



Danvm

Drainage Commissioners


Finance & Policy Committee Meeting

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**Friday 23 March 2018
10.00am**

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Purpose

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1. Apologies for Absence

Apologies have been received from Richard Ward, Catherine Anderson. Barry Roughley and Frank Jackson (DMBC) are to substitute. Richard Thompson apologies were received.

2. Declaration of Interest

3. Minutes of Finance & Policy Committee Meeting on 5 December 2017

Present: Andrew Cooke (Chair)
Gillian Ivey (GI)
Mike Jordan (MJ)
David Atkinson (DA)
Paul Maddison (PM)
Steve Lomas (SL)
Paul Maddison (PM)
Martin Falkingham (MF)
Neil Welburn (NW)
Frank Jackson (FJ) for Catherine Anderson
Barry Roughley (BR) for Richard Ward

Observer: Terry Grady (TG)

Officers: Craig Benson (CB)
Ian Benn (IB)
Paul Jones (PJ)
Martin Spoor (MS)
Alison Briggs (AB)

Appointment of Committee Chair

2017.63 GI proposed AC to be Finance & Policy Committee Chairman, seconded NW. No other nominations. All in favour.

Apologies for absence

2017.64 Noted MJ had been able to attend the meeting following the date change. Apologies from Richard Ward, Catherine Anderson, both of whom were being substituted, Richard Thompson apologies were receive.

Declaration of Interest

Declaration of Interest – Chair declared in 5.5 Norton Common Access, his land being required for recent access and 5.7.1 Lake Drain PS operational base which he also used part of access track, indicating he may make comments to make but would not vote. NW declared interest.

Minutes of the Joint Committee meeting held 6 October 2017

2017.65 Approval of Minutes of Joint Committee – **MJ moved, all in agreement.**

2017.66 Matters arising not elsewhere on Agenda – none.

Committee Membership Terms of Reference

2017.67 Committee Membership – GI confirmed her request to be put on Agenda. Believed unnecessary or desirable to invite current Vice Chair as observer, noting anyone can attend meeting if they wish and open to the public. Wording also requires Committee to ensure balance of representation would be in accordance with income, but Committee could not ensure that. **GI proposed take out section relating to Vice-Chairman and use “endeavor” to ensure. MJ seconded, all in agreement.** CB advised the imbalance in representation would be recorded by the Internal Auditor as a Governance.

2017.68 Terms of Reference – GI concerned about electronic communication. MJ felt email inappropriate as not participation in a meeting. **MJ proposed delete “email”, seconded GI, all in agreement.**

Asset Management

2017.69 Overview – IB advised Catchment Manager had alerted management to data and information not previously passed from foreman to management. This information was key to expenditure decision making requiring overview of water level management and delivery holistically. All decisions are inextricably linked, looking at elements in isolation is reactive ineffective and ultimately costlier. The Board must devise a cohesive strategy for delivering its overarching Vision and Policy Objectives. It is not possible to deliver an effective strategy without considering several different objectives and interconnectivity. MS delivered the presentation.

2017.70 Asset Management – The delivery of Board function is an Asset Management function, with 6 key elements which drive this. Each key element is presented with aspects which either require current decisions or support for approach and delivery. With continued development and management further key elements will be added within each key area. This may be a cross cutting theme, such as carbon reduction or PSCA’s or specific themes such as Training & Development or Apprenticeships.

2017.71 Asset Management – Catchment rationalization shapes future delivery and funding requirements of the Board and its Partners. The second stage of the Hydraulic Modelling will further inform catchment optimisation, strategic importance, economic benefits, and future funding potential through Grant in Aid. This requires close engagement and working relationships with funding partners (Coal Authority, Highways England, EA & CRT) to achieve alignment with Capital Programmes.

2017.72 Asset Management – Pump stations. The Hydraulic Modelling has shown Pump Stations to be the key asset and infrastructure delivering Board function of water level management through IDB ownership or operation and management on behalf of others. Water level management can now be driven at Catchment level with further future improvements.

2017.73 Asset Management - Operational delivery/prioritization. The Hydraulic Model outputs enabled prioritisation of primary watercourses. Remaining watercourses will be further categorised and assessed on an annual basis for need of maintenance requirements that year, creating a dynamic regime and approach. The Operational Resource delivery needs to be assessed by the Board and a long-term approach agreed and implemented; options include fully retained workforce, external contractors, or a combination. To facilitate the efficient maintenance of primary watercourses there remains the need to address access margins and continuity of access along the length of primary watercourse. Decisions on access inform future plant purchases should the Board decide to deliver maintenance through retained workforce.

2017.74 Asset Management – Maintenance delivery. Revisions have been made to the WLM Statement requiring full support of Board Members in implementation and advice to those outside the Board. The statement may require further amendment once the Committee has reached a final decision regarding access. Priority watercourses require annual maintenance; secondary and tertiary watercourses will be reviewed annually, work undertaken based on need, Operational delivery will become more dynamic. Demands of delivery will inform the

V&P Forward Plan, recommend covering a 10-year period. Decisions are required on funding the V&P forward plan, continue with loans or initial Board capital funding linked to depreciation. Should workforce delivery be applied, existing and future employees will be developed as multi-functional and capable of support MEICA delivery outside of the Operational maintenance season.

2017.75 Asset Management – base of operation. The current base of Operation struggles to support the efficient and effective delivery of operational maintenance and storage of plant and equipment. Geographically, a base would be situated along the A19 Corridor; Board owned land fits the criteria, but would need significant capital investment to bring forward, to include land raising, new buildings, services and security and access upgrading.

2017.76 Asset Management – resource management – The funding of the Boards Resources continues to be scrutinised and will come under pressure. The MEICA Team are self-funded through contributions from CA and PSCA works. MEICA staff currently are zero cost to the Board and generate income circa £10,000. Potential to further increase income via PSCA's remains strong, especially with the EA which is impressed with level of ability of MEICA team. PM advised WMDC use of Danvm MEICA team and very pleased with rate of recharge and work done. Costs associated with Operational Delivery are high, any future commitment to a retained workforce will potential increase this. Total costs currently running at approx. £400K per annum, £320K of which is associated with Operational delivery. The use of Contractors has the potential to reduce these costs, but needs to be considered in terms of quality.

2017.77 Task & Finish Group outcomes – Actions arising from group meeting discussed and noted reference within presentation on certain elements. Purchase of wheeled machine has impact on budget, outcomes of any future T&F Group discussions will support whether prepared budget is agreed or requires revision. Noted riparian responsibility on culverted system had been agreed as a general statement. Work done by committee provided guidance on water maintenance statement.

2017.78 Watercourse Maintenance Statement Review – Appendix A – PM concerns about *will not* undertake maintenance if access prohibited. NW noted requirement to emphasise landowners will have to do own drains if Board cannot get access. Small amendments suggested and agreed. **GI proposed Members happy with changes and amendments thereto, AC seconded, all in agreement.**

2017.79 Watercourse Maintenance 2018/19 – Members raise concerns about sections of watercourse downstream of pump station where subsided basins pump into unsubsidised areas. Will be discussed following end of meeting.

2017.80 Norton Common access – GI chaired this item. MS advised plant and equipment required on site, landowner served notice for access via field margins due to weight restrictions on Stubbs Grange Bridge. Asset Management of the station is an issue, recommendation for hydraulic modelling Norton Common PS to inform decisions. Potential options could include:

Rationalize station by linking to Lake Drain – would require Coal Authority agreement

Is current station sited correctly?

Could old course of Went be reused?

Station refurbishment at current location would require new access.

AC advised use of hydraulic model vital to any decision. PM advised obtain price to model scenario around Norton Common PS and reuse of old course of Went. PM noted in terms of current Management Services contract, if Board is asking management to undertake optioneering there will be an associated cost. **MJ proposed a short-term approach and service of notice on land owner to access weed screen for repair and long-term alternatives need to be considered for which optioneering is required, FJ seconded, all in favour.**

2017.81 Bramwith Rands pipeline – AB advised history associated with culvert and current requirement to comply with Eel Regulations. Noted potential reduction in pumping at Kirk Bramwith in dry weather flows. **MJ proposed installation of stop logs, MF seconded, all in agreement.**

- 2017.82** Vehicle & Plant, Staff resource – future maintenance requirements – Noted proposals for McCormick tractor and flail to trade in, replace. Noted in forward plan and budget 2018/19 expenditure. Need to place orders with suppliers, payment net financial year with delivery pre-maintenance.
- 2017.83** Fleet vehicles – will be rationalized into current fleet of Ford vehicles.
- 2017.84** Operational base – discussed previously. Lake Drain presents opportunity to develop as a base. Members suggested other sites including Carrcroft and Askern. No work done yet on costings however requirements will be 2 large shed buildings with welfare facilities, to accommodate new machinery and office facilities land levels would need to be raised, access upgrade needs considering. PM advised decisions are required as they have a bearing on operations moving forward; any decision by Committee requires linking with other aspects of overview presentation first given. **AC recommended existing T&F Group consider issue immediately post-Christmas. All in agreement.**
- 2017.85** Board employees – MS advised operational staff remains 2 short over last 2 years, full complement of staff may include requirement for full road haulier operations. GI noted apprenticeship completed early as of October. GI advised herself and Vice Chair decided to offer permanent employment on completion of apprenticeship, requesting Committee support of decision. AC enquired salary cost. Advised salary structure provided to T&F Group which considered figures presented appropriate. GI noted differed from those supported by herself and C Anderson in September. MS advised appropriate salary based on qualifications, innovation shown by MEICA team several occasions, and value to Board as source of income. Team managed £50,000,000 IDB owned and Coal Authority stations. Bulk of salary met with Coal Authority contributions and MEICA PSCA work to Black Drain and Goole & Airmyn meant Team were zero cost to Board and excellent value for money. MS concerned application of suggested salary will create difficulties, staff had already been approached by others keen to secure their skills. CEO advised an extensive 10-page report provided to Board Chair and Vice Chair on MEICA team; this Committee had delegated power to approve salary on his recommendation which was application of higher figure. IB advised information provided to T&F Group on proposed pay structure contained career increments as previously requested by Board Chair. GI advised opportunity to consider increase in April 2018 at review time. **GI proposed figure agreed at her previous meeting, seconded MJ, all in agreement.**

Finance

- 2017.86** Board land sale – Concerns expressed by RT in email advised to Board. Committee agreed land sale appropriate but expressed concerns about future sales and whether auction or informal tender process may provide better results and whether this the right time to sell. AB advised Board relied on advice of its Land Agent, a report had been produced to protect Board on appropriateness of method used.
- 2017.87** Audit – Review of effectiveness will take place in January. External Auditor appointment been received for 2018/19 for 5 years as PKF Littlejohn.
- 2017.88** Estimates, Rates & Special Levies – proposal to increase by 0.25p. Detailed discussions on budget brought forward for discussion and headings under which figures are included. 9.75p increases to 14p over next 5 years to deliver pump station refurbishments and plant and equipment purchases discussed earlier. Rate increase over 5 years however forecast reduced reserve balance below that required in Reserves Policy. 16 pump stations are 100% Board owned, level of grant funding unknown and likely cost of replacement is circa £16,000,000. Penny rate will increase and continue to increase as Board continues doing same work year on year. FJ advised of C Anderson question via email related to cost of borrowing and would use of hydraulic model show potential for pump station rationalization. Agreed it would.

MJ confirmed proposed rate increase equates to 2.6% increase to Selby DC and would only accept 2% increase to avoid Selby DC cut in services. AB informed Members obliged to consider what Board required, not personal or political requirements. CB confirmed budget presented would deliver what Members had just agreed required for water level management. MS counselled Members to recognize it was for the Board to decide whether and what it was

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willing to cut in terms of operational function if they were to consider Charging Authorities objections to rate increases. GI advised her support for current rate rise but would not accept a year on year increase as provided for in budget forecast. Committee should look at cutting costs before 2019/20 budget setting, charging officers with providing proposals to reduce expenditure and contain within approved rate level of £0.0975. **NW proposed rate increase at £0.0975, seconded MF, 8 in favour, 1 against. Majority carried.**

2017.89 List of payments – **MJ proposed Members approved list of payments by cheque and from Board accounts totaling £205,496.54 of which £101,500.57 were approved by the Clerk and Engineer, seconded FJ, all in agreement.**

Date of next meeting

2017.90 23 March 2018 – GI gave apologies.

4. Policy

Recommendations:

1. Committee agrees an approach to producing GDPR Policy and Procedures covering its obligations as Controller and Processor of personal data 4.1.1
2. Resolution on amendment of Bank Mandate 4.2
3. Resolution on preparation and production of proposed policies 4.3.2

4.1 General Data Protection Regulations 2018 (GDPR)

4.1.1 Policy and procedure

From 25 May 2018 the way the Board controls and processes personal data. A controller determines the purposes and means of processing personal data and the processor is responsible for processing the personal data on behalf of a controller. Personal data includes name, identification number and location data all of which affects Board rating, personal data held on behalf of its employees, sharing of data with contractors.

4.2 Bank Mandate

The mandate is not compatible with Board Financial Regulations and requires amendment.

4.3 Board Policies

Current policies adopted by the Board are shown below in 4.3.1.

We would suggest that these policies be expanded, particularly as the Board seeks to take on a greater role and responsibility within its catchment. The policies we recommend the Board seek to add are listed in 4.3.2.

4.3.1 Current Policies of the IDB

- Health and Safety
- Policy Statement on Flood Protection & Water Level Management
- Fraud & Corruption policy
- Anti-Bribery Policy
- Policy on Gifts and Hospitality
- Risk Management Strategy Policy
- Whistle Blowing Policy
- Complaint Policy
- Persistent Complaint policy
- Policy Statement
- Danvm Drainage Commissioners Publication Scheme
- Danvm DC Reserve Policy
- Board byelaws
- Data Sharing Policy terms for sharing
- Danvm Watercourse Maintenance Statement

4.3.2 Recommendation to produce additional policies as bulleted below

- Sustainability
- Biosecurity Policy
- Business Continuity Policy
- Critical Incidents Policy
- Environmental Policy
- Procurement Policy
- Well Being Policy
- Avoiding Bribery and Corrupt Practices Policy
- Equality, Diversity and Inclusion Policy
- Dignity at work
- Customer care

5. Asset Management

Recommendations:

- Committee approve specification production in accordance with Financial Regulation 11.6 5.2
- Obtaining further legal advice on land drainage schemes funded by public monies 5.3
- Further investigation of bridge access to Norton Common 5.4.1
- Resolution on proceeding with Alternative Depot 5.5
- Approval of salary structure 5.6.1
- Approval of training 5.6.2

5.1 Incident report: District water levels

Issues regarding water levels across the Shire Group were confined to the Dun District of the Commissioners. A presentation will be given at the meeting.

5.2 Asset Inspections

The Board has made provision for 5 inspections at a ceiling cost of £50K within budget 2018/19.

The inspections will target infrastructure that will not be included in any catchment rationalisation review and prioritised appropriately to defend people and property first. To carry out these inspections will require the production of a comprehensive specification to enable contractors to tender competitively thus ensuring the Board receive best value for money.

Cost to produce comprehensive specification: £800+VAT.

5.3 Culverted assets

Land Drainage Act 1991, Section 59 (1)) The appropriate Minister may make grants towards expenditure incurred by internal drainage boards in the exercise of their functions in carrying out drainage schemes.

Recent publications suggest that where Culverting Works were in receipt of public funding such as MAFF/Defra grant monies available to undertake land drainage works, the issue of riparian ownership & responsibility may be uncertain. Board requires full investigation of all its schemes to clearly identify which historic schemes were supported by Grant monies and take legal opinion as to responsibility.

5.4 Pumped assets

5.4.1 Norton Common Access issues

Minutes Joint Committee 6.10.2017: 2017.55 Norton Common access – GI proposed this matter be “parked” until modelling outputs had been reviewed. All in agreement.

The Board currently has immediate, interim, and long-term access issues to make in respect of access to Norton Common Pump Station, due to the current failure of the weedscreen cleaner.

The hydraulic catchment of Norton Common pump station serves **3086 properties**.

Manual clearance of the grate is managing the immediate position. Current ground conditions prevent access along the previously used alternative route. Even when ground conditions improve enough to permit access and hence provide an interim solution, this is not considered sustainable or appropriate as a long-term access solution for the management of this key asset.

The Committee is requested to consider a limited range of options and reach a preferred decision to facilitate future maintenance of the station.

A presentation of options will be given at the meeting.

5.4.2 Telemetry

We are currently reviewing the Boards current telemetry provision and whether this will meet the Boards requirements in future.

5.5 Alternative Depot

A presentation of options will be given at the meeting.

5.6 HR Resource

5.6.1 Salary structure and annual increase

Require formal approval of the budgeted for salary structure and annual increase in association with RPI, based on performance and broadening/achievement of skills sets.

5.6.2 Board Operatives - Increasing skills set

Legislation relating to IDB work in association with Badger licencing under Protection of Badgers Act 1992 has changed. Natural England has produced specific class licence for IDB work which interferes with a sett. Requires Responsible Person and Assistant Persons. All work must be undertaken in presence of Responsible Person and all interference requires provision of 48 hours' notice to Natural England.



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Recommend all operatives undertake training on working around badger setts on work which constitutes interference. One or all operatives obtain own licence and comply with licence conditions. Cost of training 5 operatives in region of £1000.

6. Finance

Recommendations:

- The Committee notes the information in the report
- The Committee approves the schedules of payments

6.1 List of Payments

Schedules of all payment made since those reported at the last meeting can be found below.

6.1.1 Payments made by cheque

DATE	CHEQUE NO.	PAYEE	DESCRIPTION	TOTAL CHEQUE	
2018					£
Jan	24th	000201	Post Office Ltd	Road Tax	132.00 *
			Total		132.00
			*Total signed by Clerks & Engineers Only		132.00

6.1.2 Payments made directly from the bank account

DATE	REF	PAYEE	DESCRIPTION	AMOUNT	
					£
2017					
Nov	8th	423	Jet Card	Fuel Account	1.20 *
	10th	358	Controlstar Systems Ltd	Telemetry Maintenance Contract	8,769.60
			JBA Consulting	Fee Accounts: -	
		388		Management Services - October 2017	19,667.45
		389		Catchment Manager - September 2017	4,288.08
		391		BAP Implementation - September 2017	1,862.28
		427		Hydraulic Modelling - October 2017	1,465.20
		428	Perry's Pumps Ltd	Towns Clough PS - Flap Valve Works	8,638.80
	14th	434	Land Registry UK	Land Registry Searches	21.00 *
	15th	386-7	F. Peart & Co. Ltd	Fuel Account	3,990.74 *
	16th	419	Arco Ltd	Protective Equipment	90.00 *
		418	ADA	Conference Fees	134.40 *
		415,436	Bedford House Estates Ltd	Excavator Movements	324.00 *
		416	Duffin Fabrication	Gate Repairs	98.00 *
		437	Dormar Products	16' Rake Set	550.12 *
		422,438	Direct Traffic Management Ltd	Road Closures	1,320.00 *
		435	Easy Hire Plant Ltd	Hire of Welfare Unit	1,170.00 *
		420,430	Carrier Rental Systems Ltd	Pump Hire at Fishlake	1,730.40 *
		414	Northmoor Plant Ltd	Field House PS - Generator Hire	1,260.00 *
		424	Pulsar Process Measurement Ltd	Tilts Bridge PS - Sensor Repair	187.20 *
		425	Ripon Farm Services	Rat Bait, etc.	69.54 *
		413	Spaldings Limited	Tools & Equipment	136.80 *
		-	HMRC	PAYE/NI	4,284.96 *
		374	Lloyds Bank Cardnet	Cardnet Fees	85.62 *
	17th	429	BT	Line to Depot	30.48 *
	20th	421	Dawsonrentals vans limited	Vehicle Hire	648.33 *

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Nov	20th	426	Woldmarsh	Ackworth PS - Meter Operator Service	168.00	*
				Adwick Mill - Meter Operator Service	168.00	*
				Blackshaw Clough PS - Meter Operator Service	168.00	*
				Gowdall PS - Meter Operator Service	168.00	*
				Membership Fees	191.82	*
				Screwfix	108.64	*
				Southfield Lane PS - Meter Operator Service	168.00	*
				Supply to Ackworth PS	50.56	*
				Supply to Balne Fleet PS	79.83	*
				Supply to Beal Lane PS	340.18	*
				Supply to Blackshaw Clough PS	124.86	*
				Supply to Blowell II	1,097.26	*
				Supply to Bramwith Rands	12.51	*
				Supply to Church Walk PS	80.26	*
				Supply to Depot	237.38	*
				Supply to East Ings PS	163.15	*
				Supply to Goosepool PS	727.14	*
				Supply to Gowdall PS	747.53	*
				Supply to Hensall PS	246.23	*
				Supply to Jenny Lane PS	70.33	*
				Supply to Kirk Bramwith PS	1,243.99	*
				Supply to Lake Outfall PS	126.70	*
				Supply to Longwood PS	-548.43	*
				Supply to Old Hee PS	147.57	*
				Supply to Park Farm PS	19.82	*
				Supply to Rampart PS	22.34	*
				Supply to Sour Lane PS	27.96	*
				Supply to Taining Drain	43.27	*
				Supply to Thistlegoit PS	2,748.20	*
				Supply to Thornhurst PS	379.19	*
				Supply to Towns Clough PS	202.51	*
				Supply to Woodholmes PS	105.25	*
				Taining Drain PS - Meter Operator Service	168.00	*
				Towns Clough PS - Meter Operator Service	168.00	*
				Vodafone Ltd - Mobiles & Telemetry	444.12	*
				Whitley Bridge PS - Meter Operator Service	168.00	*
				Woodholmes PS - Meter Operator Service	168.00	*
	21st	463	Land Registry UK	Land Registry Searched	3.00	*
	22nd	417	3 Business Services Ltd	Mobile Broadband Package	212.87	*
	23rd	442	Arco Ltd	Tools & Equipment	33.84	*
		444	Canal & River Trust	Discharge Licence	336.60	*
		443	Canal & River Trust	Discharge Licence	1,297.20	*
		448-9	Controlstar Systems Ltd	Church Walk PS - Pressure Sensor, etc.	2,621.87	*
		440	Dennis Barnfield Ltd	Bucket Parts	626.45	*
		446	K Binns	Expenses	74.00	*
		450	Pulsar Process Measurement Ltd	Gowdall PS - Sensor	1,220.64	*
		447	Stoneacre Motor Group	Vehicle Maintenance	339.95	*
		445	Yorkshire Hose & Fittings	Tools & Equipment	54.00	*
	24th	-	B&CE Holdings	Pension Contributions	461.80	*
		-	Workforce	Wages	11,934.92	*
	27th	-	Legal & General	Pension Contributions	157.62	*
	28th	494	Land Registry UK	Land Registry Searches	6.00	*
Dec	4th	454	Lloyds TSB Commercial	Service Fee	32.00	*
				Hayley Group - Tools & Equipment	73.21	*
				Trainline - Travel Costs for ADA Conference	444.22	*
				Quicktest - Magnifiers	23.40	*
				Currys Online - Ink cartridges	25.99	*

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				eBay - USB Multi Card Reader	5.78	*
				Office Furniture - Desks & Chairs	336.00	*
Dec	5th	489	Land Registry UK	Land Registry Searches	15.00	*
	6th	480	Jet Card	Fuel Account	1.20	*
	12th	466	Arnold Lifters	Manhole Lifter, etc.	1,638.00	*
		462	AMP5 Contracts Ltd	Field House PS - Electrical Inspection	192.00	*
	12 th	457-8	Bedford House Estates Ltd	Excavator Movements	648.00	*
		456	DC Bichan	Maintenance - Sykehouse	540.00	*
		461	Direct Traffic Management Ltd	Road Closures	480.00	*
		451-2	Edmundson Electrical Ltd	Fittings for Gowdall PS, etc.	85.26	*
		455	Northmoor Plant Ltd	Topper Hire	360.00	*
		490	Land Registry UK	Land Registry Searches	27.00	*
	13th	43	Lloyds Bank Cardnet	Cardnet Fees	37.00	*
		-	Lloyds Bank plc	Bank Fees	1.75	*
	18th	460	Environment Agency	Flood Defence Levy	76,620.50	
			JBA Consulting	Fee Accounts: -		
		431		BAP Implementation - October 2017	408.60	
		432		Catchment Manager - October 2017	3,154.02	
		433		Management Services - November 2017	18,978.05	
		495		Management Services - December 2017	20,829.05	
		496		Catchment Manager - October 2017	3,660.00	
		493	Sweeting Brothers	Great Heck Mining Subsidence Remediation	57,000.00	
		480-2	Cromwell	Tools & Equipment	795.76	*
		477-8	Connect Internet Solutions	Website Hosting & Support	753.60	*
		479	Controlstar Systems Ltd	Tilts PS - Pressure Sensor	1,730.06	*
		484-7	Edmundson Electrical Ltd	Church Walk PS - Level Regulator, etc.	572.21	*
		471	Easy Hire Plant Ltd	Hire of Welfare Unit	936.00	*
		491-2	Lincoln Welding Supplies Ltd	Welding Equipment & Inspection	316.28	*
		466-70	Steel Supplies Ltd	Pumping Station Maintenance	767.70	*
		473	Yorkshire Water	Supply to Depot	21.38	*
		476	BT	Line to Depot	43.37	*
		-	SYPA	Pension Contributions	445.94	*
		-	HMRC	PAYE/NI	4,302.80	*
	19th	513	Land Registry UK	Land Registry Searches	27.00	*
	20th	501	Bedford House Estates Ltd	Excavator Movements	396.00	*
		503	Farmstar Ltd	Mower Part	75.60	*
		498	Holmes Agricultural Services	Plant Maintenance	1,637.72	*
		597	Keyhole Services	Duplicate Keys	73.92	*
		500	Royal Haskoning DHV	Shirley Pool SSSI - Project Management	3,026.69	*
		499	Russell's (Kirkbymoorside) Ltd	Tools & Equipment	34.54	*
		502	Steel Supplies Ltd	Blackshaw Clough PS - Fittings	74.40	*
		483	Dawsonrentals vans limited	Vehicle Hire	627.43	*
		465	Woldmarsh	Supply to Ackworth PS	47.54	*
				Supply to Balne Fleet PS	-893.94	*
				Supply to Blackshaw Clough PS	105.15	*
				Supply to Blane Fleet PS	47.61	*
				Supply to Blowell II PS	399.79	*
				Supply to Church Walk PS	32.10	*
				Supply to Goosepool PS	-146.79	*
				Supply to Gowdall PS	351.52	*
				Supply to Hensall PS	224.64	*
				Supply to Kirk Bramwith PS	1,395.91	*
				Supply to Lake Outfall PS	120.18	*
				Supply to Longwood PS	17.38	*
				Supply to Old Hee PS	202.21	*
				Supply to Rampart PS	34.06	*
				Supply to Taining Drain PS	37.52	*

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				Supply to Thistlegoit PS	596.89	*
				Supply to Towns Clough PS	141.02	*
				Supply to Woodholmes PS	141.97	*
				Screwfix	136.77	*
				Vodafone Ltd - Mobiles & Telemetry	387.24	*
Dec	21st	464	PWLB	Loan Repayment	51,633.56	*
	21st	-	SYPA	Pension Contributions	445.94	*
		-	B&CE Holdings	Pension Contributions	585.72	*
		-	Workforce	Additional Wages	1,410.10	*
		-	Workforce	Wages	11,854.68	*
	27th	459	3 Business Services Ltd	Mobile Broadband Package	211.85	*
		-	Legal & General	Pension Contributions	157.62	*
2018						
Jan	2nd	504	Lloyds TSB Commercial	eBay - Transmitter	49.89	*
	10th	521	Jet Card	Fuel Account	1.20	*
	15th	511-2	F. Peart & Co. Ltd	Derv Fuel, etc.	4,351.30	*
	16th	537	Land Registry UK	Land Registry Searches	33.00	*
		-	Lloyds Bank plc	Bank Fees	1.25	*
		472	Lloyds Bank Cardnet	Cardnet Fees	37.00	*
	17th	505	Burn Fencing Ltd	Tools & Equipment	10.80	*
		533-4	Bedford House Estates Ltd	Excavator Movements	540.00	*
		529	Cromwell	Tools & Equipment	7.97	*
		510	Crystal Ball Ltd	Vehicle Tracking	907.20	*
		453	Coulstock & Place Engineering Co Ltd	East Ings PS - Pump Maintenance	2,748.00	*
		516	EL Direct Ltd	First for Employment Package Subscription	3,120.00	*
		532	HS Direct Ltd	Safety First Package Subscription	3,120.00	*
		528	North Lincolnshire Council	Procurement Services - Hydraulic Modelling	3,186.00	*
		527	The Print & Design Factory Ltd	Order Pads	130.80	*
		517	Ripon Farm Services	Tools & Equipment	36.47	*
		523	Stoneacre Motor Group	Engine Oil	33.60	*
		530	Smart Platform Rental Ltd	Platform Hire - Outlet PS	450.00	*
		508	Torne Valley Ltd	Tools & Equipment	96.00	*
		531	EL Direct Ltd	First for Contractors Subscription Package	3,120.00	*
		518	BT	Line to Depot	44.54	*
		-	HMRC	PAYE/NI	5,157.46	*
	22nd	507	3 Business Services Ltd	Mobile Broadband Package	215.32	*
		520	Dawsonrentals vans limited	Vehicle Hire	648.33	*
		526	Woldmarsh	Supply to Ackworth PS	157.34	*
				Supply to Adwick Mill PS	711.71	*
				Supply to Blackshaw Clough PS	115.48	*
				Supply to Bramwith Rands PS	20.01	*
				Supply to Church Walk PS	31.24	*
				Supply to Depot PS	583.19	*
				Supply to Goosepool PS	625.50	*
				Supply to Gowdall PS	317.44	*
				Supply to Hensall PS	192.69	*
				Supply to Kirk Bramwith PS	1,398.28	*
				Supply to Lake Drain PS	-43.65	*
				Supply to Lake Outfall PS	120.16	*
				Supply to Old Hee PS	155.34	*
				Supply to Park Farm PS	49.89	*
				Supply to Sour Lane PS	53.78	*
				Supply to Southfield Lane PS	1,432.70	*
				Supply to Taining Drain PS	32.89	*
				Supply to Thistlegoit PS	555.65	*
				Supply to Towns Clough PS	113.38	*
				Supply to Whitley Bridge PS	551.93	*

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				Supply to Woodholmes PS	127.69	*
				Church Walk PS - Meter Operator Service	168.00	*
				Thistlegoit PS - Meter Operator Service	168.00	*
				Goosepool PS - Meter Operator Service	168.00	*
				Screwfix	5.82	*
				Vodafone Ltd - Mobiles & Telemetry	385.59	*
Jan	23rd	525	AA Sewercare Ltd	CCTV & Desilt Works at West Lane, Sykehouse	5,760.00	
		519	Controlstar Systems Ltd	Telemetry Maintenance Contract	8,769.60	
			JBA Consulting	Fee Accounts: -		
		506		Hydraulic Modelling - November 2017	5,989.20	
		515		Hydraulic Modelling - December 2017	9,308.40	
		522		Hydraulic Modelling - Final Invoice	4,712.57	
		535		Catchment Manager - December 2017	2,089.44	
		536		Management Services - January 2018	20,472.05	
		539	Northmoor Plant Ltd	Shirley Pool SSSI - Scrub Clearance	13,800.00	
		524	Sweeting Brothers	Great Heck Mining Subsidence Remediation	66,350.28	
	25th	-	Legal & General	Pension Contributions	157.62	*
		-	SYPA	Pension Contributions	445.94	*
		-	B&CE Holdings	Pension Contributions	509.24	*
		-	Workforce	Wages	12,648.78	*
	30th	553	Land Registry UK	Land Registry Searches	9.00	*
	31st	549	Lloyds TSB Commercial	Royal Mail - Contract Delivery	48.02	*
Feb	1st	555	Bedford House Estates Ltd	Excavator Movements	432.00	*
		558	Cromwell	Tools & Equipment	130.02	*
		551	Controlstar Systems Ltd	Norwood PS - Telemetry Maintenance	208.80	*
		540	Doncaster Pressure Washers	New Pressure Washer	1,996.80	*
		556	Easy Hire Plant Ltd	Hire of Welfare Unit	936.00	*
		552	Kerrick Drying Lockers	Industrial Drying Locker	480.00	*
		441,544-6	Carrier Rental Systems Ltd	Pump Hire at Great Heck PS, etc.	776.34	*
		542	The Print & Design Factory Ltd	Order Pads	130.80	*
		550	PTE Plant Co.	Strimmer & Attachments	610.00	*
		543	Russell's (Kirkbymoorside) Ltd	Cover	10.69	*
		554	Rocksure Systems Ltd	Loan Worker Monitoring	36.00	*
		538	Westmoorland Waste Recycling Ltd	Skip Hire - Depot	180.00	*
	6th	565	Land Registry UK	Land Registry Search	12.00	*
	7th	564	Jet Card	Fuel Account	42.36	*
	13th	579	Land Registry UK	Land Registry Search	21.00	*
	14th	594	Lloyds Bank Cardnet	Cardnet Fees	37.00	*
	16th	575	Anthony Robson Transport	East Ings PS - Pump Transportation	354.00	*
		571	Coulstock & Place Engineering Co Ltd	East Ings PS - Impeller	2,520.00	*
		574	Controlstar Systems Ltd	Adwick Mill PS - Level Sensor	1,887.19	*
		563	Edmundson Electrical Ltd	Outlet PS - Fuses	143.71	*
		583-4	G.M Autos	Vehicle Maintenance	355.00	*
		580	Inverter Drive Systems Ltd	Field House PS - Control Panel	297.60	*
		560-1	Carrier Rental Systems Ltd	Pump Hire at Great Heck PS	3,442.50	*
		577	NPower	Hensall PS - Meter Operator Charge	536.40	*
		586	Network Rail	Dam Hill Drain	382.07	*
		585	Network Rail	Norton Common Drain	29.00	*
		566	Pulsar Process Measurement Ltd	Southfield Lane PS - Level Sensor	1,118.88	*
		569	Ripon Farm Services	Tools & Equipment	82.80	*
		-	HMRC	PAYE/NI	4,742.29	*
	19th	578	BT	Line to Depot	36.92	*
			Total		572,192.29	
				* Total amount of direct debits and payments approved by the Clerk Only	209,599.12	

6.2 Task & Finish Group

Recommendations from the T&F Group meeting of 5 January 2018 were reported to the full Board at its meeting of 2 February 2018 and received Board approval.

6.3 Budget Estimates and Implementation

We consider future meetings concentrate not only on review of budget performance to date but shaping of discussions for next financial year budget setting.

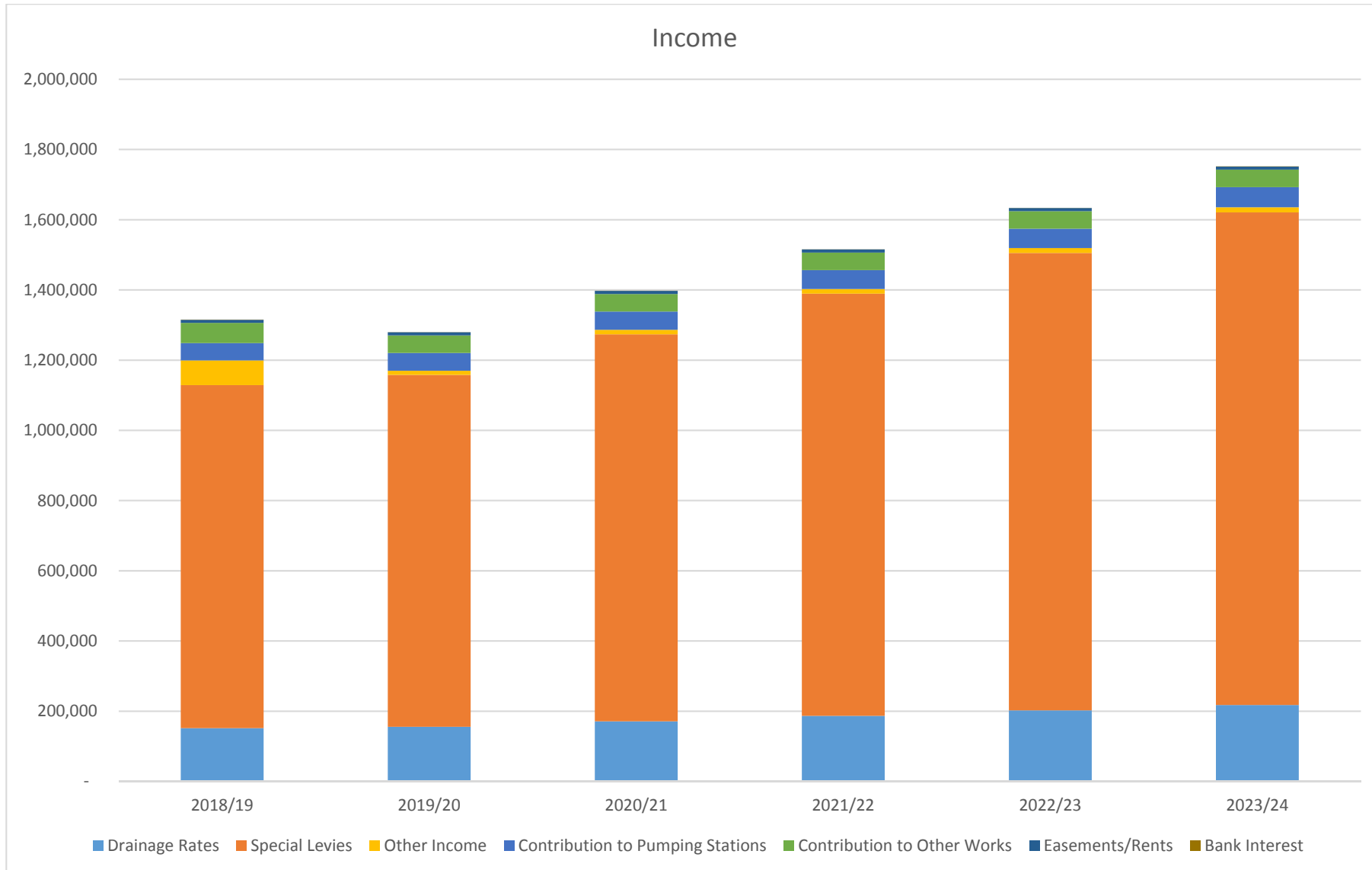
Discussions may turn around Board requirements for delivery of its Water Level Management Policy, through scrutiny of Asset Performance and delivery of the Asset Management Policy. Considerations may be given to identifying business growth opportunities through deployment of Operational and MEICA staff and recharges.

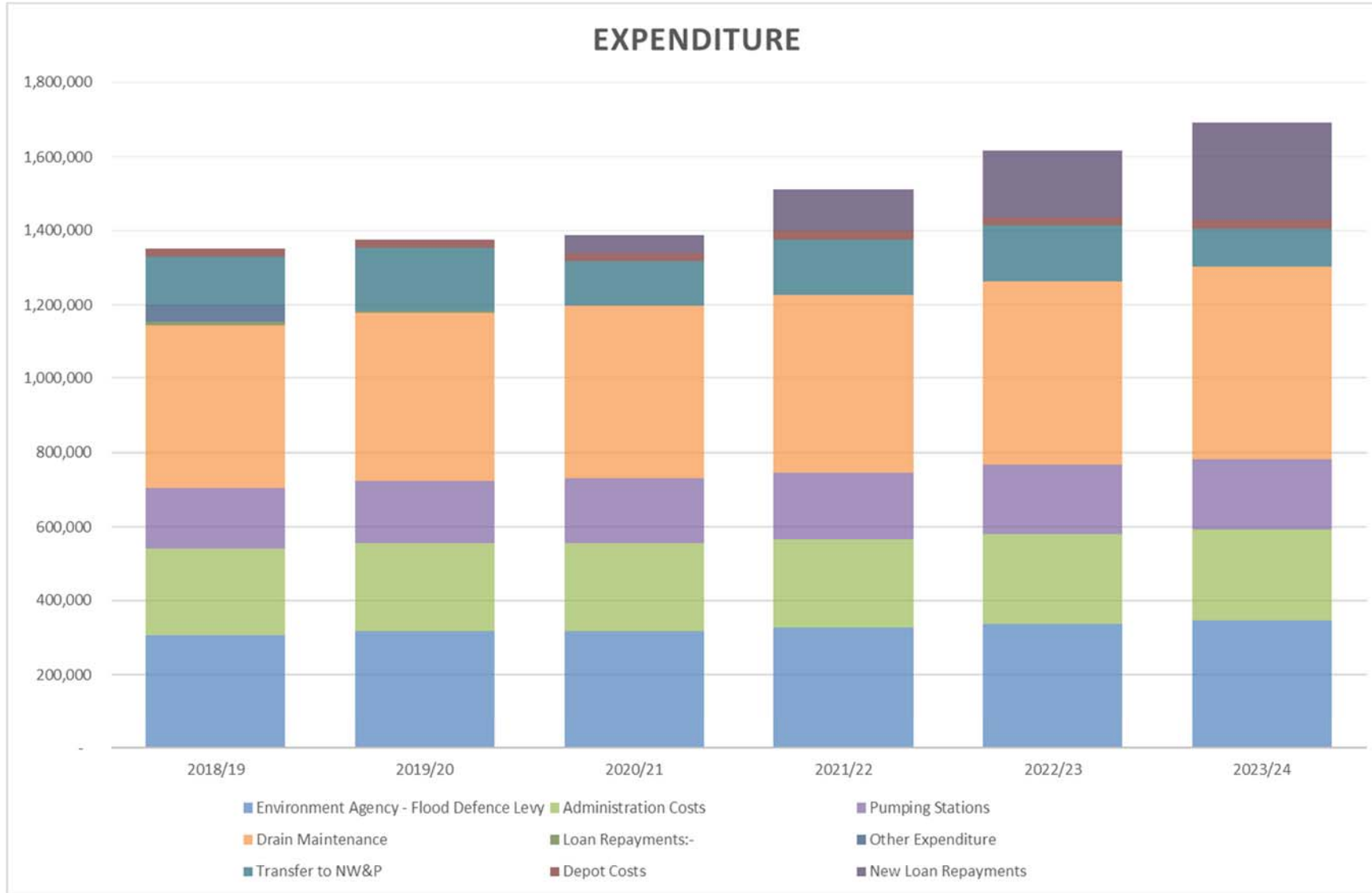
This will assist in Board development of a budget and foster a better understanding of Board requirements to deliver sustainable water level management. Board ownership of its budget is vital and ongoing development of budgetary requirements will deliver a more efficient decision-making process. Delivery of the water level management policy through the approved budget will be implemented by Management.

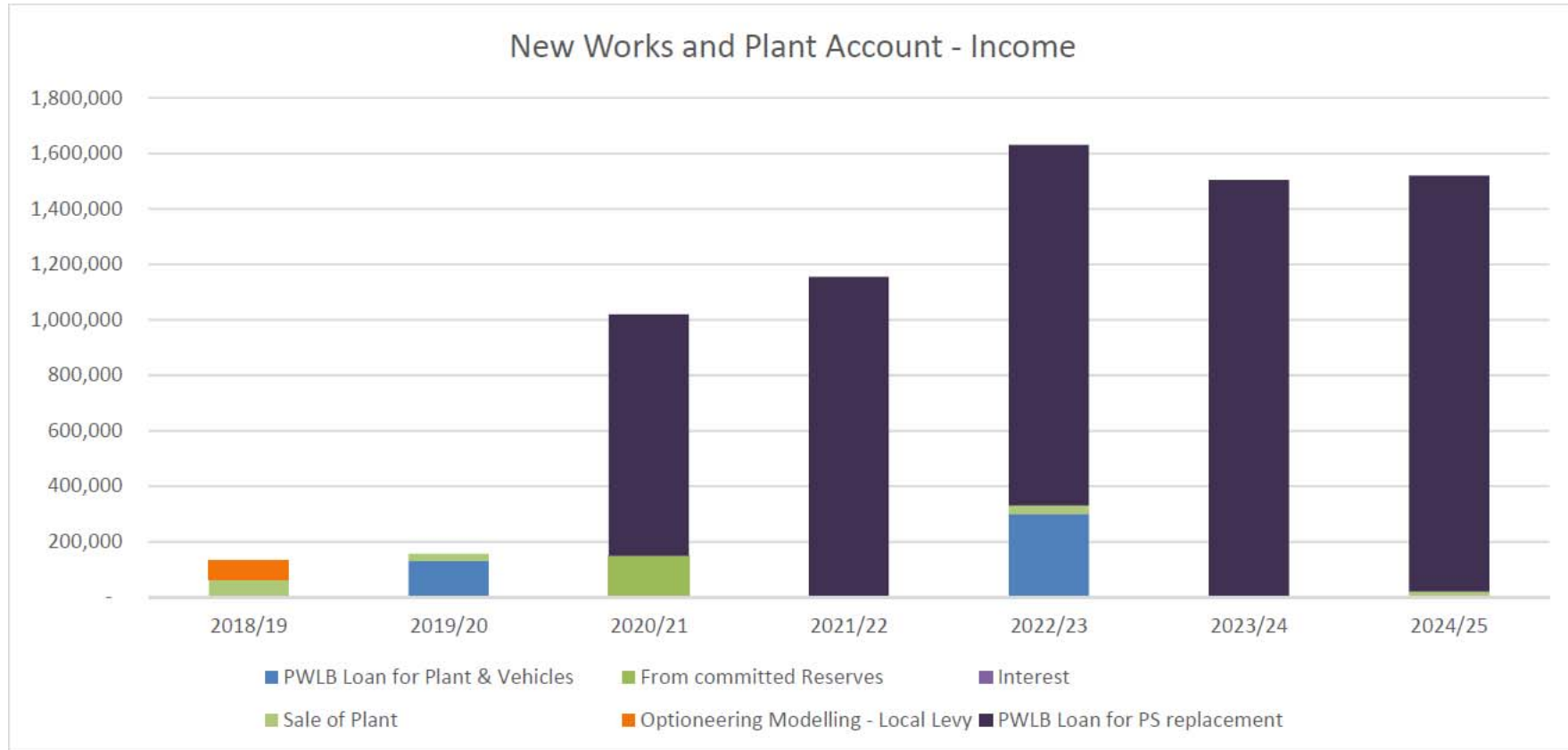
6.4 Agreed 5-year budget

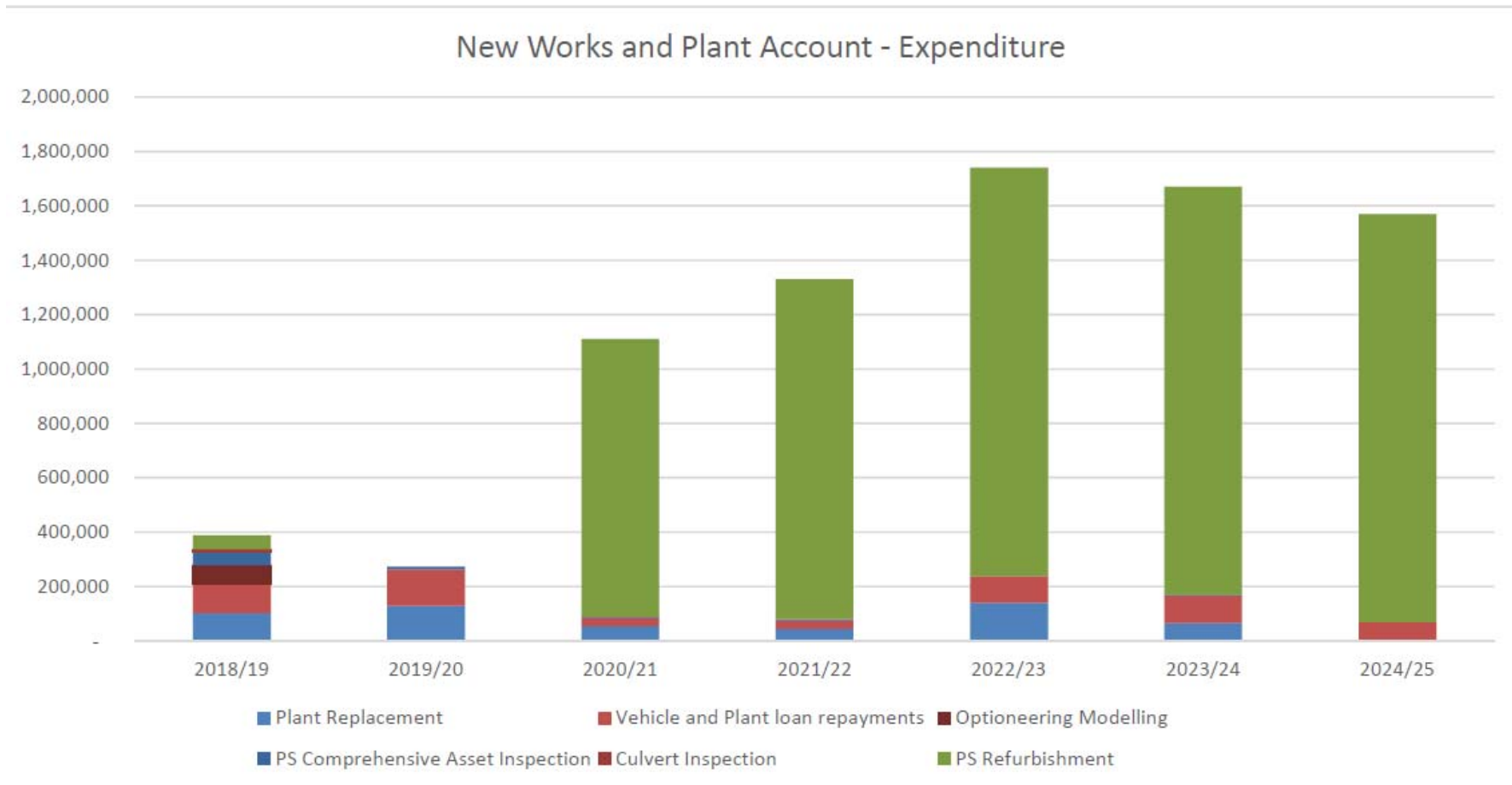
The five-year budget estimate can be found over the following pages.

Finance & Policy Committee Meeting Paper
23 March 2018









7. Date of Next Meeting

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Wallingford
Warrington**

