



**Rawcliffe**  
Internal Drainage Board

**MINUTES OF THE FULL BOARD MEETING HELD ON TUESDAY 18TH  
JUNE 2024 AT 24 INNOVATION DRIVE, HU15 2FW.**

<b>PRESENT</b>					
<b>Elected</b>	Mr P Chantry (Ch)	Mr P Sykes (VCh)			
<b>Co-opted</b>					
<b>Appointed</b>	Cllr C Fox	Mr D Mckenna	Mr K Fillingham		
<b>APOLOGIES</b>					
<b>Elected</b>	Mr J Lewis	Mr D Backhouse			
<b>Appointed</b>	Mrs S Backhouse				
<b>ABSENCES</b>					
<b>Elected</b>					
<b>Appointed</b>	Cllr L Sargeantson				
<b>IN ATTENDANCE</b>					
<b>Officers</b>	Mr A McLachlan – Chief Executive Officer				
	Mr R Towse – Director of Operation				
	Mrs A Larkin – Director of Policy & Finance				
	Miss L Smith – Executive Assistant				

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

922.1. The Chair welcomed Members and Officers to the Board, noting apologies from Mrs S Backhouse, Mr D Backhouse and Mr J Lewis.

**923. Declarations of Interest**

923.1. None declared.

**924. Additional Agenda Items**

924.1. The CEO reported that there had been a discussion with Dempster IDB regarding potential amalgamation with neighbouring IDBs, and that he would be investigating the financial aspects of this for the Boards currently within the ADOC consortium.

924.2. He continued that amalgamation would reduce various 'non-scalable' costs, such as preparing sets of annual accounts, and improve the Boards' financial stability overall, with an amalgamated Board being on a stronger footing for investment opportunities. He added that it would also result in a more efficient use of public finance.

924.3. The CEO continued that an amalgamated Board would likely have the ability to employ its own workforce, allowing for improved planning of maintenance programmes, supported by contractors where needed, rather than having to contract the works to operational teams of Ouse and Humber or Danvm on a rechargeable basis.

924.4. The CEO clarified that he was not requesting a decision about amalgamation today, rather he was asking for members' support for him to report his findings regarding amalgamation opportunities at a future meeting.

924.5. Mr Mckenna highlighted that there may be concerns about losing autonomy but expressed support for the CEO's intentions overall.

924.6. Mr P Sykes raised concerns about the funds currently held by each Board and queried how maintenance would be delivered across an amalgamated district.

924.7. The CEO explained that there were clear strategies for assigning maintenance to areas, along with investment priorities, confirming that explicit governance procedures would be adhered to.

924.8. Mr K Fillingham arrived.

924.9. Cllr Fox raised concerns with local knowledge being lost if the Board were to expand to a greater size.

924.10. The CEO advised that that a new board would have an appropriate number of local representatives.

924.11. It was agreed by Members present that the CEO should investigate amalgamation opportunities.

**925. Health and Safety**

925.1. No matters raised.

**926. Natural Environment**

926.1. The DO advised that there was no longer the presence of a protected species at Pastures Pumping Station.

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

927.1. The Chair drew attention to the minutes of the previous meeting held on 23<sup>rd</sup> January 2024 and invited comments from the Board.

927.2. It was PROPOSED by Mr K Fillingham and SECONDED by Mr D Mckenna and UNANIMOUSLY RESOLVED that the Board approve these minutes as a true record of that meeting.

**928. Matters Arising**

928.1. Minute 886.3 – The DO confirmed that a planning application for the proposed solar farm had been submitted, but that officers were unable to comment until it appeared on the national planning portal. He confirmed that it had previously been communicated to the developer that 9m easements were required for maintenance works.

928.2. Minute 894.4 – to investigate a culvert under Dobella Lane – the DO confirmed he had investigated the matter, and he presented an old map of the drainage district, advising that somewhere between 2014 and 2019, the original watercourse had been changed to a culverted watercourse, but he did not know the reason.

928.3. Mr K Fillingham advised it was his belief that permission had been obtained from the landowner to install a culvert.

928.4. Mr K Fillingham queried if costs could be reclaimed if it were found that the landowner had caused an impediment to flow, to which the CEO confirmed this would have to be via enforcement action, which would incur additional costs.

928.5. Minute 916.7 – maintenance of culverts on the M62 - the DO confirmed that, as agreed previously, he had discussed this with National Highways and was awaiting further information.

928.6. Minute 916.11 – DO to discuss standard of maintenance works with contractor - the DO confirmed that he had met with contractors, and it had been acknowledged this was not up to the expected standards.

928.7. Minute 909.5 – It was confirmed that the BdSec had arranged for a Board Member induction/refresher session on 9<sup>th</sup> September 2024.

928.8. Minute 916.10 – SDPO to pursue enforcement for an inappropriate culvert – confirmed as ongoing.

928.9. Minute 916.9 – to provide members with a map of the drainage area – confirmed as resolved.

### **929. Annual Risk Register and Health & Safety Review**

929.1. The CEO confirmed that he had reviewed the risk register, comparing risks against the previous year, and giving consideration to those that may have a direct or indirect impact on the business of the Board.

929.2. The CEO advised that the highest risk to the Board was maintaining sufficient levels of reserves, particularly given the current condition of Dobella pumping station.

929.3. It was PROPOSED by Mr P Sykes and SECONDED by Mr K Fillingham and UNANIMOUSLY RESOLVED that the Board approve the revised risk register for 2024/25.

929.4. The CEO provided an annual Health and Safety update, confirming that there had been no specific incidents reported over the past year, and that operational teams employed by Ouse & Humber and Danvm Boards who work within Rawcliffe's district had received a robust training programme and were operating within safe systems of work.

929.5. It was PROPOSED by Mr P Sykes and SECONDED by Mr K Fillingham and UNANIMOUSLY RESOLVED that the Board note and accept the annual review of the Health and Safety Management System.

### **930. Accounting Statements and Annual Return**

930.1. The DPF referred Members to the Board's accounts and annual return documents for the period 2023/24, which had been prepared by the Board's accountants, Hunter Gee Holroyd Ltd, and she confirmed that these had been reviewed by the internal auditor.

930.2. The DPF gave a summary of the accounts, noting a modest surplus of £8,669.

930.3. In respect of income, she explained that statutory income had increased from the previous year following the 10% increase on drainage rates for the 23/24 period, and that other income mostly consisted of the annual contribution from National Highways. She also noted an increased return on interest from the Board's savings.

930.4. The DPF next highlighted the capital scheme funds which represented money that had been claimed and expended on the Pastures/Dobella scheme.

930.5. Referring to expenditure, the DPF advised that the Environment Agency precept did not generally change, while administration costs reflect an inflationary increase. Maintenance

expenditure was generally as planned, but pumping station costs and electricity costs were slightly over budget.

930.6. With no specific questions on the accounts, the Board were asked to consider the “Annual Governance Statement with Internal Controls”, and the DPF proceeded to read the eight statements to Members.

930.7. It was PROPOSED by Mr P Sykes and SECONDED by Cllr Fox and UNANIMOUSLY RESOLVED that the Board approve the Annual Governance Statement for 2023/24.

930.8. It was PROPOSED by Mr P Sykes and SECONDED by Mr K Fillingham and UNANIMOUSLY RESOLVED that the Board approve the Accounting Statements for 2023/24.

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

931.1. The Chair drew attention to the schedule of invoices and invited questions for the period January to March 2024.

931.2. The DO explained that the electricity invoicing system had been complicated this year due to Government levies and subsidies over the course of the year, hence the large number of debits and credits.

931.3. The CEO advised that some additional equipment was to be installed to work alongside the existing telemetry to enable live monitoring of energy consumption.

931.4. It was PROPOSED by Mr P Sykes and SECONDED by Mr D Mckenna and UNANIMOUSLY RESOLVED that the Board note and approve the record of Invoices Paid and Accounts Settled, totalling £27,868.78 (net) for the last financial quarter.

### **932. Internal Audit**

932.1. The DPF confirmed that the internal auditor completed the second (final) audit for 2023/24 and distributed a copy of the report to members, noting that no concerns had been raised.

### **933. Planning & Development**

933.1. The DO confirmed that all relevant applications were being monitored by officers to ensure that correct discharge rates were being adhered to upon receipt of applications for changes of use and agricultural buildings.

933.2. Mr Mckenna queried who monitored the installation of illegal foul connections, to which the CEO advised that this was the responsibility of water companies.

933.3. The DO confirmed that a large industrial development was planned at Junction 36 on the M62 which bordered the Board-maintained watercourse but had no direct interaction. He confirmed that initial discussions had been held with the developer to ensure ongoing access.

### **934. Capital Programme**

- 934.1. In relation to the Dobella/Pastures pumping station refurbishment scheme, the CEO advised that the hydraulic model had been created to simulate a series of hypothetical events, showing flooding to agricultural land.
- 934.2. He explained that in the scenario where the gravity outfall was discarded, the land was constantly submerged, therefore, the capital value of agricultural land written off would be included in the business case. However, due to lack of residential and commercial properties affected, the scheme would not be eligible for national flood defence grant. He was however hopeful that with contributions from National Highways, there would be enough funds to refurbish at least one of the pumping stations.
- 934.3. Consequently, it was suggested that Dobella Pumping station be permanently decommissioned.
- 934.4. The CEO went on to inform members about the Prime Minister's announcement earlier in the year, whereby £75m of special funding was being made available to IDBs to help with extraneous costs incurred during the winter storms and to improve IDB assets. While this provided a 'one-off' opportunity to bid for both reimbursement of extraneous costs such as extraneous electricity costs, wear and tear and slips, as well as for asset improvements, he cautioned that it was a condition of the funding that it must be expended by 31<sup>st</sup> March 2025.
- 934.5. The CEO went on to explain that bids for reimbursement costs had already been submitted, as the bidding process had been divided into two tranches with separate deadlines. He explained that tranche 2 bids were being put together for serviceability which may allow for a new diesel pump.
- 934.6. Due to the tight timescales, the CEO sought for delegated authority to be given to the Chair in conjunction with himself to authorise spend of up to £300k per project should funds for these bids become available.
- 934.7. The CEO also sought permission to negotiate procurement based on procurement thresholds for services set of the legal maximum of £214,904 for services and/or £300k for capital works.
- 934.8. It was PROPOSED by Mr D Mckenna and SECONDED by Cllr C Fox and UNANIMOUSLY RESOLVED that the Board gives delegated authority to the Chair with the CEO in respect of authorising works and schemes funded by the Defra 2024 IDB grant up to £300k per project and authorises the CEO to negotiate procurement up to £300k or to the legal threshold.

### **935. Maintenance**

- 935.1. The DO gave an update on the maintenance programme and presented the proposed maintenance plan to the Board, explaining the variance in maintenance procedures.
- 935.2. Mr Fillingham raised concerns about using wheeled machines at the sides of watercourses in poor weather and requested that tracked machines be used to prevent issues being exacerbated.

935.3. It was PROPOSED by Mr P Sykes and SECONDED by Mr D Mckenna and UNANIMOUSLY RESOLVED that tracked machines be used during the next maintenance season.

935.4. The Chair expressed concern that spraying works were not expected to commence until July, to which the DO advised that he would speak to the contractor to request that these works commence earlier. **Action DO.**

935.5. Mr P Sykes requested that the section of drain near the school be cleared, close to the telegraph pole. The DO informed Members that this area would also be piled. **Action DO.**

**936. Date of Future Meetings**

936.1. The dates of the next meetings and other events were confirmed:

- ADOC Consortium Committee - Monday 25<sup>th</sup> November 2024 at 9:30am
- Full Board meeting - Tuesday 28th January 2025 at 9:30am
- Driffield Show 17<sup>th</sup> July 2024