



Scunthorpe & Gainsborough

Water Management Board

Virtual Meeting

Microsoft Teams

Log-in Instructions to be issued nearer the date

Meeting Papers

Monday 8 June 2020

2:00pm

(rescheduled)



Shire

Group of IDBs

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Meeting Papers

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Rating Officer - Janette Parker

Purpose

These meeting papers have been prepared solely as a record for the Internal Drainage Board. JBA Consulting accepts no responsibility or liability for any use that is made of this document other than by the Drainage Board for the purposes for which it was originally commissioned and prepared.

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1. Governance

Recommendation:

- Note the information contained in this report

1.1 Apologies for Absence

1.2 Declaration of Interest

1.3 Minutes of the Meeting held 3 February 2020

Member	05.02. 2018	21.05. 2018	12.11. 2018	4.2. 2019	13.5. 2019	11.11. 2019	03.02. 2020
Margaret Armiger MA	√	√	√	-	-	√	√
David Barratt DB	√			√	√	√	√
Adrian Black – Chair AB	√	√	√	√	√	√	√
Chris Black CB	√	√	√	√	√	√	A
Frank Bottamley FB	√	√	√	A	√	√	-
Liz Clewes LC						New A	√
Sam Cross SC	-	-	-	-	-	New A	√
John Coggan JC	√	A	√	√	√	A	√
Tony Ellerby TE						New √	√
John England JE	√	√	√	A	-	√	√
David Forington DF	√	√	√	√	√	√	√
Trevor Foster TF	√	√	√		A	√	√
Samuel Godfrey SG	√	A	√	√	√	√	-
Benjamin Jackson (Vice Chair) BJ	√	√	√	A	A	√	√
Jonathan Jackson JJ	A	A	√	√	A	√	A
Paul Metheringham PM	√	√	√	√	√	√	√
Lesley Rollings LR						New	√
Ralph Ogg RO	√	√	√	√	A	√	√
Dave Oldfield DO	√	√	√	√	-		A
Neil Poole NP	√	A	√	√	√	√	√
Helen Rowson HR	A	A	A	A	A	A	√



In attendance on behalf of JBA Consulting, Clerk, Engineer and Environmental Officer:

Ian Benn (Clerk)
Craig Benson (Finance Officer)

Clerk
FO

Governance

- 2020.1** Apologies for absence were received from – Chris Black, Jonathan Jackson and Dave Oldfield.
- 2020.2** Welcome to new members to their first meeting, Sam Cross, Liz Clews and Lesley Rollings.
- 2020.3** Chair informed members of the recent death of David Revill. He was the son of the former Vice Chairman of the Board. He was one of the few people who could operate the diesel pumping engines and was a true gentleman. The Board observed a minute silence in his honour.
- 2020.4** Declaration of Interest – DF, AB and DB declared an interest in item 4.1.1.

Minutes of Meeting 11 November 2019 –

- 2020.5** DF proposed and BJ seconded that the minutes were a true record. Board approved.

Matters Arising

- 2020.6** LR informed members that WLDC representatives none attendance at the last meeting was because they were not informed in time to attend.
- 2020.7** Complaints/FOI requests – none.

CEO's Report

- 2020.8** Policy – CEO invited NP to speak on behalf of NLC. Would like an explanation as to why there are no charges levied on upland areas of agricultural land. It is left to those owners of land in the lowlands who have to pay the cost of dealing with the upland water. NLC are taking this matter seriously and would like to know the board's view on this matter. They are seeking Board support for a fairer way on levying a rate on the highland catchments. Members generally agreed to this. JC informed members that this would require a change in legislation. He added that the Trent RFCC have always supported this view. CEO advised NLC to lobby ADA on this issue.
- 2020.9** Legislation – Environment Bill – noted.
- 2020.10** Draft National FCERMS Consultation – This had not yet been adopted as the National Strategy.
- 2020.11** Humber CRFRMS – Modelling outputs have been produced and these are currently being verified.
- 2020.12** Contribution to Water Resources England – the Board agreed to contribute towards the fee, dependent upon Board area within WRE catchment, only £127.43, which had already been approved by the Chairman.
- 2020.13** Grazing Licence Healeys Drain – Licence to graze annual, from Burringham road to edge of brick pit. Current licence fee of £225 suggested by Board Land Agent to be good value. Runs 1 April to 30th September. The Board approved.

Financial Report

The Financial Report, copies of which had been circulated to members was considered.



Matters Arising

2020.14 Rating Report – noted.

2020.15 Rate removal - £25.90 uncollectable arrears approved.

2020.16 Audit – Internal – Minutes of meeting available for members to note.

2020.17 Risk Register – Members considered and approved the Risk Register. Members discussed succession planning and agreed for this to be an Agenda item for the next meeting.

2020.18 Rates, Special Levies and Estimates y/e 31.3.2021 – The Board considered the estimate of income and expenditure for the year ending 31 March 2021.

In accordance with Section 37 of the Land Drainage Act, the Board determined that the aggregate annual value of chargeable properties in the district and the aggregate value of all other land in the district as at 31 December 2019 for the financial year beginning 1 April 2020 are as follows:-

- a) Aggregate annual value of chargeable properties £3,573,566
- b) Aggregate annual value of all other land £1,542,565

It was agreed that for the purpose of defraying costs, charges and expenses etc. incurred by the Board under the Land Drainage Act 1991 for the period 1st April 2019 to 31st March 2020, and in pursuance of the Internal Drainage Board (Finance) Regulations 1992, that the Board make a drainage rate for their district in respect of agricultural land and agricultural buildings and a Special Levy as follows:-

The amount of the Board's expenses to be met by drainage rates was £134,975 by way of an Occupier's rate of 8.75p in the £ on the basis of the annual value of agricultural land and agricultural buildings in the district.

The amount of the Board's expenses to be met by Special Levies was:-

North Lincolnshire Council	£255,191
West Lindsey District Council	£ 57,496

2020.19 5-year budget estimate – The Board noted the future estimates.

2020.20 Schedule of payments – payments totalling £256,725.21 had been made £92,254.42 of which had been authorised by the Clerk only.

Engineer Report

The Engineer Report, copies of which had been circulated to members with the Meeting papers, was considered.

2020.21 Asset Management WLM - Ravensfleet PS – There are two pieces of work that need to be undertaken immediately. To update the Project Appraisal Report and the production of scope for design and tender required undertaking. Once these items are complete, final approval will be required from the Environment Agency. It was also proposed that North Lincs Procurement team will then tender the works on behalf of the Board. The Board Agreed to this proposal. The working group to take this matter further was comprised of the Chairman, DF, NP and RO.

2020.22 Asset Management PSCA – Great Catchwater – de-silting works within reservoir section to take place before beginning March.

2020.23 Asset Management PSCA – River Eau, Scotter – 2 schemes being developed for delivery by Board.

2020.24 Asset Management PSCA – Messingham Catchwater – No funding available through EA, would require £7,850 fund by Board but dependent upon Emersons Dyke being progressed and funded by EA.

2020.25 Asset Management PSCA – Bottesford Beck – specification awaited from Contractor.

2020.26 EA Low risk watercourses – Board requested to consider whether it wishes to take greater role in low risk watercourses in terms of do nothing, agree only when funded through PSCA, consider unsupported maintenance where EA has restored channels for optimum water level management performance. JC confirmed that there were mechanisms where the Board could take responsibility of these low risk watercourses. Local levy funding was available to put the



watercourses in a good condition prior to any demaining. The Board agreed for the CEO to produce a corporate plan with regard to the options around the EA main rivers.

2020.27 Pump station Flood Resilience – Lysaghts - programme of refurbishment has commenced.

2020.28 Pump station Flood Resilience - Ravensfleet – old diesel engine received emergency refurbishment at expected cost of £25k.

2020.29 Telemetry – use of telemetry software contract agreed until 31 March 2021. The CEO informed members that they had to consider the long-term future of the system and the need to replace it within five years.

2020.30 Maintained Ordinary Watercourses – work on gravity sections to be completed.

2020.31 Planning – noted.

Environment

The Environmental Report, copies of which had been circulated to members with the Meeting papers, was considered and the information noted.

2020.32 Biodiversity Action Plan – this year's work has been associated in trying to identify whether the Board can use the Lagoons associated with the consenting process as Biodiversity Net-Gain areas.

2020.33 Eels (England & Wales) Regulations –Still waiting for the changes in FCERM sector.

Health & Safety

The Health and Safety Report, copies of which had been circulated to members with the Meeting papers, was noted by the Board.

2020.34 There had been no accidents or incidents to report.

2020.35 Lone worker – nothing to report.

2020.36 Dynamic Risk Assessment – Members were informed that the DRA is available to them if they so wish.

2020.37 Representation - Members noted the fora on which the Board had been represented.

2020.38 Any Other Business – BJ proposed that the Board should recognise the work ethic of the Board's operative during the last four months and in particular during the heavy rainfall events in October, November and December. He has been continually running the diesel pumping engines every day, including over the holiday period to try and ensure there was no adverse flooding across the catchment. It was agreed by all members that the Board would make an ex gratia payment to the employee and a token of their continued appreciation of the work that he does.

LC raised an issue of a blocked drain at Laughton on behalf of the Parish Council. The area fell outside of the Board's district, but members offered her advice to try and resolve the issue.

Date of Next Meetings

2020.39 11 May 2020. Meeting closed .

1.4 Complaints/FOI requests

None received.

2. Clerks Report

Recommendation:

- Note the information contained in this report
- To Approve the revised Standing Orders
- To Approve resolution (2.5)

2.1 Policy

Members are asked to review and approve the revised Standing Orders which can be viewed at Appendix A.

2.2 Legislation

The Environment Bill

2.3 Environment Agency

2.3.1 National Flood & Coastal Erosion RMS

The Environment Agency is revising the national flood and coastal risk management strategy which was out to consultation 2019. It plans to publish the revised strategy in spring 2020. This was a key commitment outlined in the government's 25-year environment plan.

2.3.2 Humber Flood Risk Management Strategy

A workshop was held in March, attendees included EA, IDBs, NFU, RSPB, Wildlife Trusts, University of Hull and several other organisations.

The 3 strategic approaches of

- Managing the tide
- Adapting to the tide
- Keeping out the tide

were considered in terms of the scenario development principles which align with the overall strategy objectives and the sustainability assessment criteria.

The principles are:

- Flood Risk & Resilience - (flood risk now and in the future)
- Climate adaptation and mitigation - (flood risk now and in the future)
- Technical feasibility
- Economics & funding
- Place & Community
- Connectivity
- Water environment
- Economic development – (Spatial land use opportunities and constraints)
- Sustainable agriculture – (Spatial land use opportunities and constraints)
- Cultural heritage
- Habitat & biodiversity – (Spatial land use opportunities and constraints)
- Key infrastructure – (Spatial land use opportunities and constraints)



The United Nations Sustainable Development Goals informed the principles as well as the Climate Change Act 2008 and the 2019 amendment, the government's 25-year Environment Plan, the draft National F&CERMS, the Agency's eMission2030 and carbon ambitions to achieve Net Zero.

Attendees were advised of areas of moderate risk, key areas of significant and very significant flood risk and substantial areas at risk considered to be amongst the most deprived across multiple measures as of 2021 and then considered the current predicted future risk to 2021 in terms of sea level rise, % increase in peak fluvial flows, % more rainfall predicted.

EA modelling highlighted estuary interconnectivity therefore the need to take an estuary wide approach. Matters considered were associated with large-scale flood storage inland in specific and different places and large-scale flood storage downstream of the Humber Bridge. Also considered was the impact of raising defence levels in specific places, flood storage within the tidal rivers and tide-locking influences on inland flood risk.

Large scale storage, dependent upon the site chosen, lowered water within the estuary and reduced flood risk elsewhere; different places had quite different localised effects. Flood storage below the Humber Bridge had a negligible effect until 2046 when sea levels had risen more.

Raising defences estuary wide had the negative effect of increasing levels upstream on the tidal rivers and communities far upstream on the tidal rivers would be impacted.

Consideration was given to technical feasibility as well as the case for economics and funding, which highlighted the need for additional Partnership Funding which in turn unlocked further national investment.

Consideration was given to the siting of a tidal barrage across the Estuary in several places and the effect on tidal surge and upstream flood water. Siting of a tidal barrage across the Trent and Ouse were also part of the considerations.

Attendees were also asked to think the unthinkable, particularly in terms of a business as usual H++ climate change scenario.

The EA project team will now begin the complex task of formalising, analysing and summarising the outputs of these sessions. From now through to May, the results will be reviewed by different levels of the Humber2100+ project governance groups. Once this process has been completed, the Agency hopes to share a full workshop summary with all attendees, probably early June.

A lot of the material shared yesterday, including interim modelling results, is sensitive and/ or still under review. The Agency requests this information is not shared outside the Humber FRMS partnership until they have produced the final workshop summary.

It is the Agency's expectation that much of the information shared at the workshops will ultimately be made public as part of the first round of consultation later this year.

2.4 Association of Drainage Authorities

Nothing to report

2.5 Employee's Remuneration

The Board are asked to consider employee annual salary increase of 2.5% in line with the RPI increase. This would be backdated to 1st April 2020.

3. Financial Report

Recommendations:

- To note the information contained in this report
- To approve Section 1 of the AGAR
- To approve the Accounts for the Year Ended 31 March 2020
- To approve Section 2 of the AGAR
- To approve the schedule of payments

3.1 Rating Report

Details of the Rates and Special Levies issued, and payments received up to and including 31 March 2020: -

	£	£
Balance Brought forward at 1 April 2019		602.81
2019/2020 Drainage Rates and Special Levies		
Drainage Rates		134,987.41
Special Levies		
North Lincolnshire Council	255,191.00	
West Lindsey District Council	57,496.00	312,687.00
Total Drainage Rates Due		<u>448,277.22</u>
Less Paid:-		
Drainage Rates		134,026.00
Special Levies		
North Lincolnshire Council	255,191.00	
West Lindsey District Council	57,496.00	312,687.00
Total Drainage Rates Paid		<u>446,713.00</u>
Irrecoverables		<u>-25.90</u>
Balance Outstanding as at 31 March 2020		<u>1,538.32</u>
<i>Accounts currently In Probate £995.05</i>		

3.2 Audit

3.2.1 Internal Audit

The Internal Audit of the Board's financial statements for the year ended 31 March 2020 is underway and is expected to be completed before the meeting. A copy of the report has will be available for inspection at the meeting.

3.2.2 External Audit

The required financial statements and AGAR will be sent to the external auditor within the predetermined timescales.

3.3 Annual Governance and Accountability Return (AGAR) Section 1 – Annual Governance Statement 2019/20

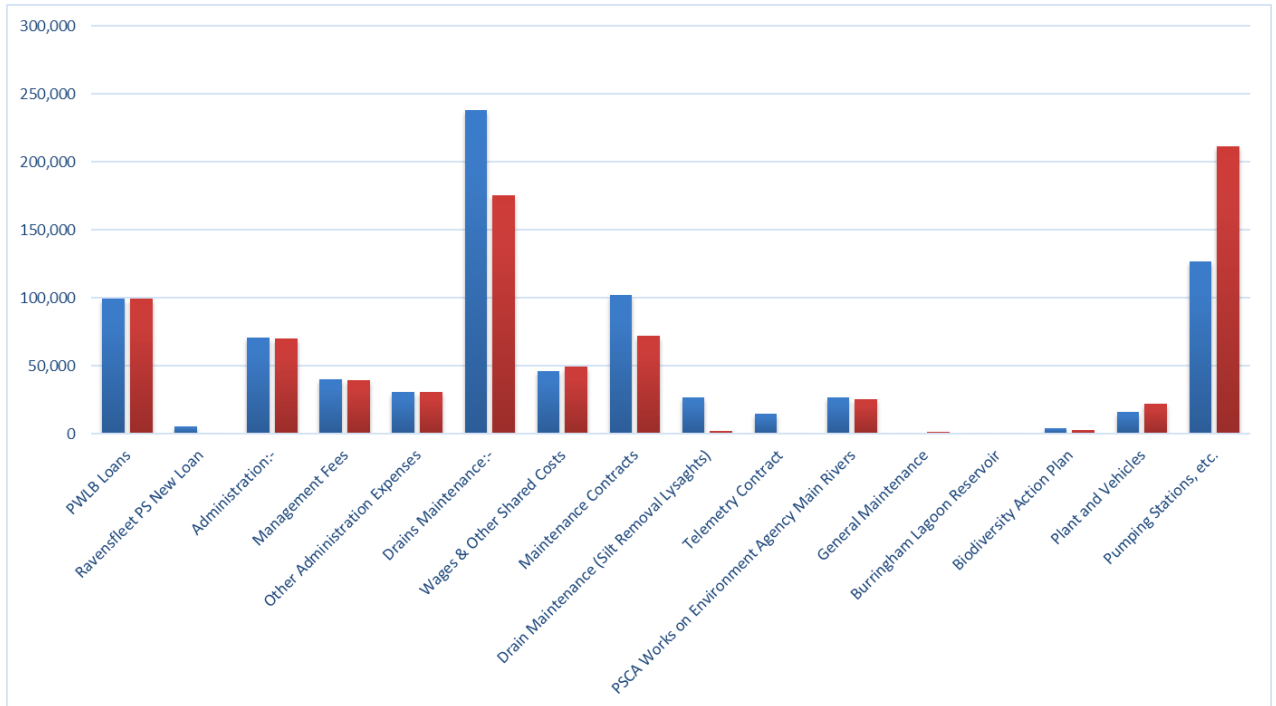
Members are asked to review and approve Section 1 of the AGAR which can be viewed at Appendix B



3.4 Accounts for the Year Ended 31 March 2020

The Board's accounts (partially audited) for the year ending 31 March 2020 are included as a separate item in your pack.

3.5 Budget Comparison for the Year Ended 31 March 2020





3.6 Five Year Budget Estimate

The five-year budget estimate is shown below.

	0	0	1	2	3	4	5
	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Income & Expenditure Account	App	Estimated Out-Turn					
	Budget						
	£	£	£	£	£	£	£
Income							
Drainage Rates	134,974	134,974	138,831	146,544	154,257	158,113	165,826
Special Levies	312,687	312,687	321,621	339,489	357,357	366,291	384,158
Rental Income	200	200	200	200	200	200	200
Foreign Water Contribution	40,786	40,786	40,786	40,786	40,786	40,786	40,786
Other Income	567	567	584	602	620	638	657
Bank Interest	50	50	50	50	250	250	250
Total Income	489,264	489,264	502,072	527,670	553,469	566,278	591,877
Expenditure							
Drain Maintenance (Silt Removal)	-	-	-	-	-	-	-
Maintenance of Pumping Stations	126,810	127,910	130,468	133,078	135,739	138,454	141,223
Drains Maintenance	201,300	201,362	205,389	209,497	213,687	217,961	222,320
PSCA Maintenance	27,000	27,000	20,000	20,000	20,000	20,000	20,000
Administration	70,935	70,935	74,025	75,576	77,465	79,402	81,387
Loan Repayments:-	99,145	99,145	99,145	99,145	95,350	88,077	77,038
New Loans	16,879	16,879	16,879	16,879	16,879	16,879	16,879
Telemetry Contract	-	-	-	-	-	-	15,000
Total Expenditure	542,069	543,231	545,906	554,174	559,120	560,772	573,847
Surplus/(Deficit)	(52,804)	(53,966)	(43,834)	(26,504)	(5,651)	5,505	18,031
Balance Brought Forward	344,196	360,781	306,815	262,980	236,476	230,824	236,330
Contribution to NW&P Account	-	-	-	-	-	-	30,000
Balance Carried Forward	291,392	306,815	262,980	236,476	230,824	236,330	224,360
New Works and Plant Account	489,296	511,432	268,567	250,812	142,745	142,745	152,745
Penny Rate in £	8.75p	8.75p	9.00p	9.50p	10.00p	10.25p	10.75p
Penny Rate £51,163	144%	151%	97%	88%	67%	68%	62%
I&E Balance as % of Expenditure	54%	56%	48%	43%	41%	42%	39%



	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	App	Estimated Out-Turn					
New Works and Plant Account	Budget						
	£	£	£	£	£	£	£
Income							
Transfer from I&E	-	-	-	-	-	-	30,000
River Eau - Scotter Improvement Scheme							
Interest	-	-	-	-	-	-	-
Loan	300,000	300,000	-	-	-		
Possible Grant Income	220,500	220,500	618,135	49,245	299,733	-	
Total Income	520,500	520,500	618,135	49,245	299,733	-	30,000
Expenditure							
4x4 vehicle			20,000				
Lysaghts PS Refurbishment		22,133					
PAR Submissions							
Jenny Hurn PS refurbishment	-	-	260,000				
Ravensfleet PS Refurbishment	300,000	300,000	581,000				
Ravensfleet to Susworth Strategic Study							
Whoofer PS Refurbishment			-	67,000			
Susworth PS Refurbishment				-	407,800		
Pauls Malt PS Refurbishment							20,000
River Eau - Scotter Improvement Scheme							
Total Expenditure	300,000	322,133	861,000	67,000	407,800	-	20,000
Surplus/(Deficit)	220,500	198,367	(242,865)	(17,755)	(108,067)	-	10,000
Balance Brought Forward	268,796	313,065	511,432	268,567	250,812	142,745	142,745
Balance Carried Forward	489,296	511,432	268,567	250,812	142,745	142,745	152,745

3.7 Annual Governance and Accountability Return (AGAR) Section 2 – Financial Statements 2019/20

Members are asked to review and approve Section 2 of the AGAR which can be viewed at Appendix B

3.8 Schedule of Payments

Payments made since those reported at the previous meeting.

DATE		REF	PAYEE	DESCRIPTION	TOTAL	
					PAYMENT	
2020					£	
Jan	14th	174	Fuel Genie	Fuel Account	169.00	*
	15th	173	3 Business Services	Mobile Broadband - Ravensfleet CCTV Unit	15.98	*
		-	NatWest	Bankline Fees	29.45	*
	16th	160	ADA	Annual Subscription	2,823.60	*
		165	F Pickering & Sons	Jenny Hurn PS - Pump Assistance	3,240.00	*
		151-4	H Mell & Son	Relief Pumping Costs, etc.	3,607.26	*
		158	NPower Yorks Ltd	Lysaghts PS - Meter Operator	474.00	*
		166	WB Pettitt & Son	Ravensfleet PS - Pump Assistance	1,008.00	*
		-	HMRC	PAYE/NI	638.20	*
	17th	157	JBA Consulting	Management Services - Jan 2019	5,588.35	
		159	Perry's Pumps Ltd	Lysaghts PS - Pump Overhaul	21,439.20	
		168	Sweeting Brothers (Land Drainage) Ltd	Maintenance Contract	10,535.06	
	20th	167	Woldmarsh Producers Ltd	Supply to Susworth PS	4,011.96	*
				Supply to Lysaghts PS	6,183.22	*
				Supply to Burringham PS	8,143.14	*
				Supply to East Butterwick PS	2,914.78	*
				Supply to Black Bank PS	3,367.04	*
				Supply to Ravensleet PS	1,644.43	*
				Supply to Jenny Hurn PS	6,362.52	*
				Supply to Flixborough PS	376.99	*
				Screwfix - Tools & Equipment	26.78	*
				Vodafone - Mobile Phone & Telemetry Lines	97.52	*
		128	Information Commissioner	Data Protection Registration	35.00	*
	21st	155	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		156	Iris Business Software Ltd	Open Payslips	7.39	*
		161	Watson Petroleum	Gas Oil	603.54	*
	24th	162	Watson Petroleum	Gas Oil	909.46	*
	30th	-	Employee	Wages	2,079.03	*
		-	B&CE Holdings	Pension Contributions	187.53	*
	31st	-	NatWest	Bank Fees	8.40	*
Feb	10th	100	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
		171	Public Works Loan Board	Loan Repayment	8,148.65	*
	13th	184	Fuel Genie	Fuel Account	120.01	*
	14th	181	Watson Petroleum	Gas Oil	889.56	*
	17th	-	NatWest	Bankline Fees	24.95	*
	20th	175	Woldmarsh Producers Ltd	Supply to Susworth PS	2,118.10	*
				Supply to Lysaghts PS	2,828.70	*
				Supply to Burringham PS	3,889.10	*
				Supply to East Butterwick PS	1,717.46	*
				Supply to Black Bank PS	1,678.25	*
				Supply to Ravensfleet PS	2,874.62	*
				Supply to Jenny Hurn PS	3,116.66	*
				Supply to Flixborough PS	149.00	*
				Supply to Pauls Malt PS	751.42	*
				Screwfix - Tools & Equipment	6.53	*
				Vodafone - Mobile Phone & Telemetry Lines	95.74	*
				Membership Fees	619.32	*



		176	Grange Park	Meeting Expenses	120.00	*
	21st	178	Iris Business Software Ltd	Open Payslips	7.39	*
		190	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		-	HMRC	PAYE/NI	597.88	*
	24th	185	Addplant Limited	Ravensfleet PS - Lavatory Service	30.00	*
		169	Evans Halshaw	Vehicle Maintenance	203.98	*
		170	IMPS (UK) Ltd	Ravensfleet PS - Diesel Pump Inspections	2,017.10	*
		180	Lyons of Gainsborough Ltd	Tools & Equipment	7.08	*
		183	WB Pettitt & Son	Pumping Station Maintenance	278.40	*
	26th	182	Watson Petroleum	Engine Oil	236.41	*
	27th	-	Employee	Wages	2,679.96	*
		-	B&CE Holdings	Pension Contributions	245.79	*
	28th	-	NatWest	Pension Contributions	8.05	*
Mar	10th	100	Remote Asset Management Ltd	Vehicle Tracking	20.64	*
	13th	187	Fuel Genie	Fuel Account	116.00	*
		203-8	ACS Electrical Engineering Services	Pumping Station Maintenance	7,148.93	
		177	IMPS (UK) Ltd	Ravensfleet PS - Service Ruston Engine	29,332.34	
		179,200	JBA Consulting	Management Services - Feb & Mar 2020	11,557.01	
		198	Sweeting Brothers (Land Drainage) Ltd	Maintenance Contract	6,122.08	
		213	Addplant Limited	Ravensfleet PS - Lavatory Service	30.00	*
		209	A Reville & Son	Relief Pumping Costs	672.60	*
		212	Anglian Water	Water Supply to Jenny Hurn PS	25.41	*
		191-4	ID Spares & Services Ltd	Pumping Station Maintenance	3,486.04	*
		197	WB Pettitt & Son	Ravensfleet PS - Pump Assistance	926.40	*
		210-11	Ellgia Ltd	Skip Hire	1,496.80	*
		199	Mark Tomlinson	Maintenance	4,200.00	*
	16th	195	Watson Petroleum	Gas Oil	847.85	*
		-	HMRC	PAYE/NI	857.07	*
		-	NatWest	Bankline Fees	23.15	*
	20th	196	Woldmarsh Producers Ltd	Supply to Flixborough PS	77.10	*
				Supply to Jenny Hurn PS	2,509.10	*
				Supply to Susworth PS	1,543.70	*
				Supply to Lysaghts PS	2,208.94	*
				Supply to Burringham PS	2,622.28	*
				Supply to East Butterwick PS	1,276.25	*
				Supply to Black Bank PS	1,246.15	*
				Supply to Ravensfleet PS	4,105.55	*
				Supply to Whoofer PS	1,404.50	*
				Vodafone - Mobile Phone & Telemetry Lines	107.32	*
		188	Watson Petroleum	Fuel Account	1,299.56	*
	23rd	215	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*
		201	Iris Business Software Ltd	Open Payslips	7.39	*
		189	Public Works Loan Board	Loan Repayment	3,524.80	*
	25th	222	Ancholme IDB	Provision of Telemetry Service	811.74	*
		217	ID Spares & Services Ltd	Lysaghts PS - Weedscreen Cleaner	722.47	*
		216,221	IMPS (UK) Ltd	Ravensfleet PS - Pump Maintenance	3,386.40	*
		220	NPower Yorks Ltd (Burr Equip)	Burringham PS - Meter Operator Service	474.00	*
		214	TH Forington & Son	Ravensfleet PS - Diesel	410.40	*
	26th	218	Watson Petroleum	Gas Oil	1,046.90	*
		-	Employee	Wages	2,003.07	*
		-	B&CE Holdings	Pension Contributions	180.17	*
	31st	-	NatWest	Bank Fees	5.95	*
Apr	14th	-	Remote Asset Management Ltd	Vehicle Tracking	20.64	*

	15th	-	Fuel Genie	Fuel Account	137.00	*	
		-	NatWest	Bankline Fees	27.20	*	
	20th	227	Woldmarsh Producers Ltd	Supply to Black Bank PS	1,602.54	*	
				Supply to East Butterwick PS	1,700.66	*	
				Supply to Flixborough PS	124.36	*	
				Supply to Jenny Hurn PS	-2,509.10	*	
				Supply to Jenny Hurn PS	3,930.41	*	
				Supply to Jenny Hurn PS	2,331.16	*	
				Supply to Ravensfleet PS	1,822.80	*	
				Supply to Susworth PS	2,174.94	*	
				Supply to Lysaghts PS	3,342.47	*	
				Supply to Burringham PS	4,779.68	*	
				Vodafone - Mobile Phone & Telemetry Lines	105.31	*	
				Witham Oil & Paint - Grease	144.24	*	
	21st	-	Iris Business Software Ltd	Auto-enrolment Fees	14.78	*	
		-	Iris Business Software Ltd	Open Payslips	7.39	*	
	22nd	226	Addplant Limited	Ravensfleet PS - Lavatory Service	30.00		
		225	Evans Halshaw	Vehicle Maintenance	282.29		
		1	JBA Consulting	Management Services - April 2020	4,948.91		
		228	Lyons of Gainsborough Ltd	Tools & Equipment	15.47		
		224	Mark Tomlinson	Maintenance	400.00		
		219	Sweeting Brothers (Land Drainage) Ltd	Bottesford Beck De-Silting	16,944.00		
		229	Solo Protect Ltd	Lone Worker Monitoring	359.28		
		2	WB Pettitt & Son	Susworth PS - Maintenance	163.20		
		-	HMRC	PAYE/NI	565.11		
	23rd	-	Employee	Wages	1,294.53		
		-	B&CE Holdings	Pension Contributions	111.69	*	
	27th	223	Sweeting Brothers (Land Drainage) Ltd	River Eau & Eminsons Dyke	10,702.56		
	30th	-	NatWest	Bank Fees	9.45	*	
May	11th	-	Remote Asset Management Ltd	Vehicle Tracking	20.64	*	
			Total		275,491.59		
			* Total amount of direct debits and payments approved by the Clerk Only			148,063.27	

3.9 Apportionment of Costs with Ancholme IDB

Costs for the year ending 31 March 2020 have been apportioned in accordance with the hours the Ancholme IDB employee worked in the districts:

Ancholme IDB – 75.89%

Scunthorpe & Gainsborough WMB – 24.11%



4. Engineer's Report

Recommendations:

- Item 4.1.1 – Ratify Decisions from the Ravensfleet Working Group / Committee
- Item 4.1.3 – Progress Telemetry Supplier approach with IDB Task & Finish Group
- Item 4.1.5 – WMB may attract Local Levy for Messingham Catchwater for 1yr if WMB agree to fund in future.
- To note the information contained in this report.

4.1 Asset Management

4.1.1 Ravensfleet Pumping Station

Update:

- The revised Business Case and Economics ("PAR") have been submitted to the Environment Agency for approval of Grant funding.
- The revised PAR was a change requested by the EA for a standalone project to seek local approval of grant in aid.
- There were no specific details on what would be replaced/ overhauled etc. and the economics were an improvement on the previously approved business case looking to attract between 54% and 93% Grant in Aid.
- The preferred option is to refurbish Ravensfleet (overhaul / replace all mechanical & electrical equipment with minor civils).
- The details of the refurbishment are to be confirmed by the Working Group / Committee and incorporated into a Design & Build Specification.
- The D&B Contract would be procured through Open Tender.

The D&B Specification to be developed with the Working Group / Committee can be completed as a time charge cost up to £1,200.

The following recommendations were made by the Ravensfleet Working Group / Committee for the Boards approval:

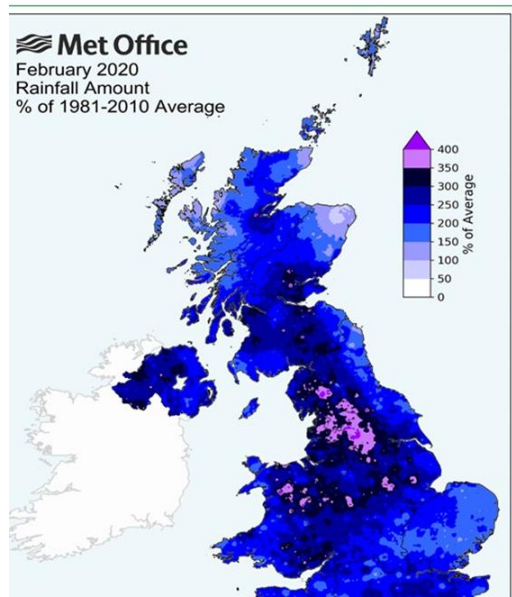
1. Ravensfleet - Integrate Great Catchwater into Ravensfleet as part of project, incorporate NFM work upstream around Wharton and Blyton.
2. Susworth – incorporate NFM work upstream Laughton Highland Drain, possibly associated with forested areas but particularly associated with Laughton Beck. Positive work on Laughton Highland Drain associated with current overflows around Redgate Farm.
3. Support Agency to protect households in Scotter with both higher catchment NFM processes and positive work on managed overflows to both Black Bank PS and Susworth PS
4. Design and Build tender [specification] for both Ravensfleet refurbishment and Susworth new build at original outfall.



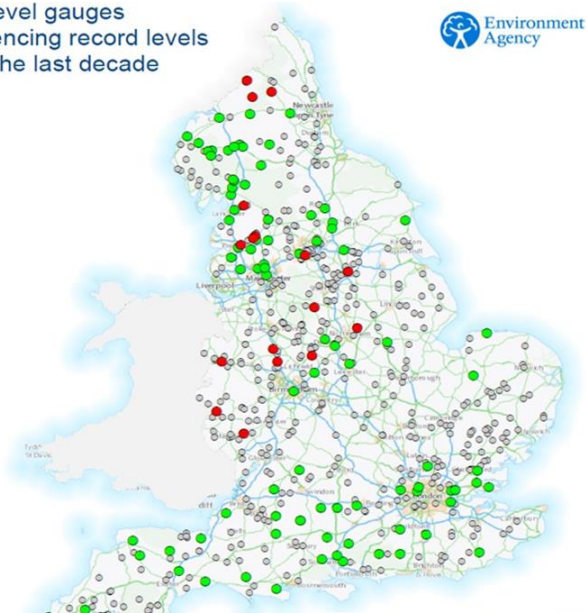
4.1.2 Water Level Management

Rainfall figures collected by the IDB since November 2019 were 140mm November, 45mm December, 25mm January, 100mm February, 17mm March, and 10mm April.

The EA Executive Director of Flood & Coastal Risk Management, John Curtin, held an evening lecture on the past, present and future flooding in England which highlighted recent floods as well as 1953 and gave the following snapshot of February 2020 Rainfall.



River level gauges experiencing record levels within the last decade



The lecture concluded with the following statement:





4.1.3 Telemetry

The existing system remains operational and functioning very well. No issues have been reported by any of the users.

7 potential suppliers have been identified and are to be approached for expressions of interest.

The intention is for each supplier with an interest to present their system via video conference, and then suppliers considered will then be asked to quote for the Works and Services.

This will include replacement hardware within pumping stations including sensors, as well as software to monitor and control pumping stations and water level management across the Drainage District.

There maybe Local Levy support for this change project as we move forwards.

4.1.4 Maintained Ordinary Watercourses

Sweeting Bros Ltd. to continue to delivery routine maintenance with the WMB Employee flailing within the Gainsborough area.

4.1.5 Main River

Bottesford Public Sector Cooperation Agreement

A PSCA was agreed and funded by North Lincolnshire Council to deliver maintenance on Bottesford Beck which was successfully completed by Sweeting Bros Ltd. and received positive feedback:

“Pass on my thanks to the contractor who undertook the works in an efficient and caring manner. I have received no complaints from residents only expressions of thanks for undertaking the works - given the timing of the works at the height of the recent flooding.”

River Eau & Eminsions Dyke Public Sector Cooperation Agreement

PSCA maintenance works as agreed and funded by the Environment Agency included River Eau and Eminsions Dyke

Ravensfleet Discharge Channel Desilt Public Sector Cooperation Agreement

A PSCA has been signed and funded by the EA to desilt Ravensfleet discharge channel and survey of the silt depths was undertaken on 20th May 2020. The survey will help inform the Contractor's cost for desilting.

Messingham Catchwater Public Sector Cooperation Agreement

The EA were approached regarding Local Levy funding for this Main River maintenance.

The last report to the Board was that the IDB were being asked to fund this low priority system.

The EA has indicated that Local Levy monies may be available to fund maintenance for 1 year if the IDB agreed to fund maintenance in future; still using permissive powers of access and in agreement with the EA as this system still remains Main River.

Cost of maintenance is approximately £7,850.00 per year.

Main River maintenance is budgeted by the WMB.



Low Priority Main Rivers

To summarise the current position with Low Priority Main Rivers being maintained by the WMB:

Main River	Funding Status	WMB Decision required
Bottesford Beck	Funded to date by North Lincolnshire Council	No further decision required
Messingham Catchwater	Funded to date by EA, however, no further funding for this system.	Local Levy support for 1 yr if WMB agree to fund moving forwards
Eminson Dyke	Funded to date by EA	No further decision required
River Eau	Funded to date by EA	No further decision required
Great Catchwater	Funded to date by EA, however, this may change in future.	No further decision required
Ravensfleet discharge channel	Funded to date by EA	No further decision required

4.1.6 Planning Applications

Officers have reviewed planning applications submitted between 25 October 2019 and 25 May 2020, of which 47 have required comment on behalf of the Board.

4.1.7 Land Drainage Act 1991 Section 23 and 66 (Byelaws) Consents

2 no. consents have been issued on behalf of the Board between 25 October 2019 and 25 May 2020.

4.1.8 Extended District Consents (Land Drainage Act 1991 Section 23)

2 no. extended area consents have been issued on behalf of the Board between 25 October 2019 and 25 May 2020.



5. Environmental Report

Recommendation:

- Note the information contained in this report

Nothing to Report

6. Health, Safety and Wellbeing Report

Recommendations:

- To note the information contained in the report

6.1 Board Employees

6.1.1 Accidents and Incidents

There are no accidents or incidents to report involving either the Board employee or contractors.

6.1.2 Lone worker device

Nothing to report

6.1.3 COVID-19 and Essential Worker Letters

Essential Worker Letters have been Issued to the IDB Employee and Board Contractors.

During the current outbreak all JBA offices remain open and we continue to deliver our services. However, we have adopted flexible working with remote working from home. We will be receiving and reading email as normal but we may not always be available directly on the office number.

Electrical and other pumping station inspections continue following Government guidelines.

Essential Activities

- The IDBs most essential activity is to permit flow (however, this is permissive and not a duty) as well as reduce flood risk.
- IDBs fall within 3 of the Government criteria for essential workers; local government, food and utilities.
- For on-going construction sites IDBs may be required to attend site to facilitate safe closure / handover following Government safety guidelines on social distancing. Use of technology such as FaceTime, Skype or Teams could be used where feasible, or phone call and pictures.
- For obstructions to flow; landowners / residents could also follow the above before determining whether a site visit is essential.
- Pump stations should be monitored via telemetry and visits to pump stations limited to once a week accept if an asset fails.
- Critical locations / grids could be monitored on a regular basis (as well as obstructions) Additional visits only where essential; prior to a potential rainfall event, reacting to an obstruction to flow that may or is causing injury, works to remove an obstruction, works to reduce flood risk and prevent an obstruction.

7. Representation

The Board is represented at several fora:

Environmental	Flood Risk Management	Other
EA/ADA Eel Liaison Group	Humber Flood Risk Management Steering Group	
Humber Estuaries Relevant	Comprehensive Review Humber Strategy workshops	



Authorities Group (HERAG)		
	Humber Strategy Officers Group	

8. Date of Next Meeting

9 November 2020



9. APPENDIX A – Standing Orders

A copy of the draft Standing Orders can be found over the following pages.



Scunthorpe & Gainsborough

Water Management Board

RULES made by the Scunthorpe and Gainsborough Water Management Board (hereafter referred to as 'the Board') with the approval of the Secretary of State under Paragraph 3(1) of the Second Schedule to the Land Drainage Act, 1991. The relevant statutory provisions governing the proceedings of an Internal Drainage Board are set out in the Annex to these Rules for reference purposes

Regulations as to Proceedings

1. Meetings of the Board will be open to the public and press who will on the invitation of the Chairman be able to speak at the meeting. The Board can name a resolution to exclude the public and/or press from a meeting or part thereof:
 - (a) The Board will hold an Annual General Meeting in November at which the election of Chairman and Vice Chairman will be made.
 - (b) The Board will hold a meeting at which the drainage rate and special levies will be set to enable the latter to be served on the special levy council by no later than the 15th February in respect to the following financial year.
 - (c) In the event of the need for an emergency meeting the notice will be waived.
2. For each meeting, other than one arranged as an emergency meeting, members will receive an Agenda and any accompanying papers by post or other means despatched at least seven days before the meeting.
3. No business shall be transacted by the Board, other than that which appears on the Agenda, unless 75% of the members present agree to any such additional issue being discussed.
4.
 - (a) A formal meeting of the Board cannot be conducted unless one third of the current members are present at the start of and during the meeting (currently five). If departures reduce the number below this then the Chairman will terminate the meeting at that point.
 - (b) All resolutions and proposals will be decided by a majority of votes of the members present.
 - (c) In the case of an equality of votes at any meeting, the Chairman for the time being of such meeting shall have a second or casting vote.
5. The Board shall meet at a venue to be determined from time to time with such venue being confirmed in the agenda for that meeting.
6. The Board shall, as soon as they conveniently can, appoint a Chairman and Vice-Chairman. The term of office of such Chairman and Vice Chairman shall continue until the first meeting of the Board after the next election following his appointment
7. If any vacancy occurs in the office of Chairman or Vice-Chairman, the Board shall as soon as they conveniently can after the occurrence of such vacancy, choose some one of their number to fill such vacancy.
8.
 - (a) At any meeting of the Board the Chairman, if present, shall preside.
 - (b) If the Chairman is absent from a meeting of the Board, the Vice-Chairman, if present, shall preside.
 - (c) If at any meeting of the Board both the Chairman and Vice-Chairman are not present at the time the members present shall choose from someone of their number to be Chairman of such meeting.



Scunthorpe & Gainsborough

Water Management Board

9. The Board shall cause Minutes to be made of all meetings and recorded in an appropriate form:
 - (a) of all appointments of Officers made by the Board
 - (b) of the names of the members present at each meeting of the Board and Committees or Sub-Committees of the Board
 - (c) of all orders made by the Board and Committees or Sub-Committees of the Board, and
 - (d) of all resolutions and proceedings of meetings of the Board and of Committees or Sub-Committees of the Board

The Board will approve, with or without amendments, the minutes of the preceding meeting and these will be duly signed by the Chairman together with any financial statements presented at the meeting

10. All proceedings, resolutions and reports of every Committee or Sub-Committee intended to be laid before the Board shall be circulated among the members of the Board at least seven days before the meeting of the Board at which the same are to be submitted

Committees or Sub-Committees

11. The Board may appoint such Committees or Sub-Committees as they think fit but all acts of any Committee or Sub-Committee shall be subject to the approval of the Board unless the Board has delegated its powers to that Committee or Sub-Committee to deal with specific issue
12. A Committee or Sub-Committee may elect a Chairman of their meetings. If no such Chairman is elected, or if he is not present, the member present shall choose from one of their number to be Chairman of such meeting.
13. A Committee or Sub-Committee may meet and adjourn as they think proper. Proposals at any meeting shall be determined by a majority of votes of the members present, and shall be decided by a show of hands. In case of any equal division of votes the Chairman shall have a second or casting vote.
14. Regulations 9 and 10 shall apply to Minutes of Committees and Sub-Committees

Standing Orders Order of Debate

15. Every proposal or amendment, other than a proposal for the approval of a Committee or Sub-Committee, shall be proposed and seconded and shall, if required, be written out and handed to the Chairman who shall read it out before it is further discussed or put to the meeting.
16. The Chairman will invite members to speak on the subject under discussion.
17. Members must declare whether they have an interest in a matter to be discussed, the Chairman then deciding what if any part of the member can take in any ensuing discussion and whether the member can vote.
18. A proposal or amendment once made shall not be withdrawn without the consent of the Board.
19. Every amendment shall be relevant to the proposal to which it is applied.



Scunthorpe & Gainsborough

Water Management Board

20. Whenever an amendment upon an original resolution has been proposed and seconded, no second or subsequent amendment shall be moved until the first amendment shall have been dealt with but notice of any number of amendments may be given.
21. If an amendment is rejected then other amendments may be proposed on the original resolution or proposal.
22. If an amendment is carried the proposal as amended shall take the place of the original proposal and shall become the question upon which any further amendment may be moved.
23. No proposal to rescind any resolution which has been passed within the preceding six months, nor any proposal to the same effect as any proposal which has been negatived with the preceding six months shall be in order unless; (a) notice thereof has been given and specified in the Agenda and (b) the notice bears, in addition to the name of the member who proposed the resolution, the names of two other members; and when such resolution or proposal has been disposed of by the Board, it shall not be competent for any member to propose a similar proposal within a further period of six months.
24. Order 23 shall not apply to proposals which are moved by the Chairman or other members of the Committee or Sub-Committee in pursuance of the report of the Committee.

Common Seal

25. The Common Seal of the Board shall be kept in some safe place. All deeds And other documents to which the Common Seal of the Board shall require to be affixed shall be sealed in pursuance of the Board, and in the presence of both the Chairman and the Clerk of the Board.
26. Copies of all sealed documents must be retained.

Suspension of Standing Orders

27. Any one or more of the standing orders, in any case of urgency or upon resolution or proposal made on a notice duly given, may be suspended at any meeting, so far as regards any business at such meeting, provided that 75% of the members of the Board present and voting are in agreement

Special Circumstances – Coronavirus *

28. In relation to any meeting held before 7th May 2021, “presence” at a meeting includes physical attendance and being present through remote attendance. “Remote attendance” means attending or participating in a meeting by electronic means, including by one or more of the following:
 - i) telephone conference,
 - ii) video conference,
 - iii) live webcast,
 - iv) live interactive streaming.
29. In relation to any meeting held before 7th May 2021, regulation 5 is suspended, and the Board shall instead provide members with relevant details to enable members to attend and participate in meetings, including remotely. The board shall provide confirmation of these details in the agenda. For these purposes, “details” includes one or more of the following:



Scunthorpe & Gainsborough

Water Management Board

- i) the venue,
- ii) the availability of a telephone conference facility and the manner of accessing such facility,
- iii) the availability of a video conference facility and the manner of accessing such facility,
- iv) the availability of a live webcast facility and the manner of accessing such facility,
- v) the availability of a live interactive streaming facility and the manner of accessing such facility.

*Clauses 28 and 29 were added to the Board's proceedings on 17 April 2020.



Scunthorpe & Gainsborough

Water Management Board

STATUTORY PROVISIONS REGARDING THE PROCEEDINGS OF AN INTERNAL DRAINAGE BOARD SET OUT IN PARAGRAPH 3 OF SCHEDULE 2 TO THE LAND DRAINAGE ACT 1991

Proceedings of Internal Drainage Board

3. (1) An Internal Drainage Board may, with the approval of the relevant Minister, make Rules:
- (a) for regulating the proceedings of the Board, including quorum, place of meetings and notice to be given of meetings;
 - (b) with respect to the appointment of a Chairman and Vice-Chairman.
 - (c) for enabling the Board to constitute committees; and
 - (d) for authorising the delegation to committees of any of the powers of the Board and for regulating the proceedings of committees, including quorum, place of meetings and notices to be given of meetings.
- (2) The first meeting of an Internal Drainage Board shall be held on such day and at such time and place as may be fixed by the relevant Minister; and the relevant Minister shall cause notice of the meeting to be sent by post to each member of the Board not less than fourteen days before the appointed day.
- (3) Any member of an Internal Drainage Board who is interested in any company with which the Board has, or proposes to make, any contract shall
- (a) disclose to the Board the fact and nature of his interest; and
 - (b) take no part in any deliberation or decision of the Board relating to such contract;

And such disclosure shall be forthwith recorded in the Minutes of the Board.

- (4) A Minute of the proceedings of a meeting of an Internal Drainage Board, or of a Committee of such a Board, purporting to be signed at that or the next ensuing meeting by a describing himself as, or appearing to be, the Chairman of the meeting to the proceedings of which the Minute relates:-
- (a) shall be evidence of the proceedings; and
 - (b) shall be received in evidence with further proof
- (5) Until the contrary is proved –
- (a) every meeting in respect of the proceedings of which a Minute has been so signed shall be deemed to have been duly convened and held;
 - (b) all the proceedings at any such meeting are the proceedings of a committee, the committee shall be deemed to have been duly constituted and to have had power to deal with the matters referred to in the minute.
- (6) The proceedings of an Internal Drainage Board shall not be invalidated by any vacancy in the membership of the Board or by any defect in the appointment or qualification of any member of the Board.



Scunthorpe & Gainsborough

Water Management Board

At the meeting of the Board held on 8th June 2020 the Board Resolved to accept the foregoing Rules of Proceedings.

..... **Chairman**

..... **Clerk**

**ANCHOLME, GOOLE AND AIRMYN, GOOLE FIELDS, SCUNTHORPE &
GAINSBOROUGH, SOW AND PENK INTERNAL DRAINAGE BOARDS**

STANDING ORDERS

The Secretary of State for Environment, Food and Rural Affairs, by virtue of the power contained in paragraph 3 of Schedule 2 to the Land Drainage Act 1991, **HEREBY APPROVES** these standing orders.



C A Tidmarsh
for and on behalf of the
Secretary of State
Date: 17 April 2020



10. APPENDIX B – Sections of the AGAR

Copies of the relevant sections of the Annual Governance & Accountability Return can be found over the following pages.

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

SCUNTHORPE & GAINSBOROUGH WMB
ENTER NAME OF AUTHORITY

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 2020, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
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.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
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.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
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.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

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

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

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

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

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Other information required by the Transparency Codes (not part of Annual Governance Statement)
Authority web address

AUTHORITY WEBSITE ADDRESS

Section 2 – Accounting Statements 2019/20 for

SCUNTHORPE & GAINSBOROUGH WMB

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
			<i>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.</i>
1. Balances brought forward	752,676	755,075	<i>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.</i>
2. (+) Precept or Rates and Levies	447,672	447,649	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	145,775	77,375	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	25,710	33,483	<i>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.</i>
5. (-) Loan interest/capital repayments	99,145	99,145	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	466,193	443,492	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	755,075	703,979	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	774,861	743,038	<i>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.</i>
9. Total fixed assets plus long term investments and assets	3,464,000	3,464,000	<i>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.</i>
10. Total borrowings	752,754	688,788	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
			<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

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

SIGNATURE REQUIRED

Date

DD/MM/YY

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

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED



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Group of IDBs

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