

Appendix D

Waterbeach Level Internal Drainage Board

Agenda for the Budget Meeting of the Board on Tuesday, 10th February 2015 at 3.00pm:-

1. Apologies.
2. Financial Estimate for 2015/16, as annexed.
3. Assessment and sealing of Drainage Rates and Special Levies.
4. Approve changes in Assessable Values.
5. Schedule of payments for inclusion in the record of the meeting.
6. Internal Audit.
7. Financial and Management Risk Assessment, as annexed/Fidelity Guarantee Cover.
8. Confirm date of next meeting – 11th May 2015.

Please note that the Minutes of the last meeting will be circulated and dealt with at the May meeting.

Jean Heading
Clerk

WATERBEACH LEVEL INTERNAL DRAINAGE BOARD

BUDGET FOR 2015/2016

<u>INCOME</u>			<u>EXPENDITURE</u>		
<u>Budget</u>	<u>Estimated</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimated</u>	<u>Budget</u>
<u>14/15</u>	<u>14/15</u>	<u>15/16</u>	<u>14/15</u>	<u>14/15</u>	<u>15/16</u>
	100Administration		1300	1475 ¹ 1300	
			Clerkship Fees	107271017610408	
			Audit Fee	10002307 3000	
500350	200Interest				
320003142233200	Labour Cost		36500	3605036500	
			Contractors	160001500016000	
			Compensation	40080 400	
			Fuel and Power	190002150022500	
			Repairs	60005500 6000	
			Rates and Insurances	62506200 6700	
			New Equipment	0 0	0
			Expendables/H & S/Misc	600 900650	
			Engineering Services	114481161212055	
			Telephone	900900 900	
10003400	1000Contributions				
36003600	3600Mere Mill House		1000	8002000 ²	
			Cam Pumping Station scheme	500008316415640	
			Precept	312933129331293	
			Cam Loan Repayments	568275682756827	
119742	119742138509	Special Levies			
430044300441835	Rates at £0.15 (14/15 £0.15)				
199846	201618218344	Total	249245	283784222173	
121834	307747303918	Balance			

(Opening Balance 31.03.14 £389,913)

¹ Includes Cam opening expenses

² Roof maintenance

(£20k remaining of Health and Safety Grant – included in balances)

1p in £ = £12,023

**Waterbeach Level IDB
Financial and Management Risk Assessment Report**

Risk	Estimation of Risk	Current precautions	Residual Risk
Operations	High	<ul style="list-style-type: none"> • Health and Safety Policy reviewed on an annual basis • Regular inspection and maintenance of plant and machinery • Risk Assessments undertaken where required • Operative/staff training • Financial reserves in place for emergency works • Experienced operatives/staff 	Low
Flooding	High	<ul style="list-style-type: none"> • High standard of maintenance of drains and pumping stations • Financial reserves in place for emergency works • Investment in capital works • Emergency response/plan 	Low
General Public	Medium	<ul style="list-style-type: none"> • Public liability insurance cover £5m. • Health and Safety Policy in place – Risk Assessments when required 	Low
Employees	High	<ul style="list-style-type: none"> • Employers liability insurance cover £10m. • Health and Safety Policy and Risk Assessments • Assessment and training 	Low
Plant	Medium	<ul style="list-style-type: none"> • High standard of maintenance and inspection • Engineering insurance £500,000 • Motor fleet insurance 	Low
Building Structures/Pumping Plant	Medium	<ul style="list-style-type: none"> • Business Combined Insurance £1,025,367 • Engineering Insurance • Regular maintenance and inspection • Investment in capital works 	Low
Members/Officers	Medium	<ul style="list-style-type: none"> • Code of Conduct • Directors and Officers liability insurance/ Professional indemnity insurance 1m. • Experienced staff/training 	Low
Finance	Medium	<ul style="list-style-type: none"> • Fidelity cover insurance £125,000 • Low risk investments • Regular stock keeping • Finance Regulations in place • Statement of Internal Control in place • Financial reserves in place for emergency works • Internal/external audit 	Low
The Environment	High	<ul style="list-style-type: none"> • Byelaws in place/enforced • Consultation/consent procedure in place • BAP in place • Working practices defined in Conservation Statement • Conservation Consultant • Operative Training 	Low
Insurance	Low	<ul style="list-style-type: none"> • Regular reviews with insurance advisor • Insurance to cover major risks 	Low