

1.1 Minutes of the Meeting held 2 November 2018

Present:

Member	4.11.16	3.2.17	23.6.17	2.11.17	2.2.18	24.5.18	2.11.18
Catherine Anderson (DMBC)	✓	-	✓	✓	✓	✓	✓
David Atkinson (Dun District)	✓	✓	✓	A	A	✓	A
Wayne Atkins (Barnsley DC)			✓ new	✓	✓	✓	✓
Andrew Cooke (Went District)	✓	✓	A	✓	✓	A	✓
Chris Crowe (Coal Authority) (Knottingley to Gowdall District)	✓	✓	A	A	✓	A	-
John Duckitt (Dun District)	✓	✓	✓	✓	✓	✓	✓
Martin Falkingham (Went District)	✓	✓	✓	✓	✓	✓	A
Terry Grady (Doncaster MBC)	✓	A	✓	✓	A	✓	✓
Mel Hobson (Selby DC)	✓	-	-	✓	A	-	-
Charlie Hogarth (Doncaster MBC)	✓	-	✓	-	-	✓	✓
Gillian Ivey (Chair) (Selby DC)	✓	✓	✓	✓	✓	✓	✓
John Gilliver (Vice Chair) (Doncaster MBC)							✓
Steve Lomas (Dun District)	✓	✓	✓	✓	✓	A	✓
Paul Maddison (Wakefield MDC)	✓	✓	A	✓	✓	A	✓
Cllr Dave Peart (Selby DC)			-	✓	A	-	-
David Platt (Knottingley to Gowdall District)	✓	✓	✓	A	✓	A	-
Robert Robinson (Dun District)	A	A	✓	✓	✓	✓	A
Barry Roughley (DMBC)	A	x	A	✓	✓	✓	✓
Richard Thompson (Dun District)	A	A	✓	✓	✓	✓	✓
Cllr Debbie White (Selby DC)	A	A	-	-	A	A	✓
Kyle Heydon (DMBC)	✓	✓	✓	✓	✓	✓	✓
Neil Welburn (Went District)	✓	✓	✓	✓	✓	✓	✓
Martin Drake (Went District)			new	✓	A	✓	A
Michael Rogers (D&D District)			new ✓	✓	A	✓	-

Officers attending:

Ian Benn – CEO
 Alison Briggs – Environment Officer (EO)
 Martin Spoor – Asset Manager (AssetM)
 Craig Benson – Finance Officer (FO)
 Paul Jones – Engineer (Eng)

Public attendance – one

Governance

- 2018.57** Chair welcomed John Gilliver to the Board
- 2018.58** Minutes of meeting 24 May 2018 – **Proposed true record by PM, seconded WA, all in agreement**
- 2018.59** Appointment Vice Chair – **CH proposed John Gilliver, seconded TG, all in agreement**
- 2018.60** Apologies for absence were received from David Atkinson, Robert Robinson, Martin Falkingham, Martin Drake.
- 2018.61** Public forum - none
- 2018.62** Declaration of Interest – none
- 2018.63** Matters arising not discussed elsewhere on the Agenda – none
- 2018.64** Complaints/FOI requests – noted
- 2018.65** Recommendations to agree achievement of Board KPI – agreed. Maintenance productivity now up to 80%. Drainage rate collection now at 95.65%. Special levy second payment expected shortly.
- 2018.66** Management KPI – agreed

Clerks Report

- 2018.67** **Asset management and de-maintenance** – CEO advised presentation was available on website. <https://www.shiregroup-idbs.gov.uk/2018/10/30/environment-agency-briefing-note-black-sluice-area/>

Decisions made have possible future implications for this Board and the IDB industry.

JD noted Blackshaw Clough gravity discharge doors silted up, EA responsibility which would not evacuate water during pump failure and inundation conditions. AssetM advised had brought to attention of EA previously. SL noted a long time ago EA had agreed it would outfall keep free of siltation.

- 2018.68** **Financial Regulations** – CEO advised the current regulations do not reflect way Board currently operates, noted this is an outstanding item from April. He had spoken to the Board's Internal Auditor yesterday associated with Management suggested new Risk Register template. Auditor was satisfied with proposed changes, noting the importance of the Board having Regulations which reflected what happens in reality.

Some movement of paragraphs had been undertaken to make document read more fluidly. At present Board does not follow own financial regulations in association with work done by MEICA as Contractor for Coal Authority. AssetM elaborated on reasons where the Board manages Coal Authority assets. Coal Authority determine changes required to its assets, produce task order for Board MEICA to deliver on its behalf as Contractor. Coal Authority identifies the supplier of goods which are procured by the Board. Some goods exceed level which may be approved by Management. In these circumstances, the Board does not follow its own regulations associated with the price of goods required. Suggested changes would rectify this situation. Situation has not arisen with other third party however there is potential for this to happen with Highways England sites.

PM considered in requiring confirmation from the Coal Authority as to compliance with its own procedures, proposed amendments were sufficient to protect the Board. Chair concerned for position in association with large schemes such as Great Heck. Advised as contracts were entered by Board with contractors/suppliers, the Board followed its financial regulations and tenders were sought. FO noted concerns expressed by Chair

associated with large sums passing through accounts where previously Board was placed in position of paying invoices and awaiting reimbursement from Coal Authority. This had for some time now been covered by agreement in place between Board and Coal Authority for it to make scheme advance payments from which Board subsequently benefitted by depositing those monies.

Currently Coal Authority has put forward proposal for investment in Sour Lane PS which is 50/50 funded with Board. Officers went back to Coal Authority following identification of capital investment, asking for details of those costs.

MEICA team expertise is sought around operation of Asset and goods to be purchased by Coal Authority, however ultimately sites are Coal Authority 100% funded and it can choose to install whatever it wishes. Management seeks to ensure Coal Authority works are consistent with Board's portfolio for maintenance by MEICA.

CH expressed concern over the term "value for money" suggesting the meaning was "cheap", CA disagreed, the term took into account all considerations. EO suggested additional section in table from £20,000 - £100,000 may be appropriate. PM considered the proposed amendments covered and protect the Board. **AC proposed went to Finance & Policy Committee consider at next meeting, sections in red reviewed with potential to add in 4th box to table and another paragraph surrounding financial risk, seconded KH, all in agreement.**

Financial Report –

2018.69 Audit – Chair will be attending Audit Review. Management has worked on preparation of a new risk register template and ideas on how may be taken forward will be discussed by Auditor and Review Committee.

2018.70 Alternative Depot – CEO advised presentation being made following suggestions made that Members were not presented with full information upon which to base decisions, therefore exhibiting a lack of due diligence. Chair advised discussion at earlier Finance & Policy meeting where decision had been made not to proceed with Options 1 and 3.

Management presented on full and detailed information given to the Task & Finish Group and Finance & Policy Committee on which decisions had been made leading to the requirement for a new depot site.

Chair advised resolutions to be made at Board meetings should be defined in Board papers. EO advised Standing Orders make no reference however, the presentation was to advise full Board on decisions already made. CH considered it impossible to make decisions on a presentation given at speed. It was reiterated the presentation advised on Board future resolutions that would be required. RT concerned about delegation of power to Finance Committee, should remain with full Board. KH voiced concerns about depot movement, noting use of contractors would keep overall rate down by 2p over 10 years; the cost of plant, machinery and use of contractors needed to be considered. PM advised the issues had been discussed in great depth by T&F group as referred to in the presentation. CA requested copy presentation be issued to Members. GI considered Finance needs to do more work and make recommendation to main Board. PM advised the Presentation was designed to show Members what has been going on, noting the tremendous amount of work involved by Management. JG agreed final decisions should come back to Board; outsourcing does not always have benefits one might think, in house may be expensive but in long term beneficial to the Board. BR noted affordability was the key, expressing concerns about rate increases and the contribution to a Referendum forced on DMBC. **BR proposed to seek Finance & Policy deliberation on issue in detail to be brought back to Board, seconded RT, all in agreement.** BR noted this may require extraordinary meeting. CEO advised presentation would be placed on website. Chair instructed that presentation should not appear on the website at this time as it is work in progress. EO advised presentation highlighted decisions already made. CA requested copies of all presentations be made available to Members in advance of meetings.

Finance & Policy Committee recommendations

2018.71 Noted information in papers, no recommendations being made.

Information Only

2018.72 Members noted information contained in the papers. EO clarified red colouring on BAP Implementation relating to Action 13.2 which advised monitoring would be undertaken post pond enhancement works and 17.2 relating to source funding enabling mitigation works on sites posing obstruction to eel. The EA regulatory position statement had changed from prioritization of stations to work associated with station with reference to funded works through MTP where consideration was given to environmental outcomes.

2018.73 Date of next meetings.

Board	Finance & Policy Committee
1 February 2019	7 December 2018
24 May 2019	
1 November 2019	

2018.74 Meeting closed 10:52