



OUSE and HUMBER DRAINAGE BOARD

A public body delivering flood risk, water level and habitat management in Yorkshire and the Humber

MINUTES OF THE FULL BOARD MEETING HELD AT 9.00AM ON WEDNESDAY 1st NOVEMBER 2017

AT HOWDEN METHODIST CHURCH, HAILGATE, HOWDEN, DN14 7SL

PRESENT:

Ratepayer Members:	Mr Featherby Mr Nicholls	Mr Henley	Mr Falkingham	Mr Wright
Appointed Members:	Cllr West (VC) Cllr Galbraith Mr Traill	Cllr Aitken Mr Martin Cllr Wilkinson	Mr Atkinson Cllr Roberts Cllr Pollard	Cllr Bayram Cllr Stathers Cllr Marwood
Co-opted Members:	Mr Scutt			
Members Present:	18			

APOLOGIES:

Ratepayer Members:	Mr Hick Mr Screeton	Mr Patchett (C)	Mr Sweeting	Mr Mowforth
Appointed Members:				
Co-opted Members:				

ABSENT:

Ratepayer Members:	
Appointed Members:	
Co-Opted Members:	

IN ATTENDANCE:

Officers:	Mr McLachlan – Chief Executive Mr Allen – Chief Engineer	Miss Cowen – Corporate Strategy Manager (Minutes) Miss Goodwin – Board Secretary
Others:		

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95. Order of Meeting

- 95.1. With the consent of the Board the CEO commenced the meeting at 9.00am, which is standard procedure for the Annual General Meeting, until the roles of Chair and Vice Chair are determined.

96. Additional Agenda Items

- 96.1. Councillor Bayram requested two additional items: Derwent Drain and the “Horsefair development”. The CEO requested an additional item – the Board’s logo.

97. Apologies

- 97.1. The CEO noted apologies from Mr Patchett, Mr Sweeting, Mr Mowforth, Mr Screeeton and Mr Hick.

98. Election of the Chairman

- 98.1. The CEO explained the procedure for electing the Chairman and invited nominations.
- 98.2. A nomination was MADE by CLLR ROBERTS and SECONDED by CLLR POLLARD for CLLR WEST to be put forward for the election of CHAIRMAN.
- 98.3. A nomination was MADE by CLLR BAYRAM and SECONDED by MR WRIGHT for MR PATCHETT to be put forward for the election of CHAIRMAN.

99. Appointment of the Chairman

- 99.1. A ballot took place, resulting in Mr Patchett being duly elected as the Chairman by majority vote.

100. Election of the Vice Chairman

- 100.1. The CEO asked for nominations for the Vice Chair. There was general agreement that Cllr West would be best placed to continue in this role; this was not contested.
- 100.2. A nomination was MADE by CLLR AITKEN and SECONDED by CLLR WILKINSON and UNANIMOUSLY RESOLVED that CLLR WEST shall remain the VICE CHAIRMAN for a further term.

101. Appointment of the Vice Chairman

- 101.1. Cllr West accepted her appointment of Vice Chairman and proceeded to Chair the meeting in the Chairman’s absence.
- 101.2. Mr Martin expressed his thanks to Cllr West for her commitment to the Vice Chair position and stepping in to chair Board Meetings at short notice.

102. Appointment of Executive Committee

- 102.1. The CEO summarised the role of the Executive Committee. He explained it requires a minimum of 5 members and that there are 7 members on the current Committee. He invited nominations for the Committee.
- 102.2. Mr Traill asked if the existing structure of the Committee is working well. Cllr Aitken commented that she believes so, and that it is a good strong team.
- 102.3. Mr Henley suggested that the present members may wish to continue in this role.
- 102.4. The CEO asked if any members would like to join the Committee or step down. Cllr Roberts expressed an interest in joining the Committee. The existing members present were happy to continue in their roles on the Committee.
- 102.5. It was PROPOSED by MR HENLEY and SECONDED by CLLR BAYRAM and UNANIMOUSLY RESOLVED that the membership of the Executive Committee remains the same.
- 102.6. The CEO suggested members of the Executive Committee to consider appointing Cllr Roberts to the Committee as a future member.

103. Resignation of Appointed Member

- 103.1. Mr Martin announced his intention to resign from the Board.
- 103.2. The Vice Chairman thanked Mr Martin for his many years of service to both the OHDB and Market Weighton Board, and requested that the Board's thanks be placed on record. This was echoed by all.

104. Minutes of the previous full Board Meeting, 2nd August 2017

- 104.1. It was PROPOSED by MR SCUTT and SECONDED by CLLR ROBERTS and UNANIMOUSLY RESOLVED that the minutes be adopted as a true record.

105. Matters Arising

- 105.1. The CEO summarised his report on the resolved and ongoing actions from previous meetings.
- 105.2. No other matters were raised.

106. Executive Committee Meeting

- 106.1. The Board noted the minutes of the meeting of the Executive Committee and accepted them as a true record.

107. Return of Annual Accounts 2016/17

- 107.1. The CEO reported that the Annual Accounts for the year 2016/17 have been approved by the Board's external auditor and published, as per the stipulations of the Local Audit and Accountability Act 2014 and the Accounts and Audit Regulations 2015.

108. Financial Reports to Quarter 2

- 108.1. The CEO asked members to refer to the supplementary paper (Appendix C), which set out the financial report for Quarter 2. He informed that the financial position is currently looking healthy. An additional £41,000 income is shown, mostly generated from Public Sector Cooperation Agreements with the Environment Agency and other Boards. A further £60,000 is expected from these agreements, which, while not generating a profit, helps to offset administrative costs and other overheads.
- 108.2. In terms of expenditure, the CEO explained that there is currently an underspend of £46,000. This is mainly due to not having to commence loan repayments yet on the capital schemes, and to savings made on staff costs due to recent turnover. It is therefore likely that an adjustment will be recommended next quarter to move surplus funds into capital maintenance activities.
- 108.3. It was PROPOSED by MR TRAILL and SECONDED by CLLR ROBERTS and UNANIMOUSLY RESOLVED that the Financial Reports to Quarter 2 be approved.

109. Invoices Paid, and Accounts Settled

- 109.1. The CEO presented the Accounts Paid for the last quarter.
- 109.2. Mr Wright asked whether repairs are under warranty. The Chief Engineer confirmed that they are.
- 109.3. It was PROPOSED by MR ATKINSON and SECONDED by CLLR GALBRAITH and UNANIMOUSLY RESOLVED that the Board APPROVE the record of accounts for the last financial quarter.

110. Capital Schemes Update

- 110.1. The CEO reported that the two Howdenshire pumping station schemes are on programme and budget. So far, £0.5m has been expended, without having to draw funds from the Public Works Loan Board.
- 110.2. He informed that on 8th September, the Humber Local Enterprise Partnership approved the Board's bid for £250,000 Local Growth Funding for the schemes, and that he received the award letter yesterday. This means the borrowing requirement for the schemes is reduced to £551,000.
- 110.3. The Chief Engineer (CEng) explained that now that the schemes are under construction, he receives an activity schedule every month to make payments. He explained that there had been a problem at the Laxton scheme when large tree trunks were discovered in the ground, but that this was now resolved, and all piling works were now complete. The contractors are now starting to connect pipework to the wet well, and progress should continue to go well, subject to the weather. Cold weather and frost can cause concrete to crack.
- 110.4. The CEO reported that there had also been some delays in obtaining licences from Natural England to enable works to go ahead in the environmentally protected areas. He is pushing

for a 'lighter touch' approach to be taken on these matters and has previously briefed Humber MPs on the issue of overregulation. It was suggested that ADA should play a role in this.

- 110.5. Mr Traill pointed out that Natural England has had the biggest cuts of all the Government departments, and that this has severely impacted on staff resources and workloads.
- 110.6. Mr Martin suggested that the recent problems could be viewed as an opportunity for the Board to establish itself as a knowledgeable, responsible body, and that this emphasises the importance of partnership working.
- 110.7. It was asked whether there was a contingency in the contract to cover the risk of manufacturers going out of business. The CEng confirmed that payments are made in stages and that full payments will not be made until products are fully installed. He added that the pump components are manufactured by companies in Holland and that he considered the risk is very low.
- 110.8. Mr Featherby said he wished to offer his thanks to the CEO and his team in securing external funding and bringing the borrowing requirement down.
- 110.9. The CEO acknowledged Mr Featherby's thanks and commented that certain Board Members had also been instrumental in this process, which should be recognised.

111. Chief Engineer's Report

- 111.1. The CEng reported that maintenance has been carried out on the full extent of the River Foulness under the Public-Sector Cooperation Agreement with the Environment Agency, which is the first time the upper reaches have been done in many years. The work has revealed many slips and other features, including a weir near Major Bridge. The structure includes a fish pass and telemetry monitors. The CEng is speaking to the contact at the Environment Agency in view to getting it removed.
- 111.2. It was suggested that the weir and telemetry could be for water resource monitoring purposes.
- 111.3. It was asked whether it is intended for this to be done every year from now on. The CEO responded that, as the Foulness is one of the arterial watercourses in the Board's district, it will remain a priority for maintenance works, but that it will require less work next year.
- 111.4. Mr Wright commented that water levels in Carr Dyke have been high and that he would not want to see the upper reaches of the Market Weighton Canal ignored. The CEng responded that he is due to meet with the EA to discuss tree removal work on that watercourse.
- 111.5. The CEO referred to the ongoing de-maining process of transferring responsibilities for main rivers from the Environment Agency to IDBs. He commented that, if the Board were to take on the responsibility of the Market Weighton Canal, he would seek sufficient funding from the EA to cover the costs of remedial works and operating costs. He intends to bring this topic for further discussion to a future Board meeting.

- 111.6. Turning to maintenance in other parts of the district, the CEng commented that despite recent staff changes, staff are well-motivated because they can see the difference they are making. There are now no workers left now from the former Market Weighton district, which means some knowledge has been lost.
- 111.7. Mr Wright commented that flail-mowing has been taking a long time due to the fact that the Board only employs one contractor and asked whether a second contractor could be employed next year to cover the busy period in August. The CEO responded that maintenance may be carried out differently in the future as part of the new asset management regime.
- 111.8. Mr Martin suggested that it may be worthwhile to put a note in next year's rate demands asking landowners to inform the Board when they have removed crops from their land so that the Board knows that it can commence maintenance works.
- 111.9. Mr Falkingham enquired as to whether other members of staff can operate the Board's machines. The CEO confirmed that other staff were indeed being trained up so that more of them will be able to do machine work next year.
- 111.10. On other matters, the CEng reported that there has been a collapse at Caville Bridge. He had informed Network Rail, but the organisation had not been willing to contribute to its repair. The CEng has also employed contractors to install piling at Holme Main Drain, as well as 500 metres on the Paternoister system in Howden.

112. Corporate Strategy Manager's Report

- 112.1. The Corporate Strategy Manager (CSM) gave an update on progress with the Corporate Strategy. She reminded Members that the strategy comprises two parts: the 'business plan' element within Part 1, and the Board's constitutional documents within Part 2 (its policies, procedures and standing orders). A draft of Part 1 had been issued to the Executive Committee Members for comment in May. The CSM explained that Part 2 of the Strategy is proving a more time-consuming exercise because each policy is being reviewed in turn, and she has not been able to devote as much time to it in recent weeks due to turnover of staff.
- 112.2. The CSM referred to the last Executive Committee meeting, in which some members proposed that, since Part 1 of the strategy is already drafted, it would be worthwhile presenting it to the Board at this meeting, and Part 2 at a later meeting.
- 112.3. The CSM went on to summarise Part 1 of the Strategy, which is structured around five sections. She explained that the document establishes a new Vision for the Board and set of organisational objectives, which will guide the Board's activities and provide a measure of its success. She summarised the challenges and opportunities facing the Board, which are addressed in the objectives, and referred members to the table of measures in section 5 which list the activities that the Board will pursue to meet the objectives.
- 112.4. Mr Falkingham commented that he would like to have more time to consider Part 1 and that it should go back to the Executive Committee for this purpose.

- 112.5. Cllr Aitken commented that she saw the benefit of adopting Part 1 in advance of Part 2, given the time constraints and current staffing pressures.
- 112.6. Mr Wright thanked the CSM for the time and effort she has put into the strategy so far, acknowledging the current difficulties with making progress. He supported the suggestion of having a special meeting of the Executive Committee to go through the Strategy again in detail, before making a recommendation to the Board to adopt it.
- 112.7. Cllr Roberts suggested that Board Members could be given a period of a few weeks to make comments on the Strategy.
- 112.8. After some discussion it was agreed that Members would be given one month to submit comments to the CSM, and that the CSM would circulate a summary of these to the Executive Committee in advance of a special meeting of the Committee to be held in December.
- 112.9. It was PROPOSED by MR FALKINGHAM and SECONDED by CLLR ROBERTS and UNANIMOUSLY RESOLVED that Board Members submit comments on Part 1 of the Corporate Strategy to the CSM within one month and that the Executive Committee have delegated authority to approve the Corporate Strategy, having been informed of the comments received from Board Members.
- 112.10. The CSM then gave an update on the latest position regarding unpaid drainage rates. She reported that, of the Board's circa 1,200 ratepayers, 15 accounts remain unpaid, and that while the value of these only amounts to 1.5% of overall rates income, as a public body the Board should seek to recover these monies. The CSM reported that the magistrates court had last week approved the Board's applications to obtain liability orders for these debts, thus allowing the Board to pass them to an Enforcement Agency to act on its behalf in accordance with the Taking Control of Goods Regulations 2013. She explained that a new enforcement agency has just been appointed which has an existing presence in the area and a good track record of recovering un-paid council tax and business rates on behalf of ERYC.
- 112.11. With reference to an action from the last Board meeting (minute 93.4), the CSM provided feedback on legal advice obtained as to an appropriate sum to apply to unpaid rate demands when they are referred to the court. She reported that the current sum of £100 was deemed to be reasonable, as it is comparable with fees charged by other local authorities and drainage boards. The CSM stated she has estimated the actual costs to be more in the order of £300 per debtor, given the amount of officer time spent dealing with these accounts. The CSM added that she intends to make some changes to procedures next year and to the Board's stationery to encourage prompter payment.
- 112.12. It was asked whether it tends to be the same ratepayers each year who do not pay. The CSM responded that there do appear to be some habitual non-payers and late payers, whilst others tend to be people with complicated circumstances or who have moved away and difficult to trace.
- 112.13. Cllr Wilkinson asked if the Enforcement Agency add their own fees on to the debt. The CSM confirmed that the agency will charge statutory fees as specified in the Taking Control of

Goods (Fees) Regulations 2014, dependent upon the level of action taken. An immediate fee of £75 is applied to cover the costs of initial contact, and a further £235 if the agency proceeds to visit the property. Further charges are applicable for sale and disposal of goods and so on.

112.14. The CSM added that if the Enforcement Agency is not able to recover the debts, the next option is to apply to the high court to have a charge put on the property and/or secure greater enforcement action.

113. Staff Matters

113.1. The CEO informed Members that the Board's Finance Officer and Secretary to the Board, Yvonne Huitson, has decided to retire and will be leaving at the end of the year.

113.2. He explained that he does not intend to replace this role, as it has previously been agreed with the Executive Committee that the replacement of the Board's part-time Rating Officer with a full-time Data Management Officer earlier in the year, was on the basis that this post would eventually take on tasks covered by the finance role, which are being transformed and streamlined by the CSM, such as monthly rather than weekly wages, and installation of a new banking system.

113.3. It was PROPOSED by MR ATKINSON and SECONDED by CLLR AITKEN and UNANIMOUSLY RESOLVED that the Board notes and supports the structural changes described in paragraph 19.2 of the meeting papers.

113.4. It was PROPOSED by CLLR AITKEN and SECONDED by CLLR WILKINSON and UNANIMOUSLY RESOLVED that the Board place on record its thanks to Mrs Yvonne Huitson for her long service to the Board.

113.5. The CEO went on to update Members on another staff matter, concerning the operational staff. He explained that at May's Board meeting, he was actioned to implement a trial arrangement which would see one of the existing (sub-district) Foremen act as a District Supervisor overseeing contractors and liaising directly with ratepayers and residents; the other (sub-district) Foreman would then become the District Foreman with day to day responsibility for the entire operational workforce.

113.6. In respect of the District Supervisor (DS) role, the CEO stated this trial position has proved successful. The DS has been given the space and time to communicate more effectively with ratepayers and members of the public, has dealt with more customer complaints and enquiries directly, and has made operational decisions using small delegated budgets.

113.7. The CEO informed that, in respect of the District Foreman role (DF), the trial unfortunately came to an abrupt halt in the summer due to the member of staff deciding to leave the organisation. He confirmed that as far as he was aware, the reasons for leaving were personal, rather than due to the change in role.

113.8. The CEO explained that as a temporary measure, an existing operator has been promoted to the position of Senior Operator (SO) to cover some of the duties intended for the DF role. He

and the CEng believe this arrangement has been working well, with the SO planning daily tasks for the workforce as well as carrying out his own duties, a situation which should improve further with the implementation of new asset management practices. To backfill the loss of an operator post, a new member of staff has been appointed.

- 113.9. Hierarchically this means the DS can continue in the new position whilst having oversight and cover for the SO role. In turn the SO can 'lay down his tools' and cover for the DS if required in case of holiday cover etc. The CEO anticipates this will increase productivity as it provides much cleaner and clearer lines of authority. The CEO informed that, in respect of the wages bill, these changes are cost neutral.
- 113.10. It was PROPOSED by CLLR WILKINSON and SECONDED by MR TRAILL and UNANIMOUSLY RESOLVED that one position of (Sub-District) Foreman is deleted and replaced with the new position of District Supervisor/Engineer* from within existing staff numbers and that this appointment is made at Grade 6 within the ADA "White Book" terms and conditions. (*Role title dependant on qualifications).
- 113.11. It was PROPOSED by MR WRIGHT and SECONDED by CLLR WILKINSON and UNANIMOUSLY RESOLVED that the remaining position of (Sub-District) Foreman is deleted.
- 113.12. It was PROPOSED by MR SCUTT and SECONDED by CLLR WILKINSON and UNANIMOUSLY RESOLVED that Senior Operator position is created from within the existing staff numbers and that this appointment is made at Grade 4 within the ADA "White Book" terms and conditions.
- 113.13. Turning to staff training, the CEng informed that three members of staff are now qualified to drive the Tractor Flail Mower albeit with some degree of on onsite experience needed. He added that the new member of staff has been trained to use the weedboat and that all of the operators are now using the new lone-working system.
- 113.14. Mr Falkingham asked if the Board can require that staff training costs are reimbursed when a member of staff leaves the Board. The CEO responded that this depends on the type of training given. If it is training that enables an employee to do the job, such as chainsaw training, it would not be appropriate to do so, but if the training was non-essential and served to enhance an employee's job opportunities, it may be. The CEO added that this could be considered as part of future policies regarding staff succession and retention.
- 113.15. Cllr Wilkinson asked if there had been any incidents this year. The CEng responded that there has been one, in which a member of staff slipped and fell at a pumping station, incurring mild concussion.
- 113.16. Cllr Roberts asked the CEng had a lone working device, as well as the operators. The CEng confirmed that he does not currently have one, but accepted that it would also be sensible for him to wear one when out on site.
- 113.17. Mr Falkingham asked whether the lone-working system negates the need to have two men working on the weedboat. The CEO responded that he still considers it too much of a risk to

only have one operator on the weedboat as a slip trip or fall when during excess and egress from the boat is amplified by the risk of drowning.

114. Banking Arrangements

- 114.1. The CEO explained that partly due to staff restructuring it has been necessary to review current banking arrangements, and that, unfortunately the service received from the Board's current bankers (Barclays) has been somewhat disappointing.
- 114.2. At the Executive Committee it was agreed that the CEO should investigate the possibility of changing bankers, and that, depending on progress, he may bring a supplementary paper/update with a recommendation to this Board Meeting. Fortunately, the issues have since been resolved so this has not been necessary.

115. Definitive Maintenance Map

- 115.1. The CEO referred Members to the copies of the draft Definitive Maintenance Map that they had each been provided with supplementary to the Board papers. By way of context, he explained that Section 14 of the Land Drainage Act allows the Board to carry out works on watercourses within the district and outside its district where there is benefit to its district, and that in practice, the Board determines what works it will carry out on an annual basis via an approved maintenance programme.
- 115.2. He commented that until now, the decision to maintain certain watercourses appears to have been taken on an ad hoc basis either formally through decisions made at Board meetings or by officers for technical reasons. There are limited paper records and a heavy reliance on the local knowledge of staff, contractors and Board members, which can give rise to lack of clarity and justification. The purpose of the Definitive Maintenance Map is therefore to clarify the extent of the Board's maintenance responsibility, and to inform future asset management planning, including contracted maintenance and capital investment.
- 115.3. He explained that in preparing the map, all the known watercourses in the district have been plotted and those that the Board has traditionally maintained have been identified. In doing so, he had been greatly assisted by Mr David Pridmore (retired Foreman to the Lower Ouse Board) and Mr Peter Clarke (retired Clerk to the Market Weighton Board).
- 115.4. He asked members to study the map at their leisure and suggested that if they wish to view it at a more detailed scale, to make an appointment to come into the offices. The CEO proposed that with the Board's consent, the map be subject to a 6 week consultation exercise with parish councils to invite views on whether the right watercourses are included and/or whether there are any that the Board should not be maintaining.
- 115.5. He will then bring a summary of the consultation responses and any proposed amendments to the map to the Board for approval. He added that the Board should also to agree a level of delegated authority to enable staff to make minor corrections and amendments to the map without having to obtain formal approval from the Board.

- 115.6. Mr Falkingham commented that the map is an excellent effort and asked how it will be used to inform future maintenance planning. The CEO responded that this will be addressed in the revision to the maintenance policy, as part of the development of Part 2 of the Corporate Strategy. The mapping software has the facility to overlay other information such as protected species, enabling maintenance activities to be planned around this and other factors. It can also convert maps to pdf format, which can be published on the Board's website for members of the public to view.
- 115.7. Mr Traill asked what will happen if someone were to argue that the Board should maintain a watercourse that is not identified on the map. The CEO responded that once the map has been subject to a consultation exercise and adopted by the Board in accordance with defined criteria, it provides robust evidence against which to respond to such queries.
- 115.8. Cllr Aitken asked if the Council are responsible for any of the watercourses on the map. The CEO responded that this will only be the case if they are the riparian owner or if it is a culvert under a highway¹.
- 115.9. It was PROPOSED by CLLR SCUTT and SECONDED by MR TRAILL and UNANIMOUSLY RESOLVED that a consultation exercise is undertaken on a draft Definitive Maintenance Map for the district and the map is made available for inspection at the Board's Offices. The consultation period shall not be less than 6 weeks and shall be both advertised in the local press and notified to the East Riding of Yorkshire Council and Parish Councils. **ACTION CEO**
- 115.10. It was PROPOSED by CLLR AITKEN and SECONDED by MR ATKINSON and UNANIMOUSLY RESOLVED that at the end of a consultation period and at a following Board meeting a recommended final draft of the Definitive Maintenance Map be considered by the Board for adoption and that such a map shall form the basis of the Board's future maintenance programmes. **ACTION CEO**
- 115.11. It was PROPOSED by CLLR ROBERTS and SECONDED by CLLR POLLARD and UNANIMOUSLY RESOLVED that the maintenance map be revisited by the Board periodically and that the CEO shall be authorised to make amendments due to locational correction, diversions or de-vesting due to new development, vesting due to new development in the case of agreements between the developer and the Board, vesting due to capital works undertaken by the Board and de-vesting due to land use changes where land drainage is no longer required or desired.

116. Report of the ERYC Review Panel

- 116.1. The CEO informed the Board about a scrutiny exercise undertaken by ERYC of IDBs operating in the East Riding in its capacity as Lead Local Flood Authority. He stated that the report was produced in consultation with East Riding IDBs and that he took part in a more detailed consultation in his capacity as the Association of Drainage Authorities Regional Director.
- 116.2. The CEO invited Cllr Stathers to comment, who had been one of the members of the Review Panel. Cllr Stathers informed that the report had been generally well received by the Boards

¹ Provided that the watercourse is older than the highway.

that participated, and that one of the key actions was to look at how more use can be made of parish and town councillors in filling vacant places on boards. The review had also considered how to engage more with the local community to address the limited awareness of the work of IDBs and riparian responsibilities.

- 116.3. It was PROPOSED by MR FALKINGHAM and SECONDED by MR HENLEY and UNANIMOUSLY RESOLVED that the CEO prepares a response from the Chairman to the Chair of the Review Panel, Councillor Matthews, thanking the Council for their support whilst offering comment on recommendation 8.

117. Board Members' Site Visit

- 117.1. The CEO thanked those Members who attended the visit to the Howdenshire Pumping Station schemes and the Market Weighton Canal Head, reporting that he had received some positive feedback.

118. Any Other Business

- 118.1. Cllr Bayram informed members that he had obtained a map of the site of the proposed 'Horsefair' development and that he had concerns about the low level of the land in the middle of the site.
- 118.2. The Vice Chair was of the view that this was not a matter for this Board, and invited Cllr Bayram to discuss his concerns directly with the CEO and/or other relevant persons outside of the meeting.
- 118.3. The CEO explained that he was concerned about copyright issues with the Board's existing logo and that he wished to replace the logo at short notice to enable it to be published on site boards at the construction sites, which are required by some of the external funders of the schemes.
- 118.4. After some discussion, it was agreed that the CEO's proposed new logo, as presented on the handouts given to Board Members in the meeting, could be used with an option for future review.
- 118.5. It was PROPOSED by CLLR AITKEN and SECONDED by CLLR ROBERTS and UNANIMOUSLY RESOLVED that a revised logo for the Board, similar to the examples presented to members in the meeting, be used with a potential review at later date.
- 118.6. The CEO then raised a matter on behalf of the Chairman, proposing that Cllr Aitken be nominated to represent the Drainage Board in forums associated with the Humber Flood Risk Management Strategy. All Board members agreed that Cllr Aitken take up this role.

119. Date of Next Meeting

- 119.1. It was confirmed that the next meeting is at 9.00am on Wednesday 7th February 2018 at the Masonic Hall, Howden.