

# Doncaster East Internal Drainage Board

Minutes of a Meeting of the Board held on Friday, 7th October 2022 at 10.00 a.m. at The Green Tree Inn, Hatfield, and via Microsoft Teams.

* Mr M. Brooke	Mr C. Crowe
* Mr P.A.M. Cornish	Mr L. Garrett
* Mr I. Dixon	Mr J. Hoare
* Mr R. Durdy	* Mr P. Horne (Vice-Chairman)
Mr G.C. Parker	* Mr M. Houlbrook
Mr W.G.S. Platt	* Mr C. McGuinness (Chairman)
*V Mr N.V. Williams	* Ms H. Norford
	Mr M. Oldknow

\* *Present*

\*V *Attending via Teams*

\* Mr A. McGill (Chief Executive)  
\* Mr D. Hickman (Executive Officer)  
Mr R. Brown (Senior Engineer)  
\* Mr J. Boden (Civils Project Engineer)  
\* Mr A. Malin (Senior Operations Manager)  
\* Mr D. Braddy (Operations Manager)  
\* Mrs N. Hind (Finance Manager)  
\*V Mrs C. Davies (Corporate Services Manager)

\* *In attendance*

## 2022.62 APOLOGIES

Apologies for absence were received from Messrs R. Brown, C. Crowe, L. Garrett, J. Hoare, M. Oldknow, G. C. Parker and G. Platt.

## 2022.63 DECLARATIONS OF INTEREST

None.

## 2022.64 NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

Mr M. Brooke suggested an item be included on the agenda to discuss operational issues as some members had concerns. The Chairman stated that there were major issues which needed to be discussed by the Board such as the impact of rising costs on the Board's finances and stated that any minor operational issues could be dealt with by officers as they arose. It was agreed that Officers would meet with Mr Brooke after the meeting to discuss his concerns and that members should raise these directly with Officers in the future. It was also agreed to discuss the possibility of setting up a Maintenance Committee at the Annual General Meeting.

RECEIVED

## 2022.65 BOARD MINUTES

RESOLVED

- (a) That the minutes of a meeting of the Board held on the 17th June 2022 be confirmed as a correct record.
- (b) That the minutes of the Extraordinary Board meeting held on the 23rd June 2022 be confirmed as a correct record.

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2022.66 MATTERS ARISING

Following the Board meeting in June, a plan showing all Board maintained watercourses and those identified as Strategic Ordinary Watercourses (SOWs) had been circulated to members asking them to review and make any suggested amendments. In response to Mr I. Dixon, the Operations Manager confirmed that he had viewed the additional SOWs identified and would liaise with the Engineering Team before bringing an updated plan back to the Board for approval.

Mr M. Brooke stated that there were eight sections, 2.5km in length that had not been included on the plan and would hold up water. The Operations Manager explained that the previous contractor had cleared watercourses that were not Board maintained resulting in an additional cost to the Board of around £14,000 and this had been addressed at the time by the former Operations Manager. Contractors were now marking up on job cards, those watercourses which had been completed.

The Chairman stated that the issue seemed to be that the contractor had in the past been clearing watercourses that were not Board maintained but if there were ones that met the requirement for adoption, they would be considered by the Board.

Mr M. Brooke referred to two culverts that had been installed by Doncaster Metropolitan Borough Council resulting in half the channel lost through batters. The Board's Byelaw Officer was aware and the Operations Manager had met with Officers from the Council - he would update Mr Brooke after the meeting.

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2022.67 CONSORTIUM COMMITTEE MINUTES

The Chief executive asked members whether they wished to hold a short tour of inspection after the November Board Meeting.

The Chairman stated that he would contact Doncaster Metropolitan Borough Council to enquire what % pay increases were being considered for next year. The Chief Executive reported that Lindsey Marsh had received a request from Unison on behalf of their members for an increase in all salaries of RPI plus 1% (13.3%) but other indices were coming out around the 2% mark. He suggested that the boards may wish to consider something in the middle.

RESOLVED

- (a) That the minutes of a meeting of the Consortium Committee held on 14th July 2022 be approved and adopted.
- (b) That a tour of inspection be held after the November Annual General Meeting.

2022.68 INFLATIONARY PRESSURES

The Chief Executive highlighted the current financial pressures faced by the Board, in particular the increase in electricity costs. The Board's Officers were liaising with Woldmarsh and Torse regarding renewal of contracts which were due to expire at the end of September but were still awaiting estimates. Current variable rate prices varied from 53p to £1.18 per kw/h depending on supplier. Following confirmation from Torse last week 40p had been allowed in this year's estimates and 75p after April next year.

The Chief Executive had written to ADA outlining the cost to the four Consortium boards and enlisting their support and confirmed they were engaging with DEFRA. The ADA Policy and Finance Committee had met with the EA and DEFRA recently and

the Lincolnshire Boards had highlighted the issue but made little headway. The Chief Executive had already met with Mrs V. Atkins M.P. and would be meeting Mr A. Percy M.P. that afternoon. He would be contacting other local M.P.s including Mr E. Milliband and Mr R. Jenrick, shortly. He had emphasised strongly that the risk of flooding to people, property, industry and infrastructure would increase exponentially in areas of special drainage need, unless measures were put in place to assist the Boards through the next three to four years. The impact on the councils in IDB areas was significant and this needed to be acknowledged and addressed. Mrs V. Atkins had been very supportive and proposed preparing an open letter to be signed by M.P.s supporting the case.

In response to the Chairman, the Chief Executive stated that the Board rates and levies needed to be sealed by 15th February and he would begin discussions with the special levy paying councils next week. The Chairman reported that Doncaster Metropolitan Borough Council had understood the need for and supported previous increases above the rate of inflation but whatever figure was agreed, the burden must be spread between the Board and the councils. He stated that the Board must confirm the reserves before meeting with the council, e.g., if these were ringfenced for schemes. The Finance Manager stated that some of the reserves would be used by the year-end as the Board had agreed to a deficit budget. The Chief Executive stated that the various reserves would be shown separately but emphasised that even if these were reduced to 30% this represented a small amount in monetary terms and would easily be depleted in a flood event. He stated that the IDBs did not have direct access to the Bellwin Fund, they had no access to flood recovery monies, and flood defence grant-in-aid and public works loans were only available for capital works.

The Vice-Chairman stated that the Board may have to consider whether to continue with maintenance all its watercourses or reduce this to just the SOWs. The Chairman stated that this was a conversation that needed to be held with the M.P.s. Mr P. Cornish added that main river maintenance was dire and boards could not evacuate without using electricity.

In response to Mr M. Houlbrook, the Chief Executive confirmed that the meeting later in the day with Mr A. Percy, M.P. would include local councillors and landowners. Mr Houlbrook stated that people needed to be aware of the flooding issues and the importance of maintaining the main rivers. Mr P. Cornish asked Mr Houlbrook to raise with council members to enlist support.

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#### 2022.69 HEALTH, SAFETY AND WELFARE

It was noted that previous compulsory measures surrounding Covid-19 were now advisory and the Consortium's risk assessment had been updated.

The Health and Safety Executive (HSE) was advising businesses to consider adaptation to warmer working conditions for their staff, ensuring extreme heat became part of their long-term employee welfare management following record-breaking temperatures and an expected rise in global temperature due to climate change. There was no current maximum temperature for workplaces, however, all workers were entitled to an environment where risks to health and safety were properly controlled. Heat was now classed as a hazard attracting legal obligations like any other hazard. Officers would continue to review risk controls to ensure sufficient measures were in place to protect employees welfare.

There had been six incidents across the Consortium since the last full Board meeting, none of which were within the Doncaster East area.

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2022.70 OPERATIONS REPORT

(a) Summer Maintenance Works

The Operations Manager reported that 65.22% of flailing and 50.92% of weedcutting had been completed; this was slightly behind where officers had expected to be but there were no concerns about completion of the programme on time.

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(b) Winter Maintenance Works

Officers reported that winter works had been undertaken and completed on Gatewood Lane Drain 2, Stainforth Drain, Middle Moor Drain, Crook Tree Lane Drain, New Godnow Drain and Bletchers Drain. Works had consisted of reforming, tree and bushing, culvert removal and culvert cleansing.

Works approved at the June meeting at a cost of £15,565 for the Common Drain scheme were unable to be completed by Colwill Contracting due to unforeseen circumstances so the Operations Manager reported that this would be deferred to the 2022/23 Winter Programme.

The Board had a remaining budget from 2021/22 of £6,900 and £25,000 allocated for 2022/23 giving a combined budget of £31,900. Officers had approached Colwill Contracting requesting confirmation of availability of resources and quotations for undertaking works. Officers would then prioritise works before bringing selected schemes to the Board for approval. The Senior Operations Manager reported that an increase in the reforming budget may be required.

The proposed winter maintenance programme for 2022/23 was reported as follows:

<i>Drain Name</i>	<i>Catchment</i>	<i>Description of Works</i>	<i>Length (m)</i>
Common Drain DED311400	Cuckoo Lane	Remove restriction Slips repairs Toe boarding	5 60 195
Pissy Beds Drain DED290300	Wikewell	Remove fallen tree Remove tree restricting flow	25
Top Boating Dike (Elmhirst) DED261100	New Zealand	Culvert installation	25
North Idle Drain DED170800 (SSSI)	Hatfield Waste Drain	Tree and bushing	550
Thorne Golf Course Drain DED300300	Kirton Lane	Toe piling Reforming Tree and bushing	30 250 400
Brosley Drain DED311500	Cuckoo Lane	Slips repairs Toe piling	200
Low Bank Drain DED210300	Good Cop	Slip repairs	4,273
M180 South Soak Drain (West) DED210800	Good Cop	Slip repairs Tree and bushing	879
M180 South Soak Drain DED211000	Good Cop	Slip repairs Tree and bushing	800
Westmoor Drain Outfall DED220300	Waterton Hall	Slip repairs	1,272

Kingswood Golf Course Drain DED290300	Wikewell	Slip repairs Tree and bushing Access improvements	2,100
Boating Dike Drain DED350500	Dirtiness	Desilting	4,741

The Senior Operations Manager stated that a very short list of PSCA works had now been received from the Environment Agency with very stringent conditions and a risk of fines if these conditions were not met. Officers explained that the Agreement had changed, treating the Board as a contractor rather than a partnership agreement with a Schedule 3 now received with an Appendix for each watercourse setting out their requirements. The Chief Executive confirmed that Officers were not looking to break conditions but did not agree, for example, that CDM Regulations applied to weedcutting. Mr C. McGuinness was concerned that the Board did not have the resources to meet these requirements and may have to withdraw but the Senior Operations Manager emphasised that the Board's systems benefited from this work being undertaken. Mr C. McGuinness stated that this issue needed to be raised with the M.P.s too.

Mr M. Brooke stated that the Boating Dyke was on heavy land and needed to be cut in the summer. In response to Mr M. Houlbrook, the Operations Manager confirmed that the Board's contractor had indicated that he may be able to do some of the smaller EA watercourse but in order to plan the work, the EA needed to confirm the programme early on. Mr I. Dixon enquired whether any of the landowners could undertake the work to which the Chief Executive replied that it would be useful to know if they were willing but it may be difficult with all the conditions. The Operations Manager confirmed that the contractor was willing but there were no guarantees of the work from the EA and still responsibilities for Officers in terms of CDM. In response to Mr P. Horne, the Chief Executive stated that the Board did not have the resources to take on the CDM role even if the cost was reimbursed.

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#### 2022.71 DRAFT MAINTENANCE POLICY

Officers reported that a DRAFT Maintenance Policy was being prepared to cover summer maintenance, winter works and culvert inspection/cleaning. This would also cover maintenance periods and detail how the work was undertaken (including environmental compliance) as well as clarifying the procedure to be followed to gain access to land and how much and when compensation was payable. One WMC policy would be prepared with appendices for individual ways of working for each Board and a map showing Board maintained watercourses highlighting those designated as Strategic Ordinary Watercourses.

The Senior Operations Manager suggested that the Board consider a method of calculating compensation should damage be caused as a result of the Board's works and gave an overview of how these rates were calculated in other Consortium boards' areas. He confirmed that any claims for compensation would have to be authorised by the Works Supervisor, Operations Manager, or Engineer if in respect of a scheme. They emphasised that contractors would continue to liaise with landowners and work around crops and compensation would only be paid in exceptional circumstances.

The DRAFT Policy would be brought back to the Board for consideration ahead of next year's summer maintenance programme.

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2022.72 ASSET RENEWAL AND REFURBISHMENT PROJECTS

Officers gave the following updates:

(a) Telemetry System Replacement (DE20303)

Two more stations were operating in telemetry control bringing the total up to 42%. It was anticipated that the Board's pumping stations except Seven Arches would have full telemetry control by the end of October 2022.

(b) Installation of Automatic Weedscreen Cleaner at Huxterwell Pumping Station from Parsons Carr Pumping Station (DE19307)

Two minor faults were identified during final testing which were in the process of being repaired.

(c) Park Drain Slip

A site meeting was held with representatives of Doncaster Metropolitan Borough Council in July and discussions had been held with the Coal Authority to identify initial funding availability. Doncaster Council had confirmed their ownership of the site and discussions were ongoing to undertake a ground investigation into the cause of the soil movement so that appropriate mitigation measures could be put in place.

(d) Balby Carr and Low Ellers Pumping Stations – Pump Repairs

Pump No. 2 at Balby Carr Pumping Station had been repaired and would be reinstalled on the 7th October 2022. Pump No. 3 at Low Ellers Pumping Station was currently being repaired and was due to be reinstalled on 20th October 2022.

(e) Idle Stop Pumping Station – Pump Repairs

The Sulzer pump was being repaired and was due for re-installation on the 18th October 2022.

(f) Automatic Weedscreen Cleaners – Surveys, Services and Repairs – Kirton Lane, Medge Hall and Elmhirst Pumping Stations

The three automatic weedscreen cleaners had been investigated and repaired by AIM Electrical with some faults being junction box issues, distorted grabs, sensor failures, hydraulic leakage and electrical faults. The costs were £6,135.47 for Kirton Lane, £3,670.93 for Medge Hall and £5,090.65 for Elmhirst.

(g) Drain Safety Platform at White Rose Way and Raking Grid on Balby Drain

Drawings and specifications had been prepared for both sites and contractors had been invited to submit quotes for the works. Costs would be presented to the November Board meeting for approval and delivery.

(h) First Point Business Park

Residual issues with the legal agreement had been resolved and legal representatives for the Board and Catesby Estates Limited were finalising the legal agreement with completion, adoption and payment of the commuted sum expected in October 2022.

(i) Future Works Programme Update

The plan to manage and prioritise work packages to improve delivery and better allocate resources included the 'close-down' programme consisting of largely

completed projects with delays in snagging or final completion due to other pressures, the 'on-site' programme referred to major projects currently or due to be on site, the 'planned' programme was schemes where planning and modelling work may have taken place but the scheme had not yet commenced and the 'future' programme included works starting later in the period likely to be largely delivered by March 2025. Officers were considering engaging external consultants to take on some schemes with internal resources within the Engineering team directing and managing them.

There could be considerable savings of time and resource in developing a single Outline Business Case (OBC) for a single, national level approval process covering several projects in comparison with preparing a separate OBC per project, reducing time taken to secure approval at individual scheme level and aiding in the expansion of capacity to deliver.

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2022.73 FINANCE

The Finance Manager presented the attached report, stating that the 2022/23 estimates had allowed for a deficit budget of £41,803, the shortfall in funds to be met from general reserves, however, the outturn report indicated that after allowing for the noted overspends and savings, the expected deficit would be reduced to a small surplus of £5,697. There had been no movement on the plant reserves and the Board held a fund of £10,000 towards future plant additions.

It was reported that the audit had been concluded for the year ending 31st March 2022, with an unqualified audit report and no matters of concern from the external auditor.

It was noted that the cash and bank reserves as at 31<sup>st</sup> July 2022 were £1,428,434.84. Mr M. Houlbrook questioned why the Board was not receiving any interest on this money. In response, the Finance Manager stated that it was difficult to find a suitable instant access account but agreed that it was necessary to review the accounts.

In response to Mr C. McGuinness, the Finance Manager confirmed that officers were still awaiting a response from National England regarding the transfer of funds from the Thorne Moors Account.

Ten loans remained outstanding totalling £380,714.79.

The Schedule of Payments over £500 was attached for members' approval.

RESOLVED

- (a) That the attached Management Accounts for the period ending 31st July 2022 be approved.
- (b) That an update on the year end audit be noted.
- (c) That the Board's cash balances and borrowings be noted.
- (d) That the attached Schedule of Payments over £500 be approved.

2022.74 DRAINAGE RATES AND SPECIAL LEVIES

Drainage rates outstanding at 31st August 2022 totalled £12,811.80; an overall rate collection to date of 87.47%. It was noted that first reminders were posted on 28th July 2022.

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2022.75 ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

The proposed PSCA watercourse works included Diggin Dyke, River Torne Soak Drains (Candy Farm and Tunnel Pits), Low Bank Suction Drain, Woodhouse Sewer and the River Torne. Colwill contracting had been approached to confirm whether they had the resources to complete the works on behalf of the Board, however, officers would approach the market to source alternative maintenance providers should they be unable to.

The Chief Executive referred to the 'Your Watercourse: Rights and Roles' a DRAFT guidance document prepared by the EA explaining the rights and responsibilities of riparian owners occupying land or property next to a watercourse which was out for consultation. He referred to the inundation of four SSSI sites which had lost designation due to five control structures not working mainly due to siltation and encouraged the councils to review and respond to the document as these issues needed to be addressed.

The Chief Executive reported that he had met with Officers of the EA on site and, again, highlighted concerns over the lack of maintenance across the Consortium's areas. They had viewed the River Torne alongside the Board maintained Mother Drain where fish could be seen swimming, to highlight what good maintenance looked like. There was a lot of development in that area which would be evacuating here. Regarding Betwixt Fen, the Chief Executive confirmed to Mrs H. Norford that he would contact her directly to discuss and formulate response.

Mr N. Williams queried progress with the new legislation to allow IDBs to extend their areas. The Chief Executive reported that ADA was involved in the preparation of a statutory instrument linked to the Environment Act which related to rating information for a possible extension of (or new) IDB areas and they hoped to have this work completed by Spring/Summer 2023.

The Chief Executive stated that he would provide the EA with a map showing all the properties at risk from the River Torne. Mr C. McGuinness was not against the demaining of main rivers but emphasised that sufficient funds must also be transferred for maintenance; this had been discussed for several years now and little progress had been made. The Chief Executive was disappointed that there had been no progress since the initial pilot schemes and stated that IDBs could include the work in their annual programmes if given sufficient funds.

RECEIVED

2022.76 ENVIRONMENTAL REPORT

Officers gave the following report:

(a) Yorkshire Water Catchment Management - Launch Event

This Yorkshire Water initiative being delivered by Ricardo was to focus on a reduction of nitrate and pesticide concentrations in groundwater. The project was intended to run for seven years and officers would keep up to date with the development of it.

(b) Humberhead Levels Partnership

Doncaster Council were proposing the creation of a Biosphere reserve across the Humberhead Levels. This was a council initiative in its early stages and it was planned for the application to be submitted by June 2024. Biosphere reserves



were UNESCO initiated (The United Nations Educational, Scientific and Cultural Organisation), with currently 738 biosphere reserves in 134 countries. They were sites for testing interdisciplinary approaches to understanding and managing changes and interactions between social and ecological systems, including conflict prevention and management of biodiversity. These linked with DEFRA's Lowland Agricultural Peak Task Force chaired by ADA that was due to report shortly. The core zone was likely to be Thorne and Hatfield Moors, already designated a Site of Special Scientific Interest. Buffer zones and transition zones were as yet not determined.

(c) Local Wildlife Sites

The Board maintained Hassock Drain and Askern's Drain were designated Local Wildlife Sites. Both had been assessed to be in positive conservation management due to the Board's maintenance regime.

In response to Mr M. Houlbrook, the Operations Manager confirmed that he was liaising with Officers at DMBC regarding tree planting.

RECEIVED

2022.77 BYELAW APPLICATION – UNITY CONNECT AND LINK

(a) Cuckoo Lane Drain, Crook Tree Lane Drain, Crook Tree Lane Drain East, Thorne Road Drain, North Ings Drain and Pudding and Dip Drain

Officers reported on the above application.

Members felt that there was insufficient information available to make a decision and asked for a full report to be brought back to the next meeting.

RESOLVED

That Officers present a detailed report to the November Board meeting for consideration.

(b) Kirton Lane Pumping Station Upgrade and Relinquishment of Pissy Beds Pumping Station

Officers reported that development was progressing very quickly and at times the developer was getting ahead of consents especially in relation to Pissy Beds and Kirton Lane Pumping Stations. Whilst drainage and service was being maintained, the upgrade of Kirton Lane had not yet commenced. Officers were working closely with the Unity management team to resolve issues and get applications back ahead of works being undertaken.

RECEIVED

(c) Unity Energy

The Unity Energy Park had been revived and the drainage strategy historically agreed was being developed; this included the alteration of riparian and Board watercourses including two storage ponds. Unity Energy was keen to progress with the agreement for alteration and future adoption.

RECEIVED

2022.78 DELEGATED MATTERS – PLANNING, BYELAWS AND SUPERVISORY ROLE

(a) Byelaw Applications

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Officers reported the following consents which had been granted under delegated authority since the last Board meeting:

DEIDB/LDC/2022/019 Replacement of footbridge over Board maintained Rugged Carr Drain at national grid reference 467089 – 395470 in the parish of Austerfield

DEIDB/LDC/2022/020 Replacement of footbridge over Board maintained New Drain at national grid reference 466807 – 395698 in the parish of Austerfield.

DEIDB/LDC/2022/021 Replacement of three existing poles within 9m but no closer than 6.5 metres of the Board maintained Willoughby's Drain at national grid reference 460309 – 391795 in the parish of Styrrup.

DEIDB/LDC/2022/023 Increase in flow of 2.3 l/s to the Board maintained Borstal Drain via existing outfall pipe at national grid reference 467785 – 410474 in the parish of Hatfield.

RECEIVED

(b) Section 23 Applications

There had been no Section 23 consents granted under delegated authority since the last meeting.

RECEIVED

(c) Planning Applications

Officers reported on ten planning applications which had been dealt with since the last meeting. Appropriate comments relating to surface water drainage had been made and no objections raised.

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2022.79 ELECTION OF MEMBERS

The Registers of Electors were approved at the last meeting and advertised for inspection. A notice of election had been published on the Board's website for Nomination Papers to be returned by 12 noon on Friday 30th September 2022.

The Corporate Services Manager reported that two members no longer wished to stand for re-election (Messrs G. Parker and G. Platt) which left two vacancies on the Board. Other members had been re-elected as no additional nomination papers were received.

The Corporate Services Manager reported that the vacancies would be advertised on the website and asked members to let her know if they knew anyone who may be interested in joining the Board. She suggested that some training would be beneficial for members on the election process and the Board's electoral districts as there seemed to be some confusion following the reconstitution.

An update on membership would be given at the next meeting.

RECEIVED

2022.80 POLICY REVIEW

The Corporate Services Manager reported that policies were being reviewed across the Consortium to ensure compliance with legislation and ensure best practice. Joint

policies would be adopted across the Consortium where possible to improve consistency.

The attached Board's Byelaws had been amended in line with the model issued by DEFRA on 21st September 2021. Changes from the existing byelaws were as set out below:

Byelaw 2(b) – addition of “and drain works” after “watercourses”.

Byelaw 10, first line – addition of “(including fence)” after “or structure”.

Byelaw 23(b) – correction change “such Board” to “such Trust”.

Byelaw 31(b)(ii) – update to the Conservation of Habitats and Species Regulations 2017

Penalty Note – change “Section 37 of the Criminal Justice Act 1982” to “Section 12 of the Sentencing Act 2020”

If these minor changes were approved, the Byelaws would be sent to DEFRA for confirmation.

The attached WMC Members Code of Conduct had been reviewed and compared to the ADA/DEFRA model.

It was proposed by Mr P. Horne and seconded by Ms H. Norford that the two policies be approved and adopted by the Board.

Mr M. Houlbrook enquired whether members could use the Council's Declarations of Interest Form, rather than completing a separate document for the Board. The Chairman thought that a separate form needed to be completed for each body. The Corporate Services Manager agreed to check this with the Board's auditor.

RESOLVED

That the Land Drainage Byelaws and Members' Code of Conduct be approved and adopted by the Board.

#### 2022.81 ASSOCIATION OF DRAINAGE AUTHORITIES (ADA)

Officers reported that an ADA Annual General Meeting would be held on the 30th November 2022. Details were yet to be confirmed but members would receive invites in due course.

RECEIVED

#### 2022.82 DYNAMIC RISK REGISTER

Officers presented the attached Dynamic Risk Register which had been reviewed and circulated to members. Major points to note included the rise in energy costs, project delivery and knowledge gap.

RECEIVED

#### 2022.83 STAFFING

The attached notes of the WMC Joint Negotiating Committee were circulated together with the Terms of Reference. The Chairman emphasised that the Committee had no delegated authority and any decisions relating to pay and terms and conditions would be brought back to the Board for approval. It was noted that any changes would impact less on the Doncaster East Board as they only had one full-time and one part-

time directly employed staff, although it was noted that the recharge cost would be affected.

The Chief Executive stated that salaries of the two directly-employed staff had been reviewed a few years ago so these should be comparable, however, as a review of Direct Labour Organisation pay was being undertaken across the Consortium these would be reviewed early next year to ensure they were comparable. The Chief Executive highlighted issues around recruitment and retention of staff and reported that a Committee had been set up in Lincolnshire to discuss the development of staff within the industry. Mr M. Houlbrook stated that the councils were also experiencing problems with the recruitment of specialist staff.

The payment of an unconsolidated cost-of-living increase was generally supported to help staff through the current financial crisis but this would be discussed, together with the annual pay rise for 2023/24, at the November Board meeting, after discussions with staff at the Joint Negotiating Committee meeting in October.

RECEIVED

That the attached Committee Terms of Reference be approved.

2022.84 ANY OTHER BUSINESS

In response to Mr M. Brooke, the Finance Manager confirmed that, after development of the new solar park, the land would be transferred to the special levy.

CHAIRMAN