

DEMPSTER INTERNAL DRAINAGE BOARD

MINUTES OF THE FULL BOARD MEETING

TUESDAY 14 MAY 2019

91 BRIDGEGATE, HOWDEN, DN14 7JJ

PRESENT:

Ratepayer Members: Mr Jacklin (C) Mr M Backhouse Mr Cowling

Appointed Members: Mr Frost

Co-opted Members: Mr Hall

Members Present: 5

APOLOGIES:

Ratepayer Members: Mr Chantry Mr Johnson Mr Bradwell

Appointed Members: Mr Walton

Co-opted Members: Mr Phillipson

ABSENT:

Ratepayer Members:

Appointed Members:

Co-Opted Members:

IN ATTENDANCE:

Officers: Mr McLachlan – Chief Executive
Mr Towse – Asset Manager
Miss Cowen – Corporate Strategy Manager
Mrs O’Driscoll – Board Secretary (Minutes)

Others:



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1677 Welcome, Introductions and Apologies

1677.1 The Chairman welcomed members to the meeting and gave apologies for Mr Walton, Mr Phillipson, Mr Johnson, Mr Chantry, and Mr Bradwell.

1678 Declarations of Interest

1678.1 None were given.

1679 Additional Agenda Items

1679.1 No additional agenda items were requested.

1680 Minutes of the previous Full Board Meeting, 8th January 2019

1680.1 It was PROPOSED by CLLR FROST and SECONDED by MR BACKHOUSE and UNANIMOUSLY RESOLVED that these minutes be adopted as a true record.

1681 Matters Arising

1681.1 The CEO advised that with regard to item 1662.2 he had written to the Secretary of State for the Environment requesting a Chairman's allowance.

1681.2 The CEO informed that item 1674.2 was still ongoing, however Cllr Sargeantson had made enquiries about the wind turbine fund and was awaiting a response.

1681.3 There were no further matters arising.

1682 Minutes of ADOC Consortium Meeting, 21st February 2019

1682.1 The CEO directed Board Members to the minutes for noting which were presented in Appendix B of the meeting papers.

1683 Invoices Paid and Accounts Settled Q4

1683.1 The CEO directed Board Members to the schedule of invoices paid and accounts settled at Appendix C of the Meeting Papers.

1683.2 The AMgr responded to questions about what some of the invoices were for.

1683.3 It was PROPOSED by MR COWLING and SECONDED by MR HALL and UNANIMOUSLY RESOLVED that the Board APPROVES the invoices paid and accounts settled as a true record.

1684 Risk Register 2019 Review

1684.1 The CEO explained to Board Members that there had been a slight change to the agenda and that before the Accounting Statements and Annual Return were considered, they should first review the Risk Register.

- 1684.2 The CEO explained that as part of good governance, officers should undertake a regular review of the potential risks and threats that may impact on the operation of the Board. He continued that this had now been produced for review by members of the Board and directed members to the Risk Register at Appendix D of the meeting papers.
- 1684.3 The AMgr informed that the Board's assets had previously been under-insured; these had now all been revalued for the Risk Register Review.
- 1684.4 The CEO added that the register was unlikely to change much from year to year.
- 1684.5 It was PROPOSED by MR JACKLIN and SECONDED by MR BACKHOUSE and UNANIMOUSLY RESOLVED that the Board APPROVES the Risk Register.

1685 Accounting Statements and Annual Return

- 1685.1 The CEO explained that the Board's Accounting Statements for 2018/19 had been prepared by the Board's accountants, Hunter Gee Holdroyd Ltd, and directed members to the Schedule of Accounts provided on the supplementary paper.
- 1685.2 He advised that the terminology may have changed slightly from that used by the previous administration.
- 1685.3 The CEO continued that although the budget looks healthy, the board is small and therefore vulnerable to unforeseen events.
- 1685.4 This led to a discussion about the potential amalgamation of drainage boards.
- 1685.5 The CEO summarised the Annual Governance Statement, explaining that this must be approved by the Board in advance of approving the Accounting Statements.
- 1685.6 He added that upon approval, the Annual Return and Accounting Statements may be inspected by the Board's internal auditors before submission to the Board's External Auditors, PKF Littlejohn.
- 1685.7 The CSM ran through the Annual Governance Statements for approval by the Board.
- 1685.8 It was PROPOSED by the MR HALL and was SECONDED by MR FROST and UNANIMOUSLY RESOLVED that the Board APPROVES the Annual Governance Statements for 2018/19.
- 1685.9 It was PROPOSED by the MR BACKHOUSE and was SECONDED by MR COWLING and UNANIMOUSLY RESOLVED that the Board APPROVES the Accounting Statements for 2018/19.

1686 Health and Safety

- 1686.1 The AMgr advised that there was nothing to report.

1687 Asset Management Plan

- 1687.1 The AMgr explained that a draft of the Asset Management Plan was now complete, adding that this gave a full record of all of the Boards' maintained assets, which was to be used for the Framework Contract.
- 1687.2 The AMgr presented the digitised records to members and these were discussed. The AMgr was advised by Board members that an amendment needed to be made as the Whitehouse Drain was continuous with no breaks.
- 1687.3 The Board agreed that subject to this change, the plan could be adopted as the definitive maintenance map.

1688 Framework Contract

- 1688.1 The CEO advised that the tenders had gone out and that the Board was waiting for the documents to be returned. He added that the legal side had taken longer to draw up than planned.
- 1688.2 He showed members a plan of the 'lots' that had been put out to tender and explained what work would be carried out by contractors. He continued that OHDB staff would not directly undertake work in the ADOC area unless it was specialist work such as using the weed boat.
- 1688.3 The AMgr continued that a 10% retention had been written into the contracts which would only be paid on the satisfactory completion of the work.

1689 Annual Maintenance Plan Approval

- 1689.1 The CEO explained that as the annual maintenance programme was predicated on available budget / tender value, he was not yet in a position to bring this to the Board. He proposed that delegated authority be given to the Chairman to approve a programme on behalf of the Board.
- 1689.2 Discussions took place, with Mr M Backhouse asking if other Board Members along with the Chairman could be involved in this decision. The CEO responded that Board members could hold an informal meeting to discuss the programme.
- 1689.3 It was PROPOSED by MR COWLING and SECONDED by MR HALL and UNANIMOUSLY RESOLVED that the Chairman (after prior discussions with other Board Members) be given delegated authority by the Board to agree the Annual Maintenance Programme for 2019/20.

1690 Thorne Moors Update

- 1690.1 The CEO gave a verbal update explaining that he had made a site visit and met with the site manager. He showed members a plan of IDB boundaries in relation to the Thorne Moors site. Discussion took place regarding which organisations were responsible for draining different parts of the site.

1690.2 He continued that both he and the AMgr had also met with the CEO and Chief Engineer of the Water Management Consortium, who had raised similar concerns regarding the drainage of the Moors.

1690.3 Further in-depth discussions took place.

1690.4 The CEO informed that both a short- and long-term solution were being sought; in the short term a request had been made to Natural England for £20,000 to fund clearance work on the top section of Warping Drain.

1691 Capital Programme

1691.1 The CEO explained that there was not much to update members on regarding the Capital Programme; the background work was ongoing in view to having the Capital Maintenance Strategy in place for the next investment period in 2020/21. He added that there is talk of ring-fencing funds for life-expired assets, but this had not been formally confirmed.

1692 Board Membership

1692.1 The CEO advised that due to local elections there may be a change to Council Appointed members. Discussions took place as to what this may mean for the Board.

1693 Chairman's Remarks

1693.1 The Chairman had nothing further to add.

1694 Any Other Business

1694.1 The AMgr requested that members spare some time after the meeting and indicate on plan where non-mechanical weed control was required. He went on to inform members about the programme that had been undertaken in Reedness and Swinefleet district and its effectiveness. The Chairman commented that he would be interested to see the results.

1695 Date of Next Meeting

1695.1 7th January 2020.