

# 1. Governance

## 1.1 Apologies

## 1.2 Declaration of Interest

### 1.1 Minutes of the Meeting held on 20 May 2019

Present

|  | 23<br>.1.<br>14 | 26<br>.6.<br>14 | 13.<br>11.<br>14 | 22<br>.1.<br>15 | 18<br>.6.<br>15 | 12<br>.1.<br>15       | 21<br>.1.<br>16 | 16<br>.6.<br>16 | 10<br>.1.<br>16 | 26<br>.1.<br>17 | 15<br>.1.<br>17 | 6.<br>11<br>7 | 22<br>.0<br>18 | 21<br>.5.<br>18 | 5.<br>11<br>8 | 20<br>.5.<br>19 | 4.<br>11<br>9 |
|--|-----------------|-----------------|------------------|-----------------|-----------------|-----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|----------------|-----------------|---------------|-----------------|---------------|
| David Backhouse<br>DB                    |                 |                 |                  |                 |                 | Ap<br>po<br>int<br>ed | x               | x               | x               | x               | A               | x             | -              | x               | x             | x               |               |
| Michael Conroy<br>MC                     | x               | X               | x                | X               | -               | X                     | x               | x               | -               | x               | x               | x             | x              | x               | x             | x               |               |
| David Hinchliffe<br>(Chair)              |                 |                 | x                | X               | X               | X                     | x               | x               | x               | x               | x               | A             | x              | x               | x             | x               |               |
| Richard Hinchliffe<br>RH                 |                 |                 | x                | X               | X               | X                     | x               | A               | x               | A               | x               | x             | x              | x               | x             | x               |               |
| Walter<br>Ketteringham WK<br>(ViceChair) | x               | X               | x                | X               | X               | X                     | x               | x               | x               | x               | A               | x             | A              | x               | A             | x               |               |
| Sam Longthorp<br>SL                      | x               | X               | x                | X               | X               | A                     | x               | A               | A               | A               | A               | x             | x              | x               | x             | x               |               |
| Richard<br>Ketteringham RK               | x               | X               | x                | X               | X               | A                     | x               | x               | x               | x               | A               | x             | A              | x               | x             | x               |               |
| Pat Hagan PH                             |                 |                 |                  |                 |                 |                       |                 |                 | x               | x               | x               | A             | x              | x               | A             | A               |               |
| Kim Parkinson KP                         |                 |                 | x                | X               | X               | X                     | x               | x               | x               | x               | A               | x             | X              | x               | x             | x               |               |
| Kyle Heydon KH                           |                 |                 |                  |                 |                 |                       |                 |                 |                 |                 |                 |               |                | x               | A             | x               |               |
| Martin Oldknow<br>MO                     |                 | X               | x                | X               | X               | X                     | x               | A               | x               | x               | x               | x             | X              | x               | x             | x               |               |
| David Oldroyd DO                         | X               | X               | x                | X               | X               | X                     | x               | x               | x               | x               | x               | x             | X              | x               | x             | x               |               |
| Dave Ridge DR                            |                 |                 |                  |                 |                 |                       |                 |                 | A               | x               | A               | x             | A              | x               | x             | A               |               |
| Phil Marran                              |                 |                 |                  |                 |                 |                       |                 |                 |                 |                 |                 |               |                |                 |               |                 |               |
| Paul Evans                               |                 |                 |                  |                 |                 |                       |                 |                 |                 |                 |                 |               |                |                 |               |                 |               |

In attendance on behalf of JBA Consulting, Clerk, Finance Officer, Engineer and Environmental Officer:

|                        |   |
|------------------------|---|
| Ian Benn CEO           | x |
| Martin Spoor AM        | x |
| David Blake FO         | x |
| Paul Jones Eng         | x |
| Alison Briggs EO/Admin | x |

## Governance

### Apologies

2019.44 Apologies have been given by Mr D. Ridge, Mr P. Hagan.

#### **Declaration of Interest**

**2019.45** None.

#### **Minutes of the Meeting 14 January 2019**

**2019.46** DB proposed the minutes be signed as true record by the Chairman, WK seconded. All in agreement

#### **Matters arising**

**2019.47** Members noted information contained in reference to Minute 2019.43 and ownership of the land had been identified.

#### **Complaints and FOI requests**

**2019.48** EO advised there had been none.

#### **Moving toward Asset Management**

#### **Organisational**

##### **Recommendations**

**2019.49** Clerk advised the information contained in the report was to note

##### **Legislation**

**2019.50** Eels Regulations -EO advised some of the work involved in ChERP changes will follow on from work she had already done to achieve regulation compliance for this Board's stations based on lack of suitable habitat.

**2019.51 River Authorities and Land Drainage Bill** – Clerk advised only where Local support and willingness to pay existed would see Rivers Authorities created in other areas around the country; there was no suggestion of one proposed for Aire and Don Catchment. KP considered here may be a latent interest locally in a River Authority depending upon the outcome of the current evaluation and planning work for flood protection along the Humber. The issue of dredging was raised and there may be support if that resulted on dredging works being undertaken on the Don reinstating capacity. The Chair suggested new River Authorities would only be created by local revenues to fund them of which he was not convinced at this point in time that local authorities and Internal Drainage Boards would be willing to contribute very large sums of money to this cause. If and when the general political mood moves toward a more proactive approach to flood defence this may change. Clerk advised Humber Strategic Review did impact within this region but cautioned Members to recall Emma Howard-Boyd had advised continuing to increase height of defences was not sustainable and to dredge Don or increase height of defences will not be supported unless local funding available. KH advised modelling work on the Don had shown dredging would not reduce flood risk.

##### **Events & Representation**

**2019.52 ADA Northern** branch AGM - The Chairman will be attending.

**2019.53 Election Year** – An error, 2019 is not an election year

#### **Risk & Review**

##### **Recommendations**

**2019.54** FO advised recommendations were all associated with end of year accounts with various documents required separate approval.

##### **Management Review, Audit & Assurance**

**2019.55** Internal Audit – review had been issued separately, issued after papers had been released. Issues raised were annual ones associated with Charging Authority representation attendance.

**2019.56** AGAR Section 1 – Annual Governance Statement 2018/19 was reviewed by Members and Section 1 approved. **MO proposed approved, DO seconded, all in agreement**

**2019.57** Accounts y/e 31 March 2019 – Finance Officer took Members through the Budget Comparison and Capital Reserve account. Expenditure discussed, planned preventative maintenance undertaken by Danvm MEICA had produced cost reduction earlier than expected associated with investment in infrastructure however the dry year had also reduced pump work therefore less wear on equipment. Income Expenditure account reviewed, surplus on year and credit balance driven reserves balance to 37%. Balance Sheet reviewed, Coal Authority and Highways England invoices outstanding, issued toward latter part of year end. Noted flail mowing contractor not invoiced for last two years. Members agreed an annual issue and may consider whether to undertake a self-bill exercise for issue to Contractor. Capital reserve balance reduced following work done at Outlet PS.

**2019.58** AGAR Section 2 Financial Statements 2018/19 – Annual Governance Statement 2018/19 was reviewed by Members and section 2 approved. **MO approved for signature, DO seconded, all in agreement**

#### **Asset costing & valuation**

**2019.59** Rating – Balance outstanding at 29.3.2019 of £147.66 was noted.

**2019.60** List of cheques and other payments – Payments totalling £67,808.26 had been made from the account, £21,635.55 authorised by the Clerks only. **Chair proposed, MO seconded, all in agreement**

#### **Strategy & Planning**

**2019.61 Recommendations** – note the report and consider question on organisational changes

**2019.62 Asset Management Policy** – The Clerk advised working on producing draft Asset Management Plans and Policies including Asset Management Corporate Plan, Asset Management Policy, Strategic Asset Management Plan and asset Management Plans which he would share initially with the Chairman. Adoption of this type of document will support GiA if Board is seen to consider function strategically.

#### **Strategic Planning**

**2019.63 Humber Comprehensive Review** – Noted, review expected to conclude 2021

**2019.64 Humber Nature Partnership** – Members noted the EO's invitation to become a Director of the Nature Partnership Board. Chair advised since last meeting EO had achieved Chartered Environmentalist status and become a full Member of the Institute of Environmental Management and Assessment

**2019.65 Strategically Apportioning Benefits** – Members noted the success in apportioning benefits with the Environment Agency to help manage flood risk in the area. Funding will be dealt with through EA Yorkshire area rather than Trent area.

**2019.66 Isle of Axholme Strategy** – noted

**2019.67 Draft National Flood Risk Management Strategy** – Clerk advised of recent consultation release, encouraging Members to consider the Strategy from a risk management authority perspective and let him have any comments.

**2019.68 ADA Governance workshops** – Attended by Messrs Hinchliffe and Board EO. Noted ADA was reporting to Defra on which IDBs were represented at these events.

**2019.69 Defra PAG** – Members reviewed the questions regarding boundary, amalgamation or reconstitution changes associated with Defra resource. Members did not consider the Board would be looking at any of the options.

#### **Asset Management Decision-Making**

**2019.70 Recommendations** – To note the information in the report

### **Capital Investment Decision Making**

**2019.71 Approved Capital Investment** – Inlet and Outlet PS VFD installation quotations were noted.

**2019.72 Future capital investment** – Strategic Forward Plan – Dates associated with replacement of Inlet, Outlet and Rawcliffe pump stations were noted. Reservoir Engineer confirmed DWD is not going to be classified as a reservoir. He will outline what he needs to do with the Agency to remove from the register. Moving forward no inspections will be required however it is high priority watercourse for the Board.

### **Operations & maintenance decision-making**

**2019.73 Weed screen cleaners** – Quotations and estimates for weedscreen repairs at Inlet and Outlet PS were noted and the cost of Asset Inspections at all three stations. IDS will be onsite today, bringing engineer in association with weed screen cleaners.

**2019.74 Durham's Warping Drain** – The reservoir engineer has confirmed the Board should move forward with removing the watercourse from the Reservoir Act. Details are awaited on the process to be followed for doing so with any associated costs.

### **Forward Plan**

**2019.75 Mid-term budget estimate** – Members reviewed the budget estimate

### **Lifecycle Delivery**

#### **Recommendations**

**2019.76 To note information in report.**

#### **Technical Standards & Legislation**

**2019.77** No S23 or Byelaw consents had been issued and one planning application has received comment on behalf of the Board

#### **Maintenance Delivery**

**2019.78 Ordinary Watercourse** – Pre-start meeting with appointed contractors to be arranged

**2019.79 Riparian owner/occupier watercourses** - Highways England – Some work has been done however environmental considerations meant limited benefits from improvements. Discussions held with HE between Engineer, Asset Manager and Environmental Officer with view to changing delivery and timing of HE works. Email received confirming HE is committed to future maintenance and will resume clearance in autumn. As part of longer-term investment, HE is considering engaging the Board to undertake maintenance on his behalf under PSCA from landowner side. This has support of HE's Senior Management, its legal department is being consulted on status of HE's boundary fencing and movement associated with maintenance. In the near-term, HE is to seek funding for A1+ maintenance for a further year until position with PSCA is fully understood.

**2019.80 Network rail** – Works scheduled to start. Network Rail may not be able to enter PSCA however movement of boundaries may be possible which could be an opportunity for the Board.

**2019.81 Public Sector Cooperation Agreement Asset Operations** – Old Course of River Don – an annual programme will be discussed with the EA

#### **Asset Operations**

**2019.82** Pump run hours – information for 3 stations was noted

### **Organisation & People**

**2019.83 Recommendations** – to note the information contained in the report

### **Health Safety & Wellbeing**

**2019.84** Accidents & Incidents – there had been none.

**2019.85** Health Safety & Welfare – information on using flails for hedge cutting was noted by Members

### **Procurement & Supply Chain Management**

**2019.86 Watercourse maintenance contract for removal of emergent growth, flailing and spraying** –AM advised Management and the Member Review Panel were surprised at the limited returns of which there had been 2 de-weeding, none for flailing and 1 herbicide. De-weeding responders were contacted to look to procure own flailing contractor and respond with a bid through them that combined both activities. The Board now had two full bids, details of which had been shared with the Chairman. Delay penalties were discussed by Members however noted it could work both ways where access for maintenance then refused through cropping patterns would invoke a compensation claim against the Board. There will be a pre-start meeting with the preferred bidder and there will be means to performance manage the contract.

**2019.87** 4 November 2019. Management left the meeting. 10:15

### **Professional Services closed session**

**2019.88** Minutes taken by M. Oldknow. A discussion took place around the options for the awarding of the management services contract after the current extension period is concluded. Members agreed that the Chairman, with the assistance of any Board Members he feels appropriate, should explore the options available to the Board and report back to the next meeting.

**Proposed: David Oldroyd, seconded Kim Parkinson, unanimously agreed.**

## **1.2 Matters arising not discussed elsewhere**

## **1.3 Complaints and FOI requests**

None received.