

LINDSEY MARSH DRAINAGE BOARD

Minutes of a Meeting of the Lindsey Marsh Drainage Board held at Board's Offices, Wellington House, Manby on 25th September 2024 at 9.30 a.m.

Elected Members

* Messrs G.A. Crust (Chairman)
* S.W. Eyre (Vice-Chairman)
* G. Bowser
W. Cooper
R. Crust
M. Denby
J.M. Mowbray
R.H. Needham
D. Pridgeon
Vacancy

Appointed by East Lindsey District Council

* Cllrs T. Aldridge
* T. Ashton
Mrs W. Bowkett
* D. Edgington
* D. Hobson
S. Kemp
* D. McNally
* E. Mossop
* D. Simpson
Vacancy

Appointed by North East Lincolnshire Council

* Cllr W. Parkinson

* *Present*

Officers

* Messrs A. McGill (Chief Executive)
* R. Brown (Senior Engineer)
* A.J. Malin (Senior Operations Manager)
* S. Stones (Operations Manager)
* Mesdames N.J. Hind (Finance Manager)
* C.B. Davies (Corporate Services Manager)

* *In attendance*

Members and Officers observed a one minute silence in memory of Cllr S. Dennis who had served on the Board for a number of years.

1. APOLOGIES

Apologies for absence were received from Messrs M. Denby and R. Crust and Cllr Mrs W. Bowkett.

2. DECLARATIONS OF INTEREST

Cllr D. Edgington and Mr G.A. Crust declared an interest in Agenda item 11, Planning Application S/090/01044/24, both had been approached by the applicant regarding their Byelaw consent application.

3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None.

4. BOARD MINUTES (Pages 1839 to 1859)

RESOLVED

That the minutes of the meeting of the Board held on 26th June 2024 be confirmed as a correct record.

5. MATTERS ARISING

None.

6. HEALTH AND SAFETY

The Senior Operations Manager reported on six incidents across the Consortium since the last Board meeting; two of which were in the Lindsey Marsh area.

The Board's Massey Ferguson Tractor (FV23 DBO) had caught fire and, whilst the operator had tried to extinguish the fire, the machine was damaged beyond repair. Initial investigations suggested the root cause of the fire was grass cuttings becoming trapped between the Diesel Particulate Filter (DPF) and the exhaust heat shield. Discussions with manufacturers indicated that, the higher running temperature of the DPF on stage 5 engines along with the mounting position of the flail increased the risk of fire. Officers were investigating potential solutions with a view to preventing this type of incident from reoccurring. It was noted that the replacement was also fitted with this engine but this was the only stage 5 engine in the fleet.

The Chairman commented that if the driver had not noticed the fire on the exhaust and exited the tractor, the incident could have been very serious or fatal. The Senior Operations Manager agreed stating the tractor went up quickly. He was aware of three instances of fires on machines with this engine.

Officers would review the Consortium's risk assessments and safe systems of works before the end of the calendar year.

RECEIVED

7. OPERATIONS

Officers presented the attached report for information.

The Senior Operations Manager reported that since the report had been produced flailing was now 55% complete with weedcutting 52% complete.

Mr R.H. Needham queried if, given increase in EA maintenance work, more staff and machinery were needed. The Senior Operations Manager clarified that the Board had appointed an additional member of staff this year, however, if long term commitment to the additional work was received, additional staff and equipment may be needed. Officers would review any additional needs as part of the estimates process.

Mr Needham highlighted the need to undertake desilting on EA watercourses, the Chief Executive acknowledged this but stated that, the additional weedcutting was a step forward. Given the EA budgetary constraints, which meant that in other areas of Lincolnshire breaches in watercourse banks may not be repaired, the Board may need to contribute to any desilting work on EA watercourses. An annual weedcutting programme for main rivers would benefit the Board's systems.

(a) Plant and Equipment

The Senior Operations Manager reported that following write-off of the Massey Ferguson, reported under item 3:1, Officers had discussed replacement options with the Chairman and Vice-Chairman and to minimise down time a new Massey Ferguson had been sourced at a cost of £127,271.95 plus VAT. This had been fitted with front and rear mowers which would be beneficial for use on the additional EA work. A mid-mounted flail would be purchased following settlement of the insurance claim.

The purchase of the Massey Ferguson with mowers was noted.

(b) Compensation

A schedule of compensation payments totalling £694.42 was presented for approval; these had been paid in accordance with the Board's policy.

RESOLVED

That the compensation payments totalling £694.42 be approved.

8. PUMPING STATION STATUS

The attached report was presented for information. This report was being sent to the Chairman and Vice-Chairman weekly.

The Senior Engineer reported that of the two motors which had failed at Saltfleet Pumping Station one (motor three) was being rebuilt, the second (motor two) was returned but still had vibration issues and the cause of this was being investigated. There were no issues with the pumps or control panel and motor one was fine. When motor three was returned motor two would be removed, again, and rebuilt or replaced. Bosman Watermanagement BV were committed to have the station fully operational by the end of October. The motor supplier was no longer being used by Bosman.

In response to Mr S.W. Eyre, the Senior Engineer confirmed that Bosman's had two other motor suppliers that were able to provide motors.

In response to members, the Senior Engineer assured the Board that there was no current risk of Bosman ceasing to trade, they supplied pumps internationally and were determined to see the site working and operational. The station currently had 5.5 cumecs of pumping capacity available, which was close to the pre- refurbishment capacity.

The Chairman highlighted that Bosman's had provided a 60 year pump warranty provided they refurbished them at 30 years.

In response to Cllr D. McNally, the Senior Engineer clarified that as equipment moved to more intelligent control panels more software faults were experienced. Weedscreen cleaners were particularly poor, usually with 50-70% of faults being related to resets or failed sensors. Alternative suppliers were being considered.

RECEIVED

9. ASSET RENEWAL AND REFURBISHMENT

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

The Senior Engineer updated members on progress of Trusthorpe Pumping station refurbishment. There were challenges getting in fitting pumps into the station, but they were now in place with testing and commissioning due to start on the 21st October 2024. The control panel was due to be installed week commencing 30th September 2024. The project was expected to be delivered on time.

In response to Mr S.W. Eyre, the Senior Engineer clarified that the motors on these and the pumps at Anderby were different to those at Saltfleet Pumping Station.

Concrete Canvas lining of Mablethorpe lower cut was ongoing with the watercourse dammed and tree work being undertaken.

Officers were developing delivery plans for the Tranche 2 of the Storm Recovery fund work. The Chief Executive stated that a considerable amount of work had been gone into planning the work and it was frustrating not to have signoff of the award yet. He was aware that some bids had included work which was now not deliverable in the timeframe and ADA were trying to get the deadline extended. Cllr T. Ashton stated that the window for delivery was getting shorter. The Operations Manager reported that mitigation mowing for the work would need to commence next month. The Senior Engineer commented that officers had identified work which would improve the level of service provided and that even without funding it was likely that a number of the projects would go ahead. Given the delays awarding funding the 31st March 2025 deadline may not be achievable for all of the proposed work, particularly installation of a small pumping station at Hogsthorpe and may require some Board funding.

Cllr D. Simpson queried the completion of the pile repairs at Saltfleet and Trusthorpe Pumping Stations. Officers confirmed this was on the inlet channels and wingwalls rather than the building and had been removed from the refurbishment contract due to costs. This would now be delivered by a specialist contractor.

(a) Ingoldmells Pumping Station Refurbishment (LM20305)

The Senior Engineer updated members on the tenders received for civil engineering work at the station, covered under item 2:1. The work would be undertaken in two phases with pumps one and three being removed and replaced first followed by pump two once the new pumps were operational in September 2025. This meant that pump two would be able to manage flows and once the two new pumps were operational the station would be at 66% capacity.

In response to Mr D. Pridgeon, the Senior Engineer stated that due to restricted access and need to over pump across the main road the cost to install over pumping was an additional £1.5million. This meant phased work was the most realistic, mobile pumps could be added if needed but it would restrict the working area.

Mr R.H. Needham asked why 11 of the 12 companies had declined to tender. The Senior Engineer stated that the complexity of managing incoming flows presented an additional risk for contractors.

In response to members, the Senior Engineer confirmed that if members had any suggested contractors, Officers would review and add them to the tender list. Some contractors were likely to be significantly more expensive (approximately triple the cost).

Cllr E. Mossop stated that the Board needed to be able to see that £1.66 million was value for money. Officers reassured members that they had compared the costs to previous refurbishments to ensure that the price was competitive and gave value for money.

The Chief Executive stated that the only concern was the competitive nature and transparency of tenders. He highlighted that the use of framework contractors could be very expensive. The Senior Engineer stated that the Fulbeck refurbishment, being delivered through the SCAPE framework was estimated at £2 million, the station was 20% of the size of Ingoldmells which had a total budget of £4million

RESOLVED

That BH Construction Co. Ltd be awarded the civils works contract for Ingoldmells Pumping station at a cost of £1,632,357.23.

10. PLANNING, CONSENTING AND ENFORCEMENT ISSUES

Cllr D. Edgington and the Chairman declared an interest.

Officers presented the attached report, together with a schedule detailing consents that had been granted under delegated authority since the last meeting and planning applications where comments relating to surface water drainage had been submitted.

Regarding planning application S/090/00929/24 for Pinetrees Leisure Park, Officers confirmed that a consent application had been received but not yet validated. After initial discussions the applicant was reviewing their plans to allow consent to be granted under delegated authority. An update would be presented at the November meeting.

RESOLVED

That the attached report be noted and Officers' actions be approved.

11. ENVIRONMENTAL REPORT

The attached report was presented for information.

The Environmental Officer's representation on outside bodies listed at 1:3 was being reviewed.

The Senior Engineer informed members that the EA had decided not to continue with the Mink trapping programme. They would honour invoices for work, undertaken by the Board through the PSCA, up to the end of August. Officers had not received notification of this from the EA and had found out through the Waterlife Recovery Trust who had agreed to take on the project. Cllr T. Ashton queried the reason for withdrawing, the Senior Engineer understood this was cost cutting, but had not been officially informed.

RECEIVED

12. FINANCE

The attached report was presented for information.

The Board had no Loans outstanding with the Public Works Loan Board however four were due to be taken out this financial year.

The Forecast of outturn was presented at Item 2 of the report.

The Schedule of Payments over £500 (Appendix 3 of the attached report) was presented. In response to Mr R.H. Needham, the Corporate Services Manager confirmed that Lincolnshire Show costs would be recharged and the actual cost to the Board was £500.

The Finance Manager informed members that she was in discussion with the Environment Agency regarding a possible reduction in the 2024/25 Highland Water contributions. These are usually 80% however she had been informed this may reduce to 54%. An update would be provided at a future meeting.

The Finance Manager asked members to approve the transfer of £600,000 detailed at item 2:2 from general reserves to fund improvements at Strubby Depot (LM17052). This was approval to move the funds not approval for the expenditure. Further details would be presented under item 15.

The Finance Manager highlighted the forecast cash surplus at the 31st March 2025 stating that this should improve following award of any additional funds through the Storm Recovery Fund Tranche 2.

The Finance Manager updated members on the appointment of an external auditor covered under item 3:3. She had met with Public Sector Appointments Limited and had been informed that KPMG were likely to be appointed to look the Board's 2022/23 accounts and documents. Legislation to deal with the backlog meant that any Local Authority not audited by December 2024 was unlikely to undergo a full audit. The auditor, KPMG, would review the Board's records and, hopefully, provide a disclaimer. An allowance of £100,000 had been made and whilst costs for the issue of the disclaimer were not yet available, she expected this to be significantly less expensive. She hoped that the Board were happy for her to pass the relevant information to KPMG to obtain the disclaimer. Details on the 2023/24 audit were still awaited but the same disclaimer process may be used. The Board was still in the Category 1 audit band for 2024/25, whilst hopeful changes may be made to move the Board out of this category this was not confirmed. The Chief Executive pointed out that the Board still underwent an internal audit.

The proposed Internal Audit programme for 2024/25 (appendix 4) was presented for members consideration. The Finance Manager asked if members had any concerns or areas they thought should be included.

RESOLVED

- (a) That the attached Budgetary Management Accounts and Balance sheet be approved.
- (b) That the Forecast of Cash Surplus figure of £1,541,520.95 at 31st March 2025 be noted (28.48% of net operating costs).
- (c) That the attached Schedule of Payments over £500 totalling £3,276,358.57 be approved.
- (d) That £600,000 be transferred to Strubby Depot Refurbishment (LM17052) from general reserves.
- (e) That the 2024/25 Internal Audit Programme be approved.

13. DRAINAGE RATES AND SPECIAL LEVIES

Collection for the 2024/25 financial year up to the 10th September 2024 was £735,611.42 in respect of drainage rates and £2,120,549.00 for special levies giving a combined collection rate of 50.7%. Of the £7,251.96 outstanding at the 31st March 2024, £6,662.79 had been collected.

RECEIVED

14. PARTNERSHIP MATTERS

The Chief Executive updated members on the recent visit from representatives of DEFRA's Flood and Costal Erosion Risk Management team. Officers had given a presentation on the Board's functions, concerns and aspirations. He stated that representatives were engaged and asked a lot of questions. They were also taken on a tour of the area showing them the major projects, EA systems and some of the challenges faced in the area, such as caravan sites, as well as the agricultural land which the IDBs in the area protect. They were also able to see the environmental side of IDBs with the Environmental Officer undertaking bird

surveys at Winthorpe Flood Storage area. They had also been able to see Board machines at work and discussed maintenance of EA systems with Operatives.

Officers showed them Board maintenance on EA watercourses so they could see the difference between those maintained by the Board and those not. They were also shown water courses where badger setts allowed water to flow into the Board's systems.

The Chairman thanked staff for organising, this had been informative and gave Officers an opportunity to establish contacts with the DEFRA team and they in turn thanked the Board for its hospitality.

Cllr T. Ashton commented that any opportunity to influence the outlook and mindset of decision makers was vital to the industry. He hoped it would dawn that the biggest reason for the difference in maintenance between IDB and non-IDB systems was the ability to raise funds it needed (more or less) to maintain the systems to the condition they needed to be.

The Chief Executive stated the visit had been timely as the week before at an ADA Policy meeting, DEFRA's policy advisor had mentioned they would be undertaking a review of the cost of IDBs. He had asked if they would also look at the value of IDBs as these two things were very different.

Cllr T. Ashton stated it would be interesting to see what was in the Government's budget regarding Council referendum tax caps. If the referendum cap was lifted, he stated that the Special Interest Group (SIG) should be parked as government would have provided the solution.

The Chief Executive reported that he sat on the Lincs Coast 2100 project. It was intended that they should have briefed the Board on the strategy at the meeting, however, they were not at that stage yet due to funding issues within the development of the strategy. He hoped to be able to brief the Board at the next meeting.

Mr R.H. Needham queried the level of Defra staff and how much influence they would have on politicians who make decisions. The Chief Executive confirmed the Head of Flood and Costal Erosion Risk Management team, the Senior policy advisor and 4 officers came. The EA and Natural England both work to DEFRA who write the polices. The Chairman stated that the DEFRA officers had now seen the Board's work first-hand.

RECEIVED

15. CORPORATE SERVICES UPDATE

The attached report was presented for information.

Regarding item 2:2 the Corporate Services Manager reported that an insurance settlement offer of £107,320 had been accepted for write-off of the Massey Ferguson. Settlement details for the flail had not yet been received.

The ICT Manager presented an update on the new Asset Management and Electronic Working System. In response to the Chairman, he confirmed that the Board owned the system. Cllr E. Mossop queried transfer of the data collected and what Officers would be able to see. The ICT Manager confirmed this was uploaded weekly as internet access was often problematic, details of any maintenance, blockages etc. would be visible to the Operations Manager and other staff weekly.

Regarding the House of Commons Reception, Local Government Association SIG, Item 2:8:2, which was looking at ways to address the funding issues, Cllr T. Ashton stated that any opportunity to make the drainage board's case was good but he was not sure what the SIG

would achieve to resolve the issues with Special Levy. He stated he thought one solution was to remove the referendum cap. There had been two one-off grants to councils to reduce the impact of Special Levy costs. While this was welcomed, it only assisted for two years and the shortfall remained if it did not continue annually and there was no guarantee it would.

Cllr D. Simpson stated that Board needed to be proactive in reputation management. There was a danger of the Boards being identified as surplus to requirements and the role passed to the EA, although following the Pitt Report it was evidenced that IDBs should remain. We needed to maintain the impetus and make it clear that should the EA take control it would be less likely that the money raised in this area would be spent in the area. He further considered that there needed to be a clear audit of where money was spent locally and the benefits of IDBs should be emphasised.

The next Joint Negotiating Committee and Consortium Committee meetings would be held on the 23rd October 2024.

(a) Membership

The Corporate Services Manager reported on Mr D.R. Tagg's decision to stand down from the Board, detailed under item 2:5:1 of the report. The Chairman stated he was sorry to hear of Mr Tagg's illness. He had been on the Board for a long time and it was a great loss to the Board.

Mrs V. Tagg had expressed an interest in Board Membership. An advert to fill the vacancy had been placed on the Board's website but no other expressions of interest were received. The Corporate Services Manager enquired if members were aware of any other interested parties and as none were, she informed the Board that they could co-opt Mrs Tagg to fill the vacancy. Mr S.W. Eyre supported Mrs Tagg's appointment. The Corporate Services Manager pointed out that Mrs Tagg met the criteria for election to the Ingoldmells/ Chapel electoral district.

(b) Gayton Engine Pumping Station

The Corporate Service Manager informed members that the Board had previously resolved that Officers would provide administrative support to Gayton Engine Preservation Society which meant she acted as secretary of Society.

The Corporate Services Manager provided an update on the subsidence claim, item 2:12. She had been assured by the insurance company that work would be funded by insurance which involved removing and rebuilding the back wall.

The Gayton Engine Preservation Society were eager to increase open days and improve the station and were looking at options to do this. They would look to fund any additional work needed and already maintained the engines. Current costs to the Board were; insurance, grass cutting and a small amount of diesel.

Cllr D. Simpson stated this was one aspect of public engagement about the work of drainage boards. He urged the Board support these organisations as a way to promote IDBs as it was important to link modern drainage to heritage.

In response to Cllr T. Ashton, the Corporate Services Manager confirmed the station was isolated and did not pump the Board's systems.

Cllr D. McNally asked how long the lease was for and if it needed to be longer. The current lease had expired, regarding a new lease for the station and the Corporate Services Manager clarified that the previous lease was for a 50 year term. However, she suggested that advice on the length be sought as the Board would be liable for the

safety of the site and she highlighted a situation at another Board where the work required to the building was over £200,000. Cllr T. Aldridge suggested that 25 years may be appropriate and that the Board also undertake the publicity for the station. The Corporate Services Manager clarified that the Society were looking at options to increase publicity, membership etc.

Cllr E. Mossop stated that the key was local volunteers who were dedicated to the station and the original refurbishment had brought in a flurry of local interest and also funding options.

(c) Strubby Depot Improvements

The Chief Executive presented an update on plans for Strubby depot, Item 2:14. The site was experiencing significant issues particularly with leaking roofs and required either a full refurbishment or replacement. He reported that initial, pessimistic, costs included £120,000 for the roof, £100,000 for the walls, and £100,000 for internal works (lights, heating etc). The overall cost estimate was £969,000 which included £50,000 of security improvements. He asked the Board to approve expenditure of £45,200 for preparation of design work to allow an accurate estimate of costs and tenders, which would be brought back to the Board. It may be that rebuilding was the most cost-effective option.

The Chairman commented there was a lot of equipment to keep secure. Mr S.W. Eyre suggested that both refurbishment and replacement be considered, and both options costed.

In response to Cllr T. Aldridge, Officers confirmed that as part of the design and planning the option to build a new building before the existing was demolished would be considered. The Chief Executive also suggested that an option for a conference room would be considered along with the ability to expand if needed in the future.

RESOLVED

- (a) That Mrs V. Tagg be co-opted to fill the vacancy in the Ingoldmells/Chapel Electoral district.
- (b) That the Board approve in principle entering into a new lease with Gayton Engine Preservation Society, a report to be brought back to the Board regarding length.
- (c) That Polkey Collins Associates be appointed as principle designer for the refurbishment of Strubby Depot at a cost of £45,200.

CHAIRMAN

FOR MEMBERS' INFORMATION ONLY

LINDSEY MARSH INTERNAL DRAINAGE BOARD	File Ref:	Agenda Item: 7
Meeting: Board Meeting Date: 25th September 2024	Subject: OPERATIONS	

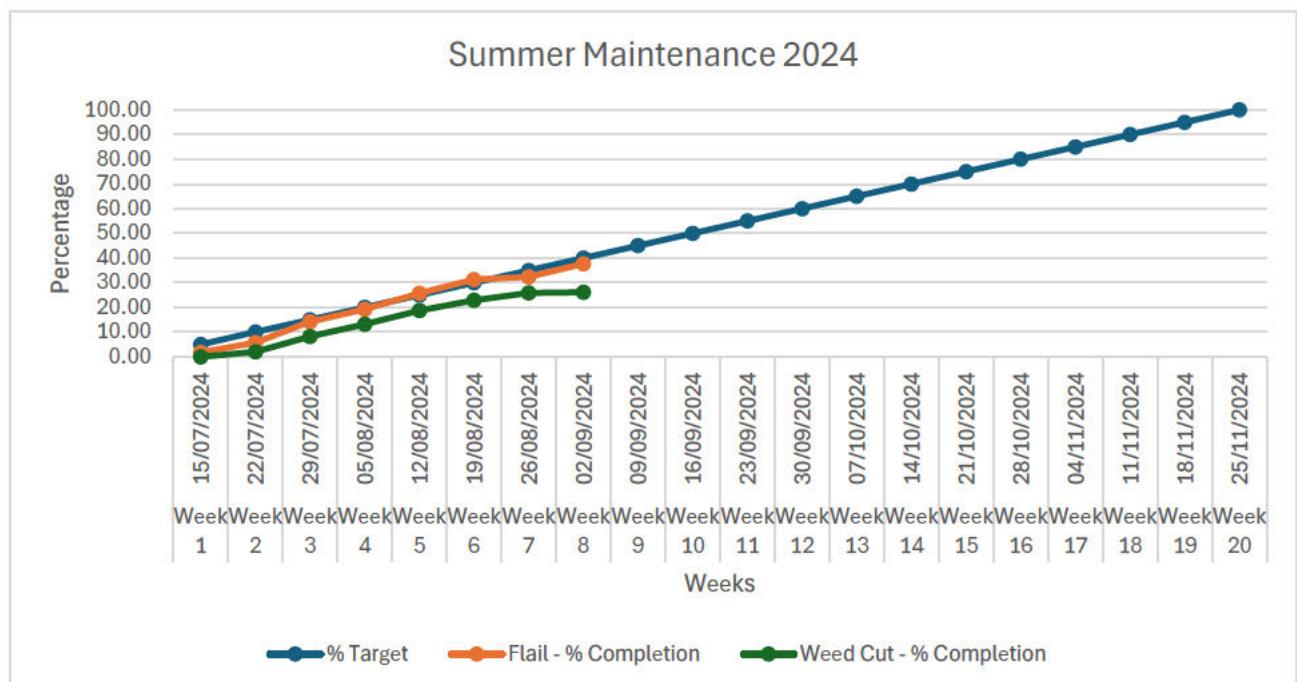
1. Overview

1:1 Winter Works Progress

The Boards DLO have completed works on the following watercourses:

Drain Name	Catchment	Description of Works
West Drain	Theddlethorpe	Reforming
South Fen Drain Phase 1	Anderby	Reforming
Boygrift Drain Phase 3	Boygrift	Reforming
Mablethorpe Middle Cut Phase 1	Theddlethorpe	Reforming
Old Fleet Drain West	Thoresby Bridge	Reforming
Pickering Sewer	Thoresby	Reforming

1:2 Summer Maintenance Progress



At the time of writing this report 38% of the flailing and 26% of the weed cutting work has been completed. Analysis suggests that the programme of works is approximately two weeks behind schedule. The shortfall in performance has been attributed to several breakdowns occurring early in the season including the total loss of the Boards Massey Ferguson tractor following extensive fire damage. In addition, the Environment Agency has requested an increased programme of PSCA works for the 2024 cutting season. The additional works represent an increase in this summer's maintenance works of 169,727 metres (20%).

2. Matters for Note

2:1 2024/25 Winter Works Programme

The proposed winter maintenance programme for 2024/25 may be subject to change and is dependent on the outcome of the Boards application for flood recovery funding following last winter's storm events. Officers are still awaiting confirmation as to whether the application has been successful. An update will be given at the meeting.

2:2 PSCA Works

The Boards Officers have undertaken works on the following Environment Agency watercourses. The remaining PSCA works will be undertaken in conjunction with the Boards summer maintenance programme.

EA Drain Name	Flailing (m)	Weedcutting (m)	Completed (m)
Cowcroft Drain	20,651	7,952	
Woldgrift Drain	21,077		
Willoughby High Drain	8,728	8,000	
Greyfleet Drain	18,151		
Lady Waths Beck	4,818		
Totals	73,425	15,952	89,377

3. Plant and Equipment Update

3:1 Following the damage to the Massey Ferguson tractor (FX23 DBO, PLN7349), reported under Agenda Item 6, Officers consulted with the Chairman, Vice-Chairman and the Chief Executive Officer regarding sourcing a suitable replacement while the Boards insurers are investigating the circumstances surrounding the incident. A replacement tractor fitted with front and rear mowing attachments has been purchased to minimise the impact to the summer maintenance programme. A mid mounted flail will require purchasing later to fully replicate the previous tractor and flail specification. Underwriting of the insurance claim is currently ongoing, however, Officers are expecting there to be a shortfall in the monies received compared to the original purchase price in 2023. An update will be given at the meeting.

3:2 The new Environmental Officer's vehicle approved at the June meeting has been delivered. The Vauxhall Combo van was purchased from Thompson and Smith at a cost of £18,275. The Boards Peugeot Bipper (FY12 CCX, PLN7448) will be sold following the purchase of the new vehicle.

4. Pump Run Hours

4:1 Pump run hours are attached for information.

5. Compensation

The following payments have been made since the last meeting:

Comp Ref	Claimant	Description	Claim
████████	████████	Boygrift Drain – Reforming	£694.42
			£694.42

Recommendation:

- To note report of Officers.
- To note the purchase of a new Massey Ferguson tractor approved by the Chairman, Vice-chairman and Chief Executive.
- To approve payments made in accordance with the Board's rates since the last Board Meeting.

A. Malin
Senior Operations Manager

S. Stones
Operations Manager

FOR MEMBERS' INFORMATION ONLY

LINDSEY MARSH DRAINAGE BOARD		File Ref:	Agenda Item: 8
Meeting: Board Meeting Date: 25th September 2024		Subject: PUMPING STATION STATUS	

1. Overview (Current Focus and/or Status)

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

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
Austin Fen East PS	1	Yes	Agricultural Land. Risk to PS if EA's watercourse overtops. 20 Properties.	No Issues	
Austin Fen West PS	1	Yes	Agricultural Land. Takes additional water when EA's Black Dyke overtops. Risk to PS if EA's main river overtops. 8 properties at risk.	No Issues	
Biergate East PS	1	Yes	Grainthorpe Village & Agricultural Land. Risk to PS if Louth Canal connects East to West. 79 Properties.	No Issues	
	2				
Biergate West PS	1	Yes	Takes additional water when Poulton Drain overtops. 17 properties at risk	No Issues	
Covenham PS	1	N/A	Double bends in village flood causing road closure. 35 properties at risk	No Issues	
	2				
Fulstow East PS	1	Hand	Agricultural Land & Marshchapel village if Louth Canal overtops. 255 properties at risk	Repeated issues with weedscreen cleaner tripping, believed to be software issue - PA & GH to attend site to investigate fault.	13/09/2024
Fulstow West PS	1	Yes	Agricultural Land & Fulstow. Risk to PS if Louth Canal overtops. 155 properties at risk.	No Issues	
	2				
Grainthorpe PS	1	Yes	Large agricultural land & parts of Marshchapel & Grainthorpe. 313 properties at risk	No Issues	
	2				
	3				
Howdales PS	1	Yes	Agricultural land (gas site). 15 isolated properties.	No Issues	
	2				
Ludney PS	1	Yes	Agricultural Land. 40 properties at risk	No Issues	
	2				
Porters Sluice PS	1	Yes	Agricultural Land & North Somercotes. 764 properties at risk	URGENT - PCM faults on both pumps requires immediate attention (PCM currently bypassed to allow pumps to remain operational) Software update to be undertaken by AIM on weedscreen cleaner - PA/CEF	13/09/2024
	2				

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
Saltfleet PS	1	Yes	Large agricultural catchment, Saltfleetby & South Somercotes village. 541 properties at risk	Further meeting planned on site with Bosman / Inter-Lec / ABB / LM Officers to clarify issues with pump vibration and causes inc new motor incompatibility	31/10/2024
	2				
	3				
Thoresby Bridge PS	1	Yes	Low risk following 2007 floods. Agricultural land. 106 properties at risk	No Issues	
	2				
Anderby PS	1	Hand	Large, predominantly agricultural land. 809 properties.	Weedscreen cleaner will not operate in Auto (hand only) - Awaiting software update by Inter-Lec Ltd - SL to chase	30/09/2024
	2				
	3				
Boothby PS	1	N/A	Small sump pump serving small agricultural catchment. 1 property.	No issues	
Boygrift PS	1	Yes	Large agricultural catchment including Sutton on Sea urban area. 1029 Board & 1086 Catch.	No issues	
	2				
	3				
Chapel Basin PS	1	N/A	Serves small holiday chalet area only. 18 Properties.	No issues	
Fulbeck PS	1	N/A	Mablethorpe urban area. 2842 properties.	No issues	
	2				
Ingoldmells PS	1	Yes	Urban areas of Ingoldmells, part of Skegness, Orby, Addlethorpe & multiple caravan sites. 4989 properties.	Pump run hours not recording on panel - Inter-Lec Ltd to attend site to investigate and update software (with Anderby PS) - SL	30/09/2024
	2				
	3				
Nursery PS	1	N/A	Agricultural land. 0 Board & 1 Catch.	No issues	
Theddlethorpe PS	1	Yes	Agricultural land & Theddlethorpe, Gayton and Great Carlton. 400 Board & 530 Catch.	Pump 1 start issue, CM liasing with Schneider to resolve possibly due to software. CM and Inter-Lec to investigate start/stop levels on pump 3 (may be VSD related)	30/09/2024
	2				
	3				
Trusthorpe PS	1	No	Agricultural land. 3589 Board & 3659 Catch.	Station is undergoing major refurbishment and is operating on temporary over pumping following isolation of station pumps for renewal.	01/11/2024
	2				
	3				
Wyche PS	1	Yes	Agricultural land & Sloothby village. 67 properties.	No issues	
	2				
Burgh Le Marsh PS	1	N/A	0	No issues	
	2				
Burgh Sluice PS	1	Yes	Large catchment serves Gotts & Burgh Le Marsh. 1515 Board & 4782 Catch.	No issues	
	2				
	3				

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
Crown Farm PS	1	Yes	Croft village which serves as relief overflow for Burgh Sluice. 427 properties.	No issues	
	2				
Gibraltar Point PS	1	N/A	Agricultural land. 23 properties.	No issues	
	2				
Gotts PS	1	N/A	Part of Skegness which serves Burgh Le Marsh PS. 3103 properties.	No issues	
	2				
Thorpe Culvert PS	1	Yes	Agricultural land. 1039 Board & 1088 Catch.	No issues	
	2				
	3				
	4				
Wainfleet Sea Lane PS	1	N/A	Agricultural land. 136 properties.	No issues	
	2				

Robert Brown
Senior Engineering

Antony Malin
Senior Operations Manager

FOR MEMBERS' INFORMATION ONLY

LINDSEY MARSH DRAINAGE BOARD	File Ref:	Agenda Item: 9
Meeting: Board Meeting Date: 25th September 2024	Subject: ASSET RENEWAL AND REFURBISHMENT	

1. Overview of Current Focus

1:1 Projects Completed

Project and Tasks	Description of Works	Budget	Expenditure	Final Outturn
Anderby Pumping Station Refurbishment	First major refurbishment since its construction - 3 new fish friendly pumps, new control panel and refurbishment of Bosker automatic weedscreen cleaner	2,180,334.00	2,100,474.33	N
Chapel Basin Pumping Station Refurbishment	Replacement of sole pump and minor ancillary works	20,821.50	23,943.15	N

1:2 Projects – Current Focus

Del Order	Project and Tasks	Description of Works	Budget	Expenditure	Planned Completion
1	Trusthorpe Pumping Station Refurbishment	Major refurbishment of PS	4,430,395.60	3,773,577.41	04/11/2024
2	Saltfleet Pumping Station - Replacement motors	Major pumping station refurbishment complete - Ongoing issues with vibration / noise to two out of the three motors at the PS	4,557,133.50	4,169,803.46	01/11/2024
3	SCAPE - 13 PS Refurbishments - OBCs (Gib Point, Louth Canal PS inc Grainthorpe and Thoresby Bridge & Southern Group Burgh Sluice, Crown Farm & Thorpe Culvert PS)	Production of Outline Business Cases to support funding and delivery of 13 PS refurbishments	0.00	701,233.26	1/12/24

Del Order	Project and Tasks	Description of Works	Budget	Expenditure	Planned Completion
4	Gibraltar Point Trial Pump	New fish friendly pump (supplied by Pumpflow) to be installed and trialled at PS			27/9/24
5	Fulbeck Pumping Station Refurbishment (Delivery through SCAPE)	Major pumping station refurbishment	2,846,728.00	287,450.14	1/7/25
6	Gibraltar Point Pumping Station Refurbishment (Delivery through SCAPE)	Full PS refurbishment - OBC and delivery of project through SCAPE consultant			1/11/25
7	Ingoldmells Pumping Station Refurbishment	Major PS refurbishment (final PS as part of LM Coastal PS package)	4,275,000.00	1,276,279.52	1/11/25
8	Theddlethorpe Pumping Station Refurbishment	Major PS refurbishment - Pile painting to be completed	881,308.00	812,260.97	30/5/24
8	Bleak House Doors & Concrete lining of section of Mablethorpe Lower Cut	Part of Theddlethorpe PS Refurbishment project - Automation of Bleak House Doors with new electricity supply and concrete lining of an inaccessible section of Mablethorpe Lower Cut			31/10/24
9	CCTV & Jetting - Gravity systems at Boygrift, Gib Point & Burgh Sluice PS, Syphon underneath river at Crown Farm PS, syphons underneath Louth Canal, Searbys Crown Farm Drain (46m)	CCTV and jetting works as part of investigations for 13 PS refurbishments	250,583.44	8,832.70	01/04/2025

1:3 Other Projects

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

In total, there are 22 planned projects across the Water Management Consortium Boards and 19 unplanned. In addition, there are 21 storm recovery projects that were submitted as part of the funding bid. For Lindsey Marsh, there are 9 planned projects, 3 unplanned and 11 projects under the storm recovery works.

Project and Tasks	Description of Works	Risk
CCTV and De-silting / Jetting Works Programme	Rolling programme of jetting and cleansing culverts in Board's area (predominantly urban areas) to assess condition and maintain conveyance of flows	Red
Pile Repairs at Saltfleet and Trusthorpe Pumping Stations	Piles corroded at both pumping stations - surveys have been undertaken - plan for remedial repairs being progressed	Yellow
Grainthorpe Pumping Station - Replacement flap valve	Outfall flap valve and frame require replacement	Yellow
Thorpe Culvert Catchment Investigations and Culvert Inspections	Investigation into historical catchment links and culverts	Yellow
Trusthorpe Main Drain Culverting (Phase 4)	Section of watercourse requires culverting due to access issues and subsidence (towards footpath and highway) - Discussions ongoing and partnership funding is being sought.	Yellow
Burgh Village PS Refurbishment	Routine pumping station refurbishment	Yellow
Gayton Engine Museum - Structural Repairs	Subsidence issues are being investigated and subsequent repairs to station	Yellow
Boygrift Pumping Station Refurbishment	Major PS refurbishment complete - 3 x fish friendly pumps, new control panel, refurbishment of Bosker weedscreen cleaner, building works and improvements to compound - Remaining works are to reinstate the gravity outfall	Yellow

1:4 Storm Recovery Tranche 1

Location	Flood Impact Category	Estimated cost
Pumping Stations - all	Additional Electricity	£374,381.12
Board area	Additional Workforce Hours	£85,875.71
		£460,256.83
Drains	Additional Workforce Hours	£71,725.08
Drains	Operational Costs (inc plant and materials)	£61,529.35
Drains (Future 2024/2025)	Watercourse repairs	£20,940.00
		154,194.43
Anderby PS (diesel)	Additional Fuel	£6,158.75
Wainfleet Sea Lane PS	Asset Repairs	£7,137.59
Thorpe Culvert PS	Asset Repairs	£7,748.72
Anderby PS	Asset Repairs	£169.47
Grainthorpe PS	Asset Repairs	£400.93
Biergate PS	Asset Repairs	£11,729.14
Thoresby Bridge PS	Asset Repairs	£22,645.53
Austen Fen West PS	Asset Repairs	£450.00
		£56,440.13
	Total	£670,891.39

Storm Recovery Tranche 1 has been awarded in full and payment will be made in September 2024.

1:5 Storm Recovery Tranche 2 Bids

Project	Description	Bid
Wyche Flood Alleviation Scheme	Reforming and de-silting a number of watercourses to improve downstream storage and conveyance capacity discharge to EA's main river	£267,464.70
Dudick Connection Drain Improvements	De-silting 948 metres of watercourse, regrading of one bank to reinstate conveyance and storage capacity and refurbishment of existing wooden door to allow better connectivity of flows between Ingoldmells and Chapel catchments	£67,505.00
Hogsthorpe South End Sewer Flood Relief	Construction of a small pumping station to aid catchment recovery	£215,723.90
Steeping River Soak Dyke North Improvements	Deepening, widening and de-silting of watercourse and major upgrades to undersized culverts to increase storage capacity and improve channel conveyance	£335,903.50
Catchwater Drain Widening	Deepening, widening and de-silting of the watercourse and upgrades to existing penstock to increase storage capacity and improve channel conveyance.	£261,981.50

Bilsby Tank Drain Drain Reforming	Deepen and widen 3Km of watercourse (opposite bank to recent works) and the replacement of two road culverts to	£217,419.00
Boygrift to Anderby Connection	Deepening, widening and de-silting of Huttoft Main Drain, culvert removal and upgrade and installation of new penstock to improve link between catchments	£244,027.70
West Bank Drain De-silting	De-silting of 5036 metres to reinstate watercourse to its original design	£55,363.30
Trusthorpe Pump Drain – De-silting	De-silting of 3387 metres to reinstate watercourse to its original design	£37,651.00
14 Water Level Monitoring Sites	New water level monitoring throughout the catchment to improve pump operation and water level issue identification.	£156,975.00
Total		£1,860,014.60

The Tranche 2 application has been submitted although no award has yet been made due to the fund awaiting Ministerial sign off. All works would require completing by 31st March 2025. Officers are ensuring necessary surveys and drawings are undertaken so that the works are able to start as soon as possible, following confirmation of funding.

2. Matters for Note

2:1 LMDB Coastal PS - Ingoldmells Pumping Station Refurbishment (LM20305)

- 2:1:1 Twelve civil engineering contractors were contacted to seek their interest and/or intent to submit a tender for the civils works at Ingoldmells Pumping Station in line with the Board's Financial Regulations. All but one contractor declined.
- 2:1:2 A sole tender was returned by the due date of 19th August 2024 from BH Construction Co. Limited in the amount of £1,660,087.00.
- 2:1:3 Following a full technical and arithmetical review of the tender, the contract duration of 40 weeks has been reduced to 38 weeks with commencement on site early April and completion during December (this has reduced the tender amount). However, 66% (3.6 cumecs) of pumping capacity will be returned during September due to the phasing of the works.
- 2:1:4 The Chief Executive will seek advice from the Board's Internal Auditor in respect of the continuing difficulties in obtaining a minimum of three tenders as required in the Board's Financial Regulations.

Recommendation:

- To award a contract to BH Construction Co. Ltd in the amount of £1,632,357.23 for the civils works at Ingoldmells Pumping Station

Robert Brown
Senior Engineer

FOR MEMBERS INFORMATION ONLY

LINDSEY MARSH DRAINAGE BOARD	File Ref:	Agenda Item: 10
Meeting: Board Meeting Date: 25th September 2024	Subject: PLANNING, CONSENTING AND ENFORCEMENT ISSUES	

1. Overview of Current Focus

1.1 **Planning and Consenting** – For the period of 22nd May to 9th September 2024, one Byelaw consent has been issued under delegated authority, six consents under Section 23 of the Land Drainage Act (LDA) 1991 and five consents under Section 23 of the LDA 1991 on behalf of Lincolnshire County Council (as Lead Local Flood Authority). Comments have been submitted on 26 planning applications and one objection has been made (these are detailed on the attached delegated matters schedule).

1.2 **Large scale projects** - The table below details large scale projects which have a potential impact on the Board's systems. Officers have been engaged with developers and consultants from an early stage and continue to advise on the Board's requirements.

Reference & Project title	Details	Current Status
LM22043 Outer Dowsing Offshore Wind Farm	The associated cables cross numerous watercourses in the Lindsey Marsh district as well as extended area.	Protective provisions and other documents including a schedule of consents, are at an advanced stage.
LM22046 Viking CCS, Immingham to Theddlethorpe carbon capture pipeline	Large scale impact, lots of riparian (within district and extended area) and Board maintained crossings to consider.	The final version of the Statement of Common Ground has been provided to Board for signing and return and will be included in the DCO documents. Further discussions to be had in relation to protective provisions.
LM23024 Skegness Gateway	Large mixed-use development to the west of Skegness.	No current actions. GIS layers have been sent out. Still under consideration at planning, comments were issued by the Board on 21st February 2023.
LM24009 Grimsby to Walpole (high voltage electricity transmission line)	The scheme crosses numerous watercourses in the Lindsey Marsh district as well as extended area.	Early-stage comments were offered to PINS on extent of scoping proposal, 29th August 2024.
LM24021 Eastern Green Link 3 and 4 (onshore cable)	The proposal involves 2 cables crossing numerous watercourses in the Lindsey Marsh district and beyond.	Early discussions have been held, meeting proposed on 25th September to discuss further detail.

Robert Brown
Senior Engineer

Darren Cowling
Planning and Development Control Officer

FOR MEMBERS' INFORMATION ONLY

LINDSEY MARSH DRAINAGE BOARD	File Ref:	Agenda Item: 11
Meeting: Board Meeting Date: 24th September 2024	Subject: Environmental Matters	

1. Overview (Current Focus and/or Status)

1:1 **Electronic Recording** - 600 biological records have been collected across the Consortium so far. As well as the licensable recording of badger and water vole, records of Biodiversity Action Plan species include; adder, grass snake, common toad, brown hare, grey partridge and eel. Schedule 1 bird species; barn owl, kingfisher and marsh harrier have also featured across the Consortium. These records are submitted annually to local authorities and the National Biodiversity Network Atlas. The records also help to evidence the Board's operational and class licence work.

1:2 **Ecological Surveys** - The table below represents watercourses that require ecological surveys within the Board's area to enable the winter works programme.

Board/Drain	EIA Map Screened	Walkover Survey	Water Vole Mitigation	Eel Presence	Protected Site	INNS *	ES Done	Notes
Hilldyke Drain North 222300	Yes		Yes	High			Draft	
Hilldyke Drain North Branch 222301	Yes	Required	Yes	High			Draft	
Hilldyke Drain South 222302	Yes		Yes	High			Draft	
Dawsons Sewer West 062000	Yes	Required	Yes				Draft	
Holts Drain 062800	Yes		Yes				Draft	
Everards Branch Drain 062700	Yes		Yes				Draft	
Faulkers Drain 212200	Yes		Yes				Draft	
Helsey Drain 231700	Yes	Required	Yes	High			Draft	
Wyche Drain 222200	Yes	Required	Yes	High			Draft	
Irby Beck 062400	Yes		Yes				Draft	
Cross Drain 480300	Yes		Yes				Draft	
West Bank Drain 252800	Yes	Required	Yes	Low			Draft	
Seven Towns North Eau (phase 1 & 2) 741300	Yes	Required	Yes	Low	SSSI		Draft	Humber Est SSSI, operating outside boundary.
Butterbump Drain 230900	Yes	Required	Yes	High			Draft	
Orby North Drain (LMD220100)	Yes		Yes				Draft	
Dudick Connection Drain (LMD212500)	Yes		Yes				Draft	
Bilsby Tank Trap Drain (LMD241900)	Yes 2023/24	100%	Yes				Draft	
Huttoft Main Drain (LMD234100)			Yes	Low	LWS		Draft	
Trusthorpe Pumping Drain (LMD251100)	Yes		Yes	High			Draft	
Sett Closure 1								Awaiting 21 days clear
Sett Closure 2							Report to do	Works complete

* *Invasive Non-Native Species*

1:3 **Representational Activity with Outside Bodies** - The table below details the significant commitments for representation of the Boards by the Environmental Officer. Local Nature Recovery Strategy feedback and workshops are very valuable to the development of schemes and functioning of the Boards. The volume of meetings is resulting in some non-attendance due to clashes and a full review of all commitments will be undertaken.

Outside Body and/or Committee	Role and/or Office Held	Frequency of Meetings	Board(s)	Duration of meetings and/or time Commitment (including travel)
Greater Lincolnshire Nature Partnership	Member of Steering Group and Annual Forum	Quarterly	AX, LM, TV	20 hours pa for meetings, 1 full day for forum.
Local Nature Recovery Strategy Advisory Groups	Lincolnshire, Nottinghamshire and South Yorkshire	Numerous	AX, LM, TV, DE	Can be up to 1 meeting per week due to all 3 County areas developing new strategies
Nottinghamshire Biodiversity Action Group	Member	Annually	TV	5 hours
GLNP - Mink Strategy Group	Member	Twice a year	AX, LM, TV	1 day
Nottinghamshire Water Vole Recovery Project	Steering Group	Quarterly	AX, TV	Online and some site visits
ADA Lincolnshire Environment Committee	Member	Twice a year	AX, LM, TV	1-2 days
River Idle Partnership	Member	Twice a year	AX, TV	1-2 days
Torne Catchment Partnership	Member	2-3 times a year	AX, DE	1-2 days
Soar Partnership – part of TRT	Member	1-2 a year	TV	2-3 hours per year
Humberhead Levels Partnership	Member	4x per year	AX, LM, DE	5 hours

Outside Body and/or Committee	Role and/or Office Held	Frequency of Meetings	Board(s)	Duration of meetings and/or time Commitment (including travel)
Doncaster Biosphere Development Group	Member	Under review	DE	1-2 hours per meet
SELCAN - Nature Based Solutions and Biodiversity and Water, Resilience & Adaptation Sub-Group	Member	4 x per year	LM	1-2 hours
Louth Canal	On mailing list to monitor developments.	-	LM	-
Bishop Burton College	Guest speaker	Yearly	AX, LM, TV, DE	½ day
Natural England's Species Conservation Strategies	ADA Representative	Unknown	AX, LM, TV, DE	Possibly full day followed by 4 online meets
Levels Lowland Agricultural Water Discovery Schemes	First point of contact	Various	AX, DE	Varies dependent on live projects, 2-3 this year
Lincolnshire Climate Adaptation Plan	Member	New	LM, AX, TV	Introduction in September

2. Matters for Note

2:1 Mink and Water Vole

2:1:1 The Consortium is continuing to provide support to mink eradication projects across all districts (DEIDB is in early-stage discussions). The Waterlife Recovery Trust (WRT) report that the eradication of invasive American mink on a landscape scale is not only feasible but can be achieved in a shorter time and less expensively than predicted. The recovery of water voles, moorhens, reed buntings and a myriad of other mink prey species is positively rapid. This helps the Board deliver on its statutory obligations to conserve and enhance the environment.

2:1:2 Within our districts, the Greater Lincolnshire Partnership and the Water Vole Recovery Project (WVRP) are continuing the success in partnership with the WRT with high numbers of mink caught. From the 1st January to 30th June 2024, 198 mink have been captured in Lincolnshire (the most in the country), 42 in Nottinghamshire / Leicestershire and 12 in South Yorkshire.

2:1:3 Our water vole records are providing the WVRP with ideal locations to carry out a genetic studies project this autumn which involves collecting water vole latrines from rafts placed in some of the Board's watercourses. The Environmental Officer was invited to a water vole release ark site in Nottinghamshire where 115 water voles were released into the Idle Valley area.

2:2 **Natural England's Species Conservation Strategies**

2:2:1 The Board's Environmental Officer will represent ADA in an upcoming Species Conservation Strategies Future Direction workshop. The aim of the workshop is to share Natural England's (NE) initial thinking about the potential role and purpose of Species Conservation Strategies and to seek views from stakeholders to help refine this thinking and develop recommendations for NE to consider within its advice to Defra about the next steps for Species Conservation Strategies. This is likely to have a bearing on future species licensing requirements and the Board's contribution to this work will hopefully have a positive impact on future operational activities.

2:3 **Water Vole Licence**

2:3:1 The Board's Environmental Officer has now been approved to hold a Class Licence (CL24) to oversee any works requiring water vole mitigation. As some works were undertaken under Chris Manning's licence earlier in the year, both licences will be used until the end of the year for a smooth transition and to ensure there is no impact to the Board's programme of work.

2:4. **Autumn ADA Environment Forum**

2:4:1 Topics to be discussed in the upcoming forum include;

- (a) Badger licences
- (b) Beavers
- (c) IDB biodiversity annual reporting / IDB1
- (d) Lowland peat schemes

2:5 **Barn Owls**

2:5:1 The annual monitoring of barn owls across the Consortium produced mixed results. Lindsey Marsh had good results in the north of the district but not in the south. Isle of Axholme had its worst records to date and Trent Valley had an overall positive result. Factors affecting the results included prey availability and voles in flooded areas will have struggled to breed.

2:5:2 An overhaul of existing owl boxes is required as most of the nest boxes are in a very poor state with some now unusable or too dangerous to check safely. Overall, 18 replacement boxes are required to improve the current situation. Barn owls are a Schedule 1 species for conservation, and it is likely that an increase in the frequency of replacement of the boxes will be required.

Recommendation:

To note report of Officer.

Iain Turner
Environmental Officer

FOR MEMBERS' INFORMATION ONLY

LINDSEY MARSH DRAINAGE BOARD		File Ref:	Agenda Item: 12
Meeting: Board Meeting Date: 25th September 2024	Subject: FINANCE		

1. Overview – Current Position

1:1:1 Current Cash / Bank Position – as at 31st July 2024

<i>Account name</i>	<i>Balance</i>	<i>Interest Rate %</i>
Barclays Current Account	£603,725.14	0.00%
Barclays Deposit Account	£3,114,586.31	1.75%
Beverley Building Society	£396,439.54	1.75%
Monmouthshire Building Society	£523,165.95	1.30%
Santander UK Account	£793,057.74	1.04%
Petty cash	£152.00	
Total	£5,431,126.68	

1:1:2 Current Investments / holdings

<i>Account name</i>	<i>Invested Sum</i>	<i>Term End date</i>	<i>Interest on term end</i>	<i>Interest Rate</i>
Skipton B/soc Term Deposit	£250,000.00	6 th September 2024	£6,490.41	5.15%

On the 6th September the principal of £250,000 will be reinvested in a 6-month term deposit with Skipton B/Society at a rate of 4.65%, ending on 6th March 2025 earning interest of £5,764.73.

1:2:1 Current Loan Position – as at 31st July 2024

<i>31st March 2024 Balance</i>	<i>31st July 2024 Balance</i>	<i>Capital Repayments in Period</i>	<i>Interest Charge in period</i>
£0.00	£0.00	£0.00	£0.00

The Board has no outstanding Public Works Loan Board at the 31st July 2024.

1:2:2 Future loan Position

The following loans are in the Estimates to be drawn before the end of this financial year.

<i>Scheme</i>	<i>Planned Loan amount</i>	<i>Term of Loan in Years</i>	<i>Interest Rate - estimated</i>
Saltfleet	£591,000	20	5.46%
Anderby	£210,000	20	5.46%
Gibraltar Point	£255,000	20	5.46%
Ingoldmells	£1,300,000	20	5.46%
Total	£2,356,000		

1:3:1 Management Accounts: Actual vs Budgets – as at 31st July 2024

The accounts are prepared on an Accruals basis when income or expenditure is due rather than when cash is paid or received	Whole Year Budget for 2024/25 – As per Estimates approved Jan 2024	Variance – overall negative variance represents lower than expected position	Weighted Budgets for period	Actuals for period
	£	£	£	£
Income	7,000,633	3,340.28	3,884,705.00	3,888,045.28
Own use of plant or labour on Schemes	329,750	45,162.89	117,409.00	162,571.89
Total Funds In	7,330,383	48,503.17	4,002,114.00	4,050,617.17
Maintenance costs for drains & PS etc	-1,037,367	-139,967.07	-212,995.00	-352,962.07
Supportive Costs	-4,785,292	109,014.28	-1,517,015.50	-1,408,001.22
Balance sheet costs incl Assets & Loans	-558,200	3,578.05	-80,825.00	-77,246.95
Board funding to schemes	-797,000	0.00	-797,000	-797,000
Total Funds Out	-7,177,859	-27,374.74	-2,607,835.50	-2,635,210.24
Unplanned adjustment to / (from) Reserves to Schemes	0.00	0.00	0.00	0.00
Surplus / (Deficit) for the Year / Period	152,524	21,128.43	1,394,278.50	1,415,406.93

A detailed version of the Budgetary Management Accounts, including notes, can be found on [Appendix 1](#)

1:4:1 Balance Sheet – as at 31st July 2024

A detailed version of the Balance Sheet can be found on [Appendix 2](#).

1:4:2 Fixed Asset Movements

Additions	Asset Cost	Incl in Estimates	Funds to come from Plant Reserves	Variance. (Added) / Taken from General Reserves
Asset description				
Volvo ECR145 EL Tracked Excavator PLN7064 EU24 CYP	£133,545.00	£0.00	£133,545.00	£ 0.00
Steelwrist X18 S60/S60 Tiltrotator with Quantum control system etc PLN7064A	£35,300.00	£0.00	£35,300.00	£ 0.00
72 inch ditching bucket PLN7064B	£1,850.00	£0.00	£1,850.00	£ 0.00
48 inch digging bucket PLN7064C	£2,250.00	£0.00	£2,250.00	£ 0.00
24 inch digging bucket PLN7064D	£1,600.00	£0.00	£1,600.00	£ 0.00

Dipper Arm for use on YN71AUH - PLN7062B	£5,100.00	£0.00	£5,100.00	£ 0.00
30k Ltr Fuel Storage Tanks Red Diesel PLN7545	£26,882.50	£0.00	£26,882.50	£ 0.00
20k Ltr Fuel Storage Tanks White Diesel PLN7546	£21,037.50	£0.00	£21,037.50	£ 0.00
Toolbox for workshop PLN7989	£1,199.95	£1,200.00	£0.00	(£ 0.05)
Stihl TS410 Saw PLN7990	£625.00	£625.00	£0.00	£ 0.00
Deskjet Plotter PLN7991	£7,347.00	£13,000.00	£0.00	(£5,653.00)
PLN7486 DN24 WSL Vauxhall Combo 1.5 Turbo D 2300 Prime Panel Van	£18,075.00	£17,000.00	£0.00	£1,075.00
Totals	£254,811.95	£31,825.00	£227,565.00	(£4,578.05)

<i>Disposal</i> <i>Asset description</i>	<i>Asset Disposal Proceeds</i>	<i>Incl in Estimates</i>	<i>Funds to return to Plant Reserves</i>	<i>Variance. (Added) / Taken from General Reserves</i>
Volvo EW160E Excavator EU66 CWC PLN7054	(£57,500.00)	(£0.00)	(£57,500.00)	£ 0.00
Ford Fiesta (FV18 TZX) PLN7463 – W/O	(£0.00)	(£1,000.00)	(£0.00)	£1,000.00
Totals	(£57,500.00)	(£1,000.00)	(£57,500.00)	£1,000.00

1:4:3 Trade Debtors – at 31st July 2024

<i>Customer</i>	<i>Notes</i>	<i>Debt risk included in Period Balance Total</i>	<i>Period Balance Total</i>	<i>31st March 2024 Balance</i>
			£123,618.21	£114,689.23
██████████	Rates debt - Paid in instalments	£1,140.00	All debts are being chased.	
East Lindsey District Council	O/s from March 2022	£459.36		
Total		£1,599.36		

1:4:4 Trade Creditors & Retentions – at 31st July 2024

<i>Supplier</i>	<i>Notes</i>	<i>Credit balances of note included in period balance</i>	<i>Period Balance Total</i>	<i>31st March 2024 Balance</i>
Trade Creditors		£660,851.64	£943,217.85	£875,142.97
Supplier Retentions	Relates to projects	£282,366.21		
Total		£943,217.85		

1:4:5 Reserves – Plant Reserve – at 31st July 2024

Plant Reserve Balance at 1 st April 2024	£345,159.16
Planned addition to Plant Reserve in 2024/25 Estimates	£50,000.00
Planned use of Reserve for additions of new plant	-£174,545.00
Unplanned use of Reserve for additions of new plant	-£53,020.00
Planned disposal proceeds returned to Plant Reserves	£57,500.00
Remaining Balance in Plant reserve	£225,094.16

1:4:6 Reserves – Schemes Reserve – at 31st July 2024

Scheme Reserve Balance at 1 st April 2024	£3,258,360.16
Board funding - Planned addition to Schemes from Rating Income in 2024/25 Estimates	£797,000.00
Board funding - Loan funding received into Schemes in period	£0.00
3 rd Party funding - Funding into the Schemes from External Sources – including grants & contributions	£265,460.00
Expenditure within Schemes in year to date	-£1,803,040.82
Unplanned Adjustments from / (to) general reserves	£0.00
Remaining Balance in Schemes Reserve at period end	£2,517,779.34

Within the Remaining Balance, the PS Renewal Reserve, used to fund future schemes, currently holds £375,000 in balances, this will be used in future schemes to ease the rate in years of high expenditure.

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

1:4:7

Recommendations:

- To approve the Budgetary Management Accounts, including Balance Sheet, for the Period to 31st July 2024

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

Where the Board receives income or incurs expenditure not included within the 24/25 Estimates, these sums will affect the Expected Surplus or (deficit) position for the year & in turn the funds to be met from or received into General Reserves.	1	Whole Year Budget for 2024/25 – As per Estimates approved Jan 2024	Sums forecasted to improve the Board's position. Additional income or lower expenditure	Sums forecasted to worsen the Board's position. Lower income or additional expenditure	Forecasted Position for the year to 31 st March 2025
			£	£	
Income	3	7,000,633			
• <i>Tranche 1 money</i>	4		670,891		
• <i>Consortium Recharges</i>	5			-102,000	
• <i>Engineers Recharges</i>	6		20,000		
• <i>Highland Water</i>	7		13,725		
• <i>Other Income incl Insurance claim</i>	8		12,800		
• <i>Interest</i>	9		15,000		
Use of plant or labour on Schemes	10	329,750			
• <i>Use of labour/plant within schemes</i>	11		30,000		359,750
Total Funds In	12	7,330,383	762,416	-102,000	7,990,799
Maintenance costs for drains & PS etc	13	-1,037,367			
• <i>PS contractor expenditure</i>	14			-30,000	
• <i>PS electric</i>	15			-110,000	
• <i>Drains Mtnce expenditure</i>	16		15,000		
• <i>Stock variances</i>	17			-5,000	
Supportive Costs	18	-4,785,292			
• <i>DLO Wages & Costs</i>	19			-25,000	
• <i>Salary Costs</i>	20		175,000		
• <i>Plant & Motor Costs</i>	21			-5,000	
• <i>Insurance Costs</i>	22				
• <i>Employment/Professional Advice</i>	23		9,000		
• <i>Loan Interest</i>	24		21,000		
Balance sheet costs incl Assets & Loans	25	-558,200	14,773	-40,705	-584,132
Board funding to schemes	26	-797,000			-797,000
Total Funds Out	27	-7,177,859	234,773	-215,705	-7,158,791
Unplanned adjustment to / (from) Reserves to Schemes	28	0.00	0.00	-622,556	-622,556
Surplus/(Deficit) for Year/period	29	152,524	997,189	-940,261	209,452
Improvement in Surplus / (deficit) position	30				56,928

2:2 Transfer of funds to Strubby Depot LM17052

Included within the Unplanned adjustments to Reserves/Schemes (line 28) is a provision to transfer £600k to the Strubby Depot Improvement Scheme LM17052 to enable the necessary works to go ahead.

2:3

Recommendations:

- To approve the transfer of £600,000 from general reserves to the Strubby Depot Improvement Scheme.

2:4 Forecast of Surplus Cash Position at 31st March 2025

Surplus Cash Reserve Balance at 1 st April 2024	£1,214,003.95
Funds to be withheld for Plant Reserve at 1 st April 2024	£345,159.16
Funds to be held for Commuted Sum Reserve at 1 st April 2024	£0.00
Total Cash reserves at 1st of April 2024	£1,559,163.11
Expected Surplus position for the year to 31 st March 2025	£152,524.00
Forecasted difference to Surplus / (deficit) position at 31 st March 2025	£56,928.00
Forecasted Total Cash Reserve at 31st March 2025	£1,768,615.11
Forecasted funds held in Plant Reserve at 31 st March 2025	-£227,094.16
Forecasted funds held in Reserves / Commuted Sums at 31 st March 2025	-£0.00
Forecasted Surplus Cash Position at 31st March 2025	£1,541,520.95
Predicted net operating costs for 2024/25 (costs less rating income)	£5,412,935
<i>Forecasted Surplus Cash as a % of 24/25 forecasted net operating costs</i>	<i>28.48%</i>

2:5 Fixed Asset Future Movements

<i>Remaining Additions in the financial year as included in the estimates and or Plant reserves:</i> <i>Asset description</i>	<i>Asset Cost (if known)</i>	<i>Incl in Estimates</i>	<i>Funds to come from Plant Reserves</i>
Case Tracked Excavator incl 5yr warranty	£233,067.41	£215,000.00	£0.00
Case Tracked Excavator Steel Wrist	£34,000.00	£0.00	
Case Tracked Excavator pallet forks	£2,587.50	£0.00	
Case Tracked Excavator ditching bucket	£2,800.00	£0.00	
Herder 1 incl warranty (instead of tractor & Flail)	£300,250.00	£290,000.00	
Tools Allowance £5k less spent	£0.00	£3,175.00	
Totals	£572,704.91	£508,175.00	£0.00

<i>Remaining Disposals in the financial year as included in the estimates and or Plant reserves:</i>	<i>Asset Proceeds (if known)</i>	<i>Incl in Estimates</i>	<i>Funds to come from Plant Reserves</i>
<i>Asset description</i>			
Bipper Van FY12 CCX PLN7448	£0.00	£0.00	-£500.00
Weedbasket PLN7179	£0.00	£0.00	-£1,500.00
Volvo EC220EL Excavator (EU67AYW) PLN7055	-£40,000.00	-£30,000.00	£0.00
MF 7720 Tractor (YX16CWV) PLN7345	-£37,000.00	-£15,000.00	£0.00
Herder Grenadier Flail PLN7142	£0.00	-£5,000.00	£0.00
Weedbasket PLN7180	£0.00	-£1,500.00	£0.00
Weedbasket PLN7181	£0.00	-£1,500.00	
Compressor towable PLN7952	£0.00	-£500.00	
Totals	(£77,000.00)	(£53,500.00)	(£2,000.00)

2:6

Recommendations:

- To approve the Forecast of Outturn Position to 31st March 2025.

3. Matters for Note

3:1 Forecast of Outturn

Tranche 2 funding within the Forecast position has currently not been included as it is awaiting Minister sign off.

3:2 Payments over £500

A schedule of payments over £500 made by the Board since the last meeting is attached for approval at **Appendix 3**.

Recommendations:

- To approve the schedule of payments.

3:3 External Audit

3:3:1 Appointment of External Audit

The Board must appoint an approved external auditor and the Board has joined the Opt-in Scheme with Public Sector Audit Appointments Limited (PSAA), however we are yet to be allocated an Auditor due to a national shortage and back log.

Recently, the new Government have presented to parliament a Statutory Instrument to make changes to the Accounts and Audit Regulations to allow for the backlog of local authorities awaiting audit to be resolved.

We will continue to advise the Board of any progress.

3:4 Internal Audit

3:4:1 Internal Audit Provision for 2025/26 onwards

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. As part of the process there was an option to extend the contract for a further two years from 2023/24, which the Board approved in 2023/24.

The 2024/25 financial year is the final year under the extension and the tenders for the provision of audit services has been forwarded to 5 organisations and the officers will update the Board in due course.

3:4:2 Internal Audit Provision for 2024/25

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 2024/25 Internal Audit Program is attached for the Board's consideration and approval at **Appendix 4**.

Recommendations:

- To consider and approve the 2024/25 Internal Audit Program.

Mrs N. Hind FCCA
Finance Manager

Appendix 1

Lindsey Marsh Drainage Board

Variance to Estimates Report - For the 4 months to 31st July 2024

	Whole Year Estimate	31.07.2024 Variance	31.07.2024 Estimate	31.07.2024 Actual	Notes
INCOME					
<i>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 Schemes</i>					
Agricultural drainage rates	1,381,289.00	2,125.03	1,381,289.00	1,383,414.03	
Special levies	4,241,098.00	0.00	2,120,549.00	2,120,549.00	
Highland water contributions	105,084.00	0.00	0.00	0.00	Will receive £118,809.89 in Sept
Stewardship Income	3,772.00	0.00	0.00	0.00	
Rental, wayleaves & grazing income	1,088.00	0.00	0.00	0.00	Winthorpe Grazing Letting due Oct 24
Income from PSCAs	32,000.00	53.26	0.00	53.26	{ Matched Income Deferred to Expenses on Steeping £53.26.
Income from rechargeable works	216,749.00	21,043.23	66,780.00	87,823.23	{ Engineers time rchg £87,493.13 (est £66,780.00). Recharge works £330.10 (est £0)
Income from consenting	90,153.00	(2,714.35)	27,010.00	24,295.65	Consent time rch to other Boards £22,615.65 (est £22,945k); Consent fees £1,000. Surface Water Dev fee £680 (Est £2,505k)
Income from recharge of disbursements	78,116.00	11,484.65	23,904.00	35,388.65	{ Income is matched to disbursement expenditure - Lincolnshire Show costs still to be recharged to ADA
Contributions	6,110.00	772.38	1,510.00	2,282.38	{ OneCom phone discount receipt £1,960. Mileage reimb £322.38 Strubby Gliders interim £0
Deferred income & commuted sums	10,050.00	0.00	0.00	0.00	
Consortium & management income	780,124.00	(50,901.96)	253,697.00	202,795.04	{ Lower Costs & higher engineer recharges thus lower amount recharged as a % to consortium members
Investment interest	55,000.00	8,673.81	9,966.00	18,639.81	Annual interest received from Barclays Premium A/c £15,683.38
Other income	0.00	12,804.23	0.00	12,804.23	{ Incl Insurance claim for flood damage to excavator £10,139.74; Sale of dipper arm from liebherr £2.5k
TOTAL INCOME - not including absorption income	7,000,633.00	3,340.28	3,884,705.00	3,888,045.28	Positive Variance on Monetary Income
Own use of plant recharged (absorption) to Schemes	16,100.00	8,961.50	8,533.00	17,494.50	Use of own plant within schemes improves the General Surplus Cash Position of the Board.
Own use of labour recharged (absorption) to Schemes	17,900.00	38,306.65	8,852.00	47,158.65	Use of own DLO Labour within schemes improves the General Surplus Cash Position of the Board.
Own use of Engineers recharged (absorption) to Schemes	295,750.00	(2,105.26)	100,024.00	97,918.74	Use of own Engineers Labour within schemes & recharges improves the General Surplus Cash Position of the Board.
TOTAL INCOME - including absorption income in schemes	7,330,383.00	48,503.17	4,002,114.00	4,050,617.17	Positive Variance on Income - will increase General Cash Reserves. Mainly due to use of own labour & plant on Schemes

Lindsey Marsh Drainage Board

Variance to Estimates Report - For the 4 months to 31st July 2024

	Whole Year Estimate	31.07.2024 Variance	31.07.2024 Estimate	31.07.2024 Actual	Notes
EXPENDITURE:					
<i>Where the expenditure variance is negative this shows that the expenditure is more than estimated for</i>					
MAINTENANCE & DEVELOPMENT EXPENDITURE - EXTERNAL COSTS ONLY					
The following expenditure is not related to Engineering Schemes					
Drain maintenance expenditure	222,625.00	14,043.26	81,956.00	67,912.74	{ Compensation £12k & Contractors £12.9k under. Stocks £10.9k over
Pumping station expenditure	732,626.00	(130,739.58)	103,751.00	234,490.58	{ Electric £110k over budget.. Stock incl fuel to PS £1.1k under. Insurances £734. Contractors £22.5k over
Recharge expenditure	0.00	(3,967.60)	0.00	3,967.60	{ External costs only. Total costs £95,250, inc. £87,493 for engineers time
PSCA Recharge expenditure	3,200.00	(1,394.00)	1,030.00	2,424.00	{ External costs only. Internal & External:PSCA EA Costs £0. PSCA Steeping exp £0. PSCA Mink control costs £2,424
Consenting Costs - Consultants	0.00	0.00	0.00	0.00	No external consenting costs
Disbursement Costs	78,116.00	(14,587.01)	25,458.00	40,045.01	
Stewardship Costs	800.00	750.98	800.00	49.02	Winthorpe flood area
Cost of goods sold & stock variances	0.00	(4,073.12)	0.00	4,073.12	Stock variances £4,073.12
TOTAL MAINTENANCE & DEVELOPMENT EXPENDITURE	1,037,367.00	(139,967.07)	212,995.00	352,962.07	
SUPPORTIVE EXPENDITURE					
DLO costs	1,033,578.00	(3,139.92)	270,448.00	273,587.92	{ Higher salary & oncosts £4k Training lower by £1.6k. PPE over by £1.7k. Medical costs under by £1k
Other direct expenses	8,484.00	422.84	3,581.00	3,158.16	
Environment Agency precept	450,451.00	0.00	225,225.50	225,225.50	
Support & establishment costs	3,246,347.00	112,736.29	1,016,508.00	903,771.71	{ Professional fees under budget by £11k. Staff Costs and Other Staff Costs £97k. Plant/veh fuel & reps £9.6k . Plant & non-motorised running costs under by £11.4k. I.T costs under by £2.2k
Finance costs	45,947.00	(100.52)	880.00	980.52	{ No loans taken. Credit card charges and fuel card charges over by £94
Depreciation costs	0.00	0.00	0.00	0.00	{ This is a non-cash accounting adjustment & is removed for estimate purposes
Bad debt costs	0.00	(0.23)	0.00	0.23	{ Rates write off
Biodiversity & environmental costs	485.00	(904.18)	373.00	1,277.18	{ Service level agreement and badger gates
Pension Scheme costs	0.00	0.00	0.00		{ This is a non-cash accounting adjustment & is removed for estimate purposes
TOTAL SUPPORTIVE EXPENDITURE	4,785,292.00	109,014.28	1,517,015.50	1,408,001.22	
TOTAL EXPENDITURE	5,822,659.00	(30,952.79)	1,730,010.50	1,760,963.29	
	1,507,724.00	17,550.38	2,272,103.50	2,289,653.88	
EXCEPTIONAL INCOME	0.00	47,500.00	0.00	47,500.00	{ This is a non-cash accounting adjustment & is removed for estimate purposes. This relates to profit on disposal of fixed assets
INCOME OVER EXPENDITURE	1,507,724.00	65,050.38	2,272,103.50	2,337,153.88	

Lindsey Marsh Drainage Board
Variance to Estimates Report

	Whole Year Estimate	31.07.2024 Variance	31.07.2024 Estimate	31.07.2024 Actual	
INCOME OVER EXPENDITURE	1,507,724.00	65,050.38	2,272,103.50	2,337,153.88	
ADJUSTMENTS TO THE FINANCIAL STATEMENTS TO ARRIVE AT THE ESTIMATES VALUES					
ADJUSTMENTS FOR NON MONETARY ITEMS					
Remove the effects of Depreciation costs	0.00	0.00	0.00	0.00	This is a non-monetary accounting adjustment
Remove the effects of Profit on Disposal	0.00	(47,500.00)	0.00	(47,500.00)	This is a non-monetary accounting adjustment
Remove the effects of Pension scheme	0.00	0.00	0.00	0.00	
	1,507,724.00	17,550.38	2,272,103.50	2,289,653.88	Total Income Over Expenditure
ADJUSTMENTS FOR BALANCE SHEET ENTRIES					
Adjustments for Reserves Movements					
Add the intended transfer from Plant Renewals Fund	0.00	0.00	0.00	0.00	
Add the intended transfer to the Plant Renewals Fund from rating	50,000.00	0.00	50,000.00	50,000.00	To add from Rating income in the year to the Plant Reserve
Plant/Vehicle net expenditure occurred in year - funded from Plant reserve	0.00	(170,065.00)	0.00	(170,065.00)	Retained budgets returned to General reserves
Plant/Vehicle planned net expenditure not occurred in year - held over to Plant reserve	0.00	0.00	0.00		
	50,000.00	(170,065.00)	50,000.00	(120,065.00)	
Fixed Asset Movements					
Motor additions					
PLN7486 DN24 WSL Vauxhall Combo 1.5 Turbo D 2300					
Prime Panel Van	17,000.00	1,075.00	17,000.00	18,075.00	26/06/2024
	0.00	0.00	0.00	0.00	
	17,000.00	1,075.00	17,000.00	18,075.00	
Plant additions					
Volvo ECR145 EL Tracked Excavator PLN7064 EU24 CYP system etc PLN7064A	0.00	133,545.00	0.00	133,545.00	
72 inch ditching bucket PLN7064B	0.00	35,300.00	0.00	35,300.00	
48 inch digging bucket PLN7064C	0.00	1,850.00	0.00	1,850.00	
24 inch digging bucket PLN7064D	0.00	2,250.00	0.00	2,250.00	
Case Tracked Excavator incl 5yr warranty	0.00	1,600.00	0.00	1,600.00	
Case Tracked Excavator Steel Wrist	215,000.00				
Case Tracked Excavator pallet forks	0.00		0.00		
Case Tracked Excavator ditching bucket	0.00		0.00		
Herder 1 incl warranty (instead of tractor & Flail)	290,000.00				
Dipper Arm for use on YN71AUH - PLN7062B	0.00	5,100.00	0.00	5,100.00	02/07/2024 To be funded from Plant Reserves
30k Ltr Fuel Storage Tanks Red Diesel PLN7545	0.00	26,882.50	0.00	26,882.50	24/04/2024 To be funded from Plant Reserves
20k Ltr Fuel Storage Tanks White Diesel PLN7546	0.00	21,037.50	0.00	21,037.50	24/04/2024 To be funded from Plant Reserves
Toolbox for workshop PLN7989	1,200.00	(0.05)	1,200.00	1,199.95	09/05/2024. From tools Allowance of £5k
Stihl TS410 Saw PLN7990	625.00	0.00	625.00	625.00	15/05/2024. From tools Allowance of £5k
Tool Allowance	3,175.00	0.00	0.00		
	0.00	0.00	0.00		
	13,000.00	(5,653.00)	13,000.00	7,347.00	30/07/24 Incl In Comp Equip
	523,000.00	221,919.95	14,825.00	236,736.95	
Plant disposals					
Volvo Excavator EU66 CWC PLN7054	0.00	(57,500.00)	0.00	(57,500.00)	Budget retained in 23/24 - £40,000
Volvo EC220EL Excavator (EU67AYW)	(30,000.00)	0.00	0.00		Expected Nov 24. Warwick Ward PO raised for disposal £40k
MF 7720 Tractor (YX16CWV)	(15,000.00)	0.00	0.00		
Herder Grenadier Flail	(5,000.00)	0.00	0.00		
Weedbasket PLN7180	(1,500.00)	0.00	0.00		
Weedbasket PLN7181	(1,500.00)	0.00	0.00		
Compressor 2000/01 Towable PLN7952	(500.00)	0.00	0.00		
MF Dyna-6 Tractor FX23 DBO PLN7349	0.00	0.00	0.00	0.00	Tractor burnt out - to be disposed once insurance claim settled
	(53,500.00)	(57,500.00)	0.00	(57,500.00)	BS42
Vehicle disposals					
Peugeot Bipper FY12 CCX PLN7448	0.00	0.00	0.00	0.00	Budget retained from 21/22 - £500
Ford Fiesta (FV18 TZX) PLN7463	(1,000.00)	1,000.00	(1,000.00)	0.00	Vehicle written off last year Ins receipt £6,360
	0.00	0.00	0.00	0.00	
	(1,000.00)	1,000.00	(1,000.00)	0.00	BS52
Loan Capital Adjustment					
PWLB Loan repayments - Existing	0.00	0.00	0.00	0.00	
PWLB Loan repayments - Future	22,700.00	0.00	0.00	0.00	
	22,700.00	0.00	0.00	0.00	Expected on Saltfleet £16,749 & Anderby £5,951
					No loans taken out as yet
Non I&E (Costs) & Income					
Variance at 31/07/2024					
Planned Board Funding towards schemes					
Surplus/(deficit) to be taken from General Reserves as at 31st July 2024					
	(797,000.00)	0.00	(797,000.00)	(797,000.00)	
	152,524.00	21,128.43	1,394,278.50	1,415,406.93	
Unplanned adjustments to Reserves during period:					
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 Reserves	0.00	0.00	0.00	0.00	
Surplus/(deficit) to be taken from General Reserves as at 31st July 2024					
	152,524.00	21,128.43	1,394,278.50	1,415,406.93	

Appendix 2

Lindsey Marsh Drainage Board Balance Sheet Report

All Values are shown in Pound Sterling	Selected Period 4	ending 31/07/2024	
		<u>Current Year</u>	<u>Previous Year</u>
FIXED ASSETS			
LAND & BUILDINGS	200734.98	200734.98	
PUMPING STATIONS	6211407.36	6211407.36	
PLANT & EQUIPMENT	1525776.49	1306386.54	
MOTOR VEHICLES	315654.49	297579.49	
COMPUTER EQUIPMENT	7347.00		
TOTAL FIXED ASSETS	8260920.32		8016108.37
CURRENT ASSETS			
BANK ACCOUNT	5681126.68	6898160.96	
STOCK	83614.85	83865.08	
DEBTORS CONTROL ACCOUNT	123618.21	114689.23	
RATES DEBTORS ACCOUNT	698092.93	6701.96	
PREPAYMENTS	13227.88	18315.48	
TOTAL CURRENT ASSETS	6599680.55		7121732.77
CURRENT LIABILITIES			
TRADE CREDITORS & SUPPLIER RETENTIONS	943217.85	875142.97	
OTHER CREDITORS	12861.26	1075589.19	
ACCRAULS	200000.00	310710.52	
ACCUMULATED ABSENCES ACCRUAL	22942.00	22942.00	
VAT LIABILITY	(175656.00)	(201445.96)	
PAYE CONTROLS	58684.96	55871.36	
DEFERRED INCOME & COMMUTED SUMS	165346.10	165399.36	
TOTAL CURRENT LIABILITIES	1227396.17		2304209.44
LONG TERM LIABILITIES			
PENSION PROVISION	139000.00	139000.00	
NET ASSETS	13494204.70		12694631.64
RESERVES:			
EARMARKED			
PLANT RESERVES	225094.16	345159.16	
CAPITAL PROJECTS RESERVE	2517779.34	3258360.16	
TOTAL EARMARKED	2742873.50		3603519.32
P & L RESERVES	3879350.78	5184460.95	
CURRENT PERIOD SURPLUS / (DEFICIT)	799573.06	(2165755.99)	
TOTAL UN-EARMARKED	4678923.84		3018704.96
NON-DISTRIBUTABLE			
REVALUATION RESERVES	6211407.36	6211407.36	
PENSION RESERVES	(139000.00)	(139000.00)	
TOTAL NON-DISTRIBUTABLE	6072407.36		6072407.36
TOTAL RESERVES	13494204.70		12694631.64

Appendix 3

Schedule of Payments over £500 submitted to the Lindsey Marsh Drainage Board on 25th September 2024

Trans Date	Account	Narrative	Payment	Value	Notes
			£		
05/06/2024	Bosman Watermanagement BV	PP/BOSM001		14,562.12	Change of bearings at Anderby PS
06/06/2024	Firestop Services Ltd	PP/FIRE001		3,770.52	Fire extinguisher services at pumping station
06/06/2024	Inter-Lec Ltd	PP/INTL001		13,020.00	Power cable works at Anderby PS
06/06/2024	Lincolnshire Pension Fund	PP/LCC0001		1,391.97	
06/06/2024	██████████	PP/PARS001		6,349.50	HR advice and support
06/06/2024	B R Smith Consultancy Ltd	PP/SMIT008		553.14	
					Annual Governance & Accountability Return
06/06/2024	TIAA	PP/TIAA001		1,632.00	23/24
06/06/2024	Marsh Commercial	PP/MARS004		524.03	
10/06/2024	Mercedes-Benz Finance	PP/MERC001		645.32	
12/06/2024	Pitney Bowes Ltd	PP/PITB001		618.00	
13/06/2024	Hitachi Construction Machinery UK Ltd	PP/HITA001		1,092.00	Hitachi excavator 1,000 service
13/06/2024	IT2 Limited	PP/IT2L001		2,092.24	
13/06/2024	Huws Gray (Buildbase)	PP/JACK001		521.81	
13/06/2024	KeyTerra-Firma Ltd	PP/KEYT001		600.00	
13/06/2024	Redacted	PP/MACK001		2,036.06	Compensation
13/06/2024	Matthew Hodson Servicing & Repairs	PP/MATT001		1,728.78	
13/06/2024	Power Engineering Services	PP/PENS01		13,860.00	Installation of transformer at Ingoldmells PS
13/06/2024	Welton Aggregates Limited	PP/WELT001		1,846.80	
13/06/2024	P.A.Y.E.	PAYE Month 2		51,790.88	
17/06/2024	BH Construction Co. Ltd.	PP/BHCO001		249,451.87	Civils works for Trusthorpe PS Refurbishment
18/06/2024	Total Energies Gas & Power Ltd	PP/TOTG001		80,871.87	Electricity for Pumping Stations
20/06/2024	Licence Check Ltd	PP/LICE001		1,133.50	Driving licence and insurance checks
20/06/2024	Arnold Clark Vehicle Management	PP/ARNC001		535.09	
20/06/2024	Chandlers Farm Equipment	PP/CHAN001		943.94	
20/06/2024	██████████	PP/FARR001		975.84	
20/06/2024	Foxhall Plant Hire Ltd	PP/FOXH001		1,353.87	
20/06/2024	North Lincs Engineering Ltd	PP/NLEN001		8,058.12	Pumps repairs at Thoresby Bridge PS
20/06/2024	Pell Plant Hire Ltd	PP/PELL001		513.00	
20/06/2024	Services Machinery & Trucks Ltd	PP/SERV001		916.20	
20/06/2024	Welton Aggregates Limited	PP/WELT001		2,602.80	
20/06/2024	Woldmarsh Producers Ltd	PP/WOLD001		47,697.56	Fuel, oils, materials etc.
20/06/2024	Net Wages	Salaries Month 3		85,069.04	
20/06/2024	Net Wages	Wages Week 11		34,982.47	
21/06/2024	Aggregate Industries UK Ltd	PP/AGGR001		4,313.09	
21/06/2024	Scottish Hydro Electric	PP/SCOT001		11,825.81	Electricity for Pumping Stations
21/06/2024	Pension Fund	Pension		51,558.14	
26/06/2024	Vodafone	PP/VODA001		3,023.71	Mobile phones and tablets
27/06/2024	ADT Fire & Security plc	PP/ADTF001		1,157.92	
					Outline Business Cases for various pumping
27/06/2024	Balfour Beatty	PP/BALF001		63,518.05	stations
27/06/2024	East Lincs Rural Training	PP/ELRT001		917.00	Brushcutter and trimmer course
27/06/2024	Huws Gray (Buildbase)	PP/JACK001		742.93	
27/06/2024	Konica Minolta Business Solutions (UK) Ltd	PP/KONM001		1,376.02	Printing and photocopying costs
27/06/2024	Lincolnshire Pension Fund	PP/LCC0001		2,579.97	
27/06/2024	Wells & Son Marquees Ltd	PP/WELL05		2,635.20	Marquee for Lincolnshire Show

27/06/2024	First Fence Ltd	PP/FIRS004	7,816.72	Supply of palisade fencing
27/06/2024	East Lindsey District Council	PP/ELDC001	2,354.00	
28/06/2024	Environment Agency - Precept	PP/ENVA002	225,225.50	Flood and coastal erosion risk management
28/06/2024	Isle of Axholme & North Notts WLMB	IOANN Card Receipts	6,180.25	Payment of credit card receipts for other Boards
28/06/2024	Trent Valley Internal Drainage Board	TVIDB Card Receipts	6,574.90	Payment of credit card receipts for other Boards
28/06/2024	Doncaster East Internal Drainage Board	DEIDB Card Receipts	3,841.65	Payment of credit card receipts for other Boards
01/07/2024	Thompson & Smith	PP/THOM002	22,025.00	Vauxhall Combo Van
02/07/2024	Bosman Watermanagement BV	PP/BOSM001	5,702.40	Storage of Ingoldmells Pumping Station pumps
04/07/2024	P.A.Y.E.	P11DB Class 1A NIC	2,165.08	
04/07/2024	BH Construction Co. Ltd.	PP/BHCO001	341,765.09	Civil works at Trusthorpe Pumping Station
06/07/2024	P.A.Y.E.	HMRC	2,165.08	
10/07/2024	Mercedes-Benz Finance	PP/MERC001	645.32	
10/07/2024	Barclaycard Credit Card	IAT	1,895.63	
10/07/2024	P.A.Y.E.	P32 PAYE	50,630.06	
11/07/2024	AIM Electrical Services Ltd	PP/AIME001	581.68	
11/07/2024	Arnold Clark Vehicle Management	PP/ARNC001	535.09	
11/07/2024	Eagle Structural Ltd	PP/EAGL001	3,277.20	Posts and concrete panels at Theddlethorpe PS
11/07/2024	Foxhall Plant Hire Ltd	PP/FOXH001	1,290.81	
11/07/2024	GRS Electrical Services Ltd	PP/GRSE001	2,384.40	
11/07/2024	Inter-Lec Ltd	PP/INTL001	81,856.07	Electrical works at Ingoldmells PS
11/07/2024	IT2 Limited	PP/IT2L001	2,367.01	
11/07/2024	Lincspes Ltd	PP/LINC005	652.80	
11/07/2024	MHD Construction Services Limited	PP/MHDC001	2,340.17	Works Burgh Sluice and Theddlethorpe PS
11/07/2024	Morton Boats	PP/MORT001	1,317.60	
11/07/2024	North Lincs Engineering Ltd	PP/NLEN001	21,414.84	Overhaul of pump no.1 at Thoresby Bridge PS
11/07/2024	██████████	PP/PARS001	7,454.37	HR advice and support
11/07/2024	Stone Plant & Hydraulic Services Ltd	PP/STON005	1,457.81	
11/07/2024	Welton Aggregates Limited	PP/WELT001	1,958.40	
15/07/2024	Beacon Group Ltd	PP/BEAC001	613.54	
15/07/2024	Dell	PP/DELL001	2,657.15	3 Laptops
15/07/2024	IT2 Limited	PP/IT2L001	1,053.60	
15/07/2024	Seacroft Ford	PP/SEAC001	3,920.64	AdBlue fault on Ford Ranger
17/07/2024	Total Energies Gas & Power Ltd	PP/TOTG001	69,618.63	Electricity for Pumping Stations
18/07/2024	Net Wages	Wages Week 15	45,270.62	
18/07/2024	Net Wages	Salaries Month 4	91,543.75	
19/07/2024	Aggregate Industries UK Ltd	PP/AGGR001	4,247.19	
19/07/2024	Allenby Training Services	PP/ALEN001	1,782.00	
19/07/2024	Innove Solutions	PP/INNO001	6,000.00	Electronic working portal
19/07/2024	Barrett Steel Ltd	PP/KASS001	969.96	
19/07/2024	Masterbroek Ltd	PP/MAST001	809.76	
19/07/2024	Shakespeare Martineau	PP/SHAK001	1,105.00	Professional fees in relation to land registration
19/07/2024	Warwick Ward (machinery) Ltd	PP/WARW001	6,120.00	Dipper arm for use on Case tractor
22/07/2024	Woldmarsh Producers Ltd	PP/WOLD001	11,576.69	Fuel, oils, materials etc.
24/07/2024	Pension Fund	Pension LGPS	58,544.53	
25/07/2024	Scottish Hydro Electric	PP/SCOT001	2,643.65	Electricity for Pumping Stations
25/07/2024	Vodafone	PP/VODA001	3,026.23	Mobile phones and tablets
26/07/2024	AIM Electrical Services Ltd	PP/AIME001	1,005.28	
26/07/2024	Chandlers Farm Equipment	PP/CHAN001	807.78	
26/07/2024	Hayley Group Ltd	PP/HAYL001	2,512.56	Panolin 54 HLP Synth
26/07/2024	Peter Hogarth & Sons Ltd	PP/HOGA001	622.03	
26/07/2024	Inter-Lec Ltd	PP/INTL001	7,242.00	Trusthorpe compensation event

26/07/2024	IT2 Limited	PP/IT2L001	1,152.00
26/07/2024	Lincspest Ltd	PP/LINC005	897.60
26/07/2024	MHD Construction Services Limited	PP/MHDC001	866.16
26/07/2024	Pell Plant Hire Ltd	PP/PELL001	891.00
26/07/2024	Services Machinery & Trucks Ltd	PP/SERV001	1,140.00
26/07/2024	Welton Aggregates Limited	PP/WELT001	542.40
26/07/2024	Total Energies Gas & Power Ltd	PP/TOTG001	2,318.50 Electricity for Pumping Stations
29/07/2024	East Lindsey District Council	PP/ELDC001	2,354.00 Business rates
01/08/2024	Aggregate Industries UK Ltd	PP/AGGR001	2,077.56
			Outline Business Cases for various pumping
01/08/2024	Balfour Beatty	PP/BALF001	65,744.32 stations
01/08/2024	IT2 Limited	PP/IT2L001	1,193.92
01/08/2024	Huws Gray (Buildbase)	PP/JACK001	1,436.74
01/08/2024	Barrett Steel Ltd	PP/KASS001	4,461.60
01/08/2024	Mastenbroek Ltd	PP/MAST001	2,253.11 Weedboat service and parts
01/08/2024	██████████	PP/NEED003	694.42
01/08/2024	Schneider Electric Systems UK Limited	PP/SCHN001	9,094.28 Telemetry gate control algorithm project
01/08/2024	Services Machinery & Trucks Ltd	PP/SERV001	4,909.16 Service and parts for excavator
01/08/2024	Welton Aggregates Limited	PP/WELT001	1,428.00
06/08/2024	BH Construction Co. Ltd.	PP/BHCO001	277,529.18 Civils works for Trusthorpe PS Refurbishment
08/08/2024	P.A.Y.E.	PAYE	58,684.96
08/08/2024	Aggregate Industries UK Ltd	PP/AGGR001	4,322.07
08/08/2024	Arnold Clark Vehicle Management	PP/ARNC001	535.09
08/08/2024	Inter-Lec Ltd	PP/INTL001	22,503.60 Electrical works at various pumping stations
08/08/2024	Huws Gray (Buildbase)	PP/JACK001	3,923.61 Tow bars
08/08/2024	K&W Mechancial Services Ltd	PP/KWMS001	1,808.72 Repairs to excavators
08/08/2024	Listers Toyota Boston	PP/LIST002	521.41
08/08/2024	██████████	PP/PARS001	5,799.50 HR advice and support
08/08/2024	Pell Plant Hire Ltd	PP/PELL001	903.00
08/08/2024	Schneider Electric Systems UK Limited	PP/SCHN001	5,636.45 Telemetry support 01.07.24-30.09.24
08/08/2024	Seacroft Ford	PP/SEAC001	2,033.87
08/08/2024	Sills & Betteridge Solicitors	PP/SILL001	600.00
08/08/2024	Towergate Risk Solutions	PP/TOWE001	668.00
08/08/2024	Ultimate Learning Resources Ltd	PP/ULTL	12,180.00 Course learner licences
08/08/2024	Welton Aggregates Limited	PP/WELT001	2,172.00
08/08/2024	DXB Pump & Power	PP/DXBP001	38,880.00 Priming gear refurb on Betsy pump no.1
15/08/2024	Net Wages	Salaries Month 5	117,317.71
15/08/2024	Net Wages	Wages Week 19	52,225.24
15/08/2024	Aggregate Industries UK Ltd	PP/AGGR001	2,116.10
15/08/2024	City Electrical Factors	PP/CEFL001	1,709.36
15/08/2024	Chandlers Farm Equipment	PP/CHAN001	4,224.99 7,800 hour service for Massey Ferguson tractor
15/08/2024	CLAAS Eastern Ltd	PP/CLAA001	585.60
15/08/2024	Woldside Plant & Agri Ltd	PP/JMSE001	1,129.16
15/08/2024	Lincolnshire Motors Ltd	PP/LINM001	1,909.04
15/08/2024	North Lincs Engineering Ltd	PP/NLEN001	16,500.62 Repairs at three pumping stations
15/08/2024	Welton Aggregates Limited	PP/WELT001	4,649.40
15/08/2024	Calders & Grandidge (Boston) Ltd	PP/CALD001	1,400.26
			Outline Business Cases for various pumping
19/08/2024	Balfour Beatty	PP/BALF001	98,314.97 stations and compensation event
22/08/2024	Pension Fund	Pension	59,159.25
23/08/2024	Aggregate Industries UK Ltd	PP/AGGR001	4,194.78 Lump stone
23/08/2024	Chandlers Farm Equipment	PP/CHAN001	554.89

23/08/2024	IT2 Limited	PP/IT2L001	1,724.01
23/08/2024	Lincolnshire Pension Fund	PP/LCC0001	1,391.97
23/08/2024	Lincspest Ltd	PP/LINC005	1,358.40
23/08/2024	Welton Aggregates Limited	PP/WELT001	1,273.20
02/09/2024	Amazon.co.uk	PP/AMAZ001	2,826.69 15 Samsung Galaxy A15 tablets
02/09/2024	Chandlers Farm Equipment	PP/CHAN001	626.37
02/09/2024	Concrete Canvas Ltd	PP/CONC002	42,111.00 Supply of concrete canvas to Theddlethorpe PS
02/09/2024	Greenaway Green Waste Services	PP/GREE001	1,774.14
02/09/2024	IT2 Limited	PP/IT2L001	2,243.36
02/09/2024	JKH Drainage Units Ltd	PP/JKHD001	2,202.78
02/09/2024	Stanford Marsh	PP/STAN002	8,816.40 HP Designjet plotter printer
02/09/2024	██████████	PP/WAIT001	970.66
02/09/2024	Welton Aggregates Limited	PP/WELT001	798.00
05/09/2024	AIM Electrical Services Ltd	PP/AIME001	16,795.58 Repairs to weedscreen at Anderby PS
05/09/2024	Amazon.co.uk	PP/AMAZ001	516.80
05/09/2024	E Buyer	PP/EBUY001	3,817.39 10 Samsung Galaxy A9 tablets
05/09/2024	Lincolnshire Pension Fund	PP/LCC0001	1,391.97
05/09/2024	Pell Plant Hire Ltd	PP/PELL001	1,860.00
05/09/2024	Technocover Limited	PP/TECH002	3,500.40 Supply of twin leaf solo-lift chequer top
05/09/2024	Warwick Ward (machinery) Ltd	PP/WARW001	680.40
05/09/2024	BH Construction Co. Ltd.	PP/BHCO001	205,150.91 Civils works for Trusthorpe PS Refurbishment
12/09/2024	Net Wages	Wages Week 23	51,650.29
12/09/2024	AIM Electrical Services Ltd	PP/AIME001	2,382.38
12/09/2024	Arnold Clark Vehicle Management	PP/ARNC001	535.09
12/09/2024	Hyde Park Environmental	PP/HYDE001	6,066.57 Bunded walk-in store at Strubby Depot
12/09/2024	Innove Solutions	PP/INNO001	6,000.00 Electronic working portal Decommission of old fuel tanks at Strubby
12/09/2024	J.W Hinchliffe (Tanks) Ltd	PP/JWHT001	2,682.24 Depot
12/09/2024	Keyline Civils Specialists Ltd	PP/KEYL001	5,308.99
12/09/2024	Liebherr GB Ltd	PP/LIEB001	4,635.12
12/09/2024	Alison Parsons	PP/PARS001	5,318.25 HR advice and support
12/09/2024	Services Machinery & Trucks Ltd	PP/SERV001	547.74
13/09/2024	P.A.Y.E.	PAYE	72,298.17

Total

3,276,358.57

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

Appendix 4

Internal Drainage Boards – Remote auditing audit programme

2024/25 Internal Audit Arrangements

Strategic Risks

Governance

- 1) Review Constitution, Standing Orders, Financial Regulations, Award of Contracts and other procedures (I will obtain this data from your website)
- 2) Review Board agendas and minutes for the year (I will require the latest three meetings data – agendas and minutes please. Also include the latest meeting agenda)
- 3) Review any Committee agendas and minutes for the year (I will require the latest three meetings data – agendas and minutes please. Also include the latest meeting agenda)
- 4) The drainage board has published information on its website to comply with the Transparency Code for smaller authorities (I will obtain this data from your website)
- 5) The drainage board for the previous year correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (I will obtain this data from your website, and from sight of your Board minutes approving the dates set)
- 6) The drainage board has complied with the publication requirements as stated by the Accounts and Audit Regulations 2015 (Please provide evidence that these have been complied with)

Risk Management

- 1) Review risk management policy and procedures (These should be on the website, but please provide if not)
- 2) Review risk register (If not on the website please provide)
- 3) Review process and procedures for how risk is managed on a day by day basis (A brief note on this please)
- 4) Review key objectives for the IDB and the risks associated with achieving these objectives (This should flow from the risk register)
- 5) Review the controls in place to mitigate these risks and see how effective they are. (These should be contained within the risk register. I may select a sample for review to confirm working as expected)

Operational Risks

Accounting Records

- 1) Review the accounting records for the IDB
- 2) Are these up to date and in balance (A current trial balance please and a copy of the profit and loss account and balance sheet at the time of the audit)

Expenditure

- 1) Review accounts payable (creditors) (An aged creditors list please)
- 2) Test a sample of payments made to verify they have been correctly paid. Check if possible the receipt of the goods. Check accuracy, procedures (purchase order system) and approval process – was this in accordance with Financial Regulations. (I will select my sample from the expenditure items reported to the Board meetings) (Copies of the supporting documents for the sample selected will be required)
- 3) Check treatment of VAT (included above)

Budget

- 1) Review the budgetary arrangements. (This should be available in the Board papers)
- 2) Review the precept of rates (Please provide the Board agenda and minute approving the penny rate for 24/25 if not already provided above)
- 3) Review how the budget is monitored (These should be included in the Board papers above)
- 4) Review reserves and the policy for these (Please provide latest reserves position and 5/10 year forecast that shows how general reserves are expected year on year in the future) Income
- 1) Review accounts receivable (debtors) (An aged debtors list please – both general and rates)
- 2) Review debt collection procedures (Please confirm debt collection arrangements and dates)
- 3) Review any write off arrangements (Please provide details of any write offs – approval/procedures)
- 4) Review recording and banking of income (Please confirm banking arrangements particularly cash or cheque)
- 5) Test a sample of payments received to verify they have been correctly dealt with. Check accuracy and procedures – was this in accordance with Financial Regulations. (Please provide a list of debts raised in the year and I will select a sample for a more detailed review)
- 6) Check treatment of VAT (included above)

Petty Cash

- 1) Check the Petty Cash arrangements where held
- 2) Verify Petty cash is in balance, test a sample of transactions for relevance and accuracy and that a valid receipt is present. (Please provide a short note on petty cash and confirm VAT has been correctly treated)
- 3) Check treatment of VAT (included above)

Payroll

- 1) Review the payroll system
- 2) Test a sample of employees for accuracy of pay and treatment of variations including Tax and NI. (Please provide a summary of payments made to staff which includes all deductions both employee and employer)
- 3) Verify PAYE and NI requirements have been met (Please confirm and evidence that PAYE, NI and pension payments have been made to HMIC and LCC)
- 4) Asset Register
 - 1) Verify the asset register is complete and up to date. (Please provide a copy of the asset register)
 - 2) Verify where possible the asset and investment exists (I will not be confirming that any asset exists for this audit!!)
- 3) Bank
 - 1) Verify and confirm bank reconciliations have been regularly undertaken. (Please provide a latest bank reconciliation)
 - 2) Confirm end of year bank reconciliation (Year end follow up audit)

Accounting Statements

- 1) Verify accounting statements have been undertaken and reconciled to the cash book. (Please confirm and year end follow up audit)

- 2) Review and verify the audit trail of sums feeding into the accounting statements.
(Year end follow up audit)

FOR MEMBERS' INFORMATION ONLY

LINDSEY MARSH DRAINAGE BOARD	File Ref:	Agenda Item: 14
Meeting: Board Meeting Date: 25th September 2024	Subject: CORPORATE SERVICES UPDATE	

1. Overview of Current Focus

	<i>Status</i>
The Team.	Training of two new starters (June and August) ongoing.
Compensation.	Calculation of damage and preparation of compensation claim forms for LM summer maintenance ongoing until completion of works programme.
Renewal of insurances.	Complete but awaiting final costs (see update below).
Members' Declarations of interest forms.	98%
Roll out of new HR system.	Complete (see update below).
Recruitment.	Ongoing (see update below).
Electronic working.	Ongoing (see update below).
Board meetings.	Underway.
Land registration.	Registration of 17 of the Board's 33 PSs is complete. The remaining 16 stations, together with 91 areas of land (some drains) are being reviewed. Work will then be prioritised and a timescale for completion prepared.
Review of Policies and Procedures.	Review of Employee handbook undertaken, includes 39 policies from Code of Conduct, Time off and Disciplinary to Data Protection and IT. Will be issued to all staff after proof reading and formatting. Timescale for review of other policies to be presented to November Board meeting.

2. Matters for Note

2:1 Insurance Renewals

2:1:1 Initial quotes for insurance renewal are shown below but are subject to some changes:

<i>Board</i>	<i>2023/24</i>	<i>2024/25</i>	<i>Overall Increase</i>
LM	£143,599.42	£179,073.88	20%
TV	£96,371.96	£113,707.69	15%
AX	£74,757.87	£89,125.18	16%
DE	£43,412.69	£53,263.31	18%

2:1:2 Although the average increase in premiums this year is around 6%, you will see from the table above that the overall cost has risen. This is due to higher expenditure and wages, the addition of new plant and equipment and an increase in the customer service charge from £320 to £1,555 per policy. The Cyber Liability is currently covered by LM but a proportion of the cost of this will be recharged to the other three boards based on the Consortium split.

2:1:3 A valuation is being undertaken of a small, medium and large station in each of the Board's areas to ensure our insurance valuations are realistic. Several items of plant and equipment which have been disposed of are also to be removed from the schedule. Officers are considering an increase in the Public Indemnity and Cyber Indemnity cover. The Engineering Inspection policy includes the testing of all lifting equipment and we have asked for a price to include the testing of harness points.

2:1:4 Our Broker has changed provider for two policies this year but we will be going out to tender for the provision of insurance next year to ensure we continue to get value for money.

2:1:5 The budget provision will not be sufficient to cover the increased cost. An update will be given at a future meeting once the final costs have been received.

2:2 Insurance Claims

2:2:1 All potential claims are logged as they arise but are not progressed if cost is below or near the excess.

Date	Details	Status
2023/24 (1st April 2023 to 31st March 2024)		
5-May-23		Repairs undertaken inhouse - no claim.
16-May-23		No claim.
3-Aug-23		Not our vehicle/driver.
20-Oct-23		Repaired. Claim settled £10,139.
21-Oct-23		Written off - claim settled £7,126.80.
7-Dec-23		Settled £1,411.75.
18-Jan-24		Cost below excess - no claim.
2024/25 (1st April 2024 to 31st August 2024)		
1-May-24		Ongoing.
29-May-24		No claim. [REDACTED]
5-Aug-24		Repaired. Claim ongoing.
9-Aug-24		Ongoing - [REDACTED]

2:3 Queries/Complaints

2:3:1 There were no formal complaints submitted in the LM area in 2023/24 but there has been one this year to date.

2:3:2 The table below shows queries/complaints received via the Manby office for all Boards; these have increased (particularly in the TV area) due to the heavy rainfall and flooding.

One of the main frustrations from members of the public is the lack of or delay in the response from Officers, however, some of the issues raised, particularly around flooding, require further investigation and we do not have the resources to deal with these as quickly as we would like. We are working to improve our response times, prioritise issues that require more in depth investigation, set realistic timescales and keep complainants updated on progress.

Board	Number Received	Resolved	Outstanding
2023/24 (1st April 2023 to 31st March 2024)			
LM	30	28	2
AX	31	28	3
TV	47	34	13
DE	6	5	1
2024/25 (1st April 2024 to 31st August 2024)			
LM	13	9	4
AX	22	13	9
TV	50	26	24
DE	5	3	2

2:4 Freedom of Information Requests

2:4:1 The table below shows requests for information received under the Freedom of Information Regulations (FOI) and/or Environmental Information Regulations (EIR). One request was received in 2023/24 relating to LM but three have been received this year to date.

2:4:2 The Regulations require a response within 20 working days; the average response time was 26 days in 2023/24 and 13 days this year. Three responses were submitted late in 2023/24 and two this year. It should be noted that a late response can result in a full investigation and audit by the Information Commissioner's Office and would not reflect well upon the Board.

2:4:3 As with the number of queries/complaints received, the number of FOI/EIR requests has increased, largely due to the heavy rainfall and more frequent flooding. This is an issue for all flood risk management authorities whose limited resources are already stretched dealing with the increased workload resulting from the heavy rainfall events.

Board/Area	Topic	Data/Status	Response Time (days)
1st April 2023 to 31st March 2024			
LM Wainfleet	Minutes	Held - released	16
TV Sutton-on-Trent	Governance	Held - released	19
TV North Scarle	Maintenance/PSCA	Part held - released	46
TV North Scarle	Maintenance/PSCA	Part held - released	21
DE Thorne	Flood Data	Not held - responded	9

DE Hatfield	Scheme Design	Part held - released	30
TV North Scarle	Maintenance/PSCA	Part held - released	18
TV North Scarle	Internal Review	Response confirmed and additional data released	51
1st April 2024 to end August 2024			
AX General	Water supplies	Not held - responded	7
TV Multiple areas	Correspondence/maintenance	Refused - exceeded cost limit	8
TV Multiple areas	Correspondence/maintenance	Refused - exceeded cost limit	18
LM Skegness	Flood Risk Assessment	Part held - released	21
LM General	Flood Action Groups/Staff	Part held - released	18
TV General	Flood Action Groups/Staff	Part held - released	18
AX General	Flood Action Groups/Staff	Part held - released	18
DE General	Flood Action Groups/Staff	Part held - released	18
AX Clayworth	Modelling/Responsibility	Part held - released	22
TV Bingham	Flood Data	Awaiting response	
LM Wainfleet	Flooding	With solicitor	

2:5 Membership

2:5:1 Resignation Mr D.R. Tagg is resigning his position on the Board [REDACTED] leaving a vacancy in the Ingoldmells/Chapel Electoral District. A Board member for some 53 years, Mr Tagg has been dedicated to improving land drainage for those who live and work in the area. He felt it important to keep in touch with what was happening on the ground and in recognising the importance of the staff who enable the Board to do a good job and deliver an effective and value for money service. He is very sad to leave the Board and passes on his thanks to the staff and members (past and present) for their valued support and friendliness. The Board is required to co-opt someone to fill the vacancy until the next Election in 2025 and Mr Tagg would like to put forward Mrs V. Tagg who farms his land in Candlesby, Orby and Winthorpe, as a potential candidate. Mrs Tagg has a genuine interest in land drainage, the area and the work of the Board. The vacancy has been advertised on the Board's website and Officers will update further at the meeting.

2:5:2 Registers of Interest Members are required to complete a Register of Members' Interest Form upon joining the Board and to notify us of any changes to their interests in writing within 28 days. The Register is reviewed by the Board's auditor and the Board has to confirm that a Register is held on the IDB1 forms submitted to DEFRA annually. For good governance and to ensure that it is kept up to date, we review the Register each year and contact members to confirm whether there are any changes. This was discussed at the June Board meeting and followed up with letters to members in June and August. Two remain outstanding - Cllrs T. Ashton and S. Kemp; neither of whom have completed the Register. Cllr Kemp has informed Officers that he is not a Board member, and we are awaiting confirmation of this from ELDC.

2:6 Information and Communications Technology (ICT)

2:6:1 HR System Newly designed inhouse, this will be available to all staff from 9th September 2024. It will replace the current system saving the Consortium £303.17 per month (LM £206.42).

2:6:2 Asset Management System/Electronic Working Work continues with the focus on operations. Electronic timesheet and biological and asset recording, and access to and completion of risk assessments has been in place for some time. Work is nearing completion on the Managers' Portal which will enable the operations managers to use the information fed back from the operations teams to build the works programmes; this is being tested and due to be complete by 1st October 2024. The next phase, to be completed this financial year is job cards. These will be provided to the DLO electronically and will enable them to record their progress and mark on any crop damage to assist with compensation payments. This system is being developed externally but with significant input from our ICT manager who continues to liaise with the operations teams to ensure that the system meets our exact requirements.

2:6:3 Our ICT Manager will be meeting later this year with the engineering team and app developer to rescope the Pumping Station Asset Management project. This will improve efficiency by capturing all data relating to a pumping station in one place and making this easily accessible for all.

2:6:4 Cyber Security Essentials awarded by the National Cyber Security Centre; this is a Government backed scheme that gives us reassurance that our security measures will protect against the majority of common cyber-attacks and is reassessed and renewed every year. Cyber security awareness training is planned for all employees by the end of the year.

2:6:5 Disaster Recovery/Business Continuity Measures are in place with hardware backup across the Consortium and this was tested successfully with the flood at Wellington House. We do, however, need to prepare a formal disaster recovery plan and this will be done before the end of the financial year.

2:6:6 Portable Appliance Testing (PAT) This is carried out every two years on all applicable electronic equipment at Consortium office and depot locations. The majority of equipment is due for re-testing in Q4 2024. This will be carried out by our internal ICT team which provides an estimated cost saving of £900 for the Consortium when compared to outsourcing PAT to an external company.

2:6:7 All the above is undertaken by our inhouse ICT team of two who also provide general ICT support to all 74 employees via a ticketing system, manage the website, and continue to work on the automation/improvement of systems, provisioning of new laptops/phones and maintaining all Consortium servers, network and IT infrastructure.

2:8 Meetings/Visits

2:8:1 Department for the Environment, Food and Rural Affairs (DEFRA) Visit - Six members of DEFRA's Waterway and Flood Water Management Team will be visiting the Board's area on 18th September 2024 to learn more about the work of IDBs.

2:8:2 House of Commons Reception - An invitation has been received to attend a reception hosted by the Rt Hon. Sir John Hayes M.P. on behalf of the Local Government Association Special Interest Group regarding the significant impact of internal drainage board special levies on the finances of councils. This will be held at 7.30 p.m. on 8th October 2024 and will be attended by your Chief Executive. Speakers include The Lord Porter of Spalding CBE, Cllr P. Redgate (Chairman of the Special Interest Group) Mr I. Thomson (Chief Executive of the Association of Drainage Authorities) and Mr M. Sly (Chairman of North Level IDB).

2:8:3 ADA Conference - The Annual Conference will be held in London on 13th November 2024 commencing at 11.00 a.m. Guest speakers include:

- Emma Hardy MP, Minister for Water and Flooding (Department for Environment, Food and Rural Affairs).
- Caroline Douglass, Executive Director of Flood and Coastal Risk Management (Environment Agency).
- Rachel Hallos, Vice-President of the National Farmers' Union.
- Professor Jim Hall FREng, Professor of Climate and Environmental Risks at the University of Oxford.
- Michael Sly MBE, Chairman of North Level District Internal Drainage Board.

2:9 IDB1 Forms

2:9:1 IDBs are required to provide a return to DEFRA every year covering financial, management and administrative data.

2:9:2 DEFRA has consulted with ADA on changes to the IDB1 form and are now awaiting feedback from the Environment Agency. The deadline for completing IDB1 forms (usually September) will be put back to allow IDBs sufficient time to complete them.

2:9:3 Proposed changes include:

- Separate lines for income from Environment Agency (EA) and other Risk Management Authority (RMA) Public Sector Cooperation Agreements.
- Separate lines for electricity costs and for fuel costs.
- A new question on value of (a) drainage rates and (b) special levy outstanding at end of year.
- A breakdown of detail as to the number of types of pumps operated.
- Whether an IDB held an election in the past three years and whether this was contested (required a poll, or not).
- Revision to the list of tick boxes regarding public engagement activities undertaken in the past year.

2:9:4 Consideration is also being given to including questions in the future relating to conservation and biodiversity work. ADA is seeking feedback from the ADA Environment Forum regarding what data should be included.

2:9:5 DEFRA is interested to hear from IDBs and ADA if they have further thoughts and ideas for questions/topics that could be included in the annual return. ADA's view is that making one comprehensive annual return would be better than information being gathered on a piecemeal basis.

2:10 Risk Register

The Dynamic Risk Register is attached for information.

2:11 Staffing

2:11:1 We continue to advertise and interview for the two engineering vacancies but have yet to appoint a suitable candidate.

2:11:2 Staff turnover across the Consortium for last year and this year to date is shown below for information.

Team	Current Headcount	Current Vacancies	Turnover			
			Starters	2023/24 Leavers	Starters	2024/25 Leavers
Executive	1	1	0	0	0	1
Engineering	12	2	2	2	0	1
- Planning/Consenting	3	0	1	1	0	0
- Environmental	1					
Corporate Services	4	0	1	2	2	1
- ICT	2	0	0	0	0	0
- Cleaning Staff	2	0	0	0	0	0
Rating	3	0	0	0	0	0
Finance	4	1	0	0	0	1
Operations	4	0	0	1	0	0
DE DLO	2	0	1	1	0	0
AX DLO	7	0	1	1	0	0
LM DLO	17	0	1	0	2	1
TV DLO	13	0	1	2	3	1

2:12 Gayton Engine Pumping Station

2:12:1 We are pleased to report that the Board's insurers have accepted the claim submitted in 2022 and are in the process of obtaining listed building consent so they can carry out the repairs to the building.

2:12:2 The Gayton Engine Preservation Society (GEPS) met in August 2024. Members remembered [REDACTED] former Chairman and President of (GEPS) [REDACTED] [REDACTED] was a huge supporter of the station and spent a considerable amount of time not only helping at open days but ensuring that the engines were kept in good working order. A diesel engine enthusiast, [REDACTED] was also a notable figure in the engineering community [REDACTED]

2:12:3 A registered charity, GEPS is keen to continue and to renew the lease on the station. Mr M. Chapman is Chairman of the Society and has a keen interest in the local area, history and land drainage. The GEPS is committed to renovating the station and has a sufficient number of volunteers with both the enthusiasm, knowledge and expertise to do this once the damage to the building caused by the subsidence has been repaired.

2:12:4 Although the Board expressed concern about the cost of retaining the building, the Board does have a Duty under the Land Drainage Act 1994 61A (1) '(b) to have regard to the desirability of protecting and conserving buildings, sites and objects of archaeological, architectural or historic interest; and (c) to take into account any effect which the proposals would have on the beauty or amenity of any rural or urban area or on any such

flora, fauna, features, buildings, sites or objects.' Renewing the lease with the GEPS and enabling them to restore and open the station to the public would help us to meet these duties at a relatively small cost; eg the cost of the insurance and grass cutting of the site.

2:12:5 Should the Board agree to renew the lease, the GEPS will prepare a plan for renovating the building and seeking grants to help towards the cost and prepare a timeline for completing the work. They are currently reviewing the Constitution and considering ways to increase membership and volunteers with a view to more open days and increased publicity. A further update will be presented at the meeting.

2:12:6 Officers recommend that the Lease be renewed.

2:13 Quinceys Pumping Station

2:13:1 The volunteers at Quinceys Pumping Engine Preservation Society have completed fitting of the new doors which has improved the security and aesthetics of the building. There is still some work to do fitting the pelmet and painting but they hope to complete this before the winter. Other work including tidying up of the inside of the station and painting of the floor will be undertaken as time permits.

2:13:2 [REDACTED]

2:13:3 Should anyone wish to know more about volunteering at the station, please contact [REDACTED] via the Corporate Services Team.

2:13:4 Quinceys Pumping Station will be open for Heritage Weekend on 14th and 15th September from 10.30 a.m. to 4.00 p.m. and members are encouraged to attend.

2:14 Strubby Depot Improvements

2:14:1 Schedule of services for the Architectural element of the project are based on the RIBA Plan of Work 2020. Polkey Collins Associates, who worked with the Board during the refurbishment of Wellington House, will be providing architecture, lead designer, interior design and Principal Designer services for RIBA Stages 1-7, working with a full design team.

2:14:2 Staff accommodation: The Ancillary spaces at the depot are continuing to deteriorate with age and leaks from the roof. The costs associated with full refurbishment to that of a new build are estimated to be similar. If some of the existing fabric could be retained and incorporated this would be sensible, however, the overriding issue is to ensure that the completed project addresses the needs of the business. The space requirements are not huge and single storey accommodation may be the best option; options to extend and plan for increased future capacity to be easily revised in the future will also be considered. Options for demolition and rebuild, also refurbishment will be considered. The Operations team will be involved throughout to finalise the brief and sign off on the agreed designs as the reports are prepared and submitted for Board consideration. With regard to the hangar the building would be reviewed structurally by an Engineer for the proposed revisions to the cladding, PV panels, possible crane and storage system etc.

2:14:3 Fees for the Architectural element are as follows:

Stage 1 - Preparation and Brief £ 4,240

Stage 2- Concept Design £ 6,060

Stage 3- Spatial Coordination (planning app) £ 6,060

Stage 4 Technical Design (Tender pack) £ 11,520

Stage 5 Manufacturing and Construction £ 14,820

Stage 6 Handover £2,500 Total: £ 45,200 plus VAT @ 20%

Principal Designer (CDM and BSA) £ 4,100 (not included in above)

2:14:3 The Board is recommended to proceed with the appointment of Polkey Collins Associates to provide architecture, lead designer, interior design and Principal Designer services for RIBA Stages 1-7 at a total cost £45,200.00.

Recommendations:

- To receive updates from Officers.
- To co-opt a new Member to fill the vacancy in the Ingoldmells/Chapel Electoral District until the Election in 2025 (2:5:1).
- To enter into a new Lease with the Gayton Engine Preservation Society for Gayton Engine Pumping Station (2:12).
- To approve the appointment of Polkey Collins Associates as Principal Designer for the Strubby depot refurbishment at a cost of £45,200.

Carol Davies
Corporate Services Manager