

Doncaster East IDB Finance Committee

Yorkshire Wildlife Park
Branton
Doncaster
DN3 3NH

Meeting

Thursday, March 2018
2.00pm

Prepared byAlison Briggs BSc (Hons) Env.Sci., MSc. Env.
Mngmnt, PIEMA.

Senior Administrator and Environment Officer

Reviewed byCraig Benson BA

Finance Officer

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.

Carbon Footprint

working with
the Carbon Trust



A printed copy of the main text in this document will result in a carbon footprint of 25g if 100% post-consumer recycled paper is used and 31g if primary-source paper is used. These figures assume the report is printed in black and white on A4 paper and in duplex.

Agenda

1. Minutes of Meeting on 7 December 2017 - 4 -

DRAFT

1. Minutes of Meeting on 7 December 2017

Attendees: Peter Horne (Chair) (PH)
Nev Williams (NW)
Geoff Parker (GP)
Michael Brooke (MB)
Roni Chapman (RC)
Martin Oldknow (MO)

Observer: Gordon Platt (GP1)
Chris McGuinness (CMcG)

Management Craig Benson FO
Alison Briggs Admin

2017.29 Apologies – Catherine Anderson, Sue Wilkinson

2017.30 Declaration of Interest – none

2017.31 Minutes 13 October 2017 – Agreed true record of meeting. All in agreement

2017.32 Matters arising - Thorne Moors underspend – CMcG reported had spoken with D Hargreaves (NE). Emailed JBA Consulting Richard Buck regarding compensation claims. Faithful & Gould noted all documents CB provided but other documents requested remain outstanding. CB advised not aware of any outstanding invoices, underspend expected to be £325,000 available for additional works agreed. Life+ agreed to finish 30th June, agreement as to match funding from Thorne Moors Project and spend may be required within that period to avoid penalty against Board. Committee requested Chair to continue pushing for recovery of compensation event. AB advised history surrounding Life+ agreement previous Chair and Chair of Finance pushed to sign against advice.

2017.33 Matters arising - Handover - rates still to be agreed. CMcG advised waiting for Consultant response. Admin queried address of new Board offices. CMcG and PH considered it would be Louth. Admin advised clause in Management Services Contract specification required offices to be within Board District and manned 5 days. MO advised that was that was for new Contractors secure.

- 2017.34 Finance External Audit** - appointment of external auditors through collective tendering process, PK Littlejohn appointed for IDBs. Audit fee expected between £1600 and £2000.
- 2017.35 System of Review of internal audit** – no longer legal requirement but Board must review system of internal controls and approve risk register. Queried requirement for an Internal Auditor.
- 2017.36 Estimates Rates & Special Levies y/e 31.3.2019. Estimates** – Reviewed approved estimate and estimated out-turn. Flood defence levy not increased by EA for several years but EA looking to review however doubtful any change before next financial year. Noted increase in admin costs of £12,000 however not all management fees include legal fees not budgeted for. May consider additional £10,000 for compensation damages relating to works around Hatfield Chase Ditches SSSI. **5-year plan** – slight increase proposed along time linking into capital replacement works. PH noted neutral budget and whether appropriate to consider increase. NW asked about hydraulic model and why not done. PH advised JBA successful tenderer at which point project stopped. GP advised appropriate to budget for potential PSCA works and Board may need to make contribution to get PSCA works done. MO suggested 0.05p may be appropriate. Agreed recommendation to Board with various options - for example 2% year on year, 0.05p every year etc.
- 2017.37 List of payments** – NW queried Bond Dickinson retainer. PH advised not retained, had provided specific advice relating to TUPE. Members perused and agreed total payments of £74,567.66 none of which was authorised by Clerks only.
- 2017.38 Environment Agency** – Isle of Axholme Strategy – Members noted position regarding apportionment of benefits in association with pump stations, advising a matter requiring full Board attention. Admin advised EA aware of existence of several IDB pump stations where Boards in receipt of commuted sums in perpetuity therefore GiA apportionment may be reviewed. Admin advised informed by IoA&NN Member, that Board keen to bring DEIDB into Consortium; IoA&NN Members wish to operate Keadby PS, requiring funding from DEIDB to facilitate.
- 2017.39 AOB** – none
- 2017.40 Date of next meeting** – Thursday 15th March at venue to be arranged.

