

A MEETING OF THE BROADS (2006) INTERNAL DRAINAGE BOARD WAS HELD AT HICKLING BARN COMMUNITY CENTRE, TATE LOKE, HICKLING, NORWICH, NR12 0YU ON THURSDAY, 05 JUNE 2025 AT 10.00 AM

Elected Members	Appointed Members
	Broadland D C
* H Alston	* N Brennan
* L Baugh	* S Catchpole
J Blackburn	* J Copplestone
* J Burton	* J Davis
* R Buxton	* G Nurden
* T Cator	North Norfolk DC
* J Chapman	K Bayes
* S Daniels	* H Blathwayt
* I Deane	* A Fitch-Tillett
* G Gay	L Paterson
* M Harris	* P Porter
* D Roll	C Ringer
F Sharman	A Varley
* J Tallowin	Vacancy
E Wharton	Vacancy
* S Wright	Great Yarmouth B C
Vacancy	* M Bird
Vacancy	G Freeman
Vacancy	* N Galer
	T Wainwright
	Vacancy
	Jointly Appointed
	B Lawn
	*Present (59%)

Robin Buxton in the Chair

In attendance:

Grace Burton (Senior Business Support Officer), Tom Hunter (Area Manager East Anglia), Sallyanne Jeffrey (Chief Financial Officer), Kari Nash (Project Delivery Manager), and Matthew Philpot (Deputy Chief Executive)

Members of the Public:

Andrea Kelly (Broadlands Authority)
Daniel Hercock (RSPB)
Alex Higgs (National Trust)

ID	Broads (2006) IDB, Minute	Action
28/25	WELCOME AND APOLOGIES FOR ABSENCE	

ID	Broads (2006) IDB, Minute	Action
28/25/01	Apologies for absence were received on behalf of John Blackburn, Geoffrey Freeman, Caroline Laburn, Luke Paterson, Fred Sharman, Ed Wharton and Phil Camamile.	All members
28/25/02	The Chairman welcomed everyone to the meeting, particularly Andrea Kelly from the Broads Authority, Daniel Hercock from the RSPB and Alex Higgs from the National Trust who attended as members of the public.	
29/25	DECLARATIONS OF INTEREST	
29/25/01	Robin Buxton declared an interest in the Capital Works Overview and Project Development Update regarding Horsey Estate, (page 14 of the Report Book). RESOLVED that this be noted.	
30/25	GIFTS AND HOSPITALITY REGISTER FOR 2024/25	
30/25/01	The Chief Financial Officer asked all Board members to declare any gifts and hospitality over the value of £30 which they had received between 1 April 2024 and 31 March 2025 to Business Support by 30 June 2025. RESOLVED that this be actioned.	
31/25	MINUTES OF THE LAST BOARD MEETING	
31/25/01	The minutes of the last Board meeting held on 30 January 2025 were confirmed as a true record and signed by the Chairman. There were no matters arising.	
32/25	HEALTH, SAFETY AND WELFARE PERFORMANCE REVIEW	
32/25/01	The Health, Safety and Welfare Performance Review, (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	
33/25	CAPITAL WORKS PROGRAMME OVERVIEW AND PROJECT DEVELOPMENT UPDATE	
33/25/01	The Capital Works Programme Overview and Project Development Update, (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
33/25/02	The Project Delivery Manager informed the Board that a new consultation on the revised funding arrangements had been released with responses due by 29 July 2025. The consultation was proposing that projects up to £3 million would receive 100% Grant in Aid funding, while projects exceeding £3 million would receive 90% Grant in Aid funding. It was noted that the consultation did not provide details on how projects would be prioritised. RESOLVED that this be noted.	
33/25/03	The Chairman emphasised the importance of the Board issuing a strong response to express its concerns regarding how the remaining 10% would	

ID Broads (2006) IDB, Minute	Action
be raised, noting that it represented a significant sum. The Project Delivery Manager would be submitting a response on behalf of each Board in the WMA. RESOLVED that this be noted.	
33/25/04 James Chapman informed the Board that he had raised questions with Mr Tom Jones, Project Delivery Engineer, concerning inefficiencies associated with BAM Nuttall. He advised that he had expressed concerns about the contractor deploying an excessive number of operatives to perform a low-level task, which he considered an unnecessary use of funds. He stated that BAM Nuttall should be held accountable for this lack of efficiency. RESOLVED that this be noted.	
33/25/05 Mr Tallowin agreed with the concerns expressed by James Chapman regarding the contractor's inefficiency, mentioning the construction of overly excessive roadways at Potter Heigham and an unnecessarily large compound at Horsey. He considered both to be an inefficient use of funds. The Project Delivery Manager stated that the access tracks at Potter Heigham finish at the compound and the large compound at Horsey had been identified with BAM Nuttall reducing the size. However, a larger compound was required as Martham PS had been delayed until 2026. The depth of access tracks and compound was required due to the poor ground conditions and the heavy machinery required for piling and receiving deliveries. RESOLVED that this be noted.	
33/25/06 Jo Copplestone enquired about the Board's governance arrangements in relation to large capital works projects. RESOLVED that this be noted.	
33/25/07 Ms Fitch-Tillett enquired who within the Water Management Alliance (WMA) was responsible for overseeing the contractors on project sites. RESOLVED that this be noted.	
33/25/08 The Project Delivery Manager informed the Board that Mr Tom Jones, Project Delivery Engineer, attended the site twice per week, and that our Supervisor from Jacobs attended once per week RESOLVED that this be noted.	
33/25/09 The Chairman stated that he believed valuable knowledge had been gained from the Norton Pump Project and that the officers had acquired significant experience as a result. He reminded members that there was an existing opportunity to approach Mr Tom Jones directly but suggested that a more formal arrangement be introduced, such as a monthly feedback session with the officers. RESOLVED that this be noted.	
33/25/10 The Project Delivery Manager informed the Board that Waveney, Lower Yare & Lothingland IDB had established a Committee to oversee the delivery of the Benacre scheme and suggested that a similar arrangement be considered for the Broads IDB. RESOLVED that this be noted.	
33/25/11 The Board agreed to set up a Project Committee to oversee delivery of the Upper Thurne project (proposed by Jo Copplestone, seconded by Angie Fitch-Tillett, and unanimously agreed). The Project Delivery Manager advised that she would produce Terms of Reference for the Committee, which would be circulated with the unconfirmed minutes of this meeting. RESOLVED that this be actioned.	KN

ID	Broads (2006) IDB, Minute	Action
	<i>Post meeting note: The Terms of Reference are deemed approved, pending any objections or concerns raised by members prior to the first sub-committee meeting. The sub-committee will meet monthly starting on 2 July. The sub-committee will consist of Robin Buxton (Chair), Jon Burton, James Chapman, Ian Deane and Angie Fitch-Tillett. The committee shall be issued:</i> <i>the Supervisor reports on a weekly basis.</i> <i>the Engineering and Construction Contracts Project Manager's (ECC PM) monthly report</i> 34/25 PROJECT DELIVERY REPORT 34/25/01 The Project Delivery Report, (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom: 34/25/02 The Project Delivery Manager agreed to reword point 2.2 on page 19 of the report book, as the current wording was considered unclear. RESOLVED to be actioned. <i>Post meeting note:</i> <i>2.2 The Yare Outline Business Case (OBC) identifies the following preferred options to manage water levels and flood risk:</i> <i>• Replacement pumping stations at.</i> <i>- Breydon (Broads IDB),</i> <i>- Burgh Castle (Waveney, Lower Yare IDB),</i> <i>- Langley Double (Waveney, Lower Yare IDB),</i> <i>- Langley Monks (Waveney, Lower Yare IDB),</i> <i>The existing pumping stations at Burgh Castle, Breydon, Langley Double and Langley Monks will be decommissioned.</i> <i>• Consolidation of Buckenham and Cantley (both Broads IDB) catchments with a replacement pumping station at Cantley and a connecting culvert beneath Hassingham Beck, linking the two catchments. The existing Buckenham and Cantley pumping stations will be decommissioned.</i> 35/25 OPERATIONS REPORT 35/25/01 The Operations Report, (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom: 35/25/02 The Area Manager's recommendation to replace the existing two Doosan excavators with two new JCB 140LX LC excavators was considered in detail and approved. RESOLVED that this be actioned. 36/25 ENVIRONMENTAL REPORT 36/25/01 The Environmental Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	KN TH

ID Broads (2006) IDB, Minute	Action
36/25/02 The Chairman expressed how critical it is for the WMA or ADA to represent our IDBs on a local Beaver Management Group. RESOLVED that this be noted.	
36/25/03 The Deputy Chief Executive informed the Board that he, together with the Environmental Manager, had been preparing a detailed paper outlining the risks associated with the release of beavers. He further advised that a supporting policy was also being developed. It was noted that both documents would be presented at the next Board meeting. RESOLVED that this be actioned.	MP/CL
36/25/04 The Chairman and Harry Blathwayt requested that an update regarding the Pennywort situation be presented at the next Board meeting. RESOLVED that this be actioned.	CL
37/25 SUSTAINABLE DEVELOPMENT REPORT	
37/25/01 The Sustainable Development Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	
38/25 SCHEDULE OF PAID ACCOUNTS	
38/25/01 The Schedule of Paid Accounts for the period 01 January 2025 to 31 March 2025 totalling £1,807,243 (a copy of which is filed in the Report Book) was considered in detail and approved for publication on the WMA Group's website. There were no matters arising.	
39/25 INTERNAL AUDIT REPORT FOR 2024/25	
39/25/01 The detailed Internal Audit Report for 2024/25 that forms part of the Annual Governance and Accountability Return for 2024/25 as prepared by the Board's Internal Auditor, together with the Management Team's responses and recommended actions, (copies of which are filed in the Report Book), were considered in detail and approved. There were no matters arising.	
40/25 APPOINTMENT OF INTERNAL AUDITOR FOR 2025/26	
40/25/01 It was agreed and thereby RESOLVED to reappoint TIAA as the Board's Internal Auditor for 2025/26. In doing so, the Board: (i) is satisfied that the Internal Auditor is independent (see Practitioners' Guide 2025 Paragraphs 1.35 and 4.11). (ii) approves the internal audit programme of work for 2025/26 (a copy of which is filed in the report book), having regard to the key risks identified in the Risk Register (see Practitioners' Guide 2025 Paragraphs 1.34 and 4.16); and	

ID Broads (2006) IDB, Minute	Action
(iii) is satisfied with regard to the competence of the Internal Auditor and approves the letter of engagement (see Practitioners' Guide 2025 Paragraphs 1.35, 4.1 and 4.13), including the signed letter of engagement.	
41/25 FINANCIAL REPORT	
41/25/01 The Financial Report and reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2025, was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.	
42/25 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25	
42/25/01 The Annual Governance Statement shown in Section 1 of the Broads Internal Drainage Board Annual Governance and Accountability Return for the year ending 31 March 2025 was considered in detail and approved.	
42/25/02 The Accounting Statements shown in Section 2 of the Broads Internal Drainage Board Annual Governance and Accountability Return for the year ending 31 March 2025 were considered in detail and approved.	
43/25 DATE OF COMMENCEMENT PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS	
43/25/01 It was agreed and thereby RESOLVED to publish the notice for the exercise of public rights on the Board's website and in the office reception, that the Accounts, year ending 31 March 2025 would be available for inspection for the 30-working day period commencing Tuesday 01 July 2025 and ending on Monday 11 August 2025.	
44/25 RISK REGISTER	
44/25/01 The Risk Register showing material changes and those risks with a risk assessment matrix score of ≥ 6 (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	
45/25 REGISTER OF ELECTORS	
45/25/01 The Register of Electors as at 01 April 2025, (a copy of which is filed in the Report Book) was considered in detail and approved, in accordance with Rule 3 (11) of the Land Drainage (Election of Drainage Board Members) Regulations 1938 (as amended). It was noted that no objections had been received during the inspection period, as advertised. There were no matters arising.	
46/25 OFFICIAL COMPLAINTS AND OTHER FEEDBACK	

ID Broads (2006) IDB, Minute	Action
46/25/01 The Official Complaints and Other Feedback Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	
47/25 CO-OPTION OF MEMBER	
47/25/01 It was agreed and thereby RESOLVED to co-opt Daniel Hercock as a Board member to fill the casual vacancy in the Yare Electoral Division for the remainder of the current 3-year term to 31 October 2025 with immediate effect, (proposed by Jo Copplestone, seconded by George Gay, and unanimously agreed).	
47/25/02 It was agreed and thereby RESOLVED to co-opt Alex Riggs as a Board member to fill the casual vacancy in the Stalham Electoral Division for the remainder of the current 3-year term to 31 October 2025 with immediate effect, (proposed by Sue Catchpole, seconded by Henry Alston, and unanimously agreed).	
48/25 DATE OF NEXT MEETING	
48/25/01 It was agreed that the next scheduled Board meeting would take place as a face-to-face meeting at Hickling Barn Community Centre on Thursday, 13 November 2025 at 10.00 am. RESOLVED that this be noted.	
49/25 ANY OTHER BUSINESS	
49/25/01 James Chapman asked if there had been an update on the culvert for the Repps catchment.	
49/25/02 The Deputy Chief Executive informed the members that the culvert had been purchased under Tranche 2 funding and implementation was imminent. RESOLVED that this be noted.	
49/25/03 Harry Blathwayt informed the Board that George Freeman's Private Members Bill was still open for input and that they should contact Fiona at the County Council for further information. RESOLVED that this be noted.	
49/25/04 The Chairman congratulated the Area Manager and his team on their work at Brograve. RESOLVED that this be noted.	
50/25 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC, WITH LEAVE OF THE CHAIRMAN	
50/25/01 Andrea Kelly, representing the Broads Authority, expressed gratitude to the members for their participation in the Deer Drone Survey, which highlighted the increasing deer population across Norfolk. She encouraged Board members to support a crowdfunding initiative led by the Norfolk Farming and Wildlife Advisory Group (Norfolk FWAG) seeking £10,000, to be matched by Norfolk County Council, for the introduction of a Coordinator deemed essential to the project. Further information was	

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provided via the following links: https://www.crowdfunder.co.uk/p/norfolk-venison-strategy Deer surveys Andrea Kelly also informed the members about the Farming in Protected Landscapes grant awarded by the Broads Authority and encouraged members to apply. Further information was provided at the following link: Farming in Protected Landscapes	
51/25 CONSORTIUM MATTERS	
51/25/01 Unconfirmed minutes and Report Extracts The unconfirmed minutes and report extracts taken from the Consortium Management Committee (CMC) meeting held on 25 April 2025 were considered in detail and approved. There were no matters arising.	
51/25/02 WMA Group's Supplier Performance Policy The WMA Group's Supplier Performance Policy for the next 3-year period (a copy of which is filed in the Report Book), was considered in detail, and adopted. There were no matters arising.	
51/25/03 WMA Group's Charging Policy A report proposing an amendment to the WMA Group's Development Control Charges and Fees Charging Policy (a copy of which is filed in the Report Book) was considered in detail. It was agreed and thereby RESOLVED to amend the Development Control Charges and Fees Charging Policy to include the charges as shown in tables 1 and 2 of the report.	
51/25/04 WMA Annual Carbon Report for 2023/24 The WMA Group's Annual Carbon Report for 2023/24 (a copy of which is filed in the Report Book) was considered in detail and adopted. Arising therefrom:	
51/25/05 The Deputy Chief Executive agreed to review the original version of his briefing paper on HVO fuels and verify his sources prior to sending it to Jan Davis. RESOLVED that this be actioned.	MP
51/25/06 Items for discussion at the next CMC meeting There were no items raised by members for discussion at the next CMC meeting on 27 June 2025. Should members wish to raise any item for discussion at the next meeting, they should contact any of the Board's representatives: the Chairman, Vice-Chairman and Simon Daniels, or the Chief Executive directly.	

52/25 CONFIDENTIAL BUSINESS

52/25/01 It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act 1960 and the Board's Standing Orders.

HEALTH, SAFETY AND WELFARE PERFORMANCE REVIEW

For the period January 2025 to April 2025

1. LEARNING EVENTS

- 1.1 In February an excavator became stuck undertaking recharge work in the Broads IDB area. This was work on Coleman's Drain near Acle (EA Main River). In this event the excavator tracks to the rear sank into very soft ground. Due to the angle of the excavator the operator decided to stop rather than slew again to attempt to pull out. The IDB had a second excavator close to the site, so were able to attend site and use the second excavator to pull as part of a planned removal. No injury or damage resulted in this event.

Learning points were taken as follows:

- Working area was unfamiliar and ground conditions very soft in places. The Operations Manager had spoken to a contractor that had worked on this watercourse previously. On review a more cautious approach could have been taken with mats used throughout the works.
- The removal of the stuck excavator was done in accordance with the generic risk assessment and associated control measures for such an activity. The operatives involved were well informed and prepared, and the removal was done efficiently and safely.
- Understanding the risk of the situation getting worse, the operator made a good call to ask for help, which in this case was timely and easy to arrange.

The event, generic risk assessment and control measures for recovering stuck excavators were reviewed with operatives during a depot meeting in February.

- 1.2 Boards to report near misses and suggestions have been provided at both the Martham and Pierpoint depots, and a further board will be provided soon at the Islington Depot. They have simple tickets on which any member of staff can note details of a near miss, concern or suggestion relating to health & safety, welfare or the environment. The tickets can be posted onto the board any time for review and action by managers. Operational staff will be encouraged to make use of the system during depot meetings.

2. ACCIDENTS

- 2.1. One accident occurred during this period, as detailed below.

<u>Date</u>	<u>Board</u>	<u>Accident Type</u>	<u>RIDDOR Reportable</u>	<u>Details</u>
03/03/2025	NRIDB	Minor shoulder injury	No	Operative pulled muscle in shoulder whilst moving trailer by hand. Noticed the next day – no time off work.

This was a minor injury noted in the accident book as a precaution.

3. TOOLBOX TALKS & TRAINING

Toolbox talks:

- Water vole mitigation changes: Operations Managers (Eastern), January 2025
- Removing stuck excavators – Ops Staff, Martham Depot - February 2025
- Temporary Works – Ops Staff, Martham Depot – March 2025
- Pollution Incident Procedure – Ops Staff, Pierpoint Depot – April 2025
- Pollution Incident Procedure – Ops Staff, Martham Depot – May 2025

Training

- CiTB Temporary Works Supervisor – Key operatives BIDB, NRIDB – March 2025
- CiTB Temporary Works Coordinator – BIDB, NRIDB, ESWMB, MEICA Managers – March 2025
- CDM Regulations and Roles – Operations Managers and Projects team staff – April 2025

4. UPDATES TO GENERIC RISK ASSESSMENTS (GRA) & SAFE SYSTEMS OF WORK

4.1. Review completed to all GRA's during January and February.

Minor updates to the following GRA's

- GRA03: Weedcutting by hydraulic machines
- GRA04: De-silting by hydraulic machines
- GRA05: Unloading & stacking materials
- GRA08: Operation of tractors, 180 & 360 diggers
- GRA10: Use of chainsaws
- GRA12: Use of trimmers
- GRA13: Unblocking culverts
- GRA14: Working near OHPL
- GRA18: Operation of telehandler
- GRA20: Removing stuck machine
- GRA21: Use of pressure washer
- GRA22: Cutting and grinding with portable angle grinder
- GRA23: Weils disease
- GRA24: Wood chipper

New GRA's

- GRA 29: Use of quad bike

5. HEALTH & SAFETY INSPECTIONS

5.1. Alliance lifting checks – 6 monthly

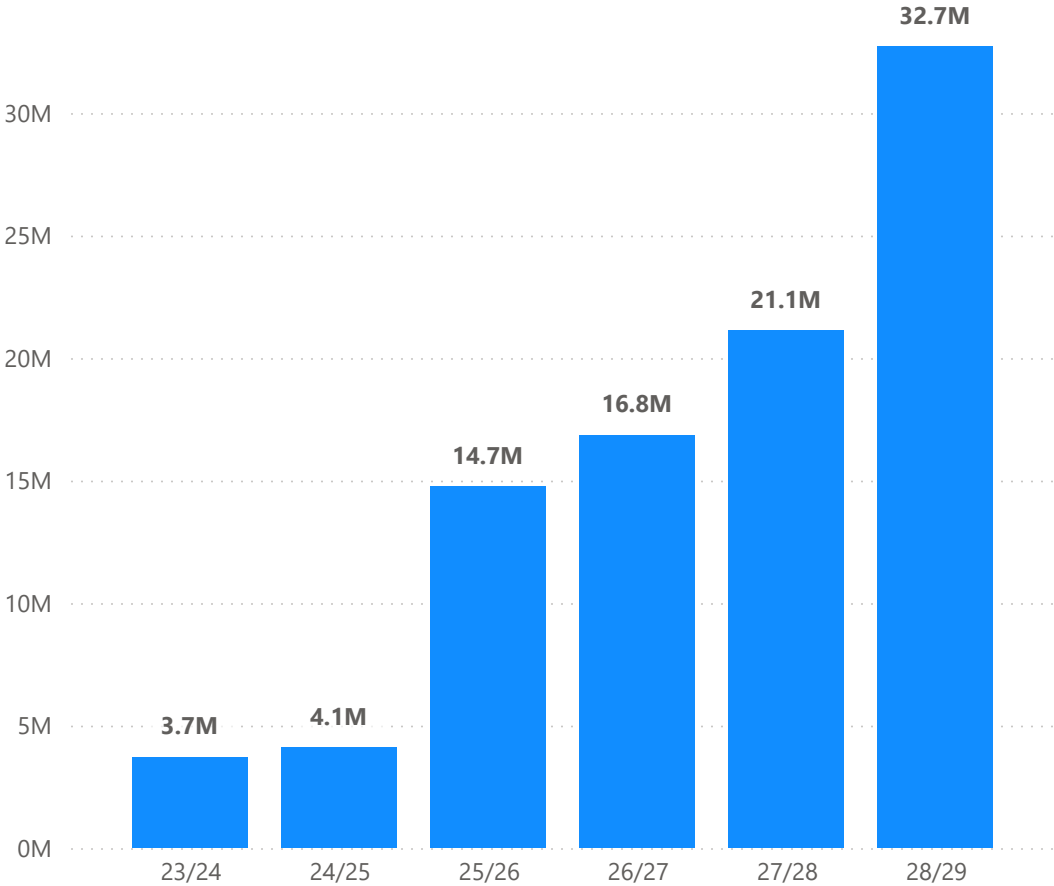
5.2. Copes H&S visits to BIDB (Martham Depot) and KLIDB

Tom Hunter
AREA MANAGER

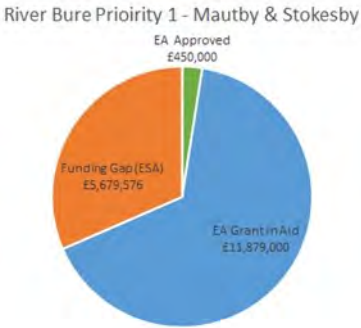
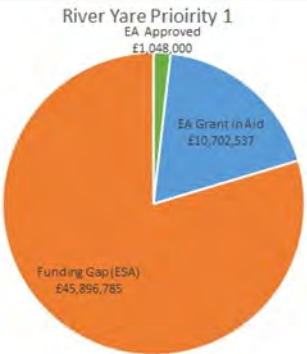
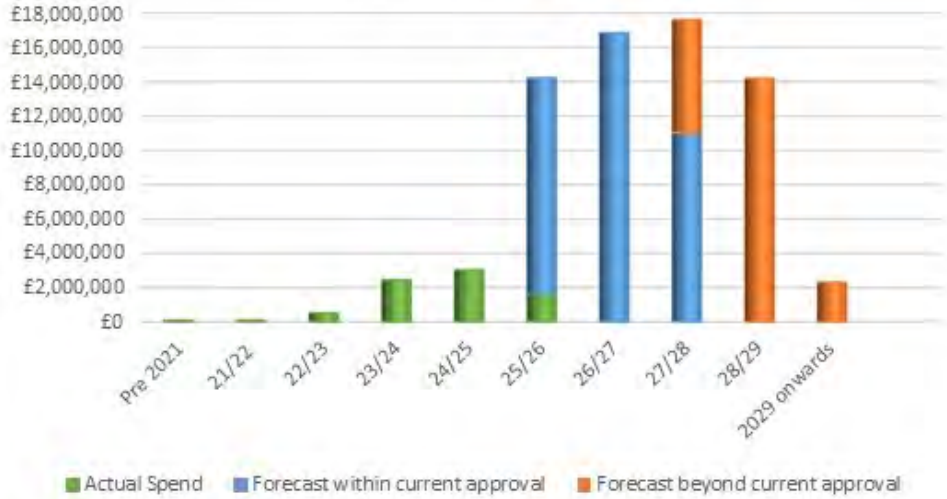
BROADS IDB - CAPITAL WORKS PROGRAMME OVERVIEW & PROJECT DEVELOPMENT REPORT
FOR THE PERIOD 16 JANUARY 2025 TO 22 MAY 2025

Actual Spend (21/22 - 24/25)	2025/26 Forecast	Variance	26/27 Forecast	Variance	Works forecast beyond 2027
8.5M	14.7M	-	16.8M	-3.8M	309.9M

Expenditure Profile by Year



Upper Thurne Forecast



PROJECT DELIVERY REPORT

For the period 16 January to 22 May 2025

1. UPPER THURNE INTEGRATED DRAINAGE IMPROVEMENTS

- 1.1 The detailed design for all 13 pumping stations within the project is now complete. A review of the programme, asset condition and catchment requirements has subsequently been undertaken and following further prioritisation 11 of the 13 pumping stations are currently being taken forward in this programme with Heigham Holmes and Somerton North currently deferred.
- 1.2 Construction of Package 1 sites comprising Horsey, St Benets, Martham and Potter Heigham commenced in February 2025 by Bam Nuttall Ltd (Bam).
- 1.3 Following a significantly delayed allocation process the Environment Agency advised the WMA officers on the 12 March 2025 that the confirmed funding allocation for 2025/26 is £10,818,431, a shortfall of circa £6,475k required to deliver the Boards contractual obligations. WMA officers challenged the allocation, however the National Project Management Office (PMO) confirmed that there was no funding available to increase the allocation. This message was reinforced at the RFCC meeting of 14 March 2025.
- 1.4 To ensure the Board are not directly liable to fund the shortfall in Grant allocation WMA officers took urgent action to remove two of the sites from the 2025 programme of works (Martham and Potter Heigham). Horsey and St Benets are retained. Bam were instructed of the de-scope on 27 March 2025. These sites are planned to recommence Spring 2026. The current programme has been extended by one year with construction of the 11 stations forecast to complete in Summer 2029.
- 1.5 Bam are currently developing the quotation for the de-scope which should be received by the WMA project team by 6 June 2025.
- 1.6 WMA officers produced a technical note highlighting the impact to the project including indicative total cost increases which has been issued to the Environment Agency and states clearly that the shortfall in funding and resulting de-scope of two sites has caused significant disruption including impacts to local stakeholders, landowners, suppliers and service / utility providers and will result in increases to the total cost.
- 1.7 Due to contractual obligations and abortive cost of terminating orders, procurement of the trash systems, pumps, and steel sheet / H-piles for Martham and Potter Heigham have been retained. These will be free issued to the Contractor when the sites recommence.
- 1.8 The project continues to experience delays in receipt of Marine Management Organisation (MMO) and Environment Agency Water Transfer licence applications. The MMO application is approaching 12 months and WMA officers are feeding this information to the Environment Agency.
- 1.9 In light of the significant lead in times experienced for third party consents, applications for the Flood Risk Activity Permit and MMO for the remaining programme of works have been submitted.
- 1.10 Leases for the St Benets and Horsey pumping stations have been agreed and the purchase of land associated with Martham and Potter Heigham pumping stations is in progress with the Board solicitors. WMA officers continue to engage with stakeholders and have attended Parish Council and National Trust volunteer meetings to present on the project.

1.11 Construction progress:

Works related to water vole mitigation have been completed at the de-scoped sites to ensure the mitigation was not abortive which would have resulted in unacceptable damage to designated species.

Potter Heigham –

Construction of the access track and contractors compound, replacement culvert, drain widening / desilting, and undergrounding of UK Power Networks cables is complete. The contractors compound will be retained until works recommence in Spring 2026. Fencing and a secured gate has been installed to the access track to prevent unauthorised vehicular access, however informal pedestrian access through the site has been maintained following consultation with locals. Bam have demobilised from site.



Completed culvert, reinstated fencing, drain works and UKPN cabling.



Reinstated fencing and gate at Potter Heigham, access track and contractors compound.

Martham –

Construction of the permanent access track including French drain and undergrounding of UK Power Network cables is complete. Construction of an additional culvert is due to be completed by the Board meeting. Bam will demobilise from site late May / early June.



Permanent access track in construction, French drain installed to prevent pooling

St Benets –

Construction of the contractors compound, culverted crossing, and crane pads (temporary works) is complete. The existing pumping station has been demolished with water levels being managed by the contractor. The 22m long steel sheet piles have been delivered to site and piling commenced by use of tracked excavator mounted piling equipment in May. These will form both the permanent (wet well) and temporary (outfall structure) cofferdams.



Installation of H-piles and temporary sheet piles



Installation of permanent H-piles and temporary sheet piles

Horsey –

Construction of the new culvert, permanent access track and temporary compound area is complete. Piling is due to commence June 2026.



Construction of the new culvert, permanent track, and temporary site compound underway

THOMAS JONES, PROJECT DELIVERY ENGINEER

2. RIVER YARE WATER LEVEL MANAGEMENT IMPROVEMENTS

- 2.1 The Outline Business Case (OBC) for the River Yare Water Level Management Improvements (WLMI) is nearing completion.
- 2.2 The OBC identifies the following preferred options to manage water levels and flood risk are:
- Replacement pumping stations at Burgh Castle (Waveney, Lower Yare IDB), Breydon (Broads IDB), Langley Double (Waveney, Lower Yare IDB), Langley Monks (Waveney, Lower Yare IDB), and replacement inlet structure at Stracey Arms (Broads IDB). The existing pumping stations at Burgh Castle, Breydon, Langley Double and Langley Monks, along with the existing inlet at Stracey Arms will be decommissioned.
 - Consolidation of Buckenham and Cantley (both Broads IDB) catchments with a replacement pumping station at Cantley and a connecting culvert beneath Hassingham Beck. Existing Buckenham and Cantley pumping station to be decommissioned.
- 2.3 The following tasks have been completed:
- Economics summary and Partnership Funding Calculator produced.
 - Outline Business Case text drafted.
- 2.4 The OBC is scheduled to be completed in July 2025.

3. RIVER BURE WATER LEVEL MANAGEMENT IMPROVEMENTS

- 3.1 The River Bure Water Level Management Improvements (WLMI) study project received approval in 2021 to develop an Outline Business Case (OBC) for 12 pumping stations. Following award, a number of comments were raised during the Large Project Review Group (LPRG) assurance of the Upper Thurne IDI OBC. These have been noted in the lessons log and taken forward developing future studies. The lessons relate to the lack of site investigation, ecological surveys, and design. The learning point is to adopt the principles outlined within the FCERM appraisal guidance document and complete an assessment of proportionality to ensure that there is sufficient detail to robustly justify the preferred option.
- 3.2 Due to the above lessons learnt and the uncertainties surrounding funding the construction phase, the scope of this study will be reduced to match the funding secured. The study will consider two pumping stations, namely Stokesby and Mautby. These are considered the highest priority due to condition and consequence of failure.
- 3.3 An FCERM4 to change the scope has been approved by the Environment Agency on 7 May 2025.
- 3.4 The OBC is due to be completed in December 2025.

ADAM THURTLIE, PROJECT DELIVERY ENGINEER

BROADS IDB OPERATIONS REPORT

For the period February to May 2025

1. MAINTENANCE WORK

- 1.1. Board machines have carried out maintenance in the following catchments:

Halvergate (Breydon)	Tunstall
7 Mile	5 Mile
Ashtree	Horsey
Horning Grove	Irstead
Hempstead Waxham North	Postwick

- 1.2. Board M&E staff have undertaken the full mechanical servicing of the main pumping infrastructure at the following pumping stations:

Somerton N	Somerton S
Thurne	Repps Hermitage
Hickling Eastfield	Horse Fen
Sutton	Irstead
Wayford Bridge	
Mautby	Stokesby
Tunstall	Ashtree
Postwick	Buckenham
7 Mile	

- 1.3. Board M&E staff have undertaken other maintenance and repairs of the main pumping infrastructure at the following pumping stations

Tunstall – Pump re-installed and removed temp
 Sutton - Flap door repair
 Mautby - Top bearing re grease
 Stokesby - Top Bearing re grease

- 1.4. New telemetry hardware has been procured for all pumping stations with funding through Tranche 2 of the IDB Fund. The Board M&E team have been managing the specifications and procurement and have undertaken installation alongside the supplier (Lee-Dickens Ltd.) at the following pumping stations:

Dilham Tonnage Bridge
 Upton Doles

Installation will be rolled out across all pumping stations over this financial year, following a specific programme to maintain access to telemetry monitoring across the network of pumping stations as the work progresses.

- 1.5. The M&E team has also undertaken pumping station servicing and maintenance across the East Suffolk WMB and Waveney, Lower Yare & Lothingland IDB areas, with time re-charged accordingly to those Boards.

2. RECHARGEABLE WORKS

- 2.1. The following works have been undertaken by the Broads IDB on behalf of others:

Job	Work undertaken	Client
Coleman's Drain, Acle	De-silting of small main river watercourse	EA (PSCA)

Flood defence vegetation management	Routine grass cutting – initial cuts in March and April	EA (PSCA)
Flood defence vegetation management	Tree work to remove dead trees and improve access for flood defence maintenance (Thurne and Waveney)	EA (PSCA)
Thurne Staithe	Repair of timber quayheading boards where failing and to protect flood defence level.	EA (PSCA)
St Benets Pumping Station	Removal of old pumping station	IDB capital funded project
Halvergate Bosman Windmill	Service of wind pump	
Fritton Lake	Emergency dam repair	Essex & Suffolk Water
Acle Bridge footpath	Culvert install on drain crossings to improve access	Broads Authority

The Broads IDB has a good reputation for delivery of work and officers prioritise recharge work to projects within the IDB area that help deliver benefits to the area.

3. MAIN RIVER FLOODING

None

4. DRAIN ADOPTIONS / MAP UPDATES

None

5. PLANT & STAFF

- 5.1. At the previous Board meeting in January, members of the Board expressed an interest in an overview of the plant, equipment and staff owned or employed by the Broads IDB.
- 5.2. The following table provides a schedule of plant and equipment and a note on use.

Plant / Equipment	Use
Doosan 14T 360 tracked excavator	Routine drains maintenance
Doosan 14T 360 tracked excavator	Routine drains maintenance
New Holland Tractor with Herder Hedge Cutter & Wire Watcher	Routine drains maintenance
Telehandler AU69 CCX	Yard work, pump servicing/repairs, recharge
Tool-Trak (c/w Trailer)	Flood bank grass cutting (EA – PSCA)
Reform grass cutting mower	Flood bank grass cutting (EA – PSCA)
Polaris All-Terrain Vehicle	Recharge work
Flail Head - Mower	Routine drains maintenance and recharge
Extension Arm	Routine drains maintenance
Extension Arm	Routine drains maintenance
Herder Weedbasket	Routine drains maintenance
Herder Weedbasket	Routine drains maintenance
Weedbasket	Routine drains maintenance
Herder Weedbasket (spare)	Routine drains maintenance
Landreus Weedbasket (spare)	Routine drains maintenance

LM186 TriAxle Flat Bed Trailer	General all works
LM186 TriAxle Flat Bed Trailer	General all works
Twin Axle Tipper Trailer	General all works
TT3017 Tipper Trailer	General all works
Fuel Bowser (Towable)	General all works
Welfare unit - Comfort Space	Recharge work
Welfare unit - Boss Eco	Recharge work
Boss Cabins Tool Space	Recharge work
2ft Towed Sheepsfoot Roller	Recharge – embankment works
Perkins GCB300A Generator	General back up / emergency
Flygt Submersible Temporary Pump 6/8"	Electric submersible – spare/emergency
Selwood D200 Pump (0516042SD)	8" diesel – emergency and recharge
Selwood D200 Pump (0516052SD)	8" diesel – emergency and recharge
Selwood D200 Mobile pumps	8" diesel – Lowestoft flood barrier (recharge)
Selwood D200 Mobile pumps	8" diesel – Lowestoft flood barrier (recharge)
S100 CAT C2.2 Super Silent Pump & Trailer	4" diesel – Lowestoft flood barrier (recharge)
S100 CAT C2.2 Super Silent Pump & Trailer	4" diesel – Lowestoft flood barrier (recharge)
Hot water pressure washer	Routine drains maintenance (washdown on some designated sites)
GPS Trimble R12i Model 60	General surveys and recharge work
Toyota Hilux AU72 WWA	BIDB Ops Manager
Toyota Hilux AO69 CVM	Recharge work – EA
Toyota Hilux AO69 AWU	M&E Team
Toyota Hilux AU69 YWJ	M&E Team
Toyota Hilux AP70 OWC	M&E Team
Toyota Hilux AU21 WUV	M&E Team
Toyota Hilux AU21 WVH	M&E Team
Ford Ranger AE18 NMO	Recharge work - CPE
Toyota Hilux AP73 VBA	Recharge work - CPE
Toyota Hilux AP73 UJU	Recharge work - CPE

5.3. Below is a list of staff currently employed by the Broads IDB with a note on their general duties.

- Adrian Brooks (Tractor & Flail operator on main drain maintenance)
- Alan Cullingford (Excavator operator on main drain maintenance)
- Darren Grimmer (Excavator operator on main drain maintenance)
- Phil Semmence (Operations Manager)
- James Armstrong (Martham workshop manager)
- Stewart Hunt (MEICA engineer & supervisor)
- Josh Longhurst (MEICA engineer)
- Jason Meadows (MEICA engineer)
- Ricky Grimmer (WMA MEICA manager)
- Steven Sheales (EA PSCA work - Grass cutting, channel maintenance, bank repairs)
- Chris Sparrow (CPE supervisor)
- James Howes (CPE operative)
- Darren Davis (CPE operative)

6. PLANT REPLACEMENT

- 6.1 It has been reported at previous meetings that the two Board owned Doosan excavators have reached the end of their warranty period and approaching a point when the Board should consider replacement.
- 5.4. The current Mobile Plant Replacement Policy states that the proposed point at which replacement for short reach excavators should be considered is 7 years or 7000 hours. The current engine hours of the Board's Doosan DX140 excavators are 5182hrs and 6706hrs. Whilst within the period for replacement, one will soon surpass 7000hrs and the other will be close in the next 12 months. In addition, we are already seeing increased mechanical issues and therefore risk of downtime.
- 5.5. Officers have contacted potential suppliers to investigate specification options and obtain quotes for replacement of both machines. The following table summarises comparative quotes received.

	JCB 140LX LC Stage V	Doosan DX140LC-7K Stage V	Hyundai HX140AL Stage V
Basic Price	£99,850.00	£110,000.00	£104,883.00
Track Width (mm)	850	700	700
Dipper Arm (m)	3.0	3.0	3.0
Quick Hitch	✓	✓	✓
Bio Oil	✓	x	x
Height Limiter	✓	✓	£4,600.00
Wire Watcher	✓	✓	£1,485.00
Additional Fuel Tank	✓	x	£4,800.00
2m extension Arm inc. check valves	£11,850.00	x	£11,750.00
Standard warranty	2y / 3000h	3y / 6000h	2y / 3000h
Total	£ 111,700.00	£ 126,550.00	£ 127,518.00

Note: Doosan were not able to quote for extension arm and additional fuel tank so for comparison cost taken from Hyundai price

Options and costs for extended warranty are being confirmed.

- 5.7 The cost of the excavators will be offset by the value of the existing machines. We expect to achieve a trade in or direct sale value of approximately £30,000 for each machine.
- 5.8 The preferred option is the JCB excavator due to their local support at Watling, Wymondham and priced competitively compared to others. Operators also had a demonstration of a JCB excavator whilst carrying out weedcutting operations earlier in the year and were impressed by its operation and build quality.
- 5.9 **Recommendation:** The Board approves the replacement of the existing two Doosan excavators with two new JCB 140LX LC excavators.

7. EA FLOOD DEFENCE UPDATE

- 7.1 We continue to work with the EA Broadlands team, particularly to ensure there is an efficient and effective plan for embankment maintenance, which help protect the IDB district. The

Broads IDB currently has a programme of embankment grass cutting, channel maintenance of small EA watercourses, and embankment crest level maintenance works.

- 7.2 The grass cutting programme for this year has begun with early cuts already completed in March and April.
- 7.3 Work has just got underway at Thurne Staithe to repair timber quayheading which forms part of the flood defence between the pumping station and the slipway. This is being delivered by Broads IDB staff on behalf of the EA.
- 7.3 Officers are working with the EA to finalise plans for this summer's embankment crest level work. The sites this year are largely focussed on low spots in the Waveney area, however some work will be undertaken to repair a low embankment on the NWT Hickling Reserve near Whiteslea Lodge, starting in late summer.

8. OTHER MATTERS

- 8.1 Since the Board meeting in January officers have been working hard to deliver work funded by the IDB fund Tranche 1 and 2. These works had to be completed by 31 March 2025. The following table summarises the funded projects completed.

8.2 Tranche 1

Claim	Approved amount	Status
Pumping station electricity	£ 405,465	Approved and paid
Repairs and flood water management	£ 139,808	Approved and paid

8.3 Tranche 2

Claim	Funded cost	Status
Brograve embankment crest level maintenance	£ 40,000	Completed and paid
Improvements to Chapelfield PS track	£ 68,388	Completed and paid
Telemetry upgrades – WMA wide	£ 611,981	Hardware procured and payment received. Installation in progress under Tranche 2B
Back up and temporary pumps – WMA wide	£ 942,530	Completed and paid. Storage building for equipment to be progressed under Tranche 2B

- 8.4 A further tranche of funding (Tranche 2B) was announced in the winter and applications were made for various projects.

Project	Approved amount	Status
WMA wide telemetry upgrade installation	£ 293,856	In progress
Temporary pump equipment storage building	£ 62,750	Planning application required
Sutton drainage improvement scheme	£ 61,950	Subject to environmental constraints

PHIL SEMMENCE
OPERATIONS MANAGER
 May 2025

TOM HUNTER
AREA MANAGER

ENVIRONMENTAL REPORT

For the period 17 January 2025 to 15 May 2025

1. INFORMATION FOR THE BOARD

1.1. WILD RELEASE AND MANAGEMENT OF BEAVERS IN ENGLAND

As of the 28th February 2025, DEFRA announced that beavers can now be legally released in England. Natural England have been asked to begin accepting and assessing licence applications to release beavers into the wild. It is expected that beavers released by these projects will be allowed to expand their range naturally.

The Environmental Manager is the Registered Person on the CL51, IDB class licence, which was written by Natural England to allow public bodies to be able to manage beaver dams, lodges and burrows for the purposes of:

- Scientific or educational purposes
- Conserving wild animals or wild plants of conservation concern;
- Preserving public health or public safety;
- Preventing serious damage to livestock, foodstuffs for livestock, crops, vegetables, fruit, growing timber or any other form of property or to fisheries (where serious damage is defined within the terms of the licence.)

The team would take some further advice to ensure the effectiveness of the licence for WMA Boards and then develop a policy on beaver management for WMA catchments.

The Environmental Manager would also like to discuss the need for a Beaver Management Group in the East of England with Natural England, prior to any future releases in the area and discuss the efficacy of the licence with other IDB ecologists, the Association of Drainage Authorities and both the River Stour and Somerset Levels IDBs. (The River Stour IDB has been managing beavers in their IDD for nearly 20 years whilst beavers are a relative newcomer to the Somerset boards.) A further update on beaver management policy development and advice received will be reported to the Board as progression is made.

1.2 FLOATING PENNYWORT IN THE NORTH WALSHAM AND DILHAM CANAL / RIVER ANT – UPDATE

IDB Environment Officers have been continuing to work closely with the NNNSI, Environment Agency, Broads Authority and Natural England to implement a plan and a solution to eradicating the plant in the Broads, Waveney and Norfolk Rivers Internal Drainage Districts. Monthly virtual meetings continue to be held to coordinate the efforts of all parties and keep up the momentum needed to tackle this aggressive non-native invasive problem.

1.3. BIDB STANDARD MAINTENANCE OPERATIONS AUDITS

The Environment Team have undertaken audits on two drains in the BIDB catchment during this period, following the completion of maintenance works. This is to ensure that maintenance on the drains is done to the standard set out by the BIDB's Standard Maintenance Operations Document and ensure compliance.

The two areas audited include the Thurne Drain (DRN020P0101) which was surveyed on 11 February 2025, and the Hermitage drains (DRN024P0105, DRN024P0107) which was surveyed on 11 February 2025. Audit reports were completed for each drain, including an overall maintenance score and recommendations, and issued to the BIDB Engineer Operations Manager.

1.4. LOCAL NATURE RECOVERY STRATEGY – PUBLIC CONSULTATION

The Local Nature Recovery Strategy (LNRS) public consultations for the counties of Norfolk and Suffolk are live as of 16th April 2025.

This consultation is a vital opportunity to shape the direction of nature recovery across our counties. The consultations will be open for eight weeks, and the Norfolk and Suffolk Nature recovery Partnership we're seeking a wide range of views to ensure the strategies reflect local needs, priorities, and opportunities.

We are asking all partners, landowners and individuals to complete the survey whenever possible. The closing date is Wednesday 11th June 2025.

We then ask that you help us promote and support the consultations to ensure we reach as many people and organisations as possible. Your involvement is key to making this a success.

How you can help:

- Share the consultation links and information through your communications channels
- Encourage responses from your networks, including community groups, landowners, farmers, conservation bodies, and local businesses
- Reinforce the message that the LNRS will be most effective when shaped by those who live and work in the area

Access the consultation and background materials here:

For the Norfolk consultation and survey visit www.norfolk.gov.uk/naturerecovery

For the Suffolk consultation and survey visit [Local Nature Recovery Strategy - Suffolk County Council](#)

Please note that these are legally 2 separate strategies - you can respond to both if applicable to you, or just the relevant county.

Thank you for your continued support and collaboration in making these LNRSs meaningful, inclusive, and impactful.

2. BIODIVERSITY ACTION PLAN INFORMATION

2.1. MINK

2.1.1 WATERLIFE RECOVERY TRUST (WRT) - UPDATE

The WRT is a charity, registered in 2022, with origins in the Waterlife Recovery East (WRE) project. The aim of this group is to eradicate mink throughout Great Britain via a partnership approach from many organisations. The WRT today sees partner organisations and volunteers trapping mink and seeing native wildlife rebound from Yorkshire through to Sussex, with more counties to likely sign up. The Environmental Manager continues to sit on this steering group to represent WMA interests.

The latest WRT steering group meetings were held on the 13 January and 07 May 2025. The ninth and tenth edition of the WRT newsletter produced for January and April 2025 provides some interesting information, updates on the project and its progress and can be found [here](#).

2.2. DISSOLVED OXYGEN (DO) MONITORING

The Environment Team have started the 2025 Dissolved Oxygen Monitoring surveys around the Broads Pumping Stations and these will take place every 3 weeks (or on an ad hoc basis where low pressure in forecast) until October 2025. All survey results will be reported to the Environment Agency after each survey day as well as any significant low DO results.

3. SCOPING VISITS DURING THE PERIOD:

Scoping visits were undertaken on the following catchments:

- Hermitage CMT024P – 06/02/2025

4. ASSENTS/LICENCES GRANTED AND/OR APPLIED FOR DURING THE PERIOD:

Licence / Assent / Habitat Regulations Assessment	Applied	Granted
Hermitage Culvert Installation Project WFD	14/02/2025	N/A

5. TRAINING ATTENDED DURING THE PERIOD:

Date Applied	Officer	Training Attended	Brief Description
16/01/25 – 17/01/25	EB	CIEEM Introduction to Bat Ecology and Bat Surveys Course (Online)	This CIEEM course focused on the skills required by ecologists to carry out bat surveys, in line with current legislation and best practice. The training covered key aspects of bat ecology, important bat identification features, primary legislation in relation to bats and roost types for the different species in the UK. Key bat survey requirements and methods were highlighted, as well as how to prepare for surveys and select appropriate survey equipment.
20/01/25	DP	4x4 training	This Lantra 4x4 course focussed on safe driving technique whilst using a 4x4 offroad. The training covered the theory behind offroad safety as well as practical experience driving a 4x4 on challenging terrain prior to being examined.
05/02/25	CL, CH, DP, EB	ADA Environment Day 2025	Environment Officers attended ADA's third annual Environment Day at Park Farm, Thorney. The event provided an insightful day of talks on a range of topics relevant to the management of the lowland watercourses and the freshwater environment. The day covered everything from peat soils to invasive species, and aquatic flora to local nature recovery.
10/01/25-14/02/25	CL	Forefront ILM Level 3 Leadership Training	6-week course on developing leadership skills frontline managers.
03/03/25 – 04/03/25	CH	CIEEM Introduction to Bat Ecology and Bat Surveys Course (Online)	This CIEEM course focused on the skills required by ecologists to carry out bat surveys, in line with current legislation and best practice. The training covered key aspects of bat ecology, important bat identification features, primary legislation in relation to bats and roost types for the different species in the UK. Key bat survey requirements and methods were highlighted, as well as how to prepare for surveys and select appropriate survey equipment.
04/03/25 – 05/03/25	DP	Early Careers 1 st meeting	This 2-day CIEEM course focussed on how to be professional during the early stages of a career in ecology and the CIEEM code of conduct. It covered areas of workplace conduct, relevant legislation, scenario-based learning and allowed for other early-career ecologists to share experiences of the field thus far. The course also had various guest speakers undertaking seminars, sharing their experience of being an ecologist and the pathways available to CIEEM-accredited ecologists.
07/03/25	CH, DP, EB	Water Safety / Water Awareness with appendix H endorsement	Environment Officers attended the 'Water Safety / Rescue Awareness', one-day course run by Birmingham & Midland Marine Services. The training was a mix of classroom and shore-based theory and practical training followed by an afternoon in the river in full aquatic PPE to emergency services standard. The aim of the training was to enable Officers to understand the issues and hazards associated in working on, near and in water and to undertake a suitable

Date Applied	Officer	Training Attended	Brief Description
			rescue response from the bank. The training covered; 'open water', 'still water', 'rivers', 'lifejacket-user', 'co-worker rescues' amongst other highly practical skills for personnel working on, near or above the water.
19/03/25	DP	CIEEM Introduction to Nature Legislation – Day 1	This 2-day online course addressed the relevant legislation and practice that ecologists encounter and adhere to. The course focussed on various acts, as well as case studies to provide practical and applicable knowledge on how to use legislation in various situations. Day 1 focussed on dissecting legislation and understanding what certain aspects mean from a planning/ecological/mitigation perspective.
21/03/25	CL, CH, EB, DP	Mammal Society Bat Ecology and Tree Surveys (Online)	Environment Officers attended this online course to understand the potential impacts on bats and their habitats when undertaking work to trees. The course reviewed how to work within the law with respect to bats and covered how to undertake ground assessment for potential roost features (PRF). Course Highlights: Bat Biology and Ecology, Bats and the law, British Standards – Trees and bats and trees and Potential tree roost recognition and ground surveys.
26/03/25	DP	CIEEM Introduction to Nature Legislation – Day 2	This 2-day online course addressed the relevant legislation and practice that ecologists encounter and adhere to. The course focussed on various acts, as well as case studies to provide practical and applicable knowledge on how to use legislation in various situations. Day 2 focussed on the Fawley Waterside development project and the ecological aspects of the proposed delivery, including protected sites, surveys and mitigation techniques that would have needed to have been applied.

6. NON-COMPLIANCE

Nothing to report within this period.

7. COMPLAINTS

Nothing to report within this period.

CAROLINE LABURN
ENVIRONMENTAL MANAGER
MAY 2025

SUSTAINABLE DEVELOPMENT REPORT

1. REPORTING PERIOD

This planning report covers the reporting 15 January to 21 May 2025.

2. CONSENT APPLICATIONS

There are currently 5 consent applications being processed. The most common types of consent that the Board receive and determine in its regulatory capacity are set out in the table below.

<i>Application Type</i>	<i>Number</i>
Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW):	0
Byelaw 3 (B3) – Discharge of Surface Water (SW):	2
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse:	2
Byelaw 10 (B10)– Works within 9 m of a Board's maintained watercourse:	1
Total:	5

There are no applications requiring consideration by the Board within this report.

3. CONSENTS DETERMINED

During this reporting period, 3 consents under the Land Drainage Act 1991 and Board's Byelaws has been determined by Officers in accordance with their delegated authority.

Case. Ref.	Case File Sub-type	Location / Site Name	Description of Application or Proposal	Outcome
24_30147_C	Byelaw 3 Surface Water	A149, Potter Heigham	Discharge of surface water from 180 m ²	Granted 20/02/2025
24_30149_C	Byelaw 10	A149, Potter Heigham	Discharge apparatus	Granted 20/02/2025
25_30766_C	Byelaw 3 Surface Water	Decoy Road, Ormesby	Discharge of surface water from 1,640 m ²	01/04/2025 Granted

4. PLANNING COMMENTS

Officers have provided comments on 17 applications that are either in or could impact on the Boards Internal Drainage District. 2 of these applications are for major developments, summarised below;

Planning App. Ref.	Parish	Location / Site Name	Description
06/24/0852/ESN	Stokesby	Filby Road	Commercial Development
2024/3141	Postwick With Witton	Old Chapel Way	Commercial Development

5. FEES

There have been 2 surface water development contribution fees paid during the reporting period. These fees are detailed below;

Case ref(s)	Date invoiced	Amount (no VAT)	Date Paid
24_30147_C	20.02.2025	£340.20	21.02.2025
25_30766_C	31.03.2025	£2,591.20	28.04.2025

CATHRYN BRADY
SUSTAINABLE DEVELOPMENT MANAGER
MAY 2025

BROADS (2006) IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/01/2025

Payment Date To : 31/03/2025

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
AC0007	Ace Fire	Service of Fire Extinguishers	265.80
AL0005	Allstar Business Solutions Ltd	Fuel	13,708.23
AM0005	AMR Services	Maintenance Works	1,434.00
AN0003	Anglia Spareline Ltd	Maintenance/Rechargeable Works	576.00
AN0005	Anglian Plant Limited	Maintenance/Rechargeable Works	750.00
AN0120	The AF Group Limited	Materials	39,991.34
BAM001	BAM Nuttall Ltd	Capital Works	767,401.88
BI0006	Binder Ltd	Waste management	250.40
BL0002	Blakes Self Loading Vehicles Ltd	Rechargeable Works	336.00
BR0005	Britannia Safety & Training	PPE	1,488.00
BT0001	BT Payment Services	Telephone/Broadband	621.78
CI0001	City Electrical Factors	Recharge/Maintenance Works	562.91
CL0002	C & L Waste Oil Collection Ltd	Collection & disposal of waste	306.00
CO0007	Cooks Blinds and Shutters Ltd	Service Shutter Doors at Depot	332.40
CR0004	Creative Covers	Maintenance Works	260.00
CU0001	A. & W. Cushion Ltd	Rechargeable Works	120.11
DI0006	Direct Cleaning Services	Cleaning of Depot	648.00
DU0002	Duffin Fabrication	Mobile Plant Expenditure	1,905.64
DV0001	DVLA	Vehicle Tax	1,340.00
EE0001	EE	SIMO CCTV Camera's	968.00
EN0520	Engineering & Hire Ltd	Mobile Plant Expenditure	290.18
EO0550	E.On UK PLC	Electricity	1,153.93
FA0601	Mr M Falcon Property Solutions	Capital Works	1,487.54
FR0002	Fram Farmers Ltd	Electricity	133,318.84
FU0003	Fuel Proof Ltd	Capital Works	28,723.20
GI0001	Gibb Group Ltd	Small Tools/Consumables	25.28
GS0001	G & S Stores Ltd	Maintenance/Marham Depot	296.93
GYBC01	Great Yarmouth Borough Council	Rates	571.00
HA0007	Hayward United Farmer Ltd	Mobile Plant/Small Tools	50.89
HA0009	Hayley Group Limited	Mobile Plant Expenditure	77.71
HA0011	Haswell Training Ltd	Training Course Fees	1,744.20
HE0004	Henry Pumps Limited	Capital Works	29,942.40
HO0005	Horsey Estate Trust Farm	Capital Works	600.00
HU0001	Hubble & Co Ltd	Rechargeable/Maintenance Works	785.55
HU0002	Hugh Crane	Small Tool/Consumables	122.70
IN0002	Independent Lifting Services	Small Tools/Mobile Plant	927.10
IN0950	Inland Revenue	PAYE & NIC	38,738.98
IT0001	I Track Direct Ltd	Mobile Plant Expenditure	59.97
JA0002	Jacobs U.K. Ltd	Capital Works	258,487.29
JC0001	Watling JCB Ltd	Capital Works	78,720.00
JE0001	Stark Building Materials UK Limited	Capital Works	123.54
JO0002	Roger Jones	Pump Attendant	1,800.00

BROADS (2006) IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/01/2025

Payment Date To : 31/03/2025

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
KI0002	Kingspan Water & Energy Ltd	Capital Works	831.60
KI1105	Kings Lynn IDB	Plant & Equipment/Capital Works	121,243.80
LA0002	Mervyn Lambert Plant Ltd	Rechargeable Works	999.06
LA0005	Laser Civil Engineering & Plant	Rechargeable Works	504.00
LO0003	Loglogic	Mobile Plant Expenditure	1,300.30
MA0009	Mastenbroek Environmental Ltd	Mobile Plant Expenditure	1,572.13
MI0002	MIG Anglia Ltd	Martham Depot Repairs	300.00
MT0001	M.T.Plant Services	Mobile Plant Expenditure	13,105.00
NE0002	Network Rail Infrastructure Ltd	Capital Works	4,907.66
NE0003	Newsquest Media Group Ltd	Capital Works	5,767.27
NI0001	J Nicholls	Maintenance Works	2,250.00
NI1450	Nicholsons	Tyre Repairs/MOT/Small Tools	728.98
NO0009	Norwich Instrument Services Ltd	Small Tools/Consumables	49.56
NO0012	Norfolk Hose Services Ltd	Mobile Plant Expenditure	393.00
NO1470	Norfolk Pension Fund	Pension Contributions	36,298.46
NO1475	Norfolk Rivers IDB	Rechargeable Works	11,665.81
NOR001	Norse Waste Solutions	Refuse Collection	232.32
OTT001	OTT Hydromet Ltd	Maintenance/Rechargeable Works	855.60
PA0005	Pattisons(Anglia)Ltd	Capital/Rechargeable Works	23,868.30
PE0005	Peoplesafe	Lone Worker	2,448.00
PI0002	Pioneer Plant Limited	Mobile Plant Expenditure	1,812.86
PR0003	R J Pryce & Co Ltd	Maintenance Works	295.61
RE0004	Rexel UK Limited	Maintenance/Recharge/Capital	1,734.37
RE0005	Reactec Ltd	PPE-R-Link Safety annual	1,471.28
RH0001	Rhino Building & DIY Supplies	Capital/Maintenance/Recharge	264.82
RH0002	RH Bodyworks	Excess Insurance	2,584.21
RO0009	Roy Humphrey Group	MOT	178.39
RS0002	RS Components Ltd	Mobile Plant/Rechargeable Works	360.96
SA0004	SAS Agri Ltd	Mobile Plant Expenditure	3,052.12
SE0003	SES Business Water	Utility Water	1,697.06
SSAF01	SSAF Window Films Ltd	Maintenance Works	256.92
TH0003	Robert P. Thain	Recharge/Maintenance Works	21,208.20
TH0004	Thurlow Nunn Standen Ltd	Rechargeable Works	545.00
TO0005	SLM Toyota Lowestoft	Servicing/MOT - Trucks	2,806.36
TU0002	C R Turner	Maintenance Works	2,430.00
TU0004	Turner & Townsend	Capital Works	19,531.27
UKP001	UK Power Networks (Operations)	Capital Works	2,435.94
VO0001	Vodafone	Mobile Phones	1,326.81
WA0001	Water Management Alliance	Rechargeable/Capital Works	92,337.25
WI0003	Witham Oil and Paint (Soham) Ltd	Mobile Plant Expenditure	917.62
WI0004	Wilkin Chapman LLP	Capital Works	2,887.80
WO0001	Wolseley UK Limited	Maintenance/Martham Depot	5,273.92

BROADS (2006) IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/01/2025

Payment Date To : 31/03/2025

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
YA0001	Yarmouth Rewinds Ltd	Rechargeable Works	1,200.00

Please note that the amounts shown above include Vat £1,807,243.34



Water Management Alliance

Assurance Review of Annual Governance and Accountability Return

April 2025

Final

Executive Summary

OVERALL ASSESSMENT

ASSURANCE OVER KEY STRATEGIC RISK / OBJECTIVE
The audit covers all areas required by the Annual Governance and Accountability Return (AGAR) and includes, where appropriate, the key risks for a drainage board.
SCOPE
The purpose of the review was to undertake sufficient audit work to be able to sign off the Annual Governance and Accountability Return for Internal Audit.

KEY STRATEGIC FINDINGS				
	There is no budget in place for rechargeable works resulting in total expenditure and income exceeding the total budget for East Suffolk WMB and Norfolk Rivers IDB.			
	The Water Management Alliance (WMA) has good accounting practices, and the governance, risk and control framework is working well.			
	The WMA has complied with the publication requirements as stated by the Accounts and Audit Regulations 2015.			
GOOD PRACTICE IDENTIFIED				
	The WMA has an informative website which is easy to navigate and well populated with useful and key information.			
	The WMA use the Sage 200 suite of software to manage their accounts, which supports accurate accounting and good record keeping.			
ACTION POINTS				
Urgent	Important	Routine	Operational	
0	0	1	1	



Assurance - Key Findings and Management Action Plan (MAP)

Rec.	Risk Area	Finding	Recommendation	Priority	Management Comments	Implementation Timetable (dd/mm/yy)	Responsible Officer (Job Title)
1	Delivery	Total expenditure for 2024/25 YTD is within budget for all Boards except East Suffolk and Norfolk Rivers, primarily due to the cost of rechargeable works. Whilst the cost of rechargeable works is offset by rechargeable works income resulting in a profit, there is no budget for this cost or income which results in total expenditure and income exceeding their budget.	The cost of and income from rechargeable works be budgeted for to prevent total expenditure and income exceeding their budget.	3	<i>We will look to review how both income and expenditure for rechargeable are presented within both our estimates and financial reports and amend these if appropriate. It is important to note these types of works are volatile and an official order is only usually received in the same financial year as the works are then complete, after estimates are produced and subsequently approved by the Boards. This then gives no certainty over any figures that may be presented in the estimates, which would in turn distort the income and expenditure budgets in a similar manner to those detailed in the findings should this recommendation be actioned. We would look to only include rechargeable works where an order had been received, and works were taking place in the next financial year.</i>	31/03/26	Sallyanne Jeffrey - CFO

PRIORITY GRADINGS

1	URGENT	Fundamental control issue on which action should be taken immediately.
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2	IMPORTANT	Control issue on which action should be taken at the earliest opportunity.
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3	ROUTINE	Control issue on which action should be taken.
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Operational - Effectiveness Matter (OEM) Action Plan

Ref	Risk Area	Finding	Suggested Action	Management Comments
1	Directed	It was noted that the current 3x3 risk scoring system may not always capture nuanced differences in risk levels, particularly when a risk's likelihood and impact fall between distinct scores. Consideration to a wider map would allow for greater precision in assessing and communicating risk levels, reducing the potential for over- or under-representation. As Drainage Boards' activities may affect environment and infrastructure, it is crucial that risks are scored and assessed effectively.	Consideration be given to using a 4x4 (or higher) risk matrix to ensure risk scores better represent the actual likelihood and potential impact of the risk occurring.	<i>We will consider the recommendation and look to implement any changes during 2025/26 if appropriate.</i>

ADVISORY NOTE

Operational Effectiveness Matters need to be considered as part of management review of procedures.



Findings



Directed Risk:

Failure to properly direct the service to ensure compliance with the requirements of the organisation.

Ref	Expected Key Risk Mitigation		Effectiveness of arrangements	Cross Reference to MAP	Cross Reference to OEM
GF	Governance Framework	There is a documented process instruction which accords with the relevant regulatory guidance, Financial Instructions and Scheme of Delegation.	In place	-	-
RM	Risk Mitigation	The documented process aligns with the mitigating arrangements set out in the corporate risk register.	In place	-	1
C	Compliance	Compliance with statutory, regulatory and policy requirements is demonstrated, with action taken in cases of identified non-compliance.	In place	-	-

Other Findings

-  The Water Management Alliance (WMA) consists of the following seven Boards: Broads IDB; East Suffolk WMB; King's Lynn IDB; Norfolk Rivers IDB; South Holland IDB; Waveney, Lower Yare and Lothingland IDB; Pevensey and Cuckmere WLMB.
-  The following Policies and procedures for each Board were reviewed and found to cover the expected areas and key controls: Financial Regulations - Recently approved with a three-year review cycle and adopted by all seven Boards; Business Plan (Policy Statement) - All approved within the five-year review cycle; Consortium Management Committee - Terms of Reference dated March 2024; and the Capital Financing and Reserves Policy - recently approved with a five-yearly review cycle and adopted by all seven Boards.
-  Three Board meeting agendas and minutes from throughout 2024 were reviewed for each Board. All were found to be very comprehensive and demonstrated good governance. Decisions and actions had been followed through, including the approval of drainage rates for each board.
-  WMA has complied with the publication requirements as stated by the Accounts and Audit Regulations 2015, including publication of the Annual Governance and Accountability Return, Auditor's Certificate/Report and Statement of Accounts.



Other Findings

-  The Risk Management Policy was last reviewed in September 2021 and has a five-year review period. The Policy applies to and has been adopted by all seven Boards in the Alliance. The Risk Register is presented at each and every Board meeting for consideration and approval. The Risk Register and resulting discussions/approvals are all included in the certified minutes which can be found on the WMA website. Mitigating actions are in place alongside designated risk owners and defined due dates. Risk scores are reviewed and updated at every board meeting.
-  Each Board reviews its objectives and sets new objectives for the following financial year at their rate setting meetings in January/February. This is confirmed in each Board's minutes, which are available on the WMA website.
-  WMA uses Sage 200 accounting software for their accounting records which supports the financial transactions of the Boards. The Nominal Ledger Trial Balance and Balance Sheet (dated 3rd February 2025) for all seven Boards were reviewed and found to be in balance. In addition, the Income and Expenditure accounts were reviewed for all seven Boards and found to be in order, noting an increase in profit compared to the previous year.
-  Accounts payable is managed using Sage 200 Accounting Software. All procurement of goods and services are to be authorised in line with the thresholds stated in the Financial Regulations, by the raising, signing and dating an official purchase order (PO). Quotes/tenders, delivery notes, invoices for payment and credit notes are all matched to the corresponding PO and confirmed as correct prior to payment.
-  The five greatest payments of the year were selected across the seven Boards and reviewed in detail. Each Board provided a PO (if applicable), invoice, nominal ledger entry, payment run and bank statement for each payment. This demonstrates good accounting practices with adequate controls and approvals in place.
-  The drainage rates and special levies are set and sealed by each Board at their January/February meeting annually. Many of the Boards also receive Environment Agency contributions, Grant income and Tranche Funding Grant income.
-  Accounts receivable is managed using Sage 200 Accounting Software. The Chief Financial Officer (CFO) is responsible to the Chief Executive for raising and collecting sundry debts due and ensures that all debts are substantially collected within 30 days from the Debtor Invoice tax point date. The Chief Financial Officer (CFO) advises the Chief Executive of any debt that becomes three months overdue or whenever a debt becomes doubtful, whichever earlier. Sage 200 Aged Debtor Reports (dated 31st January 2025) were reviewed for all Boards within WMA. The reports demonstrated good debt management and only one significant aged debt was identified, which was due to a lack of funding from the Environment Agency. This was discussed at the Regional Flood and Coastal Committee where it was decided that funding would be taken from other areas. The Environment Agency have since paid this in full.
-  All seven boards use the same write-off procedure as detailed in the Financial Regulations. The Chief Executive has authority to write off debts up to £2,000, surplus goods, damaged/stolen goods and obsolete goods. Board members and other staff must inform the Chief Executive of any material item they consider should be written off. The Financial Officer is responsible for ensuring the appropriate adjustments are made to the accounting records. There have been no debts written off this year across all Boards.
-  The CFO is responsible to the Chief Executive for the proper compilation of the payroll(s). Gross pay, all deductions and net pay has been well documented for all employees. Each Board operate an individual payroll (excluding East Suffolk; Pevensey and Cuckmere; Waveney Lower Yare and Lothingland as these Boards have no employees) and the WMA operate a separate payroll for shared staff such as administration staff.
-  Payrolls for the month of December 2024 were examined and found to be in order including both employee and employer deductions (PAYE, NI and Pension). The WMA have confirmed employee contracts are in place. Review of PAYE and NI invoices and the corresponding BACS runs and Bank Statements for all applicable Boards confirmed payments were made as required for December 2024. Review of the pension invoices for each board shows employee and employer pension contributions have been made to the respective pension providers as required for December 2024. Each payment was approved and reconciled to the corresponding BACS run and bank statement.



Other Findings

 The Asset Register for each Board was reviewed and found to be in order, up to date and included details on original purchase, revaluation, depreciation and net book value.

 Accounting Statements have been undertaken and reconciled to the cash book for each Board with no unreconciled sums. Data feeding into the Accounting Statements was confirmed to be correct. Bank reconciliations for December 2024 were reviewed and confirmed that all Boards' bank accounts were accurately reconciled to the cash book.





Delivery Risk:

Failure to deliver the service in an effective manner which meets the requirements of the organisation.

Ref	Expected Key Risk Mitigation		Effectiveness of arrangements	Cross Reference to MAP	Cross Reference to OEM
PM	Performance Monitoring	There are agreed KPIs for the process which align with the business plan requirements and are independently monitored, with corrective action taken in a timely manner.	In place	1	-
FC	Sustainability	The impact on the organisation's sustainability agenda has been considered.	In place	-	-
R	Resilience	Good practice to respond to business interruption events and to enhance the economic, effective and efficient delivery is adopted.	In place	-	-

Other Findings



The WMA's Capital Financing and Reserves Policy was approved in September 2022 and is to be reviewed every five years. General Reserves should be no less than 20% of net expenditure, therefore, the Boards aim to maintain a general reserve of no less than £200k at the end of every financial year. Due to high inflation, which has particularly impacted on electricity supplies, many other Drainage Boards in the East Anglia area have been looking to increase their general reserve capacity to 30% of net expenditure. It was noted during the 2023/24 Annual Governance and Accountability Return that all WMA Member Boards have agreed to present a balanced budget within three years but are unlikely to rebuild their reserves during the same timeframe without increasing rates and levies further (by at least 30% year on year). The Boards are therefore unlikely to agree to increase their reserves from drainage rates and special levies at this moment in time.



Management accounts, including budget data, are reported at each Board meeting as evidenced by the corresponding minutes. The Boards maintain an indicative 5-year forecast which enables future increases in both the penny rate and precept to be calculated and for such bodies as the precepting authorities to be consulted well in advance of any increases being made. The forecast is presented to each Board at the annual January/February Board Meeting.



The Financial Regulations state the Chief Financial Officer is responsible for ensuring that all monies received are properly recorded in the Member Board's accounting records. Cheques are banked daily using Online Banking. Cheques and cash that cannot be banked in this manner are banked at least weekly.



Scope and Limitations of the Review

- 1. The definition of the type of review, the limitations and the responsibilities of management in regard to this review are set out in the Annual Plan. As set out in the Audit Charter, substantive testing is only carried out where this has been agreed with management and unless explicitly shown in the scope no such work has been performed.

Disclaimer

- 2. The matters raised in this report are only those that came to the attention of the auditor during the course of the review and are not necessarily a comprehensive statement of all the weaknesses that exist or all the improvements that might be made. This report has been prepared solely for management's use and must not be recited or referred to in whole or in part to third parties without our prior written consent. No responsibility to any third party is accepted as the report has not been prepared, and is not intended, for any other purpose. TIAA neither owes nor accepts any duty of care to any other party who may receive this report and specifically disclaims any liability for loss, damage or expense of whatsoever nature, which is caused by their reliance on our report.

Effectiveness of Arrangements

- 3. The definitions of the effectiveness of arrangements are set out below. These are based solely upon the audit work performed, assume business as usual, and do not necessarily cover management override or exceptional circumstances.

In place	The control arrangements in place mitigate the risk from arising.
Partially in place	The control arrangements in place only partially mitigate the risk from arising.
Not in place	The control arrangements in place do not effectively mitigate the risk from arising.

Assurance Assessment

- 4. The definitions of the assurance assessments are:

Substantial Assurance	There is a robust system of internal controls operating effectively to ensure that risks are managed and process objectives achieved.
Reasonable Assurance	The system of internal controls is generally adequate and operating effectively but some improvements are required to ensure that risks are managed and process objectives achieved.
Limited Assurance	The system of internal controls is generally inadequate or not operating effectively and significant improvements are required to ensure that risks are managed and process objectives achieved.
No Assurance	There is a fundamental breakdown or absence of core internal controls requiring immediate action.

Acknowledgement

- 5. We would like to thank staff for their co-operation and assistance during the course of our work.

Release of Report

- 6. The table below sets out the history of this report:

Stage	Issued	Response Received
Audit Planning Memorandum:	9 th October 2024	16 th October 2024
Draft Report:	18 th March 2025	
Revised Draft Report:	27 th March 2025	27 th March 2025
Final Report:	1 st April 2025	



Internal Drainage Boards – Remote auditing audit programme
2025/26 Internal Audit Arrangements

Strategic Risks

Governance

- 1) Review Constitution, Standing Orders, Financial Regulations, Award of Contracts and other procedures (I will obtain this data from your website)
- 2) Review Board agendas and minutes for the year (I will require the latest three meetings data – agendas and minutes please. Also include the latest meeting agenda)
- 3) Review any Committee agendas and minutes for the year (I will require the latest three meetings data – agendas and minutes please. Also include the latest meeting agenda)
- 4) The drainage board has published information on its website to comply with the Transparency Code for smaller authorities (I will obtain this data from your website)
- 5) The drainage board for the previous year correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (I will obtain this data from your website, and from sight of your Board minutes approving the dates set)
- 6) The drainage board has complied with the publication requirements as stated by the Accounts and Audit Regulations 2015 (Please provide evidence that these have been complied with)

Risk Management

- 1) Review risk management policy and procedures (These should be on the website, but please provide if not)
- 2) Review risk register (If not on the website please provide)
- 3) Review process and procedures for how risk is managed on a day by day basis (A brief note on this please)
- 4) Review key objectives for the IDB and the risks associated with achieving these objectives (This should flow from the risk register)
- 5) Review the controls in place to mitigate these risks and see how effective they are. (These should be contained within the risk register. I may select a sample for review to confirm working as expected)

Operational Risks

Accounting Records

- 1) Review the accounting records for the IDB
- 2) Are these up to date and in balance (A current trial balance please and a copy of the profit and loss account and balance sheet at the time of the audit)

Expenditure

- 1) Review accounts payable (creditors) (An aged creditors list please)
- 2) Test a sample of payments made to verify they have been correctly paid. Check if possible the receipt of the goods. Check accuracy, procedures (purchase order system) and approval process – was this in accordance with Financial Regulations. (I will select my sample from the expenditure items reported to the Board meetings) (Copies of the supporting documents for the sample selected will be required)
- 3) Check treatment of VAT (included above)

Budget

- 1) Review the budgetary arrangements. (This should be available in the Board papers)
- 2) Review the precept of rates (Please provide the Board agenda and minute approving the penny rate for 25/26 if not already provided above)
- 3) Review how the budget is monitored (These should be included in the Board papers above)
- 4) Review reserves and the policy for these (Please provide latest reserves position and 5/10 year forecast that shows how general reserves are expected year on year in the future)

Income

- 1) Review accounts receivable (debtors) (An aged debtors list please – both general and rates)
- 2) Review debt collection procedures (Please confirm debt collection arrangements and dates)
- 3) Review any write off arrangements (Please provide details of any write offs – approval/procedures)
- 4) Review recording and banking of income (Please confirm banking arrangements particularly cash or cheque)
- 5) Test a sample of payments received to verify they have been correctly dealt with. Check accuracy and procedures – was this in accordance with Financial Regulations. (Please provide a list of debts raised in the year and I will select a sample for a more detailed review)
- 6) Check treatment of VAT (included above)

Petty Cash

- 1) Check the Petty Cash arrangements where held
- 2) Verify Petty cash is in balance, test a sample of transactions for relevance and accuracy and that a valid receipt is present. (Please provide a short note on petty cash and confirm VAT has been correctly treated)
- 3) Check treatment of VAT (included above)

Payroll

- 1) Review the payroll system
- 2) Test a sample of employees for accuracy of pay and treatment of variations including Tax and NI. (Please provide a summary of payments made to staff which includes all deductions both employee and employer)
- 3) Verify PAYE and NI requirements have been met (Please confirm and evidence that PAYE, NI and pension payments have been made to HMIC and LCC)

Asset Register

- 1) Verify the asset register is complete and up to date. (Please provide a copy of the asset register)
- 2) Verify where possible the asset and investment exists (I will not be confirming that any asset exists for this audit!!)

Bank

- 1) Verify and confirm bank reconciliations have been regularly undertaken. (Please provide a latest bank reconciliation)
- 2) Confirm end of year bank reconciliation (Year end follow up audit)

Accounting Statements

- 1) Verify accounting statements have been undertaken and reconciled to the cash book. (Please confirm and year end follow up audit)
- 2) Review and verify the audit trail of sums feeding into the accounting statements. (Year end follow up audit)

BROADS (2006) IDB**FINANCIAL REPORT SUMMARY FOR THE YEAR ENDED 31 MARCH 2025****EXECUTIVE SUMMARY**

1. A surplus of £957,556 for the financial year 24-25 (year ended 31 March 2025) has been reported, we budgeted for a deficit of (£83,432). However, we must note that this is due to additional one off income that has been received within the reporting period, detailed below.
2. Over the last few years, the Board has been financing a significant and increasing proportion of its day-to-day operating expenditure from reserves, which is not sustainable. The surplus recognised this year will begin to replenish this reserve which has been depleted in previous years.
3. An additional £205,557 of investment interest has been received. This is due to the interest rates being significantly increased within the reporting period. £204,633 has been transferred into the Capital Works Interest Reserve. This will be used to offset against future costs of audits, revaluations and resourcing to administer any additional requirements, due to the Board moving towards Principal Authority audit. We are already aware of these favourable interest rates being reduced, therefore there will be more financial pressure on the IDB in the forthcoming year. The amount we hold on deposit is likely to dramatically decrease over the next reporting period as we progress with the Capital Programme.
4. Tranche funding of £537,874 was received in reimbursement of electricity costs (£405,465) and flood management of (£132,409) which relate to the previous financial year 2023-24.
5. Maintenance Works have come in £264,934 under what was originally estimated. There was far less rainfall in the current financial year than seen in the previous year, and this meant that the costs of electricity were £177k less than budgeted for. The Board's Operations Manager and MEICA team time that has been working on the Tranche Funded projects mean that a larger Contribution towards Fixed Overheads has been received from this external funding.
6. Consortium Charges were also £34,000 less than budgeted for. This is due to the hours the Area Manager and MEICA Manager have worked on Tranche Projects, and these being claimed for externally against this funding stream.
7. Surface water development contributions of £6,151 have been received in year and credited against the relevant catchment within the Development Reserve.

S JEFFREY**CHIEF FINANCIAL OFFICER/RFO**

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Notes	Income and Expenditure Account	Y-T-D Budget £	Y-T-D Actual £	Y-T-D Variance £	Annual Budget £	Projected Out-Turn £	Projected Variance £
<u>Income:</u>							
	Occupiers Drainage Rates	389,366	389,366	0	389,366	389,366	0
1	Special Levies issued by the Board	896,394	896,394	0	896,394	896,394	0
	Grants Applied	6,983,964	4,348,012	-2,635,952	6,983,964	4,348,012	-2,635,952
	Tranche 1 + 2 Grant Applied	0	1,497,655	1,497,655	0	1,497,655	1,497,655
	Rental Income	250	5,230	4,980	250	5,230	4,980
2	Highland Water Contributions	287,061	304,916	17,855	287,061	304,916	17,855
3	Income from Rechargeable Works	1,000	959,955	958,955	1,000	959,955	958,955
	Development Contributions	0	6,151	6,151	0	6,151	6,151
	Investment Interest	20,000	225,557	205,557	20,000	225,557	205,557
4	Other Income	351,358	357,602	6,244	351,358	357,602	6,244
	Total Income	£8,929,393	£8,990,338	£60,945	£8,929,393	£8,990,338	£60,945
<u>Less Expenditure:</u>							
6	Capital Works	6,983,964	4,348,012	2,635,952	6,983,964	4,348,012	2,635,952
	Tranche 1 + 2 Expenditure	0	970,339	-970,339	0	970,339	-970,339
7	Environment Agency Precept	191,425	189,566	1,858	191,425	189,566	1,858
8	Maintenance Works	1,640,989	1,446,256	194,733	1,640,988	1,446,256	194,733
9	Administration Charges	196,448	193,467	2,981	196,448	193,467	2,981
3	Cost of Rechargeable Works	0	955,342	-955,342	0	955,342	-955,342
5	Net Deficit/(Surplus) on Operating Accounts	0	-70,201	70,201	0	-70,201	70,201
	Total Expenditure	£9,012,825	£8,032,782	£980,044	£9,012,825	£8,032,782	£980,044
	Profit/(Loss) on disposal of Fixed Assets	0	0	0	0	0	0
10	Net Surplus/(Deficit)	-£83,432	£957,556	£1,040,989	-£83,432	£957,556	£1,040,989

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Notes	Balance Sheet as at 31-3-2025	Opening Balance £	Movement This Year £	Closing Balance £
11	Fixed Assets:			
	Land and Buildings	234,202	-28,233	205,969
	Plant and Equipment	360,769	-88,801	271,967
	Pumping Stations	0	0	0
	Shared Consortium Assets	0	0	0
		594,970	-117,035	477,936
	Current Assets:			
12	Bank Account	684,177	6,317	690,494
	Stock	3,949	1,188	5,136
13	Trade Debtors	74,490	181,945	256,435
19	Grant Due	0	0	0
14	Work in Progress	900	44,235	45,135
15	Term Deposits	2,900,000	4,700,000	7,600,000
16,17	Drainage Rates and Special Levies Due	640	-1,515	-875
18	Prepayments	0	0	0
	Prepayments to WMA	37,159	-64,624	-27,465
	Accrued Interest	0	0	0
	VAT Due	161,633	139,464	301,098
		3,862,948	5,007,010	8,869,958
	Less Current Liabilities:			
	Trade Creditors	57,284	574,504	631,788
	Accruals	346,154	72,814	418,967
	Payroll Controls	0	0	0
	Debtors paid in advance	20,868	-13,702	7,167
20	Loans due in less than one year	0	0	0
		424,306	633,616	1,057,922
	Net Current Assets	3,438,642	4,373,394	7,812,036
	Less Long Term Liabilities:			
28	Net Pension Liability/(Asset)	-469,000	-362,000	-831,000
20	Loans due in more than one year	0	0	0
		-469,000	-362,000	-831,000
	Net Assets	£4,502,612	£4,618,359	£9,120,971
21	Reserves:			
	Earmarked			
19.	Grants Reserve	3,087,938	3,208,124	6,296,062
	Grant Reserve - Tranche 1 + 2	0	90,679	90,679
22	General Reserve	325,072	746,772	1,071,845
23	Development Reserve	92,922	6,151	99,074
	Plant Reserve	305,827	0	305,827
	Capital Works Interest Reserve	102,064	204,633	306,696
24	Capital Works Reserve	77,600	0	77,600
		3,991,423	4,256,359	8,247,782
	Non-Distributable			
25	Revaluation Reserve	42,189	0	42,189
26	Pension Reserve	469,000	362,000	831,000
		511,189	362,000	873,189
	Total Reserves	£4,502,612	£4,618,359	£9,120,971

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

- 1 Special Levies collected from constituent Billing Authorities were as follows:

	Y-T-D Budget	Y-T-D Actual
Broadland District Council	229,299	229,299
Great Yarmouth Borough Council	259,321	259,321
North Norfolk District Council	404,199	404,199
South Norfolk District Council	3,575	3,575
	896,394	896,394

- 2 The Highland Water Claim for 2024/25 has been submitted to the Environment Agency (EA) in August 2024, net of the relevant Tranche 1 funding for electricity received. This has been paid in full.

- 3 These are rechargeable works completed for other Risk Management Authorities and landowners.

- 4 Other Income for this year is made up as follows:

	Y-T-D Budget	Y-T-D Actual
4803 Shared Income from WMA	351,358	356,683
4800 Sundry Income	0	919
4802 Summons Costs	0	0
	351,358	357,602

- 5 The Net Operating Deficit/(Surplus) for this year to date is made up as follows:

	Y-T-D Budget	Y-T-D Actual
Labour Operations Account	0	-80,928
Mobile Plant Operations Account	0	10,727
	0	-70,201

Detailed operating surpluses/(deficits) for the Labour Operations Account and each item of Mobile Plant are shown in the Labour and Plant Operations Reports, which can be made available to members on request.

- 6 The gross cost and net cost of each capital scheme is detailed on the schedule of capital works and approved by the Board annually, which is managed by the Project Development and Delivery Managers and can be made available to Members on request.

- 7 The EA Precept due for 2024/25 is payable to the EA on 31 May and the other half is payable to them on 30 November.

- 8 The detailed maintenance operations in each sub catchment is approved by the Board annually and shown on the schedule of maintenance works, as managed by the Operations Manager, which can be made available to Members on request. Expenditure is analysed as follows:

	Y-T-D Budget	Y-T-D
Labour Charges	315,934	326,014
Pump Attendance	11,250	8,250
Plant Charges	139,913	121,380
Insurance	39,510	38,405
Out-sourced repairs and maintenance	21,420	59,960
Materials	27,600	8,249
Plant Hire	0	0
Electricity	539,999	363,047
Telemetry	3,800	3,839
Professional Fees	0	0
Depreciation	0	0
Direct Works	1,099,426	929,144
5400 Technical Support Staff Costs	448,966	425,993
5450 Other Technical Support Costs	80,097	78,619
5500 Biodiversity Action Plan Costs	12,500	12,500
5600 Development Expenditure	0	0
Maintenance Works	1,640,989	1,446,256

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

- 9(i) Administration charges largely reflect the Board's share of consortium expenditure (excluding the technical support costs, which are included in the maintenance works expenditure). Shared expenditure is monitored by the Consortium Management Committee and the Board every three months:

	Y-T-D Budget	Y-T-D Actual
6000 Administration Staff Costs	131,028	117,711
6001 Other Administration Costs	60,670	69,756
6200 Drainage Rates AV Increases/(Decreases)	0	-340
6100 Kettlewell House Depreciation	1,029	1,029
6400 Sundry Expenses	0	1,767
6500 Settlement Discount	3,721	3,544
	196,448	193,467

9(ii). **Consortium Charges**

Expenses

Technical Support Staff (note 8)	448,966	425,993
Other Technical Support (note 8)	80,097	78,619
Administration Staff Costs (note 9i)	131,028	117,711
Other Administration Costs (Note 9i)	60,670	69,756

Shared Income from the WMA (note 4)	-351,358	-356,683
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Net Consortium Charge

369,403	335,396
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- 10 At the time of preparing the Estimates, the Board planned to finance the estimated net deficit this year as follows:

	Budget
Development Reserve	0
Plant Reserve	0
General Reserve	-83,432
	-83,432

- 11 The movement in Fixed Assets is detailed in the Fixed Assets Register for 2024/25, which can be made available to members on request. Summarised movements are as follows:

	Land and Buildings	Plant and Equipment	Pumping Stations	Total
Cost				
Opening Balance as at 1-4-2024	422,699	1,043,378	412,722	1,878,799
(+) Additions	0	56,000	0	56,000
(-) Disposals	0	-27,872	0	-27,872
Closing Balance as at 31-3-2025	422,699	1,071,506	412,722	1,906,927
Depreciation				
Opening Balance as at 1-4-2024	188,497	682,609	412,722	1,283,829
(+) Depreciation Charge for year	28,233	144,801	0	173,035
(-) Accumulated depreciation written out on disposal	0	-27,872	0	-27,872
Closing Balance as at 31-3-2025	216,731	799,539	412,722	1,428,991
Net Book Value as at 31-3-2024	234,202	360,769	0	594,970
Net Book Value as at 31-3-2025	205,969	271,967	0	477,936

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

- 12 The Bank Account balance will be kept to a minimum following the decision to invest additional working balances on the short term money market. The Bank Account is reconciled as follows:

	2023/24	2024/25
Opening Balance as at 1-4-2024 b/fwd	443,806	684,177
(+) Receipts	9,139,034	15,379,531
(-) Payments	-8,898,662	-15,373,213
(=) Closing Balance as at 31-3-2025 c/fwd	684,177	690,494

Balance on Statement as at 31-3-2025	684,143	690,494
Less: Unpresented Payments	0	0
Add: Unpresented Receipts	34	0
Closing Balance as at 31-3-2025 c/fwd	684,177	690,494

- 13 Aged Debtor profile is currently as follows:

Debt period	Amount	Number of Debtors
<=30 days	256,435	12
>30 days and <=60 days	0	0
>60 days and <=90 days	0	0
>90 days	0	0
Total Trade Debtors	256,435	12

>90 days	Amount	Inv.Date	Originator
	0		
	0		

- 14 Work In Progress (WIP) is currently made up of the following jobs:.

		Estimated Completion	Originator
REA001 - East Suffolk WMB	3,552	30/04/2025	Finance
RBR006 - Broads Authority	188	30/04/2025	Operations Manager
REA023 - Environment Agency	41,395	30/06/2025	Operations Manager
	45,135		

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

15 Term Deposits are currently as follows:

Financial Institution	Capital	Investment Date	Maturity Date	Interest Rate
Vernon Building Society	250,000	16/12/2024	16/04/2025	4.70%
Newbury Building Society	500,000	27/01/2025	28/04/2025	4.60%
Cambridge Building Society	500,000	27/01/2025	28/04/2025	4.60%
Progressive Building Society	500,000	27/01/2025	28/04/2025	4.75%
Nottingham Building Society	500,000	28/03/2025	28/04/2025	4.60%
National Counties Building Society	250,000	10/02/2025	12/05/2025	4.44%
Saffron Building Society	500,000	18/11/2024	19/05/2025	4.65%
Vernon Building Society	250,000	24/01/2025	27/05/2025	4.55%
Furness Building Society	500,000	18/12/2024	18/06/2025	4.70%
Melton Mowbray Building Society	250,000	18/03/2025	18/06/2025	4.55%
Saffron Building Society	500,000	18/12/2024	18/06/2025	4.65%
Vernon Building Society	500,000	18/03/2025	18/06/2025	4.25%
Nottingham Building Society	350,000	20/12/2024	20/06/2025	4.70%
West Bromwich Building Society	250,000	03/01/2025	03/07/2025	4.47%
Melton Mowbray Building Society	500,000	17/03/2025	17/07/2025	4.50%
West Bromwich Building Society	250,000	25/02/2025	25/07/2025	4.32%
National Counties Building Society	250,000	25/02/2025	25/07/2025	4.39%
National Counties Building Society	500,000	18/03/2025	18/08/2025	4.36%
Progressive Building Society	500,000	18/03/2025	18/08/2025	4.45%
	7,600,000			

16 Special Levies are due to be paid by Constituent Councils in two halves on 1 May and 1 November every year.

17 Drainage Rates are paid by occupiers of agricultural land and/or buildings. There are currently 4 Ratepayers that have not paid their drainage rates for 2024/25, as compared to 28 Ratepayers this time last year. Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

	2023/24	2024/25
Arrears b/fwd	-51	640
Drainage Ratepayers	347,490	389,984
Special Levies for the year	800,361	896,394
Payments Received	-1,144,278	-1,285,831
Annual Value Decrease	-2,290	-2,912
Annual Value Increase	1,503	888
New Assessments	788	2,024
Irrecoverables and write offs	-61	-268
Summons Collection Costs	375	75
Settlement Discount	-3,196	-3,619
Returned Amount	0	1,691
Paid Refund	0	68
Sundry adjustments	0	-8
Arrears c/fwd	640	-875

18 These have been no prepayments.

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

19 **Grants Reserve**

Grants Unapplied are those grants that we have received in advance of doing work on the following schemes:

	2023/24	2024/25
SCH02: Hickling Broad - Stubb Road (100%)	77	77
SCH05: Calthorpe Broad (100%)	403	403
SCH10: Halvergate Marshes WLMA (100%)	5,806	5,806
SCH19: Damgate Marshes (100%)	69	69
SCH65: Halvergate Phase 2 Delivery	0	0
SCH23: Shallam Dyke	2,721	2,721
SCH50: Parrots Feather: Norfolk County Council (100%)	2,448	2,448
SCH57: South Walsham GWP (100%)	40	40
SCH45: Hickling (100%)	26,505	26,505
SCH06: Stubb Mill Pump Replacement (45%)	4,185	4,185
SCH12: Muckfleet Survey & Options Appraisal	409	409
SCH13: Five Mile Pump Replacement (45%)	787	787
SCH14: Hermitage Pump/Structure Replacement (45%)	800	800
SCH15: Thurne Pumping Station (45%)	394	394
SCH27: Ludham Bridge	2,350	2,350
SCH60: Tunstall Pumping Station Emergency Works (45%)	2,684	2,684
SCH07: Potter Heigham Automatic Weedscreen	4,632	4,632
SCH09: River Yare Pumping Station Improvement	2,477	2,477
SCH32: Eastfield Pumping Station Auto Weedscreen	2,066	2,066
SCH33: Tonnage Bridge Pumping Station Auto Weedscreen	0	0
SCH08: St Benet's Pumping Station	14,230	14,230
SCH67: Horsey Boat Dyke Culvert Works FCERM7 Study	9,564	9,564
SCH69: Stokesby PS Bypass FCERM7 Study	11,686	11,686
SCH70: Tunstall PS Bypass FCERM7 Study	28,194	28,194
SCH71: Broads Culvert Surveys	18,055	18,055
SCH73: Muckfleet Bank Improvements	127,731	127,731
SCH74: Martham Boat Dyke Culvert Study	30,229	30,229
SCH77: River Yare Water Level Management Improvements	473,443	101,589
SCH78: River Restoration Officer	1,172	1,172
SCH79: River Bure FCERM7 Study	383,441	378,536
SCH80: Upper Thurne Integrated Improvement Works	1,931,755	5,515,822
SCH81: LAPSIP Broadland Peatcams	-418	399
	3,087,938	6,296,062

	£
Grant Reserve as at 1-4-2024 b/fwd	3,087,938
Add Grants Received	7,556,136
Less Grant Applied	-4,348,012
Grant Reserve as at 31-3-2025	6,296,062

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

20 There are currently no outstanding Public Works Loans.

21 The Reserves are managed in accordance with the Capital Financing and Reserves Policy, as approved by the Board on 01 November 2022. This policy is available for viewing on the Board's website.

22 Movements on the General Reserve are made up as follows:

	2023/24	2024/25
Opening Balance, as at 1-4-2024 b/fwd	479,710	325,072
Net Surplus/(Deficit) for the year	-52,574	957,556
Net transfer (to)/from Development Reserve	0	-6,151
Net transfer (to)/from Capital Works Interest Reserve	-102,064	-204,633
Net transfer (to)/from Capital Works Reserve	0	0
Revaluation Reserve adjustment	0	0
Closing Balance, as at 31-3-2025 c/fwd	325,072	1,071,845

23 The purpose of the Development Reserve is to reduce the impact on drainage rates from development that takes place in the area. The Board charges developers a standard rate per impermeable hectare for agricultural land which is developed and becomes a hard standing area, such as housing, roadways etc. The money is credited to this Reserve (earmarked to the sub catchment) and then used to reduce the gross cost of capital work needed to cater for the additional flows arising from such development. The income for this Reserve therefore comes exclusively from developers and is used to help fund improvement works that are necessary because of development. The Development Reserve is currently made up as follows:

	2023/24	Tfr from Gen. Reserve	Tfr to Gen. Reserve	2024/25
Muckfleet and South Flegg (Former Sub District)	72,702	3,034	0	75,736
Potter Heigham	0	340	0	340
Tunstall	0	2,778	0	2,778
Middle Bure (Former Sub District)	4,458	0	0	4,458
Chapelfield	427	0	0	427
Ashtree	12,474	0	0	12,474
Caister Village	2,861	0	0	2,861
	92,922	6,151	0	99,074

24 The Capital Works Reserve largely represents the committed cost of capital schemes that the Board has approved where suppliers have not actually invoiced for work, either due to slippage in the programme or other issues with the contract. The advantage to the Board of committing scheme costs at the time contracts are awarded is that grant aid can be claimed in advance of incurring the expenditure, and, the year end balance of the General Reserve does not fluctuate significantly. The Capital Works Reserve is currently made up as follows:

	2023/24	Tfr from Gen. Reserve	Tfr to Gen. Reserve	2024/25
SCH27: Ludham Bridge Pumping Station Refurbishment	5,100	0.00	0	5,100
SCH60: Tunstall Pump Replacement (Emergency Works)	6,000	0.00	0	6,000
SCH32: Eastfield Weedscreen	6,500	0.00	0	6,500
Pumping Station Works	30,000	0.00	0	30,000
Stokesby Main Drain Reprofiling	20,000	0.00	0	20,000
Wayford Mill Drain Bund	6,000	0.00	0	6,000
Ludham Bridge Boatyard - Making good old Pumping Station	4,000	0.00	0	4,000
	77,600	0.00	0	77,600

25 Movements on the Revaluation Reserve are made up as follows:

	2024/25
Opening Balance, as at 1-4-2024 b/fwd	42,189
Less:	
Pumping Station Depreciation	0
Closing Balance, as at 31-3-2025 c/fwd	42,189

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

26(i) The Board provides its employees with access to the Local Government Pension Scheme but does not need to Account for this as a defined benefit pension scheme to comply with the limited assurance audit regime. However the Board has chosen to do so because it does have a pension liability/(asset), which has been calculated by the LGPS Fund Actuary as at 31 March 2025.

26(ii) The Board is a member of the Water Management Alliance Consortium and as such also has a proportion of the pension liability for the shared staff that are employed by King's Lynn IDB, t/a the Water Management Alliance. The Fund Actuary for Norfolk County Council has prepared a separate Report for the Water Management Alliance, which identifies a notional net pension asset of £2,707,000 as at 31 March 2025 that is shared by all 7 Member Boards. The Board's share of this pension asset is set out every year in the WMAs Basis of Apportionment, which was approved by the Board on 08 February 2024.

27 Related Party Disclosures

(i) The Board is a full member of Anglia Farmers Ltd, an agricultural purchasing cooperative. Several members of the Board are also shareholders of this organisation. The Board made payments of £99,540.89 to this company during the reporting period.

(ii) The following Board members have performed pump attendant and maintenance duties at the Board's pumping stations during the year, for which they have received an allowance. Mr Wharton received £750.00 (net) and Mr Wright received £0.00 from the Board for pump attendant duties.

(iii) All elected members of the Board pay drainage rates either as individuals, Partners in Partnerships, or as Directors of limited companies; the exact nature of which can be found in the Rate Book as at 1 April 2024.

(iv) The Board is a member of the Water Management Alliance Consortium, who provide administrative and technical support services to the Board. The Board has 3 representatives who serve on the Consortium Management Committee, that include the Chairman and the 2 Vice Chairmen of the Board. The Chairman received £3,500.00 Chairman's Allowance for the period of 01 November 2024 to 31 October 2025.

(vi) The Board has paid £1,408.25 (net) to Chapman Farms Ltd during the reporting period for renting space to house telemetry equipment at Thunderhill and for renting the land to house Somerton Auxilliary Pumping Station Kiosk for the period of August 2024 to July 2025. The Board member Mr J Chapman is a Director in this company.

(vii) The Board has paid £0.00 for renting land at Horsey Pumping Station. The Board member, Mr Buxton of Horsey Estates, owns this land.

Recommended Actions:

1. To approve the Financial Report for the period ending 31-3-2025.

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025		ACTUAL 2023/24 £	ACTUAL 2024/25 £
		RESTATED	
1	Balances brought forward		
	General Reserve	479,710	325,072
	Development Reserve	92,922	92,922
	Plant Reserve	305,827	305,827
	Capital Works Reserve	77,600	77,600
	Capital Works Interest Reserve	0	102,064
	Grants Reserve	2,225,925	3,087,938
	Revaluation Reserve	42,189	42,189
	Pension Reserve	289,000	469,000
	As per Statement of Accounts	3,513,173	4,502,612
	(-) Fixed Assets, Long Term Liabilities and Loans		
	Pension Liability	289,000	469,000
	Loans Outstanding (Current Liabilities)	0	0
	Long Term Borrowing	0	0
	Net Book Value of Tangible Fixed Assets	654,138	594,970
		943,138	1,063,970
	(=) Adjusted Balances brought forward	2,570,034	3,438,642
2	(+) Rates and Special Levies		
	Drainage Rates	347,490	389,366
	Special Levies issued by the Board	800,361	896,394
	As per Statement of Accounts	1,147,851	1,285,760
3	(+) All Other Income		
	Grants Applied	2,562,901	4,348,012
	Tranche 1 + 2 Grant Applied	0	1,497,655
	Rental Income	6,770	5,230
	Highland Water Contributions	392,488	304,916
	Income from Rechargeable Works	1,621,474	959,955
	Insurance Claims	0	-500
	Investment Interest	130,154	225,557
	Development Contributions	0	6,151
	Other Income	357,116	357,602
	Profit/(Loss) on disposal of Fixed Assets	2,338	0
	As per Statement of Accounts	5,073,240	7,704,578
	(+) Income from Sale of Fixed Assets (above profit/(loss))		
	Capital Cost of disposals	21,000	27,872
	Less: Accumulated depreciation written out	-5,833	-27,872
		15,167	0
	(+) Grants Applied to Grants Received Conversion		
	(-) Grants Applied	-2,562,901	-4,348,012
	(-) Grants Applied Tranche 1 + 2	0	-1,497,655
	(+) Grants Received	3,424,914	7,556,136
	(+) Grants Received Tranche 1 + 2	0	1,588,334
		862,013	3,298,803
	(=) Adjusted Other Income	5,950,420	11,003,381

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025		ACTUAL 2023/24 £	ACTUAL 2024/25 £
		RESTATED	
4	(-) Staff Costs		
	Labour Operations Account	550,085	656,686
	Technical Support Staff Costs	474,063	425,993
	Administration Staff Costs	109,846	117,711
		1,133,994	1,200,390
5	(-) Loan Interest/Capital Repayments		
	Loan Interest	0	0
	Capital Repayments	0	0
	As per Statement of Accounts	0	0
6	(-) All Other Expenditure		
	Capital Works	2,562,901	4,348,012
	Tranche 1 + 2 Expenditure	0	970,339
	Maintenance Works	1,861,803	1,446,256
	Environment Agency Precept	185,849	189,566
	Administration Charges	177,835	193,467
	Cost of Rechargeable Works	1,578,822	955,342
	Net Deficit/(Surplus) on Operating Accounts	-93,545	-70,201
	Development Expenditure	0	0
	Depreciation of Pumping Stations	0	0
	As per Statement of Accounts	6,273,665	8,032,782
	(-) Depreciation Charged (Non Cash)		
	Plant and Equipment	124,852	144,801
	Pumping Stations	0	0
	Land and Buildings	28,233	28,233
		153,086	173,035
	(-) Staff Costs now reported in Box 4	1,133,994	1,200,390
	(+) Capitalised Additions		
	Land and Buildings	0	0
	Plant and Equipment	109,084	56,000
		109,084	56,000
	(=) Adjusted Other Expenditure	5,095,669	6,715,357

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025		ACTUAL 2023/24 £	ACTUAL 2024/25 £
		RESTATED	
7	(=) Balances carried forward		
	General Reserve	325,072	1,071,845
	Development Reserve	92,922	99,074
	Plant Reserve	305,827	305,827
	Capital Works Reserve	77,600	77,600
	Capital Works Interest Reserve	102,064	306,696
	Grants Reserve	3,087,938	6,296,062
	Grants Reserve - Tranche 1 + 2	0	90,679
	Revaluation Reserve	42,189	42,189
	Pension Reserve	469,000	831,000
	As per Statement of Accounts	4,502,612	9,120,971
	(-) Fixed Assets, Long Term Liabilities and Loans		
	Pension Reserve	469,000	831,000
	Loans Outstanding (Current Liabilities)	0	0
	Long Term Borrowing	0	0
	Net Book Value of Tangible Fixed Assets	594,970	477,936
		1,063,970	1,308,936
	(=) Adjusted Balances carried forward	3,438,642	7,812,036
8	Total Cash and Short Term Investments		
	Cash at Bank and in Hand	684,177	690,494
	Short Term Investments	2,900,000	7,600,000
	As per Statement of Accounts	3,584,177	8,290,494
9	Total Fixed Assets and Long Term Assets (Net Book Value)		
	Land and Buildings	234,202	205,969
	Plant and Equipment	360,769	271,967
	Pumping Stations	0	0
	Shared Consortium Assets	0	0
	As per Statement of Accounts	594,970	477,936
10	Total Borrowings		
	Loans Due (<= 1 Year)	0	0
	Loans Due (> 1 Year)	0	0
	As per Statement of Accounts	0	0

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025	ACTUAL 2023/24 £	ACTUAL 2024/25 £
RESTATED		

7, 8	RECONCILIATION BETWEEN BOXES 7 AND 8	ACTUAL 2023/24 £	ACTUAL 2024/25 £
7	Balances carried forward (adjusted)	3,438,642	7,812,036
	(-) Deduct: Debtors and Prepayments		
	Trade Debtors	74,490	256,435
	Stock and Work in Progress	4,849	50,272
	Drainage Rates and Special Levies Due	640	-875
	Prepayments	0	0
	Prepayments to WMA	37,159	-27,465
	Accrued Interest	0	0
	Vat Due from HMRC	161,633	301,098
		278,771	579,464
	(+) Add: Creditors and Payments Received in Advance		
	Creditors Control Account	57,284	631,788
	Accruals	346,154	418,967
	Receipts Paid in Advance	20,868	7,167
		424,306	1,057,922
	(=) Box 8	3,584,177	8,290,494
8	(=) Total Cash and Short Term Investments		
	Cash at Bank and in Hand	684,177	690,494
	Short Term Investments	2,900,000	7,600,000
		3,584,177	8,290,494

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

05 JUNE 2025

Annual Governance and Accountability Return 2024/25 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2024/25

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** **must** be completed by the authority's internal auditor.
 - **Sections 1 and 2** **must** be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2025**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2025**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2025
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2024/25

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2025 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2024/25**, approved and signed, page 4
- **Section 2 - Accounting Statements 2024/25**, approved and signed, page 5

Not later than 30 September 2025 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review. It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2024/25

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2025.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2024) equals the balance brought forward in the current year (Box 1 of 2025).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2025**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?		
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?		
	Has an explanation of significant variations been published where required?		
	Has the bank reconciliation as at 31 March 2025 been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.		

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2024/25

BROADS (2006) IDB

<https://www.wlma.org.uk/broads-idb/home/>

During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

11/03/2025 12/03/2025

Name of person who carried out the internal audit

David Robinson

Signature of person who carried out the internal audit



Date

03/04/2025

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2024/25 for

ENTBROADS (2006) IDB RITY

RESTATED

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	2,570,034	3,438,642	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	1,147,851	1,285,760	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	5,950,420	11,003,381	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	1,133,994	1,200,390	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	5,095,669	6,715,357	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	3,438,642	7,812,036	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	3,584,177	8,290,494	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	594,970	477,936	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)				The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE

Date

28/05/2025

I confirm that these Accounting Statements were approved by this authority on this date:

05/06/2025

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of

ENTER NAME OF AUTHORITY

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2024/25

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY

Broads Internal Drainage Board Risk Register

As a Risk Management Authority the Broads Internal Drainage Board are required to have a risk register in order to systematically identify, assess and manage any potential risks to our business. It will also be used to ensure accountability, compliance with regulations, and the effective use of resources to safeguard public interests. The risk Register is a live document and should be reviewed regularly.

With regard to the Risk Register below;

- A Consequence of 3 relates to repercussions which would have a serious effect on the operation/service delivery, which may result in major financial loss (over £100,000) and/or major service disruption (+5 days) or impact on the public. Death of an individual or several people. Complete failure of project or extreme delay (over 2 months). Many individual personal details compromised/revealed. Adverse publicity in national press.
- A Consequence of 2 relates to repercussions which would have a noticeable effect on the operation/service delivery. May result in significant financial loss (over £25,000). Would cause a degree of disruption (2 – 5 days) or impact on the public. Severe injury to an individual or several people. Adverse effect on project/significant slippage. Some individual personal details compromised/revealed. Adverse publicity in local press.
- A Consequence of 1 relates to repercussions which would not be severe and any associated losses and or financial implications will be low (up to £10,000). Negligible effect on service delivery (1 day). Minor injury or discomfort to an individual or several people. Isolated individual personal detail compromised/revealed. NB A number of low incidents may have a significant cumulative effect and require attention.
- A Likelihood of 1 relates to an unlikely, outside risk of occurrence.
- A likelihood of 2 relates to this being a foreseeably realistic risk, which could happen infrequently.
- A likelihood of 3 relates to this being a high likelihood of occurrence.

Using the risk matrix shown below a risk rating score is determined, which enables risks to be prioritised using one or more of the “four T’s”

- **Tolerate - score 1-2 - Accept the risk**
- **Treat - score 3–4 - Take cost effective in-house actions to reduce the risk**
- **Transfer – score 6 - Dedicate major resources to managing the risk. If possible transfer the risk to someone else (e.g: by insurance or passing responsibility for the risk to another)**
- **Terminate – score 9 - Agree that the risk is too high and do not proceed with the project or activity**

Likelihood (1 – 3)	Consequence (1-3)		
	1	2	3
1	1	2	3
2	2	4	6
3	3	6	9

Officers Responsible for actions:

PC - Phil Camamile, Chief Executive: MP – Chief Operating Officer & Deputy CEO: SJ - Sallyanne Jeffrey, Finance and Rating Manager, KN - Kari Nash, Project Delivery Manager: TH - Tom Hunter, Area Manager: PS - Phil Semmence, Operations Manager: CL - Caroline Laburn, Environmental Manager: CB - Cathryn Brady, Sustainable Development Manager

Material Changes to the Risk Register

May 2025

(1s) Beavers could escape from enclosures or be released legally and build dams within the IDB district affecting drainage. Wording changed to include for legal release. Details of how risk will be managed comments updated. Likelihood raised from 1 to 2 and Risk Level therefore raised to 6 due to the current situation of unclear management and decision making by Natural England.

Objective	Risk Identified	Impact	Likelihood of risk identified occurring	Consequence of risk identified occurring	Risk Level	Action	Details of how risk will be managed	Review Date	Officer responsible
(1) To reduce the flood risk to people, property, public infrastructure and the natural environment by providing and maintaining technically, environmentally and economically sustainable flood defences within the Internal Drainage District (IDD).	(1a) Reduction in, or insufficient finance, grant and income.	Erosion of Board's capital and general reserves. Unable to replace assets as scheduled in the Board's asset plan and EA MTP.	2	3	6	Transfer	Use knowledge and skills of the projects team to fully utilize all funding streams available to projects, thus transferring the risk across a more diverse funding landscape. Undertake recharge works to build board reserves. Continue to lobby Defra to update the Land Drainage Act 1991 to refer to current rating lists used by billing authorities for levying agricultural drainage rates and special levies, as this would support the extension of the Board's area to its watershed catchment. This would provide additional rates to the Board from	31.03.2025	MP

Objective	Risk Identified	Impact	Likelihood of risk identified occurring	Consequence of risk identified occurring	Risk Level	Action	Details of how risk will be managed	Review Date	Officer responsible
							the upland area (and negate the need for HWCs). The Environment Act 2021 has been enacted, and the Statutory Instrument to update rating calculations has also been consulted on. We now wait for the relevant procedure to be followed for the law to be updated, after which further processes can commence.		
	(1b) EA may cease to pay highland water contribution to IDBs	Reduction in FCREM service the Board is able to provide.	2	3	6	Transfer	Ensure highland water claims are clear, transparent, discussed with the EA in good time and submitted on time. Ensure the importance of the HWC is recognized and supported by the EA, RFCC and constituent councils. Continue with the district expansion plans such that HWC would no longer be needed.	31.03.2025	SJ/MP
	(1p) The increasing number of water management initiatives being developed and promoted across the region could lead to a duplication of effort and emerging strategies which have conflicting objectives that	Increase pressure on management time as the Board attempts to keep a handle on the growing number of plans and initiatives in the catchment.	2	3	6	Transfer	IDB consenting team to receive training on the possible impacts of water level management schemes. Management to carefully assess whether or not to directly engage with each water management initiative being developed by other RMAs in the catchment, could adversely impact on the Board's operations and/or increase flood risk.	31.03.2025	CB

Objective	Risk Identified	Impact	Likelihood of risk identified occurring	Consequence of risk identified occurring	Risk Level	Action	Details of how risk will be managed	Review Date	Officer responsible
	could adversely impact on the Board's operations and/or increase flood risk.								
	(1q) HMRC have confirmed via Excise Notice 75, that as of 1 April 2022, IDBs can continue to use red diesel for works benefitting agriculture. It is highly likely that this is a temporary decision and that at some point in the future, the use of rebated fuel will not be possible for IDB works.	An annual fuel increase in cost of approximately £30,000, meaning an increase of 3% in drainage rates and special levies.	2	3	6	Transfer	Continue to support lobbying through ADA for the law not to be widened out to IDBs.	31.03.2025	TH/MP
	(1r) Significant increases in wages, fuel and energy costs and difficulty of passing on the associated increases to drainage ratepayers and councils.	Cuts to service delivery would have to be made which could significantly increase flood risk.	2	3	6	Transfer	Additional costs passed on in rates and special levies Assess where cuts could be made without increasing flood risk to an unacceptable level. Support the Council and ADA in actively lobbying Central Government for funding support due to concerns of rising special levies.	31.03.2025	SJ/TH

Objective	Risk Identified	Impact	Likelihood of risk identified occurring	Consequence of risk identified occurring	Risk Level	Action	Details of how risk will be managed	Review Date	Officer responsible
	(1s) Beavers could escape from enclosures or be released legally and build dams within the IDB district affecting drainage.	Increased flooding, increased cost, difficulty to maintain water levels in designated areas, inability to undertake statutory function, damage to flood banks and watercourse infrastructure.	2	3	6	Transfer	Environmental staff have undertaken the necessary training and develop the required procedures to be able to remove any beavers/beaver dams from our drains, as required, under license. Operational staff briefed to remain vigilant and report suspected beaver activity to operations managers, especially around areas where they are being introduced. WMA continue to push to be on the Eastern Beaver Management Group which will decide on any legal releases.	31.03.2025	CL/TH
	(1v) Potential liability for certain bridges and culverts in the district.	If the Board is found to have some operational responsibility, this could have a significant financial impact as well as associated health and safety/ public liability concerns.	2	3	6	Transfer	The Board's position is that all bridges and culverts carrying public highways are the responsibility of the relevant Highway Authority. All bridges and culverts that carry unadopted highways/private access routes are the responsibility of the riparian landowner. WMA staff to undertake a task & Finish activity search of archives to understand situations where the IDB may have explicitly taken responsibility for certain culverts/bridges in the district. This can then be used to ring	31.03.2025	CB

Objective	Risk Identified	Impact	Likelihood of risk identified occurring	Consequence of risk identified occurring	Risk Level	Action	Details of how risk will be managed	Review Date	Officer responsible
							fence funds for managing these assets as required.		
3 To enable and facilitate land use for residential, commercial, recreational, and environmental purposes by guiding and regulating activities, which have the potential to increase flood risk.	(3a) Planning Authorities ignore advice provided by Board, which leads to increased flood risk.	Increased flood risk. Potential for lost income for SWDCs and commuted sums.	2	3	6	Transfer	Planning/Enforcement to build close relationships with local planning officers, such that our role, input and comments are considered and valued. Officers' comments on planning applications are available on Local Authority website.	31.03.2025	CB
	(3b) SUDs managed by private management companies who allow them to fall into disrepair through lack of long-term maintenance.	Inadequate or lack of maintenance of SUDs could have an adverse impact on the IDB infrastructure & subsequently increase the risk of flooding.	2	3	6	Transfer	A SUDs adoption and charging policy has been approved by the Board. Updated Planning and Byelaw Strategy Document approved by the board	31.03.2025	CB

FEEDBACK & COMPLAINTS REVIEW

For the period 1st January 2025 – 22nd May 2025

1. INTRODUCTION

To meet the strategic aims, the vision, mission, and values of the board, it is important to monitor feedback from the public, organisations, and other relevant stakeholders. Whether it is positive or negative, all feedback can be used to improve our performance and services.

2. HOW WE COLLATE FEEDBACK

We collate feedback through our website, emails, and telephone calls. Links to Feedback and Customer Complaint forms are in all email footers.

3. OFFICIAL COMPLAINTS

Date of complaint	Location	Nature of complaint	Allocated to	Status	Action taken
24/04/2025	Potter Heigham	Lack of community and stakeholder engagement, closure of footpath and parking access.	T. Hunter	Closed	Reply email: The footpath and parking were blocked off for health & safety reasons and located on BIDB land, not official footpaths. Stakeholder and community engagement has taken place (examples given), directions to find other sources of engagement were supplied.

The same reporting period last year contained no complaints.

4. OTHER FEEDBACK

Date of feedback	Location	Nature of Feedback	Allocated to	Status	Action taken
24/02/2025	Caister	Praise given for recent works to the pedestrian public access.	P. Semmence	N/A	Shared with staff.
28/02/2025	Horsey	Professional & engaging manner, producing excellent results on camera.	T. Jones	N/A	Shared with staff.
11/03/2025	Horsey	Thanks for the presentation regarding the new pumping station.	T. Jones	N/A	Shared with staff.
27/03/2025	Not supplied	Thanks for helping resolve a land query.	G. Tinkler	N/A	Shared with staff.

The same reporting period last year contained one positive feedback recording.

FRANCES BLIGH
ICT MANAGER
22nd May 2025

WATER MANAGEMENT ALLIANCE

SUPPLIER PERFORMANCE POLICY

OPERATIONS

Last review date: January 2025

To be reviewed every 3 years

Next review date: January 2028

Reviewed by: WMA Consortium Management Committee

Adopted by:

Broads Internal Drainage Board
East Suffolk Water Management Board
King's Lynn Internal Drainage Board
Norfolk Rivers Internal Drainage Board
Pevensey and Cuckmere Water Level Management Board
South Holland Internal Drainage Board
Waveney, Lower Yare and Lothingland Internal Drainage Board

SUPPLIER PERFORMANCE POLICY

1. Introduction

- 1.1. The WMA Member Boards operate and promote a system of continuous learning and improvement in all aspects of Health and Safety and Environmental practice.
- 1.2. Supplier performance is key to this, and we expect the highest standards from our suppliers.

2. Monitoring

- 2.1. Supplier performance is monitored as part of the framework management arrangements. This includes unannounced safety and environmental audits of work, as well as general feedback received at any time.

A yellow / red card system is also operated and will be triggered in a number of circumstances, which include:

- 2.1.1. any act or omission by a supplier leading to a prosecution in any of its business dealings shall be notified to the WMA CEO, as per section 4.0.
 - 2.1.2. any act of negligence by a supplier which significantly increases the risk to others or the environment during the execution of any WMA Member Board work.
 - 2.1.3. failure to follow the WMA Member Board's management systems, policies and procedures and safe systems of work.
 - 2.1.4. Any act of disrespectful behaviour towards staff or members of the public
- 2.2. Following the issue of a yellow card for any issues under 2.1.1 - 4 the supplier will be instructed to prepare an action plan to address the failures which led to the incident and agree actions safeguarding against a repeat incident with the WMA Member Board. This is to be sent to the relevant Operations Manager and Area Manager within 10 working days of card issue.
- 2.3. The issuing of three yellow cards for a failure within categories 2.1.1 - 4 within the tender period (3 years plus any extension as per the supplier tender document) will result in escalation to the issuing of a red card, ie: The Third yellow card will result in an automatic red card.
- 2.4. The issuing of a red card under this policy will result in immediate suspension from the framework for 12 months AND until such time that the CEO approves their re-admission.
- 2.5. If any act or omission under 2.1.1 – 4 is RIDDOR reportable, or deemed highly irregular by the CEO, then the WMA Member Board reserve the right to issue a red card immediately.

3. Dispute

- 3.1. Where a supplier is in dispute with a WMA Member Board, no further work will be issued to the supplier until the dispute has been resolved.

SUPPLIER PERFORMANCE POLICY

4. Notification under 2.1.1

- **Obligation to Notify:**
The Supplier shall promptly inform the WMA in writing within 10 business days upon becoming aware of any of the following events:
 - a) The initiation of any legal, regulatory, or governmental investigation, inquiry, or proceeding involving the Supplier, its affiliates, or any of its key personnel.
 - b) Any criminal prosecution, civil action, formal censure, or regulatory enforcement action against the Supplier or its affiliates that could reasonably be expected to adversely affect the Supplier's ability to meet its obligations to the WMA or damage its reputation.
 - c) Any other material breaches of laws, regulations, or industry standards related to the conduct of its business, whether or not directly related to the services or goods provided to the WMA.
- For the purposes of this clause, "material breaches" include, but are not limited to, breaches related to fraud, bribery, corruption, environmental violations, or health and safety regulations.
- **Failure to Notify:**
Failure to notify the WMA as required under this clause shall constitute a red card event under this policy and the consequences as set out in 2.4.
- **Confidentiality:**
Any information provided under this clause shall be treated as confidential and used solely for assessing the Supplier's suitability to continue providing goods or services.

Development Contribution Review

1. Introduction

The WMA Boards currently charge a Development Contribution for additional flows discharging into the Board's Internal Drainage District from new impermeable areas. This is known as the Surface Water Development Contribution (SWDC).

No charge is currently made for additional flows resulting from the discharge of treated effluent (used and treated potable water) such as discharges from a package treatment plant from a residential property.

2. Proposed Change

It is proposed that the WMA's approach to charging Development Contributions is expanded to include a Treated Foul Water Development Contribution (TFWDC). As with the SWDC, the TFWDC should reflect some of the actual likely costs resulting from the increased volume of water draining to infrastructure maintained by the Board, based on broad but realistic assumptions.

The following charges are proposed for adoption by the WMA Boards:

Property Type	TFWDC
Private Residential Dwelling	£184

Table 1: Proposed TFWDC charge per private residential dwelling.

Property Type	Charge per 100m ² floor space
Low Occupancy Commercial - Including Industrial / Agricultural Units (1-5 people per 100m ²)	£195
Medium Occupancy Commercial - Including Offices / Retail Units / Care Facilities (6-15 people per 100m ²)	£586
High Occupancy Commercial - Including Restaurants / Cafés / Schools (16+ people per 100m ²)	£977

Table 2: Proposed TFWDC charge for commercial development / premises.

The following broad but realistic assumptions have been used to support this proposal:

- Each occupant of a residential dwelling will use and dispose of 110 litres of water per day (equates to 40m³ per year). This is based on the UK's target to reduce average water consumption to 110 litres per person per day by 2050 according to Defra's 25 Year Environment Plan.

- Each occupant of a commercial premises will use and dispose of 55 litres of water per day (equates to 20m³ per year). This is a conservative assumption based on compiled data available from Ofwat and a report from South Staffs Water.
- A private residential dwelling has an average occupancy of 2.36 people (UK average) according to the Office for National Statistics.
- At least £6,250 of watercourse improvements will be eventually required for every 3200m³ of additional water which drains to Board Maintained watercourses.
 - o This equates to 1ha of additional impermeable area, and is an assumption which is shared with the SWDC charging approach assumptions.
 - o This also equates to 80 occupants in a residential setting, or 160 occupants in a commercial setting.
 - o This value is based on the cost of replacing a 12m length of 450mm culvert, or 1,000m³ of channel improvement works (this equates to approximately 0.5km of widening, if widened by 1m each side).

3. Impact of Change

In 2024 the WMA Boards collectively issued 32 consents for treated foul water discharges, collecting £0 in Development Contributions. Assuming a minimum charge of £184 was applied, the WMA Boards would have collected £5,888 in Treated Foul Water Development Contributions.

4. Legality of Change

In 2009, 2015 and 2018 the WMA sought legal advice regarding the legality of (SW)DC's. The advice has all confirmed that a charge is legal if it relates to actual or potential works to be undertaken by the IDB to manage the additional runoff and does not involve any profit making for the IDB, (instead representing a contribution towards eventual works undertaken) with a rational basis, and if the charge is a standard rate applied equally and in a transparent way (while being proportional to the size of the development). Officers believe the proposal satisfies the above requirements.

5. Officer Recommendation

Officers recommend that the WMA's charging policy is updated to include the TFWDC charges shown in tables 1 and 2.



Water Management Alliance

Annual Carbon Report

2023/2024 Financial Year Update

Published: January 2025

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1. INTRODUCTION

This report is an annual update to the Water Management Alliance's first-ever full carbon audit (Published February 2023), as it strives to reduce carbon emissions by 50% by 2030. This report now includes emissions data for the 2023/2024 financial year.

The carbon audit will allow the Water Management Alliance to calculate and benchmark its carbon emissions and enable the key sources of emissions to be identified. This report now sits alongside the Water Management Alliance's Carbon Management Plan which sets out short, medium and long term actions to reduce carbon emissions.

2. PURPOSE

The Water Management Alliance would like to commit to the Government's ask of small businesses (SMEs) to commit to take climate action in three ways:

- 50% reduction in greenhouse gas emissions before 2030. (Scope 1 and Scope 2)
- Achieve net zero emissions by 2050. (across Scope 1, 2 and 3)
- Disclose progress on a yearly basis.

3. METHODOLOGY

3.1 The GHG Protocol

The GHG Protocol establishes comprehensive global standardized frameworks to account for and report on greenhouse gas emissions. This carbon audit has been produced in line with the principles of the Greenhouse Gas (GHG) Protocol and UK Government Department for Business, Energy and Industrial Strategy (BEIS) GHG reporting guidance.

The GHG emissions have been calculated by multiplying activity data by the relevant emissions factor:

$$\text{Activity data} \times \text{GHG emissions factor} = \text{GHG emissions}$$

GHG emissions are expressed as carbon dioxide equivalents (CO₂e), and include; Carbon dioxide (CO₂), Methane (CH₄), Nitrous oxide (N₂O), Sulphur hexafluoride (SF₆), Hydrofluorocarbons (HFCs), Perfluorocarbons (PFCs) and Nitrogen trifluoride (NF₃).

3.2 Scope Definitions

The Green House Gas Protocol defines 3 types of emission categories referred to as Scopes. To help demonstrate Figure 1 is a Scope Infographic. Figure 2 describes each activity the WMA has included within each Scope.

Scope 1 - Direct Emissions from activities under our control. Primarily relating to fossil fuel combustion

Scope 2 - Indirect Emissions from the electricity we purchase and use

Scope 3 - All other indirect emissions from activities, sources we don't own or control

3.3 Organisational boundary

Calculating scope 3 emissions can often be difficult because the data required is mostly held by other organisations in the supply chain. For Scope 3 we have had to be clear which activities we are unable to report on

Included -

- Fuel purchased by WMA for owned plant used for PSCA Work

Excluded -

- Fuel purchased by contractors for their own vehicles and plant undertaking IDB work.

- Emissions from FCERM Capital projects where we use contractors.

- Employee Commuting

For the excluded items we may look to develop a reporting process that would allow us to report these emissions in future annual audits. We will request contractors for any construction projects to inform us of their emission reporting capabilities and which GHG calculation and reporting standards they operate to.

3.4 Coverage

The Water Management Alliance is an umbrella organisation, offering back-office and technical services to a consortium of seven Internal Drainage Boards. Each Internal drainage Boards managed by the WMA is an autonomous local, public body which has statutory duties to the environment as it undertakes its permissive powers.

The IDBs covered by the consortium are included – South Holland IDB, King's Lynn IDB, Norfolk Rivers IDB, Broads IDB, Waveney, Lower Yare & Lothingland IDB, East Suffolk WMB and Pevensey & Cuckmere WLMB. Data has been collected and summarised for individual Boards and collectively as the WMA.

3.5 Target

The IDBs of the WMA have a carbon net zero target date of 2050.

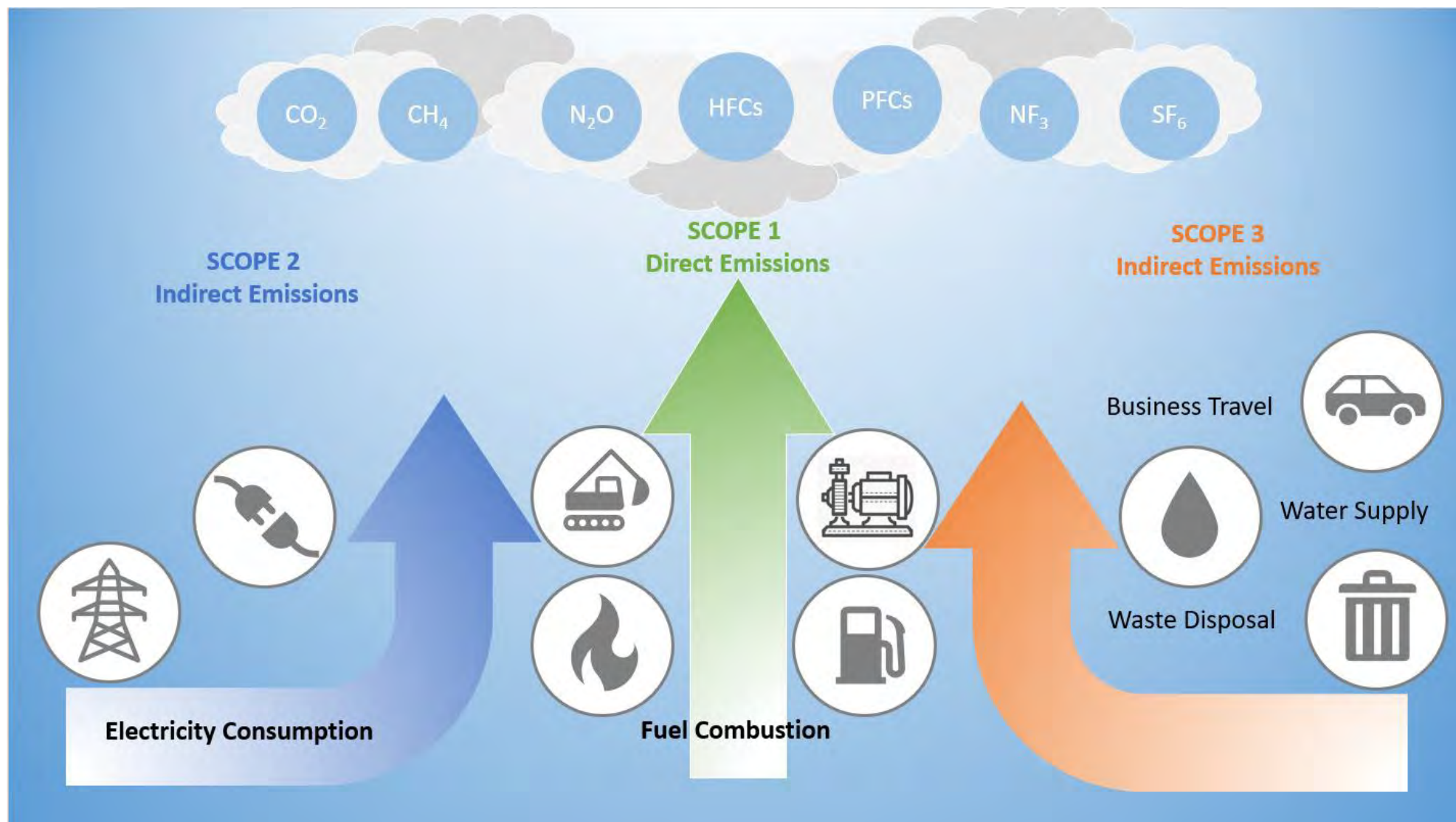


Figure 1: Scope Infographic

Activity		Description	Data Source	Unit
Scope 1 - Direct Emissions – Fuel Consumption				
Fuel in Fleet Vehicles	White Diesel	operational vehicle Fleet & Plant	fuel invoices	Litres
	Petrol			
	Red Diesel			
	Bio Oil			
Offices	Fugitive Emissions	Air con flouros	EOC Services	Kg
Pumping Station	Red Diesel Generators	Operating Pumping station back-up generators	fuel invoices	Litres
	Unleaded			
Scope 2 - Indirect Emissions – Electricity Consumption				
Electricity Emissions	Offices	Electricity purchased from the national grid to power the WMAs offices and Pumping Stations	utility bills	kWh
	Pumping Station			
Scope 3 - Other Indirect Emissions				
	Electricity Transmission & Distribution Losses	These are indirect emissions from the transmission and distribution of our purchased electricity. It is considered best practise to include these	utility bills	kWh
	Business travel inc Car, rail, and flights	Staff travel - in their own vehicles on business grounds, via train or plane	employee mileage claims / expenses	Miles / km
	Water Supply & Treatment	The supply of water to our buildings and sites. Treatment is the water we return to the system (90% return to sewer rate).	utility bills	m³
	Waste & Recycling	Weight of Waste and recycling collected from our offices	Veolia Dashboard	Kg

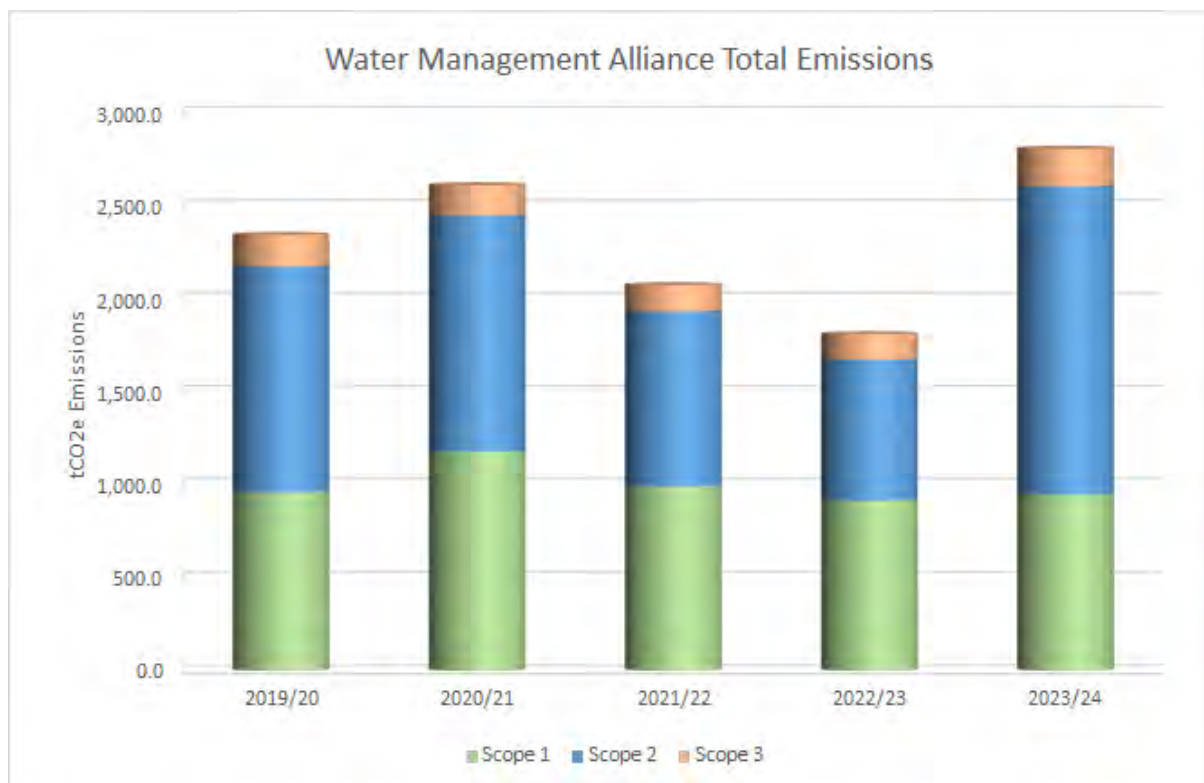
Figure 2: Description of each activity WMA included within each Scope

4. RESULTS

4.1 WMA Summary

The data shows that overall Carbon Emissions in 2023/24 are 20% higher compared to our baseline year of 2019/20, an increase of 462.9 tCO₂e. The emissions are 55% higher compared to 2022/23, an increase of 996 tCO₂e.

All Board's emissions have increased in 2023/24 compared against the previous year, 2022/23 due to the very wet weather endured during the Winter – as described and evidenced in 4.3 below and Appendix 8.



Scope 1

- Overall Emissions 3% higher (an increase of 32 tCO₂e) in 2023/24 than 2022/23, 1% lower (reduction of 13.4 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 119% higher (an increase of 898.8 tCO₂e) in 2023/24 than 2022/23, 37% higher (an increase of 447.1 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 48% higher (an increase of 65.1 tCO₂e) in 2023/24 than 2022/23, 19% higher (an increase of 32.2 tCO₂e) than 2019/20 baseline year.

4.2 Quality Control

The Finance team collating the data have applied data checks and consistency in producing data from the system. All outliers have been checked and explanations sought and documented from individual IDBs where large variations have occurred.

4.3 2023/2024 Weather

Summer 2023 was warmer and wetter than average with a record-breaking June. June 2023 was confirmed as the hottest June on record for the UK. The average mean temperature of 15.8°C in the month eclipsed the previous record for the Junes of 1940 and 1976 by 0.9°C, a huge margin.

Autumn 2023 was milder and wetter than average, with a fine start, a very wet October and a run of named storms including Agnes (late September), Babet (mid-October), Ciaran (start of November), Debi (mid-November), Elin and Fergus (early December) and Gerrit (late December).

October 2023 was the UK's equal sixth wettest October on record since 1836 with Storm Babet playing a large role.

February 2024 was very wet with roads across Essex, Cambridgeshire and Peterborough closed due to floodwater

All our IDBs experienced higher rainfall in 2023/2024 which explains why all Scope 2 Emissions, relating to electricity consumption in pumping stations, is higher for every board. It also explains why Scope 1 emissions, relating to fuel consumption to run temporary pumps, is higher for King's Lynn IDB, East Suffolk IDB, Broads IDB.

Given the significant increase in rainfall and operating costs felt by IDBs across the country as a result, in February 2024, the prime minister announced £75m to be split initially for two distinct purposes:

1. Storm recovery – assisting with IDB operational expenses following the winter storms of 2023/24, repairs to pumping stations, watercourses and other assets.
2. Investment to modernise and upgrade IDB assets/waterways for the future – modernise them, making them more efficient/effective, sustainable, environment friendly, to diversify the outcomes they achieve for lowland landscapes and communities.

[Prime Minister announces £75 million for IDBs to recover and modernise - Association of Drainage Authorities](#)

A third Tranche has recently been announced in November 2024 providing £19m of funding until April 2026.

4.4 Data

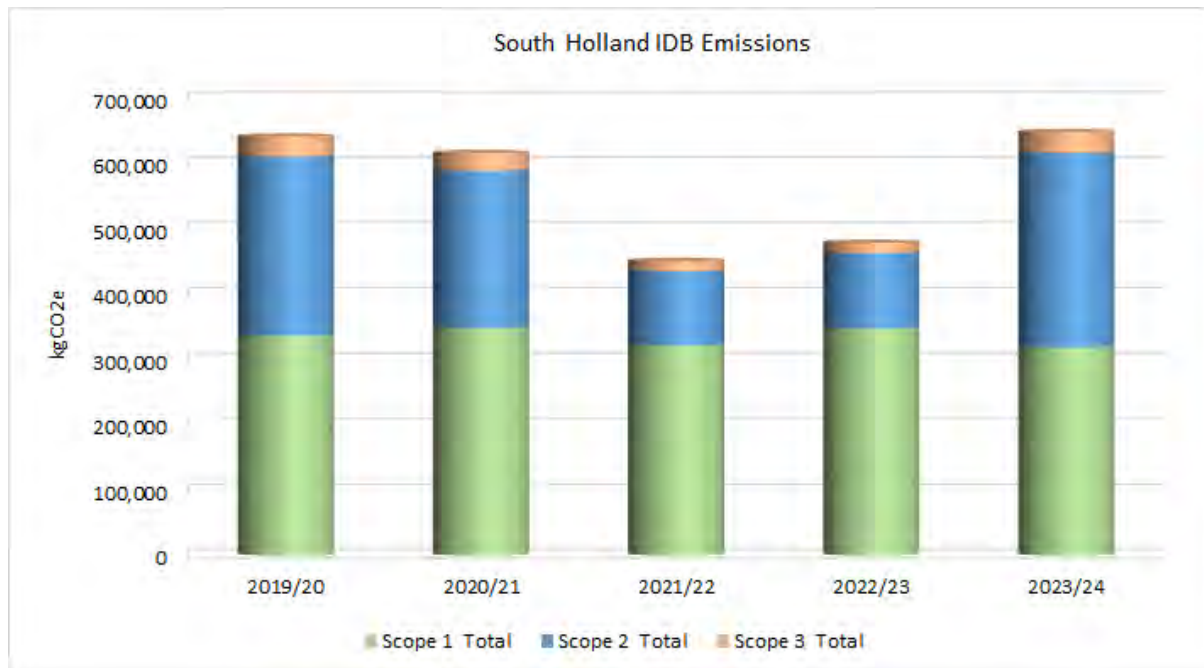
All the Boards are on 'Green Electricity Tariffs' but we have still recorded 100% of the electricity emissions as we do not believe the electricity provided from these tariffs is all from renewables.

		WMA TOTAL kgCO2e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	151,605.7	150,615.0	150,444.7	149,113.5	141,788.1
	Unleaded	1,614.9	1,454.4	1,464.5	1,121.3	8,266.1
	Red Diesel	730,561.6	885,025.9	744,720.1	741,692.0	759,135.2
	Bio Oil	0.0	0.0	550.0	137.5	0.0
	Gas	16,831.9	19,520.3	18,308.6	2,583.2	0.0
Small Tools / Others	Unleaded	211.7	189.1	95.7	253.0	588.8
	White Diesel	0.0	0.0	0.0	0.0	696.3
	Red Diesel	0.0	0.0	0.0	0.0	184.9
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	13,303.5	0.0	75,153.1	12,804.9	0.0
Pumping Station	Red Diesel Pump Engines or Generators	46,282.8	120,042.5	617.9	7,231.2	36,236.0
	Unleaded	11.0	362.3	100.5	83.1	140.3
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	23,489.3	17,327.2	19,364.0	21,042.0	14,943.4
	Pumping Station	1,188,238.7	1,251,588.7	920,709.5	735,919.5	1,640,860.2
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	102,712.9	109,192.1	84,251.9	69,245.3	143,343.0
Business Travel	Private Car Business travel	65,653.4	52,275.5	55,324.2	66,162.6	57,326.6
	Rail	120.3	27.8	117.9	91.6	78.6
	Flying	0.0	0.0	0.0	264.3	0.0
Water Supply / Treatment	Water Supply	365.9	349.6	58.0	90.0	76.6
	Water treatment	26.5	30.8	22.2	82.0	50.4
Waste / recycling	Waste	76.6	76.5	117.3	100.7	260.6
	Recycling	9.5	9.5	11.6	31.4	25.2
TOTAL		2,341,116.3	2,608,087.1	2,071,431.8	1,808,049.0	2,804,000.5
Scope 1 Total		960,423.1	1,177,209.4	991,455.2	915,019.7	947,035.9
Scope 2 Total		1,211,728.0	1,268,915.9	940,073.5	756,961.5	1,655,803.6
Scope 3 Total		168,965.1	161,961.8	139,903.1	136,067.8	201,161.0
% Change from Baseline year 2019/20						20
% Change from 2022/23						55

APPENDIX 1: SOUTH HOLLAND IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 1% higher compared to our baseline year of 2019/20, an increase of 6.5 tCO₂e. The emissions are 35% higher than 2022/23, an increase of 169 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 8% lower (a reduction of 28.7 tCO₂e) in 2023/24 than 2022/23, 5% lower (reduction of 17.7 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 157% higher (an increase of 181.7 tCO₂e) in 2023/24 than 2022/23, 9% higher (increase of 23.8 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 103% higher (increase of 16.0 tCO₂e) in 2023/24 than 2022/23, 2% higher (increase of 0.5 tCO₂e) than 2019/20 baseline year.

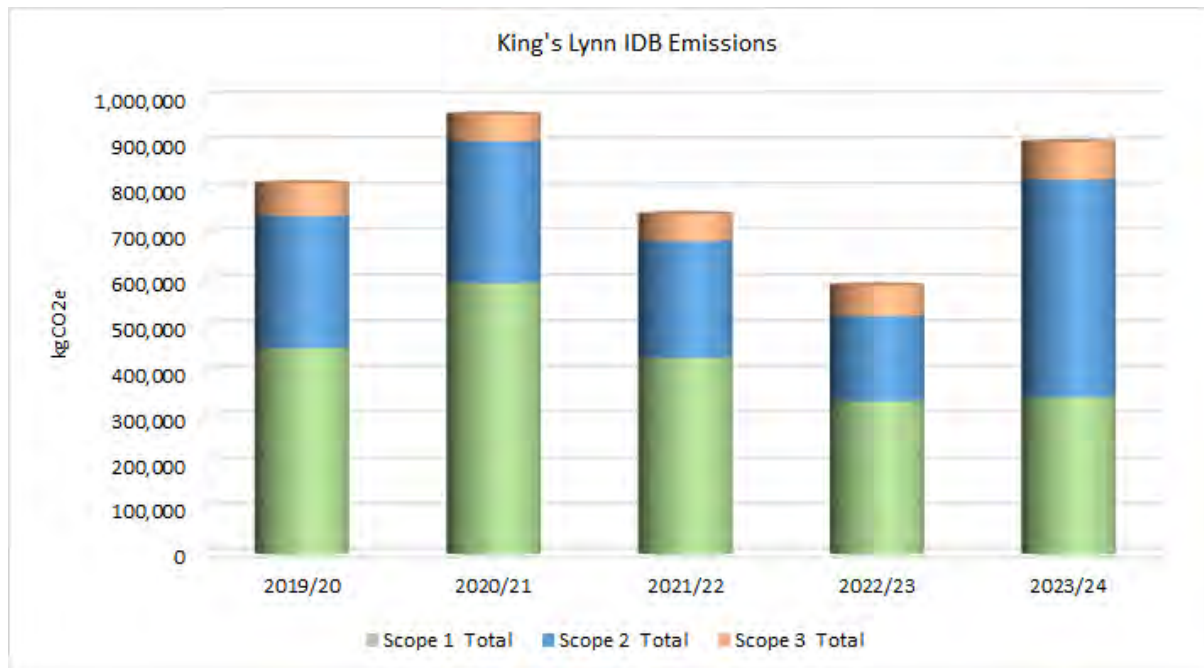
1.3 Data

		South Holland IDB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	37,719.4	35,165.4	28,498.6	39,639.0	34,153.6
	Petrol	521.3	362.1	390.5	261.4	395.5
	Red Diesel	293,029.5	308,623.7	291,263.6	293,716.4	283,485.1
	Bio Oil	0.0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	4,434.5	0.0	0.0	12,804.9	0.0
Pumping Station	Red Diesel Pump Engines or Generators	69.0	3,623.7	617.9	358.8	0.0
	Unleaded	0.0	0.0	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	3,571.7	3,607.1	3,525.3	2,909.3	3,213.1
	Pumping Station	269,673.5	236,270.6	109,585.1	112,449.2	293,814.8
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	23,161.8	20,641.8	10,137.3	10,552.8	25,713.7
Business Travel	Private Car Business travel	7,833.9	6,395.6	5,654.1	4,950.6	5,652.2
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	72.2	67.8	15.3	16.8	23.5
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	72.6	72.5	106.5	82.6	245.2
	Recycling	0.0	0.0	0.0	0.0	6.8
TOTAL		640,159.4	614,830.1	449,794.3	477,741.9	646,703.5
Scope 1 Total		335,773.6	347,774.8	320,770.7	346,780.5	318,034.2
Scope 2 Total		273,245.2	239,877.7	113,110.5	115,358.5	297,027.8
Scope 3 Total		31,140.6	27,177.7	15,913.2	15,602.8	31,641.4
% Change from Baseline year 2019/20						1
% Change from 2022/23						35

APPENDIX 2: KINGS LYNN IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 11% higher compared to our baseline year of 2019/20, an increase of 90 tCO₂e. The emissions are 53% higher compared to 2022/23, an increase of 312.9 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 2% higher (an increase of 8.4 tCO₂e) in 2023/24 than 2022/23, 24% lower (reduction of 108 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 156% higher (an increase of 289.5 tCO₂e) in 2023/24 than 2022/23, 65% higher (an increase of 188 tCO₂e) than 2019/20 baseline year.
- Electricity usage in previous years 2021/22 and 2022/23 has been updated to reflect half hourly meter reads.

Scope 3

- Overall Emissions 22% higher (increase of 15.1 tCO₂e) in 2023/24 than 2022/23, 14% higher (an increase of 10 tCO₂e) than 2019/20 baseline year.

1.3 Data

		King's Lynn IDB kgCO2e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	30,152.8	28,556.1	27,229.1	24,647.1	26,889.0
	Unleaded	479.6	419.4	515.9	374.2	509.5
	Red Diesel	349,070.8	433,246.9	308,664.7	300,823.4	315,699.8
	Bio Oil	0.0	0.0	0.0	0.0	0.0
	Gas	16,831.9	19,506.6	18,294.9	2,560.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	8,869.0	0.0	75,153.1	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	46,213.8	111,774.8	0.0	6,872.4	538.2
	Unleaded	0.0	0.0	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	14,919.2	7,810.7	9,938.8	14,191.4	7,992.4
	Pumping Station	272,442.9	301,665.8	244,896.0	171,665.4	467,324.4
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	24,358.4	26,630.9	22,839.0	17,001.8	41,148.2
Business Travel	Private Car Business travel	47,541.2	31,923.8	36,600.8	49,677.0	40,988.2
	Rail	120.3	27.8	117.9	91.6	78.6
	Flying	0.0	0.0	0.0	264.3	0.0
Water Supply / Treatment	Water Supply	293.7	281.8	42.7	73.2	53.1
	Water treatment	26.5	30.8	22.2	82.0	50.4
Waste / recycling	Waste	4.0	4.0	10.8	18.2	15.5
	Recycling	9.5	9.5	11.6	31.4	18.4
TOTAL		811,333.4	961,888.8	744,337.3	588,373.2	901,305.6
Scope 1 Total		451,617.8	593,503.7	429,857.6	335,277.1	343,636.5
Scope 2 Total		287,362.0	309,476.5	254,834.8	185,856.7	475,316.8
Scope 3 Total		72,353.5	58,908.6	59,644.9	67,239.4	82,352.4
% Change from Baseline year 2019/20						11
% Change from 2022/23						53

1.4 Solar Panels

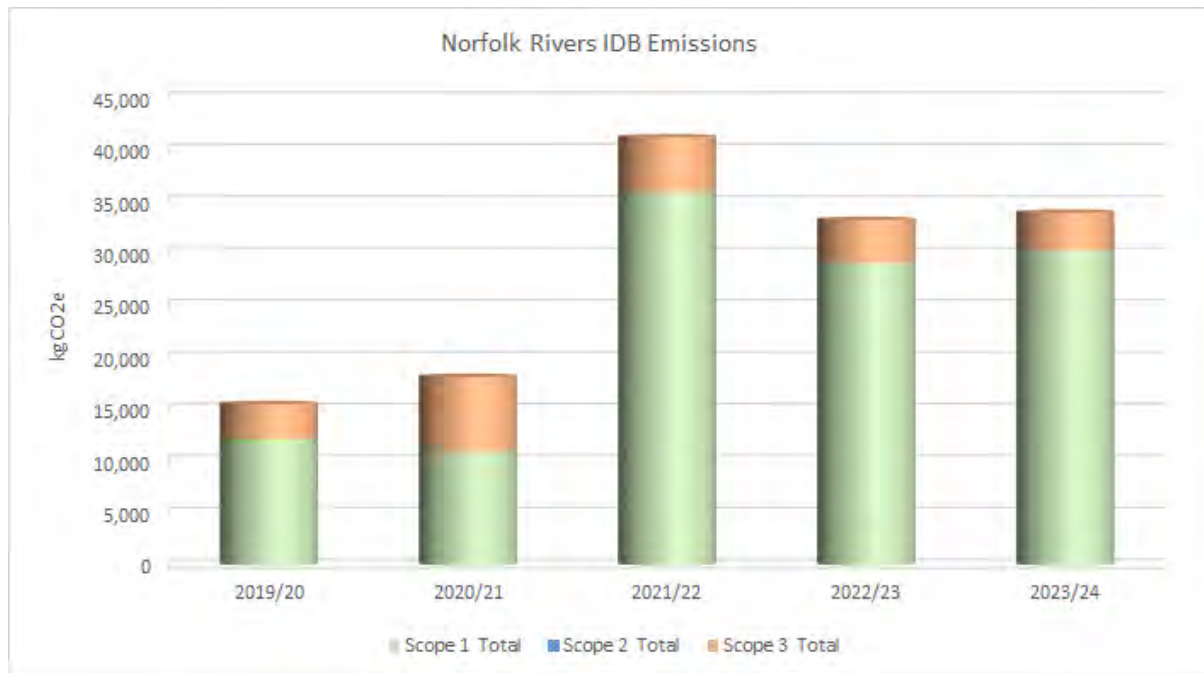
At Pierpoint House we commissioned solar panels in November 2022. Circa 51% (35.61 MWh) of our electricity consumption came from solar power during 2023/24. This avoided 8 tCO2e emissions compared with using electricity from the Grid. We have installed 60 kWh batteries to increase our storage and therefore the amount we can consume, before it is fed into the grid.

The solar also fed 33.9 MWh of excess generation that we could not consume into the grid. We get 6p per kWh from the grid generating a small income.

APPENDIX 3: NORFOLK RIVERS IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 119% higher compared to our baseline year of 2019/20, an increase of 18.4 tCO₂e. The emissions are 2% higher compared to 2022/23, an increase of 0.7 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 4% higher (increase of 1.1 tCO₂e) in 2023/24 than 2022/23, 149% higher (increase of 18.1 tCO₂e) than 2019/20 baseline year.

Scope 2

- No Emissions as there are no Pumping Stations or office

Scope 3

- Overall Emissions 11% lower (reduction of 0.45 tCO₂e) in 2023/24 than 2022/23, 9% higher (increase of 0.3 tCO₂e) than 2019/20 baseline year.

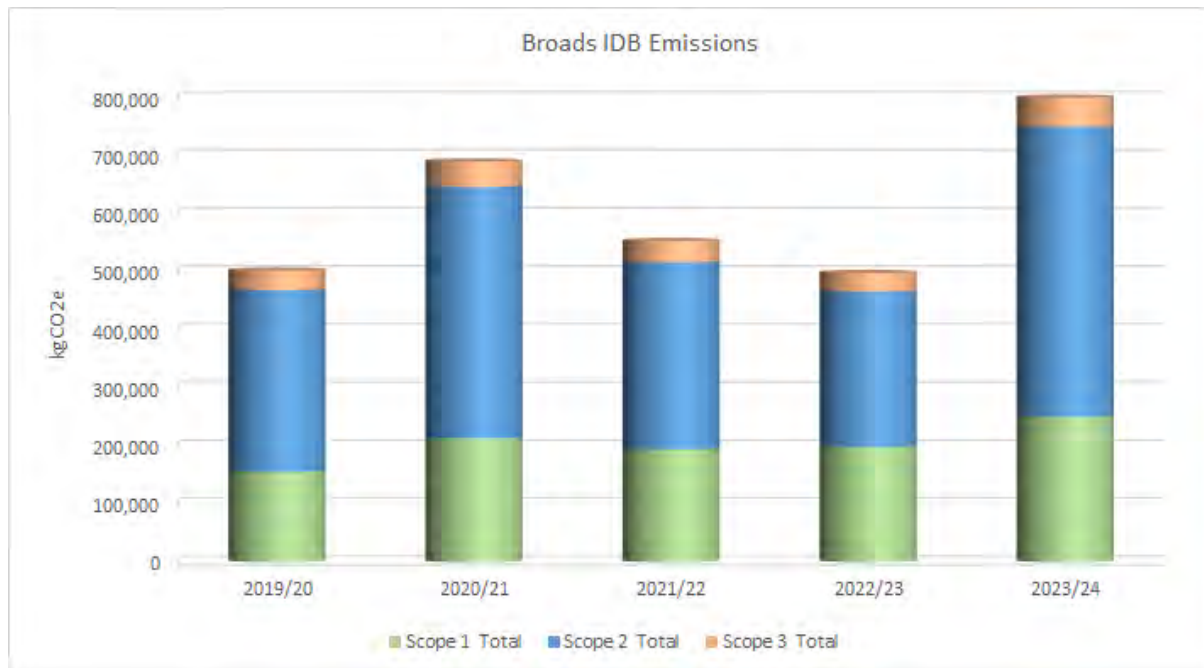
1.3 Data

		Norfolk Rivers IDB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	0.0	0.0	0.0	0.0	148.5
	Unleaded	0.0	0.0	108.8	99.4	6,496.3
	Red Diesel	12,194.0	10,959.3	35,273.8	29,068.3	23,633.9
	Bio Oil	0.0	0.0	550.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	0.0	0.0	0.0	0.0
	Unleaded	0.0	0.0	0.0	0.0	39.8
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	0.0	0.0	0.0	0.0	0.0
	Pumping Station	0.0	0.0	0.0	0.0	0.0
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	0.0	0.0	0.0	0.0	0.0
Business Travel	Private Car Business travel	3,345.4	7,195.3	5,280.1	4,092.9	3,641.3
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		15,539.4	18,154.7	41,212.8	33,260.6	33,959.7
Scope 1 Total		12,194.0	10,959.3	35,932.7	29,167.7	30,318.4
Scope 2 Total		0.0	0.0	0.0	0.0	0.0
Scope 3 Total		3,345.4	7,195.3	5,280.1	4,092.9	3,641.3
% Change from Baseline year 2019/20						119
% Change from 2022/23						2

APPENDIX 4: BROADS IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 59% higher compared to our baseline year of 2019/20, an increase of 297.9 tCO₂e. The emissions are 61% higher compared to 2022/23, an increase of 301.9 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 26% higher (an increase of 52.3 tCO₂e) in 2023/24 than 2022/23, 61% higher (increase of 94.8 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 86% higher (an increase of 231.3 tCO₂e) in 2023/24 than 2022/23, 60% higher (increase of 186.2 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 57% higher (an increase of 18.3 tCO₂e) in 2023/24 than 2022/23, 50% higher (increase of 16.8 tCO₂e) than 2019/20 baseline year.

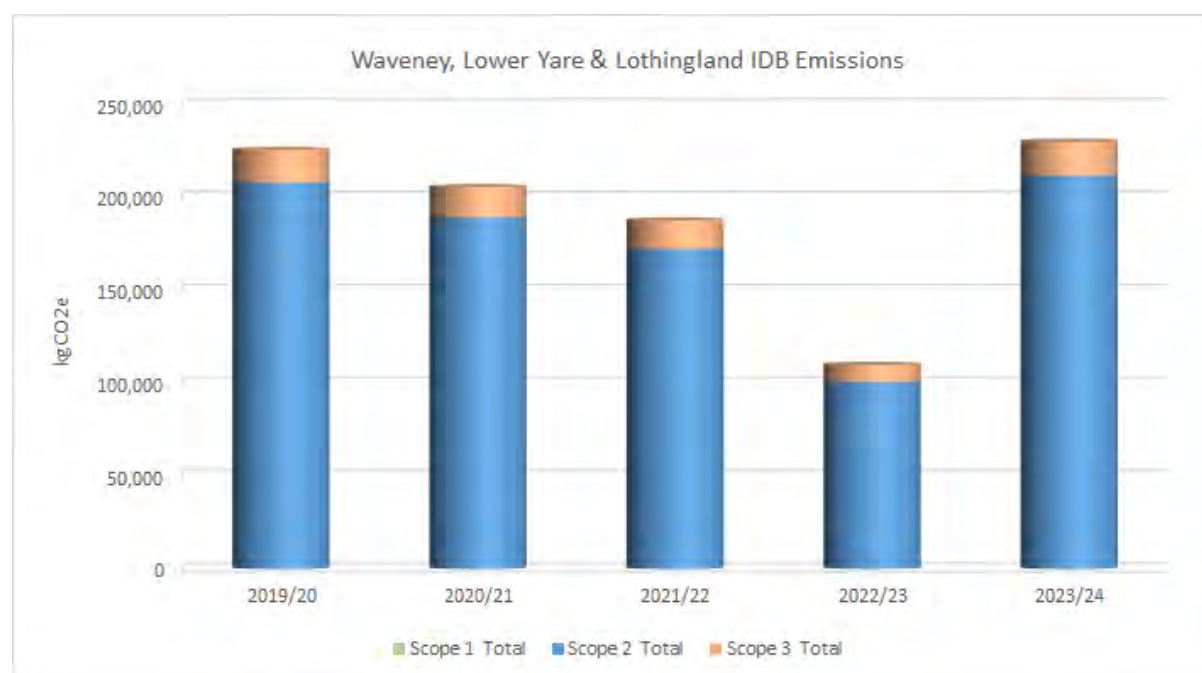
1.3 Data

		Broads IDB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	78,842.3	78,093.9	86,688.6	79,281.6	76,594.4
	Unleaded	110.4	324.2	0.0	0.0	69.0
	Red Diesel	76,134.9	129,937.4	107,308.4	118,083.8	136,214.3
	Bio Oil	0.0	0.0	0.0	137.5	0.0
	Gas	0.0	13.7	13.7	12.2	0.0
Small Tools / Others	Unleaded	211.7	189.1	95.7	253.0	588.8
	White Diesel	0.0	0.0	0.0	0.0	696.3
	Red Diesel	0.0	0.0	0.0	0.0	184.9
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	4,644.1	0.0	0.0	35,697.8
	Unleaded	11.0	351.4	100.5	83.1	100.5
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	4,998.4	5,909.3	5,899.8	3,941.3	3,737.9
	Pumping Station	307,936.8	426,210.1	315,918.2	263,949.0	495,439.7
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	26,526.1	37,184.5	28,842.2	24,506.0	43,213.8
Business Travel	Private Car Business travel	6,932.9	6,760.8	7,789.2	7,442.0	7,044.9
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		501,704.6	689,618.6	552,656.2	497,689.5	799,582.5
Scope 1 Total		155,310.4	213,553.8	194,206.9	197,851.2	250,146.1
Scope 2 Total		312,935.2	432,119.5	321,818.0	267,890.3	499,177.7
Scope 3 Total		33,459.1	43,945.3	36,631.4	31,948.1	50,258.7
% Change from Baseline year 2019/20						59
% Change from 2022/23						61

APPENDIX 5: WAVENEY, LOWER YARE & LOTHINGLAND IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 2% higher compared to our baseline year of 2019/20, an increase of 4.5 tCO₂e. The emissions are 109% higher compared to 2022/23, an increase of 120.1 tCO₂e.



1.2 Results

Scope 1

- This is the second year there have been Scope 1 Emissions. These Emissions are 79% lower (reduction of 0.15 tCO₂e) in 2023/24 than 2022/23.
- This reflects the use of either diesel or petrol used in hand tools. The values are so low it's not visible on the graph above.

Scope 2

- Overall Emissions 111% higher (an increase of 111.1 tCO₂e) in 2023/24 than 2022/23, 2% higher (an increase of 3.7 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 99% higher (an increase of 9.1 tCO₂e) in 2023/24 than 2022/23, 4% higher (an increase of 0.7 tCO₂e) than 2019/20 baseline year.
- This only relates to an increase in Electricity T&D losses as the consumption of Electricity used in Scope 2 has increased significantly.

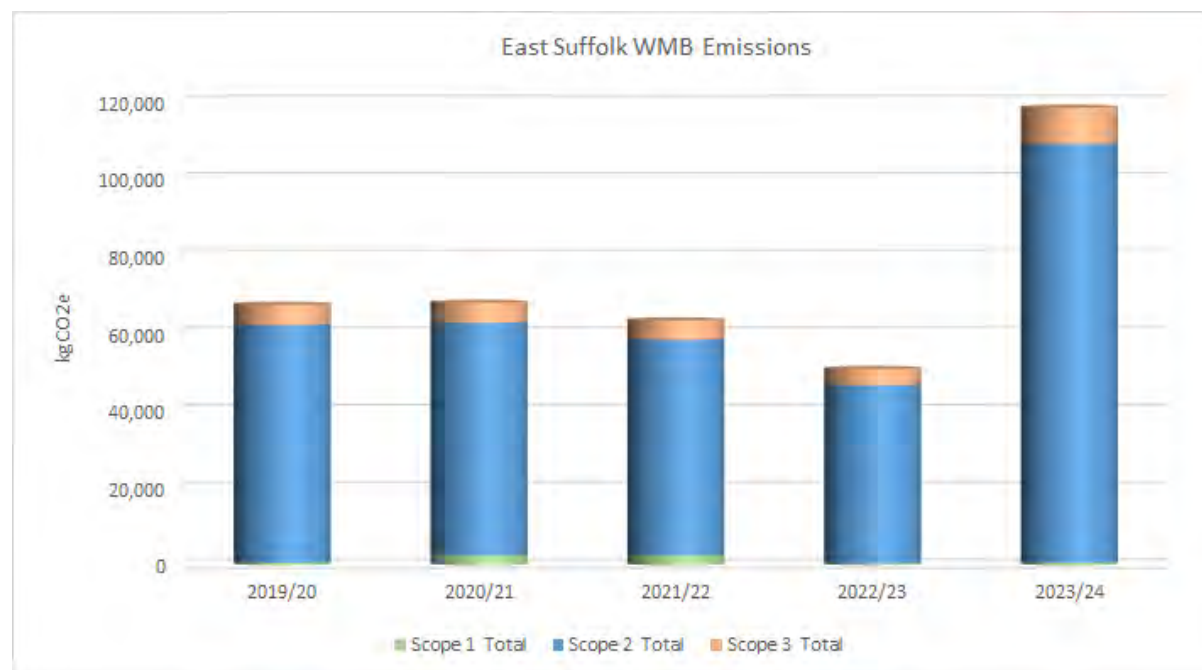
1.3 Data

		Waveney, Lower Yare & Lothingland IDB kgCO2e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	0.0	0.0	0.0	187.8	0.0
	Petrol	0.0	0.0	0.0	0.0	39.8
	Red Diesel	0.0	0.0	0.0	0.0	0.0
	Bio Oil	0.0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	0.0	0.0	0.0	0.0
	Unleaded	0.0	0.0	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	0.0	0.0	0.0	0.0	0.0
	Pumping Station	207,825.7	189,153.8	172,105.6	100,458.0	211,574.3
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	17,616.5	16,277.0	15,424.6	9,189.7	18,316.0
Business Travel	Private Car Business travel	0.0	0.0	0.0	0.0	0.0
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		225,442.1	205,430.8	187,530.2	109,835.5	229,930.1
Scope 1 Total		0.0	0.0	0.0	187.8	39.8
Scope 2 Total		207,825.7	189,153.8	172,105.6	100,458.0	211,574.3
Scope 3 Total		17,616.5	16,277.0	15,424.6	9,189.7	18,316.0
% Change from Baseline year 2019/20						2
% Change from 2022/23						109

APPENDIX 6: EAST SUFFOLK WMB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 76% higher compared to our baseline year of 2019/20, an increase of 50.9 tCO₂e. The emissions are 133% higher compared to 2022/23, an increase of 67.6 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 53% higher (an increase of 0.2 tCO₂e) in 2023/24 than 2022/23, 4% lower (a reduction of 0.02 tCO₂e) than 2019/20 baseline year.
- The values are so low it's not visible on the graph above.

Scope 2

- Overall Emissions 135% higher (an increase of 62.2 tCO₂e) in 2023/24 than 2022/23, 76% higher (an increase of 46.8 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 122% higher (an increase of 5.2 tCO₂e) in 2023/24 than 2022/23, 80% higher (an increase of 4.2 tCO₂e) than 2019/20 baseline year.
- This only relates to an increase in Electricity T&D losses as the consumption of Electricity used in Scope 2 has increased significantly.

1.3 Data

		East Suffolk WMB kgCO2e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	0.0	0.0	0.0	0.0	0.0
	Unleaded	503.6	270.2	342.9	386.4	507.2
	Red Diesel	132.4	2,258.6	2,209.6	0.0	102.1
	Bio Oil	0.0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	11.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	0.0	0.0	0.0	0.0
	Unleaded	0.0	10.8	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	0.0	0.0	0.0	0.0	0.0
	Pumping Station	61,511.9	60,152.7	55,745.2	46,128.7	108,323.6
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	5,214.1	5,176.2	4,996.0	4,219.8	9,377.6
Business Travel	Private Car Business travel	0.0	0.0	0.0	0.0	0.0
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		67,362.0	67,868.5	63,293.8	50,745.8	118,310.5
Scope 1 Total		636.0	2,539.6	2,552.5	397.4	609.3
Scope 2 Total		61,511.9	60,152.7	55,745.2	46,128.7	108,323.6
Scope 3 Total		5,214.1	5,176.2	4,996.0	4,219.8	9,377.6
% Change from Baseline year 2019/20						76
% Change from 2022/23						133

APPENDIX 7: PEVENSEY & CUCKMERE WLMB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 7% lower compared to our baseline year of 2019/20, a reduction of 5.4 tCO₂e. The emissions are 47% higher compared to 2022/23, an increase of 23.8 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 21% lower (a reduction of 1.1 tCO₂e) in 2023/24 than 2022/23, 13% lower (a reduction of 0.6 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 56% higher (an increase of 23.1 tCO₂e) in 2023/24 than 2022/23, 6% lower (a reduction of 4.5 tCO₂e) than 2019/20 baseline year.

Scope 3

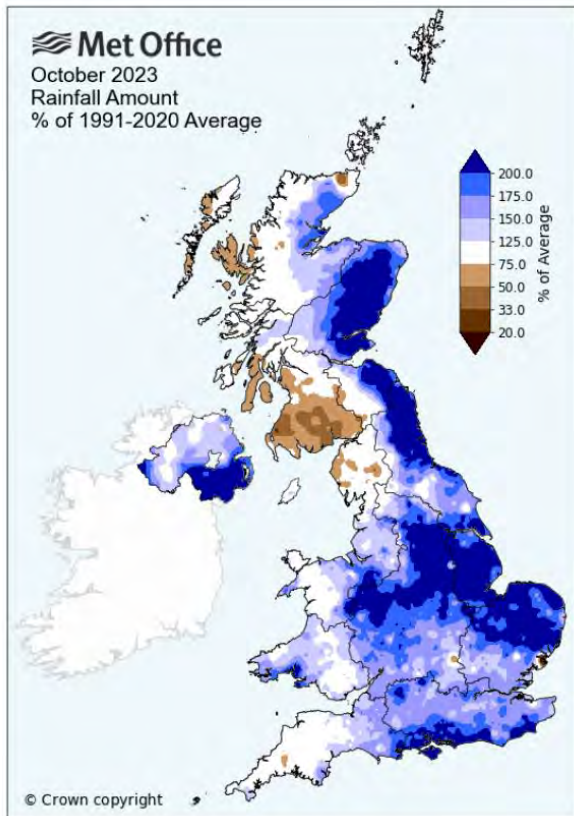
- Overall Emissions 48% higher (an increase of 1.8 tCO₂e) in 2023/24 than 2022/23, 4% lower (a reduction of 0.26 tCO₂e) than 2019/20 baseline year.
- This only relates to an increase in Electricity T&D losses as the consumption of Electricity used in Scope 2 has increased significantly.

1.3 Data

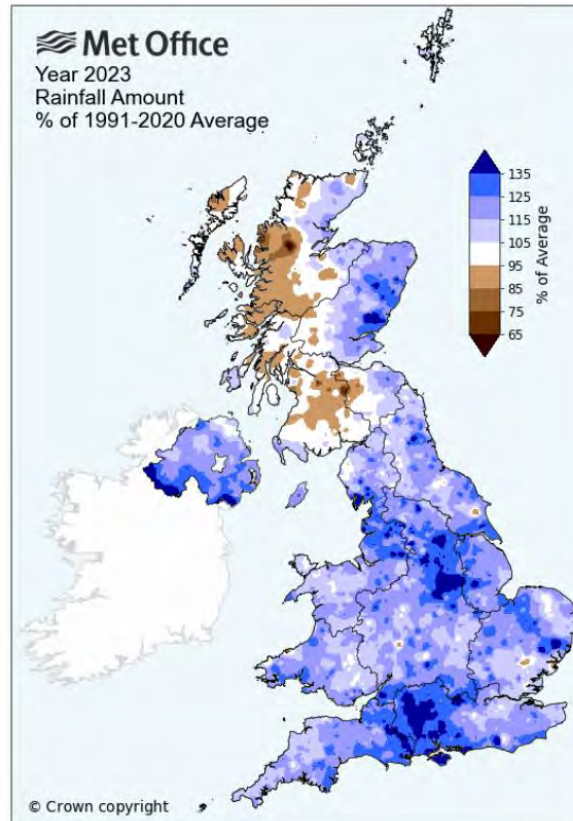
		Pevensey WLMB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	4,891.3	8,799.7	8,028.5	5,358.1	4,002.7
	Petrol	0.0	78.6	106.4	0.0	248.9
	Red Diesel	0.0	0.0	0.0	0.0	0.0
	Bio Oil	0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	0.0	0.0	0.0	0.0
	Unleaded	0.0	0.0	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	0.0	0.0	0.0	0.0	0.0
	Pumping Station	68,848.0	38,135.7	22,459.4	41,269.3	64,383.4
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	5,835.9	3,281.6	2,012.9	3,775.2	5,573.7
Business Travel	Private Car Business travel	0.0	0.0	0.0	0.0	0.0
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		79,575.3	50,295.6	32,607.1	50,402.6	74,208.6
Scope 1 Total		4,891.3	8,878.3	8,134.8	5,358.1	4,251.6
Scope 2 Total		68,848.0	38,135.7	22,459.4	41,269.3	64,383.4
Scope 3 Total		5,835.9	3,281.6	2,012.9	3,775.2	5,573.7
% Change from Baseline year 2019/20						-7
% Change from 2022/23						47

APPENDIX 8: Maps showing anomalies relative to a 1991-2020 reference period for precipitation (%) The darker shading indicates the greater departure from average. Credit: Met Office, Exeter, UK.

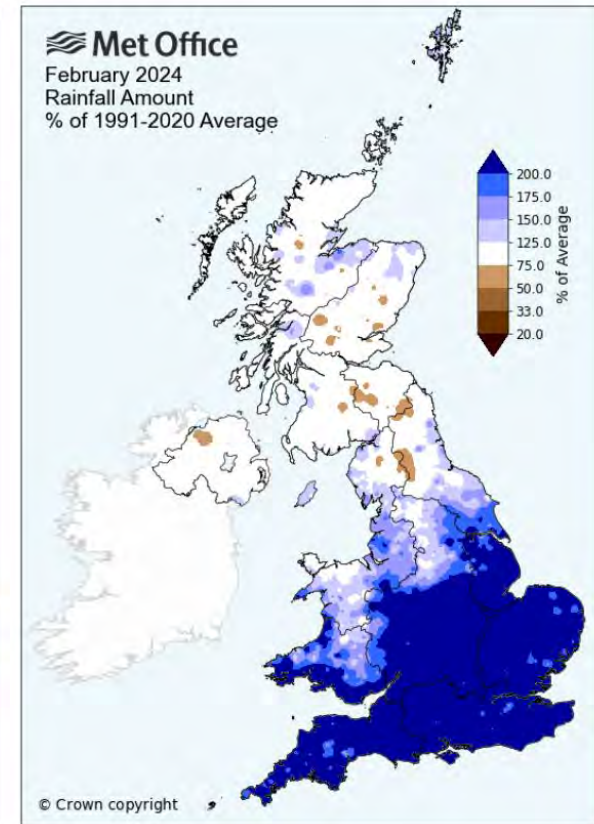
Rainfall 1991 - 2020 anomaly
October 2023



Rainfall 1991 - 2020 anomaly
Annual 2023



Rainfall 1991 - 2020 anomaly
February 2024



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	PAPER COPY PACK REQUESTED	ADA HEALTH, SAFETY & WELFARE MODULES
Henry Alston		YES 02/08/2021
Louis Baugh (Vice Chair)		YES 08/08/2021
Kevin Bayes		
Malcolm Bird		
John Blackburn		YES 01/11/2022
Harry Blathwayt		YES 18/10/2021
Nigel Brennan		YES 12/07/2021
Jon Burton		
Robin Buxton (Chair)	YES	YES 13/07/2021
Tom Cator		YES 25/01/2022
Sue Catchpole		YES 03/01/2024
James Chapman	YES	YES 11/05/2022
Jo Copplestone		
Simon Daniels (Vice Chair)		YES 12/07/2021
Jan Davis		
Ian Deane		YES 18/10/2024
Angie Fitch-Tillett		YES 08/03/2024
Geoffrey Freeman		YES 09/08/2021
Noel Galer		YES 05/08/2021
George Gay		YES 26/11/2021
Mark Harris	YES	YES 23/05/2022
Brian Lawn		
Grant Nurden		
Luke Paterson		
Pauline Porter		
Callum Ringer		
Derek Roll	YES	YES 27/07/2021
Fred Sharman	YES	YES 27/11/2021
John Tallwin		YES 08/08/2021
Adam Varley		YES 11/10/2021
Trevor Wainwright		
Ed Wharton		YES 06/12/2021
Stephen Wright		YES 10/08/2021

Members of the Public:

Andrea Kelly Broads Authority

Officers:

Cathryn Brady	Sustainable Development Manager
Grace Burton	Senior Business Support Officer
Phil Camamile	Chief Executive
Tom Hunter	Area Manager (WMA East Anglia)
Sallyanne Jeffrey	Chief Financial Officer
Caroline Laburn	Environmental Manager
Kari Nash	Project Delivery Manager
Matthew Philpot	Deputy Chief Executive
Phil Semmence	Operations Manager (BIDB)

Broads (2006) IDB
Meeting 05 June 2025