

BEDFORD GROUP OF INTERNAL DRAINAGE BOARDS

SCHEDULE OF CHARGE-OUT RATES FOR 2023/24

In-house technical support and administration staff:

1	Chief Executive Officer	£150/hour
2	Principal Engineer	£80/hour
3	Operation Directors/Responsible Finance Officer	£65/hour
4	Senior Engineers	£60/hour
5	Executive Assistant/ GIS Technicians	£45/hour
6	Administration Assistants/Finance & Rating Officer	£35/hour

In-house ops delivery staff, and plant & equipment:

1	Land Drainage Operative; Banksman	£30/hour
2	Land Drainage Operative; Tractor Flail Driver	£31/hour
3	Land Drainage Operative; Excavator Driver	£34/hour
4	Land Drainage Operative; Foreman 1	£42/hour
5	Land Drainage Operative; Foreman 2	£39/hour
6	13-14 Tonne Excavator, including Fuel (Excluding Operator)	£24/hour
7	13-14 Tonne Excavator, including Fuel (Excluding Operator) 2016 onwards	£30/hour
8	JCB Loadall with Tines/ Heavy Duty Grab (Excluding Operator)	£21/hour
9	5 Tonne Hitachi Excavator, including Fuel (Excluding Operator)	£18/hour
10	13 Tonne Long Reach Excavator, including Fuel (Excluding Operator)	£30/hour
11	Excavator Attachments; Hedge Knives, Tree Cutters	£10/hour
12	Aebi Tractor, including Fuel (Excluding Operator)	£18/hour
13	Class Tractors, including Herder Flail and fuel (Excluding Operator)	£50/hour
14	Other Tractors, including Fuel (Excluding Operator)	£37/hour
15	Rear Arm Flail	£13/hour
16	Front Mower/Z Mower	£12/hour
17	Berti TFB/SB 120cm Hydraulic Mulcher/Mini BMS Mulcher	£12/hour
18	John Deere Zero Turn Mower, including fuel (Excluding Operator)	£6/hour
19	Remote controlled Bank cutter (Robo cutter) (Excluding Operator)	£21/hour
20	Trailers including Chieftain Low Loader 15t capacity 17ft long (Excluding Operator)	£7/hour
21	Weedboat (Excluding Operator)	£58/hour
22	Counterbalance Forklift (Excluding Operator)	£4/hour

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23	Autoprime 150mm pump trailer with speed control and tackome (Excluding Operator)	£14/hour
24	Jenson A141 ZXL Chipper (Excluding Operator)	£18/hour
25	Power Harrow	£5/hour
26	Transportation of Plant under 15.5tonne (Including operator) (within a 30 mile radius)	£78/hour
27	Transportation of Plant (Including Operator) over 15.5tonne (within a 30 mile radius)	£300 per move

Notes:

All charge-out rates have been calculated on a full cost recovery basis. No element of profit has been included.

All tracked excavator hire includes basic digging / ditching buckets.

The working day is generally assumed to be, but not exclusively, 9 hours.

Operative rates may include supervision

Overtime will be charged at the applicable rate for hours worked outside of usual working hours.

Approved contractors:

1. Local contractors may be utilised where their charge-out rates, together with the IDB's supervision cost of £8/hour and/or technical support staff costs are in total less than or equal to the IDB's In-house cost/hour for doing the same work, or where the IDB's In-house resource is fully committed and in emergency events when capacity is an issue. Local contractors may also be utilised where the Board's In-house ops delivery team doesn't have the necessary expertise or equipment.
2. Contractors will usually be appointed after successfully tendering for the work as set out in the Group's Invitation to Tender documentation, emergencies excepted. Where urgent appointments need to be made, contractors will be selected from the Group's preferred supplier's schedule.
3. All contractors that are appointed will be recorded in the Board's minutes, which are published on the Group's website. Contractors will need to comply with the Group's [Supplier Performance Policy](#) at all times, which can be viewed and downloaded from our website. All payments to contractors may also be published on the Group's website, in accordance with the Transparency Code for Smaller Authorities and the Transparency Code for Local Authorities. Furthermore, we may need to make certain aspects of the tender analyses and contractual arrangements public, in accordance with the Freedom of Information Act.

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Approved consultants:

4. Specialist consultants may be utilised where their charge-out rates, together with the IDB's technical support costs for supervising the project are in total less than or equal to the IDB's In-house cost/hour for doing the same work, or where the IDB's In-house resource is fully committed, and in emergency events when capacity is an issue. Specialist consultants may also be utilised where the Board's In-house technical support team doesn't have the necessary expertise.
5. Specialist consultants will usually be appointed after successfully tendering for the work as set out in the Group's Invitation to Tender documentation. Where urgent appointments need to be made, consultants will be selected from the Group's preferred supplier's schedule.
6. All consultants that are appointed will be recorded in the Board's minutes, which are published on the Group's website. Consultants will need to comply with the Group's [Supplier Performance Policy](#) at all times, which can be viewed and downloaded from our website. All payments to consultants may also be published on the Group's website, in accordance with the Transparency Code for Smaller Authorities and the Transparency Code for Local Authorities. Furthermore, we may need to make certain aspects of the tender analyses and contractual arrangements public, in accordance with the Freedom of Information Act.

Calculating the cost of carrying out works and/or providing services:

1. Where In-house technical support staff are utilised to carry out rechargeable work and/or provide services, their hourly charge-out rates shown above will include the administration staff time overhead, unless otherwise expressly stated in the agreement/study or business case. Therefore, there will not usually be an additional charge for In-house administration staff time.
 2. Where In-house administration staff time is to be charged separately to a project or for providing a service, the charge-out rates will be as shown above.
 3. Where approved contractors are utilised, the cost that is charged to a project will be the contractor's charge-out rate(s) plus the IDB's supervision cost. This will be in addition to the cost of any In-house technical support staff required to project manage delivery, as stated above.
 4. Where approved consultants are utilised, the cost that is charged to a project will be the consultant's charge-out rate(s) plus any disbursements, in addition to the IDB's project supervision cost.
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5. The net charge for each project will also include the cost of all materials used, any specialist plant hired, any compensation payable to landowners and/or land occupiers along with any associated legal and professional fees, and the external cost of specialist consultants appointed.
 6. All estimates and quotations provided are subject to Vat at 20%.
 7. These charge-out rates will apply to all rechargeable work done/services provided from 01 April 2023 until 31 March 2024.

Types of projects we undertake and services we provide:

1. We undertake and provide a variety of rechargeable work and services for and on behalf of riparian owners, flood risk management authorities, registered charities, community groups, and other third parties.
2. We also undertake out of hours emergency work and have a robust and experienced team to carryout a number of emergency flood and drainage response tasks.
3. Whilst we believe that our hourly charge-out rates are competitive, they may not always be the lowest. However, our price for doing the job is still likely to be competitive because we're able to complete the work more quickly than most, with minimal supervision, and, without causing any damage on-site. Therefore, our unit costs are always very competitive.
4. This is achieved by only ever using experienced operatives and having access to competent technical support staff, consultants and contractors, and utilising the most appropriate equipment for doing the job.
5. We also provide pre-app advice to developers looking to get a better understanding of what is likely to be acceptable to our Member Boards, before submitting their proposals and seeking formal consent for works that may otherwise adversely impact on our drainage systems or damage the environment.

How to get an estimate or quotation:

1. If you would like us to give you an estimate or a quotation for carrying out work and/or for providing services, please contact the [Operations Manager](#), who will be pleased to help. Contact details are accessible from our Organisation webpage.

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2. All estimates provided to other Risk Management Authorities as defined in the Flood and Water Management Act will usually be subject to the terms and conditions of one of the following:
 - a. the [Environment Agency's Grant Memorandum 2020](#), or
 - b. a Public Sector Co-operation Agreement between the parties, or
 - c. a bespoke contract between the parties, which complies with the Public Contracts Regulations.
 3. All other estimates and quotations will usually be provided, subject to the Group's standard terms and conditions for providing consultancy services, or to the Group's standard terms and conditions for carrying out rechargeable works. Both documents can be viewed and downloaded from our website.
 4. All estimates and quotations will be costed using the charge-out rates and charging methodology set out above, in accordance with the Group's [Rechargeable Works Policy and Staff Plan](#). This policy document can also be viewed and downloaded from our website.