

## **BUCKINGHAM AND RIVER OUZEL INTERNAL DRAINAGE BOARD**

### **MINUTES OF THE GENERAL PURPOSES COMMITTEE 4 FEBRUARY 2014 AT 11.30AM AND MINUTES OF THE BOARD MEETING 4 FEBRUARY 2014 AT 2PM**

Due to the office move, IT problems and the Christmas holiday period the General Purposes Committee meeting was rescheduled to the morning of the full Board meeting. For completeness, the papers for the Agenda items discussed at the General Purposes meeting were included in the full Board meeting booklet and were shown in italics (*items 8 to 12*) and a note explaining this was included at the bottom of the Board Agenda.

The Chairman of the General Purposes Committee meeting reported verbally to the full Board meeting the recommendations of the General Purposes Committee. The minutes of the General Purposes Committee meeting and the minutes of the full Board meeting are below:

## **BUCKINGHAM AND RIVER OUZEL INTERNAL DRAINAGE BOARD**

### **GENERAL PURPOSES COMMITTEE**

**Minutes of the meeting of the General Purposes Committee held on 4 February 2014 at 11.30 am at Vale House, Stewartby.**

**PRESENT:** Messrs Costin (Chairman); Bowsher; Edwards (*arr. at 11.55*); and Powell-Shedden.

**IN ATTENDANCE:** Mrs F C Bowler (Clerk); Mr J J Oldfield (Director of Operations) and Mrs R C Easom (Committee Clerk).

**OBSERVING:** Miss N Souter, Finance/Rating/Admin Assistant

#### **1 APOLOGIES**

There were no apologies.

#### **2 DECLARATION OF MEMBERS' INTERESTS**

Mr Bowsher declared an interest as an employee of the Parks Trust.

#### **MINUTES OF PREVIOUS MEETING**

It was noted that the minutes of the last meeting of the Committee, held on 15 January 2013, had been approved at a meeting of the full Board on 5 February 2013.

#### **3 TO CONSIDER THE PROGRAMME OF WATERCOURSE SURVEYS**

The Director of Operations presented the watercourse surveys report.

**Members agreed to recommend to the Board approval of the Watercourse Survey Report including the budget of £5,000 for incidental survey work and agreed that the Clerk should be empowered to negotiate and approve expenditure by the Board from this budget.**

Discussion took place:

Mr Bowsher referred to 'as built' surveys provided by developers and asked whether the Board has any come back if the drawings were not adequate. The Director of Operations said the legal agreements required adequate drawings. Mr Bowsher agreed that it was right to make provision in the budget for the checking of the drawings.

Mr Costin asked whether the £5,000 allocation for CCTV and jetting was sufficient. Officers confirmed that it was.

*Mr Edwards arrived.*

#### **4 REVIEW OF DEVELOPMENT CONTRIBUTIONS**

The Director of Operations presented the Review of Development Contributions report and drew the attention of members to additions to the report: bullet point c) and also '*Where the discharge flow is into a tributary of the Board's main network, the developer is required to fully fund the necessary adoption of the associated tributary watercourse.*'

**Members agreed to recommend to the Board that the report and the following be approved:**

- (i) The general development contribution should be increased to £4.15 per impervious square meter from 1<sup>st</sup> April 2014;**
- (ii) Where the outfall flows into a Board watercourse the Board take a development contribution and/or where the outfall flows into a tributary, the developer will fully fund any necessary adoption;**
- (iii) The Clerk should be authorized to negotiate appropriate commuted sums from developers when the Board agrees to adopt new works.**

Discussion took place:

Mr Bowsher asked whether there was a definition of a 'small development'. The Director of Operations said it does not tie in with Local Authority Planning definitions. In IDB terms, the run-off equates to, typically, 4 lts per second, per hectare, therefore it is, approximately, less than a hectare.

Mr Bowsher added that under d) it would be more accurate to say 'in Milton Keynes, **some** of the expansion areas are funded under the Tariff system.'

#### **SUDS APPROVAL BODY (SAB)**

Members expressed concern regarding the responsibility for approving and adopting Sustainable Drainage Systems for two or more properties passing to the Lead Local Flood Authority. They felt that the LLFA would not be accountable and there would be no budget. Officers said they had flagged up those issues as well as on-going future maintenance, with the Secretary of State for Environment, Food and Rural Affairs and they believed that that element of the Flood and Water Management Act was being re-examined.

Mr Edwards said a change in the funding mechanism was necessary as the Milton Keynes Tariff money was only available for new development, not existing.

Mr Bowsher queried the discount rate on the calculation of commuted sums. The Director of Operations said it was 3% and in line with Defra and the Treasury Green Book.

## **5 WORKS PROGRESS REPORT for the period April to December 2013**

The Director of Operations presented the Works Progress Report and A3 plan.

**Members agreed to recommend to the Board the approval of the Works Progress Report for the period April to December 2013.**

**The Parks Trust Partnership Working - Members recommended for approval the proposal that the Board makes a contribution to the Parks Trust's watercourse maintenance works which is in line with the Works Programme, based on works completed and Board approval.**

Discussion took place:

Mr Bowsher asked whether all of the work on the programme would be completed by the end of the financial year. The Director of Operations said that good progress was being made and it may be that only the area at Woburn, shown in green on the plan, will be carried over.

Mr Edwards made reference to the EA looking at the Clipston Brook. The Director of Operations said this included the upstream section of the Board's ordinary watercourse. The EA had been looking to provide a flood defence scheme in Leighton Buzzard, in the Board's area, but it was deemed not cost beneficial.

Mr Powell-Shedden said the use of weed spraying appeared to have had a dramatic effect on the estimates.

## **6 REVIEW OF WORKS PROGRAMME 2014/15**

The Review of Works Programme 2014/15 was presented as a separate document.

**Members approved the Works Programme for the year 2014/15 and recommended the approval of the Board.**

**Members approved the continued partnership working with the Parks Trust and contributions to watercourse maintenance works which are in line with the Works Programme and recommended the approval of the Board.**

Discussion took place:

Mr Powell-Shedden asked whether the emergency works at Newport Pagnell were to do with flood warnings and asked whether there had been any problems in Lakes Lane. The Director of Operations confirmed that the Board have on-going dialogue with EA duty officers during times of heavy rainfall and that there had been no reported problems in Lakes Lane.

Mr Bowsher queried the lack of resources for asset surveys. Officers said it was a short-term staffing issue.

Mr Bowsher asked about the chemical weed spraying under 'EA direction'. The Director of Operations said the Board decides where to weed spray and informs the EA at a local level although formal approval is not given. Officers agreed to clarify the wording.

## **7 TO REVIEW ESTIMATES OF INCOME AND EXPENDITURE AND TO MAKE RECOMMENDATIONS TO THE BOARD FOR THE RATE FOR THE 2014/15 FINANCIAL YEAR**

Officers presented the estimates of the income and expenditure. The Clerk reminded members that JMC had agreed the Group Account estimates at their meeting on 28 October 2013.

**Members reviewed the estimates and recommended the following for Board approval:**

- (i) Joint – Group Account – Engineering and Administration, Labour on cost and Plant Purchases and Funding**
- (ii) Capital and Maintenance Development Fund; Capital Works – Grant in Aid Capital Programme Funding.**
- (iii) Maintenance Estimates.**
- (iv) Occupiers’ Rate Fund/General Estimates**

**Members agreed to recommend to the Board a zero percentage increase in rate and special levy income for 2014/15 resulting in the rate of 4.80p in the pound and rate and special levy income of £616,573.**

**Members accepted the review of estimates of income and expenditure and recommended them to the Board for approval.**

Discussion took place:

#### **Joint – Plant Fund**

Mr Bowsher queried the workings of the plant fund. The Clerk said all plant is jointly owned by the Group with the Bucks & Ouzel Board’s share being 40% and the Beds & Ivel Board’s share being 60%. Plant items have a charge out rate. The Board pays that money back into the plant fund. Because sometime new plant is purchased the plant fund may require additional funds, however, last year because no plant was purchased money was given back to the Board. The plant fund is partially self-funding, however, a lot of new items of plant have been purchased recently and are due to be purchased. In the past higher interest rates have helped to keep the plant fund topped up.

#### **Capital Works**

The Engineer’s commentary and the capital estimates were reviewed.

Mr Edwards said Milton Keynes Tariff money should be available for Brooklands Phase 1. The Director of Operations agreed and said the manager of the Milton Keynes Tariff fund had been fully involved. Mr Bowsher added that all parties were in agreement it was just a case of resolving legal technicalities.

#### **Maintenance Works**

The Engineer’s commentary and the maintenance estimates were reviewed.

Mr Bowsher said there had been a big step down in the maintenance estimates compared with previous years. The Director of Operations said that the previous three years had been part of an elevated programme. The level of maintenance now planned is the same as it was prior to the elevated programme. The Clerk added that in the previous three years heavier clearing had taken place.

Mr Powell-Shedden asked whether the chemical spraying was making a difference. The Director of Operations said that it was. Although some watercourses require less maintenance anyway and the main network was being effectively maintained.

#### **Occupiers Rate Fund / General Estimates**

The Clerk’s commentary and the Income, Expenditure and Occupiers Rate Fund estimates were reviewed.

The Clerk explained the reason for the recommended 0% increase in the rate. The auditors recommend balances should be in the region of 50% of rates and special levy income and a 0% increase in the rate

would be in keeping with this recommendation. The Clerk added that the estimates have been based on a 1% increase in the two following years 2015/16 and 2016/17.

Mr Edwards said he felt that the Board has been very lucky with regard to the pattern of rainfall over its area in the exceptionally wet winter.

Mr Powell-Shedden said that steady maintenance pays off. He said ratepayer will judge the level of rate against the Board's effectiveness and asked if there had been any significant flooding in the Board's area. The Director of Operations said none that he was aware of.

## **8 ANY OTHER BUSINESS**

There was no other business.

The meeting closed at 12.55pm.

## **BUCKINGHAM AND RIVER OUZEL INTERNAL DRAINAGE BOARD**

### **Board Meeting**

**Minutes of the meeting held on 4 February 2014 at 2pm at Vale House, Stewartby**

**PRESENT:** N Costin (Chairman); P Bowsher; R Edwards; R Haynes; P Hirons; H Hunt; H Powell-Shedden; D Prosser; N Warren.

**IN ATTENDANCE:** F C Bowler (Clerk/Chief Executive); J J Oldfield (Director of Operations); R C Easom (Committee Clerk); D Gowing (Internal Auditor).

**OBSERVING:** N Souter, Finance/Rating/Admin Assistant

**1 APOLOGIES FOR ABSENCE** were received from A Dransfield; A Gurney; D Hopkin; M Howell; D Isham; K Janes; V McPake and A Webb.

### **2 DECLARATION OF MEMBERS' INTERESTS**

The Chairman declared an interest in so far as he is a member of Central Bedfordshire Council.

Mr Bowsher declared an interest as he is an employee of The Parks Trust.

### **3 ELECTION OF VICE CHAIRMAN**

**Members agreed unanimously to the election of Mr Powell-Shedden as Vice Chairman.**

### **4 VACANCY ON THE BUCKINGHAM & RIVER OUZEL BOARD GENERAL PURPOSES COMMITTEE**

**Members agreed unanimously to the election of Mr Warren to the General Purposes Committee.**

### **5 MINUTES OF BOARD MEETING 18<sup>TH</sup> JUNE 2013**

**The minutes were accepted as a true and accurate record.**

### **6 MATTERS ARISING**

#### **Broughton Brook Sewer Outfall from Maidstone Road / cascade weir**

The Director of Operations read out the concluding paragraph of the Queen's Counsel Opinion. He said it was generally supportive of the Board's position but it could be necessary for officers to obtain more background information for a further review from Counsel.

Members were concerned about the amount of money being spent on legal fees. The Director of Operations said the Counsel's Opinion has cost in the region of £1,500.

Mr Bowsher said there was not a problem with the structure itself, it was the erosion either side which represented a safety hazard as it was a public park. The bank has been in the same condition for about four or five years but it could collapse at any time. Mr Hunt asked what the estimated cost of repair was. The Director of Operations said the cost was in the region of £25,000.

**Members agreed that officers should get an estimate for the remedial work involved and send a letter to Anglian Water to seek a jointly funded scheme from two Flood Risk Partners.**

### **Lower Weald**

Mr Prosser said that the wire fence needed to be on either side of the outfall and added that he considered that the Board had been very lucky regarding the pattern of the rainfall. Mr Haynes said that water had been backing up and the other side of the ditch and this area would flood before the water went into the relief channel.

The Director of Operations said he agreed that the watercourse needed attention. He said when the old culvert was filled in it was because the new culvert had a bigger capacity and there was to have been a second phase of improvement works which included a flood storage area. However, the flood storage area was not cost efficient and therefore individual property protection is to be installed. He added that the fence should not be there as it restricts access for maintenance and the overflow channel was designed to be high as it is an overflow. Also, that section of watercourse was in Milton Keynes conservation area so any works need to be sympathetic and done in consultation.

The Chairman said that an on-site meeting should be held in order to resolve the situation. Mr Prosser and Mr Haynes said they would both like to attend if a meeting is arranged.

The Director of Operations said he would contact the landowner once details had been prepared so that proposals could be discussed.

### **Board Vacancies**

Regarding the 3 vacancies on the elected membership of the Board, the Clerk said that the legislation that Defra was consulting on regarding the reconstitution of Drainage Boards as 21 member Boards was still not in place.

Mr Prosser suggested that the Clerk contact Mr Wood who may be interested in becoming a Board member, particularly as the new high speed railway (HS2) could affect drainage of his land if it goes ahead.

The Clerk thanked Mr Prosser and said she would contact Mr Wood. She asked that members let her know of any other potential Board members.

### **New Office/Depot Accommodation**

Mr Prosser asked whether all Board meetings would now be held at the Vale House offices.

The Clerk said the hire of Longueville Hall, Newton Longville was £84 per meeting and elected members were entitled to be paid a mileage allowance for the travel to Vale House, Stewartby. The Clerk added that Mr Howell had said that he considered that Buckinghamshire should be where Board meetings are held. Mr Edwards said he had always argue for one headquarters for the Group and in order to save money and the inconvenience to the staff, Vale House should be the venue for meetings. The Chairman said there was also the disadvantage of the noise from the heating at Newton Longville. He said he hoped that given the new offices were purpose built it made sense to have all meetings there and he hoped that members would accept Vale House as the meeting venue.

### **Internal Audit Report**

The Clerk referred to the second paragraph under this heading in the minutes and informed members that an apprentice Finance Assistant had now been employed and it was hoped that this would enable more segregation of duties in the future.

It was pointed out that Mursley had been incorrectly spelt under the heading of additional requests for work.

### **Employee Code of Conduct Policy**

The Clerk said that ADA has a new model for the Employee code of conduct which she hoped to bring to the individual Boards for approval in June.

## **7 UNCONFIRMED MINUTES OF THE JOINT MANAGEMENT COMMITTEE HELD ON 28 OCTOBER 2013**

**The Chairman presented the minutes which were noted.**

Discussion took place:

### **Flood and Water Management Act 2010**

Mr Hirons asked whether there was a Government Minister who was likely to be interested in visiting the Bedford Group.

The Clerk said that Jean Venables, Chief Executive of ADA was, on behalf of the Bedford Group, extending an invitation to Owen Patterson, MP.

### **Local Audit and Accountability Bill**

The Clerk said that drainage boards had been lobbying to have IDBs excluded from this Bill but may not have been successful.

### **New Office/Depot Accommodation**

Mr Edwards asked how much the final build cost of the project was. The Clerk said approximately £1.1m. Mr Edwards said he would like to thank all concerned.

## **8 WATERCOURSE SURVEYS REPORT**

The Director of Operations presented the Watercourse Surveys report.

**Following the recommendation of the General Purposes Committee, members approved the Watercourse Surveys report and associated expenditure.**

Discussion took place:

Mr Edwards asked whether the Board could carry out watercourse surveys on behalf of Milton Keynes Council. Officers said it could be possible and they would speak with the relevant MKC officers.

Mr Bowsher made reference to the nominal budget of £2,500 which included checking as built surveys by developers. He said developers should provide accurate information. The Chairman said he agreed and this direction from the Board should be communicated to developers.

Modelling and Mapping - Mr Hirons asked whether the review by the Board's Consultants of the EA's modelling and flood risk assessment at Leighton Buzzard was completed yet. The Director of Operations said Clipston Brook was completed but not Eggington Brook. He added that it was likely that the EA would accept the Board's refinements.

## **9 REVIEW OF DEVELOPMENT CONTRIBUTIONS**

The Director of Operations presented the Review of Development Contributions report and drew the attention of members to additions to the report: bullet point c) and also '*Where the discharge flow is into a tributary of the Board's main network, the developer is required to fully fund the necessary adoption of the associated tributary watercourse.*'

Also, a correction to item d) in the report:

*d) in Milton Keynes, some expansion areas are funded under the Tariff system.*

**Following the recommendation of the General Purposes Committee, members approved the report and the following recommendations:**

- (iv) The general development contribution should be increased to £4.15 per impervious square meter from 1<sup>st</sup> April 2014;**
- (v) Where the outfall flows into a Board watercourse the Board take a development contribution and/or where the outfall flows into a tributary, the developer will fully fund any necessary adoption;**
- (vi) The Clerk should be authorized to negotiate appropriate commuted sums from developers when the Board agrees to adopt new works.**

## **10 PROGRESS OF WORK REPORT - APRIL 2013 TO DECEMBER 2013 FOR THE WORKS PROGRAMME 2013/14**

The Director of Operations presented the Progress of Work report adding that work carried out in January, February and March 2014 were not included. He tabled a plan showing works completed. He commented on the significant amount of chemical control now being carried out which was beginning to make a difference and also the work carried over from the previous year due to wet conditions and that the same was likely to be the case for the end of 2013/14, again due to exceptionally wet conditions.

**Following the recommendation of the General Purposes Committee, members approved the Progress of Work report April – December 2013.**

Discussion took place:

Mr Hunt asked about a culvert at Hockliffe, under the A4012 which has been cleaned out and new pipes put in. The Director of Operations said it was the responsibility of the Highways Agency.

Mr Hirons asked whether it was likely that the Board would be able to catch up with the programme. The Director of Operations said he expected they would but it was likely that works at Woburn would be carried forward to 2014/15 and also contractors would be used. He explained that it was usual to 'over programme' in order that there was enough work to do if the conditions were good.

Mr Hunt asked whether the amount of work carried out by contractors had ever been compared with the Board's own workforce. Officers said they have not compared in detail but generally the cost was not too dissimilar. Also, only smaller contractors are being used as bigger contractors tend to want bigger contracts than the Board has to offer.

## **11 REVIEW OF WORKS PROGRAMME 2014/15, 2015/16 AND 2016/17 COMMENTARY**

The Director of Operations presented the review of works programme. He added that the General Purposes Committee had commented on the stated chemical weed spraying under 'EA direction': The Director of Operations clarified that the Board informs the EA at a local level although formal approval is not given.

**Following the recommendation of the General Purposes Committee, including the above clarification:**

- (i) Members approved the Works Programme 2014/15**

- (ii) Members approved the continued partnership working with the Parks Trust and contributions to watercourse maintenance works that are in line with the Works Programme.**

Discussion took place:

**Padbury Brook**

Mr Hirons commented on the problem of the Board maintaining the watercourse which then flow into inadequately maintained Main River. He was concerned that the Board may be creating a flood risk. The Director of Operations said this was a very relevant observation and that officers were constant lobbying the EA regarding the Main River section of Padbury Brook. He said the EA class it as low risk whereas the Board class it as high risk.

The Clerk said there has been some discussion between officers of the Board and the EA regarding the possibility of the Board adopting that section of Main River, however it was hoped that it could be adopted once it is in good condition.

Mr Powell-Shedden suggested contacting the local Member of Parliament.

**12 TO REVIEW ESTIMATES OF INCOME AND EXPENDITURE FOR THE 2014/15 FINANCIAL YEAR**

Officers presented the estimates of the income and expenditure. The Clerk reminded members that JMC had agreed the Group Account estimates at their meeting on 28 October 2013 and the General Purposes Committee had approved the estimates and recommended approval of a zero percentage increase in the rate and special levy income with the rate remaining at 4.80 pence in the pound.

**Following the recommendation of the General Purposes Committee, members approved:**

- (i) Joint – Group Account – Engineering and Administration, Labour on cost and Plant Purchases and Funding**
- (ii) Capital and Maintenance Development Fund; Capital Works – Grant in Aid Capital Programme Funding.**
- (iii) Maintenance Estimates.**
- (iv) Occupiers’ Rate Fund/General Estimates**

Discussion took place:

**Capital and Maintenance Development Fund; Capital Works – Grant in Aid Capital Programme Funding**

Mr Edwards, as a member of the Regional Flood and Coastal Committee, expressed disappointment that a number of EA schemes would not go ahead due to the RFCC recently agreeing a 0% funding increase from local authorities. The Chairman said the decision of the RFCC was due to the votes of county councils and unitary authorities despite the efforts of Mr Edwards, as a Milton Keynes Council representative, to gain more funding.

**Occupiers’ Rate Fund/General Estimates**

Mr Powell-Shedden commented that the 0% increase in the rate was a reduction in real terms. The Clerk said this was so but the Board’s balances were in line with audit recommendations.

**13 TO SET THE DRAINAGE RATE FOR THE FINANCIAL YEAR 2014/15 AND TO AUTHORISE THE CHAIRMAN TO SEAL THE RATE**

**Members agreed a zero percentage increase in rate and special levy income for 2014/15 resulting in the rate of 4.80p in the pound and rate and special levy income of £616,573 and authorised the Chairman to seal the rate.**

#### **14 TECHNICAL REPORT (INC. SCHEDULE OF CONSENTS) – JUNE TO DECEMBER 2013**

The Director of Operations presented the Technical Report.

#### **Members approved that Technical Report and schedule of Consents – June to December 2013**

Discussion took place:

##### **Ledburn**

Mr Bowsher said the report should have specified that the newts which were found were great crested newts. The Director of Operations confirmed that great crested newts had been found and he explained the process of the newt mitigation works.

##### **White Bridge, Steeple Claydon**

Mr Hirons queried the involvement of Western Power. The Director of Operations said this was concerning overhead pylons.

##### **Hillesden**

Mr Hirons queried the how the Board's district was defined. The Director of Operations said that historically this was the highest known flood or 8 feet above an IDB watercourse level as set out in the "Medway Letter 1933".

#### **15 AUDIT**

##### **i) External Audit for the financial year 2012/13**

The Clerk gave an update on the external audit and reported an Unqualified Opinion had been given with no comments and no issues. However, the Beds & Ivel Board external audit had raised the issue of the level of the Fidelity Guarantee, which covers all three Boards, being too low and that she was looking to obtain increased cover in line with the recommendation of the external auditors.

**Members accepted the External Audit report.**

##### **ii) Internal Audit Report – follow up of 2012/13 Audit**

The Chairman introduced Mr David Gowing, Internal Auditor.

Mr Gowing, presented the report which was a follow up of the 2012/13 audit. He said he was pleased to say, as in previous years that the Board continues to have good controls and he could provide adequate assurance.

There were two issues which the internal auditor was recommending:

- a. Where appropriate the use of confidential Board/Committee reports (pink papers) to be introduced.
- b. Consider voluntary introduction of the Data Transparency Act, either in full or in part.

The Clerk said these item were discussed by the Executive Working Group on 14 January 2014.

It was agreed that the confidential papers should be introduced. However, the EWG agreed that the Board would comply with the Data Transparency Act either in part or in full, if and when IDBs were included in the legislation.

The Clerk tabled a copy of the Risk Matrix, as requested by Mr Dransfield at the last Board meeting.

**Members accepted the Internal Audit Report.**

Discussion took place:

Mr Hirons asked if all non-confidential information was to be published on the website. The Clerk said that would be the case if the requirement, due to come into force in April 2014 includes IDBs.

Mr Hirons asked if now that the Finance Assistant had been employed it would be possible for the Board to gain substantial assurance. Mr Gowing said it would be, once she has progressed in her role. He added that no IDB which he audited had substantial assurance.

**iii) TO RE-APPOINT THE INTERNAL AUDITOR**

**Members agreed to re-appoint the Internal Auditor.**

**16 FINANCE REPORT TO 31 DECEMBER 2013**

The Clerk presented the Finance Report.

**Members approved the Finance Report to 31 December 2013.**

Discussion took place:

Mr Powell Shedden asked how much the Bedford Group as a whole paid in EA precept. The Clerk said approximately £250,000 but officers of the Board still contend that not enough maintenance work is carried out by the EA. The Clerk added that the Board receive more back from the EA in Highland Water Contributions than they pay out in precept because they carry out more maintenance work.

Mr Prosser said that was why he had suggested in the past that the Board withheld payment. The Clerk said some Boards have not paid and it has gone to appeal. The Chairman said it was better to try and work with the EA on the issue. The Director of Operations added that the Board could adopt some Main River.

**17 TO APPROVE THE REVISED FINANCIAL REGULATIONS**

The Clerk presented the revised financial regulations explaining that the amendments had been necessary due to the change-over to paying suppliers by BACS.

**Members approved the revised Financial Regulations.**

**18 TO APPROVE THE SCHEME OF DELEGATION**

**Members approved the Scheme of Delegation.**

**19 TO APPROVE THE ADDITION OF POWERS OF ENTRY ON TO THE BOARD EMPLOYEES ID CARDS**

‘BUCKINGHAM & RIVER OUZEL INTERNAL DRAINAGE BOARD

**POWERS OF ENTRY**

**Introduction**

The Board is required to approve the following wording which will be used on official documentation, including identity cards, and which gives authorization to its officers and representatives using the Powers of Entry on to Land to carry out its works under the Land Drainage Act 1991 (amended 1994):

*‘14 (2) The Board has Powers on Ordinary Watercourses to a) maintain existing works; b) to improve any existing works; and c) to construct new works to any watercourse or drainage works. 14 (4) authorizes any person to enter on the land for the purpose of maintaining existing works.*

*64 (1) Any person authorized by an internal drainage board, after producing a duly authenticated document, may at all reasonable time enter onto land for the purpose of exercising any function of the Board and any function of the Act’.*

The Board authorizes its officers and representatives under the above sections of the Land Drainage Act 1991 (amended 1994), and will provide duly authorized documentation of authority.’

**Members authorised its officers as above and approved the above wording for inclusion on the Board’s employees’ ID cards.**

Discussion took place:

Mr Hirons asked whether the Board’s solicitor should be consulted regarding the wording. The Director of Operations said the wording was extracted from an enforcement training course given to the EA who have the same powers of entry as the IDBs. It was derived from the legislation but slightly paraphrased.

Mr Bowsher suggested that those using powers of entry be given training on how to conduct themselves in difficult situations.

**20 OFFICE AND DEPOT DEVELOPMENT**

The Director of Operations tabled a Progress Report on the Office and Depot development dated January 2014.

**Members accepted the progress report.**

**21 ANY OTHER BUSINESS**

There was no other business.

**22      DATE OF NEXT MEETING**

Board meeting - 10 June 2014.