

HUMBER BRIDGE BOARD

18 OCTOBER 2019

PRESENT

Councillor Sean Chaytor (Hull City Council) (Chair)
Councillor Gary McMaster (East Riding of Yorkshire Council)
Councillor Stan Shreeve (North East Lincolnshire Council)
Peter Drenon (Humber LEP)
Lord Haskins (Humber LEP)

IN ATTENDANCE

Caroline Lacey (Interim Clerk)
Andrew Arundel (Head of Engineering and Infrastructure)
Andy Dalby (Head of Finance and Commercial)
Sharon Phillippi (Human Resources Manager)
Louise Hawkins (Democratic Services, Hull City Council)
Rob Walker (External Auditor, Mazars)
Joe Hornsby (External Auditor, Mazars)

Minute No.	Report No.	Business	Action by
524		APOLOGIES Apologies were received from Councillor Richard Hannigan.	
525		DECLARATIONS OF INTEREST No declarations of interest were received.	
526		MINUTES OF THE MEETING HELD ON 27 SEPTEMBER 2019 Agreed – that the minutes of the meeting held on 27 September 2019 be approved as a true and correct record.	
527	282	STATEMENT OF ACCOUNTS 2018-19 The Head of Finance and Commercial submitted a report which requested the Board to consider and approve the Statement of Accounts for 2018-19. R. Walker attended the meeting to present the External Auditor's Completion Report. He informed the Board that the majority of the external audit work had been completed there was still a small amount of work to be undertaken however it was expected to be completed over the next few	

days. A standard approach to the audit have been taken and it was confirmed that the presentation of the accounts and working documents had significantly improved from the previous year. There had been some difficulties encountered during the audit due to the absence of key members of staff from the Finance Team.

It was confirmed that the external auditor expected to issue an overall unqualified (clear) opinion.

There were some aspects of the Bridge that were very unusual in that the income was relatively low compared with the high value asset (the Bridge). The valuation of the Bridge did not follow the Local Authority practices in relation to asset valuation in that they were valued at cost.

The Audit Completion report set out the risks that had been identified which were standard. The pension liability was identified as a risk however it did not affect the day to day finances. The liability was an estimate and the external auditor had to be assured that the actuary was correct. It was confirmed that significant progress had been made against the recommendations of the previous year's audit.

There had been some issues encountered in relation to the working papers that had been provided however it was acknowledged that there had been a short lead in time from the appointment of the auditor to the audit taking place and the support provided by the staff at the Bridge Board had been good.

The External Auditor confirmed that the wording of the Letter of Representation was standard. It was commented by a member of the Board that the standard wording of the representation letters appeared to be strengthened each year.

The External Auditor went on to explain that some further work was required in relation to the tag income. There was an assumption that the money that had been collected had been deposited into the account however there were some complexities that needed to be clarified. The Head of Finance and Commercial explained that the current tolling system was not a financial system and the information had to be manually extracted and did not take into account any discounts.

A discussion around violations took place. The Head of Finance and Commercial confirmed that revenue from violations was only recognised when violations were paid. The amount of violations that were recovered was recorded separately. The information relating to violations

		<p>could be included in the finance report which was submitted to the Board.</p> <p>A discussion took place around the cashflow forecasts and a detailed medium term financial plan. It was confirmed that the Board had considered a cashflow forecast report and a target of a 2% increase in cash plus a 2% increase in inflation had been agreed.</p> <p>The Interim Clerk explained that it was planned to have a budget meeting in the early new year which would provide the Board with an opportunity to consider the maintenance plan and medium term financial plan.</p> <p>A Director of the Board queried why the officer remunerations had not been disclosed within the accounts. The External Auditor explained that parts of the Humber Bridge Board Act referred to the CIPFA Code of Practice however the Board was not obliged to publish officer salaries. There had been concerns raised that by publishing the salaries the Board would be in breach of the General Data Protection Regulations (GDPR).</p> <p>The Interim Clerk explained that there were a number of options that could be looked at in relation to the inclusion of officer salaries in future accounts. The Board could either write to individual officers to seek their agreement for their salaries to be published; the Board could have the publication of salary written into the relevant employment contracts, or the Board could publish salary bands in a similar way to private companies.</p> <p>The Board acknowledged that a significant amount progress had been made since the previous year and the Directors thanked the staff at East Riding of Yorkshire Council which had provided support through the audit process.</p> <p>Agreed –</p> <ol style="list-style-type: none"> a. That the Board delegated the signing of the accounts to the Chair, following the completion of the External Audit, on the proviso that there are no material changes that would impact on the Board’s underlying financial position; b. That the Letter of Representation be approved, and c. That the External Auditor’s Completion Report and the recommendations set out therein be accepted. 	<p>(a-c)Interim Clerk/Head of Finance and Commercial</p>
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528		<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>Agreed - that in accordance with the provisions of the Board's Standing Orders 1.11 and 1.12 the public (including the press) be excluded from the meeting for the following item of business, minute as the report and appendix contain information in relation to relating to the financial and business affairs of the Board and others and the public interest in making decisions in relation thereto outweighs the public interest in transparency in decision making.</p>	
529	283	<p>WYKELAND UPDATE</p> <p>Minute of meeting exempt pursuant to Regulation 20 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in that it will disclose information relating to the financial and business affairs of any particular person (including the authority holding that information an individual and the public interest in maintaining the exemption outweighs the public interest in disclosing the information pending resolution.</p>	