

LOWER SEVERN (2005) INTERNAL DRAINAGE BOARD

DELEGATION OF POWERS TO OFFICERS

Approved: At Full Board Meeting 24 June 2015. Minute No. 2221

Delegations To The Clerk

1. To convene all meetings of the Board, it's Committees, Sub- Committees and Working Parties.
2. *To undertake all functions relating to the registration of electors and the administration of elections.
3. To maintain a register of Notices of Motion.
4. To undertake any role or exercise any power allocated to the Clerk under Financial Regulations or any adopted Code or Policy document, whether of a statutory or non-statutory nature.
5. *To issue Press Statements on the Board's behalf.
6. To maintain the Register of Members Interests.
7. To represent the Board in the Magistrates Court in connection with the recovery of unpaid drainage rates.
8. To maintain the Rating Register.
9. *To serve or publish any formal notice, not being the responsibility of any other officer of the Board.

Delegations To The Head Of Governance

1. To undertake any role or exercise any power allocated to the Head of Governance under any adopted Code or Policy document whether of a statutory or non- statutory nature.
2. To represent the Board in the Magistrates Court in connection with the recovery of unpaid drainage rates.

Delegations To The Responsible Financial Officer

1. To undertake any role or exercise any power allocated to the Responsible Financial Officer under any applicable Statute or Regulation, or under any adopted Code or Policy Document, whether of a statutory or non-statutory nature.
2. To undertake and carry out the duties of the Responsible Financial Officer as detailed in the Board's Financial Regulations.

3. To set out the Board's accounting arrangements.
4. To ensure that the Board's accounting records and practices are compliant with legislative and Audit Commission requirements.
5. To operate the on-line banking service.
6. To maintain the Board's insurances.
7. Statement of Responsibilities for the Statement of Accounts.

Delegations To The Civil Engineer

1. Negotiate and agree Area Wide Charge and commuted sums with developers.
2. Procure modelling services in accordance with Financial Regulations.
3. Issue Land Drainage Consents.
4. Issue and enforce statutory notices under the Land Drainage Act 1991.
5. Maintain the Board's Asset Register.
6. Respond to consultations on planning applications.
7. Disposal of surplus assets up to the value of £5,000.
8. Represent the Board's interests at Executive level on matters appertaining to flood risk.

Delegations To The Land Drainage Engineer

1. Authorise repairs to pumping stations and machinery up to the value of £ 30,000.
2. Negotiate and authorise compensation payments to landowners.
3. Issue and enforce statutory notices under the Land Drainage Act 1991.
4. Issue Land Drainage Consents.
5. Maintain the Board's Asset Register.
6. Respond to consultations on planning applications.
7. Disposal of surplus assets up to the value of £5,000.
8. Represent the Board's interests at Executive level on matters appertaining to flood risk.