



Ouse & Humber Drainage Board

MINUTES OF THE FULL BOARD MEETING HELD 9.30AM WEDNESDAY 4TH NOVEMBER 2020 VIA LIVE VIDEO CONFERENCE, ZOOM.

PRESENT:

Ratepayer Members:	Mr Maclean	Mr Nicholls	Mr Featherby (VC)
	Mr Wright	Mr Henley	
Appointed Members:	Cllr K West (C)	Mr Wilkins	Mr Baxter
	Cllr Bayram		

Co-opted Members:

Members Present: 9

APOLOGIES:

Ratepayer Members:	Mr Screeton	Mr Traill	Mr Atkinson
Appointed Members:	Cllr Meredith	Cllr P West	Cllr Aitken
Co-opted Members:			

Officers:

ABSENT:

Ratepayer Members:	Mr Hick	Mr Scutt	Mr Mowforth
	Mr Sweeting		
Appointed Members:	Cllr Roberts	Cllr Marwood	
Co-Opted Members:	Mr Axup		

IN ATTENDANCE:

Officers:	Mr McLachlan – Chief Executive Officer	Miss Smith – Board Secretary (Minutes)
	Mr Towse – Operational & Technical Manager	

Others:

Andrew McLachlan
Chief Executive Officer and Clerk to the Board
91 Bridgegate
Howden
East Riding of Yorkshire
DN14 7JJ

01430 430237
info@yorkshirehumberdrainage.gov.uk
yorkshirehumberdrainage.gov.uk
[@idbyorkshire](https://twitter.com/idbyorkshire)

317. Order of Meeting

317.1. With consent of the Board, the CEO chaired the first part of the meeting until the Chairman was installed.

318. Welcome, Introductions & Apologies

318.1. The CEO welcomed Members and Officers to the meeting.

319. Declarations of Interest

319.1. None

320. Meeting Privacy

320.1. Members were asked not to record or photograph the meeting.

321. Health and Safety

Office Staff

321.1. Due to COVID-19 precautions, the CEO advised that the OTM is now working from home but visiting site as necessary. Skeleton staff now in the office. Two members of staff from the Technical Team and Policy & Finance Team will remain in the office.

Operational Staff

321.2. The OTM advised that the operational staff have now been separated into two teams working from Newport and Skelton with no contact with any other members outside of their team unless necessary.

322. Election of Chairman

322.1. The CEO set out the procedure for the election of the Chairman.

322.2. Nominations were invited by the CEO for the role of Chairman and nominations were given for Cllr K West to be elected. This was not contested; no further nominations were made.

322.3. It was PROPOSED by MR FEATHERBY and SECONDED by MR WILKINS and UNANIMOUSLY RESOLVED that CLLR K WEST be elected as CHAIRMAN.

323. Appointment of Chairman

323.1. Cllr West was appointed as Chairman.

324. Election of Vice Chairman

324.1. The CEO set out the procedure for the election of the Vice Chairman.

324.2. Nominations were invited by the CEO for the role of Chairman; nominations were given for MR FEATHERBY to be elected. This was not contested; no further nominations were made.

324.3. It was PROPOSED by MR HENLEY and SECONDED by CLLR WEST and UNANIMOUSLY RESOLVED that MR FEATHERBY be elected as VICE-CHAIRMAN

325. Appointment of Vice Chairman

325.1. Mr Featherby was appointed as Vice-Chairman.

325.2. The Chair and the CEO thanked Mr Featherby for his service as Vice-Chairman.

326. Appointment of Executive Committee

326.1. As explained by the CEO, the formal procedure for appointment of members, and the delegations to the Executive Committee, was that adopted at the 2018 Annual General Meeting; he drew attention Appendix A.

326.2. The CEO thanked the Members from last year for the time they had given to Executive Committee matters.

326.3. The CEO explained that currently there were 6 members of the committee: Mr Wright, Cllr Aitken, Mr Atkinson, Cllr Roberts, and the Chairman and Vice Chairman who are elected by default.

326.4. It was PROPOSED by CLLR HOGARTH and SECONDED by MR MACLEAN and UNANIMOUSLY RESOLVED that the Board re-elect the current members of the Executive Committee.

327. Additional Agenda Items

327.1. It was highlighted at this point by the Chair that the Minutes of the previous Full Board meeting be agreed before discussing Matters Arising as opposed to the order displayed in the Board Papers.

328. Minutes of the previous Full Board Meeting

328.1. Attention was drawn by the Chair to the minutes of the previous meeting presented at Appendix B.

328.2. It was PROPOSED by MR HENLEY and SECONDED by MR FEATHERBY and UNANIMOUSLY RESOLVED that the Board adopt these minutes as a true and accurate record of that meeting.

329. Minutes of the Executive Committee Meeting

329.1. The minutes of the Executive Committee meeting presented at Appendix C were noted.

330. Matters Arising

330.1. In relation to minute 283.6, the OTM advised that issues in relation to Crabley Creek and Howden Dyke are continuing and discussions with Yorkshire Water are ongoing.

330.2. Regarding minute 301.7, the CEO advised that the pump at Faxfleet runs on duty/standby, meaning that only one pump is in operation at any time rather than a duty/assist pump where two pumps work together. He informed the Board of the Executive Committee's decision to purchase a portable diesel pump and for the installation of semi-permanent pipework at Faxfleet.

331. Financial Position

331.1. The CEO drew attention to the revised budget at Appendix D along with variances. He explained that whilst at the end of Q2 the Board is showing a surplus of £86k, this should not be relied upon as we are currently awaiting invoices.

331.2. He went on to advise that the developer contributions may not be received this financial year. One of the agreements is predicated on the occupancy of 50% new houses, and due to COVID-19, the build has slowed because of the impact of Covid.

331.3. He confirmed the Board is still on target to achieve a surplus which will be represented as a much-needed increase in its reserve position, albeit not as much as the original target figure.

331.4. It was PROPOSED by MR WILKINS and SECONDED by MR MACLEAN and UNANIMOUSLY RESOLVED that the Board approve the Budget revisions.

332. Invoices Paid and Accounts Settled

332.1. Attention was drawn to Appendix E, Invoices Paid, and Accounts Settled.

332.2. It was PROPOSED by MR WILKINS and SECONDED by MR BAXTER and UNANIMOUSLY RESOLVED that the Board approves the invoices paid and accounts settled as a true record.

333. Internal Audit

333.1. The CEO confirmed that the internal audit for the year ended 31 March 2020 was completed and no matters were raised to give cause for concern.

333.2. He added that at the time of writing the Board's internal auditor is carrying out a scheduled audit.

334. Conclusion of Annual Audit 2019/20

334.1. The Board Secretary informed members that the Annual Audit had been returned from PKF Littlejohn with clean bill of health.

335. Consortium Update

335.1. The CEO welcomed Vale of Pickering to the Consortium and advised the handover had been pleasant and supportive. He informed the Board that the Consortium Committee Meeting would be held on 27th November 2020.

336. Staff Matters

336.1. The OTM praised the two new operational staff and advised they had settled into their roles well.

336.2. The CEO explained that the current Senior Engineer had accepted a new role elsewhere and advised the Board that remuneration for professional staff appeared to be well below the market rate and a job advertisement would be placed for replacement in the forthcoming months.

337. Register of Members' Interests

337.1. The Chair reminded Members of their requirement to complete their Register of Members Interest forms and return them to the Boards Office.

337.2. The Board Secretary advised she would send a further copy to those members who had not been returned. **Action BDSec**

338. Capital Programme

Accommodation

338.1. The CEO advised that the lease on the existing depot comes to end in in March 2022 and the Board would not be extending this further.

338.2. It was PROPOSED by MR MACLEAN and SECONDED by CLLR HOGARTH and UNANIMOUSLY RESOLVED that the Board authorise a feasibility study to inform future options for staff and operational accommodation.

Skelton Tidal Outfall

338.3. The OTM advised that the delivery of the penstock and permanent gates had been delayed and are expected to arrive mid-November.

Howdendyke Pumping Station

338.4. An update was given the progress with Howdendyke Pumping Station.

338.5. The OTM explained the Board have instructed a solicitor to make an application to secure land that the Board considered thiers, but to verify this.

Humber Head Levels Capital Maintenance Strategy

338.6. The strategy is at verification stage, the CEO informed the Board, and this is going well. Topographical surveys have been completed of Board assets and that completion is expected at the end of the financial year.

338.7. Mr Featherby praised Officers for their progress with this.

Market Weighton Canal Bank Stabilisation (Newport)

338.8. The CEO explained that whilst piling work is due to commence this winter, larch is in short supply.

338.9. The OTM advised that some of the timber been secured and is expected to be received within the next 2-3 weeks. He added that to complete this work, willow and trees needed to be removed and the Environment Agency had agreed to this.

339. Maintenance Programme

339.1. The CEO advised that the new contracts are working well. Operational staff have been working new hours and a seasonal shift pattern.

339.2. The OTM added that seasonal maintenance programme was started in mid-June and focused initially on watercourses that were missed from the 2019 season due to the very wet conditions at the time.

339.3. The OTM then notified the Board that 90-95% of the flailing programme is complete with 95% of de-weeding works expected to be completed at the end of the month.

339.4. He went on to emphasise the importance of landowners leaving clear access to the maintenance strips prior to drilling fields to allow proper maintenance of the watercourses.

340. Planning & Development Control

340.1. The CEO advised the Board is in the process of taking enforcement action against several transgressors that are in breach of either the Land Drainage Act 1991 or the local land drainage bylaws. As these matters are the subject of potential court action and the Board may be acting under legal advice, members were strongly advised not to engage with any member of the public, whether directly or indirectly on such matters without first speaking with the CEO as they may unintentionally prejudice court proceedings.

340.2. The CEO drew attention to new Technical Guidance and Standing Advice, found at Appendix G, which is now published and requires ratification by the Board.

340.3. Mr Maclean stated that he strongly supported this guidance and believed there should be protection for landowners along the river.

340.4. A discussion around compensation for farmers and percolation tests ensued.

340.5. It was PROPOSED by CLLR BAYRAM and SECONDED by MR MACLEAN and UNANIMOUSLY RESOLVED that the Board approve the Technical Guidance and Standing Advice.

341. Date of Next Meeting

341.1. The date of the next Full Board Meeting is February 3rd, 2021.

341.2. The Chair thanked Members and Officers for their attendance and closed the meeting.