

BLACK SLUICE INTERNAL DRAINAGE BOARD

I M Warsap
Chief Executive

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Our Ref: IMW/DPW/B10 Your Ref:

Date: 10th June 2015

To the Chairman and Members of the Board

Notice is hereby given that a Meeting of the Board will be held at the Offices of the Board on Wednesday, 17th June 2015 at 1 pm at which your attendance is requested.



Chief Executive

AGENDA

1. Apologies for absence.
2. To receive any Declarations of Interest
3. To receive and if correct sign the Minutes of the Meeting of the Board held on 4th February 2015 (pages 1-9)
4. Matters arising
5. To receive and confirm the Committee Minutes of the following meetings:-
 - (a) Northern Works Committee on 4th March 2015 (pages 10-14)
 - (b) Southern Works Committee on 18th March 2015 (pages 15-20)
 - (c) Audit & Risk Committee on 9th April 2015 (pages 21- 25)
 - (i) To approve the Fire Management Plan (pages 26 - 38)
 - (ii) To approve the Investment Strategy Policy (pages 39-42)
 - (iii) To approve the H&S Asbestos Management plan (pages 43-45)
 - (iv) To approve the H&S Noise at Work Policy (page 46)
 - (v) To approve the H&S First Aid and Accident at Work policy (page 47)
 - (d) Bridges & Culverts Committee on 29th April 2015 (pages 48-51)
 - (i) To approve the Culvert and Bridges Replacement Policy (pages 52 - 55)
 - (e) Environment Committee on 20th May 2015 (pages 56-64)
 - (f) Executive Committee on 3rd June 2015 (pages 65-71)
 - (i) Internal Auditors Report 2014/15 (pages 72-75)
 - (ii) Bourne Fen Farm Trust Fund (pages 76-77)
 - (iii) Internal Audit Strategy and Audit Plan 2015/16 (pages 78-81)
 - (iv) Pumping Station Valuations Report (Pages 82-84)
6. To approve the Unaudited Financial Statements for the year ending 31st March 2015 (under separate cover)
7. To approve and authorise the Chairman to sign the Annual Return for the year ending 31st March 2015 (pages 85-90)
8. To review the Risk Register (page 91)
9. To receive Period 2 Management Accounts (pages 92-94)
10. To approve the 2015/16 Compensation Rates (page 95-96)
11. To receive Minutes of the following meetings of the Lincolnshire Branch of ADA:
 - (a) Branch Meeting on 26th February 2015 (pages 97-101)
12. To receive reports on the following:-
 - (a) Monthly Accounts - January 2015 to May 2015 (pages 102-120)
 - (b) Schedule of Consents Issued - January 2015 to May 2015 (pages 121-124)
 - (c) Rainfall (pages 125-126)
13. Any other business.

BLACK SLUICE INTERNAL DRAINAGE BOARD

DRAFT MINUTES

of the proceedings of a Meeting of the Board

held at the Offices of the Board on
4th February 2015 at 2pm

Members

Chairman - * Mr M J Scott

* Mr W Ash	* Cllr P Bedford
* Mr J F Atkinson	* Cllr C Brotherton
* Mr V A Barker	* Cllr M Brookes
* Mr K C Casswell	Cllr R Clark
* Mr J Fowler	* Cllr D Dickinson
* Mr P Holmes	* Cllr Y Gunter
* Mr R Leggott	* Cllr A Lee
Mr P Robinson	Cllr B Russell
* Mr M Rollinson	Cllr R Singleton-McGuire
* Mr J R Wray	Cllr S Woodliffe

* Member Present

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

681 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr P Nicholson, Mr P Robinson, Cllr R Clark, Cllr B Russell, Cllr R Singleton-McGuire and Cllr S Woodliffe.

682 **DECLARATIONS OF INTEREST**

The Chairman of the Board asked the Members if there were any declarations of interest. There were none declared.

683 **MINUTES OF LAST BOARD MEETING**

The Minutes of the last meeting of the Board held on 18th November 2014, copies of which had been circulated, were considered and it was agreed that they should be signed as a true record.

684 **MATTERS ARISING**

(a) **Review of the Culvert Inspection Records - Minute No 624(b)**

The Chief Executive stated that on the Northern Works Inspection they are planning to visit site works at Wyberton where the Ultra Violet Lining Company are working. Mr R Leggott offered an invitation for Mr Barker to attend.

(b) Deldale Road, Wyberton Towns Drain - Minute No 636(c)

The Chief Executive stated that no further action has been taken.

(c) Position of Diesel - Minute No 636(e)

The Chief Executive stated that diesel and associated VOSA licensing classification depends on the agricultural usage. The issue affects all IDB's and ADA has been requested to assist at a national level.

(d) ** Malting Lane, Donington - Minute No 638(c)

The Chief Executive stated that upon a further review on site that a temporary manhole cover be put in place until the scheme works go ahead.

(e) EA Asset Transfer Report - Minute No 640

The Chairman summarised the meeting with representatives from the EA and Mott MacDonald the consultants appointed to complete works on the BS Catchment Strategy. Halcrow lost the tender last year and Mott MacDonald have spent this time getting acquainted with the catchment. The outcome of the Mott MacDonald presentation is that the Black Sluice Pumping Station pumps are not required.

The meeting held later with the EA reviewed the process of exploring whether the Black Sluice IDB in an ideal scenario from our point of view, could take over the responsibility of the BPS and main rivers within the Black Sluice catchment.

There is a presentation to interested parties ie Network Rail, Anglian Water, Western Power on 5th February 2015 to encourage partnership funding to assist in flood water management.

Mr Barker stated that Mott MacDonald modelling showed an alarming amount of agricultural land flooded. With 1 in 100 year events becoming more frequent with climate change drainage of the land will become more important.

The Chairman stated that agricultural land and food production should be elevated to a level of importance to achieve higher levels of grant funding. He then recommended that the Asset Transfer Agenda be sent out to all Board Members. All AGREED.

when the navigation lock has been non-operational and therefore higher water levels are not required for navigation craft. Jeremy Brown (EA) responded that the increase in water levels helps to decrease the lower water temperature which in turn increases weed suppression.

685 MINUTES OF THE AUDIT & RISK COMMITTEE MEETING

The Audit & Risk Committee Chairman presented the unconfirmed minutes of the meeting held on 10th December 2014, copies of which had been circulated.

The Board RESOLVED that the Minutes should be received.

The Chairman commended that the Board are well served by the Audit & Risk Committee.

686 MATTERS ARISING

(a) Review of the Fire Management Plan - Minute No 660

The Finance Manager stated that this Plan will be reviewed and resubmitted to the Audit & Risk Committee.

687 FINANCIAL REGULATIONS - Agenda Item 6(a)

The Finance Manager presented the amended policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The question was raised regarding the percentage charged for credit and debit cards. The Finance Manager responded that the cards are charged at the same percentage of value and this is cheaper than the fixed rate charged by Natwest to pay by credit slip which is 69p. The number of payments received by website and card transaction has increased this year.

The Board RESOLVED that the Financial Regulations be adopted.

688 PROCUREMENT POLICY - Agenda Item 6(b)

The Finance Manager presented the amended policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The Board RESOLVED that the Procurement Policy be adopted.

689 DELEGATION OF AUTHORITY POLICY - Agenda Item 6(c)

The Finance Manager stated that the individual committees refer to this policy in their Terms of Reference therefore he recommended that this be reviewed following the Election in November 2015.

690 SMOKING POLICY - Agenda Item 6(d)

The Finance Manager presented this new re written policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The Board RESOLVED that the Smoking Policy be adopted.

691 MANUAL HANDLING POLICY - Agenda Item 6(e)

The Finance Manager stated that Copes, the Board's Health & Safety Consultants, have provided this policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The Board RESOLVED that the Manual Handling Policy be adopted.

692 STRESS POLICY – Agenda Item 6(f)

The Finance Manager stated that Copes, the Board's Health & Safety Consultants, have provided this policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The Board RESOLVED that the Stress Policy be adopted.

693 VIBRATION POLICY - Agenda Item 6(g)

The Finance Manager stated that Copes, the Board's Health & Safety Consultants, have provided this policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The Board RESOLVED that the Vibration Policy be adopted.

694 WEARING OF SEAT BELTS IN BOARDS VEHICLES - Agenda Item 6(h)

The Finance Manager stated that Copes, the Board's Health & Safety Consultants, have provided this policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The Board RESOLVED that the Wearing of Seat Belts in Boards Vehicles Policy be adopted.

695 RECHARGEABLE COMMERCIAL WORKS POLICY - Agenda Item 6(i)

The Finance Manager presented the amended policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The Board RESOLVED that the Rechargeable Commercial Works Policy be adopted.

696 COMPLAINTS PROCEDURE POLICY - Agenda Item 6(j)

The Finance Manager presented the amended policy which was reviewed by the Audit & Risk Committee on the 10th December 2014.

The Board RESOLVED that the Complaints Procedure Policy be adopted.

697 MINUTES OF THE EXECUTIVE COMMITTEE MEETING

The Chairman presented the unconfirmed minutes of the meeting held on 14th January 2015, copies of which had been circulated.

The Board RESOLVED that the Minutes should be received.

698 MATTERS ARISING

(a) 2014/15 Budget - Minute No 672(a)

The Chief Executive stated that building works to the secure storage area will be completed this week. Any Board Member wanting to view the near completed works can do so after the meeting.

(b) Black Sluice Strategy following the Tidal Surge - Minute No 672(b)

The Chief Executive stated that the works on the Wyberton and Kirton catchment are underway. Additional FDGiA funding for £219,000 has been allocated to be spent in the Wyberton catchment, works to be completed by the end of June 2015. The total FDGiA funding from the EA for these repairs is £459,000.

(c) Rechargeable Works - Minute No 672(c)

The Chief Executive stated that Calders & Grandidge works have been delayed due to an official order not yet being received.

(d) Lone Worker Devices - Minute No 672(f)

The Finance Manager stated that the devices have now been issued to the workforce and they are working well. There has been some issues with the sensitivity settings whilst driving in tractors, the suppliers are rectifying these issues.

(e) Period 9 Management Accounts - Minute No 673

The Finance Manager presented the Period 9 Management Accounts to the Board stating that Drain maintenance is over spent which is due to the timing of scheme works, with the FDGiA it is expected to be favourable for year end.

698 Cont.....

(f) 2015/16 Budget and Ten Year Projections - Minute No 674

The Finance Manager stated that the 10 year budgets were presented to the Executive Committee on the 14th January 2015, some adjustments have been made which are detailed in the supplementary report.

The Chairman informed the Board Members that the Executive Committee have considered retention of 20% in the Reserve over a projected 10 year period. In order to make the retention possible the scheme budgets have been adjusted down by £20k.

Flexibility within the budget allow for the Executive Committee to review the drain schemes throughout the year and if schemes can be brought forward into the current year's budget they can be added.

Mr Barker asked whether the funds generated from the solar panels were being put back into the general reserve, the Finance Manager confirmed that income from the solar panels is placed in general reserve as a matter of course.

(g) Consider the Proposals for the Plant Account 2015/16 - Minute No 675

The Chief Executive stated that the Executive Committee had agreed to recommend the Plant & Replacement Fund Account for 2015/16. The Executive Committee had reviewed the option to use a leasing company for the pickups. Due to the annual high mileage penalties and the reduced allowance of capital tax the leasing companies would receive it was decided to purchase outright.

Balance brought forward @ 1st April 2015	£139,490
<u>Proposed Purchases</u>	
Spearhead Twiga SPV2 970XT	£174,800
Weedbasket	£5,500
100mm Self Priming Pump	£15,000
3No 4x4 Pickups	£65,000
	<hr/>
	(£260,300)
<u>Proposed disposal of Plant</u>	
Claas & Grenadier	£30,000
Dump Trailer	£5,000
Jetter	£8,000
3No 4x4 Pickups	£35,000
	<hr/>
	£78,000
Estimated generated income	£120,000
Estimated balance carried forward @ 31 st March 2016	<hr/>
	£77,190

698 (g) Cont.....

The Board RESOLVED that the recommendation be accepted.

(h) Consider the Development Consent Fee Account - Minute No 676

The Finance Manager stated that the culvert works at Wyberton Roads, will be covered by FDGiA grant funding. Other potential schemes will be considered if identified and sent for review by the Executive Committee.

(i) Consider estimates for Bourne Fen Farm Account - Minute No 677

The Finance Manager stated the Executive Committee in their capacity as Trustees of this account reviewed and resolved that the rate alleviation for 2015/16 should be the same at 2014/15 which is 2.4p in the £.

(j) Presentation and Review 2015/16 Objectives - Minute No 679

The Chief Executive outlined the ideas behind a target system as a true purpose for objectives produced and published for each year. These will be placed on the Boards website to develop the Boards public engagement. Board Members are welcome to suggest targets for this or future years.

(k) Wyberton Marsh Improvement - Minute No 680(a)

The Chief Executive stated that subject to the land owner accepting a small land loss compensation of £250 for a minor re-alignment to the Wyberton Drain and at the same time create a small attenuation facility, these works would go ahead.

(l) Pumping Station Valuations - Minute No 680(c)

The Chief Executive stated that he had now received the pumping station valuation reports detailing four different types of pumping station. He will review and report to the next Audit & Risk Committee meeting in April 2015.

699 TO REVIEW THE RISK REGISTER - Agenda Item 8

The Finance Manager presented the Risk Register. The Board RESOLVED that the Risk Register be accepted.

700 TO RECEIVE A REPORT ON RATING - Agenda Item No 9

The Finance Manager recommended the following revaluations be accepted by the Board for rating with effect from 1st April 2015:

700 Cont.....

Reference Number	Description	Existing Valuation	Proposed Valuation
2460/13010085 Amber Hill	Nursery extension	£148,886	£184,149
2274/38010031 West Pinchbeck	Nursery extension	£43,771	£61,567
3533/19010136 Heckington Fen	Piggery reinstatement	£1,277	£523
2254/12010117 Wyberton	New Agricultural building	£213	£265

The Board RESOLVED to accept the revaluations and Determination Notices should be sent to the occupiers giving details of the proposed changes in valuation and the appeals procedure. The new rate will be with effect from 1st April 2015.

701 TO CONFIRM ARRANGEMENTS AND PROPOSED DATES FOR ELECTION OF THE NEW BOARD IN OCTOBER 2015 - Agenda Item 10

A list of proposed dates for the election order schedule was AGREED.

The Chairman proposed that the Finance Manager act as the Returning Officer for a sum of £500. All AGREED.

702 REPORTS - Agenda Item 11

(a) Monthly Accounts - Agenda Item 11(a)

The Board RESOLVED that the Board's monthly accounts which included November & December 2014, copies of which had been circulated, were noted.

(b) Schedule of Consents - Agenda Item 11(b)

The Board RESOLVED that the schedule of consents for Byelaw Relaxations, Culvert Consents, Development Contributions, Tile Drainage Consents and Extended Area Consents issued November & December 2014, copies of which had been circulated, were noted.

(c) Rainfall - Agenda Item 11(c)

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

703 TO AUTHORISE THE CHAIRMAN AND FINANCE MANAGER TO SEAL THE RATE FOR 2015/16 - Agenda Item 12

It was RESOLVED that the Chairman and Finance Manager be authorised to seal the Drainage Rate and Special Levies for the year 2015/16 as follows:

(a) Drainage Rates

	<u>Estimated Amount Drainage Rates Payable</u>
Sub-District No 1 being so much of the said Internal Drainage District as: Comprises the area of the Borough of Boston as constituted and in existence immediately before 1 st April 1974	6.24p
Sub-District No 2 - Being the remainder of the Internal Drainage District	12.48p
	<hr/> £1,038,384.17 (51.24%)

(b) Special Levies

Borough of Boston	£747,293.91
South Holland District Council	£123,837.29
North Kesteven District Council	£59,642.92
South Kesteven District Council	£57,465.78
	<hr/> £988,239.90 (48.76%)

704 ANY OTHER BUSINESS - Agenda Item 13

(a) Black Sluice IDB - 80 Years Old

The Chairman stated that the Black Sluice IDB is 80 years old this year. Upon our 50th anniversary we produced a booklet which detailed our history and was a very useful reference. He recommended a brochure from 50th to present day be produced in the course of this year. All AGREED.

(b) Board Inspection 17th June 2015

The Chairman stated that the Inspection will be the last Board Meeting before the Elections.

Cllr D Dickinson stated that he will not be standing for the May 2015 local elections, he has enjoyed his 15 years on the Board. The Chairman thanked him for his contribution.

(c) Boston Barrier

The Chief Executive tabled an update on the Boston Barrier.

There being no further business the meeting closed at 15:22.

BLACK SLUICE INTERNAL DRAINAGE BOARD

DRAFT M I N U T E S

of the proceedings of a Meeting of the
Northern Works Committee

held at the Wheatsheaf Inn, Hubbert's Bridge
4th March 2015 at 12:30pm

Members

Chairman - * Mr R Leggott
Vice Chairman - * Mr P Holmes

- | | |
|----------------------|---------------------|
| * Cllr P Bedford | * Cllr C Brotherton |
| * Mr S Bartlett | * Cllr M Brookes |
| * Mr K C Casswell | * Mr D Casswell |
| * Cllr D R Dickinson | * Mr J Fowler |
| * Cllr Y Gunter | * Cllr A Lee |
| * Mr J E Pocklington | * Mr R Needham |
| * Mr P Robinson | * Mr M J Scott |
| * Mr R Welberry | * Cllr S Woodliffe |

(* Member Present)

In attendance: Mr I M Warsap (Chief Executive)
Mr D Withnall (Finance Manager)
Mr C Richards (Pump Engineer)
Mr J Mitchell (Acting Operations Manager)
Mr M Rollinson (Vice Chairman Southern Works Committee)
Mr V Barker (Southern Works Committee Member)
Mrs K Daft (Guest - Welland & Deepings IDB)
Mr A Malkin (Guest - Boston Borough Council)
Cllr Stuart Ashton (Guest - Boston Borough Council)
Mr Paul Grant (Guest)
Mr Richard Emerson (Guest)

The Chairman welcomed the guests to the meeting and highlighted the function of the Works Committee. He further thanked the Officers of the Board for the well conducted tour before the meeting.

705 APOLOGIES FOR ABSENCE

There were no apologies for absence.

706 DECLARATIONS OF INTEREST

Declarations of interest were raised for Minute No: 709(f) from Mr P Holmes.

707 MINUTES OF LAST MEETING

The Minutes of the last Meeting of the Committee held on 1st October 2014, copies of which had been circulated, were considered and it was agreed the Minutes should be signed as a true record.

708 MATTERS ARISING

(a) Development Fund – Minute No 597(p)

The Chief Executive reminded the Committee that works at Wyberton Marsh Road will be commencing for 4 weeks from 18th May 2015. He highlighted that there could be road closures and traffic delays.

709 TO RECEIVE INSPECTION WORKS BROCHURE - Agenda Item 4

The Chief Executive presented the Inspection of Works:

(a) Fish Refuge Works for the Environment Agency (EA), North Forty Foot Drain

Chris Reeds, Senior Environment Monitoring Officer at the EA has requested to have 25 gabion baskets filled with brash and barley straw placed along the North Forty Foot Drain. These works are to be carried out by BSIDB and monitored by the Environment Agency. The Committee AGREED providing the Environment Agency fund all aspects including labour.

(b) Silt Spoil – Chain Bridge Pumping Station

The Committee discussed whether silt should be placed on the triangle of land near Chain Bridge Pumping Station. Due to the classification of the spoil the Committee AGREED that the spoil be placed on this land up to a reasonable depth of 300 – 400 mm and fenced off.

(c) Marsh Lane Industrial Estate Jetting Plan

The Chief Executive stated that the jetting works contracted out at £20,000 have not been completed due to pollution being found at two different locations.

A map detailing the pollution issues was presented to the Committee. The EA are investigating to identify the guilty parties - analysis of the polluted silt spoil samples should assist in identification. The costs of cleaning the pipes and removing the polluted silt if the polluter cannot be identified can be covered by the FDGiA Tidal Surge funds. It is recommended that jetting maintenance of these systems will be completed every 5 years.

(d) Wyberton Marsh Catchment Culvert Replacement Plan

Culverts are currently being replaced and others will be replaced in the coming months to be completed by the end of June 2015. We have attracted FDGiA funding of c£700,000 for works in the Wyberton/Kirton area by being pro-active in producing a catchment study report that has aided our efforts in attracting this funding.

(e) Wyberton Marsh Pumping Station Works

The Chief Executive gave an overview of the works in and around the Wyberton Marsh pumping station. Works will be dependent on budgets, the gravity outfall will be suitable for eels along with limited gravity discharge.

The Chief Executive requested suggestions in order to stop the livestock rubbing themselves against and damaging the fencing. Barbed wire was suggested to be the best solution.

(f) Old Kirton Marsh Pumping Station

The Chief Executive presented photographs of the old Kirton Marsh Pumping Station and asked the Committee what should be done with it. Cllr Bedford suggested contact be made with Mr Matthews who may want to restore it. It was suggested that it be boarded up and made secure with an owl box inside. The Committee AGREED to the proposed securing of the pumping station and an owl box being placed inside.

(g) Kirton Marsh Pumping Station Outfall Bays

The Chief Executive outlined the resilience works that were completed last year. Attention has been raised regarding the safety of the outfall bay. The Committee reviewed the photographs and recommended that fencing and suitable signage be erected.

Proposed Works 2016/17

(h) Refurbishment Holland Fen Pumping Station

The weed screen cleaner was installed in 1994 and will require a full refurbishment. To keep the machine in good working order it will require a new trolley, supply cable and modifications to the control panel.

(i) Damford Grounds Pumping Station

Funding is being sourced from FDGiA to raise the pumps and control panels. Resilience works to construct a surge protection barrier between the EA main river (Kyme Eau) and the pumping station is also being investigated following seepage through the bank being witnessed.

(j) Swineshead Pumping Station

The works on the bays has been completed; the next stage of the refurbishment is the replacement of the weed screen cleaner.

(k) Clay Dyke Cleansing Works

Funds have been allocated to cleanse and de-silt the Clay Dyke in front of Holland Fen Pumping Station.

(l) Morley Lane, Bicker

Proposed works are to cleanse, bush and replace toe boards along the dyke on Morley Lane in Bicker.

The Chief Executive updated the Committee on the works included in the budgets.

Consenting and Byelaw Issues

(m) *****, Star Fen, Heckington

The Chief Executive presented a plan showing a request from the Owner to form a new larger field. The outline of the request is for the Board to give up the section of drain indicated in red across his land, which he says suffers from slips. He would like to take over the section and backfill along with the sections of private dyke (in black) and then tile drain his land from south to north with outfalls into Drain 9/1 on the northern boundary. The remaining section of Drain 9/11 on the north east boundary he would also adopt and maintain. The private drain on his North West boundary (marked purple) would be adopted by the Board to maintain the outfall for Drain 9/11.

The Committee AGREED to recommend.

(n) *****, Rainwall's Lane, Sutterton

The Owner has requested consent to demolish the existing house and rebuild on the existing footprint which is currently sited 6m from the centre of the maintained drain.

The Owner has requested that the maintained drain fronting the property is given up and they have confirmed they are prepared to take on the riparian maintenance of the drain which is at the upper end of a maintained system.

The Committee AGREED to recommend.

710 REPORT ON RAINFALL - Agenda Item 5

The rainfall figures at Swineshead were presented, copies of which had been circulated. In addition to a copy of the Met Office rainfall amounts for 2014.

711 ANY OTHER BUSINESS - Agenda Item 6

(a) South Forty Foot Catchment

The Chief Executive highlighted a joint EA and BSIDB Public consultation to outline the South Forty Foot Catchment strategy which is due to be held in Billingham and Bicker on 11/12 March 2015. Board members and Officers will be in attendance, if anyone would like to be involved please contact the Chief Executive.

(b) Chairman, Northern Works Committee

Mr R Leggott stood down as Chairman of the Northern Works Committee. He nominated Paul Holmes as Chairman, which was seconded by Cllr P Bedford. The Committee unanimously AGREED to the appointment.

The Chairman of the Board asked members to recognise the work and dedication that Mr Leggott has put into his role as Chairman and in developing the Works Committee.

There being no other business the meeting closed at 1:30pm.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the
Southern Works Committee

held at the Wishing Well, Dyke on
18th March 2015 at 12 noon

DRAFT

Members

Chairman - * Mr K C Casswell
Vice Chairman - * Mr M Rollinson

* Mr W Ash	Mr J F Atkinson
* Mr V A Barker	* Mr J Casswell
Cllr R Clark	* Mr R Dorrington
Mr C A Fretwell	Mr P S Harborow
Mr R Leggott	* Mr A Mair
Mr M Mowbray	* Mr M E Richardson
Cllr B Russell	* Mr M J Scott
Mr J R Wray	

(* Member Present)

In attendance: Mr I M Warsap (Chief Executive)
Mr P Nicholson (Operations Manager)
Mr C Richards (Pump Engineer)
Mr J Mitchell (Acting Operations Manager)
Mr S Marshall (Operations Supervisor)
Mr Christopher Wray (Guest)
Mr Nick Morris (Guest – Welland & Deepings IDB)

The Chairman asked the Committee for a minute silence in respect of the late Cllr Amanda Puttick who served as the South Holland District Council representative on the Southern Works Committee for a number of years.

712 **APOLOGIES FOR ABSENCE**

Apologies were received from Mr J F Atkinson, Mr P S Harborow, Cllr R Clark, Cllr B Russell, Mr M Mowbray, Mr R Leggott, Mr P Holmes and Mr J R Wray.

713 **DECLARATION OF INTERESTS**

Mr James Casswell declared an interest Minute No: 715(a)

DRAFT

714 MINUTES OF LAST MEETING

The Minutes of the last Meeting of the Committee held on 15th October 2014 copies of which had been circulated were considered and it was agreed that the following change be made:

Minute No 615(g) the title should be changed

From: Position of Diesel
To: VOSA Licensing

With the above change it was agreed the Minutes should be signed as a true record.

715 MATTERS ARISING

(a) Proposed Access Road, Donington North Ings Pumping Station - Minute No 608(a)

The Operations Manager informed the Committee that he had met with Network Rail to discuss a new access road as an alternative access to Donington North Ings Pumping Station.

Network Rail are keen to reduce the number of crossings on their rail links, it suits both parties to not use this crossing, they are very keen to put in the new roadway at their cost. The next stage will be a meeting with the landowner.

Mr J Casswell declares an interest at this point.

The new access road will require additional security fencing.

(b) Siltside Improvements Works - Minute No 609(f)

The Chief Executive stated the iLine Lining Company has been contracted to line three culverts in the Wyberton Marsh Catchment. The re-lining uses a sock resin manufactured in Germany, the sock is pressurised into the culvert with compressed air and an ultra violet machine is used to 'set' the resin. The resin is 6mm thick and creates a solid membrane following the contours of the culvert. The ultra violet rays immediately set the resin and there is no need for a period of time for curing which reduces the time the culvert is unusable. This company is also producing a similar sock to reline Armco at 1.8m diameter and if successful this could offer substantial savings.

Mr V Barker raised the question regarding culverts with a flat bottom. The Chief Executive responded that the sock liner will line the current culvert dimensions.

715 Cont.....

If the culvert is compressed then probably it would not be suitable. Each culvert is assessed before to ascertain if this lining can be used. It also has a 50 year guarantee.

(c) Drain Maintenance - Minute No 609(m)

Mr V Barker raised the issue of only maintaining one side of the drain. The Operations Manager stated that it is beneficial to flail both sides but in some cases due to access and/or traffic issues it can be difficult, each drain is reviewed on a case by case basis.

(d) Lone Worker - Minute No 609(t)

The Operations Supervisor stated that the Workforce are now using the lone worker Peoplesafe devices which are working well. One is available if any member wishes to view.

(e) Solar Panels on Swineshead Office Roof - Minute No 615(b)

Mr V Barker congratulated the Boards ecologically mindedness. Is there a possibility that a review of other pumping stations using solar panels or wind turbines to save electric and benefit from the FIT's subsidy schemes available from Government.

The Committee discussed the use of a wind turbine at a pumping station, the Pump Engineer stated that as yet a wind turbine would not be able to generate enough power to start the pumps.

The Committee AGREED that the benefit would warrant investigation into possible viable pumping stations where solar power could be used with the appropriate land alongside or roofing. The Chief Executive stated that experts in this field would be requested to investigate and return their findings to the Board.

(f) VOSA Licensing - Minute No 615(g)

The Operations Manager stated that he had reviewed which diesel is used in the Boards machinery. The background circa 2005 initial investigations on the use of tractors on highways, different opinions from DVLA, VOSA and Police, the Board took the general opinion from ADA guidance and registered white diesel class 1 tractors on a general haulage licence. This requires a class 1 driving licence in order to drive a tractor towing a trailer on the road with the trailer falling under the same legislation as a HGV requiring 10 week safety checks and an annual test.

715 Cont.....

No other IDB's conform to this way of operating. The Black Sluice would use the tractor and trailer for removal of weed to Gosberton, transport of spoil and to carry material to slip repairs and any other works to do with land drainage.

The general cost to the Board averages c£1,800 per week, this does not include the unforeseen cost of using the Unimog to carry out this duty at £76 per hour and cannot be in more than one place at a time. The Unimog would be better used to transport plant and materials that only the Unimog can do and the tractor transport the other materials.

ADA has been contacted and we are awaiting feedback.

The recommendation is that a reclassification of the tractor license be pursued with licensing to use red diesel. The Unimog and low loader can then transfer diesel and heavy machinery and the tractor with trailer can be used for other materials.

The Committee AGREED to recommend to the Board the reclassification of the tractor license.

716 TO RECEIVE THE INSPECTION WORKS BROCHURE - Agenda Item 5

The Operations Manager presented his Inspection of Works:

(a) Black Sluice IDB Extended Area

In 2012 the Board took on delegated responsibility for all matters regarding ordinary watercourses on behalf of the Lead Local Flood Authority (LLFA) - Lincolnshire County Council. Where necessary the Board carry out enforcement action on LCC's behalf.

There is an issue of historical flooding from the Town Beck drain along Donington Road in Horbling. During prolonged rainfall the Town Beck is prone to flooding onto the highway and in some cases has affected some of the lower properties. Matters can be improved along the Town Beck in particular with the number of pipes and ducts either under or beside the property accesses along Donington Road. It is hoped that negotiations with the relevant utilities will result in the removal of these pipes and ducts which will allow better flow of water and reduce the likelihood of flooding.

716 Cont.....

(b) Drain 2/11, Malting Lane, Donington

The Operations Manager highlighted the map detailing the proposed pipe sections to be replaced. At the end of the first section a raised manhole cover will be replaced once works progress to this position.

(c) Billingborough Fen Slip

The Operations Manager presented a photograph of a slip in Billingborough Fen, at present it is not compromising the watercourse if it does it will be repaired and if not it will be scheduled into maintenance works.

(d) Roadside Slips in the Bank

The Chief Executive highlighted photographs of a number of road side slips. They are not compromising the watercourse at the moment and will be scheduled in for repair.

The Chief Executive asked the Committee for feedback and general discussion. The increase in heavy traffic use of roads alongside drains is causing slips which once repaired can and do occur further along the watercourse.

Alternative solutions such as spreading, levelling, building up bank, reinforcing banks with posting, piping drains. All these would involve considerable costs to the Board.

The Committee asked if costs could be recouped from Highways, also could ADA be contacted to ascertain other drainage boards who may have a similar problem.

(e) Dowsby Lode Raised Bank Issue

The Operations Manager outlined the background to the question raised regarding why it is maintained from the north side. Historically there were raised banks on both sides and between 1967 and 1978 when the pumping station was built the south side was levelled out.

The question was raised as to whether the northern side could be levelled and soil put on the southern side bank as there is more risk of overtopping. Mr Barker stated that land to the north is some of the lowest in the fen. The Committee considered that on a future inspection that this be included to view the site.

716 Cont.....

(f) Leaves Lake Drove Improvements

The Chief Executive responded to Mr M Richardson regarding the scheme proposed for completion in 2015/16. The design brief for the rediversion of flow to reline the corrugated culvert with the possible addition that the drain may need to be widened. An application for FDGiA will be completed.

(g) Anglian Water - Guthram Gowt Slips

The Chief Executive stated that Anglian Water have received quotations from the BSIDB to reinstate the bank after an AWS main pipe burst in July 2014. Anglian Water Insurers' seem to be taking a long time to agree to the works bearing in mind that these works really need to be completed soon.

717 REPORT ON RAINFALL - Agenda Item 4

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

718 ANY OTHER BUSINESS - Agenda Item 5

(a) Chairman of the Southern Works Committee

Mr K Casswell stated that this will be his last meeting as Chairman of this Committee. He proposed that Mr M Rollinson his Vice Chairman be appointed. Mr K Casswell will remain as Vice Chairman of the Board.

Mr V Barker seconded and all AGREED.

Mr K Casswell stated that Mr R Leggott has stepped down as Chairman of the Northern Works Committee and his Vice Chairman Mr P Holmes has been appointed.

Mr M Rollinson thanked Mr K Casswell on behalf of the Committee for his 6 years as Chairman and all AGREED.

(b) Black Hole Drove

Mr V Barker requested that a strategy be looked into in the future regarding water levels between Black Hole and Dunsby.

There being no further business the meeting closed at 13:30.

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
10th April 2015 at 10am

DRAFT

Members

Chairman - * Cllr M Brookes

* Mr W Ash	* Mr V A Barker
* Mr J G Fowler	* Mr R Leggott
Cllr B Russell	Cllr R Singleton-McGuire

* Member Present

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

719 **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr B Russell and Cllr Singleton-McGuire.

720 **MINUTES OF THE AUDIT & RISK COMMITTEE MEETING**

Minutes of the last meeting held on the 10th December 2014, copies of which had been circulated, were considered and it was RESOLVED that the Minutes should be signed as a true record.

There were no matters arising.

721 **TO RECEIVE DRAFT INTERNAL AUDIT REPORT FOR 2014/15 - Agenda Item 4**

The Finance Manager presented to the Committee the Internal Auditors Draft Audit Report with a 'substantial assurance' for the second year. Mr D Gowing has no Management recommendations as he could not find anything to report on.

The Committee congratulated the Officers and Staff.

The Chief Executive stated that the Audit & Risk Committee is held in high regard by the Board. This Committee works in partnership with the auditors to feed through any recommendations which are speedily put into place.

722 TO RECEIVE A REPORT ON PUMPING STATION VALUATIONS - Agenda Item 5

The Chief Executive stated that Jacksons Civil Engineers were employed to model for insurance purposes total rebuild costs of the pumping stations. They were divided into four categories. The detailed cost summaries are enclosed within the Agenda.

Allan House pumping station was not included as it is not owned by the Black Sluice IDB, a development grant was paid by Asda to maintain it.

The costing's include a buildability percentage cost, which equates to the access for heavy construction wagons and plant. Instances whereby some pumping stations would require roads and culverts built to gain access.

The reference to Statutory Undertakers is a cost for dealing with all other utilities ie Network Rail, Anglian Water, electricity companies etc.

The Committee discussed and the following points were considered;

- 34 pumping stations in isolated locations
- Risk is reduced as all pumping stations would not be damaged at the same time
- Special negotiating with insurers dealing with a multi County portfolio
- Rebuild with new state of the art pumps and configuration may not be housed in brick
- Simplified design for today's needs not like for like
- The best formats in design preferred option with new technology
- Current insurers extended insurance to the 30th September 2015 as a more suitable renewal date
- Current valuations would only cover 27% of the any claim made
- Other IDB's claims ie 2009/10 in Northern Boards had outdoor pumps stolen by scrappies.
- Pumping station doors have been replaced with anti vandal steel doors
- Security fencing has been looked into as a deterrent for vandalism
- On presenting this to the Board a key for colour types
- Any major maintenance will not go ahead if the pumping station is identified for rebuild

The Committee recommended that the Officers meet with the insurers with this new information and ascertain risk and premiums.

723 TO REVIEW THE FIRE MANAGEMENT PLAN - Agenda Item 6(a)

The Finance Manager presented the updated Fire Management Plan;

- Any new fire risk to a location be reintroduced to previous inducted persons.
- Plant fire risk training be implemented into section 2.9
- Record of all fire drills and training evacuations
- Added to the plan which fire extinguisher is to be used on what type of fire
- Fire retardant materials in the form of partitions are used whilst engaged in welding

723 Cont.....

- A copy of this plan be sent to the Fire Officer.

The Committee RESOLVED to recommend that the Fire Management Plan should be approved at the next Board meeting.

724 TO RECEIVE RISK MANAGEMENT STRATEGY - Agenda Item 6(b)

The Finance Manager presented the Risk Management Strategy - highlighted in red are recommended amendments and writing in green for discussion.

Appendix B - Agreed paragraph 5 on pg 37 to be incorporated.

1.1 Flooding due to failure to pump at Black Sluice Pumping Station – the offer of supplementary staff in time of need, the BSIDB could offer to cover 50% of the cost to train two members of BSIDB staff to operate the Black Sluice Pumps.

2.1 Environmental Legislation – the Board employs Environmental Consultants who review the BAP and legislation. ADA has an Environmental Committee and this also filters information to all IDB's.

4.2 Health & Safety Legislation – the Board employed a Health & Safety consultant which monitors legislations.

5.4 Inadequacy of Internal Checks – the External Auditors recommended rewording.

6.1 Risks to Board Members – Decisions are made by Committees except under the delegation of authority policy.

8.5 Cyber Attack – section added the Committee discussed and recommended a transfer of risk to insurers if possible. Back up off site, could other IDB's hold a system backup and offer reciprocal arrangement to them.

The Chief Executive asked the Committee if this was a suitable document given that no member of staff is trained. The Committee discussed and requested a report on comparison of costs to train the Finance Manager through the Institute of Risk Management and/or an external consultant to review and audit these plans.

The Committee RESOLVED to recommend that the Risk Management Strategy Policy should be approved at the next Board Meeting.

725 TO RECEIVE THE INVESTMENT STRATEGY POLICY - Agenda Item 6(c)

The Finance Manager presented the amendments to the Investment Strategy Policy the Committee made the following additional amendment;

9.1 "This Strategy will be reviewed within five years".

725 Cont.....

The Committee RESOLVED with the above amendment to recommend that the policy be approved at the next Board Meeting.

726 TO RECEIVE THE HEALTH & SAFETY ASBESTOS MANAGEMENT PLAN - Agenda Item 6(d)

The Chief Executive stated that this policy has been reviewed by Copes the Health and Safety Consultants to the Board.

The Committee RESOLVED to recommend that the Health & Safety Asbestos Management Plan should be approved at the next Board Meeting.

727 TO RECEIVE THE HEALTH & SAFETY NOISE AT WORK POLICY - Agenda Item 6(e)

The Chief Executive stated that this policy has been reviewed by Copes the Health and Safety Consultants to the Board.

The Committee RESOLVED to recommend that the Health & Safety Noise at Work Policy be approved at the next Board Meeting.

728 TO RECEIVE THE HEALTH & SAFETY FIRST AID AND ACCIDENT REPORT POLICY (INCLUDING NEAR MISSES) - Agenda Item 6(e)

The Chief Executive stated that this policy has been reviewed by Copes the Health and Safety Consultants to the Board.

The Operations Manager stated that Copes recommended this policy remain the same and an additional policy be created a "Near Miss Policy" to identify any trends. This policy should then be brought back to the Committee for review. The Committee AGREED.

The Committee RESOLVED to recommend that the Health & Safety First Aid and Accident Report Policy be approved at the next Board Meeting.

729 TO REVIEW THE BOARD'S MANAGEMENT ACCOUNTS - Agenda Item 7

The Finance Manager presented the full range of yearly and monthly management account reports which are enclosed within the Agenda. These reports are reviewed by the Executive Committee and the Board.

The Committee reviewed and AGREED that the reporting did not require expanding.

730 TO RECEIVE A REPORT ON PUBLIC ATTENDANCE AT MEETINGS - Agenda Item 8

The Finance Manager stated that within Law and Standing Orders the rules were already covered regarding Public attendance at meetings.

730 Cont.....

The Committee commented that the Chairman of the respective Committee could request notice of any questions in advance. The Committee RESOLVED that the question had been answered to their satisfaction.

731 TO RECEIVE A REPORT ON CYBER SECURITY - Agenda Item 9

The Finance Manager presented a report on the Cyber Locker virus which was discovered to be infecting the Black Sluice Network on 9th March 2015.

His report outlines a range of defence software which would upgrade security of the network. The Committee recommended for the purposes of data protection an encrypted data to protect rating records on separate disc drive this may lower the risk to the Board.

The Finance Manager will discuss with HBP and report back to the Committee.

732 TO REVIEW THE RISK REGISTER - Agenda Item 10

The Committee reviewed the Risk Register.

733 TO REVIEW THE BOARD'S CATALOGUE OF POLICIES - Agenda Item 11

The Committee reviewed and recommended an even spread of the policy reviews over the time range dates. All AGREED.

There being no further business the meeting closed at 12:10.

BLACK SLUICE INTERNAL DRAINAGE BOARD

EMERGENCY FIRE PLAN

FOR PREMISES

AT

STATION ROAD

SWINESHEAD

PE20 3PW

CONTENTS

- 1 General Policy
- 2 Procedures / Guidance
 - 2.1 General Staff Instruction
 - 2.2 Fire Safety
 - 2.3 Fire Precautions
 - 2.4 Fire Action Procedure
 - 2.5 Evacuation Procedures for Disabled Persons
 - 2.6 Fire safety Co-ordinator
 - 2.7 Trained Personnel
 - 2.8 Evacuation Drills
 - 2.9 Training, Instruction and information
 - 2.10 Building Alterations
 - 2.11 Fire Risk Assessments
 - 2.12 Monitoring and Audit
3. Detail Information
 - 3.1 Fire Extinguisher Locations
 - 3.2 Escape Routes
4. Fire Risks
 - 4.1 Main Risks
5. Risk Analysis
 - 5.1 Office
 - 5.2 Workshop
 - 5.3 General Store

1 GENERAL POLICY

It is the policy of Black Sluice Internal Drainage Board, to ensure that all employees, contractors and visitors are protected from the risks of fire. With this aim appropriate fire safety measures shall be taken. In addition, appropriate evacuation procedures shall be developed, implemented and periodically tested. All employees shall be provided with sufficient appropriate fire awareness training and instruction. The premises shall comply with relevant fire safety legislation and recognised good practice.

The main legislation relevant to this is:

The Regulatory Reform (Fire safety) Order 2005

2. PROCEDURES / GUIDANCE

2.1 General Staff Instruction

All staff must be familiar with the fire procedures as required by **The Regulatory Reform (Fire safety) Order 2005** and the **Health & Safety at Work, etc. Act 1974**.

Fire procedures are posted throughout the building and can be found on exit routes normally adjacent to firm alarm call points.

All staff must ensure that they are familiar with the means of escape in case of fire by walking the routes from the area in which they are employed.

Staff should be familiar with the fire assembly point, which is indicated in the fire procedure for the building.

If you have to evacuate the premises:

- **DO** exit quickly and calmly
- **DO** go directly to open air
- **DO NOT** stop to collect personal belongings
- **DO** close the doors behind you

Sounders, Push button howlers or gong type are strategically located in each workplace building and new employees must be shown their location as part of their induction, **or on them being exposed to new or significant risks** together with the location of fire extinguishers.

Portable fire extinguishers are sited in 'high risk' areas and at regular intervals on corridors / exit routes.

Any instructions given by the management must be complied with as they are exercising their duties outlined in the Health & safety Policy.

2.2 Fire safety

Fire safety is everyone's responsibility. All employees, contractors and visitors are expected to follow established safety procedures to ensure the safe use of electrical / gas appliances, the safe use, storage and disposal of hazardous / combustible materials and compliance with the requirements of the building smoking policy.

To this end all contractors will be required to be provided with a copy of the general fire safety policy and to provide suitable risk assessments for the work undertaken.

2.2 Fire Precautions

Fire resisting doors must be kept closed at all times (unless there are doors which automatically close when the alarm is sounded) to maintain compartmentalisation of the building and to prevent the spread of the fire and / or toxic smoke.

Corridors, stairways, landings and escape routes must be kept clear at all times of anything that is likely to cause a fire or accident or to impede evacuation in an emergency. Everyday objects such as building materials left on an escape corridor pose serious obstacles during an emergency evacuation.

Hazardous materials must be stored, used and disposed of in accordance with all legal requirements and safe working practices.

All fire fighting equipment must be kept free from obstruction and be readily available for use in an emergency. Portable fire fighting equipment must not be removed or repositioned without authority.

Any obvious or suspected damage to, or misuse of, the fire alarm or fire fighting equipment must be reported immediately.

2.4 Fire Action Procedure

Any person suspecting or discovering a fire shall:

- If circumstances dictate, or if ordered to do so, leave the building by the nearest available exit route.
- **Use the fire extinguishers (if required) to assist in the evacuation of the building.**
- Raise the alarm vocally or nearest sounder point **whilst evacuating.**
- Call the Fire brigade direct by dialling 999 and give the correct address of the building and any other information they require.
- If possible, tackle the fire with the correct type of extinguisher - **but only** if there is no risk to oneself **and** practical, **"hands on"** training has previously been undertaken.

Any person hearing a report of fire or a fire alarm shall:

- Leave the building by the nearest available fire exit route
- Go directly to the assembly point
- Never re-enter the building until instructed to do so by a member of the Fire Brigade or your supervisor or manager. Never re-enter a building whilst the alarm is still sounding.
- Instructions given in an emergency evacuation by nominated staff must be followed.

2.5 Evacuation Procedures for Disabled Persons

Individuals having a disability, which may affect their ability to recognise that an emergency is taking place or to evacuate a building unaided, will have a personal emergency evacuation strategy drawn up. This evacuation strategy will be specific to the needs and abilities of the individual in question.

Wheelchair users and persons with mobility impairment

The wheelchair user must notify an official of the details of their personal evacuation strategy. If, due to the nature of the illness / injury, the individual cannot be removed from their wheelchair without risk of serious injury, movement to a point of temporary refuge will be considered as part of the personal evacuation strategy.

It is essential that wherever possible co-ordinators are aware of staff or visitors to the building who have specific emergency evacuation needs.

Deaf / Hearing impaired Persons

There are no visual fire signals within the building. Deaf or hearing impaired persons who are likely to be working in an isolated area are encouraged to advise an appropriate member of staff of this fact, so that they may be notified of any alarm.

Blind / Visually impaired Persons

Blind / visually impaired persons are advised to identify himself or herself to an official or member of staff rather than wait until an evacuation takes place.

2.6 Fire Safety Co-ordinator

The Building shall have a Fire Safety Co-ordinator who will normally be your supervisor or manager. In the event of evacuation of the building the Fire safety Co-ordinator will liaise with the emergency services.

The Fire safety Co-ordinator will:

- remain at the fire assembly point until told to stand down by the senior officer from emergency services.
- check-in each group as they arrive and make note of their responses.
- provide this information to the senior officer from emergency services on request.

- inform the senior officer from emergency services of the location of any member of staff, contractor or visitor who is waiting for evacuations in a refuge.
- provide information gathered during the evacuation.

The Fire Safety Co-ordinator on this site is Daniel Withnall. Substitute Andrew Scott.

2.7 Trained Personnel

Where there are a significant number of people, it is not practicable to have a roll call or keep a formal fire register. Similarly, where there are a significant proportion of 'mobile' people at any given time, specific locations are not predictable.

In such cases, responsible persons are appointed to assist in the safe evacuation of all staff and visitors present from pre-designated areas of the building.

Responsible persons will be familiar with all the exit points for their area and will direct staff and visitors towards the most appropriate available exit.

Additionally, fire safety training allows any responsible person to act as Fire Co-ordinator and to be the first point of contact with the Emergency Services when they arrive on site.

It must be stressed, however, that staff are **NOT** trained to be fire fighters. Their main function is to assist the progress of the evacuation and to report its progress to the fire safety Co-ordinator.

When the alarm sounds or vocal fire alarm is given

- Direct staff and visitors towards the **nearest available fire exit**.
- Maintain a steady flow of people evacuating the building and prevent 'bottlenecks' building up by redirecting staff and visitors towards other available exits (so that they are not placed at risk).
- direct staff and visitors away from potential sources of fire, where these are known.
- ensure (so far as is reasonably practicable) that the floor is clear or is actively evacuating.
- leave the building themselves by the nearest available exit.
- report to the Fire Safety Co-ordinator (who will be at the fire control point) on the status of their area (**staff/visitor accountability, fire location(s)**).
- remain with the Fire Co-ordinator so that they can be re-deployed to aid in controlling other aspects of the evacuation or to be at the disposal of the senior officer of the emergency services on site.
- take part in a short de-brief session with the Fire Safety Co-ordinator once permission to re-enter the building is given.

2.8 Evacuation Drills

In accordance with fire safety Legislation, fire evacuation drills will be carried out at least annually.

The drills will monitor the effectiveness of the local evacuation procedures and, where necessary, identify required changes. They will also time the evacuation and compare the time to a previously determined acceptable time limit based on national standards and accepted good practice. In cases where the evacuation takes longer than the expected time, a second drill may be carried out at a later date. The results of each evacuation drill should be recorded in the fire safety log book.

2.9 Training , Instruction and Information

An appropriate person shall give all new employees fire safety induction training in the first week of employment. this will include identification of escape routes, location of fire extinguisher and call points, where assembly point is and any local hazards that they need to be aware of.

The training must:-

- Include suitable and sufficient instruction and training on the appropriate precautions and actions to be taken by employees in order to safeguard themselves and other relevant persons on the premises.
- Be repeated periodically where appropriate
- Be adapted to take account of new or changed risks to the safety of the employee.
- Be provided in a manner appropriate to the risk identified by the risk assessment
- Take place in normal working hours.

Training must include:-

- Actions to be taken on discovering a fire or on hearing the fire alarm
- The method of raising the alarm
- The method of calling the fire services
- Correct evacuation procedures and location of fire assembly points
- How to use portable extinguishers (if safe to do so).

2.10 Buildings Alterations

When alterations are being planned the company will ensure that the requirements of relevant fire safety legislation / recognised standards are considered and that the proposed facilities meet the requirements.

2.11 Fire Risk Assessments

In accordance with fire safety legislation, fire risk assessments should be carried out annually. The Risk assessments shall be amended as necessary when circumstances require it (e.g. Building changes). The fire risk assessments shall be reviewed whenever any changes to structure, layout or usage of the building takes place to ensure their on-going relevance and adequacy.

2.12 Monitoring and Audit

Supervisor / manager should, as part of their day-to-day duties and during inspections, ensure that fire safety measures are in place and are working as they are intended to.

Fire safety shall be included in the safety Management System audits carried out by Supervisors / managers.

The system is also to be serviced periodically, not to exceed six months, by a competent person (alarm engineer). During a 12 month period, servicing is to include operation of all manual call points and testing of detectors. All testing and maintenance to be documented in a log book.

3. DETAILED INFORMATION

3.1 Location of Fire Extinguishers

Office	Reception:	6 litre water with additive. 2kg carbon dioxide
	Rating Office:	6 litre water with additive. 2kg carbon dioxide.
	Supervisors Office:	6 litre water with additive. 2kg carbon dioxide.
	Ground floor near lift:	6 litre water with additive. 2kg carbon dioxide.
	Kitchen:	Fire Blanket. 2kg Powder
	Top of Stairs:	6 litre water with additive. 2kg carbon dioxide
	Design Office:	6 litre water with additive. 2kg carbon dioxide
	Workshop	Main Door
Side Wall		3kg powder 9 litre water

	Back Wall	6 litre foam 3 kg powder
Storage Area	Main Door	9 litre foam
	Side Emergency door	9 litre foam
	Back Wall	9 litre foam
	Canteen	9 litre foam
	Under stairs	2 x 1kg powder

Water additive fire extinguishers are best used for:
Class A fires, wood, paper, material, cloth

Carbon Dioxide Extinguishers CO₂s are designed for Class B and C (flammable liquid and electrical) fires only.

Fire blankets are made of fire-resistant materials. They are particularly useful for smothering fat pan fires or for wrapping around a person whose clothing is on fire.

Powder extinguishers are suitable for Class A (paper wood textiles), B (flammable liquids, petrol, paints etc) & C (flammable gases, propane and butane) fires. They can also be used effectively on electrical fires

Foam spray extinguishers, (AFFF Aqueous Film Forming Foam), are ideal for multi risk situations where both Class A (paper, wood and textiles) and Class B (flammable liquids) are likely to be found. Foam spray extinguishers are especially suitable for Class B fire involving flammable liquids such as oils, spirits, fats and certain plastics.

3.2 Escape Routes

Rating Office and Secure Store:	Leave building via escape door in rating office.
Administration Office:	Leave through reception and front doors.
Reception:	Through front doors.
Operations Managers Office:	Either through escape door in stair well. OR through Supervisors Office and into fitting shop escape door.
Supervisor's Office	Through door into workshop and through emergency door .
Chief Executive Office:	Down stairs and leave through emergency door.
Finance Officer's Office:	Down stairs and leave through emergency door.
Engineering Department:	Along corridor, down stairs and leave through emergency door.

Board Room:	Into corridor, down stairs and outside via emergency door.
Workshop	Through main door or exit door to south side of building.
Main Storage Area	Through main door onto south side of building, or through fire exit doors on side or rear of the building.

3.3 Assembly Point

The assembly point for evacuees from the office is in the car park in front of the office building.

The assembly point for evacuees from the workshop and general store is on the south side of the building.

4. Fire Risks

4.1 Main Risks

Office	Electrical Equipment Gas Boiler Electrical appliances in kitchen Air Conditioning units
Workshop	Welding Equipment Gas Boiler Grinder Power Tools Batteries Oils
Store Area	Stored Materials (paint, timber etc) Parked equipment Waste materials
External Storage areas	Diesel Tanks

5. RISK ANALYSIS

5.1 Office

5.1.1 Electrical Equipment

Risk: Computers could short circuit or fail and catch fire.

Consequence: Fire spreading to furniture

How risk managed: Review equipment before end of life.
Renew any faulty equipment.
Modern electrical system.

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

5.1.2 Gas Boiler

Risk: Boiler catching fire.

Consequence: Fire in kitchen.

How risk is managed: Annual servicing of boiler.

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

5.2 Workshop

5.2.1 Welding and Cutting Equipment

Risk: Sparks causing fire.

Consequence: Fire in combustible material.

How risk is managed: Partitions round welding area.

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

5.2.2 Electrical Equipment

Risk: Grinders or other equipment could catch fire.

Consequence: Fire spreading to machinery

How risk managed: Review equipment before end of life.
Renew any faulty equipment.
Regular testing.

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

5.3 General Store

5.3.1 Machinery

Risk: Machinery short circuits causing fire.

Consequence: Fire spreading

How risk managed: Review equipment before end of life.
Renew any faulty equipment.
Regular testing.

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

Black Sluice Internal Drainage Board

Policy No: 05

Investment Strategy Policy

Review Dates:

Original Issue	
Board Approved	
Due for Review	

1. Introduction

- 1.1 Black Sluice Internal Drainage Board (the Board) acknowledges the importance of prudently investing the temporary surplus funds held on behalf of the local ratepayers. This has acquired even greater importance in the light of the credit crunch during 2008-09 and consideration of the risk involved is a major element to be considered.
- 1.2 This strategy complies with the arrangements set out in the Department of Communities and Local Government (formerly Office of the Deputy Prime Minister) Guidance on Local Government Investments 2004 and the Chartered Institute of Public Finance and Accountancy's Treasury Management in Public Services: Code of Practice and Cross Sectoral Guidance Notes and takes account of Section 15 (1)(a) of the Local Government Act 2003.

2. Investment Objectives

- 2.1 In accordance with Section 15 (1)(a) of the Local Government Act 2003, the Board will have regard (a) to such guidance as Government Ministers may issue from time to time and (b) to such other guidance as Government Ministers may by regulations specify.
- 2.2 The Board's investment priorities are the security of reserves and liquidity of its investments.
- 2.3 The Board will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity and be consistent with avoiding any major risks.
- 2.4 All investments will be made in sterling.

- 2.5 The Department for Communities and Local Government maintains that borrowing of monies purely to invest, or to lend and make a return, is unlawful and this Board will not engage in such activity.
- 2.6 Where external investment managers are used, they will be required to comply with this strategy and will have to be authorised and regulated by the Financial **Conduct** Authority. Where the Board uses Brokers to carry out the transactions on their behalf, they cannot and do not offer investment advice but simply act as an intermediary.

3. Specified Investments

- 3.1 Specified investments are those offering high security and high liquidity, made in sterling and which must mature within one year. The **Board** only places deposits with financial institutions which are on the Financial Conduct Authority's approved list of financial institutions. These investments can be used with minimal procedural formalities as currently used by the Board.
- 3.2 For the prudent management of its surplus balances, maintaining sufficient levels of security and liquidity, the Board will use:
- Deposits with banks, building societies, local authorities or other public authorities
 - Deposits in securities which are guaranteed by the Government.
- 3.3 The limit of any such investment will be restricted to £300,000 with any one particular institution or group, or such other sum as the Board specify from time to time. It should be noted that the Government guarantee of £50,000 which applies to private investors does not apply to bodies such as the Board.

4. Non Specified Investments

- 4.1 These investments have greater potential risk and mature after any period longer than 365 days – examples include investment in the money market, stocks and shares or with bodies which do not have a high credit rating.
- 4.2 Given the unpredictability and uncertainties surrounding such investments, the Board will not use this type of investment without a resolution stating otherwise.

5. Liquidity of Investments

- 5.1 The Chief Executive and the Finance **Manager** will determine the maximum periods for which funds may prudently be committed so as not to compromise liquidity.
- 5.2 Investments will be regarded as commencing on the date the commitment to invest is entered into, rather than the date on which the funds are paid over to the relevant body.

6. Long Term Investments

- 6.1 Long term investments are defined in the Guidance as greater than 36 months.
- 6.2 The Board does not currently hold any long term investments; neither will it make any such investments.

7. Internal Controls

- 7.1 **The Finance Manager will report on all investments held on a monthly basis as part of the Management Accounts** and sent by E-Mail to all members of the Executive Committee. As existing investments mature, the Finance **Manager** will prepare a current cash flow projection indicating any future suggested investments. This projection will be authorised by both the Finance **Manager** and the Chief Executive. The current satisfactory practice is for a maturity profile investment projection to be prepared which provides the Board with the option to pull back or invest further according to the cash flow requirements.
- 7.2 The Finance **Manager** will then act on this authorisation and proceed with any further investments as agreed. A copy of the confirmation of the investment from the financial institution will be initialled by the Chief Executive.

8. End of Year Investment Report

- 8.1 The Annual Strategy for the coming financial year will be prepared by the Finance **Manager** and presented to the Executive Committee meeting in January each year for approval.
- 8.2 At the end of the financial year, the Finance **Manager** (as S151 of the Local Government Act 1972 officer) will report on the investment activity to the Board.

9. Review and Amendment of this Strategy

- 9.1 This Strategy will be reviewed **within at least five years**.
- 9.2 The Board reserves the right to make variations to the Strategy at any time.
- 9.3 This strategy has been reviewed and agreed with the Board's Internal Auditor.

Daniel Withnall
Finance Manager



BLACK SLUICE INTERNAL DRAINAGE BOARD

Policy for the Management of Asbestos in Non-domestic Premises

All types of asbestos are dangerous. Asbestos is made up of thin fibres that cannot be seen with the naked eye but can be breathed in. The fibres can become stuck in the lungs causing scars that stop the lungs working properly (asbestosis), or cause cancer. The main types of cancer caused by asbestos are cancer of the lung and cancer of the lining of the lung (mesothelioma). These diseases can take from 15 to 60 years to develop and there is no cure.

Anyone who disturbs asbestos-containing materials, for example, by working on them or near them, may be at risk of exposure. The Control of Asbestos Regulations 2012 places responsibilities on duty holders to manage asbestos in non-domestic properties.

Duty Holders Responsibilities

1. Must take reasonable steps to find out if there are materials containing asbestos in the premises and, if so, how much, where they are and what condition they are in. This will involve a survey being undertaken by a competent person;
2. The results of the survey should be recorded and the information provided to anyone who may work on, or disturb, the materials, for example, contractors;
3. Must develop a plan to manage materials containing asbestos on the premises. In some cases, asbestos can be safely left in place and a system of inspection introduced. Where asbestos is to be removed, the duty holder must use a contractor who holds a licence to work on asbestos (exemptions apply);
4. Must undertake a suitable assessment of the risk to health of employees, and others, before any work is carried out that may expose persons to asbestos. The risk assessment should be completed by a competent person;
5. The results of a risk assessment should be recorded and the information provided to employees, including the control measures in place to prevent exposure; and
6. Must review the survey and management plan at regular intervals and revise as necessary.

Employee Responsibilities

1. Must co-operate with the arrangements for the management of asbestos in non-domestic premises, for example, ask to see a copy of the asbestos survey and be mindful as to where asbestos is present, such that you are able to recognise defects or shortcomings in arrangements; and
2. Must notify the duty holder if there any defects or shortcoming in their arrangements.

Authorised by: _____

Date _____

Print Name: _____



BLACK SLUICE INTERNAL DRAINAGE BOARD

Policy for Work with Asbestos

All types of asbestos are dangerous. Asbestos is made up of thin fibres that cannot be seen with the naked eye but can be breathed in. The fibres can become stuck in the lungs causing scars that stop the lungs working properly (asbestosis), or cause cancer. The main types of cancer caused by asbestos are cancer of the lung and cancer of the lining of the lung (mesothelioma). These diseases can take from 15 to 60 years to develop and there is no cure.

Anyone who disturbs asbestos containing materials, for example, by working on them or near them, may be at risk of exposure. The Control of Asbestos Regulations 2012 places responsibilities on employers to manage work with asbestos containing materials.

Employers Responsibilities

1. Must not undertake any work that exposes employees to asbestos unless a suitable and sufficient assessment has been carried out to identify whether asbestos is, or is liable to be present, of what type and in what condition;
2. Must make a suitable and sufficient assessment of the risks to employee health from any asbestos work and record the findings. The assessment should be reviewed regularly;
3. Must determine whether the work requires a license, is notifiable non licensed work or is non licensed work;
4. Must only undertake work they are licensed or competent to do;
5. Must prepare a written plan for any asbestos work detailing how the work is to be carried out. A copy of the plan must be kept at the workplace;
6. Must not undertake any work unless notified to the enforcing authority in writing (for licensed and notifiable non licensed work);
7. Must ensure that adequate information, instruction and training is given to employees who are liable to be exposed to asbestos and those who supervise asbestos work;
8. Must prevent or reduce exposure of employees to asbestos so far as is reasonably practicable, ensuring that control measures are maintained in an efficient state, in efficient working order and good repair;
9. Must, provide adequate and suitable protective clothing and ensure that such clothing is disposed of as asbestos waste or adequately cleaned at suitable intervals;
10. Must protect the health of employees from an accident, incident or emergency;
11. Must prevent, or where this is not reasonably practicable, reduce to the lowest level reasonably practicable, the spread of asbestos from any workplace and ensure that the workplace, and any plant used is kept in a clean state;
12. Must designate asbestos areas and respirator zones as appropriate during asbestos work;
13. Must monitor the exposure of employees to asbestos fibres present in air at regular intervals and when a change occurs (exemptions apply). In addition, must monitor for site clearance certification. Records are to be kept;
14. Must ensure that a health record for each employee, undertaking licensable work, is maintained and kept for 40 years. Medical surveillance is required by a relevant doctor at intervals not exceeding 2 years;
15. Must ensure that, on or before 30 April 2015, a health record for each employee, undertaking notifiable non licensed work, is maintained and kept for 40 years. After 1 May 2015, medical surveillance is required by a relevant doctor at intervals not exceeding 3 years;
16. Must provide adequate washing and changing facilities; and
17. Must ensure the appropriate storage, distribution and labeling of asbestos waste.

Employee Responsibilities

1. Must co-operate with arrangements for work with asbestos, in particular using any control measures, including dust suppression/extraction and personal protective equipment;
2. Must follow carefully all procedures in the plan of work and keep the workplace clean;
3. Must eat and drink only in the places provided; and
4. Must report any defects or shortcomings in arrangements, and particularly in control measures, to your Supervisor/Manager immediately.

Authorised by: _____

Date _____

Print Name: _____



BLACK SLUICE INTERNAL DRAINAGE BOARD

Policy for the Control of Noise at Work

Working in a noisy environment may result in the ill health of employees, which include the following:

- Temporary or permanent damage to hearing, including noise induced hearing loss;
- Fatigue and stress;
- Tinnitus (ringing, whistling, buzzing or humming in the ears), a distressing condition that can lead to disturbed sleep.

All of the above may result in lower than normal performance in the workplace and so in addition to preventing ill health there are real commercial benefits to be obtained from a noise control programme.

The purpose of this policy is to state the responsibilities for noise control at work, such that any ill health risks are eliminated or reduced to as low a level as is reasonably practicable.

Manager Responsibilities

1. You must ensure that all noise hazards within your area of control are identified. In addition you must estimate, and where necessary measure, the likely exposure.
2. You must identify relevant control measures and record you findings in an action plan. The aim is to protect your employees by eliminating or reducing risks using good practice and ensuring that no legal limits are exceeded
3. You must provide hearing protection for those at risk (having already given consideration to other means of noise control) as well as providing and managing hearing protection zones.
4. You must consult workers, and/or their representatives and allow their participation and provide information, instruction and training about the noise risk to employees, control measures in place, the hearing protection provided and safe working practices. You must provide health surveillance (hearing checks) for those at risk and use the results to review controls and further protect individuals.
6. You must maintain any noise-control equipment and hearing protection, and ensure that anything supplied is fully and properly used.
7. You must review the arrangements for control of noise at work whenever there is a change to a work practice, a change in noise exposure or new ways are uncovered to reduce risks.

Employee Responsibilities

1. You must co-operate with the arrangements for the control of noise at work, including attending for hearing checks.
2. You must use the noise control measures provided and report any defects.
3. You must make full and proper use of the hearing protection provided, especially where its use is mandatory.

Authorised by: _____

Date: _____

Print Name: _____



BLACK SLUICE INTERNAL DRAINAGE BOARD

Policy for First Aid and Accident Reporting Policy

Under the Health and Safety (First Aid) Regulations 1981, all businesses must have appropriate means for enabling first aid at work. Following any such accident there is a requirement for the employee to report accident details to the employer. The employer then has duties to investigate and to notify the accident to the enforcing authorities where appropriate. The purpose of this policy therefore is to state who is responsible and what they must do in order to ensure adequate First Aid provision and Accident Reporting.

Manager responsibilities

1. You are responsible for ensuring that an ambulance or other professional help is summoned as soon as possible by the most appropriate means or other arrangements are made, as necessary.
2. You are responsible for ensuring that you have an adequate number of First Aid Personnel in your area, and the number of First Aid Personnel is monitored and reviewed. See Note⁽¹⁾.
3. You are responsible for ensuring that there are an adequate number of first aid boxes in the workplace, and that they are suitably stocked, and properly identified. See Note⁽¹⁾.
4. You are responsible for providing means for the accident to be recorded and to check that the accident details are a full and correct account of the accident. See Note⁽¹⁾.
5. You are responsible for following up accidents and ensuring that any remedial actions, where required, are carried out, to prevent recurrence.
6. You are responsible for ensuring that the Incident Contact Centre are notified where appropriate using the correct reporting method.
7. You are responsible for monitoring and reviewing accidents for your area and the Policy for First Aid and Accident Reporting.

Employee Responsibilities

1. You are responsible for advising management of all accidents. When you are injured at work, the law says that you must tell your employer as soon as possible. You do this by ensuring that details of the accident are recorded in the Accident Book.
2. You are reminded of your responsibilities to look after your own safety and the safety of others who may be affected by your acts or omissions, to use work equipment and personal protective equipment correctly, and not to misuse any item of equipment. If an accident does occur report it to your Manager immediately.

Note⁽¹⁾

Details of First Aid Personnel, First Aid Box(es) and Accident Book(s) are to be found on the Summary of First Aid Provision Sheet which should be read in conjunction with this Policy.

Authorised by: _____

Date _____

Print Name: _____

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Culverts & Bridges Committee

held at the offices of the Board on
29th April 2015 at 2pm

Members

Chairman - * Mr K C Casswell

Mr W Ash	* Mr V A Barker
* Mr J G Fowler	* Mr R Leggott
* Mr P Robinson	

* Member Present

In attendance: Mr I Warsap (Chief Executive)
Mr P Nicholson (Operations Manager)
Mr P Holmes (Chairman Northern Works Committee)

734 APOLOGIES FOR ABSENCE

Apologies were received from Mr M Rollinson and Mr W Ash.

735 DECLARATIONS OF INTEREST

There were no declarations of interest.

736 MINUTES OF THE CULVERTS & BRIDGES COMMITTEE MEETING

Minutes of the last meeting held on the 10th July 2014, copies of which had been circulated, were considered.

The Minutes were amended to state that Mr P Holmes and Mr M Rollinson were guests at that meeting.

Mr R Leggott proposed that the Chairman of both Northern and Southern Works Committees should be full members of this Committee. This was seconded by Mr P Robinson and all AGREED to recommend this to the Board.

737 MATTERS ARISING

- (a) Brick Arch Bridges on Hammond Beck and Risegate Eau constructed in the 19th Century - Minute No 587(c)

The Chief Executive presented photographs of the bridges attended by himself and Mr V Barker. These brick arch bridges are in a very poor condition and are now worse than they appear on the photographs.

737 (a) Cont.....

These bridges are not used for vehicle traffic and at some stage will collapse. Mr V Barker is aware of a Charity Farm at Risegate who might be interested in buying the bricks to help in restoration projects.

The Committee AGREED that the landowners should be contacted with a view that due to the possibility of collapse they should be removed in total.

(b) Review the IDB Land Drainage Act Enforcement & Consent Concordat - Minute No 591

The Chief Executive stated that he has contacted Mark Welsh inviting him to attend a Board meeting regarding the IDB Land Drainage Enforcement Act. Changes are likely after the General Election and therefore the Chief Executive will contact him again in the future.

738 REVIEW OF CULVERT AND BRIDGE REPLACEMENT POLICY - Agenda Item 5

(a) The Committee discussed the policy and the following amendments were made:

6.6 ACCESS CULVERTS ONLY USED BY THE OWNER

The Operations Manager had reviewed the estimated cost of a 900mm plastic twinwall piped culvert 12 metres long with a 6 metre wide running surface, the cost is very similar to the revised quote in November 2014. The Committee AGREED that the costs remain the same.

Mr V Barker made the point regarding the option of the landowner to have a choice of materials used ie concrete pipes. The Chief Executive stated that negotiations would be the first starting point and any additional specifications can be added by the landowner at their cost.

6.6 (g) and (h)

After "future maintenance" in both paragraphs (g) and (h):

Add: "as deemed necessary by the Board,"

739 REVIEW A PRESENTATION OF THE CULVERT INSPECTION RECORDS - Agenda Item 6

(a) The Operations Manager presented a slide detailing the culvert inspections carried out to date. Kirton & Frampton (Chain Bridge) is the next catchment for surveying, Swineshead still has 90 culverts to inspect, some are long piped sections with chambers which may have been surveyed previously therefore this number could be reduced.

739 (a) Cont.....

The Operations Manager stated that culverts in category A (poor) will be monitored and officers are currently at the early stages of consultation for FDGiA funding for possible replacement. Each culvert scheme will be based on its own merits.

Mr R Leggott stated this exercise has allowed the Board to gain an insight into the culvert condition and this is good information for the Board to understand what type of materials can be used in certain geographical areas due to soil types and conditions.

Mr V Barker was interested to know if Witham Third Drainage Board were having similar ground condition problems in the North Kyme and Anwick areas with their Armco culverts.

- (b) Mr J Fowler asked if the culverts in the Wyberton catchment had been inspected prior to the flood relief works being carried out. The Operations Manager stated these culverts had been inspected by our consultants as part of a larger catchment study.
- (c) The Chief Executive stated the Board had approved a £75k budget for the replacement of the Wyberton Roads culvert from the development fund. The existing 900mm diameter pipe becomes blocked in high flows with debris and this will be replaced with a 2100mm diameter pipe.

The construction works have been put out to tender with the most competitive price being £125k, our own costs have been revisited resulting in a revised budget estimate of £90k, therefore the Boards own labour force will complete these works, a road closure commences on the 18 May 2015.

LCC have reviewed the proposals and have no objections to the design works but will not contribute towards the costs as they are satisfied with the existing structure.

The Committee recommended to submit the revised expenditure to the Board for approval.

- (d) The Operations Manager stated the Siphons protection works are complete and the Siphons have been placed on a basic maintenance regime.

Mr R Leggott suggested we should ask landowners if they are aware of any other Siphons on their land.

740 REVIEW THE ULTRA VIOLET CULVERT RE-LINING PROCESS - Agenda Item 7

The Chief Executive stated orders are in place with iLine to UV line three 900mm diameter concrete pipe culverts under the highway in the Wyberton Marsh catchment as part of the flood relief works. Once a start date is agreed this will be circulated to members for all to be given the opportunity to visit site and view the operation.

741 REVIEW THE BRIDGE REPLACEMENT PROCESS - Agenda Item 8

The Chief Executive explained the Board has numerous large bridges over the maintained watercourses, some owned and maintained by the Board and others owned and maintained by landowners. These bridges now require accurately identifying regarding ownership and structural integrity.

Following discussion it was agreed that officers should identify which bridges are Board assets and implement a structural inspection regime similar to that being undertaken on pumping stations. Bridges that are not owned or used by the Board will be treated in a similar manner to culverts within the Culvert and Bridges Replacement Policy.

It should be noted each bridge replaced will be individually cost estimated following design.

It was suggested and agreed that following the reconstruction of any bridge a maximum weight limit should be calculated and advised on each bridge.

742 ANY OTHER BUSINESS - Agenda Item 9

There were no items to be discussed under any other business.

There being no further business the meeting closed at 4pm.



BLACK SLUICE INTERNAL DRAINAGE BOARD

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CULVERT AND BRIDGE REPLACEMENT POLICY

1. PURPOSE

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

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

2. INTRODUCTION

The structures that will be included in this policy include:

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

3. BLACK SLUICE POLICY

This policy is concerned with the replacement of existing culverts and bridges only.

The Board has a separate policy which addresses applications to place new culverts in watercourses. The policy concerning culverting discourages the construction of new long lengths of culverts in Board's Watercourses.

4. REASONS FOR THE POLICY

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

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

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

5. DELEGATED POWERS

Delegated powers are given to the Chief Executive and the relevant Works Committee Chairmen to reconstruct culverts as long as the budgets are not exceeded and the landowner or occupier pays a contribution towards the cost in line with the guidelines in this policy. In all other cases, the power to determine applications is delegated to the Culverts and Bridges Committee, the appropriate Works Committee or the Executive Committee, unless a Board meeting is more timely.

6. GUIDELINES

Guidelines are given below on the following types of culverts and bridges:

- a) Clear span bridges carrying Highways maintained by LCC
- b) Clear span bridges capable of carrying all vehicles
- c) Clear Span Footbridges
- d) Culverts under Highways maintained by LCC
- e) Culverts Used for Access by both the Board and the Occupier
- f) Access culverts that are solely for the benefit of the Owner or Occupier
- g) Culverts constructed by the Board to allow free drainage of the land.

6.1 CLEAR SPAN BRIDGES CARRYING HIGHWAYS

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

6.2 CLEAR SPAN ACCESS BRIDGES

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

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

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

However, if a substandard structure is used by the Board, and the Owner or Occupier of the structure proposes to refurbish or reconstruct the bridge, the Board may offer a contribution towards the cost of this work.

6.3 CLEAR SPAN FOOT BRIDGES

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

6.4 CULVERTS UNDER HIGHWAYS

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

6.5 CULVERTS USED FOR ACCESS BY THE OWNER AND BY THE BOARD

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

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

6.6 ACCESS CULVERTS ONLY USED BY THE OWNER

- a) These culverts are only required by landowners to gain access to their land.
- b) If a culvert is substandard and in need of reconstruction it should be removed by the Board.

Provided there is a proven need for a culvert at this location, the landowner should be offered the opportunity for the Board to replace the culvert if a contribution of 50% of the cost of a 900mm diameter culvert (at present 50% of £7,000) is paid.

After the culvert has been reconstructed, it will be deemed that the landowner will be responsible for its future maintenance.

- c) Before any consideration is given to the reconstruction of the culvert, the landowner should be approached to ascertain if there is a future need for the structure. Consideration should be given to removing two or more accesses into a field and the provision of one in the future.
- d) If there is a proven need for the culvert, then the Board will reconstruct the culvert on condition the standard contribution is paid. The definition of the standard contribution is in Clause 6.8.

The culvert shall be constructed with a top width of 6.0 metres. If a landowner requests a culvert with a wider top width, then he shall pay for the total extra cost of this work.

- e) If a culvert has been constructed in the Board's watercourse, and there is clear evidence that the Board has written to the landowner confirming the future maintenance arrangements, then the landowner shall be totally responsible for the reconstruction of the culvert.
- f) If a culvert is removed by the Board because it is holding up the flow of water, and has not been replaced by a new culvert within a period of five years, then the offer of contribution will no longer be applicable and the landowner will be required to pay the full cost of the construction of a new culvert at this location.
- g) After the culvert has been replaced, the landowner will be responsible for any future maintenance, **as deemed necessary by the Board**, or reconstruction of the structure.
- h) If the Board undertake a watercourse improvement scheme which includes the reconstruction of culverts, the Board will pay the total cost of the reconstruction of the culvert, but the landowner will be required to be responsible for the future maintenance, **as deemed necessary by the Board**, of the structure.

6.7 CULVERTS USED FOR FREE DRAINAGE

Examples of these lengths of culverts are:-

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

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

6.8 STANDARD CONTRIBUTION CHARGE

The standard contribution charge is defined as 50% of the cost of construction of a 900mm diameter culvert 12.0 metres long.

6.9 REDUNDANT CULVERTS

If the Board agrees with an Owner or Occupier that a culvert is redundant, the Board will remove the culvert and backfill material and deposit these materials on the field adjacent to the location of the culvert.

If agreed and required the Board will dispose of the excavated material.

6.10 FURTHER GUIDANCE

If a landowner is unhappy about the circumstances of a particular culvert designation, then this should be referred to the Culvert & Bridges Committee for final determination.

Revised 17 July 2015

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the
Environment Committee

held at the Offices of the Board on Wednesday 20th May 2015 at 2pm

Members

Chairman - * Mr J R Wray

* Mr R Leggott	Mr R Welberry
Mr M J Scott	* Mr P Robinson
* Mr P Holmes	* Mr K C Casswell
* Mr J F Atkinson	* Mr V A Barker

(* Member Present)

In attendance: Mr I Warsap (Chief Executive)
Mr P Nicholson (Operations Manager)
Ian Nixon (Scarborough Nixon Assoc)
Celia Commowick (Scarborough Nixon Assoc)

The Chairman introduced and welcomed the representatives above and thanked them for their attendance. He also stated Cllr David Dickinson has not stood for Council re-election and therefore resigned from the Committee and he expressed sadness for the passing away of Mr Fretwell who was a valued member of the Environment Committee.

743 **APOLOGIES**

Apologies were received from Mr M J Scott and Mr R Welberry.

744 **MINUTES OF LAST ENVIRONMENT MEETING**

The Minutes of the last Meeting of the Environment Committee held on 14th May 2014, copies of which had been circulated, were considered and it was agreed that the Minutes should be signed as a true record.

745 **MATTERS ARISING**

(a) **North Forty Foot Fishing Platforms - Minute No 375(d)**

Mr R Leggott stated he has witnessed disabled anglers using these platforms which was good to see.

745 Cont.....

(b) Lincolnshire Show Schools Challenge - Minute No 538 (g)

The significance of agricultural land drainage is involved in this year's schools challenge albeit with a lower emphasis on land drainage than last year, those members attending this year's show were requested to take a look and report back.

746 REPORT ON ENVIRONMENTAL WORKS COMPLETED 2014/15 - Agenda Item 4

Details of the environmental works completed were circulated with the agenda the Chief Executive highlighted the following areas;

(a) Barn Owl Boxes

The Chief Executive reported that three pole mounted Barn Owl boxes were erected last year at Kirton Meeres and Kirton Marsh, this makes a total of thirty six boxes financed by the Board.

The 2014 annual box survey completed by the Wildlife Conservation Partnership is attached for information, 2014 being assessed as a record year with twelve successful broods.

(b) Tom Tom Data Recording of Environmental Sightings

The Chief Executive stated all information recorded is passed onto the Lincolnshire Environmental Records Centre (LERC), Mr R Leggott requested if it was possible to introduce this at a future meeting.

(c) Water Vole Monitoring Surveys

Scarborough Nixon Associates (SNA) have carried out monitoring surveys on six pre-agreed established sites, SNA will report on these under Agenda Item 6.

(d) Fish/Eel Passability Studies

The ten high priority pumping stations have been assessed with the appraisal studies being delivered to the Environment Agency (EA) before the 1st January 2015 deadline.

(e) Kingfisher Nesting Sites

The site is now so well established a pair of Mute Swans are nesting on the site, therefore the reed cutting has been left until a time they hatch and leave.

(f) RSPB water abstraction for Frampton Marsh Nature Reserve

The RSPB were advised to stop their water abstraction earlier in the year following signs of pollution on the surface of the water. The Committee asked if the polluter had been identified, the Operations Manager stated the EA had

746 Cont.....

been investigating but to date no one had been identified, the situation continues to be monitored.

(g) Bat Surveys

SNA will be reporting under Agenda Item 6, it should be noted that during the survey at Trinity College Pumping Station there was evidence of an Otter spraint.

(h) North Forty Foot Drain

Following the recent de-silting works and fish removal prior to our works the EA have requested due to the large number of fish recorded that a length of drain is categorised as a fish nursery area. The EA have paid the Board to position gabion baskets filled with brush for nursery protection and barley straw to help reduce weed growth in these areas all to assist in encouraging continuous high numbers of coarse fish along this drain. The EA will study this area and any findings will be reported back to the Committee.

Some concern was expressed by Committee members regarding reductions in flows along this area, The Chief Executive informed the Committee he had agreed with the EA that if this was the case the gabion baskets would be removed by the Board.

(i) Wildflower Seeding on Risegate Eau bank.

The results have been disappointing, the Operations Manager is to speak with the Hydro Seed contractors to identify a more adaptable seed mixture.

747 RECOMMENDATIONS FOR PROPOSED ENVIRONMENTAL SURVEY AND DRAIN WORKS TO BE CARRIED OUT 2015/16

(a) Water Vole Surveys

The Chief Executive requested Committee approval to continue to employ SNA to undertake further surveys for water vole evidence at the six established monitoring sites and on any significant sites prior to desilting or capital works. In addition, post desilting surveys will be carried out following the works where water vole activity has been found to confirm whether or not our works have had any effect on these populations. Environmental mitigation works may be required should results give evidence of disturbance. The Committee AGREED to recommend approval to the Board.

Mr P Holmes stated a member of the public from Drain Side on Kirton Woodside stated that this site due to historic commercial activities had been in a poor state for over ten years but thankfully they have recently seen water voles in this area following the Boards continuous maintenance works which they believe had enhanced this area.

747 Cont.....

(b) Bats

The Chief Executive explained that various species of bat had been recorded at our pumping stations during SNA surveys and a full report will be received in Agenda Item 6.

The Committee AGREED to recommend to the Board that further surveys should be carried out on the bat population by Scarborough Nixon.

(c) Summer Cutting and Vegetation Clearance

The Chief Executive stated that the initial programme of works has been posted on the website and will be reviewed on a weekly basis. The workforce will be briefed regarding channel management in relation to balancing the benefits of flood risk, agriculture and the biodiversity values.

The Board's summer cutting programme will commence on the 13th July with the mechanical flails going out a few days before. Where bird nests are encountered a minimum 10m length of bank will be left un-cut, Ian Nixon agreed with this distance.

(d) Bird Nesting Boxes

The Committee discussed the long standing relationship the Board has with erecting Barn Owl boxes/pole boxes and agreed it may be the right time to focus on other endangered bird species, with the knowledge we could always return to focus on the Barn Owl.

The Committee AGREED to recommend to the Board to complete a maintenance regime to the Boards existing boxes, agree with SNA which new endangered bird species we should erect nesting boxes for and liaise with the Wildlife Conservation Partnership about modern Barn Owl box design and replacement of older existing boxes.

(e) Eel and Fish Passes

The Chief Executive stated the Board with other Lincolnshire Board's have entered into an agreement with the EA for them to carry out our Eel Regulation Compliance for 'Pumping Station Passability', this is being funded through DERFA Grant in Aid to levels of £7,000 per pumping station.

The EA are responsible for making sure compliance with these regulations is achieved. A report by the EA in September 2012 prioritised pumping stations in the Anglian Northern region for facilities for the passage of Eels and other fish.

Thirty four pumping stations within the EA Anglian Northern region have been identified on the Medium Priority list and we have seven pumping stations on this list:-

Bicker Fen, Heckington, Helpringham, Swaton, Trinity College, Billingborough and Kirton Marsh. At this time we need to assume all will require works, we will plan for further EA investigations in this financial year again being funded through DEFRA Grant in Aid.

Grant in Aid funds are being allocated to every pumping station for future 'safe passage works'. Where 'major improvement/replacement works' are being planned to go ahead within the next five years the 'safe passage' works should also be included.

The works were being planned to go ahead until an unclassified project update was received from the EA which states; 'at this stage we intend to only undertake further eel investigations on the medium priority sites once the EA has addressed the challenges to ensure any work undertaken is fully aligned. We will provide an update as soon as we are able.'

Due to the above we do not intend to proceed any further with these works until a time we are further notified from the EA to proceed.

(f) Water Levels

The Chief Executive reported that water levels are continually required to remain higher in the summer months in order to assist trickle feed irrigation onto the land.

(g) High Profile Watercourse Assets

The Operations Manager informed the Committee that early season flailing of Wyberton Marsh Drain, Washdyke Lane, NFF (Cooks Lock to Punchbowl Lane) and New Hammond Beck (Chain Bridge to Tesco) will continue being carried out.

Other notable watercourses that have enhanced maintenance are Endeavour Park (12/4&5), Kirton Drainside North (5/30), Frampton Towns Drain from London Road to weir (5/1), Gosberton Risegate Eau (22/14), Bicker Eau through the village (4/67), and the Drain alongside the IDEA park at Donington (2/26).

A total of c67Km of further high profile watercourse assets (generally our larger watercourses) have been identified that require additional late summer inspections to determine whether a second flail and/or cut is required.

The Committee agreed that officers should monitor these watercourses in relationship to early season cutting (one or both banks) and late season cutting. To also attempt to cut back as much rape/mustard seed that is growing on the banks as this is having a detrimental effect on the grasses growing below these plants, early season cutting being the recommended action.

(h) Fens Waterway Link

The Chief Executive stated as previously reported this is a long term project and the EA consultants are currently investigating the widening of the southern end of the South Forty Foot Drain near Guthram Gowt before connecting into the River Glen.

We have received no further updates from this time last year;

'Uncertainties on the FWL means there is no project budget to progress the project with. Our original proposal for this route relied on the cooperation of the occupiers of Horseshoe House. Since they have asked us not to use that route we can confirm that we have no existing plans to take forward a Fens Waterway Link Scheme which would directly affect Horseshoe House without the agreement of the property owners. We would, therefore, only reconsider this position if a future owner (the house is currently on the market) of Horseshoe House express interest in such a scheme. The EA remains prepared to speak to potential purchasers or other interested parties regarding this scheme'.

(i) Fens for the Future

The Fens for the Future Vision is to see sustainable wetlands restored, re-created and reconnected across the Fens for the benefit of people, our natural and historic heritage and the rural economy. Sustainable wetlands will help reduce storm effects, make available clean water and retain peat land soils so helping mitigate the effects of climate change, while at the same time offering a haven for wildlife, protecting our historic heritage and providing exciting areas for people to visit. Recreational access and tourism increases with more people taking exercise in the countryside. The diversity of the local economy widens and opportunities for employment in local communities are created.

The Fens for the Future Partnership Mission Statement is to make the Fens one of the main UK landscape scale wetland complexes by 2020, within a matrix of sustainable agriculture.

The Fens remain nationally important for modern productive farming. The provision for wildlife in the farmed landscape increases significantly with the uptake of environmentally friendly farming practices and sensitive ditch and drain management, thus creating a network of wildlife habitats extending throughout Fenland. The variety and abundance of farmland wildlife increases and iconic Fenland species thrive.

(j) Water Framework Directive

Meetings will take place with the WFD EA Officers over the forthcoming year and we have the following reviews to complete:-

- What actions do we undertake within our maintenance regime that can affect the water quality within our catchments (good/bad)?

- What levels of water quality information do the EA hold and what catchments does this cover?
- What longer term plans can we start to jointly investigate to further enhance our catchments working within the WFD guidelines?
- What records do you hold on the 148km of EA main river within our catchments?
- What funding is there available to assist with future enhancements works?

(k) The Wash and North Norfolk Coast European Marine Site

The Chief Executive stated The Wash and North Norfolk Coast European Marine Site (WNNC EMS) management scheme has been running since 2002 with the aim to safeguard marine wildlife and habitats designated under EU and UK law, while encouraging sustainable use of the European Marine site. The management objectives are broken down into time scaled actions which were drawn up in consultation with the various relevant authorities and stakeholders.

Being one of the relevant authorities we have a statutory duty under the UK Habitats Regulations to report on progress against these management actions on an annual basis, and the information is presented in the Action Plan.

We report on subjects such as land drainage, shoreline management (if applicable), coastal oil spills, water framework directives, chemical weed control, non-native invasive species and water abstraction.

(l) Works in order to meet our BAP targets and other incidental works

The Chief Executive explained that various works are required to be completed this year in order to meet our BAP targets, these works were introduced to the Committee and discussed at length with estimated budgets being allocated to all works, the budgets fall in line with the total Environmental budget for 2015/16.

BAP Target works agreed:-

- To create 100m of new reed bed.
- Survey and map (GIS layer) all hedgerows by 2016.
- Improve a habitat/plant and establish the Greater Water Parsnip.
- Construct an Otter holt.
- Complete a farmland bird study (agreed to study Wyberton Marsh and assess against the study completed in 2010).
- Carry out a Grass Snake survey.
- Erect bat boxes at pumping stations.

Incidental environmental works agreed:-

- Purchase additional Mink control equipment.
- Purchase emergency response pollution control equipment
- Invertebrate surveys

747 Cont.....

The Committee AGREED to submit the above works to the Board for approval subject to liaison and agreement with SNA.

748 REVIEW OF THE BOURNE NORTH FEN BORROW PITS STUDY TOUR- Agenda Item 5

The Chief Executive stated to the Committee how all involved had commented on the success of the Study Tour in September 2014.

The Chairman agreed with this statement and emphasised the environmental importance of the three borrow pits.

The Chief Executive then introduced the following works for this year:-

Borrow Pit 1 at Wherry's Farm, Twenty

Management objectives for the site are:

- Allow woodland habitat to develop naturally
- Increase roosting opportunities for bat species
- Maintain and enhance the reed bed habitat
- Review the management plan after five years

Borrow Pit 2 at Bourne North Fen, Twenty

Management objectives for the site are:

- Manage the wet woodland habitat appropriately
- Maintain and enhance the reed bed habitat
- Enhance and protect the site for specially protected bird species (marsh harrier and bittern)
- Review the management plan after five years

Borrow Pit 3 at Cooke's Farm, Twenty

Management objectives for the site are:

- Allow willow carr woodland to develop naturally
- Selectively thin trees in the plantation woodland
- Improve the ground flora in the plantation woodland
- Lay the hawthorn boundary hedgerow
- Increase roosting opportunities for bat species
- Review the management plan after five years

The management plans are in place and the Committee AGREED to recommend to the Board to continue with the plans.

749 SNA REPORTS – Agenda Item 6

(a) Bat Surveys

Ian Nixon stated the Bat surveys had confirmed our thoughts that Bats are roosting/living in and around the pumping stations which include the suction bays and gravity channels. A Bat Survey report dated December 2014 has been produced and reports that Common Pipistrelle, Daubenton's, Myotis sp., Soprano Pipistrelle, Noctule and Nathusius Pipistrelle were all present at various pumping stations.

The presence of Nathusius Pipistrelle, recorded at Cooks Lock pumping station is significant as this species is considered rare in the UK.

Swallows were also noted nesting below the pumping stations.

(b) Water Vole Surveys

Ian Nixon stated the six sites identified for the surveys each have a healthy population of Water Voles, data is now being collated and will gradually build up a log of the success of each family unit for each site.

Ian felt that all matters had been discussed accordingly during the meeting; he stated that if any members had any questions or queries then please contact him or Helen at SNA.

750 To review the ADA Lincolnshire Branch Environment Committee minutes 3rd December 2014 - Agenda No. 7

The Chairman noted that the Chief Executive had presented BSIDB's environmental practices and the role of the Environment Committee to the ADA Lincolnshire Branch Environment Committee which received a positive response.

ANY OTHER BUSINESS

(a) New Members

The Chairman requested any thoughts on new members.

(b) Chairman

Mr R Wray stood down as Chairman following his term of office, he recommended Mr P Holmes the current Vice Chairman as his successor, all members AGREED to recommend his appointment to the Board for approval.

The Committee thanked Mr Wray for his environmental input and guidance over the years and suggested he continued as a valued Environment Committee member.

There being no further business the meeting closed at 4.40pm.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held at the Offices of the Board on

3rd June 2015 at 2pm

Members

Chairman - * Mr M J Scott

* Cllr P Bedford

* Mr R Leggott

* Mr J R Wray

* Cllr M Brookes

* Mr K C Casswell

* Member Present

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

751 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

752 **DECLARATIONS OF INTEREST**

There were no declarations of interest in addition to those already declared.

753 **MINUTES OF THE LAST MEETING**

Minutes of the last meeting held on 14th January 2015, copies of which had been circulated, were considered and it was agreed that they should be signed as a true record.

754 **MATTERS ARISING**

(a) **Black Sluice Strategy - Minute No 672b**

The Finance Manager updated the committee on the monies received for the recovery of the Wyberton Catchment following the December 2013 Tidal Surge as below.

FDGiA	£464,000
Bellwin	£ 41,000
Slippery Gowt (EA)	£ 19,000
Development Fund	£ 90,000
TOTAL	£614,000

(b) Rechargeable Works - Minute No 672c

Profit of approx £40,000 resulting from the Calders and Grandidge works and this profit will fall into this year as the works staggered the year end.

(c) EA Asset Transfer - Minute No 672e

The Chief Executive Officer informed the committee that at the last Boston Barrier meeting Lincolnshire County Council introduced themselves as a partner in the Black Sluice catchment scheme, mainly due to the Fens Water Way Link. We are trying to set up a meeting with Lincolnshire County Council and will discuss with the Board Chairman when a date is set to see who he wants to be involved.

The Chairman expressed that this seemed to be a great development and could make taking over the Black Sluice Pumping Station more viable.

The Chief Executive Officer introduced a related communication from an Environment Agency Officer detailing some main rivers that the Environment Agency are considering de-maining in and around our area and have approached the Board asking if we want to put these rivers on to our own maintenance schedule. This matter was discussed at the Lincolnshire Clerks Society earlier this week and it was discovered that most Board's in Lincolnshire and North Lincolnshire have had similar approaches. It was decided to go back to the Environment Agency with one response with an overall map being produced with costs relating to getting the proposed drains up to IDB standards and the estimated annual maintenance costs.

Matt Warman MP has requested the figures to get them to IDB standard so that he can lobby the other Lincolnshire MP's. If he can't arrange a meeting locally he would invite the Chairman and CEO's to London.

The Chairman felt that this approach has brought the issue to the forefront and raises the question if we should review our own systems and look if watercourses only serving one occupier should be returned to riparian ownership.

(d) Plant Account Proposals - Minute No 675

The Claas Tractor has been sold for £25,000 with the Grenadier Attachment and the oldest cutting bucket for £1,500

(e) Development Consent Fee Account- Minute No 676

The Chief Executive Officer informed the committee that funding for the Wyberton Roads Culvert will now be required from the Development Fund with estimated costs revised to £90,000.

754 (e) Cont.....

The Finance Manager informed the committee that the balance of the Development Fee Account was currently £142,000 and the Committee AGREED the proposal.

(f) Human Resources - Minute No 678

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

(g) 2015/16 Objectives - Minute No 679

The Chief Executive Officer informed the committee that the 2015/16 Objectives have not yet been published on the website but this will be rectified shortly.

(h) ADA White Book - Minute No 680d

The Chairman asked for an update on the negotiations with the unions. The Chief Executive Officer informed the committee that the union had declined the offer of 1%. Despite the employers side attempting to arrange a meeting the union wanted to originally delay the meeting until after the election and now delay it further until after the budget on 8th July 2015.

Mr Leggott enquired if we would be putting men on standby over the holiday periods in future following the refusal to do it based on the amounts paid. The Chief Executive Officer replied that we would not be doing this as following investigations it appears Black Sluice IDB were the only local Board still doing this and when the men were called in over the Christmas 2014 period they still volunteered.

(i) Drainage Rate Brochure- Minute No 680b

The Finance Manager informed the Committee that he had left a copy of the leaflet sent out with this year's drainage rate demands for the non-ratepayers of the committee.

755 Unaudited Financial Statements for the year ended 31st March 2015 - Agenda Item 5

The Finance Manager presented the unaudited accounts of the Board for the year ended 31st March 2015 and highlighted the following points.

- The Annual Governance Statement on page 6 of the accounts had a very small adjustment highlighted by red text to replicate the same report in the Annual Return which is subject to the limited assurance audit.
- The Accounting Policies had been amended on page 8 at paragraph 2 of the fixed assets section to reflect the fact that the Office on Carlton Road, Boston had now been sold and therefore would not be subject to re-valuation every five years.

- On the Income and Expenditure Account the DEFRA Grants income has increased by £336,000 with the majority of the income being attributed to the Wyberton Catchment improvements as detailed in note 2. The smaller income amounts are to engage consultants and commission studies for applications for grants in future years.
- Included in Sundry Income is the £200,000 income relating to the sale of the Carlton Road Offices and in addition points of note include £1,500 received for employing an apprentice, £1,900 income from the Depot Solar Panels, from 1st August only, and £2,000 income from the Swineshead Pumping Station Solar panels
- Income from Rechargeable works has decreased by £85,000. A large damming and pumping operation for the value of £84,000 was included for May Gurney whilst they constructed a Railway bridge in 2013/14.
- Asset Refurbishment expenditure had increased by £308,000 compared to the previous year and this included expenditure installing solar panels on the Depot Roof. This is attributed in the main to the additional £336,000 received in DEFRA Grants.
- Drain Maintenance finished the year £56,000 less than the previous year
- Pumping Station Maintenance came in just below budget at the end of the year due to a dry final quarter of the year.
- Administration costs were down £7,000 compared to the previous year.
- Depot costs were £20,000 higher than in 2013/14 which is attributable to the approximate £20,000 spent on the new store rooms and mezzanine flooring.
- Included in establishment charges is £9,310 for expenses relating to the Carlton Road Offices, whilst they were empty, prior to being sold.
- On the Balance Sheet it was noted that there was a reduction of £211,000 with £200,000 relating to the sale of the Carlton Road Offices.
- Cash at bank and in hand was £382,000 greater than the previous year and this is due to the Environment Agency paying out all the claims relating to 2014/15 with work continuing into the new financial year.

The Chairman expressed his surprise in the £345,000 increase in the Pension Liability as from his experience of other pension schemes these liabilities were now starting to decrease as a result of improved Gilt rates and a more buoyant investment market.

756 INTERNAL AUDIT REPORT - Agenda Item 6

The Chairman highlighted that we had received a Substantial Assurance rating for the second year with no management plan being required.

757 Bourne Fen Accounts- Agenda Item 7

The Chairman reminded the committee that the alleviation rate was the same as previous years and highlighted the value of the fund at £324,373

The committee agreed that David Gowing, the internal auditor should be asked to review these account on his next visit.

All the committee members were happy with the split of the investments

758 INTERNAL AUDIT STRATEGY - Agenda Item 8

The Audit Strategy was reviewed by the committee and it was AGREED that the proposal would meet the requirements of the Board.

The Finance Manager informed the committee that the Audit and Risk Committee now have a part of their meeting once a year without any officers present where they can discuss matters with the Internal Auditor. Arising from this was for him to review Network and Cyber security.

759 Period 1 Management Accounts - Agenda Item 9

The Period 1 management accounts were reviewed and the Finance Manager apologised for a mistake in the current period figures as the Pumping Station electricity costs had been included twice. The Year to Date figures are the correct figures.

Mr Leggott asked some questions in relation to the Income and Expenditure by Nominal accounts with responses as follows:

- The Drainage Rates are showing £58,000 less than the previous year in the same period due to the demands going out later this year as Easter was at the very beginning of April. This will be less obvious as the month's progress.
- The differences in the Miscellaneous section relate to the reversing journals at year end for Contractors invoices outstanding at year end still not paid and Crop Loss identified but not yet claimed and paid.
- Recharges are substantially less due to having two men on long term sick following an accident in the Boards Tipper truck and a further employee sick due to a change in Cardiac medication.

760 Pumping Station Valuations - Agenda Item 10

The Chief Executive Officer informed the committee that he had sought input from other Boards and it has revealed that IDB's generally exclude the sub structures of the pumping stations and some even exclude the pumps. It would appear that Black Sluice IDB are the only Board that insures the entire asset. The worse-case scenario they can envisage is if a plane flies into a pumping station then they would claim off their insurance.

Direction is required from the committee and maybe the Board on how we want to proceed and we need to agree what element of our Pumping Stations we are going to insure.

The Chairman stated that the issue as he sees it is, it is very easy to pay the extra £10k but he thinks it is wrong as the chance of a Pumping Station being completely destroyed is very unlikely to happen. Now the underwriters have the figures there is a risk that we could be averaged on any claim on the assumption we are self insuring. It has been estimated that taking the Substructure out of the calculations would reduce the £58m by about £17m. If we were to do this we would need to make sure that the underwriters understood what we were actually insuring.

760 Cont.....

The Chief Executive Officer gave the opinion that there is a chance that a tidal surge could take out the Wyberton and Kirton Marsh sub-structures as they are on the tidal river and in a raised embankment.

NFU, as our brokers, have asked the underwriters to consider insuring on a "First Loss" basis and they responded to inform us that when rating they are considering only one pumping station being taken out in any one year so there would not be any savings.

The committee AGREED to recommend to the Board to just insure the two Pumping Stations on the Haven for full and take the risk on the others with the sub-structures not being insured and this being specified. The Chief Executive Officer is to request a quotation from NFU on this basis.

761 VOSA LICENSING - Agenda Item 11

A VOSA Traffic Examiner could not see any reason why the use of the Board's Tractors by the Board would not fall under agricultural use, as to transport the tractor on a low loader to site would be impractical. At the same time he stated if you were stopped on the road and explained the nature of your business as protecting agricultural land from flooding, then there would be no reason to doubt the agricultural use of the vehicle.

The committee AGREED to amend the use of Tractors, Excavators and the Teleporter from General Haulage to Agricultural Use. Further investigation into the use of the Unimog as an Agricultural vehicle is ongoing.

762 ANY OTHER BUSINESS - Agenda Item 12

(a) Commercial Business Rates

The Finance Officer referred to the email sent to all committee members in relation to commercial rates as copied below.

"Boston Borough Council have discovered that they had not completed the work required to sign off the extension to our HQ building at Swineshead which then sparks a revaluation, by the Valuation Office, for the purposes of Business Rates.

I suspect they are in a state of flux as from the 1st April 2016 they will not be allowed to back date any claims further than 1st April 2015. For Ratepayers appealing their valuation this is already the case.

The valuation has now been processed and we have checked and agree with the values but this has resulted in significant sums being invoiced by Boston Borough Council that were not included in the budget. The valuation is based on the Square meterage of the building with each category being given a different rating value. i.e. Offices (£40.92/m²), Store (£29.47/ m²), mezzanine (£15.50/ m²) etc.

For the Extension and new offices the rateable value has increased from £39,750 to £51,500 and the following invoices have been issued;

- 2012/13 = £5,160.34
- 2013/14 = £5,534.25
- 2014/15 = £5,663.50
- 2015/16 = £5,989.50
- **Total = £22,347.59**

762 (a) Cont.....

Further to that the Mezzanine flooring and additional storage rooms have now been completed and they have also increased the Rating Valuation from £51,500 above to £53,000 and we have received the following invoices not included in the budget;

- 2014/15 = £ 11.88
- 2015/16 = £ 739.50
- Total = £ 751.38

Total amount not included in budget = £23,098.97

In comparison 2014/15's original bill for Carlton Road was £9519.50 compared to an uplift of £5663.50."

The Committee reluctantly accepted that these costs would have to be included in this year's accounts as the officers had investigated and included the valuations and the backdating of the charges to be correct.

(b) Matt Warman MP

Matt Warman MP would like us to arrange an inspection of the Board's area to allow him to get an understanding of what an Internal Drainage Board does.

(c) New Members Induction Day

The Chairman informed the committee that a new members induction day is currently being arranged.

(d) Election

It is generally understood that all but Mr Scott will be re-standing for election on 30th October 2015. A Nominations Committee is to meet after this meeting.

There being no further business the meeting closed at 15:25.

GOWING INTERNAL AUDIT SERVICES LTD

ANNUAL INTERNAL AUDIT REPORT

**Black Sluice
Internal Drainage Board
May 2015**

INTERNAL AUDIT REPORT

1 EXECUTIVE SUMMARY

- 1.1** I have completed the 2014/15 internal audit of the Black Sluice Internal Drainage Board in accordance with the Public Sector Internal Audit Standards and with regard to the ADA Practitioners guide.
- 1.2** The statutory basis for internal audit in local authorities in England (which includes Drainage boards) is a specific requirement in the Accounts and Audit regulations which requires that the organisation must maintain an adequate and effective system of internal audit of its accounting records and of its system of internal control.
- 1.3** The internal audit service is an assurance function that provides an independent and objective opinion to the organisation on the control environment by evaluating its effectiveness in achieving the organisation's objectives. It objectively examines, evaluates and reports on the adequacy of the control environment as a contribution to the proper economic, efficient and effective use of resources.
- 1.4** This audit included an implementation review of previous audit recommendations, review of any system changes, sample testing of 2014/15 transactions and provision of best practice advice gained through my audit of other IDBs. An audit of the Bourne Fen Farm Trust Fund has also been completed.
- 1.5** The main findings were:-
- all previously agreed recommendations have been implemented
 - accurate records and transactions
 - the introduction of additional controls within the creditor payment system to ensure adherence to the procurement policy
 - a change to staff timesheets to ensure mileage rates are accurately claimed
 - good information on the web-site conforming with Data Transparency guidance.
 - despite the computer network being infected by a virus (cause Cryptolocker) the support agreement with a computer supply company and local back-up resulted in only minimal downtime. This was a good test of the computer data back-up system.
 - the Bourne Fen Farm Trust Fund recorded a Surplus of £1,246 for the year ended 31 March 2014 with investments of £313,020. The entries in the revenue account and balance sheet provided were supported by appropriate evidence.

A detailed control test programme and results is available upon request.

- 1.6 I am pleased to report there are no recommendations arising from this audit.
- 1.7 An interim audit will be undertaken in October / November to ensure continued implementation of good controls.
- 1.8 It is my opinion that, in respect of the areas covered by this report I am pleased to now be able to provide **substantial assurance** on the system of controls.
- 1.9 I would like to place on record my thanks for the co-operation and assistance given by all staff during this audit.

David Gowing
Gowing Internal Audit Services Ltd.
May 2015

EVALUATION CRITERIA

Substantial Assurance	There is a sound system of control designed to achieve the system objectives and the controls are being consistently applied.
Adequate Assurance	While there is a basically sound system, there are weaknesses that put a minority of the system objectives at risk and/or there is evidence that the level of non-compliance with some of the controls may put a minority of the system objectives at risk.
Limited Assurance	Weaknesses in the system of controls are such as to put most or all of the system objectives at risk and/or the level of non-compliance puts most or all of the system objectives at risk.
No Assurance	Control is poor, leaving the system open to significant error or abuse and/or significant non-compliance with basic controls.

2 FINDINGS

2.1 The annual return for boards with annual income or expenditure under £6.5million requires internal audit to provide certification on the following ten key control objectives. Any comment or issue on an objective is noted below otherwise the objective can be considered to be fully met:-

a) Appropriate books of account have been properly kept throughout the year.

b) Financial Regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.

c) The Board assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.

d) The annual rating 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, expenditure was approved and VAT appropriately accounted for.

g) Salaries to employees and allowances to Board members were paid in accordance with Board approvals and PAYE and NI requirements were properly applied.

h) Asset and investment registers were complete and accurate and properly maintained.

i) Periodic and year-end bank reconciliations were properly carried out.

j) Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments /income and expenditure), agreed to the cash book, were supported by an adequate audit trail from underlying records, and where appropriate debtors and creditors were properly recorded.

Bourne Fen Farm Trust Fund

Revenue Account for Year Ended 31st March 2015

Income	2014	2014
	£	£
Investment Income	14,677	14,810
Expenditure		
Contribution to Rates	9,242	9,239
Bank Charges	72	62
Contribution to Administration	4,284	4,263
	13,598	13,564
Surplus	1,078	1,246

Balance Sheet as at 31st March 2015

Capital Assets	Note	2014	2014
Investments	A	324,373	313,020
Current Assets			
Bank Account		9,007	9,437
Debtors		1,769	1,761
		10,776	11,198
Current Assets			
Creditors		0	1,500
Net Current Assets		335,149	322,718
Fund Balances & Reserves			
Revaluation Reserve		225,310	213,957
Capital Fund		104,120	104,120
Revenue Reserve		5,719	4,641
		335,149	322,718
Reserves		335,149	322,718

The above represents a trust fund which was vested in the Black Sluice IDB to fund rate alleviations to the rate payers in the area of Bourne North Fen.

Bourne Fen Farm Trust Fund

Valuation By Brewin Dolphin Stockbrokers

NOTE A

	2015	2014	2015	2014
	% of	% of		
Analysis By Sector	Value	Value	Value £	Value £
UK Equities	35.67	40.37	115,700	126,359
Overseas Equities	22.28	17.56	72,258	54,977
Qualifying Corporate Bonds	19.12	19.32	62,019	60,461
UK Government Securities	8.90	9.05	28,877	28,339
Fixed Interest	8.08	7.45	26,213	23,308
Private Equity	3.20	2.77	10,382	8,686
Property	1.64	1.40	5,313	4,378
Cash	1.11	1.54	3,611	4,835
Hedge Funds	0.00	0.54	0	1,677
TOTALS	100.00	100.00	324,373	313,020

BLACK SLUICE INTERNAL DRAINAGE BOARD

INTERNAL AUDIT STRATEGY AND AUDIT PLAN

2015 - 2016

INTERNAL AUDIT STRATEGY

- 1.1** This Audit Strategy is designed to be a high level statement of how the Internal Audit Service will be delivered and developed.
- 1.2** The internal audit service is an assurance function that provides an independent and objective opinion to the organisation on the control environment by evaluating its effectiveness in achieving the organisation's objectives. It objectively examines, evaluates and reports on the adequacy of the control environment as a contribution to the proper economic, efficient and effective use of resources.
- 1.3** The Accounts and Audit Regulations 2011 state that the Board is responsible for ensuring the financial management of the organisation is adequate and effective and that the Board has sound systems of internal control which facilitate the effective exercise of their functions (including risk management). The Board should conduct a review, at least once a year, of the effectiveness of its systems of internal control. The Regulations also require that following the review, the Board must approve an annual governance statement, prepared in accordance with proper practices in relation to internal control. The Internal Audit Service is a key independent and objective source of assurance for the Board.
- 1.4** The authority of Internal Audit is included within Financial Regulations.

2 RESOURCES

- 2.1** The Internal Audit Service is to be provided by an external contractor, appointed by the Board, who is an experienced and qualified internal auditor.

3 AREAS OF WORK

- 3.1** All internal audit work will be undertaken with due regard to the Governance and Accountability in Internal Drainage Boards – a Practitioners' Guide and the Public Sector Internal Audit Standards.
- 3.2** The annual audit plan will be devised through discussions and agreement with the Chief Executive, Board Members and the External Auditor.
- 3.3** The following paragraphs describe the main areas of audit work. The work concentrates on assurance and risk-based audits, traditional probity checks, assistance with risk management and provision of advice.

3.3.1 Assurance Audits

Financial systems are to be reviewed to provide assurance to the Board and for the annual return. Where appropriate probity audits will be undertaken and the propriety, accuracy and recording of transactions sample tested. A risk based approach will be adopted so detailed checking of all systems and transactions will not be undertaken.

3.3.2 Risk Management

The risk register will be used to determine the main areas of audit. If the risk register is not fully developed assistance will be given if required to complete an operational document. This approach offers flexibility to address the Board's risks as they arise and establishes greater synergy between internal audit and the management of risks facing the Board.

3.3.3 Consultancy and Advice

Internal Audit will be available to assist the Board with control or operational issues. During the year there might be emerging risks or issues that need an independent view or review. In addition, internal audit will be pro-active with suggestions and advice to management from information gained through experience, other IDBs and organisations and networking groups.

3.3.4 Anti-fraud and Corruption

Internal Audit will be pro-active in counter fraud work. Although it is not a function of Internal Audit to detect fraud (this is a responsibility of management and good system control) work will be undertaken to help ensure there are adequate systems and procedures to highlight potential instances.

3.3.5 Value for Money (VFM)

As a part of the audit review, systems and controls established by management to secure VFM will be examined and evaluated. Internal audit can undertake detailed VFM reviews upon request.

4.0 Audit Reports

4.1 At the completion of each audit a report will be produced and agreed with the Chief Executive. This details the terms of reference and scope of the audit, findings, recommendations and a management action plan. An executive summary which includes an audit opinion on controls will be included.

4.2 An annual internal audit report shall be produced to the Board to provide an overall opinion on controls and detail the audit work for the year.

Internal Audit Plan

April 2015 to March 2016

Audit Areas	Plan Days
Follow-up of previous audits and implementation of action plans	0.5
Planning, discussions, advice and reporting.	1
Systems Review	0.5
Transaction Tests	1.5
Testing and completion of Annual Return	0.5
TOTAL	4

This plan is based on the current ADA practitioners guide which requires revision especially with the introduction of the Local Audit and Accountability Act 2014. This could result in increased internal audit work.

David Gowing
Gowing Internal Audit Services Ltd
May 2015

BLACK SLUICE INTERNAL DRAINAGE BOARD

Executive Committee – 3rd June 2015

AGENDA ITEM No 10

Pumping Station Insurance

As reported to the Audit & Risk Committee on the 10th April 2015, Jackson Civil Engineers Ltd have completed their Cost Model Workings (Pumping Station Valuations) and their Construction and Methodology Reports (Refurbishment or Total Replacement Reports).

Attached are the current estimates for all Pumping Station renewals (excluding Allan House) with the various identified 'Uplifts'. The 'Uplifts' refer to the build ability associated with the ease of construction traffic access, there being seven differing categories incorporating differing percentage up-lifts in relation to the access restrictions. These restrictions could vary due to replacing old access culverts for construction traffic, new haul roads around farm buildings, unmanned rail crossing points, utility diversions etc.

The categories are listed below and the uplift can vary from £10k - £600k for each Pumping Station.

- Severely Restricted (+100%)
- Very Poor (+90%)
- Poor (+75%)
- Reasonable (+50%)
- Good (+25%)
- Very Good (+5%)
- Un-Restricted (0%)

The initial purpose of producing this study was to help understand if the Board has the correct levels of insurance cover for the replacement of its Pumping Stations. The current cumulative insurance valuation being c£58m with a value of c£66m to replace all thirty four pumping stations within five years.

The Boards current insured valuation is c£18m.

We have met with the NFU Mutual who have provided a premium increase quotation for £10,573.88 to increase our levels of cover to those calculated, we have in turn explained this information needs to go in front of the Board.

The NFU have stated we do however have to come up with a solution quickly now that we do know the values insured are incorrect. They have compared the old

sums insured against the new ones and they only represent approx. 26%. This effectively means that the NFU are insuring 26% and the Board are self insuring the other 74%. In the event of a claim there would be underinsurance and "average" would apply, which means that each party would contribute their relevant portion of the claim. Therefore on a partial loss claim, of say £500,000, the NFU would pay £130,000 (26%) and the Board would have to find the remainder, which is substantial.

The options they see at present to contain costs are as follows:-

1) Remove some stations from cover altogether and for the Board to self insure them.

2) Amend the basis of settlement from new for old to one of indemnity. This will allow the sums insured to be reduced and this will have a knock on effect to the cost. The sums insured would need to represent replacement on a like for like basis, including a deduction for wear, tear and depreciation, rather than new for old which was the basis of the valuation and is the basis of settlement currently under the policy.

3) The NFU have also asked whether there would be any premium saving, of any significance, if we stayed with new for old cover but amended to what is known as a first loss basis. This would provide cover for any loss up to the first loss sum insured that we decide to select, if we were unfortunate to have a loss in excess of the first loss sum insured then the Board would have to meet the additional outlay. The initial discussions for first loss are based on the maximum cost of any one pumping station at present. We all appreciate the vast spread of risk as the pumping stations are in very different locations to each other, and it is probable that only one station could or would be damaged in any one event. NFU's guess is that underwriters are pretty much rating on this basis but actually giving full cover on all items, and therefore they are not confident there will be any saving of any significance. The NFU will come back to us as soon as they hear from their underwriters on this.

Ian Warsap
Chief Executive

Individually Delivered Programme of Works

Location	Cost	Buildability	+Adj.	45% L&P	Uplift	
						65,283,358.86
Donnington_Mallard_Hurn	1,151,209.79	Very good	5%	518,044.40	25,902.22	1,177,112.01
Donnington_North_Ing	1,710,274.15	Poor	75%	769,623.37	577,217.53	2,287,491.68
Bicker_Fen	1,216,669.69	Good	25%	547,501.36	136,875.34	1,353,545.03
Swineshead	1,814,821.65	Poor	75%	816,669.74	612,502.31	2,427,323.96
Kirton_Frampton	1,285,555.27	Good	25%	578,499.87	144,624.97	1,430,180.24
Wyberton_Marsh	1,366,201.11	Severely restricted	100%	614,790.50	614,790.50	1,980,991.61
Kirton_Marsh	1,218,503.79	Severely restricted	100%	548,326.70	548,326.70	1,766,830.49
Ewerby	1,351,676.11	Poor	75%	608,254.25	456,190.69	1,807,866.80
Heckington	1,606,628.97	Good	25%	722,983.03	180,745.76	1,787,374.72
Great_Hale_Little_Hale	1,352,676.67	Very poor	90%	608,704.50	547,834.05	1,900,510.73
Holland_Fen	1,483,912.15	Very good	5%	667,760.47	33,388.02	1,517,300.18
Boston_West	1,495,238.15	Good	25%	672,857.17	168,214.29	1,663,452.45
Damford_Grounds	1,423,710.70	Poor	75%	640,669.81	480,502.36	1,904,213.06
South_Kyme	1,311,809.85	Poor	75%	590,314.43	442,735.82	1,754,545.67
Trinity_College	1,394,960.70	Severely restricted	100%	627,732.31	627,732.31	2,022,693.01
Helpringham	1,215,169.69	Reasonable	50%	546,826.36	273,413.18	1,488,582.86
Swaton	1,224,669.69	Reasonable	50%	551,101.36	275,550.68	1,500,220.36
Horbling	1,258,770.89	Reasonable	50%	566,446.90	283,223.45	1,541,994.33
Billingborough	1,190,553.59	Reasonable	50%	535,749.11	267,874.56	1,458,428.14
Sempringham	1,249,169.69	Reasonable	50%	562,126.36	281,063.18	1,530,232.86
Dowsby_Fen	1,277,211.89	Very good	5%	574,745.35	28,737.27	1,305,949.15
Gosberton	1,283,116.27	Very good	5%	577,402.32	28,870.12	1,311,986.39
Dowsby_Lode	1,251,530.94	Very poor	90%	563,188.92	506,870.03	1,758,400.96
Rippingale	1,215,669.69	Reasonable	50%	547,051.36	273,525.68	1,489,195.36
Dunsby_Fen	1,205,128.79	Reasonable	50%	542,307.95	271,153.98	1,476,282.76
Pinchbeck_North_Fen	1,180,003.79	Good	25%	531,001.70	132,750.43	1,312,754.21
Hacconby_Fen	1,241,479.79	Reasonable	50%	558,665.90	279,332.95	1,520,812.74
Morton_Bourne	1,544,381.89	Reasonable	50%	694,971.85	347,485.93	1,891,867.82
Dyke_Fen	1,247,661.89	Severely restricted	100%	561,447.85	561,447.85	1,809,109.73
Twenty_Corner	1,208,483.01	Very good	5%	543,817.35	27,190.87	1,235,673.87
Quadring	1,183,003.79	Good	25%	532,351.70	133,087.93	1,316,091.71
Bicker_Eau	407,217.69	Very good	5%	183,247.96	9,162.40	416,380.09
Donington_Wykes	432,518.73	Very good	5%	194,633.43	9,731.67	442,250.40
	5,892,975.28				1,352,497.39	51,587,645.41
				Overhead and Profit	7.5%	3,869,073.41
1 Pump				Statutory Undertakers	5.0%	2,579,382.27
2 Pumps						6,448,455.68
3 Pumps						
Submersible Pumps						
				Costs Estimated at		58,036,101.09
				Cost as at April	2.70% per annum	61,212,358.86
				Increased costs (assuming linear spread)	over 60 months	4,071,000.00
						65,283,358.86

Internal Drainage Boards in England

Annual return for the financial year ended 31 March 2015

Internal Drainage Boards in England with an annual turnover of £6.5 million or less must complete an annual return in accordance with proper practices summarising their activities at the end of each financial year.

Each annual return on pages 2 to 5 is made up of four sections:

- Sections 1 and 2 are completed by the person nominated by the board.
- Section 3 is completed by the external auditor appointed by the Audit Commission.
- Section 4 is completed by the board's internal audit provider.

Each board must approve this annual return no later than 30 June 2015.

Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all sections highlighted in blue. Do not leave any blue box blank. Incomplete or incorrect returns require additional external audit work and may incur additional costs.

Send the annual return, together with your bank reconciliation as at 31 March 2015, an explanation of any significant year on year variances in the accounting statements and any additional information requested, to your external auditor by the due date.

Your external auditor will identify and ask for any additional documents needed for their work. Therefore, unless requested, do not send any original financial records to the external auditor.

Once the auditor has completed their work, certified annual returns will be returned to the local council for publication or public display of sections 1, 2 and 3. You must publish or display the annual return, including the external auditor's report, by 30 September 2015.

It should not be necessary for you to contact the external auditor for guidance.

More guidance on completing this annual return is available in the Practitioners' Guide for Internal Drainage Boards that can be downloaded from the Association of Drainage Authorities' website at www.ada.org.uk

Section 1 – Accounting statements 2014/15 for

Enter name of reporting body here:

BLACK SLUICE

Internal Drainage Board

	Year ending		Notes and guidance
	31 March 2014 £	31 March 2015 £	
1 Balances brought forward	527,482	693,171	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 (+) Rates and special levies	1,970,438	1,994,798	Total amount of direct rates on landowners and special levies on local authorities received or receivable in the year.
3 (+) All other income	541,196	1,007,895	Total income or receipts as recorded in the cashbook less the rates and special levies (line 2). Include all grants and contributions from EA here.
4 (-) Watercourses and pumping stations	1,758,715	1,964,376	Total expenditure or payments including capital spending and employment costs on construction and maintenance of watercourses and pumping stations.
5 (-) Loan interest/ capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the Board's borrowings (if any).
6 (-) All other payments	587,230	717,260	Total payments or expenditure as recorded in the cashbook less watercourses and pumping stations (line 4) and loan interest/ capital repayments (line 5). Include all contributions to EA here.
7 (=) Balances carried forward	693,171	1,014,228	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8 Total cash and short term investments	782,198	1,164,433	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 other long term investments and assets	5,291,278	5,080,536	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the Board 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).

I certify that for the year ended 31 March 2015 the accounting statements in this annual return present fairly the financial position of the Board and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:

D.W. Smith

Date 18/05/2015

I confirm that these accounting statements were approved by the Board on this date:

17/06/2015

and recorded as Board minute reference:

Signed by Chair of meeting approving these accounting statements:

Date 17/06/2015

Section 3 – External auditor certificate and opinion 2014/15

Certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Audit Commission Act 1998 as transitionally saved, for the year ended 31 March 2015 in respect of:

Respective responsibilities of the body and the auditor

The body is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The body prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2015; and
- confirms and provides assurance on those matters that are important to our audit responsibilities.

Our responsibility is to review the annual return in accordance with guidance issued by the Audit Commission (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

External auditor report

(Except for the matters reported below)* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

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

(continue on a separate sheet if required)

External auditor signature

External auditor name Date

Note: The Audit Commission issued guidance in its Standing Guidance, which is applicable to external auditors' work on 2014/15 accounts.

Section 4 – Annual internal audit report 2014/15 to

Enter name of reporting body here:

BLACK SLUICE

Internal Drainage Board

The board's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2015.

Internal audit has been carried out in accordance with the board'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 following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the board.

Internal control objective	Agreed? Please choose from one of the following		
	Yes	No*	Not covered**
A Appropriate accounting records have been properly kept throughout the year.	✓		
B The board's financial regulations have been met, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C The board assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D The annual rating 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 expenditure was approved and VAT appropriately accounted for.	✓		
G Salaries to employees and allowances to board members were paid in accordance with board approvals, and PAYE and NI requirements were properly applied.	✓		
H Asset and investments registers were complete and accurate and properly maintained.	✓		
I Periodic and year-end bank account reconciliations were properly carried out.	✓		
J Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed to the cash book, were supported by an adequate audit trail from underlying records, and where appropriate debtors and creditors were properly recorded.	✓		

For any other risk areas identified by the board (list any other risk areas below or on separate sheets if needed) adequate controls existed:

See Annual Internal Audit Report For Further detail.

Name of person who carried out the internal audit:

DAVID GOWING

Signature of person who carried out the internal audit:

D. Gowing

Date: 20/05/15

*Note: 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, internal audit must explain why not (add separate sheets if needed).

Guidance notes on completing the 2014/15 annual return

- 1 You must apply proper practices for preparing this annual return. Proper practices are found in the Practitioners' Guide* which is updated from time to time and contains everything you should need to prepare successfully for your financial year-end and the subsequent audit.
- 2 Make sure that your annual return is complete (i.e. no empty blue boxes), and is properly signed and dated. Avoid making any amendments to the completed return. But, if this is unavoidable, make sure the amendments are drawn to the attention of, and approved by the board, properly initialled and an explanation is provided to the external auditor. Annual returns containing unapproved or unexplained amendments will be returned unaudited and may incur additional costs.
- 3 Use the checklist provided below. Use a second pair of eyes, perhaps a board member or the Chair, to review your annual return for completeness before sending it to the external auditor.
- 4 Do not send the external auditor any information not specifically asked for. Doing so is not helpful. However, you must notify the external auditor of any change in Clerk, Responsible Finance Officer or Chair.
- 5 Make sure that the copy of the bank reconciliation which you send to your external auditor with the annual return covers all your bank accounts. If your board holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree your bank reconciliation to Box 8 on the Accounting statements (Section 1). You must provide an explanation for any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guide*.
- 6 Explain fully significant variances in the accounting statements on page 2. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include a complete analysis to support your explanation. There are a number of examples provided in the Practitioners' Guide* to assist you.
- 7 If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or you do not fully explain variances, this may incur additional costs for which the auditor will make a charge.
- 8 Make sure that your accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2014) equals the balance brought forward in the current year (Box 1 of 2015).
- 9 Do not complete section 3. The external auditor will complete it at the conclusion of the audit.

Completion checklist - 'No' answers mean you may not have met requirements		Done?
All sections	All blue boxes have been completed?	
	All information requested by the external auditor has been sent with this annual return? Please refer to your notice of audit.	
Section 1	Board approval confirmed by signature of Chair of meeting approving accounting statements?	
	An explanation of significant variations from last year to this year is provided?	
	Bank reconciliation as at 31 March 2015 agreed to Box 8?	
	An explanation of any difference between Box 7 and Box 8 is provided?	
Section 2	For any statement to which the response is 'no', an explanation is provided?	
Section 4	All blue boxes completed by internal audit and explanations provided?	

*Note: Governance and Accountability for Internal Drainage Boards in England – A Practitioners' Guide, is available from the ADA website www.ada.org.uk or from The Association of Drainage Authorities, 12 Cranes Drive, Surbiton, Surrey, KT5 8AL.

**BLACK SLUICE INTERNAL DRAINAGE BOARD
RISK REGISTER**

Objectives	Ref	Risk	Risk Score	Gaps in control	Action Plan	Officer Responsible
To provide and maintain standards of sound needs based sustainable flood protection.	1.1	Being unable to prevent flooding to property or land	3			I Warsap
	1.2	Loss of Electricity Supply	3			I Warsap
	1.3	Pumps failing to operate	3		Maintenance	C Richards
	1.4	Watercourses being unable to convey water	2		Maintenance	I Warsap
	1.5	In operating machinery to maintain watercourses	2		Training	I Warsap
	1.6	Claims from third parties for damage to property or injury	2			I Warsap
	1.7	Loss of senior staff	2			I Warsap
	1.8	Insufficient finance to carry out works	2			D Withnall
	1.9	Reduction in staff performance	2			I Warsap
	1.10	Insufficient staff resources	2		Review	I Warsap
To conserve and enhance the environment wherever practical and possible to ensure there is no net loss of biodiversity.	2.1	Prosecution for not adhering to environmental legislation	2		BAP	I Warsap
	2.2	Non delivery of objectives	2		BAP	I Warsap
To provide a 24 hour/365 day emergency response for the community	3.1	Emergency Plan inadequate or not up to date	1		Review	I Warsap
	3.2	Insufficient resources	2		Review	I Warsap
	3.3	Critical Incident loss of office	3	None		
To provide a safe and fulfilling working environment for staff.	4.1	Injury to staff and subsequent claims and losses	2		Training	I Warsap
	4.2	Not complying with Health and safety legislation	3		Consultant	I Warsap
To maintain financial records that are correct and comply with all recommended accounting practice.	5.1	Loss of cash	1	None		D Withnall
	5.2	Loss of money invested in building societies and banks	2	None		D Withnall
	5.3	Fraud by senior officers	1	None		D Withnall
	5.4	Risk of Inadequacy of Internal Checks	2			D Withnall
To ensure that all actions taken by the Board comply with all current U.K. and E.U. legislation	6.1	Board members in making decisions	1			I Warsap
	6.2	Not complying with all employment regulations and laws	2			I Warsap
A cost efficient IDB that provides a Value for Money service.	7.1	Not collecting sufficient income to fund expenditure	1		Accounts	D Withnall
	7.2	IDB abolished or taken over	1			I Warsap
Information Technology and Communications	8.1	Loss of telemetry	2		Maintenance	C Richards
	8.2	Loss of telephone Communications	1			D Withnall
	8.3	Loss of Internet Connection	2			D Withnall
	8.4	Network Failure	3			D Withnall
	8.5	Risk of Cyber Attack	6			D Withnall
	8.6	Network Security Breach	2			D Withnall
	8.7	Virus on Network	2			D Withnall
	8.8	Loss of accounting records	2	None		D Withnall
	8.9	Loss of rating records	2	None		D Withnall

Last amended A&R 9th April 2015

Black Sluice Internal Drainage Board

Project Summary

2015/16

Period 02 - May 2015

	2015/16 Current Period	2015/16 Actual YTD	2015/16 Budget	Actual / Budget Variance	2015/16 Forecast	Actual / Forecast Variance	2014/15 Actual YTD	2014/15 Variance
Rates & Levies	447,780	556,987	489,259	67,728	0	556,987	566,504	(9,517)
Interest & Grants	4,666	5,029	834	4,195	0	5,029	1,020	4,009
Other Income	877	3,491	7,894	(4,403)	0	3,491	5,266	(1,775)
Rechargeable Profit	39,933	40,097	0	40,097	0	40,097	792	39,305
Total Income	493,256	605,603	497,987	107,616	0	605,603	573,581	32,021
Schemes	6,008	6,676	95,000	88,324	0	(6,676)	25,325	18,650
Pumping Station Schemes	(0)	16,355	16,000	(355)	0	(16,355)	0	(16,354)
Pumping Station Maintenance	4,566	27,977	54,329	10,393	0	(43,936)	33,984	7,965
Electricity	4,510	15,959					17,917	0
Drain Maintenance	15,200	32,067	50,285	18,218	0	(32,067)	62,928	30,860
Environmental Schemes	1,576	1,909	5,333	3,424	0	(1,909)	2,164	254
Administration & Establishment	32,803	64,367	66,955	2,588	0	(64,367)	66,509	2,142
EA Precept	0	0	0	0	0	0	0	0
Total Expenditure	64,662	165,310	287,902	122,592	0	(165,310)	208,827	43,517
Surplus / (Deficit)	428,594	440,293	210,085	230,208	0	440,293	364,754	75,539
Movement on reserves								
Development Reserve	0	0	0	0	0	0	0	0
Plant Reserve	(1,161)	(12,081)	(295)	11,786	0	12,081	(1,269)	10,812
Wages oncost Reserve	10,899	28,969	0	(28,969)	0	(28,969)	11,166	(17,804)
Surplus / (Deficit)	418,857	423,404	210,380	247,392	0	457,182	354,857	82,531

Black Sluice Internal Drainage Board Income & Expenditure Summary

2015/16

Period 02 - May 2015

	2015/16	2014/15	Variance
Drainage Rates	528,254	538,185	(9,932)
Special Levies	28,733	28,318	414
Recoverable	66,885	7,729	59,156
Misc Income	8,605	6,499	2,106
	632,476	580,731	51,745
Employment Costs	151,288	143,154	(8,134)
Property	16,919	22,357	5,438
General Expenses	38,936	19,786	(19,151)
Materials / Stock	7,964	(10,737)	(18,701)
Motor & Plant	13,861	33,719	19,859
Miscellaneous	73,705	(80,789)	(154,494)
Recharges	(133,474)	52,513	185,987
Plant	39,874	45,871	5,997
Total Expenditure	209,072	225,874	16,802
Net Surplus / (Deficit)	423,404	354,857	68,547

Black Sluice Internal Drainage Board

Balance Sheet at Period End

2015/16

Period 02 - May 2015

	<u>2015/16</u>		<u>2014/15</u>	
	£	£	£	£
Operational Land & Buildings Cost	737,739		937,739	
Pumping Stations Cost	3,861,354		3,861,354	
Non-operational Property Cost	90,000		90,000	
Vehicles, Plant & Machinery Cost	420,870		402,185	
Fixed Assets		<u>5,109,963</u>		<u>5,291,278</u>
Stock	38,982		34,700	
Debtors Cont	52,569		10,714	
VAT	76,920		44,033	
Grants Debtor	(315,349)		(86,273)	
Car Loans	8,000		0	
Prepayments	32,276		67,567	
Draw Acc	(63,555)		(29,245)	
Call Acc	334,952		222,044	
Petty Cash	567		512	
Rechargeable Work in Progress	15,882		(32,899)	
Natwest Government Procurement C	(1,249)		(580)	
Reserve Account	1,307,246		887,738	
Total Current Assets		<u>1,487,241</u>		<u>1,118,310</u>
Trade Creditors	(19,568)		(30,948)	
PAYE & NI Control Account	(14,081)		(14,368)	
Superannuation Contrl Account	(14,064)		(10,921)	
Union Subs Control Account	(149)		(184)	
AVC Control Account	(50)		(25)	
Accruals	(30,124)		(13,837)	
Attachment Orders Control Account	0		0	
Suspense	0		0	
Total Liabilities		<u>(78,035)</u>		<u>(70,283)</u>
Pension Liability		(3,264,000)		(2,919,000)
		<u><u>3,255,168</u></u>		<u><u>3,420,305</u></u>
Capital Outlay	5,080,536		5,291,278	
Pension Reserve	(3,264,000)		(2,919,000)	
Total Capital		<u>1,816,536</u>		<u>2,372,278</u>
General Reserve	669,501		254,299	
Development Reserve	142,316		134,767	
Plant Reserve	155,085		112,025	
Wage On-Cost Reserve	48,327		102,043	
Surplus/Deficit in Period	423,404		444,894	
Total Reserves		<u>1,438,632</u>		<u>1,048,027</u>
		<u><u>3,255,168</u></u> 0		<u><u>3,420,305</u></u>
<u>Cash & Bank Balances</u>				
Drawings Account		(63,555)		
Call Account		34,952		334,952
Natwest Reserve Account @ 0.15%		1,307,246		
Petty Cash		567		
Chargecard		(1,249)		
Monmouthshire BS @ 1.25%		300,000		30 Day Notice
		<u><u>1,577,960</u></u>		

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING – 17th JUNE 2015

AGENDA ITEM No 10

COMPENSATION RATES

The following rates are currently being used for crop loss compensation, it was agreed at the June 2014 Board meeting they would be reviewed in June 2015.

In general these rates have been accepted throughout the past year.

I would propose that the Board adopts the following statement that Officers can publish on the web site and in future drainage rate brochures:-

'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 arisings from the works. There is a twelve month cut of date for claiming compensation following any such crop damage'.

This is the principle that we try and work to but this is not clearly documented anywhere.

For information the last two years winter crop loss figures are:-

2014/15 - £13,742 (with further small amounts to add)

2013/14 - £12,294

Compensation rates for Summer Roding 2015

Wheat & Oilseed Rape	£605 per acre or £1,495 per hectare
Sugar Beet	£840 per acre or £2,076 per hectare
Cabbage	£1,310 per acre or £3,237 per hectare
Brussel Sprouts	£1,575 per acre or £3,892 per hectare
Potatoes	£3,150 per acre or £7,784 per hectare

Compensation rates for Winter Cleansing 2015/16

All crops	£530 per acre or £1,310 per hectare
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Land Loss compensation is currently paid for any land loss with a width greater than 500mm at 95 x the relevant rateable land value and it has been at this level since June 2013 (increased from 55).

For guidance purposes land at £60/acre rentable value has been used as an example as this is the average value for the whole catchment based on land west of the South Forty Foot Drain (SFFD) at £55/acre and land east of the SFFD at £70/acre.

If an average agricultural land sale price of £7,500/acre was used the multiplier would need to be 125.

I would propose that the Board adopts the following statement that Officers can publish on the web site and in future drainage rate brochures:-

'The Board will only pay land loss compensation to the land owner for widths lost greater than 500mm, the Board has limited records on land owners, 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 land owner. There is a twelve month cut of date for claiming compensation following any such land loss'.

For information the last two years land loss figures are:-

2014/15 - £4,505 (£5,928 with new multiplier) (with further small amounts to add)
 2013/14 - £7,209 (£9,486 with new multiplier)

Land loss payment range 2014/15				Land loss proposal 2015/16			
Multiplier	Ave rentable value £/acre	Comp	Comp	Multiplier	Ave rentable value £/acre	Comp	Comp
		£/acre	£/ha			£/acre	£/ha
95	85	8,075	19,953	125	85	10,625	26,254
95	80	7,600	18,780	125	80	10,000	24,710
95	75	7,125	17,606	125	75	9,375	23,165
95	70	6,650	16,432	125	70	8,750	21,621
95	65	6,175	15,258	125	65	8,125	20,077
95	60	5,700	14,085	125	60	7,500	18,532
95	55	5,225	12,911	125	55	6,875	16,988
95	50	4,750	11,737	125	50	6,250	15,444
95	45	4,275	10,564	125	45	5,625	13,899

Three example purchases in the last twelve months are shown below.

Rateable Value	Area	Acres Sold	Price	Price per Acre
50	Helpringham	20.20	£ 140,101	£ 6,936
70	Donington	26.06	£ 210,000	£ 8,058
85	Swineshead	8.57	£ 95,480	£ 11,141

Ian Warsap
 Chief Executive

ASSOCIATION OF DRAINAGE AUTHORITIES

LINCOLNSHIRE BRANCH

Minutes of a Meeting of the Branch held at Bainland Country Park, Woodhall Spa on Thursday 26th February 2015.

Present:-

N Osborne	Branch Chairman & Member – Witham First IDB	
R Fletcher	Vice-Chairman & Member – Witham First IDB	
P Bateson	Branch Secretary & Chief Executive, Witham 4th IDB	
P Pridgeon	ADA Board Director – Lindsey Marsh DB	
Anchorlme	I Benn	Chief Executive
Black Sluice	K Casswell	Vice Chairman
	P Bedford	Member (also W4)
	R Wray	Member
	D Withnall	Finance Manager
Lindsey Marsh	E Mossop	Vice Chairman
	G Crust	Member
	D Sisson	Engineer
North Level	J Hoyles	Chairman
	P Sharman	Engineer
North East Lindsey	J Hargreaves	Chairman
	T Vessey	Chief Executive
South Holland	K Vines	Engineer
Welland & Deeping	T Purllant	Chairman
	D Branton	Vice Chairman
	Mrs K Daft	Chief Executive
Witham First, Witham Third And Upper Witham	P Hoyes	Chairman (W3)
	R Ballerini	Vice Chairman (UW)
	P Gilbert	Vice Chairman (W1)
	Mrs J Froggatt	Chief Executive
	M Shilling	Operations Manager
	Ms S Ireland	Environment Officer
Witham Fourth	J Grant	Chairman
	P Richardson	Vice Chairman
	R Leggott	Member (also BS, W&D)
	A Carrott	Engineering Manager
	M Redding	Environment Officer
Lincolnshire CC	D Hickman	Partnership Team
	M Welsh	Partnership Team

Environment Agency	P Younge Ms D Campbell	Area Manager Flood Risk Manager
RFCC	R Caudwell	Chair Anglian Northern
Guests:		
ADA	Dr Jean Venables I Thomson I Moodie	Chief Executive Chief Executive (designate) Technical Manager
ADA Northern Branch	I Thornton	ADA Board Director
BWB Consulting	R Lobley Dr L Tewson	Consultant Consultant
NFU	P Tame M Jeffes	Env. & Land Use Advisor Flood Risk Policy Advisor
Somerset CC	Ms S Diacono	Flood Risk Officer

1. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed the above guests to the meeting which included Jean Venables, ADA Chief Executive, to her last meeting at the Lincolnshire Branch. He also said he was glad to see Ian Moodie's return to ADA from the NFU.

2. APOLOGIES

The Secretary reported apologies for absence from:

Mr H Cator (ADA), Mr I Russell (EA), Mr M Brookes, Mr I Warsap (Black Sluice IDB), Mr D Worth, Mr S Markillie, Mr P Camamile (South Holland), Mr N Morris (Welland & Deepings), Mr A McGill (Lindsey Marsh), Mr F Myers (Upper Witham).

3. MINUTES

The Minutes of the Meeting held on 16th October 2014 were confirmed as accurate and signed by the Chairman.

4. MATTERS ARISING

James Grant was asked to give an update on the development of an alternative Aquatic Herbicide. He reported that progress was slow and Martin Redding added that the CRD had only given permission for the trials of Flumioxasin to be carried out in a laboratory rather than in open watercourses and this would inevitably cause a delay in the development of this product.

5. REPORT FROM THE ENVIRONMENT AGENCY

Phil Younge, Area Manager gave a brief overview on developments at the EA. Eddie Poll would become the new RFCC chair in July 2015, taking over from Robert Caudwell. He said there were vacancies arising on the RFCC during 2015 and encouraged ADA members to apply in order that IDB views could be represented. He was pleased to be part of the Lincolnshire Partnership which was seen as a big success by other regions and the combined 6 year capital programme highlighted the work being done by the partnership to reduce flood risk.

Eel regulations were getting headline attention and he understood the concerns but it was important that any expenditure on this issue was proportionate. The EA did not have the solution at present but with 91 structures in Lincolnshire the implications for each structure needed to be understood before the cost of a solution was looked at.

During questions, concern was expressed following a recent partnership meeting on the Steeping River, that de-silting part of this main river would not now happen. Deborah Campbell stressed that there was a finite pot of money which would be spent based on projects that gave the greatest benefit. James Grant urged colleagues from the EA to keep the paperwork associated with funding as simple as possible.

6. LINCOLNSHIRE FLOOD RISK and DRAINAGE MANAGEMENT PARTNERSHIP

David Hickman covered three main points in relation to The Partnership:

- The LLFA had made a response to the Flood Risk Management Plans (FRMPs) which had been copied to all Partners.
- Engagement with the Greater Lincolnshire LEP (GLLEP) had begun. This was important as 80% of all funding into the County now comes through the LEP. The Partnership are working with GLLEP to promote “water management” as this underpins the 2 LEP priorities of Agri-Food and Tourism. A Water Management Board has been set up and the Partnership will have representation on the Board. The Board will oversee a holistic approach linking FRM and water resources to attract European funding.
- The Strategy group had accordingly changed the name of the Partnership to “**The Flood Risk and Water Management Partnership**”.

Robert Caudwell stated that any LEP funding is not an alternative to FDGiA funding but is more about growth and working together should improve Water Management for Lincolnshire.

7. SUSTAINABLE URBAN DRAINAGE SYSTEMS (SUDS)

Mark Welsh from LCC gave a presentation of the history of the development of SUDS regulations that are due to commence on 6 April 2015. The onus is now on planning authorities and district councils to raise issues relating to FRM and the proposal assumes that the management of SUDS post construction will be done by management companies or even volunteers. He proposed that this solution is unrealistic as such companies are not guaranteed to be sustainable.

The LLFA are statutory consultees in the new process and whilst IDBs do not have this status, the LLFA will seek comments from IDBs as part of the planning process. This topic drew plenty of comment from Branch Members:

- Overgrown vegetation will be the first post construction issue
- The funding burden will be much more than the £13K government estimate
- The 6 April deadline is too tight – but it will happen then
- The engineers’ forum will try to agree a series on standards for SUDS

8. REPORT FROM ADA EXECUTIVE BOARD

Dr Jean Venables passed on Henry Cator’s apologies and gave her report:

- The IDB1 form was being refreshed by Defra to cover more governance issues in order to tackle those Boards answering ‘no’ to some questions. This year the form will include questions about environmental compliance,
- Compliance with Eel regulations are causing IDBs concern owing to the cost of proposed solutions and ADA are pushing for these to be “proportionate”. The EA are aware that there are regional variations in the application of the regulations and ADA want to sit down with the EA to resolve this.

- The establishment of a Somerset Partnership is also an issue for ADA. The road for Lincolnshire was bumpy but issues were resolved as Somerset need to appreciate this. The formation of a legislative body with precepting powers was not the preferred solution.

Robert Caudwell agreed with the comments on proportionality and thanked Jean for her efforts with the EA.

- The EA's long term investment strategy was focused solely on flood risk and not land drainage. This policy has led to a regime which is sporadic and the DEFRA policy on this needs to be reversed. This is a challenge for us all.

Peter Pridgeon stressed the need to push the EA on this sporadic maintenance point.

- Jean Venables was retiring on 31 March and she reflected on her 9 years at the helm of ADA. She particularly thanked David Sisson for his support during her year as ICE president.

Norman Osborne thanked Jean for her presentation and went through a list of her achievements as ADA Chief Executive. He presented her with a picture of a Fenland Landscape featuring a Barn Owl as a retirement gift from the Branch.

Innes Thomson, ADA Chief Executive Designate introduced himself to the meeting and said he was pleased with his appointment, as it demonstrated the level of trust between ADA and the EA. He said his first year with ADA would be focusing on getting good data and evidence to help promote the IDB Community. There were opportunities for growth and IDBs should be encouraged to seize them. He also confirmed that the new ADA offices would be moving to Stoneleigh from 1 April 2015.

ADA TECHNICAL & ENVIRONMENTAL COMMITTEE:

It was confirmed that Trevor Purllant had taken over as Chairman of this committee and would join the ADA Board by virtue of this position. David Sisson gave a summary of the last meeting of this committee which had discussed:

- Developer contributions in light of SUDS
- River Basin Management Plans
- Water voles and displacement procedures
- Representation on sub-committees from ADA associate members
- Sharing best practice on H&S matters

ADA POLICY & FINANCE COMMITTEE:

The Branch Secretary updated Branch members on the last meeting of this committee which included:

- The implications of the Local Audit and Accountability Act and the demise of the Audit Commission
- Changes in the Defra team
- Audit Qualifications for IDBs in 2013/14
- The importance of having signed copies of IDB byelaws when considering enforcement actions.

9. REPORTS FROM BRANCH COMMITTEES

i) Pay and Conditions Advisory Committee

James Grant began by updating the Branch about the Local Government Pension Scheme. He confirmed that the administration of the scheme will move from Mouchel to West Yorkshire Pension Fund (WYPF) on 1 April 2015. The scheme was fully funded with assets of £1,600m but with fluctuations in the scheme deficit. There are currently 20,000 active members and current contributions are in excess of pension payments.

Karen Daft, Committee Secretary informed the Branch that David Branton was now Chairman of the Committee and for 2015/16, a 1% pay rise had been offered to the Union. The Union was keen to return to a pay formula but this would have to wait until next year (following the election). There are currently 2 vacancies on the Committee for Members.

ii) Lincolnshire Show Committee

The new committee Chairman Peter Richardson reported that the show team were ahead of the game in terms of organizing the show. There was a strong desire to communicate to the public and the show stand would be supported by a presence on the schools' challenge. With potatoes and drainage featuring for many projects, the Committee were confident that engagement with the public would improve.

The Lincolnshire Countryside Show was taking place on 29 March 2015 and the dates for the Lincolnshire show were confirmed as 24-25 June 2015.

iii) Environment Committee

Sam Ireland reported as Environment Secretary that the next Committee meeting would be on 3 March 2015 at Waterside House. The Wonderful Witham film had been completed and several showings were planned. It was also available on the Lincolnshire Rivers Trust website.

Eel Regulations were discussed in detail as local eel pass and screen solutions were coming back with very high costs. Ian Cappitt from the EA was taking over the supervision of these projects from Jess Pain and he had confirmed that there was insufficient funding in the 6 year MTP programme to deliver the proposed solutions. Media interest had stoked the debate and ADA are involved both locally and nationally, to inform opinion. The EA's position is that exemptions are being granted for category A structures to exempt compliance until the structures are refurbished.

10. ANY OTHER BUSINESS

Members were asked whether or not the venue was still appropriate and the response was positive apart from the acoustics in the room. The Branch Secretary said he would look into the provision of microphones for the next meeting.

Next meetings:

Branch Meeting on Thurs 26th February 2015 at Bainland Country Park

AGM on Thurs 30th April 2015 at the BBMF and The Petwood Hotel, Woodhall Spa

----- Chairman ----- Date

Black Sluice Internal Drainage Board

Printed on 04/06/2015 at 12:21 by DANIEL

From 01/01/2015 To 31/01/2015

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/01/2015 To 31/01/2015**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
AGG001	09/01/2015	Payment	20824679	Bacs	-396.70	Aggregate Industries
ALA001	09/01/2015	Payment	103945	Bacs	-60.00	Alarmline Security Ltd
ASS001	09/01/2015	Payment	inv-2015/IDB220	Bacs	-5382.00	Assoc. of Drainage Authorities
AZT001	09/01/2015	Payment	002871	Bacs	-350.94	Aztec Signs
BOC001	09/01/2015	Payment	3027996739	Bacs	-258.24	BOC
CAR003	09/01/2015	Payment	28110798	Bacs	-1289.50	Carrier Rental Systems
CEM001	09/01/2015	Payment	3007471028	Bacs	-182.08	Cemex UK Materials Ltd
COP002	09/01/2015	Payment	34428	Bacs	-134.52	Cope Safety Management Ltd.
ELL002	09/01/2015	Payment	35102	Bacs	-87.00	Elgia Recycling Ltd
FEN001	09/01/2015	Payment	171670C	Bacs	-24.70	Fenland Fastenings
GLE001	09/01/2015	Payment	32380	Bacs	-249.60	Glen Farrow Ltd
HAI001	09/01/2015	Payment	156167-I	Bacs	-24.48	Gary Haines Ltd
HBP001	09/01/2015	Payment	SIN035581	Bacs	-1236.00	HBP Systems Ltd
HIL001	09/01/2015	Payment	6363	Bacs	-110.00	Jeff Hill
HIL002	09/01/2015	Payment	106633	Bacs	-283.60	Charles H Hill Ltd
INL001	09/01/2015	Payment	2014-P09	Bacs	-14395.49	HM Revenue & Customs
LIN002	09/01/2015	Payment	2014-P09 (Auth 8184)	Bacs	-18947.10	Lincolnshire C C Pension Fund
MIL002	09/01/2015	Payment	204268	Bacs	-379.20	Mill Tyres
PAR001	09/01/2015	Payment	BSI273930	Bacs	-228.00	C F Parkinson Ltd
PRU001	09/01/2015	Payment	2014-P09	Bacs	-50.00	Prudential
SCA001	09/01/2015	Payment	2015 - 00791	Bacs	-2962.20	Scarborough Nixon Associates
SHA005	09/01/2015	Payment	9490	Bacs	-40.00	D.Shaw Window Cleaning Service
SWI001	09/01/2015	Payment	BN006905	Bacs	-121.71	Switch Electrical WholesaleLtd
TFM001	09/01/2015	Payment	208894	Bacs	-53.82	TFM Supplies
TRA002	09/01/2015	Payment	9146 AEP902	Bacs	-56.11	Travis Perkins Trading Co Ltd.
UNI001	09/01/2015	Payment	2014-P09	Bacs	-137.75	Unison
WOO001	09/01/2015	Payment	961963	Bacs	-144.07	Woodco Business Machines
CRO004	12/01/2015	Payment	000192	Cheque	-45.68	CROP LOSS

Account	Date	Type	Ref 1	Ref 2	Value	Details
CRO004	12/01/2015	Payment	000193	Cheque	-82.82	CROP LOSS
CRO004	12/01/2015	Payment	000194	Cheque	-76.24	CROP LOSS
CRO004	12/01/2015	Payment	000195	Cheque	-53.82	CROP LOSS
CRO004	12/01/2015	Payment	000196	Cheque	-132.33	CROP LOSS
CRO004	12/01/2015	Payment	000197	Cheque	-58.13	CROP LOSS
CRO004	12/01/2015	Payment	000198	Cheque	-21.68	CROP LOSS
ANG102	22/01/2015	Payment	118822782 (Jan 15)	Bacs	-16.31	Anglian Water (Holland Fen PS)
ANG104	22/01/2015	Payment	126873686 (Jan 15)	Bacs	-128.30	Anglian Water (Trade Effluent)
BOS002	22/01/2015	Payment	23471	Bacs	-574.50	Boston Commercial Cleaners Ltd
CAT003	22/01/2015	Payment	1009	Bacs	-1680.00	Cathedral Training Ltd
CEM001	22/01/2015	Payment	3007495607	Bacs	-485.52	Cemex UK Materials Ltd
FIS002	22/01/2015	Payment	0000112207	Bacs	-441.00	Fisher German LLP
HAR001	22/01/2015	Payment	23123806	Bacs	-293.81	TC Harrison JCB
HBP001	22/01/2015	Payment	SIN035771	Bacs	-3247.56	HBP Systems Ltd
LIN017	22/01/2015	Payment	TUIT100074	Bacs	-550.00	Lincoln College
MAI001	22/01/2015	Payment	5240	Bacs	-600.00	Mainstream Fisheries Ltd
PIT001	22/01/2015	Payment	22622078	Bacs	-390.65	Pitney Bowes Ltd
ROS001	22/01/2015	Payment	325378	Bacs	-30.00	Rossendales Ltd
SWI001	22/01/2015	Payment	BN007645	Bacs	-148.86	Switch Electrical WholesaleLtd
THO001	22/01/2015	Payment	334178	Bacs	-900.00	Thorpe Farm Machinery
WES002	22/01/2015	Payment	MI00105354	Bacs	-300.00	Western Power Distribution
WIT001	22/01/2015	Payment	INV02736	Bacs	-395.64	Witham Fourth IDB
ALL004	07/01/2015	Payment	P10	Direct Deb	-78.91	Allstar Business Solutions Ltd
TOM002	13/01/2015	Payment	P10	Direct Deb	-174.24	TomTom
ALL004	14/01/2015	Payment	P10	Direct Deb	-76.25	Allstar Business Solutions Ltd
BRI005	19/01/2015	Payment	P10	Direct Deb	-46.68	British Telecom DD
BRI005	19/01/2015	Payment	P10	Direct Deb	-59.53	British Telecom DD
WOL001	20/01/2015	Payment	P10	Direct Deb	-5448.60	Woldmarsh Producers Ltd
ALL004	21/01/2015	Payment	P10	Direct Deb	-579.39	Allstar Business Solutions Ltd
BRI005	23/01/2015	Payment	P10	Direct Deb	-50.84	British Telecom DD
RAP001	29/01/2015	Payment	5245528	Bacs	-2802.00	Rapid Racking Limited
CRO004	30/01/2015	Payment	P11	Bacs	-153.40	CROP LOSS
BRI005	26/01/2015	Payment	P11	Direct Deb	-189.06	British Telecom DD

Account	Date	Type	Ref 1	Ref 2	Value	Details
ALL004	28/01/2015	Payment	P11	Direct Deb	-466.16	Allstar Business Solutions Ltd
BOS001	28/01/2015	Payment	P11	Direct Deb	-1916.00	Boston Borough Council (Rates)
EON001	29/01/2015	Payment	P11	Direct Deb	-13956.02	EON UK PLC
OPU001	30/01/2015	Payment	P11	Direct Deb	-9366.74	Opus Energy Limited
Total Payments					-93601.48	
Total Discounts						
Total Adjustments						
Total Refunds						
Total					<u>-93601.48</u>	

Payments

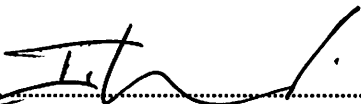
Bacs	-60722.36	Cheque	-470.70	Direct Deb	-32408.42	Chargecard
Bulk Bacs						


Adjustments

Disc		Contra SL				
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Refunds

Refund

.....

 Chief Executive

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 Finance Manager

Black Sluice Internal Drainage Board

Printed on 04/06/2015 at 12:22 by DANIEL

From 01/02/2015 To 28/02/2015

Purchase Ledger Payments & Adjustments

Black Sluice Internal Drainage Board

Payments & Adjustments From 01/02/2015 To 28/02/2015

Account	Date	Type	Ref 1	Ref 2	Value	Details
AFC	10/02/2015	Payment	1231	Bacs	-4664.40	A & F Consulting Engineers LLP
BLU001	10/02/2015	Payment	16411	Bacs	-54.00	Blue Line Trailers
CRA001	10/02/2015	Payment	46699	Bacs	-11.79	Craven & Nicholas
CRY001	10/02/2015	Payment	39301132	Bacs	-19.99	Crystal Motor Group
FEN001	10/02/2015	Payment	172219C	Bacs	-26.65	Fenland Fastenings
HAL001	10/02/2015	Payment	Miss A Chamberlain	Bacs	-192.00	David Hallgate Optometrist
HIL002	10/02/2015	Payment	106812	Bacs	-109.48	Charles H Hill Ltd
INL001	10/02/2015	Payment	2014- P10	Bacs	-15169.34	HM Revenue & Customs
LIN002	10/02/2015	Payment	2014-P10 (Auth 8184)	Bacs	-20532.68	Lincolnshire C C Pension Fund
LIN007	10/02/2015	Payment	Jean Retirement	Bacs	-100.00	Lincs ADA
PEA001	10/02/2015	Payment	50424	Bacs	-344.34	Pearson Hydraulics Ltd
PET002	10/02/2015	Payment	9542	Bacs	-73.20	Peter Smith Trailer Sales
PRU001	10/02/2015	Payment	2014- P10	Bacs	-50.00	Prudential
SCA001	10/02/2015	Payment	2015- 00803	Bacs	-536.04	Scarborough Nixon Associates
SIL001	10/02/2015	Payment	IN410474	Bacs	-15.12	Silt Side Services Ltd
TFM001	10/02/2015	Payment	209790	Bacs	-439.70	TFM Supplies
TRA002	10/02/2015	Payment	9146 AEQ698	Bacs	-435.28	Travis Perkins Trading Co Ltd.
UNI001	10/02/2015	Payment	2014- P10	Bacs	-137.75	Unison
WIT001	10/02/2015	Payment	INV02741	Bacs	-237.60	Witham Fourth IDB
WOO001	10/02/2015	Payment	962150	Bacs	-101.05	Woodco Business Machines
ALA001	19/02/2015	Payment	104479	Bacs	-294.00	Alarmline Security Ltd
BLU001	19/02/2015	Payment	16519	Bacs	-62.16	Blue Line Trailers
BOS002	19/02/2015	Payment	23539	Bacs	-459.60	Boston Commercial Cleaners Ltd
BRI001	19/02/2015	Payment	VP98757170 Q059&H	Bacs	-385.01	British Telecom
BUS002	19/02/2015	Payment	WC027129	Bacs	-144.00	B A Bush & Son Ltd
CAR003	19/02/2015	Payment	28701553	Bacs	-5473.69	Carrier Rental Systems
CLA001	19/02/2015	Payment	56102	Bacs	-152.88	Frank Clayton & Son Ltd
CON006	19/02/2015	Payment	65799	Bacs	-112.13	Contego Safety Solutions

Account	Date	Type	Ref 1	Ref 2	Value	Details
COP002	19/02/2015	Payment	INV-34727	Bacs	-2114.52	Cope Safety Management Ltd.
CRO001	19/02/2015	Payment	5733797	Bacs	-831.83	Crown Decorating Centres
DOU001	19/02/2015	Payment	403416	Bacs	-57.46	John W Doubleday Limited
ELL002	19/02/2015	Payment	36724	Bacs	-107.84	Ellgia Recycling Ltd
EPT002	19/02/2015	Payment	1079	Bacs	-135.00	Darren Epton. Joiner & Buildin
EVE002	19/02/2015	Payment	76053273	Bacs	-928.19	Everything Everywhere
FEN001	19/02/2015	Payment	171779C	Bacs	-43.20	Fenland Fastenings
HAI001	19/02/2015	Payment	156482-1	Bacs	-22.52	Gary Haines Ltd
HAL004	19/02/2015	Payment	1338	Bacs	-6900.00	HALL Infrastructure Design Ltd
HAR001	19/02/2015	Payment	24604678	Bacs	-318.58	TC Harrison JCB
HBP001	19/02/2015	Payment	SIN035824	Bacs	-1620.00	HBP Systems Ltd
HIL002	19/02/2015	Payment	107277	Bacs	-62.20	Charles H Hill Ltd
INT002	19/02/2015	Payment	4596	Bacs	-294.00	InterLec
LIN018	19/02/2015	Payment	115414	Bacs	-204.00	Secure Doors Group
MAI001	19/02/2015	Payment	5274	Bacs	-600.00	Mainstream Fisheries Ltd
NOT001	19/02/2015	Payment	81346/2	Bacs	-276.03	P G & C Nottingham
ROS001	19/02/2015	Payment	331775	Bacs	-6.40	Rossendales Ltd
SWI001	19/02/2015	Payment	BN008152	Bacs	-34.79	Switch Electrical WholesaleLtd
SYS001	19/02/2015	Payment	90555	Bacs	-69.00	Systematic Print Management
THO001	19/02/2015	Payment	336570	Bacs	-1200.00	Thorpe Farm Machinery
THU001	19/02/2015	Payment	20146958	Bacs	-15.78	Thurlby Motors
TMC001	19/02/2015	Payment	14783	Bacs	-25.32	TMC Lifting
TRA002	19/02/2015	Payment	9146 AEQ720	Bacs	-2.45	Travis Perkins Trading Co Ltd.
TUR001	19/02/2015	Payment	7-07241043	Bacs	-24.66	Turnbull & Co Ltd
WIT002	19/02/2015	Payment	I00051476	Bacs	-1148.60	Witham Oil & Paint
ALL004	04/02/2015	Payment	P11	Direct Deb	-356.22	Allstar Business Solutions Ltd
ALL004	11/02/2015	Payment	P11	Direct Deb	-319.10	Allstar Business Solutions Ltd
TOM002	11/02/2015	Payment	P11	Direct Deb	-174.24	TomTom
ALL004	18/02/2015	Payment	P11	Direct Deb	-313.01	Allstar Business Solutions Ltd
BRI005	18/02/2015	Payment	P11	Direct Deb	-46.88	British Telecom DD
EON001	02/02/2015	Payment	P11	Direct Deb	-522.58	EON UK PLC
BRI005	19/02/2015	Payment	P11	Direct Deb	-58.16	British Telecom DD
WOL001	20/02/2015	Payment	P11	Direct Deb	-5239.49	Woldmarsh Producers Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
BAR004	04/02/2015	Payment	P11	Direct Deb	-1409.00	Barnet Marine Centre Ltd
EON001	23/02/2015	Payment	P12	Direct Deb	-227.54	EON UK PLC
BRI005	24/02/2015	Payment	P12	Direct Deb	-50.67	British Telecom DD
ALL004	25/02/2015	Payment	P12	Direct Deb	-377.30	Allstar Business Solutions Ltd
EON001	27/02/2015	Payment	P12	Direct Deb	-11011.23	EON UK PLC
Total Payments					-87481.67	
Total Discounts						
Total Adjustments						
Total Refunds						
Total					-87481.67	

Payments

Bacs	-67376.25	Cheque	Direct Deb	-20105.42	Chargecard
Bulk Bacs					

Adjustments

Disc		Contra SL			
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Refunds

Refund					
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Chief Executive



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Finance Manager



Black Sluice Internal Drainage Board

Printed on 04/06/2015 at 12:23 by DANIEL

From 01/03/2015 To 31/03/2015

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/03/2015 To 31/03/2015**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
AGG001	06/03/2015	Payment	21059407	Bacs	-10408.95	Aggregate Industries
ALA001	06/03/2015	Payment	104789	Bacs	-769.63	Alarmline Security Ltd
ANG101	06/03/2015	Payment	124541335	Bacs	-135.44	Anglian Water (Swineshead HQ)
ANG102	06/03/2015	Payment	118822782	Bacs	-16.31	Anglian Water (Holland Fen PS)
BAR003	06/03/2015	Payment	11/02/2015	Bacs	-173.75	The Barge
BOS002	06/03/2015	Payment	23604	Bacs	-459.60	Boston Commercial Cleaners Ltd
CAR003	06/03/2015	Payment	28110949	Bacs	-999.76	Carrier Rental Systems
CEF001	06/03/2015	Payment	BOS/176692	Bacs	-29.48	CEF (Boston)
CEM001	06/03/2015	Payment	3007602146	Bacs	-3956.99	Cemex UK Materials Ltd
CLA001	06/03/2015	Payment	56175	Bacs	-104.51	Frank Clayton & Son Ltd
CON006	06/03/2015	Payment	67207	Bacs	-277.85	Contego Safety Solutions
COP002	06/03/2015	Payment	INV-34879	Bacs	-134.52	Cope Safety Management Ltd.
CRO001	06/03/2015	Payment	5755451	Bacs	-109.22	Crown Decorating Centres
CRY001	06/03/2015	Payment	39301331	Bacs	-11.83	Crystal Motor Group
DMT001	06/03/2015	Payment	6837	Bacs	-14.40	D & M Towing Ltd
DOU001	06/03/2015	Payment	403738	Bacs	-67.07	John W Doubleday Limited
DRA005	06/03/2015	Payment	83109	Bacs	-776.86	DBAS Ltd
ELL001	06/03/2015	Payment	14167290	Bacs	-252.00	Elliott Group Ltd
ELL002	06/03/2015	Payment	38457	Bacs	-107.84	Ellgia Recycling Ltd
FEN001	06/03/2015	Payment	172494C	Bacs	-99.39	Fenland Fastenings
HAI001	06/03/2015	Payment	156645-I	Bacs	-12.49	Gary Haines Ltd
HAL004	06/03/2015	Payment	1343	Bacs	-9690.00	HALL Infrastructure Design Ltd
HIL002	06/03/2015	Payment	107832	Bacs	-566.73	Charles H Hill Ltd
INL001	06/03/2015	Payment	2014-P11	Bacs	-14642.93	HM Revenue & Customs
JOH001	06/03/2015	Payment	2593226	Bacs	-338.40	Johnston Publishing Ltd
JWK001	06/03/2015	Payment	1535	Bacs	-672.00	JWK Agricultural Contractors
KEY004	06/03/2015	Payment	2465 AAA060	Bacs	-13744.81	Keyline Builders Merchants Ltd
LAR001	06/03/2015	Payment	53804	Bacs	-40.80	Ray Larrington Hydraulics

Account	Date	Type	Ref 1	Ref 2	Value	Details
LIN002	06/03/2015	Payment	2014-P11 (Auth 8184)	Bacs	-19119.73	Lincolnshire C C Pension Fund
MAI001	06/03/2015	Payment	5298	Bacs	-600.00	Mainstream Fisheries Ltd
MAY001	06/03/2015	Payment	7856054	Bacs	-2854.44	Mabey Hire Services Ltd
PEA001	06/03/2015	Payment	52479	Bacs	-59.57	Pearson Hydraulics Ltd
PRU001	06/03/2015	Payment	2014-P11	Bacs	-50.00	Prudential
SHA005	06/03/2015	Payment	0917	Bacs	-70.00	D.Shaw Window Cleaning Service
TFM001	06/03/2015	Payment	210570	Bacs	-462.58	TFM Supplies
TRA002	06/03/2015	Payment	9146 AER675	Bacs	-368.72	Travis Perkins Trading Co Ltd.
TUR001	06/03/2015	Payment	0008520	Bacs	-414.47	Turnbull & Co Ltd
UNI001	06/03/2015	Payment	2014-P11	Bacs	-137.75	Unison
UNI006	06/03/2015	Payment	00066920	Bacs	-1037.86	Unique Employment Services Ltd
WIT001	06/03/2015	Payment	INV02747	Bacs	-332.64	Witham Fourth IDB
WOO001	06/03/2015	Payment	962350	Bacs	-130.06	Woodco Business Machines
HBP001	17/03/2015	Payment	P12	Bacs	-8905.20	HBP Systems Ltd
CRO004	19/03/2015	Payment	000199	Cheque	-60.26	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-149.47	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-90.78	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-450.77	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-33.67	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-28.69	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-16.90	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-208.85	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-6.29	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-123.93	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-23.19	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-408.72	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-28.56	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-65.24	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-132.05	CROP LOSS
CRO004	19/03/2015	Payment	000200	Cheque	-253.53	CROP LOSS
CRO004	19/03/2015	Payment	P12	Bacs	-177.90	CROP LOSS
CRO004	19/03/2015	Refund	P12	Refund	53.82	CROP LOSS
CRO004	19/03/2015	Payment	000201	Cheque	-53.82	CROP LOSS

Account	Date	Type	Ref 1	Ref 2	Value	Details
ADC001	30/03/2015	Payment	8484	Bacs	-7200.00	ADC (East Anglia) Ltd
AGG001	30/03/2015	Payment	21147534	Bacs	-18498.25	Aggregate Industries
ALA001	30/03/2015	Payment	104946	Bacs	-487.20	Alarmline Security Ltd
ANG002	30/03/2015	Payment	242081	Bacs	-7.75	Anglia Bearing Company
ARB001	30/03/2015	Payment	1334	Bacs	-2400.00	Arb-Core Tree Care Ltd
ASH001	30/03/2015	Payment	12641891	Bacs	-4126.02	Ashtead Plant Hire Co Ltd
ASS003	30/03/2015	Payment	297846	Bacs	-144.00	Association of Accounting Tech
AZT001	30/03/2015	Payment	002895	Bacs	-178.56	Aztec Signs
BAT003	30/03/2015	Payment	26850	Bacs	-102.00	Bates Environmental Ltd
BOS003	30/03/2015	Payment	35008	Bacs	-75.60	Boston Engineering Supplies
BOS014	30/03/2015	Payment	D0001732	Bacs	-6735.50	Boston Borough Council (Other)
CAR003	30/03/2015	Payment	28111041	Bacs	-948.19	Carrier Rental Systems
CAT003	30/03/2015	Payment	1292	Bacs	-1560.00	Cathedral Training Ltd
CEM001	30/03/2015	Payment	3007669375	Bacs	-3251.95	Cemex UK Materials Ltd
CLA001	30/03/2015	Payment	56631	Bacs	-184.11	Frank Clayton & Son Ltd
COLA001	30/03/2015	Payment	1427	Bacs	-2112.00	Cola Training Services
COU002	30/03/2015	Payment	56843	Bacs	-5940.00	Coulstock & Place Eng Co. Ltd
COV001	30/03/2015	Payment	9299	Bacs	-431.28	Cover Up
CRO001	30/03/2015	Payment	8097284827	Bacs	-79.84	Crown Decorating Centres
DAW001	30/03/2015	Payment	83432	Bacs	-900.00	Dawson Construction Plant Hire
ELL001	30/03/2015	Payment	14196832	Bacs	-1056.00	Elliott Group Ltd
EVA001	30/03/2015	Payment	IDB038	Bacs	-765.00	Noel Evans Window Cleaning
EVE002	30/03/2015	Payment	C2035698278	Bacs	-973.25	Everything Everywhere
GOW001	30/03/2015	Payment	IDB/0072	Bacs	-1050.00	Gowing Internal Audit Services
HAL004	30/03/2015	Payment	1347	Bacs	-17676.00	HALL Infrastructure Design Ltd
HAR001	30/03/2015	Payment	23125951	Bacs	-1263.45	TC Harrison JCB
HUT001	30/03/2015	Payment	H20205	Bacs	-111.12	Hutsons Signs
INL001	30/03/2015	Payment	P12	Bacs	-15694.75	HM Revenue & Customs
INS002	30/03/2015	Payment	0010014356	Bacs	-102.00	Institute of Leadership&Mngmnt
JAC001	30/03/2015	Payment	3/B/00137	Bacs	-1250.82	Jackson Building Centres
JAC002	30/03/2015	Payment	ICI 11817	Bacs	-5608.20	Jackson Civil Engineering
KEY004	30/03/2015	Payment	2464 AAA097	Bacs	-14480.92	Keyline Builders Merchants Ltd
KWM001	30/03/2015	Payment	6019	Bacs	-183.84	K & W Mechanical Services Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
LIN002	30/03/2015	Payment	2014-P12 (Auth 8184)	Bacs	-19342.94	Lincolnshire C C Pension Fund
MAI001	30/03/2015	Payment	5349	Bacs	-1200.00	Mainstream Fisheries Ltd
MAY001	30/03/2015	Payment	7860497	Bacs	-2291.40	Mabey Hire Services Ltd
NFU001	30/03/2015	Payment	1047167578	Bacs	-30.68	NFU Insurance
PES002	30/03/2015	Payment	1083	Bacs	-90.00	Pestforce
PHI001	30/03/2015	Payment	2570	Bacs	-5424.00	Philip G Wright Excavations Ld
PRU001	30/03/2015	Payment	P12	Bacs	-50.00	Prudential
ROS001	30/03/2015	Payment	343293	Bacs	-72.71	Rossendales Ltd
SHA005	30/03/2015	Payment	0936	Bacs	-40.00	D.Shaw Window Cleaning Service
STA004	30/03/2015	Payment	P045158260	Bacs	-335.03	Stannah
STP001	30/03/2015	Payment	0046	Bacs	-22344.19	ST Portess & Son
SWI001	30/03/2015	Payment	BN009741	Bacs	-93.41	Switch Electrical WholesaleLtd
THO001	30/03/2015	Payment	338449	Bacs	-720.00	Thorpe Farm Machinery
THU001	30/03/2015	Payment	20146943	Bacs	-15.78	Thurlby Motors
TRA002	30/03/2015	Payment	9146 AES580	Bacs	-1512.60	Travis Perkins Trading Co Ltd.
TRA003	30/03/2015	Payment	OP/1131761	Bacs	-140.00	Kier FPS Limited
TUR001	30/03/2015	Payment	7-07242514	Bacs	-24.66	Turnbull & Co Ltd
UNI001	30/03/2015	Payment	P12	Bacs	-137.75	Unison
UNI006	30/03/2015	Payment	00067261	Bacs	-2765.38	Unique Employment Services Ltd
WEL001	30/03/2015	Payment	10426	Bacs	-57.60	Wells Tarpaulins Ltd
WHI001	30/03/2015	Payment	69443	Bacs	-178.42	AS Whitaker & Sons
WIT001	30/03/2015	Payment	INV02770	Bacs	-190.08	Witham Fourth IDB
WIT004	30/03/2015	Payment	29929	Bacs	-51.30	Witham Timber
WOO001	30/03/2015	Payment	962660	Bacs	-289.67	Woodco Business Machines
WOO005	30/03/2015	Payment	70996	Bacs	-51.41	Woodco Office Equipment Ltd
OPU001	02/03/2015	Payment	P12	Direct Deb	-6622.26	Opus Energy Limited
ALL004	04/03/2015	Payment	P12	Direct Deb	-414.25	Allstar Business Solutions Ltd
CNG001	10/03/2015	Refund	P12	Refund	260.71	Contract Natural Gas Ltd
ALL004	11/03/2015	Payment	P12	Direct Deb	-283.66	Allstar Business Solutions Ltd
TOM002	11/03/2015	Payment	P12	Direct Deb	-174.24	TomTom
ALL004	18/03/2015	Payment	P12	Direct Deb	-293.03	Allstar Business Solutions Ltd
BRI005	19/03/2015	Payment	P12	Direct Deb	-50.15	British Telecom DD
EON001	19/03/2015	Payment	P12	Direct Deb	-8162.19	EON UK PLC

Account	Date	Type	Ref 1	Ref 2	Value	Details
BRI005	20/03/2015	Payment	P12	Direct Deb	-61.63	British Telecom DD
BRI005	23/03/2015	Payment	P12	Direct Deb	-50.46	British Telecom DD
ALL004	25/03/2015	Payment	P12	Direct Deb	-394.67	Allstar Business Solutions Ltd
EON001	25/03/2015	Payment	P12	Direct Deb	-159.14	EON UK PLC
PIT001	26/03/2015	Payment	P12	Direct Deb	-507.20	Pitney Bowes Ltd
OPU001	30/03/2015	Payment	P12	Direct Deb	-6739.04	Opus Energy Limited
					-	
Total Payments					-292407.73	
Total Discounts						
Total Adjustments						
Total Refunds					314.53	
Total					-292093.20	

Payments

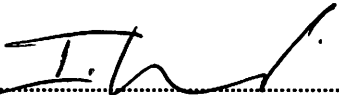
Bacs	-268128.20	Cheque	-367.61	Direct Deb	-23911.92	Chargecard
Bulk Bacs						


Adjustments

Disc		Contra SL				
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Refunds

Refund	314.53					
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 Chief Executive

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 Finance Manager

Black Sluice Internal Drainage Board

Printed on 04/06/2015 at 12:23 by DANIEL

From 01/04/2015 To 30/04/2015

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/04/2015 To 30/04/2015**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
NFU001	17/04/2015	Payment	P01	Bacs	-17631.47	NFU Insurance
LIN007	17/04/2015	Payment	P01	Bacs	-250.00	Lincs ADA
CRY001	21/04/2015	Payment	P01	Bacs	-35144.40	Crystal Motor Group
PDC001	21/04/2015	Payment	P01	Bacs	-389.46	PDCamplin
AGG001	24/04/2015	Payment	21275196	Bacs	-10501.05	Aggregate Industries
ALA001	24/04/2015	Payment	104999	Bacs	-255.60	Alarmline Security Ltd
ANG002	24/04/2015	Payment	242663	Bacs	-260.48	Anglia Bearing Company
ANG102	24/04/2015	Payment	118822782 (April15)	Bacs	-13.97	Anglian Water (Holland Fen PS)
ANG103	24/04/2015	Payment	103115564 (March15)	Bacs	-43.68	Anglian Water (Black Hole PS)
ANT002	24/04/2015	Payment	562	Bacs	-406.38	Anthony Elston
ASH001	24/04/2015	Payment	12760537	Bacs	-887.10	Ashtead Plant Hire Co Ltd
BLA001	24/04/2015	Payment	30-2112-9	Bacs	-211.99	Black Sluice IDB
BLU001	24/04/2015	Payment	17009	Bacs	-96.84	Blue Line Trailers
BOC001	24/04/2015	Payment	3029423036	Bacs	-471.84	BOC
BOS002	24/04/2015	Payment	23669	Bacs	-574.50	Boston Commercial Cleaners Ltd
CAJ001	24/04/2015	Payment	51282	Bacs	-406.80	C & J Supplies
CAR003	24/04/2015	Payment	28701575	Bacs	-1680.00	Carrier Rental Systems
CEM001	24/04/2015	Payment	3007688361	Bacs	-206.73	Cemex UK Materials Ltd
CLA001	24/04/2015	Payment	56711	Bacs	-92.28	Frank Clayton & Son Ltd
CON006	24/04/2015	Payment	71422	Bacs	-430.03	Contego Safety Solutions
COO003	24/04/2015	Payment	39892	Bacs	-64.76	Chris Cook Print
COP002	24/04/2015	Payment	INV-35123	Bacs	-134.52	Cope Safety Management Ltd.
DAL002	24/04/2015	Payment	31394	Bacs	-534.00	Dale & Co (Ancoats) Ltd
DRA003	24/04/2015	Payment	157052	Bacs	-48.22	Drayton Welding
DRA004	24/04/2015	Payment	0000001450	Bacs	-279.60	Wright Drawing (North) LLP
DWW	24/04/2015	Payment	3309	Bacs	-915.73	DW Woods Landscaping Ltd
ELL001	24/04/2015	Payment	14226010	Bacs	-1056.00	Elliott Group Ltd
ELL002	24/04/2015	Payment	39980	Bacs	-99.68	Ellgia Recycling Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
EVE002	24/04/2015	Payment	01179594956	Bacs	-1140.79	Everything Everywhere
FEN001	24/04/2015	Payment	173404C	Bacs	-127.09	Fenland Fastenings
GUA001	24/04/2015	Payment	8644	Bacs	-253.00	Guardian Press
HAI001	24/04/2015	Payment	156894-I	Bacs	-48.63	Gary Haines Ltd
HAR001	24/04/2015	Payment	23129603	Bacs	-1545.25	TC Harrison JCB
HGV001	24/04/2015	Payment	472443	Bacs	-146.90	HGV Truck Parts
HIL002	24/04/2015	Payment	108622	Bacs	-2610.00	Charles H Hill Ltd
KEN001	24/04/2015	Payment	02015-4642	Bacs	-1250.40	Kentra Training Limited
KEY004	24/04/2015	Payment	2465 AAA134	Bacs	-2733.47	Keyline Builders Merchants Ltd
KIO001	24/04/2015	Payment	SIP-1141850	Bacs	-92.41	Kiowa Ltd
LAR001	24/04/2015	Payment	53910	Bacs	-46.80	Ray Larrington Hydraulics
LIN002	24/04/2015	Payment	90823295	Bacs	-415.12	Lincolnshire C C Pension Fund
MAI001	24/04/2015	Payment	5395	Bacs	-600.00	Mainstream Fisheries Ltd
MON001	24/04/2015	Payment	0000265354	Bacs	-759.67	Moncaster Wire Products Ltd
MOT001	24/04/2015	Payment	BTT101833	Bacs	-38.40	Motor Parts Direct Limited
NEW003	24/04/2015	Payment	115266	Bacs	-129.60	Newgate (Newark) Ltd
PDC001	24/04/2015	Payment	3705	Bacs	-357.00	PDCamplin
PET002	24/04/2015	Payment	9731	Bacs	-73.20	Peter Smith Trailer Sales
POP001	24/04/2015	Payment	2133	Bacs	-19626.00	B Pope and Sons Ltd
ROS001	24/04/2015	Payment	344914	Bacs	-36.28	Rossendales Ltd
TFM001	24/04/2015	Payment	211294	Bacs	-114.89	TFM Supplies
THO001	24/04/2015	Payment	338445	Bacs	-2826.37	Thorpe Farm Machinery
TRA002	24/04/2015	Payment	9146 AES951	Bacs	-100.99	Travis Perkins Trading Co Ltd.
TUR001	24/04/2015	Payment	7-07245179	Bacs	-23.52	Turnbull & Co Ltd
UNI006	24/04/2015	Payment	00067383	Bacs	-614.52	Unique Employment Services Ltd
VER001	24/04/2015	Payment	13034 NC	Bacs	-12783.60	Vere Bros (Contractors) Ltd
WEL004	24/04/2015	Payment	1761	Bacs	-79582.80	Wells Plant Hire
WIT001	24/04/2015	Payment	INV02773	Bacs	-190.08	Witham Fourth IDB
WIT002	24/04/2015	Payment	I00054777	Bacs	-325.27	Witham Oil & Paint
ZEN001	24/04/2015	Payment	422262	Bacs	-72.00	Zenith Survey Equipment
ALL004	01/04/2015	Payment	P01	Direct Deb	-499.30	Allstar Business Solutions Ltd
TOM002	13/04/2015	Payment	P01	Direct Deb	-174.24	TomTom
EON001	16/04/2015	Payment	P01	Direct Deb	-6331.17	EON UK PLC

Account	Date	Type	Ref 1	Ref 2	Value	Details
PIT001	16/04/2015	Payment	P01	Direct Deb	-507.20	Pitney Bowes Ltd
WOL001	20/04/2015	Payment	P01	Direct Deb	-5369.96	Woldmarsh Producers Ltd
BRI005	21/04/2015	Payment	P01	Direct Deb	-50.28	British Telecom DD
BRI005	21/04/2015	Payment	P01	Direct Deb	-56.95	British Telecom DD
ALL004	08/04/2015	Payment	P01	Direct Deb	-411.58	Allstar Business Solutions Ltd
ALL004	15/04/2015	Payment	P01	Direct Deb	-560.96	Allstar Business Solutions Ltd
BRI005	27/04/2015	Payment	P02	Direct Deb	-49.23	British Telecom DD
BRI005	27/04/2015	Payment	P02	Direct Deb	-145.58	British Telecom DD
BOS001	28/04/2015	Payment	P02	Direct Deb	-1956.75	Boston Borough Council (Rates)

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-217864.36	
				Total Discounts		
				Total Adjustments		
				Total Refunds		
				Total	-217864.36	

Payments

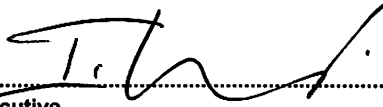
Bacs	-201751.16	Cheque		Direct Deb	-16113.20	Chargecard
Bulk Bacs						

Adjustments

Disc		Contra SL				
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Refunds

Refund						
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 Chief Executive

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 Finance Manager

Purchase Ledger Payments & Adjustments

Account	Date	Type	Ref 1	Ref 2	Value	Details
AGG001	08/05/2015	Payment	21332752	Bacs	-1417.99	Aggregate Industries
ANT002	08/05/2015	Payment	584	Bacs	-153.00	Anthony Elston
ASH001	08/05/2015	Payment	12765244	Bacs	-5744.59	Ashtead Plant Hire Co Ltd
BOS002	08/05/2015	Payment	23738	Bacs	-459.60	Boston Commercial Cleaners Ltd
BUS002	08/05/2015	Payment	WC028848	Bacs	-164.40	B A Bush & Son Ltd
CAR003	08/05/2015	Payment	28111136	Bacs	-948.19	Carrier Rental Systems
CON006	08/05/2015	Payment	71863	Bacs	-146.32	Contego Safety Solutions
COP002	08/05/2015	Payment	INV-35354	Bacs	-134.52	Cope Safety Management Ltd.
CRA001	08/05/2015	Payment	47225	Bacs	-516.00	Craven & Nicholas
DMT001	08/05/2015	Payment	6928	Bacs	-996.00	D & M Towing Ltd
DON001	08/05/2015	Payment	DIN0004873	Bacs	-11.71	Donington Engineering Supplies
ELL001	08/05/2015	Payment	14238663	Bacs	-478.36	Elliott Group Ltd
ELL002	08/05/2015	Payment	41663	Bacs	-109.09	Elgia Recycling Ltd
FEN001	08/05/2015	Payment	173810C	Bacs	-64.98	Fenland Fastenings
HAI001	08/05/2015	Payment	157237-I	Bacs	-158.68	Gary Haines Ltd
HAR001	08/05/2015	Payment	23127362	Bacs	-537.07	TC Harrison JCB
HGV001	08/05/2015	Payment	472581	Bacs	-72.02	HGV Truck Parts
INL001	08/05/2015	Payment	P01	Bacs	-15138.80	HM Revenue & Customs
IRE001	08/05/2015	Payment	202650	Bacs	-145.58	Irelands Farm Machinery Ltd
JAC001	08/05/2015	Payment	4/B/01943	Bacs	-1351.15	Jackson Building Centres
JOH001	08/05/2015	Payment	2796164	Bacs	-253.80	Johnston Publishing Ltd
JWK001	08/05/2015	Payment	1566	Bacs	-1344.00	JWK Agricultural Contractors
KWM001	08/05/2015	Payment	6124	Bacs	-51.60	K & W Mechanical Services Ltd
LAR001	08/05/2015	Payment	54265	Bacs	-20.76	Ray Larrington Hydraulics
LIN002	08/05/2015	Payment	P01	Bacs	-14680.47	Lincolnshire C C Pension Fund
MAS001	08/05/2015	Payment	SI002396	Bacs	-2814.67	Mastenbroek Ltd
NFU001	08/05/2015	Payment	1049144932	Bacs	-4502.57	NFU Insurance
ONE002	08/05/2015	Payment	30/04/15BSDB/GH	Bacs	-157.50	O'Neils Catering Services

Account	Date	Type	Ref 1	Ref 2	Value	Details
PAU001	08/05/2015	Payment	0040	Bacs	-90.00	Paul's Property Services
PET002	08/05/2015	Payment	9791	Bacs	-106.20	Peter Smith Trailer Sales
PRE005	08/05/2015	Payment	1025	Bacs	-1334.40	Premier Conditioned Air Servic
PRU001	08/05/2015	Payment	P01	Bacs	-50.00	Prudential
ROS001	08/05/2015	Payment	347659	Bacs	-8.15	Rossendales Ltd
SHA005	08/05/2015	Payment	0952	Bacs	-40.00	D.Shaw Window Cleaning Service
TFM001	08/05/2015	Payment	211882	Bacs	-250.59	TFM Supplies
THU001	08/05/2015	Payment	25103335	Bacs	-232.30	Thurlby Motors
TRA002	08/05/2015	Payment	9146 AET413	Bacs	-33.16	Travis Perkins Trading Co Ltd.
UNI001	08/05/2015	Payment	P01	Bacs	-137.75	Unison
WEL004	08/05/2015	Payment	1771	Bacs	-96000.00	Wells Plant Hire
WIT002	08/05/2015	Payment	I00055174	Bacs	-190.51	Witham Oil & Paint
WOO001	08/05/2015	Payment	962845	Bacs	-134.13	Woodco Business Machines
AFC	22/05/2015	Payment	1260	Bacs	-2379.30	A & F Consulting Engineers LLP
ANG104	22/05/2015	Payment	311002530601	Bacs	-416.90	Anglian Water (Trade Effluent)
ASH001	22/05/2015	Payment	12878161	Bacs	-642.43	Ashtead Plant Hire Co Ltd
BOS014	22/05/2015	Payment	R0005528	Bacs	-1100.00	Boston Borough Council (Other)
BRI001	22/05/2015	Payment	VP98757170 Q0605D	Bacs	-1195.80	British Telecom
CAR003	22/05/2015	Payment	28111182	Bacs	-477.35	Carrier Rental Systems
CRA001	22/05/2015	Payment	47381	Bacs	-50.21	Craven & Nicholas
CRO001	22/05/2015	Payment	8097545889	Bacs	-67.63	Crown Decorating Centres
DWW	22/05/2015	Payment	3351	Bacs	-915.73	DW Woods Landscaping Ltd
EAS004	22/05/2015	Payment	ESF/SAC/15-16/01	Bacs	-306.00	Eastern Inshore Fisheries & Co
ENG001	22/05/2015	Payment	29699	Bacs	-4857.96	Engineering & Hire Ltd
EVE002	22/05/2015	Payment	01185619040	Bacs	-1106.36	Everything Everywhere
FEN001	22/05/2015	Payment	173846C	Bacs	-39.49	Fenland Fastenings
FIR001	22/05/2015	Payment	13787	Bacs	-112.54	Malc Firth Landscapes Ltd
FOR002	22/05/2015	Payment	18365	Bacs	-84.00	Paul Ford Plumbing & Heating
FRJ001	22/05/2015	Payment	103988	Bacs	-630.00	FR Jones and Son
HAR001	22/05/2015	Payment	23127473	Bacs	-115.72	TC Harrison JCB
ILI001	22/05/2015	Payment	LDS/15/gh/APP	Bacs	-47769.04	iLine Technologies Ltd
INL001	22/05/2015	Payment	475/L507 (P11D(b))	Bacs	-852.84	HM Revenue & Customs
JEW001	22/05/2015	Payment	0581/0308659	Bacs	-3481.04	Jewson Limited

Account	Date	Type	Ref 1	Ref 2	Value	Details
KIO001	22/05/2015	Payment	SIP-1166338	Bacs	-44.00	Kiowa Ltd
MAS001	22/05/2015	Payment	SI002497	Bacs	-238.03	Mastenbroek Ltd
PAU001	22/05/2015	Payment	0043	Bacs	-5610.00	Paul's Property Services
PEA001	22/05/2015	Payment	58536	Bacs	-119.75	Pearson Hydraulics Ltd
ROS001	22/05/2015	Payment	354101	Bacs	-46.08	Rossendales Ltd
SIL001	22/05/2015	Payment	IN417110	Bacs	-186.78	Silt Side Services Ltd
SPA003	22/05/2015	Payment	SI-1242	Bacs	-272.39	Spanners Mixer Hire Ltd
SWI001	22/05/2015	Payment	BN010636	Bacs	-13.50	Switch Electrical WholesaleLtd
SYS001	22/05/2015	Payment	93048	Bacs	-55.20	Systematic Print Management
TRA002	22/05/2015	Payment	9146 AEU053	Bacs	-369.14	Travis Perkins Trading Co Ltd.
ENV001	28/05/2015	Payment	P03	Bacs	-138276.00	Environment Agency
VER001	28/05/2015	Payment	P03	Bacs	-6108.00	Vere Bros (Contractors) Ltd
NFU001	23/05/2015	Refund	P02	Refund	347.48	NFU Insurance
OPU001	01/05/2015	Payment	P02	Direct Deb	-3314.47	Opus Energy Limited
TOM002	12/05/2015	Payment	P02	Direct Deb	-174.24	TomTom
EON001	18/05/2015	Payment	P02	Direct Deb	-4680.52	EON UK PLC
BRI005	19/05/2015	Payment	P02	Direct Deb	-46.35	British Telecom DD
WOL001	20/05/2015	Payment	P02	Direct Deb	-4657.46	Woldmarsh Producers Ltd
BRI005	20/05/2015	Payment	P02	Direct Deb	-54.37	British Telecom DD

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-382047.23	
				Total Discounts		
				Total Adjustments		
				Total Refunds	347.48	
				Total	-381699.75	

Payments

Bacs	-369119.82	Cheque		Direct Deb	-12927.41	Chargecard
Bulk Bacs						

Adjustments

Disc		Contra SL				
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Refunds

Refund	347.48					
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Chief Executive



Finance Manager

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING – 17th June 2015

AGENDA ITEM No 12b

LIST OF CONSENTS

1. BYELAWS

The following Byelaw Consents have been issued by the Board since 4th February 2015

2015/B01		Installation of underground electric cable grid connection. Drain 4/18 Grid Refs: 527706,337509
2015/B02		Installation of underground electric cables & siting of fencing & screen planting. BSIDB Drain 4/21 Grid Refs: 527455,338144
2015/B03		Laying of underground electric cable. BSIDB Drain 4/61 Grid Refs: 522645,338557
2015/B04		Erection of single dwelling, fence & access gates. BSIDB Drain 2/11 Grid Refs: 520526,335084
2015/B05		Erection of single support pole. BSIDB Drain 4/18 Grid Refs: 527506,336966
2015/B06		Laying of underground electric cable. BSIDB Drains: 5/2,5/23,5/24,5/25,5/26 Grid Refs: 529142,341754
2015/B07		Laying of underground electric cable. BSIDB Drain 6/6 Grid Refs: 534351,338862
2015/B08		Erection of single story extension. BSIDB Drain 5/1 Grid Refs: 528600,342850
2015/B09		Installation of patio,greenhouse & shed & fencing. BSIDB Drain Grid Refs: 529373,340737
2015/B10		Erection of single storey storage building. BSIDB Drain 7/9 Grid Refs: 531650,338023

2. CULVERTS

The following Culvert Consents have been issued by the Board since 4th February 2015..

2015/C01		Installation of culvert to provide vehicular access. BSIDB Drain 4/21 Grid Refs: 527115,338150
2015/C02		Installation of 3 culverts to provide vehicular access. Private Drain Grid Refs: 527644,338062
2015/C03		Filling of redundant watercourse as part of drainage. Private Drain Grid Refs: 521695,338336
2015/C04		Extension of private field access culvert. Private Drain Grid Refs: 516000,328886
2015/C05		Extension of existing farm access culvert. Private Drain Grid Refs: 516265,332588
2015/C06		Installation of field access culvert. BSIDB Drain 35/7 Grid Refs: 509503,346025
2015/C07		Filling of w.c to amalgamate fields. Private Drain Grid Refs: 521695,338336
2015/C08		Filling of watercourse to amalgamate field Private Drian Grid Refs: 533168,337136

3. DEVELOPMENT AGREEMENTS

The following Development Agreements have been issued by the Board since 4th February 2015.

2015/D01		Discharge of treated water BSIDB Drain 2/47 Grid Refs: 520570,331565
2015/D02		Discharge of treated effluent into Board's Drain 11/12 Grid Refs: 522605,350775

4. TILE DRAINAGE OUTFALLS

The following Tile Drainage applications have been issued by the Board since 4th February 2015.

2015/T01		28 Outfalls – Milkinghill, Bicker Field No. 293 Grid Refs: 521515,338576
2015/T02		2 Outfalls – Milkinghill, Bicker Field No. 388 Grid Refs: 522033,338195
2015/T03		1 Outfall – Drain 2/2 23 Outfalls – Drain 2/5 Grid Refs: 520183,337671 520278,337525
2015/T04		22 Outfalls Drain 2/2 Grid Refs: 518449,335598
2015/T05		1 Outfall Drain 4/18 Grid Refs: 527670,337568
2015/T06		17 Outfalls Drain 4/51 Grid Refs: 522042,340381

5. EXTENDED AREA CONSENTS

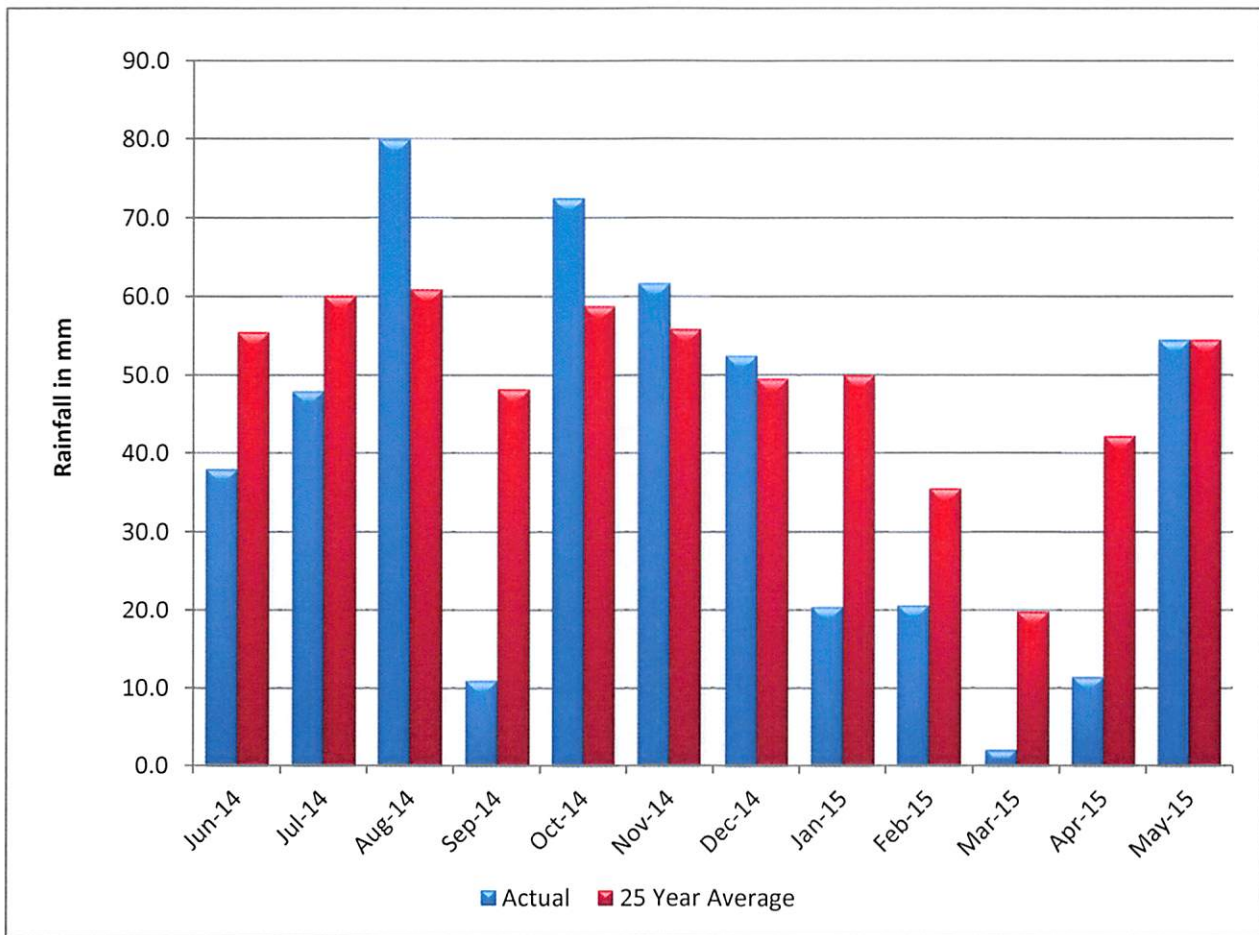
The following Extended Area applications have been issued by the Board since 4th February 2015

2015/X01		Lining of existing culvert Park Lane Ewerby Grid Refs: 510935,347916
<u>2015/X02</u>		Piping of private watercourse. Ewerby Cemetry Grid Refs: 512300,347290

I M Warsap
Chief Executive

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

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Jun-14	37.9	55.5	68.29%
Jul-14	47.9	60.1	79.70%
Aug-14	79.9	60.9	131.20%
Sep-14	10.9	48.2	22.61%
Oct-14	72.5	58.8	123.30%
Nov-14	61.7	55.9	110.38%
Dec-14	52.5	49.5	106.06%
Jan-15	20.4	50.0	40.80%
Feb-15	20.6	35.5	58.03%
Mar-15	2.0	19.8	10.10%
Apr-15	11.4	42.2	27.01%
May-15	54.5	54.5	100.00%
Totals	472.2	590.9	79.91%



BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Swineshead Depot

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Jun-14	30.5	53.2	57.33%
Jul-14	84.5	61.6	137.18%
Aug-14	79.3	63.5	124.88%
Sep-14	21.8	48.1	45.32%
Oct-14	72.5	61.3	118.27%
Nov-14	63.7	55.1	115.61%
Dec-14	41.7	52.3	79.73%
Jan-15	32.7	50.8	64.37%
Feb-15	19.7	37.1	53.10%
Mar-15	19.1	36.4	52.47%
Apr-15	12.0	43.0	27.91%
May-15	56.2	56.7	99.12%
Totals	533.7	619.1	86.21%

