

Doncaster East Internal Drainage Board

Minutes of a Meeting of the Board held on Friday, 23rd June 2023 at 10.00 a.m. at The Green Tree Inn and via Microsoft Teams.

- * Mr M. Brooke
- * Mr P.A.M Cornish
- * Mr I. Dixon
- Mr R. Durdy
- Mr R. Hopkins
- * Mr N.V. Williams
- * Mr R. Wilson
- * Mr C. Crowe
- Mr P. Evans
- Mr J. Hoare
- * Mr P. Horne (Vice-Chairman)
- Mr M. Houlbrook
- * Mr C. McGuinness (Chairman)
- Ms H. Norford
- * Mr M. Oldknow

* *Present*

- * Mr A. McGill (Chief Executive)
- * Dr D. Hickman (Executive Officer)
- * 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)

- * Mr C. Harris (Internal Auditor)

* *In attendance*

The Chairman welcomed the new Operations Manager and introduced him to members. Members also welcomed the Internal Auditor to the meeting.

2023.37 APOLOGIES

Apologies for absence were received from Messrs R. Durdy, R. Hopkins and J. Hoare.

2023.38 DECLARATIONS OF INTEREST

Mr M. Brooke declared a personal interest in the Bull Moor Road Enforcement.

2023.39 NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None.

2023.40 BOARD MINUTES

RESOLVED

That the minutes of a meeting of the Board held on the 31st March 2023 be confirmed as a correct record

2023.41 MATTERS ARISING

In response to Mr M. Brooke, the Operations agreed to meet with landowners to discuss additional work that may be required on the opposite side of Boating dyke.

Mr M. Oldknow referred to Minute 2023.27 (c) and confirmed that he had spoken to the Black Drain IDB regarding the charge for taking water from the North Common area and they had confirmed that if the charge was reviewed it would likely increase. He

reported that the land had been or was being built on so would presumably be transferred to the special levy. It was agreed not to take any further action.

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2023.42 ASSET RENEWAL AND REFURBISHMENT PROJECTS

The Senior Engineer presented the following updates for note.

(a) Idle Stop Pumping Station – Pump Repairs

Industrial Pumps Ltd attended site on 28th April to remove the second pump for refurbishment. Upon removal of the motor cowling, an active bird nest was discovered therefore the cowling was subsequently replaced and the motor removal had to be rescheduled. The wagtails had since fledged the nest and measures had been taken to discourage the nest being reoccupied.

(b) Low Ellers Pumping Station – Pump Refurbishment

Industrial Pumps Ltd had completed the refurbishment of pump three and it was ready to be returned and reinstalled on site.

(c) Telemetry System Replacement (DE20303)

Telemetry had been installed at all sites with compatible control panels with the exception of Severn Arches Pumping Station which was awaiting a panel upgrade to be funded by Highways England. Telemetry control was now available at all installed sites and calibration of both the panels and telemetry to Ordnance Datum had been completed at 14 sites with 10 remaining. This calibration had taken longer than anticipated but improved the visual presentation and troubleshooting during events. The Board's Mechanical and Electrical Field Engineer and Surveyor were working together to complete the remaining stations.

(d) Drain safety platform at White Rose Way (DE19455)

Works to install a new weedscreen in White Rose Way Drain were now complete. Costs to date were £14,673.31 against the approved budget of £16,241.74.

(e) Raking Grid on Balby Drain (DE19456)

Works to install a new weedscreen and safe working platform on Balby Drain were now complete and costs to date were £26,293.84 against the approved budget of £26,000.

(f) Capital Works programme Update

Previously, the potential for a single outline business case (OBC) covering the whole of the Lower Trent area had been discussed as a means of reducing time and costs involved in developing OBCs. Having worked through a draft programme for the Lindsey Marsh area with a consultancy experienced in delivering larger OBCs, it was increasingly apparent that existing approval systems were likely to struggle with proposals on a larger scale that could not demonstrate significant environmental benefits as well as direct linkage on the ground between adjacent catchments. The required projects in the Lower Trent area did not generate sufficient benefits and were too widely dispersed

geographically to offer a realistic prospect of submitting a successful OBC covering the entire area.

There were still opportunities to continue to develop a joined approach at a smaller scale within the area which would still generate cost and time savings.

The Senior Engineer confirmed that pump rationalisations would be discussed to develop the OBC further and reported that there may be delays to some of the smaller refurbishment projects although the risk was low with costs for refurbishment being between £10,000 and £15,000.

The Chief Executive stated that the Environment Agency was leading on the Isle of Axholme Strategy and needed to be liaising with landowners.

The Chairman stated that the turnout at the Trent Branch meeting had been disappointing.

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2023.43 ENVIRONMENTAL REPORT

(a) The Environment Act 2021 – Biodiversity Duty Guidance – New Guidance

It was reported to the March Board meeting that the Environment Act 2021 had strengthened the “biodiversity duty” on Public Authorities. The Government had recently published its guidance on implementing the Act. The guidance directed that the Board must:

- (i) Consider what it could do to conserve and enhance biodiversity.
- (ii) Agree policies and specific objectives based on its consideration.
- (iii) Act to deliver its policies and achieve its objectives.

These steps must be completed by 1st January 2024, and thereafter at reviews every five years or sooner. This could most easily be achieved by revising the Board’s Biodiversity Action Plan, which would include local nature recovery strategies, species conservation strategies and protected site strategies.

The Government’s targets were detailed in its Environmental Improvement Plan. By 2030 the government had committed to halt the decline in species’ abundance and protect 30% of UK land. By 2042, the government had committed to increase species abundance by at least 10% from 2030 surpassing 2022 levels, restore or create at least 500,000 hectares of a range of wildlife rich habitats, reduce the risk of species’ extinction, and restore 75% of our one million hectares of terrestrial and freshwater protected sites to favourable condition, securing their wildlife value for the long term.

Actions suggested to achieve this included managing canals and rivers, water-dependent habitats and estuaries and coastal habitats, with one suggestion being “nature corridors” that connect existing habitats. In practise this could represent a connection between the Board’s catchments.

With regard to biodiversity net gain, the Board currently sought to maintain the extent of habitat in its consenting activity. Advice Note N03: Environmental Considerations states, “*if a consent is likely to result in a significant loss of wildlife habitat it will be expected as a minimum that an equivalent, or preferably larger, amount of suitable replacement habitat is provided elsewhere, at the applicant’s*

expense". This should be amended to "if a consent is likely to result in a loss of wildlife habitat it will be expected as a minimum that a 10% larger amount of suitable replacement habitat is provided elsewhere, at the applicant's expense" from November 2023.

This aligned with the similar duty for Local Planning Authorities and delivered the enhancement aspect of the Biodiversity Duty. Note: currently small sites were exempt from Biodiversity Net Gain until April 2024.

RESOLVED

- (i) That the Board's Biodiversity Action Plan be updated before 1st January 2024.
- (ii) That 10% Biodiversity Net Gain for Byelaw and Section 23 Consent applications be required from November 2023.

(b) The Environment Act 2021 - Biodiversity Reporting

Initially IDBs were not required to report their biodiversity duty actions. DEFRA stated that "other public authorities may be required to publish a report in future".

The first report was due by 1st January 2026 and thereafter every five years. It was recommended that the Board monitored delivery of their Biodiversity Action Plan and prepared to produce their first report by 1st January 2026. This was best achieved by reporting annually on the Board's Biodiversity Action Plan.

Mr N. Williams queried whether it was possible to bolt on to other Biodiversity Action Plans. The Chairman stated that it was important for the Board to have its own Biodiversity Action Plan specific to its needs. The Senior Engineer reported that the Board's existing BAP would be updated and monitored to ensure delivery of its objectives.

The Senior Engineer confirmed that the Board's Environmental Officer was involved in the Idle and Torne Partnership and liaised extensively with the Wildlife Trust.

RESOLVED

That delivery of the Biodiversity Action Plan be monitored and reported on annually.

2023.44 PLANNING AND BYELAW POLICY – UPDATE

(a) Introduction of charges for the discharge of treated effluent into watercourses within the Board's district

Where mains foul sewers were not available to service new small developments it was often the case that a biotechnical unit or similar system was installed to treat the effluent generated. The treated water was then usually discharged to an adjacent watercourse. There were also a number of proposals to increase the capacity and subsequent discharge from several treatment works within the Consortium's area. These had the potential to create a material impact on the Board's systems.

In the case of small to medium developments the fees were to be calculated by assessing the proposed daily discharge rate per cubic metre. The rate at which the fee was to be charged is proposed at £137 per cubic metre per day (dry weather flow) as a one-off payment. This fee would be subject to annual review in line with the Board's Planning and Byelaw Policy.

Where there were significant increases in discharge to the Board's watercourse for example a major treatment work upgrade, this may result in additional capacity being required within the receiving watercourse or pumping station. Should this be the case, the applicant would be charged the greater amount between the calculated fee and the cost of any necessary upgrades.

It was recommended that the Board approved the introduction of charges for treated effluent discharge.

In response to the Chairman, the Senior Engineer confirmed that a development of 1 to 5 houses would be considered a small development and 5 to 20 houses would be considered a medium size development. In response to the Vice-Chairman, the Senior Engineer confirmed that the fee was one off, unless further developments occurred.

The Vice-Chairman queried whether the fee was high enough and the Senior Engineer confirmed that it was reasonable and officers had liaised with other IDBs so the fee was consistent with other Boards. The Chairman suggested officers write to local planning authorities asking them to alert officers of any applications where this may apply. The Senior Engineer confirmed this fee would be reviewed five yearly and would increase in line with inflation.

The Senior Engineer confirmed that Yorkshire Water currently discharged to Balby Carr Pumping Station and paid 20% of the costs. Mr C. Crowe emphasised that it was important to ensure proper agreements were in place to cover future costs.

Some members expressed concern about potential pollution and emphasised that this must be monitored by the water companies.

RESOLVED

- (a) That the introduction of charges for the discharge of treated effluent into watercourses within the Board's district be approved.
 - (b) That a letter be sent to the planning authority asking them to keep the Board informed of any new treatment plants.
- (b) Planning and Byelaw Policy – Annual Review of Surface Water Development Contributions, Commuted Maintenance Fee and Inspection Fee

The Planning and Byelaw Policy required periodic reviews of charges with some increasing annually in line with inflation.

The rate of inflation based on the Retail Price Index over the last twelve-month period was up to 15.4%.

It was proposed to increase inspection fees as detailed below:

	Current Fee	Proposed Fee
Site Visit	£250	£290
Each additional structure inspected on a site visit	£100	£115
Land Drainage Outfalls	£100 per visit plus £10 per outfall	£115 per visit plus £12 per outfall

It was proposed to increase Surface Water Development Contribution (SWDC) rates (£ per m²) as detailed below:

Banding	Current SWDC Rate	Proposed SWDC Rate
1	£13.26	£15.14
2	£11.09	£12.66
3	£9.52	£10.88
4	£7.97	£9.11
5	£6.41	£7.32
6	£4.24	£4.84

It was proposed to increase the Commuted Maintenance Fee (CMF) as detailed below:

Length of culvert	Ø Internal Diameter of Pipe			
	Current		Proposed	
	Ø < 750mm	Ø < 750mm	Ø ≥ 750mm	Ø ≥ 750mm
< 18m	£2,011.08	£2,320.79	£4,453.10	£5,085.44
19 – 48m	£11,210.10	£12,936.46	£19,735.08	£22,537.46
49 – 96m	£26,121.90	£29,831.21	£31,646.84	£36,140.69
97 – 150m	£38,608.26	£44,090.64	£55,183.07	£63,019.07

It was recommended that the Board approved the proposed increases in fees and charges.

RESOLVED

That the increases in fees and charges be approved.

2023.45 ENFORCEMENT – BULL MOOR ROAD

Following reports of the infilling of a riparian drain to the south side of Bull Moor Road, Hatfield, the Boards Officers had investigated and spoken with the adjacent landowners. It was noted that the section where the riparian watercourse had been lost was lined by trees.

The adjacent landowners had reported that the watercourse was largely lost due to windblown silts infilling the channel and was not lost through a deliberate act of infilling. Following tree and track works undertaken by Brier Hills Recycling in 2022/2023 the remaining depression was levelled and lost.

Alternative drainage routes exist to take water to the south of the fields and then across into the Board maintained Woodhouse Sewer Drain and an unconsented culvert to the north.

The landowner directly affected by the loss of the riparian drain had informed the Boards' Officers that the loss of the channel did not affect him.

In this instance:

- The land was not adversely affected by the loss or infilling of the riparian channel.
- The channel appeared to have been lost over a long period of time.
- The directly affected landowner was not seeking a reinstatement of the channel.

Officers reported the following options for consideration:

- To undertake enforcement action for the reinstatement of the riparian drain to the south of Bull Moor Road, or,

- To acknowledge the contravention of infilling the riparian drain to the south of Bull Moor Road and write to interested landowners reminding them of the importance of riparian watercourse maintenance and the need to apply to the Board for consent for works on any watercourse within the Board's area.

In response to Mr M. Oldknow, the Chief Executive reported that where the Board had used the Act to enforce reinstatement of a watercourse in the past, it had been because the restriction to the flow was having a detrimental effect on others, he reassured members that this was not the case in this instance - no-one else was affected. Although Officers could not see the situation changing in the future, they reassured members that, should the situation change (where this resulted in injury to a third-party) the Board could redress this and take action. Officers stated that the watercourse had been in the same state for some 13 years and no-one had been adversely affected; enforcement would be costly to pursue and may achieve little.

RESOLVED

That the Board acknowledge the contravention of infilling the riparian drain to the south of Bull Moor Road and write to interested landowners reminding them of the importance of riparian watercourse maintenance and the need to apply to the Board for consent works on any watercourse within the Board's area.

2023.46 UNITY CONNECT AND UNITY LINK

(a) Request for relinquishment of Board maintained watercourses

Waystone Hargreaves had submitted five applications for the relinquishment of six Board maintained watercourses (or parts thereof) on the Unity Connect and Unity Link sites. A full drainage strategy drawing had been provided following extensive discussion with the developer as attached.

As part of the development a significant area of agricultural land would be developed into commercial, industrial and residential use. As part of this development new surface water drainage systems were being built attenuating water to greenfield run-off rates. As the development progressed several of the Board maintained watercourses within the area would become redundant and would no longer serve a land drainage function. Some of these watercourses (mostly dry) may be infilled or remain open to serve as habitat corridors (subject to the Board's consent under Section 23 of the Land Drainage Act).

In order to facilitate the development, a significant number of large services were planned to be installed in the area such as gas, electric and potable water. It was proposed to locate these services within existing tracks which are within nine metres of the watercourses requested for relinquishment.

The developer had approached affected landowners to request that, they, the developer undertake the annual maintenance work on the relinquished watercourses until such a time that the watercourse was redundant. A legal agreement between the developer and the landowners had been drafted to protect the landowners' interest, following any watercourse that was relinquished by the Board.

Cuckoo Lane Drain - 504m of the Board maintained Cuckoo Lane Drain between Crook Tree Lane Drain and Nettleholme Lane Drain was a dry bed channel. The watercourse was no longer required as part of the land drainage network as the development of the site drained the area through an attenuation system. The extent of the relinquishment was shown on the attached Drawing No. DE21004_019. The applicants controlled the land on both sides of the

watercourse. The watercourse would be retained within the site landscaping following development. It was recommended that the Board relinquished 504 metres of the Board maintained Cuckoo Lane Drain.

Crook Tree Lane Drain - 742 metres between Chainage 432m and Cuckoo Lane Drain. The extent of the relinquishment was shown on the attached Drawing No. DE22009_002. The main service corridor for the development was to the north of the watercourse. The watercourse was not required as part of the long term land drainage strategy for the area. The land was controlled by a mixture of landowners and the developer. The landowners supported relinquishment of the watercourse by the Board, with future maintenance being undertaken by the developer as contained within the legal agreement between the developer and the landowners. It was recommended that the Board relinquished a 742 metre section of the Board maintained Crook Tree Lane Drain.

Crook Tree Lane Drain East - 489 metres between Cuckoo Lane Drain and Pudding and Dip Drain. The extent of the relinquishment was shown on the attached Drawing No. DE22009_001. The watercourse was not required as part of the long term land drainage strategy for the area. The land was controlled by a mixture of landowners and the developer. The landowners supported relinquishment of the watercourse by the Board, with future maintenance being undertaken by the developer as contained within the legal agreement between the developer and the landowners. It was recommended that the Board relinquished 489 metres of the Board maintained Crook Tree Lane Drain East.

Thorne Road Drain and North Ings Drain - Relinquishment of 10 metres of Thorne Road Drain and 68 metres of North Ings Drain. The extent of the relinquishments were shown on the attached Drawing No. DE22009_003. The watercourses were not required as part of the long term drainage strategy of the area. Both watercourses were in the sole ownership of a single landowner and whilst connected, were the upstream extents of each channel. The landowner supported relinquishment of the watercourses by the Board, with future maintenance being undertaken by the developer as contained within the legal agreement between the developer and the landowners. It was recommended that the Board relinquished a 10 metre section of the Board maintained Thorne Road Drain and 68 metre section of the Board maintained North Ings Drain.

Pudding and Dip Drain - Relinquishment of 217 metres of Pudding and Dip Drain. The extent of the relinquishment was shown on the attached Drawing No. DE22009_004. The watercourse was not required as part of the long term drainage strategy of the area and was in the sole ownership of a single landowner. The landowner supported relinquishment of the watercourse by the Board, with future maintenance being undertaken by the developer as contained within the legal agreement between the developer and the landowners. It was recommended that the Board relinquish a 217 metre section of the Board maintained Pudding and Dip Drain.

The above proposals all met the Board's criteria for relinquishment from an engineering, flood risk management and environmental perspective. In response to the Vice-Chairman, the Senior Engineer confirmed that the developer was required to meet biodiversity requirements. The Senior Engineer confirmed that the relinquishments would reduce operational expenditure in the area.

Members queried what would happen if the developer went bankrupt or stopped maintenance. The Senior Engineer confirmed that the Board could use enforcement powers to ensure the watercourses maintained or consider taking back responsibility if they met the Board's criteria for adoption.

Mr M. Brooke queried whether the Wikewell Drain was wide enough to take flows from Bandby Dunn. In response, the Senior Engineer explained that the flow would not be increased - the volumetric runoff was the only thing that had changed. He also pointed out that the special levy would increase once the site was developed.

RESOLVED subject to completion of a legal agreement with the developer for future maintenance:

- (a) That the Board maintained Cuckoo Lane Drain be relinquished.
- (b) That a 742 metre section of the Board maintained Crook Tree Lane Drain be relinquished.
- (c) That the Board maintained Crook Tree Lane Drain East be relinquished.
- (d) That a 10 metre section of Thorne Road Drain and a 68 metre section of North Ings Drain be relinquished.
- (e) That a 217 metre section of Pudding and Dip Drain be relinquished.

2023.47 POWER PARK – UNITY ENERGY

In 2008/2009, the Ashfields and West Moor IDB had been asked to consider the adoption of two attenuation ponds and the watercourses linking the ponds to the Board's Parks Drain and had agreed in principle to enter into a legal agreement with the developer at the time (Power Fuel Limited) and the scheme progressed.

The site infrastructure, access roads and drainage were installed with connection to the Board's watercourses being made. In November 2011 it was reported to the Ashfields and West Moor IDB that Power Fuel Limited had entered administration and development of the site ceased. The Doncaster East IDB was receiving surface water run-off from the site through Park Drain.

Officers reported that Waystone Limited was now intending to restart the development and had requested that the Board to consider the adoption and future maintenance of the attenuation ponds and watercourses as constructed.

The Ashfields and West Moor IDB had stipulated that the commuted sum should include for the future maintenance and repair of the features as well as a contribution to the pumping costs from the fully developed site, however, no figures were agreed at the time. Any agreement now would, therefore, be aligned with the Board's Planning and Byelaw Policy.

The Chairman stated that the Board would not be bound by any previous discussions. Mr N. Williams highlighted that any calculations would need to take into account the increasing frequency of heavy rainfall events.

RESOLVED

That Officers enter into discussions with the developer of the Unity Energy Site regarding the potential adoption of attenuation ponds and watercourses linking to the Board maintained Park Drain; details of the legal agreement and commuted sums/contributions to be brought back to the Board for consideration.

2023.48 HEALTH, SAFETY AND WELFARE

The Senior Operations Manager reported that there had been four incidents reported since the last meeting across the Consortium, none of which had occurred within the Board's area.

A new draft accident/incident form and a new "Near Miss" card had been submitted for approval by the Chief Executive and the Health and Safety Committee. Once approved, the new forms would replace the existing documents. Officers believed that the introduction of more user-friendly forms would increase the reporting numbers currently being witnessed across the Consortium.

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2023.49 OPERATIONS REPORT

(a) Winter Maintenance Works

An update for the 2022/23 winter programme was presented as below:

Drain Name	Catchment	Description of Works	Length (m)	Status
Common Drain DED311400	Cuckoo Lane	Remove Restriction Slips Repairs Toe Boarding	5 60 195	Complete
Thorne Golf Course Drain DED300300	Kirton Lane	Toe Piling Reforming Tree and Bushing	30 250 400	Complete
Brosley Drain DED311500	Cuckoo Lane	Slips Repairs Toe piling	200	Complete
Total (m)			1,140	

The majority of the planned winter works programme for 2023/24 were scheduled to be completed after the summer cutting season apart from Top Boating Dike (Elmhirst) and Boating Dike Drain which may be completed before the summer cutting season, but progress would be dependent on crop cycles and materials availability.

(b) Summer Maintenance Works

The Senior Operations Manager reported that preparation for the summer cutting season was underway and arrangements had been made for a prestart meeting with Colwill Contracting with a full Environmental and Health and Safety briefing being undertaken in advance of the start of the summer cutting season.

Recent inspections of the Strategic Ordinary Watercourses had confirmed that weed growth had been prolific due to the favourable weather conditions the region had witnessed between April and June.

It was noted that the Board's contractor had completed most of the works on the eleven watercourses that were believed to be outside of the Board's responsibility with the exception of one at Candy Farm North with 130m still to be completed due to ground conditions, and one at Idle Stop with 120m still to be completed due to refused access.

(c) Construction Works

The replacement gates for High Levels North had now been fitted following the theft of the original gates.

Mr C. Crowe enquired whether it would be worth considering the use of Smart Water to mark any Board owned assets. The Chief Executive asked the engineering team to report back on progress with the installation of CCTV at pumping stations as part of the telemetry.

The new security fencing around Cuckoo Lane pump station had now been installed.

The Senior Engineer left the meeting.

(d) Environmental Matters (EA)

Officers had met with the Environment Agency (EA) and Colwill Contracting on 13th June regarding PSCA works on the River Torne; the scope of the works was agreed and a quotation was awaited.

The following watercourses had been identified for maintenance under the current PSCA agreement, with the works to be undertaken during the summer cutting season:

- Diggin Dyke
- Harworth Sewer
- Low Bank Suction Drain
- River Torne Soak Drain Candy Farm
- River Torne Soak Drain Tunnel Pits
- Woodhouse Sewer

The estimated revenue received by the Board for carrying out the work on behalf of the Environment Agency was £26,400.

The Chief Executive reported that following on from the Board making the decision to withhold the Environment Agency (EA) precept money, officers had met with the EA and made better progress in finalising the PSCA works. He reported that the EA would like to brief Board members on their commitment to the PSCAs. Mr N. Williams queried whether someone from the EA should be in attendance at Board meetings and the Chairman suggested that it may be suitable to invite an EA officer to the annual general meeting in November. Members were still in agreement to withhold the precept money until more action had been witnessed on the ground.

The Chairman stated that the Board should continue to withhold payment of the precept until work commenced on the ground. Following the last Board meeting, letters had been sent to the Environment Agency and the Regional Flood and Coastal Committee and several successful meetings had been held which resulted in a list of watercourses being identified for PSCA works and consideration being given to localised weed removal in some areas to see if this would improve the situation in the interim. It was noted that the EA was still disputing the necessity of clearing the stretch between the railway line and Auckley Bridge but had agreed to the section from the bridge to the weir.

The Chief Executive would be responding to the letter received from Nathan Sutton on behalf of Louise Cresswell.

Mr N. Williams enquired whether it would be beneficial to have a representative from the EA on the Board. The Chairman stated that information should be forthcoming from EA Officers and they could be invited to attend. Although he was pleased to see improved engagement from the EA Operations Teams on the ground who seemed to want to get the work done, they were still very much bound by paperwork and policy.

(e) Plant and Equipment

There were no planned plant purchases for the remainder of the 2023/24 budget year. The next planned purchase of a new 4x4 pickup was scheduled for 2025/26.

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2023.50 FINANCE

(a) Management Accounts for the year ending 31st March 2023

The Finance Manager presented the attached management accounts and report for the period ending 31st March 2023.

The 2022/23 estimates allowed for a deficit budget of £41,800 where the funds were to be met from general reserves.

At the March Board meeting, the predicted deficit position for 2022/23 was expected to be £146,355.88 due to the increase in electricity costs. The actual deficit position was a more positive deficit of £66,971.20. The expected overspend on electric was calculated to be £121,499 however the overspend materialised at only £26,296.16 due to drier winter weather conditions. Electricity invoices were awaited for a number of pumping stations with an estimated sum of £28,828.07 for the remaining electricity costs.

There had been no movement on the plant reserves and the Board held a fund of £10,000 towards future plant additions.

The predicted cash position was £402,150.44 and 35.12% of expected net operating costs. The actual position at the 31st March 2023 was a more positive position of £478,989.97 and 44.08%. The surplus cash position at the end of 2023/24 was predicted to be 34.73% of net operating costs, which would be within the realms of the Board's policy of 30% reserves.

The balance in relation to Engineering Schemes at 31st March 2023 was £384,376.56.

The Finance Manager presented the five-year plan, stating that the 2023/24 estimates figures had been added but future years had not yet been adjusted. The Chairman highlighted that the plan showed a 21% for 2024/25 but stated that this would be reviewed, particularly as the reserves were predicted to be above the recommended 30%. The Finance Manager reported that the position would be clearer once the DRAFT estimates were prepared. The auditor added that this was an indicative plan only.

In response to Mr P. Cornish, the Finance Manager reported that consenting income received for 2022/23 was less than estimated as the commuted sum was received due to work being delayed.

RESOLVED

That the attached management accounts for the period ending 31st March 2023 be approved.

(b) Transfer of Budgets

The Finance Manager presented the attached schedule of transfer or budgets for approval.

It was noted that from 2023/24 the reforming programme and budget would be held in the annual operations budgets and would close down and renew annually. Any unspent budgets would be returned to reserves annually.

RESOLVED

That the transfer of budgets be approved.

(c) Cash and Bank Reserves as at 31st March 2023

It was noted that at the time of writing the report, £1,068,594.18 was invested in three instant access accounts at an interest rate of 0%. Nine loans totalling £328,211.94 remained outstanding.

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(d) Payments over £500

The attached schedule of payments over £500 was circulated for approval.

RESOLVED

That the attached schedule of payments over £500 be approved.

The Senior Engineer returned.

2023.51 FINANCIAL STATEMENT AND AGAR

(a) Financial Statements for the year ending 31st March 2023

The Finance Manager presented the final accounts for the year ending 31st March 2023 for consideration and approval, including the schedule of income and expenditure, balance sheet, and schedule of reserves. It was recommended that the Financial Statements be approved and the Chairman evidence the Board's approval on Page 4 of the accounts.

(b) Audit of Accounts for the Year ending 31st March 2023

The Internal Auditor presented the attached audit report and was pleased to report a Substantial Assurance. It was noted that the Financial Regulations and Mission and Policy Statement required updating to remove reference to EU Legislation.

(c) Annual Governance Statement and Review of Internal Control

The attached Annual Governance Statement for 2022/23 was presented for approval.

(d) Accounting Statements of the Annual Governance and Accountability Return

The attached Accounting Statements for 2022/23 were presented for approval.

(e) Approval of the Internal Audit Provision

The Association of Drainage Authorities appointed TIAA Ltd to provide Internal Audit services for the Consortium Boards for an initial five-year term from 2017/18. As part of the process there was an option to extend the contract for a further two years from 2023/24. It was recommended that the Board consider and approve the extension of the Internal Audit service contract TIAA Ltd for the two years to 2024/25. In response to Mr C. Crowe, the Chief Executive confirmed that tenders for the internal audit would then be sought to ensure best value for money.

The attached planned 2023/24 Internal Audit Programme was presented for the Board's consideration and approval.

RESOLVED

- (a) That the Financial Statements for the year ending 31st March 2023 be approved and signed by the Chairman.
- (b) That the systems of internal control and Annual Government Statement be approved and signed by the Chairman and Chief Executive.
- (c) That the Accounting Statements be approved and signed by the Chairman.
- (d) That the contract of the Internal Audit provision with TIAA Ltd be extended for a further two years for 2023/24 and 2024/25.

Mr R. Wilson left the meeting.

2023.52 INVESTMENT POLICY

(a) Draft Investment Policy

The Finance Manager presented the attached DRAFT Investment Policy for members consideration and approval. The policy set out the management of the Board's investments including objectives, investment security, investment risk and investment liquidity. The policy identified the procedures for monitoring, assessing and mitigating the risk of loss of invested sums and ensured that such sums were readily accessible for expenditure whenever needed. This policy would be approved by the Board and reviewed every three years.

(b) Existing Banks

Officers were in discussions with the banks and building societies, where the Board currently had a mandate in place, to open new higher interest-bearing bank accounts. Should a new account become available the Board was asked to consider moving funds to the new account to achieve a higher rate of interest. Where possible this would stay within the confines of the Financial Regulations limit of £500,000 per institution.

(c) Investment Credit Rating

The Financial Services Compensation Scheme (FSCS) protection covered up to £85,000 of savings per institution. All high street banks and building societies were part of this scheme. Some institutions were owned by other institutions and in this instance, the £85,000 protection would only apply once.

The credit agencies listed in the Investment Policy could have different rating scores per institution. An example was Investec Bank plc had the following credit rating with the agencies listed:

- Moodys: A1
- Standard and Poors (S&P): BB-
- Fitch: BBB+

Where the credit rating of investment institutions differed per credit agency, the Board was asked to consider the following options:

- (i) Where the institution had differing credit ratings, the Board would choose the highest rating and invest based upon this.
- (ii) Where the institution had differing credit ratings the Board would choose the lowest rating and invest based upon this.

After discussion, members were in agreement that the Board should not invest in any financial institution that did not have a rating of "A" in at least one of the above credit rating agencies. The paragraph in Appendix A of the Investment Policy "The Board should not invest in any financial institution that has a rating less than "A", using the above credit rating agencies" would be amended to reflect the above.

(d) Investment Level

The funds held in the Board's bank account at any point in time would be subject to future movement where payments were to be met and where receipts were to be expected. The timing of those payments and receipts were often difficult to predict with a level of accuracy and were dependant on such things as expected delivery dates of equipment and stage payments of grant receipts for projects.

Until an accurate cashflow timetable for the projects could be calculated, it was the Officer's recommendation that the Board considered an initial investment sum based upon a percentage of the cash surplus figures, where the sum did not exceed the £500,000 limit. Officers recommended members considered either 25% or 50% of the cash surplus sum at 31st March, rounded down to the nearest £5,000.

(e) Investment Term

It was officers' recommendation that where the investment was a fixed deposit with no instant access that the Board considered a period of no less than three months and no more than nine months term of investment. The Finance Manager gave examples of the different rates currently available depending on the term invested but stated that she did not yet have details of the terms for the broker.

RESOLVED

- (a) That the attached amended Investment Policy be approved.
- (b) The Board open interest-bearing accounts with existing bank/building societies and transfer of funds to obtain a higher return on board funds.
- (c) That an initial investment level of 25% of cash surplus at the 31st March (rounded down to the nearest £5,000) be approved.
- (d) That an initial investment term of between three and nine months be approved.
- (e) That the Board note the balance in the Nat West account which was above that laid down in the Financial Regulations.

2023.53 DRAINAGE RATES AND SPECIAL LEVIES

It was noted that 99.9% of drainage rates had been collected at 31st March 2023 with an outstanding amount of £92.19 carried forward to the current financial year.

Of the 2023/24 year, £64,549.07 (54.1%) of drainage rates and £537,876 (50%) of special levies had been collected. A total of £592,209.27 remained outstanding.

RECEIVED

2023.54 ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

This had already been discussed under the Operations Report.

2023.55 DELEGATED MATTERS – PLANNING, BYELAWS AND SUPERVISORY ROLE

(a) Byelaw Applications

The following byelaw consents had been granted under delegated authority since the last meeting:

DEIDB/LDC/2021/027 Realignment and widening of the Board maintained Wormley Bridge Drain at national grid reference 466289 411494 in the parish of Hatfield.

DEIDB/LDC/2023/001 Increase in flow to the Board maintained Kirton Lane Drain from development at land adjacent to 113 Kirton Lane, national grid reference 467868 412419 in the parish of Thorne.

DEIDB/LDC/2023/002 Replacement surface water connection to the Board maintained Moor Drain (South). Land north of 5 Coulman Street at national grid reference 469710 413746 in the parish of Thorne.

DEIDB/LDC/2023/005 Temporary damming and over pumping of the Board maintained Snow Sewer Pump Drain and Broomston Drain and Park Drain Pumping Station at national grid reference 472980 398550 in the parish of Wroot.

DEIDB/LDC/2023/011 Installation of 6 linear metres of 500mm diameter temporary culvert into the Board maintained Hop Hills Link Drain, land to

the south of the new Unity Way Link Road at national grid reference 465844 410635 in the parish of Hatfield.

RECEIVED

(b) Section 23 Applications

The following Section 23 consents had been granted since the last meeting:

DEIDB/LDC/2023/007 Partial damming of riparian watercourse to allow repair works to boundary wall at Lindrick Villa, Lindrick, national grid reference 459095 392655 in the parish of Tickhill.

DEIDB/LDC/2023/010 Infill of approximately 773 metres of redundant riparian watercourse to facilitate development of a distribution centre. At national grid reference 466684 411717 west of M18 motorway, east of Cuckoo Lane, north of Moto Services in the parish of Hatfield.

RECEIVED

(c) Planning Applications

Officers had objected to PA/2023/192 as it did not comply with the Board's Policy for development within close proximity to Board maintained watercourses

Officers had reviewed six other planning applications since the last meeting and made comments relating to surface water drainage. No other objections had been raised.

RECEIVED

2023.56 ASSOCIATION OF DRAINAGE AUTHORITIES (ADA)

The Chief Executive reminded members that Flood and Water Live was taking place on the 5th and 6th July 2023.

RECEIVED

2023.57 STAFFING

The Corporate Services Manager reported that the Board's Pump Attendant was retiring at the end of the month. Members discussed a mark of his longstanding service to the Board and its predecessor Boards of over 40 years and it was proposed to purchase a gift to the value of £250.

RESOLVED

That a retirement gift be purchased up to the value of £250 for the Pump Attendant in recognition of his long service to the Board.

2023.58 ANY OTHER BUSINESS

None.

CHAIRMAN

FOR MEMBERS' INFORMATION ONLY

DONCASTER INTERNAL DRAINAGE BOARD	File Ref:	Agenda Item: 9
	Meeting: Board Meeting Date: 23rd June 2023	
Subject: FINANCE		

Recommendations:

- To review and approve the Management Variance Accounts for the year ending 31st March 2023.
- To note the transfers of budget values.
- To note the Board's cash balances and borrowings.
- To approve the schedule of payments over £500 made since the last meeting.
- To note the updated 5-year plan.

1. Management Accounts for the Year ending 31st March 2023

1:1 The Management Accounts for the 12-month period ending 31st March 2023 is shown below, summarising the variance of actual income and costs to the approved estimates. The report also shows the Annual Budget amounts for information.

Any income and expenditure relating to Engineering schemes has been removed and will be reported separately, as the movements on the Engineering schemes (expenditure and income movements) do not directly affect the General Cash Reserves, so this enables us to predict the cash funds position that will be available to the Board for any overspends or to meet any extra-ordinary expenditure that a flooding event may create.

The report is a summary of the main Income and Expenditure headings, a more detailed report of the breakdown of those headings can be found at the end of the finance report.

Doncaster East Internal Drainage Board
Variance to Estimates Report - For the 12 months to 31st March 2023

Notes	Whole Yr Estimate	31.03.23 Variance	31.03.23 Estimate	31.03.23 Actual
The following income & expenditure is not related to Engineering Schemes				
Total Income including Rates/Levy/Consenting Income	1,336,674.00	(28,821.40)	1,336,674.00	1,307,852.60
Total Maintenance Costs for Drains/PS/Consenting	(684,400.00)	(44,118.20)	(684,400.00)	(728,518.20)
Total Supportive expenditure incl Salaries, Plant Running, Precept, Admin & IT	(509,651.00)	15,565.33	(509,651.00)	(494,085.67)
	142,623.00	(57,374.27)	142,623.00	85,248.73
Adjustment to Other Reserves				
Add the intended transfer to Plant Renewals Fund -trf in reserves (rated for)	0.00	0.00	0.00	0.00
Funds transferred from plant reserve to meet expenditure	0.00	0.00	0.00	0.00
Plant/Vehicle planned net expenditure not occurred in year - held	0.00	0.00	0.00	0.00
Adjustments for Balance Sheet Budget Entries				
Fixed Asset Adjustments				
Vehicle additions	0.00	0.00	0.00	0.00
Vehicle disposals	0.00	0.00	0.00	0.00
Plant additions	0.00	0.00	0.00	0.00
Plant disposals	0.00	0.00	0.00	0.00
Loan Capital Adjustment				
PWLB Loan repayments - Existing	(61,185.00)	(0.25)	(61,185.00)	(61,185.25)
PWLB Loan repayments - Future	(11,238.00)	11,238.00	(11,238.00)	0.00
Balance of Income over Expenditure To General Reserves at 31/01/2023	70,200.00	(46,136.52)	70,200.00	24,063.48
Board Funding towards schemes	(112,000.00)		(112,000.00)	(112,000.00)
Surplus/(deficit) to be taken from General Reserves as at 31st March 2023	(41,800.00)	(46,136.52)	(41,800.00)	(87,936.52)
Unplanned adjustments to Reserves during period:				
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	20,965.32	0.00	20,965.32
Surplus/(deficit) to be taken from General Reserves as at 31st March 2023	(41,800.00)	(25,171.20)	(41,800.00)	(66,971.20)

Notes on other overspends and underspends are included on the detailed report.

The 2022/23 Estimates allowed for a deficit budget of **£41,800.00** where the funds were to be met from general reserves.

At the March 2023 Board Meeting the predicted deficit position for 2022/23 was expected to be **£146,355.88** due to the increase in electricity costs. However, the actual deficit position is a more positive deficit of **£66,971.20**, a difference of £79,385. The expected overspend on electric was calculated to be **£121,499**, however the overspend materialised at only **£26,296.16**, (a difference of £95,203) due to drier winter weather conditions. It should be noted that we are still awaiting electricity invoices for a number of our stations, so we have estimated a sum of £28,828.07 for the remaining electricity costs.

1:2 Plant reserves

There have been no movements on the Plant reserves and the Board hold a fund of £10,000 towards future plant additions.

1:3 General Reserves - Surplus Cash

The General Reserves, as shown on the Balance Sheet, shows the equity of the Board, and these funds are made up of both cash and non-cash assets/liabilities, such as any fixed assets the Board holds in its balance sheet.

Within those General reserves we identify the cash element so that we can ensure we have sufficient funds in the form of cash to meet our everyday expenditure and keep enough in reserve to enable the Board to meet any unplanned expenditure caused by an increase in costs or a flooding event.

The Surplus Cash element of the Reserves is after we have taken account of any other Reserves the Board holds for specific future expenditure, such as Plant Reserves or Capital Receipts Unapplied Reserves.

It is this Surplus Cash reserve we aim to hold a reserve of 30% of Net Operating Costs. Whilst 30% is the Board's policy, we must also take note of the monetary amount to ensure that this is also sufficient.

The following shows the effect of utilising this reserve to our schemes. The resultant outturn for the Surplus Cash at 31st March 2023 is as follows:

Current Surplus Cash reserves	949,141.21
Capital Projects as at 31/03/2023 balances to be met	384,376.56
Balance of cash remaining for general reserves As at 31/03/2023	564,764.65
Plant Reserve (rated for) -	10,000.00
Commuted Sum reserve	75,774.68
Surplus Cash Reserve Balance As at 31st March 2023	478,989.97
Net Operating Expenditure in 22/23 (Whole year)	1,086,587.04
Surplus Cash Reserve as a % of Net Operating expenditure as at 31/03/23	44.08%

The predicted cash position was £402,150.44 and 35.12% of expected net operating costs. The actual position at the 31st March 2023 is a more positive position of £478,989.97 and 44.08%.

The Board took the steps to increase the Rate for 2023/24, as a consequence of high estimated costs relating to electricity in both the current and future years. Notwithstanding that, the surplus cash position at the end of 2023/24 is predicted to be 34.73% of net operating costs, which is within the realms of the Board's policy of 30% reserves.

1:4 Engineering Schemes

In addition to the income and expenditure that reduces or improves the General Reserves, the Board also incurs expenditure in relation to Engineering Schemes.

Due to the nature of those schemes the life of the project can take place over a number of years and therefore those funds are held separately to General Reserves to ensure that these funds are available when the expenditure is required.

A summary of the movement on the Scheme reserves is detailed below for the period to 31st March 2023.

Balances at 1st April 2022	Current Year
At 1 April	414,870.06
Board funding as agreed in Estimates	112,000.00
Engineering Income Received	180.00
Transfers (to) / from reserves or OPS projects	(18,420.17)
Engineering Expenses paid	(124,253.33)
	<hr/>
Balances at 31st March 2023	384,376.56
	<hr/>
	<u>Remaining</u>
	<u>Budget</u>
<u>Project</u>	<u>(Incl. Rev)</u>
DE14001 - Reserve fund for Projects	130,000.00
DE18005 - Strategic Hydraulic Modelling	21,668.87
DE19305 - Low Ellers PS Pump Refurbishment	- 622.71
DE19307 - Huxterwell PS Weedscreen	- 52,823.95
DE19453 - Great Black Lane Tickhill Drainage Scheme	5,000.00
DE19455 - Drain Safety Platform White Rose Way	6,008.58
DE19456 - Balby Drain Raking Grid	6,821.92
DE19501 - Huxterwell Drain Improvements	- 1,224.25
DE20303 - Telemetry replacement	1,925.27
DE20306 - Seven Arches PS Refurbishment	15,754.38
DE20307 - Park Drain PS Refurbishment	45,583.44
DE20802 - Wood & Ealand Common Drain Study	2,360.25
DE20803 - Boating Dyke Study	1,491.87
DE21305 - Elmhirst PS Refurbishment	63,606.88
DE21306 - Franklins PS Refurbishment	20,000.00
DE21307 - High Level South Refurbishment	1,573.00
DE23302 - Emergency Pump Station Repairs	42,723.66
DE23450 - Culvert CCTV & desilting works	12,495.00
DE23451 - Asset Renewals & Resilience	29,446.95
DE23800 - Catchment Reviews	10,000.00
DE23801 - Drain Investigations	22,587.40
	<hr/>
ENGINEERING PROJECTS	384,376.56
	<hr/>

2 Transfer of Budgets

- 2:1 Details regarding the specific schemes and the need for any transfers will be discussed and approved under the Asset Renewals and Refurbishments or under Operations.
- 2:2 For transparency, a schedule of such transfers will be provided at each Board meeting.

**Doncaster East Internal Drainage Board
 Movement on reserves - Engineering Projects
 Year to 31st March 2023 - Approval at June 2023 Board Meeting**

Below are listed the transfers occurring in the year to 31st March 2023 for the Board's consideration and approval.

<u>Engineering Projects underspent - projects closed</u>		Balance trf
DE21503	Reforming	-20,486.66
DE22503	Reforming	3,148.46
		<u>-17,338.20</u>
<u>Engineering Projects overspent</u>		<u>0.00</u>
		0.00
<u>Proposed Funding applied from "bucket" scheme funds</u>		<u>0.00</u>
		<u>-17,338.20</u>
<u>Operations Projects underspent</u>		<u>0.00</u>
Net funds transferred to/(from) Reserves		<u>17,338.20</u>
<u>Other Movements to be approved</u>		
DE23302	Emergency Pump Station Pump Repairs	42,723.66
	The above to be transferred to:	
DE22302	Emergency Pump Station Pump Repairs	<u>-42,723.66</u>
		<u>0.00</u>
DE23450	Culvert CCTV & Desilting works	12,495.00
	The above to be transferred to:	
DE22450	Culvert CCTV & Desilting works	<u>-12,495.00</u>
		<u>0.00</u>
DE23801	Drainage Investigations	22,587.40
	The above to be transferred to:	
DE22801	Drainage Investigations	<u>-22,587.40</u>
		<u>0.00</u>
DE23451	Asset renewals and resilience	29,446.95
	The above to be transferred to:	
DE22451	Asset renewals and resilience	<u>-29,446.95</u>
		<u>0.00</u>
DE23800	Catchment Reviews	10,000.00
	The above to be transferred to:	
DE22800	Catchment Reviews	<u>-10,000.00</u>
		<u>0.00</u>

Approval _____

Dated _____

- 2:3 From 2023/24 the Reforming programme and budget will be held in the annual Operations budgets and will close down and renew annually. Any unspent budgets will be returned to reserves annually.
- 2:4 During the 2023/24 Estimate process those budgets required annually, such as Emergency Pump Repairs, Asset Renewals and Culvert CCTV, were reviewed and due to the predicted balances to be remaining at 31st March 2023, the need for additional budgets was reduced and any unspent budgets would be held and transferred to the new year.

3. Cash Balances and Borrowings as at 31st March 2023

3:1 Schedule of Balances

	<i>Amount</i>	<i>Interest Rate</i>
Lloyds Current Account	£705,594.57	0.00%
Lloyds Rating Account	£362,999.61	0.00%
Thorne Moors Current Account	£0.00	0.00%
TOTAL	£1,068,594.18	

3:2 External Borrowing

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

<i>District / Loan Number</i>	<i>Loan Amount</i>	<i>Year Commenced</i>	<i>Period (years)</i>	<i>Interest Rate</i>	<i>Balance Outstanding</i>
501518	£230,000.00	2002	25	4.75%	£63,407.25
501506	£84,154.00	2003	25	4.65%	£27,520.50
501507	£52,119.00	2003	25	4.65%	£17,044.29
501508	£58,368.00	2003	25	5.25%	£21,477.56
501519	£116,000.00	2003	25	4.85%	£38,493.28
501516	£76,133.00	2003	20	4.65%	£2,877.17
501520	£43,535.00	2005	25	4.45%	£18,343.82
501514	£138,106.74	2010	18	4.86%	£72,176.80
501517	£227,543.39	2011	14	3.83%	£66,871.27
		Total			£328,211.94

4. Payments over £500

- 4:1 A schedule of payments over £500 made by the Board since the last meeting is attached for approval.

Schedule of payments over £500 submitted to the Doncaster East Internal Drainage Board meeting for approval on 23rd June 2023

Trans Date	Account	Narrative	Payment Value	Notes
			£	
09/03/2023	Colwill Contracting Ltd	PP/COLW001	18,843.22	Annual maintenance work retention release
09/03/2023	National World Publishing Ltd	PP/JOHN001	816.16	Annual rates notice 23/24
09/03/2023	Althon Limited	PP/ALTH001	8,220.00	Supply of galvanised headwall at White Rose Way
09/03/2023	Althon Limited	PP/ALTH001	19,080.00	Supply of handrail system and slip deck at Balby Drain
17/03/2023	Isle of Axholme & North Nottinghamshire WLMB	PP/IOAN001	1,056.14	
17/03/2023	Lincoln Security Limited	PP/LINC001	1,070.40	Padlocks for all pumping stations
17/03/2023	Lindsey Marsh Drainage Board	PP/LMDB001	4,531.25	Engineering and consenting recharges Feb 23
20/03/2023	P.A.Y.E.	HMRC NDDS	996.43	
24/03/2023	Net Wages	WAGES	2,999.02	
31/03/2023	Focus Signs	PP/FOCU001	1,374.08	Name & hazard signs for various pumping stations
31/03/2023	Lindsey Marsh Drainage Board	PP/LMDB001	14,933.12	Consortium and disbursement recharges Feb 23
31/03/2023	Tiaa	PP/TIAA001	1,632.00	Annual governance and accountability return
11/04/2023	P.A.Y.E.	PAYE & Pension Payment	1,006.88	
28/04/2023	Association of Drainage Authorities	PP/ADAU001	5,376.00	ADA subscriptions 2023
28/04/2023	Colwill Contracting Ltd	PP/COLW001	32,120.04	Flailing, weedcutting and additional works
28/04/2023	Isle of Axholme & North Nottinghamshire WLMB	PP/IOAN001	1,056.14	
28/04/2023	Lindsey Marsh Drainage Board	PP/LMDB001	23,653.43	Consortium, consenting, engineering & disbursement March 23
28/04/2023	Colwill Contracting Ltd	PP/COLW001	37,587.00	Tree & Bushing work. Bank slips and toe piling at Brosley Drain
28/04/2023	Isle of Axholme & North Nottinghamshire WLMB	PP/IOAN001	5,957.50	Standby cover and share of apprentice costs to IOANN
19/05/2023	Isle of Axholme & North Nottinghamshire WLMB	PP/IOAN001	670.78	Piling works, Common Drain. Pump attendant, Medge Hall PS
18/05/2023	Network Rail	PP/NETW001	540.00	
25/05/2023	Eco-Power Construction Group	PP/ECOP001	5,328.18	Removal & disposal of screen and installation of safety platform
02/06/2023	Eco-Power Construction Group	PP/ECOP001	8,538.91	Weedscreen & safety platform at Balby Drain
Total			197,386.68	

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

5. Management Accounts detailed report

5:1 Budgeted Income and Expenditure and Balance sheet Expenditure / Income

Doncaster East Internal Drainage Board

Variance to Estimates Report - For the 12 months to 31st March 2023

	Notes	Whole Yr Estimate	31.03.23 Variance	31.03.23 Estimate	31.03.23 Actual	Notes
INCOME						
Where the Income variance is negative this shows that the income received is less than estimated for						
The following income is not related to Engineering						
Agricultural drainage rates		101,871.00	0.52	101,871.00	101,871.52	
Special levies		896,779.00	0.00	896,779.00	896,779.00	
Rental, wayleaves & grazing income		111.00	99.54	111.00	210.54	Incl land at Balby Carr YWT £100
Income from PSCAs	8	10,000.00	(10,000.00)	10,000.00	0.00	No PSCA income to date
Income from rechargeable works	8	0.00	6,595.50	0.00	6,595.50	Incl recharge of drain costs to CA £2,825 (costs represented in Drains Maintenance)
Income from recharge of disbursements	8	0.00	4.10	0.00	4.10	Income is directly associated to the costs.
Income from consenting	8	95,000.00	(84,615.52)	95,000.00	10,384.48	Surface Water Development income £3,146, Estimates provided for £93k, a development has been delayed until 23/24. Income incl £3,639 to developers for consulting advice
Contributions to PS expenditure	9	177,678.00	48,613.04	177,678.00	226,291.04	Income is directly associated to the costs.
Contributions to other costs	9	11,118.00	1,540.24	11,118.00	12,658.24	Contributions towards vehicle running costs from Coal Authority incl rental of £7,200pa other costs incl maintenance are directly related to costs within Support Costs
Deferred income, commuted sums & contributions	10	0.00	10,000.00	0.00	10,000.00	Funds released by Natural England to the Board for Thorne Moore Project
Other income	11	0.00	1,700.00	0.00	1,700.00	50% of Apprentice Levy £1500 and summons costs collected
Investment interest		0.00	0.00	0.00	0.00	
Own use of plant recharged (absorption)		0.00	0.00	0.00	0.00	
Own use of labour recharged (absorption)		44,117.00	(2,758.82)	44,117.00	41,358.18	
TOTAL INCOME		1,336,674.00	(28,821.40)	1,336,674.00	1,307,852.60	

Doncaster East Internal Drainage Board
Variance to Estimates Report - For the 12 months to 31st March 2023

	Whole Yr Estimate	31.03.23 Variance	31.03.23 Estimate	31.03.23 Actual	Notes
EXPENDITURE					
Where the expenditure variance is negative this shows that the expenditure is more than estimated for					
MAINTENANCE & DEVELOPMENT EXPENDITURE					
Drain maintenance expenditure	380,840.00	4,739.44	380,840.00	376,100.56	{ External costs are under budget by £79,51. Internal costs are under budget by £4,660
Pumping station expenditure	286,560.00	(47,312.02)	286,560.00	333,872.02	{ External costs £45.4k higher than estimate. £15k Contractor costs higher for Idle Stop pump reps. Electric costs £26.2k higher than estimated at the year end. Balby Carr, Elmhurst, Idle Stop and Cuckoo Lane pumping stations are the main stations over budget for electricity at the end of the year. Still waiting for actual invoices for November onwards however an accrual has been made. Net cost of PS (Costs less reimbursed) is £107,561.
PSCA Recharge expenditure	10,000.00	10,000.00	10,000.00	0.00	{ No PSCA expenditure to date
Recharge expenditure	0.00	(1,154.85)	0.00	1,154.85	{
Consenting time expenditure	7,000.00	(10,386.67)	7,000.00	17,386.67	{ General Consenting costs. Includes £1,931 of the costs recharged to Developers
Disbursement Costs	0.00	(4.10)	0.00	4.10	{ Relates directly to recharge of disbursements income
Cost of goods sold & stock variances	0.00	0.00	0.00	0.00	
TOTAL MAINTENANCE & DEVELOPMENT EXPENDITURE	684,400.00	(44,118.20)	684,400.00	728,518.20	

Doncaster East Internal Drainage Board
Variance to Estimates Report - For the 12 months to 31st March 2023

	Whole Yr Estimate	31.03.23 Variance	31.03.23 Estimate	31.03.23 Actual	Notes
EXPENDITURE					
Where the expenditure variance is negative this shows that the expenditure is more than estimated for					
SUPPORTIVE EXPENDITURE					
DLO costs	50,474.00	(1,760.69)	50,474.00	52,234.69	
Other direct expenses	18,411.00	(1,272.76)	18,411.00	19,683.76	{ Incl Standby fee £3.2k & Share of Apprentice from IOA £11.1k; Abstraction fee for North Common Area from Black Drain of £5k for 21/22 & 22/23
Environment Agency precept	218,880.00	0.00	218,880.00	218,880.00	
Support & establishment costs	199,588.00	15,221.12	199,588.00	184,366.88	{ Consortium costs £8.7k lower than estimated - partially offset by higher Consenting costs. Small tools £2.7k lower Legal fees are £1.5k lower; I.T costs are £5.6k lower than estimated. Motor fuel £2.2k higher than estimated. Insurance premiums £1.7k higher than expected.
Finance costs	22,098.00	3,337.60	22,098.00	18,760.40	{ Includes loan interest. Interest under budget as loans drawn delayed
Depreciation costs	0.00	(56,751.72)	0.00	56,751.72	{ This is a non-monetary accounting adjustment.
Bad debt costs	0.00	(159.94)	0.00	159.94	{ Rates write offs approved by Board and summons costs
Biodiversity & environmental costs	200.00	200.00	200.00	0.00	
TOTAL SUPPORTIVE EXPENDITURE	509,651.00	(41,186.39)	509,651.00	550,837.39	
TOTAL EXPENDITURE	1,194,051.00	(85,304.59)	1,194,051.00	1,279,355.59	
	142,623.00	(114,125.99)	142,623.00	28,497.01	
EXCEPTIONAL INCOME	0.00	0.00	0.00	0.00	{ This is a non-monetary accounting adjustment
INCOME OVER EXPENDITURE	142,623.00	(114,125.99)	142,623.00	28,497.01	{ Negative variance

Doncaster East Internal Drainage Board
Variance to Estimates Report - For the 12 months to 31st March 2023

	Whole Yr Estimate	31.03.23 Variance	31.03.23 Estimate	31.03.23 Actual	Notes
INCOME OVER EXPENDITURE	142,623.00	(114,125.99)	142,623.00	28,497.01	
ADJUSTMENTS TO THE FINANCIAL STATEMENTS TO					
ADJUSTMENTS FOR NON MONETARY ITEMS					
Remove the effects of Depreciation costs	0.00	56,751.72	0.00	56,751.72	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
	142,623.00	(57,374.27)	142,623.00	85,248.73	
ADJUSTMENTS FOR BALANCE SHEET ENTRIES					
Adjustments for Reserves Movements					
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	
Fixed Asset Adjustments					There are NO budget plant / vehicle additions in the 22/23 year
Motor	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	
Plant additions	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	
Plant disposals	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	
Loan Capital Adjustment					
PWLB Loan repayments - Existing	61,185.00	0.25	61,185.00	61,185.25	
PWLB Loan repayments - Future	11,238.00	(11,238.00)	11,238.00	0.00	Loans not yet drawn for Park Drain, Heckdyke IOA, Franklins
	72,423.00	(11,237.75)	72,423.00	61,185.25	
Non I&E (Costs) & Income	72,423.00	(11,237.75)	72,423.00	61,185.25	
Variance at 31/03/2023	70,200.00	(46,136.52)	70,200.00	24,063.48	
Planned Board Funding towards schemes	(112,000.00)	0.00	(112,000.00)	(112,000.00)	
Surplus/(deficit) to be taken from General Reserves as at 31st March 2023	(41,800.00)	(46,136.52)	(41,800.00)	(87,936.52)	
See Transfer of Budgets:					
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	0.00	20,965.32	0.00	20,965.32	Trf of Budgets 3627.12 Nov BM + £17338.20 June23 BM
Variance at 31/03/2023	(41,800.00)	(25,171.20)	(41,800.00)	(66,971.20)	

6. Updated 5-year Plan

**Doncaster East Internal Drainage Board
Estimate 5 Year Summary**

	Estimate 2022/23	Actual 2022/23	Estimate 2023/24 1	Estimate 2024/25 2	Estimate 2025/26 3	Estimate 2026/27 4	Estimate 2027/28 5
Year							
Scheme Income / Expenditure - Earmarked funds							
a) Board Contribution to Schemes from Rating Income	112,000	112,000.00	128,000	140,000	148,000	166,000	133,000
Balance Sheet Income or Expenditure							
Plant Renewals (Additions less disposals)	0	0.00	0	0	26,000	25,000	0
Plant Reserves - future funds	0	0.00	0	0	0	5,000	20,000
Plant Renewals Funded from Plant Reserve	0	0.00	0	0	-10,000	0	0
Loan Capital Repayments - existing	61,185	61,185.25	61,028	60,793	63,556	56,147	40,367
Loan Capital Repayments - future loans	11,238	0.00	9,051	19,873	27,386	39,366	48,065
b) Balance Sheet Income or Expenditure	72,423	61,185.25	70,079	80,666	106,942	125,513	108,432
Income & Expenditure Account							
Non-scheme Expenditure:							
Maintenance / Direct Cost of Work							
Pumping Station Costs	286,560	333,872.02	412,072	435,048	445,925	457,074	468,501
Drain Maintenance Works - incl Reforming from 23/24	380,840	376,100.56	409,965	418,164	426,527	435,056	443,757
PSCA Works	10,000	0.00	10,000	10,000	10,000	10,000	10,000
Other Recharge Works	0	1,154.85	0	0	0	0	0
Consenting Costs	7,000	17,386.67	14,000	14,350	14,709	15,077	15,454
Disbursement Costs	0	4.10	4	0	0	0	0
c) Maintenance / Direct Cost of Work	684,400	728,518.20	846,041	877,562	897,161	917,207	937,712
Supportive Expenditure							
Plant Running Costs	6,605	8,867.58	8,550	8,764	8,983	9,207	9,437
DLO Wages	61,435	63,021.84	68,890	67,333	69,017	70,741	72,509
DLO Costs	3,350	2,518.75	3,160	2,977	3,051	3,126	3,204
Support & Establishment Costs	193,183	175,659.24	232,404	239,860	242,146	251,410	271,875
Salaried staff costs	0	0.00	0	0	0	0	0
Finance & Bank Charges	1,465	1,588.11	1,585	1,624	1,664	1,706	1,749
Loan Interest Repayments - existing	17,172	17,172.29	14,385	11,677	8,914	6,024	3,596
Loan Interest Repayments - future loans	3,461	0.00	8,859	18,180	23,599	37,096	45,417
Other costs	4,100	6,377.86	3,800	3,833	3,867	3,902	3,937
EA Precept	218,880	218,880.00	218,880	218,880	218,880	218,880	218,880
d) Supportive Expenditure	509,651	494,085.67	560,513	573,128.00	580,121.00	602,092.00	630,604.00
e) Total Expenditure plus contributions to schemes	1,378,474	1,395,789.12	1,604,633	1,671,366	1,732,224	1,810,812	1,809,748
Non-Scheme Income							
Other Income	-111	-11,910.54	-211	-217	-223	-229	-235
PSCA Recharge Income	-10,000	0.00	-10,000	-10,000	-10,000	-10,000	-10,000
Other Recharge Income	0	-6,595.50	0	0	0	0	0
Consenting Income	-95,000	-10,384.48	-33,000	0	0	0	0
Disbursement Income	0	-4.10	0	0	0	0	0
Contributions - PS	-177,678	-226,291.04	-253,245	-259,576	-266,065	-272,717	-279,535
Contributions - Wages	0	0.00	0	0	0	0	0
Contributions - Support	0	0.00	0	0	0	0	0
Contributions - Motoring	-11,118	-12,658.24	-12,285	-12,412	-12,543	-12,675	-12,812
Contributions - oncosts	0	0.00	0	0	0	0	0
Commuted Sums	0	0.00	0	0	0	0	0
DLO & Plant costs absorbed into Productive Expenditure	-44,117	-41,358.18	-37,613	-38,529	-39,468	-40,430	-41,415
f) Total Income	-338,024	-309,202.08	-346,364	-320,734	-328,299	-336,051	-343,997
g) To be funded by Rates & Levy	1,040,450	1,086,587.04	1,268,279	1,350,622	1,403,925	1,474,761	1,465,751
Agricultural Rates Income	-101,871	-101,871.52	-118,271	-144,221	-148,551	-153,011	-156,067
Special Levy Income	-896,779	-896,779.00	-1,075,752	-1,269,583	-1,307,698	-1,346,964	-1,373,960
h) Rates & Levy Income	-998,650	-998,650.52	-1,194,023	-1,413,804	-1,456,249	-1,499,975	-1,529,927
i) Net Surplus/(Deficit)	-41,800	-87,936.52	-64,266	63,182	62,324	26,214	64,176
Agricultural Annual Values	1,633,865	1,633,865	1,621,285	1,633,865	1,633,865	1,633,865	1,633,865
Special Levy Annual Values	14,382,953	14,382,953	14,746,410	14,382,953	14,382,953	14,382,953	14,382,953
j) Rateable Annual Values	16,016,818	16,016,818	16,367,695	16,016,818	16,016,818	16,016,818	16,016,818
k) Rate p/£	6.235	6.235	7.295	8.827	9.092	9.365	9.552
l) Rate % Increase	8.00%	8.00%	17.00%	21.00%	3.00%	3.00%	2.00%
Loan debt							
Loan debt - existing loans	328,182	328,211.94	267,154	206,361	142,805	86,658	46,291
Loan debt - potential new loans	373,762	0.00	399,949	560,076	812,690	993,324	945,259
m) Total Loan debt	701,944	328,211.94	667,103	766,438	955,495	1,079,982	991,550
n) Loan debt as a % of Rateable Income	70.29%	32.87%	66.87%	64.21%	66.61%	72.00%	64.81%
o) Current Year potential variances	-141,856.00						
Cash Reserves							
Cash Balances at 31/3 after adjustments	492,425	564,764.65	500,509	563,691	616,015	646,229	730,405
Plant Reserve (rated for) - to be deducted from cash balance reserves	10,000	10,000	10,000	10,000	0	5,000	25,000
Commuted Sum reserve - to be deducted from cash balance reserves	75775	75774.68	75,775	75775	75775	75775	75775
s) Surplus Operating Cash	406,650	478,990	414,734	477,916	540,240	565,454	629,630
t) Net Operating costs	1,140,506	1,086,587.04	1,194,023	1,350,622	1,403,925	1,474,761	1,465,751
u) Total Cash as % of operating costs	30.74%	61.98%	41.92%	41.74%	43.88%	43.82%	49.83%
v) Surplus Operating Cash as % of Operating costs	35.66%	44.08%	34.73%	35.38%	38.48%	38.34%	42.96%

Mrs N. Hind FCCA
Finance Manager

Mrs L. Parker
Deputy Finance Manager

FOR MEMBERS' INFORMATION ONLY

DONCASTER EAST INTERNAL DRAINAGE BOARD	File Ref:	Agenda Item: 10
	Meeting: Board Meeting Date: 23rd June 2023	Subject: FINANCIAL STATEMENTS & AGAR

<p>Recommendations:</p> <ul style="list-style-type: none">• To review and approve the Financial Statements for the Year Ending 31st March 2023 and that the Chairman evidence the Board's approval on Page 4 of the Accounts.• To receive an update on the year end audit from the Board's Internal Auditor.• To review systems of internal control and approve the Annual Governance Statement and that the Chairman and the Chief Executive evidence the Board's approval on Page 4 of the Annual Governance and Accountability Return (AGAR).• To review and approve the Accounting Statements and that the Chairman evidence the Board's approval on Page 5 of the Annual Governance and Accountability Return.• To approve the Option to extend the contract of the Internal Audit provision with TIAA Ltd for a further 2 years for 2023/24 and 2024/2025.• To review and approve the Audit Programme for the 2023/24 internal audit.
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1. Financial Statements for the year ending 31st March 2023

- 1:1 The Final accounts for the year ending 31st March 2023 are attached for consideration and approval, including schedule of Income and Expenditure, Balance sheet and Schedule of Reserves.
- 1:2 Whilst the Variance report illustrates the income and costs to the budgets, the attached accounts illustrate the income and expenditure and a comparison to last year's accounting figures.
- 1:3 Recommendation is to approve the Financial Statements and request that the Chairman evidence the Board's approval on Page 4 of the Accounts.



DONCASTER EAST INTERNAL DRAINAGE BOARD

**UNAUDITED
FINANCIAL STATEMENTS**

FOR THE PERIOD 1ST APRIL 2022 TO 31ST MARCH 2023



DONCASTER EAST INTERNAL DRAINAGE BOARD

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Narrative Statement

Annual Report

About the Doncaster East Internal Drainage Board

The Doncaster East Internal Drainage Board (DEIDB) is an independent body created under Land Drainage Statutes responsible for flood defence, drainage and water level management works, other than on main rivers, in a defined geographical area. The Board includes those elected by and representing the occupiers of land in the area and members nominated by the local authorities of Doncaster Metropolitan Borough Council.

The Board secures income mainly from drainage levies on farmers and other occupiers, and from special levies on local authorities. The Board also pays levies to the Environment Agency to fund works on main rivers within the Board's area.

The Board is administered by the Water Management Consortium, a 4 Board Consortium comprising Lindsey Marsh Drainage Board, Isle of Axholme & North Notts WLMB and Trent Valley Internal Drainage Board. The administration address is:

Wellington House
Manby Park
Manby
Louth
Lincolnshire
LN11 8UU

The Board consists of 7 elected members and 8 nominated members.

Elected Members:

Mr M Brooke
Mr P Cornish
Mr I Dixon
Mr R Durdy
Mr R Hopkins
Mr N Williams
Mr R Wilson

Appointed by Doncaster Metropolitan Borough Council

Mr C McGuinness (Chairman)
Mr P Horne (Vice-Chairman)
Mr C Crowe
Mr J Hoare
Mr M Houlbrook
Ms H Norford
Mr M Oldknow
1 Vacancy



This document is the Statement of Accounts of DEIDB for the financial year ended 31st March 2023. The accounts consist of:

The Statement of Responsibilities

This statement identifies the officer who is responsible for the proper administration of the Board's financial affairs.

The Income and Expenditure Account

This statement shows the gross expenditure, income and net expenditure on the major activities the Board is responsible for and compares that cost with the finance provided by Agricultural drainage rates and Special Levies.

The Balance Sheet

This statement is fundamental to the understanding of the Board's financial position at the year end. It shows the balances and reserves at the Board's disposal, the fixed and net current assets employed in its operation, together with summarised information of the fixed assets held. This statement also includes the assets and liabilities of the Board.

The Statement of Movement on Reserves

This statement shows the changes in reserves during the reporting period.

The Statement of Accounting Policies

This statement details the legislation and source of accounting principles on which the financial statements are prepared.

Summary of Financial Performance

The Board's financial position improved during the year as follows:

- 1 **Deficit / Surplus:** The Income & Expenditure Statement shows the expenditure and income relevant to both the engineering schemes and also the general maintenance and support costs of the Board. The Income & Expenditure Statement includes costs that are non-monetary and are accounting adjustments, such as depreciation & profit/loss on disposal of assets, that do not represent cash leaving the Board. The general maintenance & support income/expenditure resulted in a surplus of **£28,497** whilst the engineering schemes income/expenditure resulted in a deficit of **£124,073**. As the Board earmarks the funds to be allocated to schemes, the timing of the income received and its associated expenditure may indeed fall into different accounting periods. The Statement of Reserves shows the funds remaining in schemes as at the 31st March 2023.
- 2 **Deficit / Surplus:** In addition to the expenditure represented in the Income & Expenditure Statement the Board also incurs costs that are represented in the Balance Sheet values, such as fixed asset additions / disposals and also capital loan repayments. When the Board prepares the annual Estimates of Income and Expenditure these Balance sheet costs must also be included to ensure the Board has sufficient monetary funds to pay such costs.



- 3 **Deficit / Surplus:** The approved 2022/23 Estimates expected a deficit position for the year of **£41,800**; with any deficit being met from General Reserves. Whilst the Board experienced increased costs, mainly in electricity throughout the financial year these were somewhat negated by the reduced costs associated with delays in the timing of expected loan repayments, with the overall outturn resulting in a deficit of **£66,971.20**.
- 4 **Fixed Assets:** During the year the Board did not purchase or dispose of any fixed assets.
- 5 **Funding:** The Boards expenditure is mainly funded by cash from ratepayers and levies on local Councils. The Board also holds a number of cash reserves. External funding is sought on Schemes from the RFCC and DEFRA.

Five Year Capital Works Programme

As reported and approved by the Board in January of each year, full details of the 5 year capital works programme along with a copy of the full estimates for income and expenditure of the Board, can be requested from the office. These estimates underline the importance of having adequate reserves and detail the funding sources which includes long term debt, flood defence grant in aid and third party contributions.



Statement of Responsibilities for the Statement of Accounts

The Board is required:

- 1 To make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this Board that officer is the Responsible Financial Officer.
- 2 To manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- 3 Approve the Statement of Accounts.

The Responsible Financial Officer's responsibilities:

The Responsible Financial Officer is responsible for the Board's Statement of Accounts which is required to present a true and fair view of the financial position of the Board at the accounting date, and its Income and Expenditure for the year ended 31st March 2023.

In preparing this Statement of Accounts, the Responsible Financial Officer has:

- 1 selected suitable accounting policies and then applied them consistently;
- 2 made judgements and estimates that were reasonable and prudent;
- 3 has completed this Statement of Accounts in accordance with Regulation 11 of the Accounts and Audit Regulations 2015, which all Category 2 Authorities are required to do. This Board is a Category 2 Authority
- 4 applied the accounting concept of a going concern by assuming the IDB will continue to operate for the foreseeable future.

The Responsible Financial Officer has:

- 1 kept proper accounting records which were up to date;
- 2 taken reasonable steps for the prevention and detection of fraud and other irregularities.

Certificate of the Responsible Financial Officer:

This Statement of Accounts forms the basis for the Board's Annual return (AGAR) and it is that upon which the Auditor will form an opinion. It provides a true and fair view of the financial position of the Board at 31st March 2023 and its Income and Expenditure for the year then ended.

Name: Nicola Hind FCCA
Designation: Financial Reporting Officer Date: 7th June 2023

Certificate of the Chairman of the Board:

I confirm that the Financial Statements were approved by the Doncaster East Internal Drainage Board at a meeting held on the 23rd June 2023.

Name: Chris McGuinness
Designation: Chairman Date: 23rd June 2023

DONCASTER EAST INTERNAL DRAINAGE BOARD
Income & Expenditure Account

All Values are shown in Pound Sterling

Notes	31.03.2023 Current Year	31.03.2023 Current Year	31.03.2023 Current Year	31.03.2023 Current Year	31.03.2023 Previous Year	31.03.2023 Previous Year
	Annual Maintenance Income & Expenditure account - General reserves	Scheme Income & Expenditure account - Scheme reserves	Total	Annual Maintenance Income & Expenditure account - General reserves	Scheme Income & Expenditure account - Scheme reserves	Total
INCOME						
101,871.52	101,871.52		101,871.52	94,322.86		94,322.86
896,779.00	896,779.00		896,779.00	830,138.00		830,138.00
210.54	210.54		210.54	870.10		870.10
0.00	0.00		0.00	12,899.15		12,899.15
6,595.50	6,595.50		6,595.50	19,806.75		19,806.75
10,384.48	10,384.48		10,384.48	4.10		4.10
4.10	4.10		4.10	11,561.24		11,561.24
248,949.28	248,949.28		248,949.28	103,727.45		103,727.45
0.00	0.00		0.00	50.00		50.00
1,700.00	1,700.00		1,700.00	0.00		0.00
0.00	0.00		0.00	47,236.71		47,236.71
0.00	0.00		0.00	13,546.50		13,546.50
180.00	180.00		180.00			
41,358.18	41,358.18		41,358.18	29,758.59		29,758.59
TOTAL INCOME	1,307,852.60	180.00	1,308,032.60	1,103,348.78	60,783.21	1,164,131.99
MAINTENANCE & DEVELOPMENT EXPENDITURE						
124,253.33	124,253.33		124,253.33			
376,100.56	376,100.56		376,100.56	159,951.80		159,951.80
333,872.02	333,872.02		333,872.02	175,507.65		175,507.65
0.00	0.00		0.00	791.00		791.00
1,154.85	1,154.85		1,154.85	19,410.86		19,410.86
17,386.67	17,386.67		17,386.67	24,772.74		24,772.74
4.10	4.10		4.10	4.10		4.10
0.00	0.00		0.00	0.00		0.00
728,518.20	728,518.20		728,518.20	380,438.15		380,438.15
TOTAL MAINTENANCE & DEVELOPMENT EXPENDITURE	1,242,533.33	0.00	1,242,533.33	207,605.14	207,605.14	588,043.29
SUPPORTIVE EXPENDITURE						
52,234.69	52,234.69		52,234.69	48,293.65		48,293.65
19,683.76	19,683.76		19,683.76	8,447.57		8,447.57
218,880.00	218,880.00		218,880.00	209,442.00		209,442.00
184,386.88	184,386.88		184,386.88	166,629.52		166,629.52
18,760.40	18,760.40		18,760.40	21,696.30		21,696.30
56,751.72	56,751.72		56,751.72	57,053.90		57,053.90
159.94	159.94		159.94	3.00		3.00
0.00	0.00		0.00	0.00		0.00
0.00	0.00		0.00	0.00		0.00
550,837.39	550,837.39		550,837.39	511,565.94		511,565.94
TOTAL SUPPORTIVE EXPENDITURE	1,279,355.59	0.00	1,279,355.59	892,004.09	207,605.14	1,089,609.23
TOTAL EXPENDITURE	28,497.01	124,253.33	1,403,608.92	211,344.69	(146,821.93)	64,522.76
EXCEPTIONAL INCOME	0.00	(124,073.33)	(95,576.32)	10.14	0.00	10.14
NET SURPLUS / (DEFICIT)	28,497.01	(124,073.33)	(95,576.32)	211,354.83	(146,821.93)	64,532.90

DONCASTER EAST INTERNAL DRAINAGE BOARD

Balance Sheet Report

All Values are shown in Pound Sterling

		<u>31.03.2023</u>	<u>31.03.2022</u>
	Notes	<u>Current Year</u>	<u>Previous Year</u>
<u>FIXED ASSETS</u>	17		
Land & buildings		22,500.00	22,500.00
Pumping stations		361,186.80	410,456.64
Plant & equipment		4,531.66	5,726.38
Motor vehicles		13,969.01	20,256.17
FIXED ASSETS		402,187.47	458,939.19
<u>CURRENT ASSETS</u>			
Stocks		233.98	246.28
Trade debtors		161,296.17	178,893.96
Rates debtors		92.19	121.46
Other debtors	20	676.02	425.40
Cash at Bank and in hand	19	1,068,594.18	1,094,970.03
Prepayments & Accrued Income		3,880.00	8,447.72
CURRENT ASSETS		1,234,772.54	1,283,104.85
<u>CURRENT LIABILITIES - DUE WITHIN 1 YEAR</u>			
Trade creditors & supplier retentions	21	(207,107.98)	(105,010.00)
Other creditors	22	(2,955.50)	(176.26)
Accruals		(56,094.31)	(27,123.72)
Taxation & social security	23	29,130.85	9,933.09
Loans & hire purchase	24	(61,028.31)	(61,185.17)
Deferred income & commuted sums	25	(48,604.39)	(111,576.90)
CURRENT LIABILITIES		(346,659.64)	(295,138.96)
NET CURRENT ASSETS		888,112.90	987,965.89
TOTAL ASSETS LESS CURRENT LIABILITIES		1,290,300.37	1,446,905.08
<u>LONG TERM LIABILITIES</u>			
Loans & hire purchase	24	(267,183.63)	(328,212.02)
LONG TERM LIABILITIES		(267,183.63)	(328,212.02)
NET ASSETS		1,023,116.74	1,118,693.06
<u>RESERVES:</u>			
<u>USABLE RESERVES</u>			
<u>EARMARKED RESERVES</u>			
Engineering Projects Reserve	30	384,376.56	414,870.06
Plant Reserve		10,000.00	10,000.00
Commuted Sums Reserve		75,774.68	75,774.68
TOTAL EARMARKED		470,151.24	500,644.74
<u>GENERAL RESERVES</u>			
General Reserve - Profit & Loss Reserve		648,541.82	553,515.42
Current period net surplus / (deficit)		(95,576.32)	64,532.90
TOTAL GENERAL RESERVES		552,965.50	618,048.32
<u>UNUSABLE RESERVES</u>			
Revaluation Reserve		0.00	0.00
TOTAL NON-DISTRIBUTABLE RESERVES		0.00	0.00
BOARD'S FUNDS		1,023,116.74	1,118,693.06

DONCASTER EAST INTERNAL DRAINAGE BOARD

Statement of Changes in Reserves For the Year Ended 31 March 2023

<u>Usable Reserves</u>	Plant Reserve	Engineering Projects Reserve	Commutated Sums Reserve	General Reserve - Profit & Loss Reserve	Total
	£	£	£	£	£
At 1 April 2022	10,000.00	414,870.06	75,774.68	618,048.32	1,118,693.06
Profit / (Loss) for the Year	-	-	-	(95,576.32)	(95,576.32)
Board funding for schemes	-	112,000.00	-	(112,000.00)	0.00
Engineering receipts	-	180.00	-	(180.00)	0.00
Other comprehensive income	-	-	-	-	0.00
Transfer from other reserves	-	-	-	18,420.17	18,420.17
	<u>10,000.00</u>	<u>527,050.06</u>	<u>75,774.68</u>	<u>428,712.17</u>	<u>1,041,536.91</u>
Transfer to other reserves	-	(18,420.17)	0.00	0.00	(18,420.17)
Engineering expenditure	-	(124,253.33)	-	124,253.33	0.00
At 31 March 2023	<u>10,000.00</u>	<u>384,376.56</u>	<u>75,774.68</u>	<u>552,965.50</u>	<u>1,023,116.74</u>

<u>Unusable Reserves</u>	Revaluation Reserve	Total
	£	£
At 1 April 2022	0.00	0.00
Profit / (Loss) for the Year	-	0.00
Transfer from other reserves	-	0.00
	<u>0.00</u>	<u>0.00</u>
Transfer to other reserves	0.00	0.00
Depreciation of pumping stations	0.00	0.00
At 31 March 2023	<u>0.00</u>	<u>0.00</u>

Reserves Note

Reserves are held to create a working balance to mitigate the impact of uneven cash flows and avoid uneven rate increases or decreases, to create a contingency to cushion the impact of unexpected events and emergencies, and to build funds to meet predicted future expenditure. However, not all reserves can be used to deliver services and these are reflected as Usable and Unusable. Unusable reserves are determined by technical accounting rules and are not available for use by the Board. Revaluation and Pension reserves are examples of Unusable Reserves. Of the Usable Reserves, the Board holds two different types - Allocated or Earmarked Reserves and Unallocated or General Reserves.

Usable Reserves

Allocated or Earmarked Reserves

Allocated or Earmarked Reserves are sums set aside for a specific known future use.

Engineering Project Reserve

The Engineering Project Reserve is an earmarked reserve where the sums have been set aside for a specific project or to meet expenditure for a specific future purpose.

Further notes relating to Engineering Project Reserves can be found in the Notes to the Accounts

Commutated Sums Reserve

A commuted sum is a "one-off" receipt, from a 3rd party, of a capital nature that is reserved against future expenditure of a specific nature. Any new commuted sums are now held on the balance sheet as a future obligation (creditor) rather than a value in the reserve account.

The Commuted Sum Reserve funds held are as follows:

	31.03.2023 Current Year	31.03.2022 Previous Year
Catesby Business Park Phase 1	36,475.61	36,475.61
Catesby Business Park Phase 2	15,332.46	15,332.46
Catesby Business Park Phase 3	3,553.81	3,553.81
Ashfields and West Moor District Pipelines	<u>20,412.80</u>	<u>20,412.80</u>
	<u>75,774.68</u>	<u>75,774.68</u>

DONCASTER EAST INTERNAL DRAINAGE BOARD

Statement of Changes in Reserves For the Year Ended 31 March 2023

Plant Renewal Fund Reserve

The Plant Renewal & Operating Reserve is an earmarked reserve where funds have been set aside and are held for future costs incurred in the provision of new plant.

Where Plant Reserve funds are rated for it will increase the Plant Reserve fund annually, where the sum is not rated for, the sums to be allocated to future plant acquisitions will be dependent on the level of the general reserves, in order to preserve sufficient general reserves in line with the Board's General Reserve policy

Unallocated or General Reserves

Unallocated or General Reserves are funds to provide protection against unplanned expenditure.

The General Reserves, as shown on the Balance Sheet, shows the equity of the Board, and these funds are made up of both cash and non-cash assets/liabilities, such as any fixed assets the Board holds in its balance sheet.

When considering the Board's financial position, within those General reserves we identify the cash element so that we can ensure we have sufficient funds in the form of cash to meet our everyday expenditure and keep enough in reserve to enable the Board to meet any unplanned expenditure caused by an increase in costs or a flooding event. The Board's policy is to maintain a level of 30% of average net operating costs. The calculation of average operating costs includes expenditure on pumping stations, watercourse maintenance, administration, other assets and borrowing charges. Non-monetary expenses, such as depreciation, are not included in the calculation.

Unusable Reserves

Revaluation Reserve

The revaluation reserve is a non-monetary accounting adjustment to record movement arising from the revaluation of the Pumping Stations from their historical cost to their value as at the revaluation date. The Revaluation Reserve is reduced annually in line with the value of the depreciation of the Pumping Stations. The Reserve value is not available for use by the Board.

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

1 General Information

Internal Drainage Boards are independent bodies created under land drainage statutes and the Board is governed by Section 1 of the Land Drainage Act 1991. The Board has permissive powers to undertake flood defence works, other than on main rivers, in a defined geographical area. The Board includes those elected by and representing the occupiers of land in the area and members nominated by the local authorities in the area.

The Board is subject to the Audit Commission Act 1998 and also the Accounts and Audit Regulations as issued under that Act.

2 Accounting Policies

The Board has not elected to prepare a full Statement of Accounts required by larger public bodies (Category 1 Authorities), as provided for in the Local Audit & Accountability Act 2014.

The Board is a Category 2 Authority and it has completed this Statement of Accounts in accordance with Regulation 11 of the Accounts and Audit Regulations 2015, which all Category 2 Authorities are required to do.

The Annual Return has been prepared in accordance with proper practices that are set out in Sections 1 and 2 of the Practitioners' Guide as published by the National Association of Local Councils 2023

Summary of significant accounting policies and key accounting statements

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Accounting Concepts

These accounts have been prepared in accordance with the following accounting concepts:

Going Concern

Prudence

Accruals

Statement of compliance

These financial statements have been prepared having regard to the Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006, along with the guidance published by the Association of Drainage Authorities (ADA), with the following exception: -

Government Grants and Subsidies

Grants are credited to the Income & Expenditure account in the year they are received, this is in accordance with the proper practices as per the Practitioners Guide 2023 in the preparation of the AGAR. To ensure that Grant income not spent is held separately to the general reserves, all grants and associated expenditure relating to Engineering Schemes are held separately in the Balance Sheet Reserves and released back to General Reserves during the life of the scheme. This enables the funds allocated and received for a specific purpose to be held separately to the general reserves and ensures that those schemes have sufficient funds available to continue.

Basis of preparation

The financial statements have been prepared using the historical cost convention, except that as disclosed in the accounting policies, certain items are shown at fair value.

These financial statements are prepared in sterling which is the functional currency of the Board.

Tax

Drainage Boards are exempt from Income, Corporation and Capital Gains Taxes. Value Added Tax is included in the accounts only to the extent that it is irrecoverable.

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

Tangible assets

Tangible fixed assets are recognised as expenditure on acquisition, creation or enhancement of fixed assets with a value in excess of £500, or £2,000 in the case of computer equipment, and with an estimated useful life in excess of one year and are capitalised on an accruals basis in the accounts.

Tangible fixed assets are included at historic cost less any depreciation charge.

The useful lives on the various assets held on the Fixed Asset Register are as follows:

Buildings: 50 years

Pumping station contents and weedscreen cleaners: 25 years

Motor vehicles and equipment: 5 years

Excavators and plant: 5-10 years

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of

Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first-in, first-out method (FIFO).

Debtors

Trade debtors are amounts due from customers for goods sold or services performed in the ordinary course of business.

Creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as Current Liabilities if the Board does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as Long Term Liabilities.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds and the amount due on redemption being recognised as a charge to the Income and Expenditure account over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in Finance costs.

Borrowings are classified as Current Liabilities unless the Board has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Operating leases

Rentals payable under operating leases are charged to expenditure on a straight-line basis over the term of the lease.

Contingent assets and liabilities

Contingent liabilities are provided for in the accounts by way of accruals quantified by a best estimate on the non-invoiced costs that the Board incurred before the year end and had a legal obligation to settle within 9 months of the year-end.

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

	31.03.2023 Current Year	31.03.2022 Previous Year
3 Recharge & PSCA Income		
PSCA Income	-	870.10
Income from PSCA works	<u>0.00</u>	<u>870.10</u>
PSCA Expenditure	-	791.00
Expenditure on PSCA works	<u>0.00</u>	<u>791.00</u>
Income over Expenditure on PSCA Works	<u>0.00</u>	<u>79.10</u>
4 Other works done Income		
Recharge works Income	3,770.16	11,401.48
Contributions to Ops projects re Drains CA	2,825.34	1,497.67
Income from Recharge works	<u>6,595.50</u>	<u>12,899.15</u>
Other works Expenditure		
Other works Expenditure	1,200.00	12,810.00
Park Drain RCH Project balances to match future costs	(45.15)	6,600.86
Expenditure on other works	<u>1,154.85</u>	<u>19,410.86</u>
Income over Expenditure on Other Works	<u>5,440.65</u>	<u>-6,511.71</u>
5 Consenting income		
Consenting application fees	3,600.00	6,150.00
Consenting time recharged to other boards & parties	3,638.75	13,656.75
Surface water fees	3,145.73	-
Consenting fees - commuted income matched to expenses	-	-
Income from Consenting	<u>10,384.48</u>	<u>19,806.75</u>
Consenting expenditure		
Consenting expenditure	17,386.67	24,772.74
Income over Expenditure on Consenting Recharges	<u>-7,002.19</u>	<u>-4,965.99</u>
6 Disbursement Income	<u>4.10</u>	<u>4.10</u>
	4.10	4.10
Disbursement Expenditure	<u>4.10</u>	<u>4.10</u>
	4.10	4.10
Income over Expenditure on Disbursements	<u>0.00</u>	<u>0.00</u>
Income relating to recharges	16,984.08	33,580.10
Expenditure relating to recharges	18,545.62	44,978.70
Income over expenditure on recharge works	<u>(1,561.54)</u>	<u>(11,398.60)</u>
	31.03.2023	31.03.2022
	Current Year	Previous Year
7 Contributions - non engineering schemes		
Contributions towards vehicle running costs	5,458.24	4,200.52
Contributions towards vehicle use	7,200.00	7,200.00
Olive Tech fund received via LMDB	-	160.72
Funds released from Natural England for Thorne Moor to cover costs	10,000.00	-
	<u>22,658.24</u>	<u>11,561.24</u>

As the Board purchased 2 vehicles since February 2019, there are no rental contribution in the year to 31st March 2022; to offset the cost of the vehicle purchases the Coal Authority pay a contribution of £600 per calendar month

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

8 Pumping Station contributions

Blaxton Quarry Pumping Station	DEPS0902	-	-
Torne Bridge Pumping Station	DEPS0903	-	-
Kilham Farm Pumping Station	DEPS0904	-	-
Balby Carr Pumping Station	DEPS1401	38,414.54	17,022.52
Seven Arches Pumping Station	DEPS1402	5,217.83	5,002.09
Low Ellers Pumping Station	DEPS1403	11,256.04	10,749.91
Huxterwell Pumping Station	DEPS1501	59,442.35	12,670.32
Parson's Carr Pumping Station	DEPS1502	(837.34)	1,058.65
Tickhill Pumping Station (Middle Drain)	DEPS1601	4,200.84	4,513.68
West Moor Pumping Station	DEPS2202	3,994.19	3,171.14
Medge Hall Pumping Station	DEPS2501	-	-
Elmhurst Pumping Station	DEPS2602	17,665.71	6,165.25
Wikewell Pumping Station	DEPS2901	14,810.16	13,936.16
Kirton Lane Pumping Station	DEPS3001	10,279.96	6,042.70
Cuckoo Lane Pumping Station	DEPS3101	26,788.62	3,483.05
Sandall Grange Pumping Station	DEPS3102	5,091.39	2,445.44
Pissy Beds Pumping Station	DEPS3201	1,988.49	1,447.00
High Level North Pumping Station	DEPS3502	3,539.86	2,435.51
Askern's Drain Pump Station (High Level south)(Low Hassocks)	DEPS3601	20,264.63	9,237.15
South Thorne Bank Pumping Station	DEPS4102	-	-
Cadmans Pumping Station	DEPS4103	-	-
Franklins Pumping Station	DEPS4104	-	-
Park Drain Pumping Station	DEPS5201	-	-
Haxey Grange Fen Wind Pump	DEPS5202	-	-
Langholme Pumping Station	DEPS5501	-	-
Idle Stop Pumping Station	DEPS5601	-	-
Newington Pumping Station	DEPS5901	4,173.77	4,346.88
		<u>226,291.04</u>	<u>103,727.45</u>
Total Contributions		<u>248,949.28</u>	<u>115,288.69</u>

31.03.2023 **31.03.2022**
Current Year **Previous Year**

9 Other income

Insurance claims	-	-
Summons costs receipts	200.00	50.00
Credit card income	-	-
Apprenticeship Levy	1,500.00	-
	<u>1,700.00</u>	<u>50.00</u>

31.03.2023 **31.03.2022**
Current Year **Previous Year**

10 Use of Own

Use of Own Plant

Engineering Projects	-	-
PS Projects	-	-
Recharge Projects	-	-
Drains Maintenance Projects FLA, WEE, WOT, WED	-	-
Other	-	-
Total Use of Own Plant	<u>0.00</u>	<u>0.00</u>

Use of Own Labour

Use of Own Labour - DLO

Engineering Projects	55.02	49.38
PS Projects	36,179.82	26,085.33
Recharge Projects	30.27	0.00
Drains Maintenance Projects FLA, WEE, WOT, WED	5,093.07	3,623.88
Other	-	-
Total Use of Own Labour	<u>41,358.18</u>	<u>29,758.59</u>

Total Use of Own Labour & Plant

41,358.18 29,758.59

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

	31.03.2023 Current Year	31.03.2022 Previous Year
11 Drain Maintenance Expenses		
Flailing	135,619.34	51,062.05
Weedcutting	208,835.03	91,258.29
Emergency drain repairs	685.00	2,790.13
Other drain repairs	30,961.19	14,841.33
	<u>376,100.56</u>	<u>159,951.80</u>
Stocks	2,562.86	6,872.40
Use of own labour	5,093.07	3,623.88
Contractors	368,394.63	148,129.65
Consultants	-	1,325.87
Compensation	50.00	-
	<u>376,100.56</u>	<u>159,951.80</u>
	31.03.2023	31.03.2022
12 Pumping Station Expenses	Current Year	Previous Year
Stocks	20,433.89	1,280.41
Use of own labour	36,179.82	26,085.33
Contractors	74,170.92	8,063.00
Consultants	13,189.07	9,517.36
Utilities (Electric)	136,430.16	85,408.16
Utilities (Phone)	574.32	776.16
Telemetry	15,042.12	16,915.51
Inspections	6,909.22	3,097.78
Insurance	30,942.50	24,363.94
Expenses reimbursements	0.00	-
	<u>333,872.02</u>	<u>175,507.65</u>
	31.03.2023	31.03.2022
12 Pumping Station expenses - per station		
Blaxton Quarry Pumping Station	DEPS0902 7,948.02	2,757.28
Torne Bridge Pumping Station	DEPS0903 4,408.59	3,047.39
Kilham Farm Pumping Station	DEPS0904 6,925.26	5,188.23
Balby Carr Pumping Station	DEPS1401 45,151.87	18,463.08
Seven Arches Pumping Station	DEPS1402 9,412.08	5,190.08
Low Ellers Pumping Station	DEPS1403 22,479.35	14,083.89
Huxterwell Pumping Station	DEPS1501 37,983.08	26,800.42
Parson's Carr Pumping Station	DEPS1502 6.83	962.41
Tickhill Pumping Station (Middle Drain)	DEPS1601 3,953.04	4,103.32
West Moor Pumping Station	DEPS2202 3,531.89	2,755.02
Medge Hall Pumping Station	DEPS2501 11,884.91	8,979.35
Elmhurst Pumping Station	DEPS2602 24,571.57	8,605.17
Wikewell Pumping Station	DEPS2901 23,759.11	14,069.65
Kirton Lane Pumping Station	DEPS3001 10,645.56	5,475.94
Cuckoo Lane Pumping Station	DEPS3101 24,386.69	3,020.30
Sandall Grange Pumping Station	DEPS3102 3,955.29	2,856.27
Pissy Beds Pumping Station	DEPS3201 1,819.40	1,249.58
High Level North Pumping Station	DEPS3502 3,134.40	2,136.14
Askern's Drain Pump Station (High Level south)(Low Hassocks)	DEPS3601 20,397.12	6,502.44
South Thorne Bank Pumping Station	DEPS4102 5,008.55	5,246.39
Cadmans Pumping Station	DEPS4103 4,799.90	2,962.39
Franklins Pumping Station	DEPS4104 4,499.70	2,699.64
Park Drain Pumping Station	DEPS5201 16,137.68	13,342.77
Haxey Grange Fen Wind Pump	DEPS5202 5.76	23.51
Langholme Pumping Station	DEPS5501 9,638.04	6,252.00
Idle Stop Pumping Station	DEPS5601 23,590.56	4,829.91
Newington Pumping Station	DEPS5901 3,837.77	3,905.08
	<u>333,872.02</u>	<u>175,507.65</u>
Pumping Station income	<u>226,291.04</u>	<u>103,727.45</u>
Net cost of Pumping Stations		
Expenditure less contributions	<u>107,580.98</u>	<u>71,780.20</u>

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

	31.03.2023 Current Year	31.03.2022 Previous Year
13 DLO costs		
Wages	44,879.61	42,012.00
Employers NIC	3,867.82	3,355.08
Employers Pension	968.51	906.48
DLO Travelling	0.00	-
DLO Training	1,539.62	1,584.00
Recruitment costs	-	-
PPE & Protective clothing	875.63	262.23
DLO Medicals	103.50	173.86
	<u>52,234.69</u>	<u>48,293.65</u>
	31.03.2023	31.03.2022
	Current Year	Previous Year
14 Other Direct Costs		
Standby Cover	3,200.00	4,200.00
Apprentice Costs	10,105.90	3,048.73
Consumables	115.50	24.59
Buyers fees	1,262.36	1,174.25
Abstraction fees & licences	5,000.00	-
Miscellaneous expenses	-	-
	<u>19,683.76</u>	<u>8,447.57</u>
	31.03.2023	31.03.2022
	Current Year	Previous Year
15 Support & Establishment Costs		
Staff costs	-	-
Other staff costs incl travelling, training, recruitment, insurances	2,303.74	1,760.49
Depot costs	513.37	25.76
Office costs	-	-
Administration costs including telephone	2,446.03	2,057.86
Management fees (incl travel)	139,708.60	132,043.90
Advertising costs	680.13	462.24
Shows and promotions	-	-
Travelling & subsistence costs	17.09	3.00
Motor vehicle running costs	8,867.58	7,315.87
Plant vehicle running costs	-	36.39
Plant (non-motorised) running and maintenance costs	-	-
Small tools renewals	766.15	1,283.07
Office & hire equipment costs	-	-
IT costs	5,961.28	7,807.14
Legal & professional fees	4,830.78	284.00
Board expenses	6,592.74	3,685.66
Subscriptions	0.00	105.00
ADA costs	4,539.15	4,437.00
Insurances	7,140.24	5,322.14
	<u>184,366.88</u>	<u>166,629.52</u>
Staff Costs includes salaries, pensions & NIC of support staff		
	31.03.2023	31.03.2022
	Current Year	Previous Year
16 Finance Costs		
Bank charges	1,298.35	1,240.24
Credit charges	22.80	3.80
Card machine charges	266.96	237.68
	<u>1,588.11</u>	<u>1,481.72</u>
PWLB Loan Interest - existing loans	17,172.29	20,214.58
PWLB Loan Interest - future loans	-	-
	<u>17,172.29</u>	<u>20,214.58</u>
	<u>18,760.40</u>	<u>21,696.30</u>

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

Balance Sheet Notes

17 Tangible assets

	Land	Pumping Stations & Contents	Plant, Equipment & Vehicles £	Total £
Cost or valuation				
At 1 April 2022	22,500.00	1,496,454.00	44,767.96	1,563,721.96
Additions in year	-	-	-	0.00
Disposals in year	-	-	-	0.00
At 31 March 2023	<u>22,500.00</u>	<u>1,496,454.00</u>	<u>44,767.96</u>	<u>1,563,721.96</u>
Depreciation				
At 1 April 2022	0.00	1,085,997.36	18,785.41	1,104,782.77
Charge in the year	-	49,269.84	7,481.88	56,751.72
Eliminated on disposal of assets to plant reserves	-	-	-	0.00
At 31 March 2023	<u>0.00</u>	<u>1,135,267.20</u>	<u>26,267.29</u>	<u>1,161,534.49</u>
Carrying amount				
At 31 March 2023	<u>22,500.00</u>	<u>361,186.80</u>	<u>18,500.67</u>	<u>402,187.47</u>
At 31 March 2022	<u>22,500.00</u>	<u>410,456.64</u>	<u>25,982.55</u>	<u>458,939.19</u>
			31.03.2023	31.03.2022
			Current Year	Previous Year
17 Tangible assets continued				
Depreciation charge on assets			56,751.72	57,053.90
			<u>56,751.72</u>	<u>57,053.90</u>
			31.03.2023	31.03.2022
			Current Year	Previous Year
18 Profit / (Loss) on disposal of assets				
Profit / (Loss) on disposal of plant			-	10.14
Profit / (Loss) on disposal of vehicles			-	-
			<u>0.00</u>	<u>10.14</u>
			31.03.2023	31.03.2022
			Current Year	Previous Year
19 Cash at bank and in hand				
Lloyds current account			705,594.57	716,535.61
Lloyds Thorne Moore WLMP account			-	62,992.51
Rating account			362,999.61	315,441.91
			<u>1,068,594.18</u>	<u>1,094,970.03</u>
			31.03.2023	31.03.2022
			Current Year	Previous Year
20 Other debtors				
Due from LMDB Board re credit card receipts			676.02	425.40
Due from IOA Board re credit card receipts			-	-
			<u>676.02</u>	<u>425.40</u>
			31.03.2023	31.03.2022
			Current Year	Previous Year
21 Trade creditors and supplier retentions				
Trade creditors			(204,271.86)	(101,031.75)
Supplier retentions			(2,836.12)	(3,978.25)
			<u>(207,107.98)</u>	<u>(105,010.00)</u>
			31.03.2023	31.03.2022
			Current Year	Previous Year
22 Other Creditors				
Pensions			-	(176.26)
Rates Creditor overpayments			(350.00)	-
Due to IOA re payments			(2,605.50)	-
			<u>(2,955.50)</u>	<u>(176.26)</u>

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

	31.03.2023 Current Year	31.03.2022 Previous Year
23 Taxation and social security		
VAT refund due from HMRC	31,698.46	11,031.79
VAT due to HMRC	(1,560.73)	-
PAYE due to HMRC	(1,006.88)	(1,098.70)
	<u>29,130.85</u>	<u>9,933.09</u>
	31.03.2023 Current Year	31.03.2022 Previous Year
24 Loans		
Due within 1 year		
PWLB Loans	(61,028.31)	(61,185.17)
	<u>(61,028.31)</u>	<u>(61,185.17)</u>
Due after 1 year		
PWLB Loans	(267,183.63)	(328,212.02)
	<u>(267,183.63)</u>	<u>(328,212.02)</u>
Total Loans & HP outstanding	<u>(328,211.94)</u>	<u>(389,397.19)</u>
	31.03.2023 Current Year	31.03.2022 Previous Year
25 Deferred Receipts & Commuted Sums		
Thorne Moore WLMP	0.00	(62,972.51)
Misson Training SSSI	(12,440.61)	(12,440.61)
Haxey Grange Fen SSSI	(6,922.34)	(6,922.34)
	<u>(19,362.95)</u>	<u>(82,335.46)</u>
Culvert commuted sums	(29,241.44)	(29,241.44)
	<u>(29,241.44)</u>	<u>(29,241.44)</u>
	<u>(48,604.39)</u>	<u>(111,576.90)</u>
Deferred income relates to grant or other receipts received in advance of any expenditure. The income is released to the Income and Expenditure Account to match any expenses incurred during the reporting period for the specific project.		
Scheme Notes	31.03.2023 Current Year	31.03.2022 Previous Year
26 Scheme Income - Grants		
Grants	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
	31.03.2023 Current Year	31.03.2022 Previous Year
27 Scheme Income - Contributions		
Emergency pump repairs (DE20302)		245.88
Weedscreen repairs		67.15
Asset renewals		407.95
Culvert CCTV & Desilting		139.78
High Level South Control Panel (DE21307)		6,785.83
Telemetry replacement (DE20303)		39,385.89
Elmhirst PS (DE21305)		204.23
	<u>0.00</u>	<u>47,236.71</u>
	31.03.2023 Current Year	31.03.2022 Previous Year
28 Scheme Income - Deferred income & commuted sums		
Income released to Income & Expenditure account from deferred income	180.00	13,546.50
	<u>180.00</u>	<u>13,546.50</u>
	31.03.2023 Current Year	31.03.2022 Previous Year
29 Engineering projects expenditure		
Stocks	23,383.00	190.90
Use of own labour	55.02	49.38
Contractors	81,950.00	137,678.71
Consultants	18,685.31	68,664.15
Other costs	180.00	1,022.00
	<u>124,253.33</u>	<u>207,605.14</u>

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

30 Engineering Projects Reserves	31.03.2023	31.03.2022	Prior Years Continued Schemes
	Current Year	Previous Year	
	£	£	£
Value of Engineering reserve bfwd			
At 1 April	414,870.06	444,712.24	
Board funding as agreed in the Estimates	112,000.00	127,000.00	330,000.00
Board funding as agreed outside of Estimates from Reserves			
Trf from reserves YE 2018	-	-	24,568.00
Trf of Telemetry budget on OPS PS			3,195.31
DE19305 Low Ellers PS pump rep Board element from reserves			16.71
DE19006 Hatfield Link Road DN7		(348.73)	
DE19306 Parsons Carr Demolition - 10% admin fee to reserves		(1,532.85)	
DE19306 Parsons Carr balance of funds moved to DE21515 Park		(8,138.67)	
DE19304 Balby Carr PS Pump refurb balance trf to reserves	(3,627.12)		
Reforming Costs moved to DE21515 Park Drain Slips Rch	2,545.15		
DE21503 Reforming Costs trf to reserves	(20,486.66)		
DE22503 Reforming Costs trf to reserves	3,148.46		
Funds released from Deferred Income held funds			
Haxey grange Fen (DE16001)	-		80.00
Thorne, Crowle & Goole Moors (DE00191)		13,546.50	53,109.46
Catchment Modelling (DE14001) to close			27,078.65
Potterick Carr SSSi			-0.10
Grant funding received in year (LL & FDGiA)			
Haxey Grange Fen	-		23,200.00
Misson Training SSSi	-		232,055.00
Potterick Carr SSSi (DE1101)			291,288.00
Catchment Modelling			50,000.00
Thorne, Crowle & Goole Moors (DE00191)	180.00		3,010,941.57
Strategic Hydraulic Modelling (DE18005)			70,000.00
Park Drain PS - major refurbishment - incl Idle Stop integration			95,000.00
Telemetry replacement (DE20303)			27,166.12
Other contributions received in year			
Interest added	-	-	1,062.92
Contributions received in year			
Coal Authority - Hatfield Link (DE19006)			10,093.30
Coal Authority - Strategic Hydraulic Modelling (DE18005)			36,325.00
Coal Authority - Parsons Carr Demolition (DE19306)			25,000.00
Coal Authority - Huxterwell Weedscreen (DE19307)			10,000.00
Emergency pump repairs (DE20302)		245.88	115.00
Weedscreen repairs		67.15	
Asset renewals		407.95	
Culvert CCTV & Desilting		139.78	
Balby Carr PS Pump Refurb (DE19304)			18,007.76
Low Ellers PS Pump Refurb (DE19305)			67.29
Seven Arches PS Refurbishment (DE20306)			1,097.34
High Level South Control Panel (DE21307)		6,785.83	24,277.00
Telemetry replacement (DE20303)		39,385.89	72,460.77
Elmhirst Ps (DE21305)		204.23	
Difference on account			- 1.14
Balance of grant funds held in Deferred Income			
Haxey Grange Fen	-	-	(7,002.34)
Misson Training SSSi	-	-	(12,440.61)
Potterick Carr SSSi (DE1101)	-	-	0.10
Catchment Modelling	-	-	(27,078.65)
Thorne, Crowle & Goole Moors (DE00191)	-	-	(339,629.61)
Funds received	93,759.83	177,762.96	4,050,055.13

DONCASTER EAST INTERNAL DRAINAGE BOARD

Notes to the Financial Statements For the Year Ended 31 March 2023

30 Engineering Projects Reserves continued

	31.03.2023	31.03.2022	Prior Years
	Current Year	Previous Year	Continued Schemes
Engineering expenditure			
Expenditure in year	124,253.33	207,605.14	3,605,342.89
Actual expenditure	<u>124,253.33</u>	<u>207,605.14</u>	<u>3,605,342.89</u>
Engineering Projects Reserves Balance c/fwd	<u>384,376.56</u>	<u>414,870.06</u>	<u>444,712.24</u>

31 Related Party Disclosures

Elected members must own land or be a representative of a landowner in the Board's district. The Board's landowners pay drainage rates either as individuals, Partners in Partnerships, or as Directors of limited companies; the exact nature of which is dependent on their acreage/annual value of land and is multiplied by the same rate as all other rate payers.

The Board is a member of the Water Management Consortium. The Consortium consists of three other Boards, Trent Valley Internal Drainage Board, Isle of Axholme & North Notts WLMB and Lindsey Marsh Drainage Board, who provide administrative services to the Board.

2. Audit of Accounts for the Year ending 31st March 2023

- 2:1 The report of the Internal Auditor will be presented at the meeting. A copy of the Auditors report is attached.



Doncaster East Internal Drainage Board

Assurance Review of Annual Governance and Accountability Return







2022/23

April 2023

Internal Audit

FINAL

Executive Summary

<p>OVERALL ASSESSMENT</p>  <p>The diagram shows a pyramid of assurance levels. From top to bottom: Substantial Assurance (green), Reasonable Assurance (yellow), Limited Assurance (orange), and No Assurance (red). A circular graphic below the pyramid is labeled 'Substantial Assurance' and 'Reasonable & Limited Assurance (AGAR) and Control Processes'.</p>	<p>KEY STRATEGIC FINDINGS</p> <ul style="list-style-type: none">  The Water Management Consortium is well-run with good accounting practices.  The Consortium has an informative website which is easy to navigate, well populated with useful and key information.  The Consortium should look to keep up to date their key Policies and Procedures. 								
<p>ASSURANCE OVER KEY STRATEGIC RISK / OBJECTIVE</p> <p>The audit covers all areas required by the Annual Governance and Accountability Return (AGAR) and includes where appropriate the key risks for a drainage board.</p>	<p>GOOD PRACTICE IDENTIFIED</p> <ul style="list-style-type: none">  Good corporate governance is practiced by each of the four Boards with the Consortium with appropriate Member involvement.  The Dynamic Risk Register provides good oversight to embed and manage the Consortium's key operational activities. 								
<p>SCOPE</p> <p>The purpose of the review was to undertake sufficient audit work to be able to sign off the Annual Governance and Accountability Return for Internal Audit.</p>	<p>ACTION POINTS</p> <table border="1"> <thead> <tr> <th>Urgent</th> <th>Important</th> <th>Routine</th> <th>Operational</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>1</td> <td>0</td> </tr> </tbody> </table>	Urgent	Important	Routine	Operational	0	0	1	0
Urgent	Important	Routine	Operational						
0	0	1	0						

Assurance - Key Findings and Management Action Plan (MAP)

Rec.	Risk Area	Finding	Recommendation	Priority	Management Comments	Implementation Timetable (dd/mm/yy)	Responsible Officer (Job Title)
1	Directed	A number of the Board's Policies and Procedures were reviewed and found to be in order and up to date. In addition, the main policies and procedures are all present on the Board's website. The Mission and Policy statement was adopted by the Board on 27 th March 2019 and while it has a five year review period there is reference to EU legislation which should be removed at the next review. Similarly the Financial Regulations which were approved by the Board in March 2019 also has reference to the EU which should now be updated. The review period for Financial Regulations is also every two years.	Policies and procedures to be reviewed and kept up to date in accordance with their review period or earlier if circumstances change and the document requires updating.	3	<i>These two policies are due for review and amendment ready for approval at the September Board meeting.</i>	30/09/23	CEO

PRIORITY GRADINGS

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

2 IMPORTANT

3 Control issue on which action should be taken at the earliest opportunity.

ROUTINE

Control issue on which action should be taken.

Operational - Effectiveness Matter (OEM) Action Plan

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

ADVISORY NOTE

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

Findings



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

Ref	Expected Key Risk Mitigation	Effectiveness of arrangements	Cross Reference to MAP	Cross Reference to OEM
GF	Governance Framework There is a documented process instruction which accords with the relevant regulatory guidance, Financial Instructions and Scheme of Delegation.	In place	1	-
RM	Risk Mitigation The documented process aligns with the mitigating arrangements set out in the corporate risk register.	In place	-	-
C	Compliance Compliance with statutory, regulatory and policy requirements is demonstrated, with action taken in cases of identified non-compliance.	In place	-	-

Other Findings

The Agendas and Minutes of the following Doncaster East Drainage Board Board meetings were reviewed:

- 28th January 2022 (approved an 8% rise in the penny rate to 6.235p in the pound);
- 25th March 2022;
- 17th June 2022;
- 23rd June 2022; and
- 7th October 2022.

These were all in order and demonstrated good governance with detailed and clear minutes.

The Board have a Risk Management Statement, Strategy and Register which is available on their website. Although the detail in the risk register is not present on their website.

Other Findings

The Water Management Consortium (WMC) operate with two risk registers:

- 1) A Business Risk Register; and
- 2) A Dynamic Risk Register.

The business risk register is a corporate overview of the WMC's key risks and would be reviewed regularly and reported annually to the Board. The dynamic risk register enables officers to see the immediate risks and prioritise work according to potential impact. The dynamic risk register is reviewed weekly and is presented to each Board meeting.

The accounting records for the Water Management Consortium that includes the Doncaster East Internal Drainage Board are maintained using the Sage 200 accounting system.

A trial balance was obtained at the time of the audit (31st January 2023) and this was in balance. In addition, the accounting records were in order, up to date and in balance.

The accounts payable system was working well with creditors being paid in a timely manner.

The purchase order system was reviewed and found to be in order.

The following invoices were reviewed in detail:

- 06/05/2022 - Inter-Lec Ltd PP/INTL001 44,930.26 Relocation of weedscreen frame from Parsons Carr to Huxterwell PS;
- 20/10/2022 - AIM Electrical Services PP/AIM001 9,924.70 Repairs and test weedscreen Medge Hall & Elmhirst pumping stations.

Upon examination these invoices were found to be in order.

The debtors system was reviewed and found to be working well. At the time of the audit (February 2023) an aged debtor's report was generated which was reviewed and found to be in order.





Very few write offs occur but when one is required through usually the clear inability to collect the debt through bankruptcy etc. the write off is approved by the Board in accordance with Financial Regulations. There had not been any write offs during 2022/23 year to date.

Doncaster East do not have a Petty Cash Imprest account.

The payroll system is part of Sage and therefore interfaces well with Sage 200 the accounting package. This is part of the Consortium arrangements.

The pay data for week 44 and month 10 were reviewed and found to be in order.

Other Findings

-  The HMRC requirements for PAYE and NI for the month of January 2023 (month 10) had been met and the correct sums paid over as required to HMRC.
-  The asset register was up to date and complete for the items of plant, machinery and vehicles costing in excess of £500.
-  All accounting statements have been undertaken and reconciled to the cash book on a regular basis.
-  A sample of sums feeding into the accounting statements were reviewed and verified to be correct.



Delivery Risk:

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

Ref	Expected Key Risk Mitigation	Effectiveness of arrangements	Cross Reference to MAP	Cross Reference to OEM
PM	<p>There are agreed KPIs for the process which align with the business plan requirements and are independently monitored, with corrective action taken in a timely manner.</p>	In place	-	-
S	<p>The impact on the organisation's sustainability agenda has been considered.</p>	In place	-	-
R	<p>Good practice to respond to business interruption events and to enhance the economic, effective and efficient delivery is adopted.</p>	In place	-	-

Other Findings

- Adequate budgetary arrangements are in place and a detailed finance report is reported to every Board meeting. The budget is monitored on a regular basis and Members are able to see how actuals are compared to the original budget at every Board meeting.
- Reserves were reviewed and based upon current and projected rate rises. These were adequate and aimed at achieving a 30% reserve position.
- There is a future year's forecast covering five years in place that enables each Board to identify the impact on the rates/special levies and potential future year's rate increases. This is particularly helpful to enable Boards to reflect on future year's rate increases that would impact both the rate payers and local authorities and yet maintain a balanced budget.
- Income and, in particular, the special levies and Environment Agency income, is received in a timely manner. All income received is promptly banked. The majority of rating income is received via a bank transfer i.e. direct debit arrangement.
- Bank reconciliations are regularly undertaken, and these were found to be in order with no unreconciled sums.
- The Board is operating within its approved budget for the 2022/23 financial year.
- Good practice is adopted by the Board to respond to business interruption events and to enhance the economic, effective and efficient delivery of its services.

Scope and Limitations of the Review

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

Disclaimer

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

Effectiveness of arrangements

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

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

Assurance Assessment

- The definitions of the assurance assessments are:

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

Acknowledgement

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

Release of Report

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

Stage	Issued	Response Received
Audit Planning Memorandum:	23 rd January 2023	23 rd January 2023
Draft Report:	17 th March 2023	24 th April 2023
Final Report:	26 th April 2023	

AUDIT PLANNING MEMORANDUM

Appendix B

Client:	Doncaster East IDB	Audit Lead:	Chris Harris
Review:	Organisation		
Type of Review:	Assurance		
Outline scope (per Annual Plan):	The purpose of the review was to undertake sufficient audit work to be able to sign off the Annual Governance and Accountability Return for Internal Audit.		
Detailed scope will consider:	Directed	Delivery	
Requested additions to scope:	<p>Governance Framework: There is a documented process instruction which accords with the relevant regulatory guidance, Financial Instructions and Scheme of Delegation.</p> <p>Risk Mitigation: The documented process aligns with the mitigating arrangements set out in the corporate risk register.</p> <p>Compliance: Compliance with statutory, regulatory and policy requirements is demonstrated, with action taken in cases of identified non-compliance.</p> <p>(if required then please provide brief detail)</p>		
Exclusions from scope:			
Planned Start Date:	30/01/2023	Exit Meeting Date:	09/03/2023
		Exit Meeting to be held with:	Andrew McGill and Nikki Hind
SELF ASSESSMENT RESPONSE			
Matters over the previous 12 months relating to activity to be reviewed	Y/N (if Y then please provide brief details separately)		
Has there been any reduction in the effectiveness of the internal controls due to staff absences through sickness and/or vacancies etc?	N		
Have there been any breakdowns in the internal controls resulting in disciplinary action or similar?	N		
Have there been any significant changes to the process?	N		
Are there any particular matters/periods of time you would like the review to consider?	N		

Annual Internal Audit Report 2022/23

Doncaster East Internal Drainage Board

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During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")</i>			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).</i>	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR <i>(see AGAR Page 1 Guidance Notes).</i>	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

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

Date(s) internal audit undertaken

20/02/2023 21/02/2023

Name of person who carried out the internal audit

Christopher R Harris

Signature of person who carried out the internal audit

Date

***If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).**

****Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).**

3. Annual Governance Statement and Review of Internal Control

3:1 The Annual Governance Statement Part 3, page 4, will be presented to the Board for a review of Internal Controls.

3:2 A draft AGAR Part 3 Page 4 is attached for review prior to the meeting.

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Doncaster East Internal Drainage Board

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

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

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

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4. Accounting Statements of the Annual Governance and Accountability Return

- 4:1 The Accounting Statements of Part 3 of the Return, page 5, prepared and signed by the RFO, Nicola Hind FCCA, will be presented to the Board for consideration and approval.
- 4:2 A draft AGAR Part 3 Page 5 is attached for review prior to the meeting.

Section 2 – Accounting Statements 2022/23 for

Doncaster East Internal Drainage Board

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward	1,090,457	1,160,728	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	924,461	998,650	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	225,931	257,844	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	46,274	49,716	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	85,191	78,358	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	948,656	1,291,403	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	1,160,728	997,745	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	1,094,970	1,068,594	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	1,563,722	1,563,722	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	389,397	328,212	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				<i>The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.</i>
11b. Disclosure note re Trust funds (including charitable)				<i>The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

07/06/2023

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

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED

5. Approval of the Internal Audit Provision

- 5:1 The Association of Drainage Authorities – Lincolnshire Branch, appointed TIAA Ltd to provide Internal Audit services for the WMC Boards for an initial 5-year term from 2017/18.
- 5:2 As part of the process there was an option to extend the contract for a further 2 years from 2023/24.
- 5:3 It is recommended to the Board to consider and approve the extension of the Internal Audit service contract TIAA Ltd for the 2 years to 2024/25.
- 5:4 The Internal Auditor provides annually an audit programme 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 programme can be agreed and adapted.

The planned 2023/24 Internal Audit Program is attached for the Board's consideration and approval.

Mrs N. Hind FCCA
Finance Manager

Water Management Consortium

INVESTMENT POLICY

1. POLICY

- 1:1 This Policy sets out the Boards' prudent management of its investments giving priority, firstly, to the security of those investments and, secondly, to their liquidity. It identifies the procedures for monitoring, assessing and mitigating the risk of loss of invested sums and ensures that such sums are readily accessible for expenditure whenever needed. An Annual Investment Plan will be determined, taking these key criteria into account.
- 1:2 This Policy will be approved by the Board and reviewed every three years.
- 1:3 Annual Investment Plan
- 1:3:1 The Boards will each approve the Annual Investment Plan ("the initial Plan") before the start of the financial year.
- 1:3:2 The initial Plan may be replaced by another Plan ("the revised Plan") at any time during the year, on one or more occasions, subject to Board approval. The initial Plan should specify circumstances in which a revised Plan is to be prepared, but a revised Plan may be prepared in other circumstances, if at any time it is considered appropriate.
- 1:3:3 The initial Plan and any revised Plan should, when approved, be made available on the Boards' website.

2. OBJECTIVES

- 2:1 The Boards' Investment Policy adopts two prudent objectives: achieving first of all security, (protecting the capital sum from loss) and then liquidity, (keeping the money readily available for expenditure when needed). The generation of investment income is distinct from these prudential objectives. However, the Boards should not ignore such potential revenues. Once proper levels of security and liquidity are determined, it will then be reasonable to consider what yield can be obtained consistent with those priorities. This widely-recognised investment strategy is sometimes more informally and memorably expressed as follows:

Security - Liquidity - Yield (in that order).

- 2:2 All Annual Investment Plans should reflect these prudential objectives prior to considering what yield can be obtained.

3. INVESTMENT SECURITY

3:1 Specified Investments

- 3:1:1 An investment is a specified investment if all of the following apply:

- (a) the investment is denominated in sterling and any payments or repayments in respect of the investment are payable only in sterling,
- (b) the investment can be either a short term or a long-term investment,
- (c) the making of the investment is not defined as capital expenditure, and

- (d) the investment is made with a body or in an investment scheme of “high credit” quality (see paragraph below).

3:1:2 The Boards recommend that this Policy should define high credit quality, and where this definition refers to credit ratings, the criteria set out in Appendix A are relevant.

3:1:3 The Boards consider that any other type of investments are unsuitable investments.

4. INVESTMENT RISK

4:1 Risk Assessment

4:1:1 This Boards’ approach to assessing the risk of loss of investments, should include making clear in particular:

- (a) to what extent, if any, risk assessment is based upon credit ratings issued by one or more credit rating agencies (see Appendix A);
- (b) where credit ratings are used, how frequently credit ratings are monitored and what action is to be taken when ratings change; and
- (c) what other sources of information on credit risk are used, additional to or instead of credit ratings.

4:1:2 All Board annual investment plans will reflect the above criteria.

4:2 Treasury Management Advisers

4:2:1 The Finance Officer will seek the opinion of advisers offering information, advice or assistance relating to investment, where appropriate. The Finance Officer will monitor and ensure the on-going quality of any such service and brief the Chief Executive accordingly.

4:3 Investment Training

4:3:1 The Board does not consider that any specific treasury management training is necessary as long as the Finance Officer or Chief Executive holds an accounting qualification (ACA, ACCA, CIPFA etc).

5. INVESTMENT LIQUIDITY

5:1 The Boards recommend that this Policy sets out procedures for determining the maximum periods for which funds may prudently be committed. This is to ensure that the Boards have properly assessed the risk of not having immediate access to some of its funds. This would normally be done using a monthly predictive cash flow model.

5:2 An investment should be regarded as commencing on the date the commitment to invest is entered into, rather than the date on which the funds are paid over to the counterparty.

5:3 The Boards recommend that:

- (a) The Total of any investments in an institution should not exceed £500,000.
- (b) This does not include the Boards’ normal day to day bankers.

- (c) The Chairman, Vice-Chairman and Chief Executive have delegated powers to approve investments being placed using an investment broker, bank, building society and other financial institutions.
- (d) The Chairman, Vice-Chairman and Chief Executive have delegated powers to approve transfers for their specific boards.
- (e) Transfers of funds are authorised by two signatories, in common with other financial transactions.
- (f) The Boards are informed of the investments held and the interest rate earned at every full Board meeting.
- (g) Any investments maturing are to be brought to the attention of the Board prior to maturity for review and a decision made regarding any re-investment.

Appendix A

A credit rating agency is one of the following three companies:

- Standard and Poor's; (S&P)
- Moody's Investors Service Ltd
- Fitch Ratings Ltd.

Credit ratings are constantly changing and should therefore be checked at the following times:

- Ahead of any investment or re-investment by the Board
- Whenever market information indicates that a financial institution has an affected rating

The Board shall not invest in any financial institution that does not have a rating of "A", in at least one of the above credit rating agencies.

Credit ratings should not be seen as the only means of assessing creditworthiness but for the straightforward cash investments made by the Board, are deemed appropriate.