



Ouse & Humber Drainage Board

MINUTES OF THE FULL BOARD MEETING HELD ON MONDAY 7TH NOVEMBER 2022 AT 24 INNOVATION DRIVE, HU15 2FW

Present

Elected

Mr T Featherby

Mr C Mowforth

Mr J Hick

Mr J Wright

Mr B Maclean

Mr R Nicholls

Mr J Sweeting

Mr J Traill

Cllr R Meredith

Mr G Baxter

Appointed

Cllr K West (C)

Cllr V Aitken

Apologies

Elected

Mr I Screeton

Mr R Henley

Cllr L Bayram

Mr N Marwood

Appointed

Cllr H Roberts

Cllr P West

Absent

Elected

Mr J Scutt

Mr N Wilkinson

Appointed

Mr J Atkinson

In Attendance

Officers

Public

Andrew McLachlan
Chief Executive Officer and Clerk to the Board
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447. Order of Meeting

- 447.1. At this meeting as the Chair and Vice Chair were to be appointed, with the consent of the Board, the CEO chaired the first part.

448. Welcome, Introductions and Apologies

- 448.1. The CEO welcomed Members and Officers to the meeting noting apologies from, Cllr H Roberts, Cllr P West, Cllr L Bayram and Mr N Marwood.

449. Declarations of Interest

- 449.1. None

450. Additional Agenda Items

- 450.1. None

451. Minutes of the previous Full Board Meeting

- 451.1. The CEO drew attention to minutes of the previous meeting at Appendix A.
- 451.2. It was PROPOSED by CLLR AITKEN and SECONDED by MR MOWFORTH and UNANIMOUSLY RESOLVED that the Board adopt these minutes as a true record of the previous meeting.

452. Minutes of the Executive Committee Meeting

- 452.1. The CEO drew attention to minutes from the Executive Committee at Appendix B for noting and invited questions from the Board.

453. Matters Arising

- 453.1. In relation to minute 438.4 Cllr Aitken confirmed this was yet to be resolved.

454. Election Results

- 454.1. The CEO as the returning officer confirmed the following candidates were duly elected as Members of the Ouse and Humber Drainage Board on 3rd October 2022:

Mr T Featherby	Mr R Henley	Mr J Hick	Mr B Maclean
Mr C Mowforth	Mr R Nicholls	Mr J Scutt	Mr J Sweeting
Mr J Wright			

- 454.2. It was PROPOSED by CLLR WEST and SECONDED by Mr MACLEAN and UNANIMOUSLY RESOLVED that the Board co-opt Mr Ian Screeton.

455. Nomination and Appointment of Chairman

455.1. It was PROPOSED by CLLR MEREDITH and SECONDED by MR SWEETING and UNANIMOUSLY RESOLVED that the Board appoint Cllr K West as Chairman.

455.2. No further nominations were received, and Cllr K West accepted the appointment of Chairman.

456. Appointment of Vice-Chairman

456.1. It was PROPOSED by CLLR MEREDITH and SECONDED by MR SWEETING and UNANIMOUSLY RESOLVED that the Board appoint Mr Featherby as Vice Chairman.

457. Board Membership

457.1. The CEO notified Members that there remains a vacancy for one Elected Member, and that current Members may wish to nominate someone to fill this vacancy. He added that there is also a vacancy for one Appointed Member.

458. Appointment of Executive Committee

458.1. The Chair drew attention to the Standing Committee Policy at Appendix C and the CEO reminded Members that the purpose of this committee was to focus on the detail of the Boards work and sensitive information such as staff matters.

458.2. It was noted that it was unlikely that Mr Atkinson would be able to attend committee meetings in the near future, so Mr Wright nominated Mr Baxter to stand as a new Member of the Executive Committee.

458.3. It was PROPOSED by MR SWEETING and SECONDED by MR MOWFORTH and UNANIMOUSLY RESOLVED that the Chair, Vice-Chair, Mr Baxter, Cllr Aitken, Mr Atkinson, Cllr Roberts, Mr Wright, and Mr Baxter be appointed to the Executive Committee.

458.4. The CEO took an action to provide a briefing to Mr Baxter on Executive Committee membership. **Action CEO**

459. Health & Safety

459.1. In relation to the Health & Safety Management System the CEO confirmed a review had taken place along with Risk Assessments reviews and all processes seemed to be working well.

459.2. He advised that training continued to take place, and this was now mainly being held at Board Offices.

459.3. Mr Mowforth and Mr Maclean expressed interest in being shown how the risk assessments were carried about by staff, to which the CEO presented these electronically and demonstrated the process.

459.4. Mr Wright asked if there were provisions in place to protect office staff, to which the CEO confirmed that relevant training and risk assessments were already being actioned.

- 459.5. The DO reported a recent health incident with a member of staff that happened in the workplace but was not workplace related.

460. Natural Environment

- 460.1. The CEO confirmed the new biodiversity action plan was almost ready to be presented to the Board however there were some minor formatting amendments to make. He advised that a wide range of information, investigations, and sources had been used to ensure the Board was meeting its statutory requirements.

461. Financial Position

- 461.1. The CEO presented the financial tables and charts at Appendix D and confirmed that the latest financial position shows spend to be within approximately 1% of available budget.
- 461.2. The DO drew attention to watercourse maintenance and explained that the expenditure for this time of year appears higher, however this was due to works being completed earlier as there had been no need to wait for access as in previous years.
- 461.3. Mr Wright queried why there had been a £32k increase on general admin costs to which the CEO explained this had mostly been budgeted for in anticipation of extraneous relocation expenses. This would not be an expenditure item next year.
- 461.4. Mr Mowforth highlighted the apparent underspend on pumps, to which the DO advised this was due to invoices not yet being received.
- 461.5. At the upcoming Consortium Committee, the CEO advised he would be presenting in more detail the changes to the way in which the accounting treatment has changed in relation to Shared Services and explained briefly that this was due to improving procurement in relation to costs such as insurance.
- 461.6. The CEO explained that the higher-than-expected Shared Services Administration Costs relates to a recent review of coding and cost of insurance premiums. Buying insurance as a Consortium results in a cost saving and is shared between the consortium partners.
- 461.7. With regards to the electricity costs and contracts, the DO advised that the fixed rate tariff has now ended and unfortunately due to waiting on information to the government, it is not yet possible to enter a new energy contract.

462. Invoices Paid and Accounts Settled

- 462.1. The CEO drew attention to invoices paid and accounts settled and invited questions from the Board.
- 462.2. It was PROPOSED by CLLR MEREDITH and SECONDED by MR BAXTER and UNANIMOUSLY RESOLVED that the Board notes and approves the record of Invoices Paid and Accounts Settled for the last financial quarter to the sum of £2,500,785.99 (net).

463. External Audit

463.1. The Board's External Auditors PKF Littlejohn completed their annual audit of the Board and concluded that no matters were of cause for concern the DPF confirmed, however advised the Board that the figures for fixed asset had needed to be amended and the auditor had noted that the dates of the consultation period for members of the public to inspect the accounts had been 30 working days rather than 30 consecutive days, and consequently the Board must answer "No" to Assertion 4 of the Annual Governance Statement for 2022/23.

464. Rates

464.1. Since writing the Board papers, the DPF highlighted rates owing had decreased from £30k to £23k and that Liability Orders had been granted at the recent Court hearing, to recover any debts not subject to payments arrangements.

465. Capital Programme

New Depot and Offices – Project Closure

- 465.1. The CEO reported that the new offices and depot were now financially complete less a retention of 1.25%, all major snagging was complete and minor snagging would be completed over the next year.
- 465.2. The CEO advised that the project was delivered slightly over-budget, by 2.3%. He explained that [if the building was to be sold in the future] the capital receipt would go to Ouse and Humber, however Danvm and Vale of Pickering make proportionate payments towards the interest on the principal of the loan in lieu of messy rental agreements.

Carr Lane Bridge

- 465.3. Carr Lane bridge is in the final stage of completion, the CEO gave an overview as to why the bridge had needed repair. He added that the Board's structural engineer had placed a 3-tonne limit on this bridge, which would be enforced using the Board's byelaws.
- 465.4. Mr MacLean asked whether this limit had been reduced, to which the DO commented [based on the structural engineer's assessment and it being on the same design] it must have always had a 3-tonne limit, however this had not always been adhered to.
- 465.5. The CEO was pleased to report that the Board's apprentice, had project managed this process from start to finish to an excellent standard.

Barmby and Booth Capital Maintenance Scheme

- 465.6. The CEO introduced a potential new scheme to package four pumping stations and tidal outfalls together in the Barmby and Booth areas to the west and south of Howden.
- 465.7. He presented the outputs from the Humber Head Levels Capital Maintenance Strategy and explained how this study would hopefully support this and other business cases to secure funding for future capital projects.
- 465.8. Mr Mowforth referred to recent discussions in the media that there may be power cuts this winter and queried how this would affect Board pumping stations. The DO advised that there

are Board owned diesel pumps that could be used in the event of an emergency and that generators could also be used to power some stations.

- 465.9. The CEO requested consent from the Board to start to develop a business case for the Barmby and Booth Scheme, highlighting the likely need for finance.
- 465.10. Mr Wright queried when Officers expected this programme to commence to which the CEO expressed his intention to begin this in the next financial year.
- 465.11. Mr Hick asked whether the capacity of Knedlington pumping station would be increased and the DO advised that this was an interesting scenario which would need to be considered in the programme due to it bifurcating with Ouse Carr. The CEO advised that it would be a possibility subject to affordability and if sensitivity testing showed it necessary.
- 465.12. Cllr Aitken highlighted that the population of areas should be taken into consideration when prioritising areas.
- 465.13. The CEO advised the Board that there is funding available where population is not taken into consideration though this is unfortunately only accessible to the Environment Agency, however ADA were lobbying for IDBs to be able to access this also.
- 465.14. It was PROPOSED by MR WRIGHT and SECONDED by MR MOWFORTH and UNANIMOUSLY RESOLVED that Officers proceed with creating a business case in relation to the Barmby and Booth scheme.
- 465.15. It was PROPOSED by MR BAXTER and SECONDED by CLLR AITKEN and UNANIMOUSLY RESOLVED that the Board approves the capital programme.

466. Public Sector Agreements

- 466.1. Wracking works continue for the operational team, from Brough to Barmby and works continue along the MW Canal at Sands Lane.

467. Planning & Development

How-G (AKA Howdenthorpe)

- 467.1. The CEO advised that Officers were continuing to liaise and negotiate a developer agreement for this site and have prepared draft heads of terms that has been reviewed by the Boards solicitor. He confirmed a response had been provided in relation to a consultation from the Local Planning Authority.
- 467.2. He presented a site plan showing that it was the Developer's intention to install a 'greenway with swale and pipework', and flood storage areas which would be vested in the Board subject to a developer contribution.
- 467.3. In relation to the potential new North Howden pumping station Mr Hick queried if this would be substantially larger than the one in place currently and voiced his concerns around the surcharge in the downstream culvert when the existing two pumps are running

- 467.4. He stressed the importance of infrastructure being in place prior to the development commencing to ensure that there is no elevated risk of flooding posed to the existing community of Howden.
- 467.5. The CEO advised that the pipe had been surveyed by specialists who were happy that the structural capacity of the pipe was adequate, and that usage of the pipe should not increase as Officers were working with developers to ensure a drainage design which would not increase flood risk to the existing area. The DO was able to clarify that water coming from the manhole chambers was generated by air blowing water out that had collected around the rim of the chamber.
- 467.6. The DO advised that there is a separate drainage issue along Thorpe Road, which the council are aware of and are seeking resolution.
- 467.7. Referring to Mr Hicks concerns, the CEO advised it was the intention of Officers to ensure a new pumping station equal to the capacity of the existing would be installed, along with ensuring that runoff from the development was restricted to less than its current agricultural runoff over the development's lifetime.
- 467.8. He added that Officers had requested improved sewage facilities due to Howden already struggling with foul only sewage and directly impacting a Board maintained watercourse with untreated sewage discharge.
- 467.9. Cllr Aitken reiterated Mr Hicks concerns regarding the Board ensuring the developer do not increase the burden downstream.
- 467.10. The CEO requested the Boards authority to enter into legal agreement(s) with the developer of this site to:
- *Enter into an agreement that allows the developer to vest drainage apparatus in the Board, in return the Board will receive a developer contribution equal to the net present value capital and maintenance costs of the apparatus over the lifetime of the development which is 100 years.*
 - *Enter into an agreement that provides for the transfer of land from the developer to the Board that is associated with the drainage apparatus to the board which shall cost the Board £1 (one pound).*
 - *Enter into an agreement for the developer or his agents, and at his cost, to construct a pumping station to replace the existing North Howden Pumping Station which may be on land that is owned by the Board.*
- 467.11. It was PROPOSED by MR MOWFORTH and SECONDED by CLLR AITKEN and RESOLVED BY MAJORITY that the CEO be authorised to enter into legal agreements with the developer of HOW-G as set out above.
- 467.12. Mr Hick abstained.

467.13. A recent proposal to develop land into a solar farm was discussed by the Board with the DO commenting that there were no hydraulic concerns, and that the developer was working closely with the IDB, providing Officers with information in relation to the development.

468. Plant & Vehicles

468.1. The CEO notified the Board that the Mecalac machine had not yet arrived and was not expected to be paid for until the next financial year.

468.2. The CEO explained that he had explored finance options and proposed the Board request a public works loan to finance the purchase of the new Mecalac.

468.3. It was PROPOSED by MR MACLEAN and SECONDED by CLLR K WEST and UNANIMOUSLY RESOLVED that the Board borrow £183k over 5 years in the form of a PWLB loan to finance the new Mecalac machine and associated plant and equipment.

469. Maintenance Update.

469.1. At the time of writing, the DO confirmed that 93% of flailing had been completed by the operational team and that it had been evident that the new position of mechanic had been beneficial to the Board's operations.

469.2. The DO updated Members advising the tree works programme is to commence during the winter period and a piling programme is being prepared for the spring.

469.3. Mr Nicholls queried if there had been any progress with the potential pollution issues at Crabley Creek. The DO advised that after several discussions, a guarantee from the Environment Agency and Yorkshire Water could not be provided to exonerate the Board from being classed as the producer of this waste and therefore the Board would not be able to progress this matter.

469.4. At Blacktoft, the Environment Agency's raised tidal flood defence is failing and poses a risk to IDB apparatus and the community should this fail completely. The CEO advised that the EA had suggested a temporary repair to prevent the situation worsening, the CEO made it clear to the agency that anything other than a permanent solution was futile and had distanced the Board from any proposal for a temporary solution as the local conditions were not suitable.

469.5. He added that the Board would continue to support the agency in an emergency arising from any failure.

470. Petition

470.1. The Chair drew attention to the petition at Appendix G, from Wressle Parish Council requesting that the Board add Blacksmiths Drain to the Board Maintenance Map.

470.2. The CEO highlighted that some information within this petition was factually incorrect, the petition stated that responsibility for maintenance of the watercourse lies with the Board however statutorily, responsibility lies with the adjacent landowners and the Board had

decided to remove this watercourse from its maintenance map in 2017 as it was no longer maintainable due to inappropriate development.

470.3. The DO explained that there are concerns with the proximity of hedges, fences, and other structures to the top bank of the watercourse and access issues for machinery to be able to access the watercourse.

470.4. The CEO added that to make this watercourse serviceable there would be a cost to the Board estimated to be in the region of £10k to £15k.

470.5. It was PROPOSED by CLLR MEREDITH and SECONDED by CLLR K WEST and UNANIMOUSLY RESOLVED that the Board DO NOT agree to add Blacksmiths Drain to the Maintenance map however if the Parish Council, can propose a realistic and funded proposal to address the Board's concerns, the Board would reconsider this matter.

471. Staff Matters

471.1. The CEO confirmed the appointment of a new Apprentice Mechanic, who will be studying Land Based Service Engineering at Bishop Burton College and will be supported by the Board's mechanic and Operational Manager.

471.2. In relation to the proposed pay award for 2023, the CEO requested that this is discussed at the Consortium Committee meeting.

472. Policy Reviews

472.1. The CEO presented the policies which were included with the papers for review and invited comments from the Board.

472.2. It was PROPOSED by MR SWEETING and SECONDED by CLLR MEREDITH and UNANIMOUSLY RESOLVED that the Board approve the updated policies presented at Appendix H.

473. Date of Next Meeting (s)

473.1. The Joint Consortium Committee is due to be held on 23rd November 2022 at 9:30am at the Board's Offices.

473.2. The next Executive Committee Meeting is due to be held on Monday 9th January 2023 at 9:30am at the Board's Offices to which Cllr Aitken requested that a Teams invite is included to enable her to attend. **Action BdSec**

473.3. The next Full Board Meeting is due to be held on Monday 6th February 2023 at 9:30am at the Board's Offices.