

02 June 2024

## NOTICE

Notice is hereby given that there will be a hybrid meeting of the East Suffolk Water Management Board held in the Blyth Room at East Suffolk Council, East Suffolk House, Station Road, Melton, Woodbridge IP12 1RT on Monday, 09 June 2025 at 10.00 am. Attendance in person is preferred. To join the meeting via MS Teams please [Click here](#)

If any member of the public would like to join the general business session, please contact the Business Support Team via email at [business.support@wlma.org.uk](mailto:business.support@wlma.org.uk) before 3.00 pm on Friday 06 June 2025.

## AGENDA

1. Welcome and apologies for absence
2. Declarations of interest
3. Gifts and Hospitality Register for 2024/25
4. To confirm the minutes of the last Board meeting held on 27 January 2025 (**Pages 3 – 11**)
5. Matters arising from the minutes, not covered elsewhere on the agenda
6. To consider the recommendations arising from the unconfirmed minutes of the River Deben Catchment Works Committee meeting held on 07 May 2025 (**Pages 12 - 14**)
7. To consider and approve:
  - Health, Safety & Welfare Performance Review (**Pages 15 - 16**)
  - Capital Works Programme Overview and Project Development Update (**Pages 17 - 18**)
  - Project Delivery Report (**Pages 19 - 20**)
  - Operations Report (**Pages 21 - 27**)
  - Environmental Report (**Pages 28 - 31**)
  - Sustainable Development Report (**Pages 32 - 34**)
8. To consider and approve the Schedule of Paid Accounts for the period 01 January 2025 to 31 March 2025, for publication on the Water Management Alliance (WMA) Group's website (**Page 35**)
9. To consider and approve the Internal Audit Report for the financial year ending 31 March 2025 and confirm the reappointment of the Internal Auditor for 2025/26 (**Pages 36 - 44**)
10. To consider and approve the Internal Audit Plan for 2025/26 (**Pages 45 – 46**)
11. To consider and approve the Financial Report and the reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2025 (**Pages 47 - 70**)

Cont'd/

Jane Marson (Chairman) Michael Paul (Vice-Chairman)

Phil Camamile (Chief Executive)

Constituted by The East Suffolk Water Management Board Order 2008, Statutory Instrument 2008 No 750.  
Last re-constituted by The East Suffolk Water Management Board Order 2023, Statutory Instrument 2023 No 364.



12. To consider and approve the Annual Governance and Accountability Return for the year ending 31 March 2025 for submission to the external auditor (**Pages 71 - 76**)
13. 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 2025 (proposed Tuesday 01 July to Monday 11 August 2025)
14. To consider and approve any material changes to the Risk Register for those risks with a risk assessment matrix score of  $\geq 6$  (**Pages 77 - 82**)
15. To review any official complaints, correspondence or feedback received since the last board meeting (**Page 83**)
16. Date / Time / Type of next meeting: Monday, 20 October 2025 at 10.00 am, at East Suffolk Council Offices and virtually via MS Teams.
17. Any other business
18. Open Forum: to hear from any member of the public, with leave of the Chairman

19. **CONSORTIUM MATTERS**

- 19.1. To receive the unconfirmed minutes and the report extracts from the last Consortium Management Committee (CMC) meeting held on 25 April 2025, to view [Click here](#):
  - Unconfirmed minutes of the meeting
  - WMA Schedule of Paid Accounts for the period 01 November 2024 to 31 March 2025
  - WMA Financial Report for the year ending 31 March 2025
  - WMA Group's Portfolio of Capital Works as at 31 March 2025
  - WMA Communications Report for the period 01 November 2024 to 31 March 2025
- 19.2. To consider and adopt the WMA Group's Supplier Performance Policy for the next 3-year period (**Page 84**)
- 19.3. To consider and adopt the proposed changes to the WMA Group's Charging Policy for Sustainable Development (**Pages 85 - 86**)
- 19.4. To consider and adopt the WMA Annual Carbon Report for 2023/24 (**Pages 87 - 110**)
- 19.5. To apprise Board Representatives of any specific matter relating to the WMA for discussion at the next CMC meeting on 27 June 2025

20. **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.

- 20.1. To confirm the confidential minutes of the last Board meeting held on 27 January 2025 (**Pages 111 - 112**)
- 20.2. Matters arising from the minutes
- 20.3. To receive the unconfirmed confidential minutes of the last CMC meeting held on 25 April 2025 (**Pages 113 - 115**)
- 20.4. Any other confidential business