

Dan **V**m Drainage Commissioners

Shire Group of IDBs
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Meeting Papers

Friday 5 February 2016
9.30am





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Meeting Papers

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Purpose

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1.5 Minutes of the Meeting held 6 November 2015

Present:

Member	20.6.14	7.11.14	6.2.15	19.6.15	6.11.15
David Atkinson (Dun District)	✓	✓	✓	✓	x
David Dusi				appointed	✓
Derek Bell (Barnsley DC)	✓	✓	A	✓	x
Andrew Cooke (Went District)	A	✓	✓	A	✓
John Duckitt (Dun District)	✓	✓	✓	✓	✓
Martin Falkingham (Went District)	✓	✓	✓	✓	✓
Terry Grady (Doncaster MBC)	✓	✓	✓	✓	✓
Charlie Hogarth (Doncaster MBC)	✓	A	✓	✓	x
Gillian Ivey (Vice Chair) (Selby DC)	✓	✓	✓	✓	✓
Mike Jordan (Selby DC)	✓	A	✓	A	✓
Dave Hill (DMBC)					✓
Steve Lomas (Dun District)	✓	✓	✓	✓	✓
Carol Mackman (Selby DC)	✓	✓	A	A	A
Paul Maddison (Wakefield MDC)	✓	✓	✓	✓	✓
Richard Pashley (Dun District)	✓	✓	A	✓	✓
David Platt (Knottingley to Gowdall District)	✓	✓	✓	✓	x

Sue Ryder (Selby DC)	✓	✓	A	A	✓
Tony Sockett (Doncaster MBC)	A	✓	✓	✓	✓
Robert Robinson (Dun District)					Casual vacancy appointme nt
Cllr Debbie White				A	✓
Richard Ward (Doncaster MBC)	✓	✓	✓	✓	✓
Richard Thompson (Dun District)	✓	✓	A	✓	✓
Neil Welburn (Went District)	✓	✓	✓	✓	✓
Frank Jackson (Doncaster MBC)	✓	✓	A	✓	✓
Chris Crowe (Coal Authority) Knottingley to Gowdall District		Appointed and present ✓	✓	A	✓

Officers attending:

Ian Benn – CEO
 Craig Benson – Finance Officer
 Alison Briggs – Administrator/Environment
 Paul Jones- Engineer

Public attendance – Marc Pinnell JBA Consulting, two members of public

Governance

2015.73 The chairman welcomed first time attendees Dave Hill and Debbie White and return of Dave Dusi. He welcomed two members of the public and Peter Jackson DMBC Audit. He advised the Board was under tight time constraints, joint training commenced 11.30.

Apologies

2015.74 Apologies for absence were received from Carol Mackman

Declaration of Interest

2015.75 JBA Consulting as Board Management declared in item 3.3 as noted in the papers

Public forum

2015.76 No requests had been received

Casual Vacancy

2015.77 Robert Robinson had been proposed by a member. He had a family history of membership and was a member of a pre-amalgamation Board. Formal acceptance of appointment by all present.

Key Performance indicators

2015.78 Noted still work in progress. Members agreed KPI detail, noting rate collection figure had increased since preparation of the papers. It was suggested that in future target % should be included in the table.

2015.79 Sykehouse Maintenance - JD expressed disappointment with late maintenance of Sykehouse District. He advised Rudgate Lane was closed with no prior notice given to locals, voicing concerns the Board may have been acting illegally.

ACTION: CEO to investigate.

Minutes of Meeting 19 June 2015

2015.80 Typographical error noted at 2015.47, reference to Debra not Defra. CEO requested small errors be brought to Management attention when draft Minutes circulated. 2015.54 RW aware he had offered assistance in producing specification for PV cells. Environment officer confirmed assistance would be required if planning permission was granted. FJ proposed minutes recorded as accurately representing the meeting, seconded TG, all in favour.

Matters arising

2015.81 none

Complaints and FOI requests

2015.82 It was noted a number of FOI requests had been made since the last meeting, none of which were outstanding. Board advised other requests had been received since papers issued.

CEO Report

Housekeeping

2015.83 CEO advised members on housekeeping

Note to all Members

2015.84 CEO clarified differences between Coal Authority, UK Coal. Not referring to correct party can cause problems when dealing with other agencies.

Logo

2015.85 CEO advised each individual board within Shire Group was encouraged to promote its unique identity, Doncaster College is engaging this year's academic students to produce logos.

Website

2015.86 CEO advised complaints regarding Shire Group website had been received from board members and members of public. It is a number of years old, quotations for upgrading the site had been received £6000 - £10000. Management can produce a specification to be ratified by the Board, suggesting cost may be split between other members of the Shire Group depending which came on board. CEO advised complaints related to access and information provided, a website needs to be fit for purpose. NW disagreed with the requirement on the basis of cost. MJ noted the figure not excessive and can incorporate a new logo. CEO suggested specification could be reviewed by a T&F Group representing all boards within Shire Group. GI supported the idea, SL confirmed it could include maintenance activity schedule.

Recommendation: Establish T&F Group to look at website specification, GI proposed, seconded AC, all in favour. Members would be informed of other Board interested attendees.

Defra

2015.87 CEO advised Defra seeking greater alignment between its family of departments and significant cuts may have an effect on IDB.

2015.88 NW declared an interest in River Went indicating it will fail WFD as a result of silt covering fish spawning beds. EA consultants had contacted local farmers regarding pollution sources from farmland.

CEO confirmed support for IDBs work closely with other agencies and signing up to Public Sector Cooperation Agreement (PSCA) noting working in a main river had significant H&S implications and additional costs. Main river work may reduce current maintenance plan otherwise, any additional work had to be justified or the Board may be subject to challenge. PM advised funding from EA would be required to undertake main river work, Lead Local Flood Authority (LLFA) will require a wider benefit associated with main river work, this would require support from modelling. CEO suggested for drains serving one landowner, the Board to consider withdrawal from that maintenance, noting management of stations is the greatest expenditure.

2015.89 National Audit Office – Board has responded regarding procurement queries. Environment Officer confirmed verbal indication from Defra was Board response to query was in order.

2015.90 Governance Audit – Chairman advised of new recommendations. RT queried recommendation G4 Conditions of Appointment – Chair requested PJ respond. Brief history of Audit given noting DMBC required date for remaining actions to be completed. Noted website G2 will increase transparency. G4 number of training sessions set up following board meetings however DMBC felt a long period of time to implement training. RT questioned consequences if members do not complete training within 6 months, would it mean someone no

longer fit to be member? Noted sanctions against Board members are limited. TS advised new recommendations have not been considered by T&F Group and members present were at first T&F meeting suggesting it reconvene and consider how a programme could be developed to meet the needs of the individual. TS **proposed 1. Members note position of Board with regard to current audit report, 2. Reconvene T&F Group to look at new recommendations.** MJ seconded, all in favour.

2015.91 CEO suggested DMBC might offer some suggestion regarding Board action if members refuses or are unable to take training? **ACTION: DMBC to advise.** CEO advised training workshops to date have been delivered at no cost to the Board and do not form part of the existing contract. Future training will be at cost to the Board. He noted for a Board member to be considered competent and knowledgeable takes a couple of years to digest information. PM suggested new website an opportunity for elearning. P. Jackson advised Audit document should be on website for members of public to view; offering services of DMBC Audit team to T&F Group.

Environment Agency

2015.92 Public Sector Cooperation Agreement – **RT proposed Board progresses PSCA with EA**, seconded MJ, all in favour

2015.93 Precept expenditure – CEO advised the Shire Group was fortunate to have ex EA employee working with Management. He was interrogating precept information and had discovered some anomalies. TS advised of positive meeting with Innes Thompson and Chair of Doncaster East IDB.

ADA

2015.94 CEO advised Flood Risk Management to become increasingly difficult with climate change and lack of resource. Defra would like to see IDBs as safe pair of hands with work done for the benefit of the majority of ratepayers.

Workforce

2015.95 Noted taking Knottingley to Gowdall District had save Board £30,000. Board is short staffed through illness and has been unable to find suitable replacement for previous retiree. CEO suggested T&F to review situation. New appointee required to cover a broader perspective. RW agreed with suggestion, particularly if Board to increase work under a PSCA. **MJ proposed Chair, Vice Chair and Chairs of Committees discuss. FJ seconded, all in agreement**

Engineers Report

2015.96 Engineer confirmed report covered Asset Management, SuDS T&F group and Hydraulic Model.

Asset Management

2015.97 Eng. gave short presentation on asset management. ISO55000 defined asset as anything with actual or potential value. Illustrated how Management and Board would make asset management decisions in future, not least £43,000,000 worth of structure Board manages. Hydraulic model will demonstrate benefit of what Board does. Current decisions are based on capital expenditure up front cost and not the whole life cost in terms of maintenance and repair and energy consumption. New approach to whole life cost will assist in decision making process. Risk based decision making will be achieved through better relationship with supply train and focus on failure analysis mechanical and electrical elements of assets. Board will spend money at the optimum time. MJ

fully supported asset management journey, it will make significant difference to costs. CC advised Coal Authority follows this route, whole life cost is correct approach. Members supported the approach

Drainage District Hydraulic Model

2015.98 Management officers declared an interest in this item and left the room during the discussion.

MJ introduced the item on Hydraulic Modelling, reminding board members that the decision had already been taken at the Board meeting in February 2015 to progress a hydraulic model of the district.

There were 4 options to consider in the light of the Coal Authority still needing to confirm their contribution, and these options had been discussed at the WLM committee on October 2nd 2015.

It was explained that whilst the WLM members had recommended Option 3 from their meeting, subsequent information regarding additional cost of further £35,000 made this unviable.

As chair of the WLM committee MJ was now proposing option 2, which was to progress the District model, prior to confirmation of the Coal Authority funding.

Three board members suggested a deferment as the land around Hensall was continuing to subside due to mining, but others pointed out that this could be accounted for in the modelling.

Neil Welburn declared an interest regarding land at Hensall

Several members were concerned that the modelling should not go ahead unless the Coal Authority confirmed their contribution, however it was acknowledged that other funding would definitely be lost were the modelling to be delayed further and that the local levy would be unlikely to be awarded again at a later date.

A number of board members emphasised how the hydraulic modelling is key to the future water level management and flood risk management of the area.

Members further noted from the officers report that costs could be reduced if existing topographic information is made available from the archives.

Revised resolution was proposed by MJ, seconded by PM, as follows...

The Board proceed with the hydraulic modelling taking the possible shortfall of £39,605.00 into account, and recommends that the contract be written to cap the cost at £143,067 minus £39,605 = £103,462

In favour: 14 Against: none Abstentions: 5

WLM Committee

2015.99 Working Strip Policy – Discussion took place regarding difficulties had been encountered by the Board in undertaking maintenance. Initial volunteers included MF, MJ and SL, noted input would be required from Board engineer.

Finance Report

Recommendations

- **Request volunteer to sit on Finance Committee.**

2015.100 Dave Hill volunteered – agreed by all

- **Approval of revised Financial Regulations (Appendix B)**

2015.101 Amended Financial Regulations received full Board approval

- **Proceed with Fishlake scheme to total cost of Purchase Orders**

2015.102 Board agreed to proceed with Fishlake scheme to total cost of Purchase Orders to value of £368,297.02 and tenders would be issued in the name of the Board. All costs recoverable from the Coal Authority.

- **T&F Group to discuss matters affecting Finance and WLM Committees**

2015.103 Previously agreed at 2015.98

Rating

2015.104 Members noted information contained in the report, Finance Officer (FO) advised rating balance outstanding now £24,277.81 97.5% rates collected.

Schedule of Payments made

2015.105 No queries were raised or request for schedules.

Audit

2015.106 External audit not yet completed, FO believed delay is due to National Audit Office enquiries as previously advised in 2.6.3.

Environment Report

2015.107 Members noted the information contained in the papers

Health & Safety

2015.108 The CEO asked members to note particularly the exemplary conduct of Board employees and rescue of a car and driver from a ditch.

2015.109 Members noted the remaining information contained in the report

Date of next meeting

2015.110 5 February 2016, 17 June 2016 4 November 2016

Any other business

2015.111 None

Close of Meeting

The meeting closed 11.30. Training session to follow.

2016 Meeting Dates

Board	Finance	WLM
5 February 2016	27 May 2016	13 May 2016
17 June 2016	7 October 2016	7 October 2016
4 November 2016	2 December 2016	