

# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **MINUTES**

of the proceedings of a meeting of the Executive Committee

held at the Offices of the Board on  
29<sup>th</sup> September 2021 at 2pm

### **Members**

Chairman - \* Mr K C Casswell

\* Cllr P Bedford

\* Mr J Fowler

\* Mr M Rollinson

\* Mr M Brookes

\* Mr P Holmes

\* Member Present

In attendance: Mr I Warsap (Chief Executive)  
Mr D Withnall (Finance Manager)  
Mr J Cooke (Towergate Insurance)

The Chairman thanked Mr J Cooke for attending.

Minute 1861(a), Insurance arrangements, was discussed as the first item of the meeting.

#### 1850 **RECORDING THE MEETING - Agenda Item 1**

Committee members were informed that the meeting would be recorded.

#### 1851 **APOLOGIES FOR ABSENCE - Agenda Item 2**

There were no apologies for absence.

#### 1852 **DECLARATIONS OF INTEREST - Agenda Item 3**

No declarations of interest were received.

#### 1853 **MINUTES OF THE LAST MEETING - Agenda Item 4**

Minutes of the last meeting held on 16<sup>th</sup> June 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

#### 1854 **CONFIDENTIAL MINUTES OF THE LAST MEETING - Agenda Item 5**

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1855 MATTERS ARISING - Agenda Item 6

(a) 10 YEAR BUDGETS & ESTIMATES – Minute 1809(a1) & (a2)

The Chairman noted that he has spoken with Cllr P Bedford, who has confirmed that Boston Borough Council are aware that IDBs may increase their rate.

(b) SOUTH Lincs WATER PARTNERSHIP (SLWP) – Minute 1816(a)

The Chief Executive gave an update on the SLWP, explaining that Ofwat's Regulators' Alliance for Progressing Infrastructure Development (RAPID) Gate one submissions and draft decisions have been published (link on the Board's website). The recommendation was made that there needs to be a syphon between the South Lincs Reservoir (SLR) and South Forty Foot Drain (SFFD) to be able to evacuate water if the SLR was to fail. The Chief Executive also noted that works will be undertaken on the SFFD such as widening and deepening. A fine screening exercise is now being undertaken, whereby a single site location will need to be determined by February 2022.

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

(c) ELECTION ARRANGEMENTS – Minute 1816(d)

The Finance Manager confirmed that the election has been completed and there are three new Board Members joining the Board from 1<sup>st</sup> November 2021; Mr M Leggott, Mr C Wray and Mr R Needham.

Two longstanding members of the Board that have not been elected, Mr R Leggott and Mr J R Wray, were noted. The Chairman questioned of the committee wanted to get something / do something for them?

The Chairman suggested that they are invited for their lunch prior to the next Board meeting and do a presentation to them then. An engraved tankard was suggested. All AGREED that Mr J R Wray and Mr R Leggott are to be invited for lunch prior to the next Board meeting (23<sup>rd</sup> November 2021) and presented with an engraved tankard.

(d) CONFIDENTIAL – CHIEF EXECUTIVE OFFICER – Minute 1807(d)

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

The Finance Manager explained to the committee that the Finance Supervisor and Finance Assistant have done remarkably well and produced the first draft copy of the Period 6 management accounts in time for the meeting, copies of which were circulated to members.

The Finance Manager highlighted the key points within the draft Period 6 Management accounts as follows:

- Pumping Station Maintenance – additional overspend of £9,477 within period 6 only. This gives a year to date overspend for the first six months of £47,302.
- Drain Maintenance – this was almost £30,000 overspent in last period but is now £7,025 underspent in period six. This gives a year to date overspend for the first six months of £108,905. Some of this has been addressed in previous meetings, noting to start desilting two months later to recover some costs, however, there is still a considerable amount overspent to consider.
- Rechargeable Expenditure – these are not complete yet because the Environment Agency (EA) invoices have not yet been sent out due to the Operations Manager not being at work. The Finance Manager noted that once these figures have been finalised and the period six management accounts completed, he will circulate to the committee by email.

The Finance Manager concluded that the main consideration is the overspend for pumping station maintenance and drain maintenance, noting that there will be approximately £60,000 drain maintenance and £50,000 pumping station maintenance to recover.

The Chairman questioned if the pumping station maintenance is a result of wear from the excessive pumping required over the last few years? The Finance Manager acknowledged this is most likely the case and that more detailed budgets may be required going forward to try and set a budget to work to, so that the Pump Engineer can prioritise what does and doesn't need doing urgently. Mr P Holmes suggested a Red/Amber/Green (RAG) system.

The Chief Executive also noted that he has asked the Operations Manager to undertake a thorough investigation to cost allocation and ensuring that the expenditure is being allocated correctly. The Chief Executive further adding that it is believed that nearly all the works for the EA Recovery funding received have been completed, with a lot of money left and so it is important to ensure this has been allocated correctly, if it has, then discussion will take place with the EA to identify other works to complete with the remaining.

It was also confirmed that electricity does not have its own budget, it just forms part of the pumping station maintenance. The Chief Executive noted that it is almost October, and the majority of pumping stations are still gravitating. The Finance Manager noted that if it gets to January – February 2022 and there is a surplus then areas for improvement can be identified and completed.

The committee expressed their thanks to the Finance Supervisor and Finance Assistant for their work producing the period six accounts.

1857 TO CONSIDER A REPORT ON THE 2021/22 BUDGET & TEN-YEAR ESTIMATES - Agenda Item 8

The Finance Manager noted that he would usually have done the Quarter 2 forecast which then feeds into the 10 Year Estimates, but it cannot be done until the Period six accounts are finalised.

(a) 2021/22 CAPITAL SCHEMES BUDGET

The Finance Manager noted that the 2021/22 capital scheme budget has not been changed since it was presented to the northern works and southern works committees.

The Finance Manager reflected on conversation at the southern works committee meeting and inspection around the underspend of the Graft Drain budget, potential delaying of jetting to major pipelines and the underspend on the alternate programme access works, noting that it may be that these schemes are delayed to 'free up' £90,000 to cover the shortages discussed in the previous agenda item.

The Finance Manager also noted the increase of £46,000 next year relating to no longer being able to use red diesel.

The Chairman questioned if there would be enough work for the workforce to do during the winter period if schemes are being delayed? The Chief Executive referred to the conversation around remaining Environment Agency (EA) funding in the previous agenda item and that there could still be some further EA main river enhancement work to complete.

Mr M Rollinson noted that it is about prioritising works to make savings.

The Finance Manager added that the annual cutting needs to continue and the cleansing also doesn't want jeopardising too much.

The Chairman questioned when the Finance Manager will be seeking guidance regarding what increase to tell the councils? The Finance Manager responded that the budget will be presented to the Executive committee meeting in December 2021 or January 2022, followed by the Board before the 14<sup>th</sup> February 2022. He noted that he will bring the best estimate to the November meeting, but it won't have the detail behind it at this point.

Cllr P Bedford confirmed that Boston Borough Council (BBC) are expecting a 7-9% increase from the Board.

The Finance Manager broke it down into the simplest terms as follows; 2.5% was already proposed, further 2% increase to cover the red diesel, further 2% increase to cover the insurance which totals 6.5% without considering any other costs.

(b) 2022/23 PLANT BUDGET

The Finance Manager noted that the Operations Manager has amended the plant budget.

The Finance Manager highlighted the £100,000 to be transferred to the General Reserve.

The Finance Manager also noted being in a negative in 2027/28 and 2028/29 due to exceptionally high figures being inputted by the Operations Manager.

The Chief Executive further explained that the Operations Manager met with the T C Harrison sales representative regarding the excavator and also made enquires, at the request of the Chief Executive, for figures to purchase on lease / purchase hire / PCP etc. as opposed to purchasing outright as has always been done previously.

The Chief Executive further noted the negative figures within the budget, highlighting the other options would include increasing the plant recovery rate or remove something for replacement. Further noting that a drott of the wanted quality and specification hasn't yet been found for the budget of £50,000.

The Chief Executive also raised whether the Board are keeping major items of plant too long. The T C Harrison sales representative discussed this with the Operations Manager, noting that five years is their ideal exchange when not purchasing outright.

The Chairman felt that the concept of not buying the machines outright needs looking into further.

The Finance Manager suggested producing two amended plant accounts for the committee to review, all AGREED:

- Change every 5 years – Lease agreement
- Change every 5 years – Purchase outright

The Chief Executive further informed the committee that JCB have now developed a product that could do the job of the Twiga. It is currently on demo with Welland & Deepings IDB, and it should be coming to the Board to demo next. This product is around half the price of a Twiga. The Chief Executive confirmed that he will inform members to invite them to have a look at it once it arrived with the Board on demo.

The Chairman questioned whether the Hitachi excavator is cheaper to run than the JCB excavators? The Chief Executive responded that they have not been analysed in comparison to one another but did note that in terms of lack of break downs and standing time, the Hitachi is more beneficial than the JCB, however, Hitachi is more expensive to purchase.

(c) CONFIDENTIAL - SALARY REVIEWS

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1858 TO CONSIDER THE FUTURE RECONSTITUTION OF THE BOARD - Agenda Item 9

The Chairman explained that in 2023, the amount collected from Special Levies on councils is expected to be greater than income from Agricultural Drainage Rates.

The Chairman explained the two options; to make the Board bigger (from 21 to 23) or smaller (from 21 to 15).

Mr M Brookes felt that reducing the size of the Board would be the most beneficial option.

The Chairman felt this would mean the Board will be more focused and that the works committees will need to be strong to sit on the other committees. It being confirmed that, currently, the only co-opted member on another committee is Roger Welberry on the Environment Committee.

The Chief Executive referenced a conversation between the two works committee chairmen during the inspection regarding reinvigorating the works committees, which he was encouraged to hear.

Mr M Rollinson disagreed, believing that it would be more beneficial to increase the size of the Board, feeling that if it was reduced, a lot of knowledge would be lost, also noting that it is a big geographical area.

Reference was made to the number of Boston Borough Councillors that would be required, Cllr P Bedford noting that it will be a struggle to fill the vacancies with councillors that are genuinely interested and will attend.

The Finance Manager noted that he would suggest 5 from Boston Borough, 1 from South Kesteven, 1 from South Holland and 1 from North Kesteven.

The Chief Executive further noted that in the future, the Board's upper catchment may become part of the Board's rateable income area and will therefore contain electoral districts. The Finance Manager assumed that in this instance, that the areas gained would have their own value and the Board would have to have additional elected and appointed members based on the value that they bring income into the Board.

Mr P Holmes suggested that there be ten appointed councillor members and by natural wastage reduce the number of elected members by two. It was confirmed that it doesn't work like that, it being explained that the value that area brings into the Board determines how many members they have.

The Chairman noted that older elected members could stay on the works committees, should they wish. Mr M Rollinson felt that older members may be needed on the works committees, as many middle aged farmers struggle to commit the time to the Board.

Mr M Rollinson noted that it is paramount that the works committees are reinvigorated, but that it should be on the proviso that if you are on the works committees, you should be prepared to stand on the Board.

The Finance Manager questioned whether scheduling meetings for evenings, perhaps 6pm or 7pm, would help people being able to attend? The committee felt it wouldn't make a difference.

The Chief Executive questioned whether the inspection tours are held at a convenient time of year?

The Chairman suggested June / July time for inspections.

The Finance Manager concluded that if it is increased by 2 appointed members, it is a relatively easy process. If the Board is reduced to 15, there can be one in each electoral district and is, again, a relatively easy process. Any other options would require a full review and consultation on the electoral districts.

It was suggested that it be included in the Board agenda for discussion. All AGREED.

1859 TO REVIEW THE DRAFT TIMETABLE FOR 2022 MEETINGS - Agenda Item 10

The initial proposed meeting dates were presented, the Finance Manager questioning if the works inspections should be changed following the conversation of the last agenda item?

All AGREED that the Finance Manager will re-do the draft timetable to allow for the works committee inspections to be held at the end of June and beginning of July (but before school holidays).

1860 TO CONSIDER A CONTINGENCY PLAN IN RELATION TO THE CIRCUMSTANCES OF THE CHIEF EXECUTIVE OFFICER - Agenda Item 11

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1861 ANY OTHER BUSINESS - Agenda Item 12

(a) INSURANCE ARRANGEMENTS

This item, insurance arrangements, was discussed as the first item of the meeting.

The committee had been informed of the below quoted increase in insurance prior to the meeting.

## Black Sluice IDB

### Insurance renewal 30th September 2021

		Towergate 2020/21 (End of year)	Towergate 2021/22	Increase in Premium	Premium Increase %
Motor Fleet	Equity Red Star	£ 18,628.96	£ 18,614.40	-£ 14.56	-0.08%
Motor Legal Expenses	ARAG	£ 197.12	£ 278.30	£ 81.18	41.18%
Commercial Combined	AXA	£ 22,028.94	£ 61,389.10	£ 39,754.21	180.46%
Low Claims Rebate	AXA	-£ 1,100.24	-£ 706.19		
Commercial Legal Expenses	Abbey	£ 244.36	£ 244.36		
Customer Service Charge	Towergate	£ 300.00	£ 7,000.00	£ 6,700.00	2233.33%
Personal Accident	Aviva	£ 268.83	£ 371.41	£ 102.58	38.16%
Engineering Inspection	Allianz	£ 8,345.27	£ 8,864.00	£ 518.73	6.22%
Engineering Insurance	Allianz	£ 2,435.47	£ 5,120.00	£ 2,684.53	110.23%
Professional Indemnity	Dual	£ 1,680.00	£ 2,240.00	£ 560.00	33.33%
Management Liability	Dual	£ 1,488.48	£ 1,940.60	£ 452.12	30.37%
<b>TOTAL PREMIUM</b>		<b>£ 54,517.19</b>	<b>£ 105,355.98</b>	<b>£ 50,838.79</b>	<b>93.25%</b>

The committee discussed each policy individually, as follows.

#### Motor Fleet

Mr J Cooke highlighted that there is only a very slight increase in the Motor Fleet insurance premium.

The Chief Executive questioned whether it would be worth considering increasing the excess? Mr J Cooke responded that if the excess was perhaps £1,000 - £1,500, there would probably be a 5% - 10% claim reduction. The insurers would look at claims experience and with the Board having claimed very little, the insurer would most likely take the view that they wouldn't save that much even with the increased excess. Mr J Cooke concluded that it would be worth investigating.

The Chief Executive questioned what excess the farmer members of the committee used on their vehicles? It was noted that the farm members have an excess of £500 - £1,000.

Mr M Rollinson questioned that value of the fleet being insured? Mr J Cooke responded that it is almost £1 million.

Mr P Holmes questioned whether named drivers, restricted drivers etc. had been considered? Mr J Cooke explained that it is currently 'any authorised driver', noting that it may reduce if it could be changed to anybody over the age of 25.

#### Commercial Combined

Mr J Cooke highlighted the 2021/22 quoted premium for this policy of £61,389.10, informing the committee that £46,000 of that is in respect of pumping stations and pumping equipment.



Mr J Cooke suggested that some elements could be changed such as catastrophic claims only, insuring surface building structures only, removing fire insurance on submersible pumps etc.

Mr J Cooke explained to the committee that insurers are currently not very comfortable with 'big numbers' and the value of the buildings and pump equipment being insured is c£60 million.

Mr J Cooke acknowledged the steep increase of £39,754.21 from last year to this year. Mr M Rollinson questioned why there is such an increase and if a revaluation had been done to cause it? Mr J Cooke confirmed there has been no revaluation, explaining that he became involved a few years ago when a revaluation was done and that the NFU quoted a premium of approximately £50,000, but a different insurer quoted a lot cheaper at approximately £20,000. Mr J Cooke highlighted that there can't be that much difference in insurers forever, also noting that although IDB's can't be compared like for like, the premium in the past for sums insured was undervalued in comparison, whereas the rates that are now being quoted are the same as most other IDBs. However, Mr J Cooke also noted that there is no other IDB with the level of sum insured of £60 million.

Mr P Holmes noted that although the total is £60 million, the pumping stations are so remote and independent from one another, that at any one given point, if something were to happen to one pumping station, it wouldn't impact the others. Mr J Cooke noted that the insurers are typically more concerned about natural disasters such as flooding. The Chairman noted that the Environment Agency (EA) would be liable, the Chief Executive noted that he wouldn't want to be reliant on the EA to replace / partly replace a pumping station.

Mr M Brookes noted that is not much time to deal with this, as the insurance renewal is due on 30<sup>th</sup> September (tomorrow). Mr J Cooke noted that it has been extended until the 1<sup>st</sup> October (Friday). The Chief Executive questioned whether it could be extended any further? Mr J Cooke explained that if the Board wanted to rearrange and make amendments to the current policy, he would suggest renewing it and then making the changes afterwards. Mr J Cooke added that if the Board are considering whether they want to continue with all of the current policies, then they may or may not extend any further.

Mr J Cooke added that he has seen similar increases universally and the Chief Executive questioned how it has been resolved with other clients? Mr J Cooke explained that some clients have paid the increase, he has created new policies such as a catastrophe policy with an excess of £100,000 with any claim under £100,000 not insured.

Mr M Rollinson suggested the concept of self-insurance. Cllr P Bedford noted that Boston Borough Council self-insure and that they have seen a big saving from doing so.

Mr J Fowler questioned whether the Board has ever had a pumping equipment or building claim? The Finance Manager noted that, in the past 12 years he has been here, there has been two claims, one at approximately £46,000 and one at £1,891.

The Chief Executive noted that maintenance of assets is proactive within the Board.

The breakdown of the commercial combined policy cost was outlined as below:

- Plant £46,000
- Employers liability £8,000
- Public liability £6,500
- Business Interruption £887
- Goods in Transit £150
- Money & Malicious Attack £100
- Contractors or Risks (Hired Plant) £2,500
- General Equipment (fuel tanks, stock, computers, laptops etc.) £350
- The balance being insurance premium tax.

Discussion returned to the concept of self-insurance; the Finance Manager noted that a separate reserve within the General Reserve would be preferable.

Mr M Rollinson and the Chairman noted that they felt self-insuring the pumping stations is a more attractive option than the £100,000 excess catastrophe policy. Mr J Cooke acknowledged this but noted he would look into the catastrophe policy anyway to see what discount it would generate. The Chief Executive highlighted it is important to get this figure from Mr J Cooke so that the Board are able to compare their options and make an informed decision.

The Finance Manager questioned how much Mr J Cooke estimated the depot and Board's bungalow would be out of the £46,000, as they would both need to continue to be insured in his opinion. Mr J Cooke estimated £600 for the depot.

Mr M Rollinson questioned whether the underwriters are worried about climate change? Mr J Cooke felt there was an element of that in it, but that it is not the main reason for the increase in premium. Mr J Cooke felt it was more a result of a multitude of factors coming at the same time, one being that insurers have made very little money on underwriting over the past twenty years, there has been a lot of competition and there is now suddenly no competition and a shortage. Mr J Cooke also highlighted to the committee that the regulators have imposed 'solvency 2' which means that insurers have to keep more of their liquid funds set aside from day to day business, which means they have less money available to pay claims and therefore are not able to take on so many policies, the only option being to increase revenue which has led to an increase in premium.

The Chief Executive therefore questioned if it is becoming more difficult to agree a settlement on insurance claim? Mr J Cooke acknowledged that if it is a genuine claim there will be no issues.

The Finance Manager noted that the old value, without substructures, was £35.5 million. If 15% is added on to bring it in line with current prices that equates to a value of £41 million. The value is therefore being reduced from £64 million (excluding depot and bungalow) to £41 million. The Finance Manager noted that previously, the substructures for Kirton Marsh Pumping Station and Wyberton Pumping Station were left in the insurance due to being on the sea bank.

All AGREED that three figures are required from Mr J Cooke:

- Premium with the £100,000 catastrophe policy
- Premium with no pumping stations insured
- Premium with pumping stations insured (substructures removed – pumps below ground still included)

#### Customer Service Charge

Mr J Cooke explained that instead of the commission being a percentage of the premium, has included a separate figure, as he wouldn't feel comfortable earning commission on £61,000 (commercial combined policy premium).

#### Engineering Insurance

Mr J Cooke explained that engineering insurance is breakdown and unforeseen damage to equipment, excluding fire and theft.

The Chairman questioned whether this is necessary, as it would be part of repairs anyway.

Mr J Cooke confirmed that the excess is £1,000 but increases to £2,500 for some submersible pump claims.

The Chairman noted that he would be prepared to self-insure this element as it would form part of general maintenance anyway.

The Finance Manager added that the Board has never claimed on this policy, there are perhaps things that could have been claimed but never were.

The Chief Executive noted that it is primarily about managing risk.

All AGREED to remove the engineering insurance policy.

#### Engineering Inspection

Mr J Fowler questioned whether the engineering inspections are all legally required inspections?

It was confirmed that the Lifting Operations and Lifting Equipment Regulations (LOLER) is legally required for the overhead cranes, nifty lift, chains and harnesses etc. There are 362 items covered in total, with the Finance Manager of the opinion that the LOLER inspections would only make up a quarter of that. The Finance Manager also noted that when inspections have been carried out previously, sometimes the inspections have not even been carried out due to the pumps being submerged.

Mr J Cooke noted that he will begin with taking out the pumps, potentially also the electrical panels (each panel is classed as a separate item). Mr J Cooke further referenced Power Operating Machinery Regulations which relates to content such as this. Mr J Cooke noted the requirement to risk assess all the items, noting the only potential exposure if somebody was injured as a result of self-inspection. The responsibility would then solely rest with the Board and somebody qualified would be required to conduct those risk assessments.

Mr M Rollinson suggested that the below figures are required:

- The premium with the submersible pumps removed
- The premium with everything removed except those that are legally obliged

The Finance Manager noted that all of the items will still be on variable sites and so the inspector will still have to visit the various sites but with less to complete once there, highlighting his concern that the cost per item will increase.

#### Professional Indemnity

The Finance Manager explained that this is at a set level for the Public Sector Cooperation Agreement (PSCA). It is for design and construct; the Board only construct with PSCA work and questioned whether professional indemnity is required for anything else, noting that the Board don't give advice.

Mr M Rollinson acknowledged that the Board have to have it but felt a 33% increase was high considering the Board have never claimed on it also. Mr J Cooke noted that for the design and construct industry, a 33% increase would be considered a 'bargain'.

The Finance Manager noted that the alternative would be that if it was determined that it is not required for the Board's purposes, then it could be built into the PSCA and therefore the Environment Agency would pay.

Mr J Cooke noted that it would also provide some cover if there was an accusation of alleged professional negligence.

#### Management Liability

The Finance Manager explained that this is the policy there is a current case noted for. The Finance Manager questioned Mr J Cooke if the reasonable search declaration has had any impact on the premiums? Mr J Cooke confirmed it has had no impact. The circumstances of the Chief Executive are simply noted on the system currently.

The Finance Manager posed the question of a 2-3 week extension? Mr J Cooke responded that he wouldn't get it for all the policies.

The Finance Manager questioned if the policies that had to be were renewed, would that mean the Board were committed for the full twelve months? Mr J Cooke confirmed it would be committed for twelve months.

Mr M Rollinson questioned whether there would be any benefit in going to a monthly direct debit as opposed to annual renewal? Mr J Cooke responded with 2.5% - 3% interest charge.

The Chairman noted that it is so near the renewal, that it may have to be renewed and reclaimed. Mr J Cooke noted that he has looked around the whole market and there is nothing any better so it may be a case of renewing those and then the commercial combined policy is extended until Friday so Mr J Cooke can rework some figures.

Mr P Holmes noted that if it is decided to self-insure, it could potentially be more attractive to other insurers who were uninclined to insure for the value of £65million as it would therefore be reduced.

The Finance Manager noted the difficulty of the short deadline of Friday for the Commercial Combined policy and tomorrow for the other policies.

The Finance Manager further added that it has been put out to another insurer this morning, as a whole package, questioning if all the policies are extended for two days or if that would leave the Board uninsured for that time? Mr J Cooke responded that professional indemnity, management liability and motor policies need to be renewed by midnight this evening.

Mr P Holmes questioned how long the Board's Officers have had the renewal figures? The Finance Manager explained that they were received on the 27<sup>th</sup> September, the same day they were circulated to the committee. Mr P Holmes felt it wasn't acceptable for the figures to be provided so close to the renewal date. Mr J Cooke noted that because the premiums are increasing so much, everybody is marketing every policy and so obtaining premium quotes can be difficult.

The Finance Manager noted that some other IDBs had warned to expect increases in insurance, but nothing to this extent.

The Finance Manager questioned if there is any point in looking into a long term agreement once Mr J Cooke has provided amended final figures? Mr J Cooke noted that there is no point at this stage.

The Finance Manager added that there is no reason why the insurance premium quote figures shouldn't be available for the Board to consider from the beginning of September.

The committee thanked Mr J Cooke for his attendance. Mr J Cooke left the meeting.

Mr M Rollinson suggested that the committee revisit this matter at the end of the meeting, the committee agreed.

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The committee resumed on this matter at the end of the meeting, as follows.

The Finance Manager noted that he has received an email from the NFU whilst being in the meeting, stating '*Thank you for the information. Let me know when you are free, and I will give you a call*'.

Mr M Brookes questioned whether Towergate didn't provide the quote in good time so that the Board didn't have time to get any other comparative quotes.

It was confirmed that the Finance Manager will communicate via email with the committee over the next few days regarding this matter.

All AGREED that all policies, except for Commercial Combined and Engineering Insurance, to be renewed with Towergate. The Commercial Combined policy will be dependent on alternative figures provided by Mr J Cooke and the NFU, with the potential option of self-insurance. All AGREED to use the 'reply to all' function when communicating via email about this matter so that the whole committee can see each other's opinions.

Mr M Rollinson noted that insurance is such a big matter that it may be beneficial to hold an Executive meeting solely to discuss this in the future.

The Finance Manager noted that the insurance arrangements are usually presented to the Audit & Risk Committee but have been presented to the Executive Committee this year because of the tight deadlines and huge increase in premium.

The Finance Manager also reminded that committee that it was a long term agreement taken out three years ago, at which point the rate was fixed, and so this is the first increase in three years.

(b) ATTENDEES FOR THE VIRTUAL ADA CONFERENCE

The Chief Executive noted that the invitation has been received for the virtual ADA Conference.

All AGREED to circulate the invitation to all Board Members due to it being a virtual meeting.

(c) EXTERNAL AUDIT REPORT 2020/21

The Finance Manager informed the committee that the External Auditor's report was received this morning, with nothing to note, it all being 'clean'.

Mr M Brookes, as Chairman of the Audit & Risk Committee, thanked the Finance Manager and his team for this achievement.

There being no further business the meeting closed at 17:05.