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4th November 2024

Dear Board Members

Upcoming meeting of the Hundred of Wisbech Internal Drainage Board Thursday 14th November 2024

Please find overleaf the agenda for the meeting of the Board to be hosted at the Middle Level Offices, PE15 0AH at 2pm on Thursday 14th November 2024, with a cold buffet to follow.

As you'll be aware, we administer thirty Boards that mostly all meet within similar date ranges. Thank you to the majority of Members who already confirm their attendance proactively.

Please help us manage your Board effectively by **proactively letting Polly know as soon as possible, by telephone or email, if you can attend the meeting, or not, or if you're uncertain.** This results in less abortive time and cost to the running of all Boards.

It is important that we have early confirmation whether or not the Board will be quorate.

Yours truly

P BURROWS, FCIWEM C.WEM CEnv

Clerk to the Board

Hundred of Wisbech Internal Drainage Board

Thursday 14th November 2024 – 2pm

Middle Level Offices, PE15 0AH

Agenda:

Item No	*Topic*	*Format*	*Lead*
1	Welcome & apologies	Verbal	Chair
2	Declarations of Interest	Verbal	Chair
3	Minutes of last meeting and matters arising	Pages 3 - 11	Chair
4	Constitution & Membership • Attendance • Elections, vacancies & appointments • Composition and amalgamations • Training	Pages 12 - 14	Clerk
5	Clerk's Report	Pages 15 - 20	Clerk
6	Environment Report	To follow	Clerk
7	Consulting Engineer's Reports, including: • Capital Programme & FCRM Grant-In-Aid	Pages 21 - 29	GM
8	Health & Safety – review of actions	Verbal	NB
9	District Officer's Report	Page 30	FL/NB
10	Annual Maintenance Report	Verbal	NH
11	Works Committee Report • Renewal of Maintenance Contract	Verbal	chair
12	Governance • Internal Controls & Banking • Annual Return 2023/2024 • Auditors report 2023/2024 • Risk Assessment • Exercise of Public Rights	Pages 31 - 34 Pages 35 - 39 Pages 40 - 49	Clerk
13	Finance Report • Fees, renumeration and subscriptions – DO fee 2024-25 • Expenditure Estimate/Update for 2024/25	Page 50 Page 51	Chair
14	Date of Next Meeting	Verbal	Chair
15	Any other business	Verbal	Chair

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

At a Meeting of the Hundred of Wisbech Internal Drainage Board
held at Middle Level Offices, March on Monday 10th June 2024

PRESENT

M G Day Esq (Chairman)	Ms J French	Ms A Pinder
N Buttress Esq (Vice Chairman)	Ms S Hoy	D Roy Esq
F D Leach (Deputy Vice Chairman)	S Imafidon Esq	C Seaton Esq
N J Harrison Esq	G L Lake Esq	B Wales Esq
Ms B Barber	J Leach Esq	L Foice-Beard
C Boden Esq	A Miscandlon Esq	
Ms M Davis	H Duncalfe Esq	

Mr Robert Hill (representing the Clerk to the Board) and Mr Graham Moore representing the Consulting Engineers were in attendance.

Apologies for Absence

Apologies for absence were received from G Booth Esq, H Nawaz Esq and D Oliver Esq.

The Chairman thanked members for attending todays meeting and welcomed Lucie Foice-Beard to her first meeting of the Board.

B.2123 Declarations of Interest

Mr Hill reminded Members of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect any individual on the Board.

Mr Miscandlon declared an interest (as a member of the Middle Level Board) in any matters concerning the Middle Level Commissioners.

Mr Harrison declared an interest in any item in relation to the maintenance work of the Board.

Mr Harrison, Mr Wales and Alex Miscandlon (as members of Waldersey IDB). declared interests in any matters concerning Waldersey IDB.

The Chairman, Messrs Buttress and Leach declared interests in items concerning the District Officers & related fees.

The Chairman and Mr Lake declared interests in any matters relating to the Thomas Squire Charity.

B.2124 Confirmation of Minutes

RESOLVED

That the minutes of the meeting of the Board held on 16th November 2023 are recorded correctly and that they be confirmed and signed.

B.2125 Constitution & Membership

Mr Hill reported that Mr Tegerdine had confirmed his resignation from the Board and all other boards he represented Waldersey Farms on. Mr Harrison reported that he would be meeting with representatives of Waldersey Farms shortly and he would ask if they would nominate a representative to become a member of the Board.

Mr Boden reported that Lucie Foice-Beard had been appointed to the Board in the place of D Laws.

In response to Mr F Leach, Mr Hill reported that members should inform the office to update the register when they had completed the training videos.

In response to Mr Boden, Mr Hill reported that it was likely that the Waldersey IDB would view a potential amalgamation with Hundred of Wisbech IDB more favourably and they would be meeting on 19th June 2024 and would be discussing this matter. He considered that if discussions were to proceed the board should have, although previously agreed, a current approval concerning an amalgamation.

In response to Mr Boden, Mr Hill considered it may be possible to get an amalgamation finalised within 2 years, but timescales would be dictated by the workloads and priorities of both the Environment Agency and Defra.

RESOLVED

i) The Board support, in principle, a proposal to amalgamate with Waldersey IDB and instruct the Clerk to engage Waldersey IDB with regards to the proposal with a view to discussing the matter further.

ii) That a sub-committee, consisting of the Chairman, Vice-Chairmen, Mr F Leach and Mr Miscandlon be appointed and authorised to discuss an amalgamation with members of Waldersey IDB

B.2126 Clerks Report

The Board considered and noted the Clerks report.

Mr Boden queried the maximum age at which personal accident cover would be applicable and if as previously discussed, this had been relayed to these members. Mr Hill reported that the report referred to cover in place for the 2023/2024 year and would be update with regards to the 2024/2025 policy renewals.

RESOLVED

That a note be sent to all members reminding them of the current age limit for personal accident cover if engaged on the Boards business.

Banking

Mr Boden commented that, following from last years meeting, it was good to see banking accounts had been revised and there was a better return on interest being achieved. He expressed some disappointment regarding the comments in the report concerning the Boards not achieving possible maximum benefit and in reply Mr Hill explained that these comments were with regards to the smaller Boards with balances that did not reach the maximum balance. He confirmed that Hundred of Wisbech had sufficient balances to enable the Board to achieve higher tiers of interest and deposit for longer periods in its own right and although a pooling arrangement could possibly give a better return, any difference would be marginal and dependant on all boards entering into the arrangement, which at this point none were in favour of.

Rating

In response to Mr Boden, Mr Hill outlined the likely benefits for the Middle Level office gaining rating software which included facilities to run penalty application and accommodates dual rating better. He confirmed that although Middle Level were not represented on the development committee, the Clerk was in regular contact and was liaising with ADA on this matter.
In response to the Chairman, Mr Hill reported on the two new members of staff as detailed in the reports.

B.2127 Environment Officers Report

Mr Buttress reported that he had spent time going around the district with the Environment Officer and considered that the Board were generally complying with the requirements placed upon them. He reported that following discussions with the Board's contractor, the Boards policy was to only flail one side of the watercourse at any one time. He informed members of nesting birds in longer grass and that he intended to walk the banksides ahead of flail mowing to check for nesting birds.

He commented on the visit to the industrial estate by the Environment Agency and although officers of the Board were involved with the inspections, they did not take part in site visits to premises.

He further comments that during the inspections with the Environment Officer, it was noted there was a lack of diversity of species and although the Board had previously discussed putting berms along the watercourses this action had been put on hold until he outcome of the District Study was received.

The Chairman commented that there were likely to be increased costs for the Board in meeting their statutory obligations.

Mr Wales confirmed he was happy to be the Boards responder should the Board purchase a mink raft.

RESOLVED

i) Mr Buttress be appointed the Board's Environment representative.
ii) The Board purchase a mink raft for the district and Mr Wales to be a designated responder.

B.2128 Consulting Engineers Reports

Mr Moore referred to the Mechanical & Electrical Engineers works of the winter and how the backlog of works resulting from the constant use over-winter was being addressed.
He reported on the use of SuDs and although there were not many such systems within the Board's system, he raised concerns about their effectiveness with ever changing weather patterns. Mr Boden raised concerns over enforceability should the Board consider a policy of higher standards as it was likely that systems would be designed to comply with current standards as these were standards set by the government.

Mr Moore considered that the Board would need to demonstrate an increased flood risk/increased financial risk resulting from the use of these systems and Mr Boden considered the next step should be for a full discussion on these issues with the new head of planning at Fenland District Council.
Mr Moore referred to the standing advice note issued by the Middle Level Commissioners and referred to areas of the Boards systems which could be considered at capacity and asked if the Board would consider issuing a similar advice note.

The Chairman referred to the District Study currently being carried out and considered this would identify specific problem areas and that the Board should wait until this information is received before giving consideration.

In response to Mr Boden, Mr Moore confirmed that it had been hoped to have the District Study completed this October but following a slight delay it was now hoped that it would be completed early in 2025.

Mr Boden raised concerns over the Standing Advice Note, particularly regarding overall attitude and approach to Capital Funding. He considered current IDB models for Capital funding were outdated and were an area for discussion between Chief Executives of the Middle Level and Fenland District Council.

Concerning the Capital Programme produced by the engineer, Mr Moore referred to the culverting works at point 66 which were now complete. Mr Buttress reported that he had recently seen highways engineers inspecting the culverts under the A47. Mr Moore informed the meeting that it was hoped to get modelling work for the attenuation area at point 27 included in the District Study.

RESOLVED

> For the Capital programme to be approved in principle and for it to be updated following the conclusion of the District Study

B.2129 Health & Safety

Mr Buttress referred to his report and all matters had either been dealt with or er being dealt with. He noted the identification of culverts with the What3Words app which will provide many benefits to the Board.

RESOLVED

i) That the Board noted and approved the report from Mr Buttress
ii) That Mr Buttress be thanked for his work on the Health & Safety matters over the preceding year.

B.2130 District Officer's Reports

M F Leach reported that access issues continue to be a problem and it is frustrating that even after giving proper notice of entry, access can still be denied. He accepted that although the Board does have a right of entry, enforcing that right can be problematic.

He referred to the S B Components site which is a particular problem. Ms Hoy queried why, if the S B Components site is owned by Fenland District Council, is this causing a problem for the Board.

Mr Boden requested that Mr Miscandlon check the position and conditions in the lease to see if there are avenues for Fenland District Council, as landlord to the site, to assist the Board with access too carry out the drain maintenance works.
The Chairman reported that the Board had investigated other methods of cleansing the watercourses but generally the banksides are to steep and these remote access machines will not work in these conditions.

Mr Harrison considered the Board needed to decide if it is either going to enforce the byelaws or find alternative methods to cleanse these channels.

In response to Mr Seaton, Mr Buttress reported that although there were some structures with planning in the 9m byelaw distance, the main problems concerned moveable items.

Mr Moore reported on other drainage Boards who had started a policy of not allowing anything within the 9m byelaw distance.

Mr F Leach considered that enforcement of such a policy was a major issue.

Mr Boden considered that the Board should refer all matters to the planning authority for consideration when reviewing application or to planning enforcement for breaches of conditions.

In, response to Ms Pinder, Mr Boden confirmed that IDB requirement can only be taken into account for planning if the IDB brings their concerns/requirements to the attention of the planning committee.

Mr Miscandlon considered that as Boards are not statutory consultees, they must make representation to the planning authority.

Ms Davis queried that if the Board have a list of planning applications, why not write in concerning them. Mr Moore reported that there had been issues in the past with representations being made by Board's but then was being ignored by the planning authority. Mr Boden accepted that there had been problems in the past but this has now changed and urged Board's too make representation to the planning committee, who would take notice and act on matters brought to their attention.

Mr Moore informed the meeting that he would require specific instruction from the Board to enable him to make standard comments/objections, which would incur an additional cost to the Board.

Mr Boden accepted there would be additional cost involved in dealing with applications, but he considered this would be significantly less than having to deal with matters later if the Boards requirement had not been taken into account.

Members discussed the timescales for response and how notifications are made between the Middle Level planning department, the Board and Fenland District Council. Ms French referred to, if there was a major development proposed, the board sending a representative to the planning committee to raise concerns.

Mr F Leach proposed that the policy for the Board should be for the Officers of the Board to respond with comments regarding planning applications to Mr Moore, who would be authorised to respond to Fenland District Council planning department within the 21-day response window. Mr Boden seconded the proposal and this was approved by the Board.

Ms French requested that the Chairman should write (email) to the Middle Level Commissioners to detail the Boards requirements in dealing with planning applications.

B.2131 Works Report

Mr Harrison referred to his report and reported on weed build up which had recently been chemically treated and was being monitored before removal from the watercourses to ensure a good kill rate.

Mr Hill referred to the current contract ending February 2025 and what actions were the Board considering concerning works beyond this date.

Mr Harrison left the room while this matter was being discussed.

In response to Mr Boden, Mr Hill reported that although Middle Level have a number of contractors who quote regularly, this is generally for routine annual work and Middle Level do not have any 3 -5-year contract arrangements.

Mr Buttress further reported that much of the works within the industrial area are more specialised, required different machinery and it is only providing a longer-term agreement that makes these works viable.

He reported further on the level of supervision required in the industrial area and that the longer-term agreement allows the contractor to develop his own understanding/knowledge of what is required rather than having to supervise different contractors on an annual basis.

Mr Boden considered the Board needed to be able to demonstrate value for money and have full transparency for the process.

Mr F Leach reported that he had started to consider the requirements of a new contract and that having a local contractor who was able to provide an out of hours response was vitally important to the Board.

<u>RESOLVED</u>

> That the report was considered and approved.
>
> That the works committee be authorised to start a tendering process for the Board's drain maintenance contract to commence March 2025.

<u>B.2132 Governance</u>

Mr Hill referred the Board to the Governance report and summarised its content.

a) <u>Internal Controls</u>

The Board expressed satisfaction with the current internal controls

b) <u>Risk Management Strategy</u>

Mr Hill outlined that the Board's Risk Management Strategy had been due an update, that the Clerk had drafted and published an updated strategy for all IDBs clerked by the Middle Level Commissioners. The new strategy will run from 2024 to 2027 and outlines how Members and the Middle Level Commissioners staff govern the Board's risks.

The Board approved their new risk management strategy.

c) <u>Finance Regulations & Finance Code</u>

Mr Hill reported that the Board's Finance Regulations and Finance Code Policy were due for review and renewal this year. However, he informed the Board that it was intended to carry out a full review of the Middle level Service Provision, the introduction of Key Health Indicators and to start a review of the IDB landscape of drainage boards within the Middle Level. Further, these reviews would also trigger a review of the finance dept. at the Middle Level and all these matters would likely influence areas of delegation regarding finance through the Middle Level offices, it would therefore make sense to retain the current regulations and policy pending a more in-depth review.

<u>RESOLVED</u>

> That the Board's current Finance regulations and Finance Code Policy be approved for a further year and the Clerk and Responsible Finance Officer be authorised to carry out a full review of both and report at next year's meeting.

d) Exercise of Public Rights

Mr Hill 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.

e) Consideration of potential litigation, liabilities, commitments

Mr Hill reported that as part of the Annual Governance review the Board were required to consider if there were any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end that have a financial impact on the authority. He confirmed that there were no such matters that have been raised through the office of the clerk. Members gave consideration to the position.

RESOLVED

> That there are no such events that would have an adverse financial impact on the Board that would need to be included within the accounting statements for the financial year ended 31st March 2024.

f) Annual Governance Statement

The Commissioners considered and approved the Annual Governance Statement for the year ended 31st March 2024.

RESOLVED

> That the Chairman be authorised to sign the Annual Governance Statement on behalf of the Commissioners for the financial year ended 31st March 2024.

B.2133 Finance – Looking Back

Mr Hill referred to the comments concerning the 2023/2024 which were noted.
Mr Boden referred to the bank interest accrued during the year and that he did not consider it correct treatment to apportion this between separate funds, he considered that all interest should be applied to the general fund. In response Mr Hill reported that this has been the historic method of dealing with interest and the Board has never questioned this.

Mr Boden proposed and Mr Imafidon seconded a proposal that from 2024/2025 all interest received is allocated to the general fund. This was approved and resolved as Board policy.

Payments

The Board considered and approved the payments amounting to £407,305.45 which had been made during the financial year ending 31st March 2024.

NB: Mr Miscandlon declared an interest in payments made to Middle Level Commissioners (as a member of the Middle Level Board)
NB: Mr N Harrison declared an interest in payments made to Harrison Agricultural Contractor Ltd
NB: Mr N Buttress declared an interest in the payment to the District Officer
NB: Mr F Leach declared an interest in the payment to W Norman & Sons Ltd

Annual Accounts and Finance Papers 2023/2024

Mr Hill referred to the land at Point 29 which had been transferred to the board during the year and the valuation had been made at £5,000 following a review between the Chairman, Voce-Chairman, District Officer and RFO. Members approved the valuation as being reasonable for the area and land use.

The Commissioners considered and approved the Annual Accounts and bank reconciliation for the year ended 31st March 2024 as required in the Audit Regulations, and authorised the Chairman to complete and sign the Annual Return 2023/2024.

RESOLVED

> That the Chairman be authorised to sign the Annual Return on behalf of the Commissioners for the year ended 31st March 2024.

B.2134 Finance – Looking Forward

Finance officer's review and key messages

The Board considered & approved the key finance messages of Mr Hill.

Fees, Remuneration & Subscriptions:

i) ADA subscription

Approve continued membership of ADA with payment of £975 to be paid.

ii) Water Resources East

Approved to reaffirm its contribution of £150 to WRE

iii) District Officer's Fee

For the District Officer to continue submitting invoices for hours worked.

iv) Precept

That there was no increase for the Precept for the Anglian Region (Northern) RFCC's Area.

v) Estimates & Rate Requirements for 2024/25

Mr Boden reported that as Fenland District Council were responsible for funding approx. 95% of the Bords expenditure, he considered that there should be better consultation ahead of the rate setting process.

He reported on a planning meeting with the Middle Level Chief Executive at which he would start discussions as to how this can be achieved.

Mr Boden referred to the previous decision concerning the allocation of bank interest and estimated that a further £20,000 could hopefully be achieved during 2024/2025. He referred to the government announcement of the £75m Storm Recovery Fund which he accepted quite rightly had not been taken into account when drafting the budget proposal.

Mr Hill reported on the current position concerning the submission of claims and that there was no indication of what might be payable to each Board.

Mr Boden considered that although there was no indication of how the Storm Recovery Fund may be distributed, the board should not look to replace general fund balances this year but to fully review next year.

Mr F Leach was not confident that the Board might receive all or any funding and that it would be prudent for the Board to start reinstating balances as had been proposed.

It was proposed by Mr Boden & seconded by Mr Miscandlon that the figure of £13,621 towards the reinstatement of balances should be removed from the rating estimates for the financial year 2024/2025 and for the balances to be fully reviewed at next year's rate setting meeting with the agreement that the boards general fund balance should be retained at a minimum of one year's expenditure.

There were no amendments or counter proposals made.

On a vote there were 10 members in favour of the proposals and 0 members against. The remainder of members at the meeting abstained from the vote.

The Board considered and approved estimates of expenditure and proposals for Special levy and Drainage rates in respect of the financial year 2024/2025 and were informed by Mr Hill that under the Land Drainage Act 1991, the proportions of their net expenditure to be met by Drainage rates on Agriculture hereditaments and by Special levy on Local Billing Authorities would be respectively 4.85% and 95.15%

RESOLVED

i) That the estimates be approved.

ii) That a total sum of £284,581 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 £13,800 and £270,781 respectively.

iv) That a rate of 9.122p in the £ be laid and assessed on Agricultural hereditaments in the District

v) a) That a Special levy of £269,203 be made and issued to Fenland District Council for the purpose of meeting such expenditure.

b) That a Special levy of £1,578 be made and issued to the Borough Council of Kings Lynn and West Norfolk for the purpose of meeting such expenditure.

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

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

B.2135 Date of next meeting

Mr Hill confirmed that the date of the next meeting had been set for Thursday 14th November 2024 at 2pm at the Middle Level Offices.

Provided by the Middle Level Commissioners		Item No:	4
Meeting:	**HUNDRED OF WISBECH IBD**	**Subject:**	**CONSTITUTION & MEMBERSHIP**
Date:	**Thursday 14th November 2024**	**Officer Responsible:**	**Polly Tombleson**

RECOMMENDATIONS

The Board is asked to:

A. Note the current status of its membership and the role they each play as members serving the interests of the Board.
B. Review attendance records and identify any resolutions as necessary.
C. There are currently **2** vacancies on the Board.
D. Determine whether there are composition changes and/or amalgamations it wishes to progress.
E. Reenforce the need for members to view all five 'Good Governance' videos.
F. Identify any topic areas for additional training, as well as any inspection/site visit requirements.

1. Current status

1.1 The table below outline the current composition of the Board and the quorum as detailed in the standing orders.

	Elected Members	Appointed Members	Total Members	Quorum
Composition	14	N/A		8
Actual	12	15 FDC	27	
Vacancies	2		2	

1.2 The table below details the current elected members of the Board

No	Name	Status (one of four categories)	Commentary
1	J Bunning	Co-opted member - Hutchinsons	
2	N Buttress	Nominee of rate payer (DG Bullard)	Vice-Chair & District Officer
3	M Day	Ratepayer	Chairman
4	H Duncalfe	Ratepayer	
5	N Harrison	Ratepayer	
6	G Lake	Ratepayer	
7	F Leach	Nominee of rate payer (W Norman)	Dep Vice-Chair & District Officer
8	J Leach	Nominee of rate payer (W Norman)	
9	A Pinder	Ratepayer	
10	C Smart	Ratepayer	
11	B Wales	Co-opted member to vacancy – non-ratepayer	
12	N Pooley	Co-opted member to vacancy – non-ratepayer	
13			
14			

1.3 The table below details the current appointed members of the Board.

No	Name	Appointing Council as at June 2024	Commentary (one of three categories)
1	B Barber	FDC	Councillor
2	C Boden	FDC	Councillor
3	G Booth	FDC	Councillor
4	M Davis	FDC	Councillor
5	J French	FDC	Councillor

6	R Gerstner	FDC	Councillor
7	S Hoy	FDC	Councillor
8	S Imafidon	FDC	Councillor
9	L Foice-Beard	FDC	Councillor
10	C Marks	FDC	Councillor
11	A Miscandlon	FDC	Councillor
12	H Nawaz	FDC	Councillor
13	D Oliver	FDC	Councillor
14	D Roy	FDC	Councillor
15	C Seaton	FDC	Councillor

1.4 Special levy paying District Councils appoint members to Boards and their role is to be part of the Board representing all the non-agricultural interests within the Board's district. The Council must consider appointing members who have relevant knowledge or experience that is relevant to the Board and its district.

1.5 Appointed members do not need to be councillors or employees of the Council, therefore can represent wider relevant interests within the district, eg major infrastructure, commerce, community groups, environmental interests.

1.6 All Members are reminded that have equal status to each-other around the Board table and are here to serve the interests of the Board.

2. Attendance

2.1 The table below outlines the attendance record for the last four meetings of the Board.

Elected Members

No	Name	10/06/2024	16/11/2023	14/6/2023	17/11/2022
1	J Bunning			Apologies	Present
2	N Buttress	Present	Present	Present	Present
3	M Day	Present	Present	Present	Present
4	H Duncalfe	Present	Present	Present	Present
5	N Harrison	Present	Present	Present	Present
6	G Lake	Present	Present	Present	Present
7	F Leach	Present	Present	Present	Present
8	J Leach	Present	Present	Present	Present
9	A Pinder	Present	Present	Apologies	Present
10	C Smart		Present		
	P Tegerdine – no longer on the board	N/A	Present	Apologies	Present
11	B Wales	Present	Apologies	n/a	n/a
12	N Pooley	n/a	n/a	n/a	n/a
13					
14					

Attendance at Chairs Meetings

No	Name	6/10/2023	13/12/2022	12/04/2022	2/11/2021
1	M Day	Present	Present	Present	Present

Appointed Members (current and previous)

No	Name (Council)	10/06/2024	16/11/2023	14/6/2023	17/11/2022
1	B Barber	Present	Present	n/a	n/a
2	C Boden	Present	Present	n/a	n/a
3	G Booth	Apologies	Present	Apologies	Apologies
4	M Davis	Present	Present	n/a	n/a

5	J French	Present	Present	n/a	n/a
6	R Gerstner		Present	n/a	n/a
7	S Hoy	Present	Present	Apologies	Apologies
8	S Imafidon	Present	Present	n/a	n/a
9	L Foice-Beard	Present	n/a	n/a	n/a
10	C Marks		Present	n/a	n/a
11	A Miscandlon	Present	Present	n/a	n/a
12	H Nawaz	Apologies	Present	n/a	n/a
13	D Oliver	Apologies	Present	n/a	n/a
14	D Roy	Present	Apologies	n/a	n/a
15	C Seaton	Present	Apologies	n/a	n/a

3. Elections, vacancies & appointments

3.1 Current vacancies – Sept 2024 – **2** elected

4. Composition and amalgamations

4.1 The Board is encouraged to continually monitor and review its membership, financial and climate resilience, along with assessing its influence locally, regionally and nationally. These are all factors that may lead the Board to consider changing its composition and/or amalgamation with (an)other Board(s).

4.2 Amalgamations and composition changes are not swift processes and can take a number of years. They require planning and additional/specialist resourcing by the MLC as your clerk, Environment Agency and Defra. Therefore, the Board is encouraged to think ahead five to ten years in its decision making, thinking about the next generation.

4.3 Joint working agreement - HW & W – amalgamation update

5. Training

5.1 All Members are asked to digest the Good Governance Guide for Internal Drainage Boards published by the Association of Drainage Authorities and view the five accompanying videos intended to bring the guide to life. They are available via https://middlelevel.gov.uk/about/idb-governance/

5.2 To date 2 of 28 Board Members have reported viewing all five videos.
To date 1 of 28 Board members have reported viewing 3 of the five videos.
To date 7 of 28 Board members have reported viewing 2 of the five videos

5.3 Members are asked to identify any topics areas they would value further training on as well as any site inspections that would help them undertake their role on the Board more effectively.

5.4 Member training is reported to Defra as part of the annual IDB1 return.

Author Name: Polly Tombleson
Role: Senior Business Support Officer

Provided by the Middle Level Commissioners		**Item No:**	**5**
Meeting:	**HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD**	**Subject:**	**CLERK'S REPORT**
Date:	**Thursday 14th November 2024**	**Officer Responsible:**	**Paul Burrows**

RECOMMENDATIONS

The Board is asked to:

A. Note the content of the report and feedback on items as appropriate.

1. MLC Services to IDBs

We have made the business decision to focus our clerking and technical services offer to IDBs within the Middle Level where there is water management connectivity with the Middle Level Commissioners' catchment.

The continued service offer to IDBs is contingent on their open-mindedness, support and leadership within the reform/amalgamation agenda, as this is needed to create a more sustainable medium- long term business model between the MLC and IDBs. It also contingent on IDBs taking active decisions to manage their risks appropriately to sustain and/or improve their health.

Therefore, the following eight IDBs have been provided with notice that our service offer will be discontinued:

- Bluntisham IDB
- Over & Willingham IDB
- Haddenham Level Drainage Commissioners
- Swavesey IDB
- Hundred Foot Washes IDB
- Hundred of Wisbech IDB
- Waldersey IDB
- Feldale IDB (administered by the Whittlesey Consortium of IDBs)

This covers all the services offered by MLC, i.e. clerking (admin, governance and finance), environment, M&E, planning & consenting, operations, survey, GIS and capital works.

The 'consultancy agreement' for clerkship services between the MLC and each IDB requires no less than 6-months' notice by either party expiring on 31st March in any year. Therefore, notice must be given by the end of September in any year. To provide each IDB with sufficient time to source alternative suppliers and to enable us to work with those suppliers and the IDB on a transition plan, the termination of services will come into force on 1st April 2026 at the latest. We will however conclude the year-end accounts and annual returns for 2025/26 which happens after 1st April 2026.

It is likely that there will be certain activities or pieces of work that may need to be continued beyond this date until a suitable milestone is reached. This will be agreed as part of a transition plan and a bespoke fee arrangement will be agreed for each of these.

Our service offer to Sutton & Mepal IDB and Manea & Welney DDC will continue given:

- The Old Bedford River interrelationship and potential future amalgamation with Upwell IDB.
- The Fens Reservoir proposal and Cranbrook/Counterdrain strategy may change the water management connectivity between these districts and the Middle Level Commissioners' system.

We are in discussion with Ramsey IDB with a view to taking on their clerkship.

We are refocussing because:

- There has been significant incremental change over the last 10-20 years in terms of IDB governance standards, financial requirements, health & safety, and environmental legislation.
- The scale of M&E and capital works is increasing as a generation of assets deteriorate and come to the end of their reliable life.
- Development pressures and the squeeze on Byelaws have intensified over the last 15 years.
- There is now much more of a need than in the past to work in partnership with a wider range of bodies across an increasingly diversifying suite of agendas.
- The active member inputs around many IDBs have reduced given the changes in farming and age demographic and some Boards are now struggling for attendance.
- The scale of strategic issues facing the Middle Level catchment has and will continue to increase exponentially and will require more focussed working with a broader range of partners locally, regionally and nationally than ever before (e.g. scale and impact of development, pressure on water resources, Fens Reservoir, scale of MLC capital works, impact of climate change on our system, lowland peat, environmental enhancement).
- We are not exploiting the opportunity to maximise sources of income beyond the drainage rate and special levy funding base.

All of the above means that MLC staffing resource is currently spread far too thinly and has been for some time. We consider that the organisation broadly has the staff capacity to provide a good level of service for the Middle Level Commissioners' responsibilities alone. Many staff are working well beyond their contracted hours to provide as good a service as possible for the MLC and the IDBs we currently have a service provision relationship with.

This all means that our service provision to IDBs is now having a direct impact on the delivery of the Middle Level Commissioners' responsibilities, therefore increasing their risks, liabilities and costs. The quality of service provided to all IDBs is also not where we feel it needs to be, which affects all IDBs.

The shorter-term measures to mitigate this are:

- Focussing our service provision
- Creating a new MLC Service Catalogue, including a review of fee arrangements, targeted improvements in efficiency, effectiveness and productivity.
- Introducing Key Health Indicators to better enable IDBs to manage their risks and enable comparison across the Middle Level.
- Targeted increase of staff capacity and use of 'bought in service'.
- Developing a 'case for change' in terms of IDB reform/amalgamation across the Middle Level (this needs resourcing).
- Ongoing amalgamation of March East & Euximoor IDBs and reconstitutions of Conington & Holme IDB and Warboys, Somersham & Pidley IDB.

The medium-term measures to mitigate this are:

- IDB reform/amalgamation across the Middle Level, including a review of the business model between the MLC and IDBs.
- Increasing and diversifying income, including a review of our charges associated with planning and consenting.

In terms of developing a new catalogue and associated fee structure, this is underway but not yet as developed as hoped given workload challenges. New staff are also bringing a new perspective to this. There are a few significant gaps in service provision emerging that need to be explored with the IDBs and would require resourcing (finance and people) and training. These include:

- Consent compliance
- Enforcement (inc complex cases and legacy issues)

- Major development and sites of concern (inc, multi-agency working)
- Authorisations and powers of entry
- Proactively formalising land registry, easements and agreements
- Communications and engagement

To ensure no conflict of interests within our service provision to IDBs, we will not undertake private work for ratepayers, landowners, developers, or any prospective consent applicant. It is particularly important that ratepayers' and Board Members understand and respect this position within any works they plan or are involved in that may need consent from the IDB or MLC. This will support Board Members in managing their own conflict of interest and within their code of conduct. There may be exceptions to this that will need to be reviewed and agreed between the MLC Chief Executive/Clerk and IDB Chairman.

2. The IDB governance future within the Middle Level of the Fens

As previously reported to the MLC Board and IDBs, on 15th February 2024 the Chairs, Vice Chairs and Board Members who sit on more than one IDB within the Middle Level (and those outside the catchment that we administer) had been invited to an informal session in Ramsey to share thoughts about the future IDB governance landscape within the Middle Level and whether action was needed to ensure this was resilient for the future.

The consensus from those who attended was that we needed to act and a small working group was identified to draft an initial case for change. The working group met on 5th September 2024 and were joined by Innes Thomson, ADA Chief Executive. The group used the 'Geoff Beel' vision from 2009 as a starting point to discuss the primary drivers for change and the key concerns that any proposed new model would need to take account of.

A summary of the discussion:

- Change is not new within the Middle Level and there has been ongoing evolution of IDBs.
- We need to locally design and drive future change, proactively taking control of our own collective future. IDBs are the decision makers.
- We need to agree what we need to look like in 5-15 years to be sustainable and efficient for the subsequent 25 years.
- Do Nothing and Do Minimum (continued incremental change) are not considered as options as amongst other risks they increase the likelihood of reform being directed upon us.
- The scope is to develop options and then identify a preferred option for the future IDB model of IDBs within the Middle Level catchment ie where we have two tiers of land drainage.
- Similar discussions are happening elsewhere and currently the new government is in supportive and listening mode. We need to develop our approach very much with the Minister (plus Defra and Environment Agency) not for the Minister.
- We risk becoming more of an anomaly if other IDB landscapes drive reform and we do not.
- Amalgamating IDBs into the Middle Level Commissioners or becoming one very large two tier IDB has been ruled out and will not be recommended to the MLC Board (see below for rationale).
- We think options for one, two, three, four and maybe five IDBs need to be developed to an outline design stage. The management and operational delivery model may change for each of these.
- Any preferred option would need to ensure and ideally enhance value for money and make sense from a business point of view.
- Private Districts are an added complexity that ought to be considered within a detailed design phase, once a core IDB preferred option has been determined.
- There is a recognition that additional resources are needed to develop and deliver a case for change. IDBs will need to make a provision/contribution for this and in doing so increase the likelihood of securing funding from others. Seed funding to get us moving is needed ahead of asking 24 IDBs for funds.

- There is a recognition that implementation of a preferred option would need to be resourced, managed and led as a change programme.

The Middle Level Commissioners, whilst having the responsibilities and functions of an Internal Drainage Board under the Land Drainage Act 1991 and Floods & Water Management Act 2010, have functions and responsibilities beyond a 'normal' IDB that are specified and catered for within a suite of primary legislation, predominantly the Middle Level Acts.

Amalgamating 24 IDBs into the Middle Level Commissioners would likely need new primary legislation and similarly becoming one large two tier Middle Level IDB (solely acting under the Land Drainage Act) would mean repealing a suite of primary legislation. Both approaches would be significantly more complex, costly time-consuming and controversial than recent experience with the Middle Level Act (2018) that introduced navigation licensing.

Repealing the Middle Level Acts and becoming a Middle Level IDB would mean new legislation and a new body would be needed to take over the MLC's navigation authority role (or the Environment Agency subsume these) and potentially our water transfer role. This would add unwelcomed additional complexity to water level management within the Middle Level given how the system and infrastructure serves and balances a variety of interests and is likely to be largely unsupported by many of beneficiaries of our system.

The next steps identified:

- Paul Burrows and Innes Thomson to pitch for seed funding from the Environment Agency's Fens2100+ programme. Paul Burrows to ask the MLC Board to consider a financial contribution at their meeting on 7th November 2024.
- MLC to then act as lead client bringing in local knowledgeable extra hands to develop the scoping and outline design. A scope for this will need to be developed.
- The ambition would be to present outline design options via IDB 2025 meetings. This ambition is subject to funding, resources and not having an exceptionally wet winter to contend with again.
- Working Group to meet again in January 2025 (dependent upon the above).

3. Electricity

3.1 Electricity Service

In terms of standing charge policy, our appearance on BBC Countryfile has contributed to ofgem consulting on a revised approach. They have no definite timescales as yet unfortunately but have reiterated that IDBs remain an important case study for them and one they will continue to raise with decision-makers within government.

A group made up of nominated IDB Chairs along with the MLC Chairman and Vice Chair reviewed the electricity contract. Having reviewed options, it was agreed by all to enter into a 12 month fully fixed, 100% renewable power electricity contract with EDF Energy, together with a service level agreement with Green Energy Advice Bureau (GEAB), who will manage the contract and validate invoices.

New Unit Rates are within the range of 21-29p. Following the last TCR in 2023/2024 the annual standing charges amounted to £155,662.32, these now stand at £130,467.61 before adding St. Germans, which at present equates to £49,122.50, being a total of £179,590.11, an annual increase of £23,927.79 across the portfolio. The St. Germans quote does not include the Targeted Charging Review (TCR) charges, which is not down to GEAB nor EDF, but a supplier wide decision due to the EH1V type of meter, which means suppliers will charge the TCR as they are charged from the Distribution Network Operator (DNO).

We have been advised that the standing charges will continue to increase due to the TCR charges as these are going up year on year. The DUoS (Distribution) and TNUoS (Transmition) charges are set each year, and this is the distribution and transportations costs and will be affected by such things as oil prices and demand for dealing with Liquified Natural Gas (LNG) shipments.

4. Charging for Planning & Consenting

As previously reported, we have for a long time been reactive and had insufficient resources to cater for the amount and range of planning and consenting workload for the Commissioners and IDBs with an inability to step back and identify and implement improvements. Our reputation has suffered, and we receive regular complaints.

With new leadership capacity and capability within Technical Services, we are now in a healthier position to identify and drive improvements. A key foundation of improvement is a review and implementation of our charging approach for developers and consent applicants. We have identified that we are significantly out of sync with neighbours and have likely been missing out on substantial income over many years. This is income that could in part be reinvested into developing our capacity and capability to improve our service, as well as contributing to asset improvement budgets.

The Board is asked to support the need to review our charging model to maximise income. The intent is to present a proposal to the MLC Board for approval in April 2025 with subsequent approval being sought by the IDBs thereafter.

5. Rating

As previously reported the Water Management Alliance's (WMA) support for their rating software (DRS2005) which we use to manage and issue circa 4000 drainage rates on behalf of the Commissioners and administered IDBs will be discontinued on 31 March 2025. ADA subsequently decided not to lead on the redevelopment of DRS.

The WMA have re-written DRS for their members IDBs in Access 365, which will be made available for other IDBs to use under licence. This software is known as DRS365 and runs on their Terminal Server, which will be securely operated, maintained and supported remotely.

Upgrading to DRS 365 (the software licence, training and transitioning work) will cost circa £10k per site (ie covering MLC and our administered IDBs) and the annual support charge will be circa £5k per site. This covers their costs and provides a more robust, sustainable and better supported system than we currently have, reducing risk to MLC and our administered IDBs. These costs will be reviewed next on 1 April 2025 and annually thereafter. The existing DRS2005 maintenance fee is £1k per annum.

The only other options we have would be to create our own software (which is impractical) or revert to a paper-based system (which would be a retrograde and resource intensive step). In these circumstances the WMA would offer a year extension to the DRS2005, hosted on their server, but at our risk should Microsoft decide to turn off the Access 2003 platform upon which the existing DRS is dependent.

6. Debt Management

Having had limited success with previous bailiffs, we are trialling a new approach to debt management. We have issued a suite of legacy drainage rate and developer charges debt held by the Commissioners and some IDBs to Glenwood debt management company. They operate on a no win no fee basis, and if they prove successful there is opportunity to issue them cases much earlier on in the process, at non-payment stage. This could be significantly more efficient in terms of staff time and hopefully more effective.

Author Name: Paul Burrows
Role: Clerk

Provided by the Middle Level Commissioners		**Item No:**		**7**
Meeting:	**HUNDRED OF WISBECH IDB (Hereafter referred to as the Board)**	**Subject:**	**CONSULTING ENGINEERS REPORT: CHIEF ENGINEER'S SUMMARY & CAPITAL PROGRAMME**	
Date:	**Thursday 14th November 2024**	**Officer Responsible:**		**Nicola Oldfield**

RECOMMENDATIONS

The Board is asked to:

A. **Acknowledge the proposed approach to introduce interim charges for responding to applicants' questions.**

1 Technical Services

1.1 Since Chris Bailey started as our new Head of Technical Services, we have been updating the catalogue of services which the MLC could provide. Given the increasing frequency of complex cases where Boards consider there may be a need for regulation and enforcement dependent on the costs and benefits, we are reviewing and updating training, policies, and capacity to undertake enforcement and compliance regulation on behalf of the Boards we represent.

1.2 We are receiving an increased number of questions from developers ahead of planning applications/ consent applications, with an expectation that we can provide the information freely. Until we have completed the review of our charging model, we will be introducing interim charges for answering these questions if applicants do not enter into a pre-app agreement. There is already a provision for this within our existing charging structure.

The Board is asked to acknowledge this approach.

1.3 Lists of the planning, consent and infiltration device applications since the last report are provided at Appendix 1.

1.4 <u>Summary of key planning issues</u>

We will, when possible, seek the Board's input, rather than wait for Board meetings. This will be done via correspondence with the Chair, Vice Chair and District Officer, Works Committee or Sub-Committee as previously resolved by the Board. However, occasional specific Special Meetings may also be required.

1.4.1 ***Proposed reforms to the National Planning Policy Framework and other changes to the planning system - Open consultation***

Following the change of government in July an open consultation was held between 30th July and 24th September on proposed reforms to the National Planning Policy Framework (NPPF) and other changes to the planning system

As the NPPF sets out government's planning policies for England and how these are expected to be applied, it is therefore a significant driver and influence on development related planning policy, and it was essential that a suitable response be made.

During August the Boards' Chairs were given the opportunity to comment on the issues raised within the draft consultation document and provide comments and any other related items of unease that the Boards had.

A response, which was primarily providing answers to specific questions, was submitted before the deadline.

One of the big issues related to development of the "green belt" and the introduction of the "grey belt" but the consultation also included decision making, climate change, flood risk, and environmental related issues. Responses to specific questions contained within the consultation included:

1. The advantages and disadvantages of restoring the 5-Year Housing Land Supply (5YHLS).

2. Further supporting effective co-operation on cross boundary and strategic planning matters.

3. The LPA's need to understand, consider and acknowledge the impact of new development on their special levy and future funding requests under Defra's Partnership Funding Policy. Under this policy housing built or converted after January 2012 is **not** included in FCERM government grant in aid calculations.

4. The need to consider the adoption of appropriate measures that consider the whole water cycle process such as rainwater harvesting and the re-use of as much water as possible.

5. The need for bodies involved in the planning process but which are not LPAs to be provided with suitable compensation, benefit and other incentives for contributing to and enabling the aspirational growth and local economy.

The opportunity was taken to raise some issues not covered by the reform consultation as a concern by many Boards, in the hope that these points are heard and acted upon. These included:

A. The Fenland Situation – special requirements needed due to the low-lying topography, the managed flood risk and land drainage systems, the provision of enabling infrastructure to allow life to continue and also accommodate current growth aspirations.

B. The flawed methodology used by LPAs and poor decisions made by the LPAs when considering and allocating sites often caused by the need to meet government targets.

C. The impacts of growth and climate change and the need to revise nationally accepted design standards.

It is understood that several thousand responses to the consultation were submitted and, therefore, the implementation of the reforms may be delayed accordingly.

1.4.2 ***New developments and the use of SuDS***

Analysis of the responses from the last round of meetings revealed that the Board and its members had overwhelming concerns about the uses of SuDS Devices from the design, construction, ownership, management and maintenance phases.

Despite the new government growth agenda, as partly discussed above, it appears unlikely that the previously announced implementation of Schedule 3 of the Flood and Water Management Act and the introduction of the SuDS Approval Board (SAB) will occur in the near future.

1.4.3 ***The Board's System Flood & Drainage Infrastructure Capacity***

At the last Board Meeting it was suggested that the Board "may choose to create, adopt and issue similar standing advice notes for their districts" the Board's Chair referred to the District Study currently being carried out and considered this would identify specific problem areas and that the Board should wait until this information is received before giving consideration.

However, as discussed later in this report as the results of the study may not be available until February 2026 this will need to be reviewed by the Board's new service provider.

1.4.4 ***Wisbech – to the north of the A47***

Cromwell Road Sub-catchment

- *Various developments at the potato processing plant, Weasenham Lane, Wisbech - Smith and Holbourne Ltd/Smith and Holbourne (Holdings) Ltd/Lamb-Weston/Meijer UK Limited/Lamb Weston EMEA (MLC Ref Nos 282, 322, 346, 580, 945, 970, 974, 1122, 1168, 1680 & 1745)*

  Further to the November 2023 Meeting Report an application has been received for the extension of the existing culvert at Point 36 to enable continued access to the Board's Drain because of the encroachment created by the formation of a buffer tank bund, as required by the Environment Agency.

  The Works Committee agreed that this solution is not best practice and could be considered inappropriate, but this was preferable to the Environment Agency shutting the whole factory resulting in a "mass loss of jobs".

Developments in the area bounded by Cromwell Road, Newbridge Lane, the March to Wisbech Railway and the A47 (South Bridge Field), Wisbech

- *Mixed use development on land at the junction of the A47 and Cromwell Road, Wisbech – Scopebusy Ltd (MLC Ref No 575); All Weather Markets (MLC Ref No 578); Teshill Ltd (MLC Ref No 757); Gracechurch Retail Development Group (MLC Ref No 786); Gracechurch Retail Developments Ltd (MLC Ref Nos 851, 1090, 1207), Hutchinson Group Ltd (MLC Ref No 1380) & GC No. 27 Limited (MLC Ref No 1710)*

  No further correspondence has been received from either developer in respect of the proposed developments in this area. See also item 2.2 below.

  Once the study has been completed and assessed it will be possible to design and install the permanent control and outfall structure.

- *Re-development of the former plant nursery at Parkside Nurseries, to the north of Anglia Community Eye Services, Cromwell Road, Wisbech – Client of Fenland Hydrotech (MLC Ref No 930), Buildbase Ltd (MLC Ref No 934), Client of Clancy Consulting Ltd (MLC Ref No 1430), Grafton Merchanting GB Ltd (MLC Ref No 1443) & UA Asset Management 2 Ltd (MLC Ref Nos 1685 & 1739)*

  The construction of the Class B8 Storage and/or Self Storage units with ancillary Class E(g)(i) offices has commenced and is at an advanced stage.

Half Penny Lane Sub-catchment

- *Development at the school site, Weasenham Lane, Wisbech – Cambridgeshire County Council/The Queens School/Thomas Clarkson Academy (MLC Ref Nos 674, 693, 714, 715, 738, 966, 980 & 1025) and The Department for Education (DfE) (MLC Ref No 1716)*

  Acting on behalf of its client, Henry Brothers, the contractor and Hexa Consulting Ltd, the consulting engineer acting on behalf of the applicant/contractor, have contacted the Board and submitted a completed Detailed Pre-application Consultation form.

  A payment in advance has been received from Henry Brothers for dealing with the Pre-Application issues, a review of the design and calculations by an independent consultant and the delivery phase, undertaking inspections etc.

  It is understood that the build of the school will extend beyond the end of MLC service provision to the Board in April 2026. **This will need to be considered in any discussions concerning the transfer of the Board's future service provider**.

  The independent review is currently being undertaken and no significant problems have been identified with the design, but it is noted that the proposed school utilises some of the existing TCA infrastructure and the discharge will use the same connection into the piped drain on the northern side of Weasenham Lane. Therefore, care may need to be taken with future maintenance responsibilities and working procedures.

  Concern remains about any encroachment over the aforementioned pipeline to facilitate access into the site. Further discussion is required concerning this aspect.

  In addition, a flooding problem within the existing TCA site has been identified.

- *Residential and associated development at land east of Halfpenny Lane, Wisbech – Client of Matrix Transport and Infrastructure Consultants Ltd (MLC Ref No 1338), EMC Land (MLC Ref No 1339), and Seagate Homes Ltd (MLC Ref No 1706)*

  No further correspondence has been received concerning this proposal within an Acute Drainage area.

Algores Way/Boleness Road area Sub-catchment

- *Various developments at Del Monte UK Limited, Weasenham Lane, Wisbech – Fisher Chilled Foods (MLC Ref No 395), Del Monte (MLC Ref No 667) and Del Monte (UK) Limited (MLC Ref No 1701)*

  No further correspondence has been received concerning this development within an Acute Drainage area.

- *Medworth Energy from Waste Combined Heat and Power Facility at Algores Way, Wisbech - Medworth CHP Limited (MLC Ref No 1542)*

  Progressing the detailed design in accordance with the DCO outline to ensure that the Protective Provisions are met has commenced.

  The Biodiversity Net Gain (BNG) requirements are currently being discussed with MVV and other stakeholders to identify any opportunities without compromising any functionality.

Discussions have commenced about the consent issues related to works adjacent to the Board's Newbridge Lane Drain, effectively between Points 31 – 43 – 48, which includes the installation of the Acoustic Fencing beside Number 10 Newbridge Lane and the widening and uprating of the Highway between Salters Way and the main site entrance. The latter includes the replacement of the current corrugated pipe under the lane, near Point 31, with a larger box culvert and the installation of a "chicane" which will need to be large enough to accommodate the movement of maintenance equipment.

The build of the incinerator will extend beyond the end of MLC service provision to the Board in April 2026. **This may have to be considered in any discussions with the Board's future service provider.**

Elm

- *Erection of a 2-storey 4-bed dwelling with integral double garage at land south of 111 Fridaybridge Road, Elm - Mrs L S Lucas (MLC Ref Nos 183) + Mr & Mrs Harris (MLC Ref Nos 1313, 1456 & 1654)*

  Further to previous Meeting Report entries further information has been received from the applicant's agent, Craig Brand, concerning the proximity of a dwelling to this pipeline.

  As discussed at a meeting of the User Group associated with the Flood Risk Study this pipeline provides the only connection for the Board's eastern sub-catchment under the Friday Bridge Road/Main Road. The eastern sub-catchment serves the urban areas of eastern Elm and Friday Bridge together with Gosmoor Lane and Collets Bridge and the rural area up to Bramble Lane and is, therefore, vitally important to this part of the Board's system.

  It could be considered unreasonable for 9.0m wide maintenance access strips to be provided on both sides of a pipeline particularly when easements for adopted sewers are much narrower. Therefore, the Board's Works Committee have decided that it is appropriate for this strip to be reduced to five meters thus giving a total width of 10m.

- *Residential development including the installation of a pumping station and the formation of an attenuation pond at 33 and on land to the north of 17-31 Gosmoor Lane, Elm - Mr S Ayers (MLC Ref Nos 1333, 1369, 1370), Bowsall Developments (MLC Ref Nos 1600 & 1636) & D Brown Building Contractors Ltd (MLC Ref No 1728)*

  During a recent site inspection, undertaken at the contractor's request, it was noted that:

  A. Part of the open watercourse bisecting the site had been backfilled.
  B. The attenuation pond was complete with a minimal maintenance strip on its northern boundary, was full of water and thus contributing to a poorly drained site.
  C. The sump for the rising main was partly complete but that the pump had yet to be installed.

  After much discussion with the applicant, the consent documentation is currently being prepared for the discharge consent and various byelaw consents required for this development.

1.5 Strategic Improvements

1.5.1 ***March to Wisbech Transport Corridor Previously known as the Re-opening of the March to Wisbech Rail-line - Scheme No 398128 (Wisbech Rail) (MLC Ref No 1274a)***

It is understood that Network Rail, on behalf of the Cambridgeshire and Peterborough Combined Authority (CAPCA), continue to assess the re-opening of the Wisbech to March rail line. The options being considered include both light and heavy rail modes and centre on a service initially operating between Wisbech and March but with the possibility of creating an ultimate link into Cambridge.

1.5.2 ***Southern Access Road (SAR) (MLC Ref No 1514) & Wisbech Access Strategy (Phase 1) (MLC Ref No 1529)***
No further correspondence has been received in respect of these previously proposed schemes.

1.5.3 ***Grantham to Bexwell Pipeline – Anglian Water Services Ltd [AWSL] (MLC Ref Nos 1579 & 1637)***
The status of this part of the larger strategic scheme is currently being ascertained.

The proposed pipeline encroaches within the eastern part of the Board's district near Bramble Lane but does not cross any of the Board's District watercourses.

2. Capital Programme

2.1 In terms of FCRM Grant-in-Aid (FCRM GiA) the current indication is that there will be no additional funding allocation within the current spending review period.

2.2 Attenuation Area near Point 29 (Project Ref 346/23)

The Lead Clerk has advised that the Land Transfer has been completed.

A hydraulic model of the sub-catchment is needed to determine the operating parameters for the outfall control structure and inform the final design. The consultant for the main catchment study has been asked about incorporating the attenuation pond modelling. This will be requested again now that the catchment study is progressing further and it is hoped that the price will be available before the Board meeting for consideration. Subject to them providing an acceptable quote, it is hoped that it can be included as a compensation event within the original budget of the Catchment Study.

2.3 Culverting Works near Point 66 (Project Ref 346/24)
As the project was completed in November 2023 and the relevant snagging issues were resolved, a meeting will be organised with the contractor this month to inspect the works as the one-year defects period comes to an end. No issues are expected and subject to this being confirmed, the retention will be released.

2.4 Flood Alleviation Investigation (Project Ref 346/25): Hundred of Wisbech IDB & Waldersey IDB

Combined Catchment Flood Risk Study

The joint Catchment Study is continuing with close collaboration between the Engineer, the Board's Works Committee (User Group) and Royal HaskoningDHV. The data was collected then evaluated by the consultant and various inspections took place to establish the extent of surveys needed. The watercourse survey started last month in the south of the Waldersey IDB area and is being carried out by surveying contractors currently. This will continue northwards through that district and the rural areas of the Hundred of Wisbech area before concluding in the more urban areas. The CCTV of various critical culverts in this area will be carried out by the same contractor and at the same time. Drawings will be produced to give up to date information of both IDBs. The data will be passed on to Royal HaskoningDHV for them to build the model of the systems, which is programmed before the end of the financial year. The various scenarios will then be built into the model as options later in 2025 and appraised.

As reported verbally at the November 2024 meeting several additional items have been added to the scope of the study such as the attenuation pond near Point 29, the culverts under the A47 and the impact of existing debris screens on the system. These will inevitably lengthen the timescale and increase the costs of the study but were assessed to be very worthwhile additions at this stage. The project should be complete by February 2026 and even with the additional items, only around a quarter of the £91,000 contingency within the current allocation will likely be needed to be applied for from the Environment Agency.

Author Name: Nicola Oldfield
Role: Chief Engineer

Appendix 1: **List of planning, consent and infiltration device applications since last report**
Appendix 2: **List of Board's Byelaws contraventions**

Appendix 1

MLC Ref.	*Council Ref*	*Applicant*	*Type of development*	*Location*
1742	F/YR24/0387/F	Mr L Holland	Residence (Extensions)	High Road, Elm
1743	F/YR24/0425/F	Mr & Mrs D Browett	Residence (Extension)	Elm High Road, Wisbech
1744	Discharge consent (F/YR23/0329/F)	Fenmarc Produce Ltd	Applications for discharge of surface water and treated effluent	Gosmoor Lane, Wisbech
1745	Byelaw Consent (F/YR22/1260/F)	Lamb Weston EMEA	Formation of a bund and extension to an existing culvert near Point 36	Weasenham Lane, Wisbech
1746	General Comments	Medworth Energy	Energy from Waste	Algores Way, Wisbech
1747	F/YR24/0591/F	C Murrell	Residence (Extension)	Burdett Road Wisbech
1748	F/YR24/0629/F	Freshpeel Produce Ltd	Commercial (Extension)	Boleness Road, Wisbech
1749	Pre-App application	Hexa Consulting Ltd	Education	Corporation Road, Wisbech
1750	F/YR24/0650/RM	Mr Bunton	Residence	Halfpenny Lane, Wisbech
1751	F/YR24/0663/SC	Henry Brothers on behalf of Department for Education	Education	Corporation Road, Wisbech

The following application for Byelaw Consent (to undertake works in and around watercourses) has been granted since the last meeting:

MLC Ref	*Council Ref*	*Consent No*	*Applicant*	*Description of Works*	*Location*	*Date consent granted*
1745	F/YR22/1260/F	HOW/BC/153	Lamb Weston EMEA	Creation of bund and extension of existing access bund	Weasenham Lane, Wisbech	9/8/2024

There have been no Byelaw Consent (to discharge to a watercourse) or infiltration device applications issued since the last meeting.

Appendix 2

The following contravention of byelaws has been reported since the last meeting:

- Erection of fences and buildings off Bar Drove, Elm (between Points 15-16 & 15-98)

  This contravention consists of a post and rail fence erected between Points 15-16, the erection of a fence and stables and the erection of a high fence and integral building between points 15-98.

  The Board's Works Committee has requested that the matter is investigated and action taken in order to remove the structures concerned.

  In this case, the retrospective enforcement of powers, in relation to a large scale and complex site, would be both complex and require a disproportionate amount of resource and the involvement of multiple organisations. This would incur significant cost to the Board and such action may be challenged legally. The success of any such action under these circumstances is low, particularly as previous approval was given to this site by a member of the Board.

The following is a potential byelaw contravention which needs to be investigated:

- Erect a storage building, and the formation of a car park and pedestrian access at Nestle Purina Petcare UK Limited, Cromwell Road, Wisbech (FDC Ref. No. F/YR23/0748/F - MLC Ref No 183)

HoW District Officers Report Autumn 2024.

Drainage issues usually take on a different perspective during the summer, and that's certainly been the case over the last months.

Although we have walked sections of the district, most of our time has been spent on three main aspects. 1. The future of our boards (and we talk of the Hundred of Wisbech and Waldersea as one) outside of the Middle Level. This has entailed meetings with Innes Thomson of ADA, Paul Sharman and Michael Sly of the North Level IDB, twice, Phil Camomile of Water Management Alliance, and, at the time of writing, next week Brian Long of King's Lynn Internal Drainage Board. 2. Meetings centering around the review of the two districts. 3. Various planning and enforcement or rather lack of, issues. Obviously, maintenance has been a priority, but that is restricted during the summer by consideration of environmental factors. We have an excellent relationship with our contractor HAC, and we've had discussions over an extension of his contract. I'm sure that the Chairman will report in detail on most of these matters, but please feel free to ask questions of Neil and myself.

Fred and Neil.

Fred's hours 11, at the time of writing, 09-10-24.

Provided by the Middle Level Commissioners		Item No:	12
Meeting:	**HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD**	**Subject:**	**GOVERNANCE**
Date:	**Thursday 14th November 2024**	**Officer Responsible:**	**Paul Burrows**

RECOMMENDATIONS

The Board is asked to:

A. Consider and approve the Annual Return 2023/2024
B. Consider and approve the Auditor's Report 2023/2024
C. Note the continued appointment of Whitings as Internal Auditor.
D. Consider and approve of authorised officers for operational/regulatory roles
E. Consider and approve resolutions regarding new Responsible Finance Officer
F. Review and approve the updated Policy included as appendices.
G. Consider and approve the Data Protection Officer
H. Highlight if there are any specific risks or issues not covered within its Risk Management Strategy that may need review ahead of the next formal update.
I. Note the system of financial Internal Controls that are in place and consider whether additional controls are required within the running and decision making of the Board.
J. Exercise of Public Rights
K. Consideration of potential litigation, liabilities, commitments

1. Annual Return & Auditor's Report 2023/2024.

1.1 The AGAR provides the framework by which the governance of the Board is assessed. The Board's last AGAR is available on its page via www.middlelevel.gov.uk

1.2 The Board/Commissioners to consider:

- the comments of the auditors on the Annual Return for the year ended 31st March 2024. (Appendix 1)
- the Audit Report of the Internal Auditor for the year ended 31st March 2024. (Appendix 2)

1.3 The Board are reminded that Whitings LLP were appointed as internal auditor for a five-year period commencing 1st April 2023 (financial years 2023/24 to 2027/28).

1.4 The Board is asked to act on the advice of the Auditor within its decision making.

2. Internal Controls

2.1 Within the financial operations at the Middle Level offices there are a series of controls in place to ensure the segregation of duties, so as far as practical within a small workforce, that no one person has control of a single operation from start to finish. The Internal Controls are available via the website within the 'Governance' section on the Board's page.

2.2 The Board needs to ensure there is adequate separation of duties within its running and decision making. Members are asked to refresh themselves as to the Member Code of Conduct (available within the Governance Documents on the Board's webpage) and ensure their declarations of interests are clear and up-to-date.

2.3 If a Board Member (or their business) undertakes contracted work (or bids for such work) for the Board it is recommended that they be excluded from any decision making as a matter of course and that appropriate contractual arrangements are in place.

2.4 If the Member also has a lead role for the Board (eg Chairman/Vice Chairman) then it is important that the Board puts in place safeguards to ensure a separation of duties, particularly being clear on who is acting as lead client for the contractor.

3. Authorisations

We have undertaken a review of how we enact our powers of entry and are introducing new identification badges for all MLC employees alongside training in conflict resolution and creation of a violence and aggression at work policy. Contractors working on our behalf are issued with a letter of authorisation. This is an approach that administered IDBs would also benefit from.

The Board are asked to confirm the stance that all employees and contractors of the Middle Level Commissioners are considered as duly authorised officers and therefore able to use the Board's powers and IDB Byelaws for their operational and regulatory roles on behalf of the Board.

The Board are asked to confirm the stance that their Chairman, Vice Chairman, District Officer(s), pump attendants and employees (if applicable) are considered as duly authorised officers and therefore able to use the Board's powers and IDB Byelaws for their operational and regulatory roles on behalf of the Board.

4. Responsible Finance Officer

Robert Hill the MLC Treasurer leaves at the end of January 2025 and Andrew Wool has been appointed as MLC Head of Finance.

The Board is asked to approve that the employee who fulfils the position of MLC Head of Finance takes on the role of Responsible Finance Officer (RFO) on behalf of the Board. As part of this, the Board is asked to acknowledge that any change in incumbent employee will trigger a change in the name authorised as part of their bank mandate and online banking.

The Board are requested to approve, that while there is a Service Level Agreement for the provision of clerking services in place between the Board and the Middle Level Commissioners:

a) That the role of the position of Head of Finance to the Middle Level Commissioners is to include the appointment as Responsible Financial Officer to the Board.

b) That the person appointed as Head of Finance for the Middle Level Commissioners be added to the Barclays Bank PLC mandate and authorised to sign cheques and authorised to make payments on behalf of the Board.

c) That the person appointed as clerk to the Middle Level Commissioners be added to the Barclays Bank PLC mandate and be authorised to sign cheques and to authorise payments on behalf of the Board.

d) That the person appointed as Head of Finance to the Middle Level Commissioners will be appointed as the administrator on behalf of the Middle Level Commissioners to the Barclays Bank PLC internet banking platform as used by the Middle Level Commissioners.

e) **That following Mr Robert Hill leaving the employment of the Commissioners that the Head of Finance of the Middle Level Commissioners be delegated the authority to appoint a member of the finance team to be an additional administrator on the Barclays Bank PLC internet banking platform as used by the Board.**

5. Policy Reviews

We have an ongoing review and update of policies. Within this we are also improving our management of Freedom of Information requests. The update to the Privacy Policy has identified some area of Data Protection that require further attention. It is timely to schedule a Data Audit, which will help to identify any further areas that require updating. Additional staff and Board/IDB training will be a likely result, along with some other strengthening of procedures across the business.

The Board are asked to note the update and re-publication of their Complaints Procedure and Privacy Policy.

The Board are asked to review and approve the publication of an Anti-Bribery policy (Appendix 3) which includes the need to log offers of gifts and hospitality.

The Board are asked to approve that the MLC Lead Clerk, currently Ruth Martin, acts as their Data Protection Officer and acknowledge that this role will be associated within the incumbent employee role of MLC Lead Clerk.

7. IDB1

7.1 Defra Reporting

All IDBs are required to report annually to Defra via an Annual Report called an IDB1 form. These reports are copied to the Environment Agency and to the relevant District Councils.

In September 2024 an updated form has been issued to cover the 2023/24 returns and is due for submission by 28 February 2025.

There are new or enhanced questions within the form which indicate increasing expectations on IDBs of government.

In summary:

- Breakdown with financial reporting of electricity and fuel cost
- Reporting on biodiversity enhancement expenditure alongside conservation
- Value of drainage rate debt
- Detail of any Public Sector Cooperation Agreements
- Whether a specific Board Member is focussed on ensuring that health and safety is considered within board decision making.
- Significant new reporting expectations in terms of public engagement, including media engagement, public meetings and public events.

8. Exercise of Public Rights

8.1 For completion of the Annual Governance Statement the Board is required to confirm that they provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.

8.2 In order to warrant a positive response to this assertation the authority needs to have taken the following actions in respect of the previous annual return:

Exercise of Public Rights: The authority provided for the exercise of public rights set out in Sections 26 and 27 of the Local Audit and Accountability Act 2014. Part 5 of the Accounts and Audit Regulations 2015 requires the RFO to have published including on the authority's website or other website:

- Sections 1 and 2 of the annual return
- A declaration that the status of the statement of accounts is 'unaudited;' and
- A statement that sets out details of how public rights can be exercised, as set out in Regulation 15(2)(b), which includes the period for the exercise of public rights.

8.3 In addition, a notice of the conclusion of the external auditor's limited assurance review of the annual return, together with relevant accompanying information, has been published in accordance with the requirements of Regulation 16 of the Accounts and Audit Regulations 2015. We also display the 'Local Authority Accounts – A Summary of Your Rights' with the notice.

8.4 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.

9. Consideration of potential litigation, liabilities, commitments:

9.1 The clerk to report.

Author Name: Paul Burrows
Role: Clerk

Appendix 1 Annual Return 2023/2024
Appendix 2 Audit Report 2023/2024
Appendix 3 Anti-Bribery Policy

Hundred of Wisbech Internal Drainage Board

Notice of conclusion of the audit

Annual Governance & Accountability Return for the year ended 31st March 2024

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014
Section 16 of the Accounts and Audit Regulations 2015 (SI 2015 /234)

1 The Audit of accounts for the Hundred of Wisbech Internal Drainage Board for the year ended 31st March 2024 has been completed and the accounts have been published.

2 The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Hundred of Wisbech Internal Drainage Board

The Clerk
Hundred of Wisbech Internal Drainage Board
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: P Burrows - Clerk to the Board

Date of Announcement: 5th September 2024

Annual Internal Audit Report 2023/24

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

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During the financial year ended 31 March 2024, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2023/24 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2022/23, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2022/23 AGAR tick "not covered")*			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations *(during the 2023-24 AGAR period, were public rights in relation to the 2022-23 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).*	✓		
N. The authority has complied with the publication requirements for 2022/23 AGAR *(see AGAR Page 1 Guidance Notes).*	✓		

O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

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

Date(s) internal audit undertaken: 12/06/2024 19/06/2024 25/06/2024

Name of person who carried out the internal audit: WHITINGS LLP

Signature of person who carried out the internal audit: R. [illegible] - WHITINGS LLP

Date: 25/06/2024

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

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

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2024, 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.*
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:

10/06/2024

and recorded as minute reference:

B.2131

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

Chair M. S. [signature]

Clerk [signature]

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Section 2 – Accounting Statements 2023/24 for

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	*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	1,264,110	1,264,671	*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	215,434	215,262	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	830	36,183	*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	74,628	74,628	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	141,075	337,835	*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	1,264,671	1,103,653	*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	1,329,373	1,199,007	*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	239,500	244,500	*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	1,361,074	1,310,495	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				*The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.*
11b. Disclosure note re Trust funds (including charitable)				*The figures in the accounting statements above exclude any Trust transactions.*

I certify that for the year ended 31 March 2024 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 21/05/2024

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

10/06/2024

as recorded in minute reference:

B.21 32

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

Section 3 – External Auditor's Report and Certificate 2023/24

In respect of **Hundred of Wisbech Internal Drainage Board – DB0038**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

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 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2023/24

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:

None

3 External auditor certificate 2023/24

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 2024.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature	PKF Littlejohn LLP	Date	02/09/2024

Appendix 2

Whitings
Chartered Accountants LLP
Fenland House, 158 Hostmoor Avenue
March, Cambridgeshire, PE15 0AX
t: 01354 652304
e: march@whitingsllp.co.uk
w: whitingsllp.co.uk

BB/MM053
30 June 2024

Messrs. P Burrows, R Hill and S Ablett
Middle Level Offices
85 Whittlesey Road
March
Cambs.
PE15 0AH

Dear Messrs. P Burrows, R. Hill, and S Ablett,

MLC administered Internal Drainage Boards - Internal Audit 2023-2024

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 2024, 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. **Asset Valuations and Insurances – mainly for residential properties.**

   It is noted that, whilst a large proportion of boards took the option to revalue for insurance purposes their pumping station and residential assets during recent years, there are still 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. It should be noted that this is largely in relation to residential property. Should a complete rebuild following an unforeseen catastrophic event be required, current valuations may no longer be appropriate given today's prices which may lead to a shortfall in funds which would have to be drawn out of surplus funds if other financial arrangements were not available.

   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. This is especially important given the significant increase in material and labour costs seen in recent times as a result of rising inflation and global material shortages. However, we are pleased to note that boards are being asked whether they wish for insurance to be index linked going forward and would strong suggest that all boards agree to this proposal.

Client comment:

While we have put it to Boards to review pumping station valuations for insurance purposes, as separate statutory authorities it is up to each Board to review and approve what they consider to be an appropriate valuation and your point concerning possible under-insured amounts having to be funded directly by the Board following an event has been highlighted previously. We are recommending that Boards should look to index link valuations and we will continue in asking all Boards again to consider this at subsequent meetings, along with consideration of current valuations. Valuation of residential property is an area we have and will continue to focus on for future meetings.

A number of Boards have recognised the potential impact of increased costs on valuations and have taking steps to re-value, however, the consulting engineer is currently reviewing the methodology for valuation of pumping stations, to ensure there is a robust process, which will be then used going forward.

This is an area already programmed to be reviewed every five years and hopefully with indexing we may not require such individual valuations going forward.

2. Employee Benefits

Following HMRC's announcement that double cab pickups would be treated as cars rather than vans for benefit in kind purchases from 1st July 2024 this was swiftly reigned in following a backlash from affected parties, largely from the construction and agricultural sectors. Given the new Labour governments need to increase the tax receipts into the Treasury this could be a measure that is revisited and we would advise that you be mindful of any changes that arise in the forthcoming Autumn Budget, although nothing has been confirmed at this stage.

With regards to other employee benefits, we note that where applicable these are being recognised as benefits in kind and disclosed on the form P11d, we would encourage the value of these benefits to be reviewed on a regular basis to ensure that these are reflective of what the employee receives, especially where some boards providing the living accommodation to their employees.

Client comment:

We are aware of the case and potential implications to employees of classification of vehicles, and for this and other areas will be following the autumn budget closely. Generally, we do not make changes concerning additional passenger/load capabilities to that of the original manufacturer's specification, which are relied upon alongside the HMRC guidance when designating vehicles for taxation/benefits in kind.

The benefit charge for living accommodation is calculated in accordance with HMRC recommended valuations. We have started payrolling any standard benefits but are currently unable to do this for accommodation and use of vehicles.

3. Provisions

We are pleased to note that, in the main; provisions recognised within the accounts of applicable boards are being monitored and written back as required. There are still isolated cases where provisions are "brought forward and carried forward" that relate in excess of the standard life of debt, being 6 years. Whilst we are satisfied there is reasonable rationale for their retention we would question whether payments could be reinforced if the life of debt has been exceeded, with the exception of amounts recognised in respect of development contributions. We would encourage continued review of provisions brought forward from prior years, especially those exceeding the standard life of debt, writing these off as appropriate, with board approval as appropriate.

Client comment:

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

4. Budget figures

We refer to the significant overspend arising in the 2023/24 against the budget set for the same period. We understand that this is largely due to the unprecedented levels of rainfall experienced during the 2023/24 winter period which in turn resulted in the most significant volume of water ever pumped by the organisation. Which has resulted in pumping stations operating at capacity for a number of months, using significantly more fuel and electricity to enable this.

Given the change in weather patterns globally and in our region, we would recommend that a higher budgeted energy and fuel cost be provided for in the budget going forwards, and that the organisation maintain sufficient reserves to combat any such deficiencies in the future. Consideration should also be taken as to whether budgets should be updated for actual results if significant variances are apparent, to ensure they remain meaningful to the individual boards to which they relate.

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 as there is no ability to increase revenue through rates and special levy once they have been set. The original budget is therefore used as comparative to analyse variances of actual expenditure against.

We have started to use a 5-year average for pumping volumes, calculating these against actual/anticipated electricity unit rates. For the 2024/2025 rate setting process we started to build in a 'climate change factor' into the 5-year average calculation, which will be refined for future years. While aware of the need to hold sufficient balances, this was highlighted during the 2023/2024 storm events and as well as having climate change awareness in the budget setting process Boards also were required to take steps concerning the reinstatement of balances depleted during the year.

It is intended to introduce a range of Key Health Indicators for all boards, part of which will be taking into account the impact of climate change on budgets and relevant level of balances required.

5. Surplus Funds

In previous years we have communicated the importance of investing cash assets that are not required to fund operational needs, to combat the erosion of these liquid assets through inflation. We are pleased to see that the organisation have taken heed of this advice and made a number of deposits with Barclays, in addition to discussing the potential pooling of cash resources with IDB's under their administration to gain access to higher rates of interest. Whilst inflation has now fallen back to 2%, the lowest level in nearly three years, it is important to continue to reinvest and "sweat" these assets going forward.

Client comment0:

We are currently making treasury deposits for individual Boards within the mandated authority given by each authority but need to manage this with specific cash flow requirements while also making consideration to having balances available for potential event situations requiring immediate cash. We will be monitoring additional staff time required to manage this while discussing matters further with our bankers.

6. Rental of Land

It was previously noted that some IDB's were renting out land to tenants at lower than market rate and that this should be reviewed to ensure value for money principles were being applied.

We are happy to note that some IDB's have increased the rental values of land to market rates, although there are still some IDB's where the rental value is significantly below market value and we advise that the market values are increased for these boards to ensure value for money principles are applied going forwards.

Client comment:

Boards which have land holding for rent generally review rents in accordance with tenancy agreements and use local land agents for guidance. A number of Boards have small holdings of land which are let at reasonable rates with a view to keep the land tidy and in good order as they are not necessarily commercially viable. A number of Boards have slamp land, which cannot be considered the same as general agricultural land for rental purposes. All Boards look to get the best rents available, but these are relevant to the size and type of land being let.

7. Financial Regulations

Last year we noted that the Financial Regulations were due to be updated by the end of the year, following a delay due to the retirement of the Chief Executive and appointing of the new Chief Executive/Clerk in February 2023. We are pleased to see that during 2024 the boards are reviewing and approving the updated Financial Regulations and Financial Code and look forward to considering this area during the course of the 2024/25 internal audit.

Client comments:

There will be a full review of the provision of clerking services and will be, as has been mentioned reviewing these regulations for presentation to boards for the 2025 meeting season.

8. Bank Transfers

We are satisfied with the accuracy of bank and cash balances and have successfully reconciled these to the underlying accounting records. We note that transfers between bank accounts are being recorded as movement per-month in the accounting records, on enquiry this was due to time constraints experienced within the finance department during the financial year. Whilst we are satisfied that reconciliations have been carried out manually correctly, we would recommend that all bank movements are fully reflected in the postings to the accounting software of the board.

Client comment:

Concerning audit point 5 – surplus funds, to maximise returns within the mandated authority with Barclays we are required to operate linked accounts, with receipts/payments being made from the standard current account. This account has a fixed balance which is adjusted following receipts/payments to it – surplus balances above the fixed limit transferred to the Business Premium account, deficit balances below the fixed amount transferred from the Business Premium account to the current account. These transfers are adjusted through the accounting software in relation to the statement frequency, with both accounts being fully reconciled – a credit in one account being matched with a debit in the other. Current staff resources do not allow for additional time to be spent transferring individual values, the net transfer for the statement being made – as we are doing this for around 28 accounts this currently provides the best value for money to the boards.

9. National Saving & Investment bank accounts

We understand that a formal complaint has been lodged with National Savings & Investments. Firstly in relation to the organisation and its administered entities desire to change the signatories on the investment accounts held with this organisation and secondly due to the fact that bank statements for the period to 31 March 2024 have not been received for the majority of boards. As a result interest receivable has had to be estimated, we have considered the estimations and are happy that these are reasonable by reference to the last received statement and the applicable interest rate. We look forward to reviewing the position in the 2024/25 financial year.

Client comment:

This was an unfortunate situation but to recognise the interest in the correct accounting period estimates were made. Differences between estimates and actuals will be adjusted through the 2024/2025 accounting statements.

10. 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 the JPAG practitioner guide on the website across all the boards has not been updated since the 2018/19. An updated version of JPAG guide is made available each year.

The same situation related to the Annual Return Form (DEF-IDB1), which appeared have not been updated since year ended 31 March 2022.

We would recommend that all items are updated on the website for applicable boards as soon as practicable, or remove if regulations do not require such information to be published on the website.

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.

Your comment is noted and procedures are being amended concerning this for the future.

11. Outstanding old cheques and unreconciled transactions

We are pleased to note that the majority of old outstanding cheques and unreconciled transactions are being written off across all Board in the timely manner. However, there was the isolated cases where this has not occurred. We would suggest that concerted effort is made to ensure all old and unreconciled transactions are written off as soon as it is clear that such transactions will not be paid in or received.

Client comment:

Bank reconciliations should be looked at and cleared for older unpresented transactions, however, these will initially be transferred to debtor/creditor until their statutory standard life has expired. For 'house-keeping' these will be looked at as part of the year-end processes.

12. Fees for the service of District Officers and Pump Attendants

We have noted that not all boards are approving payment rates for the services rendered by District Officers and/or Pumping Attendant during the board meetings, instead approval is confirmed as a percentage increase, generally being in line with the Middle Level Commissioners award.

We appreciate that the board is approving the payment lists, where the amount is specified. However, we would suggest to include the amount to the discussion during the meeting and confirm the approved sum in the minutes as per prior years.

Client comment:

District Officer/pump attendants are contracted services and the boards are approving an amount for the provision of these services, however, the point is noted and the actual amount payable discussed at the meeting should be recorded in the minutes.

Specific Points

Nightlayers IDB

During our review it was noted that land sold during the year was not recorded on the fixed asset register. Our subsequent enquiries found that as the land was considered of minimal value individually this was included within the adjoining pumping station's valuation and was within the footprint of the old pumping station site. The consideration achieved is higher than would generally be expected due to its importance to a local developer.

We would suggest that you consider whether any other parcels of land held by administered boards could be sold in similar circumstances and if so, whether the valuation individually or as part of the overall pumping station valuation is appropriate.

Client comment:

While we are aware of these circumstances the Nightlayers position was rare. We will monitor sites which could have areas with potential for re-sale, substantial value can only be attached after developers make applications and this proves to be the only access. Unless these circumstances arise an uplift in valuation will not be possible.

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.

Waldersey IDB – Debtor	£92,912.67
Hundred of Wisbech IDB - Creditor	£93,919.96
Difference	**£1,007.29**

We are pleased to note that this difference is insignificant for the current year. The difference arises due to the accounts of Hundred of Wisbech IDB being completed before Waldersey IDB, leading to a provision being required in the former's books in the absence of more accurate information being available. The difference is adjusted in the following year's Accounts for Hundred of Wisbech.

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 suggest that meetings and account preparation periods be brought into line, if possible, to eradicate this issue.

Client comment:

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 both Boards.

There are no current plans to change meeting dates so as one set of accounts is finalised before the other there is likely to remain creditor/debtor position in both sets of accounts although now that all older balances have been cleared, any in-year balance should be cleared, generally a year in arrears.

At the 2024 meetings for both Boards amalgamation was discussed and both Boards have approved to enter into discussions concerning a potential amalgamation between the Boards.

March East IDB

During our review it was noted that the pumping station attendants' payments were not all authorised during the year. This included an additional payment to the Binnimoor pumping station's attendant following him taking over from the previous attendant. We understand following discussion with the board that this was the result of an error in the minutes as the fees' amount was not specified, but the payments were clearly approved by the board. We would suggest that the board considers their internal processes for ensuring the accuracy of minutes.

Client comment:

The services of pump attendant are carried out by contractors and the Board approves the payment for these services. Procedures have been looked at to ensure proper recording in the minutes.

Hundred of Wisbech

We noted that a parcel of land has been transferred to the board during the 2023-24 year with the attenuation pond, sized at approximately 1 acre. This land was estimated by the Chairman and District Officer to have a value totalling £5,000, a value approved by the Board. We have not been provided with any professional valuation or justification with regards to this valuation. We understand that the land cannot be used for development or agriculture, making it difficult to value due to the lack of specific use.

We understand that the consideration of land valuation has conducted after the year end and details should be included in the next published minutes related to June 2024 meeting.

We look forward to reviewing this in due course.

Client comment:

This area is designated as an attenuation pond, holding surface water to discharge at a controlled rate into the District System. The valuation takes into account its use and therefore limited value. In view of this and to maintain value for money for the Board it was agreed by the officers of the Board not to engage professional valuers.

Manea & Welney

During our review, it was noticed that the Debtors Report showed a significant unallocated amount of £1,456,606.99. Following discussion with the client, we understand that this is an isolated incident related to software issue and not down to the human error. We are satisfied that balance showing on the Debtors Report is correct and no difference was identified.

We 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. We trust that the engagement team have not caused significant disruption during the execution of their procedures.

Yours sincerely,

Whitings LLP

Whitings LLP

Provided by the Middle Level Commissioners		Item No:	13
Meeting:	**HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD**	**Subject:**	**FINANCE REPORT**
Date:	**Thursday 14th November 2024**	**Officer Responsible:**	**Robert Hill/Sam Ablett**

RECOMMENDATIONS

The Board is asked to:

A. Budget Monitoring
B. Fees, remuneration and subscriptions
C. Review & Approve Rating Estimates for 2024/2025 appendix 1.

1. **Budget Monitoring**

1.1 The current forecast for income/expenditure to 31st March 2025 shows that expenditure could be in-line with the budget against which rates were set.

However, members are advised that these figures are estimating pumping costs to be in-line with the budget proposal against which the rates have been set and should therefore also take into account the significant financial implications major storm events can have on drainage Board budgets.

Forecasts to 31st March 2025 have generally been made in-line with the budget against which the rates were set. This allows for the phased slubbing programmed works and for the channel improvement works at section 87-14.

The joint Hundred of Wisbech /Waldersey flood alleviation catchment study is progressing and for 2023/2024 these works are fully grant aided. The engineer will provide an update on this scheme.

Revised out-turn figures for 2023/2024 from Waldersey IDB have shown a better than originally forecast position with regards to the joint plant maintenance costings and this adjustment will be shown in the year-end accounting statements, likely re-instating balances previously reduced.

2. Fees, Renumerations and Subscriptions

2.1 To consider the District Officers Fee for 2024/2025

3. **Estimates for 2024/25**

3.1 The estimated budget for 2024/25 is shown in Appendix 1.

3.2 The Board are reminded that it is standard practice to budget for an average year in terms of rainfall and associated pumping requirements.

Author Name: Robert Hill/Sam Ablett
Role: Treasurer/Assistant Treasurer

Appendix 1 Estimates for 2024/25

Appendix 1

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

BUDGET MONITORING 2024/2025

		Approved budget 2024/2025 £	Actual to 30th Sept. 2024 £	Forecast to 31st March 2025 £
1	Rates, Insurances and telephones	1,600	1,700	1,700
2	Drainworks (incl District Officer's fee & expenses and Environmental measures	83,500	19,434 [A]	83,500 [B]
3	Joint Plant Maintenance (with Waldersey IDB)	110,000 [C/D]	55,000 [C/D]	110,000 [C/D/E]
4	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, Association of Drainage Authorities subscriptions etc	23,250	10,507	24,850
5	Planning Applications	9,000	1,741	9,000
6	Environment Agency Precept	17,780	8,890	17,780
7	Loan Charges	74,628	37,314	74,628
8	Reinstatement of balances Year *1 of 3*	0	0	0
9	Studies and Surveys	250,000 [F]	13,170 [F]	120,000 [F]
10	Improvement Works - (per programme)	26,000 [G]	7,710 [Gi]	27,700 [Gii]
		595,758	155,465	469,158
	Improvement works - Funding	270,000 [H]	13,170 [H]	140,000 [H]
	LESS Rents, Deposit Accounts interest etc	24,916	11,882	25,000
	General Fund - Use of balances	16,250 [I]	0	16,250 [I]
	annual value - 3,119,734	284,592	130,414	**287,908**

GENERAL FUND			
Opening balance	259,135	259,135	259,135
rates raised (2023/24 6.90p)	284,581	147,920	284,581
net expenditure	284,592	130,414	287,908
Balances	0	0	0
Close balance	259,124	276,641	255,808

Remarks

A -	Includes:-	
	Contractors charges	13,355
	Slubbing/culvert replace/drainworks	4,472
	Spoil disposal	0
		17,827
B -	Includes provision for:	
	Contractors charges	32,500
	Proposed slubbing programme (year 3/5)	25,000
	additional work/Fuel changeover/surcharge	14,000
	Spoil disposal	6,000
		77,500
C -	Provision based on new calculation	
D -	Includes for new electricty contract -	
E -	Includes for weedscreen cleaner overhaul (gross £25k)	
F -	Joint Flood Alleviation Study	
G -	Channel improvement works - 87-14	20,000
	Health & Safety improvements (structures)	6,000
Gii	Health & Safety improvements (structures)	7,710
Gii	Channel improvement works - 87-14	20,000
	Health & Safety improvements (structures)	7,710
H -	Funding (Improvement programme)	
I -	Use of pumping station replacement fund - South Brink p/s w/s/c overhaul	16,250

NOTE STORM RECOVERY FUNDING RECEIVED