

A MEETING OF THE BROADS (2006) INTERNAL DRAINAGE BOARD WAS HELD VIRTUALLY VIA ZOOM VIDEO/TELEPHONE LINK ON MONDAY, 24 JANUARY 2022 AT 10.00 AM.

Elected Members	Appointed Members
* H Alston	Broadland D C
* L Baugh	N Brennan
* C Bielby	* J Copplestone
* J Burton	* K Kelly
* R Buxton	* G Nurden
* T Cator	N Shaw
* J Chapman	North Norfolk DC
* S Daniels	* H Blathwayt
* G Gay	P Bütikofer
* M Harris	* A Fitch-Tillett
* M Jones	* P Grove-Jones
* I Robinson	* G Mancini-Boyle
D Roll	* L Shires
F Sharman	* J Toye
M Smart	A Varley
T Strudwick	Vacancy
J Tallowin	Great Yarmouth B C
* E Wharton	* M Bird
* S Wright	* M Fairhead
	* G Freeman
	* N Galer
	L Mogford
	Jointly Appointed
	B Lawn
	* Present (69%)

Robin Buxton in the Chair

In attendance:

Karen Bingham (Business Support Officer), Giles Bloomfield (Project Development Manager), Cathryn Brady (Sustainable Development Manager), Phil Camamile (Chief Executive), Sue Cook (CEO's PA), Sallyanne Jeffrey (Finance and Rating Manager), Caroline Laburn (Environmental Manager), Kari Nash (Programme Manager) and Matthew Philpot (Area Manager, East Anglia)

ID	Broads (2006) IDB, Minute	Action
01/22	APOLOGIES FOR ABSENCE	
01/22/01	Apologies for absence were received on behalf of Fred Sharman, Mark Smart, John Tallowin and Adam Varley. The Chairman reported that Ian Robinson would join the meeting part way through, so his apologies were recorded for the first part of the meeting. [Post meeting note: During the meeting, apologies were also received from Tim Strudwick.]	

ID	Broads (2006) IDB, Minute	Action
02/22	WELCOME AND INTRODUCTIONS	ALL
02/22/01	The Chairman welcomed Kari Nash (Programme Manager) to her first meeting of the Board and reported that she would present the Capital Works Programme Overview and Project Development Update report.	
02/22/02	The Chairman reported that although 71% of members had now confirmed that they had watched the ADA health, safety and welfare modules, he requested that the remaining 11 members now undertake this online training with a degree of urgency and confirm to the Business Support Team once completed. RESOLVED that this be actioned.	
03/22	DECLARATIONS OF INTEREST	
03/22/01	There were no declarations of interest.	
04/22	MINUTES OF THE LAST BOARD MEETING	
04/22/01	The Chairman reported an error at minute 82/21/01 from the last Board meeting held on 18 October 2021. The date of the summer meeting had been agreed as Monday, 18 July 2022 and not 18 August 2022. With that amendment, the minutes were confirmed as a true record and would be signed by the Chairman after the meeting. Arising therefrom:	
04/22/02	Outbreak of Crassula in Hickling village pond (75/21/03)	
	The Environmental Manager reported that Crassula will be a key focus for Norfolk County Council's (NCC) recently appointed Environmental Co-ordinator and NCC had agreed to liaise with Hickling Parish Council directly. RESOLVED that this be noted.	
04/22/03	Halvergate Marshes (76/21/02)	
	The Sustainable Development Manager reported that a partner organisation would apply for planning permission to undertake the proposed works to extend the high-level carrier serving the Halvergate marshes. RESOLVED that this be noted.	
04/22/04	Sutton Staithe (76/21/03)	
	The Sustainable Development Manager confirmed that a letter was sent to Ray Cator on 4 November 2021 in response to his letter regarding Sutton Staithe. RESOLVED that this be noted.	
04/22/05	Presentation to Great Yarmouth Borough Council (76/21/04)	
	The Sustainable Development Manager confirmed that a presentation was due to take place in February 2022 at a Great Yarmouth Borough Council meeting to enhance cohesive cross-organisational working. RESOLVED that this be noted.	

ID	Broads (2006) IDB, Minute	Action
04/22/06	Barton Turf Parish Council (76/11/05)	
	The Sustainable Development Manager had been in contact with Gerard Mancini-Boyle regarding Barton Turf Parish Council's wish to purchase Barton Staithe from the Broads Authority. RESOLVED that this be noted.	
04/22/07	Hydrogenated Vegetable Oil Fuel/Red Diesel (80/21/02)	
	The Area Manager for East Anglia confirmed that he had presented a proposal on the use of HVO Fuel to the Consortium Management Committee at the meeting on 10 December 2021 but due to recent news from ADA regarding the extended use of red diesel he would provide a further update at the next meeting. RESOLVED that this be actioned.	MP
05/22	HEALTH, SAFETY AND WELFARE PERFORMANCE REVIEW	
05/22/01	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.	
06/22	CAPITAL WORKS PROGRAMME OVERVIEW AND PROJECT DEVELOPMENT UPDATE	
06/22/01	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. There were no matters arising.	
07/22	OPERATIONS REPORT	
07/22/01	The Operations Report, (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
07/22/02	In accordance with the Adoption and Abandonment Policy, it was agreed and thereby RESOLVED to amend three sections of drain, as detailed on pages 19-21 within the Report Book. Maps showing the location and extent of each drain are annexed to the minutes in the Minute Book:	
	<ul style="list-style-type: none"> • Route to be updated at Mautby catchment (DRN031PO420) • Route to be amended at Potter Heigham catchment (DRN003P0411) • Drain line amendment within the Hickling Stubb system 	
07/22/03	In accordance with the Adoption and Abandonment Policy, it was agreed and thereby RESOLVED to adopt 260m of drain required within the Horning Grove catchment to allow the system to function, following the change to catchment drainage. A map showing the location and extent of the adopted watercourse is annexed to the minutes in the Minute Book.	
08/22	ENVIRONMENTAL REPORT	
08/22/01	The Environmental Report (a copy of which is filed in the Report Book)	

ID	Broads (2006) IDB, Minute	Action
	was considered in detail and approved. Arising therefrom:	
08/22/02	The Board agreed in principle to appoint a carbon specialist contractor to undertake a carbon baselining exercise, with the aim of adopting targets to reach Carbon Net Zero in line with legislation and government targets. Full costs to be investigated and circulated ahead of Board approval. RESOLVED that this be actioned.	CL
08/22/03	John Burton reported that he was working with the Environment Agency regarding managing the fish population around Muckfleet Sluice and would be happy to be contacted directly with any queries. RESOLVED that this be noted.	
09/22	SUSTAINABLE DEVELOPMENT REPORT	
09/22/01	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.	
10/22	FINANCIAL REPORT	
10/22/01	The Financial Report for the period 01 April 2021 to 30 November 2021, was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.	
11/22	SCHEDULE OF PAID ACCOUNTS	
11/22/01	The Schedule of Paid Accounts for the period 01 September 2021 to 30 November 2021 totalling £390,548 (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.	
12/22	RATE ESTIMATES FOR 2022/23	
12/22/01	The detailed Estimates for 2022/23 were considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:	
12/22/02	Capital Programme	
	The Capital Works Estimate for 2022/23 prepared by the Programme Manager, totalling £1,644,567 was considered in detail and approved, subject to receiving 100% Drainage and Flood Risk Management Grant-in-Aid.	
12/22/03	Maintenance Programme	
	The Maintenance Works Estimate for 2022/23 prepared by the Operations Manager, totalling £883,661 was considered in detail and approved.	

ID	Broads (2006) IDB, Minute	Action
12/22/04	EA's Precept Charge	
	It was agreed and thereby RESOLVED to approve in principle the EA's Precept Charge of £183,116 for 2022/23.	
12/22/05	Consortium Charges	
	It was agreed and thereby RESOLVED to approve the Consortium Charge for Technical Support of £490,735 for 2022/23, as recommended by the Consortium Management Committee (included in the Maintenance Works Estimate).	
12/22/06	It was agreed and thereby RESOLVED to approve the Consortium Charge for Administrative Support of £203,913 for 2022/23, as recommended by the Consortium Management Committee.	
12/22/07	Other Expenses	
	It was agreed and thereby RESOLVED to approve all Other Expenses for 2022/23, as presented.	
12/22/08	Income	
	It was agreed and thereby RESOLVED to approve all Income of £1,821,562 which together with the Consortium Income of £346,104 reduced the expenditure budget for 2022/23 by 63% and therefore the amount that needed to be funded from drainage rates and special levies.	
13/22	FINANCIAL YEAR 2022/23 LAY AND SEAL DRAINAGE RATE AND SPECIAL LEVIES	
13/22/01	It was agreed and thereby RESOLVED to approve the net requirement of £1,257,743 for 2022/23 as presented (a copy of which is filed in the Report Book). Arising therefrom:	
13/22/02	Annual Values as at 31 December 2021	
	It was agreed and thereby RESOLVED to approve the aggregate annual values as at 31 December 2021 as presented, used for the purposes of raising and apportioning expenses from agricultural drainage rates and special levies for 2022/23 (a copy of which is filed in the Report Book).	
13/22/03	Drainage Rates and Special Levies for 2022/23	
	It was proposed by Jo Copplestone and seconded by John Toye that an increase in drainage rates and special levies of 5%, rather than the 5.6% recommended, should be considered by the Board. This was voted on with 11 votes For and 15 Against, therefore the motion was not carried.	
	It was proposed by the Vice Chairman (LB) and seconded by the Vice-Chairman (SD) that the increase should be 5.6% as recommended in Option 3 of the report. With 16 votes For and 10 Against, the motion was carried.	

It was agreed and thereby RESOLVED to approve the net rate requirement of £1,257,743 for 2022/23, which equated to an increase in drainage rates and special levies of 5.60% at 28.658p in the pound:

Option 3

Drainage Rate in the Pound: 28.658p

Financed by:

Agricultural Drainage Rates	£315,788
Broadland District Council	£186,118
Great Yarmouth Borough Council	£210,486
North Norfolk District Council	£328,021
South Norfolk District Council	£2,902
Reserves	£214,428

13/22/04 Following the concern expressed by some of the appointed members, the Chief Executive agreed in future years that attempts would be made to arrange face-to-face meetings with Council finance representatives to discuss rating proposals, rather than circulating the information via email, as currently. Councillors agreed to confirm their finance contacts to sallyanne.jeffrey@wlma.org.uk, the Finance and Rating Manager, who would endeavour to arrange these meetings in the Autumn. RESOLVED that this be actioned.

**Cllrs/
SJ**

13/22/05 Indicative Five-Year Forecast

The indicative five-year forecast was considered in detail and approved, (a copy of which is filed in the Report Book). There were no matters arising.

13/22/06 Earmarked Balances and Reserves

The adequacy and appropriateness of the Earmarked Balances and Reserves was considered in detail and approved (a copy of which is filed in the Report Book).

14/22 BOARD'S PERFORMANCE FOR 2021/22

14/22/01 The Performance Review of objectives for 2021/22 (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.

15/22 BOARD'S OBJECTIVES FOR 2022/23

15/22/01 It was agreed and thereby RESOLVED to approve the following objectives for 2022/23:

- (i) To ensure that expenditure does not exceed the net expenditure budget for 2022/23 and plan to present a balanced budget within the next 5-year period.

ID	Broads (2006) IDB, Minute	Action
(ii)	To ensure that the EA's annual precept charge on the Board is fair and that it is spent on work that benefits the Internal Drainage District.	
(iii)	To help partners to develop a plan to maintain the riverbanks after the BESL project finishes.	
(iv)	To start to build support for extending the Board's district to the watershed catchment, as a way of being far less reliant on the Environment Agency.	
15/22/02	It was agreed and thereby RESOLVED to add a further objective to calculate the carbon footprint of the Board and to put a carbon reduction strategy in place with benchmarking at regular intervals to monitor progress.	PJC
16/22	RISK REGISTER	
16/22/01	Members considered and approved the risk register for those risks with a risk assessment matrix score of ≥ 6 (a copy of which is filed in the Report Book). Arising therefrom:	
16/22/02	The Chief Executive confirmed that the wording within the Response column on Risk 1a and Risk 1b needed to be updated following the enactment of the Environment Act 2021. RESOLVED that this be actioned.	PJC
17/22	CORRESPONDENCE	
17/22/01	Members noted the update from ADA on red diesel (a copy of which is filed in the Report Book), which was a step forward and more positive.	
17/22/02	No further correspondence for consideration by the Board had been received during the reporting period.	
18/22	DATE OF NEXT MEETING	
18/22/01	The next Board meeting would take place as a face-to-face meeting at Hickling Barn on Monday, 16 May 2022 at 10.00 am. RESOLVED that this be noted.	
19/22	ANY OTHER BUSINESS	
19/22/01	There was no other business raised.	
20/22	OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC, WITH LEAVE OF THE CHAIRMAN	
20/22/01	There were no members of the public present at the meeting.	

ID	Broads (2006) IDB, Minute	Action
21/22	CONSORTIUM MATTERS	
21/22/01	Unconfirmed Minutes and Report Extracts	
	<p>The unconfirmed minutes and report extracts from the last Consortium Management Committee (CMC) meeting held on 10 December 2021 were considered in detail and approved.</p>	
21/22/02	WMA Projected Out-turns for 2021/22 and the Estimates for 2022/23	
	<p>The Projected Out-turns for 2021/22 and the Estimates for 2022/23, as approved at the CMC meeting on 10 December 2021 were considered in detail and approved by the Board (a copy of which is filed in the Report Book). There were no matters arising.</p>	
21/22/03	WMA Health & Safety Policy	
	<p>The WMA Health and Safety Policy, as recommended at the CMC meeting on 10 December 2021 was considered in detail and approved by the Board. There were no matters arising.</p>	
21/22/04	WMA Planning & Byelaw Strategy	
	<p>The WMA Planning & Byelaw Strategy, as recommended at the CMC meeting on 10 December 2021 was considered in detail and approved by the Board (a copy of which is filed in the Report Book). There were no matters arising.</p>	
21/22/05	Items for discussion at next CMC meeting	
	<p>There were no issues raised by members for discussion at the next Consortium Management Committee (CMC) meeting on 29 April 2022. 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-Chairmen or the Chief Executive directly.</p>	
22/22	CONFIDENTIAL BUSINESS	
22/22/01	There was no confidential business to discuss.	

HEALTH, SAFETY AND WELFARE PERFORMANCE REVIEW

For the period 01 November 2021 to 31 December 2021

1. INTRODUCTION

- 1.1. We continue to review/update our COVID risk assessments in line with government guidelines. This has included a return to home working where possible and a review of the COVID arrangements in the Kings Lynn office.

2. LEARNING EVENTS

- 2.1. Heavily Loaded Truck was flagged at recent service.
- 2.2. Minor car crash of staff member. Learning around post incident documentation.

3. ACCIDENTS

- 3.1. On the 23 November 2021 one of our operatives had a fall from a ladder at the Pierpoint depot, resulting in a fractured elbow, two broken teeth and a cut lip.

A thorough investigation was carried out by Area Manager, Matthew Philpot, and the KLIDB Operations Manager, reviewed by our Health & Safety Advisers (Copes). Because of the nature of the injury's, it was reported to the HSE under the RIDDOR regulations. As a result of the investigation some changes in the way ladders are used have been implemented in the King's Lynn area.

4. TOOLBOX TALKS & TRAINING THIS PERIOD

- 4.1. Covid update.
- 4.2. Winter Safe Start. Talk regarding the changing risks associated with winter work.
- 4.3. Safe ladder use.
- 4.4. Specific tool-box-talks to our Eastern based Mechanical and Electrical Engineers on circuit breakers, as well as review of MEICA risk assessments.

5. UPDATES TO GENERIC RISK ASSESSMENTS (GRA)

- 5.1. None made this quarter.

6. HEALTH & SAFETY INSPECTIONS

(carried out quarterly by Copes, our independent safety consultant)

- 6.1. Inspection on 15 December to the Kings Lynn area. Discussions held around a number of points. Response to inspection report will be developed in the next quarter, with actions shown.

MATTHEW PHILPOT
AREA MANAGER (EAST ANGLIA)
JANUARY 2022

CAPITAL WORKS PROGRAMME OVERVIEW & PROJECT DEVELOPMENT REPORT

For the period 18 October 2021 to 17 January 2022

1. INTRODUCTION

- 1.1 The Board has three projects currently on the FCERM GiA Programme, with a total value of £139.2m.
- 1.2 Two of these projects are still within the Development Phase with one moved into Delivery.
- 1.3 In the Environment Agency Indicative Allocation, £31.5m of Other Government Department Funding has been allocated to the Board's projects; River Yare £20m, Upper Thurne £11.5m.
- 1.4 Since the last board meeting, we have received the Approval letter for Upper Thurne Integrated Drainage Improvements.
 - Approved Funding for Upper Thurne totals £48.3m of solely GiA; which includes £17m of Environment Support Fund and £11.5m of Other Government Department Funding.

2. PROJECTS IN DEVELOPMENT

ID	Project	Brief Description	Funding Sources	Forecast Approval	Start Construction	Complete Construction	Delivery Route
77	River Yare Water Level Management Improvements	12 Pumping station Replacements & Refurbishments	GiA, OGD	Oct 22	May 23	Mar 27	NGSA (Jacobs & BAM)
79	River Bure Water Level Management Improvements	14 Pumping station Replacements & Refurbishments	GiA, Funding Gap	Oct 22	Mar 23	Oct 27	NGSA (Jacobs & BAM)

- 2.1 We have Studies (FCRM7s) approved for River Yare and River Bure and have claimed the available GiA as shown in section 5.1 enabling us to instruct Jacobs to begin preparing the Outline Business Cases (OBCs).
- 2.2 The River Yare project includes 7 Pumping Stations within the Broads Board area and 5 within Waveney, Lower Yare & Lothingland Board Area.

3. PROJECTS IN DELIVERY

ID	Project	Brief Description	Funding Sources	Approval Date	Start Construction	Complete Construction	Delivery Route
76	Upper Thurne Integrated Drainage Improvements	15 Pumping station and 2 Culvert Replacements	GiA, ESF, OGD	Dec 21	Oct 22	Mar 28	NGSA (Jacobs & BAM)

- 3.1 Now we have Approval for Upper Thurne, we have produced a scope for a design and build contract with BAM Nuttall through the NGSA Framework that the Environment Agency use.

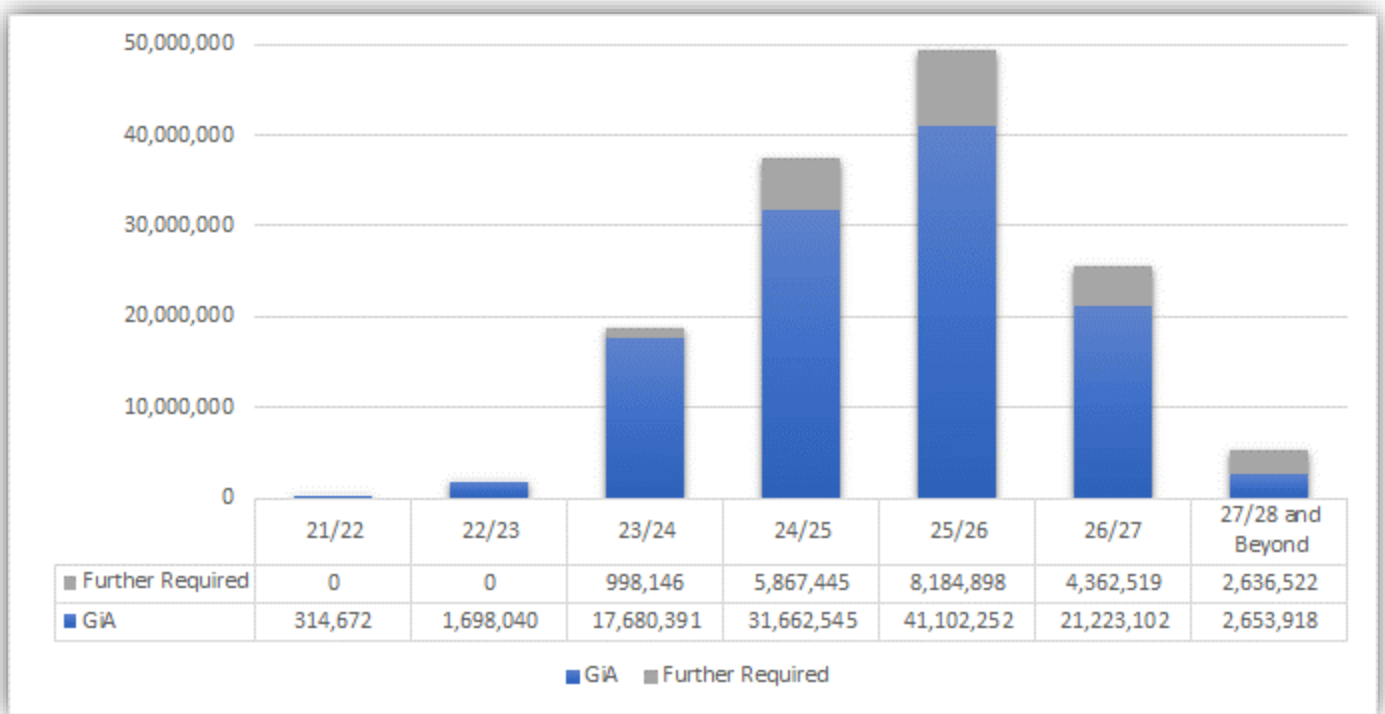
4. PROJECT BENEFITS

- 4.2 The Values in the table below will be updated as the projects in Development stage produce BCs and the information is refined, so the board can see the wider benefits of the projects.

Project	Total Value £m	Catchment Size ha	Homes EA OM2	Commercial Properties	Infrastructure	Environment
Upper Thurne Integrated Drainage Improvements	48.5	6,122	218	tbc	rural roads, utility infrastructure	113km OM4b - eel passage benefit, national (SSSI) and international (RAMSAR, SAC and SPA)
River Yare Water Level Management Improvements	46.1	5,500	75	tbc	Road and rail	56.7km OM4b - eel passage benefit, national (SSSI) and international (RAMSAR, SAC and SPA)
River Bure Water Level Management Improvements	44.6	5,200	600	tbc	Road and rail	72.5km OM4b - eel passage benefit, national (SSSI) and international (RAMSAR, SAC and SPA)
	139.2		893			

5. FORECAST EXPENDITURE AND FUNDING RECEIVED

5.1 The Future Programme forecast by funding source is shown in the graph below.



5.2 We have made the following claims this financial year as shown in the table below.

Project	Amount £	Comment
Upper Thurne Integrated Drainage Improvements	57,404	Study costs accessed through an FCRM4. Used to produce information for the Outline Business Case, using consultants Jacobs.
Upper Thurne Integrated Drainage Improvements	370,000	Claim has been made in January following the approval letter to begin detail design and additional claim to support EA underspend
River Bure Water Level Management Improvements	450,000	Study costs - This is to produce information for the Outline Business Case, using consultants Jacobs.
	877,404	

5.3 We claimed £350,000 for River Yare Study costs in last FY 20/21.

6. KEY RISKS / ISSUES

6.1 Medium Risk - Until we have received Approval for River Yare and River Bure, there is a risk that we cannot secure the required GiA funding. Currently the Allocation from the Environment Agency shows River Yare fully funded with a combination of GiA (£25.8m) and Other Government Department Funding (£20m). Currently the Allocation from the Environment Agency shows River Bure with a funding gap of £12.5m. We will know more as we produce the Outline Business Case and PF Calculator over the next 6 months.

7. RECOMMENDATIONS / DECISIONS

7.1 None requested at this Board meeting.

KARI NASH
PROGRAMME MANAGER
JANUARY 2022

OPERATIONS REPORT

For the period 01 November 2021 to 31 December 2021

1. MAINTENANCE WORK

1.1. We have completed drain maintenance in the following systems:

- Mautby & Stokesby
- Hickling
- Brograve
- Repps
- Thurne
- Breydon

2. RECHARGEABLE WORKS

2.1. Electrical and Weedscreen servicing/fault management on a number of Waveney IDB board assets.

3. PSCA WORK

3.1. None

4. PUMPING STATIONS

4.1 It has been a challenging year for the boards pumping stations with many additional costs being experienced. Electricity bills have increased significantly and massive bills were received in the first and second quarter of the year, accounting for the previous years pumping costs (when following the Christmas floods many pumps ran constantly for months. Chapelfield pump alone had a quarterly bill of over £13k).

The additional electricity costs from this pumping and the increase in electricity unit cost experienced nationally, is estimated at an additional £50k to original budget estimate and we believe this may have also led to higher estimated bills in the following months. We have therefore increased our meter read frequency and have provided additional reads for many stations to try and obtain rebates from our electricity supplier – however we are unclear as to whether rebates will be received, particularly in time for the end of the financial year.

In addition following the winter flooding the board experienced major failures at five different pumping stations, namely Eastfield, Martham, Ashtree, Tunstall and Stokesby. The combined repair costs of which was circa £25.5k. The conclusion from the MEICA team is that many of these faults were due to the age of the infrastructure and the pressure and demand it was put under following the winter floods. It is also testament to the urgency of the Capital project currently underway for pumping station replacements.

All necessary repairs have been made and costs reflected in the financial outturns and estimates for next year.

HAPPISBURGH TO WINTERTON DISTRICT

Brograve: (3 No. Pumps)

No major problems reported.

Horsey: (1 No. Pump)

No major problems reported.

Somerton South: (2 No. Pumps)

No major problems reported.

Somerton North: (1 No. Pump)

No major problems reported.

Somerton Auxiliary: (1 No. Submersible)

No major problems reported.

LOWER BURE FLEET & ACLE MARSHES DISTRICT

Tunstall Pump: (2 No. Pumps)

No major problems reported. Weedscreen cleaner serviced.

Five Mile Pumping Station: (1 No. Pump)

No major problems reported.

Ashtree Pumping Station: (1 No. Pump)

No major problems reported.

Breydon Pumping Station: (2 No. Pumps)

No major problems reported. Electrical Service completed and new Electrical Certificate issued.

Berney Pumping Station: (1 No. Pump)

No major problems reported.

Seven Mile Pumping Station: (2 No. Pumps)

No major problems reported. Weedscreen cleaner serviced.

Stracey Arms Freshwater Intake Works: (Automatic inlet penstock)

No major problems reported.

LOWER YARE FIRST DISTRICT

Buckenham Pumping Station: (1 No. Pump)

No major problems reported

Postwick Pumping Station; (1 No. Pump)

No major problems reported.

LOWER YARE FOURTH DISTRICT

Cantley Pumping Station: (1 No. Pump)

No major problems reported.

MIDDLE BURE DISTRICT

The Doles Pumping Station: (3 No. Pumps)

Overhauled the weedscreen clear over this period

Hermitage Pumping Station: (1 No. Pump)

No major problems reported.

MUCKFLEET & SOUTH FLEGG DISTRICT

Stokesby Pumping Station: (2 No. Pumps - Archimedes Screw Pumps)

Major gearbox failure, requiring total replacement. Gearbox replaced with spare held in stores. Existing unit refurbished at cost of £4k. Cleaner repaired due to hydraulic leak

Mautby Pumping Station: (2 No. Pumps - Archimedes Screw Pumps)

No major problems reported. Cleaner serviced.

REPPS MARTHAM & THURNE DISTRICT

Martham Pumping Station: (1 No. Pump)

No major problems reported. Cleaner serviced

Repps Pumping Station: (1 No. Pump)

No major problems reported.

Thurne Pumping Station: (1 No. Pump)

No major problems reported.

SMALLBURGH DISTRICT

Hickling Stubb Pumping Station: (1 No. Pump)

No major problems reported. Handrail safety improvements

Eastfield Pumping Station: (1 No. Pump)

No major problems reported. Pump lifted overhauled and reinstalled over this period.

Catfield Pumping Station: (1 No. Pump)

No major problems reported. New level control relay and pulsar unit installed.

Martham Heigham Holmes Pumping Station: (1 No. Pump)

No major problems reported.

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)

No major problems reported.

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)

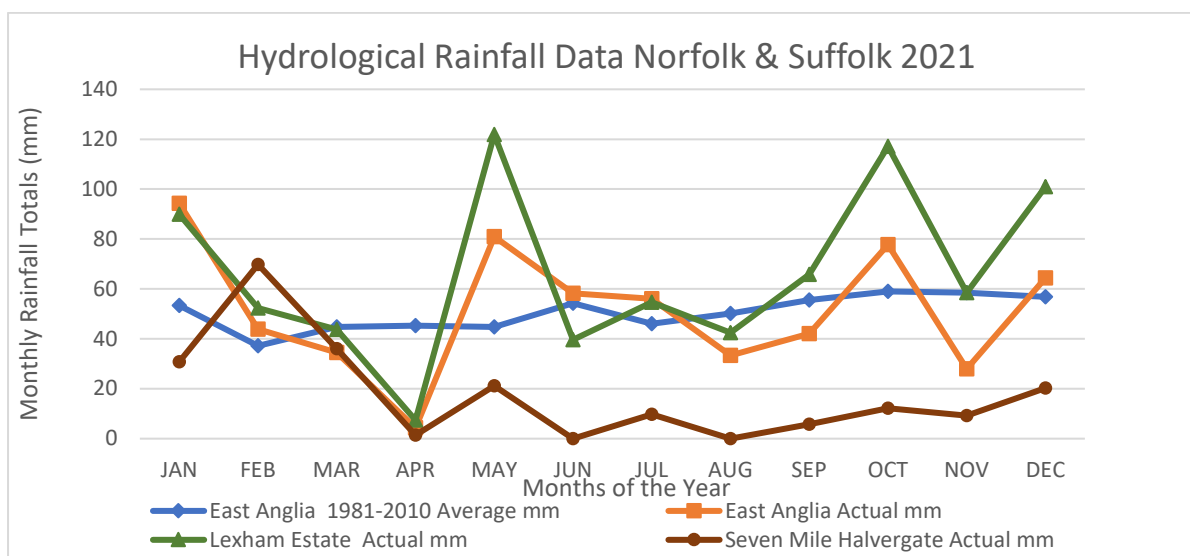
No major problems reported.

5. HYDROLOGY - UK OVERVIEW

https://www.metoffice.gov.uk/pub/data/weather/uk/climate/datasets/Rainfall/date/East_Anglia.txt

- 5.1 The weather through much of September was reasonably settled and quiet, though there were outbreaks of rain at times. It was also rather warm, especially around the 7th/8th. A marked change came about on the 27th, with much more unsettled and notably cooler conditions for the last few days of the month. Mean monthly temperatures were well above average, with rainfall and sunshine near average, although Northern Ireland was particularly dull.
- 5.2 The weather during most of October was unsettled and wet, though there was a drier spell across most areas between the 8th and 17th. Temperatures were above average for much of the time, and frosts were few, but sunshine was in short supply for some areas. The heaviest rain came in the closing days of the month, with some notable totals in Cumbria, and there were gales also on the 31st.
- 5.3 November began mild, wet and windy, but briefly turned colder and more settled around the 4th-7th with a ridge of high pressure. Southerly and south-westerly winds blew frequently from the 7th to 18th, bringing mild weather with wet and windy spells. It continued mostly unsettled and mild until the 25th, with a very brief northerly outbreak on the 19th. It turned settled and colder from the 26th to 29th with high pressure and variable amounts of cloud with widespread fog, then further rain spread southwards on the 30th.
- 5.4 The weather during the early part of December was rather unsettled and chilly, though towards the middle of the month we entered a quieter spell and it turned milder. Unsettled conditions returned in time for Christmas, and, after some very cold nights in northern areas, milder air spread north gradually to all parts, and the last three days of the month were unusually mild. Overall it was a mild, dull month, with rainfall broadly near average.

* <http://www.metoffice.gov.uk/climate/uk/summaries/2020/21>



	East Anglia 1981-2010 Average mm	East Anglia Actual mm	Lexham Estate Actual mm	Seven Mile Halvergate Actual mm
JAN	53.4	94.3	89.9	30.8
FEB	37.2	43.9	52.3	69.8
MAR	44.8	34.5	43.7	36
APR	45.3	4.3	7.4	1.4
MAY	44.8	81	121.9	21.2
JUN	54.3	58.2	39.6	error
JUL	46	56.1	54.6	9.8
AUG	50.1	33.3	42.4	error
SEP	55.6	42.1	65.8	5.8
OCT	59	77.8	117.1	12.2
NOV	58.5	27.9	58.5	9.2
DEC	56.8	64.4	101	20.2

6. BESL UPDATE

Nothing to report this quarter from the Environment Agency.

The following update was received from the Broads Authority in relation to their dredging programme:

Dredge work programme to 2025/26

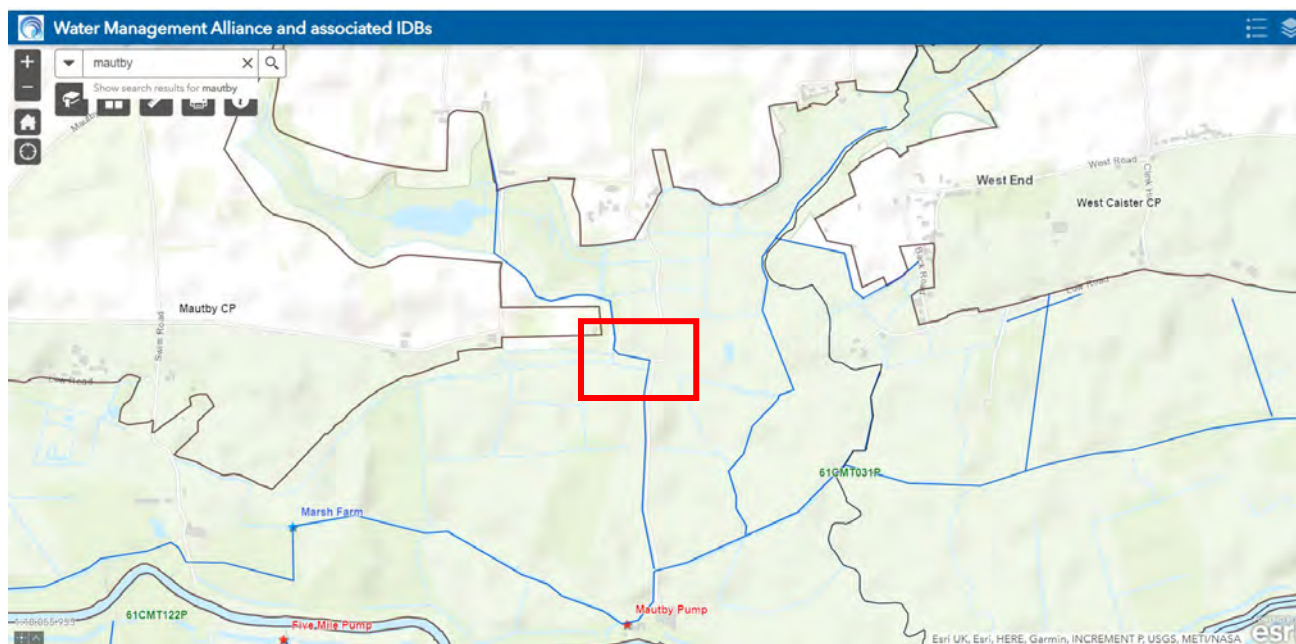
Date range	Site	Dredge Volume (m ³)
Apr – Aug 2022	Oulton Broad	10,000
May 2022 – Aug 2023	River Ant (Stalham Dyke/Sutton Broad)	24,500
Sep 2022 – Feb 2023	Bure (Wroxham – Coltishall)	15,000
Apr – Aug 2023	Oulton Broad	10,000
Sep 2023 – Jan 2024	Bure (Wroxham – Coltishall)	15,000
Dec 2023 – Feb 2024	River Yare	2,500
Mar – Jul 2024	Oulton Broad	5,000
Apr – Jul 2024	River Waveney	5,500
Aug – Sep 2024	Bure (Wroxham – Coltishall)	2,000
Sep 2024 – Jan 2025	River Ant (Wayford – Barton)	8,500
Mar – Sep 2025	Waveney (Geldeston – Beccles)	7,000
Nov 2025 – Apr 2026	South Walsham Broad	9,500

7. DRAIN ADOPTIONS

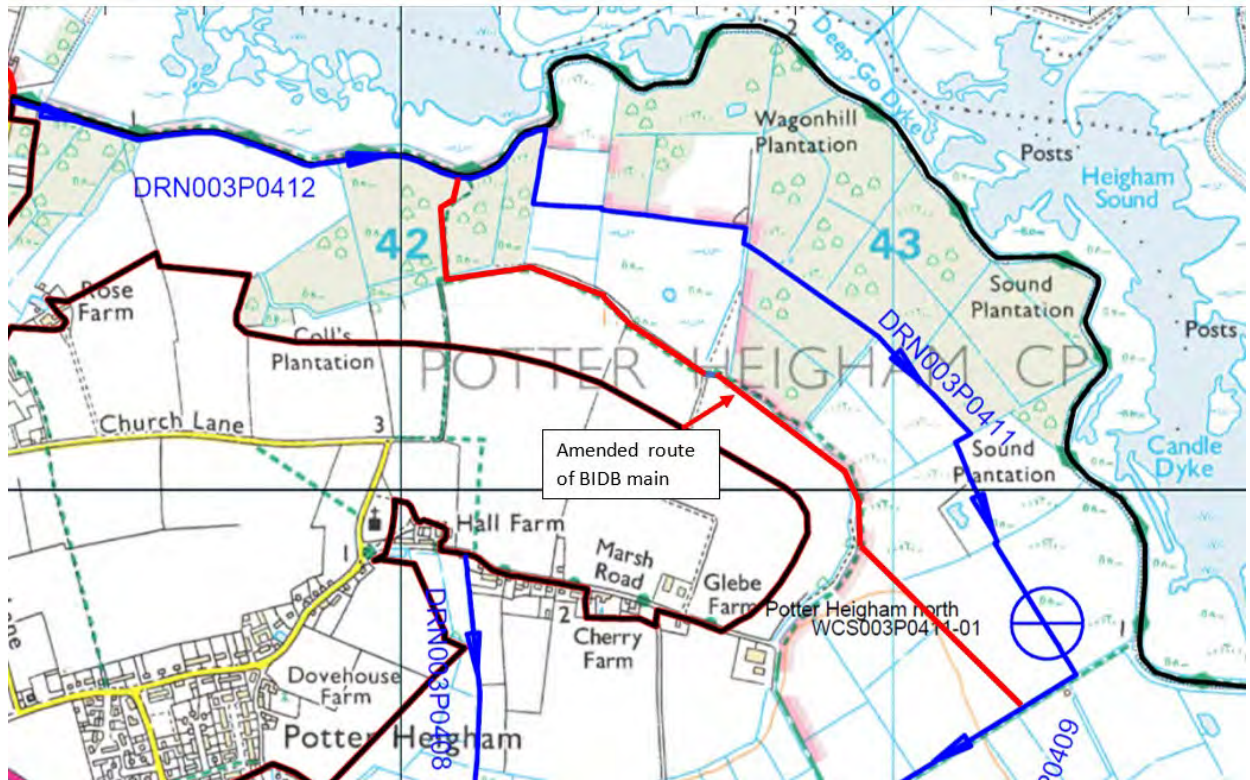
The following four adoptions/updates are required to be approved to the main drain locations.

7.1. DRN031PO420 within the Mautby catchment.

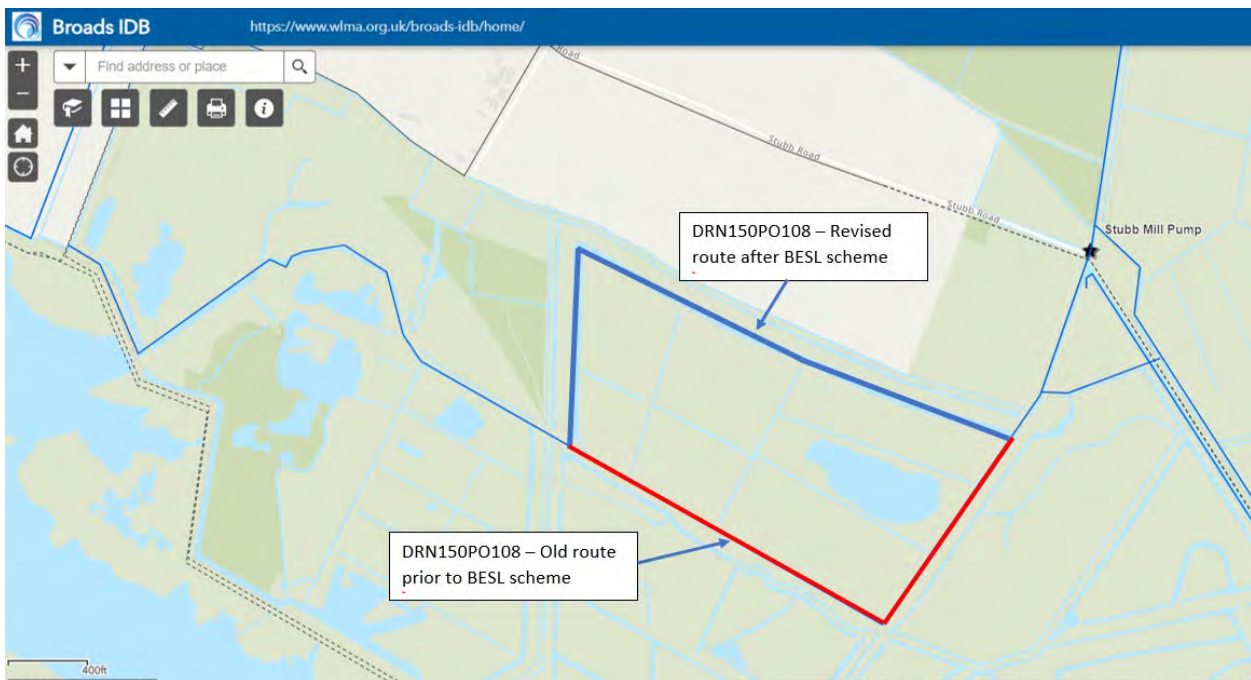
Remove line shown in black and update to line shown in red



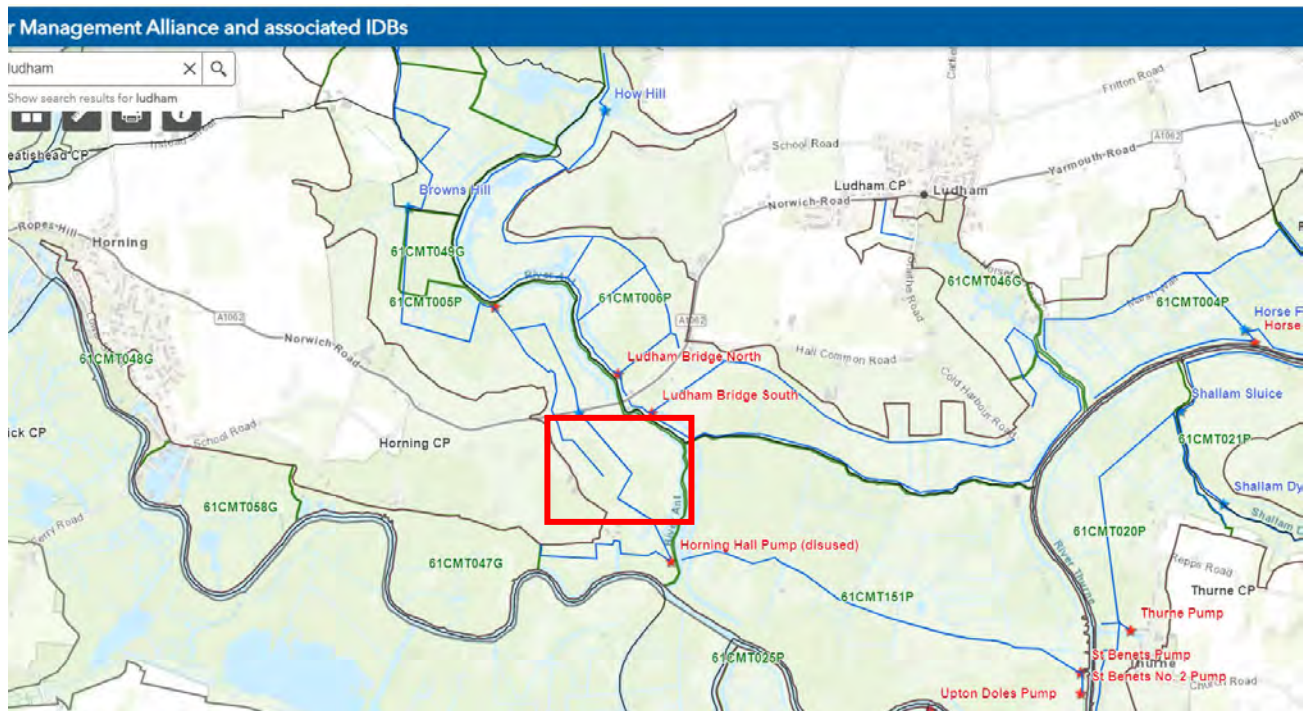
7.2. Potter Heigham Catchment. Amend route of DRN003P0411 to red line.



7.3. Hickling Stubb system. Main drain line amendment required as shown below.



7.4. New Adoption of 260m of drain required within the Horning Grove catchment to allow system function following change to catchment drainage since original mapping.



PHIL SEMMENCE
OPERATIONS MANAGER
JANUARY 2022

ENVIRONMENTAL REPORT

For the period 01 October 2021 to 10 January 2022

1. INFORMATION FOR THE BOARD

1.1. NON-NATIVE INVASIVES: FLOATING PENNYWORT IN THE NORTH WALSHAM AND DILHAM CANAL / RIVER ANT – UPDATE

IDB Officers have been continuing to work closely with the NNNSI, Environment Agency, Broads Authority, Natural England and North Walsham and Dilham Canal Trust to implement a plan and a solution to eradicating the plant in the Broads and Norfolk Rivers IDD. Regular virtual meetings continue to be held to coordinate the efforts of all parties and keep up the momentum needed to tackle this aggressive problem.

The WMA Environmental Team has responded to a report of Floating Pennywort in a small pond at Horstead near the River Bure, during November. Nearby IDB drains were surveyed by the team, along with the main river. The Floating Pennywort in the pond was removed quickly upon its identification and the material buried. The pond will continue to be monitored by the landowner and any new growth will be removed and buried. No Floating Pennywort has yet been found in any IDB drains to date.



A small, isolated pond was discovered in Horstead within the NRIDB drainage district

1.2. HALVERGATE PHASE 3

Nothing to update this period.

1.3. MUCKFLEET

Improvements are planned for the tilting weir sluice and board sluice at the Stokesby New Road to improve the management of water levels in the Muckfleet and the Trinity Broads and well as facilitate seasonal fish passage. A meeting with Essex and Suffolk Water, the Trinity Broads Partnership and Fisheries experts from the EA was held in December to determine the best technical solutions at the site. The EA are considering options. Some work will also be undertaken at the entrance to Burgh Common to aid access to the site for the NWT.

1.4. DO MONITORING

A report is being compiled of the results of the DO Monitoring survey 2021, undertaken at several BIDB Pumping Station. The report will be made available once completed.

1.5. ADA NATIONAL INTERNAL DRAINAGE BOARD ANNUAL BIOMETRICS SURVEY

The Environmental Team have responded to ADA's request to submit our annual biometrics survey results for all 6 of our WMA administered Boards, for the period 01 April 2020 - 31 March 2021.

The development of IDB Biodiversity Metrics was a priority workstream agreed by the ADA Technical and Environment Committee. It was felt that urgent, more detailed information and increased promotion of IDB actions undertake to support biodiversity and the environment was needed. The DEFRA Policy Advisory Group (PAG) and several other environmental stakeholders have also requested information on "core standard actions" to evidence how IDBs contribute to national environmental policies and priorities.

ADA developed a suite of biodiversity metrics to record. The metrics will help to demonstrate that IDBs engage positively with activities known to be supportive of wildlife and the environment and will evidence a contribution towards national conservation policy and priorities.

1.6. THE ENVIRONMENT ACT

The Environment Bill became the Environment Act 2021 following Royal assent on the 09 November 2021. The main focus of this Act is to make legally binding, the Government's commitment to delivering the targets set against the 4 priorities of its 25 Year Plan.

Some aspects of the legislation have a direct impact on IDBs. Other elements of the Act have more subtle or indirect impacts and some offer strategic opportunities for the water level management sector. Much of the content of the Environment Act now requires secondary legislation or regulation to be developed and consulted upon to fill in the details, as well as setting a date from when the provisions will come into force.

A summary of all the elements of the Act which are expected to impact IDBs in some way in the forthcoming months and years, in order of significance or immediacy of impact, are laid out clearly in an ADA Technical Note which can be viewed at:

https://www.ada.org.uk/wp-content/uploads/2021/11/ADA_TecNote_EnvAct2021.pdf

1.7. DEFRA CONSULTATION ON THE RE-INTRODUCTION OF BEAVERS TO ENGLAND

The Environmental Manager has replied to DEFRA on behalf of the WMA board regarding the consultation on the reintroduction of wild beaver populations to England. The response was subsequently circulated to members.

1.8. CARBON NET ZERO

Climate change is widely considered to be one, if not the greatest challenge facing our society. Its impact is being felt most noticeably through rising air and sea temperatures and the increased occurrence of extreme weather events, such as exceptional rainfall and prolonged drought conditions.

The Climate Change Act 2008 set out a legal framework for the UK to cut greenhouse gas emissions to 80% below 1990 levels by 2050. The Climate Act also established the Committee on Climate Change, an independent body which provides evidence based advise to Government. However, in 2019 this committee advised the UK government to revise its long-term 2050 carbon emissions and saw the UK government adopt a new target to cut greenhouse gas emissions to Net Zero by 2050 with the UK government being the first country to nationally declare a Climate Emergency in 2019. The COP Summit 2021 set out the world's most ambitious Climate Change Target to reduce emissions by 78% of 1990 levels by 2035.

Various local authorities and Environment Agency have undertaken or have produced Climate Change, Environmental or Carbon Net Zero Strategies and are exploring routes toward encouraging a more resilient environment at the local level in combination with sustainable and carbon efficient working practices. It is important that the WMA as a public authority is working with local governmental organisations and in line with agencies and public sector organisations toward achieving significant carbon efficiencies and ultimately Carbon Net Zero in line with government targets.

More Boards have raised this query regarding the WMA and its commitments to Carbon Net Zero and the EM brought a plan to introduce a WMA Carbon Net-Zero Strategy and appoint a specialist Carbon Consultant to undertake a Carbon baselining exercise for all WMA Boards, to the attention of the CMC at the last meeting in December 2021. This was considered and approved in detail by the CMC.

To agree to appoint a carbon specialist contractor to undertake a carbon baselining exercise, with the aim of adopting targets to reach Carbon Net Zero in line with legislation and government targets.

2. BIODIVERSITY ACTION PLAN INFORMATION

2.1. WATER LIFE RECOVERY EAST (WLRE) - UPDATE

The aim of this group is to eradicate mink in East Anglia via a partnership approach from many organisations from Lincolnshire through Norfolk and Suffolk to Essex and Hertfordshire. The latest WLRE steering group meeting was held on 01 December. The recent newsletter (December 2021) provides some interesting information and updates on the project and its progress and can be found at:

<https://waterliferecoveryeast.org.uk/wp-content/uploads/2021/12/Waterlife-Recovery-East-Newsletter-3-Final.pdf>

2.2. WATER VOLE LICENCE – MONITORING SURVEYS

Environment Officers have undertaken Water Vole Surveys on drains at Martham, the Muckfleet, and Halvergate following on from previous maintenance works, as required by the CL24 Water Vole Displacement Licence. This is to report on the presence or absence of Water Voles and will be reported to Natural England.

The survey undertaken on the 05 November showed that Water Voles were present on the surveyed drain at Martham, displaying field signs including feeding remains, latrines and droppings. This was the second year of surveying after maintenance works.

The survey undertaken on the 05 November showed that Water Voles were present on all of the surveyed sections of the Muckfleet, displaying field signs including feeding remains, latrines, droppings and burrows. This was the second year of surveying after maintenance works for the Muckfleet North drain, the third year for Muckfleet marsh dykes, and the first year for Muckfleet New Culvert.

The survey undertaken on the 05th November showed that Water Voles were present on one section of surveyed drain at Halvergate, displaying field signs including feeding remains and a burrow. This was the third year of surveying this section after maintenance works. However, at Halvergate Fleet 5, there were no signs of presence of Water Voles on the drain following mitigation when survey on the 04th November. This was the fourth year of surveying this section of drain.

2.3. BIDB BIODIVERSITY ACTION PLAN – PROGRESS REVIEW 2021-2022

The Biodiversity Action Plan for the BIDB has been subject to an annual review of progress. Various actions have been undertaken during 2021 by the Board, mostly via the day to day running of the Boards Maintenance and Capital Scheme Delivery programmes. Some actions,

however, are delivered via other organisations on behalf of the Board, where they receive funding from the Board to facilitate projects. A summary of the progress made thus far in 2020-21 is shown in Appendix A.

3. PRE-WORKS SITE VISITS DURING THIS PERIOD:

Date	Officer	Project / Maintenance/ BAP	Site	Comments
04-10-21	EB, CH	Maintenance	Dissolved Oxygen Monitoring at Pumping Stations	Regular DO monitoring at Broads PS that have DO issues.
20-10-21	JM	Maintenance	Sea Palling drains	Walkover for WFD assessment of drains to be desilted near Sea Palling
25-10-21	EB, CH	Maintenance	Dissolved Oxygen Monitoring at Pumping Stations	Regular DO monitoring at Broads PS that have DO issues.
04-11-21	JLM, EB, CH	Maintenance	Halvergate	Water Vole Surveying post maintenance
05-11-21	JLM, EB, CH	Maintenance	Muckfleet	Water Vole Surveying post maintenance
05-11-21	JLM, EB, CH	Maintenance	Martham	Water Vole Surveying post maintenance

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

Licence / Assent / Habitat Regulations Assessment	Applied	Granted
WFD Assessment for Wrights Arable, Breydon Marshes maintenance works, to carry out a desilt as requested by the landowner. Drains covered by the 5 year assent.	13-12-21	N/A

5. MEETINGS OR TRAINING ATTENDED BY ENVIRONMENT TEAM

Date Applied	Meeting / Training Attended	Brief Description
06-10-21	Norfolk Mink Steering Group	Quarterly meeting of Norfolk Mink Steering group examining progress and successes to date.
07-10-21	Floating Pennywort Group	Regular update meeting to discuss management of Floating Pennywort on the North Walsham and Dilham Canal and surrounding marshes.
07-10-21	New Eel Regulations Meeting, EA	Discussing EA's new methods of determining solutions for eel at Pumping stations
20-10-21	Meeting with Copes H&S, Martham	Discussion of H&S for Environment Team
21-10-21	ISO Management Meeting	Meeting to discuss results of external audit and move forward combined ISO 9001:2015 and ISO 14001:2015.
03-11-21	Webinar - The Big Talk Presents: Chris Packham – hosted by North Norfolk District Council – Green Build	A talk discussing biodiversity, climate change and conservation with a particular focus on Norfolk. Reflecting on the current biodiversity crisis, climate change, and how we as individuals might be able to make a difference.
16-11-21	Broads Biodiversity Partnership Meeting	Regular meeting of partners. Discuss current projects and involvement of all matters surrounding the Broads.
19-11-21	eDNA meeting with Naturemetrics	Meeting to discuss usage and differences in eDNA techniques.
01-12-21	Water Life Recovery East Meeting	See above.
13-12-2021	Reintroduction of Beavers Webinar – hosted by EUROPARC Atlantic Isles	This webinar looked at experience from three Beaver re-introduction projects particularly around project development,

		community engagement, progress and benefits to the wider landscape and downstream of the reintroductions.
13-12-21	Floating Pennywort Group	Regular update meeting to discuss management of Floating Pennywort on the North Walsham and Dilham Canal and surrounding marshes.
09-12-21	Water Vole Stakeholder Group Meeting	A meeting held by NE to water vole ecology and mitigation practitioners to look at ways of understanding and improving mitigation techniques.

6. NON-COMPLIANCE

6.1. MARTHAM DAMGATE - UPDATE

Discussions have been held between the landowner and with NWT to understand a way forward and manage the concerns at Martham Damgate. A HRA will be applied for to allow the installation of a small dam at one of two possible locations at the top of the drain, to manage water levels in the NWT managed copse.

7. COMPLAINTS

Nothing to report within this period.

**CAROLINE LABURN
ENVIRONMENTAL MANAGER
JANUARY 2022**

Appendix A: BIDB BAP Progress 2021-22

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
COASTAL AND FLOODPLAIN GRAZING MARSH					
1.	Continue to work in partnership with stakeholders to look for opportunities, to enhance grazing marshes by appropriate water level management practice.	NWT, NE, EA Landowners , RSPB, NT	Ongoing	Ongoing	Halvergate Phase 3 project is currently under design to extend the high-level carrier further east while also enhancing two blocks of grazing marsh to allow higher water levels providing enhanced habitat. To be delivered in partnership with RSPB and Highways England. 10 scrapes have been delivered using BAP funding at Upton Marshes in partnership with NWT. This habitat enhancement complements NWT's aspirations to manage the grazing marshes with seasonal wetting to benefit waders.
REEDBEDS					
2.	Map areas of reedbed within the Broads IDB area.	BA, NE, EA and Landowners	2018	Ongoing	GIS data layer to be provided by Norfolk Biodiversity information service (NBIS).
3.	Continue to work in partnership with stakeholders to ensure sympathetic Water Level Management principles can be applied.	RSPB, NE and BA	2018-23	Ongoing	Somerton Water Level Management Review and HRA was undertaken in 2018. A review of Pump trigger levels for the BIDB was completed in November 2020 Water Level Management is an intrinsic part of IDB operations, but it is difficult to report on.
4.	Identify potential sites for habitat restoration and expansion within the Broads IDB area during WLMP and Capital Scheme delivery.	NRT, NE, EA and Landowners	2018-23	Ongoing	See Action 1. Muckfleet – Burgh Common bund removal and scrape maintenance creating improved reedbed and freshwater habitat over a length of approximately 120m.

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
					Muckfleet – berms constructed on new / replacement soke dykes to encourage establishment of a reed fringe to the dykes. Approximately 2750m of replacement enhanced dyke created.
5.	Participate within the Broads Biodiversity Partnership	BA	2018-23	Ongoing	Environmental Officer attends the Broads Partnership meeting with Broads Authority and partner organisations working in Broadland and provide reports to the BA on IDB projects.
FENS					
6.	Map areas of fen within the Broads IDB catchment area.	NBIS, NE and BA	2018	Ongoing	GIS data layer to be provided by Norfolk Biodiversity information service (NBIS).
7.	Continue to work in partnership with stakeholders to ensure sympathetic Water Level Management principals can be applied.	RSPB, NE, BA, NWT, and Landowners	2018-2023	Ongoing	Somerton Water Level Management Review and HRA was undertaken in 2018. A review of Pump trigger levels for the BIDB was completed in November 2020 Water Level Management is an intrinsic part of IDB operations, but it is difficult to report on.
8.	Participate within the Broads Biodiversity Partnership	BA	2018	Ongoing	Environmental Officer attends the Broads Partnership meeting with Broads Authority and partner organisations working in Broadland.
9.	Work in partnership with others to consider opportunities for Fen management and rehabilitation	NWT, NE, EA, BA and Landowners	2018- 23	Ongoing	WMA Officer attended a meeting to showcase the use of paludiculture as an alternative option for commercial land use in wetland areas. Specifically, the growing of Typha was discussed and some of the products that can be produced from the harvested plant material were demonstrated. This took place in March 2020 and was organised by the Broads Authority.

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
					The BIDB has been working in partnership in 2021 with the Broads Authority to
10.	Work in partnership with others to implement Fen Restoration within the Broads IDB area whilst undertaking WLMP objectives and Capital projects.	NWT, NE, EA, BA and Landowners	2018-23	Ongoing	BIDB BAP budget (£5000) was used to support a trial paludiculture project on Horsey Marshes. This created a block of marshland with localised increased water levels to create a wet habitat that will produce wetland plants and contribute to carbon capture. The BIDB have worked successfully in partnership with the Broads Authority and landowner and were commissioned to design and deliver the scheme. The project was successfully delivered in Autumn 2021.
WET WOODLAND					
11.	Carry out a desk study audit of wet woodland locations in the Broads IDB area.	NWT	2018	Ongoing	GIS data layer to be provided by Norfolk Biodiversity information service (NBIS).
12.	Consult Norfolk Wildlife Trust 100% time prior to work through or near County Wildlife Sites.	NWT	2018	Ongoing	A Strategic check of mapping is routinely undertaken to check if planned maintenance is within or near to a CWS. CWS included on newly introduced pre-works checklist.
RIVERS AND LAKES					
14.	Continue to contribute to funding the Prymnesium research project in partnership with the John Innes Centre.	John Innes Centre	2018 - 23	Complete	BIDB have contributed to this research for 3 years. The last year of funding was 2019-20. Outcomes have already been reported to the Board.
15.	Work in partnership with the EA to maintain a flow from the pumps on the Upper Thurne during times of high saline flows up the Thurne River.	EA, Local Angling Clubs	As required	Ongoing	Dissolved Oxygen monitoring is undertaken during the summer and autumn months on some of the Thurne PS. This aims to avoid negative impacts to fish, which can be exacerbated by high saline flows. This issue is being considered as part of the Upper Thurne Integrated Drainage Improvements business case work.

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
					Construction of the Horsey Wetland Demonstration site delivered in Autumn 2021, in partnership with BA, EA, NE, Horsey Estate, in the delivery of the EU funded Canape Project. New crops to act as a filter for water abstraction.
16.	Install a pile to monitor future peat shrinkage on agreed catchments on the Upper Thurne.	NE and Landowners	2018	Ongoing	Planned to be installed in the Somerton North Catchment subject to landowner agreement.
17.	Review water levels at pumping stations and ensure they are calibrated via GIS verification and recorded.		2018-19	Complete	Somerton Water Level Management Review and HRA was undertaken in 2018, GIS water level verification undertaken. A review of Pump trigger levels for the BIDB was completed in November 2020
18.	Produce a prioritised list of WLMP review requirements from pumping stations within the Upper Thurne system.		2018-19	Ongoing	Upper Thurne PS – An Outline Business Case (OBC) is being put together by consultants and Operations Engineer. A review of Pump trigger levels for the BIDB was completed in November 2020. The Upper Thurne Integrated Drainage Outline Business Case received FSoD approval in December 2021.
WATER VOLE					
19.	Ensure compliance with the IDB SMO by auditing an identified number of maintenance works jobs annually, to ensure they are being carried out sensitively and to an agreed standard across the Board.		2018-23	Ongoing	An SMO audit is completed twice a year within the BIDB area to assess the maintenance practices against the SMO document. SMO Audit 1: Stokesby Drain audit – January 2021 SMO Audit 2: Mautby Drain Audit – January 2021
21.	Continue to work in partnership on the Norfolk Mink Control Project.	NNNSI	Ongoing	Ongoing	Norfolk Mink Control Meetings attended 3 times per year.

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
					BIDB contributing £2500 toward the Norfolk Mink Control Project during 2020-21: https://thenorfolkproject.org.uk/ Officer attends Water Life Recovery East Steering Group Project.
22.	Take opportunities to enhance Water Vole habitat where appropriate during Capital or river/wetland restoration schemes.	NE, EA, Landowners , NWT	Ongoing	Ongoing	Muckfleet – berms constructed on new / replacement soke dykes and marginal vegetation transferred to encourage rapid establishment of water vole habitat. Approximately 2750m of replacement enhanced dyke created during project.
EEL					
24.	Work in Partnership with the Environment Agency to identify barriers to migration in the Board's Area and assess options for overcoming these.	EA,ZSL	Ongoing	Ongoing	Thurne PS review includes eel and fish requirements. Tunstall PS – installed KLAWA eel pass and undertaking assessment and monitoring of effectiveness.
BARN OWL					
25.	Continue to contribute to the maintenance and monitoring of nest boxes within the Broads IDB area via the Wildlife Conservation Partnership.	WCP	Ongoing	Ongoing	BIDB contribute £1667 toward barn owl conservation within the area for which we also receive barn owl box replacement, monitoring and reporting by, Colin Shawyer (WCP).
26.	Continue to maintain sward height during bankside maintenance mowing of 150mm.	Staff, Contractors	Ongoing	Ongoing	Consistent with SMO and reviewed through regular SMO auditing. See Action 19 for details of audits undertaken.
KESTREL					
27.	Continue to contribute to the maintenance and annual monitoring of nest boxes within	WCP	Ongoing	Ongoing	See Action 25. Barn owl and Kestrel have very similar nesting and habitat requirements, therefore we are gaining Kestrel data via the same funding.

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
	the Broads IDB area via the Wildlife Conservation Partnership.				
28.	Continue to maintain sward height during bankside maintenance mowing of 150mm.	Staff, Contractors	Ongoing	Ongoing	Consistent with SMO and reviewed through regular SMO auditing. See Action 19 for details of audits undertaken.
BREEDING WADERS					
29.	Continue to work in partnership with stakeholders to look for opportunities, where appropriate, to enhance grazing marshes by appropriate water level management practice.	RSPB, BA, NWT	Ongoing	Ongoing	Upton Marshes scrapes – delivery of 10 small scrapes and water level improvements in partnership with NWT. Delivered autumn 2020. Always on lookout for further partnership opportunities. Two officers undertook Breeding Wader training and surveys for Halvergate in May, June 2021 for BTO survey.
30.	Undertake capital improvement to improve freshwater availability to the Halvergate SSSI.	RSPB, BA, NWT	2018-20	Complete	A further project, Halvergate Phase 3, will extend the high-level carrier to the east as well as deliver further habitat improvements for Breeding waders. Surveys undertaken in 2021 for future delivery of this project.
32.	Look for opportunities to create scrapes on wetland SSSI's. One per year.	RSPB, BA, NWT	2018-23	Complete	See Action 29 for details of Upton Project. This project has delivered in excess of the 5 year target. Creating a network of scrapes will provide great biodiversity benefits to the Upton Marshes SSSI.
GRASSWRACK PONDWEED					
33.	Continue annual monitoring of the species in South Walsham and Upton Marshes.	BESL, NWT, J.Halls & Landowners	Ongoing	Ongoing	Jeremy Halls, Consultant Ecologist, carried out surveys on South Walsham and Upton Marshes during autumn 2019. Turion production was found to be good.

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
					Surveys were undertaken in August 2021 by 2 IDB officers and Millhouse Ecology Consultants. 2021 population mapped.
34.	Continue management timings and practices as they currently stand for the species.	Staff & NWT	Ongoing	Ongoing	<p>Maintenance of <i>P. compressus</i> continues in Winter as is beneficial to the plant.</p> <p>Turions (small vegetatively produced plants) are collected by hand from the weedcutting arisings within the South Walsham marshes. This occurs following the machine maintenance, when the small plants are counted and returned to the watercourse. 8 turions were saved in January 2020.</p> <p>The next round of maintenance is due in January 2021 and turion repatriation will take place then.</p>
FLOATING WATER PLANTAIN					
36.	Write a management plan for the species	NE, J.Halls & Landowners	2018-19	Ongoing	<p>Jeremy Halls consultant ecologist is producing a management plan for <i>Luronium natans</i> in the Potter Heigham Marshes and has been surveying and working on this plan.</p> <p>Survey information and reports are being collated to support a licence application to NE, which subject to sufficient plant material, will permit the translocation of some of the plant to the NNR at Ludham as well as within the existing site. This will help to secure the survival of this very rare plant by increasing the population and geographic spread in broadland.</p> <p>No further survey undertaken in 2021.</p>
38.	Monitor the plants at Potter Heigham	J.Halls	2019-23	Ongoing	See Action 36.

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
39.	Work with partners to find an appropriate translocation site for the plant, within Broadland.	Landowners , J.Halls, NE, BA	2020-22	Ongoing	See Action 36.
NON NATIVE INVASIVE SPECIES					
43.	Continue to contribute to and work in Partnership with the Norfolk Non-Native Invasive on Invasive control projects.	NNNSI	Ongoing	Ongoing	<p>BIDB contributed £2000 to the NNSI during 2020/21. This funding was used to tackle Floating Pennywort in the North Walsham and Dilham Canal has been provided. This was spent on using the NRIDB Board machine to remove large patches of Floating Pennywort in December 2020.</p> <p>Set up Floating Pennywort Steering Group for River Ant in October 2020. Regular monthly meetings of this partnership meeting to discuss survey and control continue.</p> <p>Watercourses around Wayford Bridge, Broad Fen-Dilham, Chaplefield, Horstead were surveyed in 2021.</p>
44.	Maintain records for all species of concern using "That's Invasive!" app.	NNNSI, Staff, Contractors	Ongoing	Ongoing	<p>The "That's Invasive" app is no longer live. The iRecord App is being used by WMA Officers. This app can be used for all biological records, including invasive species. Operated by the national Biological Records Centres, records are verified by experts and shared with Local Environmental Records Centres.</p> <p>Planning a shared IDB iRecord account to better manage data recording and retrieval.</p> <p>New non-native invasive records are recorded on irecord by the Environment Team.</p>
45.	Train staff regularly in key non-native species identification.	NNNSI, Staff, Contractors	Ongoing	Ongoing	<p>A toolbox talk has been delivered on Floating Pennywort and included a reminder on other key invasive species.</p> <p>Staff will also report invasive species back to the Environmental Officer.</p>

ACTION		PARTNERS	DATE	2021-22 STATUS	2021-22 PROGRESS
46.	Ensure availability and regular review of identification guides developed for key non-native species to be used by officers, staff and contractors on site.	NNNSI, Staff, Contractors	Ongoing	Ongoing	<p>ID cards from the GB Non-native Species Secretariat have been provided to the operatives in conjunction with toolbox talks.</p> <p>If invasive species are known in areas, these species are then listed in the toolbox talk and specific information given.</p> <p>Staff also report invasive species to the Environmental Team.</p>
47.	Regularly review and ensure robust biosecurity measures are being maintained across the Board.	Staff, Contractors	Ongoing	Ongoing	<p>New heated power washer purchased by the Eastern group and part funded by the BIDB</p> <p>Biosecurity Policy has been reviewed and a summary flowchart has been produced to aid practical adherence to necessary measures.</p> <p>The BIDB Biosecurity Policy was adopted by the Board in 2018. The policy and associated procedures have been reviewed again during 2020 and updated alongside the other WMA Boards. A summary flowchart has been produced to aid practical adherence to necessary measures.</p> <p>A portable steam cleaner was procured for the WMA Eastern Boards; this can be towed to sites to clean plant and equipment.</p>

SUSTAINABLE DEVELOPMENT REPORT

1. REPORTING PERIOD

This planning report covers the reporting period 31 September 2021 to 10 January 2022.

2. CONSENT APPLICATIONS

There are currently 3 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 alongside the current breakdown of cases.

<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):	1
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse:	1
Byelaw 10 (B10)– Works within 9 m of a Board’s maintained watercourse:	1
Total:	3

The current status of these applications are;

<i>Application Type</i>	<i>B3 - TFW</i>	<i>B3 - SW</i>	<i>B4/ S23</i>	<i>B10</i>	<i>Total</i>
Awaiting further information from the applicant:	0	1	0	1	2
Awaiting applicant’s acceptance of conditions:	0	0	0	0	0
Being processed by officers:	0	0	1	0	1
To be determined by the Board in this report:	0	0	0	0	0
Total:	0	1	1	1	3

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

3. CONSENTS DETERMINED

During this reporting period, the following 6 consents under the Land Drainage Act 1991 and Board's Byelaws have been determined by Officers in accordance with their delegated authority.

<i>Application Type</i>	<i>Number</i>
Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW):	2
Byelaw 3 (B3) – Discharge of Surface Water (SW):	2
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse:	1
Byelaw 10 (B10)– Works within 9 m of a Board's maintained watercourse:	1
Total:	6

These determined consents are listed in more detail in the table below.

Case. Ref.	Case File Sub-type	Parish	Location / Site Name	Description of Application or Proposal	Outcome
21_05115_C	Byelaw 3 Surface Water	Irstead	Hall Road	Treated foul water discharge from 2 domestic properties	Granted 08/10/2021
21_05116_C	Byelaw 3 Treated Foul Water	Irstead	Hall Road	Discharge from an existing impermeable area of 485m ²	Granted 08/10/2021
21_05453_C	Byelaw 10	Stalham	Mill Road	Outfall apparatus within 9 metres of adopted watercourse	Granted 22/12/2021
21_05454_C	Byelaw 3 Surface Water	Stalham	Mill Road	Pumped discharge of surface water	Granted 22/12/2021
21_05746_C	Section 23, LDA 1991	Caister on Sea	Pump Lane	6 metre access culvert	Granted 14/12/2021
21_05810_C	Byelaw 3 Treated Foul Water	Stalham	Mill Road	Pumped discharge of foul water (existing discharge)	Granted 22/12/2021

4. PLANNING COMMENTS

Officers have provided comments on 25 applications that are either in or could impact on the Boards Internal Drainage District. 10 of these applications are for major developments and are summarised below;

Planning App. Ref.	Parish	Location / Site Name	Description
PF/21/1532	Stalham	Yarmouth Road	Commercial Development
20202369	Blofield	Yarmouth Road	Residential Development (13 dwellings)
PF/21/2021	Stalham	Yarmouth Road	Commercial Development
06/19/0676/O	West Caister	Jack Chase Way	Residential Development (665 dwellings)
20211918	Great and Little Plumstead	Brook Road	Commercial Development
20211934	Postwick with Witton	Broadland Gate	Commercial Development
20212075	Thorpe St Andrew	Plumstead Road East	Residential Development (239 dwellings)
BA/2021/0490/FUL	Repps with Bastwick	The Causeway	Residential Development (12 dwellings)
06/21/0995/D	Fleggburgh	Rollesby Road	Residential Development (13 dwellings)

5. FEES

There has been 1 surface water development contribution fees invoiced during the reporting period. This fee is detailed below;

Case ref.	Site	Amount (no VAT)	Date invoiced	Paid?	Reason for payment
21_05454_C	Mill Road Stalham	£1,401.12	04/01/2022	No	Pumped discharge of surface water (including new impermeable area of 112m ²)

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CATHRYN BRADY
SUSTAINABLE DEVELOPMENT MANAGER
JANUARY 2022

From: 01 April 2021
To: 30 November 2021

Period To: 8
Year Ended: 31 March 2022

Notes	Income and Expenditure Account	Y-T-D Budget £	Y-T-D Actual £	Y-T-D Variance £	Annual Budget £	Projected Out-Turn £	Projected Variance £
Income:							
	Occupiers Drainage Rates	299,044	299,044	0	299,044	299,044	0
1	Special Levies issued by the Board	688,939	688,939	0	688,939	688,939	0
	Grants Applied	877,374	131,024	-746,350	1,316,061	402,528	0
	Rental Income	0	304	304	0	304	304
2	Highland Water Contributions	196,226	265,286	69,060	196,226	265,286	69,060
3	Income from Rechargeable Works	1,000	316,997	315,997	1,000	316,997	315,997
	Insurance Claims	0	0	0	0	0	0
	Investment Interest	4,667	501	-4,166	7,000	501	-6,499
4	Other Income	164,215	163,830	-385	246,322	249,224	0
	Total Income	£2,231,465	£1,865,926	-£365,540	£2,754,592	£2,222,823	£378,862
Less Expenditure:							
6	Capital Works	877,374	120,016	757,358	1,316,061	437,528	0
7	Environment Agency Precept	178,650	178,650	0	178,650	178,650	0
8	Maintenance Works	772,354	879,975	-107,621	1,138,668	1,251,442	0
9	Administration Charges	138,355	128,008	10,347	203,697	199,807	0
3	Cost of Rechargeable Works	0	301,429	-301,429	0	315,997	-301,429
5	Net Deficit/(Surplus) on Operating Accounts	0	79,915	-79,915	0	0	-79,915
	Total Expenditure	£1,966,733	£1,687,993	£278,740	£2,837,076	£2,383,424	-£381,344
	Profit/(Loss) on disposal of Fixed Assets	£0	£62,020	£62,020	£0	£62,020	£62,020
10	Net Surplus/(Deficit)	£264,732	£239,953	-£24,779	-£82,484	-£98,581	-£16,097

From: 01 April 2021
To: 30 November 2021

Period To: 8
Year Ended: 31 March 2022

Notes	Balance Sheet as at 30-11-2021	Opening Balance £	Movement This Year £	Closing Balance £
11	Fixed Assets:			
	Land and Buildings	318,902	-18,822	300,080
	Plant and Equipment	676,954	-120,810	556,144
	Pumping Stations	0	0	0
	Shared Consortium Assets	0	0	0
		995,856	-139,632	856,224
	Current Assets:			
12	Bank Account	417,421	386,115	803,536
	Stock	6,533	-449	6,084
13	Trade Debtors	104,171	-33,169	71,002
19	Grant Due	0	0	0
14	Work in Progress	3,410	-502	2,909
15	Term Deposits	750,000	0	750,000
16,17	Drainage Rates and Special Levies Due	-1,373	1,531	157
18	Prepayments	0	0	0
	Prepayments to WMA	852	-2,068	-1,216
	Accrued Interest	0	0	0
	VAT Due	40,965	-58,712	-17,747
		1,321,978	292,746	1,614,724
	Less Current Liabilities:			
	Trade Creditors	32,209	-16,692	15,516
	Accruals	56,816	-18,699	38,117
	Payroll Controls	84	-84	0
	Debtors paid in advance	19,512	-17,744	1,769
20	Loans due in less than one year	0	0	0
		108,621	-53,219	55,402
	Net Current Assets	1,213,358	345,965	1,559,323
	Less Long Term Liabilities:			
28	Net Pension Liability/(Asset)	665,000	-17,000	648,000
20	Loans due in more than one year	0	0	0
		665,000	-17,000	648,000
	Net Assets	£1,544,214	£223,333	£1,767,546
21	Reserves:			
	Earmarked			
19.	Grants Reserve	774,688	-33,620	741,068
22	General Reserve	931,749	239,953	1,171,702
23	Development Reserve	77,160	0	77,160
	Plant Reserve	305,827	0	305,827
24	Capital Works Reserve	77,600	0	77,600
		2,167,025	206,333	2,373,357
	Non-Distributable			
25	Revaluation Reserve	42,189	0	42,189
26	Pension Reserve	-665,000	17,000	-648,000
		-622,811	17,000	-605,811
	Total Reserves	£1,544,214	£223,333	£1,767,546

S JEFFREY BSc (Hons) FCCA
FINANCE & RATING MANAGER

From: 01 April 2021
To: 30 November 2021

Period To: 8
Year Ended: 31 March 2022

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	176,246	176,246
Great Yarmouth Borough Council	199,322	199,322
North Norfolk District Council	310,623	310,623
South Norfolk District Council	2,748	2,748
	688,939	688,939

- 2 The Highland Water Claim for 2021/22 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 surplus of £15,569 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>
4803 Shared Income from WMA	144,877	163,344
4800 Sundry Income	4,333	486
4802 Summons Costs	333	0
	149,544	163,830

- 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	49,827
Mobile Plant Operations Account	0	30,088
	0	79,915

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 2021/22 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	253,333	277,248
Pump Attendance	9,000	2,575
Plant Charges	67,009	91,468
Insurance	28,000	30,922
Out-sourced repairs and maintenance	42,000	74,611
Materials	0	350
Electricity	100,000	130,621
Telemetry	1,333	1,915
Professional Fees	0	-24
Depreciation	0	0
Direct Works	500,675	609,685
5400 Technical Support Staff Costs	221,584	232,615
5450 Other Technical Support Costs	40,984	25,663
5500 Biodiversity Action Plan Costs	9,111	12,013
5600 Development Expenditure	0	0
Maintenance Works	772,354	879,975

From: 01 April 2021
To: 30 November 2021

Period To: 8
Year Ended: 31 March 2022

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:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
6000 Administration Staff Costs	93,591	89,242
6001 Other Administration Costs	41,097	35,680
6200 Drainage Rates AV Increases/(Decreases)	0	11
6100 Kettlewell House Depreciation	667	686
6400 Sundry Expenses	100	0
6500 Settlement Discount	2,900	2,389
	138,355	128,008

9(ii). **Consortium Charges**

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
--	---------------------	---------------------

Expenses

Technical Support Staff (note 8)	221,584	232,615
Other Technical Support (note 8)	40,984	25,663
Administration Staff Costs (note 9i)	93,591	89,242
Other Administration Costs (Note 9i)	41,097	35,680

Shared Income from the WMA (note 4)	-144,877	-163,344
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Net Consortium Charge

	252,379	219,856
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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:

	<u>Budget</u>
Development Reserve	0
Plant Reserve	0
General Reserve	-82,484
	-82,484

11 The movement in Fixed Assets is detailed in the Fixed Assets Register for 2021/22, 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 1-4-2021	422,699	1,182,812	412,722	2,018,233
(+) Additions	0	5,100	0	5,100
(-) Disposals	0	-202,147	0	-202,147
Closing Balance as at 30-11-2021	422,699	985,765	412,722	1,821,186
Depreciation				
Opening Balance as at 1-4-2021	103,797	505,858	412,722	1,022,377
(+) Depreciation Charge for year	18,822	123,230	0	142,052
(-) Accumulated depreciation written out on disposal	0	-199,467	0	-199,467
Closing Balance as at 30-11-2021	122,620	429,621	412,722	964,962
Net Book Value as at 31-03-2021	318,902	676,954	0	995,856
Net Book Value as at 30-11-2021	300,080	556,144	0	856,224

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 2018. Such assets have a Net Book Value of zero.

From: 01 April 2021
To: 30 November 2021

Period To: 8
Year Ended: 31 March 2022

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:

	<u>2020/21</u>	<u>2021/22</u>
Opening Balance as at 1-4-2021 b/fwd	253,791	417,421
(+) Receipts	4,505,276	2,113,277
(-) Payments	-4,341,646	-1,725,162
(=) Closing Balance as at 30-11-2021 c/fwd	<u>417,421</u>	<u>805,536</u>

Balance on Statement as at 30-11-2021	410,012	805,536
Less: Unpresented Payments	-12,590	-2,000
Add: Unpresented Receipts	20,000	0
Closing Balance as at 30-11-2021 c/fwd	<u>417,421</u>	<u>805,536</u>

13 Aged Debtor profile is currently as follows:

Debt period	Amount	Number of Debtors
<=30 days	63,596	5
>30 days and <=60 days	545	1
>60 days and <=90 days	6,862	3
>90 days	0	0
Total Trade Debtors	<u>71,002</u>	<u>9</u>

>90 days	Amount	Inv.Date	Originator
	0		
	<u>0</u>		

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

	Estimated Completion	Originator
REDM001	272	Ongoing Catchment Engineer
RHALV003	184	31.12.2021 Operations Engineer
REA007	1,463	Ongoing Operations Engineer
RBR004	485	Ongoing Operations Engineer
REA003	400	Ongoing Operations Engineer
RM&E001	105	31.12.2021 Finance
	<u>2,909</u>	

15 Term Deposits are currently as follows:

Financial Institution	Capital	Investment Date	Maturity Date	Interest Rate
National Counties Building Society	250,000	27/08/2021	07/01/2022	0.15%
National Counties Building Society	250,000	29/10/2021	28/01/2022	0.15%
Vernon Building Society	250,000	30/09/2021	15/04/2022	0.115%
	<u>750,000</u>			

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

From: 01 April 2021
To: 30 November 2021

Period To: 8
Year Ended: 31 March 2022

Note Notes to the Accounts

- 17 Drainage Rates are paid by occupiers of agricultural land and/or buildings. There are currently 13 Ratepayers that have not paid their drainage rates for 2021/22, as compared to 11 Ratepayers this time last year. Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

	<u>2020/21</u>	<u>2021/22</u>
Arrears b/fwd	-2,360	-1,373
Drainage Ratepayers	293,182	299,038
Special Levies for the year	675,433	688,939
Payments Received	-965,345	-991,895
Annual Value Decrease	-2,230	-1,061
Annual Value Increase	1,324	926
New Assessments	905	134
Irrecoverables and write offs	-42	-5
Summons Collection Costs	0	0
Settlement Discount	-2,265	-2,389
Returned Amount	0	7,687
Paid Refund	0	156
Sundry adjustments	23	0
Arrears c/fwd	<u>-1,373</u>	<u>157</u>

- 18 There are no current prepayments.

19 **Grants Reserve**

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

	<u>2020/21</u>	<u>2021/22</u>
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%)	5,806	5,806
SCH19: Damgate Marshes (100%)	69	69
SCH65: Halvergate Marshes Water Level Management Plan	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
SCH31: Brograve Study (100%)	0	0
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	16,714	16,714
SCH69: Stokesby PS Bypass FCERM7 Study	12,001	12,001
SCH70: Tunstall PS Bypass FCERM7 Study	40,000	28,194
SCH71: Broads Culvert Surveys	18,055	18,055
SCH72: Horsey Boat Dyke Culvert	975	0
SCH73: Muckfleet Bank Improvements	226,500	187,184
SCH74: Martham Boat Dyke Culvert Study	31,193	31,193
SCH75: Martham Boat Dyke Culvert Replacement	6,555	4,927
SCH76: Upper Thurne Integrated Drainage Improvements Study	0	0
SCH77: River Yare Water Level Management Improvements	349,610	346,157
SCH78: River Restoration Officer	0	25,463
	<u>774,688</u>	<u>742,974</u>

From: 01 April 2021
To: 30 November 2021

Period To: 8
Year Ended: 31 March 2022

Note Notes to the Accounts

	£
Grant Reserve as at 1-4-2021 b/fwd	774,688
Add Grants Received	97,404
Less Grant Applied	-131,024
Grant Reserve as at 30-11-2021	<u>741,068</u>

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 18 January 2021. This policy is available for viewing on the Board's website.

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

	<u>2020/21</u>	<u>2021/22</u>
Opening Balance, as at 1-4-2021 b/fwd	1,125,316	931,749
Net Surplus/(Deficit) for the year	-193,567	239,953
Net transfer (to)/from Development Reserve	0	0
Net transfer (to)/from Capital Works Reserve	0	0
Revaluation Reserve adjustment	0	0
Closing Balance, as at 30-11-2021 c/fwd	<u>931,749</u>	<u>1,171,702</u>

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:

	<u>2020/21</u>	Tfr from Gen. Reserve	Tfr to Gen. Reserve	<u>2021/22</u>
Muckfleet and South Flegg (Former Sub District)	72,702	0.00	0	72,702
Middle Bure (Former Sub District)	4,458	0.00	0	4,458
	<u>77,160</u>	<u>0.00</u>	<u>0</u>	<u>77,160</u>

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:

	<u>2020/21</u>	Tfr from Gen. Reserve	Tfr to Gen. Reserve	<u>2021/22</u>
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
	<u>77,600</u>	<u>0.00</u>	<u>0</u>	<u>77,600</u>

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

	<u>2021/22</u>
Opening Balance, as at 1-4-2021 b/fwd	42,189
Less:	
Pumping Station Depreciation	0
Closing Balance, as at 30-11-2021 c/fwd	<u>42,189</u>

From: 01 April 2021
To: 30 November 2021

Period To: 8
Year Ended: 31 March 2022

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, which has been calculated by the LGPS Fund Actuary as at 31 March 2021.

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 £5,099,000 as at 31 March 2021 that is shared by all 6 Member Boards. However Waveney Lower Yare and Lothingland IDB's liability is capped at £5,000 until 31st March 2022. 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 18 January 2021.

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 £190,778.56 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 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 2021.

(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 £2,042 Chairman's Allowance for the period 01.04.21-31.10.21 and £0.00 travelling expenses.

(v) The Board has paid Ben Goose (BJ Goose Digger Hire Ltd) £252.00 during the reporting period for undertaking excavation and basket cutting work. The Board's Operations Manager is related to Ben Goose.

(vi) The Board has paid £1,342.19 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 2021 to July 2022. 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.

(viii) 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 30-11-2021.

S JEFFREY BSc (Hons) FCCA
FINANCE & RATING MANAGER

BROADS (2006) IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/09/2021

Payment Date To : 30/11/2021

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
AC0002	Acle Garden Machinery Centre	Maintenance Works	196.18
AC0006	Aquatic Control Engineering Ltd	Maintenance Works	2,700.00
AG0001	Agroco Trailers	Tri - Axle Trailer	3,720.00
AL0005	Allstar Business Solutions Ltd	Fuel	13,118.13
AN0003	Anglia Spareline Ltd	Maintenance Works	127.92
AN0120	The AF Group Limited	Electricity/Materials	64,166.47
BAM001	BAM Nuttall Ltd	Rechargeable Works	18,651.83
BO0003	Bobby Dazzlers Cleaning Ltd	Cleaning of depot	120.00
BT0001	BT Payment Services	Telephone/Broadband	850.72
CH0001	Chapman Farms Ltd	Rent/Electric	1,342.19
CI0001	City Electrical Factors	Spares & Repairs	1,605.45
CO0009	Connexus Hire Solutions Ltd	Hire Vehicle	128.84
CO0010	Construction Training Services	Training Course Fees	1,392.00
CU0001	A & W Cushion Ltd	Maintenance Works	2,048.66
CW0001	CW Group	Rechargeable Works	1,284.00
DI0005	DIY Tool Hire Ltd	Small Tools	20.34
DV0001	DVLA	Vehicle Tax	1,519.38
EA0003	East Coast Insulations Ltd	Rechargeable Works	200.70
EE0001	EE	Telephone	34.35
EE0002	E.E. Green & Son Ltd. Plant Hire	Maintenance Works	3,243.27
EN0501	Environment Agency	Rechargeable Works	89,545.90
EN0520	Engineering & Hire Ltd	Mobile Plant Expenditure	578.70
EO0550	E.On UK PLC	Electricity	830.06
ER0002	Eriks Industrial Services Ltd	Rechargeable/Maintenance Works	19,873.35
FA0003	C P Fabb & Co	Professional Fees	1,000.00
FA0601	Mr M Falcon Property Solutions	Consultancy	439.72
FI0001	1st Class Fire Protection	Annual Service of Fire	344.82
GO0742	B J Goose Digger Hire Ltd	Maintenance Works	84.00
GS0001	G & S Stores Ltd	Small Tools	113.01
GYBC01	Great Yarmouth Borough Council	Rates	1,482.00
HA0009	Hayley Group Ltd	Maintenance Works	86.94
HA0010	The Hammerman Equipment	Rechargeable Works	1,046.40
HU0001	Hubble	Maintenance Works	378.80
HU0002	Hugh Crane	Mobile Plant Expenditure/PPE	77.16
IN0002	Independent Lifting Services	Small Tools	329.43
IN0950	Inland Revenue	PAYE & NIC	40,417.86
LA0002	Mervyn Lambert	Mobile Plant Expenditure/Recharge	1,489.33
LU1290	Ludham Garage Ltd	Truck Service	324.78
MA0008	Maverick Engineering Ltd	Rechargeable Works	42.00
MHE001	MHE Consulting Ltd	Capital Works/BAP Costs	1,213.08
MI0002	MIG Anglia Ltd	PPE/Small Tools	473.95
MT0001	M.T.Plant Services	Mobile Plant Expenditure	382.33

BROADS (2006) IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/09/2021

Payment Date To : 30/11/2021

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
NI1450	Nicholsons	Hardware/Fuel	1,188.53
NI1451	J H & P E Nicholson Ltd	Pump Attendant	450.00
NO0009	Norwich Instrument Services Ltd	Calibration	228.72
NO0012	Norfolk Hose Services Ltd	Mobile Plant Expenditure	96.91
NO1470	Norfolk Pension Fund	Pension Contributions	36,685.12
NO1475	Norfolk Rivers IDB	Rechargeable Works	27.00
PA0003	Parker Hydraulics and Pneumatics	Mobile Plant Expenditure	527.12
PE0005	Peoplesafe	Lone Worker	2,448.00
PU0001	Pulsar Process Measurement Ltd	Maintenance Works	183.60
RE0002	Reedman Services Ltd	Mobile Plant Expenditure	672.84
RE0004	Rexel UK Ltd	Maintenance Works/Small Tools	1,672.54
RE0007	Red7 Inshore Diving Limited	Maintenance Works	4,080.00
RH0001	Rhino Building & DIY Supplies Ltd	Maintenance Works	774.37
RO0007	Rotating Electrics	Replacement alternator	144.00
RO0008	Road Rail Plant Ltd	Mobile Plant Expenditure	508.14
RU0001	Runham Garage Limited	MOT	149.95
SA0004	SAS Agri Ltd	Mobile Plant Expenditure	2,114.94
SSAF01	SSAF Window Films Ltd	Small Tools	358.20
ST0005	STM Engineering Ltd	Maintenance Works	1,800.00
TO0005	SLM Toyota	Servicing Trucks	2,308.12
TU0002	C R Turner	Maintenance Works	1,260.00
TY0001	Tyre Contract Services	Tyres and Repairs	390.00
VO0001	Vodafone	Mobile Phones	1,406.13
WA0001	Water Management Alliance	Rechargeable Work	50,137.01
WA0006	AP Wakeham Hire Ltd	Rechargeable/Capital Works	3,748.44
WI0003	Witham Oil and Paint (Lowestoft)	Oil/Parts	91.27
WO0001	Wolseley UK Ltd	Mobile Plant Expenditure	17.12
WO0003	Workwear (East Anglia) Ltd	PPE	56.45

Please note that the amounts shown above include Vat £ 390,548.57

**BROADS (2006) INTERNAL DRAINAGE BOARD
NEW WORKS AND IMPROVEMENT WORKS FOR 2022/23**

NOTES	NEW WORKS AND IMPROVEMENT WORKS	Actual 2020/21	Estimate 2021/22	Probable 2021/22	Estimate 2022/23
	Flood Risk Management Schemes				
	Repps Pumping Station - Drain re-alignment (100%)	0	0	0	0
SCH12	Muckfleet Survey and Options Appraisal (100%)	0	0	0	0
SCH66	Horsey Boat Dyke Culvert Emergency Works (100%)	0	0	0	0
SCH67	Horsey Boat Dyke Culvert Works FCERM7 Study (100%)	0	0	0	16,714
SCH72	Horsey Boat Dyke Culvert Main Works (100%)	12,872	0	3,946	0
SCH73	Muckfleet Bank Improvements (100%)	237,929	246,061	39,316	0
SCH74	Martham Boat Dyke Culvert Study (100%)	805	0	0	0
SCH75	Martham Boat Dyke Culvert Replacement	90,616	0	1,628	0
SCH76	Upper Thurne Integrated Drainage Improvements Study	104,122	0	52,202	0
SCH77	River Yare Water Level Management Improvements	390	350,000	73,453	242,500
SCH79	River Bure Water Level Management Improvements	0	220,000	71,906	242,500
SCH80	Upper Thurne Drainage Improvements	0	0	160,000	1,102,853
		£446,734	£816,061	£402,450	£1,604,567
	Environmental Improvement Schemes (100%)				
TBC	Halvergate Phase 3 (Highways funding)	0	500,000	0	0
SCH10	Halvergate Marshes WLMP	1,312	0	0	0
SCH11	Sutton Ochre Improvement Scheme	0	0	0	0
SCH23	Shallam Dyke	0	0	0	0
SCH50	Parrots Feather Irradication	0	0	0	0
	WLMP Review	0	0	0	0
SCH31	Brograve Delivery	210	0	0	0
SCH65	Halvergate Phase 2 Delivery	8,574	0	0	0
SCH69	Stokesby PS Bypass FCERM 7 Study	35	0	0	0
	Upper Thurne Integrated Drainage Improvements	0	0	0	0
	Halvergate Marshes Pump Management Scheme	0	0	0	0
SCH70	Tunstall PS Bypass FCERM 7 Study	4,808	0	75	0
		£14,938	£500,000	£75	£0
	Non Grant Aided Flood Risk Management Works				
	Upper Thurne Integrated Drainage Improvements	0	0	35,000	40,000
	Halvergate Marshes Pump Management Scheme	0	0	0	0
		£0	£0	£35,000	£40,000
	GROSS COST OF IMPROVEMENT WORKS	£461,672	£1,316,061	£437,525	£1,644,567
	LESS: GOVERNMENT GRANTS				
	Environmental Improvement Schemes (100%)	£8,583	£500,000	£75	£0
	Drainage and Flood Risk Management (100%)	£441,531	£816,061	£402,450	£1,604,567
	LESS: GOVERNMENT GRANTS	£450,114	£1,316,061	£402,525	£1,604,567
	NET COST TO BOARD	£11,557	£0	£35,000	£40,000

K NASH
FCERM PROGRAMME MANAGER

**BROADS (2006) INTERNAL DRAINAGE BOARD
MAINTENANCE WORKS PROGRAMME FOR 2022/23**

ID	DRAINS MAINTENANCE	Actual 2020/21	Estimate 2021/22	Probable 2021/22	Estimate 2022/23
Smallburgh					
CMT001P	Hickling Catchment	17,532	10,440	9,516	18,486
CMT150P	Stubb Mill Catchment	1,803	2,700	0	1,422
CMT002P	Heigham Holmes Catchment	0	3,540	0	0
CMT003P	Potter Heigham Catchment	7,026	5,625	0	5,688
CMT004P	Horsefen Ludham Catchment	3,565	3,339	3,339	3,555
CMT005P	Horning Catchment	11,314	7,740	2,988	4,266
CMT149P	Irstead Catchment	727	5,220	2,904	711
CMT006P	Ludham Bridge Catchment	5,458	7,740	500	5,688
CMT008P	Catfield Catchment	0	4,392	4,392	0
CMT009P	Sutton Catchment	5,592	5,592	0	0
CMT010P	Chapelfield Catchment	4,787	3,690	4,868	0
CMT011P	East Ruston Catchment	8,903	7,740	10,774	10,665
CMT012P	Wayford Bridge Catchment	46	2,700	2,557	0
CMT151P	St Benets Catchment	5,431	5,220	0	7,110
CMT046G	Gravitational	140	2,700	0	0
		£72,320	£78,378	£41,837	£57,591
Middle Bure					
CMT024P	Hermitage Catchment	12,102	6,039	2,000	8,532
CMT025P	Upton Dole Catchment	16,074	12,780	12,780	16,720
		£28,176	£18,819	£14,780	£25,252
Repps					
CMT020P	Thurne Cachment	0	4,000	2,500	0
CMT021P	Repps Catchment	0	1,500	6,261	0
CMT022P	Martham Catchment	3,404	3,500	2,500	0
		£3,404	£9,000	£11,261	£0
Happisburgh					
CMT027P	Brograve Catchment	40,976	20,340	49,669	38,761
CMT028P	Horsey Catchment	8,666	5,220	5,220	11,376
CMT147P	Somerton North Catchment	3,709	7,740	4,523	10,665
CMT029P	Somerton South Catchment	14,231	10,260	8,237	2,844
		£67,581	£43,560	£67,648	£63,646
Lower Bure					
CMT121P	Tunstall Catchment	23,459	22,860	23,396	28,440
CMT122P	Five Mile Catchment	8,612	7,740	7,167	21,330
CMT123P	Ashtree Catchment	6,817	4,392	8,670	5,688
CMT124P	Breydon Catchment	46,302	30,420	28,768	56,880
CMT125P	Sevenmile Catchment	13,522	15,300	17,683	24,885
CMT148P	Berney Catchment	1,148	2,700	2,005	4,266
ESA	Halvergate ESA/WM	10,665	11,340	7,564	10,665
		£110,524	£94,752	£95,253	£152,154
Muckfleet					
CMT031P	Mautby Catchment	21,721	10,260	35,372	16,009
CMT032P	Caister Village (new 2020/21)	0	6,500	0	0
CMT034P	Stokesby Catchment	12,721	10,260	15,000	18,142
DRN035	Hemesby and Ormesby Catchment	0	5,220	0	0
		£34,442	£32,240	£50,372	£34,151
Lower Yare First - Buckenham					
CMT153P	Buckenham Catchment	0	£0	£0	0
Lower Yare First - Postwick					
CMT152P	Postwick Catchment	1,816	4,392	1,816	0
Lower Yare Fourth					
CMT154P	Cantley Catchment	0	2,000	1,000	0
DRAINS MAINTENANCE ESTIMATE		£318,263	£283,141	£283,966	£332,794

**BROADS (2006) INTERNAL DRAINAGE BOARD
MAINTENANCE WORKS PROGRAMME FOR 2022/23**

		Actual	Estimate	Probable	Estimate
	PUMPING STATION MAINTENANCE	2020/21	2021/22	2021/22	2022/2
	Smallburgh				
P001	Hickling Eastfield Pumping Station	15,331	10,437	13,200	14,479
P150	Hickling Stubb Pumping Station	6,199	9,437	11,550	8,077
P002	Heigham Holmes Pumping Station	10,973	10,437	12,100	17,621
P003	Potter Heigham Pumping Station	13,296	11,187	13,200	10,291
P004	Horsefen Pumping Station	7,691	9,037	11,550	9,434
P005	Horning Pumping Station	9,435	18,287	21,450	14,459
P149	Irstead Pumping Station	5,082	8,937	11,000	7,913
P035	Ludham Bridge North Pumping Station	6,471	5,903	7,700	6,885
P036	Ludham Bridge South Pumping Station	4,820	9,537	11,550	11,841
P008	Catfield Pumping Station	8,516	9,437	6,600	9,741
P009	Sutton Pumping Station	4,253	8,537	9,900	7,664
P010	Chapelfield Pumping Station	12,941	8,587	18,700	6,932
P011	Tonnage Bridge Pumping Station	6,638	8,487	11,550	7,168
P012	Wayford Bridge Pumping Station	8,210	10,537	13,200	10,613
CMT051G	Sutton Scheme	52	6,987	0	7,528
P151	St Benets Pumping Station	16,368	8,587	7,700	11,563
		£136,274	£154,358	£180,950	£162,207
	Middle Bure				
P024	Hermitage Pumping Station	5,292	10,737	12,650	10,118
P025	Upton Dole Pumping Station	24,713	15,187	29,150	21,922
P160	South Walsham Pumping Station (sold 2016/17)	0	0	0	0
		£30,005	£25,924	£41,800	£32,040
	Repps				
P020	Thurne Pumping Station	15,295	11,637	6,000	10,760
P021	Repps Pumping Station	11,243	10,037	15,500	10,216
P022	Martham Pumping Station	21,630	13,087	24,000	13,708
		£48,168	£34,761	£45,500	£34,685
	Happisburgh				
P027	Brograve Pumping Station	63,069	22,937	45,000	44,590
P028	Horsey Pumping Station	13,661	13,287	13,500	14,132
P030	Somerton Auxilary	4,068	6,337	5,000	7,061
P147	Somerton North Pumping Station	17,099	12,087	14,300	22,964
P029	Somerton South Pumping Station	8,959	11,537	10,000	11,261
		£106,856	£66,185	£87,800	£100,009
	Lower Bure				
P121	Tunstall Pumping Station	57,431	16,587	27,500	25,689
P122	Five Mile Pumping Station	5,487	9,737	11,550	9,911
P123	Ashtree Pumping Station	7,887	8,337	25,300	9,843
P124	Breydon Pumping Station	36,659	12,587	18,700	37,021
P125	Seven Mile Pumping Station	8,023	12,337	9,900	12,466
P148	Berney Pumping Station	237	6,837	2,750	9,445
P126	Tracey Arms Intake	16,028	12,537	9,900	7,185
		£131,754	£78,959	£105,600	£111,560
	Muckfleet				
P031	Mautby Pumping Station	21,269	25,387	26,400	27,451
P034	Stokesby Pumping Station	38,924	29,187	32,500	36,363
		£60,193	£54,574	£58,900	£63,815
	Lower Yare First - Buckenham				
P153	Buckenham Pumping Station	12,832	9,487	10,000	14,261
	Lower Yare First - Postwick				
P152	Postwick Pumping Station	22,914	18,037	20,000	19,462
	Lower Yare Fourth				
P154	Cantley Pumping Station	16,512	11,587	13,000	12,829
	PUMPING STATIONS ESTIMATE	£565,507	£453,872	£563,550	£550,867
	DIRECT WORKS ESTIMATE	£883,770	£737,013	£847,516	£883,661

**BROADS (2006) INTERNAL DRAINAGE BOARD
ESTIMATES FOR THE FINANCIAL YEAR 2022/23**

10 January 2022

1. RATE REQUIREMENT

	ACTUAL 2020/21	ESTIMATE 2021/22	PROBABLE 2021/22	ESTIMATE 2022/23	PROPORTION 2022/23
	£	£	£	£	%
<u>NEW WORKS AND IMPROVEMENT WORKS</u>					
Environmental Improvement Schemes	14,938	500,000	75	0	0%
Drainage and Flood Risk Management	446,734	816,061	437,450	1,644,567	48%
	461,672	1,316,061	437,525	1,644,567	48%
<u>CONTRIBUTIONS PAYABLE TO THE ENVIRONMENT AGENCY</u>					
	175,147	178,650	178,650	183,116	5%
<u>MAINTENANCE WORKS</u>					
Drain Maintenance	318,263	283,141	283,966	332,794	10%
Pumping Stations	565,507	453,872	563,550	550,867	16%
Biodiversity Actions/BAP (external costs)	12,286	13,667	13,667	15,167	0%
Net (Surplus)/Deficit on Absorption Accounts	45,043	0	0	0	0%
Consortium Charges - Technical Support Costs	329,002	387,988	390,259	490,735	14%
Development Expenditure	0	0	0	0	0%
	1,270,101	1,138,668	1,251,442	1,389,563	41%
<u>ADMINISTRATION AND OTHER EXPENSES</u>					
Consortium Charges - Administration Costs	172,249	199,697	195,707	203,913	6%
Provision for Assessable Value Decreases and Bad Debts	2,265	1,000	1,000	1,000	0%
Other Expenses	1,629	3,000	3,100	3,250	0%
	176,143	203,697	199,807	208,163	6%
TOTAL EXPENDITURE	£2,083,063	£2,837,076	£2,067,424	£3,425,409	100%
<u>Less:</u>					
<u>GOVERNMENT GRANTS</u>					
Environmental Improvement Schemes	8,583	500,000	75	0	0%
Drainage and Flood Risk Management	441,531	816,061	402,450	1,604,567	47%
	450,114	1,316,061	402,525	1,604,567	47%
<u>CONTRIBUTIONS FROM THE ENVIRONMENT AGENCY</u>					
	221,097	196,226	265,286	214,995	6%
<u>OTHER INCOME</u>					
Profit/(Loss) on Rechargeable Works	6,975	1,000	1,000	1,000	0%
Profit/(Loss) on Disposal of Plant & Equipment	35,987	0	62,020	0	0%
Consortium Income	180,526	246,322	248,738	346,104	10%
Other Income	26,182	7,000	1,291	1,000	0%
	249,670	254,322	313,049	348,104	10%
TOTAL INCOME	£920,881	£1,766,609	£980,860	£2,167,666	63%
NET REQUIREMENT	£1,162,182	£1,070,467	£1,086,564	£1,257,743	37%
<u>FINANCED BY:-</u>					
<u>RATE INCOME LEVIED BY THE BOARD:</u>					
Occupiers Drainage Rates	293,182	299,044	299,044		
Broadland District Council	172,791	176,246	176,246		
Great Yarmouth Borough Council	195,414	199,322	199,322		
North Norfolk District Council	304,534	310,623	310,623		
South Norfolk District Council	2,694	2,748	2,748		
	£968,615	£987,983	£987,983		
NET SURPLUS/(DEFICIT) FOR THE YEAR	(193,567)	(82,484)	(98,581)		
NET REQUIREMENT	£1,162,182	£1,070,467	£1,086,564		
<u>GENERAL RESERVE</u>					
Balance brought forward at 1 April	1,125,316	931,749	931,749		
ADD: Net Surplus/(Deficit) for the year	(193,567)	(82,484)	(98,581)		
Movement on Reserves:					
Transfer from/(to) Development Reserve	0	0	0		
Transfer from/(to) Revaluation Reserve	0	0	0		
Transfer from/(to) Maintenance Reserve	0	0	0		
Transfer from/(to) Plant Reserve	0	0	0		
Transfer from/(to) Capital Works Reserve	0	0	0		
Balance carried forward at 31 March	£931,749	£849,265	£833,168		

On preparing the expenditure budget for the financial year 2021/22 it was estimated that the General Reserve would amount to £1,116,519 as at 31 March 2021. The actual Reserve as at 31 March 2021 was £931,749 and it is estimated that the General Reserve will be in the region of £833,168 as at 31 March 2022.

**BROADS (2006) INTERNAL DRAINAGE BOARD
SECTION 37, LAND DRAINAGE ACT 1991**

2. DETERMINATION OF ANNUAL VALUES AS AT 31 DECEMBER 2021

The values at 31 December 2021 used for determining the proportion of expenses to be raised from drainage rates and special levies are as follows:-

PROPERTIES	RATED AREA HA	VALUES £	PROPORTION %	VALUE PER
				HECTARE £
Agricultural Land and/or Buildings	16,138.848	1,101,918	30.268	68.277
Other Land:-				
Broadland District Council	833.404	649,444	17.839	779.267
Great Yarmouth Borough Council	789.202	734,474	20.175	930.654
North Norfolk District Council	1,200.410	1,144,607	31.440	953.513
South Norfolk District Council	89.804	10,126	0.278	112.757
Totals	19,051.668	£3,640,569	100.000	

Agricultural Land and/or Buildings	16,138.848	1,101,918	30.268	68.277
District Councils	2,912.820	2,538,651	69.732	871.544
Totals	19,051.668	£3,640,569	100.000	

SECTION 40, LAND DRAINAGE ACT 1991

3. DRAINAGE RATES/SPECIAL LEVIES FOR 2022/2023

The following table shows the rate/levies for last year and 3 rate/levy options for this year based on estimated net expenditure. Option 1 shows the actual rate/levies requirement of 27.30%. Option 2 shows the planned rate increase of 3.10% as per last years Indicative Forecast. Option 3 shows an increase of 5.60%. Option 3 is recommended and members attention is drawn to the 5 year Indicative Forecast shown overleaf.

FINANCED BY:-	REQUIREMENT			
	2021-2022 ESTIMATED £	2022-2023 OPTION 1 £	2022-2023 OPTION 2 £	2022-2023 OPTION 3 £
Development Reserve	0	0	0	0
Plant Reserve	0	0	0	0
Capital Works Reserve	0	0	0	0
General Reserve	82,484	0	239,148	214,428
Balances Reduction/(Increase)	82,484	0	239,148	214,428
NET REQUIREMENT	£1,070,467	£1,257,743	£1,257,743	£1,257,743
Penny Rate in the Pound	27.138p	34.548p	27.979p	28.658p
RATES/LEVIES:				
Occupiers Drainage Rates	299,044	380,691	308,306	315,788
Broadland District Council	176,246	224,370	181,708	186,118
Great Yarmouth Borough Council	199,322	253,746	205,498	210,486
North Norfolk District Council	310,623	395,438	320,250	328,021
South Norfolk District Council	2,748	3,498	2,833	2,902
NET REQUIREMENT	£1,070,467	£1,257,743	£1,257,743	£1,257,743
INCREASES/(DECREASES):				
Drainage Rate Increase/(Decrease)	2.00%	27.30%	3.10%	5.60%
Special Levy for District Councils' Increase/(Decrease)	2.00%	27.30%	3.10%	5.60%
GENERAL RESERVE:				
Probable Reserve at 31 March	£1,034,035	£833,168	£594,020	£618,740
Reserve expressed as a percentage of Net Requirement	96.60%	66.24%	47.23%	49.19%
RATE PER ACRE:				
Agricultural Land and/or Buildings	£7.50	£9.55	£7.73	£7.92
District Councils	£95.72	£121.85	£98.68	£101.08

The current headline rate of inflation (RPI) as indicated by the National Statistics Office in October 2021 is 6.0%.

BROADS (2006) INTERNAL DRAINAGE BOARD
4. INDICATIVE FORECAST FOR FIVE YEARS, USING TODAY'S ANNUAL VALUES (ALLOWING FOR INFLATION AT 6.0%)

RATE REQUIREMENT	OPTION 3 REQUIREMENT...				
	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
	£	£	£	£	£
New Works and Improvement Works	1,644,567	1,743,241	1,847,835	1,958,706	2,076,228
Contributions Payable to the Environment Agency	183,116	188,610	194,268	200,096	206,099
Maintenance Works	1,389,563	1,402,936	1,417,112	1,432,139	1,459,479
Administration and Other Expenses	208,163	220,653	233,892	247,926	262,802
Government Grants	-1,604,567	-1,700,841	-1,802,891	-1,911,065	-2,025,729
Contributions from the Environment Agency	-214,995	-221,445	-228,088	-234,931	-241,979
Other Income	-348,104	-368,990	-391,129	-414,597	-439,473
NET REQUIREMENT	£1,257,743	£1,264,164	£1,270,999	£1,278,274	£1,297,427

FINANCED BY:-

Development Reserve	0	0	0	0	0
Plant Reserve	0	0	0	0	0
Capital Works Reserve	0	0	0	0	0
General Reserve	214,428	162,420	107,546	49,656	0
Balances Reduction/(Increase)	214,428	162,420	107,546	49,656	0

RATES/LEVIES:

Occupiers Drainage Rates	315,788	333,473	352,151	371,875	392,702
Broadland District Council	186,118	196,541	207,549	219,174	231,449
Great Yarmouth Borough Council	210,486	222,274	234,723	247,870	261,752
North Norfolk District Council	328,021	346,392	365,794	386,282	407,915
South Norfolk District Council	2,902	3,064	3,236	3,417	3,609
	£1,257,743	£1,264,164	£1,270,999	£1,278,274	£1,297,427

Penny Rate in the Pound	28.658p	30.263p	31.958p	33.748p	35.638p
Rate Increase/(Decrease)	5.60%	5.60%	5.60%	5.60%	5.60%

GENERAL RESERVE:

Probable Reserve at 31 March	£618,740	£456,320	£348,774	£299,118	£299,118
Reserve expressed as a percentage of Net Requirement	49.19%	36.10%	27.44%	23.40%	23.05%

RATE PER ACRE:

Agricultural Land and/or Buildings	£7.92	£8.36	£8.83	£9.32	£9.85
District Councils	£101.08	£106.74	£112.72	£119.03	£125.70

5. EARMARKED BALANCES AND RESERVES

	ACTUAL	ADEQUACY	PROJECTED	ESTIMATED	TREND
	31/03/2021	31/03/2021	31/03/2022	31/03/2023	20/21-22/23
	£	✓ x	£	£	Inc/Dec
Earmarked Reserves					
Capital Works Reserve	77,600	N/A	77,600	77,600	Stable
Development Reserve	77,160	N/A	77,160	77,160	Stable
Grants Reserve	774,688	x	670,000	370,000	Decreasing
Plant Reserve	305,827	x	305,827	305,827	Stable
General Reserve	931,749	✓	833,168	618,740	Decreasing
	£2,167,025	ADEQUATE	£1,963,755	£1,449,327	
Other Reserves					
Revaluation Reserve	42,189	✓	42,189	42,189	Stable
Pensions Reserve	-665,000	✓	-648,000	-648,000	Stable
	-£622,811	ADEQUATE	-£605,811	-£605,811	
Total Reserves	£1,544,214	ADEQUATE	£1,357,944	£843,516	

The adequacy of the Reserves in total have been determined in accordance with the Board's Capital Financing and Reserves Policy, which is published on the Group's website: as a minimum the Board's Reserves should equal at least one year's net expenditure and as a maximum they should not exceed one year's net expenditure plus the value of the pensions reserve deficit.

S JEFFREY
FINANCE AND RATING MANAGER
10 JANUARY 2022

BROADS (2006) INTERNAL DRAINAGE BOARD OBJECTIVES 2021/22 – PERFORMANCE REVIEW

	Objective	Responsible Officer	Status
1.	To ensure that expenditure does not exceed the net expenditure budget for 2021/22 and plan for subsequent years' rate increases to equate to no more than an inflationary rise.	Chief Executive/ Budget Holders: Area Manager, Operations Manager	<p>Modest overspend projected for 2021/22 due to increased electricity charges and the Works Supervisor shielding on full pay during the Covid-19 pandemic.</p> <p>This will be difficult to achieve next year, with IDBs having to move away from using red diesel and facing significant increases in electricity costs and in employers' national insurance contributions.</p>
2.	Ensure the EA's annual precept charge on the Board is fair and is spent on work that benefits the Internal Drainage District.	Chief Executive/Board	<p>Achieved as far as we're able. The agreement with the EA for the IDB to deliver a 3-year programme of works on EA main-rivers benefitting the IDB system, which commenced in 2017/18 was unilaterally stopped by the EA in 2018/19. Given that this programme of work would have delivered real tangible benefits to the Board's arterial network, the Board appealed its 2019/20 precept charge, in the absence of the EA being able to otherwise demonstrate that the Board derived any benefit whatsoever from this charge.</p> <p>Defra/EA are now reviewing how this charge is calculated nationally to ensure that it is still fit for purpose and that the Board is being treated fairly.</p>
3.	Assist EA and partners to develop a plan to maintain the riverbanks after the BESL project finishes.	Area Manager/Operations Manager	Achieved as far as we're able. We are included and actively involved in the EAs working group.
4.	To develop a plan to be far less reliant on the Environment Agency.	Chief Executive/Board	<p>Achieved as far as we're able. The Environment Act 2021 will give the Board the ability to extend its area to the watershed catchment (subject to their being local support for doing so), which would enable an upland drainage rate to be levied and for development contributions to be collected in the upper reaches, instead of receiving Highland Water Contributions from the EA for managing surface water that enters the district from outside the district.</p> <p>To reduce reliance on the EA to protect the district from flooding, the Board needs to be a Catchment Board (not a</p>

BROADS (2006) INTERNAL DRAINAGE BOARD OBJECTIVES 2021/22 – PERFORMANCE REVIEW

			<p>Medway Letter Board), with no-main-rivers and in charge of its own outfalls. This is the perfect IDB hydraulically.</p> <p>The EA paid the Board's HWC in full this year (by cheque).</p> <p>The Board has secured FDGiA to replace/improve many of its pumping stations. This is an opportunity to reduce pumping costs and any reliance on the Environment Agency to fulfil its statutory function.</p>
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P J CAMAMILE
CHIEF EXECUTIVE

BROADS (2006) INTERNAL DRAINAGE BOARD DRAFT OBJECTIVES FOR 2022/23

1. To ensure that expenditure does not exceed the net expenditure budget for 2022/23 and plan for subsequent years' rate increases to equate to no more than an inflationary rise.
2. To ensure that the EA's annual precept charge on the Board is fair and that it is spent on work that benefits the Internal Drainage District.
3. To help partners to develop a plan to maintain the riverbanks after the BESL project finishes.
4. To start to build support for extending the Board's district to the watershed catchment, as a way of being far less reliant on the Environment Agency.

**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>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).</p>	<p>(1a) Reduction in, or insufficient finance, grant and income.</p>	<p>Erosion of Board’s capital and general reserves.</p> <p>Unable to replace assets as scheduled in asset management plan.</p> <p>Potential prohibitive financial impact.</p>	<p>3</p>	<p>3</p>	<p>High 9 →</p>	<p>Explore alternative funding streams.</p> <p>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 the upland area (and negate the need for HWCs). Defra does support the Environment Bill, which, if enacted could facilitate these aims.</p>
	<p>(1b) EA may cease to pay highland water contributions to IDBs.</p>	<p>Reduction in FCERM service the Board is able to provide.</p>	<p>3</p>	<p>3</p>	<p>High 9 →</p>	<p>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 the upland area (and negate the need for HWCs). Defra does support the Environment Bill, which, if enacted could facilitate these aims.</p>

**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)
	(1d) 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. Works still to be completed on the flood defence banks prior to expiration of the extended BESL contract.	Potential overtopping into IDD in severe weather events and cost implications of managing the increase in water.	2	3	High 6 →	<p>Develop Investment Plan with key stakeholders in each flood compartment.</p> <p>Ensure liaison with the Regional Flood & Coastal Committee to input into the Shoreline Management Plans.</p> <p>IDB discussion with EA and BESL ongoing to establish when remaining works on the flood defence banks will be completed, as well as deciding maintenance options for the flood defence banks at the end of the extended BESL contract.</p>
	(1e) EA is no longer willing or able to carry out work on Main Rivers.	Will limit the Board's ability to fulfil its statutory function.	2	3	High 6 ↑	Formally identified, recorded and advised EA of programme of works required that would benefit the IDD but IDB has not been permitted to undertake any works due to EA view that these works fall under BESL responsibility. The Board may need therefore to consider appealing its precept.

**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)
	(1f) Implementation of Eel Regulations 2009 requiring changes to Board infrastructure.	Prohibitive cost to update all infrastructure to be compliant with the regulations.	2	3	6 →	<p>Sites assessed and prioritised and agreed with EA.</p> <p>EA has provided derogation until end 2021. ADA are pressing for this to become a permanent change. Board to apply for grant aid.</p>
	(1p) Operations works constrained by the Water Framework Directive legislation and Habitat Regulations Assessments.	<p>IDB could incur penalties/fines.</p> <p>IDB unable to fulfil its statutory function.</p> <p>Onus of proof sits with IDBs.</p>	2	3	High 6 →	<p>Work with EA, NE and voluntary sector orgs to meet WFD requirements.</p> <p>Agree interpretation of Habitat Regulations Assessments with NE.</p> <p>SMO regularly updated to remain WFD compliant and regular training provided for employees.</p> <p>Ensure affected landowners are aware of agreed water levels.</p> <p>Pursue funding from all available sources.</p>
	(1r) The red diesel exemption expires on 1 April 2022, which means that all of the existing mobile plant (incl	An annual fuel increase in cost of approximately £30,000, meaning an increase of 3% in drainage rates and	3	3	High 9 ↑	<p>ADA are lobbying Government and Board Members to lobby their local Members of Parliament, etc. We support the move to lower carbon usage, but this would be at an even higher cost and should be phased in</p>

**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)
	contractors) will need to run on white diesel.	special levies.				over a number of years.
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.	Potential for increased flood risk.	2	3	High 6 ↑	Planning/Enforcement is undertaken by the Board's Sustainable Development Officers and issues are raised at Board meetings. Officers' comments on planning applications are available on Local Authority website.
	(3b) Potential for SUDs to be managed by private companies, who may fail in their responsibility to maintain them in the long term.	Lost income from SWDCs and commuted sums. Inadequate or total lack of maintenance of SUDs could have an adverse impact on the IDB infrastructure and subsequently increase the risk of flooding.	2	3	High 6	SUDs adoption and charging policy approved by the Board. At its 15 October 2018 meeting the Board adopted the variable SWDC rate and banding arising from the 2018 review undertaken by the WMA. New rates and banding introduced 1 October 2018.
To nurture, enhance and maintain the natural habitats and species, which exist in and alongside watercourses,	(4a) Non-delivery/ non-compliance of Biodiversity Action Plan	Board does not meet its environmental targets. Potential to	3	3	High 9 ↑	BAP approved by Board and submitted to DEFRA and EA. Work to WFD compliant SMO.

**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)
wherever practical to ensure there is no net loss of biodiversity.	(BAP).	incur penalties/fines.				<p>Prioritise each watercourse according to flood risk, based on criterion agreed by the Board to identify opportunities for increasing environmental performance in lower priority infrastructure.</p> <p>Officers monitor and report environmental performance to Board.</p> <p>Staff awareness training.</p> <p>ISO 14001 accreditation and external audit of QA systems.</p> <p>Actions monitored by EA, NE, Police, SWT and local population.</p> <p>Complaints Register.</p>
	(4c) Increased levels of non-native species adversely affecting BAP delivery eg killer shrimp and Floating Pennywort.	Failure to successfully control/eradicate invasive species.	2	3	High 6	<p>Respond to maintenance programme by undertaking environmental survey work in and alongside Board watercourses.</p> <p>Adhere to risk assessment and protocol for management of works where non-native species are present.</p> <p>Ensure biosecurity protocols are adhered to.</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.



Representing Drainage Water Level & Flood Risk Management Authorities

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By email to all IDB Clerks/CEOs

Thursday 06 January 2022

Dear Clerks & CEOs,

Red diesel: January 2022 Update

Background

Following the government's announcement in March 2020 that it will remove the entitlement to use rebated fuel (red diesel) from most sectors from April 2022, ADA has remained concerned about the significantly increased fuel costs for IDBs as a result of moving their lowland watercourse maintenance operations to white diesel. ADA was also concerned about IDBs' continued access to suitably skilled local contractors who predominantly serve the agricultural market for which their plant machinery will still be entitled to run on rebated fuel.

Throughout 2021 ADA has been corresponding with HM Treasury and Defra on this matter and the timeline attached summarises the key dates so far. ADA has continued to argue that IDBs and their contractors should continue to have an entitlement to use rebated fuel after 1 April 2022, and that land drainage watercourse maintenance and flood defence maintenance operations as 'allowed uses' to enable the contractors and direct workforce of IDBs and other risk management authorities to continue to operate using rebated fuel after 1 April 2022.

HM Treasury clarification

On 17 December ADA received a response from an HM Treasury official providing clarification regarding the circumstances in which IDBs and their contractors may continue to use rebated fuel after 1 April 2022. It is provided as written below in full.

I thought it would be helpful to clarify the circumstances where it will remain possible to use red diesel for water level management activities, as set out in guidance here

(<https://www.gov.uk/government/publications/changes-to-rebated-fuels-entitlement-from-1-april-2022/check-when-rebated-fuel-can-be-used>):

- Anyone will be able to use rebated fuel in vehicles and machines used for purposes relating to agriculture, horticulture, fish farming or forestry. This includes agricultural vehicles, special vehicles, unlicensed vehicles and certain machines and appliances. For these purposes, you can use rebated fuel to travel to and from the place where the vehicle is used, except on roads in unlicensed vehicles. If a vehicle or machine allowed to use rebated fuel is transported by another vehicle, you can only use rebated fuel in the vehicle carrying or towing it if it also qualifies in its own right.*

This means that both IDBs using their direct workforce and contractors will be able to use red diesel in their vehicles/machinery to complete water level and flood risk management work on land used for agriculture (working under the expectation that such activity on this land will at least in part be for the benefit of agricultural activity). As set out in your letter, nearly 70% of land at the highest risk of flooding is in agricultural use, so for a large proportion of your work, IDBs and agricultural contractors will be able to continue using red diesel. It will, however, not be possible to use rebated fuel for water level and flood risk management work on any other land (other than golf courses), unless it is for purposes relating to agriculture.



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ADA welcomes this clarification from HM Treasury, which aligns with the interpretation that some IDB staff had previously expressed regarding IDBs using rebated fuel for watercourse maintenance activities on agricultural land.

Pumping stations

Whilst ADA's understanding was that from 1 April 2022 diesel pumps would have to be powered using white diesel, the most recent clarification from HM Treasury may serve to change that position, where the pumping is of benefit to agricultural land. Certainty remains that rebated fuel may continue to be used after 1 April 2022 to generate electricity that is then used to power the pumps. This exception is because the Finance Bill 2021 states that using rebated fuel for heating and electricity generation in non-commercial premises would be a 'qualifying purpose'.

ADA will continue to persuade government that an accelerated programme of asset replacement would help all risk management authorities upgrade their pumps to the latest carbon reduced and fish friendly electric versions.

Next steps for ADA

ADA still wishes to better understand the circumstances where IDBs may or may not be permitted to use rebated fuels when undertaking work/pumping on non-agricultural land where those IDB operations benefit surrounding agricultural land.

The current wording of Excise Notice 75: Fuels for use in vehicles (<https://www.gov.uk/guidance/fuels-for-use-in-vehicles-excise-notice-75>) states that:

Ditch clearing and drainage

*You can use rebated fuel for ditch clearing and drainage only if it is done **solely** for the benefit of land used for agriculture, horticulture or forestry.*

However, HMRC has stated that Excise Notice 75 will be updated in advance of 1 April 2022.

Therefore, ADA proposes to seek:

- further clarification from the government regarding future wording within Excise Notice 75 and government guidance on the changes to rebated fuels entitlement from 1 April 2022, in line with HM Treasury's most recent clarification to us.
- legal advice regarding the circumstances in which rebated fuel may continue to be used on non-agricultural land where those operations benefit surrounding agricultural land.
- legal advice regarding the use of rebated fuel in pumping stations that benefit agricultural land.

These proposals will be discussed at the ADA Policy & Finance Committee meeting on 19 January 2022.

Yours faithfully

Ian Moodie MSci, Technical Manager, ADA



Timeline of changes to rebated fuels entitlement

11 March 2020 | Budget 2020, the government announced that it will remove the entitlement to use red diesel from most sectors from April 2022.

9 July 2020 | HM Treasury launched public consultation seeks views on reforms to the tax treatment of red diesel and other rebated fuels. ADA was unaware of this consultation at the time and did not respond.

11 January 2021 | ADA submitted an urgent report on the use of red diesel by internal drainage boards to HM Treasury and Defra.

11 March 2021 | Finance Bill 2021 published with provisions for changes to rebated fuels entitlement.

12 March 2021 | ADA shared a pro forma letter for IDBs to send to MPs regarding red diesel entitlement.

23 March 2021 | ADA submitted an updated version of the urgent report to HM Treasury and Defra.

10 June 2021 | Finance Act 2021 received royal assent.

21 June 2021 | ADA met with HM Treasury civil servant leading on these fuel duty changes to discuss the sector's concerns. The outcome of this meeting was a specific request from HM Treasury for ADA to provide further quantitative information about IDBs' use of agricultural contractors.

9 July 2021 | ADA wrote to IDBs providing an update on meeting with HM Treasury and making a request for data regarding IDBs' use of agricultural contractors undertaken by ADA. 61 IDBs responded to this data request over the summer of 2021.

6 October 2021 | ADA wrote to HM Treasury describing IDB operational maintenance in greater detail and presenting results of the IDB contractors survey undertaken. The letter concluded with two alternative policy requests seeking:

- a. to define land drainage watercourse maintenance and flood defence maintenance operations as 'allowed uses', and/or
- b. for land drainage watercourse maintenance to be defined as an 'accepted purpose' in relation to agriculture, such as within *Excise Notice 75: Fuels for use in vehicles*.

15 October 2021 | ADA receives interim guidance on changes to rebated fuels entitlement from 1 April 2022 from HMRC.

11 November 2021 | Interim guidance on changes to rebated fuels entitlement from 1 April 2022 published on gov.uk website (<https://www.gov.uk/government/publications/changes-to-rebated-fuels-entitlement-from-1-april-2022>).

30 November 2021 | HM Treasury responded to ADA's letter thanking ADA for the data provided. It did not address the questions and policy requests made in ADA's letter. HM Treasury directed ADA to discuss the implications that we set out with Defra colleagues. It should be noted that ADA was originally encouraged to discuss the matter directly with HM Treasury by Defra officials.

17 December 2021 | HM Treasury writes again to ADA clarifying that *'IDBs using their direct workforce and contractors will be able to use red diesel in their vehicles/machinery to complete water level and flood risk*



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management work on land used for agriculture (working under the expectation that such activity on this land will at least in part be for the benefit of agricultural activity).'

7 January 2022 | ADA writes to IDBs regarding the clarification provided by HM Treasury, and outlining next steps ADA proposes to take.

From: 01 April 2022
To: 31 March 2023

Administration and Technical Support Services
Financial Year Ending: 31 March 2023

NOTES	WMA GROUP INCOME AND EXPENDITURE ACCOUNT	ACTUAL 2020/21	ESTIMATE 2021/22	PROBABLE 2021/22	ESTIMATE 2022/23
Income					
Net Consortium Charges					
	Broads IDB	320,724	341,363	337,227	348,544
	East Suffolk IDB	182,740	194,511	192,894	200,553
	King's Lynn IDB	366,837	394,296	395,186	411,846
	Norfolk Rivers IDB	203,412	224,418	222,097	230,533
	South Holland IDB	324,773	376,092	375,200	393,126
	Waveney Lower Yare and Lothingland IDB	0	0	0	133,284
	Net Consortium Charges	1,398,486	1,530,680	1,522,605	1,717,885
(+) Other Income					
1	Services provided to third parties	847,173	1,121,292	1,094,004	1,730,470
	Surface Water Development Contributions	303,642	165,000	266,577	220,000
	Sales of Rating Software Licences/Ancillary Services	370	10,370	5,000	10,370
	Rating Software Support	26,161	21,140	24,242	19,840
	Rental Income from Offices	26,270	26,300	26,486	26,300
	Sundry Income	20,069	9,001	17,809	18,001
	(+) Other Income	1,223,685	1,353,103	1,434,118	2,024,981
	(=) Total Income	2,622,171	2,883,783	2,956,723	3,742,866
(-) Expenditure					
Administration Costs					
2	Shared Administration Staff	631,445	741,876	712,470	777,703
Establishment					
	Kettlewell House (shared)	95,078	96,352	94,632	33,020
	Marsh Reeves (South Holland IDB)	26,418	25,786	23,680	28,009
	Martham Office (Broads IDB and Norfolk Rivers IDB)	1,940	3,491	2,325	4,042
	Eastern Office	0	0	0	20,000
	Nar Ouse Way, Kings Lynn IDB (Shared)	0	0	0	77,900
	Establishment	123,436	125,629	120,637	162,971
Shared ICT					
	Hardware Support and Maintenance	29,914	26,821	32,802	30,000
	Software Support and Maintenance	46,207	49,129	41,642	65,409
	Website Maintenance and Development	2,292	2,639	3,121	2,640
	Software and Upgrades	55,131	26,236	40,422	20,105
	ICT Infrastructure	4,224	25,001	14,996	27,001
	Shared ICT	137,768	129,826	132,983	145,155

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NOTES	WMA GROUP INCOME AND EXPENDITURE ACCOUNT	ACTUAL 2020/21	ESTIMATE 2021/22	PROBABLE 2021/22	ESTIMATE 2022/23
Other Shared Administration					
	Legal and Professional Charges	5,000	11,251	12,449	11,252
	Insurances	113,861	121,210	126,212	138,267
	Marketing and PR Expenses	1,444	3,275	5,368	2,295
	WMA Chairman's Allowance	1,500	1,500	1,500	1,500
	Annual Subscriptions	1,770	1,812	1,812	1,837
	Actuary Fees	669	704	702	709
	Sundry Expenses	12,051	10,870	10,092	10,826
	Other Shared Administration	136,296	150,622	158,135	166,686
Other Administration					
	Public Notices	0	0	0	0
	Former Staff Pension Charges	7,605	7,668	7,088	7,668
	Members Expenses	0	750	350	850
	Chairman's Allowances	14,000	14,000	14,000	21,000
	Meetings and Inspections	-89	4,295	2,277	4,795
	Legal and Professional Charges	32,441	26,650	43,347	45,300
	Audit and Compliance Fees	53,845	45,375	45,995	50,010
	ADA Expenses	19,991	19,231	21,001	21,701
	Other Administration	127,793	117,969	134,058	151,324
	Administration Costs	1,156,748	1,265,922	1,258,283	1,403,839
Technical Support Costs					
	Technical Support Staff Costs	1,449,225	1,601,594	1,683,597	2,282,292
	Technical Support Staff (shared with external RMAs)	0	0	0	35,000
Other Technical Support					
	Technical Consultants	8,281	8,460	6,360	8,640
	Land Registry Fees	4,985	4,108	4,759	8,320
	Sundry Expenses	2,933	3,700	3,724	4,775
	Other Technical Support	16,199	16,268	14,843	21,735
	Technical Support Costs	1,465,423	1,617,862	1,698,440	2,339,027
	(-) Total Expenditure	£2,622,171	£2,883,783	£2,956,723	£3,742,866
	(+/-) Profit/(Loss) on disposal of Fixed Assets	0	0	0	0
	(=) Net Surplus/(Deficit) for the Year	£0	£0	£0	£0
3	Increases/(Decreases) in Net Consortium Charges	7.20%	2.82%	-0.53%	12.23%

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NOTES	WMA GROUP INCOME AND EXPENDITURE ACCOUNT	ACTUAL 2020/21	ESTIMATE 2021/22	PROBABLE 2021/22	ESTIMATE 2022/23
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Notes:

- 1 The Services provided to third parties is estimated to be significantly higher in 2022/23 due to the extensive Capital Works programme that is planned over the forthcoming years. These services are largely made up of Technical Support Staff time that will be charged to these Grant Aided Schemes, in line with the programme of works. The estimated Technical Support Staff costs have also increased significantly, in line with the Capital Works programme. However, it is important to note that until the signed approval letters are received from the EA, the vacant positions will not be actively recruited.
- 2 A provision has been made to increase staff salaries by 3% with effect from 1 April 2022. Pension costs are to increase by 0.5% to 24% of employees pensionable pay with effect from 1 April 2022.
- 3
 - (i) The rate of Inflation as at 31 October 2021 was 6% (Retail Price Index).
 - (ii) It is important to note that each WMA Member Board can accommodate the proposed increases, without having to pass them on by way of significant increases in drainage rates and special levies, over and above inflation.
 - (iii) This is a balanced budget which continues the focus of investing more in technology, staff capability and capacity, which should make the WMA Group far more robust and sustainable in future. It is vitally important to add resilience to the existing management structure and build in succession so that the Member Boards can more easily manage the departure of any individual, without significantly increasing costs and carrying unnecessary capacity. As a relatively small and specialist organisation providing public services, this must be a key strategic objective.
 - (iv) It is important to note that we are expecting 54% of the Group's Administration and Technical Support Costs to be paid for by others in 2022/23. We are expecting this to be 49% for 2021/22. Sustaining this level of recharge activity without compromising delivery of our own work programmes is key, and the recent change in management structure should align this priority, alongside delivering the extensive Capital Works programme across all the Boards.
 - (v) We have budgeted to employ additional resource within the newly formed Project Development and Project Delivery Teams. The apportionment of costs across the Boards for 2022/23 is based on an estimate of where we expect this resource to be utilised. This will be reassessed during the course of 2022/23 and adjusted if necessary in the WMA Estimates for 2023/24.
 - (vi) The Waveney Lower Yare and Lothingland IDB will be fully integrated into the WMA Consortium as of 1 April 2022, and the income from this agreement will now be shown within the Consortium Charges, in line with the other Boards in the WMA Group. Previously this had been shown within the Services provided to third parties, which was the nature of the agreement at the time. Therefore, the increase in Net Consortium Charges for 2022/23 is 3.52%, as opposed to 12.23%.

Recommendations:

- 1 The following increases in Net Consortium Charges are recommended for 2022/23:

Broads IDB	2.10%
East Suffolk IDB	3.11%
King's Lynn IDB	4.45%
Norfolk Rivers IDB	2.72%
South Holland IDB	4.53%
Waveney Lower Yare and Lothingland IDB	3.78%

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ID	Income and Expenditure	Basis of apportionment	BIDB (%)	ESIDB (%)	KLIDB (%)	NRIDB (%)	SHIDB (%)	WLYLIDB (%)	TOTAL (%)
Other Income									
Contributions towards Staff Costs									
	Contributions from BIDB to part fund staff costs	Credited to BIDB	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%
	Contributions from NRIDB to part fund staff costs	Credited to NRIDB	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	100.00%
	Contributions from ESIDB to part fund staff costs	Credited to ESIDB	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	100.00%
	Contributions from SHIDB to part fund staff costs	Credited to SHIDB	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Contributions from KLIDB to part fund staff costs	Credited to KLIDB	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
	Contributions from Bedford for CEO Services	Credited to each WMA Board as per employment costs	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Contributions from East Anglia Team to part fund staff costs	Credited to each WMA Board as per employment costs	35.84%	15.83%	7.50%	22.50%	0.00%	18.33%	100.00%
	Contributions from SDT Team to part fund staff costs	Credited to each WMA Board as per employment costs	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Contributions from Admin Team to Capital Works Schemes	Credited to each WMA Board as per employment costs	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Contributions from WLYL & P&C to part fund shared staff costs	Credited to each WMA Board as per employment costs	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Contributions from WMA Project Teams to aprt fund staff costs	Credited to each WMA Board as per employment costs	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
Contributions towards Staff Costs									
Surface Water Development Contributions									
	Surface Water Development Contributions								
	Broads IDB - SWDC	Credited to BIDB	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%
	East Suffolk IDB - SWDC	Credited to ESIDB	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	100.00%
	Kings Lynn IDB - SWDC	Credited to KLIDB	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
	Norfolk Rivers IDB - SWDC	Credited to NRIDB	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	100.00%
	South Holland IDB - SWDC	Credited to SHIDB	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
Collection of Surface Water Development Contributions									
Sales of Rating Software Licences									
	Ancillary Services	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.11%	5.55%	29.87%	7.37%	100.00%
	Sales of VDBAS	Proportion of aggregate Annual Value (KLCIDBs, as at 31/12/2006)	10.00%	0.00%	80.00%	10.00%	0.00%	0.00%	100.00%
	Sales of DRS	South Holland IDB wholly owned asset (SHIDB)	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
Sales of Rating Software Licences									
Rating Software Support									
	VDBAS	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.11%	5.55%	29.87%	7.37%	100.00%
	DRS	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.11%	5.55%	29.87%	7.37%	100.00%
Rating Software Support									
Rental Income from Offices									
	Marsh Reeves	Income credited to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Kettlewell House: Next Door	Income credited to property owners	10.00%	0.00%	80.00%	10.00%	0.00%	0.00%	100.00%
	Nar Ouse Way: Kings Lynn IDB	Income credited to property owners	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
	Sluice Bungalow: Islington (KLIDB)	Income credited to property owner	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
	Kettlewell House: Airwave Ltd	Income credited to property owners	10.00%	0.00%	80.00%	10.00%	0.00%	0.00%	100.00%
	Kettlewell House: Page One Aerial & Equ Site	Income credited to property owners	10.00%	0.00%	80.00%	10.00%	0.00%	0.00%	100.00%
	Kettlewell House: Vodafone Mast	Income credited to property owners	10.00%	0.00%	80.00%	10.00%	0.00%	0.00%	100.00%
Rental Income from Offices									
Sundry Income									
	Bank Account Interest (WMA Only)	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.11%	5.55%	29.87%	7.37%	100.00%
	Deed of Indemnity Preparation Fees	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.11%	5.55%	29.87%	7.37%	100.00%
	ICT Investment recharged to IDB Development Reserves	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.11%	5.55%	29.87%	7.37%	100.00%
	Various - adhoc contributions	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.11%	5.55%	29.87%	7.37%	100.00%
Sundry Income									

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ID	Income and Expenditure	Basis of apportionment	BIDB (%)	ESIDB (%)	KLIDB (%)	NRIDB (%)	SHIDB (%)	WLYIDB (%)	TOTAL (%)
Expenditure									
Administration Costs									
Shared Administration Staff									
	ICT Manager	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Chief Executive (CEO)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	PA (CEO)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Finance & Rating Manager	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	ICT Officer (16)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Rating & Enforcement Officer/Site Warden	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Senior Finance & Rating Officer (Vacant)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Business Support Officer (37)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Finance & Rating Officer	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	ICT Officer (16)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Senior Finance & Rating Officer	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Business Support Officer (30)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Business Support Officer (22.5)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Finance & Rating Officer	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	ICT Officer (30)	Assessment of Time Spent on each Member Board	17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
	Shared Administration Staff		17.50%	17.50%	17.50%	17.50%	17.50%	12.50%	100.00%
Establishment									
	Landlord's obligations	Proportion of beneficial interest in Kettlewell House	10.00%	0.00%	80.00%	10.00%	0.00%	0.00%	100.00%
	Office and Site Maintenance	Proportion of people working in Kettlewell House	16.17%	13.34%	28.58%	16.06%	14.92%	10.93%	100.00%
	Rent, Rates and Metered Water	Proportion of people working in Kettlewell House	16.17%	13.34%	28.58%	16.06%	14.92%	10.93%	100.00%
	Telecoms	Proportion of people working in Kettlewell House	16.17%	13.34%	28.58%	16.06%	14.92%	10.93%	100.00%
	Heat and Light	Proportion of people working in Kettlewell House	16.17%	13.34%	28.58%	16.06%	14.92%	10.93%	100.00%
	Office Cleaning and Supplies	Proportion of people working in Kettlewell House	16.17%	13.34%	28.58%	16.06%	14.92%	10.93%	100.00%
	Refuse Collection and Waste Disposal	Proportion of people working in Kettlewell House	16.17%	13.34%	28.58%	16.06%	14.92%	10.93%	100.00%
	Printing, Postages and Stationery	Proportion of people working in Kettlewell House	16.17%	13.34%	28.58%	16.06%	14.92%	10.93%	100.00%
	Office Sundries	Proportion of people working in Kettlewell House	16.17%	13.34%	28.58%	16.06%	14.92%	10.93%	100.00%
	Kettlewell House (shared)								
	Landlord obligations	Proportion of beneficial interest in Marsh Reeves	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Office and Site Maintenance	Expenditure charged to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Business Rates and Metered Water	Expenditure charged to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Telecoms	Expenditure charged to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Heat and Light	Expenditure charged to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Office Cleaning and Supplies	Expenditure charged to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Refuse Collection and Waste Disposal	Expenditure charged to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Printing, Postages and Stationery	Expenditure charged to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Office Sundries	Expenditure charged to property owner	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Marsh Reeves (South Holland IDB)								
	Office and Site Maintenance	Proportion of time spent by Project Engineer on each Member Board	75.00%	0.00%	0.00%	25.00%	0.00%	0.00%	100.00%
	Rent, Light, Heat and Water	Proportion of time spent by Project Engineer on each Member Board	75.00%	0.00%	0.00%	25.00%	0.00%	0.00%	100.00%
	Telecoms	Proportion of time spent by Project Engineer on each Member Board	75.00%	0.00%	0.00%	25.00%	0.00%	0.00%	100.00%
	Office Sundries	Proportion of time spent by Project Engineer on each Member Board	75.00%	0.00%	0.00%	25.00%	0.00%	0.00%	100.00%
	Martham Office (Broads IDB and Norfolk Rivers IDB)								
	Rent	Broad IDB, East Suffolk IDB and WLYL IDB	45.00%	45.00%	0.00%	0.00%	0.00%	10.00%	100.00%
	Printing & Stationery	East Suffolk IDB Only	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	100.00%
	Office Equipment/Small Purchases	East Suffolk IDB Only	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	100.00%
	Eastern Local Office (BR, ES, WLYL)								
	KL Office, Nar Ouse Way	See Establishment Costs Kettlewell House	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
	KL Nar Ouse Way Office (Kings Lynn IDB)								

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ID	Income and Expenditure	Basis of apportionment	BIDB (%)	ESIDB (%)	KLIDB (%)	NRIDB (%)	SHIDB (%)	WLYIDB (%)	TOTAL (%)
Establishment									
Shared ICT									
	Hardware Support and Maintenance	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	Software Support and Maintenance	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	Website Maintenance and Development	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	Software and Upgrades	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	ITC Infrastructure	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
Shared ICT									
Other Shared Administration									
	Legal and Professional Charges	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	Insurances	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	Marketing and PR Expenses	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	WMA Chairman's Allowance	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	Annual Subscriptions	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	Actuary Fees	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
	Sundry Expenses	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
Other Shared Administration									
Technical Support Costs									
Shared Technical Support Staff									
Environment Team									
	Environmental Manager	Assessment of Time Spent on each Member Board	30.00%	19.00%	3.00%	27.50%	3.00%	17.50%	100.00%
	Senior Environmental Officer (30)	Assessment of Time Spent on each Member Board	30.00%	19.00%	3.00%	27.50%	3.00%	17.50%	100.00%
	Environmental Officer (HM)	Assessment of Time Spent on each Member Board	30.00%	19.00%	3.00%	27.50%	3.00%	17.50%	100.00%
	Environment Officer (CH)	Assessment of Time Spent on each Member Board	30.00%	19.00%	3.00%	27.50%	3.00%	17.50%	100.00%
	Environment Officer (EB)	Assessment of Time Spent on each Member Board	30.00%	19.00%	3.00%	27.50%	3.00%	17.50%	100.00%
Sustainable Development Team									
	Sustainable Development Manager	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Senior Sustainable Development Officer (ER)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Senior Sustainable Development Officer (PN)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Senior Sustainable Development Officer (YS)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Sustainable Development Officer (Charlie/Char)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Sustainable Development Officer (EM)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Sustainable Development Officer (ET)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Sustainable Development Officer (RY)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Sustainable Development Officer (WC)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Sustainable Development Officer (EMR)	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
	Estates Manager	Assessment of Time Spent on each Member Board	10.00%	6.00%	51.00%	6.00%	26.00%	1.00%	100.00%
Project Development Team									
	Project Development Manager	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Project Development Engineer	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Project Development Officer (ED)	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
Project Delivery Team									
	Contracts Manager	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Project Delivery Engineer (CB)	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Project Delivery Engineer (TI)	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Project Delivery Engineer (PR)	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Project Delivery Engineer (ATH)	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Project Manager (Kings Lynn IDB)	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Project Manager (King's Lynn IDB)	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Programme Manager	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Trainee Project Manager	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
	Trainee Project Manager	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%

**

From: 01 April 2022
To: 31 March 2023

Administration and Technical Support Services
Financial Year Ending: 31 March 2023

ID	Income and Expenditure	Basis of apportionment	BIDB (%)	ESIDB (%)	KLIDB (%)	NRIDB (%)	SHIDB (%)	WLYLIDB (%)	TOTAL (%)
East Anglia Team									
	Area Manager (East Anglia)	Assessment of Time Spent on each Member Board	50.00%	10.00%	10.00%	10.00%	0.00%	20.00%	100.00%
	Operations Engineer (Norfolk Rivers)	Assessment of Time Spent on each Member Board	40.00%	0.00%	0.00%	60.00%	0.00%	0.00%	100.00%
	Operations Manager (East Suffolk & Waveney)	Assessment of Time Spent on each Member Board	33.34%	33.33%	0.00%	0.00%	0.00%	33.33%	100.00%
	Flood Risk Engineer	Assessment of Time Spent on each Member Board	20.00%	20.00%	20.00%	20.00%	0.00%	20.00%	100.00%
South Holland Team									
	Catchment Engineer (South Holland IDB)	Assessment of Time Spent on each Member Board	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
	Flood Risk Engineer (South Holland IDB)	Assessment of Time Spent on each Member Board	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	100.00%
Technical Support Staff (shared with & employed by external RMAs)									
	Technical Officer shared with & employed by CPE (0.5 FTE)	East Suffolk IDB Only	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	100.00%
	Technical Officer shared with & employed by CPE (0.5 FTE)	East Suffolk IDB Only	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	100.00%
	Technical Officer shared with & employed by SCC (0.5 FTE)	East Suffolk IDB Only	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	100.00%
Technical Support Staff (shared with & employed by external RMAs)									
Profit/(Loss) on disposal of Fixed Assets									
Shared Assets									
	Fixed Assets Register	Proportion of aggregate Annual Value (WMA, as at 31/12/2021)	5.73%	4.37%	47.10%	5.55%	29.88%	7.37%	100.00%
Shared Assets									

Approved by the Consortium Management Committee on 10 December 2021 and recommended to each of the Member Boards.
(As required by clause 4.2 of the Consortium Agreement, dated 15 May 2020).

S JEFFREY
FINANCE AND RATING MANAGER

Planning Report – Changes to Planning and Byelaw Strategy

1. Introduction

The purpose of this report is to present to CMC a request that WMA Member Boards consider approving two amendments to the WMA's joint Planning and Byelaw Strategy as follows:

- To slightly amend the Scheme of Delegation for the determination of consents required by Byelaw 10 (no works within 9m of drainage infrastructure, including Adopted Watercourses).
- To include a statement regarding how WMA Member Boards will ensure compliance with Section 63 of the Land Drainage Act 1991.

2. Byelaw 10 Scheme of Delegation / Policy

As each Board's regulatory position strengthens, officers remain conscious of relatively simple applications, especially relating to Byelaw 10 which must be determined by the Board, sometimes resulting in a significant delay to the applicant.

At present, the following items are reserved for each Board as per their Scheme of Delegation and Schedule of Reserved Matters:

'All Byelaw 10 applications for works of a permanent nature within the definitions and distances set out in Policy 4 of the Board's Planning and Byelaw Strategy.'

Policy 4 of the Board's Planning and Byelaw Strategy reads as follows (extract only):

*The Board will only approve applications for a relaxation of Byelaw 10** (to allow works within 9* metres of Boards adopted drainage and flood risk management infrastructure) if the proposals meet the criteria set out in the Board's table of acceptable works (generally reflecting works that can be easily removed if required).*

The Board may also approve some below ground works (e.g. service runs), temporary works, works by other authorities and the planting of hedges and shallow rooted bushes within 9 metres of an adopted watercourse, these works will be considered on a case-by-case basis.*

Applications may be refused if the Board's officers consider that the proposed works will negatively impact the ability of the Board to carry out its operations or increase the liabilities of the Board.

Officer Recommendation: It is recommended that the wording of Policy 4 (regarding Byelaw 10) of the WMA Planning and Byelaw Strategy is amended to read as follows:

*The Board will only approve applications for a relaxation of Byelaw 10** (to allow works within 9* metres of Boards adopted drainage and flood risk management infrastructure) if the proposals meet the criteria set out in the Board's table of acceptable works (generally reflecting works that can be easily removed if required).*

The Board may also approve of the following on a case-by-case basis:

- *Below ground works (e.g. service runs)*
- *Temporary works*
- *Works by other Authorities*
- *Planting of hedges and shallow rooted bushes*

- *Fencing*
- *Accesses / Driveways / Roadways*

Applications may be refused if the Board's officers consider that the proposed works will negatively impact the ability of the Board to carry out its operations or increase the liabilities of the Board.

This would mean that officers would be able to determine the following applications for Byelaw 10 consent under delegated authority:

- Works within the 'Table of Acceptable Works' (no changes proposed).
- Works below ground level (no change).
- Temporary Works (no change)
- Works by another Authority (no change)
- Hedging and shallow rooted bushes (no change)
- *Fencing*
- *Accesses, Driveways and Roadways*

3. **Section 63, Land Drainage Act 1991**

Section 63 of the Land Drainage Act 91 states that *"an internal drainage board shall not dispose of land..., otherwise than by way of a short tenancy, for a consideration less than the best that can reasonably be obtained"*.

The Board's legal advisors have confirmed that "dispose of" and "land" are defined by the Law of Property Act 192 as follows:

"Conveyance" includes a mortgage, charge, lease, assent, vesting declaration, vesting instrument, disclaimer, release and every other assurance of property or of an interest therein by any instrument, except a will; "convey" has a corresponding meaning; and "disposition" includes a conveyance and also a devise, bequest, or an appointment of property contained in a will; and "dispose of" has a corresponding meaning."

"Land" includes... an easement, right, privilege, or benefit in, over, or derived from land".

Therefore, officers understand that the Board may not enter into a Deed of Easement for a consideration less than the best that can reasonably be obtained (except with the consent of the relevant Minister).

We therefore understand that the Board must engage a professional valuer to assure the Board that they are compliant with Section 63 of the Land Drainage Act 1991.

Officer Recommendation: It is recommended that the statement is added to the WMA's Planning and Byelaw Strategy, to publicise the Board's requirement to comply with Section 63 of the Land Drainage Act 1991.

In accordance with Section 63 of the Land Drainage Act 1991, the WMA Member Boards may not dispose of land owned by the Board for a consideration less than the best that can reasonably be obtained, other than with the consent of the relevant Minister.

To ensure compliance with Section 63 of the Land Drainage Act 1991 the WMA Member Boards will engage the services of a chartered surveyor, to value the proposed disposition. For the avoidance of doubt, the disposition of land includes the granting of an easement (enabling a third party to cross land owned by the Board).

Distributed to: Broads (2006) IDB Members

	PAPER COPY PACK REQUESTED	ADA HEALTH, SAFETY & WELFARE MODULES
Henry Alston		YES 02/08/2021
Louis Baugh (Vice Chair)		YES 08/08/2021
Chris Bielby		YES 28/12/2021
Malcolm Bird		
Harry Blathwayt		YES 18/10/2021
Nigel Brennan		YES 12/07/2021
Jon Burton		
Pierre Bütikofer		
Robin Buxton (Chair)	YES	YES 13/07/2021
Tom Cator		
James Chapman	YES	
Jo Copplestone		YES 03/01/2022
Simon Daniels (Vice Chair)		YES 12/07/2021
Marlene Fairhead	YES	YES 12/09/2021
Angie Fitch-Tillett	NO	YES 09/08/2021
Geoffrey Freeman		YES 09/08/2021
Noel Galer		YES 05/08/2021
George Gay		YES 26/11/2021
Pauline Grove-Jones	YES	YES 30/11/2021
Mark Harris	YES	
Michael Jones		YES 18/10/2021
Ken Kelly (H&S Champion)	YES	YES 22/06/2021 (also a NRIDB member)
Brian Lawn		
Gerard Mancini-Boyle		YES 18/10/2021
Leslie Mogford		
Grant Nurden		
Ian Robinson		YES 13/07/2021
Derek Roll	YES	YES 27/07/2021
Fred Sharman	YES	YES 27/11/2021
Nigel Shaw		
Lucy Shires		
Mark Smart		YES 30/11/2021
Tim Strudwick		YES 08/08/2021
John Tallowin		YES 08/08/2021
John Toye		YES 18/10/2021
Adam Varley		YES 11/10/2021
Ed Wharton		YES 06/12/2021
Stephen Wright		YES 10/08/2021

Officers:

Karen Bingham	Business Support Officer
Giles Bloomfield	Project Development Manager
Cathryn Brady	Sustainable Development Manager
Phil Camamile	Chief Executive
Sue Cook	PA to the CEO
Sallyanne Jeffrey	Finance & Rating Manager
Caroline Laburn	Environmental Manager
Kari Nash	Programme Manager
Matthew Philpot	Area Manager (WMA East Anglia)
Phil Semmence	Operations Manager (BIDB)

Broads (2006) IDB

Meeting 24 January 2022