



South Holland
Drainage Board

**STATEMENT OF ACCOUNTS
FOR THE YEAR ENDING
31 MARCH 2018**

Kettlewell House
Austin Fields Industrial Estate
King's Lynn
Norfolk
PE30 1PH



NOTE ACCOUNTING POLICIES

1 FINANCIAL REPORTING STANDARDS, REGULATION AND GUIDANCE

- (i) The Board has not elected to prepare a full Statement of Accounts required by larger public bodies (Category 1 Authorities), as provided for in the Local Audit and Accountability Act 2014.
- (ii) The Board has completed this Statement of Accounts in accordance with the Financial Reporting Standard for Smaller Entities 2008 (FRSSE) issued by the Accounting Standards Board (other than in respect of the note required for the defined benefit pension scheme) and has prepared an Annual Return which all Category 2 Authorities are required to do, in accordance with Regulation 11 of the Accounts and Audit Regulations 2015, based on these Accounts. The Board is a Category 2 Authority.
- (iii) The Annual Return has been prepared in accordance with proper practices that are set out in Sections 1 to 4 of the Guidance published by the Association of Drainage Authorities on 30 March 2018. This Statement of Accounts therefore includes the Accounting Statement reported in Section 2 of the Annual Return, which has been reconciled to the Income and Expenditure Account and Balance Sheet stated herein.

2 ACCOUNTING CONCEPTS

These accounts have been prepared in accordance with the following accounting concepts:

Going Concern
Prudence
Accruals

3 FIXED ASSETS

- (i) Fixed Assets are recognised as expenditure on the acquisition, creation or enhancement of fixed assets. Most assets with estimated useful economic lives in excess of one year and a value of £5,000 or above are capitalised on an accruals basis in the Accounts.
- (ii) All fixed Assets are valued on the following basis:
 - Land and buildings are included in the balance sheet at lower of net current replacement cost and net realisable value, net of accumulated depreciation. Net current replacement cost is assessed as:
 - Non-specialised operational properties – existing use value
 - Specialised operational properties – depreciated replacement cost
 - Vehicles, plant and equipment are included at cost less depreciation
- For the purposes of Box 9 in Section 2 of the audited Annual Return, Fixed Assets are recorded at Net Book Value.
- (iii) Disposals are written off at cost less depreciation. Any surplus/deficit arising is charged/credited to Exceptional Items in the Income and Expenditure Account.
- (iv) Depreciation has been provided for using the straight line method.
- (v) The useful lives of the various assets held on the Fixed Asset Register are as follows:

NOTE ACCOUNTING POLICIES (CONTINUED)

Motor Vehicles and Equipment: 4 years
Excavators and Tractors: 5 years
Specialist Plant and Equipment: <= 10 years
Fixed Pumping Plant: 20 years
Lifting Equipment: 5 years
Land: not depreciated
Pumping Stations: 10 years
Buildings: 50 years

4 STOCKS AND WORK IN PROGRESS

Stocks and work in progress are valued at the lower of cost or net realisable value.

5 GOVERNMENT GRANTS AND SUBSIDIES

Government grants and contributions have been credited to the Income and Expenditure Account on an accruals basis.

6 PENSIONS

- (i) The Board participates in the Local Government Pension Scheme, a defined benefit scheme operated by Lincolnshire County Council. The Board paid a contribution of 28.7% on employees pensionable pay into the pension fund in 2017/18.
- (ii) The expected cost of providing pensions, as calculated periodically by professionally qualified actuaries, is charged to the Income and Expenditure Account in order to spread the cost over the service lives of employees in the scheme. Further costs arise in respect of certain pensions paid to retired employees on an unfunded basis.
- (iii) The Board's pension liability has been calculated by the fund actuary as set out in the accompanying report entitled: 'Actuarial Valuation as at 31 March 2018 for FRS17 Purposes' (Appendix 1).
- (iv) The Board also has a share of the pension liability which is attributable to its membership of the Water Management Alliance, a defined benefit scheme operated by Norfolk County Council.

7 TAXATION

Drainage Boards are exempt from Income, Corporation and Capital Gains Taxes. Value Added Tax is included in the Income and Expenditure Account only to the extent that it is irrecoverable.

8 EXCEPTIONAL ITEMS, EXTRAORDINARY ITEMS AND PRIOR YEAR ADJUSTMENTS

- (i) There are no material exceptional or extraordinary items to disclose in the Accounts.
- (ii) Profits or losses on the disposal of fixed assets are shown separately on the face of the Income and Expenditure Account prior to the Operating Net Surplus/(Deficit).



NOTE ACCOUNTING POLICIES (CONTINUED)

9 INCOME RECOGNITION

Income is recognised at the time of invoicing. In the case of Drainage Rates this is on the 1st April annually.

10 RESERVES

The Board holds Reserves as itemised below. The adequacy of these Reserves is reviewed by the Board annually. The purpose of the Reserves can be noted in the Board's [Capital Reserves and Financing Policy](#). This policy is reviewed by the Board triennially.

- (i) General Reserve
- (ii) Development Reserve
- (iii) Plant Renewals Reserve
- (v) Capital Works Reserve
- (vi) Revaluation Reserve
- (vii) Pension Reserve

From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

Notes	Income and Expenditure	Y-T-D BUDGET £	Y-T-D ACTUAL £	Y-T-D VARIANCE £	ANNUAL BUDGET £	PROJECTED OUT-TURN £	PROJECTED VARIANCE £
<u>Income</u>							
	Occupiers Drainage Rates	954,802	954,802	0	954,802	954,802	0
1	Special Levies issued by the Board	1,233,583	1,233,583	0	1,233,583	1,233,583	0
	Grants Applied	186,000	74,831	-111,169	186,000	74,831	-111,169
	Rental Income	3,000	814	-2,186	3,000	814	-2,186
	Income from Rechargeable Works	0	29,404	29,404	0	29,404	29,404
	Investment Interest	20,000	14,317	-5,683	20,000	14,317	-5,683
	Development Contributions	6,391	110,522	104,131	6,391	110,522	104,131
2	Other Income	43,377	74,262	30,885	43,377	74,262	30,885
	Total Income	£2,447,153	£2,492,534	£45,382	£2,447,153	£2,492,534	£45,382
<u>Less Expenditure</u>							
4	Capital Works	1,325,000	660,699	664,301	1,325,000	660,699	664,301
	Environment Agency Precept	145,835	145,835	0	145,835	145,835	0
5	Maintenance Works	1,423,277	1,334,767	88,510	1,423,277	1,334,767	88,510
6	Administration Charges	329,782	317,574	12,208	329,782	317,574	12,208
	Cost of Rechargeable Works	0	6,939	-6,939	0	6,939	-6,939
	Development Expenditure	0	15,343	-15,343	0	15,343	-15,343
3	Net Deficit/(Surplus) on Operating Accounts	0	30,816	-30,816	0	30,816	-30,816
	Total Expenditure	£3,223,894	£2,511,973	£711,921	£3,223,894	£2,511,973	£711,921
	Profit/(Loss) on disposal of Fixed Assets	£0	£6,540	£6,540	£0	£6,540	£6,540
7	Net Surplus/(Deficit)	-£776,741	-£12,899	£763,842	-£776,741	-£12,899	£763,842

From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

Notes	Balance Sheet as at 31-3-2018	Opening Balance £	Movement This Year £	Closing Balance £
8	Fixed Assets			
	Land and Buildings	532,248	-12,905	519,343
	Plant and Equipment	707,865	-73,576	634,289
	Office and RT Equipment	0	0	0
	Pumping Stations	47,026	-15,675	31,351
	Shared Consortium Assets	0	0	0
		1,287,139	-102,156	1,184,983
	Current Assets			
9	Bank Account	342,995	-165,126	177,869
	Stock	5,990	426	6,416
10	Trade Debtors	12,132	29,981	42,113
	Work in Progress	0	220	220
11	Term Deposits	3,200,000	300,000	3,500,000
12	Drainage Rates and Special Levies Due	4,634	-2,444	2,190
	Prepayments	5,908	-1,404	4,504
	Prepayments to WMA	-28,800	13,878	-14,922
	Accrued Interest	0	0	0
	VAT Due	33,559	-18,428	15,131
13	Grants Due	485	-485	0
		3,576,903	156,618	3,733,521
	Less Current Liabilities			
	Trade Creditors	293	26,776	27,069
14.	Holiday Entitlement	2,824	29	2,853
	Accruals	0	0	0
	Payroll Controls	0	0	0
	Drainage Rates Paid in Advance	596	-453	143
		3,713	26,352	30,065
	Net Current Assets	3,573,190	130,266	3,703,456
	Less Long Term Liabilities			
21.	Pension Liability	5,459,000	-7,000	5,452,000
	Net Assets	-£598,671	£35,110	-£563,561
	Reserves			
	Earmarked			
15.	General Reserve	1,389,822	-427,083	962,739
16.	Development Reserve	546,285	86,946	633,231
17.	Plant Reserve	1,545,688	0	1,545,688
18.	Capital Works Reserve	732,447	327,238	1,059,685
20.	Grants Reserve	184,348	56,684	241,032
		4,398,590	43,785	4,442,375
	Non-Distributable			
19.	Revaluation Reserve	461,739	-15,675	446,064
21.	Pension Reserve	-5,459,000	7,000	-5,452,000
		-4,997,261	-8,675	-5,005,936
	Total Reserves	-£598,671	£35,110	-£563,561

P J CAMAMILE MA FCIS
CHIEF EXECUTIVE

S JEFFREY BSc (Hons) FCCA
FINANCE OFFICER



From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

Note Notes to the Accounts

1. Special Levies collected from constituent Billing Authorities were as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
South Holland District Council	1,232,715	1,232,715
Boston Borough Council	868	868
	<u>1,233,583</u>	<u>1,233,583</u>

2. Other Income is made up as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Shared Income from WMA	40,877	60,055
Insurance Claims	0	0
Sundry Income	2,500	10,982
Summons Costs	0	3,225
	<u>43,377</u>	<u>74,262</u>

3. The Net Operating Deficit/(Surplus) for this year is made up as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Labour Operations Account	0	51,629
Mobile Plant Operations Account	0	-20,813
	<u>0</u>	<u>30,816</u>

Detailed operating surpluses/(deficits) for the Labour Operations Account and each item of mobile plant are shown in the Labour Operations and Mobile Plant Operations Reports, which can be made available to members on request.

4. The gross cost of each capital scheme is approved by the Board annually and detailed on the schedule of capital works as managed by the District Engineer, which can be made available to members on request. The Grants Due/(Unapplied) also correspond with the figures shown on the Balance Sheet. The Plant and Development Committee scrutinise this Report every year.
5. The detailed maintenance operations in each sub catchment is approved by the Board annually and shown on the schedule of maintenance works as controlled by the Operations Manager, which can be made available to members on request. Expenditure is summarised as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Labour Charges	472,880	437,416
Plant Charges	334,363	309,288
Out-sourced work	164,487	152,151
Materials	136,039	125,836
Electricity	70,464	65,179
Telemetry	20,242	18,724
Depreciation	7,869	7,279
Insurance	4,950	4,578
Compensation	55,083	50,952
Direct Works	<u>1,266,377</u>	<u>1,171,404</u>
Technical Support Staff Costs	142,760	155,468
Other Technical Support Costs	4,140	3,537
Biodiversity Action Plan Costs	10,000	4,358
Asset Refurbishment Provision	0	0
Maintenance Works	<u>1,423,277</u>	<u>1,334,767</u>

6. Administration charges reflect the Board's share of consortium expenditure (excluding the technical support costs, which are included in the maintenance works expenditure). Detailed expenditure is monitored by the Consortium Management Committee and the Board every three months:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Administration Staff Costs	95,418	92,913
Other Administration Costs	115,164	100,513
Depreciation - Marsh Reeves Refurbishment	6,000	12,904
Drainage Rates AV (Increases)/Decreases	5,000	2,363
Sundry Expenses	0	1,921
Pension Deficit Recovery Payments	100,000	100,000
Sundry Debtors written off	0	0
Settlement Discount taken	8,200	6,960

From: 01 April 2017
 To: 31 March 2018

Period To: 12
 Year Ended: 31 March 2018

Note Notes to the Accounts

329,782 317,574

7. At the time of preparing the Estimates for 2017/18, the Board planned to finance the estimated net deficit as follows:

	Budget
Transfer from the Capital Works Reserve	415,000
Transfer from the Development Reserve	0
Transfer from the Plant Reserve	495,000
Transfer from the Partnership Working Reserve	0
Reducing/(inc.) the Balance of the General Reserve	52,741
(=) Original Estimated Net Deficit	962,741
(-) FDGiA subsequently awarded by EA	-186,000
(=) Estimated Net Deficit	776,741

8. **TANGIBLE FIXED ASSETS**

	Pumping Stations	Land and Buildings	Plant and Equipment	Office & RT Equipment	Total
Cost					
Opening Balance as at 1-4-2017	156,750	871,257	1,733,662	72,771	2,834,440
(+) Additions	0	0	88,327	0	88,327
(-) Disposals	0	0	-90,370	0	-90,370
Closing Balance as at 31-3-2018	156,750	871,257	1,731,619	72,771	2,832,397
Depreciation					
Opening Balance as at 1-4-2017	109,724	339,009	1,025,797	72,771	1,547,301
(+) Depreciation Charge for year	15,675	12,905	141,904	0	170,484
(-) Accumulated depreciation written out on disposal	0	0	-70,370	0	-70,370
Closing Balance as at 31-3-2018	125,399	351,914	1,097,330	72,771	1,647,415
Net Book Value at 1-4-2017	47,026	532,248	707,866	0	1,287,140
Net Book Value at 31-3-2018	31,351	519,343	634,289	0	1,184,983

Full details of all movements during this year are recorded in the Board's Fixed Asset Register. The Board also shares ownership of a proportion of the WMA Office Equipment, which is recorded in the WMA's Fixed Asset Register.

9. Additional sums are now being invested on the short term money market to maximise the return on the working balances, in accordance with the Board's Investment Policy. The Bank Current Account is reconciled as follows:

	2016/17	2017/18
Opening Balance as at 1-4-2017	91,030	342,995
Receipts	4,643,418	4,808,587
Payments	-4,391,453	-4,973,714
Closing Balance as at 31-3-2018	342,995	177,869
Balance on Statement as at 31-3-2018	382,018	213,412
Less: Unpresented Payments	-39,023	-35,734
Add: Unpresented Receipts	0	191
Closing Balance as at 31-3-2018	342,995	177,869

10. The Aged Debtor profile is currently as follows:

	Amount	Number of Debtors	
Debt period			
<=30 days	27,714	6	
>30 days and <=60 days	14,661	1	Paid 13/04/2018
>60 days and <=90 days	0	0	
>90 days	-262	2	
	42,113	9	
>90 days			
KI0002	-290	31/07/2015	Planning Department

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Note Notes to the Accounts

CA0002	28	25/05/2017 Annual Rent
	-262	

11. Term Deposits are currently as follows:

Financial Institution	Capital	Investment Date	Maturity Date	Interest Rate
Natwest Treasury Reserve Deposit	500,000	26/10/2017	26/10/2018	0.56%
National Counties Building Society	500,000	02/02/2018	16/04/2018	0.49%
Nottingham Building Society	500,000	02/02/2018	30/04/2018	0.48%
Skipton Building Society	500,000	15/02/2018	15/05/2018	0.35%
Newcastle Building Society	500,000	28/02/2018	31/05/2018	0.43%
Progressive Building Society	500,000	15/03/2018	15/06/2018	0.50%
Principality Building Society	500,000	29/03/2018	29/06/2018	0.54%
	3,500,000			

12. Special Levies are paid by Constituent Councils in two halves due on 1 May and 1 November every year. There are currently 50 Ratepayers that have not paid their Drainage Rates for 2017/18, as compared to 76 Ratepayers this time last year. Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

	2016/17	2017/18
Arrears b/fwd	23,293	4,634
Drainage Rates for the year	931,920	955,307
Special Levies for the year	1,203,529	1,233,584
New Assessments	8,536	2,258
Value Decreases	-33,166	-20,117
Value Increases	24,675	18,088
Payments Received	-2,116,009	-2,136,213
Settlement Discount	-8,600	-6,958
Returned/(Represented) amounts	39,191	830
Summons Collection Costs	5,550	3,750
Irrecoverables and write offs	-24,185	-2,838
Sundry adjustments	1,696	457
Compensation	-51,796	-50,590
Arrears c/fwd	4,634	2,190

13. Grants Due on the following scheme (£99,000 received on 5/04/2017):

	2016/17	2017/18
SCH58 Sutton St James Pump Refurbishment	485	0
	485	0

14. The Holiday Entitlement Control relates to frozen holiday pay for the following employees. This liability will increase every year by the rate of wage increase until the employees retire, which was agreed by the Board's predecessors in 1974:

	2016/17	Increase (%)	2017/18
Works Supervisor (S12): 21 days	2,824	1%	2,853

15. Movements on the General Reserve are made up as follows:

	2016/17	2017/18
Opening Balance as at 1-4-2017	1,532,073	1,389,822
Net Surplus/(Deficit) for the year	332,002	-12,900
Net transfer (to)/from Capital Works Reserve	-360,213	-327,238
Net contributions transferred to Development Reserve	-114,041	-86,946
Transfer balance from Plant Reserve	0	0
Closing Balance as at 31-3-2018	1,389,822	962,739

16. Movements on the Development Reserve are made up as follows:

	2016/17	2017/18
Opening Balance as at 1-4-2017	432,244	546,285



South Holland Drainage Board

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Note Notes to the Accounts

Net contributions transferred from General Reserve	114,041	86,946
Closing Balance as at 31-3-2018	<u>546,285</u>	<u>633,231</u>

17. Movements on the Plant Reserve are made up as follows:

	<u>2016/17</u>	<u>2017/18</u>
Opening Balance as at 1-4-2017	1,545,688	1,545,688
Net contributions transferred from General Reserve	0	0
Closing Balance as at 31-3-2018	<u>1,545,688</u>	<u>1,545,688</u>

18. The Capital Works Reserve is currently made up as follows:

	<u>2016/17</u>	<u>Tfr from/(to)</u> <u>Gen. Reserve</u>	<u>2017/18</u>
N/A Unallocated, available for partnership working	143,932	0	143,932
SCH52 Holbeach River Outfall Sluice Refurbishment	0	0	0
SCH52 Holbeach River Outfall Sluice Refurbishment Tfr to unallocated	0	0	0
SCH18 Telemetry	0	3,369	3,369
ASSORT. Catchment Modelling	42,885	0	42,885
SCH57 Doningtons Pump Refurbishment	208,881	-83,380	125,501
SCH58 Sutton St James Pump Refurbishment	316,749	0	316,749
SCH61 Peartree Hill Pump Weedscreen Cleaner	10,000	-648	9,352
SCH54 Exeter Drain North Upstream of Halmergate	10,000	41,014	51,014
SCH55 Fleet Haven Pump Refurbishment	0	50,000	50,000
SCH63 Exeter Drain North Downstream of Halmergate	0	7,933	7,933
SCH65 Westmere P/S and Sluice Refurbishment	0	308,950	308,950
	<u>732,447</u>	<u>327,238</u>	<u>1,059,685</u>

19. Movements on the Revaluation Reserve are made up as follows:

Opening Balance as at 1-4-2017	<u>461,739</u>
Less:	
Pumping Station Depreciation	-15,675
Workshop Historic Cost written out	0
Closing Balance as at 31-3-2018	<u>446,064</u>

20. Movements on the Grants Reserve are made up as follows:

Opening Balance as at 1-4-2017	<u>184,348</u>
Add Grant Received	132,000
Less: Grant Applied	-74,831
Less: Grants Due 16/17 (see Note 13)	-485
Closing Balance as at 31-3-2018	<u>241,032</u>

	<u>2016/17</u>	<u>2017/18</u>
SCH14 Health & Safety Works	0	0
SCH22 Little Holland Pumping Station Refurbishment	0	0
SCH23 Wisemans Pumping Station	2,445	2,445
SCH25 South Holland Main Drain Sluice Refurbishment	949	949
SCH27 Generator Connections	5,324	5,324
SCH29 Catchment Modelling Fleet Fen	9,120	9,120
SCH30 Catchment Modelling Peartree Hill	0	0
SCH31 Catchment Modelling Doningtons	3,659	3,659
SCH32 Peartree Pump Replacement	9,246	9,246
SCH33 Fleet Fen Refurbishment	4,200	4,200
SCH34 Lords Sluice Preliminaries	0	0
SCH35 Catchment Modelling Little Holland	655	655
SCH36 Catchment Modelling Roses	465	467
SCH41 Lords Sluice Refurbishment	61,285	61,285
SCH52 Holbeach River Outfall Sluice Refurbishment	0	0
SCH64 Doningtons Pump Refurbishment	77,000	41,330



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Note Notes to the Accounts

SCH65	Westmere Pumping Station & Sluice Refurb Study	10,000	41,950
SCH66	Sutton St James Pump Refurbishment	0	60,405
		184,348	241,032

21. Pension Liability

- (i) The Pension Liability is calculated by the Local Government Pension Scheme (LGPS) Fund Actuary at the end of every financial year. It is a notional liability that is shown as a Long Term Liability on the Balance Sheet. This figure is meant to show the extent of the Board's liability at the Balance Sheet date, based on a number of actuarial assumptions. However it is important to note that this sum does not represent an estimate of the exit cost of withdrawing from the LGPS at the Balance Sheet date.
- (ii) The Board is a member of the Water Management Alliance Consortium and as such also has a proportion of the pension liability for the shared staff that are employed by King's Lynn IDB, t/a the Water Management Alliance. The Fund Actuary for Norfolk County Council has prepared a separate Report for the Water Management Alliance, which identifies a notional net pension liability of £1,908,000 as at 31 March 2018 that is shared by all 5 Member Boards. The Board's share of this pension liability is set out every year in the WMAs Basis of Apportionment, which was approved by the Board on 08 February 2017.

22. Related Party Transactions

- (i) The Board uses Rating Software for the collection of Drainage Rates known as DRS. The software was developed by Mr P J Camamile, the Chief Executive, and is supported by Byzantine Ltd. Mr P J Camamile is the Company Secretary of Byzantine Ltd, and his wife, Mrs P Camamile is a Director. Both are shareholders.
- (ii) R. Price has performed pump attendance duties at the Board's pumping stations during the year, for which he has been paid £15,000. Mr R Price is the son of Mr A Price, Operations Manager.
- (iii) The Board is a member of the Water Management Alliance Consortium, who provide administrative services to the Board. The Board has 3 representatives who serve on the Consortium Management Committee, that include the Chairman and Vice Chairman of the Board.

P J CAMAMILE MA FCIS
CHIEF EXECUTIVE

S JEFFREY BSc (Hons) FCCA
FINANCE OFFICER

From: 01 April 2017
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Our ID	Capital Works	EA Ref.	GiA Level %	Actual 2016/17	Actual 2017/18	Annual Estimate 2017/18 £	Variance (2017/18) £	Cumulative Gross Cost C/Fwd £	Approved Cost £	Variance (adverse)/favourable £	Grant Receivable £	Grant Received B/Fwd £	Grant Received £	Grant Received C/Fwd £	Grant Due/ (Unapplied) £	Grant Applied £
Grant Aided Works:																
SCH14	Health and Safety works	IDB0092	45%	0	0	0	0	195,859	290,500	94,641	88,137	88,137	0	88,137	0	0
SCH22	Little Holland Pumping Station Refurbishment	IDB0093	45%	1,100	0	0	0	291,020	291,020	0	130,950	130,950	0	130,950	0	0
SCH23	Wisemans Pumping Station	IDB0091	45%	5,400	0	0	0	239,567	245,000	5,433	107,805	110,250	0	110,250	-2,445	0
SCH25	South Holland Main Drain Sluice Refurbishment	IDB0116	45%	1,900	0	0	0	487,892	490,000	2,108	219,551	220,500	0	220,500	-949	0
SCH26	Catchment Modelling Clay Lake/Wisemans	IDB0112	45%	0	0	0	0	26,604	31,000	4,396	11,972	11,972	0	11,972	0	0
SCH27	Generator Connections	IDB0107	45%	5,800	0	0	0	98,170	152,000	53,830	44,176	49,500	0	49,500	-5,324	0
SCH29	Catchment Modelling Fleet Fen	IDB0147	45%	3,400	0	0	0	28,734	49,000	20,266	12,930	22,050	0	22,050	-9,120	0
SCH30	Catchment Modelling Peartree Hill	IDB0124	45%	1,400	0	0	0	21,447	21,447	0	9,450	9,450	0	9,450	0	0
SCH31	Catchment Modelling Donningtons	IDB0125	45%	2,950	0	0	0	11,869	20,000	8,131	5,341	9,000	0	9,000	-3,659	0
SCH32	Peartree Pump Replacement	IDB0151	45%	6,600	0	0	0	109,452	130,000	20,548	49,254	58,500	0	58,500	-9,246	0
SCH33	Fleet Fen Refurbishment	IDB0152	45%	8,150	0	0	0	160,667	170,000	9,333	72,300	76,500	0	76,500	-4,200	0
SCH34	George Hay Preliminaries	IDB0169	45%	600	0	0	0	20,480	20,480	0	9,000	9,000	0	9,000	0	0
SCH35	Catchment Modelling Little Holland	IDB0170	45%	2,400	0	0	0	29,656	31,112	1,456	13,345	14,000	0	14,000	-655	0
SCH36	Catchment Modelling Roses	IDB0171	45%	1,050	0	0	0	3,408	4,444	1,036	1,533	2,000	0	2,000	-467	0
SCH41	George Hay Refurbishment	IDB0229	45%	73,800	0	0	0	362,809	499,000	136,191	163,264	224,549	0	224,549	-61,285	0
SCH42	Holbeach River Outfall Sluice Refurb. Prelim. Work	IDB0249	100%	0	0	0	0	31,438	38,000	6,562	30,000	30,000	0	30,000	0	0
SCH64	Doningtons Pump Refurbishment	IDB0398	42.780%	0	83,380	0	-83,380	83,380	180,000	96,620	35,670	77,000	0	77,000	-41,330	35,670
SCH65	Westmere Pumping Station & Sluice Refurbishment Study	IDB0399	100%	0	1,050	310,000	308,950	1,050	43,000	41,950	1,050	10,000	33,000	43,000	-41,950	1,050
SCH66	Sutton St James Pump Refurbishment	IDB0397	20.625%	2,351	184,782	440,000	255,218	187,133	480,000	292,867	38,596	0	99,000	99,000	-60,405	38,111
				116,901	269,213	750,000	480,787	2,390,636	3,186,003	795,367	1,044,326	1,153,357	132,000	1,285,357	-241,032	74,831
Local Levy Aided:																
SCH43	Clay Lake Pumping Station Refurbishment	LL021	N/A	0	0	0	0	383,408	375,297	-8,111	257,000	257,000	0	257,000	0	0
Grant/Local Levy Aided:																
SCH52	Holbeach River Outfall Sluice Refurbishment	IDB0273	N/A	0	403	0	-403	670,874	705,000	34,126	425,000	425,000	0	425,000	0	0
Non-Grant Aided Works:																
SCH18	Telemetry Renewal	N/A	0%	104,063	31,631	35,000	3,369	183,977	20,000	-163,977	0	0	0	0	0	0
SCH35	Catchment Modelling Little Holland	N/A	0%	0	0	0	0	25,955	29,888	3,933	0	0	0	0	0	0
SCH36	Catchment Modelling Roses	N/A	0%	0	0	0	0	6,950	7,556	606	0	0	0	0	0	0
SCH37	Winters Lane Drain Improvements	N/A	0%	0	0	0	0	19,170	40,000	20,830	0	0	0	0	0	0
SCH38	Catchment Modelling Gotts	N/A	0%	0	0	0	0	7,000	7,000	0	0	0	0	0	0	0
SCH39	Catchment Modelling Sutton St James	N/A	0%	0	0	0	0	13,838	14,000	162	0	0	0	0	0	0
SCH40	Catchment Modelling Free Discharge Area	N/A	0%	0	0	0	0	60,022	63,000	2,978	0	0	0	0	0	0
SCH44	Catchment Modelling Westmere	N/A	0%	0	0	0	0	9,733	12,500	2,768	0	0	0	0	0	0
SCH45	Catchment Modelling Fleet Haven	N/A	0%	0	0	0	0	16,848	19,800	2,953	0	0	0	0	0	0
SCH46	Catchment Modelling Dawsmere	N/A	0%	0	0	0	0	12,815	15,400	2,585	0	0	0	0	0	0
SCH47	Catchment Modelling Lords/Wragg Marsh	N/A	0%	0	0	0	0	31,699	34,000	2,301	0	0	0	0	0	0
SCH48	Catchment Modelling Lawyers	N/A	0%	0	0	0	0	23,919	25,000	1,082	0	0	0	0	0	0
SCH49	Catchment Modelling Andersons	N/A	0%	0	0	0	0	3,274	13,300	10,026	0	0	0	0	0	0
SCH50	Catchment Modelling Holbeach River	N/A	0%	0	0	0	0	58,900	67,000	8,100	0	0	0	0	0	0
SCH51	Catchment Modelling Luton Leam	N/A	0%	13,618	0	0	0	59,963	60,000	37	0	0	0	0	0	0
SCH53	Second Line Bank Investigation	N/A	0%	0	0	0	0	2,960	5,000	2,040	0	0	0	0	0	0
SCH54	Exeter Drain North Upstream of Halmergate	N/A	0%	1,385	48,986	90,000	41,014	54,902	100,000	45,098	0	0	0	0	0	0
SCH55	Fleet Haven Pump Refurbishment	N/A	0%	0	0	50,000	50,000	15,848	20,000	4,152	0	0	0	0	0	0
SCH56	Dawsmere Pump Refurbishment	N/A	0%	0	0	0	0	14,821	20,000	5,179	0	0	0	0	0	0
SCH57	Doningtons Pump Refurbishment	N/A	0%	8,110	0	145,000	145,000	301,120	305,000	3,880	0	0	0	0	0	0
SCH58	Sutton St James Pump Refurbishment	N/A	0%	0	0	0	0	900	1,000	100	0	0	0	0	0	0
SCH60	Modelling - general	N/A	0%	8,880	8,231	20,000	11,769	17,111	20,000	2,889	0	0	0	0	0	0
SCH61	Peartree Hill Pump Weedscreen Cleaner	N/A	0%	15,804	70,648	70,000	-648	86,452	95,000	8,548	0	0	0	0	0	0
SCH62	Lawyers Pump Weedscreen Cleaner	N/A	0%	34,696	93,540	90,000	-3,540	128,236	120,000	-8,236	0	0	0	0	0	0
SCH63	Exeter Drain North Downstream of Halmergate	N/A	0%	17,099	67,067	75,000	7,934	84,165	346,000	261,835	0	0	0	0	0	0
SCH70	Beggars Bush Drain	N/A	0%	0	68,589	0	-68,589	68,589	50,000	-18,589	0	0	0	0	0	0
SCH71	Bell Row Improvement	N/A	0%	0	2,391	0	-2,391	2,391	30,000	27,609	0	0	0	0	0	0
				203,656	391,083	575,000	183,917	1,311,555	1,540,444	228,889	0	0	0	0	0	0
Totals				£320,556	£660,699	£1,325,000	£664,301	£4,756,473	£5,806,744	£1,050,271	£1,726,326	£1,835,357	£132,000	£1,967,357	-£241,032	£74,831

From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

Our ID	Capital Works	EA Ref.	GiA Level %	Actual 2016/17	Actual 2017/18	Annual Estimate 2017/18 £	Variance (2017/18) £	Cumulative Gross Cost C/Fwd £	Approved Cost £	Variance (adverse)/ favourable £	Grant Receivable £	Grant Received B/Fwd £	Grant Received £	Grant Received C/Fwd £	Grant Due/ (Unapplied) £	Grant Applied £
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Grant Aided Works:

K L J VINES
DISTRICT ENGINEER



From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

MAINTENANCE		Actual 2016/17 £	Actual 2017/18 £	Annual Estimate £	Variance £
DRAINS					
DM01	Hand Roding	7,933.33	4,798.10	8,300	3,502
DM02	Mechanical Roding	436,536.99	449,835.30	420,000	-29,835
DM03	Chemical Weed Control	6,497.60	6,681.70	7,500	818
DM04	Mudding Channels	114,575.72	81,971.49	125,000	43,029
DM05	Cleansing Culverts and Inspecting Pipes	43,343.38	37,425.19	38,000	575
DM06	Bushing and Tree Coppicing	26,438.07	61,305.92	63,000	1,694
DM07	Vermin Control	9,893.50	10,679.50	14,000	3,321
DM08	New Access Works	28,130.38	24,546.45	40,000	15,454
DM09	Slip Repairs	51,884.24	91,214.19	60,000	-31,214
DM10	Reinstating Land Tile Outfalls	14,555.03	37,308.52	60,820	23,511
DM11	Culvert Repairs and Renewals	215,670.97	141,552.65	100,000	-41,553
DM12	Gauge Boards	147.64	0.00	2,000	2,000
DM13	Fencing	3,974.97	7,050.00	4,000	-3,050
DM14	Gates	7,651.52	148.00	8,000	7,852
DM15	Rubbish Clearance (Inert)	11,020.95	9,285.50	13,000	3,715
DM16	Rubbish Clearance (Vehicles)	245.00	117.00	1,000	883
DM17	Rubbish Clearance (Hazardous)	50.00	346.61	1,000	653
DM18	Rubbish Clearance (Tyres)	156.00	574.05	1,000	426
DM19	Wracking	28.05	2,207.10	4,000	1,793
DM20	General Duties	11,084.45	8,447.59	10,000	1,552
DM21	Freshwater Feeds	0.00	0.00	1,500	1,500
		£989,817.79	£975,494.86	£982,120	£6,625

PR02	Telemetry	6,250.00	9,969.45	10,000	31
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PUMPING STATIONS

PS01	Fleet Haven	11,178.21	13,499.97	12,263	-1,237
PS02	Dawsmere	10,111.29	7,597.28	12,263	4,666
PS03	Lords	7,305.03	8,490.25	12,263	3,773
PS04	Fleet Fen	12,287.94	17,302.60	12,262	-5,041
PS05	Clay Lake	10,975.59	14,149.94	12,262	-1,888
PS06	Wisemans	28,458.35	17,658.05	12,262	-5,396
PS07	Peartree Hill	5,427.88	7,107.03	12,262	5,155
PS08	Donningtons	5,018.90	7,036.94	12,262	5,225
PS09	Little Holland	15,152.72	22,553.71	12,262	-10,292
PS10	Sutton St James	3,698.53	5,667.47	12,262	6,595
PS11	Manor Farm	3,529.55	11,624.84	12,262	637
PS12	Westmere	3,778.30	2,322.63	12,262	9,939
PS13	Holbeach Bank	327.11	3,863.20	12,262	8,399
PS14	Gotts	-627.13	2,266.61	12,262	9,995
PS15	Roses	3,389.05	2,708.39	12,262	9,554
PS16	Lawyers	48,009.01	24,561.88	12,262	-12,300
PS17	New Pumping Station	13,923.16	5,628.53	12,262	6,633
		£181,943.49	£174,039.32	£208,457	£34,418

TIDAL SLUICES

TS01	George Hay	0.00	35.00	4,285	4,250
TS04	Holbeach River	1,243.92	35.00	4,286	4,251
TS05	Lawyers	991.15	0.00	4,286	4,286
TS06	Lutton Leam	2,915.11	470.96	4,286	3,815
TS07	Westmere	125.00	175.95	4,286	4,110
TS08	Sutton Bridge	12,535.98	8,017.18	15,000	6,983



From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

MAINTENANCE		Actual 2016/17 £	Actual 2017/18 £	Annual Estimate £	Variance £
TS09	Wragg Bridge Outfall	153.75	0.00	4,286	4,286
TS10	Bubble Curtain	0.00	0.00	4,285	4,285
		£17,964.91	£8,734.09	£45,000	£36,266
SECOND LINE SLUICES					
SL01	Fosdyke Marsh	0.00	0.00	1,000	1,000
SL02	Moulton River	46,658.88	1,365.80	2,000	634
SL03	New Sea Bank Outfall	0.00	0.00	1,000	1,000
SL04	Wards Enclosure Soke Dyke	0.00	0.00	1,000	1,000
SL05	Holbeach River Old Sluice	2,600.45	441.00	2,000	1,559
SL06	Andersons	0.00	0.00	1,000	1,000
SL07	Thimbleby	154.14	213.80	2,000	1,786
SL08	Salt Marsh Soke Dyke	9.90	0.00	1,000	1,000
SL09	Coffee Tan	0.00	0.00	1,000	1,000
SL10	Daisy Hall	0.00	0.00	1,000	1,000
SL11	Gedney Enclosure to Dawsmere	0.00	0.00	1,000	1,000
SL12	Gedney Enclosure	154.14	213.80	2,000	1,786
SL13	J C Mossops Enclosure	0.00	0.00	1,000	1,000
SL14	Lutton Leam - Salt Lake	0.00	0.00	1,000	1,000
SL15	Lutton Leam Road Bridge	773.01	931.96	2,000	1,068
		£50,350.52	£3,166.36	£20,000	£16,834
WATER LEVEL CONTROL STRUCTURES					
WL01	Decoy	0.00	0.00	800	800
WL02	Wheatmere	0.00	0.00	0	0
WL03	St Catherines	0.00	0.00	0	0
WL04	Bell Row	0.00	0.00	0	0
WL05	Brother House Bar	0.00	0.00	0	0
WL06	Ropers Bridge (Whaplode River)	0.00	0.00	0	0
WL07	Quick Lane Drain Connection	0.00	0.00	0	0
WL08	Quick Lane Intake (SHMD)	0.00	0.00	0	0
WL09	Oxcroft Connection	0.00	0.00	0	0
WL11	Jekyls Bank (Quick Lane)	0.00	0.00	0	0
		£0.00	£0.00	£800	£800
DIRECT WORKS		£1,246,326.71	£1,171,404.08	£1,266,377	£94,973
TECHNICAL SUPPORT STAFF COSTS		142,221.00	155,468	142,760	-12,708
TECHNICAL SUPPORT OTHER COSTS		3,193.00	3,537	4,140	603
BIODIVERSITY ACTION PLAN COSTS		5,619.00	4,358	10,000	5,642
ASSET REFURBISHMENT PROVISION		0.00	0.00	0	0
CONTINGENCY		0.00	0.00	0	0
WORKSHOP OVERHEAD (MOVED TO LABOUR OPS AC)		0.00	0.00	0	0
MAINTENANCE WORKS		£1,397,359.71	£1,334,766.62	£1,423,277	£88,510

A D PRICE
OPERATIONS MANAGER

From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

MAINTENANCE		Actual 2017/18 £	Plant Charges £	Labour Charges £	Out-Sourced Work £	Materials £	Electricity £	Telemetry £	Depreciation £	Insurance £	Compensation £
DRAINS											
DM01	Hand Roding	4,798.10	170.10	4,628.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DM02	Mechanical Roding	449,835.30	191,792.92	177,643.00	5,203.44	24,243.64	0.00	0.00	0.00	0.00	50,952.30
DM03	Chemical Weed Control	6,681.70	392.65	5,694.00	358.50	236.55	0.00	0.00	0.00	0.00	0.00
DM04	Mudding Channels	81,971.49	21,406.95	37,070.00	19,015.00	4,479.54	0.00	0.00	0.00	0.00	0.00
DM05	Cleansing Culverts and Inspecting Pipes	37,425.19	762.15	4,781.00	31,710.00	172.04	0.00	0.00	0.00	0.00	0.00
DM06	Bushing and Tree Coppicing	61,305.92	19,941.55	36,588.00	4,640.00	136.37	0.00	0.00	0.00	0.00	0.00
DM07	Vermin Control	10,679.50	0.00	285.00	10,184.50	210.00	0.00	0.00	0.00	0.00	0.00
DM08	New Access Works	24,546.45	4,314.10	8,697.00	42.84	11,492.51	0.00	0.00	0.00	0.00	0.00
DM09	Slip Repairs	91,214.19	25,590.00	34,828.00	631.20	30,164.99	0.00	0.00	0.00	0.00	0.00
DM10	Reinstating Land Tile Outfalls	37,308.52	7,155.55	9,269.00	1,085.00	19,798.97	0.00	0.00	0.00	0.00	0.00
DM11	Culvert Repairs and Renewals	141,552.65	27,287.85	69,125.38	15,798.01	29,341.41	0.00	0.00	0.00	0.00	0.00
DM12	Gauge Boards	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DM13	Fencing	7,050.00	144.00	558.00	1,962.90	4,385.10	0.00	0.00	0.00	0.00	0.00
DM14	Gates	148.00	33.00	115.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DM15	Rubbish Clearance (Inert)	9,285.50	1,535.90	5,018.00	2,731.60	0.00	0.00	0.00	0.00	0.00	0.00
DM16	Rubbish Clearance (Vehicles)	117.00	0.00	117.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DM17	Rubbish Clearance (Hazardous)	346.61	0.00	0.00	300.00	46.61	0.00	0.00	0.00	0.00	0.00
DM18	Rubbish Clearance (Tyres)	574.05	158.05	416.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DM19	Wracking	2,207.10	803.10	1,404.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DM20	General Duties	8,447.59	108.35	8,284.00	0.00	55.24	0.00	0.00	0.00	0.00	0.00
DM21	Freshwater Feeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		£975,494.86	£301,596.22	£404,520.38	£93,662.99	£124,762.97	£0.00	£0.00	£0.00	£0.00	£50,952.30
PR02	Telemetry	9,969.45	64.90	304.00	0.00	0.00	0.00	9,600.55	0.00	0.00	0.00
PUMPING STATIONS											
PS01	Fleet Haven	13,499.97	112.20	1,128.00	1,870.77	0.00	7,880.45	783.52	1,455.72	269.31	0.00
PS02	Dawsmere	7,597.28	138.60	653.00	1,677.95	0.00	2,680.53	722.17	1,455.72	269.31	0.00
PS03	Lords	8,490.25	567.05	2,299.00	1,697.59	0.00	1,913.58	288.00	1,455.72	269.31	0.00
PS04	Fleet Fen	17,302.60	813.55	3,545.00	6,482.14	0.00	5,429.83	762.77	0.00	269.31	0.00
PS05	Clay Lake	14,149.94	948.75	3,528.00	7,725.05	0.00	1,028.59	650.24	0.00	269.31	0.00
PS06	Wisemans	17,658.05	288.20	1,698.00	3,962.68	0.00	9,339.95	644.19	1,455.72	269.31	0.00
PS07	Peartree Hill	7,107.03	176.55	2,109.00	1,522.80	0.00	2,367.12	662.25	0.00	269.31	0.00
PS08	Donningtons	7,036.94	353.65	1,862.00	3,885.94	0.00	0.00	666.04	0.00	269.31	0.00

From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

MAINTENANCE		Actual 2017/18 £	Plant Charges £	Labour Charges £	Out-Sourced Work £	Materials £	Electricity £	Telemetry £	Depreciation £	Insurance £	Compensation £
SL14	Lutton Leam - Salt Lake	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SL15	Lutton Leam Road Bridge	931.96	0.00	0.00	931.96	0.00	0.00	0.00	0.00	0.00	0.00
		£3,166.36	£424.00	£728.00	£2,014.36	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
WATER LEVEL CONTROL STRUCTURES											
WL01	Decoy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL02	Wheatmere	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL03	St Catherines	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL04	Bell Row	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL05	Brother House Bar	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL06	Ropers Bridge (Whaplode River)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL07	Quick Lane Drain Connection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL08	Quick Lane Intake (SHMD)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL09	Oxcroft Connection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WL11	Jekyls Bank (Quick Lane)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
DIRECT WORKS		£1,171,404.08	£309,287.57	£437,416.38	£152,151.47	£125,836.25	£65,179.24	£18,723.71	£7,278.84	£4,578.32	£50,952.30

A D PRICE
OPERATIONS MANAGER

From: 01 April 2017
 To: 31 March 2018

 Period To: 12
 Year Ended: 31 March 2018

Plant ID	Mobile Plant Operations Account	Productive Units	Charge Out Unit	£ Per Unit	Notional Income	Third Party R & M	In-house R & M	Fuels	RFL & Insurance	Plant Hire	Depreciation	Total Expenditure	Over/(Under) Recovery
7119	Volvo - AE59 FWO - MR	739	Hours	22.00	16,258.00	12,143.26	1,045.00	4,087.28	401.00	0.00	9,999.00	27,675.54	-11,417.54
7120	Volvo - AE62 CRZ - MR	1,475	Hours	22.00	32,450.00	3,521.72	2,114.00	4,905.32	579.00	0.00	6,750.00	17,870.04	14,579.96
7121	Caterpillar AJ13 YDN - LR	1,818	Hours	22.00	39,985.00	3,611.93	1,914.00	10,236.03	758.00	0.00	15,964.20	32,484.16	7,500.84
7122	Caterpillar Excavator - MR	1,672	Hours	22.00	36,773.00	3,224.03	1,170.00	5,851.91	805.00	0.00	16,846.80	27,897.74	8,875.26
7123	Caterpillar Excavator - MR	911	Hours	22.00	20,031.00	1,559.36	342.00	5,318.53	803.00	0.00	16,846.80	24,869.69	-4,838.69
	360 Excavators	6,614			145,497.00	24,060.30	6,585.00	30,399.07	3,346.00	0.00	66,406.80	130,797.17	14,699.83
7332	Toyota Hilux - AD03 BVV	2,222	Miles	0.55	1,222.10	40.00	38.00	185.90	71.05	0.00	0.00	334.95	887.15
7334	Toyota Hilux - AO58 UUN	2,209	Miles	0.55	1,214.95	35.90	399.00	828.67	305.50	0.00	0.00	1,569.07	-354.12
7335	Toyota Hilux - AF60 VYN	15,399	Miles	0.55	8,469.45	2,624.92	342.00	2,403.02	297.00	0.00	0.00	5,666.94	2,802.51
7336	Toyota Hilux - AU62 OUS	5,145	Miles	0.55	2,829.75	0.00	0.00	1,185.62	357.45	0.00	0.00	1,543.07	1,286.68
	Pooled Vehicles	24,975			13,736.25	2,700.82	779.00	4,603.21	1,031.00	0.00	0.00	9,114.03	4,622.22
7151	JCB - KX05 0BK	444	Hours	16.00	7,096.00	305.29	817.00	1,243.68	239.00	0.00	0.00	2,604.97	4,491.03
	JCBs	444		16.00	7,096.00	305.29	817.00	1,243.68	239.00	0.00	0.00	2,604.97	4,491.03
7438	John Deere - FX08 CDY	154	Hours	16.00	2,456.00	907.06	152.00	344.33	148.00	0.00	0.00	1,551.39	904.61
7439	Claas - FX11 EWA	847	Hours	16.00	13,544.00	4,343.19	513.00	2,990.00	-29.00	0.00	0.00	7,817.19	5,726.81
7440	New Holland - EU11 MVP	1,259	Hours	16.00	20,136.00	4,223.32	769.00	3,765.18	148.00	0.00	0.00	8,905.50	11,230.50
7441	John Deere - FX13 BDY	1,038	Hours	16.00	16,608.00	3,674.93	83.00	3,603.23	297.00	0.00	9,000.00	16,658.16	-50.16
7442	Claas - FX14 AYD	1,434	Hours	16.00	22,936.00	15,581.68	1,538.00	6,164.53	398.00	0.00	9,591.36	33,273.57	-10,337.57
7443	Claas Arion - FX17 DFE	992	Hours	16.00	15,872.00	1,395.58	2,193.00	5,141.95	357.82	0.00	10,975.44	20,063.79	-4,191.79
	Tractors	4,730			91,552.00	30,125.76	5,248.00	22,009.22	1,319.82	0.00	29,566.80	88,269.60	3,282.40
7490	Trailers (9)	0	N/A	N/A	0.00	3,643.47	7,488.00	72.56	0.00	0.00	3,265.18	14,469.21	-14,469.21
7491	Sweeping Brush	0	Hours	6.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7492	Generators	0	Hours	20.00	0.00	447.93	0.00	0.00	0.00	0.00	0.00	447.93	-447.93
7541	Herder Rapier Flail	619	Hours	12.00	7,428.00	0.00	190.00	0.00	0.00	0.00	0.00	190.00	7,238.00
7544	Bomford Condor	603	Hours	12.00	7,236.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,236.00
7545	Berky Tree Cutter	213	Hours	12.00	2,556.00	36.20	0.00	0.00	0.00	0.00	0.00	36.20	2,519.80
7546	Habbig Tree Cutter	755	Hours	12.00	9,054.00	573.25	2,394.00	0.00	0.00	0.00	0.00	2,967.25	6,086.75
7547	Herder Grenadier	882	Hours	12.00	10,578.00	1,070.04	2,470.00	295.00	0.00	0.00	0.00	3,835.04	6,742.96
7548	Herder Rapier BK HAB Flail	277	Hours	12.00	3,318.00	937.94	2,299.00	0.00	0.00	0.00	5,476.08	8,713.02	-5,395.02
7549	Herder KMZ150 Flail Mower	266	Hours	12.00	3,186.00	190.98	1,102.00	0.00	0.00	0.00	2,300.04	3,593.02	-407.02
7550	Herder KMZ150 Flail	535	Hours	12.00	6,414.00	142.84	171.00	0.00	0.00	0.00	2,400.00	2,713.84	3,700.16
7551	Herder Rapier BK HAB Flail	720	Hours	12.00	8,634.00	1,973.44	1,767.00	0.00	0.00	0.00	6,999.96	10,740.40	-2,106.40
7552	McConnell Multisaw Head	0	Hours	12.00	0.00	0.00	0.00	0.00	0.00	0.00	875.04	875.04	-875.04
7553	TMK Tree Shear	0	Hours	12.00	0.00	0.00	0.00	0.00	0.00	0.00	740.04	740.04	-740.04
	Flail Mowers	4,867			58,404.00	4,924.69	10,393.00	295.00	0.00	0.00	18,791.16	34,403.85	24,000.15
7900	Water Pumps	80	Hours	10.00	800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800.00
7901	Montabert Breaker	0	Hours	25.00	0.00	0.00	76.00	0.00	0.00	0.00	0.00	76.00	-76.00
7902	Diesel Pump 8"	0	Hours	10.00	0.00	0.00	0.00	0.00	0.00	0.00	1,191.96	1,191.96	-1,191.96
7903	Diesel Pump 6"	28	Hours	10.00	275.00	0.00	0.00	0.00	0.00	0.00	951.84	951.84	-676.84
	Specialist Equipment	80			1,075.00	0.00	76.00	0.00	0.00	0.00	2,143.80	2,219.80	-1,144.80

From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

Plant ID	Mobile Plant Operations Account	Productive Units	Charge Out Unit	£ Per Unit	Notional Income	Third Party R & M	In-house R & M	Fuels	RFL & Insurance	Plant Hire	Depreciation	Total Expenditure	Over/(Under) Recovery
7908	Herder 3.1m Basket (7120)	0	Hours	4.00	0.00	283.32	171.00	17.40	0.00	0.00	0.00	471.72	-471.72
7911	Herder 3.1m Basket (7547)	0	Hours	4.00	0.00	186.09	1,539.00	8.70	0.00	0.00	0.00	1,733.79	-1,733.79
7912	Herder 4.2Mm Basket (Spare)	0	Hours	5.00	0.00	96.04	114.00	8.70	0.00	0.00	0.00	218.74	-218.74
7913	Herder MXZT430 Basket (Spare)	0	Hours	5.00	0.00	457.32	0.00	8.70	0.00	0.00	0.00	466.02	-466.02
7914	Herder MXZT550B Basket (7118)	31	Hours	6.00	186.00	184.72	399.00	8.70	0.00	0.00	0.00	592.42	-406.42
7915	Herder MXZT550B Mowing Bucket (Spare)	0	Hours	6.00	0.00	409.27	931.00	8.70	0.00	0.00	0.00	1,348.97	-1,348.97
7916	Herder MXZT860B Basket (7119)	233	Hours	9.00	2,092.50	221.27	1,254.00	19.51	0.00	0.00	0.00	1,494.78	597.72
7917	Herder MRLT430SS Mowing Bucket (7547)	0	Hours	5.00	0.00	178.16	171.00	8.69	0.00	0.00	0.00	357.85	-357.85
7918	Herder MRLT430B Mowing Bucket (7120)	541	Hours	5.00	2,705.00	178.19	209.00	8.69	0.00	0.00	102.50	498.38	2,206.62
7919	Herder MRLT430B Mowing Bucket (7115)	0	Hours	5.00	0.00	386.43	342.00	8.69	0.00	0.00	102.50	839.62	-839.62
7920	Herder MRZT550B Mowing Bucket (7121)	1,273	Hours	6.00	7,638.00	280.12	2,679.00	8.69	0.00	0.00	1,238.04	4,205.85	3,432.15
7921	Herder MXZT860B Mowing Bucket (7122)	82	Hours	9.00	738.00	1,035.71	3,059.00	74.47	0.00	0.00	4,005.00	8,174.18	-7,436.18
7922	Herder MXZT860B Mowing Bucket (7123)	345	Hours	9.00	3,105.00	1,415.27	4,788.00	74.47	0.00	0.00	4,005.00	10,282.74	-7,177.74
Baskets		2,505			16,464.50	5,311.91	15,656.00	264.11	0.00	0.00	9,453.04	30,685.06	-14,220.56
Mobile Plant Operations Account (this year)					£333,824.75	£71,520.17	£47,042.00	£58,886.85	£5,935.82	£0.00	£129,626.78	£313,011.62	£20,813.13
Mobile Plant Operations Account (last year)					£304,791.29	£69,757.03	£46,965.00	£54,037.42	£6,910.41	£700.00	£135,586.85	£313,956.71	-£9,165.42

From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

ID	Labour Operations Account	Actual 2016/17	Actual 2017/18	Annual Estimate	Variance
Work Done:					
7000	Labour and Workshop Charges	553,414.69	561,277.00	600,000	-38,723.00
7005	Contributions from Contractors towards Fixed Overheads	7,733.03	6,916.26	7,500	-583.74
		561,147.72	568,193.26	607,500	-39,306.74
Direct Costs:					
7010	Basic Pay	153,522.16	157,866.86	155,671	-2,195.86
7200	Plant Engineer	34,633.64	48,610.15	35,118	-13,492.15
7020	Overtime	70,790.31	74,559.69	71,781	-2,778.69
7080	Call Out/Expenses	66.02	150.00	75	-75.00
7100	Travelling	9,488.16	10,443.18	9,621	-822.18
7110	Holiday Pay	26,403.33	27,551.02	26,667	-884.02
7120	Sick Pay	5,555.38	7,358.46	5,633	-1,725.46
		300,459.00	326,539.36	304,566	-21,973.36
Variable Overheads:					
7070	Staff Telephone Allowances	1,126.44	2,000.20	1,200	-800.20
7075	Lone Worker Telephone Charges	3,268.20	3,268.20	3,300	31.80
7130	Employers NI Costs	32,874.36	27,128.15	33,500	6,371.85
7140	Employers Pension Costs	93,340.62	76,638.91	94,275	17,636.09
7150	Occupational Medical Health Checks	75.00	2,840.21	100	-2,740.21
7240	Training Course Fees	3,453.20	7,580.41	3,500	-4,080.41
7250	Protective Clothing/Health and Safety	4,838.33	4,935.46	4,885	-50.46
		138,976.15	124,391.54	140,760	16,368.46
Fixed Supervision Overheads:					
7160	Operations Manager	59,920.22	60,834.75	60,520	-314.75
7185	Operations Manager - Vehicle FY14 GZL	8,828.82	7,607.12	8,920	1,312.88
7180	Works Supervisor	35,194.82	49,355.88	35,550	-13,805.88
7195	Works Supervisor - Vehicle AU62 OUS	5,890.42	1,970.07	5,950	3,979.93
7196	Works Supervisor - Vehicle FY17 LNK	603.35	6,084.70	610	-5,474.70
		110,437.63	125,852.52	111,550	-14,302.52
Staff Costs (excluding depreciation)		546,209.34	571,785.54	552,976	-18,809.54
Depreciation of Company Vehicles		3,663.44	4,997.88	3,900	-1,097.88
Staff Costs (including depreciation)		549,872.78	576,783.42	556,876	-19,907.42
Workshop/Depot Overheads:					
	Water	0.00	0.00	0	0.00
7305	Electricity and Fuel	6,743.17	9,123.99	6,810	-2,313.99
	Depreciation	0.00	0.00	6,000	6,000.00
7335	Telecomms	513.56	236.63	520	283.37
7320	Repairs and Maintenance	2,532.09	7,161.12	2,560	-4,601.12
7260	Small Tools and Consumables (ST07 & 7260)	25,201.09	17,896.04	25,450	7,553.96
7280	Radio Licence Fees	75.00	0.00	80	80.00
7300	Business Rates	0.00	8,621.00	8,621	0.00
		35,064.91	43,038.78	50,041	7,002.22
Net Operating Surplus/(Deficit)		-£23,789.97	-£51,628.94	£583	-£52,211.94
In-Field Productive Hours:					
L0102	A J Ashton	2,230.00	2,327.50	1,786.00	541.50
L0204	A W Bays	315.00	0.00	1,786.00	-1,786.00
L0601	A French	2,289.50	2,363.50	1,786.00	577.50
L0804	A Higgins	318.00	0.00	1,786.00	-1,786.00
L0806	D R Hughes	1,629.50	1,419.50	1,786.00	-366.50
L1304	G Mason	2,142.00	2,246.00	1,786.00	460.00
L1305	R Mason	2,224.50	2,311.00	1,786.00	525.00
L1801	C M Rowley	2,143.50	2,163.50	1,786.00	377.50
L1904	D M Sporton	2,288.50	2,290.50	1,786.00	504.50
L2008	J Truman	1,344.00	2,032.50	1,786.00	246.50
		16,924.50	17,154.00	17,860.00	-706.00
Workshop Productive Hours:					
L009	A Fitzjohn	1,417.00	1,147.50	1,687.50	-540.00
L0808	D A Holland	1,823.50	1,886.00	1,786.00	100.00



South Holland Drainage Board

From: 01 April 2017
To: 31 March 2018

Period To: 12
Year Ended: 31 March 2018

ID	Labour Operations Account	Actual 2016/17	Actual 2017/18	Annual Estimate	Variance
		3,240.50	3,033.50	3,473.50	-440.00
	Total Productive Hours	20,165.00	20,187.50	21,333.50	-1,146.00
	Cost/Hour:				
	Direct Cost	14.90	16.18	14.28	-1.90
	Variable Overhead	6.89	6.16	6.60	0.44
	Fixed Supervision Overhead	5.09	5.89	4.88	-1.01
	Workshop/Depot Overhead (1/3rd)	0.69	0.84	0.93	0.09
	In-Field Cost/Hour	£27.57	£29.07	£26.69	-£2.38
	Workshop/Depot Overhead (2/3rds)	7.21	9.46	9.60	0.14
	Workshop Cost/Hour	£34.78	£38.53	£36.29	-£2.15
	Holidays Taken:				
L0102	A J Ashton	27	27	27	0
L0204	A W Bays	1	0	0	0
L009	A Fitzjohn	30	27	32	-5
L0601	A French	27	27	27	0
L0806	D R Hughes	27	27	27	0
L0808	D A Holland	27	27	27	0
L1304	G Mason	27	27	27	0
L1305	R Mason	27	27	27	0
L1801	C M Rowley	24	26	31	-5
L1904	D M Sporton	25	25	25	0
L2008	J Truman	16	24	24	0
S12	S Green	25	35	35	0
S01	A Price	33	32	32	0
		316	331	341	-10
	Sickdays/authorised absences:				
L0102	A J Ashton	0	0	0	0
L0204	A W Bays	0	0	0	0
L009	A Fitzjohn	12	63	0	-63
L0601	A French	3	3	0	-3
L0806	D R Hughes	61	52	0	-52
L0808	D A Holland	7	5	0	-5
L1304	G Mason	4	0	0	0
L1305	R Mason	1	0	0	0
L1801	C M Rowley	6	9	0	-9
L1904	D M Sporton	0	2	0	-2
S12	S Green	0	0	0	0
S01	A Price	0	0	0	0
		94	134	0	-134

A D PRICE
OPERATIONS MANAGER

From: 01 April 2017
 To: 31 March 2018

 Period To: 12
 Year Ended: 31 March 2018

Asset ID	Fixed Assets Register	Purchased/ Revalued	Depreciation Period (Years)	Capital Cost B/Fwd	Revaluations	Additions	Disposals	Capital Cost C/Fwd	Depreciation B/Fwd	Depreciation	Acc.dprn w/out on disposal	Depreciation C/Fwd	Profit/(Loss) on disposal	Net Book Value	Estimated Market Value
7119	Volvo - AE59 FWO - Medium Reach	25/09/2009	5	96,500.00	0.00			96,500.00	69,649.50	9,999.00		79,648.50		16,851.50	32,000
7120	Volvo - AE62 CRZ - Medium Reach	04/09/2012	5	115,000.00	0.00			115,000.00	68,250.00	6,750.00		75,000.00		40,000.00	56,000
7121	Caterpillar - AJ13 YDN - Long Reach	13/09/2013	5	129,821.00	0.00			129,821.00	57,205.05	15,964.20		73,169.25		56,651.75	82,000
7122	Caterpillar Excavator - Medium Reach	16/06/2015	5	131,233.88	0.00			131,233.88	30,885.80	16,846.80		47,732.60		83,501.28	111,000
7123	Caterpillar Excavator - Medium Reach	16/06/2015	5	131,233.88	0.00			131,233.88	30,885.80	16,846.80		47,732.60		83,501.28	111,000
	360 Excavators			603,788.76	0.00	0.00	0.00	603,788.76	256,876.15	66,406.80	0.00	323,282.95	0.00	280,505.81	392,000
7151	JCB - KX05 OBK	27/05/2005	5	43,000.00	0.00			43,000.00	43,000.00	0.00		43,000.00		0.00	10,000
7204	Samsung Forklift	02/08/2007	6	8,100.00	0.00			8,100.00	6,500.00	0.00		6,500.00		1,600.00	2,000
	Lifting Equipment			51,100.00	0.00	0.00	0.00	51,100.00	49,500.00	0.00	0.00	49,500.00	0.00	1,600.00	12,000
7332	Toyota Hilux AD03 BVV	02/06/2003	4	15,375.00	0.00		-15,375.00	0.00	15,375.00	0.00	-15,375.00	0.00	1,400.00	0.00	1,500
7334	Toyota Hilux AO58 UUN	31/12/2008	4	15,179.85	0.00			15,179.85	12,179.85	0.00		12,179.85		3,000.00	3,500
7335	Toyota Hilux AF60 VYN	23/09/2010	4	18,360.91	0.00			18,360.91	12,360.91	0.00		12,360.91		6,000.00	6,500
7336	Toyota Hilux AU62 OUS	14/09/2012	4	20,038.35	0.00			20,038.35	10,038.35	0.00		10,038.35		10,000.00	10,500
7337	Toyota Hilux FY14 GZL	20/04/2014	4	20,470.85	0.00			20,470.85	7,853.04	2,617.68		10,470.72		10,000.13	15,000
7338	Toyota Hilux FY17 LNK	31/03/2017	4	21,520.75	0.00			21,520.75	198.35	2,380.20		2,578.55		18,942.20	21,521
	Vehicles			110,945.71	0.00	0.00	-15,375.00	95,570.71	58,005.50	4,997.88	-15,375.00	47,628.38	1,400.00	47,942.33	58,520.50
7438	John Deere - FX08 CDY	30/04/2008	5	57,850.00	0.00		-57,850.00	0.00	37,850.00	0.00	-37,850.00	0.00	3,500.00	0.00	20,000
7439	Claas - FX11 EWA	10/03/2011	5	56,432.00	0.00			56,432.00	38,432.00	0.00		38,432.00		18,000.00	25,000
7440	New Holland Tractor - EU11 MVP	01/02/2012	5	60,800.00	0.00			60,800.00	60,800.00	0.00		60,800.00		0.00	20,000
7441	John Deere - FX13 BDY	26/07/2013	5	69,500.00	0.00			69,500.00	33,750.00	9,000.00		42,750.00		26,750.00	41,000
7442	Claas - FX14 AYD	30/04/2014	5	72,957.00	0.00			72,957.00	28,774.08	9,591.36		38,365.44		34,591.56	55,000
7443	Claas - FX17 DFE	07/04/2017	5	0.00	0.00	84,877.00		84,877.00	0.00	10,975.44		10,975.44		73,901.56	80,000
	Tractors			317,539.00	0.00	84,877.00	-57,850.00	344,566.00	199,606.08	29,566.80	-37,850.00	191,322.88	3,500.00	153,243.12	241,000
7490A	Redrock Dump	28/04/2005	5	6,795.00	0.00			6,795.00	6,795.00	0.00		6,795.00		0.00	2,000
7490B	Blue Line 3500kg (Vehicle Trailer)	18/07/2005	5	2,250.00	0.00		-2,250.00	0.00	2,250.00	0.00	-2,250.00	0.00	640.00	0.00	1,000
7490D	Redrock Dump	21/05/2008	5	8,500.00	0.00			8,500.00	8,500.00	0.00		8,500.00		0.00	2,000
7490E	Redrock Dump	29/01/2009	5	9,850.00	0.00			9,850.00	9,850.00	0.00		9,850.00		0.00	2,000
7490F	Marston Low Loader	10/02/2012	5	9,298.00	0.00			9,298.00	9,298.00	0.00		9,298.00		0.00	2,000
7490G	R2/1300B Trailer	24/07/2012	5	1,132.50	0.00			1,132.50	1,076.16	56.34		1,132.50		0.00	200
7490H	R2/1300B Trailer	24/07/2012	5	1,132.50	0.00			1,132.50	1,076.16	56.34		1,132.50		0.00	200
7490I	Bailey 14 Tonne Construction Trailer	01/09/2015	5	12,600.00	0.00			12,600.00	3,990.00	2,520.00		6,510.00		6,090.00	11,000
7490J	3500KG Platform Trailer	28/04/2017	5	0.00	0.00	3,450.00		3,450.00	0.00	632.50		632.50		2,817.50	3,450
8023	Marston 10 Tonne Trailer (Scrap)	24/09/1993	5	4,525.00	0.00			4,525.00	4,525.00	0.00		4,525.00		0.00	200
	Trailers			56,083.00	0.00	3,450.00	-2,250.00	57,283.00	47,360.32	3,265.18	-2,250.00	48,375.50	640.00	8,907.50	24,050
7541	Herder Rapier Flail	29/06/2007	5	26,000.00	0.00			26,000.00	24,000.00	0.00		24,000.00		2,000.00	2,000
7544	Bornford Condor	20/05/2005	4	6,656.90	0.00			6,656.90	6,656.90	0.00		6,656.90		0.00	500
7545	Berky 5800 Tree Cutter	26/07/2004	4	7,800.00	0.00			7,800.00	7,800.00	0.00		7,800.00		0.00	2,000
7546	Habbig HS 850 Tree Cutter	30/08/2005	4	11,500.00	0.00			11,500.00	11,500.00	0.00		11,500.00		0.00	4,000
7547	Herder Grenadier	18/05/2006	5	44,404.00	0.00			44,404.00	44,404.00	0.00		44,404.00		0.00	6,000
7548	Herder Rapier BK HAB Flail	11/06/2013	6	42,850.00	0.00			42,850.00	20,991.64	5,476.08		26,467.72		16,382.28	26,000
7549	Herder KMZ150 Flail	04/09/2013	5	12,500.00	0.00			12,500.00	8,241.81	2,300.04		10,541.85		1,958.15	6,000
7550	Herder KMZ150 Flail	15/05/2014	5	13,500.00	0.00			13,500.00	7,000.00	2,400.00		9,400.00		4,100.00	8,000
7551	Herder Rapier BK HAB Flail	15/05/2014	5	41,000.00	0.00			41,000.00	20,416.55	6,999.96		27,416.51		13,583.49	25,000
7552	McConnel Multisaw Head	01/02/2017	8	8,000.00	0.00			8,000.00	145.84	875.04		1,020.88		6,979.12	8,000
7553	TMK Tree Shear	01/02/2017	5	4,200.00	0.00			4,200.00	123.34	740.04		863.38		3,336.62	4,200
	Cutting Machinery			218,410.90	0.00	0.00	0.00	218,410.90	151,280.08	18,791.16	0.00	170,071.24	0.00	48,339.66	91,700
7636	6" Mobile Pump	07/01/1999	10	12,306.23	0.00	0.00	0.00	12,306.23	12,306.23	0.00	0.00	12,306.23	0.00	0.00	3,000
7901	Montabert Breaker	01/01/1999	6	6,493.00	0.00			6,493.00	6,493.00	0.00		6,493.00		0.00	500
7902	Diesel Pump 8"	20/01/2016	20	33,838.97	0.00			33,838.97	1,489.95	1,191.96		2,681.91		31,157.06	33,000
7903	Diesel Pump 6"	20/01/2016	20	29,035.80	0.00			29,035.80	1,189.80	951.84		2,141.64		26,894.16	28,000

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Asset ID	Fixed Assets Register	Purchased/ Revalued	Depreciation Period (Years)	Capital Cost B/Fwd	Revaluations	Additions	Disposals	Capital Cost C/Fwd	Depreciation B/Fwd	Depreciation	Acc.dprn w/out on disposal	Depreciation C/Fwd	Profit/(Loss) on disposal	Net Book Value	Estimated Market Value
7908	Herder 3.1m Basket (7120)	07/07/2004	5	1,875.00	0.00			1,875.00	1,875.00	0.00		1,875.00		0.00	500
7911	Herder 3.1m Basket (7547)	02/06/2006	5	1,875.00	0.00			1,875.00	1,875.00	0.00		1,875.00		0.00	500
7912	Herder MXZ 4.2m Mowing Basket (Spare)	29/06/2007	5	5,255.00	0.00		-5,255.00	0.00	5,255.00	0.00	-5,255.00	0.00		0.00	1,500
7914	Herder MXZT550B Mowing Basket (7118)	10/08/2009	5	9,620.00	0.00			9,620.00	9,620.00	0.00		9,620.00		0.00	500
7915	Herder MXZT550B Mowing Bucket (Spare)	12/04/2011	5	9,640.00	0.00		-9,640.00	0.00	9,640.00	0.00	-9,640.00	0.00	1,000.00	0.00	500
7916	Herder MXZT860 Mowing Bucket (7119)	12/04/2011	5	24,130.00	0.00			24,130.00	24,130.00	0.00		24,130.00		0.00	2,000
7917	Herder MRLT430SS Mowing Bucket (7547)	04/04/2012	5	6,150.00	0.00			6,150.00	6,150.00	0.00		6,150.00		0.00	2,000
7918	Herder MRLT430B Mowing Bucket (7120)	25/05/2012	5	6,150.00	0.00			6,150.00	6,047.50	102.50		6,150.00		0.00	2,000
7919	Herder MRLT430B Mowing Bucket (7115)	25/05/2012	5	6,150.00	0.00			6,150.00	6,047.50	102.50		6,150.00		0.00	2,000
7920	Herder MRZT550B Mowing Bucket (7121)	11/06/2013	5	8,190.00	0.00			8,190.00	4,745.82	1,238.04		5,983.86		2,206.14	5,000
7921	Herder MRZT860B Mowing Bucket (7122)	30/04/2015	5	23,025.00	0.00			23,025.00	8,010.00	4,005.00		12,015.00		11,010.00	18,000
7922	Herder MRZT860B Mowing Bucket (7123)	30/04/2015	5	23,025.00	0.00			23,025.00	8,010.00	4,005.00		12,015.00		11,010.00	18,000
Baskets				194,452.77	0.00	0.00	-14,895.00	179,557.77	100,578.57	11,596.84	-14,895.00	97,280.41	1,000.00	82,277.36	114,000
8028	Dowdswell Rotary Brush	25/05/1995	5	1,620.00	0.00			1,620.00	1,620.00	0.00		1,620.00		0.00	500
8030	3" Diesel Pump	17/06/1996	5	3,021.31	0.00			3,021.31	3,021.31	0.00		3,021.31		0.00	500
8031	High Level Pruning Saw	21/05/1997	5	437.00	0.00			437.00	437.00	0.00		437.00		0.00	100
8032	Workshop Equipment	30/11/2001	5	11,973.67	0.00			11,973.67	11,973.67	0.00		11,973.67		0.00	1,000
8033	Migtronic 385 MWF Welder	05/12/2002	5	1,320.00	0.00			1,320.00	1,320.00	0.00		1,320.00		0.00	1,000
8034	Plasma Cutter	06/12/2002	5	1,425.00	0.00			1,425.00	1,425.00	0.00		1,425.00		0.00	1,000
Light Plant and Equipment				19,796.98	0.00	0.00	0.00	19,796.98	19,796.98	0.00	0.00	19,796.98	0.00	0.00	4,100
7001	Switchgear	post 1996	20	145,575.95	0.00			145,575.95	126,824.36	7,278.84		134,103.20		11,472.75	23,000
7002	Telemetry at Lawyers	07/07/2003	1	3,662.46	0.00			3,662.46	3,662.46	0.00		3,662.46		0.00	0
Fixed Plant				149,238.41	0.00	0.00	0.00	149,238.41	130,486.82	7,278.84	0.00	137,765.66	0.00	11,472.75	23,000
Fixed Assets: Plant and Equipment				£1,733,661.76	£0.00	£88,327.00	-£90,370.00	£1,731,618.76	£1,025,796.73	£141,903.50	-£70,370.00	£1,097,330.23	£6,540.00	£634,288.53	£963,370.50

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Asset ID	Fixed Assets Register	Purchased/ Revalued	Depreciation Period (Years)	Capital Cost B/Fwd	Revaluations	Additions	Disposals	Capital Cost C/Fwd	Depreciation B/Fwd	Depreciation	Acc.dprn w/out on disposal	Depreciation C/Fwd	Profit/(Loss) on disposal	Net Book Value	Estimated Market Value
PS01	Fleet Haven	31/03/2010	10	2,900.00	0.00			2,900.00	2,030.24	290.04		2,320.28		579.72	
PS02	Dawsmere	31/03/2010	10	2,700.00	0.00			2,700.00	1,890.00	270.00		2,160.00		540.00	
PS03	Lords	31/03/2010	10	2,800.00	0.00			2,800.00	1,959.76	279.96		2,239.72		560.28	
PS04	Fleet Fen	31/03/2010	10	12,600.00	0.00			12,600.00	8,820.00	1,260.00		10,080.00		2,520.00	
PS05	Clay Lake	31/03/2010	10	3,700.00	0.00			3,700.00	2,589.76	369.96		2,959.72		740.28	
PS06	Wisemans	31/03/2010	10	49,000.00	0.00			49,000.00	34,299.76	4,899.96		39,199.72		9,800.28	
PS07	Peartree Hill	31/03/2010	10	6,100.00	0.00			6,100.00	4,269.76	609.96		4,879.72		1,220.28	
PS08	Donningtons	31/03/2010	10	6,500.00	0.00			6,500.00	4,550.24	650.04		5,200.28		1,299.72	
PS09	Little Holland	31/03/2010	10	20,900.00	0.00			20,900.00	14,630.24	2,090.04		16,720.28		4,179.72	
PS10	Sutton St James	31/03/2010	10	4,200.00	0.00			4,200.00	2,940.00	420.00		3,360.00		840.00	
PS11	Manor Farm	31/03/2010	10	3,750.00	0.00			3,750.00	2,625.00	375.00		3,000.00		750.00	
PS12	Westmere	31/03/2010	10	4,150.00	0.00			4,150.00	2,904.76	414.96		3,319.72		830.28	
PS13	Holbeach Bank	31/03/2010	10	2,050.00	0.00			2,050.00	1,434.76	204.96		1,639.72		410.28	
PS14	Gotts	31/03/2010	10	3,700.00	0.00			3,700.00	2,589.76	369.96		2,959.72		740.28	
PS15	Roses	31/03/2010	10	3,450.00	0.00			3,450.00	2,415.00	345.00		2,760.00		690.00	
PS16	Lawyers	31/03/2010	10	28,250.00	0.00			28,250.00	19,775.24	2,825.04		22,600.28		5,649.72	
Fixed Assets: Pumping Stations				£156,750.00	£0.00	£0.00	£0.00	£156,750.00	£109,724.28	£15,674.88	£0.00	£125,399.16	£0.00	£31,350.84	
6500	RT Equipment	31/03/1996	3	11,654.50	0.00			11,654.50	11,654.50	0.00		11,654.50		0.00	
6003	Panasonic Telephone System	25/04/2002	3	2,675.00	0.00			2,675.00	2,675.00	0.00		2,675.00		0.00	
6004	Ricoh A1018D Digital Copier	13/12/2002	3	4,400.00	0.00			4,400.00	4,400.00	0.00		4,400.00		0.00	
6007	Network Server and Software	13/12/2002	3	7,934.00	0.00			7,934.00	7,934.00	0.00		7,934.00		0.00	
6008	Laserjet Mono Printer	13/12/2002	3	867.00	0.00			867.00	867.00	0.00		867.00		0.00	
6009	Mailserver and Software	13/12/2002	3	1,114.00	0.00			1,114.00	1,114.00	0.00		1,114.00		0.00	
6010	Sage Line 100	13/12/2002	3	9,969.00	0.00			9,969.00	9,969.00	0.00		9,969.00		0.00	
6011	Computer - Drawing Office	13/12/2002	3	1,099.00	0.00			1,099.00	1,099.00	0.00		1,099.00		0.00	
6012	Computer Upgrade	13/12/2002	3	784.00	0.00			784.00	784.00	0.00		784.00		0.00	
6014	Office XP Professional	27/03/2003	3	1,740.00	0.00			1,740.00	1,740.00	0.00		1,740.00		0.00	
6015	HP Deskjet Map Printer	23/03/2003	3	8,058.00	0.00			8,058.00	8,058.00	0.00		8,058.00		0.00	
6016	Laser Printer 5550dtn	27/09/2005	3	3,580.00	0.00			3,580.00	3,580.00	0.00		3,580.00		0.00	
6018	Map Objects	13/12/2005	3	4,950.00	0.00			4,950.00	4,950.00	0.00		4,950.00		0.00	
6019	Laptop HP NX6125 AMD Turion	02/06/2006	3	1,169.94	0.00			1,169.94	1,169.94	0.00		1,169.94		0.00	
6020	Colour Scanner	02/06/2006	3	6,709.95	0.00			6,709.95	6,709.95	0.00		6,709.95		0.00	
6021	Aspirin T5 Workstation (JAM)	29/06/2006	3	825.00	0.00			825.00	825.00	0.00		825.00		0.00	
6022	Dell M90 Laptop	20/12/2006	3	2,296.00	0.00			2,296.00	2,296.00	0.00		2,296.00		0.00	
6023	Lenovo Laptop (KV)	19/05/2008	3	931.00	0.00			931.00	931.00	0.00		931.00		0.00	
6024	Lenovo Laptop (DM)	24/06/2008	3	916.00	0.00			916.00	916.00	0.00		916.00		0.00	
6025	Laptop (AP)	29/08/2009	3	976.00	0.00			976.00	976.00	0.00		976.00		0.00	
6026	HP Colour Laserjet Printer	08/12/2008	3	122.98	0.00			122.98	122.98	0.00		122.98		0.00	
Fixed Assets: Office and RT Equipment				£72,771.37	£0.00	£0.00	£0.00	£72,771.37	£72,771.37	£0.00	£0.00	£72,771.37	£0.00	£0.00	
A021	Office Site: LL216353	01/04/2007	N/A	242,500.00	0.00			242,500.00	42,500.00	0.00		42,500.00		200,000.00	
A022	Offices and Workshop: LL58863	01/04/2007	20	499,713.12	0.00			499,713.12	285,000.00	0.00		285,000.00		214,713.12	
A025	Office and Workshop Refurbishment	31/03/2016	10	112,293.69	0.00			112,293.69	11,229.36	11,229.36		22,458.72		89,834.97	
A026	Office and Workshop Refurbishment	28/02/2017	10	16,750.02	0.00			16,750.02	279.16	1,674.96		1,954.12		14,795.90	
Fixed Assets: Land and Buildings				£871,256.83	£0.00	£0.00	£0.00	£871,256.83	£339,008.52	£12,904.32	£0.00	£351,912.84	£0.00	£519,343.99	
Shared Consortium Assets (31.67% of NRV)		31/03/2018	1	£1,971.44	£403.79	£0.00	£0.00	£2,375.23	£1,971.44	403.79	£0.00	£2,375.23	£0.00	£0.00	
Fixed Assets				£2,836,411.40	£403.79	£88,327.00	-£90,370.00	£2,834,772.19	£1,549,272.34	£170,886.49	-£70,370.00	£1,649,788.83	£6,540.00	£1,184,983.36	

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2018	ACTUAL 2016/17 RESTATED (£)	ACTUAL 2017/18 £
1 Balances brought forward		
General Reserve	1,532,073	1,389,822
Development Reserve	432,244	546,285
Capital Works Reserve	372,234	732,447
Grants Reserve	148,469	183,863
Plant Renewals Reserve	1,545,688	1,545,688
Revaluation Reserve	477,414	461,739
Pension Reserve	-4,767,000	-5,459,000
As per Statement of Accounts	-258,878	-599,156
(-) Fixed Assets and Long Term Liabilities		
Pension Liability	-4,767,000	-5,459,000
Net Book Value of Tangible Fixed Assets	1,410,579	1,287,139
	-3,356,421	-4,171,861
(=) Adjusted Balances brought forward (Net Current Assets)	3,097,543	3,572,705
2 (+) Rates and Special Levies		
Drainage Rates	931,733	954,802
Special Levies issued by the Board	1,203,529	1,233,583
As per Statement of Accounts	2,135,262	2,188,385
3 (+) All Other Income		
Grants Received	51,607	74,831
Rental Income	817	814
Income from Rechargeable Works	12,261	29,404
Investment Interest	18,195	14,317
Development Contributions	114,041	110,522
Other Income	194,508	74,262
Profit/(Loss) on disposal of Fixed Assets	0	6,540
As per Statement of Accounts	391,429	310,689
(+) Income from Sale of Fixed Assets (above profit/(loss))		
Capital Cost of disposals	0	90,370
Accumulated depreciation written out	0	-70,370
	0	20,000
(+) Grants Applied to Grants Received Conversion		
(-) Grants Applied	-51,607	-74,831
(+) Grants Received	87,000	132,000
	35,393	57,169
(=) Adjusted Other Income	426,822	387,858
4 (-) Staff Costs		
Labour Operations Account	546,011	571,786
Technical Support Staff Costs	142,221	155,468
Administration Staff Costs	90,455	92,913
	778,687	820,167
5 (-) Loan Interest/Capital Repayments		
Loan Interest	0	0
Capital Repayments	0	0
As per Statement of Accounts	0	0

BOX NO.	ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2018	ACTUAL 2016/17 RESTATED (£)	ACTUAL 2017/18 £
6	(-) All Other Expenditure		
	Capital Works	320,556	660,699
	Environment Agency Precept	145,835	145,835
	Maintenance Works	1,397,359	1,334,767
	Administration Charges	289,037	317,574
	Cost of Rechargeable Works	8,944	6,939
	Development Contributions Costs	0	15,343
	Net Deficit/(Surplus) on Operating Accounts	32,955	30,816
	Depreciation/(Revaluation) of Pumping Stations	15,675	15,675
	As per Statement of Accounts	2,210,361	2,527,648
	(-) Depreciation Charged		
	Mobile Plant and Equipment	146,726	141,904
	Buildings	11,509	12,904
	Pumping Stations	15,675	15,675
		173,910	170,483
	(-) Staff Costs now reported in Box 4	778,687	820,167
	(+) Capitalised Additions		
	Office and Workshop Refurbishment	16,750	0
	Mobile Plant and Equipment	33,721	88,327
		50,471	88,327
	(=) Adjusted Other Expenditure	1,308,235	1,625,326
7	(=) Balances carried forward		
	General Reserve	1,389,822	962,739
	Development Reserve	546,285	633,231
	Capital Works Reserve	732,447	1,059,685
	Grants Reserve	183,863	241,032
	Plant Reserve	1,545,688	1,545,688
	Revaluation Reserve	461,739	446,064
	Pension Reserve	-5,459,000	-5,452,000
	As per Statement of Accounts	-599,156	-563,561
	(-) Fixed Assets and Long Term Liabilities		
	Pension Liability	-5,459,000	-5,452,000
	Net Book Value of Tangible Fixed Assets	1,287,139	1,184,983
		-4,171,861	-4,267,017
	(=) Adjusted Balances carried forward (Net Current Assets)	3,572,705	3,703,456
8	Total Cash and Short Term Investments		
	Bank Current Account	342,995	177,869
	Short term Investments	3,200,000	3,500,000
	As per Statement of Accounts	3,542,995	3,677,869
9	Total Fixed Assets and Long Term Assets		
	Land and Buildings (valued at Purchase Cost)	871,257	871,257
	Office and RT Equipment (valued at Purchase Cost)	72,771	72,771
	Plant and Equipment (valued at Purchase Cost)	1,733,662	1,731,619
	Pumping Stations (Revalued)	156,750	156,750
	Shared Consortium Assets (NRV)	0	0
	As per Fixed Asset Register	2,834,440	2,832,397



BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2018	ACTUAL	ACTUAL
	2016/17	2017/18
	RESTATED (£)	£

10 Total Borrowings		
Loans Due (<= 1 Year)	0	0
Loans Due (> 1 Year)	0	0
As per Statement of Accounts	0	0



BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2018	ACTUAL 2016/17 RESTATED (£)	ACTUAL 2017/18 £
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7, 8	RECONCILIATION BETWEEN BOXES 7 AND 8	ACTUAL 2016/17 RESTATED (£)	ACTUAL 2017/18 £
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7 Balances carried forward (adjusted) 3,572,705 3,703,456

(-) Deduct: Debtors and Prepayments

Stock	5,990	6,416
Debtors Control Account	12,132	42,113
Work in Progress	0	220
Ratepayers Due	4,634	2,190
Prepayments	5,908	4,504
Prepayments/(Accruals) WMA	-28,800	-14,922
Accrued Interest	0	0
VAT Due from HMRC	33,559	15,131
Grants Due	0	0
	33,423	55,652

(+) Add: Creditors and Payments Received in Advance (<= 1 Year)

Creditors Control Account	293	27,069
Holiday Entitlement Control	2,824	2,853
Payroll Liabilities	0	0
Accruals	0	0
Rates/Special Levies Paid in Advance	596	143
	3,713	30,065

(=) Box 8

3,542,995 3,677,869

8 (=) Total Cash and Short Term Investments

Bank Current Account	342,995	177,869
Short term Investments	3,200,000	3,500,000
	3,542,995	3,677,869

P J CAMAMILE MA FCIS
CHIEF EXECUTIVE

S JEFFREY BSc (Hons) FCCA
FINANCE OFFICER

9 MAY 2018



Water Management Alliance
INTERNAL AUDIT REPORT
2017/18

April 2018

Contents:

1. Executive Summary
2. Overall Conclusion
3. Acknowledgements
4. Detailed Observations, Recommendations and Agreed Actions
- APP 1 Agreed Terms of Reference

1. Executive Summary

The audit of the Water Management Alliance and the constituent Internal Drainage Boards was carried out by Kathy Woodward for the year 2017-18. This Executive Summary sets out our overall conclusion on the system reviewed, and summarises the key recommendations arising. A copy of the Terms of Reference for this audit is attached as **Appendix 1**.

Regulation 5 of the Accounts and Audit Regulations 2015 requires that '*A relevant authority must undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance*'. The completion of this internal audit fulfils that role.

It should be noted that any system of internal control is designed to manage risk to a reasonable level, and therefore Internal Audit cannot provide absolute assurance against loss. As well as being effective, controls need to be proportionate to the risk involved and not overburden the organisation with excessive costs.

The Water Management Alliance provides administration and management services to the five constituent Internal Drainage Boards, namely Broads, King's Lynn, East Suffolk, Norfolk Rivers and South Holland. During the financial year 2016-17 the Alliance entered into a contract to provide administration and management services to the Pevensey and Cuckmere Water Level Management Board for a period of two years.

New guidance was issued on 30th March 2018 by the Joint Practitioners' Advisory Group (JPAG), '*Governance and Accountability for Smaller Authorities in England – A Practitioners Guide to Proper Practices to be applied in the preparation of statutory annual accounts and governance statements, March 2018*'. Although the new guide does not become mandatory until the 2018/19 financial reports are prepared, the Water Management Alliance has decided on early adoption on a voluntary basis. With this in mind the auditor has considered the effect the new guidance would have on the required internal audit and has concluded that essentially the work remains the same. Therefore the audit has been undertaken in line with previous years, based on the 2007 guidance. Audit work has included review of the procedures and systems of control in place at the Water Management Alliance and considered if they were effective and being applied as intended. Sample testing was carried out on elements as considered necessary by the auditor in order to substantiate the application of the control.

As part of the audit a follow-up was carried out on the recommendations raised in last year's report. Most of the recommendations made have been implemented. There is one recommendation still outstanding in relation to the finance system's lack of control around issuing of unique reference numbers with only a minor risk arising as a consequence.

2. Overall Conclusion

In conclusion, the procedures used at the Water Management Alliance are simple but effective, and appear to be carried out diligently by all staff concerned. Controls are

working as expected. There has been significant improvement in the controls since last year which has been noted. However, there are some aspects that can be improved and details of recommendations can be found in Section 4 together with the actions agreed with the Chief Executive.

The overall level of assurance attributed to the system is:

Substantial Assurance	A sound system of internal control, but there are a few weaknesses that could put achievement of system objectives at risk.
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The observations and recommendations are detailed in Section 4. Each recommendation is allocated a priority as defined below:

High	Major risk requiring action by the time the final report is issued.
Medium	Medium risk requiring action within six months of the issue of the draft report.
Low	Matters of limited risk. Action should be taken as resources permit.

3. Acknowledgements

We would like to express our thanks for their assistance and co-operation to:

Mary Creasy, Personal Assistant (CEO)

Sallyanne Jeffrey, Finance Officer

Trish Walker, Finance Assistant

Graham Tinkler, Rating Officer/Site Warden

Observations and their effects/ Recommendations	Priority	Agreed Action/ Responsible Officer/ Target Date
<p>1. Bank Reconciliation</p> <p>Observation</p> <p>Bank reconciliations are carried out weekly, as per Financial Regulations. Evidence is presented to the Chief Executive each month in the form of a cash flow statement.</p> <p>There were a number of occasions where the dates on the cashbook reconciliation did not tie back to the bank statements being reconciled. The information contained within the report was correct.</p> <p>There were some occasions where there was no reconciliation contained within the folder. This was the result of a printing failure. The Sage 200 system only allows the printing process to be undertaken once and if the printer fails the results cannot be reproduced and are effectively 'lost'.</p> <p>Consequence</p> <p>Monthly reconciliations are carried out correctly but this is not always evidenced.</p> <p>The method of carrying out the bank reconciliation is thorough but the supporting reports from Sage are not always printed due to printer failure.</p> <p>Recommendation</p> <ol style="list-style-type: none"> 1. Agree to save reconciliation reports to a pdf, so if a printer failure occurs the reports can be retrieved. This could aid with moving towards paperless reconciliations, reducing printing costs and storage space. 	Low	<p>Agreed.</p> <p>A pdf copy of the reconciliations will be saved to an electronic folder.</p> <p>Finance Officer</p>

Observations and their effects/ Recommendations	Priority	Agreed Action/ Responsible Officer/ Target Date
<p>2. Financial Regulations</p> <p>Observation</p> <p>Weaknesses in the finance system were also observed around the allocation of reference numbers for invoices. There is no 'unique' identifier parameter meaning that many different invoices can be allocated the same reference number and also the second reference where the invoice number received from the supplier would be populated is also not unique. The means that there is no system control over paying duplicate invoices.</p> <p>Consequence</p> <p>1) Duplicate invoices could be processed as there is no system control in place to prevent this happening. Each transaction cannot be identified individually by its reference (transaction) number causing confusion.</p> <p>Recommendation</p> <p>1) Finance Officer to speak to finance system advisors about 'unique' reference numbers and if this can be incorporated into the system upgrade.</p>	1) Low	<p>Agreed</p> <p>Speak again to Finance System Advisors about a possible upgrade/change in accounting software.</p> <p>Finance Officer / Chief Executive</p>

<p>Internal Audit Services</p>	<p>Borough Council of King's Lynn & West Norfolk</p> 
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WATER MANAGEMENT ALLIANCE

**INTERNAL AUDIT
TERMS OF REFERENCE
2017-18**

1. INTRODUCTION

1.1 This document sets out the strategy and plan for the audit of the Water Management Alliance for the year 2017-18.

1.2 Section 6 of The Accounts and Audit Regulations 2015 states that '*The relevant body must conduct a review at least once in a year of the effectiveness of its system of internal control*'.

1.3 Internal Audit is defined as '*an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.*'

Public Sector Internal Audit Standards, April 2017

1.4 The Internal Auditor will work in accordance with the Public Sector Internal Audit Standards (PSIAS) adopted by CIPFA from April 2017 and thus will be able to provide the review required by the Regulations.

1.5 The authority of the Internal Auditor is established in the Financial Regulations.

1.6 The audit work will concentrate on records and systems used by the Water Management Alliance, who provide the financial and administrative functions for:

- Broads (2006) IDB
- East Suffolk IDB
- King's Lynn IDB
- Norfolk Rivers IDB
- South Holland IDB.
- Pevensey & Cuckmere Water Level Management Board

As such, this work will enable the auditor to complete the Annual Governance and Accountability Returns for all six Boards.

2. OBJECTIVES AND SCOPE OF THE AUDIT

2.1 The work of the Internal Auditor will be guided by 'Governance and Accountability in Internal Drainage Boards in England – A Practitioners Guide (Rev March 2018)'.

2.2 In order to be able to complete section 4 of the Electronic Annual Governance and Accountability Return for 2018 the auditor will consider the following:

- A. The Accounting Records
To ensure that the accounting system is accurate, complete and timely, and that data input is being verified appropriately.
- B. Financial Regulations and Standing Orders
To ensure that they are current and are being adhered to.
- C. Risk Management processes
To ensure that management review the Risk Register on a regular basis and that risk is being identified and actively managed in a proportionate manner.

D. Budgetary Controls

To ensure that the budgets are prepared on a realistic basis and are monitored throughout the year and any variations are investigated, with corrective action being taken if necessary.

E. Income Controls

To ensure that processes are in place and functioning correctly to collect, record and bank income in full and on time.

F. Petty Cash Procedures

To ensure petty cash provisions are reasonable, used in accordance with Financial Regulations and adequate records are kept of payments made.

G. Payroll Controls

To ensure that remuneration to employees and Board Members is calculated correctly and in accordance with the levels agreed by the Board, and that all HMRC requirements are complied with.

H. Asset Management

To ensure that there are satisfactory processes in place to maintain the register and check for accuracy.

I. Bank Reconciliation

To ensure that periodic and year-end bank account reconciliations were properly completed and verified.

J. Year-end Procedures

To ensure that the appropriate accounting basis have been used to prepare the year-end accounting statements and that figures contained in the statements can be verified by reference to working papers and accounting records.

2.3 Any recommendations and issues arising from the previous audit will also be followed up to establish if they have been implemented or if there is a satisfactory explanation for non-implementation.

2.4 Contained within the scope of work described above it is implied that the auditor will have due regard for Value for Money considerations and the potential for fraud.

3. TASKS

3.1.1 The project tasks are to:

- Establish if the procedures recorded as part of the audit for 2017-18 remain the same and document any changes that may have taken place.
- Perform tests to establish that systems are operating in accordance with the procedures and that good practice is being complied with.

Internal Audit Services

- Assess strengths and weaknesses of the systems operated and the levels of financial and management risk.
- Discuss the results with the Chief Executive and make recommendations as appropriate, which will be communicated to the Boards by means of a report.
- Complete Section 4 of the Electronic Annual Governance and Accountability Return for 2017-18.

4. WORK PLAN

4.1 The audit will be undertaken by
Miss Kathy Woodward,
Shared Internal Audit Manager, Borough Council of King's Lynn and West Norfolk.

4.2 The audit has been allocated 5 days, which will be utilised as follows:

Task	Time
Confirm existing procedures and record any changes. Undertake a follow-up of actions agreed from the audit report for the year 2016-17.	0.5
Testing – to establish that processes are being applied as intended.	3.5
Conclusions and discussion	0.5
Completing the Return and reporting if required.	0.5

5.0 AGREEMENT

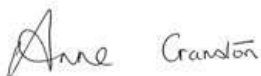
	Signature	Date
Phil Camamile Chief Executive, Water Management Alliance
Kathy Woodward Shared Internal Audit Manager Borough Council of King's Lynn and West Norfolk

FRS102 as at 31 March 2018 - Results Schedule

ATTENTION

The results in this Schedule should be read in conjunction with the accompanying report entitled 'Actuarial Valuation as at 31 March 2018 for Accounting Purposes'. The method, assumptions, reliances and limitations are described in that document. The restrictions set out in the report on the disclosure to any third party apply equally to this Results Schedule.

Fund	Lincolnshire Pension Fund
Administering Authority	Lincolnshire County Council
Employer	South Holland Internal Drainage Board
Terms of Engagement Signed	25 January 2018



Anne Cranston AFA

For and on behalf of Hymans Robertson LLP

10 April 2018

Section 1 - Data

Employer membership statistics

	Number	Total Salaries / Pensions £(000)	Average Age
	31 Mar 2016	31 Mar 2016	31 Mar 2016
Actives	10	287	54
Deferred Pensioners	9	28	56
Pensioners	38	312	72

Deferred pensioners include undecided leavers and frozen refunds. Salaries are actual, not full-time equivalent.

Payroll

Period	Assumed Total Pensionable Payroll based on Information Provided
1 April 2017 to 31 March 2018	£338,000

LGPS early retirements

New Early Retirements 1 April 2017 to 31 March 2018	Number	Total Pension Accrued (£)	Total Pension Actual (£)
Redundancy	-	-	-
Efficiency	-	-	-
Other	-	-	-

Teachers' early retirements

New Early Retirements 1 April 2017 to 31 March 2018	Number	Recharged Accrued Pension (£)	Total Actual Recharged Pension (£)
Redundancy	-	-	-
Efficiency	-	-	-
Other	-	-	-

Investment returns

The return on the Fund in market value terms for the period to 31 March 2018 is estimated based on actual Fund returns as provided by the Administering Authority and index returns where necessary. Details are given below:

Actual Returns from 1 April 2017 to 31 December 2017	6.6%
Total Returns from 1 April 2017 to 31 March 2018	2.3%

The major categories of plan assets as a percentage of total plan assets

We have used the most recent asset split provided to us and allowed for index returns, where required, on each asset category to determine the estimated split of assets as at 31 March 2018.

Period Ended	31 Mar 2018	31 Mar 2017
Equities	76%	77%
Bonds	12%	12%
Property	11%	11%
Cash	1%	0%

I estimate the bid value of the Fund's assets as at 31 March 2018 to be £2,155,000,000 based on information provided by the Administering Authority and allowing for index returns where necessary.

Unfunded benefits

A summary of the membership data in respect of unfunded benefits is shown below.

LGPS Unfunded Pensions	Number at 31 March 2018	Annual Unfunded Pension £(000)
Male	1	-
Female	1	-
Dependants	1	4
Total	3	4

Teacher Unfunded Pensions	Number at 31 March 2018	Annual Unfunded Pension £(000)
Male	-	-
Female	-	-
Dependants	-	-
Total	-	-

The annual unfunded pensions include the 2018 pension increase.

Bulk transfers

I have not been asked to value any bulk transfers of membership this period.

Section 2 - Assumptions

Financial assumptions

My recommended financial assumptions, as described in the accompanying report, are summarised below:

Period Ended	31 Mar 2018 % p.a.	31 Mar 2017 % p.a.
Pension Increase Rate	2.4%	2.4%
Salary Increase Rate	2.8%	2.8%
Discount Rate	2.6%	2.5%

Mortality

Vita curves with improvements in line with CMI 2013 model assuming the current rate of improvements has peaked and will converge to a long term rate of 1.25% p.a.

Based on these assumptions, the average future life expectancies at age 65 are summarised below:

	Males	Females
Current Pensioners	22.1 years	24.4 years
Future Pensioners*	24.1 years	26.6 years

* Figures assume members aged 45 as at the last formal valuation date.

Historic mortality

Life expectancies for the prior period end are also based on the Fund's VitaCurves. The allowance for future life expectancies are shown below:

Period Ended	Prospective Pensioners	Pensioners
31 March 2017	CMI 2013 model assuming the current rate of improvements have peaked and will converge to a long term rate 1.25% p.a.	CMI 2013 model assuming the current rate of improvements have peaked and will converge to a long term rate 1.25% p.a.

Please note that the mortality assumptions used to value the Obligations in the Employer's Closing Position are identical to those used to value the Obligations in the Employer's Opening Position.

Commutation

An allowance is included for future retirements to elect to take 50% of the maximum additional tax-free cash up to HMRC limits for pre-April 2008 service and 75% of the maximum tax-free cash for post-April 2008 service.

Section 3 - Balance sheet, P&L, OCI disclosures as at 31 March 2018

Changes in the Fair Value of Plan Assets, Defined Benefit Obligation and Net Liability for year end 31 March 2018

Period ended 31 March 2018	Assets £(000)	Obligations £(000)	Net (liability) / asset £(000)
Fair value of plan assets	1,861		1,861
Present value of funded liabilities		7,294	(7,294)
Present value of unfunded liabilities		26	(26)
Opening Position as at 31 March 2017	1,861	7,320	(5,459)
Service cost			
Current service cost*		146	(146)
Past service cost (including curtailments)		-	-
Effect of settlements	-	-	-
Total Service Cost	-	146	(146)
Net interest			
Interest income on plan assets	45		45
Interest cost on defined benefit obligation		181	(181)
Impact of asset ceiling on net interest	-	-	-
Total net interest	45	181	(136)
Total defined benefit cost recognised in Profit or (Loss)	45	327	(282)
Cashflows			
Plan participants' contributions	22	22	-
Employer contributions	197		197
Contributions in respect of unfunded benefits	4		4
Benefits paid	(349)	(349)	-
Unfunded benefits paid	(4)	(4)	-
Effect of business combinations and disposals	-	-	-
Expected closing position	1,776	7,316	(5,540)
Remeasurements			
Changes in demographic assumptions		-	-
Changes in financial assumptions		(92)	92
Other experience		1	(1)
Return on assets excluding amounts included in net interest	(3)		(3)
Changes in asset ceiling	-	-	-
Total remeasurements recognised in Other Comprehensive Income (OCI)	(3)	(91)	88
Fair value of plan assets	1,773		1,773
Present value of funded liabilities		7,201	(7,201)
Present value of unfunded liabilities**		24	(24)
Closing position as at 31 March 2018	1,773	7,225	(5,452)

* The current service cost includes an allowance for administration expenses of 0.5% of payroll.

** This liability comprises of approximately £24,000 in respect of LGPS unfunded pensions and £0 in respect of Teachers' unfunded pensions. For unfunded liabilities as at 31 March 2018, it is assumed that all unfunded pensions are payable for the remainder of the member's life. It is further assumed that 90% of pensioners are married (or cohabiting) at death and that their spouse (cohabitee) will receive a pension of 50% of the member's pension as at the date of the member's death.

Information about the Defined Benefit Obligation

	Liability split £(000) as at 31 March 2018	Liability split (%) as at 31 March 2018	Weighted Average Duration
Active members	2,219	30.8%	19.6
Deferred members	747	10.4%	16.9
Pensioner members	4,235	58.8%	9.9
Total	7,201	100.0%	12.7

Please note that the above figures are for the funded obligations only and do not include any unfunded pensioner liabilities. The durations are as they stood at the date of the most recent actuarial valuation of the Employer.

Changes in the Fair Value of Plan Assets, Defined Benefit Obligation and Net Liability for year end 31 March 2017

Period ended 31 March 2017	Assets £(000)	Obligations £(000)	Net (liability) / asset £(000)
Fair value of plan assets	1,904		1,904
Present value of liabilities		6,671	(6,671)
Opening Position as at 31 March 2016	1,904	6,671	(4,767)
Service cost			
Current service cost*		114	(114)
Past service cost (including curtailments)		-	-
Effect of settlements	-	-	-
Total Service Cost	-	114	(114)
Net interest			
Interest income on plan assets	60		60
Interest cost on defined benefit obligation		222	(222)
Impact of asset ceiling on net interest	-	-	-
Total net interest	60	222	(162)
Total defined benefit cost recognised in Profit or (Loss)	60	336	(276)
Cashflows			
Plan participant's contributions	21	21	-
Employer contributions	109		109
Contributions in respect of unfunded benefits	4		4
Benefits paid	(382)	(382)	-
Unfunded benefits paid	(4)	(4)	-
Effect of business combinations and disposals	-	-	-
Expected closing position	1,712	6,642	(4,930)
Remeasurements			
Changes in demographic assumptions		(106)	106
Changes in financial assumptions		904	(904)
Other experience		(120)	120
Return on assets excluding amounts included in net interest	149		149
Changes in asset ceiling	-	-	-
Total remeasurements recognised in Other Comprehensive Income (OCI)	149	678	(529)
Fair value of plan assets	1,861		1,861
Present value of funded liabilities		7,294	(7,294)
Present value of unfunded liabilities		26	(26)
Closing position as at 31 March 2017	1,861	7,320	(5,459)

* The current service cost includes an allowance for administration expenses of 0.4% of payroll.

Please note that I have only shown a one year history of results and if further information is required please see the previous years' reports.

Section 4 - Projected defined benefit cost for the period to 31 March 2019

Analysis of projected amount to be charged to operating profit for the period to 31 March 2019

Period Ended 31 March 2019	Assets £(000)	Obligations £(000)	Net (liability)/asset £(000) % of pay	
Projected Current service cost *		141	(141)	(41.9%)
Past service cost including curtailments		-	-	-
Effect of settlements	-	-	-	-
Total Service Cost	-	141	(141)	(41.9%)
Interest income on plan assets	45		45	13.3%
Interest cost on defined benefit obligation		186	(186)	(55.0%)
Total Net Interest Cost	45	186	(141)	(41.7%)
Total Included in Profit and Loss	45	327	(282)	(83.6%)

* The current service cost includes an allowance for administration expenses of 0.5% of payroll. The monetary value is based on a projected payroll of £338,000.

The contributions paid by the Employer are set by the Fund Actuary at each triennial actuarial valuation (the most recent being as at 31 March 2016), or at any other time as instructed to do so by the Administering Authority. The contributions payable over the period to 31 March 2020 are set out in the Rate and Adjustments certificate. For further details on the approach adopted to set contribution rates for the Employer, please refer to the 2016 actuarial valuation report.

I estimate the Employer's contributions for the period to 31 March 2019 will be approximately £197,000.

Notes:

The above figures should be treated as estimates and may need to be adjusted to take account of:

- any material events, such as curtailments, settlements or the discontinuance of the Employer's participation in the Fund;
- any changes to accounting practices;
- any changes to the Scheme benefit or member contribution rates; and/or
- any full funding valuation that may have been carried out on the Employer's behalf.

The monetary amount of the projected service cost for the period to 31 March 2019 may be adjusted to take account of actual pensionable payroll for the period.

Section 5 - Sensitivity Analysis

Sensitivity analysis

FRS102 does not require disclosure of the sensitivity of the results to the methods and assumptions used. However, it is recommended best practice that this information is included and we have therefore shown these in the report.

The sensitivities regarding the principal assumptions used to measure the scheme liabilities are set out below:

Change in assumptions at 31 March 2018:	Approximate % increase to Defined Benefit Obligation	Approximate monetary amount (£000)
0.5% decrease in Real Discount Rate	7%	476
0.5% increase in the Salary Increase Rate	1%	44
0.5% increase in the Pension Increase Rate	6%	427

Notes:

In order to quantify the impact of a change in the financial assumptions used, we have calculated and compared the value of the scheme liabilities as at 31 March 2018 on varying bases. The approach taken is consistent with that adopted to derive the FRS102 figures provided in this report.

The principal demographic assumption is the longevity assumption (i.e. member life expectancy). For sensitivity purposes, we estimate that a one year increase in life expectancy would approximately increase the Employer's Defined Benefit Obligation by around 3-5%. In practice the actual cost of a one year increase in life expectancy will depend on the structure of the revised assumption (i.e. if improvements to survival rates predominantly apply at younger or older ages).

Please note the above figures have been derived based on the membership profile of the Employer as at the date of the most recent actuarial valuation.

For further details on the method and assumptions used please refer to the accompanying report 'Actuarial Valuation as at 31 March 2018 for Accounting Purposes'.

The approach taken in preparing the sensitivity analysis shown is consistent with that adopted in the previous year.

FRS102 as at 31 March 2018 - Results Schedule

ATTENTION

The results in this Schedule should be read in conjunction with the accompanying report entitled 'Actuarial Valuation as at 31 March 2018 for Accounting Purposes'. The method, assumptions, reliances and limitations are described in that document. The restrictions set out in the report on the disclosure to any third party apply equally to this Results Schedule.

Fund	Norfolk Pension Fund
Administering Authority	Norfolk County Council
Employer	Kings Lynn (WMA)
Terms of Engagement Signed	9 January 2018



Robert Bilton FFA
For and on behalf of Hymans Robertson LLP
6 April 2018

Section 1 - Data

Employer membership statistics

	Number	Total Salaries / Pensions £(000)	Average Age
	31 Mar 2016	31 Mar 2016	31 Mar 2016
Actives	17	562	48
Deferred Pensioners	2	21	54
Pensioners	2	21	66

Deferred pensioners include undecided leavers and frozen refunds. Salaries are actual, not full-time equivalent.

Payroll

Period	Assumed Total Pensionable Payroll based on Information Provided
1 April 2017 to 31 March 2018	£951,000

LGPS early retirements

New Early Retirements 1 April 2017 to 31 March 2018	Number	Total Pension Accrued (£)	Total Pension Actual (£)
Redundancy	-	-	-
Efficiency	-	-	-
Other	-	-	-

Teachers' early retirements

New Early Retirements 1 April 2017 to 31 March 2018	Number	Recharged Accrued Pension (£)	Total Actual Recharged Pension (£)
Redundancy	-	-	-
Efficiency	-	-	-
Other	-	-	-

Investment returns

The return on the Fund in market value terms for the period to 31 March 2018 is estimated based on actual Fund returns as provided by the Administering Authority and index returns where necessary. Details are given below:

Actual Returns from 1 April 2017 to 31 December 2017	6.1%
Total Returns from 1 April 2017 to 31 March 2018	3.0%

The major categories of plan assets as a percentage of total plan assets

We have used the most recent asset split provided to us and allowed for index returns, where required, on each asset category to determine the estimated split of assets as at 31 March 2018.

Period Ended	31 Mar 2018	31 Mar 2017
Equities	55%	62%
Bonds	31%	25%
Property	12%	10%
Cash	2%	3%

I estimate the bid value of the Fund's assets as at 31 March 2018 to be £3,127,000,000 based on information provided by the Administering Authority and allowing for index returns where necessary.

Unfunded benefits

A summary of the membership data in respect of unfunded benefits is shown below.

LGPS Unfunded Pensions	Number at 31 March 2018	Annual Unfunded Pension £(000)
Male	-	-
Female	-	-
Dependants	-	-
Total	-	-

Teacher Unfunded Pensions	Number at 31 March 2018	Annual Unfunded Pension £(000)
Male	-	-
Female	-	-
Dependants	-	-
Total	-	-

The annual unfunded pensions include the 2018 pension increase.

Bulk transfers

I have not been asked to value any bulk transfers of membership this period.

Section 2 - Assumptions

Financial assumptions

My recommended financial assumptions, as described in the accompanying report, are summarised below:

Period Ended	31 Mar 2018 % p.a.	31 Mar 2017 % p.a.
Pension Increase Rate	2.3%	2.4%
Salary Increase Rate	2.6%	2.7%
Discount Rate	2.7%	2.7%

Mortality

As discussed in the accompanying report, life expectancy is based on the Fund's VitaCurves with improvements in line with the CMI 2013 model assuming the current rate of improvement has reached a peak and will converge to a long term rate of 1.25% p.a.. The average future life expectancies at age 65 are summarised below:

	Males	Females
Current Pensioners	22.1 years	24.4 years
Future Pensioners*	24.1 years	26.4 years

* Figures assume members aged 45 as at the last formal valuation date.

Historic mortality

Life expectancies for the prior period end are based on the Fund's VitaCurves. The allowance for future improvements are shown below:

Period Ended	Prospective Pensioners	Pensioners
31 March 2017	CMI 2013 model assuming the current rate of improvement has reached a peak and will converge to a long term rate of 1.25% p.a..	CMI 2013 model assuming the current rate of improvement has reached a peak and will converge to a long term rate of 1.25% p.a..

Please note that the mortality assumptions used to value the Obligations in the Employer's Closing Position are identical to those used to value the Obligations in the Employer's Opening Position.

Commutation

An allowance is included for future retirements to elect to take 50% of the maximum additional tax-free cash up to HMRC limits for pre-April 2008 service and 75% of the maximum tax-free cash for post-April 2008 service.

Section 3 - Balance sheet, P&L, OCI disclosures as at 31 March 2018

Changes in the Fair Value of Plan Assets, Defined Benefit Obligation and Net Liability for year end 31 March 2018

Period ended 31 March 2018	Assets £(000)	Obligations £(000)	Net (liability) / asset £(000)
Fair value of plan assets	2,312		2,312
Present value of funded liabilities		4,139	(4,139)
Present value of unfunded liabilities		-	-
Opening Position as at 31 March 2017	2,312	4,139	(1,827)
Service cost			
Current service cost*		359	(359)
Past service cost (including curtailments)		-	-
Effect of settlements	-	-	-
Total Service Cost	-	359	(359)
Net interest			
Interest income on plan assets	66		66
Interest cost on defined benefit obligation		117	(117)
Impact of asset ceiling on net interest	-	-	-
Total net interest	66	117	(51)
Total defined benefit cost recognised in Profit or (Loss)	66	476	(410)
Cashflows			
Plan participants' contributions	79	79	-
Employer contributions	204		204
Contributions in respect of unfunded benefits	-		-
Benefits paid	(26)	(26)	-
Unfunded benefits paid	-	-	-
Effect of business combinations and disposals	-	-	-
Expected closing position	2,635	4,668	(2,033)
Remeasurements			
Changes in demographic assumptions		-	-
Changes in financial assumptions		(117)	117
Other experience		-	-
Return on assets excluding amounts included in net interest	8		8
Changes in asset ceiling	-	-	-
Total remeasurements recognised in Other Comprehensive Income (OCI)	8	(117)	125
Fair value of plan assets	2,643		2,643
Present value of funded liabilities		4,551	(4,551)
Present value of unfunded liabilities**		-	-
Closing position as at 31 March 2018	2,643	4,551	(1,908)

* The current service cost includes an allowance for administration expenses of 0.5% of payroll.

** For unfunded liabilities as at 31 March 2018, it is assumed that all unfunded pensions are payable for the remainder of the member's life. It is further assumed that 90% of pensioners are married (or cohabiting) at death and that their spouse (cohabitee) will receive a pension of 50% of the member's pension as at the date of the member's death.

Information about the Defined Benefit Obligation

	Liability split £(000) as at 31 March 2018	Liability split (%) as at 31 March 2018	Weighted Average Duration
Active members	3,502	77.0%	26.7
Deferred members	568	12.5%	22.3
Pensioner members	481	10.6%	12.9
Total	4,551	100.0%	23.8

Please note that the above figures are for the funded obligations only and do not include any unfunded pensioner liabilities. The durations are as they stood at the date of the most recent actuarial valuation of the Employer.

Changes in the Fair Value of Plan Assets, Defined Benefit Obligation and Net Liability for year end 31 March 2017

Period ended 31 March 2017	Assets £(000)	Obligations £(000)	Net (liability) / asset £(000)
Fair value of plan assets	1,869		1,869
Present value of liabilities		2,948	(2,948)
Opening Position as at 31 March 2016	1,869	2,948	(1,079)
Service cost			
Current service cost*		180	(180)
Past service cost (including curtailments)		-	-
Effect of settlements	-	-	-
Total Service Cost	-	180	(180)
Net interest			
Interest income on plan assets	71		71
Interest cost on defined benefit obligation		110	(110)
Impact of asset ceiling on net interest	-	-	-
Total net interest	71	110	(39)
Total defined benefit cost recognised in Profit or (Loss)	71	290	(219)
Cashflows			
Plan participant's contributions	62	62	-
Employer contributions	152		152
Contributions in respect of unfunded benefits	-		-
Benefits paid	(24)	(24)	-
Unfunded benefits paid	-	-	-
Effect of business combinations and disposals	-	-	-
Expected closing position	2,130	3,276	(1,146)
Remeasurements			
Changes in demographic assumptions		(18)	18
Changes in financial assumptions		821	(821)
Other experience		60	(60)
Return on assets excluding amounts included in net interest	182		182
Changes in asset ceiling	-	-	-
Total remeasurements recognised in Other Comprehensive Income (OCI)	182	863	(681)
Fair value of plan assets	2,312		2,312
Present value of funded liabilities		4,139	(4,139)
Present value of unfunded liabilities		-	-
Closing position as at 31 March 2017	2,312	4,139	(1,827)

* The current service cost includes an allowance for administration expenses of 0.5% of payroll.

Please note that I have only shown a one year history of results and if further information is required please see the previous years' reports.

Section 4 - Projected defined benefit cost for the period to 31 March 2019

Analysis of projected amount to be charged to operating profit for the period to 31 March 2019

Period Ended 31 March 2019	Assets £(000)	Obligations £(000)	Net (liability)/asset £(000) % of pay	
Projected Current service cost *		346	(346)	(36.4%)
Past service cost including curtailments		-	-	-
Effect of settlements	-	-	-	-
Total Service Cost	-	346	(346)	(36.4%)
Interest income on plan assets	75		75	7.9%
Interest cost on defined benefit obligation		128	(128)	(13.5%)
Total Net Interest Cost	75	128	(53)	(5.6%)
Total Included in Profit and Loss	75	474	(399)	(42.0%)

* The current service cost includes an allowance for administration expenses of 0.5% of payroll. The monetary value is based on a projected payroll of £951,000.

The contributions paid by the Employer are set by the Fund Actuary at each triennial actuarial valuation (the most recent being as at 31 March 2016), or at any other time as instructed to do so by the Administering Authority. The contributions payable over the period to 31 March 2020 are set out in the Rate and Adjustments certificate. For further details on the approach adopted to set contribution rates for the Employer, please refer to the 2016 actuarial valuation report.

I estimate the Employer's contributions for the period to 31 March 2019 will be approximately £209,000.

Notes:

The above figures should be treated as estimates and may need to be adjusted to take account of:

- any material events, such as curtailments, settlements or the discontinuance of the Employer's participation in the Fund;
- any changes to accounting practices;
- any changes to the Scheme benefit or member contribution rates; and/or
- any full funding valuation that may have been carried out on the Employer's behalf.

The monetary amount of the projected service cost for the period to 31 March 2019 may be adjusted to take account of actual pensionable payroll for the period.

Section 5 - Sensitivity Analysis

Sensitivity analysis

FRS102 does not require disclosure of the sensitivity of the results to the methods and assumptions used. However, it is recommended best practice that this information is included and we have therefore shown these in the report.

The sensitivities regarding the principal assumptions used to measure the scheme liabilities are set out below:

Change in assumptions at 31 March 2018:	Approximate % increase to Defined Benefit Obligation	Approximate monetary amount (£000)
0.5% decrease in Real Discount Rate	14%	620
0.5% increase in the Salary Increase Rate	4%	160
0.5% increase in the Pension Increase Rate	10%	448

Notes:

In order to quantify the impact of a change in the financial assumptions used, we have calculated and compared the value of the scheme liabilities as at 31 March 2018 on varying bases. The approach taken is consistent with that adopted to derive the FRS102 figures provided in this report.

The principal demographic assumption is the longevity assumption (i.e. member life expectancy). For sensitivity purposes, we estimate that a one year increase in life expectancy would approximately increase the Employer's Defined Benefit Obligation by around 3-5%. In practice the actual cost of a one year increase in life expectancy will depend on the structure of the revised assumption (i.e. if improvements to survival rates predominantly apply at younger or older ages).

Please note the above figures have been derived based on the membership profile of the Employer as at the date of the most recent actuarial valuation.

For further details on the method and assumptions used please refer to the accompanying report 'Actuarial Valuation as at 31 March 2018 for Accounting Purposes'.

The approach taken in preparing the sensitivity analysis shown is consistent with that adopted in the previous year.



Annual Report for the year ended

31 March 2018

The Law – the following annual report is provided in accordance with Paragraph 4 of Schedule 2 to the Land Drainage Act 1991.

No later than 31 August 2018 a copy must be provided to:

- Department for Environment, Food and Rural Affairs, Flood Management Division, Floor 3, Seacole, 2 Marsham Street, London SW1P 4DF via floodreports@defra.gsi.gov.uk
- National Flood and Coastal Risk Manager (Strategic Delivery), The Environment Agency, Horizon House, Deanery Road, Bristol, BS1 5AH via rachael.hill@environment-agency.gov.uk
- The Chief Executives of:
 - all local authorities that pay special levies to the Board;
 - all County Councils or London Boroughs within which the Board is situated.

Please complete the form electronically. If you are unable to complete the form electronically, please complete in BLOCK LETTERS using **black ink**.

Please round all cash figures down to nearest whole £.

SOUTH HOLLAND	Internal Drainage Board
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Section A – Financial information

Preliminary information on special levies issued by the Board for 2018- 19

Information requested below is essential in calculating future formula spending share. It is not covered elsewhere on this form or by the external auditor's certificate.

Special levies information for financial year 2018-19 (forecast)	
Name of local authority	2018-19 forecast £
1. BOSTON BOROUGH COUNCIL	1,263,572
2. SOUTH HOLLAND DISTRICT COUNCIL	890
Total	1,264,462

Section A – Financial information (continued)

Income and Expenditure Account for the year ending 31 March 2018

All Internal Drainage Boards must ensure that the Income and Expenditure information provided below is consistent with the Board's annual accounting statements which have been prepared in accordance with proper practices found in *Governance and Accountability for Smaller Authorities in England – A Practitioners' Guide to proper practices to be applied in the preparation of statutory annual accounts and governance statements March 2017*

	Notes	Year ending 31 March 2018 £
INCOME		
1. Drainage Rates		954,802
2. Special Levies		1,233,583
3. Higher Land Water Contributions from the Environment Agency		0
4. Contributions received from developers/other beneficiaries		110,522
5. Government Grants (includes capital grants from EA and levy contributions)		74,831
6. PSCAs from EA and other RMAs		0
7. Loans		0
8. Rechargeable Works		29,404
9. Interest and Investment Income		14,317
10. Rents and Acknowledgements		814
11. Other Income		74,262
Total income		2,492,535
EXPENDITURE		
12. New Works and Improvement Works		660,699
13. Total precept to the Environment Agency		145,835
14. Watercourse maintenance		1,107,907
15. Pumping Stations, Sluices and Water level control structures		222,502
16. Administration		317,574
17. PSCAs		0
18. Rechargeable Works		6,939
19. Finance Charges		0
20. SSSIs		0
21. IDB Biodiversity and conservation (other than item 20 expenditure)		4,358
22. Other Expenditure		46,159
Total expenditure		2,511,973

EXCEPTIONAL ITEMS		
23. Profits/(losses) arising from the disposal of fixed assets		6,540
Net Operating Surplus/(Deficit) for the year		(12,898)
24. Developers Funds income not applied in year		633,231
25. Grant income not applied in year		241,032

Notes:

11. Include all other Income, such as absorption account surpluses (for example plant and labour absorption accounts).
12. State the gross cost of undertaking minor capital works that have not been capitalised and the annual depreciation charges of all major schemes that have been capitalised. You should also include a fair proportion of the support costs directly associated with delivery of the schemes.
13. State the total precept demanded for the year as properly issued by the Environment Agency, in accordance with section 141 of the Water Resources Act 1991. Providing that the precept has been properly issued as before stated it should always be included here, even when the Board has appealed against the amount of contribution, in accordance with section 140 of the Water Resources Act 1991. Where the Board knows with certainty the outcome of any such appeal, it should also include the appropriate accrual/prepayment.
14. State all costs associated with the maintenance of watercourses, meaning work associated with open channels, pipelines, culverts, bridges, etc. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with delivery of the maintenance programme.
15. State all costs associated with maintaining and operating the pumping stations, sluices and water level control structures. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with maintaining and operating the pumping stations, sluices and water level control structures.
16. Include the cost of non-technical staff only, office accommodation, annual depreciation of office equipment that has been capitalised, minor office equipment that has not been capitalised, postages, telecoms', stationery, printing, advertising, auditing of accounts, general insurances and all other costs associated with supporting the organisation. Please note that this does not include support costs, which are directly associated with the delivery of front line services.
17. State all costs associated with the PSCA
18. State all costs associated with undertaking work for third parties. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with undertaking the rechargeable work.
19. Include the cost of servicing any borrowing, in terms of bank/loan/hire purchase Interest payable.
20. State all costs associated with undertaking works – capital or maintenance – specifically for helping to achieve favourable condition on Sites of Special Scientific Interest (SSSIs). In most cases, these costs will be incurred in implementing actions set out in SSSI Water Level Management Plans or SSSI River Restoration Plans.
21. State all costs associated with undertaking works – capital or maintenance – that are likely intended to help conserve biodiversity (other than works on SSSIs). These costs are likely to be incurred in implementing actions set out in an IDB's Biodiversity Action Plan or other conservation actions on non-designated sites.
22. Include all other expenditure, such as a provision for bad/doubtful debts, write-offs, and absorption account deficits (for example plant and labour absorption accounts).
23. For the disposal of assets, state the difference between any proceeds from the sale/disposal of the asset and the cost of the asset less accumulated depreciation.
24. Total balance of developer fund year end.
25. Unspent grant at year end.

Section B –IDB Reporting

Policy Delivery Statement

Boards are required to produce a publicly available policy statement setting out their plans for delivering the Government's policy aims and objectives. It is recommended that these statements be published on Boards' websites where they have them and reviewed every three years.

Is an up to date statement in place and copy (or weblink)

provided to Defra, and EA? https://www.wlma.org.uk/uploads/SHIDB_Policy_Statement.pdf Yes No

Biodiversity

Please indicate whether your Board has a Biodiversity Action PlanYes No

If "yes" is the Biodiversity Action Plan available on your website?.....

https://www.wlma.org.uk/uploads/SHIDB_BAP.pdfYes No

What year was your Biodiversity Action Plan last updated?).....

2015

Have you reported progress on BAP implementation on your web site?.....Yes No

When was biodiversity last discussed at a Board meeting (date)?.....

06/02/2018

Do you have a biosecurity process?.....Yes No

SSSI water level management plans

Please indicate whether your Board is responsible for any SSSI water level management plans?.....Yes No

If so, which ones:

Area of SSSI with IDB water level management plans.....

0

Area of SSSI where IDB water level management activities are contributing to recovering or favourable condition?

0

Area of SSSI where IDB water level management actions are required to achieve recovering or favourable condition?

Access to environmental expertise

Does your IDB have access to environmental expertise? If so please tick all those options below through which environmental expertise is regularly provided to your IDB:

- Appropriately skilled Board Members (e.g. Board member from an Environmental Body/Authority)
- Co-opted members
- Directly employed staff
- Contracted persons or consultants
- Environmental Partners/NGOs
- Other (please describe)
- The Board's Conservation Committee meets annually.

Asset Management

What system/database does your Board use to manage the assets it is responsible for?

- ADIS
- Paper Records
- Other Electronic System Bespoke Microsoft Access Database and GIS

Has your Board continued to undertake visual inspections and update asset databases on an annual basis? Yes No

What is the cumulative total of identified watercourse (in km) that the Board periodically maintains?

How many pumping stations does the Board operate?

What is the cumulative design capacity of the Board's pumping station(s) (enter zero if no stations are operated)?

Health and Safety

Does the Board have a current Health and Safety policy in place? Yes No

Does the Board have a responsible officer for Health and Safety? Yes No

Have there been any reportable incidents in the past year? Yes No

If so, please summarise in the box below:

On the 10/04/2017 A Drainage Board Operative fractured his left collar bone. The operative was manually moving a 6inch pipe with a colleague from the storage shed ready to take out to site. They had to lift them off the floor and over a box to get them out. The operative stood on a pallet while they was doing this, which broke causing him to lose his footing. The pipe moved suddenly twisting the operatives shoulder at a peculiar angle and causing pain. The operative remained at work for the rest of the day but sought medical advice that evening. The operative went to A & E where they diagnosed a fractured left collar bone. They operative was off for 2 weeks. HSE was notified as a RIDDOR incident on the 18/04/2017.

Remedial action taken:

- All operatives attended a manual handling refresher course.
- A memo was sent to both operatives involved in the lifting operation regarding importance of clearing the area around the lift before commencing and using mechanical means of lifting in preference to manual lifting.
- Manual handling risk assessment reviewed and re-issued to employees.
- Pipes to be stored in a more accessible location.

Guidance and Best Practice

Has your IDB adopted a formal Scheme of Delegation? Yes No

Has your IDB provided training for board members in the last year in the any of the following areas?

Governance	<input checked="" type="checkbox"/>
Finance	<input checked="" type="checkbox"/>
Environment	<input checked="" type="checkbox"/>
Health, safety and welfare	<input checked="" type="checkbox"/>
Communications and engagement	<input checked="" type="checkbox"/>
Other (please describe)	<input type="checkbox"/>

Is your Board's website information current for this financial year? (Board membership, audited accounts, programmes of works, WLMPS, etc) Yes No

Has your IDB adopted computerised accounting and rating systems? Yes No

Has your board published all minutes of meetings on the website?..... Yes No

Does the Board publish information on its website on its approach to maintenance works and provide contact details to allow for and encourage public engagement? Yes No

When planning maintenance and capital works are environmental impacts taken into account and wherever possible best practice applied? Yes No

Has your Board adopted the following governance documents?

Standing Orders Yes No

Have the Standing Orders been approved by Ministers Yes No

Byelaws Yes No

If you have Byelaws, have you adopted the latest model byelaws published in 2012..... Yes No

Have the Byelaws been approved by Ministers.....Yes No

Code of Conduct for Board Members..... Yes No

Financial Regulations.....Yes No

Register of Member's Interests.....Yes No

Anti-fraud and corruption policy..... Yes No

Board membership and attendance

How many Board members (in total – elected and appointed) do you have on your IDB?	21
Seats available to appointed members under the Land Drainage Act 1991.	11
Number of elected members on the board at year end.	10
Number of appointed members on the board at year end.	11
Mean average number of elected members in attendance at each board meeting over the last financial year.	9
Mean average number of appointed members in attendance at each board meeting over the last financial year.	7

Have you held elections within the last three years?.....Yes No N/A

Did elections comply with the requirements specified by the Secretary of State under Regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938?..... Yes No N/A

Complaints procedure

Is the procedure for a member of the public to make a complaint about the IDB accessible from the front page of its website?.....Yes No

Number of complaints received in the financial year?	3
Number of complaints outstanding in the financial year?	1
Number of complaints referred to the Local Government Ombudsman?	Nil
Number of complaints upheld by the Local Government Ombudsman?	N/A

Public Engagement

Set out what your Board has done in this financial year to engage with the public (tick relevant box(es) below):

Press releases

Newsletters

Web site including Facebook and Twitter

Meetings

Shows/events (including open days/inspections)

Consultations

Notices

Percentage (in value) of drainage rates outstanding at year end?

0.001%

Section B: NOTES

Guidance and Best Practice

Has your Board published **all** minutes of meetings on the web site? In answering this question, this should apply to all the main Board meetings held in the year and any appropriate meetings the Board has held with external stakeholders.

Board membership and attendance

When referring to **elected members** of the Board, this relates to the number of landowners/drainage rate payers that are elected to the Board.

When referring to **appointed members** of the Board, this relates to the number of members appointed by the local authorities to represent the local council taxpayers.

When referring to mean average number of elected and appointed members in attendance at meetings at each board meeting – **this should be expressed as a number of attendees** and not as a percentage attendance.

With regard to elections, under Schedule 1 of the Land Drainage Act 1991, elected members should hold office for three years, at which point a further election is held. When elections are held, they should comply with the requirements under Regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938 – to advertise and notify local stakeholders accordingly.

Section C – Declaration

SOUTH HOLLAND

Internal Drainage Board

I confirm that the information provided in sections A-C or with this form is correct.

Signature

P. Camamile

Date

29 August 2018

Name in BLOCK LETTERS

PHIL CAMAMILE

Designation

CHIEF EXECUTIVE

Email address

phil@wlma.org.uk



BOARD MEMBERSHIP AS AT 31 MARCH 2018

NAME	MEETINGS	ATTENDED	ATTENDANCE %	CONTACT DETAILS
ELECTED MEMBERS				
Geest J L van	4	3	75	john@jlfarms.co.uk
Grundy N J	4	3	75	ngrundy@onetel.com
Hay A G	4	4	100	andrewhay@afiweb.net
Markillie S A R **	4	4	100	shf@strawberryhall.co.uk
Perowne J	4	4	100	julian@jackbuck.co.uk
Stancer I	4	4	100	i.stancer@farming.co.uk
Taylor S R	4	2	50	sam@taylors-bulbs.com
Thompson R C	4	4	100	office@gtfarms.co.uk
Ward J W	4	4	100	joeward@hotmail.com
Worth D R *	4	3	75	duncan.worth@ahworth.co.uk
APPOINTED MEMBERS				
South Holland DC				
Biggadike F	4	4	100	fbiggadike@sholland.gov.uk
Booth S M	4	1	25	simonmbooth@aol.com
Carter T (Miss)	4	4	100	tcarter@sholland.gov.uk
Coupland P	4	2	50	pcoupland@sholland.gov.uk
Foyster P	4	2	50	pfoyster@sholland.gov.uk
Howard M	4	2	50	emhoward3107@gmail.com
Seymour M D	4	4	100	mseymour@sholland.gov.uk
Sneath E (Mrs)	4	4	100	elizabeth.sneath@sholland.gov.uk
Tyrrell J	4	2	50	jtyrrell@sholland.gov.uk
Walls P M	4	3	75	n/a
South Holland DC/ Boston BC				
Casson A	4	2	50	acasson@sholland.gov.uk

* Chairman

** Vice-Chairman

Elected Members Average
attendance = 88%

Appointed Members Average
attendance = 68%

Board Members and Officers

Gifts and Hospitality Register for 2017/18

Date	Member/Employee	Offer from	Description	Value (if known)	Accepted/Declined