



# Annual Report for the year ended

## 31 March 2017

**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 18 September 2017 a copy must be provided to:**

- Department for Environment, Food and Rural Affairs, Flood Management Division, Area 3C, Nobel House, 17 Smith Square, London SW1P 3JR via [floodreports@defra.gsi.gov.uk](mailto: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](mailto: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 £.

Parrett ENTER INTERNAL DRAINAGE BOARD NAME HERE

Internal Drainage Board

## Section A – Financial information

### Preliminary information on special levies issued by the Board for 2017- 18

*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 2017-18 (forecast)	
Name of local authority	2017-18 forecast £
1. Sedgemoor District Council	652,649.74
2. Mendip District Council	4,804.64
3. South Somerset District Council	60,800.19
4. Taunton Deane Borough Council	24,742.76
5. West Somerset District Council	2,846.81
6.	
7.	
8.	
<b>Total</b>	<b>745,844.14</b>

## Section A – Financial information (continued)

### Income and Expenditure Account for the year ending 31 March 2017

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 2017 £
<b>INCOME</b>		
Drainage Rates		X 146,873
Special Levies		X 725,391
Contributions from the Environment Agency		X 0
Contributions applied from developers/other beneficiaries		X 2,058
Government Grants		X 79,424
Rechargeable Works		X 501,245
Interest and Investment Income		X 1,499
Rents and Acknowledgements		X 0
Other Income		X 86,086
<b>Total income</b>		<b>X 1,542,576</b>
<b>EXPENDITURE</b>		
New Works and Improvement Works		Y 187,066
Contributions to the Environment Agency		Y 207,078
Drains Maintenance		Y 349,947
Pumping Stations, Sluices and Water level control structures		Y 4,210
Administration		Y 277,092
Rechargeable Works		Y 498,074
Finance Charges		Y 653
SSSIs		Y 14,692
IDB Biodiversity Action Plan actions or other biodiversity activities		Y 0
Other Expenditure		Y 109
<b>Total expenditure</b>		<b>Y 1,538,921</b>
<b>EXCEPTIONAL ITEMS</b>		
Profits/(losses) arising from the disposal of fixed assets		Z 0
<b>Net Operating Surplus/(Deficit) for the year</b>		<b>X-Y+Z 3,655</b>

## Notes:

1. Include all other Income, such as absorption account surpluses (for example plant and labour absorption accounts).
2. 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.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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.
8. Include the cost of servicing any borrowing, in terms of bank/loan/hire purchase Interest payable.
9. 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.
10. State all costs associated with undertaking works – capital or maintenance – that are 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, but may include other activities.
11. 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).



## 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, EA and CLG?.....Yes ☐ No ☒

If 'NO', please say why not and when the statement will be produced/revised?:

The Board is signed up to fulfil the Somerset 20 Year Flood Action Plan (FAP) as a partner in the Somerset Rivers Authority. We are following the Government's policy aims and objectives where they are compatible with the 20 year FAP.

### Information on the National Flood and Coastal Defence Database

The IDB Review Project Board and the Environment Agency have agreed the means to allow data to be stored on the National Flood and Coastal Defence Database or equivalent systems. Boards are required to report on their asset holding and asset condition at the end of 2007/08.

### Biodiversity

Please indicate whether your Board has a Biodiversity Action Plan .....Yes ☒ No ☐

If "yes" is the report available to the public.....Yes ☒ No ☐

Has your Biodiversity Action Plan been updated in the last five years?.....Yes ☐ No ☒

Have you taken all the BAP actions for the financial year, including reporting?.....Yes ☐ No ☒

### 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)

☒

Directly employed staff

☒

Contracted persons or consultants

☐

Environmental Partners/NGOs

☐

Other (please describe)

☐

#### Note concerning BAPs

The Board principle activity in relation to biodiversity are environmental plans and targets that relate to the WLMPs for our priority sites in Somerset. Most of the activity involved in delivering BAP actions would be included within WLMPs in IDB areas.

### Asset Management

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

(A) ADIS (B) NFCDD (C) Paper Records (D) Other Electronic System (please describe)

The Board has supplied information for inclusion in the ADIS system.

The Board holds and maintains a record of its assets within a database held within an Arcview GIS system.

Has your Board continued to undertake visual inspections and update

asset databases on an annual basis? ..... Yes ☒ No ☐

### Guidance and Best Practice

How many Board members (in total – elected and appointed) do you have on your IDB?

47

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

Has your IDB provided training for members in the last year?

Considered: ..... Yes ☒ No ☐

Implemented: ..... Yes ☐ No ☒

Please detail:

Governance training implemented in current year 2017/18

### Immediate Action

Has your IDB adopted minimum website requirements as specified in the

IDB Review Implementation Plan? ..... Yes ☒ No ☐

Is your Board's website information current for 2015? (Board membership,  
audited accounts, programmes of works, WLMPs, etc) .....

Yes ☒ No ☐



Has your IDB adopted computerised accounting and rating systems, as specified in the IDB Review Implementation Plan?.....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 are they Flood and Water Management Act compliant i.e. Written for the purposes of environmental protection?.....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 ☐

### Board membership and attendance

Seats available to elected members under the Land Drainage Act 1991.	23
Seats available to appointed members under the Land Drainage Act 1991.	24
Number of elected members on the board at year end.	23
Number of appointed members on the board at year end.	22
Mean average number of elected members in attendance at each board meeting over the last financial year.	13
Mean average number of appointed members in attendance at each board meeting over the last financial year.	11

Have you held elections within the last three years?..... Yes ☒ No ☐

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 ☐

### 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 ☐

## Section C – Declaration

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Parrett

Internal Drainage Board

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

Signature



Date

22 August 2017

Name in BLOCK LETTERS

N W STEVENS

Designation

Clerk to the Board

Email address

nstevens@somersetdbbs.co.uk

