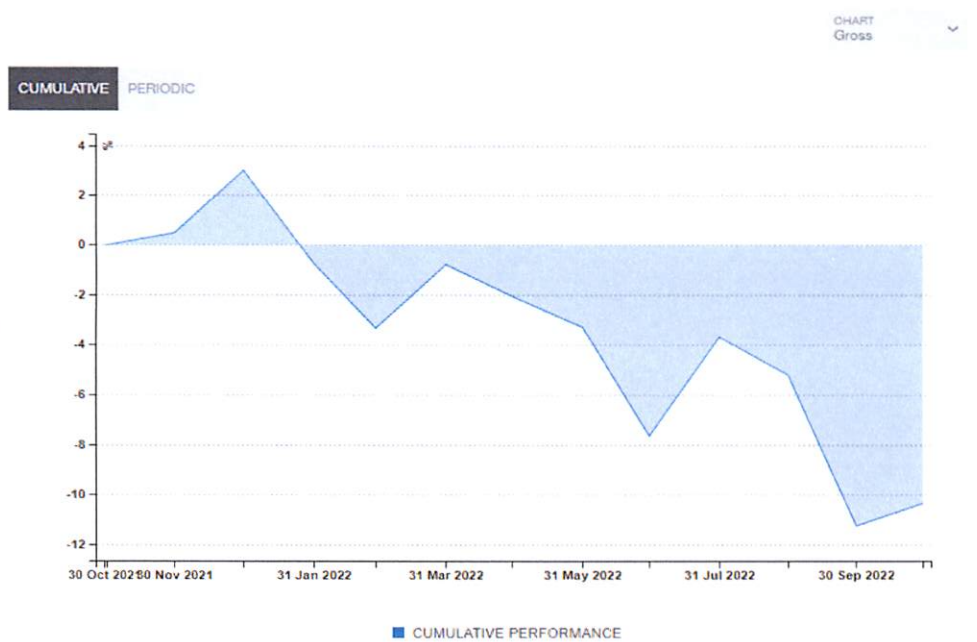
PORTFOLIO P0000789299 · VALUATION DATE 31 Oct 2022

30/10/2021 - 30/10/2022

Portfolio Overview

LAST 12 MONTHS PERFORMANCE	-10.35%
TOTAL VALUE	314,152.41 GBP
ESTIMATED ANNUAL INCOME	11,522.08 GBP

Performance



Portfolio Summary

BOOK COST	OVERALL GAIN OR LOSS	ESTIMATED ANNUAL INCOME	ESTIMATED YIELD %
313,338.79 GBP	0.26%↑	11,522.08 GBP	3.67%↑

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2022

AGENDA ITEM 9(b)

DRAINAGE RATES REPORT

1. Drainage Rate Revaluations

Listed below recommendation for drainage rate revaluations:

Account Ref	Location of Revaluation	Description	Existing Valuation	Proposed Valuation	Write Off
3393	Sutterton Drove, Amber Hill	Poultry house decommissioned	£5,144	£30	£701.19

2. Drainage Rate Write Offs

Listed below write off values to be authorised by the Board:

Account Ref	Location of Land	Description	Write Off
2671	Burton Pedwardine	Owner declared bankrupt in 2020 and has since passed away. Son has taken on the land under his own company, and they have paid the drainage rates since the day they took the land on. We have lodged a claim with the insolvency company dealing with the estate but do not expect to receive anything towards the outstanding balance.	£481.77

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2022

AGENDA ITEM 09(c)

Quarter 2 Forecast

Income

- Drainage Rates and Special Levies updated and re-phased to expected levels
- Brewin Dolphin Income updated to current estimated level on their portal
- Grants
 - £7,000 for Lane Dyke removed as not expected to be received
 - £127,000 included for NFM work, £225,000 removed
 - £385,000 awarded for whole BSIDB catchment study (£120,000 expected to be spent in this year, £265,000 in 2023/24)
- Use of Development Fund - £10,000 included for NFF pipe lining costs, if not recovered from LCC
- Rechargeable Income re-phased to best estimate for larger contracts
 - £511,000 from Previous Quarter
 - £75,000 EA PSCA – Swaton NFM
 - £40,000 EA PSCA – SFFD
 - £15,000 EA PSCA – River Slea
 - **£641,000** **TOTAL**
 - £200,000 EA PSCA – Highland Carriers (May be 2023/24)

Expenditure

- Schemes
 - Emergency Large Slip repairs and Jetting major pipelines to be completed toutilise full budget
 - Only a further £5,000 to be spent on Alternate bank access works, £13,766 released to fund overspends
 - 8" pump recharges to be charged back in P07 for Dunsby Scheme, still C£3,500 overspent
 - Additional works required on the Drive Shaft identified when pump removed at Gosberton, C£3,000 overspend
 - Delay in completing Sempringham PS Weedscreen cleaner. Agreement now signed with His Majesty's Crown Estate.
 - Civils to commence in Period 10 & 11
 - Weedscreen Cleaner hoped to be installed by September 2023
 - Additional funds in PS Automation and Gauge Boards to be used for additional electrical testing identified as being required.
 - £10,000 included in NFF Scheme for costs relating to the pipe lining, Board Contribution from Development Reserve as above.
- Pumping Station Maintenance
 - Electricity rates still not received
 - Included final six months at double last years actuals
 - Additional £42,000 included above figures already included
 - With £10,000 included from Q1 Forecast now £52,000 additional included.
 - £2,000 per month included for Insurance (£23,000 additional for year)

- Drain Maintenance
 - £8,600 removed from Summer Cutting in P09 & 10 as expect excavators to finish 1 week early
 - £17,500 removed for Hitachi Desilting as will be flailing on the SFFD for 7 weeks
- Environmental
 - Expected to spend budget as per Environment Committee so re-profiled to show this
- No Changes to Admin and Establishment

Summary

Despite the introduction of £140,000 to the reserves from Longhurst, for agreed adjustments to working regimes on their development, over the next 20 years we only show a surplus of £21,155.

Grants and Schemes accounts for an overspend of £64,476 which is a combination of Board contributions not being required and timing of grants.

This means we are forecasting to require an additional £54,369 from reserves at the end of the financial year allowing for the additional £140,000.

Black Sluice Internal Drainage Board

2022/23 Forecast

Quarter 2 - Period 6 - September 2022

Description	2022/23 Budget	2022/23 Forecast	Difference	Q1	Q2	Q3	Q4
				Actual	Actual	Forecast	Forecast
Rates & Levies	2,315,015	2,326,583	11,568	1,532,953	157,801	607,659	28,170
Interest & Grants	535,658	284,406	(251,252)	2,955	25,897	131,560	123,994
Development Fund	5,000	15,000	10,000	0	0	10,000	5,000
Other Income	23,067	164,584	141,517	6,680	168,877	(15,828)	4,855
Rechargeable Income	570,609	640,466	69,857	100,551	130,992	252,098	156,824
Solar Income	18,580	19,726	1,146	7,371	7,431	2,022	2,902
Total Income	3,467,929	3,450,765	(17,164)	1,650,511	490,997	987,511	321,745
Board Funded Schemes	145,000	137,391	7,609	4,213	93,820	24,285	15,073
FDGiA/Local Levy Schemes	765,295	594,963	170,332	23,311	5,441	60,139	506,071
Pumping Station Maintenance	448,980	495,052	(46,072)	89,773	88,297	147,807	169,175
Drain Maintenance	876,167	902,534	(26,367)	80,829	259,412	362,848	199,445
Environmental Schemes	20,000	20,000	0	2,595	5,398	5,436	6,571
Administration & Establishment	608,713	611,368	(2,655)	168,335	147,472	152,202	143,359
EA Precept	276,552	276,552	0	138,276	0	138,276	0
Solar Expenses	2,538	3,084	(546)	296	250	0	2,538
Rechargeable Expenditure	518,735	582,716	(63,981)	96,793	117,893	226,888	141,142
Total Expenditure	3,661,980	3,623,661	38,320	604,422	717,984	1,117,881	1,183,374
Surplus / Deficit	(194,051)	(172,896)	21,155	1,046,088	(226,987)	(130,370)	(861,628)

Black Sluice Internal Drainage Board

2022/23

Quarter 2 - Period 6 - September 2022

Account	Description	2022/23 Budget	2022/23 Estimate	Variance	April Actual 01	May Actual 02	June Actual 03	July Actual 04	August Actual 05	September Actual 06	October Forecast 07	November Forecast 08	December Forecast 09	January Forecast 10	February Forecast 11	March Forecast 12
8001	Drainage Rates	1,149,245	1,136,232	(13,013)	414,447	273,941	249,390	46,302	94,022	17,477	5,806	5,357	1,321		455	27,715
8002	Special Levies	1,165,770	1,190,351	24,581		69,242	525,934					595,175				
	Rates & Levies	2,315,015	2,326,583	11,568	414,447	343,182	775,323	46,302	94,022	17,477	5,806	600,532	1,321		455	27,715
8007	Interest	996	2,150	1,154	223	97	266	714	66	286	83	83	83	83	83	83
8014	Brewin Dolphin Income	14,662	15,256	594	679	935	755	1,754	2,593	485	717	886	2,708	1,009	850	1,886
8008	Grants	520,000	267,000	(253,000)				13,000	7,000			127,000				120,000
	Interest & Grants	535,658	284,406	(251,252)	902	1,032	1,021	15,467	9,659	771	800	127,969	2,791	1,092	933	121,969
8013	Use of Dev Fund	5,000	15,000	10,000								10,000				5,000
	Development Fund	5,000	15,000	10,000								10,000				5,000
8003	Rents	7,368	7,366	(2)	3,365	300	1,001	300	300	300	300	300	300	300	300	300
8004	Consents	4,199	4,899	700	200	150	1,400	500	200	350	350	350	350	341	350	358
8009	Asset Sale							25,000			(25,000)					
8010	Highland Water	6,500	7,528	1,028							6,022					1,506
8012	Misc Inc	5,000	144,790	139,790		243	20	141,927			400	400	400	400	400	600
	Other income	23,067	164,584	141,517	3,565	693	2,421	167,727	500	650	(17,928)	1,050	1,050	1,041	1,050	2,764
8005	Rechargeable Income	570,609	640,466	69,857	39,423	43,558	17,571	40,166	45,710	45,116	134,190	60,286	57,622	40,000	65,085	51,739
	Rechargeable Profit	570,609	640,466	69,857	39,423	43,558	17,571	40,166	45,710	45,116	134,190	60,286	57,622	40,000	65,085	51,739
8020	Solar Income - Swineshead PS	1,985	2,142	157	257	279	277	365	269	170	117	56	43	51	87	172
8021	Solar Income - Swineshead HQ	5,307	5,674	367	688	751	746	864	740	478	314	150	114	136	233	460
8022	Solar Income - Donington NI PS	1,351	1,390	39	155	179	173	252	170	103	80	38	29	35	59	117
8023	Solar Income - Chainbridge PS	1,347	1,434	87	163	182	183	262	178	108	80	38	29	35	59	117
8024	Solar Income - Wyberton PS	1,373	1,441	68	162	275	91	261	179	110	81	39	30	35	60	119
8025	Solar Income - Great Hale PS	831	837	6	92	104	105	154	100	62	49	23	18	21	37	72
8026	Solar Income Holland Fen PS	1,284	1,375	91	159	175	174	251	170	106	76	36	28	33	56	111
8027	Solar Income - Cooks Lock PS	1,106	1,179	73	138	148	146	213	149	92	65	31	24	28	49	96
8028	Solar Income - Gosberton PS	1,086	887	(199)	89	105	101	148	96	60	64	31	23	28	48	94
8029	Solar Income - Black Hole Drove PS	1,013	1,076	63	123	136	133	198	134	83	60	29	22	26	44	88
8030	Solar Income - Heckington PS	712	758	46	84	100	99	141	93	52	42	20	15	18	31	62
8031	Solar Income - Damford PS	570	595	25	65	78	77	111	71	43	34	16	12	15	25	49
8032	Solar Income - Dowsby Fen PS		296	296	44	52	51	73	48	29						53
8033	Solar Income - Dyke Fen PS	615	642	27	72	83	79	118	79	49	36	17	13	16	27	53
	Solar Panel Income	18,580	19,726	1,146	2,291	2,647	2,434	3,410	2,475	1,545	1,098	524	400	477	815	1,610
	Total Income	3,467,929	3,450,765	(17,164)	460,628	391,112	798,770	273,072	152,365	65,559	123,966	800,361	63,184	42,610	68,338	210,797

Account	Description	2022/23 Budget	2022/23 Estimate	Variance	April Actual 01	May Actual 02	June Actual 03	July Actual 04	August Actual 05	September Actual 06	October Forecast 07	November Forecast 08	December Forecast 09	January Forecast 10	February Forecast 11	March Forecast 12
1001	Emergency Large Slip Repairs	90,000	90,000				3,858	66,602	6,478	7,990				5,073		
1037	Graft Drain Improvements		(176)	176		(176)										
1228	Jetting Major Pipelines 18/19	20,000	20,000								4,500	7,500	8,000			
1241	Alternate Programme Access Work	20,000	6,224	13,776				1,224							5,000	
1172	Dyke Fen PS, refurb pump motor	3,000	3,000							102		2,898				
1173	Dunsby Fen, Refurb pump motor	3,000	6,547	(3,547)					2,096	6,206	(1,755)					
1174	Gosberton PS-Refurb Pump Motor	4,000	6,796	(2,796)			530	136	1,398	1,590	3,142					
1300	General Culvert Replacement	5,000	5,000													5,000
Board Funded Schemes		145,000	137,391	7,609		(176)	4,388	67,962	9,971	15,887	5,887	10,398	8,000	10,073		5,000
1138	Sempringham PS Refurbishment	200,594	200,817	(223)		6,098	1,356	146	77					15,000	15,000	163,139
1165	PS Automation & Guage Boards	20,993	20,993	(0)	2,348	3,291	1,159	56				14,139				
1167	BSIDB NFM Studies	39,889	39,889			3,200										36,689
1229	NFF Revetments/Pipeline 18/19	149,101	84,949	64,152	35	5,212	612	1,234	1,561	1,053		46,000				29,243
1234	Lane Dyke Culvert Replacement	469		469												
1236	GIA-Bicker Fen Catchment Works		61	(61)				61								
1237	GIA-Dunsby Fen Catchment Study		56	(56)				56								
1238	GIA-Ewerby Fen Catchment Works		61	(61)				61								
1239	GIA-Flood Aleviation Horbling		56	(56)				56								
1242	GIA-Dowsby Fen Catchment Study		61	(61)				61								
1244	Black Sluice Catchment Strategy	247,249	120,310	126,939				310								120,000
1245	BSIDB NFM Works	107,000	127,711	(20,711)				711								127,000
FDGIA / Local Levy Schemes		765,295	594,963	170,332	2,383	17,801	3,127	2,751	1,638	1,053		60,139		15,000	15,000	476,071
2001	Allen House	1,232	1,208	24	487	82	94	15	76	(9)	57	61	69	73	81	121
2002	Bicker Eau	6,091	5,598	493	149	284	501	376	222	473	453	1,102	384	623	500	531
2003	Bicker Fen	7,218	6,361	857	224	409	681	518	223	415	561	1,101	340	643	814	432
2004	Swineshead	20,148	19,503	645	107	1,349	1,155	3,271	655	780	1,369	2,236	1,490	1,941	2,023	3,127
2005	Chain Bridge	18,065	18,520	(455)	668	1,014	1,793	1,984	836	513	1,176	1,710	1,020	2,229	3,607	1,971
2006	Wyberton Marsh	15,665	15,557	108	72	744	2,116	804	1,095	1,407	1,180	1,728	1,074	1,100	1,986	2,250
2007	Kirton Marsh	11,785	13,942	(2,157)	137	794	1,476	3,227	588	1,068	887	1,387	784	1,063	1,580	951
2008	Ewerby	11,038	8,736	2,302	112	580	795	353	502	497	1,011	1,324	671	699	1,152	1,040
2009	Heckington	11,150	9,826	1,324	178	793	948	333	631	518	948	1,618	754	750	981	1,373
2010	Great / Little Hale	20,733	23,571	(2,838)	(58)	1,208	983	3,553	739	1,406	825	1,494	861	4,736	6,402	1,422
2011	Holland Fen	18,354	16,955	1,399	(165)	1,117	2,032	1,275	899	672	1,374	2,039	1,420	1,829	1,932	2,531
2012	Cooks Lock	12,111	13,569	(1,458)	(165)	1,565	1,386	2,671	654	516	864	1,495	740	926	1,643	1,273
2013	Damford	10,619	9,736	883	(190)	621	1,142	1,068	449	456	928	1,236	631	1,182	1,104	1,108
2014	South Kyme	8,970	7,203	1,767	(87)	309	747	588	268	419	793	1,449	500	539	1,022	656
2015	Amber Hill / Trinity College	8,652	7,686	966	(293)	525	1,178	888	352	324	792	1,409	450	484	992	586
2016	Helpingham	8,165	7,904	261	303	507	1,096	476	429	414	846	578	1,025	777	651	803
2017	Swaton	8,064	7,116	948	238	648	734	231	362	415	593	1,361	390	763	879	502
2018	Horbling	10,808	9,683	1,125	572	711	949	660	269	504	841	1,405	720	781	1,308	964
2019	Billingborough	7,560	5,936	1,624	181	325	314	524	209	301	648	1,099	424	702	552	657
2020	Sempringham	9,707	8,839	868	476	348	952	479	569	697	958	855	1,139	834	708	825
2021	Dowsby Fen	11,748	11,834	(86)	1,150	1,454	845	263	491	496	709	866	1,385	1,680	1,434	1,062
2022	Gosberton	14,565	17,977	(3,412)	4,767	1,537	590	1,077	722	708	1,002	962	1,425	1,110	1,760	2,317
2023	Dowsby Lode	5,423	3,897	1,526	(50)	277	149	107	39	126	309	637	928	437	425	513
2024	Rippingale	8,384	6,508	1,876	68	325	385	338	204	321	744	751	1,009	656	539	1,167
2025	Dunsby	7,351	7,280	71	9	695	718	241	1,107	454	837	490	915	621	508	684
2026	Pinchbeck	6,378	5,384	994	61	406	1,011	389	107	195	515	426	800	568	404	502
2027	Hacconby	8,750	6,313	2,437	86	462	541	527	115	174	758	571	1,059	431	604	985
2028	Black Hole	22,451	20,156	2,295	43	1,090	2,425	1,493	741	960	1,583	1,707	2,255	2,128	2,244	3,488
2029	Twenty	5,133	4,000	1,133	5	299	256	395	85	251	384	566	735	423	274	327
2030	Dyke Fen	17,492	14,041	3,451	(196)	877	1,552	446	367	858	1,295	1,423	1,905	1,430	1,795	2,289
2031	Quadring Low Fen	8,154	6,132	2,022	21	424	304	366	151	267	562	499	969	612	487	1,470
2032	Donington North Ings	14,579	12,802	1,777	100	1,620	320	844	794	862	1,093	1,147	1,555	1,358	1,334	1,774
2033	Donington Mallard Hirn	6,132	4,675	1,457	189	267	255	496	166	190	476	475	939	299	448	475
2034	Donington Wykes	5,695	5,178	517	112	466	380	255	316	324	374	1,070	344	614	448	475
2050	PS General	80,610	151,425	(70,815)	22,203	(7,563)	10,888	8,368	7,766	8,226	15,232	15,300	20,144	20,145	14,550	16,167
Pumping Stations		448,980	495,052	(46,072)	31,514	16,570	41,689	38,901	23,200	26,196	42,977	53,577	51,253	55,186	57,171	56,818

Account	Description	2022/23 Budget	2022/23 Estimate	Variance	April Actual 01	May Actual 02	June Actual 03	July Actual 04	August Actual 05	September Actual 06	October Forecast 07	November Forecast 08	December Forecast 09	January Forecast 10	February Forecast 11	March Forecast 12
3002	Summer Cutting	550,830	590,388	(39,558)	18,819	23,909	30,471	41,275	120,866	94,743	139,376	99,637	21,293			
3006	Drain Maintenance	239,649	213,635	26,014	11,246	(16,231)	412	743		1,166			32,124	53,465	55,480	75,230
3008	Bushing	75,688	75,688									28,581	39,337	7,770		
3009	Culvert Surveying	10,000	12,823	(2,823)		11,881	323		620				2,500	2,500	2,500	2,500
3010	Jetting	10,000	10,000													
	Drain Maintenance	876,167	902,534	(26,367)	30,065	19,558	31,205	42,018	121,486	95,909	139,376	128,218	95,254	63,735	57,980	77,730
3011	Environmental	9,999	9,884	115	81	1,955	559	1,320	789	163	1,526	94	723	1,000	94	1,581
3012	Rubbish Collection	5,000	4,553	447				582			130				348	3,493
3013	Environmental Surveying	5,001	5,563	(562)				670		1,875		2,963				55
	Environmental Schemes	20,000	20,000	0	81	1,955	559	2,572	789	2,038	1,656	3,057	723	1,000	442	5,129
4001	Admin Salary	470,001	476,153	(6,152)	45,703	38,889	38,938	39,094	38,689	38,642	39,413	39,416	39,589	39,000	39,613	39,167
	Administration Staff Costs	470,001	476,153	(6,152)	45,703	38,889	38,938	39,094	38,689	38,642	39,413	39,416	39,589	39,000	39,613	39,167
4002	New Office	11,999	9,463	2,536	1,748	1,240	638	40	1,293	96	1,820	706	590	(2,510)	863	2,938
4003	Administration	54,939	53,988	951	4,801	6,547	8,637	3,185	3,065	(96)	6,797	4,037	3,724		4,250	9,041
	Establishment Costs	66,938	63,451	3,487	6,549	7,786	9,276	3,225	4,358	0	8,617	4,743	4,314	(2,510)	5,113	11,979
4005	Environment Agency Precept	276,552	276,552										138,276			
	EA Precept	276,552	276,552										138,276			
4004	Miscellaneous	6,940	5,271	1,669	365	81	42	1,311		125	757		1,160	300	300	831
4006	Inspection	3,500	2,150	1,350				2,150								
4010	Equipment / Building Maint	15,000	15,400	(400)	2,829	139	577	1,128	1,027	5,992	1,995	27	11	1,599	41	35
	Miscellaneous Charges	25,440	22,822	2,618	3,193	220	619	4,589	1,027	6,117	2,752	27	1,171	1,899	341	866
5001	Depot	46,134	48,045	(1,911)	3,514	3,908	9,042	1,481	11,064	(814)	4,604	3,516	3,940		4,325	3,466
5003	Hessle Drive	200	897	(697)		107	590					100				100
	Depot Costs	46,334	48,942	(2,608)	3,514	4,015	9,632	1,481	11,064	(814)	4,604	3,616	3,940		4,325	3,566
5020	Solar Expenses - Swineshead PS	246	269	(23)		23				250						246
5021	Solar Expenses - Swineshead HQ	266	539	(273)		23										266
5022	Solar Expenses - Donington NI	169	192	(23)		23										169
5023	Solar Expenses - Chainbridge	169	169													169
5024	Solar Expenses - Wyberton	169	192	(23)		23										169
5025	Solar Expenses - Great Hale	169	192	(23)		23										169
5026	Solar Expenses - Holland Fen	169	192	(23)		23										169
5027	Solar Expenses - Cooks Lock PS	169	192	(23)		23										169
5028	Solar Expenses - Gosberton PS	337	360	(23)		23										337
5029	Solar Expenses - Black Hole PS	169	192	(23)		23										169
5030	Solar Expenses - Heckington PS	169	192	(23)		23										169
5031	Solar Expenses - Damford PS	169	192	(23)		23										169
5032	Solar Expenses - Downby Fen PS		23	(23)		23										
5033	Solar Expenses - Dyke Fen PS	168	191	(23)		23										168
	Solar Expenses	2,538	3,084	(546)		296				250						2,538
<<7001..7999	Rechargeable Expenditure	518,735	582,716	(63,981)	38,727	41,759	16,307	36,150	41,139	40,605	120,771	54,257	51,860	36,000	58,577	46,565
		518,735	582,716	(63,981)	38,727	41,759	16,307	36,150	41,139	40,605	120,771	54,257	51,860	36,000	58,577	46,565
Total Expenditure		3,661,980	3,623,661	38,320	161,730	286,951	155,740	238,741	253,360	225,883	366,053	357,448	394,380	221,921	238,562	722,891
Surplus / Deficit		(194,051)	(172,896)	21,155	298,898	104,161	643,030	34,331	(100,994)	(160,323)	(242,087)	442,913	(331,196)	(179,311)	(170,224)	(512,094)

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING – 22 NOVEMBER 2022

AGENDA ITEM 10

ANNUAL REPORT ON HEALTH & SAFETY

The following report outlines to Board Members how Health & Safety is effectively managed by the Board. Listed below are the methods that the Board are implementing and reviewing Health and Safety within the organisation.

1. A new 5 year contract with Cope Safety Management has been agreed which commenced June 2019 to act as our Health & Safety Advisors.

The cost to the Board is £1,385.52 per annum. The Operations Manager carries out day to day management of Health and Safety with onsite inspections undertaken by the Works Manager and Works Supervisor.

2. Cope Safety Management has carried out the following inspections and reviews this year:-

Full Day - 29/06/2022 with a further half day provisionally arranged in December; Review of Safe System of Work and Risk Assessments and Method Statements, to include site visits and general review of Policy.

3. The Board has a Health and Safety Policy statement, signed by the Chief Executive and displayed at the Office, this will be reviewed in April 2023.

During the period 25th October 2020 to 24th October 2022 there have been five near miss reports.

Date	Description of Near Miss	Reason/Action
15/07/2022	Unimog loose wheel after changing	Faulty torque wrench/New wrench calibrated periodically
22/07/2022	Twiga machine slipped towards drain	Too close to bank top/toolbox talk to all drivers
23/07/2022	Skirth drain Aebi wheel dropped into hole bank top	Not visible from cab/walk over survey prior
16/09/2022	Twiga top half of door glass smashed	Wind blew door from hand/don't open top half of door from ground in high winds
25/10/2022	Stone from flail mowing broke parked car windscreen	Front flap (long grass) on flail raised/ensure all guards are lowered in urban areas

4. 4 accidents have been recorded in the Accident book during the period 25th October 2021 to 24th October 2022.

Date	Accident	Weighting
17/06/2022	Cut finger clearing soil from trench	1
18/07/2022	Burn to leg from excavator exhaust	1
29/09/2022	Loading cutting basket knife slipped, cut back of glove and hand	1
10/10/2022	Slipped from machine banged elbow	1

Accident Weighting Factor

- 1 = Low Return to work the same/next day
 2 = Medium RIDDOR reportable accident (3 day rule)
 3 = High RIDDOR reportable (major injury or condition)

5. The Board are continuing to work with National Grid, (formerly Western Power Distribution), and the Health and Safety Executive to ensure that a safe method of working is followed when operating machinery near overhead electrical wires.

All machine operators were reminded of their actions and consequences at the Pre-Cutting Briefing.

6. The following Health & Safety and Plant training courses have taken place during the period:

<u>Name</u>	<u>Date</u>	<u>Type of Course</u>
Mark Green	27.01.22	LANTRA Aebi Tractor basic training
Ian Rose	27.01.22	LANTRA Aebi Tractor basic training
Stuart Hanger	27.01.22	LANTRA Aebi Tractor basic training
Mervyn Wood	02.02.22	LANTRA Telescopic forklift refresher
Dale Roy	03.02.22	LANTRA Telescopic forklift refresher
Ian Rose	03.02.22	LANTRA Telescopic forklift refresher
Ryan Banham	02.02.22	LANTRA Telescopic forklift refresher
Stephen Brown	03.02.22	LANTRA Telescopic forklift refresher
Stuart Hanger	02.02.22	LANTRA Telescopic forklift refresher
Ryan Banham	26.05.22	Health & Safety awareness
Stephen Brown	26.05.22	Health & Safety awareness
Chris Duku	26.05.22	Health & Safety awareness
Mark Green	26.05.22	Health & Safety awareness
Stuart Hanger	26.05.22	Health & Safety awareness
Martin Henton	26.05.22	Health & Safety awareness
Mick Lancaster	26.05.22	Health & Safety awareness
Ian Rose	26.05.22	Health & Safety awareness
Roy Dale	26.05.22	Health & Safety awareness
Adam Scott	26.05.22	Health & Safety awareness
Robert Smith	26.05.22	Health & Safety awareness
Mervyn Wood	26.05.22	Health & Safety awareness

Ryan Banham	19.10.22	SHOC overhead cable awareness training
Stephen Brown	19.10.22	SHOC overhead cable awareness training
Mark Green	19.10.22	SHOC overhead cable awareness training
Ben Inman	19.10.22	SHOC overhead cable awareness training
Tom Lee	19.10.22	SHOC overhead cable awareness training
Pat Banham	19.10.22	SHOC overhead cable awareness training
Martin Henton	19.10.22	SHOC overhead cable awareness training

7. Risk Assessments for high-risk areas of work are prepared by the Operations Manager, designed to identify any risk and thereafter reduce the risk of any danger and/or accident by developing a safe method of working via a Method Statement. The Method Statements are introduced to the workforce prior to any works taking place.
8. Health & Safety Booklets have been issued to all employees.
9. Personal Protective Equipment relevant to the Boards operations is issued and kept up to date with all employees.
10. Annual Lifting Operations and Lifting Equipment Regulations (LOLER) testing is carried out on all the Boards lifting equipment (access platform, chains, slings, eye bolts, straps) by/for our insurers, defective items being replaced.
11. A Lone Workers Policy is currently in place and a new automated lone working device using mobile phone technology is now being used by all operatives.

P Nicholson
Operations Manager

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2022

AGENDA ITEM 11

Pumping Station Transformer

At 9 of its 34 pumping stations, the Board own a transformer to reduce the incoming electricity supply voltage. Each of the transformers are 50+ years old except Blackhole Drove which was replaced in 2010 following a lightning strike at the station in August of that year.

Transformers are located at the following stations.

- Gosberton Fen (which also provides supply to Dowsby Fen)
- Great Hale Fen
- Swineshead
- Wyberton Marsh
- Donington North Ings
- Wyberton Chain Bridge
- Cooks Lock
- Holland Fen
- Blackhole Drove

EME power systems have been commissioned to complete inspections at these sites for the next 5 years. The results of this year's inspection report highlighted the following:

Black Hole Pumping Station:

No defects noted.

Chain Bridge Pumping Station:

No major defects noted.

Cooks Lock Pumping Station:

No oil in sight glass – Would recommend removing lid to verify oil level and top up accordingly.

Donington Pumping Station:

No major defects noted.

Gosberton Pumping Station:

Oil sample report states high levels of dissolved gases including CO₂ and Ethane which suggests the paper insulation is breaking down. This means the transformer is at risk of failure and I would recommend looking at replacing the transformer as soon as possible.

Great Hale Pumping Station:

Oil sample report states moisture content at cautionary level so I would recommend carrying out a resample to confirm this reading. If correct I would advise that an oil change is carried out, or due to the age of the unit replacing the transformer may be more cost effective.

Holland Fen Pumping Station:

No major defects noted.

Swineshead Pumping Station:

Oil sample report states the oil acidity is at a serious level and moisture is at a cautionary level so I would recommend carrying out a resample to confirm this reading. If correct I would advise that an oil change is carried out, or due to the age of the unit replacing the transformer may be more cost effective.

Wyberton Marsh Pumping Station:

No major defects noted.

Remedial Costs:

- The works at Cooks Lock would cost **£1,600 ex vat** which includes WPD, our SAP, 2 x fitters and some oil.
- The 2 x resamples would cost **£450 ex vat**.
- The 2 x oil changes at Great Hale and Swineshead would cost **£4,600 ex vat** if carried out on the same day which includes WPD, our SAP, 2 fitters and the oil.

All of the above remedial works have now been completed.

The result of the inspection for the Gosberton & Dowsby Fen transformer, meant that further correspondence was required. The following information are parts of emails from James Grigg(JG) at EME Power Systems and Robert Fall(RF) from Interlec Electrical Contractors:

(JG)At the time of my site survey, I mentioned that a 500kVA transformer may be sufficient. However, this was before I realised the 200A supply was 3 phase. As Robert from Inter-lec stated that the maximum load could be 430kVA, I would recommend that a 800kVA transformer is opted for as it is not good practice to run them at more than 75% loading. I have though included prices for each size. The lead time is currently 10 – 12 weeks.

(RF)As EME have said in their email, the supply transformer could be dropped to a 500 KVa size and this will be ample for the load of the two pumping stations fitted with their existing pump drive motors.

The two proposed MCCB's will also give better protection as I would think that the existing installation only had high voltage protection upstream of the transformer.

Things move on and electrical protections and the way things are protected and controlled, change over time. The panels and electrical installations were correct when they were installed but 20 odd years down the line and they do not meet the modern up to date requirements of the electrical regulations but they are not unsafe and do not need major modifications, their proposals of two additional MCCB's will help a lot.

What Black Sluice IDB have to be mindful of is, what will happen when the point in time comes when you start to change the pumps and the load changes in the process.

But at the moment what is being proposed is right and will give you the power to run the stations and have the added safety of two additional moulded case circuit breakers to protect the power supplied to the stations (especially Dowsby who's supply cable has very little at the moment).

Dowsby Fen This station has two, 70HP pumps (which is 52Kw) each with a full load current of 100 amps. The total mains load with all power factor correction working will be about 120 to 130 KVa.

Gosberton This station has three, 110HP pumps (which is 82Kw) each with a full load current of 152 amps. The total mains load with all power factor correction working will be about 275 to 300 KVa.

The initial inspection report for Gosberton can be found on pages 133 & 134.

The costs to supply and fit a new transformer can be found on pages 135 – 137.

The transformer condition report can be found on pages 138 – 140.

The above reports identify the cost to supply and fit the 2 options, a 500 Kva at £61,400 or 800 Kva at £68,620 transformer, and also an estimate to complete an internal inspection at £4,000.

The existing transformer is a 750kva, and as stated the recommendation given is that *it is not good practice to run them at more than 75% loading.*

Information requested about what will happen when a transformer fails has not been provided.

Currently there has not been a consideration towards a replacement programme for the transformers, with a high-level estimate as follows provided in priority order, subject to funding availability.

Proposed transformer replacement budget cost can be found on page 141.

It is anticipated that some or all the costs for replacement of the transformers in the future could be achieved through an approved application through FCERM GiA, which could form part of the Catchment Study currently being developed, but at the time of writing this report no assurance could be provided that this would or could be claimed retrospectively.

Gosberton/Dowsby Fen transformer has been identified from the information provided within the report as being at point of failure and the recommendation given that it should be replaced.



SGS Analytics UK Ltd
 Conwy
 LL32 8FA
 United Kingdom
 Tel: 01492 574750
 Fax: 01492 574778

Make:	FERRANTI	Sample No:	9131252
Transcheck Client Name	EME POWER SYSTEMS	Order No:	OPO23643
Serial No:	421857	Site Name:	BLACK SWICE IDB
System:	T'FORMER	Form No:	TC4948445
Address	JAMES GRIGG UNIT 4 POPLAR BUSINESS PARK PRIDE PARK SLEAFORD LINCOLNSHIRE UNITED KINGDOM NG34 8GJ	Site Address	GOSBERTON
		Sample Temp:	17.1
		Sampled by	S J
Analysed by:	Daniel Davies	Oil Brand	MINERAL
Unique No.:	5621142	Received:	21/04/22
Substation:	INTAKE	Plant Ref:	TX NO 1
Rating:	750	Voltage:	11000-433
		Litres:	199
		Year	1965

Results	Current Sample	Historical Samples	Min	Max
Sample No	9131252			
Status				
Sampled	14/04/22			
Fluid Age				
Unit Age				
Fluid Condition				
ISO Code	- IEC60970	16/14/10	09/08/07	20/18/15
Particle Count 4	particles/ml IEC60970	446		
Particle Count 6	particles/ml IEC60970	122		
Particle Count 14	particles/ml IEC60970	7		
Acidity	mg KOH/g LM-6	0.06		0.301
Appearance	- LM-42	CLEAR		
Colour	-	AMBER		
Contamination amount	-	LIGHT		
Dielectric Breakdown	kV LM-9	69.5	29.9	
Fibres	-	A Few Long & Short		
Flakes	-	None		
Particles	-	Few		
PCB	ppm LM-41	<2.0		50
Water Content ppm	ppm LM-8	12		40.01

Comments: Fluid Condition

PCB levels appear low and satisfactory for an in-use insulating fluid and no special disposal requirements for PCBs need apply. Acidity, Breakdown voltage and Moisture content are satisfactory. Fluid condition appears satisfactory for continued use.

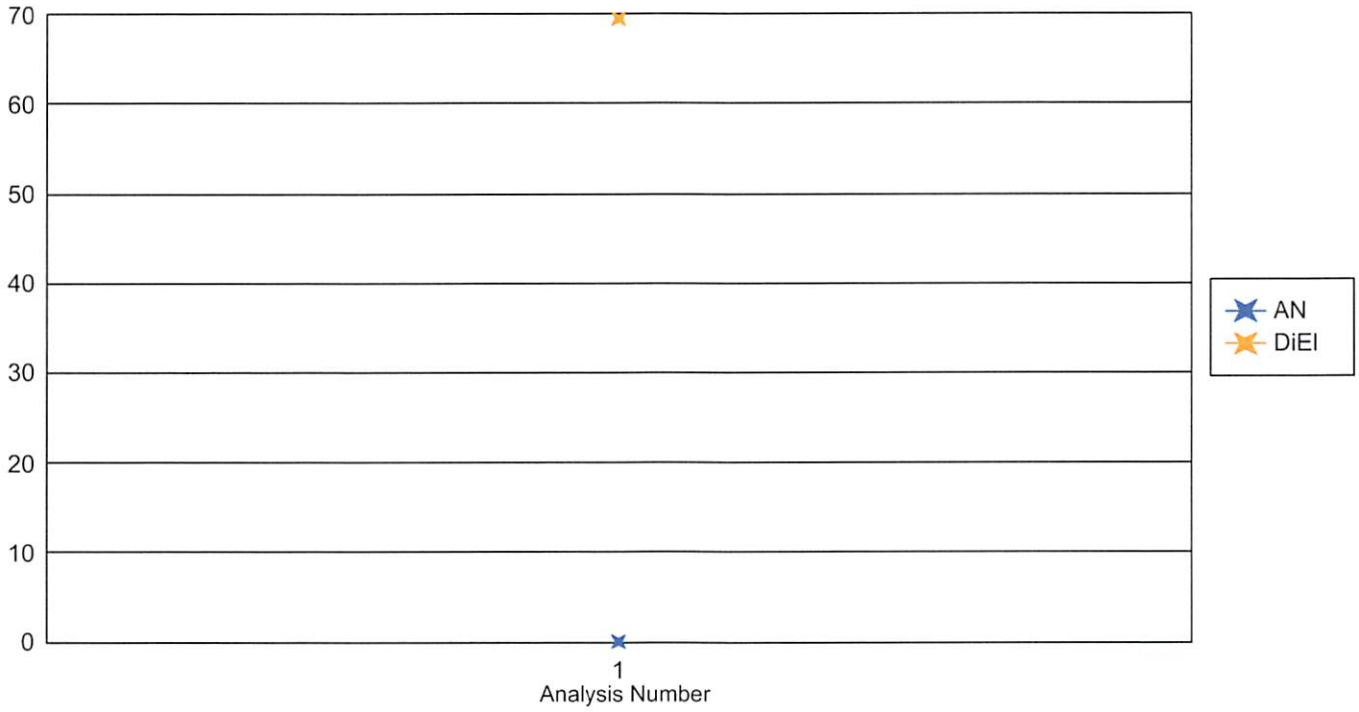
Transformer Condition

Acetylene (C2H2)	ppm	ASTM D3612	1	15
Carbon Dioxide (CO2)	ppm	ASTM D3612	7841	
Carbon Monoxide (CO)	ppm	ASTM D3612	643	500
Ethane (C2H6)	ppm	ASTM D3612	201	150
Ethylene (C2H4)	ppm	ASTM D3612	23	60
Hydrogen (H2)	ppm	ASTM D3612	56	200
Methane (CH4)	ppm	ASTM D3612	86	150
Nitrogen (N2)	ppm	ASTM D3612	76298	
Oxygen (O2)	ppm	ASTM D3612	153	
Tot. Combust. (TDCG)	ppm	ASTM D3612	1010	

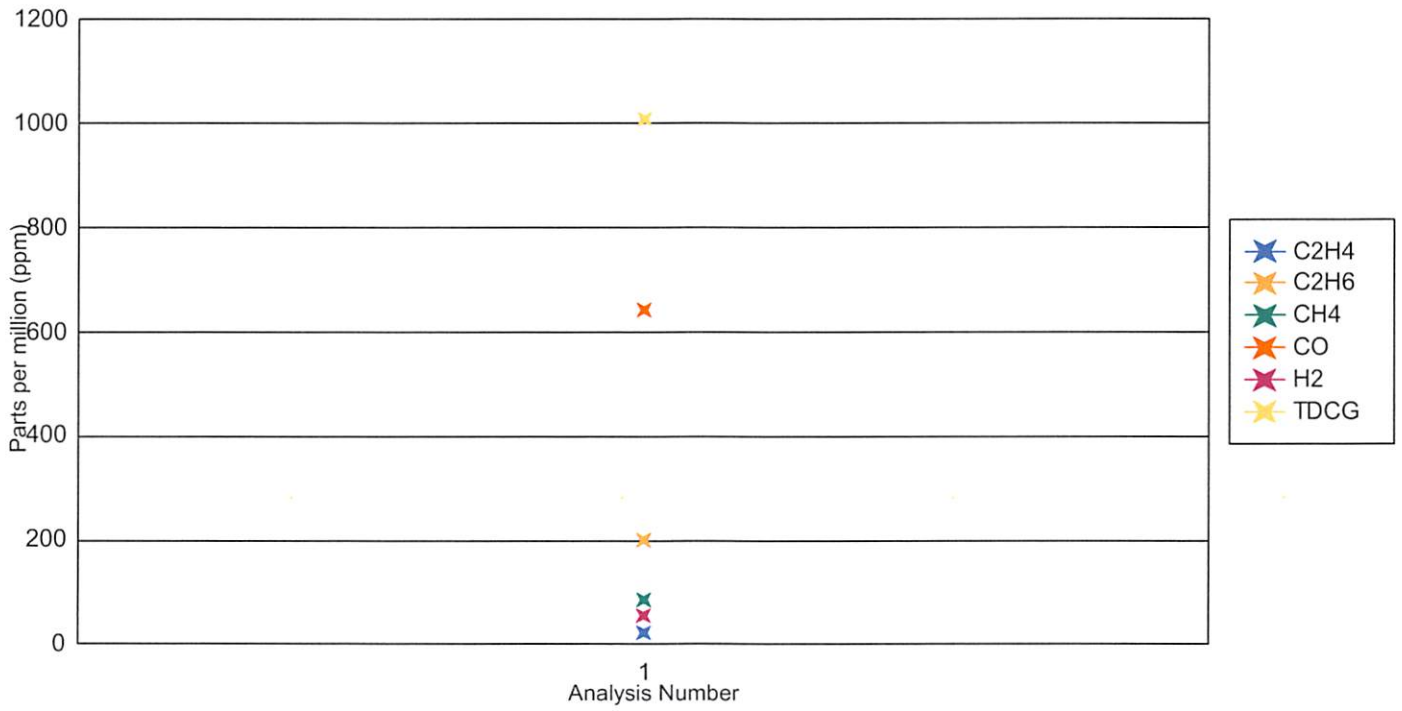
Comments: Transformer Condition

Dissolved Gas Analysis suggests a thermal fault in the low temperature range (100-200°C). Methane is at a cautionary level, while Ethane is serious. Carbon Monoxide is also at a serious level, suggesting the paper insulation may be involved in the fault. As this is a first time sample recommend immediate resample to confirm the presence of the fault; otherwise replace/degas oil, or repair unit looking for loose bolts, connections, badly butted joints, paper windings and paper wrapped joints. Additionally, consider Furan compound analysis on future samples to indicate the level of paper degradation.

Fluid Condition



Dissolved Gases



eme power systems

Unit 4 Poplar Business Park, Sleaford, Lincolnshire, NG34 8GJ
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emepowersystems.co.uk



**EME
POWER
SYSTEMS**

Ref. 014414/JGKM/0706

Kevin Methley
Black Sluice IDB
Station Road
Swineshead
Boston
Lincolnshire
PE20 3PW

07/06/2022

Dear Kevin,

Subject: **GOSBERTON PUMPING STATION REPLACEMENT TRANSFORMER**

Thank you for your enquiry regarding the above.

Further to my recent site survey, I am writing to provide you with proposals as attached.

I trust that the enclosed meets with your approval, if however you have any queries please do not hesitate to contact me further.

Yours Sincerely,

James Grigg
Electrical Engineer



PROPOSALS:

1. Liaise with WPD and provide SAP to carry out HV isolation to site.
2. Disconnect and remove the HV cable and LV tailing.
3. Disconnect earthing.
4. Crane out transformer (remove to scrap).
5. In place of the above, supply and install a distribution transformer as per below, outline specification being:

ONAN, 11kV / 415V, complete with close coupled top exit LV cabinet consisting of a 400A Sub main MCCB and main MCCB based on the transformer rating.

6. Install new section of suitably rated HV cable to link the new transformer with the existing WPD metering unit.
7. Terminate new HV cable section to the transformer HV box.
8. Carry out HV straight joint to pick up the feed from the WPD metering circuit breaker.
9. Disconnect and remove the existing main transformer LV tails and sub main cable arrangement.
10. Supply and install new cable containment at high level.
11. Supply and install a new set of LV tails rated at transformer rating. Terminate LV tails to transformer LV terminals and LV switch board incoming device (length = 25M).
12. Carry out glanding & terminations of the new LV tailing to transformer & LV switchboard.
13. Supply and install a new suitably rated 4 core SWA cable and terminate to the 400A MCCB.
14. Carry out LV straight joint to re-feed the 200A sub main.
15. Set LV protection.
16. Re-connect existing earthing.
17. Pressure test.
18. Energise.

QUOTATIONS:

Our quotations to carry out works as described above are:

For the sum of –

500KVA TRANSFORMER:

Utilising a refurbished unit: £ 45,990.00 ex Vat.

Utilising a new unit: £ 57,900.00 ex Vat.

800KVA TRANSFORMER:

Utilising a refurbished unit: £ 49,750.00 ex Vat.

Utilising a new unit: £ 65,120.00 ex Vat.

CIVILS:

1. Excavate cable trench for new LV & HV cabling.
2. Excavate joint hole.
3. Re-instate once works complete.

QUOTATION:

Our budget quotation to carry out works as described above is:

For the sum of – £ 3,500.00 ex Vat. *

***Subject to location of existing HV joint.**

INCLUSIONS / EXCLUSIONS & CLARIFICATIONS:

1. A power outage of approximately 1 and a half to 2 days would be required to complete this work.

TERMS AND CONDITIONS:

The terms and conditions applicable to the works shall be the Model Form of General Conditions of Contract MF/1 (rev 5)/2010 as published by the Institution of Electrical Engineers.

PAYMENT:

Quotation is subject to payment terms of 15% with order, a further 35% (funds to be cleared) on delivery of equipment to site (or notification of readiness to be dispatched), with the remainder being invoiced on an interim basis as the works progress to completion (the timing and the frequency of subsequent invoices being at the discretion of EME Power Systems - payment terms 30 days from date of invoice).

Right of title to all goods and materials remain with EME Power Systems until payment in full has been received

eme power systems

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emepowersystems.co.uk



**EME
POWER
SYSTEMS**

Ref. 014414/JGKM/2710

Kevin Methley
Black Sluice IDB
Station Road
Swineshead
Boston
Lincolnshire
PE20 3PW

27/10/2022

Dear Kevin,

Subject: **GOSBERTON TRANSFORMER CONDITION REPORT**

Thank you for your enquiry regarding the above.

Following the inspection and oil sample of the transformer, I am writing to provide you with a summary of the issues discovered, along with our recommendations to rectify.

I trust that the enclosed meets with your approval, if however you have any queries please do not hesitate to contact me further.

Yours Sincerely,

James Grigg
Electrical Engineer



Constructionline



Transformer Condition:

As noted in the oil sample analysis (Fig. 1), high levels of Carbon Monoxide, Ethane and Methane have been detected. These dissolved gases indicate a thermal fault (loose connections) in the low temperature range and that paper insulation may be involved in the fault. In a transformer, paper insulation is used to insulate the internal connections and the windings in the core. Upon carrying out an internal investigation of the transformer, the internal connections could be examined for any signs of arcing as a result of loose connections. However the winding and core cannot be examined due to them being inaccessible. If an internal investigation results in no issues being visible, it is reasonable to assume that the fault causing the gases is inside the core and windings. It is not possible to just replace the core and windings, so in order to rectify the issue at this stage, a replacement transformer would be required. The cost to carry out this internal investigation would be in the region of **£4,000 ex vat.** and this cost would be in addition to the costs already given to replace the transformer.

It is also important to note that the transformer is 57 years old, so it has more than exceeded its life span of circa 40 years.

Fluid Condition				
ISO Code	-	IEC60970	16/14/10	09/08/07 20/18/15
Particle Count 4	particles/ml	IEC60970	446	
Particle Count 6	particles/ml	IEC60970	122	
Particle Count 14	particles/ml	IEC60970	7	
Acidity	mg KOH/g	LM-6	0.06	0.301
Appearance	-	LM-42	CLEAR	
Colour	-		AMBER	
Contamination amount	-		LIGHT	
Dielectric Breakdown	kV	LM-9	69.5	29.9
Fibres	-		A Few Long & Short	
Flakes	-		None	
Particles	-		Few	
PCB	ppm	LM-41	<2.0	50
Water Content ppm	ppm	LM-8	12	40.01
Comments: Fluid Condition				
PCB levels appear low and satisfactory for an in-use insulating fluid and no special disposal requirements for PCBs need apply. Acidity, Breakdown voltage and Moisture content are satisfactory. Fluid condition appears satisfactory for continued use.				
Transformer Condition				
Acetylene (C2H2)	ppm	ASTM D3612	1	15
Carbon Dioxide (CO2)	ppm	ASTM D3612	7841	
Carbon Monoxide (CO)	ppm	ASTM D3612	643	500
Ethane (C2H6)	ppm	ASTM D3612	201	150
Ethylene (C2H4)	ppm	ASTM D3612	23	60
Hydrogen (H2)	ppm	ASTM D3612	56	200
Methane (CH4)	ppm	ASTM D3612	86	150
Nitrogen (N2)	ppm	ASTM D3612	76298	
Oxygen (O2)	ppm	ASTM D3612	153	
Tot. Combust. (TDCG)	ppm	ASTM D3612	1010	
Comments: Transformer Condition				
Dissolved Gas Analysis suggests a thermal fault in the low temperature range (100-200°C). Methane is at a cautionary level, while Ethane is serious. Carbon Monoxide is also at a serious level, suggesting the paper insulation may be involved in the fault. As this is a first time sample recommend immediate resample to confirm the presence of the fault; otherwise replace/degas oil, or repair unit looking for loose bolts, connections, badly butted joints, paper windings and paper wrapped joints. Additionally, consider Furan compound analysis on future samples to indicate the level of paper degradation.				

Fig.1 – Transformer Oil Analysis

Existing Transformer Installation:

The transformer at Gosberton currently feeds 2No. pumping stations. At present, the pumping station across the river is fed by a sub main cable that is cabled direct to the transformer LV connections, along with the other LV cables that feed the main pumping station. This means that the only electrical protection at the source of the sub main cable is National Grid's HV fuses. This sub main is at least circa 80 metres in length, which means if there was an earth fault further than 10 metres along the cable from the transformer, it is highly unlikely that the HV fuses would operate due to the earth fault current reducing as it travels along the return path. This is because the fault current flowing through the HV fuses would only appear to be in-rush current, which the HV fuses are designed to handle. This would result in a potentially dangerous incident, with stipulated earth fault disconnection times not being adhered to. As well as the earth fault issue, the LV cable is also not adequately protected against overload to protect the cable, and so therefore the existing LV installation does not comply with today's regulations. My solution to rectify this, is to supply 2 x MCCB's fitted to the new transformer, which would provide adequate electrical protection in the event of an earth fault or overload.

Summary:

Due to the reasons given above, it is my recommendation that the most cost-effective solution to provide a safe and robust supply, would be to replace the transformer. It would ensure that the electrical installation complies with today's regulations, that both pumping stations have a stable supply for 50+ years to come, and the added bonus of potential energy cost savings if a new transformer is opted for. Newer transformers are much more efficient than older transformers as they have fewer losses. This means less electricity is drawn from the network, and thus savings can be made on bills which is now more important than ever, given the recent increase in energy. Also it is important to point out that over the past 6 months, the costs of transformers, cables and MCCB's have increased sharply, so in order to achieve best value for money, I would recommend that the works are carried out sooner rather than later.

Budget costs for transformer replacements

	Year commissioned	Size	Budget cost for replacement	Estimated replacement
Gosberton Fen	1966	750 kva	£70,000	2023/24
Great Hale Fen	1966	300 kva	£45,000	2025/26
Swineshead	1966	500 kva	£65,000	2026/27
Wyberton Marsh	1966	300 kva	£45,000	2028/29
Donington North Ings	1966	300 kva	£45,000	2028/29
Wyberton Chain Bridge	1967	300 kva	£45,000	2029/30
Cooks Lock	1966	300 kva	£45,000	2029/30
Holland Fen	1967	500 kva	£65,000	2030/31
Blackhole Drove	1968	1000 kva	£80,000	2050+
		Total	£505,000	

Black Sluice Internal Drainage Board

Printed on 08/11/2022 at 11:36 by JB2

From 01/06/2022 To 30/06/2022

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/06/2022 To 30/06/2022**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
ANG102	09/06/2022	Payment	334740301	Bacs	-144.89	Anglian Water (Holland Fen PS)
ASH001	09/06/2022	Payment	22954756	Bacs	-770.23	Sunbelt Rentals Ltd
AXI001	09/06/2022	Payment	4837/22	Bacs	-15720.00	Axis Surveys Ltd
BOS002	09/06/2022	Payment	30398	Bacs	-717.85	Boston Commercial Cleaners Ltd
BUS002	09/06/2022	Payment	BO211379	Bacs	-89.95	B A Bush & Sons Ltd
COP002	09/06/2022	Payment	inv-55098	Bacs	-618.55	Cope Safety Management Ltd.
COS001	09/06/2022	Payment	35135	Bacs	-282.00	Peter & David Cosby
CRA001	09/06/2022	Payment	SI-7095	Bacs	-15.21	Craven & Nicholas Ltd
CRP001	09/06/2022	Payment	08/06/2022	Bacs	-40.00	C & R Property Services
ESS001	09/06/2022	Payment	1181	Bacs	-1839.82	Essential Supplies Lincs
HBP001	09/06/2022	Payment	SIN058515	Bacs	-36.00	HBP Systems Ltd
HIT001	09/06/2022	Payment	20412181	Bacs	-936.00	Hitachi Construction Machinery
IBB001	09/06/2022	Payment	131303	Bacs	-1076.10	Arthur Ibbett Limited
IDS001	09/06/2022	Payment	50251	Bacs	-673.96	iD Specialist Machinery
INL001	09/06/2022	Payment	May 2022	Bacs	-24310.67	HM Revenue & Customs
INT002	09/06/2022	Payment	6056	Bacs	-4275.12	InterLec
IRE001	09/06/2022	Payment	225042	Bacs	-637.42	Irelands Farm Machinery Ltd
JAC001	09/06/2022	Payment	BTN/349070	Bacs	-75.11	Jackson Buildbase
JBA001	09/06/2022	Payment	2022/2274	Bacs	-5577.56	JBA Consulting
LIN002	09/06/2022	Payment	May 2022	Bacs	-22552.24	Lincolnshire C C Pension Fund
MAS001	09/06/2022	Payment	ESI002151	Bacs	-6832.06	Mastenbroek Environmental Ltd
MOT001	09/06/2022	Payment	BTT195540	Bacs	-57.84	Motor Parts Direct Limited
OFF005	09/06/2022	Payment	SN927265	Bacs	-568.80	Office Furniture Online
PET003	09/06/2022	Payment	6707	Bacs	-90.00	Peter Smith Commercials Ltd
ROY002	09/06/2022	Payment	1802519395	Bacs	-990.00	Royal Mail Group Ltd
SHA006	09/06/2022	Payment	1120	Bacs	-8040.00	L A Sharpe Ltd
SHI001	09/06/2022	Payment	IN32998	Bacs	-87.84	Shire Toilet Hire Ltd
TFM001	09/06/2022	Payment	271099	Bacs	-867.99	TFM Supplies
TRA006	09/06/2022	Payment	1262064961	Bacs	-55.98	Trade UK

Account	Date	Type	Ref 1	Ref 2	Value	Details
WOO001	09/06/2022	Payment	982825	Bacs	-423.33	WBM Office Solutions Limited
ASH001	23/06/2022	Payment	23147540	Bacs	-1370.40	Sunbelt Rentals Ltd
BLU001	23/06/2022	Payment	31336	Bacs	-432.00	Blue Line Trailers
BOS018	23/06/2022	Payment	48229	Bacs	-98.00	Boston HGV Testing Station Ltd
BUS002	23/06/2022	Payment	BO211448	Bacs	-84.95	B A Bush & Sons Ltd
ESS001	23/06/2022	Payment	1219	Bacs	-113.22	Essential Supplies Lincs
GAT001	23/06/2022	Payment	INV-31014	Bacs	-162.00	Gateway Automation Ltd
GUA001	23/06/2022	Payment	10483	Bacs	-175.00	Guardian Press (Boston) Ltd
HAL001	23/06/2022	Payment	Amy Chamberlain (22)	Bacs	-232.00	David Hallgate Optometrist
HAL005	23/06/2022	Payment	43179	Bacs	-708.00	Hallgate (Lincs) Limited
HBP001	23/06/2022	Payment	SIN058546	Bacs	-2845.92	HBP Systems Ltd
HGV001	23/06/2022	Payment	VBCV333594	Bacs	-10.72	Alliance Automotive T/A HGV Tr
IRE001	23/06/2022	Payment	225182	Bacs	-435.07	Irelands Farm Machinery Ltd
JAC001	23/06/2022	Payment	BTN/350072	Bacs	-12.42	Jackson Buildbase
LAR001	23/06/2022	Payment	72713	Bacs	-102.10	Ray Larrington Hydraulics
LIN002	23/06/2022	Payment	10145386	Bacs	-450.00	Lincolnshire C C Pension Fund
OFF005	23/06/2022	Payment	SN935284	Bacs	-123.60	Office Furniture Online
ORI001	23/06/2022	Payment	INV-101543	Bacs	-12481.71	Oriel Systems Ltd
STAN001	23/06/2022	Payment	24356	Bacs	-8550.00	Stantec UK Limited
SWI001	23/06/2022	Payment	BN087236	Bacs	-74.80	Switch Electrical WholesaleLtd
TFM001	23/06/2022	Payment	271113	Bacs	-301.87	TFM Supplies
TRA006	23/06/2022	Payment	1270354477	Bacs	-18.90	Trade UK
WIT001	23/06/2022	Payment	INV04737	Bacs	-1140.48	Witham Fourth IDB
EVE002	26/06/2022	Payment	P03	Direct Deb	-769.49	Everything Everywhere
BAR005	10/06/2022	Payment	P03	Direct Deb	-112.71	Barclaycard Merchant Services
BAR005	10/06/2022	Payment	P03	Direct Deb	-18.98	Barclaycard Merchant Services
PIT001	13/06/2022	Payment	P03	Direct Deb	-409.60	Pitney Bowes Ltd
TOM002	14/06/2022	Payment	P03	Direct Deb	-196.56	TomTom
PAY001	15/06/2022	Payment	P03	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/06/2022	Payment	P03	Direct Deb	-22357.38	Woldmarsh Producers Ltd
BOC001	24/06/2022	Payment	P03	Direct Deb	-860.53	BOC
EVE002	28/06/2022	Payment	P04	Direct Deb	-769.57	Everything Everywhere
BOS001	28/06/2022	Payment	P04	Direct Deb	-2477.50	Boston Borough Council (Rates)
NAT004	30/06/2022	Payment	P04	Direct Deb	-133.08	Natwest
NAT004	30/06/2022	Payment	P04	Direct Deb	-5.25	Natwest

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

Bacs	-128325.68	Cheque	Direct Deb	-28123.85	Chargecard
Bulk Bacs					

Adjustments

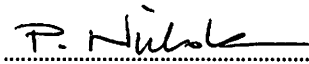
Disc		Contra SL			
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Refunds

Refund



Finance Manager



Operations Manager

Black Sluice Internal Drainage Board

Printed on 08/11/2022 at 11:37 by JB2

From 01/07/2022 To 31/07/2022

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/07/2022 To 31/07/2022**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
CRO004	04/07/2022	Payment	P04	Bacs	-365.89	CROP LOSS
CRO004	04/07/2022	Payment	P04	Bacs	-359.87	CROP LOSS
CRO004	04/07/2022	Payment	P04	Bacs	-114.67	CROP LOSS
CRO004	04/07/2022	Payment	P04	Bacs	-74.84	CROP LOSS
CRO004	04/07/2022	Payment	P04	Bacs	-44.48	CROP LOSS
HAR001	07/07/2022	Adjust	Sales INV02020	Contra SL	30000.00	TC Harrison JCB
HAR001	07/07/2022	Adjust	Correction	Contra SL	-60000.00	TC Harrison JCB
HAR001	07/07/2022	Payment	Sales INV02020	Bacs	-141600.00	TC Harrison JCB
ANG002	14/07/2022	Payment	318737	Bacs	-39.18	Anglia Bearing Company
ASH001	14/07/2022	Payment	23265589	Bacs	-606.37	Sunbelt Rentals Ltd
BOS018	14/07/2022	Payment	48342	Bacs	-35.00	Boston HGV Testing Station Ltd
BRE001	14/07/2022	Payment	20770460	Bacs	-910.80	Breedon Trading Limited
CAR003	14/07/2022	Payment	225950	Bacs	-960.00	Carrier Rental Systems
CON005	14/07/2022	Payment	3224	Bacs	-288.00	Connect Fleet
COP002	14/07/2022	Payment	INV-55431	Bacs	-138.55	Cope Safety Management Ltd.
COS001	14/07/2022	Payment	35202	Bacs	-462.00	Peter & David Cosby
EME002	14/07/2022	Payment	INV-009331	Bacs	-7440.00	EME Power Systems
ENV001	14/07/2022	Payment	EST000009776A	Bacs	-10.00	Environment Agency
ESS001	14/07/2022	Payment	1291	Bacs	-267.50	Essential Supplies Lincs
HAR001	14/07/2022	Payment	23190709	Bacs	-13651.96	TC Harrison JCB
HBP001	14/07/2022	Payment	SIN058798	Bacs	-126.00	HBP Systems Ltd
IDS001	14/07/2022	Payment	50355	Bacs	-436.50	iD Specialist Machinery
INL001	14/07/2022	Payment	2022-P03	Bacs	-24778.76	HM Revenue & Customs
INS003	14/07/2022	Payment	2021-17202	Bacs	-1948.32	Inspired Ecology Ltd
INT002	14/07/2022	Payment	6069	Bacs	-306.72	InterLec
IRE001	14/07/2022	Payment	225473	Bacs	-3445.45	Irelands Farm Machinery Ltd
JBA001	14/07/2022	Payment	2022/3085	Bacs	-6595.33	JBA Consulting
JUT001	14/07/2022	Payment	1	Bacs	-75.00	Jutta Whitworth-Biehler
LIN002	14/07/2022	Payment	2022-P03	Bacs	-22446.41	Lincolnshire C C Pension Fund

Account	Date	Type	Ref 1	Ref 2	Value	Details
LON003	14/07/2022	Payment	0020/00015560	Bacs	-1661.64	Longwater Construction
MAS001	14/07/2022	Payment	ESI002220	Bacs	-727.75	Mastenbroek Environmental Ltd
MOT001	14/07/2022	Payment	BTT196515	Bacs	-85.03	Motor Parts Direct Limited
MWN001	14/07/2022	Payment	INV19340	Bacs	-6700.80	MW Nice Fencing Ltd
PHI003	14/07/2022	Payment	0000158874	Bacs	-462.90	Phillips Animal Health Ltd
PRO004	14/07/2022	Payment	INV131979	Bacs	-59.08	Progreen Weed Control Solution
ROS001	14/07/2022	Payment	00031483	Bacs	-36.77	Rossendales Ltd
ROY001	14/07/2022	Payment	213747	Bacs	-2640.00	Roythornes LLP
SHI001	14/07/2022	Payment	IN33826	Bacs	-681.84	Shire Toilet Hire Ltd
STAN001	14/07/2022	Payment	26785	Bacs	-8550.00	Stantec UK Limited
SWI001	14/07/2022	Payment	BN087723	Bacs	-88.79	Switch Electrical WholesaleLtd
TFM001	14/07/2022	Payment	271794	Bacs	-415.58	TFM Supplies
TRA002	14/07/2022	Payment	3522 AFD392	Bacs	-179.60	Travis Perkins Trading Co Ltd.
TRA006	14/07/2022	Payment	1279122528	Bacs	-98.43	Trade UK
WOO001	14/07/2022	Payment	983031	Bacs	-163.49	WBM Office Solutions Limited
BRE001	27/07/2022	Payment	20794323	Bacs	-1138.50	Breedon Trading Limited
BUS002	27/07/2022	Payment	BO211695	Bacs	-203.90	B A Bush & Sons Ltd
CEF001	27/07/2022	Payment	BOS/321374	Bacs	-120.30	CEF (Boston)
CRA004	27/07/2022	Payment	20741	Bacs	-468.51	Craftwork Engineering Ltd
CRP001	27/07/2022	Payment	BSIDBWINDOWS15/07/22	Bacs	-40.00	C & R Property Services
DIC001	27/07/2022	Payment	INV-6883	Bacs	-740.00	D & J Dickinson
DON001	27/07/2022	Payment	DCI0013564	Bacs	-6.60	Donington Engineering Supplies
ENV001	27/07/2022	Payment	EST000009124A	Bacs	-10.00	Environment Agency
ESS001	27/07/2022	Payment	1356	Bacs	-15.50	Essential Supplies Lincs
FLE001	27/07/2022	Payment	11115	Bacs	-196.50	Fleet Sense Ltd
HBP001	27/07/2022	Payment	SIN058949	Bacs	-1333.20	HBP Systems Ltd
HIL002	27/07/2022	Payment	163786	Bacs	-86.64	Charles H Hill Ltd
HIT001	27/07/2022	Payment	20412688	Bacs	-940.54	Hitachi Construction Machinery
IRE001	27/07/2022	Payment	225532	Bacs	-252.00	Irelands Farm Machinery Ltd
JOH007	27/07/2022	Payment	R001295	Bacs	-4016.24	Johnston Quarry Group
LAR001	27/07/2022	Payment	73046	Bacs	-292.80	Ray Larrington Hydraulics
LIN002	27/07/2022	Payment	10147500	Bacs	-245.43	Lincolnshire C C Pension Fund
LON003	27/07/2022	Payment	0020/00016024	Bacs	-34.56	Longwater Construction
MEL001	27/07/2022	Payment	INV-9242	Bacs	-543.12	H Mell & Son Services Ltd
MOT001	27/07/2022	Payment	BTT197086	Bacs	-101.25	Motor Parts Direct Limited

Account	Date	Type	Ref 1	Ref 2	Value	Details
PET003	27/07/2022	Payment	6927	Bacs	-1731.75	Peter Smith Commercials Ltd
SHI001	27/07/2022	Payment	IN34622	Bacs	-237.84	Shire Toilet Hire Ltd
SIL001	27/07/2022	Payment	IN569756	Bacs	-20.04	Silt Side Services Ltd
SJR001	27/07/2022	Payment	INV-77276	Bacs	-1344.00	SJR Contractors Ltd
SYS001	27/07/2022	Payment	152064	Bacs	-135.00	Systematic Print Management
TAU002	27/07/2022	Payment	22029128	Bacs	-619.38	TAUWI c/o Atkins Ltd
TRA002	27/07/2022	Payment	3522 AFD894	Bacs	-59.74	Travis Perkins Trading Co Ltd.
TRA006	27/07/2022	Payment	1282697153	Bacs	-23.94	Trade UK
VEG001	27/07/2022	Payment	854080	Bacs	-820.80	VEGA Controls Ltd
WIT001	27/07/2022	Payment	INV04745	Bacs	-1013.76	Witham Fourth IDB
CON007	05/07/2022	Payment	P04	Direct Deb	-6.00	Continental Automotive
BAR005	11/07/2022	Payment	P04	Direct Deb	-98.96	Barclaycard Merchant Services
BAR005	11/07/2022	Payment	P04	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	13/07/2022	Payment	P04	Direct Deb	-196.56	TomTom
PAY001	15/07/2022	Payment	P04	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/07/2022	Payment	P04	Direct Deb	-5808.96	Woldmarsh Producers Ltd
BRI005	25/07/2022	Payment	P04	Direct Deb	-409.80	British Telecom DD
BOC001	25/07/2022	Payment	P04	Direct Deb	-97.29	BOC
EVE002	28/07/2022	Payment	P04	Direct Deb	-811.81	Everything Everywhere
BOS001	28/07/2022	Payment	P04	Direct Deb	-2478.00	Boston Borough Council (Rates)
NAT004	29/07/2022	Payment	P04	Direct Deb	-60.17	Natwest
NAT004	29/07/2022	Payment	P04	Direct Deb	-5.25	Natwest

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-276870.02	
				Total Discounts		
				Total Adjustments	-30000.00	
				Total Refunds		
				Total	-306870.02	

Payments

Bacs	-266871.14	Cheque		Direct Deb	-9998.88	Chargecard
Bulk Bacs						

Adjustments

Disc		Contra SL	-30000.00			
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Refunds

Refund



Finance Manager



Operations Manager

Black Sluice Internal Drainage Board

Printed on 08/11/2022 at 11:38 by JB2

From 01/08/2022 To 31/08/2022

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/08/2022 To 31/08/2022**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
ANG002	11/08/2022	Payment	319632	Bacs	-32.51	Anglia Bearing Company
ANG101	11/08/2022	Payment	10729308	Bacs	-232.97	Anglian Water (Swineshead HQ)
ASH001	11/08/2022	Payment	23385469	Bacs	-322.86	Sunbelt Rentals Ltd
ASS003	11/08/2022	Payment	20316624	Bacs	-110.00	Association of Accounting Tech
BOS002	11/08/2022	Payment	30548	Bacs	-1538.24	Boston Commercial Cleaners Ltd
BOS022	11/08/2022	Payment	W0013439	Bacs	-1072.50	Boston Borough Council (Waste)
CAJ001	11/08/2022	Payment	7840	Bacs	-452.54	C & J Supplies
CAR002	11/08/2022	Payment	49322	Bacs	-3.00	J Carr & Son
CEF001	11/08/2022	Payment	BOS/322780	Bacs	-165.60	CEF (Boston)
COP002	11/08/2022	Payment	INV-55614	Bacs	-138.55	Cope Safety Management Ltd.
DRA004	11/08/2022	Payment	0000336177	Bacs	-216.00	John E Wright & Co. Ltd
HIL002	11/08/2022	Payment	164020	Bacs	-19.80	Charles H Hill Ltd
HUG001	11/08/2022	Payment	I03008477	Bacs	-103.23	J Huggins & Son Ltd
HUM001	11/08/2022	Payment	11955	Bacs	-246.00	Humberside Materials Lab Ltd
IBB001	11/08/2022	Payment	127548	Bacs	-107.98	Arthur Ibbett Limited
INL001	11/08/2022	Payment	2022-P04	Bacs	-26174.58	HM Revenue & Customs
IRE001	11/08/2022	Payment	225766	Bacs	-426.69	Irelands Farm Machinery Ltd
LAR001	11/08/2022	Payment	73114	Bacs	-117.08	Ray Larrington Hydraulics
LIN002	11/08/2022	Payment	2022-P04	Bacs	-23772.93	Lincolnshire C C Pension Fund
LIN018	11/08/2022	Payment	INV-2605	Bacs	-240.00	SDG Access Limited
LON003	11/08/2022	Payment	0020/00000711	Bacs	-225.03	Longwater Construction
PKF001	11/08/2022	Payment	SB20220507	Bacs	-3360.00	PKF Littlejohn LLP
PRO004	11/08/2022	Payment	INV134148	Bacs	-231.94	Progreen Weed Control Solution
ROS001	11/08/2022	Payment	00031611	Bacs	-25.23	Rossendales Ltd
SAM001	11/08/2022	Payment	072658	Bacs	-195.72	SAMS
SHI001	11/08/2022	Payment	IN35001	Bacs	-91.97	Shire Toilet Hire Ltd
TFM001	11/08/2022	Payment	272409	Bacs	-356.11	TFM Supplies
TMC001	11/08/2022	Payment	23235	Bacs	-749.06	TMC Lifting
TRA006	11/08/2022	Payment	1287744508	Bacs	-89.37	Trade UK

Account	Date	Type	Ref 1	Ref 2	Value	Details
WIT001	11/08/2022	Payment	INV04753	Bacs	-649.44	Witham Fourth IDB
WOO001	11/08/2022	Payment	983298	Bacs	-255.13	WBM Office Solutions Limited
AXI001	24/08/2022	Payment	4865/22	Bacs	-18600.00	Axis Surveys Ltd
CEF001	24/08/2022	Payment	BOS/323183	Bacs	-25.14	CEF (Boston)
GAT001	24/08/2022	Payment	INV-31274	Bacs	-444.00	Gateway Automation Ltd
HUT001	24/08/2022	Payment	H33826	Bacs	-45.90	Hutsons Limited
IRE001	24/08/2022	Payment	225795	Bacs	-342.97	Irelands Farm Machinery Ltd
JUT001	24/08/2022	Payment	AE AAT Tuition Fee	Bacs	-100.00	Jutta Whitworth-Biehler
LAR001	24/08/2022	Payment	73212	Bacs	-189.10	Ray Larrington Hydraulics
LIN002	24/08/2022	Payment	10149112	Bacs	-245.43	Lincolnshire C C Pension Fund
MAS001	24/08/2022	Payment	ESI002314	Bacs	-696.67	Mastenbroek Environmental Ltd
TRA006	24/08/2022	Payment	1290027900	Bacs	-27.99	Trade UK
WIT002	24/08/2022	Payment	I00181817	Bacs	-686.83	Witham Oil & Paint
ZEN001	24/08/2022	Payment	11361682	Bacs	-159.00	ESS Safeforce
TOW001	28/08/2022	Refund	P05	Refund	271.30	Towergate Insurance
CON007	01/08/2022	Payment	P05	Direct Deb	-6.00	Continental Automotive
ROY001	09/08/2022	Payment	P05	Direct Deb	-8160.00	Roythornes LLP
BAR005	10/08/2022	Payment	P05	Direct Deb	-54.92	Barclaycard Merchant Services
BAR005	10/08/2022	Payment	P05	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	11/08/2022	Payment	P05	Direct Deb	-196.56	TomTom
PAY001	15/08/2022	Payment	P05	Direct Deb	-13.20	Payzone UK Limited
WOL001	22/08/2022	Payment	P05	Direct Deb	-29426.86	Woldmarsh Producers Ltd
BRI001	22/08/2022	Payment	P05	Direct Deb	-722.82	British Telecom
BOC001	25/08/2022	Payment	P05	Direct Deb	-111.36	BOC
EVE002	30/08/2022	Payment	P06	Direct Deb	-793.96	Everything Everywhere
BOS001	30/08/2022	Payment	P06	Direct Deb	-2478.00	Boston Borough Council (Rates)
NAT004	31/08/2022	Payment	P06	Direct Deb	-25.55	Natwest
NAT004	31/08/2022	Payment	P06	Direct Deb	-4.90	Natwest
CON007	31/08/2022	Payment	P06	Direct Deb	-6.00	Continental Automotive

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-125298.10	
				Total Discounts		
				Total Adjustments		
				Total Refunds	271.30	
				Total	-125026.80	

Payments


Bacs	-83285.09	Cheque		Direct Deb	-42013.01	Chargecard
Bulk Bacs						

Adjustments


Disc		Contra SL				
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Refunds

Refund	271.30					
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 Finance Manager



 Operations Manager

Black Sluice Internal Drainage Board

Printed on 08/11/2022 at 11:39 by JB2

From 01/09/2022 To 30/09/2022

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/09/2022 To 30/09/2022**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
AXI001	07/09/2022	Payment	4866/22	Bacs	-2250.00	Axis Surveys Ltd
CAR002	07/09/2022	Payment	49353	Bacs	-15.80	J Carr & Son
CEF001	07/09/2022	Payment	BOS/324329	Bacs	-123.00	CEF (Boston)
COP002	07/09/2022	Payment	INV-55809	Bacs	-138.55	Cope Safety Management Ltd.
CRA004	07/09/2022	Payment	21020	Bacs	-77.67	Craftwork Engineering Ltd
CRP001	07/09/2022	Payment	BSIDBWINDOWS26/08/22	Bacs	-80.00	C & R Property Services
ENV001	07/09/2022	Payment	EST000007719A	Bacs	-20.00	Environment Agency
GRA006	07/09/2022	Payment	297370	Bacs	-1908.00	Grantham Electrical Ltd
HGV001	07/09/2022	Payment	VBCV342888	Bacs	-54.00	Alliance Automotive T/A HGV Tr
HIL002	07/09/2022	Payment	164442	Bacs	-852.38	Charles H Hill Ltd
IRE001	07/09/2022	Payment	225922	Bacs	-4054.02	Irelands Farm Machinery Ltd
LAR001	07/09/2022	Payment	73339	Bacs	-130.80	Ray Larrington Hydraulics
MIL002	07/09/2022	Payment	MTI-48170	Bacs	-2637.60	Mill Tyres
MOT001	07/09/2022	Payment	BTT198509	Bacs	-87.32	Motor Parts Direct Limited
TRA006	07/09/2022	Payment	1292434163	Bacs	-20.37	Trade UK
WAT001	07/09/2022	Payment	0000003831	Bacs	-1012.80	Water Management Alliance
WIT001	07/09/2022	Payment	INV04762	Bacs	-221.76	Witham Fourth IDB
WOO001	07/09/2022	Payment	983521	Bacs	-116.16	WBM Office Solutions Limited
INL001	13/09/2022	Payment	2022-P05	Bacs	-25545.41	HM Revenue & Customs
LIN002	13/09/2022	Payment	2022-P05	Bacs	-23700.12	Lincolnshire C C Pension Fund
ANG002	22/09/2022	Payment	320748	Bacs	-194.78	Anglia Bearing Company
CEF001	22/09/2022	Payment	BOS/325315	Bacs	-59.30	CEF (Boston)
ENV001	22/09/2022	Payment	EST000008437A	Bacs	-10.00	Environment Agency
ESS001	22/09/2022	Payment	1684	Bacs	-427.28	Essential Supplies Lincs
HBP001	22/09/2022	Payment	SIN059239	Bacs	-10285.80	HBP Systems Ltd
INT002	22/09/2022	Payment	6103	Bacs	-135.12	InterLec
JAS002	22/09/2022	Payment	INV-1312	Bacs	-1037.40	Jason Brown Contracting
JUT001	22/09/2022	Payment	AE AAT Tuition	Bacs	-100.00	Jutta Whitworth-Biehler
LIN002	22/09/2022	Payment	10150297	Bacs	-245.43	Lincolnshire C C Pension Fund

Account	Date	Type	Ref 1	Ref 2	Value	Details
MAS001	22/09/2022	Payment	ESI002370	Bacs	-3.46	Mastenbroek Environmental Ltd
PEO001	22/09/2022	Payment	C11919	Bacs	-264.60	Rocksure Systems T/A Peoplesaf
PET003	22/09/2022	Payment	7153	Bacs	-346.00	Peter Smith Commercials Ltd
SWI001	22/09/2022	Payment	BN006723	Bacs	-42.00	Switch Electrical Wholesale Ltd
TFM001	22/09/2022	Payment	273022	Bacs	-600.15	TFM Supplies
TRA006	22/09/2022	Payment	1298784085	Bacs	-54.15	Trade UK
TUR001	22/09/2022	Payment	7-07420677	Bacs	-18.31	Turnbull & Co Ltd
WEL004	22/09/2022	Payment	3320	Bacs	-604.80	Wells Plant Hire
WES002	22/09/2022	Payment	22064531	Bacs	-300.00	Western Power Distribution
BAR005	12/09/2022	Payment	P06	Direct Deb	-36.18	Barclaycard Merchant Services
BAR005	12/09/2022	Payment	P06	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	14/09/2022	Payment	P06	Direct Deb	-196.56	TomTom
PAY001	15/09/2022	Payment	P06	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/09/2022	Payment	P06	Direct Deb	-36613.50	Woldmarsh Producers Ltd
EVE002	28/09/2022	Payment	P07	Direct Deb	-1058.60	Everything Everywhere
BOS001	28/09/2022	Payment	P07	Direct Deb	-2478.00	Boston Borough Council (Rates)
PEO002	29/09/2022	Payment	P07	Bacs	-500.00	Peoples Liverpool Ltd
NAT004	30/09/2022	Payment	P07	Direct Deb	-37.10	Natwest
NAT004	30/09/2022	Payment	P07	Direct Deb	-6.30	Natwest
NFU001	30/09/2022	Payment	P07	Direct Deb	-85265.69	NFU Insurance
PEO002	30/09/2022	Payment	P07	Direct Deb	-30967.20	Peoples Liverpool Ltd
CON007	30/09/2022	Payment	P07	Direct Deb	-6.00	Continental Automotive

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-234965.55	
				Total Discounts		
				Total Adjustments		
				Total Refunds		
				Total	-234965.55	

Payments


Bacs	-78274.34	Cheque	Direct Deb	-156691.21	Chargecard
Bulk Bacs					

Adjustments


Disc		Contra SL			
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Refunds

Refund



 Finance Manager



 Operations Manager

Black Sluice Internal Drainage Board

Printed on 08/11/2022 at 11:40 by JB2

From 01/10/2022 To 31/10/2022

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/10/2022 To 31/10/2022**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
ANG101	13/10/2022	Payment	11097743	Bacs	-94.33	Anglian Water (Swineshead HQ)
BLU001	13/10/2022	Payment	31729	Bacs	-70.80	Blue Line Trailers
BOS002	13/10/2022	Payment	30682	Bacs	-1538.24	Boston Commercial Cleaners Ltd
CEF001	13/10/2022	Payment	BOS/326578	Bacs	-441.78	CEF (Boston)
COP002	13/10/2022	Payment	INV-55982	Bacs	-138.55	Cope Safety Management Ltd.
CRP001	13/10/2022	Payment	BSIDBWINDOWS07/10/22	Bacs	-40.00	C & R Property Services
DON001	13/10/2022	Payment	DCI0013671	Bacs	-109.80	Donington Engineering Supplies
DOV001	13/10/2022	Payment	090922	Bacs	-378.00	Dovecote Farming
ENG001	13/10/2022	Payment	57263	Bacs	-1131.60	Engineering & Hire Ltd
ESS001	13/10/2022	Payment	1749	Bacs	-146.44	Essential Supplies Lincs
GRA006	13/10/2022	Payment	298152	Bacs	-1794.00	Grantham Electrical Ltd
HAL005	13/10/2022	Payment	44224	Bacs	-3608.28	Hallgate (Lincs) Limited
HGV001	13/10/2022	Payment	VBCV347869	Bacs	-289.38	Alliance Automotive T/A HGV Tr
HIL002	13/10/2022	Payment	165056	Bacs	-224.08	Charles H Hill Ltd
INL001	13/10/2022	Payment	2022-P06	Bacs	-28876.30	HM Revenue & Customs
IRE001	13/10/2022	Payment	226261	Bacs	-5801.44	Irelands Farm Machinery Ltd
LAR001	13/10/2022	Payment	73585	Bacs	-180.64	Ray Larrington Hydraulics
LIN002	13/10/2022	Payment	2022-P06	Bacs	-25417.59	Lincolnshire C C Pension Fund
MEL001	13/10/2022	Payment	INV-9356	Bacs	-2145.58	H Mell & Son Services Ltd
MIL002	13/10/2022	Payment	MTI-48781	Bacs	-4308.00	Mill Tyres
MOT001	13/10/2022	Payment	BTT199875	Bacs	-50.29	Motor Parts Direct Limited
NFU003	13/10/2022	Payment	QU10E(22/23)	Bacs	-322.20	NFU Subscription
PER001	13/10/2022	Payment	AL1044	Bacs	-3769.92	Perry's Pumps Ltd
SIL001	13/10/2022	Payment	IN574574	Bacs	-27.00	Silt Side Services Ltd
TFM001	13/10/2022	Payment	273407	Bacs	-995.73	TFM Supplies
WEL004	13/10/2022	Payment	3329	Bacs	-50401.17	Wells Plant Hire
WIT001	13/10/2022	Payment	INV04768	Bacs	-1884.96	Witham Fourth IDB
WIT002	13/10/2022	Payment	100184067	Bacs	-322.12	Witham Oil & Paint
WOO001	13/10/2022	Payment	983703	Bacs	-166.94	WBM Office Solutions Limited

Account	Date	Type	Ref 1	Ref 2	Value	Details
CRO004	19/10/2022	Payment	P07	Bacs	-130.74	CROP LOSS
SPE002	24/10/2022	Payment	67068	Bacs	-15118.80	J E Spence & Son Ltd
ADC001	27/10/2022	Payment	INV-13289	Bacs	-5400.00	ADC (East Anglia) Ltd
ALA001	27/10/2022	Payment	533602	Bacs	-40.18	Alarmline Security Ltd
BLU001	27/10/2022	Payment	31849	Bacs	-253.80	Blue Line Trailers
BOS018	27/10/2022	Payment	50020	Bacs	-204.00	Boston HGV Testing Station Ltd
CEF001	27/10/2022	Payment	BOS/327321	Bacs	-107.64	CEF (Boston)
CRA004	27/10/2022	Payment	21535	Bacs	-297.72	Craftwork Engineering Ltd
DON001	27/10/2022	Payment	DCI0013672	Bacs	-3.72	Donington Engineering Supplies
ENG001	27/10/2022	Payment	56918	Bacs	-1281.01	Engineering & Hire Ltd
ESS001	27/10/2022	Payment	1857	Bacs	-201.36	Essential Supplies Lincs
EVA001	27/10/2022	Payment	IDB080	Bacs	-420.00	Noel Evans Window Cleaning
FLE001	27/10/2022	Payment	11434	Bacs	-108.00	Fleet Sense Ltd
GLE001	27/10/2022	Payment	53029	Bacs	-150.00	Glen Farrow UK Ltd
GRA002	27/10/2022	Payment	S7274	Bacs	-625.24	Grays of Holbeach Ltd
HAR001	27/10/2022	Payment	2320566	Bacs	-226.60	TC Harrison JCB
HIT001	27/10/2022	Payment	20413366	Bacs	-444.00	Hitachi Construction Machinery
HUW001	27/10/2022	Payment	IC903203	Bacs	-44.52	Huws Gray (Buildbase)
IRE001	27/10/2022	Payment	226488	Bacs	-7166.46	Irelands Farm Machinery Ltd
JBA001	27/10/2022	Payment	2022/4393	Bacs	-9627.36	JBA Consulting
LIN002	27/10/2022	Payment	10152115	Bacs	-245.43	Lincolnshire C C Pension Fund
MEL001	27/10/2022	Payment	INV-9408	Bacs	-519.12	H Mell & Son Services Ltd
MUN001	27/10/2022	Payment	105	Bacs	-186.00	Munchies 4 You
TMC001	27/10/2022	Payment	23454	Bacs	-398.46	TMC Lifting
TRA006	27/10/2022	Payment	1309779821	Bacs	-118.82	Trade UK
WEL004	27/10/2022	Payment	3348	Bacs	-3600.28	Wells Plant Hire
WIT001	27/10/2022	Payment	INV04771	Bacs	-980.10	Witham Fourth IDB
ZEN001	27/10/2022	Payment	11613554	Bacs	-128.94	ESS Safeforce
BAR005	10/10/2022	Payment	P07	Direct Deb	-12.88	Barclaycard Merchant Services
BAR005	10/10/2022	Payment	P07	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	13/10/2022	Payment	P07	Direct Deb	-196.56	TomTom
PAY001	17/10/2022	Payment	P07	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/10/2022	Payment	P07	Direct Deb	-22426.52	Woldmarsh Producers Ltd
BRI005	25/10/2022	Payment	P07	Direct Deb	-439.27	British Telecom DD
EVE002	28/10/2022	Payment	P07	Direct Deb	-1031.44	Everything Everywhere

Account	Date	Type	Ref 1	Ref 2	Value	Details
BOS001	28/10/2022	Payment	P07	Direct Deb	-2478.00	Boston Borough Council (Rates)
PIT001	28/10/2022	Payment	P07	Direct Deb	-409.60	Pitney Bowes Ltd
PEO002	28/10/2022	Adjust	Peoples Liverpool SL	Contra SL	4800.00	Peoples Liverpool Ltd
PEO002	28/10/2022	Adjust	Peoples Liverpool SL	Contra SL	-9600.00	Peoples Liverpool Ltd
Total Payments					-209723.81	
Total Discounts						
Total Adjustments					-4800.00	
Total Refunds						
Total					-214523.81	

Payments

Bacs	-182703.46	Cheque	Direct Deb	-27020.35	Chargecard
Bulk Bacs					

Adjustments

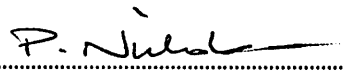
Disc		Contra SL	-4800.00		
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Refunds

Refund



Finance Manager



Operations Manager

Woldmarsh Invoice May 2022

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate	
B A Bush & Son Ltd	38.79	7.76	46.55	5001	9083			
B A Bush & Son Ltd	35.00	7.00	42.00	5001	9108			
Mill Tyres	312.00	62.40	374.40	5001	9118			
Npower Ltd	-382.19	-76.44	-458.63	2003	5001	01/04/2022	30/04/2022	Actual
Npower Ltd	626.01	37.04	663.05	2003	2004	01/04/2022	30/04/2022	H/H
Npower Ltd	353.66	19.82	373.48	2003	2013	01/04/2022	30/04/2022	H/H
Npower Ltd	691.01	138.20	829.21	2003	2030	01/04/2022	30/04/2022	H/H
Npower Ltd	668.80	133.63	802.43	2003	2005	01/04/2022	30/04/2022	H/H
Npower Ltd	568.30	113.61	681.91	2003	2006	01/04/2022	30/04/2022	H/H
Npower Ltd	299.62	16.55	316.17	2003	2009	01/04/2022	30/04/2022	H/H
Npower Ltd	471.65	26.87	498.52	2003	2010	01/04/2022	30/04/2022	H/H
Npower Ltd	832.78	166.55	999.33	2003	2011	01/04/2022	30/04/2022	H/H
Npower Ltd	985.32	197.07	1182.39	2003	2028	01/04/2022	30/04/2022	H/H
Npower Ltd	770.95	154.19	925.14	2003	2021/2022	01/04/2022	30/04/2022	H/H
Npower Ltd	494.04	27.60	521.64	2003	2032	01/04/2022	30/04/2022	H/H
Npower Ltd	477.72	26.75	504.47	2003	2012	01/04/2022	30/04/2022	H/H
Npower Ltd	217.68	11.67	229.35	2003	2016	01/04/2022	30/04/2022	H/H
Npower Ltd	381.17	76.92	458.09	2003	2018	01/04/2022	30/04/2022	H/H
Npower Ltd	186.30	9.93	196.23	2003	2017	01/04/2022	30/04/2022	H/H
Npower Ltd	295.23	15.91	311.14	2003	2020	01/04/2022	30/04/2022	H/H
Npower Ltd	215.37	11.81	227.18	2003	2003	01/04/2022	30/04/2022	H/H
Npower Ltd	446.76	89.27	536.03	2003	2007	01/04/2022	30/04/2022	H/H
Npower Ltd	35.33	1.77	37.10	2003	2002	01/04/2022	30/04/2022	Actual
Npower Ltd	85.55	4.29	89.84	2003	2008	01/04/2022	30/04/2022	Actual
Npower Ltd	165.59	33.05	198.64	2003	2014	01/04/2022	30/04/2022	Actual
Npower Ltd	57.70	2.97	60.67	2003	2019	01/04/2022	30/04/2022	Actual
Npower Ltd	36.32	1.82	38.14	2003	2023	01/04/2022	30/04/2022	Actual
Npower Ltd	53.83	2.69	56.52	2003	2024	01/04/2022	30/04/2022	Actual
Npower Ltd	164.92	32.19	197.11	2003	2025	01/04/2022	30/04/2022	Actual
Npower Ltd	46.61	2.33	48.94	2003	2026	01/04/2022	30/04/2022	Actual
Npower Ltd	100.10	5.00	105.10	2003	2027	01/04/2022	30/04/2022	Actual
Npower Ltd	43.76	2.19	45.95	2003	2029	01/04/2022	30/04/2022	Actual
Npower Ltd	46.91	2.35	49.26	2003	2031	01/04/2022	30/04/2022	Actual
Npower Ltd	36.62	1.83	38.45	2003	2033	01/04/2022	30/04/2022	Actual
Npower Ltd	36.46	1.82	38.28	2003	2034	01/04/2022	30/04/2022	Actual
Npower Ltd	31.91	1.60	33.51	2003	2001	01/04/2022	30/04/2022	Actual
Npower Ltd	261.37	51.64	313.01	2003	2015	01/04/2022	30/04/2022	Actual
Npower Ltd	382.19	76.44	458.63	2003	5001	01/04/2022	30/04/2022	Actual
Rix Petroleum (Spalding) Ltd	5784.16	1156.83	6940.99	C001				
UK Fuels Ltd	70.39	14.08	84.47	5006	9114			
UK Fuels Ltd	134.95	26.99	161.94	5006	9113			
UK Fuels Ltd	366.15	73.23	439.38	5006	9120			
UK Fuels Ltd	87.03	17.40	104.43	5006	9095			
UK Fuels Ltd	85.40	17.08	102.48	5006	9118			
UK Fuels Ltd	53.69	10.74	64.43	5006	9117			
UK Fuels Ltd	78.33	15.67	94.00	5006	9114			
UK Fuels Ltd	86.05	17.21	103.26	5006	9115			
UK Fuels Ltd	60.48	12.09	72.57	5006	9113			
UK Fuels Ltd	88.74	17.75	106.49	5006	9115			
UK Fuels Ltd	76.09	15.22	91.31	5006	9113			
UK Fuels Ltd	218.37	43.67	262.04	5006	9120			
UK Fuels Ltd	86.61	17.32	103.93	5006	9095			
UK Fuels Ltd	88.70	17.74	106.44	5006	9118			
UK Fuels Ltd	73.94	14.79	88.73	5006	9114			
UK Fuels Ltd	91.33	18.27	109.60	5006	9115			
UK Fuels Ltd	93.51	18.70	112.21	5006	9117			
UK Fuels Ltd	65.98	13.19	79.17	5006	9113			
UK Fuels Ltd	313.10	62.62	375.72	5006	9120			
UK Fuels Ltd	83.24	16.65	99.89	5006	9117			
UK Fuels Ltd	68.16	13.63	81.79	5006	9114			
UK Fuels Ltd	69.59	13.92	83.51	5006	9113			
UK Fuels Ltd	155.59	31.12	186.71	5006	9120			
UK Fuels Ltd	80.81	16.16	96.97	5006	9095			
UK Fuels Ltd	84.24	16.85	101.09	5006	9118			
Yu Energy	32.95	1.65	34.60	2004	5001			

£ 19,148.72 £ 3,208.66 £ 22,357.38

Supplier	Net	VAT	Gross
B A Bush & Son Ltd	73.79	14.76	88.55
Mill Tyres	312.00	62.40	374.40
Npower Ltd	10185.35	1420.93	11606.28
Rix Petroleum (Spalding) Ltd	5784.16	1156.83	6940.99
UK Fuels Ltd	2760.47	552.09	3312.56
Yu Energy	32.95	1.65	34.60

Woldmarsh Invoice June 2022

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2032		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2003		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2004		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2008		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2012		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2013		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2015		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2018		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2019		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2024		
The Battery Warehouse Ltd	30.00	6.00	36.00	5104	2025		
Lincs Electrical Wholesalers	141.40	28.28	169.68	5104	2005		
Npower Ltd	281.29	56.26	337.55	2003	5001	01/04/2022	30/04/2022 Actual
Npower Ltd	196.07	39.21	235.28	2003	2021/2022	01/05/2022	31/05/2022 H/H
Npower Ltd	112.35	-33.14	79.21	2003	2032	01/05/2022	31/05/2022 H/H
Npower Ltd	407.69	24.04	431.73	2003	2012	01/05/2022	31/05/2022 H/H
Npower Ltd	258.78	-4.79	253.99	2003	2004	01/05/2022	31/05/2022 H/H
Npower Ltd	179.96	-15.61	164.35	2003	2005	01/05/2022	31/05/2022 H/H
Npower Ltd	146.21	1.01	147.22	2003	2013	01/05/2022	31/05/2022 H/H
Npower Ltd	238.68	-1.31	237.37	2003	2010	01/05/2022	31/05/2022 H/H
Npower Ltd	248.00	57.03	305.03	2003	2011	01/05/2022	31/05/2022 H/H
Npower Ltd	59.73	-12.34	47.39	2003	2018	01/05/2022	31/05/2022 H/H
Npower Ltd	102.47	1.78	104.25	2003	2003	01/05/2022	31/05/2022 H/H
Switch Electrical Wholesale Ltd	66.79	13.36	80.15	5104	2050		
Switch Electrical Wholesale Ltd	136.85	27.37	164.22	5104	2007		
Switch Electrical Wholesale Ltd	38.50	7.70	46.20	5104	2008		
Switch Electrical Wholesale Ltd	195.15	39.03	234.18	5104	2013		
Switch Electrical Wholesale Ltd	136.85	27.37	164.22	5104	2015		
UK Fuels Ltd	86.47	17.30	103.77	5006	9115		
UK Fuels Ltd	69.14	13.83	82.97	5006	9114		
UK Fuels Ltd	89.71	17.94	107.65	5006	9115		
UK Fuels Ltd	201.92	40.38	242.30	5006	9120		
UK Fuels Ltd	141.98	28.40	170.38	5006	9120		
UK Fuels Ltd	259.22	51.85	311.07	5006	9120		
UK Fuels Ltd	82.81	16.56	99.37	5006	9114		
UK Fuels Ltd	88.07	17.61	105.68	5006	9113		
UK Fuels Ltd	255.81	51.16	306.97	5006	9120		
UK Fuels Ltd	101.88	20.38	122.26	5006	9118		
UK Fuels Ltd	95.39	19.08	114.47	5006	9115		
UK Fuels Ltd	83.92	16.78	100.70	5006	9115		
UK Fuels Ltd	92.69	18.54	111.23	5006	9113		
UK Fuels Ltd	77.70	15.54	93.24	5006	9113		
UK Fuels Ltd	83.40	16.68	100.08	5006	9118		
Yu Energy	36.95	1.85	38.80	2004	5001		

£ 5,123.83 £ 685.13 £ 5,808.96

Supplier	Net	VAT	Gross
The Battery Warehouse Ltd	330.00	66.00	396.00
Lincs Electrical Wholesalers	141.40	28.28	169.68
Npower Ltd	2231.23	112.14	2343.37
Switch Electrical Wholesale Ltd	574.14	114.83	688.97
UK Fuels Ltd	1810.11	362.03	2172.14
Yu Energy	36.95	1.85	38.80

Woldmarsh Invoice July 2022

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate
Woldmarsh	326.87	65.37	392.24	CO01			
Braunecwell Quarries Ltd	548.74	109.75	658.49	CO01			
Npower Ltd	55.50	2.78	58.28	2003	2019	01/05/2022	Actual
Npower Ltd	36.36	1.82	38.18	2003	2023	01/05/2022	Actual
Npower Ltd	43.41	2.17	45.58	2003	2024	01/05/2022	Actual
Npower Ltd	39.11	1.96	41.07	2003	2026	01/05/2022	Actual
Npower Ltd	110.06	5.50	115.56	2003	2025	01/05/2022	Actual
Npower Ltd	83.20	4.16	87.36	2003	2027	01/05/2022	Actual
Npower Ltd	31.16	1.56	32.72	2003	2029	01/05/2022	Actual
Npower Ltd	37.82	1.89	39.71	2003	2033	01/05/2022	Actual
Npower Ltd	28.25	1.41	29.66	2003	2034	01/05/2022	Actual
Npower Ltd	39.10	1.96	41.06	2003	2001	01/05/2022	Actual
Npower Ltd	142.93	28.59	171.52	2003	2015	01/05/2022	Actual
Npower Ltd	366.13	73.23	439.36	2003	5001	01/05/2022	Estimate
Npower Ltd	111.62	5.58	117.20	2003	2017	01/05/2022	H/H
Npower Ltd	2202.56	100.72	2303.28	2003	2007	01/05/2022	H/H
Npower Ltd	83.17	4.16	87.33	2003	2016	01/05/2022	H/H
Npower Ltd	26.76	1.34	28.10	2003	2031	01/05/2022	Actual
Npower Ltd	49.76	2.49	52.25	2003	2008	01/05/2022	Actual
Npower Ltd	20.35	1.02	21.37	2003	2002	01/05/2022	Actual
Npower Ltd	89.49	4.47	93.96	2003	2014	01/05/2022	Actual
Npower Ltd	252.40	-16.29	236.11	2003	2006	01/05/2022	H/H
Npower Ltd	78.17	3.91	82.08	2003	2009	01/05/2022	H/H
Npower Ltd	351.36	70.27	421.63	2003	2028	01/05/2022	H/H
Npower Ltd	237.85	47.57	285.42	2003	2030	01/05/2022	H/H
Npower Ltd	121.45	3.76	125.21	2003	2020	01/05/2022	H/H
Npower Ltd	543.43	27.17	570.60	2003	2004	01/06/2022	H/H
Npower Ltd	253.19	12.66	265.85	2003	2013	01/06/2022	H/H
Npower Ltd	413.92	20.70	434.62	2003	2005	01/06/2022	H/H
Npower Ltd	540.66	108.13	648.79	2003	2006	01/06/2022	H/H
Npower Ltd	258.73	12.94	271.67	2003	2009	01/06/2022	H/H
Npower Ltd	414.09	20.70	434.79	2003	2010	01/06/2022	H/H
Npower Ltd	584.52	116.90	701.42	2003	2011	01/06/2022	H/H
Npower Ltd	628.29	125.66	753.95	2003	2028	01/06/2022	H/H
Npower Ltd	619.60	123.92	743.52	2003	2021/2022	01/06/2022	H/H
Npower Ltd	417.20	20.86	438.06	2003	2032	01/06/2022	H/H
Npower Ltd	534.54	106.91	641.45	2003	2012	01/06/2022	H/H
Npower Ltd	199.66	9.98	209.64	2003	2016	01/06/2022	H/H
Npower Ltd	224.17	11.21	235.38	2003	2018	01/06/2022	H/H
Npower Ltd	162.92	8.15	171.07	2003	2017	01/06/2022	H/H
Npower Ltd	202.76	10.14	212.90	2003	2020	01/06/2022	H/H
Npower Ltd	177.07	8.85	185.92	2003	2003	01/06/2022	H/H
Npower Ltd	303.32	15.17	318.49	2003	2007	01/06/2022	H/H
Npower Ltd	35.20	1.76	36.96	2003	2023	01/06/2022	Actual
Npower Ltd	41.25	2.06	43.31	2003	2024	01/06/2022	Actual
Npower Ltd	22.53	1.13	23.66	2003	2002	01/06/2022	Actual
Npower Ltd	62.66	3.13	65.79	2003	2019	01/06/2022	Actual
Npower Ltd	116.56	5.83	122.39	2003	2025	01/06/2022	Actual
Npower Ltd	39.23	1.96	41.19	2003	2026	01/06/2022	Actual
Npower Ltd	87.52	4.38	91.90	2003	2027	01/06/2022	Actual
Npower Ltd	27.86	1.39	29.25	2003	2029	01/06/2022	Actual
Npower Ltd	39.97	2.00	41.97	2003	2033	01/06/2022	Actual
Npower Ltd	26.61	1.33	27.94	2003	2034	01/06/2022	Actual
Npower Ltd	42.32	2.12	44.44	2003	2001	01/06/2022	Actual
Npower Ltd	157.25	31.45	188.70	2003	2015	01/06/2022	Actual
Npower Ltd	346.66	69.33	415.99	2003	5001	01/06/2022	Estimate
Npower Ltd	349.44	17.47	366.91	2003	2030	01/06/2022	H/H
Npower Ltd	56.04	2.80	58.84	2003	2008	01/06/2022	Actual
Npower Ltd	25.01	1.25	26.26	2003	2031	01/06/2022	Actual
Npower Ltd	86.09	4.30	90.39	2003	2014	01/06/2022	Actual
Rix Petroleum Ltd	7377.50	1475.50	8853.00	CO01			
Switch Electrical Wholesale	60.00	12.00	72.00	5104	2050		
Switch Electrical Wholesale	112.40	22.48	134.88	5104	2010		
Switch Electrical Wholesale	112.40	22.48	134.88	5104	2011		
Switch Electrical Wholesale	112.40	22.48	134.88	5104	2015		
Switch Electrical Wholesale	10.20	2.04	12.24	5104	2050		
Total Aggregates Ltd	517.67	103.53	621.20	4001	4010		
Total Aggregates Ltd	509.52	101.90	611.42	4001	4010		
UK Fuels Ltd	97.03	19.41	116.44	5006	9117		
UK Fuels Ltd	91.52	18.30	109.82	5006	9114		
UK Fuels Ltd	79.78	15.96	95.74	5006	9115		
UK Fuels Ltd	95.16	19.03	114.19	5006	9115		
UK Fuels Ltd	78.31	15.66	93.97	5006	9113		
UK Fuels Ltd	82.62	16.52	99.14	5006	9113		
UK Fuels Ltd	235.25	47.06	282.31	5006	9120		
UK Fuels Ltd	81.67	16.33	98.00	5006	9118		
UK Fuels Ltd	73.69	14.74	88.43	5006	9115		
UK Fuels Ltd	65.64	13.13	78.77	5006	9113		
UK Fuels Ltd	82.81	16.56	99.37	5006	9113		
UK Fuels Ltd	246.73	49.35	296.08	5006	9120		
UK Fuels Ltd	271.62	54.32	325.94	5006	9120		
UK Fuels Ltd	96.45	19.29	115.74	5006	9095		
UK Fuels Ltd	91.36	18.27	109.63	5006	9117		
UK Fuels Ltd	94.14	18.83	112.97	5006	9114		
UK Fuels Ltd	81.95	16.39	98.34	5006	9113		
UK Fuels Ltd	250.57	50.11	300.68	5006	9120		
UK Fuels Ltd	107.80	21.56	129.36	5006	9095		
UK Fuels Ltd	73.81	14.76	88.57	5006	9114		
UK Fuels Ltd	98.80	19.76	118.56	5006	9115		
UK Fuels Ltd	76.63	15.33	91.96	5006	9113		
UK Fuels Ltd	210.96	42.19	253.15	5006	9120		
UK Fuels Ltd	256.11	51.21	307.32	5006	9120		
UK Fuels Ltd	103.73	20.75	124.48	5006	9095		
UK Fuels Ltd	81.48	16.30	97.78	5006	9118		
Yu Energy	6.55	0.33	6.88	2004	5001		

£ 25,578.11 £ 3,848.75 £ 29,426.86

Supplier	Net	VAT	Gross
Woldmarsh	326.87	65.37	392.24
Braunecwell Quarries Ltd	548.74	109.75	658.49
Npower Ltd	12678.24	1269.77	13948.01
Rix Petroleum Ltd	7377.50	1475.50	8853.00
Switch Electrical Wholesale	407.40	81.48	488.88
Total Aggregates Ltd	1027.19	205.43	1232.62
UK Fuels Ltd	3205.62	641.12	3846.74
Yu Energy	6.55	0.33	6.88

Woldmarsh Invoice August 2022

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate
Npower Ltd	278.38	13.51	291.89	2003 2007	01/07/2022	31/07/2022	Estimate
Npower Ltd	433.04	21.73	454.77	2003 2032	01/07/2022	31/07/2022	Estimate
Npower Ltd	210.33	9.33	219.66	2003 2018	21/07/2022	31/07/2022	Estimate
Npower Ltd	562.13	28.59	590.72	2003 2004	01/07/2022	31/07/2022	Estimate
Npower Ltd	587.02	117.40	704.42	2003 2021/2022	01/07/2022	31/07/2022	Estimate
Npower Ltd	167.14	8.36	175.50	2003 2017	01/07/2022	31/07/2022	Estimate
Npower Ltd	451.81	21.26	473.07	2003 2012	01/07/2022	31/07/2022	Estimate
Npower Ltd	90.77	4.34	95.11	2003 2014	01/07/2022	31/07/2022	Actual
Npower Ltd	39.34	1.97	41.31	2003 2023	01/07/2022	31/07/2022	Actual
Npower Ltd	46.00	3.27	49.27	2003 2026	01/07/2022	31/07/2022	Actual
Npower Ltd	52.21	2.61	54.82	2003 2019	01/07/2022	31/07/2022	Actual
Npower Ltd	21.00	1.05	22.05	2003 2002	01/07/2022	31/07/2022	Actual
Npower Ltd	75.35	3.25	78.60	2003 2025	01/07/2022	31/07/2022	Actual
Npower Ltd	38.73	1.94	40.67	2003 2033	01/07/2022	31/07/2022	Actual
Npower Ltd	42.96	2.15	45.11	2003 2024	01/07/2022	31/07/2022	Actual
Npower Ltd	55.81	1.74	57.55	2003 2027	01/07/2022	31/07/2022	Actual
Npower Ltd	25.09	1.25	26.34	2003 2001	01/07/2022	31/07/2022	Actual
Npower Ltd	58.44	2.51	60.95	2003 2008	01/07/2022	31/07/2022	Actual
Npower Ltd	29.91	1.50	31.41	2003 2031	01/07/2022	31/07/2022	Actual
Npower Ltd	21.09	1.05	22.14	2003 2034	01/07/2022	31/07/2022	Actual
Npower Ltd	81.64	3.42	85.06	2003 2015	01/07/2022	31/07/2022	Actual
Npower Ltd	29.72	1.51	31.23	2003 2029	01/07/2022	31/07/2022	Actual
Npower Ltd	470.60	23.00	493.60	2003 2006	01/07/2022	31/07/2022	Estimate
Npower Ltd	162.43	7.04	169.47	2003 2003	01/07/2022	31/07/2022	Estimate
Npower Ltd	239.32	11.83	251.15	2003 2013	01/07/2022	31/07/2022	Estimate
Npower Ltd	432.09	21.09	453.18	2003 2005	01/07/2022	31/07/2022	Estimate
Npower Ltd	191.42	9.96	201.38	2003 2020	01/07/2022	31/07/2022	Estimate
Npower Ltd	311.99	14.76	326.75	2003 2030	01/07/2022	31/07/2022	Estimate
Npower Ltd	183.57	9.18	192.75	2003 2016	01/07/2022	31/07/2022	Estimate
Npower Ltd	503.79	24.07	527.86	2003 2011	01/07/2022	31/07/2022	Estimate
Npower Ltd	559.85	27.37	587.22	2003 2028	01/07/2022	31/07/2022	Estimate
Npower Ltd	267.18	13.36	280.54	2003 2009	01/07/2022	31/07/2022	Estimate
Npower Ltd	430.33	21.56	451.89	2003 2010	01/07/2022	31/07/2022	Estimate
Rix Petroleum Ltd	5895.60	1179.12	7074.72	C001			
Rix Petroleum Ltd	7037.10	1407.42	8444.52	C001			
Rix Petroleum Ltd	7236.00	1447.20	8683.20	C001			
UK Fuels Ltd	95.89	19.18	115.07	5006 9117			
UK Fuels Ltd	77.61	15.52	93.13	5006 9114			
UK Fuels Ltd	88.53	17.71	106.24	5006 9115			
UK Fuels Ltd	74.09	14.82	88.91	5006 9113			
UK Fuels Ltd	228.03	45.61	273.64	5006 9120			
UK Fuels Ltd	269.18	53.84	323.02	5006 9120			
UK Fuels Ltd	196.34	39.26	235.60	5006 9120			
UK Fuels Ltd	87.07	17.41	104.48	5006 9118			
UK Fuels Ltd	96.14	19.23	115.37	5006 9115			
UK Fuels Ltd	77.94	15.59	93.53	5006 9115			
UK Fuels Ltd	65.67	13.13	78.80	5006 9113			
UK Fuels Ltd	198.85	39.77	238.62	5006 9120			
UK Fuels Ltd	209.22	41.85	251.07	5006 9120			
UK Fuels Ltd	78.02	15.60	93.62	5006 9117			
UK Fuels Ltd	87.99	17.60	105.59	5006 9117			
UK Fuels Ltd	71.76	14.35	86.11	5006 9114			
UK Fuels Ltd	85.48	17.10	102.58	5006 9115			
UK Fuels Ltd	69.64	13.93	83.57	5006 9113			
UK Fuels Ltd	91.26	18.25	109.51	5006 9113			
UK Fuels Ltd	161.83	32.36	194.19	5006 9120			
UK Fuels Ltd	69.45	13.89	83.34	5006 9095			
UK Fuels Ltd	89.69	17.94	107.63	5006 9118			
UK Fuels Ltd	89.92	17.98	107.90	5006 9115			
UK Fuels Ltd	68.37	13.67	82.04	5006 9113			
UK Fuels Ltd	71.20	14.24	85.44	5006 9113			
UK Fuels Ltd	228.09	45.63	273.72	5006 9120			
UK Fuels Ltd	226.57	45.31	271.88	5006 9120			
UK Fuels Ltd	84.02	16.80	100.82	5006 9115			
UK Fuels Ltd	74.53	14.91	89.44	5006 9113			
UK Fuels Ltd	71.53	14.31	85.84	5006 9113			
UK Fuels Ltd	76.13	15.23	91.36	5006 9113			
UK Fuels Ltd	212.56	42.51	255.07	5006 9120			
UK Fuels Ltd	134.60	26.91	161.51	5006 9120			
UK Fuels Ltd	99.23	19.85	119.08	5006 9095			
Yu Energy	15.14	0.76	15.90	2004 5001			

£ 31,340.75 £ 5,272.75 £ 36,613.50

Supplier	Net	VAT	Gross
Npower Ltd	7150.48	436.96	7587.44
Rix Petroleum Ltd	20168.70	4033.74	24202.44
UK Fuels Ltd	4006.43	801.29	4807.72
Yu Energy	15.14	0.76	15.90

Woldmarsh Invoice September 2022

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate
B A Bush & Son Ltd	37.35	7.47	44.82	5001 9121			
B A Bush & Son Ltd	67.00	13.40	80.40	5001 9109			
Noxdown Ltd	145.55	29.11	174.66	C001			
Npower Ltd	-346.66	-69.33	-415.99	2003 5001	01/06/2022	30/06/2022	Estimate
Npower Ltd	-58.44	-2.51	-60.95	2003 2008	01/07/2022	31/07/2022	Actual
Npower Ltd	42.79	1.73	44.52	2003 2008	01/07/2022	31/07/2022	Actual
Npower Ltd	111.10	6.50	117.60	2003 5001	01/06/2022	30/06/2022	Estimate
Npower Ltd	575.75	115.15	690.90	2003 5001	01/07/2022	31/07/2022	Actual
Npower Ltd	570.47	28.52	598.99	2003 2004	01/08/2022	31/08/2022	H/H
Npower Ltd	244.97	12.25	257.22	2003 2013	01/08/2022	31/08/2022	H/H
Npower Ltd	525.06	26.25	551.31	2003 2011	01/08/2022	31/08/2022	H/H
Npower Ltd	272.01	13.60	285.61	2003 2009	01/08/2022	31/08/2022	H/H
Npower Ltd	590.98	118.20	709.18	2003 2006	01/08/2022	31/08/2022	H/H
Npower Ltd	439.14	21.96	461.10	2003 2010	01/08/2022	31/08/2022	H/H
Npower Ltd	465.90	23.30	489.20	2003 2005	01/08/2022	31/08/2022	H/H
Npower Ltd	443.65	22.18	465.83	2003 2032	01/08/2022	31/08/2022	H/H
Npower Ltd	168.35	8.42	176.77	2003 2017	01/08/2022	31/08/2022	H/H
Npower Ltd	625.58	125.12	750.70	2003 2021/2022	01/08/2022	31/08/2022	H/H
Npower Ltd	218.27	10.91	229.18	2003 2018	01/08/2022	31/08/2022	H/H
Npower Ltd	479.12	23.96	503.08	2003 2012	01/08/2022	31/08/2022	H/H
Npower Ltd	190.01	9.50	199.51	2003 2016	01/08/2022	31/08/2022	H/H
Npower Ltd	192.93	9.65	202.58	2003 2020	01/08/2022	31/08/2022	H/H
Npower Ltd	164.04	8.20	172.24	2003 2003	01/08/2022	31/08/2022	H/H
Npower Ltd	330.42	16.52	346.94	2003 2007	01/08/2022	31/08/2022	H/H
Npower Ltd	61.72	3.09	64.81	2003 2002	01/08/2022	31/08/2022	Actual
Npower Ltd	58.85	2.94	61.79	2003 2008	01/08/2022	31/08/2022	Actual
Npower Ltd	63.59	3.18	66.77	2003 2014	01/08/2022	31/08/2022	Actual
Npower Ltd	50.95	2.55	53.50	2003 2019	01/08/2022	31/08/2022	Actual
Npower Ltd	38.42	1.92	40.34	2003 2023	01/08/2022	31/08/2022	Actual
Npower Ltd	43.90	2.20	46.10	2003 2024	01/08/2022	31/08/2022	Actual
Npower Ltd	81.34	4.07	85.41	2003 2025	01/08/2022	31/08/2022	Actual
Npower Ltd	41.91	2.10	44.01	2003 2026	01/08/2022	31/08/2022	Actual
Npower Ltd	56.65	2.83	59.48	2003 2027	01/08/2022	31/08/2022	Actual
Npower Ltd	29.22	1.46	30.68	2003 2029	01/08/2022	31/08/2022	Actual
Npower Ltd	27.76	1.39	29.15	2003 2031	01/08/2022	31/08/2022	Actual
Npower Ltd	39.01	1.95	40.96	2003 2033	01/08/2022	31/08/2022	Actual
Npower Ltd	29.91	1.50	31.41	2003 2034	01/08/2022	31/08/2022	Actual
Npower Ltd	41.49	2.07	43.56	2003 2001	01/08/2022	31/08/2022	Actual
Npower Ltd	83.30	4.16	87.46	2003 2015	01/08/2022	31/08/2022	Actual
Npower Ltd	318.61	63.72	382.33	2003 5001	01/08/2022	31/08/2022	Estimate
Npower Ltd	570.80	28.54	599.34	2003 2028	01/08/2022	31/08/2022	H/H
Npower Ltd	321.64	16.08	337.72	2003 2030	01/08/2022	31/08/2022	H/H
Rix Petroleum Ltd	7664.19	1532.84	9197.03	C001			
UK Fuels Ltd	91.40	18.28	109.68	5006 9117			
UK Fuels Ltd	89.32	17.86	107.18	5006 9114			
UK Fuels Ltd	24.93	4.99	29.92	5006 9115			
UK Fuels Ltd	78.95	15.79	94.74	5006 9115			
UK Fuels Ltd	79.59	15.92	95.51	5006 9113			
UK Fuels Ltd	69.97	13.99	83.96	5006 9113			
UK Fuels Ltd	219.81	43.97	263.78	5006 9120			
UK Fuels Ltd	84.77	16.95	101.72	5006 9095			
UK Fuels Ltd	94.06	18.81	112.87	5006 9118			
UK Fuels Ltd	82.30	16.46	98.76	5006 9117			
UK Fuels Ltd	75.13	15.03	90.16	5006 9114			
UK Fuels Ltd	72.06	14.41	86.47	5006 9115			
UK Fuels Ltd	82.58	16.52	99.10	5006 9113			
UK Fuels Ltd	88.70	17.74	106.44	5006 9113			
UK Fuels Ltd	246.47	49.29	295.76	5006 9120			
UK Fuels Ltd	205.84	41.17	247.01	5006 9120			
UK Fuels Ltd	85.37	17.07	102.44	5006 9118			
UK Fuels Ltd	79.98	15.99	95.97	5006 9115			
UK Fuels Ltd	86.24	17.25	103.49	5006 9113			
UK Fuels Ltd	73.48	14.70	88.18	5006 9113			
UK Fuels Ltd	92.97	18.59	111.56	5006 9120			
UK Fuels Ltd	147.83	29.57	177.40	5006 9120			
UK Fuels Ltd	158.75	31.75	190.50	5006 9120			
UK Fuels Ltd	277.40	55.48	332.88	5006 9120			
UK Fuels Ltd	98.57	19.71	118.28	5006 9095			
UK Fuels Ltd	67.82	13.56	81.38	5006 9117			
UK Fuels Ltd	83.77	16.75	100.52	5006 9114			
UK Fuels Ltd	59.69	11.94	71.63	5006 9115			
UK Fuels Ltd	61.70	12.34	74.04	5006 9113			
UK Fuels Ltd	68.85	13.77	82.62	5006 9113			
UK Fuels Ltd	147.29	29.47	176.76	5006 9120			
UK Fuels Ltd	82.32	16.46	98.78	5006 9118			
Yu Energy	18.84	0.94	19.78	2004 5001			

£ 19,495.35 £ 2,931.17 £ 22,426.52

Supplier	Net	VAT	Gross
B A Bush & Son Ltd	104.35	20.87	125.22
Noxdown Ltd	145.55	29.11	174.66
Npower Ltd	8204.51	675.83	8880.34
Rix Petroleum Ltd	7664.19	1532.84	9197.03
UK Fuels Ltd	3357.91	671.58	4029.49
Yu Energy	18.84	0.94	19.78

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2022

AGENDA ITEM 12(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 14th June 2022:

2022-B07	Western Power Distribution Endeavour Park Gilbert Drive Boston Lincs PE21 7TW	Laying of underground electric cable within 9m Grid Refs: 533115, 342137 BSIDB W.C 6/28
2022-B08	David Sherwin The Haven Dyke Drove BOURNE Lincs PE10 0BL	Construction of a dwelling within 9m of BSIDB W.C Grid Refs: 511901, 321906 BSIDB W.C 28/25 (Gobbold's Park Drove Drain)
2022-B09	Alex Stevenson 7 Millfield Road Donington SPALDING Lincs PE11 4LR	Replacement of existing fence & planting of trees within 9m Grid Refs: 523102, 335641 BSIDB W.C 2/9 (Wykes Drain)
2022-B10	Lincolnshire County Council Technical services Partnership County Offices Newland LINCOLN LN1 1YL	Widening of an existing public footway Grid Refs: 532900, 342555 BSIDB W.C 6/30
2022-B11	Mrs Sara Cook Reed Point House Reed Point Kirton Fen LINCOLN LN4 4QR	Erection of single storey side & rear extension with 9m of Board-maintained open W.C Grid Refs: 520968, 351265 BSIDB W.C 11/14 (Cross Fifteen Foot Drain)

2022-B12	Western Power Distribution Endeavour Park Gilbert Drive BOSTON Lincs PE21 7TW	Siting of a new substation & associated infrastructure within 9m of a Board-maintained piped W.C Grid Refs: 530458, 343561 BSIDB W.C 12/4 (Wyberton Skirbeck Boundary Sewer)
2022-B13	Anglian Water Services Ltd Thorpe Wood House Thorpe Wood PETERBOROUGH PE3 6WT	Installation of a new water main by horizontal directional drilling (HDD) & open-cut techniques within 9m of Board-maintained open & piped W.C Grid Refs: 525264, 342247 525278, 342332 525656, 342404 526045, 342474 BSIDB maintained open & piped W.C 4/3 (Old Hammond Beck) 4/5 (New Hammond Beck) 4/6 (Sykemouth Drove Drain)
2022-B14	Western Power Distribution Alma Park Industrial Estate Isaac Newton Way GRANTHAM Lincs NG31 9RT	Laying of a low voltage underground cable & associated infrastructure within 9m of a Board-maintained open W.C Grid Refs: 516282, 327078 BSIDB W.C 25/1 (Dunsby Fen Pump Drain North)
2022-B15	Western Power Distribution Endeavour Park Gilbert Drive BOSTON Lincs PE21 7TW	Replacement of existing LV overhead line with an LV underground cable within 9m of BSIDB piped W.C Grid Refs: 532926, 342476 BSIDB W.C 6/30
2022-B16	Green Frog Connect The Hive 6 Beaufighter Road Weston-Super-Mere North Somerset BS24 8EE	Laying of a 33KV underground cable within 9m of BSIDB W.C Grid Refs: 507775, 344727 508114, 344762 508137, 344710 508476, 344623 508498, 344534 BSIDB W.C 35/4

(b) Culvert Consents

The following culvert consents have been issued by the Board since 14th June 2022:

2022-C09	M & I Hladun & Son Ltd Four Crossroads Farm Frampton Fen BOSTON Lincs PE20 1SJ	Pipe an ordinary watercourse Grid Ref: 526918, 343344 Ordinary Watercourse (Not IDB-maintained)
2022-C10	Heriot Watt University Edinburgh EH14 4AS	Installation of water flow monitoring equipment in watercourses within Black Sluice IDB District Grid Ref: 507990, 335682 508139, 335737, 508818, 335902, 511747, 336959, 511964, 337051, 512023, 337109, 510683, 337249, 510693, 337378, 510409, 337798, 512656, 337589, 512699, 337560 BSIDB W.C 36/1 BSIDB W.C 36/2 4no Ordinary Watercourses
2022-C11	Mr Reuben Page Old School House School Lane Bicker BOSTON Lincs PE20 3DW	Replace an existing single span bridge with a piped culvert Grid Ref: 522533, 337564 BSIDB W.C 4/67 (Bicker Eau/Old Eau)
2022-C12	Intelligence Project Management First Floor Office 15 Waltham Road GRIMSBY DN33 2LY	Replace & divert an ordinary piped watercourse within Black Sluice IDB District Grid Ref: 522127, 337939 Ordinary (Non IDB Maintained) W.C
2022-C13	Cadent Gas Ltd Ashbrook Court Prologis Park Central Boulevard COVENTRY CV7 8PE	Laying of Concrete protective matting over a gas main Grid Ref: 529724, 337591 BSIDB W.C 5/42

2022-C14	Cadent Gas Ltd Ashbrook Court Prologis Park Central Boulevard COVENTRY CV7 8PE	Laying of Concrete protective matting over a gas main Grid Ref: 529874, 339826 BSIDB W.C 5/46
2022-C15	Nextpower SPV 6 Ltd 5 th Floor North Side 7-10 Chandos Street Cavendish Square London W1G 9DQ	Installation of four culverts in ordinary watercourse to provide security fencing for a solar PV farm Grid Ref: 509567, 343523 509794, 343554, 509596, 343185, 509822, 343271 Ordinary Watercourse
2022-C16	Keepmoat Homes Unit D1 Orchard Place Nottingham Business Park NOTTINGHAM NG8 6PX	Installation of an extended private vehicular access culvert within BSIDB open W.C Grid Ref: 505985, 344258 BSIDB W.C 36/7
2022-C17 (Temporary)	Green Frog Connect The Hive 6 Beaufighter Road Weston-Super-Mare North Somerset BS24 8EE	Piping of an ordinary watercourse to form a temporary access Grid Ref: 509067, 343475 Ordinary (Not Board-maintained)

(c) **Development Agreements**

The following development agreements have been issued by the Board since 14th June 2022:

2022-D07	Seagate Homes (UK) Ltd Holbeach Manor Fleet Road Holbeach SPALDING Lincs PE12 7AX	Discharge of Surface water from Phase 1 & 2 of a residential development Grid Refs: 520240, 335195 BSIDB W.C 2/25
2022-D08	Chestnut Homes Ltd The Old School Wragby Road Langworth LINCOLN LN3 5BJ	Discharge of surface water into a watercourse Grid Refs: 533420, 341820 BSIDB W.C 6/24

2022-D09	Platform Housing Ltd 1700 Solihull Parkway Birmingham Business Park SOLIHULL B37 7YD	Discharge of surface water into a watercourse Grid Refs: 530315, 338400 BSIDB W.C 5/38 (Church Lane Sewer)
2022-D10	David Sherwin The Haven Dyke Drove BOURNE Lincs PE10 0BL	Discharge of surface water & treated effluent into BSIDB W.C Grid Refs: 511900, 321900 BSIDB W.C 28/25 (Gobbold's Park Drove Drain)
2022-D11	RTW Group Ltd Enterprise Way Pinchbeck SPALDING Lincs PE11 3YR	Discharge of surface water from a commercial development into W.C within BSIDB District Grid Refs: 533630, 341695 BSIDB W.C 6/25 (Bittern Way Drain)
2022-D12	Mason Bros Transport Ltd Fairfield Farm Swineshead BOSTON Lincs PE20 3HG	Discharge of surface water from a commercial development into a W.C within BSIDB District Grid Refs: 523380, 341710 Ordinary (Non IDB maintained)
2022-D13	Haven Trading Ltd 5 Resolution Close Endeavour Park BOSTON Lincs PE21 7TT	Discharge of treated effluent into an open watercourse within BSIDB W.C Grid Ref: 532647, 340594 Ordinary (Not IDB Maintained)

(d) **Land Drainage Consents**

The following land drainage consents have been issued by the Board since 14th June 2022:

2022-L02	F Casswell & Son Woodrising Low Road South Kyme LINCOLN LN4 4AG	Land Drain Outfalls Grid Refs: 519788, 347498 520169, 347588 520164, 347607 BSIDB W.C 14/6
2022-L03	W R Chapman & Son Grange Farm Birtherpe SLEAFORD Lincs NG34 0EX	Land Drain Outfalls Grid Ref: 513788, 332277 BSIDB W.C 20/1 (Sempringham Lode)

2022-L04	C Wright Farmers Ltd Church Road Old Leake BOSTON Lincs PE22 9NV	Land Drain Outfalls Grid Ref: 520276, 349472 BSIDB W.C 11/7 (Maryland Drain)
2022-L05	M/s Loweth & Son Park Farm East Heckington BOSTON Lincs PE20 3QG	Land Drain Outfalls Grid Refs: 519890, 342900 518955, 342600 519205, 344110 BSIDB W.C 10/5, 10/6, 10/9
2022-L06	E A Dring (Farms) Ltd Pelhams Land Farm Holland Fen Chapel Hill LINCOLN LN4 4QG	Land Drain Outfalls Grid Ref: 520770, 350976 BSIDB W.C 11/11 (Fifteen Foot Drain)

(e) **Extended Area Consents**

The following extended area consents have been issued by the Board since 14th June 2022:

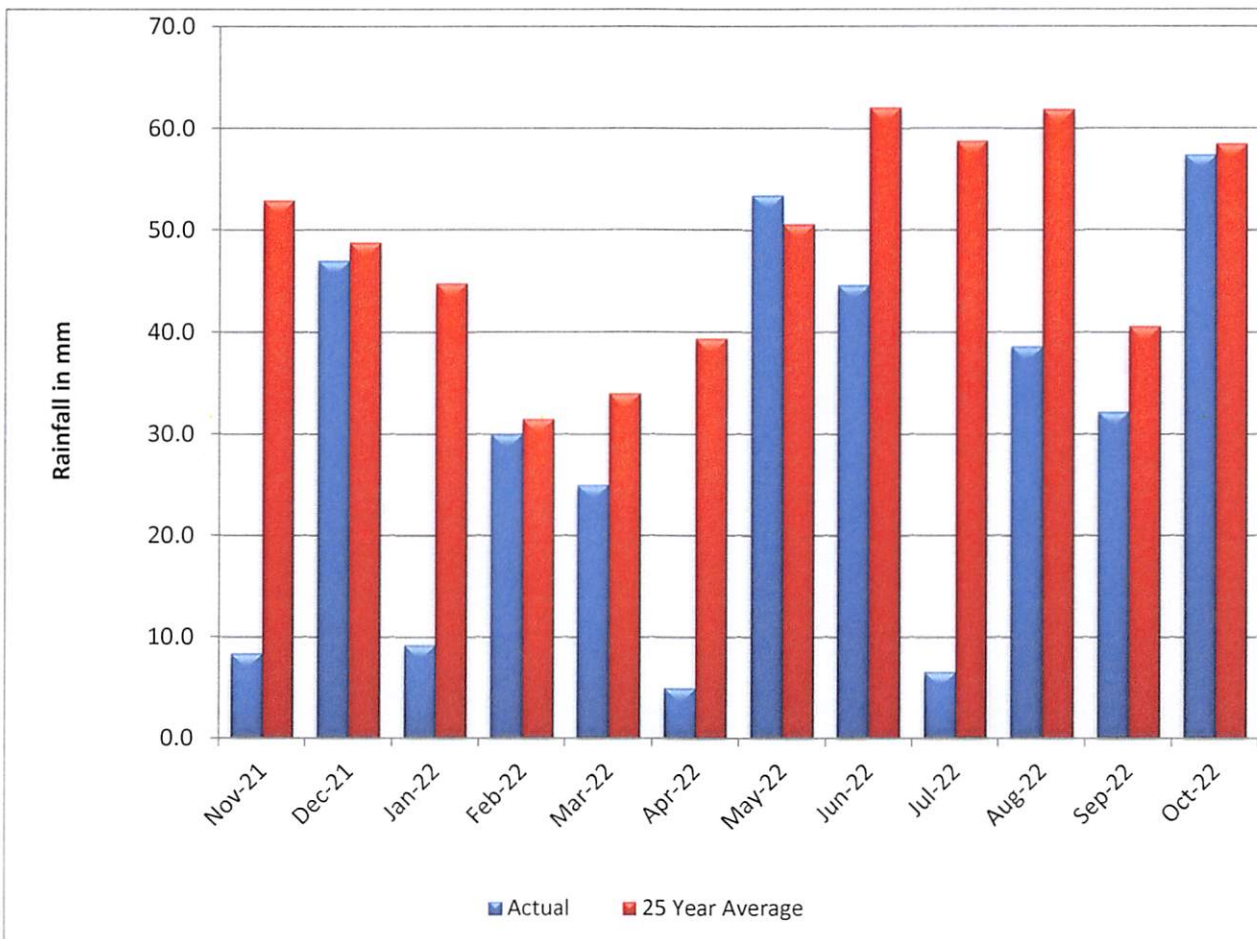
2022-X02	David Wilson Homes East Forest Business Park Cartwright Way Bardon Hill Leicestershire LE67 1GL	Installation of piped culverts Grid Ref: 500470, 324534 500536, 324497 500348, 324148 Ordinary W.C
2022-X03	Lincolnshire County Council Technical Services Partnership County Offices Newland LINCOLN LN1 1YL	Replacement of existing footbridge over ordinary W.C Grid Ref: 507135, 333362 Ordinary W.C
2022-X04	Lincolnshire County Council Technical Services Partnership County Offices Newland LINCOLN LN1 1YL	Repairs to existing structure within an ordinary W.C Grid Red: 508386, 341675 Ordinary W.C

2. **Consent Applications / Contraventions**

There have been no consent applications/contraventions reported to the Board since 14th June 2022.

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

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Nov-21	8.4	52.9	15.88%
Dec-21	47.0	48.8	96.31%
Jan-22	9.2	44.8	20.54%
Feb-22	30.0	31.5	95.24%
Mar-22	25.0	34.0	73.53%
Apr-22	5.0	39.4	12.69%
May-22	53.4	50.6	105.53%
Jun-22	44.6	62.1	71.82%
Jul-22	6.6	58.8	11.22%
Aug-22	38.6	61.9	62.36%
Sep-22	32.2	40.6	79.31%
Oct-22	57.4	58.5	98.12%
Totals	357.4	583.9	61.21%



BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Swineshead Depot

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Nov-21	15.6	53.4	29.21%
Dec-21	50.2	51.5	97.48%
Jan-22	12.4	47.4	26.16%
Feb-22	49.2	34.2	143.86%
Mar-22	30.0	34.6	86.71%
Apr-22	7.4	39.0	18.97%
May-22	52.6	52.1	100.96%
Jun-22	41.0	61.4	66.78%
Jul-22	20.8	64.8	32.10%
Aug-22	44.2	69.9	63.23%
Sep-22	38.8	43.4	89.40%
Oct-22	66.8	64.4	103.73%
Totals	429.0	616.1	69.63%

