SWAVESEY INTERNAL DRAINAGE BOARD

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Administered by:

3rd February 2026

Dear Board Members

Upcoming meeting of the Board
Tuesday 10th February 2026

Please find overleaf the agenda for the meeting of the Board to be hosted at the Memorial Hall, Swavesey, CB24 4QL at 2.30pm on Tuesday 10th February 2026.

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

SWAVESEY INTERNAL DRAINAGE BOARD

Tuesday 10th February 2026 – 2.30pm

The Memorial Hall, Swavesey CB24 4QL

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 - 7	Chair
4	Constitution & Membership • Election • Attendance • Vacancies & appointments • Composition and amalgamations • Training	Pages 8 - 10	Clerk
5	Clerk's Report	Verbal	Clerk
6	Environment Officer's Report	Verbal	Chair
7	Chairman's items	Verbal	Chair
8	Consulting Engineer's Reports, including: • Capital Programme & FCRM Grant-In-Aid	Pages 11 - 17	Clerk or Engineer
9	Health & Safety	Report to follow	Chair
10	District Officer's Report	Verbal	DO
11	Governance • Internal Controls • Accounts Return for 2024/2025 • Auditors report for 2024/2025 • Risk Assessment • Exercise of Public Rights • Transparency Code for Smaller Authorities	Pages 18 - 20 Pages 21 - 25	Clerk
12	Finance Report: looking back • Finance Officer's Review • Payments for 2025 • Budget Monitoring • Highland Water Contributions from the Environment Agency	Pages 26 - 27 Page 28	Clerk
13	Finance Report: looking forward • Finance Officer's summary • Fees, remuneration and subscriptions • Rate Arrears • Precept to the Environment Agency • Estimates for 2026/27 • Rate requirements for 2026/27	Pages 29 - 30 Page 31 Page 32	Clerk
14	Date of Next Meeting	Verbal	Chair
15	Any other business	Verbal	Chair

(NB: If required for any agenda item:

In pursuance of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting when the above matters are being considered by reason of the confidential nature of the business to be transacted.)

SWAVESEY INTERNAL DRAINAGE BOARD

At a Virtual Meeting of the Swavesey Internal Drainage Board on Wednesday 25th June 2025.

PRESENT

K Wilderspin (Chair)	Ms A Hemington
J Dodson (Vice-Chair)	Ms H Parish
Mrs S Dodson	N Stroude

Mrs Ruth Martin (Lead Clerk) representing the Clerk was in attendance.

Welcome and Apologies

The Chair welcomed everyone to the meeting.

Apologies for absence were received from J Burgess, Ms S Ellington (SCDC) and M Cahn.

B.1171 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.

B.1172 Minutes of last meeting

RESOLVED

> That the Minutes of the Meeting of the Board held on the 11th February 2025 are recorded correctly and that they be confirmed and signed.

B.1173 Matters Arising

The Chair advised the Board that the signage referred to in the Engineer's Report has now been installed. Mr Bantoft, the M&E Engineer, has advised the Chair that a grant has been received to fund the new Pumping Station Control Panel, Weedscreen Cleaner, and Cleaner overhaul. This is being funded from the Storm Recovery Grant Funding. The works are programmed for August.

There were no other matters arising.

B.1174 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.

Mrs Martin asked the Board to acknowledge that certain pieces of work or activities may need to continue after 1st April 2026, which are likely to include the year end accounts and IDB1.

The Board were asked to consider the Resolutions as listed in the Agenda document. They Board reviewed and discussed the resolutions. The Board agreed with all resolutions, noting that the Ecological Services have already transferred to Helen Parish, and the Electricity provision will transfer with the new supply contract in September.

RESOLVED

Service	Organisation
Clerking (inc Office functions, Finance, Governance, Insurance & Utilities)	transfer to Water Management Alliance (WMA)
Environmental	transfer to Water Management Alliance (WMA)
M&E	transfer to Water Management Alliance (WMA)
Planning & Consenting	transfer to Water Management Alliance (WMA)
Capital Works and other Technical Services	transfer to Water Management Alliance (WMA)

Ref	Theme	Resolution
A	Clerkship	That the position of clerk to the IDB transfer from Middle Level Commissioners to the WMA at or as close to 1st April 2026 as possible and the provision of clerkship services begin from that date.
B	Finance	That the RFO from the WMA 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 new service provider.
C	Finance	That the RFO from the WMA 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	Finance	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 WMA 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	Finance	That at the point of handover, the IDB are removed from the Middle Level Commissioners group banking arrangements with Barclays Bank PLC.
F	Finance	That the issuing and collection of drainage rates for 2026/27 along with any collection of past debt.
G	Finance	That the Middle Level Commissioners will finalise and submit accounts for 2025/26 and the IDB1 return.
H	Finance	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 WMA. The issuing and collection of drainage rates for 2026/27 along with collection of past debt will be undertaken by the new service provider after handover of banking arrangements and the RFO role.
I	Finance	That the Board's internal audit services move from the Middle Level Commissioners' group arrangements with Whitings LLP to that as agreed with the WMA as of April 2026.

J	Clerkship	That the WMA 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'.
K	Clerkship	Once handover of all data and information for all areas of service provision has been completed, then the person nominated in J above becomes the Board's sole Data Protection Officer.
L	Clerkship	That the Board authorise their 'Data Handlers' to transfer all relevant data and information, including personal data and any operational information held.
M	Clerkship	Authorise the WMA 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.
N	Clerkship	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 WMA.
O	Clerkship	That the Board will remain within the Middle Level Commissioners Group insurance policy until they are included within the WMA's arrangements.
P	Clerkship	Where relevant the Board will remain within the Middle Level Commissioners group approach to electricity contract arrangements (current contract ends Sept 2025) until they are included within the WMA's arrangements. The Board recognise this may be before or after 1st April 2026.
Q	Governance	The Board will adopt the model Reserved Matters, Financial Regulations and Scheme of Delegation of the WMA from 1 April 2026.
R	H&S	The IDB H&S lead and the WMA will let the MLC know, if appropriate to the IDB, whether the current services of COPE Safety Management as advisors to the Board (within MLC Group arrangements with COPE) will continue or whether there will be a new approach. The IDB H&S lead will inform the WMA of all details relating to any near miss, learning events, or other relevant Health and Safety related events or information pertaining to the IDB and its operation.
S	Capital Works	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 WMA where required.
T	Other Services	That the Chairman and Vice Chairman of the board are authorised to agree with the MLC Chief Executive and/or Chief Engineer and the WMA to the transition arrangements (including timescales and fees) associated with the transition of M&E, Environmental, Planning & Consenting, Capital Works and other Technical Services.

B.1175 Governance

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

Insurance

Mrs Martin referred the Board to the Governance report, advising that the tripartite agreement is coming to an end which is likely to see insurance costs increasing for 2026/27.

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.

Policy Reviews

RESOLVED

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

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.

The Board confirmed that they have provided property opportunity for the exercise of electors rights in accordance with the requirements of the Accounts and Audit Regulations and the documents listed have been published.

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.

DEFRA IDB1 Return

RESOLVED

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

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.1176 Finance Report

Finance officer's review and key messages

The Board considered and noted the key finance messages of the Finance Officer, and the payments detailed for 2024.

The Budget Comparison was noted.

Payments for 2024

The Payments were reviewed and accepted.

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 and that the Chair be authorised to sign the return.

RESOLVED

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

B.1177 Date of next Meeting

RESOLVED

> That next Meeting of the Board be held on Tuesday 10th February 2026 at 2.30 pm.

B.1178 Any Other Business

The Chair asked if the Clerk had received any response from his Highland Water Claim correspondence, but Mrs Martin advised that there was nothing to update.

With no other items being raised by the Board, the meeting was closed at 11.20am.

Provided by the Middle Level Commissioners		**Item No:**	**4**
Meeting:	**SWAVESEY IDB**	**Subject:**	**CONSTITUTION & MEMBERSHIP**
Date:	**Tuesday 10th February 2026**	**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. Determine whether there are composition changes and/or amalgamations it wishes to progress.
E. Reinforce the need for members to view all five ‘Good Governance’ videos.
F. Identify any topic areas for additional training, as well as any inspection/site visit requirements.

1. Current status

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

	Elected Members	Appointed Members	Total Members	Quorum
Composition	7	N/A		4
Actual	7	2 SCDC	9	
Vacancies	0		0	

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

No	Name	Status (one of four categories)	Commentary
1	J Burgess	Ratepayer	
2	J Dodson	Ratepayer	Vice-Chair
3	S Dodson	Ratepayer	
4	A Hemington	Ratepayer	
5	H Parish	Ratepayer	
6	N Stroude	Ratepayer	
7	K Wilderspin	Ratepayer	Chairman

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

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.

No	Name	Appointing Council	Commentary (one of three categories)
1	M Cahn	SCDC	Councillor
2	S Ellington	SCDC	Councillor

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	25/6/2025	11/2/2025	25/6/2024	6/2/2024
1	J Burgess	Apologies	Apologies		
2	J Dodson	Present	Present	Present	Present
3	S Dodson	Present	Present	Apologies	Present
4	A Hemington	Present			
5	H Parish	Present	Present	Present	Present
6	N Stroude	Present	Present	Present	Present
7	K Wilderspin	Present	Present	Present	Present

Attendance at Chairs Meetings

No	Name	5/12/2025	6/12/2024	6/10/2023	13/12/2022
1	K Wilderspin	-	Present		Attended

Appointed Members (current and previous)

No	Name (Council)	25/6/2025	11/2/2025	25/6/2024	6/2/2024
1	M Cahn	Apologies	N/A	N/A	N/A
2	S Ellington	Apologies	Present	Present	

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.)

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

3.1 The Election of members of the Board will take place this year. Members will receive an election notice during July/August and are requested to return their complete slip as soon as possible. This term for current members ends on 31st October 2026.

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.

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 0 of 9 Board Members have reported viewing all five videos.
To date 4 of 9 Board members have reported viewing 2 of the 5 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:**	**8**
Meeting:	**SWAVESEY INTERNAL DRAINAGE BOARD**	**Subject:**	**CONSULTING ENGINEERS REPORT: CHIEF ENGINEER'S SUMMARY & CAPITAL PROGRAMME**
Date:	**Tuesday 10 February 2026**	**Officer Responsible:**	**Nicola Oldfield**

RECOMMENDATIONS

The Board is asked to:

A. **Consider the development of an investment plan for asset refurbishment/replacement and instruct the Consulting Engineer accordingly.**

Capital Programme

The Environment Agency's grant in aid funding policy is being changed and will be applied to all new projects after April 2026. The pressure on funding is extreme, and the EA is prioritising all projects in the programme.

It is recommended that the Board considers the development of an investment plan for asset refurbishment/replacement and instruct the Consulting Engineer accordingly.

Author Name: Nicola Oldfield
Role: Chief Engineer

Appendix 1: Applications since last meeting
Appendix 2: Operational Services Report
Appendix 3: Mechanical & Electrical Report

Appendix 1

There have been 11 planning applications responded to since the last meeting.

There have been 3 Infiltration Device applications acknowledged since the last meeting.

There have been no Byelaw Consent (to undertake works in and around watercourses) or (to discharge to a watercourse) applications granted since the last meeting.

Appendix 2

Provided by the Middle Level Commissioners		Item No:	8
Meeting:	**SWAVESEY IDB**	**Subject:**	**CONSULTING ENGINEERS REPORT: OPERATIONAL SERVICES**
Date:	**Tuesday 10 February 2026**	**Officer Responsible:**	**Morgan Lakey**

1. Environment Agency/Swavesey IDB/Middle Level Commissioners' PSCA (Public Sector Co-operation Agreement) Works Delivery – 2025 Season

Swavesey IDB and the Middle Level Commissioners were jointly tasked by the Environment Agency (EA) with delivery of a similar maintenance arrangement under the PSCA in 2024.

For their part last season, the Middle Level Commissioners provided plant, machinery and labour to undertake an herbicide application to the EA controlled watercourses and flail mowing services. A Contractors machine was utilised to undertake weed cutting throughout the district.

Following the successful completion of an extended programme of works during the 2024 season, the offer to complete similar works again during the last season was accepted. The majority of the programmed work has been completed to date. There remains a couple of days of in channel weed cutting which requires machine access onto Mare Fen when conditions are more suitable, and a couple of days work for a smaller rubber tracked machine fitted with a forestry flail to undertake vegetation maintenance works along a length of flood defence embankment . Again, this work will be completed when weather/ground conditions have improved.

All works undertaken under the PSCA have been completed at cost, on a fully rechargeable basis.

2. Weed Control and Drain Maintenance

The maintenance works carried out last year generally accorded with the recommendations approved by the Board at its last Annual Meeting.

As with previous years, there was little evidence of aquatic vegetation growth within the Board's drains to justify machine cleansing was required.

To maintain the current high standard of maintenance and in agreement with the Chairman, a late season herbicide application was carried out on the affected drains.

A sum has been included within the estimated costs to undertake herbicide applications throughout the district again this year.

The Board's flail mowing requirements were undertaken by Lattenbury Services Ltd, and, at the Chairman's/District Superintendent's request, it is anticipated that Lattenbury will be approached to undertake the flail mowing of Board's drains again this year. A sum has been included within the estimated costs to cover this work.

Provisional sums based on previous year's machine cleansing expenditure and culvert cleansing/piling works, have been allocated within this report.

3. Estimated Costs of Anticipated Drain Maintenance and Weed Control Programme

The estimated cost of this year's anticipated drain maintenance and weed control programme is as follows (see previous plan for locations):

			£
1)	Roundup applications to control emergent aquatic vegetation in District drains	Item Sum	1500.00
2)	Provisional Item Allow sum for machine cleansing work to Board's drains as required	Item Sum	2500.00
3)	Provisional Item Allow sum for emergency works including bank piling or culvert headwall repair works	Item Sum	1000.00
4)	Allow sum for flail mowing of District drains and hedge cutting	Item Sum	4500.00
5)	Fees for preparation and submission of report to the Board, arrangement and supervision of herbicide applications and maintenance works. (Subject to change due to WMA handover)	Item Sum	750.00
		TOTAL	£10,250.00

Orders for the application of herbicides by the Middle Level Commissioners are accepted on condition that they will not be held responsible for the efficacy of any treatment.

Author Name: Morgan Lakey
Role: Assistant Operations Engineer

Appendix 3

Provided by the Middle Level Commissioners		**Item No:**	**8**
Meeting:	**SWAVESEY IDB**	**Subject:**	**CONSULTING ENGINEERS REPORT: MECHANICAL & ELECTRICAL**
Date:	**Tuesday 10 February 2026**	**Officer Responsible:**	**Dave Bantoft**

1. M&E key messages and advice

Other than the matters previously reported or described below, only routine maintenance has been carried out since the last meeting and the pumping plant at the station is mechanically and electrically in a satisfactory condition. The station and pumps are at an age where reliability is a concern and a plan should be put in place to overhaul or replace items as necessary to ensure ongoing reliability.

The Board is strongly advised to consider the development of an investment plan for asset refurbishment/replacement. The Board is asked to instruct the Consulting Engineer accordingly.

1.1 M&E Equipment Key Health Indicators

Over the past 2 years we have been compiling and verifying Pumping Station Key Date to allow easier identification of equipment age and the need for refurbishment to assist in developing an investment plan for asset refurbishment or replacement. The details below include any works already scheduled and funded to be completed this year. For example, the Bosker Weed Screen Cleaner Trolley & Grab Overhaul and Replacement Pump Control Panel. To ensure reliability, resilience and longevity of the pumping equipment it needs to be refurbished or replaced at suitable intervals. We have experienced examples lately of pumps being left too long and failing, or when they are removed for overhaul the condition is very poor and the pump overall lifetime has been reduced significantly, which is not cost-effective use of the asset. The same is true for control panels, component failures often damage other components incurring costly repairs and machine downtime. Overall, it is more cost effective to run well maintained equipment.

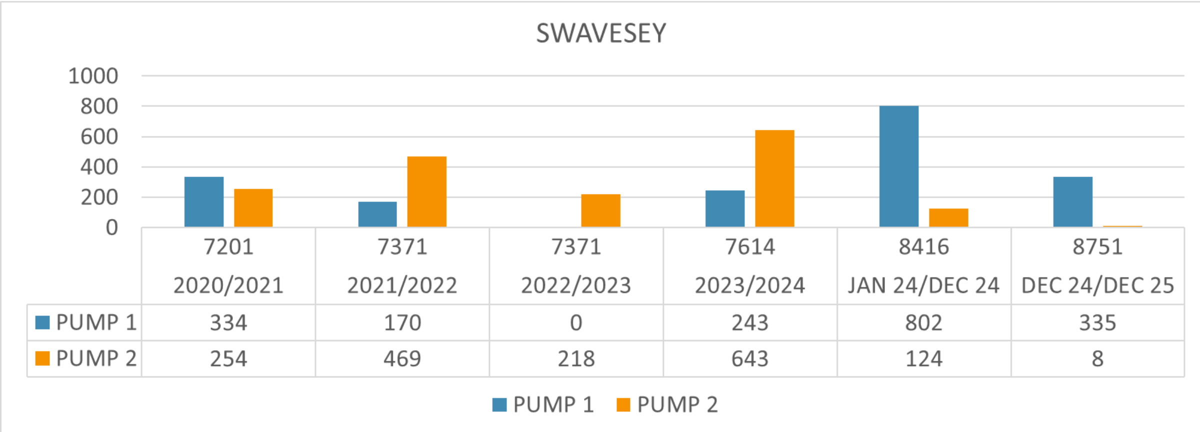
The pictures below are of pump bolts that have been in situ for 20 years and have corroded to the point of failure as shown by the gap between the flanges. Although now rebuilt with stainless steel bolts they were not in the past. The pump tubes are also heavily corroded which reduces pump life considerably. Ideally pumps should be refurbished every 10 years because by the time they reach 15 to 20 years it is likely the corrosion will heavily impact their overall residual life.

Key Health Indicators

Built	Pump 1	Pump 2	Pump 1 O/H	Pump 2 O/H	Control Panel	Weedscreen Bars	WSC	WSC O/H	WSC Controls
1985	1985	1985	2010	2011	2025	1998	1998	2025	2025

As shown above the next area for investment at the station is the pumps. The Pump control panel was replaced with new this year and the weedscreen cleaner overhauled including new control Panel.

2. Pumping summary



PUMP 1 HISTORY		
DATE	HOURS	
1985	0	NEW
1995	2800	PUMP MAJOR OVERHAUL
2004	5271	PUMP REMOVED AS BLOCKED - SEALS REPLACED
2010	5806	PUMP MAJOR OVERHAUL BY BEDFORD PUMPS
2023	7371	RUN HOURS AT JAN 2023
2024	7614	RUN HOURS AT JAN 2024
2024	8416	RUN HOURS AT DEC 2024
17/11/2025	8749	FINAL READ FROM OLD CONTROL PANEL
30/11/2025	4.2	FIRST READ FROM NEW CONTROL PANEL (elec meter read 54737)

PUMP 2 HISTORY		
DATE	HOURS	
1985	0	NEW
1996	1785	PUMP MAJOR OVERHAUL
2001	2857	PUMP REMOVED AS BLOCKED - SEALS REPLACED
2011	5162	PUMP MAJOR OVERHAUL BY BEDFORD PUMPS
2023	8427	RUN HOURS AT JAN 2023
2024	9070	RUN HOURS AT JAN 2024
2024	9194	RUN HOURS AT DEC 2024
17/11/2025	9205	FINAL READ FROM OLD CONTROL PANEL
30/11/2025	0.17	FIRST READ FROM NEW CONTROL PANEL (elec meter read 54737)

3. Inspections

3.1 HSB Engineering annual inspections for insurance was last carried out during September 2024. No HSB inspection was carried out September 2025 as the Weedscreen Cleaner was away for Overhaul.

3.2 ElCR Test completed in March 2024.

Board	EICR Pass Date	EICR Due
Swavesey	29-Mar-2024	29-Mar-2029

Author Name: Dave Bantoft
Role: M&E Engineer

Provided by the Middle Level Commissioners		Item No:	11
Meeting:	**SWAVESEY INTERNAL DRAINAGE BOARD**	**Subject:**	**GOVERNANCE**
Date:	**Tuesday 10th February 2026**	**Officer Responsible:**	**Paul Burrows**

RECOMMENDATIONS

The Board is asked to:

A. Consider and approve the Annual Return 2024/2025
B. Consider and approve the Auditors Report for 2024/2025 (link)
C. Note the continued appointment of Whitings as Internal Auditor.
D. Consider the pumping station valuations
E. Highlight if there are any specific risks or issues not covered within its Risk Management Strategy that may need review ahead of the next formal update.
F. 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.
G. Exercise of Public Rights
H. Consideration of potential litigation, liabilities, commitments
I. Continue with a limited assurance review approach.

1. Annual Governance & Accountability Return (AGAR) and Internal Auditor

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. (here)

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 Note the Financial Code for the Board is included within its 'Governance Documents' also available on its page via www.middlevel.gov.uk

2.3 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.

2.4 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.

2.5 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. Risk Assessment and Insured Values

3.1 The Board are asked to consider and approve their Risk Management Strategy.

3.2 The insured values for the Board's assets are detailed below:

SWAVESEY IDB
INSURED VALUE OF FIXED ASSETS

PUMPING STATIONS

	As At 1st April 2026	
High Causeway Pumping Station	1,000,000.00	Index linked

4. Exercise of Public Rights

4.1 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.

4.2 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.

4.3 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.

4.4 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.

5. Consideration of potential litigation, liabilities, commitments:

5.1 The clerk to report.

6. Transparency Code for Smaller Authorities

6.1 In previous years the Board has continued with a limited assurance review approach and not take advantage of the audit exemption available for smaller public bodies with income and expenditure less than £25,000.

Author Name: Paul Burrows
Role: Clerk

Appendix 1 Annual Return 2024/2025

Swavesey 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 Swavesey 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 Swavesey Internal Drainage Board

The Clerk
Swavesey 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: 17th September 2025

Annual Internal Audit Report 2024/25

SWAVESEY 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).*	✓		

	Yes	No	Not applicable
O. (For local councils only) 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: 13/06/2025 22/06/2025 30/06/2025

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

Signature of person who carried out the internal audit: B. BEECH - WHITINGS LLP

Date: 30/06/2025

***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:

SWAVESEY 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	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:

25/06/2025

and recorded as minute reference:

B. 1175

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

Chair

Clerk RMartin

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Section 2 – Accounting Statements 2024/25 for

SWAVESEY 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	95,367	90,209	*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	23,267	25,206	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	11,213	21,375	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	0	0	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	39,638	30,483	*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	90,209	106,307	*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	107,893	112,407	*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	513,000	513,000	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

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

AWool

Date 12/06/2025

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

25/06/2025

as recorded in minute reference:

B.1176

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

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

In respect of **Swavesey Internal Drainage Board - DB0108**

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 13/09/2025

Provided by the Middle Level Commissioners		Item No:	12
Meeting:	**SWAVESEY IDB**	**Subject:**	**FINANCE REPORT: LOOKING BACK**
Date:	**Tuesday 10th February 2026**	**Officer Responsible:**	**Andrew Wool/Sam Ablett**

RECOMMENDATIONS

The Board is asked to:

A. Consider and approve the payments for 2025 detailed within Appendix 1
B. Note the Highland Water Contributions from the Environment Agency

Finance Officer's summary and key messages

Forecast for Income/Expenditure against Budget
For 2025/2026 the estimated expenditure for the Board was £27,145 and a rate of 98.00p was set to raise this through agricultural drainage rates and special levy.

The current forecast for income/expenditure to 31st March 2026 shows that expenditure is likely to be in line with the budget against which rates were set.

There will be a full reconciliation of balances at the financial year end.

1. Payments for 2025

1.1 Payments are detailed within Appendix 1

2. Budgeting

2.1 For 2025/2026 the estimated expenditure for the Board was £27,145 and a rate of 98.00p was set to raise this through agricultural drainage rates and special levy.

The current forecast for income/expenditure to 31st March 2026 shows that expenditure is likely to 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.

3. Highland Water Contributions

3.1 Under Section 57 of Land Drainage Act 1991 the Board can make a claim for funding to the Environment Agency for the additional costs of the onward management of water from the district's highland. It is at the Environment Agency's discretion if they pay the contribution, and it is accounted for within the local team's annual maintenance budget.

3.2 When completing the budget proposal claims were estimated against the likely out-turn for 2024/2025 and the budgeted expenditure for 2025/2026. The highland water claim included within the rating estimates was £5,777.36. The final submitted claim amounted to £6,079.55 (£5,670.07

representing 80% of the Boards' estimated expenditure for the financial year 2025/26 plus £409.48 representing the balance of claim for the financial year 2024/25).

Author Name: Andrew Wool/Sam Ablett
Role: Responsible Officer/Assistant Treasurer

Appendix 1 Payments for 2025

Appendix 1

Swavesey Internal Drainage Board

Payments made 2024/2025 (1st January 2025 - 31st March 2025)

Lattenbury Services Ltd - Flailmowing	5,241.60
IMServ - Electricity meter operating agreement	174.66
Corona Energy - Electricity supply to High Causeway pumping station	514.89
Middle Level Commissioners - Pumping station maintenance	297.00
IMServ - Electricity meter adoption fee	72.00
The George Long Charity - Room hire for meeting	27.00
Middle Level Commissioners - Chemical weed control of District drains	938.56
Middle Level Commissioners - Fees (Production of board, planning and development applications)	664.80
Middle Level Commissioners - Contribution towards retirement gift	100.00
Association of Drainage Authorities - Subscription 2024	813.60
K & P J Wilderspin - Supervisors fee (2024/2025)	2,433.60
	11,277.71

Payments made 2025/2026 (1st April 2025 - 31st December 2025)

Middle Level Commissioners - Supply of remedial Health & Safety signage	69.60
Middle Level Commissioners - Insurance due to increased pumping station valuation	217.30
Middle Level Commissioners - Administration charge, postages, telephone charges, stationery, travelling health & safety contract and storm recovery Tranche 1 claim	3,525.72
Middle Level Commissioners - Fees (Weed control and drain maintenance 2024/2025, production of board report, planning and development applications)	1,611.60
Middle Level Commissioners - Telemetry charges (Account from Andrew Arnold)	64.78
EDF Energy - Electricity supply to High Causeway pumping station	509.16
EDF Energy - Electricity supply to High Causeway pumping station	642.13
EDF Energy - Electricity supply to High Causeway pumping station	693.65
EDF Energy - Electricity supply to High Causeway pumping station	814.15
EDF Energy - Electricity supply to High Causeway pumping station	983.38
EDF Energy - Electricity supply to High Causeway pumping station	190.73
Environment Agency - Precept	991.39
EDF Energy - Electricity supply to High Causeway pumping station	89.50
Middle Level Commissioners - Pumping station maintenance	297.00
EDF Energy - Electricity supply to High Causeway pumping station	101.03
EDF Energy - Electricity supply to High Causeway pumping station	98.26
Dr J Baker - Refund of drainage rates	363.45
EDF Energy - Electricity supply to High Causeway pumping station	101.60
Middle Level Commissioners - Fees (Production of board, planning and development applications)	439.80
PKF Littlejohn LLP - Audit fee (2024/2025 accounts)	252.00
EDF Energy - Electricity supply to High Causeway pumping station	71.36
IMServ - Electricity meter operator charges	44.71
Middle Level Commissioners - Administration charge, postages, telephone charges and Internal audit fees (Whitings LLP 2024/2025 accounts)	3,670.48
Middle Level Commissioners - Renewal of insurances	1,327.73
Lattenbury Services Limited - Flailmowing	4,197.60
Information Commissioner - Data Protection Registration renewal	52.00
EDF Energy - Electricity supply to High Causeway pumping station	94.48
IMServ - Electricity data collection	138.34
Environment Agency - Precept	991.39
British Gas - Electricity supply to High Causeway pumping station	64.70
Middle Level Commissioners - Fees (Planning and development applications)	340.50
British Gas - Electricity supply to High Causeway pumping station	102.29
	23,151.81

(NB - Amounts shown include Value Added Tax)

Provided by the Middle Level Commissioners		Item No:	13
Meeting:	**SWAVESEY IDB**	**Subject:**	**FINANCE REPORT: LOOKING FORWARD**
Date:	**Tuesday 10th February 2026**	**Officer Responsible:**	**Andrew Wool/Sam Ablett**

RECOMMENDATIONS

The Board is asked to:

A. District Superintendents fees.
B. Consider writing off the historic Rate Arrears
C. Renew its subscription to the Association of Drainage Authorities.
D. Note the Precept to the Environment Agency
E. Agree what action to take with regards to any rate arrears.
F. Consider the Finance Officer's summary and key messages and approve a budget estimate for 2026/27.
G. Set the rate requirements for 2026/27.

Finance Officer's summary and key messages.

When considering the rate for 2026/2027 members should also consider likely future capital investment requirements at the pumping stations.

Estimates for pumping costs are as problematical as last year in that we need to factor in an 'average' pumping year, taking-into-account the impact of climate change. Further, we will have a new electricity supply contract from October 2026 with no current indications of possible unit costs. The provision is therefore an estimate of pumping volumes at an estimate of possible new contract rates (5% increase on 2025/26 rates). Members should therefore consider if they think the provision is reasonable when setting the rate.

The estimated expenditure for the year is £30,054, equivalent to a rate of 108.50p, the rate for 2025/2026 being 98.00p.

1. Fees, Remunerations and Subscriptions

1.1 District Superintendent – Hours worked, Fee, Expenses & consider the use of casual labour.

1.2 Subscription to the Association of Drainage Authorities (ADA) to increase by 5% for 2026 therefore the annual fee will be £711.90 (£678 for 2025)

2. Rate Arrears

2.1 The Board to consider writing off the historic Rate Arrears for Cuffs as we no longer hold a current address for these historical ratepayers. These are deemed no longer collectable as the liability orders have now elapsed due to being over 6 years old.

3. Precept to the Environment Agency

3.1 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.

3.2 The Anglian (Great Ouse) Regional Flood & Coastal Committee (RFCC) determined that the Precept will increase by 2% for 2026.

The precept for 2025/2026 was £1,982.78. Therefore, the precept for 2026/2027 is £2,022.44

4. Estimates for 2026/27

4.1 The estimated budget for 2026/27 is shown in Appendix 1.

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

5. Rate Requirements for 2026/27

5.1 Appendix 2 details the rate requirement that needs to be set and approved by the Board in order to raise sufficient rate and special levy income to cover the budget estimate.

5.2 Board Members are welcome to propose alternative rate requirements and invite these for consideration by the Board along with their supporting rationale and proposed mechanism for catering within the budget estimate and/or the Board's investment strategy.

There will be a new electricity supply contract in place from October 2026 and there are currently no indicators as to possible unit rates for this time. A general inflationary increase has been included.

There has been no indicator for possible insurance costs and a general inflationary increase has also been included.

These budget provisions indicate a rate requirement for 2026/2027 of 108.50p, the rate set for 2025/2026 being 98.00p.

Author Name: Andrew Wool/Sam Ablett
Role: Responsible Officer/Assistant Treasurer

Appendix 1 Estimates for 2026/27
Appendix 2 Rate Requirements for 2026/27

Appendix 1

SWAVESEY INTERNAL DRAINAGE BOARD

BUDGET RATE ESTIMATE 2026/2027

		Approved Budget 2025/2026 £	Probable Actual 2025/2026 £	Proposed Budget 2026/2027 £
1	Insurances	995	1,264 [A]	1,327 [B]
2	Repairs and renewals	2,500	2,500	2,100
3	Fuel	4,500	4,500	5,700 [C]
4	Drainworks (including Environmental measures)	15,421	15,421	14,806 [D]
5	Planning applications	1,800	1,800	2,250
6	Administration charge, Health and Safety contract, Audit fee, Printing, Stationery, Advertising etc	6,900	6,900	8,890
7	Environment Agency - Precept	1,983	1,983	2,022
8	Improvement works	-	80,000 [E]	-
		34,099	114,368	37,095
	LESS Deposit Accounts interest, Highland Water contributions etc	6,953	86,782 [F]	7,041 [G]
		27,145	27,586	30,054
	Rate Raised 2025/26	98.00 p		
	Rate Requirement 2026/2027			108.50 p

Remarks

A - Premiums higher than anticipated

B - Increase of 5% on 2025 Premium

C - Consumption based on 3 year average plus an uplift of 5% in rates from October 2026

D - Includes engineers items

(See Engineers Report)	10,250

E -

Pump Control Panel Replacment	30,000
Weed Screen Overhaul	50,000
	80,000

F - Includes:
Highland Water Contribution based on Estimated Out-Turn

G - Includes:

Highland Water Contribution based on Estimated Out-Turn	6,591
Storm Recovery Grant - T2B	80,000

H - Does not include provision for writing off rate arrears
Does not include capital improvement funding
Does not include provision for pump overhaul

Appendix 2

Swavesey Internal Drainage Board
Rate and levy requirements

Under Section 37 of the Land Drainage Act 1991, the appropriate proportions in which the net expenditure of the Board must be borne for 2026/2027 is: -

AREA 1

a) Proportion to be borne by the Agricultural Sector – 62.42%
b) Proportion to be borne by Special levy issued to South Cambridgeshire District Council – 37.58%.

The product of a rate of £1 in the £ on Agricultural land and buildings is £10,953.

AREA 2

a) Proportion to be borne by the Agricultural Sector – 70.25%
b) Proportion to be borne by Special levy issued to South Cambridgeshire District Council – 29.75%

The product of a rate of £1 in the £ on Agricultural land and buildings is £5,676.

AREA 3

All of the net expenditure must be borne by the Agricultural Sector.

The product of a rate of £1 in the £ on Agricultural land and buildings is £2,072.

The product of a rate of £1 in the £ on Agricultural land and buildings is £18,701.
A rate of £1 together with corresponding Special levy will raise £27,698.

EXPENDITURE

Estimated revenue cash balance in hand on 31st March 2026 £57,659.

The estimated net expenditure for the Boards Revenue and Capital Programmes in 2026/2027 is £30,054, is equivalent to: -

a) a rate in the £ on Agricultural land and buildings of 108.50p and

b) a Special levy on South Cambridgeshire District Council of £9,761.

The full rate raised in 2025/2026 was 98.00p in the £ and a Special levy of £8,817 was issued to South Cambridgeshire District Council to raise £27,145 against estimated expenditure of £27,145.

P BURROWS
Clerk to the Board

January 2026