

09 May 2022

## NOTICE

**Notice is hereby given that there will be a meeting of the Broads (2006) Internal Drainage Board held at Hickling Barn Community Centre, Tate Loke (off Mallard Way), Hickling, Norwich NR12 0YU on Monday, 16 May 2022 at 10.00 am.**

If any member of the public would like to join the general business session, please contact the Business Support Officer, via email at [karen.bingham@wlma.org.uk](mailto:karen.bingham@wlma.org.uk) before 3.00 pm on Friday 13 May 2022.

## AGENDA

1. Apologies for absence
2. Declarations of interest
3. Gifts and Hospitality Register for 2021/22
4. To confirm the minutes of the last Board meeting held on 24 January 2022 (**Pages 3 - 10**)
5. Matters arising from the minutes, not covered elsewhere on the agenda
6. To consider and approve:
  - Health, Safety & Welfare Performance Review (**Page 11**)
  - Capital Works Programme Overview and Project Development Report (**Pages 12 - 13**)
  - Operations Report (**Pages 14 - 20**)
  - Environmental Report (**Pages 21 - 26**)
  - Sustainable Development Report (**Pages 27 - 32**)
7. To consider and approve the Internal Audit Report for the financial year ending 31 March 2022 and confirm the reappointment of the Internal Auditor for 2022/23, to view the report: [Click here](#)
8. To consider and approve the Financial Report and reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2022 (**Pages 33 - 43**)
9. To consider and approve the Annual Governance and Accountability Return for the year ending 31 March 2022 for submission to the external auditor (**Pages 44 - 49**)
10. To consider and approve the date of commencement period for the exercise of public rights to inspect the Annual Governance and Accountability Return for the year ending 31 March 2022
11. To consider and approve the Schedule of Paid Accounts for the period 01 December 2021 to 31 March 2022 for publication on the WMA Group website (**Pages 50 - 51**)

Cont./d



Robin Buxton (Chairman)  
Simon Daniels (Vice-Chairman) Louis Baugh (Vice-Chairman)

Phil Camamile (Chief Executive)

Constituted by The Broads (2006) Internal Drainage Board Order 2006  
Statutory Instrument 2006 No. 773



12. To consider and approve any material changes to the Risk Register for those risks with a risk assessment matrix score of  $\geq 6$  (**Pages 52 - 57**)
13. To approve the Register of Electors as at 1 April 2022 in accordance with Rule 3 of the Land Drainage (Election of Drainage Board Members) Regulations 1938 (as amended)
14. Correspondence:
  - ADA Red Diesel update, dated 24 March 2022 (**Pages 58**)
15. Date / Time / Type of next meeting: 18 July 2022 at 10.00 am face-to-face at Hickling Barn or virtually via Zoom (to be confirmed)
16. Any other business
17. Open Forum: to hear from any member of the public, with leave of the Chairman
18. **CONSORTIUM MATTERS**
  - 18.1. To receive the unconfirmed minutes and report extracts from the Consortium Management Committee (CMC) meeting held on 29 April 2022, to view [Click here](#)
    - Unconfirmed minutes of the meeting
    - WMA Financial Report and Accounts for the year ending 31 March 2022
    - WMA Schedule of Paid Accounts for the period 01 December 2021 to 31 March 2022
    - Social Media Report for the period 06 November 2021 to 06 February 2022
    - Update on the construction of King's Lynn IDB's new office building, which the WMA will occupy
  - 18.2. To mandate Board Representatives on any specific matter relating to the WMA for discussion at the next CMC meeting on 24 June 2022
19. **CONFIDENTIAL BUSINESS**

This section of the agenda provides an opportunity for members to raise and discuss any confidential business when the public are excluded from the meeting, in accordance with the Board's Standing Orders.

  - 19.1. To receive the unconfirmed confidential minutes of the last CMC meeting held on 29 April 2022 (**Pages 59 - 61**)
  - 19.2. Any other confidential business