



Danvm Drainage Commissioners

MINUTES OF THE FULL BOARD MEETING HELD ON TUESDAY 23RD MAY 2023 AT MOSS & FENWICK VILLAGE HALL

PRESENT

Elected

Mr J Duckitt Mr R Thompson Mr R Falkingham Mr A Cooke

Appointed

Cllr M Crane Mr C Hogarth Cllr D Nevett Mr C Crowe Mr J Gilliver
Mrs C Anderson Mrs G Ivey Mr P Maddison

APOLOGIES

Elected

Mr R Robinson Mr D Atkinson Mr D Platt Mr Lomas

Appointed

Mr T Grady Cllr Mackman

ABSENT

Elected

Mr N Welburn Mr W Platt

Appointed

IN ATTENDANCE

Officers

Mr A McLachlan – Chief Executive Officer
Mr R Towse – Director of Operation
Ms A Cowen – Director of Policy & Finance
Miss L Smith – Executive Assistant

Others

Mrs J Jackson – Accountant – Hunter Gee-Holroyd
1 x Member of Public

Andrew McLachlan
Chief Executive Officer and Clerk to the Board
24 Innovation Drive
Newport
East Riding of Yorkshire
HU15 2FW

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

222. Welcome, Introductions and Apologies

- 222.1. The Chair welcomed Members and Officers to the Board, noting apologies from Mr R Robinson, Mr D Atkinson, Mr D Platt, Mr T Grady, Mr Lomas, and Cllr Mackman.
- 222.2. The Chair announced that Mrs Laura Watkinson Teo had resigned from the Board.
- 222.3. The CEO introduced Mrs Jackson, the Board's accountant.
- 222.4. Mr Cooke arrived.

223. Declarations of Interest

- 223.1. There were no declarations of interest.

224. Additional Agenda Items

- 224.1. No additional agenda items were raised.

225. Health & Safety

- 225.1. The CEO advised that a verbal report would be provided as part of the annual risk review.

226. Natural Environment

- 226.1. The Chair drew attention to the Biodiversity Action Plan (BAP), for the Board to consider for adoption.
- 226.2. The CEO advised that as a responsible public authority, and with the introduction of new legislation, the Board have a duty to sustain and, where possible, enhance the natural environment. He added that the BAP is essentially an audit of flora, fauna, and land that is within or communicates with the Board's area.
- 226.3. Mr Gilliver thanked Officers for their efforts with the plan, and queried whether consultation with landowners would take place.
- 226.4. The CEO advised that the operational team had undertaken training on biodiversity and biosecurity and had been encouraged to speak with landowners regarding non-native invasive species, and that that was referenced within the document.
- 226.5. It was **PROPOSED** by **MR GILLIVER** and **SECONDED** by **MR THOMPSON** and **UNANIMOUSLY RESOLVED** that the Board adopt the Biodiversity Action Plan.

227. Minutes of the Previous Full Board Meeting

- 227.1. The Chair drew attention to the minutes from the previous meeting.

- 227.2. It was highlighted that Mr Maddison was included twice in the attendance list. **Action BD Sec**
- 227.3. Mr Duckitt asked for confirmation that the Mecalac had been delivered, to which the DO confirmed it had been.
- 227.4. Mr Duckitt asked if progress at Clay Dike had been made, to which the CEO reiterated that this would be completed when the Board had funds available to be able to do so, however with an estimated cost of c£500k there was no alternative but to fund this as a revenue activity.
- 227.5. Mr Duckitt asked when the likelihood of this being completed would be; the CEO clarified, when the Board had sufficient funds.
- 227.6. It was **PROPOSED** by **CLLR CRANE** and **SECONDED** by **MR GILLIVER** and **UNANIMOUSLY RESOLVED** that the Board adopt these minutes as a true record of the previous meeting.

228. Minutes of the Policy & Finance Committee Meeting

- 228.1. The Chair drew attention to minutes from the Policy & Finance Committee, for noting.

229. Matters Arising

- 229.1. Referring to minute 212.3, the CEO confirmed that an extensive investigation had been carried out, including obtaining maintenance records, and that it had been concluded that there was no reason to serve notice on Canals & Rivers Trust, as the watercourses were operating as designed.
- 229.2. Regarding item 212.4, the CEO advised that there was nothing further to report.
- 229.3. Regarding item 218.2, the DO advised that the operatives were undergoing further training on the Mecalac and once they had gained more experience, they would provide a demonstration to the Board.
- 229.4. Regarding item 214.7, the CEO advised that the list of pumping stations and their contributions from partner organisations had been provided within the Board papers.

230. Annual Risk Register & Health and Safety Review

- 230.1. The CEO confirmed that he had completed a desktop review comparing risks against the previous year.
- 230.2. Mrs Ivey queried why some risks had reduced when the scoring had remained the same. Mrs Ivey cited cyber security risk as an example, to which the CEO advised that even though the Board was now cyber security accredited, cyber security attacks were increasing and thus the risk score remains the same.
- 230.3. The CEO and Chair discussed the reduction in risk relating to the election of Members; the CEO explained that he was confident that the elections were carried out in accordance with the regulations.

- 230.4. The CEO advised that the Board's reserves would remain a risk due to the inflationary position.
- 230.5. It was **PROPOSED** by Mrs IVEY and **SECONDED** by MR J GILLIVER and **UNANIMOUSLY RESOLVED** that the Board approve the revised risk register for 2023 and that this should be reviewed again 6 months.
- 230.6. The CEO referred to the Health & Safety Management System (HSMS) and provided a verbal report to Members.
- 230.7. He confirmed that a six-monthly review had been undertaken, and that an annual review had been completed. He highlighted the extensive staff training programme.
- 230.8. Cllr Crane asked how the Board would be made aware of serious incidents; the CEO replied that the Chair would be informed immediately, and reports would be provided to the Board at the next Full Board meeting or sooner, depending on the severity of the incident.
- 230.9. The Chair requested that minutes be taken at these meetings which can be referred to, if necessary, to which the CEO confirmed this was already happening.
- 230.10. Mr Hogarth queried if staff were confident in reporting near misses. The DO advised that he strives to create an open culture where staff are able to trust management and report incidents so that support can be put in place.
- 230.11. Ms Anderson proposed that a written report be provided at future meetings. **Action CEO.**
- 230.12. Members then discussed receiving future Board papers via email only, concluding that they must inform the BD Sec if they wish to receive a paper copy.
- 230.13. It was **PROPOSED** by CLLR CRANE and **SECONDED** by MR MADDISON and **UNANIMOUSLY RESOLVED** that the Board note and accept the annual review of the Health and Safety Management System.

231. Accounting Statements and Annual Return

- 231.1. The CEO referred members to the accounting statements and annual return for 2022/23, which had been prepared by the Board's accountant, Ms Jackson from Hunter Gee Holroyd Ltd.
- 231.2. The CEO advised that it was agreed last year that £350k of reserves had been set aside to support this year's funding, and that the accounts showed that the Board had £43k of planned overspend, due to capital items such as a weed screen at Kirk Bramwith.
- 231.3. The Chair queried the electricity costs, to which Ms Jackson confirmed that these had increased by c£73k in 2022/23, and there were invoices outstanding still to be issued by the energy companies.
- 231.4. Ms Jackson confirmed that the accounts had been reviewed by the internal auditor and explained how the figures were presented within the annual return document.

- 231.5. The Chair queried the restated figure for the Board's fixed assets for 2021/22. Ms Jackson explained that the Board had adopted a new fixed asset valuation policy during 2022/23, changing the method of valuing pumping stations from build-cost to a nominal £1. Therefore, to make the figures for 2021/22 and 2022/23 comparable, the 2021/22 figure had to be restated.
- 231.6. With no further questions on the accounts, the CEO reminded members that before giving approval of the accounts, the Board must consider the "Annual Governance Statement with Internal Controls" and indicate its agreement (or disagreement) with each statement.
- 231.7. The CEO advised that the Board must answer "No" to question four, as had previously been explained.
- 231.8. The CEO proceeded to read the eight annual governance statements to the Board for their consideration.
- 231.9. It was **PROPOSED** by **MR COOKE** and **SECONDED** by **MR THOMPSON** and **UNANIMOUSLY RESOLVED** that the Board approve the Annual Governance Statement for 2022/23.
- 231.10. It was **PROPOSED** by **CLLR CRANE** and **SECONDED** by **MR MADDISON** and **UNANIMOUSLY RESOLVED** that the Board approve the Accounting Statements for 2022/23.

232. Budget Refresh

- 232.1. The CEO confirmed there had been some minor adjustments and that extra expenditure and income had been identified. He added that TCA had been helpful in assisting to capitalise some income, however, insurance costs had increased, therefore this had more or less balanced out.
- 232.2. The CEO confirmed that the management team had worked on the budget to provide a stronger estimation of how funds would be spent in the next ten months and that the projection meant funds could be accelerated or restrained where needed.
- 232.3. The Chair acknowledged the additional income and highlighted that it appeared more funds would be spent on pumping stations and consortium contributions and asked for the reason behind this.
- 232.4. The CEO confirmed that a review of insurances highlighted that pumping stations were significantly under insured, therefore the new insurance policy ensured this was no longer the case.
- 232.5. Mr Cooke asked if the increase in insurance would be recharged to TCA where necessary, to which the CEO confirmed that it would.
- 232.6. Mr Crane asked if the valuation of these pumping stations, being valued at £1, would affect the insurance. The CEO confirmed not, and that the Board's valuation of assets was used for fixed asset reporting purposes only.

232.7. It was **PROPOSED** by MR J GILLIVER and **SECONDED** by MR A COOKE and **UNANIMOUSLY RESOLVED** that the Board approve the refreshed budget.

233. Invoices Paid and Accounts Settled

233.1. The Chair drew attention to the schedule of invoices at Appendix E.

233.2. Cllr Nevett queried the different types of fuels itemised. The DO advised that this “gas/oil” was red diesel, used by the larger machinery and that “Derv” was white diesel, used by the pickups and vans.

233.3. Mr Crowe queried if the telemetry installation was now complete. The DO advised that there was one site outstanding due to issues with accessibility.

233.4. Mr Thompson queried the Kirk Bramwith electricity costs and why this was so high. The DO advised that the pumping station takes a large amount of water from the catchment and is sensitive to rainfall.

233.5. Mr Thompson queried if it was worth installing a renewable energy source. The DO advised that the Board could not access the capital to install renewable energy on this scale.

233.6. Mr Duckitt queried what had been done to alleviate the flooding at Fishlake and asked if the Board had been invited to the meeting at Fishlake with the Environment Agency, to which the CEO confirmed not.

233.7. Mr Falkingham asked if inverters had been placed on pumps, to which the DO confirmed that they had where possible.

233.8. It was **PROPOSED** by MR R THOMPSON and **SECONDED** by MR M FALKINGHAM and **UNANIMOUSLY RESOLVED** that the Board notes and approves the record of Invoices Paid and Accounts Settled to the value of £627,158.86 (net).

233.9. Ms Anderson had asked for the CEO to provide a report on the forward plan which had been provided to the Board, based on a 3% increase every year. He reiterated that this was illustrative only.

233.10. Mrs Ivey requested that this be discussed in detail at the next Policy and Finance meeting.
Action CEO.

234. Internal Audit

234.1. The DPF confirmed that the internal auditor had conducted the third interim audit for 2022/23. There were no matters of concern, but the auditor had once again recommended that the Board look to build-up its reserves where and when possible.

235. Public Sector Agreements

235.1. The DO advised that there had not been as much flooding around the river Aire and therefore there had not been as much wracking work required.

235.2. He added that works on the Went had not yet been completed, however the Environment Agency had confirmed that these could be completed in the coming year with funds allocated for the first phase.

235.3. Mr Duckitt asked if the river Went was to be dredged; the DO confirmed that a programme of channel maintenance had been agreed.

236. Development Control & Planning

236.1. The DO referred to the consultation for the Thorpe Marsh battery storage proposal; developers were working with the Board.

236.2. Cllr Nevett highlighted that a second planning application had been submitted and asked if the Board were aware. The DO confirmed not.

236.3. Mrs Ivey asked if the former Selby and NYC planning teams had combined; the DO advised that they were still operating as individual teams but reporting as NYC.

237. Capital Programme

237.1. Mr Thompson left the meeting.

237.2. Mr A Cooke declared an interest relating to Stubbs Bridge.

Ref	Scheme Name	Previously Approved Value	Requested Approved Value	Funding Status
DN 01	Telemetry Scheme	£360k	£471K	COMPLETE -Funded from FDGiA/Local Levy & TCA – Additional gap funding received from FDGiA and FDGiA Covid relief fund.
DN 02	Clay Dyke Flood Alleviation Scheme	£65k	No Change	Based on affordability review this year. Not funded in current year.
DN 03	Beal Lane PS	£33k	£58k	Feasibility Funded by National Highways £33k and TCA £25k – Total Scheme value likely to be c£2.5m with grant
DN 04	Gowdall PS Refurb	£25k	No Change	Paused in programme
DN 05	Whitley PS	£25k	No Change	Awaiting response from National Highways for design and build approval likely to be 24/25
DN 07	Town Drain PS	£25k	No Change	Paused
DN 08	Park Farm	£25k	Pulled	Pulled from Programme
DN 10	Great Heck PS	£0	No Change	Request for £18k of feasibility sent to TCA
DN 12	Stubbs Bridge	£80k	No Change	Paused
DN 14	Lake Drain PS	£37k	Complete	Feasibility complete and reported to TCA for future schemes
DN 15	Stoney Lane	£0	£117k	COMPLETE – Fully funded by TCA
DN 16	Hensall Village Culvert	£0	No Change	Clearly TCA liability under Doncaster Drainage Act Waiting for TCA to acknowledge this fact

237.3. The CEO gave a brief update on the Board's capital programme.

- 237.4. The Chair queried Stubbs bridge, noting that progress had paused. The CEO confirmed that he was waiting for the solicitors to register the land, but that this was not looking likely, so the Board may need to serve notice under the Land Drainage Act to undertake works.
- 237.5. The Chair asked where this fitted within the budget, to which the CEO advised there had been some funds set aside to take the scheme through the planning stage, plus a small amount allocated under discretionary expenditure.
- 237.6. It was **PROPOSED** by MRS G IVEY and **SECONDED** by MR D NEVETT and **UNANIMOUSLY RESOLVED** that the Board notes and approves the current capital programme.
- 237.7. Mr Duckitt left the meeting.

238. Maintenance Update

- 238.1. The DO advised of the new electricity rates, explaining that there could be a 6p uplift moving into the winter period, although this was yet to be confirmed.
- 238.2. The DO confirmed that fuel prices had reduced, as was reflected in the budget.
- 238.3. Regarding pumping stations, planned preventative maintenance had been completed. The submersible pumps had been lifted and checked for any required maintenance recently with remedial works programmed.
- 238.4. The DO advised that the pile hammer had been stolen along with other items owned by the Board, which had been referred to the insurers. The Chair queried if this could have been more appropriately stored, to which the DO confirmed that all possible precautionary measures had been taken.
- 238.5. The DO updated Members on the training provided to the operational staff, including the operation of the Mecalac.

239. Staff Matters

- 239.1. The CEO advised that the Capital Delivery Manager had found alternative employment, and that the now vacant role would be reviewed and readvertised.

240. Date of Next Meeting (s)

- 240.1. The Chair promoted the 'Flood and Water Live' event at Carrington with the CEO requesting that any Members interested in attending notify the BdSec as soon as possible.
- 240.2. Members discussed attendance at Driffield show with the CEO advising that the BdSec would send a reminder closer to the time.
- 240.3. The Chair thanked Members and Officers for their attendance and closed the meeting.