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3rd November 2025

Dear Board Members

Upcoming meeting of the Hundred of Wisbech Internal Drainage Board Thursday 13th November 2025

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 13th November 2025, 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 13th November 2025 – 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 - 12	Chair
4	Constitution & Membership • Attendance • Elections, vacancies & appointments • Composition and amalgamations • Training	Pages 13 - 16	Clerk
5	Clerk's Report	Verbal	Clerk
6	Transfer of Services - Planning & Consenting	Pages 17 - 42	GM/RM
7	Consulting Engineer's Reports, including: • Capital Programme & FCRM Grant-In-Aid	Pages 43 - 44	GM
8	District Officer's Report/ H&S update/ Maintenance report	Verbal	FL/NB/NH
9	Governance • Internal Controls & Banking • Risk Assessment • Annual Return 2024/2025 • Auditors report 2024/2025 • Exercise of Public Rights	Pages 45 - 46 Pages 47 - 51 Pages 52 - 58	Clerk
10	Finance Report • Budget Monitoring • Fees, renumeration and subscriptions • Expenditure Estimate/Update for 2025/26	Page 59 Page 60	Chair
11	Date of Next Meeting	Verbal	Chair
12	Any other business	Verbal	Chair

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

At a Meeting of the Hundred of Wisbech Internal Drainage Board
Held at the Middle Level Offices, March on 9th June 2025.

PRESENT

M Day (Chair)	Ms J French (FDC)
N Buttress (Vice-Chair)	Ms L Foice-Beard (FDC)
F Leach (Deputy Vice-Chair)	N Harrison
Ms B Barber (FDC)	S Imafidon (FDC)
C Boden (FDC)	A Miscandlon (FDC)
H Duncalfe	B Wales

Mrs Ruth Martin (Lead Clerk) representing the Clerk and Mr Andrew Wool (MLC Head of Finance) was in attendance.

Welcome and Apologies

The Chairman welcomed Mr Matthew Philpot from the Water Management Alliance to be the meeting, who was attending as a guest.

Apologies for absence were received from G Booth (FDC), Ms S Hoy (FDC), J Leach, C Marks (FDC), H Nawaz (FDC), D Roy (FDC) and C Seaton (FDC). Mr Boden also gave the apologies of Mrs Dee Laws and Mrs Maureen Davis as these were not received prior to the meeting.

B.2147 Declarations of Interest

The Chairman 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, Mr Harrison, and Mr Wales as members of Waldersey IDB declared interests in any matters involving Waldersey IDB.

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

The Chair, Mr Leach and Mr Buttress declared interests in items concerning the District Officers and related fees.

The Chair declared an interest in any matters relating to the Thomas Squire Charity.

Mrs French declared an interest in Planning issues as Fenland District Councillor Planning Committee member.

B.2148 Minutes of last meeting

RESOLVED

> That the Minutes of the Meeting of the Board held on the 14th November 2024 are recorded correctly and that they be confirmed and signed.

B.2149 Matters Arising

There were no matters arising.

B.2150 Constitution & Membership

Vacancies and Elections

Mrs Martin advised that there were two vacancies on the Board following the last meeting. Sadly, it was noted that Mr Charles Smart had recently passed away and therefore a third vacancy had arisen. The Board marked their appreciation of Mr Smart's many years of service and asked the Clerk to send a letter of condolence to his family.

It was also noted that Mr J Bunning had not attended a Board meeting for some time, and the Board asked the Clerk to write to Mr Bunning to establish if he intended to remain a Board member.

A discussion followed about the number of members of the Board, and it was agreed that membership would be further considered once the amalgamation with Waldersey IDB progresses. Mr Boden encouraged the Board to keep their Elected Member numbers as high as possible, as he considered it better to have agricultural representatives around the table as they understand better the requirement of providing drainage to the area. Mr Buttress asked for clarification of who is eligible to be a Board member and asked that the Clerk confirm the criteria. Ms Foice-Beard suggested once the criteria are clear, the Board should advertise that they are looking for members and showcase the benefits of being a Board member through social media. The Chair agreed that this would be a good way forward, and Mr Buttress asked the Clerk to clarify if there were a minimum age for a Board member.

Mrs Martin advised the Board that this year is an election year, and that Board members will receive a notice of election during July/August. Members are requested to return their completed slip as soon as possible.

The term for current members ends on 31st October 2025.

Training

Mrs Martin advised that the updated version of the ADA Good Governance Guide has now been printed and copies were handed to Board members. She advised that it is not yet clear what supporting training material will follow, but that the original training videos are still available to view.

Board members were asked to complete the training matrix as circulated at the meeting, and to advise the office if any further training is undertaken.

B.2151 Clerk's Report

Mrs Martin advised that the Clerks Report would be taken largely as read, asking for further consideration to be made of the following points.

Planning and Consenting Charging Model

The new planning and consenting charging model has been implemented and been in use since 1st April. Mrs Martin reported that it is planned to review the fees every year, and that the Clerk invites feedback. It is intended that Recovery and Enforcement will form part of the new model.

Highland Water and IDB Precept

Although this Board does not submit a Highland Water Claim, Mrs Martin outlined the issues detailed in the Clerks Report and that after being advised that claims would not be paid in full, a formal appeal was narrowly avoided after the shortfall was met by the Anglian (Great Ouse) Regional Flood & Coastal Committee (RFCC). Following this the Clerk has written 'The Highland Water Conundrum' document which has been submitted to the Minister, Defra, the EA and our local authorities, and also circulated to all Board members.

Mrs Martin advised that the IDB Precept had increased by 2% this year, and that the Clerk was considering whether an appeal should be lodged, and if this would have greater gravitas if this were on behalf of all the Boards that he administers. The Board agreed to delegate this decision to the Clerk acting with the Chair.

RESOLVED

> The Board agreed to delegate the decision on whether to appeal the IDB Precept (under s40 of the Water Resources Act) to the Clerk in conjunction with the Chairman. Any appeal must be lodged within 6 weeks of formal notification.

B.2152 Transfer of Service Provision

Mrs Martin asked the Board to confirm their approval of their future service provider. The Chair advised that the Board intend to transfer to the Water Management Alliance from 1st April 2026, although they noted that this date had been set by the Middle Level Commissioners and that they would prefer to move as quickly as possible.

Mrs Martin asked the Board to acknowledge that certain pieces of work or activities may need to continue after 1st April 2026. Mr Buttress asked for Mr Philpott's input at this point, and Mr Philpott advised that he thought everything had been included within the Transfer of Service Provision report as included in the Agenda documents. He added that the accounts and IDB1 would need to be completed by MLC, but that MLC and WMA would work together on the 2026/7 budget forecasting, and that items by exception would be presented to the Board on a case-by-case basis. The Chair added to this that in the previous week the electricity contract became due for renewal, and this had already been passed to WMA to manage.

The Board were asked to consider the Resolutions as listed in the Agenda document. They Board reviewed and discussed the resolutions. Mr Boden asked why there was no inclusion of the 'treasury management function' within the Resolutions. It was established that this would be for the Board to resolve with WMA on their transfer, and that the provisions already in place with MLC would remain in effect until the transfer is complete.

The Board agreed with all resolutions excepting items Q & T which would not be included, and item S would be amended to include the word 'information'.

RESOLVED

> The Board approved that their future service provider would be the Water Management Alliance and resolved that the Chairman continue to finalise arrangements with them.

Service	**Organisation**
Clerking (inc Office functions, Finance, Governance, Insurance & Utilities)	Water Management Alliance
Environmental	Water Management Alliance
Planning & Consenting	Water Management Alliance

A That the position of clerk to the IDB transfer from Middle Level Commissioners to the Water Management Alliance at or as close to 1st April 2026 as possible and the provision of clerkship services begin from that date.

B That the RFO from the Water Management Alliance be added to the Barclays Bank PLC Mandate and authorised to sign cheques and authorised to make payments on behalf of the Board. Once handover of Financial services is complete, then MLC staff are resolved to be removed from the mandate and authorisations. The Board also approve to change banks, if required, by the Water Management Alliance.

C That the RFO from the Water Management Alliance be added as an additional administrator to the Barclays Bank PLC internet banking platform and once handover of Financial services is complete, they will become the primary administrator and MLC staff are resolved to be removed as administrators.

D That the position of Responsible Finance Officer (RFO) to the IDB in transferred from the Middle Level Commissioners' Head of Finance to the RFO of the Water Management Alliance at or as close to 1st April 2026 as possible and the provision of clerkship services begin from that date. At this point the Board will need to adopt new Financial Regulations and Internal Controls.

E That at the point of handover, the IDB are removed from the Middle Level Commissioners group banking arrangements with Barclays Bank PLC.

F That the Middle Level Commissioners will finalise and submit accounts for 2025/26 and the IDB1 return.

G That the preparation of 2026/27 budget estimates and rate assessment be developed by both parties, but any meetings and decisions made after the position of clerk has been handed-over be led by the Water Management Alliance. The issuing and collection of drainage rates for 2026/27 along with collection of past debt will be undertaken by the Water Management Alliance after handover of banking arrangements and the RFO role.

H That the Board's internal audit services move from the Middle Level Commissioners' group arrangements with Whitings LLP to that as agreed with the Water Management Alliance as of April 2026.

I That the Water Management Alliance provides a named person who becomes a shadow Data Protection Officer on behalf of the Board alongside the Lead Clerk of the Middle Level Commissioners and that both parties are considered as 'Data Handlers' on behalf of the Board who is 'Data Controller'.

J Once handover of all data and information for all areas of service provision has been completed, then the person nominated in I above becomes the Board's sole Data Protection Officer.

K That the Board authorise their 'Data Handlers' to transfer all relevant data and information, including personal data and any operational information held.

L Authorise the Water Management Alliance to develop a shadow webpage for the Board and the removal of the MLC hosted webpage once clerkship services have transferred. At this point the Board approve to adopt their new supplier's Privacy Policy and Complaints Procedure with the new supplier being the new public and partner point of contact for the Board at this point for all incoming/outgoing correspondence.

M Other than the Board's Financial Regulations, Internal Controls, Privacy Policy and Complaints Procedure, the Board's other existing policies will remain in place until new or adapted policies are proposed by the Water Management Alliance.

N That the Board will remain within the Middle Level Commissioners Group insurance policy until they are included within the Water Management Alliance arrangements.

O The Board will adopt the model Reserved Matters, Financial Regulations and Scheme of Delegation of the Water Management Alliance from 1 April 2026.

P The MLC will provide transfer all details and IPR relating to capital projects and their management and admin underway or in a medium-term plan for the IDB and will inform the Environment Agency and DEFRA of the change of service provider where required.

Q That the Chairman and Vice Chairman of the board are authorised to agree with the MLC Chief Executive and/or Chief Engineer and the Water Management Alliance to the transition arrangements (including timescales and fees) associated with the transition of M&E, Environmental, Planning & Consenting, Capital Works and other Technical Services.

R That the Chairman and Vice Chairman of the board are authorised to agree with the MLC Chief Executive and/or Chief Engineer and the approved future service provider to the transition arrangements (including timescales, **information** and fees) associated with the transition of M&E, Environmental, Planning & Consenting, Capital Works and other Technical Services.

<u>B.2153 Environment Officers' Report</u>

Mrs Martin referred to the Environment Officers Report and advised the Board on the updated Environmental Services package. The Board accepted the increase in fee as detailed in the report. She drew the Boards attention to the changes in the Hedgerow Regulations, and advised the Board that the Ecology Team can now check if any works affecting trees may impact on bats. The Board were reminded that any non-routine maintenance works will require a survey before works commence, and the Ecology Team have an environmental screening form that needs to be completed. Mrs Martin drew the Boards attention to the 'Water Voles – Myth Busting' section of the report and asked that any bank slips be reported as early as possible, as the slip will most likely displace any water voles that may have been present and so will not prevent any repair works being carried out. Alternatively leaving the slip and dealing with it later may give water voles chance to re-establish themselves and therefore prevent works being carried out. Mrs Martin also reminded the Board of their culverting policy, and that culverts should be seen as the last resort. Loss of habitat needs to be considered when installing any culverts.

Mr Boden had been carrying out some background reading and noted that all public bodies have a responsibility under the Environment Act to carry out enhanced biodiversity duties. He understands that this includes a First Considerations document and asked if the Board had one, and if it could be presented to the Board at the next meeting.

Mr Buttress advised that he was in the process of arranging to meet with Sofi Lloyd, the Ecology and Environmental Services manager, when they were going to discuss the Boards Biodiversity Action Plan. He thought that Ms Lloyd's predecessor may not have covered this item so it could be why the Board had not seen it, but he would discuss it with Ms Lloyd and he was confident that it would be in hand.

Mr Wales asked Mr Philpott if WMA had they same approach to the environment, and Mr Philpott confirmed that they do, and that through having a good BAP, the Board could build enhancement through good practices. Mr Philpott confirmed that WMA provide an equivalent service to MLC and for this Board the cost would not exceed what they are already paying.

(Post meeting note: The Board do not require a 'First Considerations' document. This is superseded by the Board's Biodiversity Action Plan).

RESOLVED

That the Environment Report be approved.

B.2154 Consulting Engineers' Reports

The Board considered the report of the Consulting Engineer, and it was taken as read.

Capital Programme

The Board were advised that any funding for works arising from the Catchment Study will need to be captured in the new Capital Programme. The Combined Catchment Flood Risk Study is continuing, and the Chair advised that he and Mr Leach had been meeting with Royal Haskoning DHV. It was reported that the survey is still underway and the Board should have an initial report before Christmas. The survey is due to finish in June 2026.

The Board acknowledged the report.

B.2155 Health & Safety

Mr Butress advised that the report is as written, and that the report received from NFU is reviewed every 3 years. He advised that WMA use Cope Safety Management to provide their Health and Safety services, and if the Board are in favour he would like to move to Cope as soon as possible. He advised that this Board decided to stay with NFU when MLC moved to Cope some years ago. Mr Leach seconded the proposal to move to Cope and the Board agreed. It was also agreed that payment to Cope would be managed by WMA and they would manage any recharges to MLC as appropriate.
Mr Buttress reported that signage is still being vandalised at Point 55, where they are often removed and thrown into the ditch there. The Board agreed that they would need to continue to replace the signs until the next Health and Safety review where the situation will be reconsidered.

RESOLVED

That the Board will move to source their Health and Safety services to Cope Safety Management, managed through Water Management Alliance.

B.2156 District Officers Report

Mr Leach referred the Board to his written report and asked if the Board had any questions for him. Ms Foice-Beard asked if there were any areas of concern within the items listed. Mr Leach advised that there were concerns with developments involving Hexa, the New School, and the Incinerator. Construction is not due to finish on the incinerator until 2029 so there is a lot of upcoming work for the engineers to do. There is some concern with the cross over of the administrative services, and similarly with the school as they wish to encroach into the Boards byelaw strip. Mr Boden said that he thought there would be no reason why the school would need to encroach, and asked if this would create a significant problem for the Board. The Chair advised that they have been meeting with the architects and all the concerns that the Board raised were noted but that it is not known if these are being reflected in the design. Mr Leach thought that the submitted designs did not accurately reflect their concerns but that the Middle Level Planning Engineer is in regular contact with the developers and architects to resolve. The Chair repeated his concern that this knowledge will be lost with the transition to WMA, and some discussion on the condition of the piped ditch through the site followed. Mr Philpott advised that WMA would be able to assist the Board with jetting of the pipe and could provide the Board with quotes if required.

Mr Buttress added his thanks to Mr Miscandlon for his help with contacting the correct departments within Fenland District Council in relation to the SB Components site. Mr Buttress and Mr Leach have visited the site and there were some issues when slubbing works were being undertaken with some skips and equipment in the way, but they were moved to allow the works to go ahead. Another area of concern has been highlighted so they will arrange to meet the representatives on site to resolve this.

Mr Buttress noted his concerns that should there be a prolonged wet period after a dry period there may be some slips.

B.2157 Governance

Mrs Martin went through the Governance report and the various Resolutions that the Board had been asked to make.

RESOLVED

The Board noted the continued appointment of Whitings as Internal Auditor

a) Policy Reviews

Mrs Martin referred to the Boards Financial Regulations which have been reviewed and updated by the Clerk and Responsible Financial Officer. The Board also reviewed the Boards Policy Statement.

RESOLVED

That the Board reviewed and approved the publication of the Financial Regulations policy.

That the Board reviewed and approved the publication of the Boards Policy Statement.

b) Risk Management Strategy and Internal Controls

The Board did not highlight any specific risks or issues not covered within the Board's Risk Management Strategy (published in 2024 and on the website), noted the system of financial Internal Controls (as published on website) and no additional controls were highlighted as required.

c) Exercise of Public Rights

The Clerk 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.

d) Consideration of potential litigation, liabilities, commitments.

Mrs Martin 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. She 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 2025.

e) DEFRA IDB1 Return

RESOLVED

Mrs Martin referred to the completed IDB1 form for 2023/2024 which the Board noted and approved.

f) Annual Governance Statement

RESOLVED

The Board approved that the Chairman be authorised to sign the Annual Governance Statement on behalf of the Board for the financial year ended 31st March 2025.

B.2158 Finance Report – Looking Back

Finance officer's review and key messages

Mr Wool talked the Board through his key finance messages. He explained that following the previous years meeting and removal of the reinstatement of balances from the 2023/24 budget, the rate was revised to 9.122p in the £.

Mr Wool explained that the net expenditure was lower than the budget and interest is now allocated to the General Fund as resolved at the previous years' meeting. The Storm Recovery Grant claim (Tranche 1) was submitted and funding was received to cover excess winter pumping costs which was beneficial to this Board. The South Brink joint pumping station maintenance provisions also included for full overhaul of the automatic weed screen cleaning equipment funded from the Tranche 2b fund. This all contributed to an increase in the general fund of £137,208.

Payments for 2024

The Payments were reviewed, with some payments being identified for further consideration. Mr Wool was able to deal with these during the meeting and the Board were satisfied that payments were correct. Mr Wool advised that all payments are reviewed by the Chair, and that all Middle Level fee invoices are accompanied by a full breakdown of the charges, although this is not seen from the payments listed in the Agenda pack.

The Payments were accepted by the Board.

Annual Accounts and Finance Papers 2024/2025

The Board considered and approved the Annual accounts and Finance Papers for the year ended 31st March 2025, as required in the Audit regulations.

RESOLVED

That the Chairman be authorised to sign the Annual Return, on behalf of the Board for the financial year ended 31st March 2025.

B.2159 Finance Report – Looking Forward

Finance officer's review and key messages

Mr Wool reviewed his key finance messages with the Board, and no further questions were raised.

Fees, Remuneration & Subscriptions :

a) ADA subscription

The Clerk reported that ADA have increased subscriptions by 6.5% for 2025, from £975 to £1039 (plus VAT).

RESOLVED

That the requested increased ADA subscription for 2025 be paid.

b) Contributions from Developers

The confidential papers were reviewed and accepted.

c) Precept

Internal Drainage Boards are required to pay a Precept (IDB Precept) to the Environment Agency for their expenses managing water passing into main rivers. Predominantly, the Precept funds additional maintenance downstream of and/or benefitting IDB districts.

The Anglian Region (Northern) Regional Flood & Coastal Committee (RFCC) determined that the Precept will not increase for 2025.

The precept for 2024 was £17,780.

RESOLVED

That the Precept is paid in full unless a decision to appeal against the Precept is made.

d) Estimates & Rate Requirements for 2025/26.

The Board reviewed the proposed budget for 2025/2026.

RESOLVED

That the budget is agreed.

e) Rate Requirement for 2025/26

Mr Wool advised that he had discussed the budget with the Chair and Vice Chairs, and that a rate of 7.5p in the £ also utilises balances following the 2024/25 underspend. The Chair asked if the Board were happy with this approach, and they agreed, with Mr Buttress proposing the rate of 7.5p and Mr Boden seconding this proposal. It was agreed unanimously that a rate of 7.5p in the £ be set.

The Board considered estimates of expenditure and proposals for special levy and drainage rates in respect of the financial year 2025/2026. and were informed by the Clerk that under the Land Drainage Act 1991 the proportions of their net expenditure to be met by drainage rates on agricultural hereditaments and by special levy on local billing authorities would be respectively 95.16% and 4.85%.

<u>RESOLVED</u>

i) That the estimates be approved.

ii) That a total sum of £233,980 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 £11,346 and £222,634.

iv) That a rate of 7.50p in the £ be laid and assessed on Agricultural hereditaments in the District.

v) a) That a Special Levy of £221,336 be made and issued to Fenland District Council for the purpose of meeting such expenditure.

b) That a Special Levy of £1,298 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 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.

<u>B.2160 Date of next Meeting</u>

<u>RESOLVED</u>

That next Meeting of the Board be held on Thursday 13th November 2025 at 2pm at The Middle Level Offices, March.

<u>B.2161 Any Other Business</u>

Mr Philpott suggested that the Board enter into a Public Sector Cooperation Agreement with Kings Lynn Internal Drainage Board in order to secure works between them, making it easier for them to delegate work to each other. The Chair agreed with this approach and the Board agreed that Mr Philpott would liaise directly with the Chair to make the necessary arrangements.

With no other items being raised by the Board, the meeting was closed at 3.30pm.

Provided by the Middle Level Commissioners		Item No:	4
Meeting:	**HUNDRED OF WISBECH IBD**	**Subject:**	**CONSTITUTION & MEMBERSHIP**
Date:	**Thursday 13th November 2025**	**Officer Responsible:**	**Polly Tombleson**

RECOMMENDATIONS

The Board is asked to:

A. Election notice
B. Note the current status of its membership and the role they each play as members serving the interests of the Board.
C. Review attendance records and identify any resolutions as necessary.
D. There are currently **6** vacancies on the Board.
E. Determine whether there are composition changes and/or amalgamations it wishes to progress.
F. Reenforce the need for members to view all five 'Good Governance' videos.
G. 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	8	14 FDC	22	
Vacancies	6		6	

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

No	Name	Status (one of four categories)	Commentary
	J Bunning	Co-opted member – Hutchinsons – removed 2025	Hutchinsons do not wish to appoint another representative
1	N Buttress	Nominee of rate payer (DG Bullard)	Vice-Chair & District Officer
2	M Day	Ratepayer	Chairman
3	H Duncalfe	Ratepayer	
4	N Harrison	Ratepayer	
	G Lake	Ratepayer	Resigned June 2025
5	F Leach	Nominee of rate payer (W Norman)	Dep Vice-Chair & District Officer
6	J Leach	Nominee of rate payer (W Norman)	
	A Pinder	Ratepayer	Stepped down during election 2025
	C Smart	Ratepayer	Passed away March 2025
7	B Wales	Co-opted member to vacancy – non-ratepayer	
8	N Pooley	Co-opted member to vacancy – non-ratepayer	
9			
10			
11			
12			
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	L Foice-Beard	FDC	Councillor
7	S Hoy	FDC	Councillor
8	S Imafidon	FDC	Councillor
9	D Laws	FDC	Councillor
10	C Marks	FDC	Councillor
11	A Miscandlon	FDC	Councillor
12	D Roy	FDC	Councillor
13	C Seaton	FDC	Councillor
14	M Summers	FDC	Councillor
15		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	09/06/2025	14/11/2024	10/06/2024	16/11/2023
	J Bunning				
1	N Buttress	Present	Present	Present	Present
2	M Day	Present	Present	Present	Present
3	H Duncalfe	Present	Present	Present	Present
4	N Harrison	Present	Apologies	Present	Present
	G Lake	N/A	Apologies	Present	Present
5	F Leach	Present	Present	Present	Present
6	J Leach	Apologies	Apologies	Present	Present
	A Pinder		Apologies	Present	Present
	C Smart	N/A	Apologies		Present
	P Tegerdine – no longer on the board			N/A	Present
7	B Wales		Apologies	Present	Apologies
8	N Pooley			n/a	n/a
9					
10					
11					
12					
13					
14					

Attendance at Chairs Meetings

No	Name	5/12/2025	6/12/2024	6/10/2023	13/12/2022
1	M Day		Apologies	Present	Present

Appointed Members (current and previous)

No	Name (Council)	09/06/2025	14/11/2024	10/06/2024	16/11/2023
1	B Barber	Present	Present	Present	Present
2	C Boden	Present	Present	Present	Present
3	G Booth	Apologies		Apologies	Present
4	M Davis	Apologies	Apologies	Present	Present
5	J French	Present	Present	Present	Present
	R Gerstner				Present
6	S Hoy	Apologies	Present	Present	Present
7	S Imafidon	Present	Apologies	Present	Present
8	L Foice-Beard	Present	Present	Present	n/a
9	C Marks	Apologies	Apologies		Present
10	A Miscandlon	Present	Present	Present	Present
	H Nawaz		Present	Apologies	Present
	D Oliver			Apologies	Present
11	D Roy	Apologies	Present	Present	Apologies
12	C Seaton	Apologies	Present	Present	Apologies
13	D Laws	Apologies	Present		
14	M Summers		-	n/a	n/a

3. Elections, vacancies & appointments

(ADA Good Governance Guide - 3.8.3 – The Chair of your IDB should, withstanding exceptional circumstances, follow the principles within the Cabinet Office's Governance Code on Public Appointments 2016, which states that there is a strong presumption that no individual should serve more than two terms of three years or serve in any one post for more than ten years.)

3.1 The Clerk will report that as the number of candidates for membership did not exceed the number of persons to be elected (8), the following candidates were elected as Members of the Board for a period of three years from 1st November 2025, viz:-

BUTTRESS	Neil	LEACH	Francis D
DAY	Michael G	LEACH	Jonathan
DUNCALFE	Henry	POOLEY	Nick
HARRISON	Nigel J	WALES	Ben

3.2 Appointment of Chair & Vice-Chair(s)
(If there are any changes in Chair or Vice-Chair, the Bank mandates will be changed to match the current Chair or Vice-chair)

3.3 Current vacancies – Oct 2025 – **6** 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 6 of 22 Board Members have reported viewing all five videos.
To date 3 of 22 Board members have reported viewing 2 of the five videos
To date 1 of 22 Board members have reported viewing 4 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:**	**6**
Meeting:	**HUNDRED OF WISBECH IDB**	**Subject:**	**TRANSFER OF SERVICE PROVISION**
Date:	**Thursday 13th November 2025**	**Officer Responsible:**	**Paul Burrows** **Clerk to the IDB and MLC Chief Executive**

1. Transition of Services

1.1 The Board has now confirmed that the Water Management Alliance (WMA) will be managing board affairs moving forward and they have agreed the relevant terms of engagement. We previously reported that an in-year transfer of some aspects of service provision may be practical ahead of a full 1st April 2026 handover.

1.2 With the Water Management Alliance and Board Chair/Vice Chair agreement, we are recommending an earlier transition of planning and consenting services. We feel this is needed to better manage the transition and reduce the risk to all parties.

1.3 In order to transition planning and consenting services, the Board will need to approve a set of resolutions and the intent is for those resolutions to take effect from 5th January 2026.

2. Resolutions

2.1 The Board is asked to resolve that from 5th January 2026 they:

a) Enter into Service Level Agreement (SLA) with the King's Lynn IDB (Water Management Alliance) from 5 January 2026 to cover provision of planning and consenting services only.

b) Adopt the Catchment Services Strategy and Policy Document (Sections 1 and 2 only) - Appendix 1.

Note: The WMA will recommend the full document is adopted when all service provision is handed over to WMA.

c) Adopt the terms of reference for the WMA Chief Executive's Planning Committee - Appendix 2.

d) Adopt the WMA's Development Control Charges and Fees Policy – Appendix 3

e) That the Middle Level Commissioners are no longer authorised to sign and issue consents on behalf of the Board and respond to planning applications on behalf of the Board.

f) Approve the following statement to added to their Schedule of Reserved Matters

Note: The WMA will recommend a fully updated schedule when all service provision is handed over to WMA.

a. Approval of non-delegated applications for Land Drainage Consent (any prior written consent required as per the Land Drainage Act 1991 including the Board's Byelaws), other than urgent applications. Non-delegated applications for Land Drainage Consent include the following application types:
    i. All applications for consent that are from applicants or agents related to or associated with a member or employee of the Board.
    ii. All appeals against a previous determination of an application for consent (the application having first been determined under delegated authority by the WMA Chief Executive's Planning Committee)

iii. Applications for consent that are against the Board's policies as set out in Section 2 of the Board's Catchment Services Strategy and Policy Document.
iv. Applications to permanently discharge surface water from a new impermeable area greater than 5 hectares.
v. Applications for permanent structures within 9 metres of an arterial (Board maintained) watercourse as defined by Section 2 of the Board's Catchment Services Strategy and Policy Document
vi. Applications where the proposed works include the permanent alteration of over 18 metres of arterial watercourses, which are those watercourses for the time being under the control of the Board (the Board maintained network)

g) Approve the following statements within their Scheme of Delegation

Note: The WMA will recommend a fully updated scheme of delegation when all service provision is handed over to WMA.

a. The authority to consider and determine applications for Land Drainage Consent (any prior written consent required as per the Land Drainage Act 1991 including the Board's Byelaws), is delegated to the WMA Chief Executive's Planning Committee with the exception of non-delegated applications for Land Drainage Consent (unless urgent). Non-delegated applications for Land Drainage Consent include the following application types:
   i. All applications for consent that are form applicants or agents related to or associated with a member or employee of the Board.
   ii. All appeals against a previous determination of an application for consent (the application having first been determined under delegated authority by the WMA Chief Executive's Planning Committee)
   iii. Applications for consent that are against the Board's policies as set out in Section 2 of the Board's Catchment Services Strategy and Policy Document.
   iv. Applications to permanently discharge surface water from a new impermeable area greater than 5 hectares.
   v. Applications for permanent structures within 9 metres of an arterial (Board maintained) watercourse as defined by Section 2 of the Board's Catchment Services Strategy and Policy Document.
   vi. Applications where the proposed works include the permanent alteration of over 18 metres of arterial watercourses, which are those watercourses for the time being under the control of the Board (the Board maintained network)

b. The authority to approve plans of specified work received in accordance with Part 6 of Schedule 11 of the The Medworth Energy from Waste Combined Heat and Power Facility Order 2024 is delegated to the WMA Chief Executive's Planning Committee.

c. The authority to engage with Local Planning Authorities in accordance with Section 2 of the Board's Catchment Services Strategy and Policy Document is delegated to officers within the WMA's Catchment Services Department.

3. Practicalities

3.1 The Middle Level Commissioners will forward any incoming planning consultations or land drainage consent applications to the WMA on receipt. The WMA will send planning responses and land drainage consents to the relevant applicant / planning authority directly on behalf of the Board. The WMA will produce a report for the Board on request, detailing works undertaken under delegated authority.

3.2 Ahead of 5th January 2026, we will write on behalf of the Board to all active planning and consenting customers to inform them of the transition.

3.3 The Water Management Alliance will charge the Board for any planning and consenting services from 5th January 2026 in line with their schedule of charge out rates. The Middle Level Commissioners will not charge the Board for minor transition time inputs between 5th January 2026 and 1st April 2026. If time input is not considered minor, then this will be charged having been discussed with the Chairman/Vice Chair.

4. Specific Sites

4.1 There are two major developments where there are cost recovery agreements in place between the developers, Middle Level Commissioners and the Board.

- Medworth CHP Facility
- The Free School

4.5 Both of these developments have byelaw consent applications submitted that will continue to be assessed and processed by the Middle Level Commissioners. These will hopefully be concluded before 5th January 2026.

4.6 The Water Management Alliance is likely to need to enter into new agreements with the developers and then the current agreements be varied or terminated. The Board is asked to delegate to the Chairman any decisions on the transition arrangements for these sites.

4.7 In terms of the ongoing system study, the contract for this is between the suppler and the Middle Level Commissioners and cannot be transferred to another party. MLC staff will therefore remain involved until completion of the contract at which point the final products will be handed over to the Board and Water Management Alliance for subsequent steps.

Author Name: Paul Burrows
Role:
Chief Executive, Middle Level Commissioners
Clerk to Hundred of Wisbech IDB

Appendix 1 CS Policies (WMA)
Appendix 2 Committee TOR (WMA)
Appendix 3 Charges & Fees (WMA)

Water
Management
Alliance

Catchment Services Department

Strategy and Policy Document (Sections 1 and 2 only)

Draft for adoption by the Hundred of Wisbech Internal Drainage Board from 5 January 2026

October 2025

Contents

Section 1: Introduction

This policy document has been compiled to confirm how the Board will achieve the following (including specific policy positions where appropriate):

- Process applications for Land Drainage Consent.
- Engage with planning applications and Nationally Significant Infrastructure Projects.
- ~~Investigate and react to non-compliance with the regulatory framework established by the Land Drainage Act 1991 (including Byelaws).~~
- ~~Engage with enquiries relating to use or disposal of land owned by the Boards.~~
- ~~Protect and enhance the natural environment and biodiversity.~~

In adopting this document, the Board confirms that officers within the 'Catchment Services Department' at the Water Management Alliance (WMA) are instructed to act on behalf of the Board in accordance with the information within this document. The aims and functions of the teams / workstreams within the WMA's Catchment Services Department are further explained throughout this document.

Notes:

Throughout this document, reference to 'the Board(s)' means one or more of the Boards who have adopted this document, and/or officers within the WMA Catchment Services Department who working on behalf of the Board.

Although this is a public document, the intended audiences are the Boards who have adopted this document. The WMA website will disseminate the same information in a user friendly format for other audiences.

Section 2: Sustainable Development

The key aims of the Sustainable Development Team are:

- To regulate proposed third party works to ensure that developments and other third party works are carried out sustainably within the Boards' Drainage Districts and upland catchment areas.

- To ensure that new developments will not increase flood risk within the Internal Drainage District and that applicants are aware of the Board's regulatory controls and requirements.

2.1. Introduction

The Board will utilise powers available under the Land Drainage Act 1991 (including the Board's Byelaws) to regulate proposed third party works, to ensure that developments and other third party works are carried out sustainably within the Boards' Drainage District and upland catchment area.

The Board will also provide advice to Planning Authorities by commenting on planning applications within (or near to) each Board's District. The aim of this activity is to ensure that new developments will not increase flood risk within the Internal Drainage District and that applicants are aware of the Board's regulatory controls and requirements.

2.2. Engagement with Local Planning Authorities

The Board will engage with Local Planning Authorities and in doing so will seek to fulfil the following aims:

- Reduce flood risk to communities within its Internal Drainage District and highland catchment.
- Promote sustainable development in sustainable locations by supporting sound planning decisions that can be implemented by applicants and developers.
- Reduce the potential for conflict between the planning process and an Internal Drainage Board's (IDB's) regulatory process.
- Develop an understanding within other authorities and third parties of the flood risk and capacity issues within IDB areas so they can be considered through the planning process.
- Make a contribution towards the achievement of Sustainable Development, as per Section 27 of the Flood and Water Management Act 2010.

Although IDBs are not a statutory consultee in the planning process, the Board will aim to proactively review and comment on applications which may impact on flood risk and water management within the Board's Internal Drainage District (IDD). The Board will usually comment on the following applications:

		Householder Application	Minor Development	Major Development
Within IDD	Adjacent to arterial watercourse or works are proposed to alter a watercourse	Yes	Yes	Yes
	Not adjacent to arterial watercourse and no works proposed to any watercourse	No	Yes	Yes
Outside IDD	Within Watershed Catchment	No	No	Yes
	Outside Watershed Catchment	No	No	No

2.3. Land Drainage Consents

IDBs have permissive powers to regulate (consent and enforce) third party activities effecting watercourses within their district. The Land Drainage Act 1991 and the Board's Byelaws require applicant's to obtain the Board's prior written consent prior to undertaking certain types of activities within a Boards Drainage District. If the Board grant consent for proposed works, this is known as a 'Land Drainage Consent'.

Applications for Land Drainage Consent will be considered in accordance with the policies outlined within this document. Guidance on how to apply for Land Drainage Consent is available on the relevant Board's webpage. Applications will not be deemed valid unless they are accompanied by the correct application fee. In accordance the Board's Scheme of Delegation, some applications may only be determined by the Board (rather than by officers).

The IDB consenting process is independent of the need for planning permission and the granting of planning permission does not necessarily imply that consent will be granted by the Board. Likewise, obtaining Land Drainage Consent does not imply that proposed works will comply with the requirements of any other interested parties or regulators.

The main types of activity which require Land Drainage consent are listed in the following pages alongside the applicable policies.

2.4. Environmental Considerations

Internal Drainage Boards (IDBs) have obligations under Section 40 of the Natural Environment and Rural Communities Act 2006 (as amended) to further the general biodiversity objective. The Board therefore must and will consider the conservation and enhancement of biodiversity when determining applications for Land Drainage Consent and must and will ensure that consent is not provided when environmental harm cannot be mitigated

Although it is the applicant's ultimate responsibility to determine the presence of a protected species or impact on designated sites (and for proposing mitigations and enhancements), the Board will screen applications for these impacts and may:

- Request that surveys are undertaken prior to considering consent (especially where the IDB suspects the works could impact upon a protected species).
- Request evidence that works will not impact upon protected species or a designated site, or cause a significant impact upon the environment.

Where proposed works may result in an impact on a designated site the Board will undertake a Habitat Regulations Assessment and/or a Countryside and Rights of Way Act 2000 (CRoW Act) assessment and may consult Natural England prior to granting consent.

2.5. Conditions of Consent

The Board may issue Land Drainage Consent subject to conditions as per byelaw 25 of each Board's Byelaws. Conditions may cover technical requirements, legal requirements, environmental matters and the need for financial payments. All conditions specified as part of any consent must be met in their entirety before the Board's formal consent will be deemed valid.

Approval of certain consents may be given subject to the applicant entering into a legal agreement such as a Deed of Indemnity. A Deed of Indemnity is an agreement between two or more parties, the purpose of which is to specify the actions and consequences which will result should a particular event or events occur. Deeds of Indemnity are subject to an administration fee (see the Boards Development Control Charges and Fees document) along with the fee charged by Land Registry for lodging the document with them (see Land Registry website). Where a Deed is more complex than usual then the administration fee will be increased to reflect the additional costs to the Board.

Conditions of consent may include the requirement to make financial contributions to the Board as per the Boards Development Control Charges and Fees Policy Document.

2.6. Right of Appeal

Where an applicant believes that consent has been unreasonably withheld by the Board then under the Land Drainage Act 1991 the applicant will have a right of appeal to an independent arbitrator. Ahead of any formal appeal to an arbitrator, the Board will afford the applicant a right of reply to the Board. This should take the form of a written statement setting out why the application should be considered favourably. The matter will then be taken to the next Board meeting where it will be re-considered.

2.7. Other Bodies requiring the Board's Consent

As per Byelaw 26* of the Board's Byelaws, nothing in the Byelaws shall restrict, prevent, interfere with or prejudice the exercise of any statutory rights or powers of a number of organisations (listed within Byelaw 26*). Where an organisation listed by Byelaw 26* requires the Board's Consent the Board will liaise and negotiate with that organisation to ensure the Board's requirements are not in Breach of Byelaw 26**.

** Byelaw 27 for Waveney, Lower Yare and Lothingland IDB and Hundred of Wisbech IDB*

2.8. Specific Policy Statements

This section details the policies that the Board will apply when seeking to regulate activities. These policy statements guide how applications made to the Boards will be determined.

Discharging Treated Foul Water (Treated Effluent)

The discharge of treated foul water (via an appropriate treatment plant) requires consent in accordance with Byelaw 3. The Board will determine applications received seeking to discharge treated foul water in accordance with the policy below.

Policy: Discharge of Treated Foul Water

The Board will only approve an application to discharge treated foul water where the watercourse can be evidenced as being connected to the wider watercourse network.

Applications may be refused if the Board's Officers consider that the proposals may increase flood risk, cause environment harm which cannot be mitigated, negatively impact the efficiency of local drainage or if the receiving watercourse will not be capable of accepting the planned additional flows.

Where the discharge is to an open watercourse, the discharge pipe should be installed through a pre-cast concrete outfall unit dug in flush with the drain batter. Suitable erosion protection should be installed below the headwall down to the toe of the watercourse and also dug in flush with the drain batter.

Where the discharge is to a piped watercourse, the discharge pipe should be connected into an existing inspection chamber, or a new inspection chamber should be constructed to the Board's specification to accommodate the outfall.

If consent is granted by the Board, this may be conditional.

The Board's consent does not replace the applicant's obligation to seek an Environment Permit from the Environment Agency for the treatment plant and outfall or meet the general binding rules published by DEFRA.

Scheme of Delegation: The Board's Scheme of Delegation / Scheule of Reserved Matters state that applications can be determined by officers under delegation if they meet the requirements of the above policy, unless the applicant is associated with a Board Member.

Discharging Surface (Rain) Water

The discharge of surface water from an impermeable area requires consent in accordance with Byelaw 3. The Board will determine applications received seeking to discharge surface water in accordance with the policy below.

Applications for consent to discharge surface water run-off into any watercourse within the Board's Internal Drainage District will be considered against the capacity of the receiving watercourse to accept the proposed surface water flows (rate and volume). To assist in determining the application, the Board may require the applicant to undertake hydraulic modelling work.

Policy: Discharge of Surface Water

The Board will only approve an application to discharge surface water where the watercourse can be evidenced as being connected to the wider watercourse network.

For systems serving impermeable areas greater than 0.25ha the proposed discharge rate should be no higher than 2/l/s/ha or annual average flood flow rate (QBar or QMed), whichever is higher. Exceptions may be allowable when it is evidenced that to achieve this rate would require a static flow control device (vortex flow control or fixed orifice plate) with an orifice smaller than 50mm* in diameter (or 100mm where debris control is not possible). Systems with a static flow control devices with an orifice smaller than 100mm in diameter should be designed to prevent debris entering the flow control device.

Applications may be refused if the Board's Officers consider that the proposals may increase flood risk, cause environmental harm which cannot be mitigated, negatively impact the efficiency of local drainage or if the receiving watercourse will not be capable of accepting the planned additional flows.

If consent is granted by the Board, this may be conditional, including the payment of a Surface Water Development Contribution as outlined by the Board's Development Control Charges and Fees Policy.

Notably it is the Board's preference that systems are adopted by statutory authorities / bodies whenever possible.

**75mm for the Pevensey and Cuckmere WLMB*

The requirement for consent to discharge surface water may be waived in writing at the officer's discretion where the impermeable area is less than 50m2 and is an extension of an existing impermeable area with a satisfactory surface water outfall.

Scheme of Delegation: The Board's Scheme of Delegation / Schedule of Reserved Matters state that applications can be determined by officers under delegation if they meet the requirements of the above policy, unless the applicant is associated with a Board Member or the impermeable area is greater than 5ha.

Altering a Watercourse

The alteration of an ordinary watercourse requires consent in accordance Section 23 of the Land Drainage Act 1991, and Byelaws 4, 6 and 15. The Board will determine applications received seeking to discharge surface water in accordance with the policy below.

Section 23 of the Land Drainage Act prohibits the installation or alteration of a culvert, the installation of a mill, dam, weir or similar obstruction to flow without the prior consent of the Board. Byelaw 4 further restricts the reconstruction, reduction, repair and removal of these structures, as well as the operation or alteration of bridges, headwalls and water control structures.

Furthermore, Byelaw 6 restricts the stopping up or diversion or alteration of flow / water level of a watercourse and Byelaw 15 restricts the dredging or raising of any material from the bed or bank of an arterial watercourse.

As part of any application to alter a watercourse the applicant has the responsibility to prove that the proposed works would not increase flood risk or negatively impact the efficiency of local drainage.

Policy: Watercourse Alterations

The Board will only approve an application to culvert or infill a watercourse if;

- There is no reasonably practicable alternative (including health and safety considerations).
- The proposal is for a replacement culvert or bridge.
- Any culverting is for the sole purpose of providing access (and the total length is the minimum required for the access).
- The proposal forms part of a drainage, agricultural or environmental improvement scheme.

Applications for the installation or alteration of mills, dams, weirs, flow controls, headwalls, bridges and other structures regulated by Section 23 of the Land Drainage Act 1991, and Byelaws 4/6/15 will be considered on a case by case basis.

Applications may be refused if the Board's Officers consider that the proposals will increase flood risk or negatively impact the efficiency of local drainage, cause environmental harm that cannot be mitigated or negatively impact the ability of the Board to carry out its operations.

Scheme of Delegation: The Board's Scheme of Delegation / Schedule of Reserved Matters state that applications can be determined by officers under delegation if they meet the requirements of the above policy, unless the applicant is associated with a Board Member or a permanent alteration over 18 metres in length is proposed to an arterial watercourse.

9

Undertaking Works near Arterial Drainage Infrastructure

Consent is required for all works within 9* metres of the edge of arterial drainage and flood risk management infrastructure (arterial watercourses and water management structures such as pumping stations) in accordance with Byelaw 10**. The Board will determine applications received seeking to discharge surface water in accordance with the policy below.

Maps on the Board's webpages clearly show which watercourses are designated as arterial watercourses. The 9* metre distance is measured from the edge of the drain (whether open or piped). In the case of an embanked drain this is 9* metres from the landward toe of the embankment.

Policy: Works within 9* metres of Arterial Drainage Infrastructure

The Board will only approve applications for consent for works (including replacement works) within 9* metres of arterial drainage infrastructure (as required by Byelaw 10**) if the Board's officers consider that the proposed works will not increase flood risk, negatively impact on the ability of the Board to carry out its operations (including but not limited to the Board's usual way of working, current access arrangements, available resources and the risks posed to Board employees, now or in the future) or increase the liabilities of the Board. Permanent Structures (any building which is not demountable, including any extension to a previous structure) are unlikely to be approved within 9* metres of the brink of any arterial drainage infrastructure.

Although all cases will be considered on a case by case basis, the following table represents common works and their likely acceptable distance. This table is for guidance only.

Works	Likely Acceptable Distance	
	Open Watercourse	Culverted Watercourse
Permanent Structures	9m* from brink	9m* from outside edge
Trees	9m* from brink	9m* from outside edge
Ground Surfacing	7m from brink	1m from outside edge
Demountable Fencing	7m from brink	1m from outside edge
Demountable Structures	7m from brink	3m from outside edge
Hedging	7m from brink	3m from outside edge

**7 metres within the Waveney, Lower Yare and Lothingland IDD*
*** Byelaws 10 and 17 for Waveney, Lower Yare and Lothingland IDB and Hundred of Wisbech IDB*

Scheme of Delegation: The Board's Scheme of Delegation / Schedule of Reserved Matters state that pplications can be determined by officers under delegation if they meet the requirements of the above policy, unless the applicant is associated with a Board Member or the application is for a permanent structures (any building which is not demountable, including any extension to a previous structure).

Water Management Alliance

WMA Chief Executive's Planning Committee

Terms of Reference

Draft for adoption by the Hundred of Wisbech Internal Drainage Board from 5 January 2026

October 2025

Contents

1: Introduction

The Hundred of Wisbech IDB has delegated authority to officers within the Water Management Alliance (WMA), specifically the WMA Chief Executive's Planning Committee, to take certain decisions as part of the service provision being handed over in a phased manner to the Water Management Alliance from January 2026.

The nature and extent of this decision making is set out in the Board's Scheme of Delegation an in these terms of reference. These terms of reference also explain what this Committee does and how it works.

2: Role of the Committee

The WMA Chief Executive's Planning Committee shall support the Board's in fulfilling their functions as outlined in Sections 1 and 2 of the WMA Catchment Services Policy Document.

3: Delegated authority from the Board

The Board hereby delegates the following plenary powers and authority to the WMA Chief Executive's Planning Committee in accordance with the Board's Scheme of Delegation.

1. The authority to consider and determine applications for Land Drainage Consent (any prior written consent required as per the Land Drainage Act 1991 including the Board's Byelaws), is delegated to the WMA Chief Executive's Planning Committee with the exception of non-delegated applications for Land Drainage Consent (unless urgent).

   Non-delegated applications for Land Drainage Consent include the following application types:

   i. All applications for consent that are from applicants or agents related to or associated with a member or employee of the Board.
   ii. All appeals against a previous determination of an application for consent (the application having first been determined under delegated authority by the WMA Chief Executive's Planning Committee)
   iii. Applications for consent that are against the Board's policies as set out in Section 2 of the Board's Catchment Services Strategy and Policy Document.
   iv. Applications to permanently discharge surface water from a new impermeable area greater than 5 hectares.
   v. Applications for permanent structures within 9 metres of an arterial (Board maintained) watercourse as defined by Section 2 of the Board's Catchment Services Strategy and Policy Document.
   vi. Applications where the proposed works include the permanent alteration of over 18 metres of arterial watercourses, which are those watercourses for the time being under the control of the Board (the Board maintained network)

2. The authority to approve plans of specified work received in accordance with Part 6 of Schedule 11 of the The Medworth Energy from Waste Combined Heat and Power

Facility Order 2024 is delegated to the Water Management Alliance's Chief Executive's Planning Committee.

4: Membership of Committee

The Committee shall comprise of two Members, namely the WMA's Chief Executive and an officer within the WMA's Catchment Services Department.

The Board shall appoint its Chairman and Vice Chairman as Advisors to support the WMA's Chief Executive and to help advise the Committee.

Any casual vacancy that arises among the Members or Advisors of the Committee for whatever reason shall be filled by the Board as soon as practicable after the occurrence of the vacancy, in accordance with the Board's casual vacancy procedures.

5: Chairman of the Committee

The WMA's Chief Executive shall be the Chairman of the Committee.

6: Quorum

No business shall be transacted at any meeting of the Committee unless both Members of the Committee are present, i.e., the WMA's Chief Executive and at least one officer within the WMA's Catchment Services Department. For the avoidance of doubt a member is considered to be present if they participate in the meeting by telephone, teleconference or through an exchange of email (as is specified in the notice of the meeting).

7: Voting entitlement

Each Member of the Committee shall have one vote:

WMA Chief Executive: 1

Officer within the WMA's Catchment Services Department: 1

Decisions must be carried unanimously. For the avoidance of doubt the Advisors will not be entitled to vote.

8: Number of meetings per year

The Committee shall meet at such dates and times as is necessary. Meetings can be convened by the WMA's Chief Executive or an officer within the WMA's Catchment Services Department.

9: Notice, minutes and meeting reports

Where a meeting is proposed to take place physically or by telephone or teleconference to determine a matter:

- A minimum of four hours' notice shall be given to Members in advance of all meetings (minimum notice period). The notice must clearly state where/how the meeting is to take place; be it at a physical location, by telephone conversation or teleconference.
- The minimum notice period shall be waived when urgent matters need to be dealt with.
- All notices, agenda, minutes and meeting reports shall be sent to the Members of the Committee electronically (and Advisors, if they are requested to attend the meeting).
- The minutes of the meeting shall be confirmed as true record subject to the correction of any mistakes omissions or inaccuracies, by email following the meeting.

Where a matter is determined by the committee by email, the email exchange will serve as the minutes of the meeting.

10: Attendance of advisors at meetings

The Advisors shall attend Committee Meetings, as and when requested by the WMA's Chief Executive. However, if the Advisors are unable to attend, their absence will not by itself invalidate the proceedings of such meetings.

11: Venue for meetings

All physical meetings of the Committee shall take place at a location determined by the Committee Chairman and clearly set out in the notice of the meeting. Video/teleconferencing will be permitted and such facilities will be made available to Members and Advisors of the Committee, as and when required. Virtual meetings by email are also permitted.

Development Control Charges and Fees

This document has been prepared to detail the applicable charges and fees associated with the regulatory functions of the member Internal Drainage Boards ("IDBs") of the Water Management Alliance ("WMA").

The charges and fees detailed in this document relate to the following activities;

Last Updated: 01/04/2025
Next Review Date: 01/04/2026

1. Consent Application Fees

The charges associated with consent application fees are set out in table 1 below.

Description	Reason for the charge being levied	Fee due[1]
Application to alter a watercourse	Application for consent in accordance with Section 23 of the Land Drainage Act 1991	£50.00 per structure
Application for Byelaw consent (other than Byelaw 3)	Application for consent in accordance with Board's Byelaws (other than Byelaw 3)	£50.00 per site
Application to discharge surface water to a watercourse (Byelaw 3)	Application for consent in accordance with Byelaw 3	£100.00 per site
Application to discharge treated foul water to a watercourse (Byelaw 3)	Application for consent in accordance with Byelaw 3	£100.00 per site

Table 1: Consent Application Fees

Where an application form is submitted without payment of the relevant fee due, the application is not deemed valid and may not be considered by the Board.

[1] VAT is not payable on applications to the Board (statutory charges are beyond the scope).

2. Development Contribution Rates

Prior written consent is required from the Board where a development will result in an increase in the rate or volume of flows in any watercourse and, one of the conditions imposed as part of any such approval is the payment of a development contribution to the Board. The charge is made to help fund the cost to the Board resulting from increases in the rate and/or volume of surface water or treated foul water flows.

The relevant fee will be stipulated as part of a notification of intent to consent, at which point the applicant will be given a month to accept the Development Contribution as a condition of consent. The fee is payable when formal consent is issued following the applicant's confirmed acceptance of the conditions of consent. The Development Contribution is not due at the point of application.

Development Contributions are payable at the rate applicable when the consent application is validated by the Board and any fees stated within this section are to be increased by inflation annually.

2.1. Surface Water Development Contribution (SWDC)

The Surface Water Development Contribution (SWDC) is charged when an application is received to discharge surface water from an impermeable area. The SWDC calculated by:

- Determining the impermeable area of the site to be positively drained (in square metres, m^2)

- For larger sites, determining the Greenfield Runoff Rate. The greenfield runoff rate is the rate of discharge expected on an undeveloped site within a given rainfall event and varies geographically based on rainfall data and catchment characteristics. The annual average flow rate (Qbar) varies between 1.5 and 7 l/s/ha within the WMA catchment areas.

Additional SWDC Information:

- The impermeable area of the site to be positively drained (in square metres, m^2) should only reflect the additional impermeable area that is positively drained post development. It is therefore determined by taking away the area of impermeable surface positively drained to the watercourse prior to development from the proposed area of impermeable surface to be positively drained to the watercourse post development.

The Surface Water Development Contribution charges are shown in Table 2 overleaf.

SWDC per m² of impermeable surface					
Gravity Catchment			Pumped Catchment		
Maximum Discharge Rate	Total Site Impermeable Area		Maximum Discharge Rate	Total Site Impermeable Area	
	< 0.25HA	≥ 0.25HA		< 0.25HA	≥ 0.25HA
≤ 2 l/s/ha	£1.63	£1.63	≤ 2 l/s/ha	£2.03	£2.03
≤ 6 l/s/ha	£1.63	£2.12	≤ 6 l/s/ha	£2.03	£2.63
≤ 12 l/s/ha	£1.63	£2.61	≤ 12 l/s/ha	£2.03	£3.24
≤ 24 l/s/ha	£1.63	£3.58	≤ 24 l/s/ha	£2.03	£4.46
≤ 48 l/s/ha	£1.63	£5.54	≤ 48 l/s/ha	£2.03	£6.89
≤ 96 l/s/ha	£1.63	£9.45	≤ 96 l/s/ha	£2.03	£11.75
> 96 l/s/ha or unattenuated	£1.63	£11.40	> 96 l/s/ha or unattenuated	£2.03	£14.18

Table 2: SWDC charges.

2.2. Treated Foul Water Development Contribution (TFWDC)

The Treated Foul Water Development Contribution is charged when an application is received to discharge treated effluent (used potable water) from a treatment plant or waste water treatment works. The TFWDC is calculated in accordance with in Tables 3 and 4 below.

Property Type	TFWDC
Private Residential Dwelling	£184

Table 3: TFWDC charge per private residential dwelling.

Property Type	Charge per 100m² floor space
Low Occupancy Commercial - Including Industrial / Agricultural Units (1-5 people per 100m²)	£195
Medium Occupancy Commercial - Including Offices / Retail Units / Care Facilities (6-15 people per 100m²)	£586
High Occupancy Commercial - Including Restaurants / Cafés / Schools (16+ people per 100m²)	£977

Table 4: TFWDC charge for commercial development / premises.

For commercial development the occupancy will be determined using the design occupancy rates per 100m². Alternatively the Board may refer to table D1 of Building Regulations Approved Document B2 to determine design occupancy rates.

2.3. Bespoke Development Contributions

For discharges which cannot be calculated in accordance with the SWDC or TWFWDC methodology a bespoke charge may be stipulated which aims to recover some of the actual likely costs resulting from the increased volume of water draining to infrastructure maintained by the Board.

3. Maintenance Fees

A Maintenance Fee is a one-off charge payable where the Board will opt to maintain a new culvert, bridge, weir, outfall or other structure within their Internal Drainage District, using the Board's permissive powers under the Land Drainage Act 1991.

The relevant fee will be stipulated as part of a condition of consent. The applicant will be given will be given a month to accept the fee as a condition of consent. The fee is payable when formal consent is issued following the applicant's confirmed acceptance of the fee. Any fees stated within this section are to be increased by inflation annually.

When a maintenance fee is paid, the Board will continue to maintain the structure for a defined amount of time. Please be aware that maintenance will be undertaken using permissive powers however there is no change in the ownership or liability associated with the watercourse.

3.1. Culverts in watercourses not owned by the Board

The Board may consider maintaining private culverts in watercourses not owned by the Board subject to the payment of a maintenance fee. In such instances the Board will maintain the clear flow of water through the structure, provided it is structurally sound (as determined by the Board's Officers). This will include desilting and vegetation clearance on a recurrence deemed necessary to meet water level management requirements. The responsibility for structural maintenance will remain with the riparian landowner and the Board maintains the right to remove structures which pose a flood risk or safety risk due to poor repair.

The standard maintenance fee is calculated based on the costs that will likely be incurred by the Board in maintaining the clear flow of water through the structure over a defined period. The fees for culverts up to 150 metres are shown in tables 6 and 7 below. For culverts over 150 metres the Board's Officers will determine the maintenance fee based on a case by case basis.

Length of Culvert (Ø < 750mm)	Length of Adoption	
	50 years	100 years
< 18 metres	£2,019.02	£4,351.33
19 – 50 metres	£7,270.07	£17,217.89
51 – 100 metres	£13,147.72	£31,650.92
101 – 150 metres	£19,373.47	£46,780.16

Table 6 Maintenance Fees for culverts in a watercourse not owned by the Board with an internal diameter of less than 750mm

Length of Culvert (Ø ≥ 750mm)	Length of Adoption	
	50 years	100 years
< 18 metres	£2,436.75	£5,395.65
19 – 50 metres	£9,947.81	£23,912.24
51 – 100 metres	£15,825.46	£38,345.27
101 – 150 metres	£27,406.70	£66,863.23

Table 7: Maintenance Fees for culverts in a watercourse not owned by the Board with an internal diameter greater than or equal to 750mm

3.2. Culverts in watercourses owned by the Board

Any consent granted to install a culvert within a watercourse owned by the Board will be subject to the payment of a Maintenance Fee. The works may also require a Deed of Easement with the Board (please see section 4 of this document).

In such instances the Board will be responsible for maintaining the clear flow of water through the structure (including desilting and vegetation clearance on a recurrence deemed necessary to meet water level management requirements) as well as the structural integrity of the culvert in perpetuity. As such the maintenance fee is derived from the costs that will be incurred by the Board in maintaining both the clear flow of water through the structure as well as the structural integrity.

The maintenance fee for culverts in watercourses owned by the Board can be calculated by adding the relevant figure from table 8 below to the cost of replacement as determined by the Board's officers. For culverts over 150 metres the Board's Officers will determine the maintenance fee based on a case by case basis.

	Internal Diameter of Pipe (Ø)	
Length of Culvert	Ø < 750mm	Ø ≥ 750mm
< 18 metres	£4,351.33	£5,395.65
19 – 50 metres	£17,217.89	£23,912.24
51 – 100 metres	£31,650.92	£38,345.27
101 – 150 metres	£46,780.16	£66,863.23

Table 8: Maintenance Fees for culverts within Board owned Watercourses.

3.3. Watercourses

The Board may consider adding private watercourses to their arterial network, and therefore maintaining them, in line with Policy 8 of the Planning and Byelaw Strategy. Whether this is to be subject to the payment of a maintenance fee will be determined on a case by case basis and would be derived from the costs that will be incurred by the Board in maintaining the watercourse over a defined time period, as determined by the Board's Officers.

3.4. Sustainable Drainage Systems

The Board may consider maintaining private drainage systems in line with Policy 10 of the Planning and Byelaw Strategy. Whether this maintenance is to be conditional on to the payment of a maintenance fee will be determined on a case by case basis and would be derived from the costs that will be incurred by the Board in maintaining the structure over a defined time period, as determined by the Board's Officers.

3.5. Pumping Stations

The Board may consider maintaining private pumping stations subject to the payment of a maintenance fee. The fee will be determined on a case by case basis and will be derived from the costs that will be incurred by the Board in maintaining the structure over a defined time period, as determined by the Board's Officers.

3.6. Water Level Control Structures

The Board may consider maintaining private water level control structure subject to the payment of a maintenance fee. The fee will be determined on a case by case basis and will be derived from the costs that will be incurred by the Board in maintaining the structure over a defined time period, as determined by the Board's Officers.

4. Easements

Where accesses or works (including freespan bridges) are proposed within / across an area of land owned by a WMA member Board a Deed of Easement will be required. This payment may be due irrespective of who will be responsible for the future maintenance of any structures erected as part of the proposed works.

In accordance with Section 63 of the Land Drainage Act 1991, the WMA Member Boards may not dispose of land owned by the Board for a consideration less than the best that can reasonably be obtained, other than with the consent of the relevant Minister.

To ensure compliance with Section 63 of the Land Drainage Act 1991 the WMA Member Boards will engage the services of a chartered surveyor, to value the proposed disposition. For the avoidance of doubt, the disposition of land includes the granting of an easement (enabling a third party to cross land owned by the Board).

5. Additional Costs

The Board passes on its costs for preparing legal agreements relating to granted consents, including any legal fees and Land Registry costs incurred. A charge may also be levied for the provision of information regarding flood risk and drainage infrastructure, at the discretion of the Board's Officers, or for work relating to hydrological models of watercourses, depending on the type and amount of information required. VAT may be chargeable on fees relating to legal agreements, flood risk/drainage data and hydrological models.

6. Refund Policy

If a formal consent is granted and a SWDC or maintenance fee is paid, the Board will consider withdrawing consent for a new structure, and refunding the SWDC or maintenance fee, if the proposed works are abandoned by the applicant within 3 years of the consent being issued. If subsequently the proposals are re-established a new consent application will be required. Future consent is not guaranteed. Application Fees are non-refundable.

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 13th November 2025**	**Officer Responsible:**	**Nicola Oldfield**

1. **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 Haskoning.

There was a delay to surveys being completed due to availability of surveyors and issues with the information provided (especially with regards to the CCTV survey of culverts). However, the data supplied was sufficient for Haskoning to build the model. As a result, a substantial reduction of the surveyor's fee was negotiated to allow money if the Board wishes to carry out further work separately in the future.

A number of additional items have been added to the scope of the study to cover specific conditions in events (such as debris screen blockages) and changes to the Board's system (such as the Attenuation Area and Incinerator works) that are ongoing, as they are advantageous to add to the model at this stage. This will reflect a more accurate situation for a model which will stand up better to Environment Agency scrutiny when FCERM GiA is applied for in the future.

These aspects have set back delivery of the study until at least the end of the year and completion of the project with the business case to spring/summer 2026. Once the full details of the additional items are known, an accurate finish will be known.

Meetings have been held with both Boards' involvement to discuss the options to take forward to the business case, including consideration of control structures, attenuation area(s) or improvements to existing or a new pumping station.

Author Name: Nicola Oldfield
Role: Chief Engineer

Appendix 1: List of planning applications since last report

Appendix 1

The following planning applications have been responded to since the last meeting:

MLC Ref.	Council Ref.	Applicant	Type of Development	Location
1778	F/YR25/0444/FDC	Fenland District Council	Conversion (1 x dwelling to 7 x sheltered accommodation)	Main Road, Elm
1779	F/YR25/0435/F	Mr A Mason	Residence (Extension)	The Stitch, Friday Bridge
1780	F/YR25/0459/F	Dawbarns & Sons Ltd	Industrial	Enterprise Way, Wisbech
1781	F/YR25/0565/F	Mr A Rolfe	Residence (New dwelling)	Bar Drove, Friday Bridge
1782	25/01235/F	Motor Fuel Group	Commercial	Elm High Road, Emneth
1783	F/YR25/0653/F	Mrs C Butcher	Residence (New dwelling)	Gosmoor Lane, Elm

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
1746		HW/BC/160	Medworth CHP Ltd	Encroachment, to carry out a groundwater pumping test to provide hydrogeological information	Algores Way, Wisbech	29/05/2025
1768	F/YR25/0025/CERTP	HW/BC/161	Tudor Dumitru	Replacement of septic tank with treatment plant	Begdale Road, Elm	01/07/2025
183, 1313, 1456 & 1654		HW/BC/162	Mr A Harris	Encroachment – Installation of piled foundations, ring beam, ground slab, single bay garage, raised patio, driveway & footpaths	Fridaybridge Road, Elm	20/08/2025

The following applications for Byelaw Consent (to discharge to a watercourse) have been granted since the last meeting:

MLC Ref	Council Ref	Consent No	Applicant	Location	Date consent granted
1746		HW/DC/28	Medworth CHP Ltd	Algores Way, Wisbech	29/05/2025
1768	F/YR25/0025/CERTP	HW/DC/29	Tudor Dumitru	Begdale Road, Elm	01/07/2025

There have been no infiltration device applications processed since the last meeting.

Provided by the Middle Level Commissioners		Item No:	9
Meeting:	**HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD**	**Subject:**	**GOVERNANCE**
Date:	**Thursday 13th November 2025**	**Officer Responsible:**	**Paul Burrows**

RECOMMENDATIONS

The Board is asked to:

A. Consider and approve the Annual Return 2024/2025
B. Consider and approve the Auditor's Report 2024/2025
C. Note the continued appointment of Whitings as Internal Auditor.
D. 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.
E. Exercise of Public Rights
F. Consideration of potential litigation, liabilities, commitments

1. Annual Return & Auditor's Report 2024/2025.

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 2025. (Appendix 1)
- the Audit Report of the Internal Auditor for the year ended 31st March 2025. (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. Exercise of Public Rights

3.1 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.

3.2 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.

3.3 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.

3.4 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.

4. Consideration of potential litigation, liabilities, commitments:

4.1 The clerk to report.

Author Name: Paul Burrows
Role: Clerk

Appendix 1 Annual Return 2024/2025
Appendix 2 Audit Report 2024/2025

Hundred of Wisbech Internal Drainage Board

Notice of conclusion of the audit

Annual Governance & Accountability Return for the year ended 31st March 2025

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 2025 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: 10th September 2025

Annual Internal Audit Report 2024/25

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

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During the financial year ended 31 March 2025, 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 2024/25 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 2023/24, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2023/24 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 2024-25 AGAR period, were public rights in relation to the 2023-24 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 2023/24 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: 03/06/2025 11/06/2025 16/06/2025

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

Signature of person who carried out the internal audit: P. PETTEY - WHITINGS LLP

Date: 16/06/2025

***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 2024/25

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 2025, that:

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

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

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

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

09/06/2025

and recorded as minute reference:

B.2157

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

Chair M. G. Day

Clerk R Martin

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Section 2 – Accounting Statements 2024/25 for

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	*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	1,264,671	1,103,653	*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	215,262	284,731	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	36,183	193,162	*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	337,835	256,049	*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	1,103,653	1,250,869	*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	1,199,007	1,267,924	*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	244,500	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	1,310,495	1,259,011	*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 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

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

[signature]

Date 30/05/2025

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

09/06/2025

as recorded in minute reference:

B.2158

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

[signature]

Section 3 – External Auditor's Report and Certificate 2024/25

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 2025; 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 2024/25

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 2024/25

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 2025.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature PKF Littlejohn LLP

Date 07/09/2025

Whitings Chartered Accountants LLP
Fenland House, 15B Hostmoor Avenue
March, Cambridgeshire, PE15 0AX
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BB/MM053
30 June 2025

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

Dear Messrs. P Burrows, A Wool, and S Ablett,

MLC administered Internal Drainage Boards - Internal Audit 2024-2025

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 2025, 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. **Employee Benefits**

   As of 6 April 2025, HMRC has implemented a significant change in the tax treatment of double cab pickups. These vehicles are now generally classified as cars rather than vans for Benefit-in-Kind (BIK) purposes, unless they are primarily suited for the conveyance of goods.

   As a result, BIK charges will now be based on CO_2 emissions, which could lead to higher tax liabilities for employees and increased Class 1A National Insurance contributions for employers. However, vehicles that were purchased, leased, or ordered before 6 April 2025 may continue to be treated as vans until the earlier of disposal, lease expiry, or 5 April 2029.

   We recommend that businesses review their fleet policies and carefully consider the tax implications when acquiring new vehicles.

   In relation to other employee benefits, we note that, where applicable, these are being correctly recognised as Benefit-in-Kind and disclosed on form P11D. We encourage employers to regularly review the valuation of such benefits to ensure they accurately reflect what the employee receives—particularly in cases where living accommodation or similar provisions are offered.

Client comment:

This was considered and new double cab pickups ordered before 6th April 2025. This will be reviewed again before 5th April 2029.

An audit of Benefits-in-Kind declared and P11D's has been arranged for October.

2. 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.

3. 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. Although inflation has now eased to 3.4% as of May 2025, it remains essential to continue reinvesting and actively managing these assets to preserve and grow their value over time.

Client comment:

We are currently making treasury deposits for individual Boards within the mandated authority given by each authority but need to manage this with specific cashflow 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.

4. 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. Several Boards have small holdings of land which are let at reasonable rates with a view to keep the land tidy and in good order therefore they are not necessarily commercially viable. Several 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.

5. 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 3 - 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.

6. **Bank reconciliation and verification**

We are pleased to note that bank reconciliations have been conducted on a monthly basis throughout the year. However, we observed that verification was not completed for the first two months of the year across all Boards.

We acknowledge that this period coincides with a particularly demanding time for the staff from financial department, who are focused on preparing year-end financial reports for submission ahead of the 1st July 2025 deadline for external audit.

Nonetheless, we would like to emphasise that timely and documented verification of bank reconciliations is a fundamental internal control. It plays a critical role in ensuring the accuracy and integrity of financial records. We therefore recommend that verification be consistently performed and evidenced on a monthly basis, including during peak reporting periods.

Client comment:

Control accounts and bank reconciliations are carried out for the quarter to 30th June every year and we do not have the capacity to complete these monthly at that time. Accounts are still be prepared in this time and adjustments made, therefore closing/opening balances have not been confirmed.

7. **Website Publication**

We are pleased to note that, for several years, a substantial amount of information has been made publicly available and is generally kept up to date, with links directing users to the most current versions. However, we have occasionally observed inaccuracies—such as links pointing to outdated or incorrect documents. For example, a link may reference the Capital Improvement Programme for the 2023/24 financial year instead of the current 2024/25 version. We also note that the most relevant version of this document is available within the published meeting minutes.

Nonetheless, we would like to take this opportunity to emphasise the importance of ensuring that all published information is accurate and up to date.

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.

8. **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

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	£37,696.50
Hundred of Wisbech IDB - Creditor	£40,000.00
Difference	**£2,303.50**

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 have also noted that the closing debtors balance in Waldersey IDB and the closing creditors balance in Hundred of Wisbech IDB were overstated in the previous financial year by £38,700.30. This discrepancy arose because the Boards were not aware that a grant recovery would be available later in the year to offset excess pumping costs incurred during the 2023/24 financial year. This issue only came to light following the completion of the audit for that year.

We can confirm that the overstated amounts have been correctly adjusted during the current financial year in both Waldersey IDB and Hundred of Wisbech IDB.

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 because 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 approved to enter discussions concerning a potential amalgamation between the Boards. It is unlikely that any amalgamation will be completed by 31st March 2026 at which time both Boards are moving to the Water Management Alliance.

Waldersey IDB

We have noted that the Board owns two parcels of land, located at Green Drove and Crooked Bank. We understand that the Green Drove land has been professionally revalued and is situated near the pumping station. However, the Crooked Bank land, which is located next to the former pumping station, has not been revalued. Based on our discussions during the course of the audit, it would appear that the Board currently has no plans to undertake a revaluation of this land.

Both parcels of land should be revalued and recorded in the Board's fixed asset register to ensure these assets are properly reflected in the financial records of the Board.

Client comment:

Clerking and administration of Waldersey IDB is being transferred to the Water Management Alliance in 2026. Board approval would be required to action this request. We would advise the board to approve for a valuation exercise to take place at their next Board meeting which is in June 2026.

Manea & Welney IDB

During our review, it was noted that the Debtors Report showed a significant unallocated amount of £1,625,843.45. We understand that this is an isolated incident related to software issue that has subsequently been rectified and hasn't affected the accuracy of the financial statements prepared.

Client comment:

Your comment is noted.

Upwell IDB

We observed that the new hire purchase agreement applies the straight-line interest allocation method. We have recommended adopting the effective interest method, which more accurately reflects the cost of borrowing over the life of the agreement and is in line with UK accounting standards.

Based on our discussions during the course of the audit, we understand that this recommendation will be implemented in the accounts for the next financial year. The impact on the current financial statements is not considered material.

Client comment:

Your comment is noted.

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:	10
Meeting:	**HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD**	**Subject:**	**FINANCE REPORT**
Date:	**Thursday 14th November 2025**	**Officer Responsible:**	**Andrew Wool/Sam Ablett**

RECOMMENDATIONS

The Board is asked to:

A. Budget Monitoring
B. Fees, remuneration and subscriptions
C. Review & Approve Rating Estimates for 2025/2026 appendix 1.

1. Budget Monitoring

1.1 The current forecast for income/expenditure to 31st March 2026 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 consider the significant financial implications major storm events can have on drainage Board budgets.

The joint Hundred of Wisbech /Waldersey flood alleviation catchment study is progressing and for 2025/2026 these works are fully grant aided. The engineer will provide an update on this scheme.

Revised out-turn figures for 2024/2025 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, Remunerations and Subscriptions

2.1 To consider the District Officers Fee for 2024/2025

3. Estimates for 2024/25

3.1 The estimated budget for 2025/26 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: Andrew Wool/Sam Ablett
Role: Head of Finance/Assistant Treasurer

Appendix 1 Estimates for 2025/26

Appendix 1

HUNDRED OF WISBECH INTERNAL DRAINAGE BOARD

BUDGET MONITORING 2025/2026

		Approved Budget 2025/2026 £	Actual to 30th September 2025 £	Estimate To 31st March 2026 £
1	Rates, Insurances and telephones	1,800	697	1,725
2	Drainworks (incl District Officer's fee & expenses and Environmental measures	95,000	39,066 [A]	95,000 [B]
3	Joint Plant Maintenance (with Waldersey IDB)	50,000 [C/D]	0 [C/D]	50,000 [C/D]
4	Administration Charge, Health and Safety Contract, Audit fee, Printing, Stationery, Advertising, Association of Drainage Authorities Subscriptions etc	25,650	10,912	25,650
5	Planning Applications	9,500	4,102	9,500
6	Environment Agency Precept	17,780	17,780	17,780
7	Loan Charges	74,628	37,314	74,628
8	Studies and Surveys	87,160 [E]	3,181 [E]	87,160 [E]
		361,518	113,052	361,443
	Improvement Works - Funding	87,160 [F]	3,181 [F]	87,160 [F]
	LESS Rents, Deposit Accounts Interest etc	20,000	10,723	20,000
	General Fund - Use of balances	20,378 [G]	0	20,303 [H]
	Annual value - 3,119,734	233,980	99,147	**233,980**

Remarks

A -	Includes:-	
	Contractors charges	37,291
	District Officer Fees	1,775
B -	Includes provision for:	
	Contractors charges	38,400
	Proposed Slubbing Programme	30,000
	Additional Work/Fuel Changeover/Surcharge	14,000
	Spoil disposal	5,000
C -	Provision Based on New Calculation	
D -	Includes for New Electricty Contract	
E -	Joint Flood Alleviation Study	
F -	Funding (Joint Flood Allevation Study)	
G -	Use of General Fund	20,378
H -	Use of General Fund	20,303