



# Ouse & Humber Drainage Board

## MINUTES OF THE FULL BOARD MEETING HELD ON WEDNESDAY 2ND FEBRUARY 2022

### PRESENT

#### Elected

Mr J Sweeting    Mr T Featherby

#### Appointed

Mr G Baxter    Mr J Atkinson    Cllr C Bayram    Cllr K West (C)    Cllr P West  
Cllr H Roberts    Mr N Marwood    Cllr N Wilkinson

### APOLOGIES

#### Elected

Mr J Hicks    Mr C Mowforth    Mr B Maclean    Mr R Axup    Mr J Scutt

#### Appointed

Mr R Nicholls    Mr R Henley    Mr J Wright  
Cllr V Aitken    Mr I Screeton    Cllr R Meredith

### ABSENT

#### Elected

#### Appointed

Mr J Traill

### IN ATTENDANCE

#### Officers

Mr A McLachlan – Chief Executive Officer (CEO)

Ms A Cowen – Director of Policy & Finance (DPF)

Mr R Towse – Director of Operations (DO)

Ms S Questari – Senior Finance Officer

Ms L Smith – Board Secretary

**Andrew McLachlan**  
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**408. Announcements**

408.1. The CEO informed members of the passing of Mr Richard Wilkins and that he had been in contact with Mrs Wilkins to offer condolences on behalf of the Board. Both the Chair and CEO attended the funeral service.

**409. Welcome, Introductions and Apologies**

409.1. The Chair welcomed Members and Officers to the Board, noting apologies from Mr Hicks, Mr Mowforth, Mr Maclean, Mr Axup, Mr Scutt, Mr Nicholls, Mr Henley, Mr Wright, Cllr Aitken, Mr Screeton, and Cllr Meredith.

**410. Declarations of Interest**

410.1. Mr J Sweeting declared an interest in land at item OH 14 on the Board's capital programme set out in the budget report.

**411. Health & Safety**

411.1. None

**412. Additional Agenda Items**

412.1. The CEO requested that the Board allow for the CEO and DPF to create a vexatious complaints policy for adoption by the Board to allow for consistency in dealing with these types of matters. **ACTION DPF**

412.2. Mr Atkinson joined the meeting.

412.3. It was PROPOSED by Mr Marwood and SECONDED by Cllr Wilkinson and UNANIMOUSLY RESOLVED that authority is delegated to the Chair and Vice-Chair to adopt a vexatious complaints policy on behalf of the Board and that this policy is brought to the Board for ratification.

**413. Minutes of the previous Full Board Meeting**

413.1. The Chair drew attention to minutes from the previous meeting at Appendix A.

413.2. It was PROPOSED by Cllr P West and SECONDED by Mr J Sweeting and UNANIMOUSLY RESOLVED that the Board adopt these minutes as a true record of that meeting.

**414. Matters Arising**

414.1. None

**415. Minutes of the Executive Committee Meeting**

415.1. The Chair drew attention to minutes from the Executive Committee at Appendix B for noting.

#### **416. Joint Consortium Committee**

- 416.1. The Chair drew attention to minutes from the Joint Consortium Committee at Appendix C for noting.
- 416.2. The CEO confirmed the consortium committee had agreed on a shared services budget and staff changes, which forms part of the Budget for approval by the Board.

#### **417. Budget & Rate Setting**

- 417.1. The CEO presented the budget setting report and advised the outturn at the time of writing was estimated to be close to the budget however there may be unforeseen circumstances which may impact this.
- 417.2. The DPF confirmed that rates outstanding related to land transfers meaning accounts were at that time, on hold and debtors which had been transferred to the Board's enforcement agents, Rundles.
- 417.3. The CEO informed members that the PWLB loan, used for the construction of the Boards new depot and office would mean annual repayments of c£46k for the next 50 years with fixed rate interest.
- 417.4. He advised the development was progressing well and would hopefully be completed by May '22.
- 417.5. The CEO presented the proposed Capital Programme and advised the national flood defence grant allocation was £5.2 billion over the next six years, however the appraisal system remained biased towards residential properties.
- 417.6. In relation to the North Howden Flow Conveyance Scheme, the CEO confirmed a hydraulic model had been created by the Boards apprentice which was presented in the business case for funding. He advised the Board had been awarded 100% of the funding.
- 417.7. The CEO advised that Saltmarshe Clough had failed, and that repairs would have to be funded through Board reserves and with a voluntary contribution from the landowner.
- 417.8. The CEO briefed Members on the updates received from HMT regarding red diesel, the impact of which he explained had been taken into consideration when proposing the budget and rate.
- 417.9. He advised Members that the use of white diesel would mean an increase of around £130k annually, which, would mean a 9% increase in the rate just due to this change, however the Board is able to absorb some of these costs.
- 417.10. A discussion ensued regarding ADA's ongoing lobbying efforts with Ministers.
- 417.11. Cllr Wilkinson raised the matter of inflationary increases, along with fuel and electricity rises and queried whether the proposed budget and rate increase would be high enough.

- 417.12. The CEO advised he could not provide a definitive answer however he could confirm that if the rate was not raised by 8%, maintenance operations would need to be reduced.
- 417.13. The Board discussed sustainability and the Board's reserves position which at the time of writing did not stand at the internal auditors recommended 75% of the operational budget.
- 417.14. Mr Featherby highlighted the importance of retaining enough funds to manage any extreme events involving repairs and replacements to pumps and cloughs.
- 417.15. The CEO presented Members with an illustrative five-year plan which including assumptions about borrowing to fund pumping station schemes.
- 417.16. Cllr West queried whether there were more energy efficient ways to run the pumps to which the CEO advised this was being investigated as well as considering if pumps could be rationalised.
- 417.17. It was PROPOSED by Mr Marwood and SECONDED by Cllr Roberts and UNANIMOUSLY RESOLVED that the Board approves the budget of £2,314,621 for 2022/23.
- 417.18. It was PROPOSED by Mr Marwood and SECONDED by Mr Baxter and UNANIMOUSLY RESOLVED that to meet the approved budget, the Board set the rate at 16.1p/£.

#### **418. Invoices Paid and Accounts Settled**

- 418.1. The Chair drew attention to Invoices Paid & Accounts Settled at Appendix E.
- 418.2. It was PROPOSED by Cllr P West and SECONDED by Cllr Wilkinson and UNANIMOUSLY RESOLVED that the Board notes and approves the record of Invoices Paid and Accounts Settled for the last financial quarter to the value of £773,656.52 (net).

#### **419. Internal Audit**

- 419.1. The CEO informed Members that no concerns had been raised by the auditor however he would be following the auditor's recommendations.
- 419.2. Both the DPF and CEO would be creating a formal reserves policy along with developing a methodology for the valuation of Board assets. **(Action DPF)**

#### **420. Policy Update (Health and Safety)**

- 420.1. The CEO informed Members that across the Consortium, a new Health and Safety Policy and Safe System of Work would be created.
- 420.2. The CEO requested, to enable implementation at the beginning of April, that the Board delegate responsibility to the Chair to consult with the CEO to adopt the new policy.
- 420.3. It was PROPOSED by Mr Marwood and SECONDED by Mr Baxter and UNANIMOUSLY RESOLVED that the CEO in consultation with the Chair be given authority to adopt the

consortium-wide Health and Safety Management Policy and Safe System of Work on behalf of the Board upon its completion.

- 420.4. The DPF informed the Board that a sickness absence policy would also be created and brought to a future Board Meeting. **Action DPF**

**421. Planning & Development Control**

- 421.1. The CEO advised he had held several meetings with developers in relation to the HOW-G scheme at North Howden and these had been positive and productive.
- 421.2. He informed Members that a culverted system had been discussed, with lowered greenways over the pipework and reassured Members that he is attempting to ensure the drainage scheme will not exacerbate any current issues to the existing community.
- 421.3. Members discussed the proposed drainage design, [the basic outline of] which has been agreed in principle with the developers, along with the need for a new pumping station in advance of the development being completed.

**422. Maintenance Update**

- 422.1. The DO advised that 95% of flailing works had been completed and a small section of de-weeding remains outstanding.
- 422.2. In relation to Market Weighton Canal, he advised that the penstock had been closed so the operational team could complete planned maintenance.
- 422.3. He informed Members that new maintenance contracts would be for a period of three years plus an extension of two years if agreed by both the DO and contractor.
- 422.4. The DO and Cllr P West discussed efficiency of the machines and the importance of being environmentally aware.

**423. Date of Next Meeting (s)**

- 423.1. The Board Secretary advised calendar invitations would be sent to all Board Members with a Notice placed on the Boards website.
- 423.2. The Chair thanked Members and Officers for their attendance and closed the meeting.