

# Doncaster East Internal Drainage Board

Minutes of a Meeting of the Board held at the Green Tree Inn, Tudworth, on Friday, 29th November 2024, commencing at 10.00 a.m.

## Elected

- \* Mr M. Brooke
- \* Mr P.A.M. Cornish
- \* Mr I. Dixon
- \* Mr R. Durdy
- \* Mr R. Hopkins
- \* Mr N.V. Williams
- Mr R. Wilson

\* *Present*

## Appointed by the City of Doncaster Council

- \* Mr C. Crowe
- \* Mr P. Horne (Vice-Chairman)
- \* Mr M. Houlbrook
- \* Mr C. McGuinness (Chairman)
- Ms H. Norford
- \* Mr M. Oldknow
- \* Mr A. Porter
- Vacancy

## Officers

- Mr A. McGill (Chief Executive)
- \* Mr R. Brown (Senior Engineer)
- \* Mr A. Malin (Senior Operations Manager)
- \* Mr G. Sutton (Operations Manager)
- \* Mrs N. Hind (Finance Manager)
- \* Mrs C. Davies (Corporate Services Manager)

\* *In attendance*

## 2024.74 ELECTION OF CHAIRMAN

It was proposed, seconded and RESOLVED unanimously

That Mr C. McGuinness be elected Chairman of the Board for the ensuing year.

## 2024.75 ELECTION OF VICE-CHAIRMAN

Mr P. Horne felt that it was time for him to stand down as Vice-Chairman and stated that he would not be seeking re-election as Vice-Chairman. Members thanked him for his service to the Board.

It was proposed, seconded and RESOLVED unanimously

That Mr M. Oldknow be elected Vice-Chairman of the Board for the ensuing year.

## 2024.76 APOLOGIES

Apologies for absence were received from Messrs R. Wilson and A. McGill.

## 2024.77 DECLARATIONS OF INTEREST

Mr M. Houlbrook declared an interest in matters relating to the Special Levies Special Interest Group as he attended meetings on behalf of the City of Doncaster Council (CDC). The Vice-Chairman queried the position regarding the nature of the interest of members appointed by CDC. The Board had sought legal advice on this before and been informed that members were there to represent the interest of the Board and in matters such as this could participate in discussions.

Messrs M. Houlbrook (CDC Portfolio Holder for Sustainability and Waste) and A. Porter (CDC Senior Drainage Engineer, Flood Risk Management) declared an interest in Agenda Item 7 (Matters Arising - Park Drain Slip); they would leave the meeting when this was discussed.

**2024.78 NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS**

It was agreed that Park Drain Slip would be discussed at the end of the meeting and Officers from City of Doncaster Council would leave the meeting. Details would be recorded on Pink Paper. The Chairman expressed concern that this issue had been ongoing for a number of years and was no closer to a resolution.

**2024.79 BOARD MINUTES**

**RESOLVED**

That the minutes of the meeting of the Board held on 13th September 2024 be confirmed subject to the following amendment at the bottom of Page 4 (2024.68) 'Mr P. Cornish understood that DEFRA had a £358M underspend on environmental schemes over a three-year period'.

**2024.80 MATTERS ARISING**

**(a) 2024.68(a), Page 4 - Flood Recovery and Asset Improvement Funding**

In response to Mr M. Houlbrook, Officers confirmed that this was part of the £75M announced by the Government in February 2024 to assist with IDB's operational expenses and repairs to assets following the 2023/24 winter storms (Tranche 1) and to upgrade IDB assets for the future (Tranche 2).

The Senior Engineer confirmed that payment of the first two instalments of the Tranche 1 money due in September and October (£266,498.73) was still awaited but had been confirmed. He stated that the Board had been selected for audit and the necessary information had been provided. Also, because of how the payments were structured, the Board would be required to provide project update reports at each payment stage (further details in the Asset Renewal report under 1:3).

The Senior Engineer further reported that the Board's application for Tranche 2 funding had not been successful although a further £19M was available as Tranche 2 (B) with applications for capital projects to be submitted by January 2025. The Senior Engineer understood that a lot of money had been awarded for Environment Agency bank repairs. The Chairman questioned this, as his understanding was that the money was supposed to be for IDB's assets and it appeared that much of the Tranche 2 money was being spent on EA assets. He asked Officers to request a copy of the minutes from the last meeting of the North Lincolnshire Strategic Flood Board minutes where this had been reported.

**RECEIVED**

**(b) Minute 2024.66, Page 3 - Operations Report**

Mr M. Brooke stated that the middle section of the River Torne had still not been cleared, the EA had gone in with the weedboat but had cleared the same section they did last time. The Senior Operations Manager confirmed that he had raised this with the local operations team and understood that tree and bushing work would be undertaken this year and clearance next year. The Chairman emphasised the importance of getting written confirmation of this from the EA, or if a verbal agreement was reached, following this up with an email.

**RECEIVED**

(c) Consortium Committee Minutes, Minute 7, Page 3 - Strategic Engagement and Public Relations

In response to the Chairman, Mr M. Houlbrook confirmed that the council tax was now capped at a 5% increase rather than the previous 2%.

At an ADA Policy and Finance Committee meeting it was raised that DEFRA was undertaking a Cost Review of IDBs, to which the Consortium's Chief Executive had enquired, would it also consider the value of IDBs as the two were quite different; he was informed that it was likely that it would. Further to this, at the ADA Conference it was announced that DEFRA would be undertaking a Governance Review of IDBs. ADA's Chief Executive had been approached to sit on the Advisory Group but had yet to be briefed on the scope of the review. Concerns had been raised by several Lincolnshire and Yorkshire IDBs as to the nature of the review and the award of the contract to a company providing administrative services to IDB's which might be considered a conflict of interest.

The Chief Executive had queried whether, at a time when IDBs were already under the spotlight with the Local Government Association Special Interest Group looking at the funding of IDBs, the Review was to inform this debate by exploring the funding routes currently proposed by the SIG or was more broadly to consider the delivery method of the IDB function. He had written to DEFRA and ADA asking for confirmation on whether this was a cost or governance review and requested a copy of the Scoping Document.

In response, DEFRA had confirmed that following the financial pressures over recent years leading to increased special levies and drainage rates, lobbying of DEFRA and the Ministry of Housing, Communities and Local Government (MHCLG) by some local authorities had resulted in the creation of the Local Government Association Special Interest Group, which was seeking a new approach to how IDBs were funded. Following this MHCLG had announced additional support, through the Local Government Finance Settlements, for 15 of the local authorities most affected. DEFRA and MHCLG had also committed to undertake a research and analysis project into IDB finances to better understand the increases, and consider what, if any, reforms Ministers may wish to take to future-proof the viability of IDBs and their work. The project would consider current funding and costs of IDBs and the trends for both, including a comparison with inflation; this high level economic and financial review, gathering and analysing quantitative financial data would be coupled with a more in depth look at a sample group of IDBs (via interviews) in order to gain a better understanding of income, costs, expenditure, roles and responsibilities, challenges and opportunities. The project would also assess the benefits IDBs delivered, looking at identifying and monetising these which DEFRA felt would be beneficial to showcase the value of IDBs and would consider what lessons and best practice could be learnt and shared amongst IDBs, for example novel ways of increasing income or reducing expenditure.

DEFRA had said that the project would not be making recommendations to Ministers on reforms to IDBs or how they were funded; this would be undertaken by DEFRA or MHCLG and the project would help with this work. The final decision on any reforms would be for Ministers. Also, the project would not be looking at IDB governance structures.

Regarding any potential conflict of interest, DEFRA had considered this, detailed measures that were in place and did not consider there was a conflict of interest but had asked for views from IDBs as to what they considered the conflict to be and how it may impact IDBs' input into the project.

The Chairman was disappointed that IDBs were under the microscope again and concerned that this may have been brought about by the SIG. He stated that IDBs had not been consulted on their views regarding the special levies, nor the changes to SUDS. He suggested that ADA be invited to attend a Board meeting to explain why this had not been done.

A special meeting of the ADA Board would be held on Tuesday, 3rd December 2024 to discuss the matter and Officers would report back on the outcome of the discussions.

RECEIVED

#### 2024.81 CONSORTIUM COMMITTEE

The attached minutes of the meeting held on 29th October 2024 were presented for consideration.

RESOLVED

That the attached minutes of the Consortium Committee meeting held on 29th October 2024 be approved and adopted with the exclusion of the recommendation in Minute 8 which would be discussed under the Joint Negotiating Committee below.

#### 2024.82 JOINT NEGOTIATING COMMITTEE

The attached minutes of the meeting held on 29th October 2024 were presented. Officers left the meeting whilst the 2025/26 pay increase was discussed.

RESOLVED

- (a) That the attached minutes of the Joint Negotiating Committee meeting held on 29th October 2024 be confirmed as a correct record and adopted by the Board.
- (b) That all spine points be increased by £500 and then a 5.1% increase be applied for all employees with effect from 1st April 2025.
- (c) That Duty Officer payments be increased by 6%.

#### 2024.83 MEETINGS AND COMMITTEES

##### (a) Board and Committee Meetings

The Corporate Services Manager proposed the following meeting dates:

<i>Date</i>	<i>Time</i>	<i>Meeting</i>
31st January 2025	10.00 a.m.	Board (approval of estimates and rate setting)
28th March 2025	10.00 a.m.	Board
16th April 2025	10.00 a.m.	WMC Conservation Advisory Group
14th May 2025	11.00 a.m.	Consortium Committee
14th May 2025	2.00 p.m.	Joint Negotiating Committee
27th June 2025	10.00 a.m.	Board (Approval of final accounts)
17th September 2025	10.00 a.m.	WMC Conservation Advisory Group
26th September 2025	10.00 a.m.	Board
22nd October 2025	11.00 a.m.	Consortium Committee
22nd October 2025	2.00 p.m.	Joint Negotiating Committee

28th November 2025	10.00 a.m.	Board (Annual General meeting)
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RESOLVED

That the above dates be approved.

(b) Other Meetings

The following dates were presented for information:

3rd December 2024		ADA AGM (online)
28th January 2025		ADA Policy Committee
11th February 2025		ADA Advisory Committee
12th February 2025 Provisional		ADA Trent Branch and Annual EA/IDB Liaison Meeting (postponed from November)
20th May 2025		ADA Policy Committee
10th June 2025		ADA Advisory Committee
11th June 2025 Provisional		ADA Trent Branch AGM
18th and 19th June 2025		Lincolnshire Show
10th September 2025		ADA Policy Committee
23rd September 2025		ADA Advisory Committee
12th November 2025 TBC		ADA Conference
19th November 2025 Provisional		ADA Trent Branch and Annual EA/IDB Liaison Meeting

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(c) Committees

RESOLVED

- (i) That the Chairman and Vice-Chairman represent the Board on the Consortium Committee with Mr M. Brooke as alternate.
- (ii) That the Chairman represent the Board on the Joint Negotiating Committee with the Vice-Chairman as alternate.
- (iii) That Messrs P. Cornish and N. Williams represent the Board on the Conservation Advisory Group.

2024.84 HEALTH, SAFETY AND WELFARE

The attached report was presented for information. It was noted that the Dynamic Risk Register would be presented to the January Board meeting.

RECEIVED

2024.85 OPERATIONS

The attached report was presented for information.

Regarding 2:1 of the attached report, in response to Mr M. Brooke, the Senior Operations Manager confirmed that levelling of the bank top was necessary to ensure safe working of machinery. Mr Brooke highlighted that there was a slip near the outfall on Middle Drain which had been raised by Mr Durdy as needing attention.

Regarding PSCA work (see 3:1 attached), the Senior Operations Manager stated that the EA would not commit to work in advance of 12 months. He stated that in some areas the EA's maintenance budget had been cut from £25M to £11M.

The Senior Operations Manager referred to work on the River Smite in the TV area which had commenced but been stopped by the EA's Fisheries and Biodiversity Team because the amount of silt being deposited on the bank top may be detrimental to water vole habitat. In response to Mr M. Brooke, he explained that although the PSCA Agreement was for a period of five years, the schedule of works was approved annually. He highlighted that there was still no PSCA work being undertaken in the AX area but work in the LM area had increased and was receiving positive feedback.

The Senior Operations Manager reported on the proposed replacement of the Mitsubishi L200 pickup (4:1 on the attached report) and the tax implications following the Autumn budget which would be applicable for any double cab pickups purchased after 1st April 2025. Any vehicles purchased after this date would be classed as cars in respect of tax and benefit in kind and would result in additional costs for both the employer and the employee. Vehicles purchased prior to April 2025 would be exempt until April 2029. The situation was currently unclear as to whether VAT would be affected and Officers would update on this should the situation change.

Mr M. Brooke understood from the Board's contractor that he had not been furnished with a job card for one of the watercourses which was approved for adoption by the Board earlier this year. The Operations Manager stated that the eight watercourses approved for adoption by the Board in September and November 2023 had been included in the programme but he would check with the contractor to ensure he had the correct documentation.

Mr M. Brooke referred to the North Ings Drain and development near the junction of the M180/M18, south of the link road. He had been contacted by a concerned local landowner who understood that the developers wanted the water to go the other way. The Senior Engineer confirmed that Officers were liaising with the developers regarding taking the water to Cuckoo Lane Pumping Station where there was capacity to deal with this. The Operations Manager was aware of the concerns and had spoken to the landowner and raised his concern with the Board's Planning and Enforcement Team but would contact him again.

#### RESOLVED

- (a) That the attached report be noted.
- (b) That the purchase of a replacement 4x4 vehicle be brought forward and tenders sought for a suitable replacement to be presented at the January Board meeting for approval, the cost of the replacement vehicle to be met from reserves.

#### 2024.86 PUMPING STATION STATUS

The attached report was circulated for information and Officers updated on issues. It was noted that the pumps at Torne Bridge, Park Drain, Sandall Grange, South Thorne Bank, Cadmans, Newington, Low Ellers, Balby Carr. South Thorne Bank, Park Drain, Low Ellers and Balby Carr would be operational by Christmas and Torne Bridge, Cadmans, Sandall Grange and Newington before the end of the financial year.

Issues with six of the 16 automatic weedscreen cleaners were highlighted; of the six three were only able to be operated in manual control. A decision on some of these would be deferred until the EA's rationalisation of pumping stations had been decided. The

weedscreen at Huxterwell had been repaired and was awaiting installation; this formed part of the Iport Agreement with costs to be met by the developer.

Regarding the proposed rationalisation, Mr M. Brooke queried when this would be discussed. In response, the Senior Engineer understood that the modelling had been completed but it had not yet been reviewed. A strategic outline case would then be prepared setting out the direction and what was required to make stations compliant. The Senior Engineer did not know which option the EA would put forward. Mr M. Brooke stated that landowners were very concerned as some areas were still under water. Mr C. Crowe reported that some of these stations had been designed to manage the water at the time and had worked well but became less effective as the mining moved further away. The Senior Engineer confirmed that the Coal Authority would be consulted.

RESOLVED

That the attached report be noted.

#### 2024.87 ASSET RENEWAL AND REFURBISHMENT

Officers presented the attached report for consideration and updated on progress with projects.

The Senior Engineer reported that SCAPE had been appointed to scope the joint refurbishment/rationalisation project at the Board's Elmhirst and EA's New Zealand pumping stations. This project was grant funded and the EA would be funding the scope. The Board's Officers would be meeting with the EA in January. Mr M. Brooke queried whether the watercourse between the two stations would be deepened, stating that this took water from the Moors so levels may be an issue. The Senior Engineer stated that various options were being considered for the disposal of the water and there would be no detriment to the catchment. He reported that all options now had to be taken into account starting with a baseline of no pumping stations, then looking at the benefits of installing pumps. Mr M. Brooke stated that some of the land to the left could be built on in the future. In response to this, the Senior Engineer stated that, should this be the case, it would be up to the developer to ensure there was adequate provision on site to attenuate the water.

RESOLVED

That the attached report and progress be noted.

#### 2024.88 PLANNING, CONSENTING AND ENFORCEMENT ISSUES

Officers presented the attached report together with a schedule detailing one Byelaw consent and one Section 23 consent that had been granted under delegated authority since the last meeting and eight planning applications where comments relating to surface water drainage had been submitted; objection had been raised to planning application number PA/2023/192 which contravened the Board's Byelaws. It was noted that the Board's Officers continued to monitor two large-scale projects within the Board's area.

RESOLVED

That the Officers actions be approved.

##### (a) Byelaw Application – Mother Drain, Balby Carr

The Senior Engineer referred to 2:1 of the attached report for installation of a high-pressure gas supply pipe crossing the Board maintained Mother Drain. He stated that crossing of the watercourse was the only means of getting the gas main on site

and given the size of the pipe and the location of the supply main within the highway, it would be extremely difficult to comply with the Board's usual requirement of installation at a depth of 1.5 metres using trenchless technology. The applicant had therefore agreed to enter into a legal agreement indemnifying the Board against any future claims and to concrete line the channel to reduce maintenance. Officers had stated that two other crossings nearby had recently been consented and suggested that all three mains could be laid at the same location, resulting in only one crossing of the watercourse.

In response to Mr P. Cornish who queried cost of jetting the concrete channel compared to maintenance of an open watercourse, the Senior Engineer reported that there was a nominal extra cost.

Members queried how watertight a Deed of Indemnity would be should there be an issue in the future and Officers confirmed that they were seeking legal advice to clarify this. Should this application be agreed, the Senior Engineer suggested that the Deed should be with Cadent Gas rather than the applicants.

RESOLVED

- (a) That Officers seek clarification on the efficacy of a Deed of Indemnity and whether this would afford adequate protection for the Board in perpetuity.
- (b) That Officers approach Cadent Gas to enquire whether they would be prepared to enter into a Deed of Indemnity.
- (c) That a further report be brought back to the January Board meeting.

(b) Byelaw Contravention - Balby Drain

Officers referred to 2:2 of the attached report and a recent letter received from the developer's solicitor giving counter-notice objecting to the reasonableness and/or necessity of removing the drainage feature on the grounds that it did not significantly obstruct or impede access or adversely affect the working of the drainage system, and requesting that this went to arbitration. This had been forwarded to the Board's solicitor for advice.

Members considered the matter and expressed concern that the developers had continued to locate structures in contravention of the Board's Byelaws despite being notified of these prior to any work commencing on site and this being highlighted by the Board's Officers at site meetings with the developer. Further, no evidence had been provided by the applicant to confirm that the proposed tanks would be able to support the heavy plant and equipment operated by the Board.

RESOLVED

That the Board uphold its decision to refuse consent for the attenuation tank and surface water pumping station within nine metres of the Board maintained Balby Drain and that legal advice on the next steps be sought.

2024.89 ENVIRONMENTAL REPORT

The attached report was presented for information and item 2 updating on mink, water vole, badger licencing, bird nesting and beavers was noted.



The Operations Manager highlighted that the environmental recording shown in the pie chart on 1:1 of the attached report was not up to date; paper records submitted by the Board's contractors had not yet been reviewed and this number should increase.

Regarding 2:4:2, members welcomed the move towards licencing to enable IDBs to remove any obstructions in watercourses caused by the work of Beavers.

RECEIVED

#### 2024.90 ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

This had been covered elsewhere during the meeting.

#### 2024.91 DRAINAGE RATES AND SPECIAL LEVIES

Drainage rates outstanding at 8th November 2024 totalled £2,765.26. Second reminders for payment were posted on 18th October 2024 and Court dates booked for January 2025.

Special levies had been paid in full.

RECEIVED

#### 2024.92 FINANCE

The attached report was presented by the Deputy Finance Manager. Regarding the current cash position (detailed at 1:1), the Finance Manager stated that alternative accounts offering interest rates for instant access were being sought.

Management Accounts for the period up to 30th September 2024 (Appendix 2 of the attached report) showed a negative variance of £16,936.68 largely due to higher electricity and contractor's costs. Mr C. Crowe stated that Coal Authority (CA) costs had similarly increased. He had been asked to query the Board's administration costs, e.g. the Board currently charged a percentage of the total invoice amount which could be quite large on certain invoices. The Finance Manager stated that the percentage was to cover labour costs. She stated that the money received in respect of the Tranche 1 funding had boosted income and would reduce the CA costs slightly. Consortium recharges were also lower than expected at this time.

Members discussed the two amounts outstanding at 1:4:3. It was noted that a formal letter was being prepared to send to Yorkshire Water. The debt outstanding with Rossington Development would be made as soon as the Agreement was finalised.

Loans outstanding with the Public Works Loan Board totalling £237,125.06 were noted (details on Appendix 1 of the attached report).

The Forecast of Outturn was presented at item 2 of the report. It was noted that although the surplus cash position was estimated to be 43.07% of net operating costs at the year-end, in monetary terms this amounted to £546,487.69 which could quickly be depleted should the Board experience similar weather to last year.

The Schedule of Payments over £500 (Appendix 4 of the attached report) was presented.

The Deputy Finance Manager referred to 3:3 and stated that the Lincolnshire and Bedford IDBs had reviewed tenders for the provision of internal audit services and appointed Lighthouse UK Consultancy Ltd with immediate effect. Appendix 5 of the attached report detailed the areas to be covered this year.

RESOLVED

- (a) That the attached Management Accounts be approved.
- (b) That the forecast of outturn at 31st March 2025 be noted.
- (c) That the attached Schedule of Payments over £500 totalling £324,575.00 be approved.
- (d) That the Board approve the appointment of Lighthouse UK Consultancy Ltd as internal auditors for a period of five-years commencing 1st October 2024 (with a possible two-year extension).
- (e) That the attached Internal Audit Programme for 2024/25 be approved.

2024.93 2025/2026 DRAFT ESTIMATES

The Finance Manager presented a report showing DRAFT estimates and a five-year plan. Although a zero percent rate increase would still leave balances in excess of the 30% reserve policy, members took into account the amount of work required in the future and the need to increase the rate by 6.5% in years four and five. The Finance Manager advised members to look at the amount of the reserves in monetary terms, as well as a percentage and consider expenditure over the five-years rather than one year at a time.

In years where there was excessive rainfall, reserves could be depleted quickly and, although reserves would be higher than the policy over the next three years, the DRAFT five-year plan showed these reducing below the policy in years four and five due to the funding required to deliver the asset renewals and refurbishment programme which was essential to keep the Board's assets functioning effectively.

The Chairman stated that there had already been three named storms this year and the Board must have sufficient funds to respond to and recover from heavy rainfall events. Mr N. Williams agreed, stating that the likelihood of a significant event was more likely now than ever. There may also be additional costs relating to the Park Drain slip as well as legal costs in relation to a Byelaw Contravention.

Mr M. Houlbrook stated that the Board had a lot of assets that were in need of repair and replacement so it was necessary to maintain healthy balances in order to complete this work. Mr N. Williams highlighted that there was also the possibility that the Environment Agency would be undertaking less work in the future and this would impact on the Board particularly if it resulted in demanding.

Members were of the opinion that a small steady increase in the rate was the best way forward as it would build the pumping station reserve to ensure that there were sufficient funds to undertake the planned works programme taking into account the increasing costs of pumping plant and equipment. It would also ensure that there were funds available for additional pumping costs and breakdowns which was prudent as weather patterns were changing.

RESOLVED

That a percentage increase of 1% be approved in principle for 2025/26 and that the estimates and five-year plan be prepared on this basis for consideration and approval at the January Board meeting.

2024.94 PARK DRAIN SLIP

Due to the confidential nature of the business being discussed and the potential conflict of interest, Officers from the City of Doncaster Council left the meeting before this item was discussed. It was agreed that the report and resolution would be recorded on Pink Paper.

CHAIRMAN

# CONSORTIUM COMMITTEE

Minutes of a Meeting held at 1.00 p.m. on Tuesday, 29th October 2024 at Torksey Pumping Station.

Present: Messrs J. Coggon (Committee Chairman) and Peter Cornish (AX), J. Miller (TV), G. Crust and S.W. Eyre (LM), and C. McGuinness and Peter Horne (DE).

In attendance: Mr A. McGill (Chief Executive) and Mrs C. Davies (Corporate Services Manager).

It was agreed that Mr J. Coggon would continue as Chairman for a further 12 months.

## 1. APOLOGIES

Apologies for absence were received from Mr T.H. Farr and Mrs L. Dales.

## 2. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 15th May 2024 were noted; these had already been approved by the four Boards.

## 3. MATTERS ARISING

### 3:1 Minute 3:1, Page 1 - Telemetry

The Chief Executive confirmed that, where possible, an additional 'storm level' setting had been implemented. It was agreed that Duty Officers monitoring the telemetry must be aware of the need to make adjustments or take appropriate actions when pumps were removed/out of action.

RECEIVED

### 3:2 Minute 9:5, Page 5 - Storm Recovery and Asset Improvement Fund

The Chief Executive reported that although the Tranche 1 bids had been successful, payment had not yet been received. Officers were still awaiting a decision on the Tranche 2 applications.

RECEIVED

## 4. UPDATE ON PROJECT DELIVERY

The Chief Executive reported that a review of the Asset Renewals and Refurbishment Programme had been undertaken to ensure it was deliverable and had resulted in some projects being put back 18 months. Additional work had been included following the storms earlier in the year but many of these were small pumps, e.g. in the DE area. There was a lot of work in the programme and the Boards did not have the resources to do everything; a more focussed schedule should improve productivity. There needed to be some resilience to enable additional work to be undertaken, e.g. small investigations. The revised programme would be presented to the individual boards.

It was noted that preparation of the Outline Business Case for Wiseton Pumping Station was underway and channel works in the catchment would be undertaken this winter.

RECEIVED

## 5. MAIN RIVER MAINTENANCE/PSCA WORKS

The Chief Executive had recently attended a meeting organised by the Lincolnshire National Farmers Union and given a presentation on the work undertaken by LM on main rivers; EA Officers were also present and Mrs V. Atkins, M.P. attended remotely. It had been reported that £11.3M had been awarded to the EA to undertake main river maintenance work compared to their regional maintenance bid of £27M. In response to Mr C. McGuinness, the Chief Executive agreed to forward costs for the Trent and Nottinghamshire areas. Concern had been expressed at the meeting about the cut backs. Mr C. McGuinness understood that this maintenance money had been robbed to enable them to top up the capital fund and emphasised that more houses were at risk of flooding now than previously. Mr P. Cornish referred to the £3.2B allocated for capital works that the EA could not spend and stated that some of this should be used for maintenance. He stated that the boards must continue to push this with their local MPs. The Chief Executive reported that Mr P. Lockhart from the EA had said that all major capital investment in the Nottinghamshire area was complete.

Members expressed concern about a recent comment from the EA that 'IDBs just do land drainage, the EA does flood risk'. He was expecting the narrative to change from 'they are not doing maintenance' to 'they are cash strapped'.

In response to members, the Chief Executive confirmed that the trial in the LM area had gone well. LM had undertaken maintenance on six of the seven agreed main rivers to the Board's standard and feedback from the adjacent landowners had been very positive.

The Chief Executive reported that there was talk about a similar arrangement in the Nottinghamshire area and the EA seemed positive about this. All works were recharged at cost (man and machine) plus a small cost to cover administration costs. If a firm commitment was given by the EA for future works, the boards could consider hiring an additional member of staff.

It was noted that work was due to commence today on the River Smite. In response to Mr J. Miller, the Chief Executive reported that he had seen no changes in the EA following the change in Government.

Mr P. Cornish confirmed that work had started on the River Idle at Bawtry (from Bawtry to the mushroom factory) and reported silt levels of one metre which the contractor reported was worse than expected.

Mr C. McGuinness referred to the last ADA Trent Branch meeting where he had asked why the EA was applying more environmental benefit than was required.

The Chief Executive stated that a uniformed approach across all government departments was required.

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#### 6. UPDATE FROM INDIVIDUAL BOARDS ON OTHER MATTERS

Mr G. Crust expressed disappointment at the liaison between the Lincolnshire councils and IDBs, in particular with regard to the special levy which they classed as a drain on their finances. He was concerned about the way the Special Interest Group was taking this and the possibility of splitting the special levy from the council tax. Mr C. McGuinness agreed, stating that this could mean that if IDBs needed additional funding, they could be told they had a mechanism for raising funds locally. The Chief Executive had attended the meeting in Parliament on 8th October 2024 and understood that ADA was now fully aware of the boards' position on this.

Mr J. Miller praised the TV workforce, stating that they had been busy catching up with work that did not get done last year; there was still more to do but work on the ground was going well. He emphasised that it was important for the community to see work being undertaken, particularly following the flooding last winter.

Mr C. McGuinness reported that some councils were less keen to engage on matters where there were issues with joint assets. He explained that many of the council representatives on the DE board were not councillors so it was important that the council officer attended to feed back. Overall, support from DMBC was positive and they understood the need for the rate increase to maintain services. Mr P. Horne reported that the delivery time for pumps/spares seemed to have increased. In response, the Chief Executive reported that this was not helped by the fact that many IDBs were experiencing pump failures due to increased runtime last winter and they too were undertaking repairs/replacement. He stated that this demonstrated the need to keep assets in good order, e.g. regular maintenance/refurbishment and reforming, as it took a long time to catch up if the programme slipped. Mr C. McGuinness agreed, stating that this also helped with financial planning to smooth the rate.

Mr J. Coggon reported that two pumping stations were out of action in AX but the summer maintenance programme was progressing well with work in the northern area completed. Both the AX Chairman and Vice-Chairman were pleased to see an improvement in communication.

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## 7. STRATEGIC ENGAGEMENT AND PUBLIC RELATIONS

The Chief Executive updated on the following meetings:

8th October	AX	Parliamentary Reception – Special Interest Group regarding special levies (attended by MPs, IDBs, DCs)	Andrew McGill
9th October	AX	Daryl Road, Retford – meeting with residents regarding Carr Dyke and River Idle (attended by EA, IDB, DCs)	Chief Executive and Engineer
5th November	TV	North Scarle Flood Group	Engineer, Senior Operations Manager and Operations Manager
11th November	TV	Nottinghamshire NFU	Chief Executive
11th November	TV	Sutton-on-Trent Flood Alleviation Scheme meeting with Parish Council followed by meeting with landowners (work due to commence before Christmas 2024)	Chairman, Engineer, Senior Operations Manager and Operations Manager
12th November	AX	Wiseton Pumping Station and Catchment Improvements – meeting with landowners	Vice-Chairman, Engineer, Senior Operations Manager and Operations Manager
27th November	LM	Lincolnshire NFU	Chief Executive
28th November	TV	Thurgarton Flood Group	
13th November		ADA Conference	

The Chief Executive reported that there were more M.P.s present at the recent Parliamentary reception and he had met with several local ones and would be following this up with an invitation to visit the boards' areas. Mr J. Miller referred to the DEFRA visit in August and suggested that the new Floods Resilience Taskforce should be invited to visit the boards.

The Chief Executive reported that a review of the cost of IDBs was being undertaken and he had suggested that this should also include the value of IDBs.

### RECEIVED

## 8. STAFFING

The Corporate Services Manager updated on staffing across the Consortium.

Regarding the pay increase for 2025/26, the Union had submitted a claim for a consolidated £500 plus a 5.1% increase, applicable to all salary points and this was circulated to members. Members were also provided with information from the Office of National Statistics and a schedule showing the additional cost to each board for a lump sum of £300 plus options for a 3%, 4% and 5.15% increase, and a straight 5.1% increase (no lump sum).

The Corporate Services Manager reported that concerns had been raised by the TV workforce regarding use of their own vehicles for work and it was agreed that this would be discussed by the TV Board in November.

The Corporate Services Manager further reported that (in accordance with the Terms and Conditions which stated that these would be reviewed every three years) the Duty Officer payments were now due for review. She explained the roles of the WMC Duty Officer and the DLO Duty/Appointed Person.

*The Chief Executive and Corporate Services Manager left the meeting whilst the 2025/26 pay increase was discussed.*

### RECOMMENDED

- (a) That the annual Duty Officer payments be increased from £1,950 to £2,067 and from £975 to £1,033.50 respectively (an increase of 6%).

- (b) That with effect from 1st April 2025 the Consortium increase all salary points by £500 and then apply an increase of 5.1%.

9. ANY OTHER BUSINESS

None.

CHAIRMAN

# Water Management Consortium

## Joint Negotiating Committee

Minutes of a Meeting held at 3.00 p.m. on Tuesday, 29th October 2024 at Torksey Depot.

Present:

Board representatives: Giles Crust (LM Chairman), John Coggon (AX Chairman), John Miller (TV Chairman) and Chris McGuinness (DE Chairman).

Employee representatives: [REDACTED] (TV DLO), [REDACTED] LM DLO) and [REDACTED] n (DE DLO).

Union representative: [REDACTED] (Secretary, Unison East Midlands IDBs Branch).

In attendance:

Officers: Andrew McGill (Chief Executive) and Carol Davies (Corporate Services Manager).  
LM Vice-Chairman, S.W. Eyre.

John Coggon chaired the meeting.

### 1. APOLOGIES

Apologies for absence were received from [REDACTED], [REDACTED] and [REDACTED].

### 2. NOTES OF THE LAST MEETING

The Notes of the meeting held on 15th May 2024 were circulated for information, these had been approved by the Boards.

RECEIVED

### 3. MATTERS ARISING

It was noted that AX and DE were still awaiting costs from the East Riding Pension Scheme.

### 4. PAY INCREASE FOR 2025/26

John Miller stated that the Chairmen were aware that the DLO pay had been reviewed but not the office staff which may mean that they may still be slightly behind inflation.

The DLO had asked for annual increases to be applied to the Duty Officer payments, stating that this was what used to happen prior to the salary review and it was not made clear at the time that this would not be the case going forward. John Miller agreed that this could be reviewed every year, however, the Chairman stated that there were no guarantees that it would be increased.

[REDACTED] supported the paper put forward by the Union for a £500 plus 5.1% increase.

The Chairman reported that the pay increase had been considered at the Consortium Committee meeting and had accepted that some spine points could be slightly behind and agreed to recommend that the boards approve (with effect from 1st April 2025) a £500 increase on all spine points and then apply a 5.1% increase. In addition to this, they would recommend that the Duty Officer payments be increased by 6% and reviewed again next year.



[REDACTED] stated that the TV DLO would be more than happy with the pay offer, [REDACTED] and [REDACTED] also stated that the DE, AX and LM DLO would be happy with the offer.

[REDACTED] stated that he would have to take this back to the Union members but was confident they would be accept the offer.

#### 5. TERMS AND CONDITIONS

John Miller confirmed to [REDACTED] that the TV Board would be considering travelling and provision of vehicles at the November Board meeting. [REDACTED] stated that all other Land Drainage Operatives across the Consortium were provided with a vehicle, the TV DLO were incurring huge costs for using their own vehicles for work (e.g. insurance, additional servicing and wear and tear) and felt that the current mileage allowance did not cover this.

[REDACTED] agreed to send through some examples of this to [REDACTED] so that it could be taken into account.

CHAIRMAN

FOR MEMBERS' INFORMATION ONLY

<b>DONCASTER EAST INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: <b>12</b>
Meeting: Board Meeting Date: <b>29th November 2024</b>	Subject: <b>HEALTH, SAFETY AND WELFARE</b>	

1. Incidents

- 1:1 There have been four incidents and one near miss reported across the Consortium since the last meeting.

<i>Category</i>	<i>LMDB</i>	<i>IOANN</i>	<i>TVIDB</i>	<i>DEIDB</i>
Cuts	1			
Machinery Related			1	
Lifting Carrying				
Road Traffic Accident				
Damage Only	1		1	
Near Miss		1		
Totals	2	1	2	0

1:2 Incident of Note:

The 600m culvert at Misterton that was categorised as high risk during an inspection by Northern Divers has been secured via the installation of a temporary screen until longer term measures can be constructed. The installation of a permanent raking platform/enclosure will be undertaken in early 2025.

2. Health and Safety Documentation Annual Review

- 2:1 The annual review of the Consortiums Health and Safety Policy has been presented to the Chief Executive Officer for approval. Specific areas of focus identified for inclusion in the 2024/25 action plan will be discussed by the Health and Safety Committee at the meeting in December.

**Recommendation:** To note report of Officers.

Antony Malin  
Senior Operations Manager / Health and Safety Advisor

FOR MEMBERS' INFORMATION ONLY

<b>DONCASTER EAST INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: <b>13</b>
Meeting: Board Meeting Date: <b>29th November 2024</b>	Subject: <b>OPERATIONS</b>	

1. Summer Maintenance Works

- 1:1 At the time of writing this report 75% of the flailing and 73% of the weed cutting work has been completed. Discussions with the Boards contractors have confirmed that progress to date is as expected and that there are no concerns regarding the completion of the works programme by the end of December

2. Winter Maintenance Works

- 2:1 The programme of works to be undertaken by the Boards contractor up to 31st March 2025 is detailed below.

Drain Name	Catchment	Description of Works	Length (m)
White Rose Way Drain	Low Ellers	Levelling of Bank Top	1,150
St Catherines Well Stream	Huxter Well	Levelling of Bank Top	671
North Idle Drain	Dirtness	Levelling of Bank Top	500
Willow Close Drain	Bull Hassocks	Levelling of Bank Top	457
Pissy Beds Drain	Wike Well	Levelling of Bank Top	450
Dole Road North Drain	Medge Hall	Levelling of Bank Top	400
Middle Drain	Tickhill (River Torne)	Levelling of Bank Top	350
Brierholme Carr Drain	Wikewell	Levelling of Bank Top	350
Deeps Drain	Park Drain	Levelling of Bank Top	300
Brosely Drain	Cuckoo Lane	Levelling of Bank Top	219
Mosham Drain	Candy Farm South	Levelling of Bank Top	150
Old Rand Carr Drain	Candy Farm South	Levelling of Bank Top	115
Washing Dyke	Huxter Well	Levelling of Bank Top	87
South Ring Drain (North)	Torne Bridge	Levelling of Bank Top	50
Gatewood Drain 2	Candy Farm North	Levelling of Bank Top	1,500
Low Anchor	Cuckoo Lane	Slip Repair	15
Houpes Drain & Houpes Drain Branch	Elmhurst (New Zealand)	Tree & Bushing	500
Brierholme Carr Road Drain	Wike Well	Tree & Bushing	450
Low Anchor	Cuckoo Lane	Tree & Bushing	150

Dadsley Well Stream	Tickhill	Tree & Bushing Reforming	100 100
<b>Total</b>			<b>8,064</b>

- 2:2 Officers are currently in discussions with the Boards contractor regarding maintenance works being undertaken on Middle Drain (Outfall) at Tickhill in 2025/26. A quotation for works has been requested. A recommendation will be presented to the Board at the meeting in January.

### 3. Environment Agency Works (PSCA)

- 3:1 The Boards contractor has completed the majority of the annual PSCA maintenance works. A section of the River Torne between Rossington and Stancil is still to be completed due to insufficient water levels preventing the weedboat being deployed. The Environment Agency have confirmed that tree and bushing work on the section will be carried out this winter with the channel works being undertaken next year.

### 4. Plant Replacement

- 4:1 Officers have reviewed the performance of all the current plant and propose that the following item of plant be replaced during 2025/26.

#### Mitsubishi L200 4x4 Pick-Up

Mitsubishi L200 (WN19 LGY) (PLN7900) was purchased in 2019 and is due for replacement in line with the Boards plant replacement policy having covered 80,911 miles to date. The Mitsubishi is starting to show signs of wear and tear having recently suffered with Diesel Particulate Filter (DPF) issues. The estimated replacement cost is £28,000 with the purchase being offset by the disposal of the current vehicle for an estimated £2,000.

### 5. Pump Run Hours

- 5:1 Pump run hours are attached for information.

#### **Recommendation:**

To approve the purchase of a new 4x4 vehicle for an estimated cost of £28,000.

A. Malin  
Senior Operations Manager

G. Sutton  
Operations Manager



FOR MEMBERS' INFORMATION ONLY

<b>DONCASTER EAST INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: <b>14</b>
Meeting: Board Meeting Date: <b>29th November 2024</b>	Subject: <b>PUMPING STATION STATUS</b>	

1. Overview (Current Focus and/or Status)

1:1 The current issues at the Board's pumping stations are shown below.

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
<b>Kilham Farm PS</b>	1	Hand	Flooding to Farmland	Weedscreen cleaner is only available to run in hand. Prices being requested for replacement of PLC unit - CM	31/03/2025
	2			Order placed - Programme for delivery being developed	
<b>Torne Bridge PS</b>	1	Yes	Flooding of Farmland	Order placed - Programme for delivery being developed	31/03/2025
	2				
<b>Blaxton Quarry PS</b>	1	N/A	Flooding to farmland and fishing ponds	No issues	
	2				
<b>Franklins PS</b>	1	N/A	Flooding of Farmland	No issues	
	2				
<b>South Thorne Bank PS</b>	1	N/A	Flooding of Farmland	New sulzer pump on order with Industrial Pumps - Will require support from Ops to dam off PS - Date for install 08/11/2024	31/10/2024 (new date advised w/c 18/11/2024)
	2				
<b>Cadmans PS</b>	1	N/A	Flooding of Farmland	Order placed - Programme for delivery being developed	31/03/2025
	2				
<b>Park Drain PS</b>	1	Yes	Flooding of Farmland	Access bridge to rear compound is out of use due to subsidence - JB organising repairs- Pump 1 is currently being refurbished by North Lincs Engineering - Update 23/10 pump has been assembled and has passed pressure testing with all seals and mechanical seals sealing - New impellor is still awaited. (bridge will need to be repaired prior to reinstall of pump)	31/10/2024 (new date likely to be mid November)
	2				
	3				

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
Langholme PS	1	Yes	Flooding of Farmland	No issues	
	2				
Idle Stop PS	1	Hand	Flooding of Farmland	No issues	
	2				
Elmhirst PS	1	Yes	Flooding of Farmland and some properties if sustained outage	No issues	
	2				
Medge Hall PS	1	Yes	Farmland and gardens elevated if North Soak drain overtops	No issues	
	2				
High Level North PS	1	No	Flooding of Farmland	Weedscreen cleaner PLC is beyond economical repair. - Options to be presented to Board	
High Levels South PS	1	Hand	Flooding of Farmland	H&S issue - Weedscreen not available to run in auto due to no fence around the station - Will require land purchase so secure fence can be installed. RB/CD	31/12/2025
	2				
Wikewell PS	1	Yes	Pumps water from Kirton Lane and Cuckoo Lane PS and provides drainage to the M18 corridor	No issues	
	2				
	3				
Kirton Lane PS	1	Yes	Provides drainage for M18 corridor	No issues	
	2				
	3				
Cuckoo Lane PS	1	N/A	Flooding of residential / commercial / industrial	H&S Issue - Site has been made safe temporarily - Price received for new pump chamber covers (through Board's Insurers) - AB	31/10/2024 (unlikely to achieve - Date TBC)
	2				
Sandall Grange PS	1	N/A	Flooding of Farmland	Order placed - Programme for delivery being developed	31/03/2025
	2				

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
West Moor PS	1	Yes	Flooding of Farmland, some Commercial Properties	No issues	
	2				
Newington PS	1	No	Properties in the villages of Finningley and Austerfield	Placed the PO with ACE for the 2 x pumps & PO placed with Inter-Lec for new control panel	31/03/2025
	2			Weedscreen cleaner to be removed from site	
Low Ellers PS	1	Yes	Provides drainage for the south of Bessacarr and the East Coast Main Line	P3 has failed - Industrial Pumps to investigate under warranty - Industrial Pumps due on site (date to be confirmed) - Issues with weedscreen cleaner over travelling - PA attended site intermittent fault found - Ops to monitor	31/10/2024 (new date to be confirmed)
	2				
	3				
	4				
Balby Carr PS	1	Yes	Provides drainage for Balby Carr Bank, White Rose Way areas of Doncaster, numerous retail, commercial, industrial and residential areas and the East Coast Main line	P2 has been lifted, inspected and in process of being refurbished at North Lincs Engineering including new impellor - JB/CM	30/11/2024
	2				
	3				
	4				
Seven Arches PS	1	N/A	Development of Warren Park Housing Scheme and M18 Motorway	Control panel condemned - requires replacement - PO placed with Inter-Lec Ltd and panel being manufactured - Date for delivery and install TBC	
	2				
Huxterwell PS	1	No	iPort development and A6182	PO placed with Inter-Lec on 17/10 for Fenflow to repair weedscreen cleaner including a replacement gear box - Prov date for completion by Fenflow 18/11/24	31/12/2024
	2				
	3				
	4				

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
Tickhill PS	1	N/A	Properties in the villages of Tickhill, A1 Transport Network, Farmland	No issues	
	2				

Robert Brown  
Senior Engineer

Antony Malin  
Senior Operations Manager



## FOR MEMBERS' INFORMATION ONLY

<b>DONCASTER EAST INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: <b>15</b>
Meeting: Board Meeting Date: 29th November 2024	Subject: <b>ASSET RENEWAL AND REFURBISHMENT</b>	

1. Overview1:1 Projects – Current Focus

Project and Tasks	Description of Works	Budget	Expenditure	Planned Completion
<b>Severn Arches PS - New control panel</b>	Replacement of Pump control panel following significant NICEIC testing failure of existing panel.	£40,000	1,461.00	31/12/2024 New date 31/03/2025
<b>Park Drain Pumping Station - Pump repairs to Pump 1 and 3</b>	Repairs to Pump 1 and Pump 3 following seal leak failures on both pumps	65,000.00	27,270.30	29/11/2024 New date 31/12/2024
<b>Newington Pumping Station - Pump Replacement</b>	Replacement of pumps for Fish Friendly Pumps and associated control infrastructure.	164,000.00	582.00	31/03/2025
<b>Cadmans Pumping Station - Pump Repairs - Replacement</b>	Replacement of pumps due to seal leak failures  NB Replacement is more cost effective than refurbishment	37,000.00		31/03/2025
<b>Kilham Farm Pumping Station - Pump Repairs - Replacement</b>	Replacement of pumps due to seal leak failures  NB Replacement is more cost effective than refurbishment	32,000.00		31/03/2025
<b>South Thorne Bank Pumping Station - Pump Repairs - Replacement</b>	Replacement of pumps due to seal leak failures  NB Replacement is more cost effective than refurbishment	10,000.00	8,950.00	30/09/2024
<b>Torne Bridge Pumping Station - Pumps Repairs - Replacement</b>	Replacement of pumps due to seal leak failures  NB Replacement is more cost effective than refurbishment	28,000.00	10.18	31/03/2025
<b>Sandall Grange Pumping Station - Pump replacement / refurbishment</b>	Replacement of pumps due to seal leak failures  NB Replacement is more cost effective than refurbishment	17,500.00		31/03/2025
<b>Huxterwell PS - weedscreen cleaner install (from Parsons Carr)</b>	Repairs to WSC trolley following breakdown of gearbox following reinstall.	20,000.00		31/03/2025

Project and Tasks	Description of Works	Budget	Expenditure	Planned Completion
<b>Park Drain Slips (Bootham Lane)</b>	Bank slips / tip slipping into watercourses			
<b>Elmhirst PS &amp; EA's New Zealand PS - Joint Refurbishment / Rationalisation</b>	Potential rationalisation of Elmhirst PS and upgrade / refurbishment of EA's New Zealand PS			31/03/2025

## 1:2 Other Projects

The following projects are within the planned works programme for this year but are not being progressed due to lack of resource which has been diverted to focus on the more critical schemes, emergency works and the Flood Recovery Bids and projects.

Risk	Project and Tasks	Description of Works
	<b>Huxterwell Drain Improvements</b>	Improvements to Huxterwell Drain adjacent M18 where the FARRRs Road diverted the watercourse into a drain of insufficient capacity. Works to be funded by DMBC.
	<b>Park Drain Pumping Station Refurbishment</b>	Rebuilding of the pumping station to fit fish and eel compliant pumps and delivery of Isle of Axholme Flood Risk Management Strategy aims.
	<b>High Level South Pumping Station - H&amp;S Improvements</b>	Purchase of Land to enable boundary fence to be erected and a dedicated weed dump area to be built.
	<b>Severn Arches Pumping Station Refurbishment</b>	Refurbishment of pumping station including replacement of pumps, control panel, weedscreen, sheet pile painting and replacement fencing. Partial works being undertaken to replace control panel to make the station safe.
	<b>Blaxton Quarry Pumping Station Refurbishment</b>	Refurbishment of pumping station including replacement of pumps, control panel and weedscreen. Isle of Axholme Flood Risk Management Strategy supports potential rationalisation with Candy Farm South.
	<b>Franklins PS Refurbishment</b>	Refurbishment of pumping station including replacement of pumps, control panel, weedscreen. Isle of Axholme Flood Risk Management Strategy supports potential rationalisation with the EA's Bull Hassocks or Tunnel Pitts South.
Risk	Project and Tasks	Description of Works

	<b>Wood and Ealand Common Drain Study</b>	Local Levy application for study and drain improvements to alleviate localised flooding.
	<b>Boating Dyke Study</b>	Local Levy application for study for improvements to alleviate localised flooding and understand culvert capacity and restrictions.
	<b>Great Black Lane Tickhill Drainage Scheme</b>	Local Levy application for study and drain improvements to alleviate localised flooding.

### 1:3 IDB Storm Recovery and Asset Improvements – Tranche 1

- 1:3:1 Members will recall that funding was awarded for the Tranche 1 bids with payment due in full during September 2024. There has been a delay in receiving payment which is due to further information being required by the EA including the issue of eel exemptions. Officers were not made aware of this until recently and a project closure report and further claim form has now been completed and submitted. The EA have confirmed payment in full can now be made.
- 1:3:2 As part of the tranche 2 bids for funding, Latitude Surveys have completed the watercourse surveys in the Tickhill catchment at a cost of £3,400.

Robert Brown  
Senior Engineer

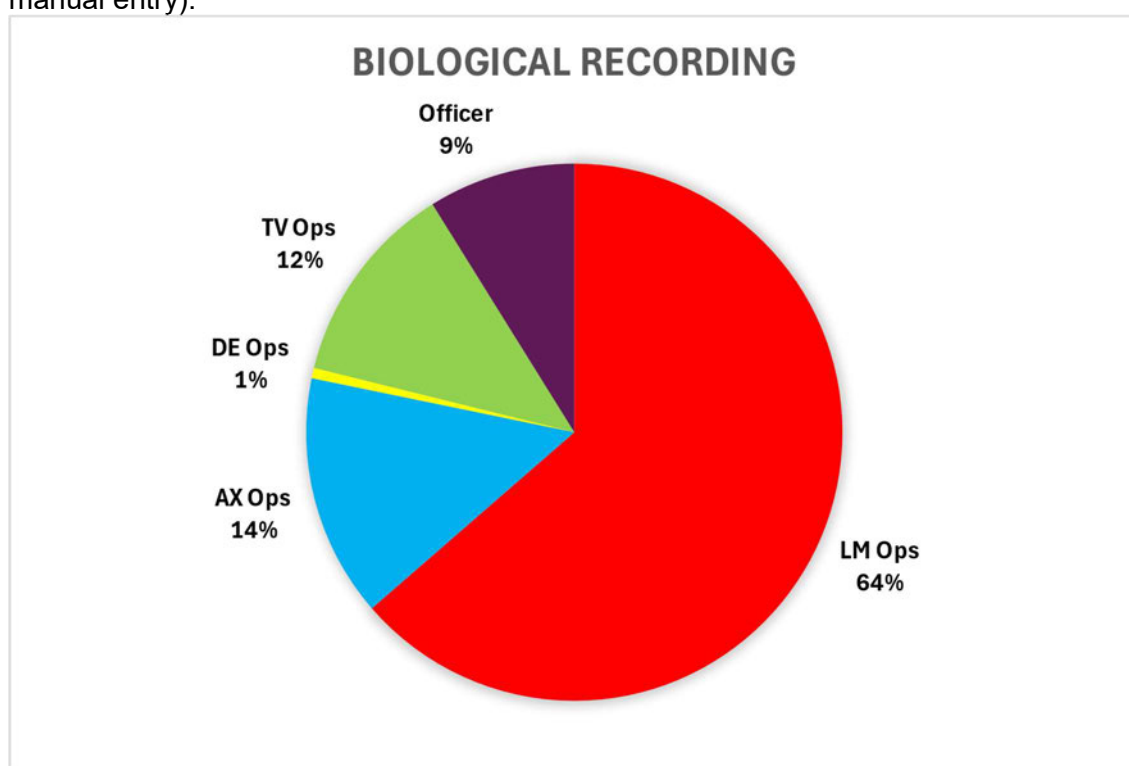


FOR MEMBERS' INFORMATION ONLY

<b>DONCASTER EAST INTERNAL BOARD</b>	File Ref:	Agenda Item: <b>17</b>
Meeting: Board Meeting Date: <b>29th November 2024</b>	Subject: <b>Environmental Matters</b>	

1. Overview (Current Focus and/or Status)

- 1:1 **Electronic Recording** – Over 1100 biological records have been collected across the Consortium so far this year, this already excels last year's total. The below chart indicates where the data has been collected across the Consortium (NB - DE numbers are awaiting manual entry).



- 1:1:1 **Top Recorders** – A mention for the top five Operational Staff collecting biological records this year to date:

1. [REDACTED] LM 213
2. [REDACTED] LM 113
3. [REDACTED] AX 98
4. [REDACTED] LM 97
5. [REDACTED] LM 70

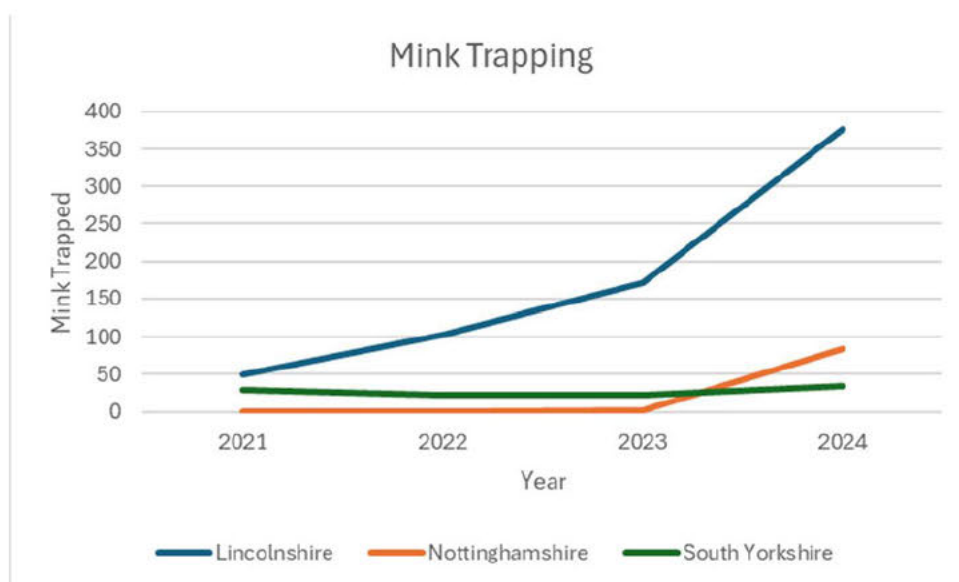
- 1:2 **Ecological Surveys** - The table below represents Board areas in which ecological surveys are being undertaken to enable the winter works programme and licensable monitoring of protected species.

Area of Focus	Survey Reason(s)	Status	Concerns / Mitigation
Tickhill	Winter works	Ongoing	[REDACTED]
South Ring	Winter works	Ongoing	

## 2. Matters for Note

### 2:1 **Mink and Water Vole**

- 2:1:1 There is continuing success regarding mink eradication across the UK, 1394 have been dispatched so far this year (latest data to 30<sup>th</sup> September), with a predicted 2000 by the years end. Currently, Lincolnshire has the highest number caught this year. The graph below shows the importance in continuing to support mink eradication within our Consortium.



### 2:2 **Badgers**

- 2:2:1 Following meetings between IDB Environmental Officers, ADA and Natural England There is now an improved understanding Class Licence (CL27). The licence allows vital works to continue whilst causing minimal disturbance to badgers, Officers had noted inconsistencies and grey areas within in the wording of the licence.

### 2:3 **Birds**

- 2:3:1 As previously reported, IDB Environmental Officers were discussing whether training developed by the British Trust of Ornithology (BTO) and delivered to the Environment Agency would be beneficial to IDB Operational Staff. The training had been trialed by one group of IDBs but would not be recommended to IDBs more widely given its general scope. One group of IDBs is developing more condensed and relevant guidance and is willing to share its work.

## 2:4 **Beavers**

- 2:4:1 Environmental Officers recently had a discussion around beavers and their impacts within lowland pumped catchments. The River Stour IDB in Kent hosted a field visit by the National Beaver Management Forum set up by Natural England (NE) in June to look at the impacts of their presence on lowland water management. ADA's Technical Manager has been invited to join an Infrastructure sub-group of the Beaver Management Forum set up by the Environment Agency (EA) who are looking to commission guidance on the management of beavers. ADA attended alongside representatives of EA, NE and the Canal and Rivers Trust (CRT) to discuss this challenge further.
- 2:4:2 IDB Environmental Officers, as well as relevant staff from the CRT will be attending a training course in November hosted by NE to be held over two days within Kent, where free living beavers are present. This training will be relevant for Officers working towards a licence to modify or remove dams, burrows and lodges (CL51).

### **Recommendation:**

To note report of Officers

Robert Brown  
Senior Engineer

Iain Turner  
Environmental Officer

FOR MEMBERS' INFORMATION ONLY

<b>DONCASTER EAST INTERNAL DRAINAGE BOARD</b>  Meeting: Board Meeting Date: <b>29th November 2024</b>	File Ref:	Agenda Item: <b>20</b>
	Subject: <b>FINANCE</b>	

1. Overview – Current Position

1:1:1 Current Cash / Bank Position – as at 30<sup>th</sup> September 2024

<i>Account name</i>	<i>Balance</i>	<i>Interest Rate %</i>
Lloyds Current Account	£779,023.75	0.00%
Lloyds Rating Account	£362,727.61	0.00%
Total	£1,141,751.36	

1:1:2 Current Investments / holdings

<i>Account name</i>	<i>Invested Sum</i>	<i>Term End date</i>	<i>Interest on term end</i>	<i>Interest Rate</i>
Skipton B/soc Term Deposit	£250,000.00	6 <sup>th</sup> March 2024	£5,764.73	4.65%

1:2:1 Current Loan Position – as at 30<sup>th</sup> September 2024

<i>31<sup>st</sup> March 2024 Balance</i>	<i>30<sup>th</sup> September 2024 Balance</i>	<i>Capital Repayments in Period</i>	<i>Interest Charge in period</i>
£267,183.73	£237,125.06	£30,058.67	£6,175.95

A breakdown of individual loan amounts and interest rates can be found on **Appendix 1**

1:2:2 Future loan Position

No new loans are planned to be drawn in this financial year.

**1:3:1 Management Accounts: Actual vs Budgets – as at 30<sup>th</sup> September 2024**

<i>The accounts are prepared on an Accruals basis when income or expenditure is due rather than when cash is paid or received</i>	<i>Whole Year Budget for 2024/25 – As per Estimates approved Jan 2024</i>	<i>Variance – negative variance represents lower than expected position</i>	<i>Weighted Budgets</i>	<i>Actuals</i>
	£	£	£	£
Income	1,592,123	54,711.68	823,984.50	878,696.18
Own use of plant or labour on Schemes	0.00	634.35	0.00	634.35
<b>Total Funds In</b>	<b>1,592,123</b>	<b>55,346.03</b>	<b>823,984.50</b>	<b>879,330.53</b>
Maintenance costs for drains & PS etc	-792,886	-82,008.97	-172,762.00	-254,770.97
Supportive Costs	-600,281	10,481.73	-286,998.00	-276,516.27
Balance sheet costs incl Assets & Loans	-60,793	- 755.47	-30,059.00	-30,814.47
Board funding to schemes	-143,000	0.00	-143,000	-143,000
<b>Total Funds Out</b>	<b>-1,596,960</b>	<b>-72,282.71</b>	<b>-632,819.00</b>	<b>-705,101.71</b>
Unplanned adjustment to / (from) Reserves to Schemes	0.00	0.00	0.00	0.00
<b>Surplus / (Deficit) for the Year / Period</b>	<b>-4,837</b>	<b>-16,936.68</b>	<b>191,165.50</b>	<b>174,228.82</b>

A detailed version of the Budgetary Management Accounts, including notes, can be found on **Appendix 2**

**1:4:1 Balance Sheet – as at 30<sup>th</sup> September 2024**

A detailed version of the Balance Sheet can be found on **Appendix 3**



#### 1:4:2 Fixed Asset Movements

<i>Asset description</i>	<i>Asset Cost</i>	<i>Incl in Estimates</i>	<i>Funds agreed to come from Plant Reserves</i>	<i>Variance. (Added) / Taken from General Reserves</i>
Stihl ST-FS461C Clearing Saw	£755.80	£0.00	£0.00	£ 755.80
<i>Asset description</i>	<i>Asset Disposal Proceeds</i>	<i>Incl in Estimates</i>	<i>Funds agreed to return to Plant Reserves</i>	<i>Variance. (Added) / Taken from General Reserves</i>
No Disposals	£0.00	£0.00	£0.00	£0.00

#### 1:4:3 Trade Debtors – at 30<sup>th</sup> September 2024

<i>Customer</i>	<i>Notes</i>	<i>Debt risk included in Period Balance Total</i>	<i>Period Balance Total</i>	<i>31<sup>st</sup> March 2024 Balance</i>
			<b>£256,483.10</b>	<b>£387,511.93</b>
██████████	Relates to debt between 03/2020 & 05/2023	£90,346.57	All debts are being chased.	
██████████ ██████████	Relates to debt between 07/2023 & 02/2024	£51,524.13		
Total		£141,870.70		

#### 1:4:4 Trade Creditors & Retentions – at 30<sup>th</sup> September 2024

<i>Supplier</i>	<i>Notes</i>	<i>Credit balances of note included in period balance</i>	<i>Period Balance Total</i>	<i>31<sup>st</sup> March 2024 Balance</i>
			£269,826.63	£249,656.85
Trade Creditors	No debt older than 30 days	£264,203.05		
Supplier Retentions	Relates to Interlec and Colwill Retention	£5,623.58		
Total		£269,826.63		

#### 1:4:5 Reserves – Plant Reserve – at 30<sup>th</sup> September 2024

Plant Reserve Balance at 1 <sup>st</sup> April 2024	£10,000.00
Planned addition to Plant Reserve in 2024/25 Estimates	£0.00
Planned use of Reserve for additions of new plant	-£0.00
Unplanned use of Reserve for additions of new plant	-£0.00
Remaining Balance in Plant reserve	£10,000.00

#### 1:4:6 Reserves – Schemes Reserve – at 30<sup>th</sup> September 2024

Scheme Reserve Balance at 1 <sup>st</sup> April 2024	£489,023.22
Planned addition to Schemes from Rating Income in 2024/25 Estimates	£143,000.00
Loan funding received into Schemes in period	£0.00
Funding into the Schemes from External Sources – including grants & contributions	£0.00
Expenditure within Schemes in period	-£86,495.88
Unplanned Adjustments from / (to) general reserves	£0.00
<b>Remaining Balance in Schemes Reserve at period end</b>	<b>£545,527.34</b>

A number of Schemes are currently overspent; however, these are expecting funds from Partners and/or Tranche funds for emergency works.

Within the Remaining Balance, the PS Renewal Reserve, used to fund future schemes, currently holds £175,000, which is earmarked for future use mainly within 2026/27.

The funds held in the Schemes are earmarked for use by that scheme and only where there are transfers in or out of the schemes into General Reserves will it affect the Cash Surplus Reserve of the Board.

#### 1:4:7

##### **Recommendations:**

- To approve the Budgetary Management Accounts, including Balance Sheet, for the Period to 30<sup>th</sup> September 2024

2. Overview – Forecast Position – Unforeseen Expenditure & Income  
2:1 Forecast of Outturn affecting General Reserves at 31<sup>st</sup> March 2025

Where the Board receives income or incurs expenditure not included within the 24/25 Estimates, these sums will affect the Expected Surplus or (deficit) position for the year & in turn the funds to be met from or received into General Reserves.	1	Whole Year Budget for 2024/25 – As per Estimates approved Jan 2024	Sums forecasted to improve the Board's position. Additional income or lower expenditure	Sums forecasted to worsen the Board's position. Lower income or additional expenditure	Forecasted Position for the year to 31 <sup>st</sup> March 2025
	2	£	£	£	£
Income	3	1,592,123			1,928,012
• Tranche 1 money	4		266,499		
• Drainage Rates Income	5			-365	
• PSCA Income	6		28,000		
• Consenting Income – Surface Water	7			-15,000	
• Higher PS contributions	8		45,000		
• Other Income incl Ins claims & admin fees	9		17,500		
• Interest	10			-5,745	
Use of plant or labour on Schemes	11	0.00			634
• Use of labour within schemes	12		634		
<b>Total Funds In</b>	13	<b>1,592,123</b>	<b>357,633</b>	<b>-21,110</b>	<b>1,928,646</b>
Maintenance costs for drains & PS etc	14	-792,886			-892,136
• PS contractor expenditure	15			-20,000	
• PS electric	16			-50,000	
• PS Insurances & Inspections	17			-8,250	
• PSCA expenditure	18			-21,000	
Supportive Costs	19	-600,281			-583,221
• DLO Costs incl training	20		2,000		
• Other Direct costs incl buyers fees	21		500		
• Consortium costs	22		22,000		
• Legal fees incl Employment Advice	23			-7,000	
• Insurance	24			-440	
Balance sheet costs incl Assets & Loans	25	-60,793		-756	-61,549
Board funding to schemes	26	-143,000			-143,000
<b>Total Funds Out</b>	27	<b>-1,596,960</b>	<b>24,500</b>	<b>-107,446</b>	<b>-1,679,906</b>
Unplanned adjustment to / (from) Reserves to Schemes	28	0.00	0.00	-266,499	-266,499
<b>Surplus/(Deficit) for Year/period</b>	29	<b>-4,837</b>	<b>382,133</b>	<b>-395,055</b>	<b>-17,759</b>
<b>Improvement / (worsening) in Surplus / (deficit) position</b>	30				<b>-12,922</b>

## 2:2 Forecast of Surplus Cash Position at 31<sup>st</sup> March 2025

Surplus Cash Reserve Balance at 1 <sup>st</sup> April 2024	£564,246.69
Funds to be held for Plant Reserve at 1 <sup>st</sup> April 2024	£10,000.00
Funds to be held for Commuted Sum Reserve at 1 <sup>st</sup> April 2024	£75,774.68
<b>Total Cash reserves at 1<sup>st</sup> of April 2024</b>	<b>£650,021.37</b>
Expected Deficit position for the year to 31 <sup>st</sup> March 2025	-£4,837.00
<b>Forecasted difference to Surplus / (deficit) position at 31<sup>st</sup> March 2025</b>	<b>-£12,922.00</b>
<b>Forecasted Total Cash Reserve at 31<sup>st</sup> March 2025</b>	<b>£632,262.37</b>
Forecasted funds held in Plant Reserve at 31 <sup>st</sup> March 2025	-£10,000.00
Forecasted funds held in Commuted Sums at 31 <sup>st</sup> March 2025	-£75,774.68
<b>Forecasted Surplus Cash Position at 31<sup>st</sup> March 2025</b>	<b>£546,487.69</b>
Predicted net operating costs for 2024/25 (costs less rating income)	£1,268,875.00
<i>Forecasted Surplus Cash as a % of 24/25 forecasted net operating costs</i>	<i>43.07%</i>

## 2:3

### **Recommendations:**

- To approve the Forecast of Outturn Position to 31<sup>st</sup> March 2025.

## 3. Matters for Note

### 3:1 Forecast of Outturn

The Tranche 2 funding or any associated costs for the work included in the Tranche 2 claim have been excluded from the Forecast position.

We have recently submitted a second Tranche 2 claim detailing the works that can be completed by the 31<sup>st</sup> March 2025, these were estimated at a total cost of £171,258.60.

The claim related to 10 Water Level Management sites (£90,325) plus drainage works within the Tickhill system (estimated £80,933.60).

Should the bid be unsuccessful, the drainage works would be able to proceed, and costs can be met from current Operations budget and any overspend from Pumping Station Reserves. However, the 10 Water Level Management sites would have to wait until suitable funding is available.

### 3:2 Payments over £500

A schedule of payments over £500 made by the Board since the last meeting is attached for approval at **Appendix 4**.

**Recommendations:**

- To approve the schedule of payments.

3:3 Internal Audit

3:3:1 Internal Audit Provision

The Lincolnshire and Bedford Drainage Boards, on behalf of the WMC Boards, have sought tenders for the provision of Internal Audit Services, with the successful tender being awarded to Lighthouse UK Consultancy Limited (LHCUK). LHCUK will provide Internal Audit services for the WMC Boards for an initial 5-year term for the period 1<sup>st</sup> October 2024 to 31<sup>st</sup> July 2029, with a possible two-year extension to 31<sup>st</sup> July 2031.

Chris Harris, previously an auditor with TIAA Ltd, is the lead auditor at LHCUK.

3:3:2 Internal Audit Provision for 2024/25

Due to the appointment of a new internal auditor with affect from 2024/25, Lighthouse UK Consultancy Limited have provided the audit program of the planned areas of work to be covered in the forthcoming audit. Should the Board consider any areas of concern, these can be discussed with the Auditor and the program can be agreed and adapted.

The planned 2024/25 Internal Audit Program is attached for the Board's consideration and approval at **Appendix 5**

**Recommendations:**

- To approve the appointment of Lighthouse UK Consultancy Limited as the Board's internal Audit firm.
- To consider and approve the 2024/25 Internal Audit Program.

Mrs N. Hind FCCA  
Finance Manager

## Appendix 1

The following annuity loans are outstanding with the Public Works Loan Board

<i>Loan Number</i>	<i>Original Loan amount</i>	<i>Year of Loan</i>	<i>Term of Loan in Years</i>	<i>Interest Rate</i>	<i>Balance outstanding</i>
501518	£230,000.00	2002	25	4.75%	£43,741.19
501506	£84,154.00	2003	25	4.65%	£20,690.98
501507	£52,119.00	2003	25	4.65%	£12,814.60
501508	£58,368.00	2003	25	5.25%	£16,717.14
501519	£116,000.00	2003	25	4.85%	£28,980.08
501520	£43,535.00	2005	25	4.45%	£15,142.84
501514	£138,106.74	2010	18	4.86%	£59,742.71
501517	£227,543.39	2011	14	3.83%	£39,295.52
Total					£237,125.06

## Appendix 2

### DONCASTER EAST INTERNAL DRAINAGE BOARD

#### Variance to Estimates Report - For the 6 months to 30th September 2024

	Whole Yr Estimate	30.09.24 Variance	30.09.24 Estimate	30.09.24 Actual	Notes
<b>INCOME</b>					
Where the Income variance is negative this shows that the income received is less than estimated for					
<b>The following income is not related to Engineering</b>					
Agricultural drainage rates	122,369.00	(363.84)	122,369.00	122,005.16	
Special levies	1,128,747.00	0.00	564,373.50	564,373.50	
Rental, wayleaves & grazing income	211.00	14.38	115.00	129.38	
Income from PSCAs	20,000.00	(389.00)	389.00	0.00	Weedcutting works for the EA
Income from rechargeable works	0.00	103.47	0.00	103.47	Labour costs recharged to IOANN £36.47. Accrued Income to be recharged on completion of Legal Agreement re First Point & Huxterwell £67
Income from recharge of disbursements	0.00	0.00	0.00	0.00	
Income from consenting	33,000.00	(7,180.40)	21,471.00	14,290.60	Includes Surface Water Contributions of £11,960.60 and Consent fees £2,330.
Contributions to PS expenditure	237,620.00	45,617.47	92,007.00	137,624.47	Directly relateable to PS costs, the higher the costs the higher the contributions
Contributions to other costs	32,176.00	(541.24)	16,770.00	16,228.76	Contribution towards Vehicle running costs £4,174.73 plus rental to CA £3,600. Contributions to DLO shared with IOA £8,454.03
Deferred income, commuted sums & contributions	0.00	0.00	0.00	0.00	
Other income	0.00	17,450.43	0.00	17,450.43	Admin fee on Scheme & PS Contributions of £15,880.39. Ins claim for break in £2,319.85. Return of App income -£749.81
Investment interest	18,000.00	0.41	6,490.00	6,490.41	Interest received from Skipton
<b>TOTAL INCOME - not including absorption income</b>	<b>1,592,123.00</b>	<b>54,711.68</b>	<b>823,984.50</b>	<b>878,696.18</b>	
<b>Absorption Income - offset to costs</b>					
<b>Own use of plant recharged (absorption) to Schemes</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	Use of own plant within schemes improves the General Surplus Cash Position of the Board
<b>Own use of labour recharged (absorption) to Schemes</b>	<b>0.00</b>	<b>634.35</b>	<b>0.00</b>	<b>634.35</b>	Use of own DLO labour within schemes improves the General Surplus Cash Position of the Board.
<b>TOTAL INCOME - including absorption income in scheme</b>	<b>1,592,123.00</b>	<b>55,346.03</b>	<b>823,984.50</b>	<b>879,330.53</b>	



# **DONCASTER EAST INTERNAL DRAINAGE BOARD**

## **Variance to Estimates Report - For the 6 months to 30th September 2024**

	Whole Yr Estimate	30.09.24 Variance	30.09.24 Estimate	30.09.24 Actual	Notes
<b>EXPENDITURE</b>					
Where the expenditure variance is negative this shows that the expenditure is more than estimated for					
<b>MAINTENANCE &amp; DEVELOPMENT EXPENDITURE - EXTERNAL COSTS ONLY</b>					
Drain maintenance expenditure	393,254.00	(15,674.04)	41,610.00	57,284.04	{ Contract costs <b>£15,659</b> over budget, due to timing of invoices to budget Electric <b>£42,565.81</b> over budget. Contractors/consultants <b>£20,924.02</b> over budget however the majority of this has been recharged to partners. Annual insurance <b>£7,455.56</b> over budget.
Pumping station expenditure	358,139.00	(66,774.39)	120,113.00	186,887.39	
PSCA Recharge expenditure	20,000.00	389.00	389.00	0.00	{ No PSCA costs received in period
Recharge expenditure	0.00	(67.00)	0.00	67.00	{ External consultant costs <b>£67</b> to be billed out on completion of Legal agreement
Consenting time expenditure	21,493.00	117.46	10,650.00	10,532.54	{
Disbursement Costs	0.00	0.00	0.00	0.00	
Cost of goods sold & stock variances	0.00	0.00	0.00	0.00	
<b>TOTAL MAINTENANCE &amp; DEVELOPMENT EXPENDITURE</b>	<b>792,886.00</b>	<b>(82,008.97)</b>	<b>172,762.00</b>	<b>254,770.97</b>	
<b>SUPPORTIVE EXPENDITURE</b>					
DLO costs	89,244.00	546.85	39,466.00	38,919.15	
Other direct expenses	5,970.00	868.00	2,008.00	1,140.00	
Environment Agency precept	218,880.00	0.00	109,440.00	109,440.00	1st installment paid 01.08.24 £109,440
Support & establishment costs	272,540.00	8,885.01	128,854.00	119,968.99	{ Consortium fees £9.2k lower than estimate. Employment advice <b>£3.4k</b> over budget. I.T costs £3.1k under budget.
Finance costs	13,447.00	(18.13)	7,030.00	7,048.13	
Depreciation costs	0.00	0.00	0.00	0.00	
Bad debt costs	0.00	0.00	0.00	0.00	
Biodiversity & environmental costs	200.00	200.00	200.00	0.00	
<b>TOTAL SUPPORTIVE EXPENDITURE</b>	<b>600,281.00</b>	<b>10,481.73</b>	<b>286,998.00</b>	<b>276,516.27</b>	
<b>TOTAL EXPENDITURE</b>	<b>1,393,167.00</b>	<b>(71,527.24)</b>	<b>459,760.00</b>	<b>531,287.24</b>	
	198,956.00	(16,181.21)	364,224.50	348,043.29	
<b>EXCEPTIONAL INCOME</b>	0.00	0.00	0.00	0.00	This is a non-monetary accounting adjustment
<b>INCOME OVER EXPENDITURE</b>	<b>198,956.00</b>	<b>(16,181.21)</b>	<b>364,224.50</b>	<b>348,043.29</b>	

# **DONCASTER EAST INTERNAL DRAINAGE BOARD**

## **Variance to Estimates Report**

	Whole Yr Estimate	30.09.24 Variance	30.09.24 Estimate	30.09.24 Actual	
<b>INCOME OVER EXPENDITURE</b>	198,956.00	(16,181.21)	364,224.50	348,043.29	
<b>ADJUSTMENTS TO THE FINANCIAL STATEMENTS TO ADJUSTMENTS FOR NON MONETARY ITEMS</b>					
Remove the effects of Depreciation costs	0.00	0.00	0.00	0.00	This is a non-monetary accounting adjustment
Remove the effects of Profit on Disposal - exception income	0.00	0.00	0.00	0.00	This is a non-monetary accounting adjustment
	198,956.00	(16,181.21)	364,224.50	348,043.29	
<b>ADJUSTMENTS FOR BALANCE SHEET ENTRIES</b>					
<b>Adjustments for Reserves Movements</b>					
Add the intended transfer to Plant Renewals Fund -trf in reserves (rated for)	0.00	0.00	0.00	0.00	No planned transfers in year. Plant reserve currently has reserves of £10k
Plant/Vehicle net expenditure occurred in year - funded from Plant reserve	0.00	0.00	0.00	0.00	
Plant/Vehicle planned net expenditure not occurred in year - held over to Plant reserve	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	
<b>Fixed Asset Adjustments</b>					
Motor	0.00	0.00	0.00	0.00	There are NO budget plant / vehicle additions in the 24/25 year
	0.00	0.00	0.00	0.00	
<b>Plant additions</b>					
1 x Stihl ST-FS461C Clearing Saw		755.80	0.00	755.80	23/08/2024
	0.00	755.80	0.00	755.80	
<b>Plant disposals</b>					
	0.00	0.00	0.00	0.00	
<b>Loan Capital Adjustment</b>					
PWLB Loan repayments - Existing	60,793.00	(0.33)	30,059.00	30,058.67	
PWLB Loan repayments - Future	0.00	0.00	0.00	0.00	
	60,793.00	(0.33)	30,059.00	30,058.67	
<b>Non I&amp;E (Costs) &amp; Income</b>	60,793.00	755.47	30,059.00	30,814.47	
<b>Variance at 30/09/2024</b>	<b>138,163.00</b>	<b>(16,936.68)</b>	<b>334,165.50</b>	<b>317,228.82</b>	
Planned Board Funding towards schemes	(143,000.00)	0.00	(143,000.00)	(143,000.00)	
<b>Surplus/(deficit) to be taken from General Reserves as at 30th September 2024</b>	<b>(4,837.00)</b>	<b>(16,936.68)</b>	<b>191,165.50</b>	<b>174,228.82</b>	
<b>See Transfer of Budgets:</b>					
Additional Funds Required for Engineering Schemes to be taken from General Reserves	0.00	0.00	0.00	0.00	
Engineering Scheme funds transferred back to General Reserves	0.00	0.00	0.00	0.00	
<b>Variance at 30/09/2024</b>	<b>(4,837.00)</b>	<b>(16,936.68)</b>	<b>191,165.50</b>	<b>174,228.82</b>	



## Appendix 3

### Doncaster East Internal Drainage Board Balance Sheet Report

Date 11/11/2024

Time 14:27:01

All Values are shown in Pound Sterling

Selected Period 6 ending 30/09/2024

	Current Year	Previous Year
<b>FIXED ASSETS</b>		
LAND & BUILDINGS	22500.00	22500.00
PUMPING STATIONS	311916.96	311916.96
PLANT & EQUIPMENT	4092.74	3336.94
MOTOR VEHICLES	7905.55	7905.55
<b>TOTAL FIXED ASSETS</b>	<u>346415.25</u>	<u>345659.45</u>
<b>CURRENT ASSETS</b>		
BANK ACCOUNT	1391751.36	1029315.38
STOCK	30.75	30.75
DEBTORS CONTROL ACCOUNT	256483.10	387511.93
RATES DEBTORS ACCOUNT	8535.87	(259.10)
OTHER DEBTORS	2761.04	
PREPAYMENTS	9635.77	9568.77
<b>TOTAL CURRENT ASSETS</b>	<u>1669197.89</u>	<u>1426167.73</u>
<b>CURRENT LIABILITIES</b>		
TRADE CREDITORS & SUPPLIER RETENTIONS	269826.63	249656.85
OTHER CREDITORS		371.84
ACCRUALS	356.02	4292.10
VAT LIABILITY	(27782.16)	(21867.23)
PAYE CONTROLS	1641.59	1612.09
LOANS	30733.99	60792.66
DEFERRED INCOME & COMMUTED SUMS	55378.28	53057.49
<b>TOTAL CURRENT LIABILITIES</b>	<u>330154.35</u>	<u>347915.80</u>
<b>NET CURRENT ASSETS</b>	<u>1685458.79</u>	<u>1423911.38</u>
<b>LONG TERM LIABILITIES</b>		
LOANS DUE AFTER ONE YEAR	206391.07	206391.07
<b>TOTAL LONG TERM LIABILITIES</b>	<u>206391.07</u>	<u>206391.07</u>
	<u>1479087.72</u>	<u>1217520.31</u>
<b>RESERVES:</b>		
<b>EARMARKED</b>		
PLANT RESERVES	10000.00	10000.00
ENGINEERING PROJECTS RESERVE	545527.34	489023.22
COMMUTED SUM RESERVE	75774.68	75774.68
<b>TOTAL EARMARKED</b>	<u>631302.02</u>	<u>574797.90</u>
CURRENT PERIOD SURPLUS / (DEFICIT)	261547.41	194403.57
GENERAL RESERVES (P&L RESERVE)	586218.29	448318.84
<b>TOTAL UN-EARMARKED</b>	<u>847765.70</u>	<u>642722.41</u>
<b>NON-DISTRIBUTABLE</b>		
<b>TOTAL NON-DISTRIBUTABLE</b>		
<b>TOTAL RESERVES</b>	<u>1479087.72</u>	<u>1217520.31</u>

## Appendix 4

### Schedule of payments over £500 submitted to the Doncaster East Internal Drainage Board meeting for approval on 29th November 2024

Trans Date	Account	Narrative	Payment Value £	Notes
10/09/2024	Total Energies	PP/TOTG001	565.94	Pumping Station Electricity
10/09/2024	Total Energies	PP/TOTG001	824.96	Pumping Station Electricity
10/09/2024	Total Energies	PP/TOTG001	941.34	Pumping Station Electricity
10/09/2024	Total Energies	PP/TOTG001	1,109.25	Pumping Station Electricity
10/09/2024	Total Energies	PP/TOTG001	1,492.42	Pumping Station Electricity
10/09/2024	Total Energies	PP/TOTG001	2,515.05	Pumping Station Electricity
10/09/2024	Total Energies	PP/TOTG001	3,030.91	Pumping Station Electricity
10/09/2024	Total Energies	PP/TOTG001	3,893.58	Pumping Station Electricity
12/09/2024	Net Wages	Wages Week 23	4,152.21	
13/09/2024	P.A.Y.E.	PAYE	1,768.31	
				Replacement safety railing at Seven Arches pumping station
13/09/2024	Barrett Steel Ltd	PP/KASS001	1,633.32	
16/09/2024	Pension Fund	NEST Week 23	542.90	
				Refurbishment of pump no. 1 at Drain Head pumping station
20/09/2024	North Lincs Engineering Ltd	PP/NLEN001	5,340.00	
20/09/2024	Woldmarsh Producers Ltd	PP/WOLD001	1,187.33	Fuel, materials, etc.
27/09/2024	Isle of Axholme & North Nottinghamshire WLMB	PP/IOAN001	2,752.04	Shared Ops Manager costs Aug 24
				Engineering, consenting, and disbursement recharges Aug 24
27/09/2024	Lindsey Marsh Drainage Board	PP/LMDB001	5,504.54	
27/09/2024	North Lincs Engineering Ltd	PP/NLEN001	7,430.40	Repairs to pump no. 2 at Balby Carr pumping station
07/10/2024	National World Publishing Ltd	PP/JOHN001	1,457.04	Public notice
10/10/2024	Net Wages	Wages Week 27	4,152.41	
10/10/2024	P.A.Y.E.	PAYE	1,641.59	
11/10/2024	Isle of Axholme & North Nottinghamshire WLMB	SP/IOAX001	750.00	Return of apprentice funds
11/10/2024	Colwill Contracting Ltd	PP/COLW001	63,554.25	Weedcutting contract
11/10/2024	Isle of Axholme & North Nottinghamshire WLMB	PP/IOAN001	1,013.24	Recharges for works done on behalf of DEIDB
11/10/2024	Lindsey Marsh Drainage Board	PP/LMDB001	21,750.65	Consortium recharges Aug 24
11/10/2024	PKF LittleJohn LLP	PP/PKFL001	2,520.00	Annual Governance & Accountability Return 23/24
11/10/2024	Torishima Service Solutions Europe Ltd	PP/TORI001	68,285.29	Installation of 2 pumps at 4 pumping stations
18/10/2024	Towergate	PP/TOWE001	53,711.63	Annual insurance premiums
25/10/2024	Aquatic Control Engineering Limited	PP/AQUA001	21,580.80	2 new pumps at Newington pumping station
25/10/2024	Belton Motor Services	PP/BELT001	553.07	Service and repairs to vehicles
07/11/2024	Net Wages	Week 31	4,152.41	
14/11/2024	P.A.Y.E.	PAYE Month 7	1,641.39	
15/11/2024	Isle of Axholme & North Nottinghamshire WLMB	PP/IOAN001	3,922.04	Standby and shared employee costs Sept 24
				Consortium, engineering, consenting and disbursement recharges Sept 24
15/11/2024	Lindsey Marsh Drainage Board	PP/LMDB001	24,692.05	
15/11/2024	Schneider Electric Systems UK Limited	PP/SCHN001	4,512.64	Telemetry support 01.10.24-31.12.24
<b>Total</b>			<b>324,575.00</b>	

For data protection purposes some information may be excluded from this report, for example where payments have been made to individuals.

## Appendix 5

Provided by Lighthouse UK Consultancy Limited

### **Drainage Board Audits – Framework for an Audit Programme**

The Accounts and Audit Regulations 2015 require smaller authorities, each financial year, to conduct a review of the effectiveness of the system of internal control and prepare an annual governance statement in accordance with proper practices in relation to accounts.

#### **Internal audit**

(1) A relevant authority must undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance.

(2) Any officer or member of a relevant authority must, if required to do so for the purposes of the internal audit—

(a) make available such documents and records; and

(b) supply such information and explanations;

as are considered necessary by those conducting the internal audit.

(3) In this regulation “documents and records” includes information recorded in an electronic form.

#### **Governance**

Check a sample of Policies and Procedures and confirm these are current (in date) and have been appropriately approved. (These should all appear on the Boards web site)

Check a sample of Board and Committee meeting agendas and minutes (latest three). Confirm adequate attendance and that governance arrangements were maintained (decision items proposed, seconded and voted upon). Note penny rate approval (February meeting), approval of major items of expenditure, Health and Safety reporting, financial reporting, approving policies etc.

Web site (check)

- 1) The Board published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.
- 2) In the year covered by this AGAR, the Board correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 20xx-xx AGAR period, were public rights in relation to the 20yy-yy (previous year) AGAR evidenced by a notice on the website and/or Board approved minutes confirming the dates set).
- 3) The Board has complied with the publication requirements for 20zz/zz AGAR (see AGAR Page 1 Guidance Notes). (Sections 1 and 2 of the Annual Governance and Accountability Return; a declaration that the status of the statement of accounts is ‘unaudited’; and a statement that sets out details of how public rights can be

exercised, as set out in Regulation 15(2)(b), which includes the period for the exercise of public rights.)

(External Auditor's Review — A notice of the conclusion of the external auditor's limited assurance review of the Annual Governance and Accountability Return, together with relevant accompanying information, was published (including on the Board's website or other website) in accordance with the requirements of Regulation 16 the Accounts and Audit Regulations 2015.)

Check the website for the posting of the above AGAR requirements.

## Risk

### **1) *Significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.***

Identifying and assessing risks — The Board needs to identify, assess and record risks associated with actions and decisions it has taken or considered taking during the year that could have financial or reputational consequences.

Addressing risks — Having identified, assessed and recorded the risks, the Board needs to address them by ensuring that appropriate measures are in place to mitigate and manage risk. This might include the introduction of internal controls and/or appropriate use of insurance cover.

Examine the risk management policy, procedures and reporting to the Board.

Examine the current risk register – to include controls and mitigations.

Examine the management and monitoring arrangements for risk management.

## Financial

### ***Appropriate financial records have been kept.***

Request the following documentation at the start of the audit:

- Current trial balance;
- Latest balance sheet;
- Latest income and expenditure summary
- Latest Aged Debtors
- Latest Aged Creditors

Confirm accounting records are in order and up to date.

The Board needs to have satisfied itself that its Responsible Finance Officer (RFO) has determined a system of financial controls and discharged their duties under Regulation 4 of the Accounts and Audit Regulations 2015. The RFO needs to have put in place effective procedures to accurately and promptly record all financial transactions and maintain up to date accounting records throughout the year, together with all necessary supporting information. The accounting statements in Section 2 of the Annual Governance and Accountability Return need to agree to the underlying records.

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

Check previous years accounting statement and, in particular, the brought, and carried forward totals.

- 3) Complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.**

Check creditors (to include a sample of payments for large purchases which demonstrates compliance with Financial Regulations). Sample size 3 – 5.  
Obtain aged creditor listing for old invoices. Establish action being taken with these.  
Confirm from the sample selected that payments were supported by invoices, expenditure was approved and VAT correctly accounted for.

- 4) The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.**

Check the penny rate approved for the year and that this has been correctly applied.  
Check the procedure for the rating process – invoicing, reminders, collection of debt.  
Check budget for year is in place and monitored.  
Check reserves remain within the sums approved by the Board.  
Check 5 or ten year financial forecast to determine that rate rises are proportionate year on year and therefore maintain a balanced budget.

- 5) Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.**

Check a sample of debtors both rates and general income. Sample size 3-5.  
Request an aged debtors report (both rates and general) and establish what action is being taken regarding old debts.

- 6) Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.**

Most Boards no longer have a petty cash. For those that do confirm reconciled balance for year end purposes. Confirm accuracy of petty cash and that VAT, where appropriate, has been correctly dealt with.

- 7) Salaries to employees and allowances to members were paid in accordance with this Board's approvals, and PAYE and NI requirements were properly applied. (To include pension arrangements)**

Select a month and test the accuracy of the payroll and that HMRC and pension deductions have been correctly and timely made.

**8) *Asset and investments registers were complete and accurate and properly maintained.***

Examine the asset register. Confirm it is up to date and in order.  
If appropriate, sample verify that the asset exists.

**9) *Periodic bank account reconciliations were properly carried out during the year.***

Check bank reconciliations and that these are undertaken on a regular basis. Also check the end of the financial year bank reconciliation.

**10) Miscellaneous**

To include any other governance, risk, control or financial matter that the Board/Chief Executive raise and require an audit opinion. (This might require an additional fee depending upon the request and how long it might take to audit. Such additional fee to be discussed and negotiated with the Chief Executive at the time of being requested.)

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End of year work.

Obtain end of year trial balance, balance sheet and income and expenditure statement.  
Obtain end of year bank reconciliation  
Complete section 3 (Internal Audit) of the AGAR.

FOR MEMBERS' INFORMATION ONLY

<b>DONCASTER EAST INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: <b>21</b>
Meeting: <b>Board Meeting</b> Date: <b>29th November 2024</b>	Subject: <b>2025/2026 DRAFT ESTIMATES</b>	

1. Overview – Estimate Position

- 1:1 During the current estimate year of 2024/25, the Board has seen a slight worsening in the Reserve outturn position due mainly to rising costs in Pumping Station maintenance & electric.
- 1:2 Whilst we are yet to receive the monetary funds, these costs have been offset by the approval of the Tranche 1 funds of £266,499, allowing for most of the emergency repair costs to be met rather than funded from Board Reserves.
- 1:3 Due to the level of the Board's reserves, the Board are in a healthy position when considering the potential rate increases for 2025/26 and beyond.
- 1:4 With the predicted costs and income included within the first draft estimates, the Officers recommend no increase in the rates for 2025/26 and 2026/27.
- 1:5 With a **0%** increase in the rate for 2025/26, the first draft estimates, as shown below, show that the resultant **deficit** for the year of **-£63,083** will reduce this surplus cash reserve to **£488,405**.
- 1:6 This **£488,405** equates to **37.16%** of the net operating costs for 2025/26, which is within the Board's policy of a 30% reserve.
- 1:7 The 5-year plan also shows that a 0% increase in 2026/27 may be maintained, followed by a potential 3% to 6.5% increase in the rate in the years 2027/28 to 2030/31, to maintain a surplus cash reserve within or close to the 30% policy level.
- 1:8 The Board holds funds within the Pumping Station reserve account that potentially may be required for the drains maintenance works included within the Tranche 2 bid; once the outcome of the claim & costs is known, these funds may be used in the later years to bring down that potential rate increase in 2027/28 to 2030/31.
- 1:9 Within the current 2024/25 year there have been only a few Annual Land Value changes where land has moved from Agricultural rating into Special levy.

These changes are outside of the Board's control and are determined by the local council's planning department.

Where these changes have taken place, the Local Council will already be receiving domestic or business rates for the land change.

Special Levy Council	Land Value 24/25	Land Value 25/26	Increase
Doncaster Council	£14,464,109	£14,464,109	£ 0
North Lincolnshire Council	£271,796	£272,994	£1,198
Bassetlaw	£214,395	£214,395	£ 0
Total Special Levy Value	£14,950,300	£14,951,498	£1,198

The land held within Special Levy relates to 90.23% of the Board's Annual Land Values.

1:10 A 0% increase (as shown in the draft plan) in the rate for 2025/26 would result in the following:

- The rate would be maintained at 7.55 pence
- An increase of 0.00p
- Due to the effects of the changes in Land Values only, this would result in additional income to the Board of £14

1:9 A 1% increase in the rate for 2025/26 would result in the following:

- The rate would increase from 7.55p to 7.626p
- An increase of 0.076 of a pence
- This would result in additional income to the Board (after land adjustments) of £12,606

1:10 A 0.5% increase in the rate for 2025/26 would result in the following:

- The rate would increase from 7.55p to 7.588p
- An increase of 0.038 of a pence
- This would result in additional income to the Board (after land adjustments) of £6,308

1:11 A 7.5% reduction in the rate for 2025/26 would result in the following:

- The rate would decrease from 7.55p to 6.984p
- A decrease of 0.566 of a pence
- This would result in a reduction of income to the Board (after land adjustments) of - £93,781
- The Board would still maintain a 30.03% cash reserve in 2025/26, however it would require a 12.6% increase in 2026/27 rather than maintaining a 0% increase for 26/27 also.



## 2. Contents of the Estimates:

### 2.1.1 Board funding to Schemes – direct from Rating Income

	1	Estimates 2025/26	Estimates 2026/27	Estimates 2027/28	Estimates 2028/29	Estimates 2029/30
	2	£	£	£	£	£
<b>Board Contribution to Schemes</b>	3	<b>£143,000</b>	<b>£111,000</b>	<b>£108,000</b>	<b>£124,000</b>	<b>£158,000</b>
<b>Annual Budgets:</b>	4					
• Drainage Investigations	5	10,000	10,000	10,000	10,000	10,000
• Emergency Pumping Station funds	6	20,000	20,000	20,000	20,000	20,000
• Asset renewals & refurbishment funds	7	5,000	15,000	15,000	15,000	15,000
• Culvert CCTV & Desilting	8	5,000	5,000	5,000	5,000	5,000
• Catchment Provisions	9	5,000	5,000	5,000	5,000	5,000
• Barn Owl funds	10	1,000	1,000	1,000	1,000	1,000
• Mink Control Funds	11	2,000	2,000	2,000	2,000	2,000
<b>Scheme Annual Budgets</b>	12	<b>£48,000</b>	<b>£58,000</b>	<b>£58,000</b>	<b>£58,000</b>	<b>£58,000</b>
<b>Scheme Contributions from Rating:</b>	13					
• Torne Bridge PS refurb	14		30,000	10,000		
• Medge Hall PS refurb	15		15,000	40,000		
• Kilham Farm PS refurb	16		8,000			
• Cadmans PS refurb	17				66,000	
• PS Renewal reserve	18	95,000	0	0	0	100,000
<b>Specific Scheme Funding:</b>	19	<b>£95,000</b>	<b>£53,000</b>	<b>£50,000</b>	<b>£66,000</b>	<b>£100,000</b>
<b>Total Board funding to schemes from Rating</b>	20	<b>£143,000</b>	<b>£111,000</b>	<b>£108,000</b>	<b>£124,000</b>	<b>£158,000</b>

### 2.1.2 Board funding to Schemes – taken from Pumping Station Reserve Account

	1	Estimates 2025/26	Estimates 2026/27	Estimates 2027/28	Estimates 2028/29	Estimates 2029/30
	2	£	£	£	£	£
<b>Balance of PS Reserve account expected at 1<sup>st</sup> April</b>	3	<b>226,829</b>	<b>321,829</b>	<b>201,829</b>	<b>87,829</b>	<b>71,829</b>
<i>Additions to PS Reserve from Rating Income (line 18 above)</i>	4	95,000	0	0	0	100,000
<i>Use of the PS reserve Account for Schemes to lessen burden on the Rate</i>	5					
• Torne Bridge PS refurb	6	0	-70,000	-90,000	0	0
• Kilham Farm PS refurb	7	0	-50,000	0	0	0
• Elmhurst PS refurb	8	0	0	-24,000	0	0
• Cadmans PS refurb	9	0	0	0	-16,000	0
<b>Balance of reserve at end of year</b>	10	<b>£321,829</b>	<b>£201,829</b>	<b>£87,829</b>	<b>£71,829</b>	<b>£171,829</b>

The current Pumping Station Renewal Reserve balance, used to fund future schemes, will hold £226,829.41, once the funds (£51,829.41) from Tranche 1 are fully received in the

current year.

As mentioned in 1:8 above, these funds may be called upon if the works in the Tickhill catchment exceed the Drains Maintenance budget and external funding is unsuccessful.

The Board maintain a number of Pumping Stations where the cost responsibility lies with a 3<sup>rd</sup> party, therefore due to the expected income to match this expenditure on 3<sup>rd</sup> party Stations, this lowers the expected net operating costs of the Board and thus the monetary sum required to hit that 30% reserve value.

However, should the Board experience flooding or major repairs in a Board owned Pumping Station, the monetary value of the cash reserve of **£488,405** (see 1:6) would be depleted very quickly. Therefore, it is prudent for the Board to maintain a Pumping Station reserve account to be used to smooth the rate, but also be available for use in emergencies.

### 2.1.3 Board funding to Schemes – new loans to be taken

	1	Estimates 2025/26	Estimates 2026/27	Estimates 2027/28	Estimates 2028/29	Estimates 2029/30
	2	£	£	£	£	£
<b>Capital Loan taken in year:</b>	3					
• Langholme / Heckdyke to IOA	4		150,000			
• Franklins PS refurb	5			80,000		
• Park Drain PS refurb	6			175,000		
• Medge Hall PS refurb	7			280,000		
• Cadmans PS refurb	8				82,000	
• South Thorne PS refurb	9				98,000	
• Kilham Farm PS refurb	10				170,000	
<b>New Loan Debt taken in year:</b>	11	0	150,000	535,000	350,000	0
<b>Existing Loan repayments (capital &amp; Interest) to be met from Rating</b>	12	72,470	62,171	43,963	27,389	14,502
<b>New Loan repayments (capital &amp; Interest) to be met from Rating</b>	13	0	6,158	23,368	73,092	88,772
<b>Total Loan repayments to be met from Rating Income</b>	14	72,470	68,329	67,331	100,481	103,274
<b>Prior years rating Income - assuming increase as per line 40 a Point 2</b>	15	1,251,116	1,251,130	1,251,129	1,288,746	1,372,597
<b>New loan repayments as a % of the rating income</b>	16	0.00%	0.49%	1.87%	5.67%	6.47%
<b>Total loan repayments as a % of the rating income</b>	17	5.79%	5.46%	5.38%	7.80%	7.52%
<b>Note Only: Planned increase in rate:</b>	18	0%	0%	3%	6.5%	6.5%

The annuity rate incorporated into the 2025/26 Estimates is calculated at 5.29% for 20-year loans and 5.11% for 15-year loans.

The above demonstrates that the planned rate increases (line 18) are purely to cover the new loan repayments (line16).



### 2.2.1 Board contribution to Plant renewals (Line 5 & 6)

	1	Estimates 2025/26	Estimates 2026/27	Estimates 2027/28	Estimates 2028/29	Estimates 2029/30
	2	£	£	£	£	£
<b>Plant:</b>	3					
<i>Estimated cost of new plant in the year</i>	4	0	0	0	0	0
<i>Estimated disposal proceeds of existing plant to be replaced</i>	5	-0	-0	-0	-0	-0
<i>Net funds to be met by the Board</i>	6	0	0	0	0	0
<b>Vehicles:</b>	7					
<i>Estimated cost of new vehicles in the year</i>	8	28,000	28,000	0	0	0
<i>Estimated disposal proceeds of existing vehicles to be replaced</i>	9	-2,000	-3,000	-0	-0	-0
<i>Net funds to be met by the Board</i>	10	26,000	25,000	0	0	0
	11					
<i>Total Net funds to be met by the Board</i>	12	26,000	25,000	0	0	0
<i>Funds to be met from Plant Reserve</i>	13	-5,000	0	0	0	0
<i>Funds to be added to Plant Reserve from Rating Income</i>	14	0	0	5,000	5,000	5,000
<i>Net costs to be met by the Board from Rating income</i>	15	21,000	25,000	5,000	5,000	5,000
<b>Note Only: Planned increase in rate:</b>	16	0%	0%	3%	6.5%	6.5%

### 2.2.2 Double Cab Pick-Ups – Tax reclassification

Prior to the recent Labour Budget Autumn update, Double Cab Pick-ups were classified as vehicles predominantly designed to carry goods and therefore the tax and benefit in kind rules followed those of the VAT classification.

During the budget it was announced that Double Cab Pick-ups would now be reclassified as cars for tax and benefit in kind purposes from April 2025.

This change will result in higher tax charges (benefit in kind) for any employee using such vehicles, irrespective of whether there is any private use of the vehicle, and also any employer providing such vehicles.

Where we hold these vehicles currently there are transitional arrangements, where we can apply the old rules until April 2029.

It is not known at this time if the reclassification for Benefit In Kind will affect the classification for VAT purposes, assuming that the VAT reclassification follows suit, then the VAT on Double Cab pick-ups will no longer be reclaimable and will follow the current rules for cars.

Whilst the provision within the estimates is to replace the current 4x4 Double Cabs with similar, it will be a consideration at the point of replacement that an alternative commercial vehicle, such as a single cab 4x4, will be considered.

### 2.3.1 Activity costs - Pumping Stations annual costs (external costs) (Line 10)

	1	Estimates 2025/26	Estimates 2026/27	Estimates 2027/28	Estimates 2028/29	Estimates 2029/30
	2	£	£	£	£	£
Activity Expenditure:	3					
<b>Pumping Station Costs</b>	4	<b>403,861</b>	<b>413,958</b>	<b>424,306</b>	<b>434,913</b>	<b>445,786</b>
• Contractors/suppliers	5	62,370	63,929	65,527	67,165	68,844
• Consultants/suppliers	6	18,706	19,174	19,653	20,144	20,648
• Specific PS expenses	7	39,000	39,975	40,974	41,998	43,048
• Travel & other costs	8					
• Electricity incl meter chgs	9	220,854	226,376	232,036	237,837	243,783
• Insurances	10	37,530	38,468	39,430	40,416	41,426
• Ins Inspections	11	5,676	5,818	5,963	6,112	6,265
• Rates/Water/Rent	12	90	92	94	96	98
• Telemetry	13	15,120	15,498	15,885	16,282	16,689
• Stocks	14	4,515	4,628	4,744	4,863	4,985

- The above costs exclude any absorbed costs relating to Doncaster East employees or use of own plant.
- The above constitutes real funds that are expected to leave the Board and therefore must be rated for.
- Insurance costs are based upon the renewal costs for 24/25 plus a 5% increase.
- The specific PS costs include:
  - Balby Carr (73% recoverable) - £12k new security doors
  - Low Ellers (73% recoverable) - £12k new security doors
  - Elmhurst (60% recoverable) - £15k new security doors & brickwork repairs

### 2.3.2 Activity costs – Drains Maintenance annual costs (Line 11)

	1	Estimates 2025/26	Estimates 2026/27	Estimates 2027/28	Estimates 2028/29	Estimates 2029/30
	2	£	£	£	£	£
Activity Expenditure:	3					
<b>Drains Maintenance External Costs – rated for</b>	4	<b>403,535</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
• Stocks / Materials	5	12,753				
• Contractors	6	388,127				
• Consultants	7	2,655				
• Compensation	8	0				
• Travel & other costs	9	0				
Note Only – Absorbed Costs	10					
• DLO labour	11	12,707				
• Plant use	12	0				
Activity – External costs only:	13					
• Flailing	14	130,707	133,321	135,988	138,708	141,482
• Weedcutting	15	216,335	220,662	225,075	229,577	234,169
• Emergency Drain	16	3,830	3,907	3,985	4,065	4,146
• Other incl reforming	17	52,663	53,716	54,790	55,886	57,004
<b>Total External</b>	18	<b>403,535</b>	<b>411,606</b>	<b>419,838</b>	<b>428,236</b>	<b>436,801</b>

### 2.4.1 Supportive Costs – DLO Wages £93,465 (Line 18)

- Wages & Salary costs have been increased for the 25/26 estimates for the following:
  - Pay increase of £500 plus a 5.1% increase per employee.
  - Following the 2024 Labour budget, employers' national insurance has been increased

by:

- 1.2 % from 13.8% to 15% rate.
- Lowering of the Threshold by £4,100 from £9,100 per employee to £5,000 per employee, equating to an increase in the NI bill of £615 per DLO employee (**£1,230 total**).

- Included within the provision is £3,224 relating to DLO overtime payments.
- The DLO wages provision is for 1 Supervisor plus 1 Operative.

#### 2.4.2 Supportive Costs – Plant & vehicle running costs (motorised) £13,040 (Line 20)

- Motor vehicle costs (vans, cars, 4x4) including leasing £12,950 (*£11,350 for 24/25*).
- Motorised plant costs (tractors, excavators) £90 (*£40 for 24/25*).

#### 2.4.3 Supportive Costs – Support & Establishment Costs £280,763 (Line 22)

- Other employment costs including Shared Employee costs with Axholme, Employee insurances **£32,400** (*£29,833 for 24/25*).
- Consortium costs **£184,257** (*£186,316 for 24/25*).
- Travelling costs of **£20** (*£0 for 24/25*)
- Administrative costs including phone, postage, stationery of **£2,879** (*£2,843 for 24/25*)
- Advertising costs of **£750** (*£700 for 24/25*)
- Shows & Promotions costs of **£250** (*£0 for 24/25*)
- IT costs of **£15,421** (*£11,721 for 24/25*)
- Legal & professional costs **£23,600** (*£11,550 for 24/25*) – includes:
  - £10k for employment advice
  - £3.5k for H&S consultant costs
  - £5k for valuers fees
- Board & meeting costs of **£7,075** (*£5,260 for 24/25*)
- Small Tools costs of **£500** (*£1,000 for 24/25*)
- Non-motorised Plant repairs - **£200** (*£200 for 24/25*)
- Board subscriptions costs of **£45** (*£62 for 24/25*)
- ADA membership & meeting fees of **£5,500** (*£4,895 for 24/25*)
- Liability Insurance **£6,666** (*£6,000 for 24/25*)

#### 2.4.4 Supportive Costs – Other Costs £9,654 (Line 25)

- Standby cover **£1,950** (*£1,950 for 24/25*).
- Consumables such as gases, sprays etc **£200** (*£120 for 24/25*).
- Buyers' fees **£900** (*£1,400 for 24/25*).
- Abstraction fees **£2,500** (*£2,500 for 24/25*).

## 2.5 Income

### 2.5.1 Income – Other Income £39,816 (Line 30)

- Investment Interest **£13,000** (£18k for 24/25).
- Rentals & Wayleaves **£211** (£211 for 24/25).
- Admin fees on Recharges Income **£26,605** (£0 for 24/25)

### 2.5.2 Income – Recharge Income (Line 32)

- Share of DLO operative costs recharged to IOANN **£20,705** (£18,166 for 24/25).

### 2.5.3 Income – Consenting Income £69,366 (Line 33)

- Consenting Application Fees **£4k** (£3k for 24/25).
- Surface Water fees **£5k** (£30k for 24/25).
  - The timing of surface water fee income is not certain & is very much determined if the planning goes ahead, it is therefore prudent to not include large income sums within the estimates and these will be recognised in the year of receipt and added to the reserves.
- Consenting advice recharged to external parties **£3,500** (£0 for 24/25).

### 2.5.4 Income – Contributions towards Pumping Station expenditure (Line 35)

- Share of costs recharged **£266,053** (£237,620 for 24/25).
- The net cost provision to the Board for Pumping station maintenance, including absorbed costs, is **£178,846** (£153,414 for 24/25).

### 2.5.5 Income – Contributions towards motoring expenditure (Line 36)

- Income relating to motor costs including fuel, repairs etc recharged to the Coal Authority **£7,770** (£6,810 for 24/25).
- Income relating to the provision of 2 vehicles **£7,200** (£7,200 for 24/25).



### 3. Draft detailed 5-year plan for consideration

	1	Estimates 2025/26	Estimates 2026/27	Estimates 2027/28	Estimates 2028/29	Estimates 2029/30
	2	£	£	£	£	£
<b>Board Contribution to Schemes – see 2.1 above</b>	3	<b>143,000</b>	<b>111,000</b>	<b>108,000</b>	<b>124,000</b>	<b>158,000</b>
<b>Balance Sheet expenditure:</b>	4					
<i>Plant renewals (2.2.1)</i>	5	26,000	25,000	0	0	0
<i>Plant reserve funds</i>	6	-5,000	0	5,000	5,000	5,000
<i>Loan Capital Repayment</i>	7	63,556	58,285	49,107	53,737	49,993
<b>B/S Expenditure Total</b>	8	<b>84,556</b>	<b>83,285</b>	<b>54,107</b>	<b>58,737</b>	<b>54,993</b>
<b>Activity Expenditure:</b>	9					
<i>Pumping Station (2.3.1)</i>	10	403,861	413,958	424,306	434,913	445,786
<i>Drains Maintenance (2.3.2)</i>	11	403,535	411,606	419,838	428,236	436,801
<i>PSCA costs</i>	12	42,609	42,609	42,609	42,609	42,609
<i>Recharge costs</i>	13	0	0	0	0	0
<i>Disbursement costs</i>	14	0	0	0	0	0
<i>Consenting Costs</i>	15	15,350	15,734	16,127	16,530	16,943
<b>Activity Expenditure Total</b>	16	<b>865,355</b>	<b>883,907</b>	<b>902,880</b>	<b>922,288</b>	<b>942,139</b>
<b>Supportive Expenditure:</b>	17					
<i>DLO Wages</i>	18	93,465	95,802	98,198	100,654	103,171
<i>DLO costs incl training</i>	19	1,920	1,969	2,019	2,070	2,122
<i>Plant/Vehicle running</i>	20	13,040	13,367	13,701	14,042	14,393
<i>Staff costs</i>	21	0	0	0	0	0
<i>Establishment costs</i>	22	280,763	291,578	299,529	328,942	332,804
<i>Finance costs</i>	23	1,814	1,859	1,905	1,953	2,002
<i>Loan Interest costs</i>	24	8,914	10,044	18,224	46,744	53,281
<i>Other costs</i>	25	5,550	5,578	5,606	5,635	5,664
<i>EA Precept</i>	26	218,880	218,880	218,880	218,880	218,880
<b>Support Expenditure Total</b>	27	<b>624,346</b>	<b>639,077</b>	<b>658,062</b>	<b>718,920</b>	<b>732,317</b>
<b>Total expenditure</b>	28	<b>1,717,257</b>	<b>1,717,269</b>	<b>1,723,049</b>	<b>1,823,945</b>	<b>1,887,449</b>
<b>Income:</b>	29					
• <i>Other income</i>	30	-39,816	-40,549	-41,299	-42,067	-42,852
• <i>PSCA income</i>	31	-49,000	-49,000	-49,000	-49,000	-49,000
• <i>Other recharges</i>	32	-20,705	-21,223	-21,754	-22,298	-22,855
• <i>Consenting income</i>	33	-12,500	-12,500	-12,500	-12,500	-12,500
• <i>Disbursement income</i>	34	-0	-0	-0	-0	-0
• <i>Contributions PS</i>	35	-266,053	-272,704	-279,522	-286,510	-293,673
• <i>Contributions motor</i>	36	-14,970	-15,166	-15,364	-15,568	-15,778
• <i>Absorption Income to LMDB Schemes</i>	37	-0	-0	-0	-0	-0
<b>Income Total</b>	38	<b>-403,044</b>	<b>-411,142</b>	<b>-419,439</b>	<b>-427,943</b>	<b>-436,658</b>
<b>Expenditure less Income – to be funded from rates/levy</b>	39	<b>1,314,213</b>	<b>1,306,127</b>	<b>1,303,610</b>	<b>1,396,002</b>	<b>1,450,791</b>
<b>Rates &amp; Levy Income:</b>	40					
<i>Using a rate of:</i>	41	7.55p	7.55p	7.777p	8.283p	8.821p
<b>An increase on prior year of:</b>	42	0%	0%	3%	6.5%	6.5%
• <i>Agricultural Rates</i>	43	-122,292	-122,291	-125,968	-134,164	-142,878
• <i>Special Levy</i>	44	-1,128,838	-1,128,838	-1,162,778	-1,238,433	-1,318,872
<b>Total Rates &amp; Levy</b>	45	<b>-1,251,130</b>	<b>-1,251,129</b>	<b>-1,288,746</b>	<b>-1,372,597</b>	<b>-1,461,750</b>

<b>Net Surplus / (Deficit)</b>	<sup>46</sup>	<b>-63,083</b>	<b>-54,998</b>	<b>-14,864</b>	<b>-23,405</b>	<b>10,959</b>
<b>Surplus Cash Reserve:</b>	<sup>47</sup>					
Total Cash reserves at 1 <sup>st</sup> of April 2024	<sup>48</sup>	650,021.37				
Expected surplus position for the year to 31 <sup>st</sup> March 2025	<sup>49</sup>	-4,837.00				
Forecasted difference to Surplus / (deficit) position at 31 <sup>st</sup> March 2025	<sup>50</sup>	-12,922.00				
Forecasted Total Cash Reserve at 1 <sup>st</sup> April 2025	<sup>51</sup>	632,262.37				
Reserved Funds:	<sup>52</sup>					
• <i>Plant Reserve</i>	<sup>53</sup>	-5,000.00				
• <i>Other Reserves</i>	<sup>54</sup>	-75,774.68				
<b>Forecasted Surplus Cash Position at 1<sup>st</sup> April</b>	<sup>55</sup>	<b>551,487.69</b>	<b>488,404.69</b>	<b>433,406.69</b>	<b>418,542.69</b>	<b>395,137.69</b>
Surplus or (Deficit) as per above	<sup>56</sup>	-63,083.00	-54,998.00	-14,864.00	-23,405.00	10,959.00
<b>Forecasted Surplus Cash Position at end of estimate year</b>	<sup>57</sup>	<b>488,404.69</b>	<b>433,406.69</b>	<b>418,542.69</b>	<b>395,137.69</b>	<b>406,096.69</b>
<b>Forecasted Surplus Cash Position as a % of Expenditure (line 37)</b>	<sup>58</sup>	<b>37.16%</b>	<b>33.18%</b>	<b>32.11%</b>	<b>28.30%</b>	<b>27.99%</b>

3:2 The above 5-year plan demonstrates that with a 0% increase in the rate for the financial years 2025/26 and 2026/27 and a rate rise of between 3% and 6.5% thereafter, the Board would achieve a surplus cash reserve within or close to the Board's 30% policy.

#### 4

##### **Recommendations:**

- To consider the above 5-year plan

Mrs Nicola. Hind FCCA  
Finance Manager