MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

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5 April 2022

Mr Chairman, Ladies and Gentlemen

Meeting of Commissioners
12th April 2022

I enclose the Agenda for the Meeting of the Commissioners to be hosted by the Middle Level Commissioners at 7.00 pm on Tuesday the 12th April 2022.

PLEASE NOTE THAT THIS AGENDA INCLUDES CONFIDENTIAL PAPERS. APART FROM THE COPY RETAINED WITH THE CONFIDENTIAL MINUTES THEY WILL BE DESTROYED FOLLOWING THE MEETING AND MEMBERS ARE REMINDED THAT THEY MUST NOT BE DISCUSSED WITH ANYONE OTHER THAN A BOARD MEMBER.

AFTER THE MEETING PLEASE DESTROY YOUR COPY OF THE PAPERS OR RETURN THEM TO THE OFFICE TO BE DESTROYED.

Please telephone or e-mail to confirm your attendance as soon as possible.

Yours truly

D C THOMAS

Clerk to the Commissioners

To the March Fifth District Drainage Commissioners

AGENDA

1. Apologies for absence

2. Declarations of Interest

   The Commissioners to declare any interests relating to the agenda.

3. Standing Orders

   Further to minute C.1107, ADA have obtained agreement from Defra for the flexibility which allowed the Board to choose how they wished to hold Board meetings during the pandemic to become permanent. This change will allow remote attendance or fully virtual meetings to take place in future should that best meet the Board's particular requirements at that time.

   The Commissioners' approval to these revised Standing Orders is sought.

4. Confirmation of Minutes

   To confirm the Minutes of the Meeting of the Commissioners held on the 13th April 2021.

   (Copy pages 12-31)

5. Matters arising from the Minutes

6. Appointment of Chairman

   To appoint the Chairman of the Commissioners.
   (Present Chairman – T D Hopkin Esq)

7. Appointment of Vice Chairman

   To appoint the Vice Chairman of the Commissioners.
   (Present Vice Chairman – A Payne Esq)

8. Appointment of District Officer

   To appoint the District Officer.
   (Present Officer – T D Hopkin Esq)

9. Land Drainage Act 1991
Fenland District Council

The Clerk will report that Fenland District Council has appointed Councillor F Yeulett to be a Commissioner under the provisions of the Land Drainage Act 1991.

10. Appointment of Commissioner

Further to minute C.1155, the Clerk will report that, despite numerous reminders, Mr Stephen Bushell has not responded to the invitation to become a Commissioner.

11. National Savings & Investments

The Clerk will report that it is necessary to update the signatories.

12. Land at the Slamp
Kart Track, Creek Fen, March

Further to minute C.1157, the Clerk to report.

13. Erection of a cold storage building (MLC Ref No. 455) – March Cold Store

Further to minute C.1159, the Clerk to report.

14. Erection of 30 dwellings (max) east of Berryfield, Berryfield, March (MLC Ref Nos 392 & 396)

Further to minutes C.1160, the Clerk to report.

15. Pipe at Point 29

Further to minute C.1161, the Chairman to report.

16. Pump at North Creek Pumping Station

Further to minute C.1163, the Clerk to report

17. Clerk's Report

The Clerk advises:-

i) COVID-19 Actions

That the majority of control measures have been removed now and normal office working has resumed (with the exception of trialling a degree of flexible working, which has been shown to be effective following the previous periods of enforced home working). Impacts now are largely confined to the high rates of COVID-19 illness cases in the UK.

ii) Middle Level Commissioners and Administered Boards Chairs Meeting

That a seventh Chair's Meeting was held on the 2nd November 2021.

The meeting covered a wide variety of matters likely to affect IDBs. A summary of the key points and resolutions follows;

a) The MLC Chair introduced the meeting and took the opportunity to warn those present that government were pushing for land in this area to be set aside to mitigate the impacts of climate change. In this respect there was concern that the data underpinning this move was out-of-date and inadequate and that there was a risk that no proper account would be taken of the storage effects of the land as it is currently managed compared to how it might react if managed as wetland.

b) To better fit in with the farming calendar the annual safety audits carried out by Cope are to be moved to January and February. In response to a question from the floor, Chairs were advised that it is ultimately the Board and not the MLC's responsibility to manage safety at Board owned assets, although the MLC will assist where they can.

c) Chairs considered it was important that IDBs and the MLC have a policy on climate change. It was felt likely that this will become increasingly important as pressure mounts for action to be taken. In this respect the Clerk advised that the MLC intended to carry out a baseline assessment of its carbon footprint which would then be used to underpin plans for reductions in CO^2 release and for mitigation. This model would be made available to those IDBs which wished to follow a similar path. Once what could be reasonably achieved has been defined a policy to steer implementation would be produced. Obviously, the aim will be to achieve net zero or as close to it as can be realistically and practically achieved.

d) The Chief Executive outlined the work of WRE, including the regional reconciliation of water supply just carried out, the proposals for two new reservoirs (one in Lincolnshire and one in Cambridgeshire) and the future plans for water security providing a 1 in 500 year level of drought tolerance for potable water supply. On this latter point he advised that he had been pushing hard for the needs of agriculture to be taken into account, noting that wet farming and environmental targets for farming would require extra water in this region. Also, he considered that separating agricultural need from environmental need was an error and failed to recognise the close tie between the two.

e) It was reported that it seemed increasingly likely that despite lobbying MPs and Defra it will be the case from the 1st April 2022 that IDB's will lose access to red diesel for anything other than powering generators and for heating. This will increase costs and will present problems with the use of contractors who also work for agriculture which will have an exemption, hence can continue to use red diesel in plant.

f) On member training it was agreed that the MLC would set up a Zoom type seminar running several of the ADA video training sessions back-to-back. All members of all MLC administered IDBs would be invited and attendance will be recorded. This was seen as the most efficient way of delivering the training that Defra expects members to have undertaken.

g) For the next round of IDB meetings, the MLC website secure pages will be used for Board meeting documents. Members will be sent links to the appropriate webpage with a password. The documents can then be downloaded whenever it is convenient to do so. **MEMBERS WILL BE ENCOURAGED TO FOLLOW THIS ROUTE RATHER THAN REQUIRE PAPER COPIES OF DOCUMENTS**. In exceptional circumstances – for example for those members without email addresses - a paper copy of the relevant documents can still be printed off, bound and sent out. The use of the Microsoft Teams software is also to be explored for future years.

h) GDPR was discussed and it was resolved that for internal matters, or where working with partner organisations all email addresses will be visible to allow members to see who has knowledge of the matter under discussion. All external communications will normally be blind copied unless there is a need to show the address or the address is already known (for example when a member is passing on a query he or she has received themselves). It was also agreed that the website could continue to show names and primary contact numbers as long as addresses were not identified.

iii) Association of Drainage Authorities

a) Annual Conference

That the 84th Annual Conference of the Association was held on Wednesday the 10th November 2021.

The Conference was once again held virtually and was split into two parts; the Conference in the morning and AGM in the afternoon. It is expected that, whilst in future years it is hoped to return to a face-to-face format, the clear separation between conference and AGM is likely to be retained.

Speakers this year included Rebecca Row MP (Parliamentary Under Secretary of State – Defra), Dieter Helm (economist) and Lord De Ramsey (then President of ADA).

Topics covered included the challenges of climate change and the need to step up to the plate in delivering on the aim to achieve a net zero target as soon as possible, the importance of partnership working and the importance of agriculture in feeding the nation. The latter included the need to better educate the population, who clearly desire to move forward on delivering climate change and ecological objectives, but do not fully appreciate the role of agriculture, its real impacts or even properly understood where and how food is sourced. One example given that challenged a common assumption that agriculture was bad for the environment was that recent monitoring of CO^2 release had shown that a well irrigated peat field of onions released less CO^2 than adjacent dry grassland.

In his speech Lord De Ramsey announced that he was stepping down as President and that his place would be taken by Henry Cator. He was warmly thanked by ADA for his many years of service and was presented with a painting by an artist which it is known he admires. Henry spoke about how pleased he had been to be invited to take over the role and that he looked forward to working with ADA to meet the future challenges of the industry.

The AGM that followed gave an update on the work of ADA, noting the likelihood that, despite vigorous lobbying, the expectation was that from 1st April 2022 IDBs would no longer be able to use red diesel for anything other than heating or to run generators. This will impact on costs and will provide challenges to the continued use of agricultural contractors. The passing of the Environment Bill was touched upon which will release barriers to the formation of new IDBs and will also provide opportunities for IDBs to explore extending their boundaries if it was clearly beneficial to do so. Innes Thomason spoke on the work of ADA and the consultations ADA had responded to, including proposals to extend beaver introduction and a water abstraction licencing charging review amongst other things. Finally, it was reported that the ADA Board had agreed to a 1% rise in subscriptions for the 2022/23 year and noted that with inflationary pressures a higher increase should be expected next year.

b) Annual Conference

That the Annual Conference of the Association of Drainage Authorities will be held on Wednesday the 9th November 2022, venue yet to be announced.

c) Meeting of the River Great Ouse Branch

That the Annual Conference of the River Great Ouse branch of the Association was held on Tuesday the 1st March 2022.

This was the first face to face meeting held since the COVID-19 outbreak but the format was restricted to the AGM only. It is planned however to reintroduce the popular and useful morning workshops for 2023.

Marc Heading was reappointed as chair with Councillor Doug McMurdo as vice chair. Topics covered included unsurprisingly red diesel, and water resources/the work of WRE.

Sofi Lloyd announced that Brian Stewart and Ian Hodge from the EA had recently joined the ADA Board and that DEFRA had asked ADA to liaise with them on the implementation of schedule 3 of the Flood and Water Management Act. She was also pleased to be able to report that ADA had been instrumental in initiating an all-party parliamentary group with a remit to discuss and consider Sustainable Flood and Drainage Management.

Phil Hulme and Amanda Macloughlan spoke on behalf of the EA covering the challenging associated with significant staff changes at the EA and noted that with the capital program for this six year cycle being double that of the previous one this would be generating considerable additional work load.

It was advised that this coming years revenue (maintenance) budget was £5.3M which was more than the previous year but what could be delivered within this budget could be impacted by inflation.

The date of the next meeting is Tuesday 7th March 2023.

d) Updating IDB Byelaws

Further to minute C.1077, ADA has advised that there was an error in the Model Byelaws relating to a Penalty Notice which referred to s37 of the Criminal Justice Act 1982, which was actually repealed on the 1.12.2020 by the Sentencing Act 2020. Consequently, Defra has amended the Penalty Notice attached to the byelaws to include the correct reference. This Penalty Notice is not part of the Byelaws and, as such, is a simple correction. There is no requirement either to readvertise, or seek Defra approval, and the version now uploaded to the website is the corrected one.

iv) Environment Act

In November 2021 Defra announced that the Environment Act became law. The stated aim of this Act is to improve air and water quality, tackle waste, increase recycling, halt the decline of species, and improve the natural environment. However, the Act also includes powers (specific to IDBs) which amend the Land Drainage Act 1991, addressing the technical issue of missing or incomplete data, which is preventing existing internal drainage boards from expanding and new ones from being established. Defra have stated that they will be working on the associated secondary legislation over the coming year and will be engaging with IDBs through ADA on this.

v) Smart Level System/District Wide Telemetry Bid

Further to minute C.1162(vi), the Clerk will report that an order has been placed for two outstations for the Board's pumping stations and that the final cost to the Board will be just under £5K total (with Local Levy grant matching this). This cost includes equipment, installation and 5 years of mobile data and website hosting.

vi) National Drainage Show & Floodex 2022

That the National Drainage Show & Floodex 2022 will be held at ExCel, London on the 23rd and 24th November 2022.

vii) Anglia Farmers

The Clerk will report that following the last meeting of each Board/Commissioners the Anglia Farmers' electricity contract was renewed in October 2021 for a shorter period of 6 months to 31st March 2022 and this was due to the volatile energy market at the time. As there remains an enormous amount of volatility and uncertainty surrounding energy prices and as competition is very limited, it was decided that the Commissioners and Boards should remain within the Anglia Farmers buying group at the moment as there is likely to be little scope for us to negotiate better deals. The Clerk will also report a new contract has been signed for a 12 month period to 31st March 2023 with EDF Energy through Anglian Farmers.

The Anglia Farmers' Energy team does not have to commit to buying energy for years ahead at the current price levels and the flexible contract that they have to buy energy from 1st April 2022 allows them to risk manage the portfolio for their Members, which means they will be well positioned to take advantage of any energy market normalisation ahead. When market conditions have settled down/normalised the Board/Commissioners will be asked whether they wish to remain with Anglia Farmers. But this may not be for several years based upon current market assessments.

viii) Fens Biosphere

The Clerk will report that this project is on hold and will remain so unless and until Fenland District Council is prepared to engage with a redefined brief and vision for it.

ix) Water Resources East (WRE)

A draft WRE plan went out for public consultation and responses to it were to be received by 28th February 2022. The latest news can be found by visiting www.wre.org.uk.

x) Red diesel

Following extensive lobbying and the efforts of ADA, DEFRA and Treasury have softened their stance on the potential loss of access to red diesel use by IDBs. Going forward then as long as the work undertaken by the IDB can be shown to have some agricultural benefit then red diesel use can continue. The exception will be construction works and works where the sole beneficiary is an urban area,

18. Consulting Engineers' Report, including planning and consenting matters

To consider the Report of the Consulting Engineers.

(Enc 1)

19. Capital Improvement Programme

To review and approve the Commissioners' future capital improvement programme.

(Copy page 32)

20. District Officer's Report

To consider the Report of the District Officer.

21. Conservation Officer's Newsletter and BAP Report

The Clerk to refer to the Conservation Officer's Newsletter, previously circulated to the Commissioners, and to consider the most recent BAP Report.

(Copy pages 33-38)

22. District Officer's Fee

To give consideration to the District Officer's fee for 2022/2023.

23. State-aided Schemes

To consider whether to undertake further State-aided Schemes and whether any future proposals should be included in the forward capital forecasts provided to the Environment Agency.

24. Environment Agency – Precept

The Clerk will report that at the EA Flood Defence Committee meeting the committee voted to adopt an indicative 2% increase in the precepts on IDBs for the next 6 years commencing from

2022/23 with the ability to revisit annually should exceptional circumstances indicate this is required.

The committee voted for a 0% increase (for exceptional circumstances) above the indicative 2% increase for the year ending 31st March 2023 – total of a 2% increase on the level of precept on IDBs for the year ending 31st March 2023.

The precept for 2021/2022 was £2,118.00.

25. Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

The Clerk will report that following his submission of claims for contributions the gross sum of £202.30 (£1,757.29 less £1,554.99 received on account) (inclusive of supervision) has been received from the Environment Agency for the financial year 2020/2021 based on the Board's actual expenditure on maintenance work for that financial year and the sum of £1,551.70 in respect of 80% of the Board's estimated expenditure for the financial year 2021/2022.

26. Association of Drainage Authorities
Subscriptions

The Clerk will report that ADA has increased subscriptions by 1% for 2022, from £565 to £571.

27. Determination of annual value for rating purposes

The Clerk will submit the recommendation for the determination of annual value for rating purposes.

(See Confidential Papers)

28. Rate arrears

To consider writing off rate arrears.

(See Confidential Papers)

29. Contribution from Developers

With reference to minute C.212(iii), the Clerk will report that a contribution towards the cost of dealing with the increased flow or volume of surface water run-off and treated effluent volume has been received.

(See Confidential Papers)

30. Health and Safety

Further to minute C.1174, the Chairman will refer to the report received from Cope Safety Management following their visit to the District on the 14th September 2021 and will report thereon.

(Copy pages 39-43)

31. Completion of the Annual Accounts and Annual Return of the Commissioners – 2020/2021

a) To consider the comments of the Auditors on the Annual Return for the year ended on the 31st March 2021.

(Copy pages 44-47)

b) To consider the Audit Report of the Internal Auditor for the year ended on the 31st March 2021.

(Copy pages 48-56)

32. Defra IDB1 Returns

The Clerk will refer to the completed IDB1 form for 2020/21.

(Copy pages 57-66)

33. Budgeting

The Clerk to refer to the budget update reviewed by the Chairman, with comparison to year end out-turn added, and any actions taken.

(Copy page 67)

34. Review of Internal Controls

(a) To consider the system of Internal Controls.

(b) To consider the appointment of the Internal Auditor and the proposed Audit Strategy and Audit Plan for 2022-2024.

35. Risk Management Assessment

a) To give consideration to the Commissioners' Risk Management Policy.

b) To review the insured value of the Commissioners' buildings.

(Copy page 68)

36. Transparency Code for Smaller Authorities

The Clerk will report that, as resolved at its' last meeting, the Board will continue with a limited assurance review and not take advantage of the audit exemption available for smaller public bodies with income and expenditure less than £25,000.

37. Exercise of Public Rights

The Clerk to refer to the publishing of the Notice of Public Rights and publication of unaudited Annual Return, Statement of Accounts, Annual Governance Statement and the Notice of Conclusion of the Audit and right to inspect the Annual Return.

38. Annual Governance Statement – 2021/2022

To review and complete the Annual Governance Statement.

(Copy page 69)

39. Payments 2021/2022

The Clerk to report on payments made during the financial year 2021/2022.

(Schedule page 70)

40. Annual Accounts of the Commissioners - 2021/2022

To consider the Annual Accounts and bank reconciliation for the year ended on the 31st March 2022 and the completion of Section 2 of the Annual Return as required in the Audit Regulations.

(Copy pages 71-75)

41. Expenditure estimates and special levy and drainage rate requirements 2022/2023

To consider estimates of revenue expenditure and levy and rate requirements in respect of the financial year 2022/2023.

(Copy pages 76-77)

42. Date of next Meeting

43. Any other business

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

At a Meeting of the March Fifth District Drainage Commissioners
hosted at the Middle Level Offices, March on Tuesday the 13th April 2021

PRESENT

T D Hopkin Esq (Chairman)	T E Alterton Esq
A Payne Esq (Vice Chairman)	P Beeton Esq
Miss E Alterton	M Cornwell Esq

G Hopkin Esq

Miss Samantha Ablett (representing the Clerk to the Commissioners) and Mr Morgan Lakey (representing the Consulting Engineers) were in attendance.

The Chairman enquired whether ALL Commissioners were happy for the meeting to be recorded. All Commissioners were in agreement.

Apology for absence

An apology for absence was received from P Hayes Esq.

C.1150 Declarations of Interest

Miss Ablett reminded the Commissioners of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect them.

Mr T Hopkin declared an interest in District Officer matters.

Mr and Miss Alterton declared interests in the planning applications (MLC Ref Nos 392 & 396 & 471) for The Wilkinson family.

Councillor Cornwell declared an interest in all planning matters as a member of Fenland District Council.

C.1151 Confirmation of Minutes

RESOLVED

That the Minutes of the Meetings of the Commissioners held on the 7th April 2020 are recorded correctly and that they be confirmed and signed.

C.1152 Appointment of Chairman

RESOLVED

That T D Hopkin Esq be appointed Chairman of the Commissioners.

C.1153 Appointment of Vice Chairman

RESOLVED

That A Payne Esq be appointed Vice Chairman of the Commissioners.

C.1154 Appointment of District Officer

RESOLVED

That T D Hopkin Esq be appointed District Officer to the Commissioners during the ensuing year.

C.1155 Appointment of Commissioner

RESOLVED

That Mr Stephen Bushell be invited to become a Commissioner as a landowner. The Chairman to provide the Middle Level offices with the contact details so that he could be invited.

C.1156 Land Drainage Act 1991
Fenland District Council

Miss Ablett reported that Fenland District Council had re-appointed Councillors Mrs J French and M Cornwell to be Commissioners under the provisions of the Land Drainage Act 1991.

C.1157 Land at the Slamp

Further to minute C.1116, Miss Ablett reported that the fence and gate at North Creek Pumping Station had been erected and a key had been requested for access.

She confirmed that letters had been hand delivered to the boat owners of the boats moored along the Middle Level Commissioners' leased land asking them to remove all items that were stored on the bank. However, due to the COVID restrictions, no further enforcement action had been taken.

Miss Ablett advised that a site meeting with a surveyor to mark out the boundary and to check Mr Bruce Smith's claims about the gate at the entrance had been arranged for the 29th April at 3.00pm.

Miss Ablett reported that Mr Smith had indicated he was interested in purchasing the land at the Slamp however, a formal enquiry with further clarification had not yet been received. She added that the Assistant Clerk had advised that, once this information had been received, she would circulate it to all Commissioners for their comments.

Miss Ablett reminded the Commissioners that the land was currently leased to the Middle Level Commissioners and it is also used to deposit spoil from Foxglove Way.

RESOLVED

That, once a formal enquiry with further clarification was received, the details should be circulated to the Commissioners for their comments.

C.1158 South Creek Pumped System

Further to minute C.1117, the Chairman reported that no further action was required.

C.1159 Erection of cold storage bulding (MLC Ref No. 455) – March Cold Store

Further to minute C.1119, Miss Ablett reported that the Planning Engineer had noted that the re-development of the site did not appear to have commenced and enquired whether the Commissioners wished for him to continue monitoring the site.

RESOLVED

That the Planning Engineer continue to monitor the site and take further action as necessary should the construction of the cold store building be commenced.

C.1160 Erection of 30 dwellings (max) east of Berryfield, Berryfield, March (MLC Ref Nos. 392 & 396

Further to minute C.1120, Miss Ablett referred to the Consulting Engineer's Report and to the Supplementary Report, emailed to members prior to the meeting.

The Chairman reported that the developers wanted to discharge at a higher rate than the greenfield rate. He reminded the members of the recent problems experienced at North Creek pumping station over the past couple of weeks and of the increase in levels that had been experienced. He added that, in view of this, the Commissioners should advise the developer that the discharge needed to be the greenfield rate. He also reported that the developers had agreed to carry out the required works to bring the ditch to a satisfactory standard.

Mr Lakey advised that if the Commissioners permitted the developer to discharge at a higher rate this could be seen as setting a precedent for future development within that area . He further advised that the pumps were generally designed to take discharges at a greenfield rate so there could be a risk of overwhelming the pumps if future developments were to discharge at a greater rate.

Miss Alterton referred to a point included in the Supplementary Report which asked whether the Commissioners should adopt the extra stretch of drain from the south east corner of the development to Point 29 on the Commissioners' drain to ensure it is maintained.

Mr Lakey advised that his concern would be that if future development occurred the Commissioners could be faced with another drain similar to that at Foxglove Way.

Miss Alterton enquired whether, once it had been cleared by the developers, the Commissioners should adopt the drain.

Mr Lakey advised that if the drain was adopted this would allow for the 9-metre byelaw to be enforced should any future development take place.

Councillor Cornwell stated that in view of the development likely in that area over the next few years it would be beneficial for the Commissioners to have more control and access.

Miss Alterton agreed and considered the Commissioners should adopt the drain from reach 29 up to the edge of the development, but the stretch of drain that was directly behind should remain the responsibility of the developer's management company. She added that the Commissioners must request that house purchasers be made aware that they will have to pay the management company to undertake all necessary works to maintain the drain to a satisfactory level and this fact should be included in the deed of sale.

The Chairman enquired whether the drain had to be adopted now or could it be done in the future.

Councillor Cornwell advised that the Commissioners should not delay adopting the drain so that it was under their control before any future planning applications were submitted and could therefore be reflected in the design of future developments.

Miss Alterton enquired how long the adoption process would take. Miss Ablett confirmed she would request the Assistant Clerk to send details of the adoption process to all Commissioners.

Miss Alterton proposed that if the process was relatively easy the Commissioners should consider adopting the drain fairly soon, which would put them in a stronger position, rather than doing so retrospectively once any further outline planning applications are submitted.

Miss Alterton advised that following the site meeting at which the Commissioners' questions had been answered and an explanation given on how the system was going to work, she was a little bit more assured about the system as long as the Planning Engineer was satisfied with the reports and information received from the developers and they agreed to discharge at the greenfield rate.

The Chairman requested that the Commissioners be involved at an earlier stage of any future developments or additional phases.

<u>RESOLVED</u>

i) That the Planning Engineer reviews and responds to all information received from the applicant and advises of improvements required to the surface water drainage maintenance plan.

ii) That the applicant be advised the discharge must be at greenfield rate.

iii) That the applicant be advised to maintain the drain adjacent to the boundary on the south of the development to a satisfactory condition.

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iv) That the Commissioners look at adopting the drain from the discharge point at the south east corner of the development to Point 29 on the Commissioners' drain.

v) That the Clerk sends details of the process and timescale relating to the adoption of a drain to all Commissioners.

vi) That the applicant be advised that the Management Company must maintain the ditch and culvert to allow the water to flow.

vii) That the applicant be requested to ensure that details of the works to be carried out by the Management Company, together with the costs attached, are included in the deed of sale.

C.1161 Pipe at Point 29

Further to minute C.1149, the Chairman reported that further photographs, together with a video, had been taken of the discharge pipe leading from the Berryfield development which would assist the Commissioners with monitoring the flow. He confirmed that the Commissioners were already aware of the discharge from this pipe and, if the flow did increase at any point, the Commissioners had information and evidence and would investigate further to ascertain from where the additional flow was coming.

C.1162 Clerk's Report

Miss Ablett advised:-

i) COVID-19 Actions

That following the instructions given by government on 23rd March 2020 the following list of actions have been taken (this list is not exhaustive);

- Arrangements were made for all MLC staff to have the facility to work from home. This included access to email, and in most cases full remote access to work computers. This was implemented and fully operational by Wednesday 25th March 2020.
- MLC operatives continue to attend work but in a more restricted manor following NHS guidelines.
- A skeleton rota to ensure that the office phones are manned has been put in place, post is received and processed and letters sent out where necessary.
- Other temporary arrangements have been implemented to help support the continued operation of the office whilst the COVID-19 government restrictions remain in place, this includes allowing more flexible hours of work, allowing access to the office as and when required to collect or deposit papers making arrangements for the post to be collected and delivered to a safe location outside the office.
- A licence to run video conferencing meeting was obtained and arrangements made to hold meetings by telephone and/or video. Chairmen were contacted at each stage as government advice emerged.
- A policy statement was issued via the MLC website stating the actions the MLC were taking.
- Consultation with ADA on more or less a daily basis were undertaken in the first few weeks encouraging them to take proactive action. Of value to us (and as called for) ADA have been able to secure IDBs ‘Key Worker’ status and have obtained approval from Defra to move to web/telephone conference meetings.

ii) Middle Level Commissioners and Administered Boards Chairs Meeting

That a fifth Chair’s Meeting was held on the 10th March 2020.

Topics discussed included health and safety, effective communications with the public, the move to electronic agendas, consideration of the level of planning information included in reports, planning fees and the work of WRE.

Planning and Consenting

One of the agreed actions from this Chair's meeting was that each Board be asked to consider the degree of delegation and reporting they require on planning and consenting matters. This was in response to several queries over the extent of detail being reported on such matters and the delays in issuing responses due to the number of people being consulted.

Miss Ablett reported that, at present, the Planning Engineer dealt with planning and consenting matters on behalf of the Commissioners. Where he considered it necessary to discuss with the Chairman he did so and ultimately the Chairman decided whether the matter should be discussed further by the Commissioners. She referred to the three options available to the Commissioners with regard to planning and consenting, viz:-

a) Remain with the current arrangements.

b) Continue to delegate all commenting on consent applications and relevant planning matters to the chairman and in his absence (or where he has an interest) to the Vice Chair. The Chair to have the power to decide if a matter should be raised at the board meeting for its consideration where legal timeframes permit this. All matters however to be reported generally more briefly within the Board report, ie number of applications responded to and number of consents issued or refused.

c) As above but leaving the Clerk with the power to determine the appropriate responses to consent applications and planning matters without reference to the Chair or Vice Chair.

RESOLVED

That the Commissioners continue with the current arrangements.

That a sixth Chair's Meeting was held virtually on the 26th November 2020.

Topics discussed included the Middle Level Commissioners' Chief Executive giving an update on COVID-19 actions and responses, the change of MLC Chairman from Marc Heading to Jonathan Brown, updates on the Technical Services Department review (which aims to address the delays in responding to planning and consenting matters) and an update on the work of WRE. He also advised that Defra had commented positively on the Good Governance Guide published by ADA and that on the back of this feedback ADA were currently working on an Environmental Good Governance Guide. It was also noted at this meeting that Agricultural and Environmental Bills were passing through Parliament, the later including clauses benefiting IDBs, allowing them to expand their boundaries or for entirely new IDBs to be created, which was welcomed by the Chairmen as a positive step forward. Paul Burrows spoke on the work of the Environment Agency covering topics such as carbon baselining, national strategies, the tactical plans (which are securing much needed grant allocation for the area) and the need to continue to grow partnership working. He also spoke for Brian Stewart, the RFCC Chairman, who unfortunately was suffering from a poor broadband connection. On behalf of Brian, he advised that following the re-shaping of the local RFCC, there were two extra EA nominated positions available and that in this respect he wanted to propose that an Ex-officio seat be created for the incumbent Chair of the Great Ouse branch of ADA. This is likely to be Marc Heading who is expected to take over from Harry Raby in the spring. The new post will inject a direct link to farming which is of course the major business sector covered by this RFCC. The meeting finally turned to the future amalgamation of IDBs which it was generally agreed are likely to increase over time as succession planning has to be addressed.

iii) Association of Drainage Authorities

a) Annual Conference

That the 83rd Annual Conference of the Association was held virtually on Wednesday the 11th November 2020.

The conference this year was held in two distinct and separate parts, with the morning session comprising of key speakers and questions and the afternoon the AGM.

Key speakers in the morning were;

David Cooper, Deputy Director for Flood & Coastal Erosion Risk Management Policy (Defra) – who first thanked the IDBs for the work they do and then endorsed the efforts being made to improve governance through the publication of the 'Good Governance Guide' and the work in hand on 'Good Environmental Governance'. He then went on to speak about the ambitious aims of government, the record investment agreed by treasury for the next six year funding cycle and the Agriculture Bill that if passed will facilitate the creation of new IDBs and allow existing IDBs to expand districts. He finished by stating that the key was to educate people and to work together to share good practice.

Chris Stoate, Head of Research (Game & Wildlife Conservation Trust) – who spoke about the Allerton Project which was a carefully implemented scheme to directly measure the impacts of controlling headwaters using measures such as leaky dams. This work consisted of schemes on similar upland sub-catchments where a direct comparison could be made between interventions and non-interventions. The results were very promising with downstream peak flows being reduced by around a quarter where the most effective measures were installed. Chris accepted that there were challenges surrounding maintenance and that the choice of natural materials and design was key. He also noted that in the locations chosen any failed leaky dam materials would get caught on stream bends well before any risk of being washed downstream into urban areas.

Toby Willson, Executive Director of Operations (Environment Agency) – who is soon to leave the EA reflected on the target to be carbon neutral in less than a decade and in doing this noted that the equivalent carbon release linked to pumping alone from the February event this year was equivalent to that of 1200 houses. He went on to point out that the onus in on us to act now and that if we fail to do so it will be our children and grandchildren who will face the consequences. He acknowledged the hugely influential role of ADA's voice in the development of national strategies and the work being done in partnership with IDBs to be more resilient. He finished by setting out three challenges.

1) To develop true partnerships where all organisations are working unified towards the same goals.
2) To achieve net zero carbon emissions, asking specifically what the IDBs were doing towards this?
3) To develop and implement strategies to attract young people into the industry.

Questions were taken from the floor and were wide ranging from asking why there was so little information being shared on the development of ELMs to why it was necessary in one location for the EA to undertake an environmental check before removing a dead tree from across a watercourse.

A more formal question and answer session ended the morning, the panel being made up from, Julia Beeden from Cambridgeshire County Council, Emily Clarke from Anglian Water, John Curtin from Environment Agency, David Jenkins from Wessex RFCC, Innes Thompson from ADA and David Thomas from the Middle Level Commissioners. When asked a question David Thomas, your Clerk, took the opportunity to advise of the importance and value of the work being undertaken by WRE and also to point out to Toby Wilson that he absolutely agreed with the sentiments of partnership working and also the key aims of the EA but noted that true partnership working was a two way street and that there were still areas of policy development that ADA were not being involved with sufficiently. Toby accepted that the EA were not perfect and that more work needed to be done on this.

The AGM in the afternoon followed the usual format of recording appointments and electing office holders. It was noted that Robert Caudwell would be coming to the end of the normal Chair's term of office and that this would be reviewed next year. The formalities over a lively question and answer session followed which seemed to work very well and may influence how future conferences are arranged.

b) Annual Conference

That the Annual Conference of the Association of Drainage Authorities will be held in London on Wednesday the 10th November 2021.

RESOLVED

That the Clerk be authorised to obtain a ticket for the Annual Conference of the Association for any Commissioner who wishes to attend.

c) Meeting of the River Great Ouse Branch

That the Annual Conference of the River Great Ouse branch of the Association was held virtually on Tuesday the 2nd March 2021.

Matters covered were that there was a change in Chairman with Harry Raby stepping down and Marc Heading taking his place. Councillor Doug McMurdo takes on the role of Vice Chairman. This maintains the balance of having upland and lowland members in key roles and also balances council and agricultural ratepayers' interests. John Heading was appointed for another three years on the ADA Board as branch representative. Robert Caudwell gave on update on ADA matters focusing in on progress of the agriculture bill through parliament and the lowland peat initiative which he considers must not negatively impact on livelihoods and the need to produce food for the nation. Next to speak was Brian Stewart who was seeking support for his initiative to create an Ex-Officio post on the FRCC for the sitting Chairman of the Great Ouse branch of ADA (EA nominated post). This was supported unanimously and Marc Heading will take up this new role with immediate effect.

Claire Jouvray and Paul Burrows gave updates on the revenue funding position, which was quite healthy with sources of money found to deliver what had been targeted and on the long-term strategy for the area including the tactical plans which are set to make access to grant in aid smoother than it might otherwise be. A warning was raised that funding may get squeezed as time passes and the financial impact of COVID-19 gets addressed.

Approximately 30 people attended this virtual meeting, which should return to its normal format at Prickwillow Hall next year.

That the date of the next meeting is Tuesday the 1st March 2022.

d) ADA response to publication of EFRA Flooding Inquiry Report

That ADA have responded to the Government EFRA report into the winters flooding, which has the headline conclusion that the lack of clear flood-resilience targets is leaving England at risk of 'playing catch-up' with climate change.

Encouragingly, in addition to recognising these challenges, EFRA have also clearly stated that in light of ever more frequent and severe storms, there is an urgent need to provide long-term funding for the maintenance of existing and new flood defences, to match capital commitment together with a need to examine the mental health impacts of severe flooding, calling for an action plan to address this alongside the economic and physical effects.

ADA's response and the full EFRA report can be found via the following link; https://publications.parliament.uk/pa/cm5801/cmselect/cmenvfru/170/170.pdf

v) Capital Funding Projects

That at the spring 2020 budget it was announced that government would provide the Environment Agency with a settlement of £5.2bn for capital funding projects over the next 6 years, from April 2021 to March 2027, to better protect 336,000 properties. This includes both homes and non-residential properties and this presents a significant increase over the current 6-year programme. It is noted that the definition of non-residential properties includes shops, businesses, industrial sites, schools, hospitals, etc. and the new arrangements also facilitate funded improvements to habitat and the environment.

In response to this the Environment Agency have issued new partnership funding rules which go alongside this increased funding programme. The new rules are considered critical to delivering the called for better protection to the target of 336,000 properties, but will also allow:

- updated payments which will now account for inflation and be based on new evidence on the overall impacts of flooding, such as mental health

- increased payments for flood protection schemes which also create a range of environmental benefits
- more funding for flood protection schemes which also protect properties that will later become at risk of flooding due to climate change
- a new risk category which will enable schemes that prevent surface water flooding to qualify for more funding

vi) What is Good Governance

That Defra have provided a summary of "What is Good Governance?":-

- Good governance is about the processes for making and implementing decisions. It's not about making 'correct' decisions, but about the best possible process for making those decisions - and therefore good governance, share several characteristics. All have a positive effect on various aspects of Boards including consultation policies and practices, meeting procedures, service quality protocols, officers' conduct, role clarification and good working relationships.

- Boards should implement decisions and follow processes that make the best use of the available people, resources and time to ensure the best possible results for their community – and try to serve the needs of the entire community while balancing competing interests in a timely, appropriate and responsive manner. A community's wellbeing results from all of its members feeling their interests have been considered by Boards in the decision-making process. This means that all groups, particularly the most vulnerable, should have opportunities to participate in the process.
- People should be able to follow and understand the decision-making process. This means that they will be able to clearly see how and why a decision was made – what information, advice and consultation Boards considered, and which legislative requirements (when relevant) Boards followed. This means that decisions are consistent with relevant legislation or common law and are within the powers of the Acts.
- Anyone affected by or interested in a decision should have the opportunity to participate in the process for making that decision. This can happen in several ways – community members may be provided with information, asked for their opinion, given the opportunity to make recommendations or, in some cases, be part of the actual decision-making process.
- Accountability is a fundamental requirement of good governance. Boards have an obligation to report, explain and be answerable for the consequences of decisions it has made on behalf of the community it represents.

vi) Smart Level System/District Wide Telemetry Bid

That a Local Levy Bid has been submitted that appears to have been successful and will offer a contribution of half the cost of installing telemetry at pumping station sites. This will allow early warnings of pump or weedscreen failure and remote operation. Also, as the bid covers all MLC administered IDBs there is scale which will facilitate very competitive rates.

Miss Ablett outlined the options available and the costs attached and enquired whether the Commissioners wished to be included in the arrangements for telemetry provision.

The Chairman expressed his concern regarding the cost even taking into account a 50% reduction.

Councillor Cornwell reported that he thought there was a flood project underway, where the Local Lead Flood Authority had put in for a grant, which was trying to obtain extra funding and he enquired whether the Commissioners would be able to obtain any funding. He advised that the Commissioners should not reject this opportunity in view of the recent rainfall events, the Commissioners should at least be looking at having a system that provides them with a warning.

Miss Ablett advised that she was unsure whether this could be used for telemetry, in view of the 50% funding already obtained, but would make enquiries.

Mr Alterton considered the Commissioners should be looking into a telemetry system that alerts you to whether the pump is on or off. Over the Christmas period there had been a power cut, which could have caused a problem, and it was in these circumstances where some form of telemetry would be beneficial.

Miss Alterton agreed that the basic option which would monitor the levels and indicate when pumps were on or off would be useful. She added there was no need to have remote access as the pumping stations were visited regularly as there were no weedscreen cleaners installed.

Miss Alterton enquired whether the development funds could be used to fund the cost of the installing telemetry.

Miss Ablett advised that development monies had been received from developers to maintain drains in specific developed areas over time. She added that the Commissioners should be aware that, if these funds were used, they needed to ensure that sufficient funds would still be available should future problems occur with any surface water discharge in these areas.

Mr Lakey confirmed that an advance warning system would be sufficient for the Commissioners as the District Officer would receive a telephone message immediately should a problem arise, such as the tripping of the pump.

RESOLVED

That the basic option for telemetry be installed at both pumping stations, if possible, at a cost in the region of £3,000 and for this to be funded from the Development fund if funding was unavailable elsewhere.

vii) Anglia Farmers

Further to minute C.1080(vi), Miss Ablett advised that although the running of the remainder of the Anglia Farmers electricity contract had continued to be monitored it had been difficult to address some of the issues due to the restrictions caused by COVID-19.

In view of this, the Middle Level Commissioners' resolved to remain with Anglia Farmers for a further contract period post 30th September 2021 and to continue to monitor the performance of Anglia Farmers over the new contract period.

Miss Ablett reported that in addition it was proposed that quotes for 'green energy' be included, with a view to moving over to this form of power supply if the cost differential is marginal. Miss Ablett further reported that the need to show that IDBs carbon footprint is being actively managed over future years is expected to increase with the Environment Agency setting themselves the target of being carbon neutral by 2030.

Miss Ablett reported that the Chairman had subsequently agreed for the Board to remain with Anglia Farmers.

RESOLVED

That the Chairman's actions be approved.

viii) Fens Biosphere

Further to minute C.1121, Miss Ablett referred to the leaflet from Cambridgeshire Acre.

ix) Land Registry

Whilst is a legal requirement for land occupiers to notify the Board of any change of occupation, including releasing contact details for the new occupiers, on many occasions this does not occur and time is spent trying to determine who the new occupier is. When the normal avenues fail to deliver any meaningful information we now use our Land Registry account to gain details of the current land owner. The costs of making an application via this method are small (currently £6) but obviously this will show up on the Board accounts, hence the need to draw this new way of working to the Boards attention.

x) National Drainage Show & Floodex 2021

That the National Drainage Show & Floodex 2021 will be held at ExCel, London on the 9th and 10th November 2021.

C.1163 Consulting Engineers' Report, including planning and consenting matters

The Commissioners considered the Report and Supplementary Report of the Consulting Engineers.

Mr Lakey reported on the works carried out last year. He advised that there had been an issue at North Creek pumping station recently where the pump had tripped out and he had spoken with the Consulting Engineer who would be visiting the site to change the overload as this seemed to be where the fault lies.

Councillor Cornwell reported that, having received a number of complaints regarding the drain at Foxglove Way being filled with debris and beginning to smell, he had advised residents that he would raise their concerns at this meeting and enquired when the drain maintenance was programmed for this year.

Mr Lakey advised that due to conservation issues regarding nesting birds the Commissioners were unable to carry out any works before July but was hopeful it would be done this year. In previous years the work had been postponed due to wet weather and unsuitable ground conditions.

Miss Ablett referred to the asset appraisals carried out by the Consulting Engineer and to the short-term issues highlighted as the Commissioners should be considering likely future expenditure when setting their rate.

Miss Ablett reported that the Engineer had advised that the pump at North Creek Pumping Station, installed in 1990, was at the end of its design life and although running hours were low there was a chance the seals might fail and the pump could need replacing at any time. The Consulting Engineer had estimated the cost of the pump equipment to be in the region of £30,000.00, but, if the control equipment was replaced at the same time, the estimated cost would likely increase to approximately £66,000.00.

Miss Alterton considered the pump should be replaced, although she was aware this was a large expense and enquired whether the development funds could be utilised.

Miss Ablett repeated her advice that the Commissioners needed to be aware that the development funds received from developers were for the Commissioners to maintain specific drains and any monies utilised from this fund should be replenished for this reason.

The Chairman enquired whether the pump replacement should be delayed as, depending on when any future development within the area may occur, a different pump may be required.

Mr Lakey advised that, as the Middle Level System is designed based on the existing pumps and would not consent any increase. This is why moving forward any discharges should be at greenfield rates where possible.

Miss Alterton proposed that the pump should be replaced next year and the Commissioners should raise funds this year towards the cost. She added that the Commissioners should be looking to replace the pump next summer as they did not want the existing pump to fail in the winter when most of the pumping occurs.

Miss Ablett advised that, in view of the limited funds available to the Commissioners and due to the matters highlighted in the asset appraisal that required addressing in the next 3-5 years, the Commissioners should consider raising funds for future asset replacements or future works.

Mr Alterton suggested a percentage of the development fund could be used and the balance raised by the Commissioners.

Miss Alterton added that, in the meantime, if the pump failed, they would have no alternative but to use the monies held in the development fund. She requested that a quote be obtained by the Consulting Engineer for the Commissioners to review.

Miss Ablett referred to the planning section of the Consulting Engineer's report.

a) In view of the absence of any recent correspondence and subsequent instruction from the Commissioners, the Planning Engineer had presumed that the Commissioners were content with any development that had occurred relating to St. Johns College, Cambridge (MLC Ref. No. 408) and the Braza Club Ltd. (MLC Ref. No. 478) and that no further action was required at this time.

b) With regard to the regeneration of Estover Playing Field (MLC Ref No 440), the Planning Engineer had advised that the proposals put forward did not meet current design guidance or the Commissioners' requirements and contrary to national and local guidance no allowance had been made for climate change. He confirmed that at the moment the proposals put forward met a 1 in 10 event with no climate change allowance, whereas the national and local guidance was a 1 in 100 event, plus 40% allowance for climate change, and enquired of the Commissioners' opinion and of any further instruction.

c) Miss Ablett referred to both the March to Wisbech Transport Corridor and the March Area Transport Study and reported that the Planning Engineer had advised that neither were at the stage for comment but he requested approval from the Commissioners to respond, when necessary, in order to protect their interests.

<u>RESOLVED</u>

i) That the Report and the actions referred to therein be approved.

ii) <u>Weed control and drain maintenance</u>

That the maintenance works contained within the Report be undertaken.

iii) That the Consulting Engineer obtain a quotation for replacing the pump at North Creek Pumping Station and this be sent to all Commissioners for their comments.

iv) St. Johns College, Cambridge (MLC Ref. No. 408) and the Braza Club Ltd. (MLC Ref. No. 478)

That, in order to protect the interests of the Commissioners, the Planning Engineer continues to deal with matters relating to these applications, as and when required.

v) Estover Playing Field (MLC Ref No 440)

That, in order to protect the interests of the Commissioners, the Planning Engineer responds to the applicant.

vi) March to Wisbech Transport Corridor and March Area Transport Study

That, to protect the interests of the Commissioners, the Planning Engineer responds, where necessary.

C.1164 Capital Improvement Programme

The Commissioners considered their future capital improvement programme.

Miss Ablett advised that the programme highlighted when potential works may be required and was to assist the Commissioners with planning and budgeting for future expenditure.

Miss Alterton requested that the costs of £30,000.00 relating to the pump replacement at North Creek Pumping Station be moved from year 3 - 2023/2024 to year 2 - 2022/2023.

RESOLVED

That the Capital Programme be approved in principle and kept under review, subject to £30,000.00 of the £66,000.00 shown in the year 2023/2024 for pumping station pumping control equipment replacement at North Creek pumping station being moved forward and shown in year 2022/2023.

C.1165 District Officer's Report

The District Officer provided a report to the Commissioners and this was noted and approved.

C.1166 Conservation Officer’s Newsletter and BAP Report

Miss Ablett referred to the Conservation Officer’s Newsletter, dated December 2020, previously circulated to the Commissioners.

The Commissioners considered and approved the most recent BAP report.

C.1167 District Officer's Fee

The Commissioners gave consideration to the District Officer's fee for 2021/2022.

RESOLVED

That the Commissioners agree that the sum of £845.00 be allowed for the services of the District Officer for 2021/2022.

(NB) – Mr T Hopkin declared a financial interest when this item was discussed.

C.1168 State-aided Schemes

Consideration was given to the desirability of undertaking further State-aided Schemes in the District and whether any future proposals should be included in the capital forecasts provided to the Environment Agency.

RESOLVED

That no proposals be formulated at the present time, subject to any funding that may be available for the replacement pump at North Creek pumping station.

C.1169 Environment Agency – Precepts

Miss Ablett reported that the Environment Agency had issued the precept for 2021/2022 in the sum of £2,118.00 (the precept for 2020/2021 being £2,118.00).

C.1170 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

Miss Ablett reported that the sum of £1,204.94 (inclusive of supervision) had been received from the Environment Agency (£1,554.99 representing 80% of the Commissioners' estimated expenditure for the financial year 2019/2021 less £347.05 overpaid in respect of the financial year 2019/2020).

C.1171 Association of Drainage Authorities
Subscriptions

Miss Ablett reported that the Clerk had been advised that subscriptions for 2021 will remain unchanged at £565.

RESOLVED

That the requested ADA subscription for 2021 be paid.

C.1172 Determination of annual value for rating purposes

The Commissioners considered the recommendation for the determination of annual value for rating purposes.
RESOLVED

i) That the determination recommended be adopted by the Commissioners.

ii) That the Clerk be empowered to serve notices and to take such other action as may be necessary to comply with statutory requirements.

iii) That the Chairman and the Clerk be empowered to authorise appropriate action on behalf of the Commissioners in connection with any appeal against the determination.

C.1173 Rate arrears

Consideration was given to writing off rate arrears amounting to £15.74.

RESOLVED

That the arrears be written off.

C.1174 Health and Safety

Further to minute C.1134(b) the Chairman referred to the report received from Cope Safety Management following their visit to the District on the 5th February 2021.

The Chairman reported that all issues identified by the COPE Safety Management inspection had been resolved and the hand rails at both pumping stations had been improved.

He confirmed there was very little to be concerned about at this time and Cope Safety Management were satisfied with the work being carried out.

C.1175 Special Circumstance Policy on Tendering

Miss Ablett referred to the policy that had been produced and advised the Commissioners that there had been issues for some IDBs during the COVID-19 pandemic in respect to meeting their normal policy on numbers of valid tenders or quotations. It was intended that this policy would only apply in special conditions such as these and that to invoke the policy the Chairman would need to record what the special circumstance was before it could be used.

RESOLVED

That the Commissioners formally adopt this policy.

C.1176 Completion of the Annual Accounts and Annual Return of the Commissioners – 2019/2020

a) Miss Ablett referred to the comments made by the external auditors and advised the Commissioners that this was as a result of the restrictions imposed due to COVID-19, as staff were working from home and meetings were being held remotely. Although figures were completed, agreed and signed off by the Responsible Financial Officer prior to the meeting, due to the meeting being so close to the year-end and the tight time-scales involved, the AGAR had inadvertently not been dated. After the remote meeting the AGAR was sent to the Chairman for signing and when returned it was incorrectly dated on the date it was returned and not the date the figures were actually agreed and signed off by the Responsible Financial Officer.

The Commissioners were satisfied that this was a unique set of circumstances and accepted the explanation given by the Clerk and of his assurance that procedures will be implemented to try and prevent this occurring in the future.

b) The Commissioners considered and approved the Audit Report of the Internal Auditor for the year ended on the 31st March 2020.

C.1177 Defra IDB1 Returns

Miss Ablett referred to the completed IDB1 form for 2019/2020 which the Commissioners noted and approved.

C.1178 Budgeting

Miss Ablett referred to the budget comparison of the forecast out-turn and the actual out-turn for the financial year ending 31st March 2020.

C.1179 Review of Internal Controls and appointment of Internal Auditor

The Commissioners considered and expressed satisfaction with the current system of Internal Controls.

Miss Ablett reported that the agreement with the Commissioners` Internal Auditor ended in 2021 and that, due to restrictions caused by COVID-19 and increased workloads from the winter rainfall events, it had not been possible to properly tender for a new agreement. Following discussions with Whiting & Partners it had therefore been agreed that the current arrangements would be extended by one year to allow sufficient time for the tender process to be carried out.

RESOLVED

That the Commissioners approve the one-year extension of the appointment of Whiting & Partners as Internal Auditor.

C.1180 Risk Management Assessment

a) The Commissioners considered and expressed satisfaction with their current Risk Management Policy.

b) The Commissioners considered the insured value of their buildings.

Miss Ablett referred to the Consulting Engineer’s valuations of the pumping stations included in the Engineer`s report and enquired whether the Commissioners wished for the pumping stations insured sums to be increased to the Engineer’s valuations.

RESOLVED

That the insured sums of the Commissioners’ buildings be increased to the Consulting Engineer’s valuations.

C.1181 Transparency Code for Smaller Authorities

Miss Ablett reported that the Commissioners’ expenditure had exceeded £25,000 this year and therefore a limited assurance review would be necessary.

Miss Ablett reminded the Commissioners that they had previously resolved to continue with a limited assurance review and not take advantage of the audit exemption available for smaller public bodies with income and expenditure less than £25,000 and enquired whether the Commissioners were still content to continue with a limited assurance in future years should the income or expenditure fall below £25,000.

RESOLVED

To continue with a limited assurance review should the income or expenditure fall below £25,000.

C.1182 Exercise of Public Rights

Miss Ablett referred to the publishing of the Notice of Public Rights and publication of unaudited Annual Return, Statement of Accounts, Annual Governance Statement and the Notice of Conclusion of the Audit and right to inspect the Annual Return.

C.1183 Annual Governance Statement – 2020/2021

The Commissioners considered and approved the Annual Governance Statement for the year ended on the 31st March 2021.

RESOLVED

That the Chairman be authorised to sign the Annual Governance Statement, on behalf of the Commissioners, for the financial year ending 31st March 2021.

C.1184 Payments 2020/2021

The Commissioners considered and approved payments amounting to £29,228.76 which had been made during the financial year 2020/2021.

(NB) – The District Officer declared an interest in the payment made to him.

C.1185 Annual Accounts of the Commissioners – 2020/2021

The Commissioners considered and approved the Annual Accounts and bank reconciliation for the year ended on the 31st March 2021 as required in the Audit Regulations.

RESOLVED

That the Chairman be authorised to sign the Return, on behalf of the Commissioners, for the financial year ending 31st March 2021.

C.1186 Expenditure estimates and special levy and drainage rate requirements 2021/2022

The Commissioners considered estimates of expenditure and proposals for special levy and drainage rates in respect of the financial year 2020/2021 and were informed by Miss Ablett that under the Land Drainage Act 1991 the proportions of their net expenditure to be met by drainage rates on agricultural hereditaments and by special levy on local billing authorities would be respectively 11.02% and 88.98%.

RESOLVED

i) That the estimates be approved.

ii) That a total sum of £25,634 be raised by drainage rates and special levy.

iii) That the amounts comprised in the sum referred to in ii) above to be raised by drainage rates and to be met by special levy are £2,819 and £22,815 respectively.

iv) That a rate of 5.30p in the £ be laid and assessed on Agricultural hereditaments in the District.

v) That a Special levy of £22,815 be made and issued to Fenland District Council for the purpose of meeting such expenditure.

vi) That the seal of the Commissioners be affixed to the record of drainage rates and special levies and to the special levies referred to in resolution (v).

vii) That the Clerk be authorised to recover all unpaid rates and levies by such statutory powers as may be available.

C.1187 Display of rate notice

RESOLVED

That notice of the rate be affixed within the District in accordance with Section 48(3)(a) of the Land Drainage Act 1991.

C.1188 Date of next Meeting

RESOLVED

That the next Meeting of the Commissioners be held on Tuesday the 12th April 2022.

March Fifth District Drainage Commissioners

Capital Improvement Programme (2022/2023)

		PREVIOUS YEAR	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	FUTURE YEARS	ALL YEARS
		Pre Yr 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Post Year 10	Total Expenditure
North Creek P/S	Pumping station replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Pumping station pumping and control equipment replacement	0	34.5	36.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	70.5
	Pumping station automatic weedscreen cleaning equipmet	0	0	0.0	0.0	0.0	0.0	80.0	0.0	0.0	0.0	0.0	0.0	80.0
	Pumping station Control building refurbishment/replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Pumping station compound/surrounds improvements	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
South Creek P/S	Pumping station replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Pumping station pumping and control equipment replacement	0	0	6.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	56.0
	Pumping station automatic weedscreen cleaning equipmet	0	0	0.0	0.0	75.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	75.0
	Pumping station Control building refurbishment/replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	12.0	0.0	12.0
	Pumping station compound/surrounds improvements	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Refurbishment of inlets/outfalls	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Drainage Channels														
		0	**34.5**	**42**	**0**	**125**	**0**	**80**	**0**	**0**	**0**	**12**	**0**	**294**

APPROVED AT MEETING 13th APRIL 2021

PUMP REPLACEMENT (NORTH CREEK) 2022/23	30,000
CONTROL PANEL FOR 2023/24	36,000

SMART LEVEL SYSTEM/DISTRICT WIDE TELEMETRY BID

OPTION 1 - £4,000 FOR BOTH STAIONS - approx. costs

FUNDED FROM DEVELOPMENT FUND at £4,500 per station - 50% grant funded

SA/DT/RL organising discussions/meeting to promote pump replacements and inclussion in PAFS
check updated position when updating schedule for 2022/2023

March Fifth District Drainage Commissioners

Biodiversity Action Plan Report 2021-22

Environment Act (2021) and note on 2021-22 BAP report

The new Environment Act recognises the key roles IDBs play in nature conservation (Photo: PB)

The Environment Act (2021) passed into UK law in November 2021 with the aim of protecting and enhancing our environment for future generations. The Act includes bold aims to 'halt the decline in species by 2030', improve air quality, natural habitats and how look at how resources may be better used. For Internal Drainage Boards ADA describes the Act as bringing 'impacts and opportunities' which recognise the important role IDBs have to play in some of these targets. Areas of particular interest to IDBs are:

- Biodiversity Assessment and Reporting
- Species Conservation Strategies and Protected Sites Strategies
- An Office for Environmental Protection (OEP) to uphold environmental law

Following the note in the 2020-21 report, work is underway to update IDB Biodiversity Action Plans in line with the newly available ADA guidelines. As part of this process voluntary submissions for an IDB 'Biometrics survey' were issued by ADA in autumn 2021 and were submitted on behalf of the Board by the Conservation Officer. This survey aims to gather data relevant to key targets of the Biodiversity Action Plan with a view to putting IDBs 'on the front foot' with regards future Biodiversity reporting and assessment, like that laid out in the Environment Act above.

The Conservation Officer is happy to field any questions on the subject and will continue to work with Boards on existing and future plans.

March Fifth DDC Report Summary

Invasive Species

See map for locations. Parrot's Feather continues to be found in the regular drains off Foxglove Way. Continue spray treatment in March and April when emerging and repeat later in the year.

Trapping efforts have shown the Twenty Foot River, adjacent the district, to be an attractive area for mink – 2 trapped in winter 2021.

Barn Owls

Sightings welcomed by the Conservation Officer.

Water Voles

As always, Boards are reminded to contact the Conservation Officer *before* any bank reprofiling or other works that may impact water voles take place. If unsure, please contact the Conservation Officer regardless.

Tree Planting

Sites sought within IDB districts – contact Conservation Officer with any suggestions.

Training

No training opportunities possible in 2021 due to Covid-19 guidelines. New sessions are planned in 2022 covering two important areas of our work; it is hoped that IDBs will be able to use the opportunities to refresh their knowledge on the subjects and/or enhance the skills of contractors/staff who may not have received such training before.

Tuesday 22nd March 2022: Non-native species workshop. Venue: Oliver Cromwell Hotel, March. 10-1pm.

The culmination of our Floating Pennywort awareness project, this training morning will provide an up-to-date summary of invasive species, both flora and fauna, to look out for in the Middle Level. Guest speakers: Cliff Carson and Mike Foley.

May/June date TBC: Water voles - ecology, legislation and mitigation: a guide for IDBs. Venue: Middle Level Offices, March (followed by visit to local drain)

This training will be led by Julia Massey CEnv MCIEEM a Principal Ecologist with many years of experience working with water voles in the fens. It will cover the key elements of the species' ecology and how it relates to the work of IDBs.

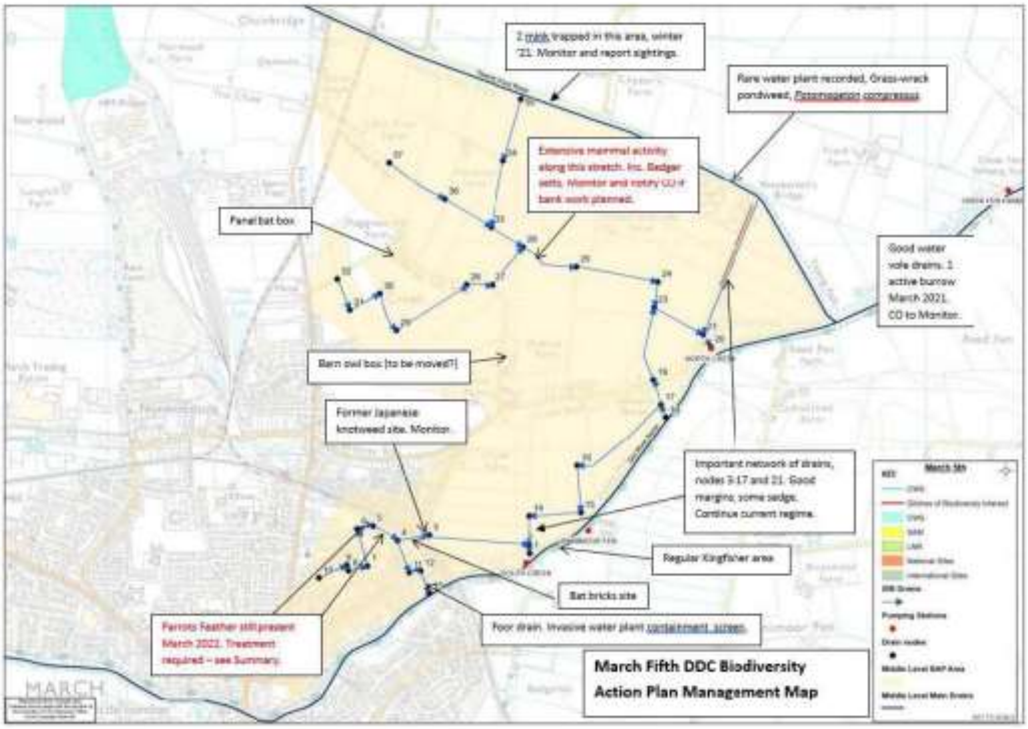
Peter Beckenham, Conservation Officer for Middle Level Commissioners

Peter.beckenham@middlelevel.gov.uk / 07765 597775

Photos: Left, sedge margins along node 14-15; Right, mowing creating good reed margins – an important habitat feature

2

March Fifth DDC Map 2021-22



Drainage Ditch Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Manage ditches for biodiversity as well as for drainage	1.1	Establish and maintain a management plan for routine IDB operations incorporating key biodiversity features	Conservation Officer	2015	Plan finalised and followed each year	*A map is attached*
		1.2	Look for opportunities to provide natural erosion protection such as marginal plant ledges when re-profiling ditches	Conservation Officer	Ongoing	If re-profiling is carried out, opportunities identified	*Small, narrow stretch re-profiled, ledge not possible*
2	Identify ditches of conservation interest and manage appropriately	2.2	Ensure appropriate management of ditches for priority species	Conservation Officer, Plantlife, Wildlife Trust	Ongoing	Specified in management plan	*Ditches of interest identified on Management Plan map*
3	Work with landowners to benefit wildlife in the district	3.1	Encourage establishment and maintenance of field margin buffer zones (beyond bare minimum cross compliance requirements, e.g. via stewardship)	Conservation Officer, Natural England, Wildlife Trust, FWAG	Ongoing	Length of ditch with buffer zone	*No enquiries were received during the period*
		3.2	Make ditch management advice available to interested private landowners	Conservation Officer	Ongoing	Number of landowners adopting wildlife-friendly ditch management	*No enquiries were received during the period*

4	Control invasive species	4.1	Report any sightings of non-native invasive species immediately to the Conservation Officer and control as appropriate	Conservation Officer, Environment Agency, Plantlife, Wildlife Trust	Ongoing	Reports to Conservation Officer	*Parrot's Feather (and possibly Crassula) still present in the Board's drain at Foxglove Way. A round of treatment should be planned in 2022.* *The former stand of Japanese knotweed beside ditch 3-4 at March South signal box should be monitored.*

Reedbed Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Identify, assess and map any areas of reedbed over 0.5ha in size	1.1	Pass details of any known areas to Conservation Officer	Wildlife Trust, Natural England, Environment Agency	2013	Review of reedbed areas carried out	*No areas of reedbed over 0.5ha identified*
2	Support appropriate reedbed creation	2.2	Assist private landowners who wish to create areas of reedbed on their own land	Wildlife Trust, Environment Agency	Ongoing	Number of landowners assisted	*No requests received*
3	Take conservation value of reedbed into account when planning and carrying out ditch and river maintenance	3.1	Retain existing reed fringes at the toe of the bank, where possible, when de-silting larger drains	Conservation Officer	Ongoing	% Operations where reed is retained	*Visual indicators good*
		3.2	Undertake work outside the bird breeding season (7th April – 15th July). Where this is not possible take conservation advice and carry out breeding bird surveys prior to works.	Conservation Officer, Wildlife Trust, RSPB	Ongoing	Reeds not cut during bird nesting season	*Management work was not carried out during the bird nesting period*

5

Open Water Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Promote the creation of ponds, lakes and reservoirs in appropriate areas	1.1	Consider pond creation as mitigation when a ditch has to be filled in or culverted	Local authorities, Amphibian & Reptile Conservation, Wildlife Trust	Ongoing	Number of ponds created	*None*
		1.2	Support creation of flood storage areas and reservoirs	Environment Agency, Natural England, Wildlife Trust, RSPB	Ongoing	Number of projects involved with	*No flood storage areas or reservoir projects arose during the period*
		1.3	Assist private landowners with advice, information or contacts as necessary	Amphibian & Reptile Conservation, Wildlife Trust	Ongoing	Number of landowners assisted	*None*
2	Look for opportunities to create open water habitat when managing ditches	2.1	Create a pool at an appropriate ditch junction when re-profiling (see the Drainage Channel Biodiversity Manual, technique CL3)	Conservation Officer	2010	One pool successfully created	*No opportunities for this method arose*

6

Water Vole Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Manage ditches according to the law and to best practice for water vole	1.1	Assume water voles are present when carrying out works and follow the ADA water vole mitigation guide	Conservation Officer	Ongoing	Measures incorporated in management plans	*Water vole Best Practice methods were used*
		1.2	Publicise good practice for rat control near drainage ditches	Conservation Officer, Wildlife Trust	Ongoing	Good practice publicised	*Best Practice for rat control has been previously publicised in the Environmental Officer's Natural Level newsletter*
2	Enhance drainage ditch habitat to benefit water vole	2.1	Look for opportunities to add a marginal shelf when re-profiling banks	Conservation Officer	Ongoing	(a) Opportunities identified (b) Measures taken	*No opportunities identified*
		2.2	Consider using coir roll to stabilise banks and provide marginal vegetation	Conservation Officer	Ongoing	(a) Sites considered (b) Measures taken	*No appropriate sites or opportunities arose during the period*
3	Monitor water vole populations	3.1	Set up a survey programme to monitor water vole populations	Conservation Officer, Wildlife Trust	2010	Surveys carried out	*Key drains surveyed annually*
		3.2	Provide data on water vole to the relevant Biological Records Centres	Conservation Officer, CPERC, NBIS	Ongoing	Data sent via Environmental Officer annually	*Data sent to CPERC*
4	Control mink as necessary	4.2	Carry out mink control as part of the Middle Level programme and report all sightings to the Conservation Officer	Conservation Officer	Ongoing	Number of sightings/minks caught	*2 mink trapped on Twenty Foot in winter 2021*

Otter Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Improve otter habitat	1.1	Identify and maintain existing key bushes and trees near watercourses likely to be important for otters	Conservation Officer	2012 and ongoing	Sites identified and listed in management plans	*Suitable habitat and popular sprainting sites represented on map*
2	Monitor otter populations	2.3	Ensure any dead otters are reported to the Conservation Officer	Conservation Officer, Environment Agency	Ongoing	Otters reported to Conservation Officer, if found	*No dead otters were reported but several active field signs found*
3	Reduce otter deaths related to eel and crayfish trapping and road traffic	3.1	Report incidents of suspected illegal netting, trapping or fishing to the Environment Agency Fisheries Officers and the Conservation Officer	Environment Agency, Angling Clubs & syndicates	Ongoing	Incidents reported, if discovered	*No reports or indications of illegal trapping noted. Members are encouraged to report any suspicious activity or illegal fishing to the EA or Conservation Officer*

Bats Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Improve habitat for bats	1.1	Put up at least one bat box at an appropriate site, e.g. a pumping station	Bat Conservation Trust	2015	Number of bat boxes sited	*A bat box was installed at Flaggrass Hill Farm in March 2013*
		1.2	Pollard suitable trees to provide bat roosts		Ongoing	Number of trees pollarded	*No trees identified*
		1.3	Identify potential sites for a bat hibernaculum, e.g. in disused buildings or tunnels	Conservation Officer, Bat Conservation Trust	As opportunities arise	Site created	*Six bat bricks were previously installed in culvert 3-4*
2	Collect information on	2.1	Monitor bat boxes	Bat Conservation Trust	2015 onwards	Number of boxes used by bats	*Not checked*

	bat populations	2.2	Pass bat box information to CPBRC and NBIS	Conservation Officer, CPBRC, NBIS	2015 onwards	Data via Conservation Officer annually	*Annually if box found to be occupied by bats*

Kingfisher Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Improve the quality of kingfisher habitat	1.1	Provide at least 2 potential nest holes in sheet pilings	Conservation Officer	Ongoing	Number of nest sites provided	*None*
		1.2	Leave kingfisher fishing perches where possible (e.g. occasional branch)	Conservation Officer	Ongoing	Number of perch sites left	*There are many natural perch sites for kingfishers available*
2	Collect records of kingfisher breeding between March and July	2.1	Note sightings of potential breeding kingfisher and pass information to CPBRC and NBIS via the Environmental Officer	Conservation Officer, CPBRC, NBIS	Ongoing	Data sent via Conservation Officer annually	*None*

Barn Owl Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Improve the quality of barn owl habitat	1.1	Put up at least one barn owl nest box in a suitable location	Wildlife Conservation Partnership	2015	Number of nest boxes provided	*One barn owl box previously installed at Walnut Farm*
		1.2	Pollard suitable trees to provide natural nest sites	Conservation Officer	Ongoing	Number of trees pollarded	*Few trees suitable for pollarding are present in board managed sites but many nest boxes exist in the District*

2	Collect records of barn owl presence	2.1	Monitor nest boxes for use. Have occupied boxes checked for success by licensed barn owl ringers	Wildlife Conservation Partnership	2015	(a) Number of nest boxes checked by licensed ringers (b) Number of nest boxes used	*(a) One (b) will be checked when possible*
		2.2	Pass barn owl box information to CPBRC and NBIS	Conservation Officer, Wildlife Conservation Partnership, CPBRC, NBIS	2015	Data sent via Conservation Officer annually	*Annual, when box is occupied*

Procedural Action Plan

Target Reference	Target	Action Reference	IDB Actions	Partners	Date	Indicators	Report
1	Provide training on IDB BAP and conservation management of drainage channels for all relevant staff by 2013	1.1	Establish programme of 1-day courses for IDB staff	Conservation Officer, Wildlife Trust, Natural England	2013	Staff numbers attending	*See Summary for details on 2 training sessions forthcoming. A Board representative would be welcome*
		1.2	Establish suitable training for contractors' staff	Conservation Officer, Contractors	2013	Contractors covered	*The DDC contractor has previously attended a 'Ditching where water voles are present' workshop.*
2	Take biodiversity into account when planning and undertaking capital works	2.2	Consult with the Conservation Officer and choose the best possible mitigation solutions for biodiversity, e.g.fish-friendly pumps	Conservation Officer	Ongoing	Number of schemes commented on	*No Capital works undertaken during the period*

Site Safety Inspection Record

March 5th IDB

Complete

Site Safety Inspection

Name of organisation:	March 5th IDB
Date of site visit	14 Sep 2021 11:45 BST
Address of inspected premises	Flagrass Hill Farm Flagrass Hill March PE15 0BX
Name of Advisor	Martin Clark
Time of arrival at site:	14 Sep 2021 11:45 BST
Audit Name	March 5th IDB

Audit

Inspection Record

An opening meeting was held with

Tony Hopkin

Have there been any accidents since our last visit?	No

None recorded.

Have there been any new starters since our last visit?	No

None recorded.

1

An opening meeting was held with Tony. No significant changes to the operations at North Creek and South Creek Pumping Stations were noted.

2

South Creek Pumping Station has an adjacent property (seen to the right of the attached photograph), and it was understood that the owners of the property have intentions of siting a commercial holiday let/fishing lodge operation for which planning permissions are being sought. In the event that such permissions are granted, the potential impact on the IDB may include the need to extend the fencing on the site and provide additional warning signage, etc.
Cope Safety Management Limited undertook to assist with the provision of associated risk assessments as required by any change of use of the adjacent property.

Photo 1

3

At North Creek Pumping Station an overhead powerline pole is leaning significantly, and it is foreseeable that in due course this pole may fail bringing down the high voltage powerlines.
It is recommended that the Distribution Network Operator (DNO) responsible for the overhead powerline be contacted to alert them to the potential failure of this pole, and that a record of that communication be kept.
In the interim, it is recommended that a close watch is kept on the condition of the pole and any significant changes are communicated to the DNO.

Photo 2

4

Remote/lone working was discussed with Tony and it was understood that the pumping stations are visited periodically and that the clearing of weed is relatively infrequent.
Cope Safety Management Limited undertook to assist with the provision of a Safe System of Work (SSOW) for lone working. Once completed this document will be sent to Middle Level Commissioners to be communicated to March 5th IDB. Please ensure that this document is communicated to relevant employees and records are obtained.

Photographic Risk Assessment

Signature of person informed

Signature of person informed 1

Signature of person informed

Signed on behalf of Tony Hopkin by advisor
17 Sep 2021 13:20 BST

Advisor's signature

Martin Clark
15 Sep 2021 12:26 BST

Departure time 14 Sep 2021 14:40 BST

Photographic Risk Assessments closed out during the visit.

Nil

Number of outstanding Photographic Risk Assessments **0**

From 0 to 99

Appendix

Photo 1

Photo 2

MARCH FIFTH IDB
SUMMARY OF PHOTOGRAPHIC RISK ASSESSMENTS

No Outstanding Photographic Risk Assessments

March Fifth District Drainage Commissioners

Notice of conclusion of the audit

Annual Governance & Accountability Return for the year ended 31st March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014
Accounts and Audit Regulations 2015 (SI 2015 /234)

1 The Audit of accounts for the March Fifth District Drainage Commissioners for the year ended 31st March 2021 has been completed and the accounts have been published.

2 The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of March Fifth District Drainage Commissioners on application to:

The Clerk
March Fifth District Drainage Commissioners
85 Whittlesey Road
March
Cambridgeshire
PE15 0AH

between the hours of 9.00am and 4.00pm on Mondays to Fridays (excluding public holidays), when any local elector may make copies of the Annual Return.

3 Copies will be provided to any local elector on payment of £2.40 for each copy of the Annual Return

Announcement made by: D C Thomas - Clerk to the Board

Date of Announcement: 17th September 2021

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

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

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

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

13/04/21

and recorded as minute reference:

C.1183

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

Chairman

Clerk

WWW.MIDDLELEVEL.GOV.UK

Section 2 – Accounting Statements 2020/21 for

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

	Year ending 31 March 2020 £	Year ending 31 March 2021 £	Notes and guidance: *Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.*
1. Balances brought forward	115,179	108,555	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	16,617	16,903	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	1,773	1,485	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	0	0	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	25,014	34,607	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	108,555	92,336	*Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).*

8. Total value of cash and short term investments	121,910	115,020	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.*
9. Total fixed assets plus long term investments and assets	809,000	809,000	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

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

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

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

Date 6th APRIL 2021

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

13/04/21

as recorded in minute reference:

C.1185

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

Section 3 – External Auditor Report and Certificate 2020/21

In respect of **MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS – DB0049**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

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

3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name	PKF LITTLEJOHN LLP		
External Auditor Signature	PKF Littlejohn LLP	Date	12/09/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Whitings
Chartered Accountants LLP
The Old School House, Dartford Road
March, Cambridgeshire, PE15 8AE
t: 01354 652304
e: march@whitingsllp.co.uk
w: whitingsllp.co.uk

MNH/BB/MM053
08 October 2021

Messrs. D Thomas and R Hill
Middle Level Offices
85 Whittlesey Road
March
Cambs.
PE15 0AH

Dear Messrs. D Thomas, R. Hill, and S Ablett,

MLC administered Internal Drainage Boards - Internal Audit 2020-2021

Having completed the internal audit work for the various Internal Drainage Boards administered by the Middle Level Commissioners officers for the year ended 31 March 2021, we are pleased to provide you with the following recommendations to be considered for implementation. We have included some general points and some points which are related to specific boards.

General points

1. **Annual Return – Guidance notes**
   We note that there has been a subtle change within the guidance notes on completing Part 3 of the Annual Governance and Accountability Return (AGAR) 2020/21 from what was shown in 2019/20. Previously the guidance stated that "the authority **should** receive and note the annual internal audit report **if possible** before approving the annual governance statement and the accounts" this has been replaced by "the authority **should** receive and note the annual internal audit report before approving the annual governance statement and the accounts". As such whilst we are satisfied that all of the administered boards have previously and remain compliant in this matter, due to this not being something that the boards **must** comply with, we would strongly urge a review of the wording within any future AGAR's to ensure that, should this requirement come into force, you are able to adjust your plan of works in plenty of time. We would also request that should this take affect you contact us at your earliest convenience, so that we may tailor our own work programmes accordingly.

2. Asset Valuations and Insurances

We note that there are a number of boards which have had revaluations within the year on their pumping station assets and that these are now valued in excess of what has been included within the insurance valuations and the accounts/annual return. We appreciate that the accounts/annual return value must remain at cost/deemed cost however we would suggest that as soon as the results of these valuations come to light you seek to change the insurance valuation accordingly, we understand that in many cases these amendments are carried out at the point of annual renewal.

In some individual cases it is noted that residential properties have been revalued during the audited year, but the underlying insurance values have not been increased. We recommend that, as with pumping station assets, the insurance valuation is increased to reflect the current market value and thereby ensure that such assets are adequately insured.

Finally, it is noted that, whilst a large proportion of boards have taken the option to revalue for insurance purposes their pumping station and residential assets during the year, there are some boards that have not followed suit. We have seen elsewhere that such revaluations have sometimes resulted in significant uplifts in value, and as such we would suggest that any remaining boards that have yet to carry out such an exercise do so at the earliest convenience.

We would recommend that in the absence of specific information to the contrary suggesting need for earlier review, that a revaluation exercise be performed for insurance purposes at least every 5 years on all major Board assets.

Client Comment:

All Boards are asked concerning valuations for insurances and it is a Board decision. Depending when the meeting is held and when the valuation is completed depends when the instruction can be given. However, once approved we look to update policies at that time. Where applicable, we are also looking into the viability of having certain values index linked but note that these will still need monitoring on a routine basis.

3. Employee Benefits - Vehicle Usage, and VAT recovery

In 2020 a high-level tax case was brought by HM Revenue & Customs against Coca-Cola European Partners Great Britain Limited relating to vehicles provided to employees of Coca-Cola and whether these 'dual purpose' vehicle should be classed as a van or a car for benefit-in-kind (BIK) and other taxation purposes. Typical example of such a vehicle being a double-cab pickup as operated by some boards.

This case was ruled in favour of HMRC where the use of three of its vehicles (2 Volkswagen Kombis and a Vauxhall Vivaro) should be treated as cars, rather than vans for tax purposes. The Vauxhall had been modified in a number of ways and an additional row of seats and windows were added along with a bulkhead to ensure goods being transported could not enter the passenger area. Both the VW Kombi vehicles were fitted with rear seats and additional racking was required by the driver for business use, for the Kombi version 2 this required a rear seat to be removed for racking. The Court of Appeal ruled that the vehicles were not sufficient to differentiate between them and therefore they should all be treated on a similar basis for BIK purposes, each vehicle was multi-purpose and capable of transporting goods or passengers, but neither type of vehicle was 'primarily' suited to the carrying of goods as required by current taxation legislation s.115(2).

At this point in time (drafting late June 2021) no updates to the tax rules have been issued by HMRC in the light of the ruling and therefore we are unable to determine whether the current vehicles owned by each board and allocated to an employee will be classed as a van or car. And until HMRC include any such updates and guidance we are unable to determine whether the vehicles held by each board will be liable for a van or car BIK on employees where the vehicle is not operated as a depot-based Pool vehicle. This case also has potentially wider implications relating to recovery or not of VAT on the vehicle when purchased and in commercial settings capital allowances.

Client Comment:

We are aware of this position and have also been checking with HMRC but as yet they have not issued guidance that can be passed onto Boards. There are significant tax implications, both for employer and employee and will continue to monitor the position.

4. Provisions

We are pleased to note that, in the main; provisions for amounts owing to and owed from applicable boards, are being monitored and written back should the underlying potential asset/liability be extinguished. There are still odd cases where provisions are "brought forward and carried forward" that relate in excess of the standard life of debt, being 6 years. On review in some cases whilst the underlying rationale of these balances are reasonable, we would question whether payments could still be enforced if chased, aside from in relation to development contributions. As such we would encourage continued review of provisions as a whole, with special consideration being made to aged provisions that have existed for a number of years.

We would recommend that any such old debts or provisions (part from development contribution provisions), say over 3 years old, be presented at the Board meeting annually and approved.

Client comment:

As part of the year end accounts procedures, provisions are looked at and decisions made on an individual basis as to retain or to write back.

5. Risk Management Policy and procedures

We noted in the 2019 most boards undertook a substantial risk management assessment process in 2014 leading to formal acceptance in April 2015 which is now subject to a brief review each year which is duly recorded formally in the board minutes. After recommendation in the prior year's management letter, we are pleased to note that this processed has been carried out again for 2020 - 21.

The COVID-19 pandemic is, hopefully, the greatest challenge many of us will face in our lifetime. In the face of adversity there is also opportunity to embrace this emerging "new normal" and such an event should allow us to take a step back and look at the policies and procedures that underpin the organisation. With this in mind we would urge greater breadth of coverage of policies and procedures to include consideration and action points in relation to areas such as climate change, global pandemics, and disaster action & recovery – at the time of writing we are not aware of such bigger policy being in existence.

It may also be helpful to revisit and enhance appreciation by way of visual colour coding of the RAG rating numbers to better differentiate between the varying levels of risk and consequence. We would expect to see low risk items being colour coded green, middling items colour coded yellow and high-risk items in red.

Risk Management Policy and procedures - continued

Client comment:

Risk management is an evolving matter and we will continue to look at emerging risks and having effective policies concerning these and although no formal policies are in place at this time the matters you have mentioned have been under consideration. With regards to the existing policy, consideration will be given to updating the matrix when either next revised or reviewed.

6. **Website Publication**

We note that there has been, for a number of years, significant information available to the public. We note that for some boards the latest information does not appear to have been updated, for example in one case the 2019/20 payments list was still published when the 2020/21 payments list should have been displayed. We would recommend that all items are updated promptly on the website once the meeting has been carried out.

Client comment:

Every effort is made to update the relevant pages of all authorities in an efficient and timely manner and in accordance with the regulations. It should be noted that the JPAG requirements for display appear to differ from those of audit requirements so while not necessarily aligning both requirements could be met. (This matter is being looked into for further guidance).

7. **Capital works**

Currently the definition of capital works is limited to new items e.g., a new culvert but works involving a repair or maintenance will be wholly written out in the year even though there may be a not insignificant element of improvement involved.

8. **Capital assets**

Following on from item 7 above it follows those assets may be unrecognised in the Accounts of the Boards and not appear in their Assets register. In view of greater Government and public interest and concern for environmental and climate change factors, should the 'value' of the basic drainage system be recognised beyond the pumping stations and equipment? This may be important in future years in order to factoring a fair proportion of potential future national Government funding.

Capital assets - continued

Client comment:

Comment has been noted. While Boards own pumping facilities and their footprint they do not (generally) own the watercourses, designating the arterial system for maintenance. This is probably a matter that could be discussed on an "industry wide" level, maybe through ADA by its policy and finance committee to ensure, if recognised, would provide a uniform approach across the country.

9. Budget figures

We note that Budget figures are prepared annually in advance, but we note these are not updated in the late Autumn even when notable variances may have occurred for various factors. Whilst not necessary to do so for all boards, we suggest that Chairmen of individual Boards are given opportunity to request updated Budgets after the half year point for the remainder of the year and distribute to Board members if they feel it appropriate due to circumstances to date or anticipated during the year.

Client comment:

As part of the finance regulations, we are required to carry out a budget monitoring exercise during the course of the year. For those Boards that have a relevant meeting, this is reviewed by the Board at their autumn/winter meeting. For all other Boards the monitoring exercise is completed as at the end of the calendar year, at this point the majority of the drain maintenance works have been completed, as would be any planned maintenance works at pumping stations. The expenditure to-date is then forecast to the end of the financial year and compared to the budget and initially sent to the chairman for review. Depending on the outcome of the monitoring exercise depends on whether it is considered appropriate to hold an emergency meeting. However, it is likely that if there were an extraordinary event the Board would be aware "in real time" and appropriate action taken at that point. It is not policy to update budgets depending on levels of expenditure but to use these as comparative to analyse variances of actual expenditure against.

Specific Points

Sutton and Mepal IDB

See item 2 above – residential property value

Hundred of Wisbech IDB
See item 6 above

Conington & Holme IDB
See item 9 above

Client comment (Conington & Holme IDB):

The "overspend" against budget related to additional drain maintenance works that were required and a breakdown at the pumping station which occurred after the monitoring exercise had been completed. These events were managed at the time and appropriate action taken when setting the following years rate.

Waldersey IDB and Hundred of Wisbech IDB – Joint Pumping Arrangement
As in previous years it is noted that there is a discrepancy between debtor held in Waldersey IDB and the creditor held in Hundred of Wisbech IDB; due to the substantial rainfall pattern in late 2020-21 this amount was more significant than normal

Waldersey IDB – Debtor	38,459.99
Hundred of Wisbech IDB - Creditor	47,997.84
Difference	**9,537.85**

This difference arises due to the accounts of Hundred of Wisbech IDB being completed before Waldersey IDB, therefore a provision having to be included within the former's books before more accurate figures become available. The difference is adjusted in the following year's Accounts for Hundred of Wisbech but in the short term could be considered slightly misleading.

We note that there have been discussions to potentially amalgamate the two boards, this would eradicate the anomaly. However, in the absence of this, we wonder whether there is scope to bring the meetings and account preparation periods in line to address this issue.

Waldersey IDB and Hundred of Wisbech IDB – Joint Pumping Arrangement - continued

Client comment (Waldersey IDB and Hundred of Wisbech IDB – Joint Pumping Arrangement):

These costs relate to the contribution for the costs of the shared pumping facility and at the time of production of the year end accounting statements discussions were taking place concerning potential changes to the contribution as a result of changes in land use. A new proposal had been put forward which was broadly approved by the Hundred of Wisbech Board, whose meeting is held first. In completing their accounting statements they requested that, due to the impact of the winter rainfall event the new proposal be used in calculating the contribution. When the Waldersey Board held it's meeting no changes had been approved at therefore the existing contribution calculation was used in their accounting statements. With regards to the Hundred of Wisbech creditor, these "old balances" will be written back during this financial year. There are no current plans to change meeting dates so there will remain a creditor/debtor position in both sets of accounts although now settled, this should be cleared, generally a year in arrears.

Other Matters

As you will already be aware our firm underwent a change of business name from Whiting & Partners to Whitings LLP, with effect from 1 October 2021. As the world and our practice move forward, even in these challenging times towards a "new normal", we have also decided to rebrand and change our look to promote this.

As provided for under the clauses of our existing Terms of Business ongoing engagements under our standard Whiting & Partners Terms and Conditions remain unchanged and have rolled over seamlessly into Whitings LLP; these are available on our new and improved website www.whitingsllp.co.uk

We are immensely proud of the work we continue to do with you at Whiting and we would like to take this opportunity to thank your staff involved in our audit for their assistance and cooperation in achieving substantial completion by the stated target deadlines, especially in light of the operational challenges posed to us all by the ongoing COVID-19 pandemic.

Yours sincerely,

Whitings LLP

Whitings LLP

Internal Drainage Boards in England

Department for Environment Food & Rural Affairs

Annual Report for the year ended
31 March 2021

The Law – the following annual report is provided in accordance with Paragraph 4 of Schedule 2 to the Land Drainage Act 1991.

No later than 30 September 2021 a copy must be provided to:

- Department for Environment, Food and Rural Affairs, Flood Management Division, Floor 3, Seacole, 2 Marsham Street, London SW1P 4DF via floodreports@defra.gsi.gov.uk
- National Flood and Coastal Risk Manager (Strategic Delivery), The Environment Agency, Horizon House, Deanery Road, Bristol, BS1 5AH via rachael.hill@environment-agency.gov.uk
- The Chief Executives of:
  - all local authorities that pay special levies to the Board;
  - all County Councils or London Boroughs within which the Board is situated.

Please complete the form electronically. If you are unable to complete the form electronically, please complete in BLOCK LETTERS using **black ink**.

Please round all cash figures down to nearest whole £.

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

Section A – Financial information

Preliminary information on special levies issued by the Board for 2021- 22

Information requested below is essential in calculating future formula spending share. It is not covered elsewhere on this form or by the external auditor's certificate.

Special levies information for financial year 2021-22 (forecast)	
Name of local authority	**2021-22 forecast £**
1. FENLAND DISTRICT COUNCIL	22,815
2.	
3.	
4.	
5.	
6.	
7.	
8.	
Total	22,815

Section A – Financial information (continued)

Income and Expenditure Account for the year ending 31 March 2021

All Internal Drainage Boards must ensure that the Income and Expenditure information provided below is consistent with the Board's annual accounting statements which have been prepared in accordance with proper practices found in *Governance and Accountability for Smaller Authorities in England – A Practitioners' Guide to proper practices to be applied in the preparation of statutory annual accounts and governance statements March 2017*

	Notes	Year ending 31 March 2021 £
INCOME		
1. Drainage Rates		1,836
2. Special Levies		15,067
3. Higher Land Water Contributions from the Environment Agency		1,126
4. Contributions received from developers/other beneficiaries		0
5. Government Grants (includes capital grants from EA and levy contributions)		0
6. PSCAs from EA and other RMAs		0
7. Loans		0
8. Rechargeable Works		0
9. Interest and Investment Income		0
10. Rents and Acknowledgements		200
11. Other Income		159
Total income		**18,388**
EXPENDITURE		
12. New Works and Improvement Works		0
13. Total precept to the Environment Agency		2,118
14. Watercourse maintenance		17,312
15. Pumping Stations, Sluices and Water level control structures		4,494
16. Administration		9,697
17. PSCAs		0
18. Rechargeable Works		0
19. Finance Charges		0
20. SSSIs		0
21. IDB Biodiversity and conservation (other than item 20 expenditure)		465
22. Other Expenditure		521
Total expenditure		**34,607**

EXCEPTIONAL ITEMS		
23. Profits/(losses) arising from the disposal of fixed assets		0
Net Operating Surplus/(Deficit) for the year		**(16,219)**
24. Developers Funds income not applied in year		68,703
25. Grant income not applied in year		0

Notes:

11. Include all other Income, such as absorption account surpluses (for example plant and labour absorption accounts).

12. State the gross cost of undertaking minor capital works that have not been capitalised and the annual depreciation charges of all major schemes that have been capitalised. You should also include a fair proportion of the support costs directly associated with delivery of the schemes.

13. State the total precept demanded for the year as properly issued by the Environment Agency, in accordance with section 141 of the Water Resources Act 1991. Providing that the precept has been properly issued as before stated it should always be included here, even when the Board has appealed against the amount of contribution, in accordance with section 140 of the Water Resources Act 1991. Where the Board knows with certainty the outcome of any such appeal, it should also include the appropriate accrual/prepayment.

14. State all costs associated with the maintenance of watercourses, meaning work associated with open channels, pipelines, culverts, bridges, etc. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with delivery of the maintenance programme.

15. State all costs associated with maintaining and operating the pumping stations, sluices and water level control structures. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with maintaining and operating the pumping stations, sluices and water level control structures.

16. Include the cost of non-technical staff only, office accommodation, annual depreciation of office equipment that has been capitalised, minor office equipment that has not been capitalised, postages, telecoms', stationery, printing, advertising, auditing of accounts, general insurances and all other costs associated with supporting the organisation. Please note that this does not include support costs, which are directly associated with the delivery of front line services.

17. State all costs associated with the PSCA

18. State all costs associated with undertaking work for third parties. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with undertaking the rechargeable work.

19. Include the cost of servicing any borrowing, in terms of bank/loan/hire purchase Interest payable.

20. State all costs associated with undertaking works – capital or maintenance – specifically for helping to achieve favourable condition on Sites of Special Scientific Interest (SSSIs). In most cases, these costs will be incurred in implementing actions set out in SSSI Water Level Management Plans or SSSI River Restoration Plans.

21. State all costs associated with undertaking works – capital or maintenance – that are likely intended to help conserve biodiversity (other than works on SSSIs). These costs are likely to be incurred in implementing actions set out in an IDB's Biodiversity Action Plan or other conservation actions on non-designated sites.

22. Include all other expenditure, such as a provision for bad/doubtful debts, write-offs, and absorption account deficits (for example plant and labour absorption accounts).

23. For the disposal of assets, state the difference between any proceeds from the sale/disposal of the asset and the cost of the asset less accumulated depreciation.

24. Total balance of developer fund year end.

25. Unspent grant at year end.

Section B –IDB Reporting

Policy Delivery Statement

Boards are required to produce a publicly available policy statement setting out their plans for delivering the Government's policy aims and objectives. It is recommended that these statements be published on Boards' websites where they have them and reviewed every three years.

Is an up to date statement in place and copy (or weblink) provided to Defra, and EA?..Yes ☒ No ☐

Biodiversity

Please indicate whether your Board has a Biodiversity Action Plan ....Yes ☒ No ☐

If "yes" is the Biodiversity Action Plan available on your website?..Yes ☒ No ☐

What year was your Biodiversity Action Plan last updated?)............................ 2021

Have you reported progress on BAP implementation on your web site?..................................Yes ☒ No ☐

When was biodiversity last discussed at a Board meeting (date)?.............................. 13/04/2021

Do you have a biosecurity process?..Yes ☒ No ☐

SSSI water level management plans

Please indicate whether your Board is responsible for any SSSI water level management plans?................. ....Yes ☐ No ☒

If so, which ones:

Area of SSSI with IDB water level management plans............................

Area of SSSI where IDB water level management activities are contributing to recovering or favourable condition?

Area of SSSI where IDB water level management actions are required to achieve recovering or favourable condition?

Access to environmental expertise

Does your IDB have access to environmental expertise? If so please tick all those options below through which environmental expertise is regularly provided to your IDB:

Appropriately skilled Board Members (e.g. Board member from an Environmental Body/Authority)	☐
Co-opted members	☐
Directly employed staff	☐
Contracted persons or consultants	☒
Environmental Partners/NGOs	☐
Other (please describe)	☐

Asset Management

What system/database does your Board use to manage the assets it is responsible for?

ADIS	☐
Paper Records	☒
Other Electronic System	☒

Has your Board continued to undertake visual inspections and update asset databases on an annual basis? Yes ☒ No ☐

What is the cumulative total of identified watercourse (in km) that the Board periodically maintains?

8

How many pumping stations does the Board operate?

2

What is the cumulative design capacity of the Board's pumping station(s) (enter zero if no stations are operated)?

1.44 cumecs

Health and Safety

Does the Board have a current Health and Safety policy in place?	Yes ☒	No ☐
Does the Board have a responsible officer for Health and Safety?	Yes ☒	No ☐
Have there been any reportable incidents in the past year?	Yes ☐	No ☒

If so, please summarise in the box below:

Guidance and Best Practice

Has your IDB adopted a formal Scheme of Delegation? Yes ☒ No ☐

Has your IDB provided training for board members in the last year in the any of the following areas?

Governance ☐
Finance ☐
Environment ☐
Health, safety and welfare ☐
Communications and engagement ☐
Other (please describe) ☐

No training has been provided for board members during the year ended 31st March 2021.

Is your Board's website information current for this financial year? (Board membership, audited accounts, programmes of works, WLMPS, etc)....Yes ☒ No ☐

Has your IDB adopted computerised accounting and rating systems?....Yes ☒ No ☐

Has your board published all minutes of meetings on the website?.... Yes ☒ No ☐

Does the Board publish information on its website on its approach to maintenance works and provide contact details to allow for and encourage public engagement? Yes ☒ No ☐

When planning maintenance and capital works are environmental impacts taken into account and wherever possible best practice applied? Yes ☒ No ☐

Has your Board adopted the following governance documents?

Standing Orders .... Yes ☒ No ☐

Have the Standing Orders been approved by Ministers ....Yes ☒ No ☐

Byelaws ....Yes ☒ No ☐

If you have Byelaws, have you adopted the latest model byelaws published in 2012.... Yes ☒ No ☐

Have the Byelaws been approved by Ministers....Yes ☒ No ☐

Code of Conduct for Board Members....Yes ☒ No ☐

Financial Regulations...Yes ☒ No ☐
Register of Member's Interests...Yes ☒ No ☐
Anti-fraud and corruption policy...Yes ☒ No ☐

Board membership and attendance

How many Board members (in total – elected and appointed) do you have on your IDB?	10
Seats available to appointed members under the Land Drainage Act 1991.	9
Number of elected members on the board at year end.	8
Number of appointed members on the board at year end.	2
Mean average number of elected members in attendance at each board meeting over the last financial year.	6
Mean average number of appointed members in attendance at each board meeting over the last financial year.	1

Have you held elections within the last three years?...Yes ☐ No ☐ N/A ☒
Did elections comply with the requirements specified by the Secretary of State under Regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938?......................... Yes ☐ No ☐ N/A ☒

Complaints procedure

Is the procedure for a member of the public to make a complaint about the IDB accessible from the front page of its website?...Yes ☒ No ☐

Number of complaints received in the financial year?	0
Number of complaints outstanding in the financial year?	0
Number of complaints referred to the Local Government Ombudsman?	0
Number of complaints upheld by the Local Government Ombudsman?	0

Public Engagement

Set out what your Board has done in this financial year to engage with the public (tick relevant box(es) below):

Press releases ☐
Newsletters ☐
Web site ☒
Meetings ☒
Shows/events (including open days/inspections) ☐
Consultations ☐
Notices ☒

Percentage (in value) of drainage rates outstanding at year end?

1.6%

Section B: NOTES

Guidance and Best Practice

Has your Board published **all** minutes of meetings on the web site? In answering this question, this should apply to all the main Board meetings held in the year and any appropriate meetings the Board has held with external stakeholders.

Board membership and attendance

When referring to **elected members** of the Board, this relates to the number of landowners/drainage rate payers that are elected to the Board.

When referring to **appointed members** of the Board, this relates to the number of members appointed by the local authorities to represent the local council taxpayers.

When referring to mean average number of elected and appointed members in attendance at meetings at each board meeting – **this should be expressed as a number of attendees** and not as a percentage attendance.

With regard to elections, under Schedule 1 of the Land Drainage Act 1991, elected members should hold office for three years, at which point a further election is held. When elections are held, they should comply with the requirements under Regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938 – to advertise and notify local stakeholders accordingly.

Section C – Declaration

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

I confirm that the information provided in sections A-C or with this form is correct.

Signature	S Ablett
Date	27/09/2021
Name in BLOCK LETTERS	MISS SAMANTHA ABLETT
Designation	ASSISTANT TREASURER
Email address	Sam.ablett@middlelevel.gov.uk

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS
BUDGET MONITORING 2020/2021

		Budget 2020/2021 £	Actual to 31.12.2020 £	Forecast to 31.03.2021 £	Remarks	
1	Insurances	600	521	525		
2	Repairs and renewals	2,200	1,186	2,100		
3	Fuel (electricity)	3,000	686	3,000	- Includes provision for December p	660
4	Drainworks (including Environmental measures)	13,500	4,895	15,500	- Includes provision for slip repairs Does not include for excess planning fees	5,000
5	District Officers' fees	800	0	825		
6	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising,	9,600	3,131	9,600		
7	Environment Agency - Precept	2,118	2,118	2,118		
		31,818	12,537	33,668		
	LESS Deposit Accounts interest, Highland Water Contributions etc	7,628	1,326	4,826	- Budget includes development funds for excess planning fees	3,000
		24,190	11,211.15	28,842		
			Rates raised 2020/2021	£18,933		

Page no.

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS
INSURED VALUES OF FIXED ASSETS

	As At 31st March 2022
North Creek Pumping Station	411,555.00
South Creek Pumping Station	417,230.00
	828,785.00

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

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

	Yes	No	N/A	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.				*has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.*

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

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

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

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

Chairman SIGNATURE REQUIRED

Clerk SIGNATURE REQUIRED

WWW.MIDDLELEVEL.GOV.UK

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

Payments 2021/2022 (1st April 2021 - 31st March 2022)

B J Plant Hire - Drain maintenance	6,972.00
Middle Level Commisssioners - Fees (Weed control and drain maintenance 2020/21, production of Board report, planning and development applications)	1,636.50
Middle Level Commissioners - Administration charge, postages, telephone charges, stationery and Health and Safety contract	5,207.94
Middle Level Commissioners - Bank revetment work at gravity outfall	5,343.88
Association of Drainage Authorities - Annual Subscription 2021	678.00
Environment Agency - Precept	1,058.86
Middle Level Commissioners - Pumping station maintenance	305.96
Middle Level Commissioners - Preparation of highland water claims	98.47
CountryWise Conservation - Grass cutting at pumping stations	201.60
Tim Fisher Landscape Services - Grass cutting at pumping stations	84.00
CountryWise Conservation - Grass cutting at pumping stations	201.60
PKF Littlejohn LLP - Audit Fee (2020-2021 accounts)	240.00
Middle Level Commissioners - Pumping station maintenance	305.96
Middle Level Commissioners - Land registry charges and fee for increasing insurance valuation of /s's	40.00
Middle Level Commissioners - Clear and dispose of weed pile	156.88
Middle Level Commissioners - Renewal of insurances	576.69
Middle Level Commissioners - Pump repairs at North Creek pumping station (Account from RS Components)	655.82
Middle Level Commissioners - Administration charge, postages, telephone charges and stationery	3,925.85
Middle Level Commisssioners - Fees (Preparation of Board report, work in connection with asset surveys and insurance valuation of all pumping stations, planning and development applications)	4,431.07
Mr P Grice - Rates refund	14.18
Middle Level Commissioners - Discharge consent application fee	212.91
Martin England Architectural Designs - Work in connection with the boundary and site measurements of land at The Slamp,Creek Road, March	490.00
Environment Agency - Precept	1,058.85
Harrison Agricultural - Flail mowing	1,846.80
Middle Level Commissioners - Internal audit fees (Whiting & Partners, 2020/2021 accounts)	558.00
Middle Level Commisssioners - Fees (Provision of district plans, planning and development applications)	474.30
Middle Level Commissioners - Pumping station maintenance	152.98
Tim Fisher Landscape Services - Grass cutting at pumping stations	84.00
B J Plant Hire - Drain maintenance	8,046.00
Middle Level Commissioners - Pumping station maintenance	152.98
Middle Level Commissioners - Supply land registry search for land at The Slamp	24.00
Middle Level Commissioners - Preparation of highland water claims	153.67
Middle Level Commissioners - Chemical weed control of District drains.	194.66
Middle Level Commissioners - Drain maintenance at Foxglove Way	1,175.31
Middle Level Commissioners - Discharge consent application fee	112.87
Information Commissioners - Data Protection Registration renewal	40.00
Association of Drainage Authorities (River Great Ouse branch) - Subscription 2020-2021	6.00
Middle Level Commissioners - Health and Safety re-charges for 2021-2022	480.00
Tony Hopkin - District Officer's Fees for 2021-2022	845.00
Anglia Farmers - Electricity supply (North Creek pumping station)	700.90
Anglia Farmers - Electricity supply (South Creek pumping station)	514.30
Anglia Farmers - Electricity metering charges - (North Creek pumping station)	111.24
Anglia Farmers - Electricity metering charges - (South Creek pumping station)	111.24
	49,681.27

(NB - Amounts shown include Value Added Tax)

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022

GENERAL FUND

2022				2021			
Mar-31	Expenditure during the year			Apr-01	Balance brought forward		23,632.70
	Precept		2,117.71	2022			
	Insurances	604.69		Mar-31	Rate income & Special levy	25,624.03	
	Repairs & Renewals	2,201.09			Interest on Deposit Accounts	1.41	
	Fuel	759.18			Rent	200.00	
	Drainworks	16,356.20			Highland Water contributions	1,625.94	
	Administration charge, Audit fee,				Development Charges	5,829.50	33,280.88
	printing, stationery, advertising etc	9,866.36	29,787.52				
					Write back of provisions		1,175.61
	Balance carried forward		26,183.96				
			58,089.19				58,089.19

BALANCE SHEET

Capital Section

Liabilities		Assets		
Capital Provisions Account	809,000.00	Land - Slamp	9,000.00	
		North Creek Pumping Station	400,000.00	
		South Creek Pumping Station	400,000.00	
	809,000.00			809,000.00

Revenue Section

General Fund	26,183.96	Ratepayers Account - Arrears	99.38
Development Charges Account	67,181.15	Rent Account - Arrears	0.00
Sundry Creditors	14,749.51	Defra Grant-in-Aid	1,942.92
		Sundry Debtors	0.00
		Value added Tax - Refunds due	1,102.66
		Balance in hand - Treasurer's Accounts	104,969.66
	917,114.62		917,114.62

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022

DEVELOPMENT CHARGES ACCOUNT

2022				2021			
Mar-31	Middle Level Commissioners-Fees	271.49		Apr-01	Balance brought forward		68,703.49
	General Fund - Fees - Estover/Berryfields	2,307.50					
	General Fund - Maintenace	3,522.00	6,100.99	2022			
				Mar-31			
					Clerk's Collection Account	4,319.54	
					Interest	4.11	4,323.65
	Balance carried forward		67,181.15		Write back of provisions		255.00
			73,282.14				73,282.14

March Fifth District Drainage Commissioners

Summary of Bank Reconciliations as at 31st March 2022

Barclays - Treasurers Account 2021/2022

1st April 2021			31st March 2022			
Balance brought forward		111,987.33	Payments made during the year	49,681.27		
31st March 2022			Transfers	0.00		
Receipts during the year					49,681.27	
Clerk's collection account	39,625.08					
Interest on deposit accounts	5.22	39,630.30				
			Balance carried forward		101,936.36	
		151,617.63			**151,617.63**	

National Savings - Treasurers Account 2021/2022

1st April 2021		31st March 2022	
Balance brought forward	3,033.00	Payments made during the year	0.00
31st March 2022			
Interest on deposit accounts	0.30	Balance carried forward	3,033.30
	3,033.30		**3,033.30**

Barclays Bank PLc

Clients Premium Account

Balance per Statement as at 31st March 2022	101,936.36
Less unpresented cheques	0.00
Add outstanding lodgements	0.00
Balance per Trial Balance	101,936.36

Cash balances as at 31st March 2022

Barclays Bank PLc

Clients Premium Account	**101,936.36**

National Savings

Investment Account per passbook	**3,033.30**
Total reconciled cash balances per accounts	**104,969.66**

Section 2 – Accounting Statements 2021/22 for

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.*
1. Balances brought forward	108,555	92,336	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	16,903	25,624	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	1,485	7,582	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	0	0	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	34,607	32,177	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	92,336	93,365	*Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).*
8. Total value of cash and short term investments	115,020	104,970	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March –* ***To agree with bank reconciliation.***
9. Total fixed assets plus long term investments and assets	809,000	809,000	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

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

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

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

SIGNATURE REQUIRED

Date 5th APRIL 2022

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

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED

March Fifth DDC
Reconciliation between statement of accounts and Annual Return

Financial year ended 31st March 2022

				Per Annual Return
Line 1	**Balances brought forward**			
	General Fund	23,632.70		
	Development charges account	68,703.49		
			92,336.19	92,336
Line 2	**Rates and Special Levies**			
	Agricultural rates	2,818.77		
	Special Levies	22,815.00		
	Penalty	6.00		
	Costs	0.00		
	Write-off	-15.74		
			25,624.03	25,624
Line 3	**Total other receipts**			
	Interest			
	General fund	1.41		
	Development charges account	4.11		
	Rent	200.00		
	Highland Water	1,625.94		
	Consents	0.00		
	Discharge contribution	4,319.54		
	Write back of provisions	1,430.61		
			7,581.61	7,582
Line 4	**Staff costs**			
	Wages/salaries	0.00		
	National insurance contributions	0.00		
	Pension costs	0.00		
	Travelling expenses	0.00		
			0.00	0
Line 5	**Loan repayments**			
	PWLB - Principal	0.00		
	PWLB - Interest	0.00		
			0.00	0
Line 6	**All other payments**			
	Precept	2,117.71		
	Rates, insurances, telephones	604.69		
	Repairs and renewals	2,201.09		
	Fuel	759.18		
	Drainworks	16,356.20		
	Administration	9,866.36		
	Development charges fees	271.49		
			32,176.72	32,177
Line 7	**Balances carried forward**			
	General Fund	26,183.96		
	Development charges account	67,181.15		
			93,365.11	93,365

Reconciliation
Line 1 + Line 2 + Line 3 - Line 4 - Line 5 - Line 6 93,365.11

MARCH FIFTH DISTRICT DRAINAGE COMMISSIONERS
BUDGET 2022/2023

		Budget 2021/2022 £	Actual 2021/2022 £	Budget 2022/2023 £
1	Insurances	600	605	650
2	Repairs and renewals	2,200	2,201	3,700 [A]
3	Fuel (electricity)	3,000	759 [B]	2,000 [C]
4	Drainworks (including Environmental measures)	12,000	15,511 [D]	11,500 [E]
5	District Officers' fees	850	845	900
6	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising.	9,600	9,866	9,500
7	Environment Agency - Precept	2,118	2,118	2,160
8	Improvement works	0	0	39,000 [F]
		30,368	31,905	69,410
	LESS Deposit Accounts interest, Highland Water Contributions etc	4,734	7,657 [G]	40,390 [H]
		25,634	24,248.38	29,020

Remarks

A -	Includes provision for:	
	Overhaukl syphon breaker-North Creek p/s	1,500
B -	Usage to end of year estimated from meter reads	
C -	Estimate based on 5 year average, plus est 50% for new contract rates	
D -	Includes:	
	Fees (Berryfield development)	2,308
E -	Includes engineer's items	8,700
F -	Pump replacement - North Creek p/s	30,000
	Telemetry - North Creek p/s	4,500
	Telemetry - South Creek p/s	4,500
		39,000
G -	Includes development fund for planning fees for Berryfield development	2,308
H -	Includes:	
	Development fund - North Creek pump	30,000
	Development fund - 50% telemetry costs	4,500
	Grant funding - 50% telemetry costs	4,500
		39,000
H -	Does not include 5% development for maintenace	

<u>March Fifth District Drainage Commissioners</u>

<u>Rate and levy requirements</u>

Under Section 37 of the Land Drainage Act 1991, the appropriate proportions in which the net expenditure of the Commissioners must be borne for 2022/2023 is:-

a) Proportion to be borne by the Agricultural Sector – 11.00%

b) Proportion to be borne by Special levy issued to Fenland District Council – 89.00%.

The product of a rate of 1p in the £ on Agricultural land and buildings is <u>£532</u>.

In 2021/2022 a rate of 1p together with corresponding Special levy would raise <u>£4,837</u>

Revenue cash balance in hand increased by £2,2251 in 2021/2022 to - <u>£26,184</u>.

The estimated net expenditure for revenue and capital works of £29,020 in 2022/2023 is equivalent to:-

a) a rate in the £ on Agricultural land and buildings of <u>6.00p</u> and

b) a Special levy on Fenland District Council of <u>£25,829</u>

In 2021/2022 a rate of 5.30p in the £ was raised together with a Special levy of £22,815 on Fenland District Council.

D C THOMAS

Clerk to the Commissioners