

Minutes of a Meeting of the Trent Valley Internal Drainage Board held at the Winthorpe Community Centre on 26th September 2024 at 10.00 a.m.

Elected Members

\* Messrs J. Miller (Chairman)  
\* T.H. Farr (Vice-Chairman)  
A. Arden  
\* J. B Ashworth  
A. Bradley  
D. Gash  
N.J. Greenhalgh  
T. Hawthorne  
R. Holt  
\* R.J. Jackson  
\* D. Loates  
\* W.J. Staunton

Appointed by Basseltaw District Council

Clrs D. Bamford  
\* D. Pulk  
\* S. Shaw

Appointed by Newark and Sherwood District Council

Clrs Mrs L. Dales  
A. Freeman  
\* K. Melton  
Mrs S. Michael  
A. Freeman

Appointed by Rushcliffe Borough Councils

\* Clrs J. Billin  
Mrs T. Combellack  
\* G. Fletcher  
T. Wells

Appointed by Gedling/Melton Borough Councils

Clrs J. Evens

Appointed West Lindsey/North Kesteven District Councils

Clr D. Dobbie

\* Present

Officers

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

\* In attendance

1. APOLOGIES

Apologies for absence were received from Messrs A. Arden, D. Gash, N.J Greenhalgh, R.J Jackson and Clrs Mrs T.Combellack, Mrs L. Dales, A. Freeman and Mrs S Michael.

The Chairman welcomed Councillor D. Pulk to the Board, following the resignation of Councillor Naish who was now M.P. for Rushcliffe.

2. DECLARATIONS OF INTEREST

The Chairman expressed an interest in planning application 24/01261/FULM (agenda item 10 on page 33 of the Board report).

3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None

4. BOARD MINUTES (Pages 641 to 657)

RESOLVED

That the minutes of the meeting of the Board held on 24th June 2024 be confirmed as a correct record.

5. MATTERS ARISING

5:1 Minute 5:4 Page 642 - Renewable Energy

Cllr K. Melton reported that this issue had been raised at a recent meeting of the Newark and Sherwood District Council meeting (NSDC) Biodiversity Group. A representative from the Trent Rivers Trust (TRT) had raised an issue of some importance in terms of biodiversity about Cromwell Lock being bypassed to allow fish to travel up the river and if this happened it would prevent the lock being utilised for renewable energy. Cllr Melton stated that it appeared that fish passes would be considered more important than renewable energy if you had to weigh one against the other. He understood that this had not yet been considered, but thought that Cromwell lock may be the most appropriate place and if fish passes were important to get fish back into the higher parts of the river, it may be that renewable energy would not be feasible on the main river, however, this should not stop the Board considering whether there were alternative places where renewable energy could be utilised. The Chief Executive stated that if the Board wanted to pursue the use of renewable energy at the current time, then a dedicated post would have to be established as the Board did not have resources available to consider this and deliver the planned capital refurbishment and operational maintenance programmes. The Senior Operations Manager had, however, been looking at different types of fuel, electric vehicles etc. The Chief Executive suggested that if there was an appetite for the Consortium to take this forward, a joint post could be considered.

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5:2 Minute 9. Page 627 – Operations Report

Mr R. Holt and Cllr T. Combellack had attended two meetings and were frustrated by the lack of progress on issues around the Dalby Brook. He had spoken to the Operations Manager and there had been a discussion regarding the possibility of a catchment review. Concern was expressed that the Canal and Rivers Trust was less than receptive and the archways were clearly in their ownership. The Chief Executive clarified the catchment review would be added to the programme but the Board did not have the resources to undertake this at the present time. Surveys of the watercourse would also need to be carried out before the model could be run.

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5:3 Minute 9. Page 645, Paragraph 2 (Cottam)

In response to the Chairman, the Operations Manager had not had a response from the Canal and Rivers Trust (CRT) regarding the silt ponds but he would chase this up. The Chief Executive asked the councillors to let him know if they had any contacts at the CRT. Cllr K. Melton stated that a representative did attend the Councils Biodiversity Group and he would follow up a contact.

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5:4 Minute 12:2 Page 651 - Paragraph 2 (Risk Register)

The Chairman explained that the Dynamic Risk Register would be covered later and in future may be moved further up the agenda to be discussed after Health and Safety. The Chief Executive Officer commented that climate change would be classed as a standing risk rather than a dynamic risk and would, therefore, sit on the Business Risk Register which would be presented to the Board before the next financial year. He confirmed that climate change and rising sea levels were already factored into any modelling/schemes that were undertaken.

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5:5 Minute 20b Page 657 Balancing Pond Hoveringham

In response to the Chairman, the Senior Operations Manager reported that he had met on site with Tarmac, the formal adoption of the outfall structure still needed to be finalised and he was awaiting design drawings from Tarmac to move this forward. The pond was in operation and being maintained by the Board.

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#### 6. HEALTH AND SAFETY

The Senior Operations Manager reported on five incidents and one near-miss across the Consortium since the last Board meeting; one in the TV area.

The Senior Operations Manager reported on a tractor fire in the Lindsey Marsh area which had resulted in the vehicle being written off. This was apparently an issue with the higher running temperature of the Stage 5 engines on the Massey Fergusson but there were no other similar vehicles in the Consortium's fleet.

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#### 7. OPERATIONS

Officers presented the attached report for information.

Mr D. Loates asked whether the penstocks were ready for installation as water was circulating around. The Operations Manager agreed to check and report back.

Cllr D. Pulk queried how the rainfall figures compared to last year. The Operations Manager explained that the data was taken from the EA Owston Ferry site. The Chairman added that rainfall across the area could vary considerably but the general trend seemed to be that extreme rainfall events had increased.

The Operations Manger reported that a vehicle had been purchased for the new pump attendant (2:2 of the attached report).

RESOLVED

- (a) That the attached report be noted.
- (b) That the purchase of a used Toyota pick-up at a cost of £27,330 be approved retrospectively.

#### 8. PUMPING STATION STATUS

The attached report was presented for information.

An update on Cottam and Torksey Pumping Stations was included in the asset renewal report.

Mr J.B. Ashworth queried whether weedscreen cleaners were essential at all pumping stations. The Chief Executive explained that ideally they would be fitted to all stations, however, at a cost of around £140,000, the cost benefit had to be taken into account and at some of the smaller stations, those with reverse flow or in areas where there was less weed, they were not always essential. The Senior Engineer stated that a weedscreen cleaner would likely be installed at Hams Dyke when the station was refurbished.

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#### 9. ASSET RENEWAL AND REFURBISHMENT

Officers presented the attached report for consideration and updated on progress with projects, highlighting the following:

- (a) Pump three at Cottam Pumping Station had been removed and sent off for repair.

- (b) Expenditure to date in respect of Torksey Pumping Station recovery works was in excess of the budget at £292,000 (approved budget £252,538) and further costs were expected in respect of additional damming and abortive works whilst working around the tides.
- (c) South Clifton Pumping Station had been highlighted as a higher risk as the water leaked out of the pumping chamber into the catchment when the Trent was high. It was likely that a full station rebuild would be required due to the deterioration of the chamber. In response to Cllr Fletcher who queried the delay in the project, the Senior Engineer explained that due to the number of projects in the programme, these had had to be reprioritised resulting in some being put back.
- (d) The bid for Storm Recovery Tranche 1 funding (£623,419.10) had been successful and payment was expected shortly.
- (e) Application had been made for Tranche 2 funding for four schemes (including Sutton-on-Trent, Dover Beck and River Greet) totalling £1,207,293 (detailed in 1:5 of the attached report).

Regarding the Sutton on Trent/Carlton On Trent Improvements, Officers stated that further modelling had demonstrated that a flood storage area was not the right option and provision had therefore been made to increase the capacity and improve existing watercourses. In response to Mr J.B. Ashworth who queried whether the Reservoirs Act would affect works, the Senior Engineer explained that it shouldn't as the current proposal was for berms and storage within channel rather than a raised defence. The flow control device would consist of a culvert with weir over the top and the topography of the whole drain had been reviewed to see where this would need to be to maximise the storage in the channel.

Work on the River Greet would include tree and bushing, desilting and some widening of watercourses to increase storage capacity.

The Chairman queried whether work would proceed if the Tranche 2 bid was not successful. The Chief Executive strongly recommended that the Sutton-on-Trent scheme go ahead this year as planned as the Board's Direct Labour Organisation would undertake much of the work. The Senior Engineer reported that there was still some modelling work to do but the planned work currently only showed one property at risk.

If the Tranche 2 money was awarded, all work needed to be completed before 31st March 2025 and Officers were working to ensure the necessary surveys and drawings were ready for work to proceed. Members expressed concern about the timescale for completion of the work. Cllr K. Melton asked for additional information to take back to Newark and Sherwood District Council as it was looking at the impact of flooding over the last 12 months. The Chief Executive suggested the council liaise with the NFU and ADA regarding the rules of the Tranche 2 funding.

In response to the Vice-Chairman, the Senior Engineer confirmed that even if the Tranche 2 bid was not successful, the exercise undertaken to prioritise work and review what was deliverable, had been useful and this work would be progressed over the next few years should funding not be available now.

- (f) Thurgarton Village Flood Alleviation Scheme was planned for completion in 2025. The Chief Executive reported that the opinion of the EA seemed to be that anyone in a Zone 3 area should expect flooding, however, he was of the opinion that this needed to be managed, and had made this point to DEFRA when they visited the LM area recently. Cllr D. Pulk agreed that the EA seemed happy to let agricultural areas flood in order to protect urban areas. The Vice-Chairman

thought this was perhaps more by accident than design. The Chairman stated that the whole of the catchment needed to be maintained not just some of it, and referred to Dover Beck and Darrell Road, Retford.

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10. PLANNING, CONSENTING AND ENFORCEMENT ISSUES

Officers presented the attached report together with a schedule detailing nine Byelaw consents and four Section 23 consents (one on behalf of the LLFA) that had been granted under delegated authority since the last meeting together with 20 planning applications where comments relating to surface water drainage had been submitted.

Cllr Mrs S. Shaw referred to TV22013 (page 1 of the attached report) and queried whether the Board was actively involved with West Burton Project and STEP. The Senior Engineer confirmed that the Board was only involved where work would have an impact on the Board's systems and would provide advice and the necessary consents relating to watercourse crossings and surface water discharge.

RESOLVED

That Officers' actions be approved.

11. ENVIRONMENTAL MATTERS

The attached report was presented. Officers confirmed that the electronic recording was used to evidence and support survey work but the Board was also required to monitor sites after work had been completed and this was used to evidence and help maintain the Class Licence.

Regarding representation on outside bodies, the number of meetings previously attended was significant and Officers were reviewing this to ensure that they only attended meetings which were relevant or beneficial to the Board's work.

Membership of the Nottinghamshire Wildlife Trust was discussed and Cllr K. Melton abstained from voting.

The Chief Executive reported that ADA and DEFRA were meeting with Dutch colleagues to have discuss how Beavers should be managed. He stated that it was essential that IDBs had the means to deal with them if they were causing damage or obstructing the flow of water.

RESOLVED

- (a) That a donation of £300 be made to the Nottinghamshire Wildlife Trust.
- (b) That the Board proceed with the purchase of replacement nest boxes in line with the budget.

12. FINANCE

The Finance Officer presented the attached report.

Regarding investments, the Finance Officer reported that opening of bank accounts took a long time and Officers were therefore concentrating on one board at a time. Cllr K. Melton understood this but stated that the principle of not supporting fossil fuel should have a major bearing. Officers' investigations undertaken so far indicated that all High Street Banks invested in fossil fuels. The Chairman stated that there must be a balance between this and ensuring best value for the Board. Cllr Melton was asked to provide details of banks the council used to invest and the Chief Executive would review what other banks local authorities were using and report back. In response to Cllr J. Billin, the Finance Manager reported that Nationwide was no longer offering to new customers but she would monitor this as they were A Rated and fossil free.

Cllr K. Melton asked that the discussion of investing in fossil fuels be added to the agenda for the next meeting. The Vice-Chairman stated that the Board would not be able to operate without the use of fossil fuels. Cllr J. Billin agreed but stated that the Board needed a policy on how to move forward. Cllr K. Melton referred to electricity costs and enquired whether there were any opportunities for renewable energy at pumping stations. The Chief Executive reiterated his point from earlier (see Minute 5:1 above) that the Board did not have the resources to investigate this fully now. The Vice-Chairman reported that ADA was working to push for a review of standing charges which were considerable and often higher in remote locations.

The Finance Manager referred to the forecast surplus cash reserve detailed in 2:2 which showed 51.81% at the year-end and it was noted that, should this be the case, the rate could be held for the next two years. Any surplus above the 30% could be put towards funding future schemes to reduce loans.

The Chairman enquired whether there were any questions from the council members, stating that there were a lot of schemes coming up. Cllr D. Pulk (Bassetlaw DC) reported that there had been an increase in the IDB special levy but a 40% cut in funding from central government and, looking at the Board's forecast of outturn, the picture seemed very positive. The Finance Manager explained that this was due to receipt of the storm recovery funds from central Government which were not known at the time the rates and levies were set last year. In response to Cllr S. Shaw, Officers confirmed that the four schemes included in the Tranche 2 bid had been prioritised with Sutton-on-Trent to be undertaken first but Greet and Dover Beck could run into 2025/26. Should the bid be successful, this could ease the financial situation further as the costs related to man and machine.

Loans outstanding with the Public Works Loan Board totalling £476,983.81 were noted (details on Appendix 1 of the attached report).

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

It was noted that the audit had been completed and an unqualified audit report received. Officers referred to 3:5 and reported on the appointment of the Internal Auditor for 2025/26.

RESOLVED

- (a) That the attached Management Accounts be approved.
- (b) That the Forecast of Outturn figure of £1,261,882.74 at 31st March 2025 be noted (51.81% of net operating costs).
- (c) That the attached Schedule of Payments over £500 totalling £909,616.18 be approved.
- (d) That the 2024/25 Internal Audit Programme be approved.
- (e) That an account be opened with Skipton Building Society and the Chairman and Vice-Chairman be granted delegated authority to invest up to £500,000.
- (f) That a report on fossil fuels be brought back to the Board for consideration including investment options.

13. DRAINAGE RATES AND SPECIAL LEVIES

Drainage rates outstanding at 31st August 2024 totalled £103,474.76 (a collection rate of 86%) and £1,111,313.00 in respect of special levies (50% collected). It was noted that, of the £13,180.52 outstanding from 2024/25, a further £1,438.88 had been collected.

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**14. PARTNERSHIP MATTERS**

The Chief Executive was pleased to report that more work was being undertaken on the EA main rivers within the TV area. The Operations Manager confirmed that work was being undertaken under a PSCA on the Dover Beck and sections of the Greet as well as the usual clearing of blockages.

The Chief Executive gave an update on a recent site visit from DEFRA's Waterway and Flood Water Management Team to the LM area. The meeting had been very successful and gave Officers an opportunity to showcase the work of IDBs and discuss some of the challenges and frustrations they faced. The visit was very successful with DEFRA showing a keen interest. The Chief Executive had highlighted the issue of councils within areas of special drainage need and the importance of this being addressed in terms of additional funding.

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**15. CORPORATE SERVICES UPDATE**

The attached report was presented for information together with the Dynamic Risk Register.

The Corporate Services Manager reported that concern had been expressed by the Board's direct labour organisation about the cost of providing business use insurance for their vehicles and also that they did not consider the 65p per mile sufficient to cover the fuel, wear and tear and insurance. This was being reviewed and a paper would be presented to the Board for consideration, including the provision of vehicles.

RESOLVED

That the attached report be noted and the Dynamic Risk Register approved.

**16. ANY OTHER BUSINESS**

NONE

CHAIRMAN

FOR MEMBERS' INFORMATION ONLY

<b>TRENT VALLEY INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: 7
Meeting: Board Meeting Date: 26th September 2024	Subject: <b>OPERATIONS</b>	

1. Overview

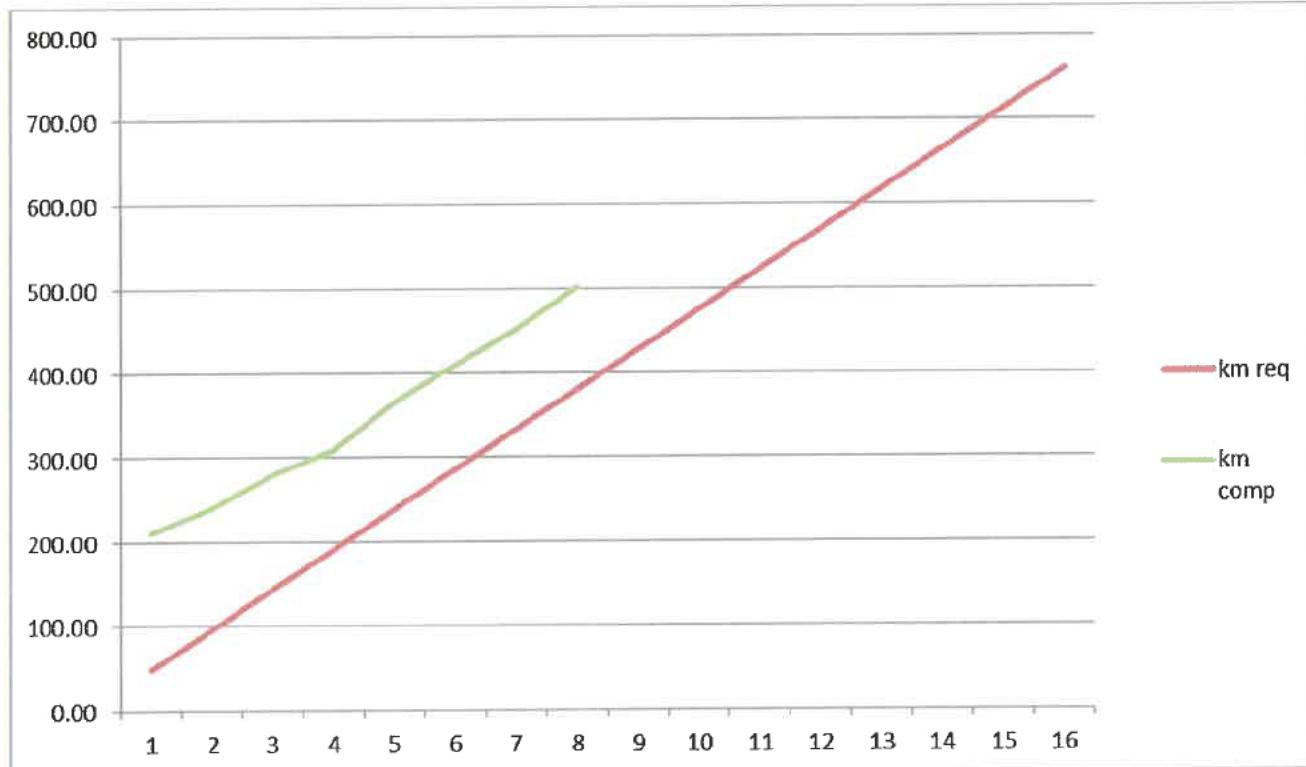
1:1 Winter Works Progress

No further winter works have been undertaken since the last meeting.

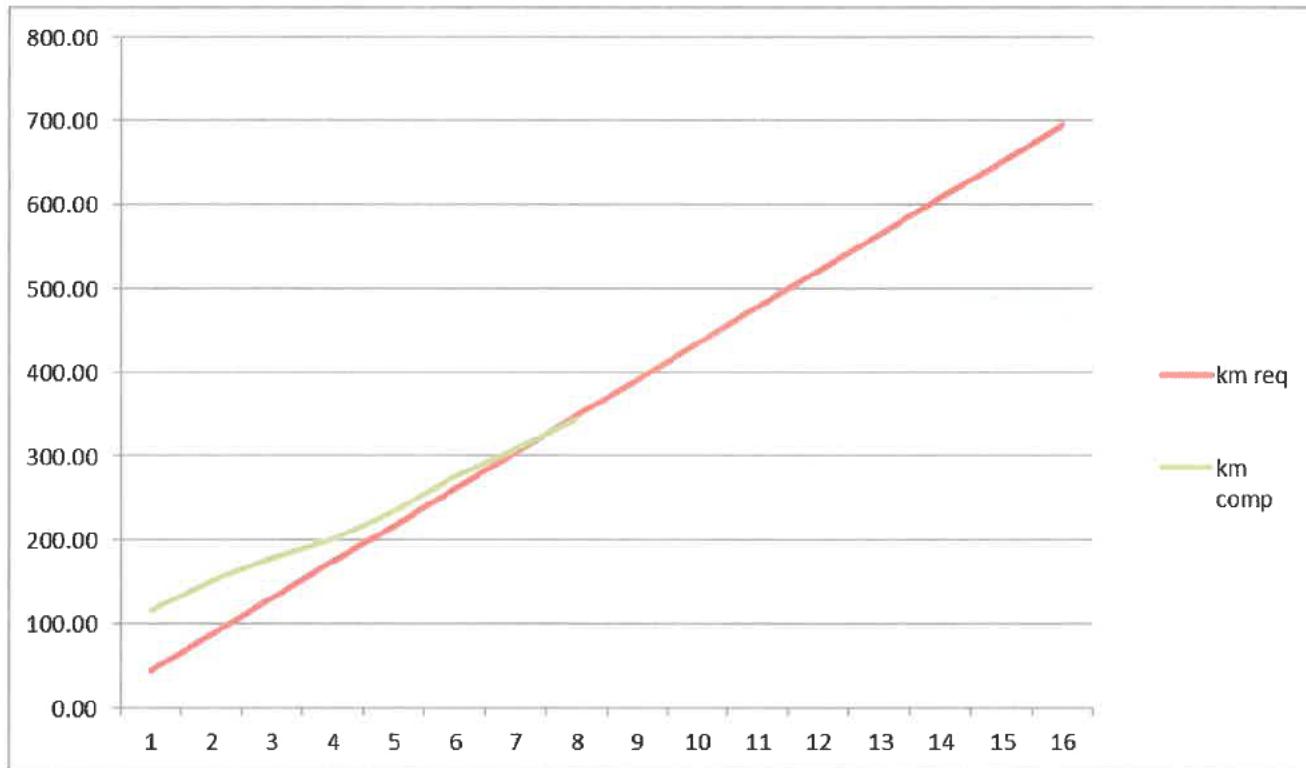
1:2 Summer Maintenance Works

At the time of writing this report 67% of the flailing and 51% of the weed cutting work has been completed. Maintenance works are currently on schedule to be completed by the end of the summer cutting season. Current progress is due to the early commencement of weed cutting works following the 2023/24 weather impacted season.

1:3 Summer Flail Mowing Progress:



1:4 Summer Weed Cutting Progress:



1:5 Construction Works

Access improvements have been completed on Moor Drain, Cotham and Car Dyke Pt 1 in Elston.

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.

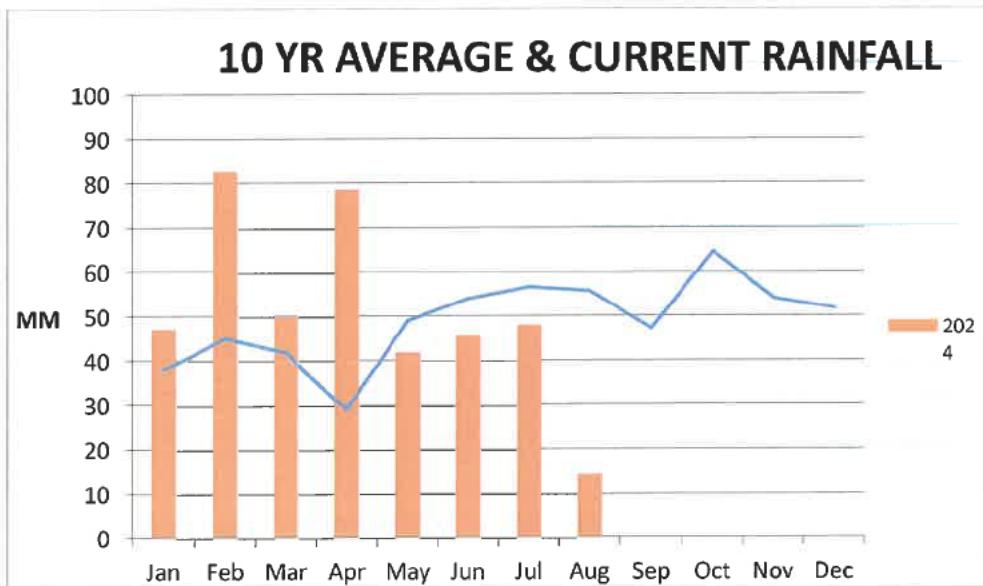
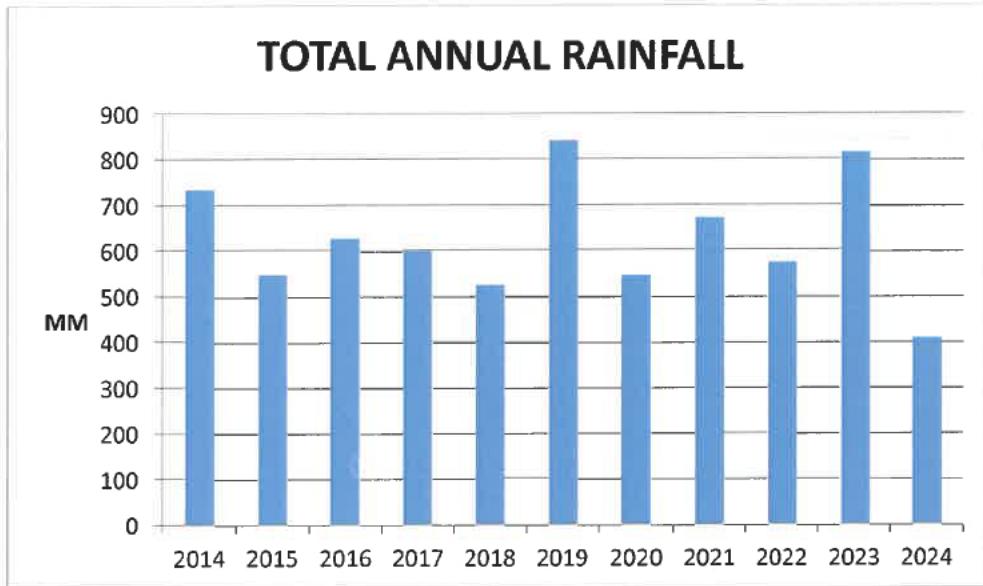
2:2 Plant and Equipment

- (a) The new used CASE Puma tractor approved by the Board has been delivered at a cost of £65,750. The Boards old CASE Maxxum tractor was taken in part exchange at £25,000.
- (b) An approved used Toyota Hilux pick up was purchased following approval being given by the Chairman, Vice-Chairman and Chief Executive. The Toyota was supplied and delivered at a cost of £27,330 including 12 months road fund licence. The proposed purchase was discussed at the June Board meeting for allocation to the new pump attendant role.
- (c) Delivery of the new CASE CX130E excavator ordered from Warwick Ward as approved by the Board is expected by the end of September at a cost of £120,000.

(d) Delivery of the new Chieftain low loader trailer ordered from Chieftain as approved by the Board is expected by mid-September at a cost of £14,400 including delivery.

### 3. Rainfall

3:1 Rainfall figures are attached for members information.



#### **Recommendations:**

- To note report of Officers.
- To note the purchase of a used Toyota Hilux at a cost of £27,330.

A. Malin  
Senior Operations Manager

M. Everett  
Operations Manager

FOR MEMBERS' INFORMATION ONLY

<b>TRENT VALLEY INTERNAL DRAINAGE BOARD</b>		File Ref:	Agenda Item: <b>8</b>
Meeting: Board Meeting Date: <b>26th September 2024</b>		Subject: <b>PUMPING STATION STATUS</b>	

1. Overview (Current Focus and/or Status)

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

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
Beckingham PS	1	Yes	Farm land. 10 properties.	No issues	
	2				
	3				
Bole Ings PS	1	Yes	Localised flooding of farm land. 0 properties.	No issues	
	2				
Burton Round PS	1	Yes	Farm land. 4 properties.	No issues	
	2				
	3				
	4				
Church Lanham PS	1	Hand	Farm land. 192 properties.	W/s cleaner grab over travelling (past its stop point) needs a reset - PA to attend site	13/09/2024
	2				
Cottam PS	1	Yes	Farm land. 20 properties.	Pump 3 has been lifted by NLE - Awaiting parts (moisture in motor fault) - CM	30/09/2024
	2				
	3				
Cuckstool PS	1	Yes	Sutton On Trent - 633 properties.	No issues	
	2				
Drinsey Nook PS	1	N/A	Farm land. 40 properties.	No issues	
Fenton Marsh PS	1	N/A	Farm land. 2 properties.	No issues	
Fledborough PS	1	Yes	Farm land. 15 properties.	No issues	
	2				
Hams Dyke PS	1	N/A	Farm land. 88 properties.	No issues	
	2				
Lowfield PS	1	N/A	235 properties.	No issues	
	2				
Marton PS	1	Hand	Farm land. 493 properties.	Three pumps available for a short duration only; phases overloaded due to exceeding power availability / weedscreen cleaner frequently requires reset - PS is due for full refurbishment 2025/2026	2025/2026
	2				
	3				

Asset	Pumps Available	WSC Available	At Risk	Planned Works & Owner	Completion Date
Moor Lane PS	1	N/A	Farm land. 157 properties.	No issues	
	2				
South Clifton PS	1	N/A	Farm land. 173 properties.	No issues	
Sturton PS	1	Yes	Farm land. 56 properties	No issues	
	2				
Torksey PS	1	Yes	Localised at the PS. 886 properties.	PS operating on reduced capacity - Programme for recovery works being prepared - GJ/JB	30/09/2024
	2				
Weir Dyke PS	1	Yes	Farm land. 185 properties.	No issues	
	2				
Wheatley Beck PS	1	N/A	Farm land. 0 properties.	No issues	
	2				

Robert Brown  
Senior Engineer

Antony Malin  
Senior Operations Manager

FOR MEMBERS' INFORMATION ONLY

<b>TRENT VALLEY INTERNAL DRAINAGE BOARD</b>		File Ref:	Agenda Item: <b>9</b>
Meeting: Board Meeting Date: <b>26th September 2024</b>		Subject: <b>ASSET RENEWAL AND REFURBISHMENT</b>	

1. Overview of Current Focus

1:1 Projects Completed

Project and Tasks	Description of Works	Budget	Expenditure	Final Outturn
<b>Bole Ings Pumping Station Refurbishment</b>	2 x pump refurbishments	50,000.00	16,314.56	N
<b>Torksey Pumping Station Refurbishment</b>	Major PS refurbishment now complete	1,485,576.95	1,425,062.25	N
<b>Moor Lane Pumping Station Refurbishment</b>	2 x pump refurbishments	30,000.00	18,955.99	N
<b>Cuckstool Pumping Station - Repairs to wingwall</b>	Rebuild of PS wingwall	Emergency Repair Budget	18,415.00	N

1:2 Current Focus

Del Order	Project and Tasks	Description of Works	Budget	Expenditure	Planned Completion
1	<b>Torksey Pumping Station - Recovery Works</b>	Replacement of outfall flap valves and replacement penstocks with new butterfly valves	252,538.00	292,268.75	30/11/2024
2	<b>Cottam Pumping Station - Repairs</b>	Pump 3 moisture in motor fault - requires repair	Emergency Repair Budget		14/12/2024
3	<b>Sutton on Trent - Flood Alleviation Works</b>	Flood alleviation works - Channel widening in Bulham Lane Drain / Cuckstool Dyke and in channel flow control structures - Possible 3rd pump at Cuckstool PS	159,626.22	122,386.04	31/03/2025

Del Order	Project and Tasks	Description of Works	Budget	Expenditure	Planned Completion
4	<b>Thurgarton Village Flood Alleviation Scheme</b>	Flood alleviation works	58,719.69	65,045.49	2025
5	<b>Marton Pumping Station Refurbishment</b>	Major pumping station refurbishment (overdue)	995,000.00	27,119.38	2025/2026

### 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 Trent Valley, there are 3 planned projects, 2 unplanned and 4 projects under the storm recovery works.

Risk	Project	Description of Works
	<b>South Clifton Pumping Station Refurbishment</b>	Major PS refurbishment (delayed since 2018)
	<b>Hamsdyke PS Concept Study</b>	Study / concept to inform refurbishment works to pumping station
	<b>Burton Round Pumping Station Refurbishment</b>	Major PS refurbishment (overdue) - 4 replacement pumps, control panel, refurbishment of weedscreen cleaner and ancillary works
	<b>Fenton Marsh Pumping Station Refurbishment</b>	Major PS refurbishment (overdue)
	<b>Fenton Marsh Pumping Station - New penstock</b>	To provide a second line of defence on back of gravity doors to close off gravity stop water coming back into catchment (possible joint project with EA)

1:4 Storm Recovery Tranche 1

Location	Flood Impact Category	Estimated cost
Pumping Stations - all	Additional Electricity	£162,170.79
Board area	Additional Workforce Hours	£42,824.73
		£204,995.52
Drains	Additional Workforce Hours	£39,449.17
Drains	Operational Costs (inc plant and materials)	£29,878.98
Drains (Future 2024/2025)	Watercourse repairs	£81,351.00
		£150,676.15
Torksey PS	Asset Repairs & Pump Hire	£252,538.78
Moor Lane PS	Asset Repairs	£15,205.65
		£267,744.43
	Total	£623,419.10

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
Sutton on Trent / Carlton on Trent Improvements	Deepening and widening of watercourses, adoption and improvement of riparian watercourse and installation of flow control structures to increase storage capacity.	£688,298.00
Dover Beck Catchment Improvements	Tree and bush removal and reforming of 10Km of watercourses to improve storage capacity.	£256,312.00
River Greet catchment improvements	Reforming of 18Km of watercourses to improve storage capacity.	£173,558.00
10 Water Level Monitoring Sites	New water level monitoring throughout the catchment to improve pump operation and water level issue identification.	£89,125.00
<b>Total</b>		£1,207,293.00

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.

Robert Brown  
Senior Engineer

FOR MEMBERS INFORMATION ONLY

<b>TRENT VALLEY INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: <b>10</b>
Meeting: Board Meeting  Date: <b>26th September 2024</b>	Subject: <b>PLANNING, CONSENTING AND ENFORCEMENT ISSUES</b>	

1. Overview of Current Focus

1:1 **Planning and Consenting** – For the period 21st May to 6th September, nine Byelaw consents have been issued under delegated authority, three consents under Section 23 of the Land Drainage Act (LDA) 1991 and one consent under Section 23 of the LDA on behalf of Lincolnshire County Council (as lead local flood authority). Comments have been submitted on 21 planning applications and one objection 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
<b>TV22011</b> Cottam Solar Project	Significant riparian and Board maintained watercourse crossings.	DCO was granted on 5th September 2024. Communication has been received relating to compulsory purchase of land, this is currently under investigation by Board's Officers.
<b>TV22012</b> Gate Burton	The array site is predominantly outside of area, however the cable route to Cottam crosses a number of Board maintained watercourses and riparian watercourses.	DCO was granted on 12th July 2024. Discussions ongoing between the applicants and the Board's legal representatives.
<b>TV22013</b> West Burton Solar Project	Significant riparian and Board maintained watercourse crossings.	DCO application has closed and the decision is due on 8th November 2024.
<b>TV22025</b> Widening of the A46, Winthorpe to Farndon	This scheme impacts 3-4 Board maintained watercourses.	The Statement of Common Ground between the Board and the applicant is yet to be agreed. Notice has been received that the examining authority have been appointed with invitation to preliminary meeting/hearings.

<b>TV22026</b> Tillbridge Solar	Significant riparian and Board maintained watercourse crossings.	Meeting were held with applicants on 19th August 2024 to discuss technical matters. A follow up email from applicant provided minutes of the meeting along with a suggested protective provisions document which has been forwarded to the Board's legal representatives for consideration.
<b>TV24027</b> North Humber to High Marnham HV transmission route	A large-scale project which crosses from north to south through the Isle of Axholme Board's district and into Trent Valley IDB.	Currently in early-stage discussions relating to general requirements of the Board. Further detailed discussions on technical matters to progress in due course. However, a request has been made to the Board's Officers relating to the signing of a non-disclosure agreement.

R. Brown  
Senior Engineer

D. Cowling  
Planning and Development Control Officer

FOR MEMBERS' INFORMATION ONLY

<b>TRENT VALLEY INTERNAL DRAINAGE BOARD</b>		File Ref:	Agenda Item: <b>11</b>
Meeting: Board Meeting Date: <b>26th September 2024</b>		Subject: <b>Environmental Matters</b>	

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 Scree ned	Walkover Survey	Water Vole Mitigation	Eel Presence	Protected Site	INNS *	EIA Done	Notes
Carlton Lane Feeder (TVD300701)	YES	Done	No					Very low records NBN, nothing in area since 1999
Carlton Mill Drain (TVD300700)	YES	Done	No					Very low records NBN, nothing in area since 1999
Carlton Cross Drain (TVD300702)	YES	Done	No					Very low records NBN, nothing in area since 1999
Bulham Lane Drain (TVD300603)	YES	70%	No					No presence Very low records NBN, nothing in area since 1999
Cuckstool Dyke (TVD300600)	YES	Done	Yes, where possible					No presence but have recent record Very low records NBN, nothing in area since 1999
Riparian Drain	YES	Survey required						Very low records NBN, nothing in area since 1999
River Greet, Southwell, Ropewalk Feeder to Halam Beck 301600(1)	YES	60%,	Likely not			HB & SC		Historic WV 1999 (External survey) This and following drains have only 2 historical records in area via NBN no presence, rafts used.
River Greet, Southwell, Halam Beck to End 301600(2)	Yes	70%	Likely not			HB & SC		Historic WV 1999 (External survey)
Ropewalk Feeder, Southwell 301609	Yes	Survey required	Likely not			HB		Historic WV 2006
Maythorne Feeder 301610	Yes	Survey required						No records
Northern Drain, Kirklington 301611	Yes	Survey required						Historic WV 2006 north end of drain
Holme Farm Outfall, Kirklington 301612	Yes	Survey required						No records
Halam Beck 301613	Yes	Survey required						No records
Edingley Beck 301615	Yes	Survey required						No records
Cotton Mill Dyke, Edingley 301616	Yes	Survey required				HB		Historic WV 2007 north end of drain

Board/Drain	EIA Map Screened	Walkover Survey	Water Vole Mitigation	Eel Presence	Protected Site	INNS *	EIA Done	Notes
Springs Dyke, Edingley 301617	Yes	Survey required						No records
Dover Beck, Dover Beck cottage to Oxton 302000	Yes	80%	Likely not			HB & SC		Mink 2013 This and Drains below have NBN records of an EA WV survey which found numerous sightings on Cocker Beck in 2021 (apx 2.5 km south of area) very few other than this
Park Drain, Epperstone 302007	Yes	Survey required						No records
Grimesmoor Dyke, Woodborough	Yes	Survey required						WV 2001, Badger 2016
Overflow Section, Woodborough 302009	Yes	Survey required						Badger 2016
Calverton Feeder 302010	Yes	Survey required						Badger 2016
New Outfall, Calverton 302011	Yes	Survey required						No records

\* *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
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 Nottinghamshire Wildlife Trust Membership**

2:1:1 Nottinghamshire Wildlife Trust have enquired if the Board would continue to offer funding via a corporate donation of £300 per year. This goes towards supporting the Trust and the Board is listed as a supporter of the Trust on their website. The Board has made annual contributions since 2017 and historically from 2003 to 2010.

#### **Recommendation:**

To consider a donation of £300 to the Nottinghamshire Wildlife Trust

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

2:2:1 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.

2:2:2 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 30<sup>th</sup> June 2024, 198 mink have been captured in Lincolnshire (the most in the country), 42 in Nottinghamshire / Leicestershire and 12 in South Yorkshire.

2:2:3 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.

### **2:3 Natural England's Species Conservation Strategies**

2:3:1 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 licencing requirements and the Board's contribution to this work will hopefully have a positive impact on future operational activities.

### **2:4 Water Vole Licence**

2:4:1 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.

2:5 **Autumn ADA Environment Forum**

2:5:1 Topics to be discussed in the upcoming forum include;

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

2:6 **Barn Owls**

2:6:1 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.

2:6:2 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

<b>TRENT VALLEY INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: <b>12</b>
	Subject: <b>FINANCE</b>	

Meeting: Board Meeting  
Date: **26th September 2024**

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>
NatWest Current Account	£10,000.00	0.00%
NatWest Bus Reserve Account	£1,735,722.33	1.70%
NatWest Direct Reserve Account	£262,096.91	1.45%
Beverley Building Society	£4,665.00	1.75%
Santander Bank	£532,752.70	3.36%
Rates Float	£40.00	
<b>Total</b>	<b>£2,545,276.94</b>	

1:1:2 Current Investments / holdings

<i>Account name</i>	<i>Invested Sum</i>	<i>Term End date</i>	<i>Interest on term end</i>	<i>Interest Rate</i>
Skipton B/soc Term Deposit	£250,000.00	6 <sup>th</sup> 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>31<sup>st</sup> March 2024 Balance</i>	<i>31<sup>st</sup> July 2024 Balance</i>	<i>Capital Repayments in Period</i>	<i>Interest Charge in period</i>
£494,320.33	£476,983.81	£17,336.52	£7,241.79

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

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>
Cuckstool & Bulham Lane	£200,000	20	5.24%
Thurgaton Beck Alleviation Scheme	£228,000	20	5.24%
<b>Total</b>	<b>£428,000</b>		

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

<i>The accounts are prepared on an Accruals basis when income or expenditure is due rather than when cash is paid or received</i>	<i>Whole Year Budget for 2024/25 – As per Estimates approved Jan 2024</i>	<i>Variance – overall negative variance represents lower than expected position</i>	Weighted Budgets for period	Actuals for period
			£	£
Income	3,033,411	14,921.36	1,856,321.00	1,871,242.36
Own use of plant or labour on Schemes	1,540.00	- 448.73	647.00	198.27
<b>Total Funds In</b>	<b>3,034,951</b>	<b>14,472.63</b>	<b>1,856,968.00</b>	<b>1,871,440.63</b>
Maintenance costs for drains & PS etc	-461,702	-62,046.80	-57,262.00	-119,308.80
Supportive Costs	-1,778,742	22,718.06	-538,226.00	-515,507.94
Balance sheet costs incl Assets & Loans	-255,062	3,976.31	-36,337.00	-32,360.69
Board funding to schemes	-388,000	0.00	-388,000	-388,000
<b>Total Funds Out</b>	<b>-2,883,506</b>	<b>-35,352.43</b>	<b>-1,019,825.00</b>	<b>-1,055,177.43</b>
Unplanned adjustment to / (from) Reserves to Schemes	0.00	0.00	0.00	0.00
<b>Surplus / (Deficit) for the Year / Period</b>	<b>151,445</b>	<b>-20,879.80</b>	<b>837,143.00</b>	<b>816,263.20</b>

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

**1:4:1 Balance Sheet - as at 31st July 2024**

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

**1:4:2 Fixed Asset Movements in period**

<i>Additions</i> <i>Asset description</i>	Asset Cost	<i>Incl in Estimates</i>	<i>Funds to come from Plant Reserves</i>	<i>Variance. (Added) / Taken from General Reserves</i>
New 3.0m Herder weedbasket PLN7151	£7950.00	£11,000.00	£0.00	(£3,050.00)
New 2.0m Herder weedbasket PLN7152	£6,250.00	£8,000.00	£0.00	(£1,750.00)
Dymac Polymobile 400l Portable diesel tank - bowser PLN7945	£824.17	£0.00	£0.00	£ 824.17
<b>Totals</b>	<b>£15,024.17</b>	<b>£19,000.00</b>	<b>£0.00</b>	<b>(£3,975.83)</b>

1:4:3 Trade Creditors and Retentions - at 31st July 2024

Supplier	Notes	Credit balances of note included in period balance	Period Balance Total	31 <sup>st</sup> March 2024 Balance
			£155,541.42	£230,852.67
Trade Creditors		£146,071.24		
Supplier Retentions	Relates to projects	£9,470.18		
Total		£155,541.42		

1:4:4 Reserves - Plant Reserve - at 31st July 2024

Plant Reserve Balance at 1 <sup>st</sup> April 2024	£41,800.00
Planned addition to Plant Reserve in 2024/25 Estimates	£0.00
Planned use of Reserve where funds are already held for a specific addition	-£0.00
Planned addition to Reserve where a disposal of specific asset takes place	£0.00
Unplanned use of Reserve for additions of new plant in period	-£0.00
<b>Remaining Balance in Plant reserve</b>	<b>£41,800.00</b>

1:4:5 Reserves - Schemes Reserve - at 31st July 2024

Scheme Reserve Balance at 1 <sup>st</sup> April 2024	£978,189.91
Board funding - Planned addition to Schemes from Rating Income in 2024/25 Estimates	£388,000.00
Board funding - Loan funding received into Schemes in period	£0.00
3 <sup>rd</sup> Party funding - Funding into the Schemes from External Sources – including grants & contributions	£0.00
Expenditure within Schemes in year to period end date	-£122,806.99
Unplanned Adjustments from / (to) general reserves	£0.00
<b>Remaining Balance in Schemes Reserve at period end</b>	<b>£1,243,382.92</b>

Within the Remaining Balance, the PS Renewal Reserve, used to fund future schemes, currently holds £300,00 in balances, the use of these funds are planned into future years, unless they are required before.

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.

1:4:6

**Recommendations:**

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

## 2. Overview – Forecast Position - Unforeseen Expenditure and 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 <sup>st</sup> March 2025
			£	£	£
Income	3	3,033,411			
• <i>Tranche 1 money</i>	4		623419		
• <i>Surface Water</i>	5		8,000		
• <i>Rechargeable works</i>	6			-4,000	
• <i>Interest</i>	7		5,000		
Use of plant or labour on Schemes	8	1,540.00			
• <i>Use of labour/plant within schemes</i>	9		0		
<b>Total Funds In</b>	10	<b>3,034,951</b>	<b>636,419</b>	<b>-4,000</b>	<b>3,667,370</b>
Maintenance costs for drains & PS etc	11	-461,702			
• <i>PS contractor expenditure</i>	12			-15,000	
• <i>PS electric</i>	13			-55,000	
• <i>PS Stocks &amp; materials</i>	14			-4,000	
Supportive Costs	15	-1,778,742			
• <i>DLO Wages &amp; on costs</i>	16		20,000		
• <i>Depot costs – renewals &amp; premises</i>	17			-2,800	
• <i>Plant &amp; Vehicle</i>	18			-15,000	
• <i>Consortium Costs</i>	19		50,000		
• <i>Employment/Professional Advice</i>	20			-15,000	
• <i>Other expenditure</i>	21			-0	
Balance sheet costs incl Assets & Loans	22	-255,062	21,557	0.00	-233,505
Board funding to schemes	23	-388,000			-388,000
<b>Total Funds Out</b>	24	<b>-2,883,506</b>	<b>91,557</b>	<b>-106,800</b>	<b>-2,898,749</b>
Unplanned adjustment to / (from) Reserves to Schemes	25	0.00	0.00	-251,178	-251,178
<b>Surplus/(Deficit) for Year/period</b>	26	<b>151,445</b>	<b>727,976</b>	<b>-361,978</b>	<b>517,443</b>
<b>Improvement in Surplus / (deficit) position</b>	27				<b>365,998</b>

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

Surplus Cash Reserve Balance at 1 <sup>st</sup> April 2024	£707,639.74
Funds to be withheld for Plant Reserve at 1 <sup>st</sup> April 2024	£41,800.00
Funds to be held for Capital Receipts Applied Reserve at 1 <sup>st</sup> April 2024	£2,640.00
<b>Total Cash reserves at 1<sup>st</sup> of April 2024</b>	<b>£752,079.74</b>
Expected Surplus position for the year to 31 <sup>st</sup> March 2025	£151,445.00
Forecasted difference to Surplus / (deficit) position at 31 <sup>st</sup> March 2025	£365,998.00
<b>Forecasted Total Cash Reserve at 31<sup>st</sup> March 2025</b>	<b>£1,269,522.74</b>
Forecasted funds held in Plant Reserve at 31 <sup>st</sup> March 2025	-£5,000.00
Forecasted funds held in Capital Receipts Applied Reserve at 31 <sup>st</sup> March 2025	-£2,640.00
<b>Forecasted Surplus Cash Position at 31<sup>st</sup> March 2025</b>	<b>£1,261,882.74</b>
Predicted net operating costs for 2024/25 (costs less rating income)	£2,435,782.00
<i>Forecasted Surplus Cash as a % of 24/25 forecasted net operating costs</i>	<i>51.81%</i>

2:3 Fixed Asset Future Movements

<i>Remaining Additions in the financial year as included in the estimates and or Plant reserves:</i>	<i>Asset Future Cost</i>	<i>Incl in Estimates</i>	<i>Funds to come from Plant Reserves</i>
<i>Asset description</i>			
Strimmer	£0.00	£0.00	£1,000.00
Strimmer	£0.00	£0.00	£1,000.00
Fuel management system	£0.00	£0.00	£20,000.00
Mulching Head	£0.00	£0.00	£15,000.00
Case Tracked Excavator	£128,659.42	£120,000.00	£0.00
Case Puma with front loader S/H EX22 UVL PLN7450	£65,750.00	£80,000.00	£0.00
Chieftan 19T Low loader trailer	£14,400.00	£25,000.00	£0.00
Toyota Hilux Invincible MA22GRZ PLN7449	£26,995.00	£0.00	£0.00
<b>Totals</b>	<b>£235,804.42</b>	<b>£225,000.00</b>	<b>£37,000.00</b>

<i>Remaining Disposals in the financial year as included in the estimates and or Plant reserves:</i>	<i>Asset Future Disposal Proceeds</i>	<i>Incl in Estimates</i>	<i>Funds to return to Plant Reserves</i>
<i>Asset description</i>			
Ifor Williams & hiab PLN7519	(£0.00)	(£0.00)	(£200.00)
Excavator JCB JS160 (YT66 PXH) PLN7056	(£27,250.00)	(£20,000.00)	(£0.00)
Case Tractor (FX60 EEJ) & front loader PLN7057	(£25,000.00)	(£10,000.00)	(£0.00)
<b>Totals</b>	<b>(£52,250.00)</b>	<b>(£30,000.00)</b>	<b>(£200.00)</b>

2:4

**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 4**.

**Recommendations:**

- To approve the schedule of payments.

3:4 External Audit

3:4:1 Conclusion of External Audit

The audit has been concluded for the year ending 31st March 2024, with an unqualified audit report and with no matters for note or concern from the external auditor.

3:5 Internal Audit

3:5:1 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.

3:5:2 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 5**.

**Recommendations:**

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

Mrs N. Hind FCCA  
Finance Manager

## Appendix 1

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

<i>Loan Number</i>	<i>Scheme</i>	<i>Original Loan amount</i>	<i>Year of Loan</i>	<i>Term of Loan in Years</i>	<i>Interest Rate</i>	<i>Balance outstanding</i>
504465	Beckingham	£740,000	2015	20	2.93%	£476,983.81
<b>Total</b>						£476,983.81

## Appendix 2

### Trent Valley Internal Drainage Board

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

	Whole Yr Estimate	31.07.24 Variance	31.07.24 Estimate	31.07.24 Actual	Notes
<b>INCOME</b>					
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					
Agricultural drainage rates	730,599.00	(9.77)	730,599.00	730,589.23	
Special levies	2,222,626.00	0.00	1,111,313.00	1,111,313.00	Melton BC £14,982 was due 31/5/24 but not was settled 12/08/24
Rental, wayleaves & grazing income	1,470.00	(13.08)	456.00	442.92	House rent £400. Wayleave £42.92
Income from PSCAs	28,000.00	(4,893.00)	4,893.00	0.00	Drain maintenance work for EA income not yet billed out
Income from rechargeable works	5,000.00	(880.00)	880.00	0.00	No rechargeable works done thus far
Income from consenting	6,800.00	12,578.66	1,158.00	13,736.56	Inc Surface Water fee of £11,037.06. Treated Effluent £829.60. Consent fees £1870
Income from recharge of disbursements	0.00	0.00	0.00	0.00	
Contributions to PS expenditure	0.00	0.00	0.00	0.00	
Contributions to other costs	10,116.00	184.26	312.00	496.26	Mileage reimbursement £496.26
Deferred income, commuted sums & contributions	0.00	0.00	0.00	0.00	
Other income	0.00	5.19	0.00	5.19	HMRC supplement £5.19
Investment interest	28,800.00	7,949.10	6,710.00	14,659.10	
<b>TOTAL INCOME - not including absorption income</b>	<b>3,033,411.00</b>	<b>14,921.36</b>	<b>1,856,321.00</b>	<b>1,871,242.36</b>	<b>Positive Variance on Monetary Income</b>
<b>Absorption Income - offset to costs</b>					
Own use of plant recharged (absorption) to Schemes	0.00	0.00	0.00	0.00	Use of own plant within schemes improves the General Surplus Cash Position of the Board
Own use of labour recharged (absorption) to Schemes	1,540.00	(448.73)	647.00	198.27	Use of own DLO labour within schemes improves the General Surplus Cash Position of the Board.
<b>TOTAL INCOME - including absorption income in schemes</b>	<b>3,034,951.00</b>	<b>14,472.63</b>	<b>1,856,968.00</b>	<b>1,871,440.83</b>	<b>Positive Variance on Income - will increase General Cash Reserves.</b>

### Trent Valley Internal Drainage Board

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

	Whole Yr Estimate	31.07.24 Variance	31.07.24 Estimate	31.07.24 Actual	Notes
<b>EXPENDITURE</b>					
Where the expenditure variance is negative this shows that the expenditure is more than estimated for					
<b>MAINTENANCE &amp; DEVELOPMENT EXPENDITURE - EXTERNAL COSTS ONLY</b>					
The following expenditure is not related to Engineering Schemes					
Drain maintenance expenditure	93,979.00	492.00	6,848.00	6,356.00	External costs only. Note only - Absorbed costs £177,132.55 against budget of £162,348
Pumping station expenditure	328,539.00	(65,039.10)	38,236.00	103,275.10	Materials £3.1k over budget incl road planings for Cottam. Electric overspend £48.5k. Contractors/Consultants £13.5k. Due to electrical inspection repairs.
PSCA Recharge expenditure	1,959.00	25.56	317.00	291.44	External costs only. Note only - Absorbed costs of £18,069.37
Recharge expenditure	2,203.00	388.00	388.00	0.00	Budget External costs only. No other recharge works performed
Consenting time expenditure	35,022.00	2,086.74	11,473.00	9,386.26	Consenting costs
Disbursement Costs	0.00	0.00	0.00	0.00	
Cost of goods sold & stock variances	0.00	0.00	0.00	0.00	Stock variances
<b>TOTAL MAINTENANCE &amp; DEVELOPMENT EXPENDITURE</b>	<b>461,702.00</b>	<b>(62,046.80)</b>	<b>57,262.00</b>	<b>119,308.80</b>	
<b>SUPPORTIVE EXPENDITURE</b>					
DLO costs	730,253.00	26,352.17	192,357.00	166,004.83	Wages & oncosts £24.7k under as 2 members of staff short. Travel costs under £1.3k.
Other direct expenses	2,200.00	270.20	862.00	591.80	
Environment Agency precept	185,634.00	0.00	92,817.00	92,817.00	
Support & establishment costs	832,454.00	(3,940.44)	244,202.00	248,142.44	Consortium costs under £21.3k . Plant/Veh reps over by £20k, mainly due to spare parts purchased £15k. Employ Advice £4.4k over. Depot premises costs over £2.9k due to electrical inspection works
Finance costs	27,251.00	36.72	7,852.00	7,815.28	
Depreciation costs	0.00	0.00	0.00	0.00	This is a non-monetary accounting adjustment.
Bad debt costs	0.00	0.00	0.00	0.00	
Biodiversity & environmental costs	950.00	(0.59)	136.00	136.59	
Pension Scheme costs	0.00	0.00	0.00	0.00	This is a non-cash accounting adjustment & is removed for estimate purposes
<b>TOTAL SUPPORTIVE EXPENDITURE</b>	<b>1,778,742.00</b>	<b>22,718.06</b>	<b>538,226.00</b>	<b>515,507.94</b>	
<b>TOTAL EXPENDITURE</b>	<b>2,240,444.00</b>	<b>(39,328.74)</b>	<b>595,488.00</b>	<b>634,816.74</b>	
	<b>794,507.00</b>	<b>(24,856.11)</b>	<b>1,261,480.00</b>	<b>1,236,623.89</b>	
<b>EXCEPTIONAL INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	This is a non-monetary accounting adjustment
<b>INCOME OVER EXPENDITURE</b>	<b>794,507.00</b>	<b>(24,856.11)</b>	<b>1,261,480.00</b>	<b>1,236,623.89</b>	

**Trent Valley Internal Drainage Board**  
**Variance to Estimates Report**

	<i>Whole Yr Estimate</i>	<i>31.07.24 Variance</i>	<i>31.07.24 Estimate</i>	<i>31.07.24 Actual</i>	
<b>INCOME OVER EXPENDITURE</b>	794,507.00	(24,856.11)	1,261,480.00	1,236,623.89	
<b>ADJUSTMENTS TO THE FINANCIAL STATEMENTS TO ADJUSTMENTS FOR NON MONETARY ITEMS</b>					
Remove the effects of Depreciation costs	0.00	0.00	0.00	0.00	This is a non-monetary accounting adjustment
Remove the effects of Profit on Disposal - exception income	0.00	0.00	0.00	0.00	This is a non-monetary accounting adjustment
Remove the effects of Pension scheme	0.00	0.00	0.00	0.00	This is a non-monetary accounting adjustment
	794,507.00	(24,856.11)	1,261,480.00	1,236,623.89	
<b>ADJUSTMENTS FOR BALANCE SHEET ENTRIES</b>					
<b>Adjustments for Reserves Movements</b>					
Prior Yr Costs rated for in current year to add to reserves	0.00	0.00	0.00	0.00	
Add the intended transfer from Plant Renewals Fund	0.00	0.00	0.00	0.00	
Plant/Vehicle net expenditure occurred in year - funded from Plant reserve	0.00	0.00	0.00	0.00	
Plant/Vehicle planned net expenditure not occurred in year - held over to Plant reserve	0.00	0.00	0.00	0.00	Value of £41,800 remaining in Plant reserve
	0.00	0.00	0.00	0.00	
<b>Fixed Asset Adjustments</b>					
<b>Motor additions</b>					
Toyota Hilux Invincible MA22GRZ PLN7449	0.00	0.00	0.00	0.00	20/08/24 £26,995
	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	
<b>Vehicle disposals</b>					
	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	
<b>Plant additions</b>					
Strimmer	0.00	0.00	0.00	0.00	Held in plant reserve £1k
Strimmer	0.00	0.00	0.00	0.00	Held in plant reserve £1k
Fuel management system	0.00	0.00	0.00	0.00	Held in plant reserve £20k
Mulching head	0.00	0.00	0.00	0.00	Held in plant reserve £15k
Case tracked Excavator (Southwell)	120,000.00	0.00	0.00	0.00	
Case Puma with front loader S/H EX22 UVL PLN7450	80,000.00	0.00	0.00	0.00	23/08/2024 £55,750
Chieftan 19T Low loader trailer	25,000.00	0.00	0.00	0.00	05/09/2024 £14,400
New 3.0m Herder weebasket PLN7151	11,000.00	(3,050.00)	11,000.00	7,950.00	19/05/2024
New 2.0m Herder weebasket PLN7152	8,000.00	(1,750.00)	8,000.00	6,250.00	19/05/2024
Dymac Polymobile 400I Portable diesel tank - bowser PLN7945	0.00	824.17	0.00	824.17	25/07/2024
	0.00	0.00	0.00	0.00	
	244,000.00	(3,975.83)	19,000.00	15,024.17	
<b>Plant/Land disposals</b>					
for Williams & hiab PLN7519	0.00	0.00	0.00	0.00	Held in plant reserve £200
Excavator JCB JS160 (YT66 PXH) PLN7056	(20,000.00)	0.00	0.00	0.00	
Case Tractor (FX60 EEJ) & front loader PLN7057	(10,000.00)	0.00	0.00	0.00	23/08/2024
	(30,000.00)	0.00	0.00	0.00	
<b>Loan Capital Adjustment</b>					
PWLB Loan repayments - Existing	34,927.00	(0.48)	17,337.00	17,336.52	
PWLB Loan repayments - Future	6,135.00	0.00	0.00	0.00	
	41,062.00	(0.48)	17,337.00	17,336.52	
<b>Non I&amp;E (Costs) &amp; Income</b>					
	255,062.00	(3,976.31)	36,337.00	32,360.69	
<b>Variance at 31/07/2024</b>	539,445.00	(20,879.80)	1,225,143.00	1,204,263.20	
<b>Planned Board Funding towards schemes</b>	(388,000.00)	0.00	(388,000.00)	(388,000.00)	
<b>Surplus/(deficit) to be taken from General Reserves as at 31st July 2024</b>	151,445.00	(20,879.80)	837,143.00	816,263.20	
Additional Funds Required for Engineering Schemes to be taken from General Reserves	0.00	0.00	0.00	0.00	
Engineering Scheme funds transferred back to General Reserves	0.00	0.00	0.00	0.00	
<b>Surplus/(deficit) to be taken from General Reserves as at 31st July 2024</b>	151,445.00	(20,879.80)	837,143.00	816,263.20	

## Appendix 3

### Trent Valley Internal Drainage Board Balance Sheet Report

All Values are shown in Pound Sterling	Selected Period 4	ending 31/07/2024	
		Current Year	Previous Year
<b>FIXED ASSETS</b>			
LAND & BUILDINGS	162566.48	162566.48	
PUMPING STATIONS	1501871.08	1501871.08	
PLANT & EQUIPMENT	826815.39	813891.22	
MOTOR VEHICLES	75352.75	75352.75	
<b>TOTAL FIXED ASSETS</b>	<b>2568705.70</b>		<b>2553881.53</b>
<b>CURRENT ASSETS</b>			
BANK ACCOUNT	2795276.94	1973550.85	
STOCK	30439.24	26615.18	
DEBTORS CONTROL ACCOUNT	249.89	12835.00	
OTHER DEBTORS	199051.42	30590.52	
<b>TOTAL CURRENT ASSETS</b>	<b>3026017.59</b>		<b>2043600.35</b>
<b>CURRENT LIABILITIES</b>			
TRADE CREDITORS & SUPPLIER RETENTIONS	155541.42	241712.51	
OTHER CREDITORS	1484.82	17478.84	
ACCRAULS	2800.00	13259.84	
VAT LIABILITY	(51236.44)	(58547.28)	
PAYE CONTROLS	14908.73	14757.79	
LOANS	17690.49	34927.01	
DEFERRED INCOME & COMMUTED SUMS	89993.20	84669.08	
<b>TOTAL CURRENT LIABILITIES</b>	<b>230882.22</b>		<b>348257.71</b>
<b>NET CURRENT ASSETS</b>	<b>5362841.97</b>		<b>4249024.17</b>
<b>LONG TERM LIABILITIES</b>			
PENSION PROVISION	335000.00	335000.00	
LOANS DUE AFTER ONE YEAR	459393.32	459393.32	
<b>TOTAL LONG TERM LIABILITIES</b>	<b>794393.32</b>		<b>794393.32</b>
	<b>4568447.75</b>		<b>3454630.85</b>
<b>RESERVES:</b>			
<b>EARMARKED</b>			
PLANT RESERVES	41800.00	41800.00	
CAPITAL PROJECTS RESERVE	1243382.92	978189.61	
CAPITAL RECEIPTS	2840.00	2840.00	
<b>TOTAL EARMARKED</b>	<b>1287822.92</b>		<b>1022529.61</b>
P & L RESERVES	1268390.85	1126221.57	
CURRENT PERIOD SURPLUS / (DEFICIT)	1113816.90	406362.29	
<b>TOTAL UN-EARMARKED</b>	<b>2382207.75</b>		<b>1533583.86</b>
<b>NON-DISTRIBUTABLE</b>			
REVALUATION RESERVES	1233417.08	1233417.08	
PENSION RESERVES	(335000.00)	(335000.00)	
<b>TOTAL NON-DISTRIBUTABLE</b>	<b>898417.08</b>		<b>898417.08</b>
<b>TOTAL RESERVES</b>	<b>4568447.75</b>		<b>3454630.85</b>

## Appendix 4

### Schedule of payments over £500 submitted to the Trent Valley Internal Drainage Board on 26th September 2024

Trans Date	Account	Narrative	Payment Value	Notes
			£	
03/06/2024	Public Works Loan Board	PWLB PW504465	24,578.31	Loan and interest repayments
05/06/2024	Newark and Sherwood District Council	PP/NSDC001	1,359.60	Office rental
06/06/2024	Daniel Charles	PP/DANI001	655.45	Washed ballast Consortium, engineering & consenting
06/06/2024	Lindsey Marsh Drainage Board	PP/LMDB001	39,180.47	recharges Apr 24
06/06/2024	TIAA	PP/TIAA001	1,632.00	Annual governance & accountability report 23/24
07/06/2024	SMS Energy Services Ltd	PP/SMSE001	1,285.20	
12/06/2024	Allstar Business Solutions Ltd	PP/ALLS001	979.93	Fuel
13/06/2024	Total Energies	PP/TOTG001	2,711.75	Pumping Station Electricity
13/06/2024	Total Energies	PP/TOTG001	779.71	Pumping Station Electricity
13/06/2024	Total Energies	PP/TOTG001	1,027.01	Pumping Station Electricity
13/06/2024	Total Energies	PP/TOTG001	7,256.44	Pumping Station Electricity
13/06/2024	Total Energies	PP/TOTG001	6,170.79	Pumping Station Electricity
13/06/2024	Total Energies	PP/TOTG001	4,140.43	Pumping Station Electricity
13/06/2024	Total Energies	PP/TOTG001	2,234.61	Pumping Station Electricity
13/06/2024	Total Energies	PP/TOTG001	9,604.07	Pumping Station Electricity
13/06/2024	Total Energies	PP/TOTG001	1,920.67	Pumping Station Electricity
14/06/2024	P.A.Y.E.	HMRC NDDS PAYE	11,017.20	
17/06/2024	Newark and Sherwood District Council	PP/NSDC001	1,679.26	Postage costs inc. drainage rates 24/25
20/06/2024	T.C Harrison JCB	PP/HARR001	833.69	
20/06/2024	Konica Minolta Business Solutions (UK) Ltd	PP/KONM001	576.78	
20/06/2024	North Lincs Engineering Limited	PP/NORT004	17,020.80	Refit of pump no. 1 & 2 at Bole Ings PS
20/06/2024	A & V Squires Plant Co Ltd	PP/SQUI001	1,474.92	
20/06/2024	Net Wages	Salaries Month 3	5,594.37	
20/06/2024	Net Wages	Wages	23,950.17	
20/06/2024	Woldmarsh Producers Ltd	PP/WOLD001	912.57	Fuel, materials etc.
21/06/2024	Total Energies	PP/TOTG001	5,350.06	Pumping Station Electricity
21/06/2024	Scottish Hydro Electric	PP/SCOT001	4,051.20	Pumping Station Electricity
21/06/2024	Scottish Hydro Electric	PP/SCOT001	1,349.13	Pumping Station Electricity
21/06/2024	Scottish Hydro Electric	PP/SCOT001	607.11	Pumping Station Electricity
21/06/2024	Penison Fund and Trade Union	Pension & Unison	7,007.22	
25/06/2024	Bassetlaw District Council	PP/BASS001	536.00	
27/06/2024	Company Credit Card	IAT	520.11	
28/06/2024	FenFlow Ltd	PP/FENF001	833.80	
28/06/2024	A & V Squires Plant Co Ltd	PP/SQUI001	1,693.86	
28/06/2024	Pension Fund	NEST	1,645.52	
28/06/2024	Allstar Business Solutions Ltd	PP/ALLS001	722.29	
01/07/2024	AIM Electrical Services Ltd	PP/AIME001	2,352.05	Repairs to weedscreen cleaner at Cottam PS
01/07/2024	Environment Agency	PP/ENVA001	92,817.00	Flood and coastal erosion risk management levy
01/07/2024	T.C Harrison JCB	PP/HARR001	589.20	Consortium, engineering, consenting &
01/07/2024	Lindsey Marsh Drainage Board	PP/LMDB001	43,910.09	disbursement recharges May 24
01/07/2024	MCB Bros Ltd	PP/MCBB001	660.00	
03/07/2024	P.A.Y.E.	HMRC Payment for P11D	650.95	
04/07/2024	Bosman Watermanagement BV	PP/BOSM001	30,366.96	Repairs to butterfly & flap valves at Torksey PS
05/07/2024	Newark and Sherwood District Council	PP/NSDC001	1,359.60	Office rental

05/07/2024	Scottish Hydro Electric	PP/SCOT001	1,062.55	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	2,127.80	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	800.69	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	839.50	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	5,535.99	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	1,941.63	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	3,065.57	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	2,085.05	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	7,261.29	Pumping Station Electricity
09/07/2024	Total Energies	PP/TOTG001	1,150.68	Pumping Station Electricity
15/07/2024	Allstar Business Solutions Ltd	PP/ALLS001	678.05	Fuel
18/07/2024	Net Wages	Salaries	5,725.73	
18/07/2024	Net Wages	Wages	30,466.84	
19/07/2024	Engineering and Hire Ltd	PP/ENHI001	518.40	
19/07/2024	MCB Bros Ltd	PP/MCBB001	990.83	
19/07/2024	NCC Pension Fund	PP/NCCP001	528.00	
19/07/2024	North Lincs Engineering Limited	PP/NORT004	996.00	
19/07/2024	A & V Squires Plant Co Ltd	PP/SQUI001	1,276.06	
19/07/2024	Mastenbroek Ltd	PP/MAST001	26,768.95	Two new Herder weed buckets and parts
19/07/2024	A & V Squires Plant Co Ltd	PP/SQUI001	620.78	
19/07/2024	Tuxford Lawnmower Centre	PP/TUXF001	559.22	
19/07/2024	P.A.Y.E.	HMRC NDDS PAYE	11,399.07	
22/07/2024	Woldmarsh Producers Ltd	PP/WOLD001	13,547.79	Fuel, materials etc.
24/07/2024	Pension Fund and Trade Union	Pension & Unison	7,653.78	
25/07/2024	Bassetlaw District Council	PP/BASS001	536.00	
26/07/2024	ARCO Limited	PP/ARCO001	1,025.18	
26/07/2024	Irelands Farm Machinery Ltd	PP/IREL001	1,546.80	
				Consortium, engineering, consenting &
26/07/2024	Lindsey Marsh Drainage Board	PP/LMDB001	38,914.57	disbursement recharges June 24
26/07/2024	R C Setchfield Ltd	PP/SETC	3,088.56	
26/07/2024	Sharmans Agricultural Ltd	PP/SHAR001	2,469.76	
26/07/2024	Pension Fund	NEST	2,298.97	
29/07/2024	Allstar Business Solutions Ltd	PP/ALLS001	1,009.62	Fuel
29/07/2024	Company Credit Card	IAT	2,091.00	
01/08/2024	Mastenbroek Ltd	PP/MAST001	9,147.61	Spare parts for flail / hedgecutter
05/08/2024	Newark and Sherwood District Council	PP/NSDC001	1,359.60	Office rental
06/08/2024	Total Energies	PP/TOTG001	1,397.20	Pumping Station Electricity
06/08/2024	Total Energies	PP/TOTG001	779.71	Pumping Station Electricity
06/08/2024	Total Energies	PP/TOTG001	2,838.57	Pumping Station Electricity
06/08/2024	Total Energies	PP/TOTG001	2,387.47	Pumping Station Electricity
06/08/2024	Total Energies	PP/TOTG001	2,435.72	Pumping Station Electricity
06/08/2024	Total Energies	PP/TOTG001	1,190.24	Pumping Station Electricity
06/08/2024	Total Energies	PP/TOTG001	2,926.20	Pumping Station Electricity
06/08/2024	Total Energies	PP/TOTG001	765.38	Pumping Station Electricity
09/08/2024	P.A.Y.E.	HMRC NDDS	14,908.73	
12/08/2024	Allstar Business Solutions Ltd	PP/ALLS001	800.27	Fuel
12/08/2024	Scottish Hydro Electric	PP/SCOT001	3,099.99	Pumping Station Electricity
15/08/2024	Net Wages	Salaries Month 5	5,699.31	
15/08/2024	Net Wages	Wages Week 19	40,192.71	
16/08/2024	FenFlow Ltd	PP/FENF001	833.80	
16/08/2024	T.C Harrison JCB	PP/HARR001	589.20	

16/08/2024	Irelands Farm Machinery Ltd	PP/IREL001	3,340.62 Repairs to Spearhead Twiga cab
16/08/2024	Schneider Electric Systems UK Limited	PP/SCHN001	3,389.44 Telemetry Support 01.07.24-30.09.24
16/08/2024	Eco Power Civil Engineers	PP/WEST001	9,154.97 Civil works at Torksey PS
16/08/2024	Combine Fabs Ltd	PP/COMB001	2,048.40 Recconditioned weedbasket for JCB
16/08/2024	T.C Harrison JCB	PP/HARR001	3,562.18
			Works at various pumping stations, due to electrical inspections
16/08/2024	Inter-Lec Ltd	PP/INTL001	14,939.91
16/08/2024	NCC Pension Fund	PP/NCCP001	1,195.33
16/08/2024	Sharmans Agricultural Ltd - Grantham	PP/SHAR002	2,035.89
19/08/2024	Newark and Sherwood District Council	PP/NSDC001	520.42 Postage costs
19/08/2024	Chieftain Trailers	PP/CHIE001	4,320.00 New Chieftain 19T trailer
20/08/2024	Woldmarsh Producers Ltd	PP/WOLD001	9,422.26 Fuel, materials etc.
21/08/2024	Pentagon Motor Group	PP/PENT001	32,729.00 Used Toyota Hilux pick up truck
22/08/2024	T.C Harrison JCB	PP/HARR001	1,018.06
22/08/2024	Irelands Farm Machinery Ltd	PP/IREL001	2,505.55
22/08/2024	K and W Mechanical Services Ltd	PP/KWMS001	816.94
22/08/2024	Sharmans Agricultural LTD - Grantham	PP/SHAR002	758.26
22/08/2024	Tanvic Group Ltd	PP/TANV002	3,780.00 Repairs to Case Puma tractor
22/08/2024	Pension Fund and Trade Union	Pension & Unison	8,596.12
23/08/2024	Pension Fund	NEST	3,115.58
27/08/2024	Bassetlaw District Council	PP/BASS001	536.00
27/08/2024	Credit Cards	IAT	2,099.29
28/08/2024	Allstar Business Solutions Ltd	PP/ALLS001	734.26 Fuel
30/08/2024	AIM Electrical Services Ltd	PP/AIME001	3,769.86 Installation of engineered ram at Marton PS Consortium, engineering, consenting &
30/08/2024	Lindsey Marsh Drainage Board	PP/LMDB001	50,211.50 disbursement recharges July 24
30/08/2024	Pearson Hydraulics Ltd	PP/PEAR001	523.77
30/08/2024	PSM P.S Marsden (Lawnmower Services) Ltd	PP/PSMA001	540.00
30/08/2024	R C Setchfield Ltd	PP/SETC	1,096.80
30/08/2024	Sharmans Agricultural Ltd - Grantham	PP/SHAR002	49,539.52 Used Case Puma tractor
09/09/2024	Chieftain Trailers	PP/CHIE001	12,960.00 New Chieftain 19T trailer
12/09/2024	Net Wages	Wages Week 23	42,825.48

**Total**

**909,616.18**

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

## Appendix 5

### 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

<b>TRENT VALLEY INTERNAL DRAINAGE BOARD</b>	File Ref:	Agenda Item: <b>15</b>
Meeting: Board Meeting  Date: <b>26th September 2024</b>	Subject: <b>CORPORATE SERVICES UPDATE</b>	

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.	Of 18 PSs, seven are fully registered to the Board, two are pending first registration eight are registered to third parties or leased and one is unregistered. Six areas of land/buildings are registered, three pending first registration and seven deeds require further investigation. Work will then be prioritised and 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. Byelaws - awaiting Ministerial approval. Timescale for review of other policies to be presented to November Board meeting.
Completion of outstanding Legal Agreements: First Point Business Park Unity Connect Iport	Awaiting confirmation of plan. Ready for signature. Awaiting comments from solicitor on proposed changes.

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:

Board	2023/24	2024/25	Overall Increase
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. 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
<b>2023/24 (1st April 2023 to 31st March 2024)</b>		
26-Dec-23		Open - loss adjuster appointed.
26-Dec-23		Open - loss adjuster appointed.
<b>2024/25 (1st April 2024 to 31st August 2024)</b>		
25-Apr-24		Open - loss adjuster appointed.
13-May-24		Settled. [REDACTED]
29-May-24		Ongoing.
26-Jul-24		[REDACTED] no claim. [REDACTED]

## 2:3 Queries/Complaints

2:3:1 There was one formal complaint received in the TV area in 2023/24 and one to date this year.

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
<b>2023/24 (1st April 2023 to 31st March 2024)</b>			
LM	30	28	2
AX	31	28	3
TV	47	34	13
DE	6	5	1
<b>2024/25 (1st April 2024 to 31st August 2024)</b>			
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). Three requests and one internal review were received in 2023/24 relating to TV and four requests 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)
<b>1st April 2023 to 31st March 2024</b>			
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
<b>1st April 2024 to end August 2024</b>			
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 Nominated Members Cllrs D. Bamford and D. Pulk were appointed in August to represent Bassetlaw District Council replacing Cllrs J. Naish and L. Stanniland.

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 - Mr A. Bradley and Cllr D. Dobbie.

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 (TV £58.05).

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.

2:7 Meetings/Visits

2:7:1 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.

2:7:2 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).

2:7:3 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.

2:7:4 ADA Trent Branch and Annual IDB/EA Liaison Meeting - This will be held on 14th November 2024. Arrangements are being made by the EA who host this meeting and details will be sent out once they have been confirmed.

2:8 IDB1 Forms

2:8:1 IDBs are required to provide a return to DEFRA every year covering financial, management and administrative data.

2:8:2 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.

2:8:3 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.

2:8:4 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.

2:8:5 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.

2:9 Risk Register

The Dynamic Risk Register is attached for information.

2:10 Staffing

2:10:1 We continue to advertise and interview for the two engineering vacancies but have yet to appoint a suitable candidate.

2:10:2 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

**Recommendation:**

- To note report of Officers.

Carol Davies  
Corporate Services Manager





## DYNAMIC RISK ASSESSMENT - Reviewed and Updated 9th September 2024

Customers					
	Issue	Risk	RAG Status	Action Plan	Completion Date
WMC	<b>See Pump Status Report for Immediate Risk at Pumping Stations</b>				
WMC	<b>Inability to Deliver All Projects in the Programme</b>	<ul style="list-style-type: none"><li>Loss of functionality to current assets and increased risk of flooding.</li><li>Team morale.</li><li>Loss of grant funding.</li><li>Loss of confidence from members, public and rate payers.</li></ul>	<ul style="list-style-type: none"><li>Review and refocus project priorities.</li><li>External consultants engaged to deliver eight OBC for LM.</li><li>Ongoing recruitment for two engineering vacancies.</li></ul>	<ul style="list-style-type: none"><li>Review and refocus project priorities.</li><li>External consultants engaged to deliver eight OBC for LM.</li><li>Ongoing recruitment for two engineering vacancies.</li></ul>	30-Oct-2024
WMC	<b>PR</b>	Lack of confidence, trust and understanding from ratepayers and partners.	<ul style="list-style-type: none"><li>Update website and optimise social media to increase visibility with ratepayers and partners.</li><li>Arrange local meetings in areas where major schemes planned.</li></ul>	<ul style="list-style-type: none"><li>Update website and optimise social media to increase visibility with ratepayers and partners.</li><li>Arrange local meetings in areas where major schemes planned.</li></ul>	31-Mar-2024 As required.



## DYNAMIC RISK ASSESSMENT - Reviewed and Updated 9th September 2024

Customers				
	Issue	Risk	RAG Status	Action Plan
WMC	Response time to queries and complaints	<ul style="list-style-type: none"><li>Damage to reputation.</li><li>Non-compliance with Complaints Procedure.</li><li>Non-compliance with FOI/EIR Regulations</li><li>Poor audit report.</li><li>Outstanding complaints reported on IDB1.</li><li>Increased costs.</li></ul>	Yellow	<ul style="list-style-type: none"><li>Clear backlog.</li><li>Regular reporting to SMT and Board.</li></ul>

People				
	Issue	Risk	RAG Status	Action Plan
WMC	Knowledge Gaps - change in roles and new starters.	<ul style="list-style-type: none"><li>Impact on operational output and delivery.</li><li>Pressure on existing staff.</li><li>Impact on staff morale and wellbeing.</li><li>Loss of Board confidence.</li><li>No chartered Engineer.</li></ul>	Yellow	<ul style="list-style-type: none"><li>Annual appraisals and development reviews, setting of targets and six-monthly reviews for all staff.</li><li>Objectives and monthly reviews held for new starters.</li><li>Senior Engineer to become Chartered.</li></ul>



# Water Management Consortium

## DYNAMIC RISK ASSESSMENT - Reviewed and Updated 9th September 2024

People					
	Issue	Risk	RAG Status	Action Plan	Completion Date
WMC	<b>Resilience in the Accounts Team</b>	<ul style="list-style-type: none"><li>Although improving, resilience within the Team is still limited with over reliance on a single team member.</li></ul>		<ul style="list-style-type: none"><li>Deputy to be fully trained.</li><li>Review of vacant post.</li></ul>	31-Mar-2025 30-Oct-2024
Systems and Processes					
	Issue	Risk	RAG Status	Action Plan	Completion Date
WMC	<b>Lone Working System</b>	<ul style="list-style-type: none"><li>Unable to accurately monitor exact whereabouts and safety of staff.</li><li>No 'man down' functionality.</li></ul>		<ul style="list-style-type: none"><li>Review systems and costs for electronic system, including signal booster for data connection.</li><li>Ensure current systems remain in force until any required improvements achieved.</li></ul>	31-Oct-2024
WMC	<b>Procurement Processes Levels of delegation too low</b>	<ul style="list-style-type: none"><li>Potential breach of the Boards' Financial Regulations.</li><li>Loss of Boards confidence.</li><li>Adverse audit comment.</li><li>Avoidable delays in delivery of engineering programme and operational efficiency.</li></ul>		<ul style="list-style-type: none"><li>Review levels of delegation and review Financial Regulations.</li><li>Produce approved contractors list.</li></ul>	31-Oct-2024 31-Mar-2025



## DYNAMIC RISK ASSESSMENT - Reviewed and Updated 9th September 2024

<b>WMC</b>	<b>Non-compliance with Boards Policies in relation to GDPR</b>	<ul style="list-style-type: none"><li>Potential for GDPR breach.</li><li>Data loss.</li><li>Prosecution and fines.</li><li>Reputational damage.</li><li>Non-compliance with retention policy resulting in FOI/EIR requests incorrectly refused.</li></ul>	<ul style="list-style-type: none"><li>Information Asset Log to be updated in line with new filing structure.</li><li>Processes for staff taking files home to be reviewed and records kept.</li><li>Staff training ongoing and regular internal audits to be undertaken to identify weaknesses and minimise risk.</li></ul>	31-Mar-2025
<b>WMC</b>	<b>Banking Levels - non-compliance with Financial Regulations</b>	<ul style="list-style-type: none"><li>Spread risk re investment accounts non-compliance with Boards' Financial Regulations - amount in any one account above limit).</li></ul>	<ul style="list-style-type: none"><li>Review and amend Financial Regulations.</li><li>Alternative accounts to be sought for investments.</li></ul>	31-Oct-2024 30-Nov-2024
<b>WMC</b>	<b>Board/budget holders limited visibility of current income/expenditure and forecast of outturn</b>	<ul style="list-style-type: none"><li>Reduced financial flexibility and currency of financial information at Board level.</li><li>Over expenditure.</li><li>Lack of ownership by budget holder.</li><li>Reduced transparency.</li></ul>	<ul style="list-style-type: none"><li>Budgets reviewed at monthly Finance meetings with SMT.</li><li>Monthly expenditure to Chairmen and Vice-Chairmen.</li><li>Accurate forecast of outturn estimating by budget holders.</li><li>Forecast of outturn to Chairmen and Vice-Chairmen.</li><li>System improvements, staff training and external support.</li></ul>	31-Jan-2025



## DYNAMIC RISK ASSESSMENT - Reviewed and Updated 9th September 2024

<b>WMC</b>	<b>Breach of weight limit allowances by Board Plant and Machinery</b>	<ul style="list-style-type: none"><li>• Non-compliance with the Road Vehicles Regulations.</li><li>• Prosecution and Fines.</li><li>• Higher Risk of Accidents.</li><li>• Loss of Board's Reputation.</li></ul>	<ul style="list-style-type: none"><li>• Suitable weighing system included in large trailer specifications.</li><li>• Weighing system installed on LM larger plant trailers, implement same system across other Consortium Boards.</li><li>• Local weighbridge facilities to be used until new systems purchased and installed.</li></ul>	31-Oct-2024
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