

A MEETING OF THE BROADS (2006) INTERNAL DRAINAGE BOARD WAS HELD AT HICKLING BARN, HICKLING, NORFOLK ON MONDAY 14 AUGUST 2017 AT 10.00 AM.

| Elected Members | Appointed Members |
|------------------------|---------------------------|
| H J Alston | Broadland D C |
| * L E Baugh | * Mrs J Copplestone |
| * J Burton | * G Nurden |
| * R Buxton | * F O'Neil |
| * H G Cator OBE | * V Tapp |
| * J W Chapman | D Ward |
| * S G Daniels | |
| * G D Gay | North Norfolk D C |
| * M Harris | Mrs H Cox |
| * K Hart | * Mrs A M Fitch-Tillett |
| I Robinson | Mrs P Grove-Jones |
| D Roll | * W Northam |
| * F Sharman | * N Pearce |
| M Smart | * R C Price |
| T P Strudwick | * P Rice |
| * J G Tallwin | * Mrs L Walker |
| * E Wharton | Vacancy |
| * J W K Withers | |
| * S D Wright | Great Yarmouth B C |
| | * T Andrews |
| | * M Bird |
| | * Mrs M Coleman |
| | * Mrs M Fairhead |
| | * H Thirtle |
| | * Mrs S Weymouth |
| | Present (77%) |

Mr H G Cator in the Chair

In attendance:

Mr G Bloomfield (Catchment Engineer), Mr P George (Operations Engineer),
Mr A Goose (Operations Manager), Mr M Philpot (Project Engineer)
and Mrs M Creasy (minutes)

| ID Broads (2006) IDB, Minute | Action |
|---|----------------|
| 43/17 APOLOGIES | |
| <p>43/17/01 Apologies for absence were received on behalf of Messrs H J Alston, I Robinson, D Roll, M Smart, T P Strudwick, D Ward, Mrs H Cox, Mrs P Grove-Jones and the Board's Chief Executive Mr P J Camamile.</p> | |
| 44/17 APPOINTED MEMBERSHIP CHANGES | |
| <p>44/17/01 Broadland District Council had appointed Mrs J Coplestone to the Broads (2006) IDB as its representative replacing Ms L Hempsall.</p> | |
| <p>44/17/02 North Norfolk District Council had appointed Mr N Pearce to the Broads (2006) IDB as its representative, filling the existing vacancy.</p> | |
| <p>44/17/03 Great Yarmouth Borough Council had appointed Mr M Bird and Mrs M Fairhead to the Broads (2006) IDB as its representatives replacing Mr C Walch and the existing vacancy.</p> | |
| <p>44/17/04 The new members recorded above were all in attendance at today's meeting and were introduced to fellow members and welcomed by the Chairman. RESOLVED that this be noted.</p> | |
| <p>44/17/05 It was agreed to arrange an induction for new members in due course.</p> | MEC/PJC |
| 45/17 DECLARATIONS OF INTEREST | |
| <p>45/17/01 Mr A Goose declared an interest in respect of the payments recorded in the Schedule of Paid Accounts made to Account ID GO0742, due to his family relationship with the account holder. RESOLVED that this be noted.</p> | |
| <p>45/17/02 Mr J Chapman declared an interest in all matters pertaining to the report on Somerton water levels, included in the Operations Report, due to his working relationship with the Burnley Hall Estate. RESOLVED that this be noted.</p> | |
| <p>45/17/03 Mr F Sharman declared an interest in all matters pertaining to both minute 26/17/05 and the report included within the Operations Report concerning Repps pumping station bridge refurbishment, due to his involvement as pump attendant for Repps pumping station. RESOLVED that this be noted.</p> | |
| 46/17 MINUTES OF THE LAST BOARD MEETING | |
| <p>46/17/01 The minutes of the last Board meeting held on 22 May 2017 were approved and signed as a true record. Arising therefrom:</p> | |

| ID Broads (2006) IDB, Minute | Action |
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| <p>46/17/02 Capital Works Repps Pumping Station Bridge Refurbishment (26/17/05)</p> <p>Mr F Sharman reiterated his concern over the lack of any progress with repairs to the bridge culvert at Repps pumping station, which was preventing the installation of a new automatic weedscreen. The Project Engineer reported that Norfolk County Council had funded an independent report that had identified that providing a 1350 diameter pipe is used with an invert raised by a set amount that sleeving the bridge culvert would have no impact on the drainage pump or drain capacity at Repps. NCC were hoping to start works, as outlined above, during November 2017. These works would be supervised by the Board's engineering team. These works differed from BESL's original proposals but it was reiterated that the independent report confirmed that the NCC works would have no impact on drainage, nor would they prevent or impact on future scheme options in that location. At Mr Sharman's request it was agreed to arrange an onsite meeting with himself, the Board's Chairman, (optional), Project Engineer, BESL and NCC in attendance. RESOLVED that this be noted.</p> | MP |
| 47/17 OPERATIONS REPORT | |
| <p>47/17/01 The Operations Report was considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:</p> | |
| <p>47/17/02 Horsey Mill (2)</p> <p>The Catchment Engineer reported that the business case for the replacement of the Horsey Boat Dyke Culvert had been passed by EA national level and was currently with the EA Ipswich office for final approval. Officers were making preparations to deliver the scheme as soon as the grant aid is received, (this is anticipated October 2017), and on that basis completion of works estimated end March 2018. The Catchment Engineer reported that in the meantime sheet piling was protecting against the failure of the existing culvert and would also mitigate the risk associated with works taking place in the winter months. RESOLVED that this be noted.</p> | |
| <p>47/17/03 Mr N Pearce joined the meeting at this point.</p> | |
| <p>47/17/04 Major Incident Caister Sewage Treatment Works (2)</p> <p>Mr G Gay requested that officers consider whether any additional works were required on the Board's drain affected by the Anglian Water discharge of effluent into the Board's system in February 2017 and if so, that these costs be included in the IDB expenditure to be reimbursed by Anglian Water. RESOLVED that this be noted.</p> | GB/AG |
| <p>47/17/05 Somerton South (2.3)</p> | |

- (i) Members considered the Catchment Engineer's report on the site meeting held on 24 July 2017 between Burnley Hall Estate, (BHE) representative Mr James Chapman, (also a Broads IDB member), Board Chairman Mr Henry Cator, Board Officers and Natural England's representative Mr Alex Prendergast to discuss the BHE's request to change the water levels by 200mm down from the existing parameters in the Water Level Management Plan in order to support BHE's crops, which the Board would only be able to do if it could prove that in doing so there would be no adverse impact to the designated habitat in the SSSI. Discussion had ensued on the potential for additional monitoring of the habitat that may be used to support temporary adjustments to the water levels for a limited period to assist with BHE's harvest, resulting in a recommendation to purchase probes to monitor and record ochre/salinity.
- (ii) Mr J Chapman recorded his dissatisfaction that the water levels had been held at the higher level 98.6 for the three weeks since the site meeting and that he had not received any update for either the Board's officers or Natural England. He went on to record his concern that the variable speed pumps at Somerton were for the benefit of the environment, (this helps to mitigate the risk of fish kill), but did not benefit agriculture in the area with c. 12 inches more water in the dykes.
- (iii) The Catchment Engineer responded that he was still awaiting a response from Natural England as to whether it would be possible to lower the water levels in view of the recent rainfall, but that the Board had to maintain these at the normal, ie highest level within the Water Level Management Plan, until such time that Natural England advised otherwise. He reminded Members of the legislative framework within which the Board has to operate with regard to environment designated habitats. Whilst he considered Mr Chapman's request to lower the water levels slightly, it was against the cautionary principle within the legislation, so it was imperative to receive Natural England's agreement if the levels are to be lowered and the Technical and Environmental Officer was continuing to chase Natural England for a response.
- (iv) The Catchment Engineer went on to explain that if the water levels were maintained at the existing levels there would not be a need to monitor the designated habitat, however, if the water levels are changed a Habitats Regulations Assessment, (HRA), would be required and the probes would be necessary to monitor and record ochre/salinity data. Cost of each probe is just under £18k, together with an annual maintenance fee of approximately £2k. As BHE is the organisation looking to change the water levels it was considered that the HRA should be generated from BHE. Mr K Hart suggested that if Natural England could approve a temporary reduction to the water levels, purely to allow for harvest, then it may not be necessary to have an HRA for such a short period providing ongoing monitoring proved there to be no detriment to habitat.

| ID Broads (2006) IDB, Minute | Action |
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| <p>(v) It was proposed by Mrs S Weymouth, seconded by Mrs A Fitch-Tillett and put to the vote, that the Board purchases new monitoring probes at a cost of c. £18k plus associated ongoing annual costs of c. £2k per probe:</p> <p>In favour: 15 Against: 11</p> <p>(vi) It was therefore agreed to purchase probes if this proved to still be necessary after the next site meeting. RESOLVED that this be noted.</p> <p>(vii) It was agreed to arrange another site meeting to consider a temporary change to the water levels. RESOLVED that this be noted.</p> <p>(viii) Mr G Gay recorded that the water levels should be managed and maintained at the levels that had already been agreed by this Board. RESOLVED that this be noted.</p> | <p>GB</p> |
| <p>47/17/06 Breydon Pumping Station (2.4)</p> <p>Members considered the report on the instability of the pump house building, (c 1950s) at Breydon and the need for the building to be replaced as a matter of emergency. It was noted that the Board's insurer had been notified and the report from the Loss Adjuster's assessment of the building was awaited. It was proposed by Mrs S Weymouth, seconded by Mr H Thirtle and unanimously approved that in the meantime, the emergency works estimated at £30k - £50k should commence. RESOLVED that this be noted.</p> | <p>GB</p> |
| <p>47/17/07 Stracey Arms Freshwater Intake (2.7) (See also Environmental Report 1.2)</p> <p>(i) Members considered the report on the software malfunction that had occurred on 30 June 2017 affecting the automatic inlet penstock at Stracey Arms, resulting in the system control reading salt water values as fresh water, which triggered the automatic control dropping the gates and flooding Halvergate with salt water. There were fish kill reports but officers immediately directed the salt water from sensitive habitats to Tunstall pumping station. Officers also contained the spread of salt water, to prevent any adverse livestock welfare issues and the system had been flushed through a number of times via the fleet network to Breydon pumping station. The incident had been immediately reported to Natural England as a breach of the Habitats Directive and their response was awaited.</p> <p>(ii) Officers were liaising with the software supplier to look at the three fail safes already in place on the system and how to improve on these to prevent any future incidents of this nature.</p> | <p>GB</p> |

| ID Broads (2006) IDB, Minute | Action |
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| <p>(iii) Thanks were recorded by the Chairman to the Operations Team for reacting so quickly to this incident and thereby averting a major disaster on Halvergate, home to an internationally protected habitat as well as livestock farming. RESOLVED that this be noted.</p> | |
| <p>47/17/08 Plant (4)</p> <p>Members were advised that with effect from August 2017, all tracked machinery working for the three WMA Eastern Drainage Boards were required to use on biodegradable hydraulic oil. RESOLVED that this be noted.</p> | |
| <p>47/17/09 Capital Works Muckfleet Main Drain (5)</p> <p>EA National Approval Board had raised queries on the Muckfleet Project Appraisal Report about what funding contributions may be available from other scheme beneficiaries. Officers had subsequently updated the project appraisal report to reflect the c. £2.1m benefit in kind being provided by Essex and Suffolk Water by their mud pumping around the inlet to the Muckfleet and had resent the report to EA for final approval. RESOLVED that this be noted.</p> | |
| <p>47/17/10 Capital Works Upper Thurne Integrated Drainage Improvements (5)</p> <p>Members considered that due to the large area that will be impacted by the Upper Thurne Integrated Drainage Improvement scheme, (should this scheme be approved for grant aid funding), the Board would need to give the proposed programme detailed consideration before this is discussed with wider stakeholder partners. It was therefore agreed that the Catchment and Project Engineers would prepare a detailed report on this scheme's proposed programme for the Board's consideration if/when EA approve grant aid for the FCERM7 study/strategy application. RESOLVED that this be noted.</p> | GB/MP |
| <p>47/17/11 Health and Safety</p> <p>There were no reportable incidents to record during this reporting period. RESOLVED that this be noted.</p> | |
| <p>47/17/12 Upper Thurne Working Group</p> <p>Mr J Chapman asked that going forward, he should be invited to the Upper Thurne Working Group meetings. The Catchment Engineer recorded that this working group was a Broads Authority initiative attended by a number of interested stakeholders by invitation. To his knowledge, all parishioners from the surrounding parishes had already been sent invitations to attend.</p> | |

| ID | Broads (2006) IDB, Minute | Action |
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| 48/17 | PLANNING REPORT | |
| 48/17/01 | There were no planning matters for consideration during this reporting period. RESOLVED that this be noted. | |
| 49/17 | ENVIRONMENTAL REPORT | |
| 49/17/01 | The Environmental Report, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom: | |
| 49/17/02 | Biodiversity Action Plan (BAP) (1.1) | |
| | The Board's BAP originally produced in 2010 is currently being reviewed. An updated draft of the BAP will be presented to the Board for consideration and approval in due course. RESOLVED that this be noted. | CL |
| 49/17/03 | De-maining Pilot Project (1.3) | |
| | Members considered the update on the de-maining pilot project, agreed by Defra as part of the rationalisation of the main river network, whereby five areas across England including Norfolk /Suffolk had been chosen to take part in the pilot study programme. As part of this study, Broads (2006) IDB could take on the maintenance of two sections of EA main river within its district. It was agreed and thereby RESOLVED to approve the Broads (2006) IDB's involvement in the public consultation being rolled out by the EA in the fourth quarter 2017 highlighting the excellent work undertaken by IDBs on maintenance and capital works to promote the de-maining project that is currently estimated to start May 2018, with a contingency date of October 2018. | |
| 50/17 | FINANCIAL REPORT | |
| 50/17/01 | The Financial Report for the period 1 April 2017 to 30 June 2017 was considered in detail and approved, (a copy of which is filed in the Report Book). There were no matters arising. | |
| 51/17 | SCHEDULE OF PAID ACCOUNTS | |
| 51/17/01 | The Schedule of Paid Accounts for the period 1 April 2017 to 30 June 2017 totalling £676,027.99, (a copy of which is filed in the Report Book), was considered in detail and approved. There were no matters arising. | |
| 52/17 | MATERIAL CHANGES TO RISK REGISTER | |
| 52/17/01 | Members considered the risk register for those risks with a risk assessment matrix score of ≥ 6 . Arising therefrom: | |

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| <p>52/17/02 Members considered there were no material changes to be made during this reporting period. RESOLVED that this be noted.</p> | |
| <p>53/17 CORRESPONDENCE</p> | |
| <p>53/17/01 There was no correspondence requiring the Board's consideration during this reporting period.</p> | |
| <p>54/17 NEXT MEETING</p> | |
| <p>54/17/01 The next Board meeting was scheduled for 16 October 2017 at 10.00 am in Hickling Barn.</p> | |
| <p>55/17 ADA CONFERENCE</p> | |
| <p>55/17/01 Members were informed of ADA's annual conference which this year, is taking place on 16 November 2017. Details would be emailed to members in early September for them to confirm with the Chief Executive's PA whether or not they wished to attend.</p> | MEC |
| <p>56/17 ANY OTHER BUSINESS</p> | |
| <p>56/17/01 Mr M Bird raised an issue concerning Anglian Water's response to an incident that occurred outside the Board's district and the Chairman agreed to speak to Mr Bird about his concerns outside the Board meeting.</p> | |
| <p>57/17 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC, WITH LEAVE OF THE CHAIRMAN</p> | |
| <p>57/17/01 There were no Members of the Public present at today's meeting.</p> | |
| <p>58/17 CONSORTIUM MATTERS</p> | |
| <p>58/17/01 The unconfirmed minutes of the last Consortium Management Committee meeting held on 30 June 2017 were considered in detail and approved. There were no matters arising.</p> | |
| <p>58/17/02 Schedule of Paid Accounts</p> <p>The WMA Schedule of Paid Accounts for the period 1 March 2017 to 31 March 2017 totalling £132,036.31 as approved at the Consortium Management Committee meeting on 30 June 2017, was considered in detail and adopted. There were no matters arising.</p> | |

| ID Broads (2006) IDB, Minute | Action |
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| <p>58/17/03 Financial Report</p> <p>The WMA Financial Report for the period 1 April 2016 to 31 March 2017, as approved at the Consortium Management Committee meeting on 30 June 2017 was considered in detail and adopted by the Board. There were no matters arising.</p> | |
| <p>58/17/04 Issues for discussion at next CMC meeting</p> <p>There were no specific issues raised by Members requiring discussion at the next Consortium Management Committee meeting on 29 September 2017.</p> | |
| <p>59/17 CONFIDENTIAL BUSINESS</p> | |
| <p>59/17/01 There was no confidential business to discuss.</p> | |

BROADS (2006) INTERNAL DRAINAGE BOARD

OPERATIONS REPORT FOR THE PERIOD MAY 2017 – AUGUST 2017

1. REVENUE MAINTENANCE WORKS

Works have been undertaken on Board main drains in these catchments:

Berney
Breydon
Breydon Levels
Five Mile
Halvergate
Ingham
Seven Mile
Six Mile
Tunstall

2. PUMPING STATIONS

MAJOR INCIDENT HORSEY MILL

The full Business Case for the project has been submitted to the Environment Agency for their consideration, approval expected end August. The current programme aim is to start work in Autumn/winter 2017.

MAJOR INCIDENT CASTOR SEWAGE TREATMENT WORKS

Anglian water has completed a repair to the broken pipe and there has been a phased scaling back of the emergency pumping to minimise environmental water quality impacts within the catchment.

Water quality monitoring has been undertaken to ensure no long term environmental impacts have been realised.

A wash up meeting will be held to agree how an incident of this nature will be dealt with in the future and ensure a robust plan is in place.

HAPPISBURGH TO WINTERTON DISTRICT

1. Brograve: (3 No. Pumps)
No major problems reported
2. Horsey: (1 No. Pump)
No major problems reported

3. Somerton South: (2 No. Pumps)
No major problems reported.

Site meeting held with Burnley Hall Estate rep James Chapman, Board Chairman Henry Cator, Alex Prendergast from Natural England with Catchment Officer, Technical & Environmental Officer and Operations Manager also in attendance.

The Estate's concern was raised regarding the level to which the summer operating levels are set, which were causing difficulty to the Estate in both harvesting and drilling the next year's crop. During the meeting it was requested that these water levels be lowered by 200mm from their current 98.6m to 98.4m (AODn+100m).

A discussion was had regarding the potential adverse impact to the designated habitat and the Board's ability to show it was not causing an impact. This resulted in a discussion about current telemetry datasets and requirement for additional monitoring to use evidence to support temporary adjustments until end of harvest.

Catchment Engineer confirmed the existing probes were at the end of their serviceable life and would need to be replaced at c.£10k and would not likely to be supported by Grant from the EA at this time. Post meeting Catchment Engineer, Board Chairman and the Chief Executive concluded it was in the Board's interest to fund the required probes to be able to challenge claims of damage to internationally protected habitats as a result of our water level management changes throughout the year.

Catchment Engineer requests retrospective approval from the Board for this unplanned spend.

In parallel Alex Prendergast would investigate the terms of the existing defined levels as set out in Water Level Management Plan.

4. Somerton North: (1 No. Pump)
No major problems reported.
5. Somerton Auxiliary: (1 No. Submersible)
No major problems reported.

LOWER BURE FLEET & ACLE MARSHES DISTRICT

1. Tunstall Pump: (2 No. Pumps)
No major problems reported.
2. Five Mile Pumping Station: (1 No. Pump)
No major problems reported.
3. Ashtree Pumping Station: (1 No. Pump)
Tidal flap requires maintenance.

4. Breydon Pumping Station: (2 No. Pumps)

M&E engineer reported the brickwork for the station had become unstable with the walls moving outwards when touched. On inspection the whole fabric of the building was found to be very unstable and will need to be demolished. Temporary fencing has been installed to exclude unauthorised entry.

There have been historical movements within the structure that have been repaired, however, the recent deterioration does not have a readily identifiable underlying cause. There were significant thunder & lightning storms in Halvergate wc 10 July which may have been a contributing factor.

The insurance company has been notified and plans & consents are underway to transfer equipment into a Glass fibre reinforced plastic cabinet. Estimated cost £30k-£50k.



5. Berney Pumping Station: (1 No. Pump)

No major problems reported.

6. Seven Mile Pumping Station: (2 No. Pumps)

No major problems reported

7. Stracey Arms Freshwater Intake Works: (Automatic inlet penstock)

Major incident occurred 30 June 2017 when the software controlling the inlet gate malfunctioned by generating a negative value in the code which resulted in the system controller reading very high value salty water as less than zero, and equating these readings as fresh water. This resulted in the automated control dropping the gates, flooding Halvergate with salty water. The event was picked up by our M&E team who took action to contain the extent to the high level carrier.

A number of fish kills were reported and there was a reduction in fresh water supply while the team sluiced the contaminating salt water away from the sensitive habitats back towards Tunstall PS.

Natural England & Landowners with livestock were immediately advised of the incident and actions taken by staff to close down the high level carrier

containing the spread of salt water has resulted no adverse livestock welfare issues being realised. The system has been refilled a number of times and residual salty pockets are now being diluted and flushed out through the fleet network to Breydon PS.

It is still unclear how the software incident occurred. The system has 3 sets of fail-safes to stop unwanted salt water entering Halvergate but all rely on detailed conductivity readings to drive actions.

Mitsubishi who supplied the software are investigating incident. System set on manual control currently.

LOWER YARE FIRST DISTRICT

1. Buckenham Pumping Station: (1 No. Pump)
No major problems reported.
2. Postwick Pumping Station: (1 No. Pump)
No major problems reported.

LOWER YARE FOURTH DISTRICT

1. Cantley Pumping Station: (1 No. Pump)
No major problems reported.

MIDDLE BURE DISTRICT

1. The Doles Pumping Station: (3 No. Pumps)
No major problems reported.
2. Hermitage Pumping Station: (1 No. Pump)
No major problems reported.

MUCKFLEET & SOUTH FLEGG DISTRICT

1. Stokesby Pumping Station: (2 No. Pumps - Archimedes Screw Pumps)
No major problems reported.
2. Mautby Pumping Station: (2 No. Pumps - Archimedes Screw Pumps)
No major problems reported.

REPPS MARTHAM & THURNE DISTRICT

1. Martham Pumping Station: (1 No. Pump)
No major problems reported.
2. Repps Pumping Station: (1 No. Pump)
No major problems reported.
3. Thurne Pumping Station: (1 No. Pump)
No major problems reported.

SMALLBURGH DISTRICT

1. Hickling

Stubb Pumping Station: (1 No. Pump)
No major problems reported.

Eastfield Pumping Station: (1 No. Pump)
No major problems reported.

Catfield Pumping Station: (1 No. Pump)
No major problems reported.

Martham Heigham Holmes Pumping Station: (1 No. Pump)
Cavitation reported and is under investigation

Potter Heigham Pumping Station: (2 No. Pumps)
No major problems reported.

Horsefen Pumping Station: (1 No. Pump)
No major problems reported.

Ludham Bridge North Pumping Station: (1 No. Pump)
No major problems reported.

Ludham Bridge South Pumping Station: (1 No. Pump)
No major problems reported.

St Benet's Pumping Station. (1 No. Pump)
Cavitation reported and is under investigation

Horning Grove Pumping Station: (1 No. Pump)
No major problems reported.

Irstead Pumping Station: (1 No. Pump)
No major problems reported.

Sutton Pumping Station: (1 No. Pump)
No major problems reported.

Chapelfield Pumping Station: (1 No. Pump)

No major problems reported.

Wayford Bridge Pumping Station: (1 No. Pump)

No major problems reported.

East Ruston: (Tonnage Bridge Pumping Station – 1 No. Pump)

No major problems reported.

3. CONSTRUCTION WORKS

The Ludham Bridge pump house demolition is complete and the pump tube has also been removed, with the outlet and inlet channels now filled and made good. Our use of this site is now fully concluded.

The Environment Agency now plan to undertake work to the flood defence to stabilise this area which has currently failed.

4. PLANT

All tracked machinery working on behalf of the WMA Eastern Drainage Boards are required to use biodegradable hydraulic oil from August 2017.

5. CAPITAL WORKS

REPPS PUMPING STATION BRIDGE REFURBISHMENT

Norfolk County Council have paid for an independent calculation to determine whether sleeving the bridge culvert is possible without reducing capacity. This has now been completed, which has indicated that provided a 1350 diameter pipe is used and that the invert is raised by no more than a set amount, sleeving will have no impact on pump or drain capacity.

BESL have been approached again regarding the original proposal, but based on the contribution available from NCC they are unable to complete the work.

It is worth noting that this work will have no impact on future schemes/options for the area should a different solution be required and further to the independent review of the hydraulics, it will also have no impact on drainage.

NCC's work will commence in November 2017 and will be supervised by the Board's engineers.

MUCKFLEET MAIN DRAIN

Business case has been through EA National Approval Board, resulting in additional questions back to the team primarily in relation to requirement of contributions from other beneficiaries, namely Essex & Suffolk Water, (E&SW).

Whilst E&SW have not contributed directly to this scheme they have committed c.£2.1m to undertake mud pumping around the inlet to the Muckfleet through their own funding route AMP programme which is a benefit in kind by funding rules.

The report is being amended to reflect this to enable final sign off estimated early September 2017.

HALVERGATE

Further to site set up and enabling work previously completed, machine work started on 12 June 2017.

To date we have constructed 2100m of new high level carrier.

The first main fleet crossing has also been completed and 3 aqueducts taking existing drains under the carrier are also complete.

Works to date are on time and budget, with our in house workforce and equipment being utilised extensively.



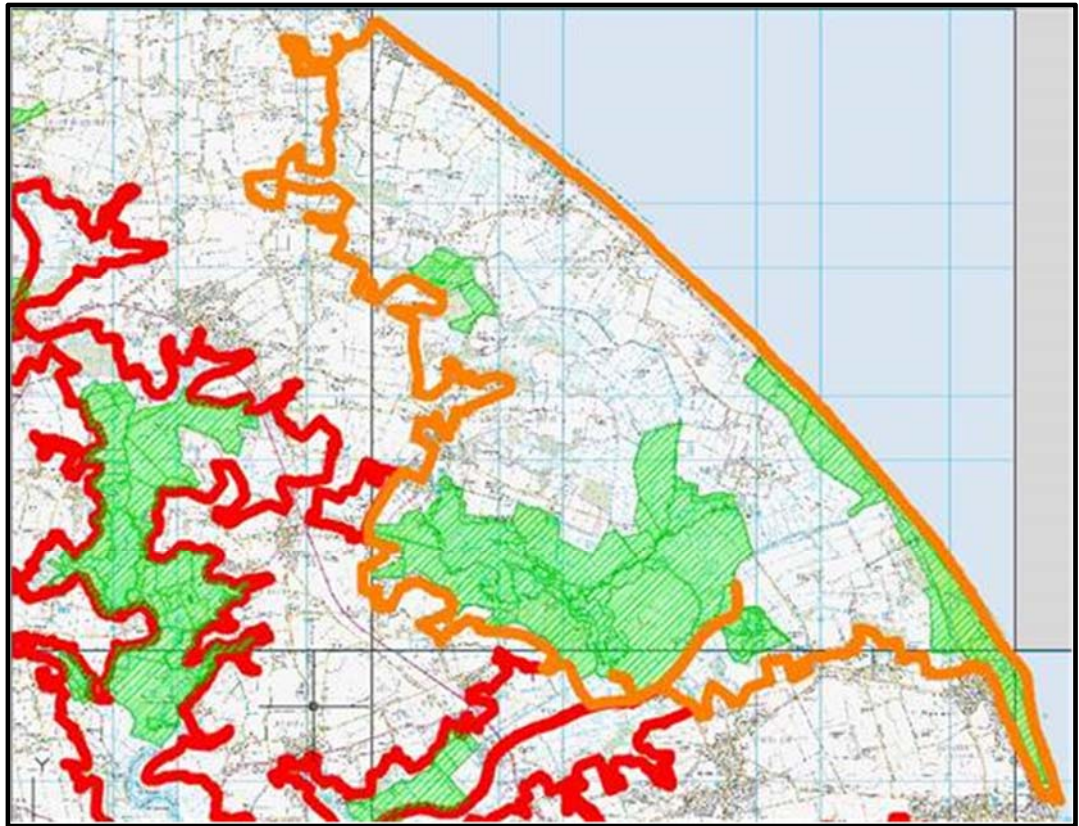
One of the new aqueducts under construction

BROGRAVE – HEMPSTEAD MARSHES TRIAL

Water level and saline monitoring baseline data collection has continued. An automatic water level control structure is due to be installed this autumn. Landowners will be updated prior to installation. Data collection will continue post installation until sufficient data is available to draw conclusions

UPPER THURNE INTEGRATED DRAINAGE IMPROVEMENTS

FCERM7 study form is under development to scope the boundaries of this complex project to be submitted in early September 2017 to the Environment Agency.



Map 1 Project boundary in orange

CULVERT CONDITION ASSESSMENT SURVEYS

FCERM7 study form is under development to scope the condition of the remaining culverts under main river – similar to the Horsey culvert. This will enable the most effective remedial measures to be determined whether this be lining or wholesale replacement.

This is to be submitted in early September 2017 to the Environment Agency.

MARTHAM DEPOT REFURBISHMENT

Refurbishment of the depot continues. The floor has been levelled and painting underway. In parallel the stores have been fitted out with shelving, ready for the workshop to be fitted with work benches and equipment.

MAIN RIVER MAINTENANCE WORK

The Environment Agency have signed a PSCA for the BIDB to undertake main river maintenance work, at areas across the BIDB district. The locations of this work will be decided on by BIDB officers, based on optimum locations which will benefit the efficient operation of our systems, as well as reducing risk to people and property.

This is a three year agreement, with a value of circa £100k/year.

The sites will be scoped in the coming months by BIDB staff, who will then develop plans and gain approvals necessary for work to start from October onwards.

6. OPERATIONAL MATTERS

Nothing to report this period.

7. HEALTH AND SAFETY

Nothing to report this period.

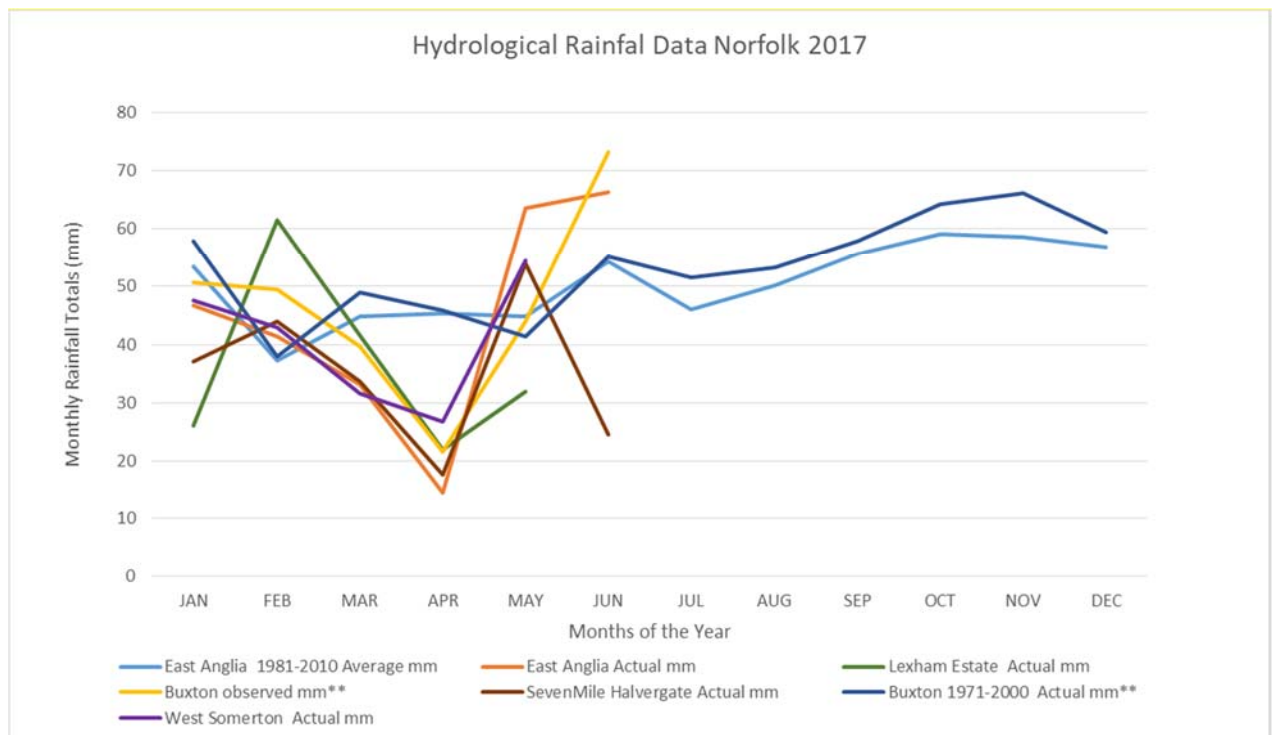
8. TELEMETRY

Nothing to report this period.

9. HYDROLOGY – UK Overview (extracts from <http://www.metoffice.gov.uk/climate/uk/summaries/2017>)

The first ten days of June were changeable, with mainly westerly winds, but rather warm, especially in eastern counties, and it was quite windy at times. After that came a dry, sunny and increasingly hot spell which affected much of the south between the 13th and 21st, and spread to cover all areas between the 17th and 19th. This spell brought the highest temperatures in June since 1976. After a thundery breakdown for some, it was generally cloudy from the 22nd onwards and turned very wet in many areas in the last few days.

Rainfall:



| | East Anglia 1981-2010 Average mm | East Anglia Actual mm | Lexham Estate Actual mm | Buxton observed mm** | Seven Mile Halvergate Actual mm | Buxton 1971-2000 Actual mm** | West Somerton Actual mm |
|-----|----------------------------------|-----------------------|-------------------------|----------------------|---------------------------------|------------------------------|-------------------------|
| JAN | 53.4 | 46.7 | 26 | 50.7 | 37 | 57.8 | 47.5 |
| FEB | 37.2 | 41.4 | 61.5 | 49.4 | 44 | 38 | 43 |
| MAR | 44.8 | 33.1 | 41.5 | 39.7 | 33.6 | 49 | 31.5 |
| APR | 45.3 | 14.5 | 22 | 21.7 | 17.6 | 45.8 | 26.8 |
| MAY | 44.8 | 63.5 | 32 | 44 | 54 | 41.4 | 54.5 |
| JUN | 54.3 | 66.3 | | 73.1 | 24.6 | 55.2 | |
| JUL | 46 | | | | | 51.6 | |
| AUG | 50.1 | | | | | 53.2 | |
| SEP | 55.6 | | | | | 57.8 | |
| OCT | 59 | | | | | 64.3 | |
| NOV | 58.5 | | | | | 66.1 | |
| DEC | 56.8 | | | | | 59.5 | |

* <http://www.metoffice.gov.uk/climate/uk/summaries/2017>

** <http://www.buxton-weather.co.uk/weather.htm#daily>

10. PLANNING

Nothing to report this period.

11. STAFF/WORKFORCE – MEETINGS - TRAINING/EDUCATION

Catchment Engineer attended the following meetings:

12 May 2017

PPMT (Web based project management service EA offices Ipswich)

18 May 2017

Floodex Peterborough

19 May 2017

Brograve Parish Meeting evening to present Cranfield student results

06 June 2017

Economic Appraisal RPA Loddon

08 June 2017

WMA Handover of the new temporary Pumps

09 June 2017

Update MTP on new web based FPAS system EA offices Ipswich.

30 June 2017

Broadland Climate Partnership

04 July 2017
Anglian Water Growth and Planning Trinity Park Ipswich

05 July 2017
Upper Thurne Working Group

17-21 July 2017
5 Day construction related Health & Safety Training course SMSTS, Ipswich

24 July 2017
Landowner/Natural England meeting Somerton South Pump

27 July 2017
AM - Meeting with PhD student Ulysse Pasquier looking at climate change model investigating sea level rise and fresh water resource impacts as a result. Study is going to focus on the Halvergate area which could help us in terms of investment planning.

PM - AECOM consulting Engineers at Tunstall pump looking and Eel passage options to improve EA guidance documentation.

Project Engineer attended the following meetings:

09 May 2017
Demaining meeting with Environment Agency

18 May 2017
First Aid Refresher

06 June 2017
Economic Appraisal RPA Loddon

27 June 2017
Norfolk County Council – Monthly meeting regarding Planning & Drainage issues

21 July 2017
Demaining meeting with Environment Agency

Operations Engineer attended the following meetings:

18 May 2017
First Aid Refresher

19 May 2017
Brograve Parish Meeting evening to present Cranfield student results

23 June 2017
Landowner meeting at Horning to discuss riparian owner responsibilities

26 June 2017
Meeting at Somerton South to discuss gauging of water levels

27 June 2017

Meeting with Health and Safety advisors (Copes) at Halvergate

24 July 2017

Landowner/Natural England meeting Somerton South Pump

**Broads IDB
Environmental Report
August 2017**

The following information pertains to environmental work carried out for the Broads IDB involving the Technical and Environmental Officer (TEO) and/or the Technical and Environmental Assistant (TEA), from the 05 May 2017- 31 July 2017

1. Information for the Board

1.1 Biodiversity Action Plan (BAP) Review

The Biodiversity Action Plan produced by the Broads (2006) IDB in 2010 is currently under review. The habitat and species plans and targets are being considered to determine if the plans are still relevant to the operations undertaken by the Board. The draft BAP will be produced and presented to the Broads Board at the October Board Meeting.

1.2 Salt Water incursion – Halvergate HLC and Fleet System

A salt water incursion event happened at Stracey Arms Inlet and the High level Water Carrier (HLC), Halvergate on Friday 30 June 2017.

A fault with the tidal flap software occurred on the morning of Friday 30 June, allowing water from the River Bure of 28ms/cm into the freshwater system for an estimated 2 ½ hours. The tidal flap was closed manually and the Stracey Inlet set to manual override as soon as the fault was discovered.

Alan Goose went out to monitor the site as soon as it was reported to him and he contacted Giles Bloomfield and I as soon as he could. A plan was set into action where the off-spill units from the High level Carrier (HLC) were all shut down to prevent water entering the marsh system or pushing down further into the Fleet system or the SSSI. The saline water within the HLC was then evacuated to the Tunstall Pump until suitable water conditions were maintained.

The saline incursion caused a fish kill where it was estimated 40-60 fish died (mainly pike, perch, roach – mostly 1+ years with a couple of larger older pike 2/3+ years). It was estimated that the majority of brackish water would be evacuated from the system within 5 hours of the plan being put into operation.

Freshwater (< 2mS/cm) has been gradually being fed into the HLC since the middle of July to flush out the system. The system has been regulated and the *status quo* has now been resumed with water conductivities of less than 2ms/cm regularly recorded throughout the HLC and Fleet system on 28 July.

The actions undertaken between 30 June to 28 July 2017 were:

- The Operations manager has been monitoring the conductivities at various points throughout the HLC and Fleet systems.
- The marsh off spill structures remained closed until after the flushing of the saline water out of the system in order to protect the features of the SSSI/European site.
- The Panel/Software Installer is in consultation with Mitsubishi (the panel manufacturer) to determine why a software failure and find a solution as to what happened to prevent a similar situation arising again in the future.

1.3 Demaining Meeting with the Environment Agency

The TEO and TEA were asked to a meeting in Dragonfly House to meet local EA Fisheries and Biodiversity Team members and Marie Coleman (FCRM Advisor EA), the officer responsible for liaising with IDBs throughout the process for demaining the EA's low consequence watercourses. We were asked about WMA (Eastern)

environmental standards, maintenance planning and practices and environmental enhancement works. The project required us to answer a standard questionnaire which will be asked of all the other IDBs involved in the remaining pilot project.

It is understood that the project will be going out to public consultation in the Autumn 2017. The WMA (Eastern) will produce public relations material to outline environmental standards and improvements undertaken by all Boards to promote the excellent work carried out by IDBs during maintenance and capital schemes. This will be made available to the public and stakeholder groups during the consultation period. The period for the remaining to take place is currently estimated as May 2018 with a contingency fall back of October 2018.

2. Statutory Duties towards Conservation

Pework Checks and Site Visits

05 May 2017

The TEA undertook a site visit with Alan Goose, inspecting several drains within the Hickling catchment, to audit the quality of the maintenance work under the Standard Maintenance Operations manual (SMO) for ISO140001 internal audit (DRN001P0112, DRN001P0114, DRN001P0116, DRN001P0115, DRN001P0101, DRN001P0102, DRN001P0301, DRN001P0105).

22 June 2017

The TEO carried out ecological survey work and a fish rescue (using electrofishing equipment) with the Norfolk Rivers Trust. Some fish were found dead during this fish rescue operation. Unfortunately, this was because the fish rescue had taken place too late to save them from the point of view of disturbing organic material and creating a low dissolved oxygen environment within the dyke system. We realised that we needed to have an organised fish rescue party constantly working ahead of the operation to ensure fish were moved to a safe refuge away from the working corridor, prior to initiating any part of the construction phase and to ensure that further deaths did not occur. This needed to be an inhouse method, rather than having to rely on the timings of an external contractor to carry out the work. An "inhouse" fish rescue method has been used working successfully since this date.

26 June 2017

Am. The TEA and TEO attended a training session with Matthew Ellison, OTT Hydrometry to ensure that dissolved oxygen and conductivity readings were being carried out correctly using hand held equipment and that calibration of equipment could be carried out successfully. It was crucial that the environment team were able to regularly monitor water quality during the Halvergate project. The regular monitoring of dissolved oxygen during fish rescues together with the use of an aerator ensures that fish kills will and have been prevented.

Pm. The TEA and TEO conducted water vole activity checks at Halvergate in areas prior to further vegetation cutting/scraping back to bare earth as part of the ongoing mitigation process for the site.

27 June 2017

The TEA carried out water vole activity checks at Halvergate and conducted a site walkover across the site to collect information for Ecological Clerk of Works Report. This report is updated with the Environmental Action Plan to ensure the construction works are environmentally compliant.

29 June 2017

The TEO carried out mitigation checks, water quality monitoring and liaised with the Engineering and Operations team at Halvergate to ensure environmental compliance across the site.

03 July 2017

The TEO carried out mitigation checks, water quality monitoring and liaised with the Engineering and Operations team at Halvergate to ensure environmental compliance across the site.

A WFD assessment was carried out on the low level Hundred Stream at Somerton prior to desilting of the heavily poached, vegetated and silted up drain.

04 – 05 July 2017

The TEA worked alongside operational staff to help during a fish rescue exercise during the Halvergate project.

06 – 07 July 2017

The TEO carried out mitigation checks, water quality monitoring and liaised with the Engineering and Operations team at Halvergate to ensure environmental compliance across the site.

10 July 2017

The TEO carried out mitigation checks, water quality monitoring and liaised with the Engineering and Operations team at Halvergate to ensure environmental compliance across the site.

11 July 2017

The TEA worked alongside operational staff to help during a fish rescue exercise as part of the Halvergate project. Water vole activity checks were also completed prior to desilting the ditches.

The TEA conducted site walkover at Halvergate to collect information for Ecological Clerk of Works Report. This report is updated with the Environmental Action Plan to ensure the construction works are environmentally compliant.

13 July 2017

The TEO carried out mitigation checks, water quality monitoring and liaised with the Engineering and Operations team at Halvergate to ensure environmental compliance across the site.

14 July 2017

The TEA worked alongside operational staff to help during a fish rescue during the Halvergate project. Water vole activity checks were also completed prior to desilting the ditches.

17 July 2017

The TEA worked alongside operational staff to help during a fish rescue during the Halvergate project. Water vole activity checks were also completed prior to desilting the ditches.

21 July 2017

The TEA conducted site walkover at Halvergate to collect information for Ecological Clerk of Works Report. This report is updated with the Environmental Action Plan to ensure the construction works are environmentally compliant.

24 July 2017

A meeting was held at Somerton South Pumping Station with Alex Prendergast (Natural England), Henry Cator, James Chapman, the Operations Manager, Catchment Engineer, Operations Engineer and the TEO to discuss the Water Level Management Plan for the area and the opportunity for a temporary drop in Water levels to 98.4m between the date of the meeting and the 1 October 2017 to allow the crops to be removed from the fields. Alex Prendergast said that he would investigate the Natural England documentation prior to the temporary drop in water levels from the current 98.6m to 98.4.

It is anticipated that any future level reductions would require a full Habitat Regulation Assessment under the terms of the Conservation of Habitats and Species Regulations

(2010). The Habitats Regulation Assessment places the burden of proof upon the applicant to undertake the test to show that the activity will not cause a Likely Significant Effect to the designated features of the Broadland SPA, Broads SAC, Winterton –Horseley SAC or European Protected Species within or near the sites.

25 July 2017

The TEA monitored DO and conductivity on site at Halvergate prior to and during works in the watercourse.

26 July 2017

The TEA conducted water vole activity checks and burrow survey on an area that had not been previously mitigated. Water vole activity and burrows were found in these locations so the working area could not be extended within this area.

31 July 2017

The TEA worked alongside operational staff to help during a fish rescue during the Halvergate project. Water vole activity checks were also completed prior to desilting the ditches.

3. Meetings and Training Attended:

08 May 2017

The TEA, TEO and Matthew Philpott, Project Engineer attended a Flood Management meeting held at Dragonfly House hosted by Norfolk Rivers Trust to discuss opportunities for Natural Flood Management and flood risk.

05 June 2017

The annual audit was carried out by the QMS external auditor to monitor the success of the Boards of WMA in upholding the ISO 14001 Environmental Management System and ISO 9001 Quality Management System accreditation. All boards of the WMA passed the external audit.

10 July 2017

The IDB Demaining Pilot Meeting was held at Dragonfly House, Norwich. The TEO, TEA and EA Officers Helen Beardsley, Rob Dryden and Marie Coleman were in attendance.

4. Non - Compliance

Nothing to report within this period.

5. Complaints

Nothing to report within this period.

6. Freedom of Information Act Requests

None during this period.

7. Assents Granted and/or Applied for:

| License / Assent / Habitat Regulations Assessment | Applied | Granted |
|---|----------------|----------------|
| D1 Linear networks waste exemption applications for all 5 Internal Drain Boards | 18 July 2017 | 19 July 2017 |

From: 01 April 2017
To: 30 June 2017

Period To: 03
Year Ended: 31 March 2018

| 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 | 269,877 | 269,877 | 0 | 269,877 | 269,877 | 0 |
| 1 | Special Levies issued by the Board | 621,766 | 621,766 | 0 | 621,766 | 621,766 | 0 |
| | Grants Applied | 351,105 | 320,370 | -30,735 | 1,404,420 | 1,373,685 | -30,735 |
| | Rental Income | 0 | 0 | 0 | 0 | 0 | 0 |
| 2 | Highland Water Contributions | 217,435 | 219,580 | 2,145 | 217,435 | 219,580 | 2,145 |
| 3 | Income from Rechargeable Works | 13,725 | 17,416 | 3,691 | 54,900 | 17,416 | -37,484 |
| | Development Contributions | 0 | 0 | 0 | 0 | 0 | 0 |
| | Investment Interest | 1,410 | 750 | -660 | 5,640 | 2,998 | -2,642 |
| 4 | Other Income | 36,732 | 23,931 | -12,801 | 146,929 | 134,128 | -12,801 |
| | Total Income | £1,512,050 | £1,473,690 | -£38,360 | £2,720,967 | £2,639,450 | -£81,517 |
| <u>Less Expenditure:</u> | | | | | | | |
| 6 | Capital Works | 356,855 | 325,902 | 30,953 | 1,427,420 | 1,396,467 | 30,953 |
| 7 | Environment Agency Precept | 158,743 | 158,743 | 0 | 158,743 | 158,743 | 0 |
| 8 | Maintenance Works | 267,785 | 217,252 | 50,533 | 1,071,137 | 1,020,605 | 50,532 |
| | Development Expenditure | 0 | 0 | 0 | 0 | 0 | 0 |
| | Interest Payments | 0 | 0 | 0 | 0 | 0 | 0 |
| 9 | Administration Charges | 33,650 | 33,410 | 240 | 134,601 | 134,361 | 240 |
| 3 | Cost of Rechargeable Works | 0 | 16,761 | -16,761 | 0 | 16,761 | -16,761 |
| 5 | Net Deficit/(Surplus) on Operating Accounts | 0 | -27,888 | 27,888 | 0 | 0 | 0 |
| | Total Expenditure | £817,033 | £724,180 | £92,853 | £2,791,901 | £2,726,936 | £64,964 |
| | Profit/(Loss) on disposal of Fixed Assets | £0 | £0 | £0 | £0 | £0 | £0 |
| 10 | Net Surplus/(Deficit) | £695,017 | £749,510 | £54,493 | -£70,934 | -£87,486 | -£16,552 |

From: 01 April 2017
To: 30 June 2017

Period To: 03
Year Ended: 31 March 2018

| Notes | Balance Sheet as at 30-6-2017 | Opening Balance £ | Movement This Year £ | Closing Balance £ |
|-----------|---------------------------------------|----------------------|----------------------------|----------------------|
| 11 | Fixed Assets: | | | |
| | Land and Buildings | 215,383 | -2,994 | 212,389 |
| | Plant and Equipment | 413,716 | -11,438 | 402,278 |
| | Pumping Stations | 108,285 | -9,023 | 99,262 |
| | Shared Consortium Assets | 0 | 0 | 0 |
| | | 737,384 | -23,455 | 713,929 |
| | Current Assets: | | | |
| 12 | Bank Account | 201,734 | -222,821 | -21,087 |
| | Stock | 4,057 | 4,275 | 8,332 |
| 13 | Trade Debtors | 13,558 | 209,634 | 223,192 |
| 14 | Work in Progress | 2,440 | 21,417 | 23,857 |
| 15 | Term Deposits | 1,500,000 | 0 | 1,500,000 |
| 16,17 | Drainage Rates and Special Levies Due | 66 | 394,561 | 394,627 |
| 18 | Prepayments | 0 | 0 | 0 |
| | Prepayments to WMA | 9,435 | -23,645 | -14,210 |
| | Accrued Interest | 0 | 0 | 0 |
| | VAT Due | 34,500 | 26,785 | 61,285 |
| | | 1,765,790 | 410,207 | 2,175,997 |
| | Less Current Liabilities: | | | |
| | Trade Creditors | 162,758 | -32,945 | 129,813 |
| 19 | Grants Unapplied | 559,363 | -320,371 | 238,992 |
| | Accruals | 11,711 | -749 | 10,962 |
| | Payroll Controls | 0 | 243 | 243 |
| | Debtors paid in advance | 0 | 88 | 88 |
| 20 | Loans due in less than one year | 0 | 0 | 0 |
| | | 733,832 | -353,734 | 380,098 |
| | Net Current Assets | 1,031,958 | 763,941 | 1,795,899 |
| | Less Long Term Liabilities: | | | |
| 28 | Net Pension Liability/(Asset) | 185,000 | 0 | 185,000 |
| 20 | Loans due in more than one year | 0 | 0 | 0 |
| | | 185,000 | 0 | 185,000 |
| | Net Assets | £1,584,342 | £740,486 | £2,324,828 |
| 21 | Reserves: | | | |
| | Earmarked | | | |
| 22 | General Reserve | 1,103,690 | 749,510 | 1,853,200 |
| 23 | Development Reserve | 100,751 | 0 | 100,751 |
| | Plant Reserve | 305,827 | 0 | 305,827 |
| 24 | Capital Works Reserve | 108,600 | 0 | 108,600 |
| | | 1,618,868 | 749,510 | 2,368,378 |
| | Non-Distributable | | | |
| 25 | Revaluation Reserve | 150,474 | -9,023 | 141,451 |
| 26 | Pension Reserve | -185,000 | 0 | -185,000 |
| | | -34,526 | -9,023 | -43,549 |
| | Total Reserves | £1,584,342 | £740,486 | £2,324,828 |

P J CAMAMILE MA FCIS
CHIEF EXECUTIVE

S JEFFREY BSc (Hons) FCCA
FINANCE OFFICER



From: 01 April 2017
To: 30 June 2017

Period To: 03
Year Ended: 31 March 2018

Note Notes to the Accounts

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

| | <u>Y-T-D Budget</u> | <u>Y-T-D Actual</u> |
|--------------------------------|---------------------|---------------------|
| Broadland District Council | 159,062 | 159,062 |
| Great Yarmouth Borough Council | 179,887 | 179,887 |
| North Norfolk District Council | 280,337 | 280,337 |
| South Norfolk District Council | 2,480 | 2,480 |
| | <u>621,766</u> | <u>621,766</u> |

2 The Highland Water Claim for 2017/18 is now due to be paid by the Environment Agency (EA) to the Board in September, following the changes made in 2015 to the timetable (previously the payment was made in two installments - one in May and one in December).

3 A profit of £655 has been made on Rechargeable Works.

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

| | <u>Y-T-D Budget</u> | <u>Y-T-D Actual</u> |
|------------------------|---------------------|---------------------|
| Shared Income from WMA | 34,380 | 23,884 |
| Sundry Income | 2,250 | 47 |
| Summons Costs | 102 | 0 |
| | <u>36,732</u> | <u>23,931</u> |

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

| | <u>Y-T-D Budget</u> | <u>Y-T-D Actual</u> |
|---------------------------------|---------------------|---------------------|
| Labour Operations Account | 0 | -23,955 |
| Mobile Plant Operations Account | 0 | -3,934 |
| | <u>0</u> | <u>-27,888</u> |

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 Engineer and can be made available to Members on request.

7 The EA Precept due for 2017/18 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:

| | <u>Y-T-D Budget</u> | <u>Y-T-D</u> |
|-------------------------------------|---------------------|----------------|
| Labour Charges | 70,516 | 51,921 |
| Pump Attendance | 5,238 | 3,857 |
| Plant Charges | 23,522 | 17,320 |
| Insurance | 14,304 | 10,532 |
| Out-sourced repairs and maintenance | 15,739 | 11,589 |
| Materials | 0 | 0 |
| Electricity | 66,829 | 49,206 |
| Telemetry | 0 | 0 |
| Plant Hire | 0 | 0 |
| Depreciation | 0 | 0 |
| Direct Works | <u>196,148</u> | <u>144,425</u> |
| Technical Support Staff Costs | 65,884 | 68,176 |
| Other Technical Support Costs | 1,753 | 151 |
| Biodiversity Action Plan Costs | 4,000 | 4,500 |
| Maintenance Works | <u>267,785</u> | <u>217,252</u> |

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

| | <u>Y-T-D Budget</u> | <u>Y-T-D Actual</u> |
|----------------------------|---------------------|---------------------|
| Administration Staff Costs | 23,855 | 24,547 |

From: 01 April 2017
To: 30 June 2017

Period To: 03
Year Ended: 31 March 2018

Note Notes to the Accounts

| | | |
|---|---------------|---------------|
| Other Administration Costs | 8,996 | 8,565 |
| Drainage Rates AV Increases/(Decreases) | 250 | 0 |
| Kettlewell House Depreciation | 257 | 257 |
| Sundry Expenses | 80 | 41 |
| Settlement Discount | 188 | 0 |
| Debtors written off | 25 | 0 |
| | <u>33,650</u> | <u>33,410</u> |

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

| | |
|---------------------|-----------------------|
| | <u>Budget</u> |
| Development Reserve | 0 |
| Plant Reserve | 0 |
| General Reserve | -70,934 |
| | <u>-70,934</u> |

11 The movement in Fixed Assets is detailed in the Fixed Assets Register for 2017/18, 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 1-4-2017 | 239,270 | 544,563 | 412,722 | 1,196,555 |
| (+) Additions | 0 | 12,209 | 0 | 12,209 |
| (-) Disposals | 0 | 0 | 0 | 0 |
| Closing Balance as at 30-6-2017 | <u>239,270</u> | <u>556,772</u> | <u>412,722</u> | <u>1,208,764</u> |
| Depreciation | | | | |
| Opening Balance as at 1-4-2017 | 23,888 | 130,847 | 304,436 | 459,171 |
| (+) Depreciation Charge for year | 2,993 | 23,647 | 9,024 | 35,664 |
| (-) Accumulated depreciation written out on disposal | 0 | 0 | 0 | 0 |
| Closing Balance as at 30-6-2017 | <u>26,881</u> | <u>154,494</u> | <u>313,460</u> | <u>494,835</u> |
| Net Book Value as at 31-03-2017 | 215,383 | 413,716 | 108,285 | 737,384 |
| Net Book Value as at 30-6-2017 | 212,389 | 402,278 | 99,262 | 713,929 |

The Board also shares ownership of a proportion of the WMAs Shared Fixed Assets, which were last valued by Cruso & Wilkin Chartered Surveyors, as at 31 March 2012. Such assets have a Net Book Value of zero.

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:

| | | |
|---|-----------------------|-----------------------|
| | <u>2016/17</u> | <u>2017/18</u> |
| Opening Balance as at 1-4-2017 b/fwd | 237,079 | 201,734 |
| (+) Receipts | 2,249,383 | 687,862 |
| (-) Payments | -2,284,727 | -910,683 |
| (=) Closing Balance as at 30-6-2017 c/fwd | <u>201,734</u> | <u>-21,087</u> |
| Balance on Statement as at 30-6-2017 | 146,280 | 53,805 |
| Less: Unpresented Payments | 55,454 | -74,892 |
| Add: Unpresented Receipts | 0 | 0 |
| Closing Balance as at 30-6-2017 c/fwd | <u>201,734</u> | <u>-21,087</u> |

13 Aged Debtor profile is currently as follows:

| Debt period | Amount | Number of Debtors |
|------------------------|----------------|------------------------------|
| <=30 days | 223,192 | 5 |
| >30 days and <=60 days | 0 | 0 |
| >60 days and <=90 days | 0 | 0 |
| >90 days | 0 | 0 |
| | <u>223,192</u> | <u>5</u> |

| | | | |
|--------------------|---------------|-----------------|-------------------|
| >90 days | Amount | Inv.Date | Originator |
| N/A | N/A | N/A | N/A |

From: 01 April 2017
To: 30 June 2017

Period To: 03
Year Ended: 31 March 2018

Note Notes to the Accounts

0

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

| | | Estimated | Completion | Originator |
|-----------------------------------|------------------|------------------|-------------------|-------------------|
| REA003 | 3,573.00 | On going | | Ops Manager |
| RAN001 | 839.00 | On going | | Ops Manager |
| Martham Depot Refurbishment Works | 13,555.00 | On going | | Ops Manager |
| Norfolk Rivers IDB | 193.32 | 15.07.17 | | Finance Officer |
| East Suffolk IDB | 4,440.63 | 15.07.17 | | Finance Officer |
| Gas Oil (ES and NR) | 1,256.00 | 15.07.17 | | Finance Officer |
| | 23,856.95 | | | |

15 Term Deposits are currently as follows:

| Financial Institution | Capital | Investment Date | Maturity Date | Interest Rate |
|------------------------------------|------------------|------------------------|----------------------|----------------------|
| Natwest Bank plc | 500,000 | 26/10/2016 | 26/10/2017 | 0.51% |
| Nottingham Building Society | 500,000 | 28/04/2017 | 31/07/2017 | 0.33% |
| National Counties Building Society | 500,000 | 15/05/2017 | 15/08/2017 | 0.33% |
| | 1,500,000 | | | |

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 185 Ratepayers that have not paid their drainage rates for 2017/18, as compared to 172 Ratepayers this time last year. Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

| | 2016/17 | 2017/18 |
|-------------------------------|----------------|----------------|
| Arrears b/fwd | 1,177 | 66 |
| Drainage Ratepayers | 265,123 | 269,948 |
| Special Levies for the year | 610,659 | 621,766 |
| Payments Received | -876,929 | -497,023 |
| Annual Value Decrease | -3,992 | 0 |
| Annual Value Increase | 2,820 | 0 |
| New Assessments | 1,155 | 17 |
| Irrecoverables and write offs | -1,378 | -146 |
| Summons Collection Costs | 1,200 | 0 |
| Special Levy Adjustment | 0 | 0 |
| Sundry adjustments | 232 | 0 |
| Arrears c/fwd | 66 | 394,627 |

18 There are no current prepayments.

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

| | 2016/17 | 2017/18 |
|---|----------------|----------------|
| SCH02: Hickling Broad - Stubb Road (100%) | 77 | 77 |
| SCH04: Upton WLMP (100%) | 1 | 1 |
| SCH05: Calthorpe Broad (100%) | 403 | 403 |
| SCH10: Halvergate Marshes WLMA (100%) | 7,177 | 7,177 |
| SCH11: Sutton Ochre Improvement (100%) | 0 | 0 |
| SCH19: Damgate Marshes (100%) | 69 | 69 |
| SCH65: Halvergate Marshes Water Level Management Plan | 246,752 | -68,221 |
| 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 |
| SCH31: Brograve Study (100%) | 54,102 | 48,804 |
| SCH45: Hickling (100%) | 26,505 | 26,505 |
| SCH06: Stubb Mill Pump Replacement (45%) | 4,185 | 4,185 |
| SCH12: Muckfleet Survey & Options Appraisal | 0 | 0 |
| 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 |



From: 01 April 2017
To: 30 June 2017

Period To: 03
Year Ended: 31 March 2018

Note Notes to the Accounts

| | | |
|---|----------------|----------------|
| SCH32: Eastfield Pumping Station Auto Weedscreen | 2,066 | 2,066 |
| SCH33: Tonnage Bridge Pumping Station Auto Weedscreen | 0 | -1 |
| SCH34: Eel Monitoring at Halvergate and Somerton | 0 | 0 |
| SCH08: St Benet's Pumping Station | 14,230 | 14,230 |
| SCH66: Horsey Boat Dyke Culvert Emergency Works | 0 | 0 |
| SCH67: Horsey Boat Dyke Culvert Works FCERM7 Study | 76,460 | 76,460 |
| SCH69: Stokesby PS Bypass FCERM7 Study | 40,000 | 40,000 |
| SCH70: Tunstall PS Bypass FCERM7 Study | 68,000 | 67,900 |
| | 559,361 | 238,992 |

20 Outstanding Public Works Loan is currently as follows:

<= 1 year

Loan Number 478101: Upton Dole Pumping Station (8.125%) 0.00 Last Payment Made: August 2016

21 The Reserves are managed in accordance with the Capital Financing and Reserves Policy, as approved by the Board on 27 January 2014. This policy is available for viewing on the Board's website.

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

| | 2016/17 | 2017/18 |
|--|------------------|------------------|
| Opening Balance, as at 1-4-2017 b/fwd | 1,003,625 | 1,103,690 |
| Net Surplus/(Deficit) for the year | 89,953 | 749,510 |
| Net transfer (to)/from Development Reserve | 0 | 0 |
| Net transfer (to)/from Capital Works Reserve | 0 | 0 |
| Revaluation Reserve adjustment | 10,112 | 0 |
| Closing Balance, as at 30-6-2017 c/fwd | 1,103,690 | 1,853,200 |

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:

| | 2016/17 | Tfr from Gen. Reserve | Tfr to Gen. Reserve | 2017/18 |
|---|----------------|------------------------------|----------------------------|----------------|
| Muckfleet and South Flegg (Former Sub District) | 96,293 | 0 | 0 | 96,293 |
| Middle Bure (Former Sub District) | 4,458 | 0 | 0 | 4,458 |
| | 100,751 | 0 | 0 | 100,751 |

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:

| | 2016/17 | Tfr from Gen. Reserve | Tfr to Gen. Reserve | 2017/18 |
|--|----------------|------------------------------|----------------------------|----------------|
| SCH27: Ludham Bridge Pumping Station Refurbishment | 5,100 | 0 | 0 | 5,100 |
| SCH60: Tunstall Pump Replacement (Emergency Works) | 6,000 | 0 | 0 | 6,000 |
| SCH32: Eastfield Weedscreen | 6,500 | 0 | 0 | 6,500 |
| Weedscreen Cleaner Panel - Stokesby & Mautby | 13,000 | 0 | 0 | 13,000 |
| Pumping Station Flap (up to 3) | 12,000 | 0 | 0 | 12,000 |
| Pumping Station Seals (up to 6) | 36,000 | 0 | 0 | 36,000 |
| Stokesby Main Drain Refilling | 20,000 | 0 | 0 | 20,000 |
| Wayford Mill Drain Bund | 6,000 | 0 | 0 | 6,000 |
| Ludham Bridge Boatyard - Making good old Pumping Station | 4,000 | 0 | 0 | 4,000 |
| | 108,600 | 0 | 0 | 108,600 |

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

From: 01 April 2017
To: 30 June 2017

Period To: 03
Year Ended: 31 March 2018

Note Notes to the Accounts

| | |
|--|----------------|
| | <u>2017/18</u> |
| Opening Balance, as at 1-4-2017 b/fwd | 150,474 |
| Less: | |
| Pumping Station Depreciation | <u>-9,023</u> |
| Closing Balance, as at 30-6-2017 c/fwd | 141,451 |

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, which has been calculated by the LGPS Fund Actuary as at 31 March 2017.

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 liability of £1,827,000 as at 31 March 2017 that is shared by all 5 Member Boards. The Board's share of this pension liability is set out every year in the WMAs Basis of Apportionment, which was approved by the Board on 23 January 2017.

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 £64,628.69 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 Harris received £0.00 from the Board for pump attendant duties and £0.00 for general maintenance, Mr Wharton received £0.00 from the Board for improvement works to access track Mautby pump 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 2017.

(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 £0.00 Chairman's Allowance and £0.00 travelling expenses.

(v) The Board has paid B G Goose & Partners a sum of £0.00 for undertaking tractor & flail work during the reporting period. The Board's Operations Manager is a partner of this business.

(vi) The Board has paid Ben Goose £43,740 during the reporting period for undertaking excavation and basket cutting work. The Board's Operations Manager is related to Ben Goose.

(vii) The Board has paid £343.44 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. This amount is for rent April - July 2017. The Board member Mr J Chapman is a Director in this company.

(viii) The Board has paid £154.10 for renting land at Horsey Pumping Station. The Board member, Mr Buxton of Horsey Estates, owns this land.

(ix) The Board uses Rating Software for the collection of Drainage Rates known as DRS. This software is owned by South Holland IDB and was developed by Mr P J Camamile, the Chief Executive. The software is supported at no cost to the Board by Byzantine Ltd. Mr P J Camamile is the Company Secretary of Byzantine Ltd and his wife Mrs P Camamile is a Director. Both are shareholders.

Recommended Actions:

1. To approve the Financial Report for the period ending 30-6-2017.

P J CAMAMILE MA FCIS
CHIEF EXECUTIVE

S JEFFREY BSc (Hons) FCCA
FINANCE OFFICER

Broads (2006) IDB

Schedule of Paid Accounts

Payment Date From : 01/04/2017

Payment Date To : 30/06/2017

| <u>Account ID</u> | <u>Name</u> | <u>Details</u> | <u>Amount Paid This Period</u> |
|-------------------|---------------------------------|----------------------------------|------------------------------------|
| AC0002 | Acle Garden Machinery Centre | Strimmer parts/Chainsaw Boots & | 757.85 |
| AG0001 | Agroco Trailers | Trailers | 10,992.00 |
| AN0120 | Anglia Farmers Ltd | Electricity/Materials | 64,628.69 |
| BA0003 | D J Barham | Repairs | 240.00 |
| BO0002 | Boss Cabins | Comfort Space/Repairs to Cabin | 4,338.82 |
| BT0001 | BT Payment Services | Telephone/Broadband | 365.19 |
| CI0001 | City Electrical Factors | Spares & Repairs | 4,247.06 |
| CJ0340 | C J Spares Ltd | Spares/Parts/Oil | 1,353.61 |
| CL0001 | Cleveland Containers Ltd | Container | 4,620.00 |
| CU0001 | A & W Cushion Ltd | Materials | 901.09 |
| DU0001 | Peter Duffield | Pump Attendant | 750.00 |
| DV0001 | DVLA | Vehicle Tax | 240.00 |
| EE0001 | EE | Telephone | 31.11 |
| EN0501 | Environment Agency | Precept | 79,371.50 |
| EO0550 | E.On UK PLC | Electricity | 43.08 |
| ER0001 | Ernest Doe & Sons Ltd | Quick Hitch for 2 x New Trailers | 3,360.00 |
| ES0001 | Essential Power Support Ltd | Generator Cables | 900.00 |
| FE0001 | Fenton Insurance | Vehicle Insurance | 550.08 |
| GO0742 | B J Goose Digger Hire Ltd | Drain Maintenance | 45,084.00 |
| GS0001 | G & S Stores Ltd | Small Tools | 359.51 |
| GYBC01 | Great Yarmouth Borough Council | Rates | 574.40 |
| HO0001 | Horsey Estate | Rent | 154.10 |
| HU0001 | Hubble | Small Tools | 305.67 |
| ID0901 | I D Spares & Services Ltd | Pump Maintenance | 1,115.30 |
| IN0002 | Independent Lifting Services | Hardware | 77.10 |
| IN0950 | Inland Revenue | Paye & NIC | 22,095.48 |
| KI1105 | Kings Lynn IDB | Rechargeable Work | 205.00 |
| LA0002 | Mervyn Lambert | Plant Service | 30.00 |
| LA0003 | Mr K Langdon | Water Vole Surveys | 168.00 |
| LE0001 | Lessingham Village Hall | Hire of Hall | 32.00 |
| LO0001 | Robin Lofty | Plant Maintenance | 150.00 |
| LO003 | Longwater Construction Supplies | Ridgeidrain Pipe/R Storm | 60,726.90 |
| LU1290 | Ludham Garage Ltd | Plant and Truck Repair & Service | 873.56 |
| NE0001 | Newey & Eyre | Telemetry Upgrade | 736.99 |
| NI1450 | Nicholsons | Hardware/Fuel | 1,982.82 |
| NO0002 | Norfolk County Council | Mink Control | 4,500.00 |
| NO1470 | Norfolk Pension Fund | Pension Contributions | 20,516.92 |
| NO1475 | Norfolk Rivers IDB | Rechargeable Work | 31,015.20 |
| OTT001 | OTT Hydromet Ltd | Capital Works | 3,778.56 |
| PE0001 | Peoplesafe | Lone Worker Unit | 172.80 |
| PR0002 | P & R Hydraulics Ltd | Plant Repairs and Maintenance | 973.73 |
| PU0001 | Pulsar Process Measurement Ltd | Pulsar Unit/Repairs | 929.04 |

Broads (2006) IDB

Schedule of Paid Accounts

Payment Date From : 01/04/2017

Payment Date To : 30/06/2017

| <u>Account ID</u> | <u>Name</u> | <u>Details</u> | <u>Amount Paid This Period</u> |
|-------------------|---------------------------|-------------------------|------------------------------------|
| RA0001 | Radiodetection Ltd | Cable Avoidance Tools | 991.18 |
| RE0002 | Reedman Services Ltd | Weed Baskets | 1,172.66 |
| RO0001 | Mr D Roll | Pump Attendant | 840.00 |
| SE0001 | Selwood Ltd | New Pumps (x4) 2 Pumps | 163,903.76 |
| SSAF01 | SSAF Window Films Ltd | Signs/Number Plates | 577.20 |
| ST0002 | Stema Shipping (UK) Ltd | Aggregates | 74,274.10 |
| TR2010 | Mr P Travis | Pump Attendant | 1,503.00 |
| VO0001 | Vodafone | Mobile Phones | 553.80 |
| WA0001 | Water Management Alliance | Rechargeable Work | 23,007.75 |
| WA0003 | Watson Fuels | Gas Oil | 9,232.85 |
| WA0004 | Watson Fuelcards D/D | Fuel | 3,362.53 |
| YA0001 | Yarmouth Rewinds Ltd | Breydon Pumping Control | 22,362.00 |

Please note that the amounts shown above include Vat £ 676,027.99

**BROADS INTERNAL DRAINAGE BOARD
RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|---|---|--|---------------------------------|-----------------------------|--|--|
| 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) | Reduction in, or insufficient finance, grant and income EA may cease to pay highland water contributions to IDBs | Erosion of Board's capital and general reserves Reduction in FCERM service the Board is able to provide Unable to replace assets as scheduled in asset management plan | 3 | 3 | High 9 → | Explore alternative funding streams |
| | Environment Agency (EA) is no longer willing or able to carry out work on sea defences that protects the Internal Drainage District, or continues to maintain these but to a reduced standard | Potential overtopping into IDD in severe weather events and cost implications of managing the increase in water | 2 | 3 | High 6 → | Develop Investment Plan with key stakeholders in each flood compartment |
| | EA is no longer willing or able to carry out work on Main | Will limit the Board's ability to fulfil its statutory function | 2 | 3 | High 6 → | Need to formally identify, record and advise EA of works required. Develop protocol to undertake works |

**BROADS INTERNAL DRAINAGE BOARD
RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|--|---|--|--------------------------|----------------------|---------------------------------|--|
| | Rivers, | | | | | on recharge basis Potential to implement PSCA to undertake works |
| | Operations works constrained by the Water Framework Directive legislation and Habitat Regulations Assessments Onus of proof sits with IDBs | IDB could incur penalties/fines | 2 | 3 | High 6 ↓ | Work with EA, NE and voluntary sector orgs to meet WFD requirements. Agree interpretation of Habitat Regulations Assessments with NE. SMO regularly updated to remain WFD compliant Regular SMO update training for employees Ensure affected landowners are aware of agreed water levels. Pursue funding from all available sources. |
| 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 | Planning Authorities ignore advice provided by Board, which leads to increased flood risk Lack of staff resources | Potential for increased flood risk Lost income from SWDCs and | 2 | 3 | High 6 ↑ | Get involved with each constituent Planning Authority to better integrate/ coordinate planning and flood risk management issues Board comments made on planning applications are available on each Planning Authority's website |

**BROADS INTERNAL DRAINAGE BOARD
RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|----------------------|--|---|--------------------------|----------------------|---------------------------------|--|
| | <p>results in turning a blind eye to Byelaw/Land Drainage Act infringements and contraventions or failure to collect development contributions and commuted sums</p> <p>Potential for developers to hand over management of SUDs to private management companies, who may fail in their responsibility to maintain them in the long term</p> | <p>commuted sums</p> <p>Inadequate or total lack of maintenance of SUDs could have an adverse impact on the IDB infrastructure and subsequently increase the risk of flooding</p> | | | | <p>Planning/Enforcement issues reported at Board and Committee meetings</p> <p>Lobby LPAs to include IDBs as Statutory Consultees and to treat IDB watercourses as SUDs</p> <p>Promote IDB services for adoption of SUDs in planning consents to ensure they are maintained in perpetuity</p> <p>Look to introduce a SUDs adoption and charging policy.</p> <p>SUDs adoption and charging policy approved by the Board on 23 January 2017.</p> |

Risk Assessment Matrix (From the Risk Management Strategy and Policy as approved 23 January 2017)

Risk Assessment Matrix

| Likelihood | | | |
|---------------|---------------|------------|------------|
| Highly Likely | Medium (3) | High (6) | High (9) |
| Possible | Low (2) | Medium (4) | High (6) |
| Unlikely | Low (1) | Low (2) | Medium (3) |
| | Negligible | Moderate | Severe |
| | Impact | | |

The categories for impact and likelihood are defined as follows:

IMPACT

- Severe – will have a catastrophic effect on the operation/service delivery. 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.
- Moderate – will have a noticeable effect on the operation/service delivery. May result in significant financial loss (over £25,000). Will 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.
- Negligible – where the consequences will 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.

LIKELIHOOD

- Highly likely: very likely to happen
- Possible: likely to happen infrequently
- Unlikely: unlikely to happen.

Distributed to: Broads (2006) IDB Members

Andrews T
Alston H J
Baugh L E
Bird M
Burton J
Buxton R
Cator H G
Chapman J W
Coleman M Mrs
Coplestone J K Mrs
Cox Mrs H
Daniels S G
Fairhead M Ms
Fitch-Tillett A M Mrs
Gay G D
Grove-Jones P Mrs
Harris M
Hart K
Northam W
Nurden G
O'Neill F
Pearce N
Price R C
Rice P
Robinson I
Roll D
Sharman F
Smart M
Strudwick T P
Tallowin J G
Tapp V
Thirtle H
Walker L Mrs
Ward D C
Weymouth S Mrs
Wharton E
Withers J W K
Wright S D

Officers

Bloomfield G
Camamile P J
George P
Goose A
Jeffrey Miss S
Jones T
Laburn Ms C
Mandley Ms H
Philpot M