



Vale of Pickering Internal Drainage Board

MINUTES OF THE FULL BOARD MEETING HELD 9.30AM FRIDAY 18th DECEMBER 2020 VIA VIDEO CONFERENCE

PRESENT:

Ratepayer Members:	Mr R Tindall	Mr A Nutt (C)	Mr J Stockdale
	Mr R Wainwright		
Appointed Members:	Cllr M Potter	Cllr D Cussons	
Co-opted Members:			

APOLOGIES:

Ratepayer Members:	Mr M Morley
Appointed Members:	Cllr S Tucker
Co-opted Members:	

ABSENT:

Ratepayer Members:	
Appointed Members:	
Co-Opted Members:	

IN ATTENDANCE:

Officers:	Andrew McLachlan – Chief Executive Officer Russ Towse – Operational & Technical Manager Laura Smith – Board Secretary
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Others:

Andrew McLachlan
Chief Executive Officer and Clerk to the Board
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32. Welcome, Introductions and Apologies

- 32.1. The Chair welcomed Members and Officers to the Board noting apologies from Cllr Tucker, Cllr Cussons and Mr Morley.

33. Meetings Privacy

Members were asked to agree not to record or photograph meetings.

34. Declarations of Interest

- 34.1. None.

35. Health and Safety

- 35.1. No H&S issues. Operators are maintaining Covid compliancy.

36. Additional Agenda Items

- 36.1. In accordance with the Board's *Regulations as to Proceedings* (Standing Orders), other business that does not appear on the agenda may be discussed, but only with the agreement of 75% of members present.
- 36.2. Cllr Potter queried if any Member or Officer had examined the new ELMS what impact this will have on the Board.
- 36.3. CEO advised he would respond under Item 13.

37. Minutes from Previous Board Meeting

- 37.1. The Chair drew attention to minutes from the previous Board meeting.
- 37.2. It was PROPOSED by MR STOCKDALE and SECONDED by MR TINDALL and UNANIMOUSLY RESOLVED that the Board consider these minutes are a true record of that meeting.

38. Matters Arising

- 38.1. The CEO advised that in relation to Minute 28.4 the process will commence in the new year.
- 38.2. Minute 30.3 is now resolved to be discussed in the next item.

39. Elections Results

- 39.1. The CEO asked the Board Secretary to read the list of nominations received.
- 39.2. The Board Secretary advised that nominations had been received for Robert Tindall, Andrew Nutt, James Stockdale, and Robert Wainwright. She informed the Board that a nomination for Mike Morley had not been received.

- 39.3. The CEO advised that this may be the fault of the Royal Mail however a person cannot be elected if a nomination paper has not been received. As the results are uncontested, there remains three vacancies so there is the option to co-opt Mr Morley onto the Board. The CEO explained the process.
- 39.4. It was PROPOSED by Mr STOCKDALE and SECONDED by MR TINDALL and UNANIMOUSLY RESOLVED that the Board recognise Mr Morley as a co-opted member of the Board.

40. Financial Position

- 40.1. The CEO informed the Board that the accounts were received in October. As management techniques differ, these have been redesigned to enable to the Board to categorise items and manage more efficiently.
- 40.2. He notified the Board of the up-to-date financial position at the bank, £144k in the current account along with £71k in reserves. He added that there is £70k in debtors, mainly ratepayers with action to be taken against non-payment. The outturn will be in the region of £130k at year end, the net worth of the Board after taking debtors and creditors into account.
- 40.3. The Chair queried whether any monies were ringfenced for some of the housing schemes.
- 40.4. CEO advised that this was not ringfenced but shows as a commuted sum. Any money received by developers can be spent as the Board feel appropriate. It is received in perpetuity of the result of the housing development and the watercourses will be added to the maintenance scheme.

41. Depot

- 41.1. The CEO advised of the concerns inclusive of welfare, security, and insurance, that the workforce do not have a suitable depot.
- 41.2. The OTM advise that for insurance purposes, the vehicles must be stored at primary, secure location for vehicles and tools to be stored.
- 41.3. The Chair queried whether two would be more suitable as travelling from one end of county to other.
- 41.4. Cllr Potter enquired if have anywhere in mind and anticipated cost?
- 41.5. The CEO responded cost would be main factor but primarily needs to be in a good location for travel. £15k has been put aside, to buy second-hand welfare unit and lockable marine container and ideally a cover for the machines.
- 41.6. It was PROPOSED by CLLR POTTER and SECONDED by CLLR CUSSONS and UNANIMOUSLY RESOLVED that The Board authorise the CEO to enter into an agreement with a suitable landlord to, as a minimum, site a welfare unit and secure storage unit for the use as the Board's depot.

42. Consortium Committee

- 42.1. The minutes of the Consortium Committee can be found at *Appendix B*.
- 42.2. The Chair advised that both he and Mr Tindall attended the Consortium Committee meeting on 27 November 2020.
- 42.3. The CEO advised that a shared services budget of £798k had been agreed for ratification by the member Boards. He drew attention to a detailed budget at *Appendix C*. He explained that the budget is to pay for management, administration, technical services, and shared services accommodation costs across all 8 Boards represented by Yorkshire and Humber Drainage Boards and is part funded by other external partners through management fees.
- 42.4. The CEO presented the estimated cost of £99,966 to Vale of Pickering for 2021/22 which compares favourably to the £140k previously charged for these services.
- 42.5. Mr Tindall queried the pensions contribution, how this is calculated. The CEO advised this is LGPS and is around 20% of gross salary.
- 42.6. The CEO drew attention to the Consortium Minutes, highlighting the comments made in relation to staff.
- 42.7. Mr Stockdale enquired about how the staff would be support and would this improve with staff changes? CEO confirmed there would be a high level of support for staff.
- 42.8. The Chair agreed that what is being proposed will work well and it will be reviewed as it necessary.
- 42.9. It was PROPOSED by MR STOCKDALE and SECONDED by MR TINDALL and UNANIMOUSLY REOLVED that The Board ratify the recommendations of the Consortium Committee.

43. Budget and Rate Setting

- 43.1. The Chair drew attention to the Budget and Rate report set out at Appendix D.
- 43.2. The CEO drew attention to key points of the executive summary and advised in detail how the rate is calculated.
- 43.3. The CEO advised the Board of the Budget costs and displayed detailed budget sheets. The CEO informed that the reserves are currently low. The CEO advised that there should be at least 50% of the average turnover in the reserves which would be £265K.
- 43.4. The CEO advised that he was unsure of why the debtors were so high however the Rating Officer is working to secure the outstanding debts. If they are not repaid, the Board will seek to prosecute ratepayers who have failed to pay, and liability orders will be applied for where debt recovery agents will recover fees.

- 43.5. MP asked if the PSCA income will vary due to Covid. CEO advised there has been more PSCA work due to Covid.
- 43.6. Drawing attention to fuel costs, the CEO advised that next year the Board may not be able to use red diesel, if this is the case, the extra cost will unfortunately be passed to the ratepayers.
- 43.7. The CEO then went on to explain the rate calculations and advised that sensitivity testing had been undertaken and presented three options.
- 43.8. Chair queried whether there was a difference in the level of service. The CEO advised he did not believe one area is deriving more benefit than another which means the differential rate is unfair expressing that there should be future harmonisation of the rate.
- 43.9. The Chair advised there may be some difficult decisions to be made in the future as to the maintenance of the watercourses across the district.
- 43.10. The Chair advised he was supportive of Option A.
- 43.11. It was PROPOSED by MR WAINWIGHT and SECONDED by CLLR POTTER and UNANIMOUSLY RESOLVED that the Board approve the draft budget of £530,454 for 2021/22.
- 43.12. It was PROPOSED by MR STOCKDALE and SECONDED by Mr TINDALL and UNANIMOUSLY RESOLVED that the Board set the annual rate of 11.6p for Muston & Yedingham Sub-District, 11.6p for Rye Sub-District and 14.7p for Thornton District for 2021/22.

44. Maintenance

- 44.1. The OTM advised that he had observed the nature of maintenance that had been carried out by the Board / contractors. He advised that there are ten or 12 contractors carrying out works however under no formal instruction. He advised there is no financial understanding of how this is being carried out, so moving forwards, we will be looking at new contracts.
- 44.2. The OTM advised that a Supervisor will be directing staff on a day-to-day basis.
- 44.3. MP queried whether there will be a more strategic points for maintenance. The CEO displayed the OHDB maintenance map and advised this will be replicated for VPIDB.
- 44.4. The CEO advised that there has been a poor batch of fuel circulating which has now been resolved by some additives being brought in. The Chair advised that the quality of red diesel is not up to the quality of white diesel which is being investigated by the NFU.
- 44.5. The OTM advised that there is a lot of work that needs to be done on watercourses which has not been done for a while. There are a lot of slips and piling to undertake however unfortunately there is a shortage of piles with increased cost when piles become available.
- 44.6. The CEO explained the ELMS scheme in detail to the Board and how this might affect the Board. From a IDB point of view keeping maintenance strips clear would be a public good to allow more efficient operational activity. And discussions ensued.

45. Staff Matters

- 45.1. Mr Tindall requested an update on staff offices as was discussed in the Consortium Committee.
- 45.2. The CEO advised that the current office is not fit for purpose and the OHDB have decided to undertake a feasibility study to look at new premises. It was discussed at the consortium committee that the current agreement is that the CC fund the fixtures, fittings and day to day running of the office, it does not currently fund the capital cost of buying the premises. He advised that the OHDB will access a PWLB and the OHDB will fund the capital repayments however the consortium will be asked to contribute to the interest payments and this was agreed in this meeting.
- 45.3. Mr Tindall queried when a final decision would be made.
- 45.4. The CEO advised this would happen once a decision has been made by the OHDB but will be discussed with partner Boards.
- 45.5. The Chair requested that a letter be sent with the rate demand explaining the change in management services. **Action Rating Officer.**

46. Future Board Meetings

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