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157. Welcome and Introductions

- 157.1. Cllr West (Chairman) welcomed Board Members to the meeting, announcing that there were currently not enough members present for the meeting to be quorate.
- 157.2. The CEO introduced Mr Towse, the new Asset Manager, to the Board. He explained that Mr Towse had been employed to help with the extra workload from the Board taking over the management of four neighbouring drainage boards, adding that his role will be to develop an Asset Management Plan and new systems of working.

158. Apologies

- 158.1. Apologies were noted from Cllr Pollard, Cllr Aitken, Mr Nicholls, Mr Patchett, Cllr Galbraith, Mr Falkingham, Mr Hick, Cllr Marwood, Mr Wright and Mr Allen (CEng).
- 158.2. Discussions took place as to whether the meeting could continue as there wasn't a quorum.
- 158.3. Cllr Bayram queried the number of Board Members needed to make the meeting quorate; his understanding was that 6 members would provide a quorum.
- 158.4. The CEO explained there needed to be 12 Board members present to make the meeting quorate. He added the meeting could continue by suspending the standing orders.
- 158.5. It was PROPOSED by Cllr Bayram and SECONDED by CLLR WEST and UNANIMOUSLY RESOLVED that section 4 of Board's standing orders be suspended for the duration of the meeting or until such time as the meeting became quorate.
- 158.6. Cllr Bayram asked if there was need for a meeting at this time of year, with Cllr West commenting there probably wasn't.
- 158.7. The CEO commented that some boards do only have 3 meeting a year. Mr Featherby (Vice-Chairman) requested this be put on the agenda for discussion at the Executive Committee.

159. Declarations of Interest

- 159.1. The Chair asked for declarations of interest; none were given.

160. Additional Agenda Items for AOB

- 160.1. The Chair asked if Board Members had any additional items that they wanted to bring up under Any Other Business.
- 160.2. Cllr West requested Special Levy be brought up as this applied to EYRC. Cllr Bayram said it is important that ERYC understand why this goes up. The CEO advised he will be at the next ERYC meeting when this is discussed to give an explanation.
- 160.3. He added that a decision should be made in any Other Business, to whether a letter should go to ERYC to inform of the estimated rate increase earlier than normal.

161. Minutes of the Previous Full Board Meeting, 8th May 2018

161.1. It was PROPOSED by Cllr Meredith and SECONDED by Mr Atkinson and UNANIMOUSLY RESOLVED that the minutes be adopted as a true record.

162. Matters Arising

162.1. The Chair enquired if the CEO had managed to find anyone to replace Cllr Stathers.

162.2. The CEO answered he has yet to contact ERYC regarding this matter. He went on to say that an Appointed Member does not have to be a Councillor; they could be a Parish Councillor or an upstanding member of the public who can represent the local community.

162.3. The CEO suggested Cllr West may want to raise this at the next Councillor's meeting.

162.4. The CEO referred to the list of actions from the previous meeting as listed on page 4 of the meeting papers.

162.5. 12.1 Corporate Strategy Part 2 – The CEO advised that a good governance guide is to be received from the Association of Drainage Authorities, which will help to inform Part 2 of the Corporate Strategy.

162.6. 76.2 Howden Pollution Issue – The CEO informed that the pollution issue on the Old Derwent Drain continues, adding that Yorkshire Water had done some work towards sorting the problem. The CEO explained that the storm drain is still going into the watercourse, which is a worry with the addition of 800 new houses; he commented that Ward Councillors may need to get involved.

162.7. 84.1 Action to give presentation on new development at future meeting – The CEO stated he would like to do a presentation at a future meeting.

162.8. 115.9 Consultation exercise for definitive maintenance map – The CEO informed that he is hoping to have this adopted at the November Full Board meeting, he advised that there had been useful conversations with land owners to understand which watercourses the Board maintains. Cllr Wilkinson asked if there will be an opportunity for land owners of unadopted drains to contact the Board for advice. The CEO replied that he hopes this is what will happen.

162.9. 147.2 Presentation on schemes to Parish councillors. The CEO hopes to arrange talks and visits with Gilberdyke, Blacktoft and Eastington Parish councils shortly.

163. Executive Committee Meeting

163.1. The Chair directed Board Members to Page 25 Appendix B.

164. Financial Report to Quarter 1

- 164.1. The Chair directed Board Members to page 31 in the Meeting Papers
- 164.2. The CEO informed that annual maintenance had started early this year, so more budget had been spent compared to previous years.
- 164.3. He went on to say that a number of Executive Members had wanted to see a breakdown of income. The CEO directed members to page 34/35 in the meeting papers and ran through the income received.
- 164.4. It was PROPOSED by CLLR WILKINSON and SECONDED by MR SCUTT and UNANIMOUSLY RESOLVED that the Financial Reports to Quarter 2 be approved.

165. Invoices Paid and Accounts Settled

- 165.1. The CEO presented the Accounts paid for the last quarter.
- 165.2. Cllr Meredith queried the invoice for a weed bucket and asked what this was used for. The Asset Manager (AMgr) provided an explanation and the CEO added that the Board can hire in the 360 -machine required, but it can be hard to get hold of accessories, which is why it had been purchased.
- 165.3. It was PROPOSED by Cllr Roberts and SECONDED by Mr Screeeton and UNANIMOUSLY RESOLVED to approve the record of accounts for the last financial quarter.

166. Capital Schemes Update

- 166.1. The CEO reported to Board Members that the two new pumping stations have now been substantially completed.. He advised that they are yet to be tested as there is currently too little water in the system.
- 166.2. The CEO informed that the only main works that now needs to be done is the new cut, the 'Chairmans Drain'. He added that after some delays in obtaining information from the engineering consultancy, this is likely to start late August/early September. He explained that there will be a large amount of material arising from this, so the land owner has been compensated to spread some of it on his land. He also knew of a large development in Brough that may wish to take it.
- 166.3. The CEO ran through the Balance Sheet provided; he explained that when this was last looked at two meetings ago, the Schemes were £90,000 in the black and they are now £52,000 in the black, including the contingency amount. He added there are more savings to be made with the new cut drain.
- 166.4. Mr Featherby asked if there is anything left for in the contingency fund if anything goes wrong with the new cut. The CEO stated that the main risk is contractors asking for more money, but the biggest risk was with the pumping stations which are now complete. Mr Featherby pointed out that they are yet to be tested. The CEO advised that any issue with

the pumping stations would now be down to the contractors to address. He went on to say that the biggest risk with the new cut drain would be unearthing something, such as archaeological remains, that would require the job to be delayed.

- 166.5. Mr Featherby asked for the Board's thanks to be put on record to the CEO and his team for getting the pumping stations completed.
- 166.6. The CEO went on to inform Board Members that grant funding had now been approved by the Environment Agency for the Howdendyke Pumping Station scheme.

167. Chief Engineer's Report

- 167.1. In the absence of the CEng, the CEO provided an update on his behalf. He explained that regarding Health & Safety there had been some incidents with horse flies this year with some of the operators badly bitten. As a result, all Operators have now been issued with strong insect repellent and reminded to cover up as much as possible when working in wooded and shaded areas.
- 167.2. He continued that due to the exceptionally hot and sunny conditions, staff had been reminded of the importance of carrying fluids with them and had been issued with sun cream which they have been instructed to use. He went on to say that they have also been instructed to wear sun hats, as sun stroke is a real risk. They had all been reminded of the symptoms and asked to take a common-sense approach. All operators are now trained in First Aid.
- 167.3. Cllr Meredith asked if they had been advised about ticks and the threats that they pose. The CEO informed that they have been given a leaflet from the NHS which gives good guidance on this and he has also asked the supervisor to speak to them about it.
- 167.4. The CEO reported that following discussions with the Executive Committee last year, advice had been sort from a qualified ecologist who had visited certain areas where ground nesting birds may be present but had not found any evidence of them. He told how this meant they had been able to start the maintenance programme 3 weeks early. He added that if an evidence base can be built up over the course of a few years, the Board will not have to employ a professional. He added that starting 3 weeks early meant that works were now well underway, which is fortunate this year with rape-seed already been harvested in many places and wheat starting to come off.
- 167.5. He reported that due to the prolonged hot weather the Foulness and MW Canal had stated to eutrophy. He added that due to the low water levels in the channels, weeds cannot be pushed out into the Humber and were therefore having to be raked.
- 167.6. The CEO informed that the tractor flail has been operating from dawn to dusk, along with the weed boat. He added that he is considering bringing to the board a proposal to purchase another tractor flail to off-set against contactor costs.

168. Public Sector Agreements

- 168.1. The CEO gave an update on the new arrangement to provide management services to the 'ADOC' boards, informing that board meetings had now been held with each of them, and most of the handover information had been received from ERYC staff, who had been very helpful during the transition period.
- 168.2. The CEO informed Board Members that (subject to contract) he had also secured a three-year programme of works with the Environment Agency. He pointed out that this would allow for decisions to be made on equipment to purchase, explaining that the deal was to undertake the cutting of the Humber Banks from Melton to the Derwent, 50% of which is to be cut by OHDB and 50% is grazed. He explained that the Board's flail could be used on the Humber Banks from April.
- 168.3. The CEO went on to advise that, as well as the above Public Sector Agreements, partnerships continued to grow with other IDBs. He informed that he himself is project managing 3 schemes for South Holderness IDB. He added that records are being digitised for the Vale of Pickering IDB (VoP) and he anticipates further work from VoP over the coming months.
- 168.4. Cllr Roberts enquired if there was enough staff to take on this extra work. The CEO replied that the Board would benefit from having more operational staff as it is a small work force and absences greatly impact. He went on to say that a second tractor and flail would allow for an extra operator, which could be off-set against contractor fees, but he would need to make a case to the Board.
- 168.5. To help address staff resource needs this year, the CEO explained that temporary contracted labour was being used so that the weed boat could be fully employed (in other IDB districts as well as OHDB), thereby freeing up trained operators to focus on skilled work in the OHDB district.
- 168.6. Mr Henley pointed out that another machine would be parked up when there was not enough work, whereas with a contractor there would be nothing to pay. The AMgr explained that it is about having an asset when it is needed as the problem with hiring tractor/flails is that everybody needs them at the same time. The CEO reiterated that a robust case would be made to the Board to support a proposal for another tractor and flail.

169. Corporate Strategy Manager's Report

- 169.1. The Corporate Strategy Manager (CSM) advised Board Members that collection of rates is going well with 87% received so far. She added that the 2nd Reminders had just been sent out; and following these there will be an October court date to obtain liability orders.
- 169.2. The CSM added that there had been tightened protocol on late payment arrangements.
- 169.3. The CSM informed that Rundles were working well to recover previous years' debt, with 77% of this now collected.

169.4. Board Members were also advised by the CSM that a new member of staff was starting as an Operator later in the week.

170. New Vehicle

170.1. The CEO informed that the old Market Weighton Drainage Board Land Rover now has over 120,000 miles on the clock and is requiring an increasing number of repairs. He stated that he would like to trade it in as these vehicles hold a good value, speculatively £7,000, and look to purchase a new vehicle with 5 years 0% finance. He added he is looking for financial authority from the board.

170.2. Cllr Wilkinson enquired if the CEO would be looking along the lines of a Land Rover type vehicle or a pickup as it would need to be up to the job. The CEO explained that he would be open to testing any vehicle that appears suitable, as well as looking at finance options.

170.3. Mr Screeton enquired how much the CEO would be looking to spend on a new vehicle. The CEO replied in the region of £25,000 to £30,000.

170.4. It was PROPOSED by CLLR ROBERTS and SECONDED MR SCREETON and UNANIMOUSLY RESOLVED that the Board authorises the CEO to purchase a new 4x4 vehicle for operational use, up to a net value of £25,000, seeking an excellent value financial/warranty scheme and trade-in terms for the existing Land Rover.

171. Any Other Business

171.1. The Chair referred to the additional agenda item, relaying some concerns that had been raised within ERYC regarding recent increases in the Special Levy.

171.2. The CEO gave an explanation of the Special Levy to members, stating that it was introduced in the 1970s and consequently its purpose and components are no longer very well understood. The Council was given the responsibility of collecting drainage rates due on domestic properties on the Board's behalf as part of Council Tax collection, similar to the precepts charged on behalf of police and fire authorities and parish/town councils. Since then there have been changes in how councils are funded by central government and limits imposed on increases in Council Tax.

171.3. The Chair sought views from the Board on whether any action should be taken to address the Council's concerns, such as giving an early indication in writing of what the rate is likely to be for next year. Board Members were generally of the view that, unless the Council raises further concerns or makes a direct request to the Board, no specific action is warranted. The CEO pointed out that he will have the opportunity to respond to any concerns if raised at the Overview and Scrutiny Committee in November, which he will be attending with the Chair.

172. Date of Next Meeting

172.1. 8th November 2018, starting 9am at the Masonic Hall.