

A MEETING OF THE NORFOLK RIVERS INTERNAL DRAINAGE BOARD WAS HELD AT BRECKLAND DISTRICT COUNCIL OFFICES, ELIZABETH HOUSE, WALPOLE LOKE, DEREHAM NR19 1EE ON WEDNESDAY, 14 MAY 2025 AT 10.00 AM.

Elected Members		Appointed Members	
*	J Carrick		Breckland DC
*	H Cator	*	G Bambridge
	T Cator		Broadland DC
*	N Foster		N Brennan
	C Joice	*	K Kelly
*	J Keith		North Norfolk DC
*	N Legg		H Blathwayt
*	M Little		N Housden
*	M Sayer		Vacancy
	S Williams		South Norfolk DC
		*	D Sacks
		*	R Savage
			Jointly Appointed
		*	B Borrett
			T Parish
			Vacancy
*	Present		
*v	Present via MS Teams	*	Total Present (57%)

John Carrick in the Chair

In attendance:

Bethan Ahearn (Finance & Rating Assistant), Cathryn Brady (Sustainable Development Manager), Phil Camamile (Chief Executive), Olivia Follen (Business Support Officer), Tom Hunter (Area Manager), Sallyanne Jeffrey (Chief Financial Officer) and Caroline Laburn (Environmental Manager)

ID Norfolk Rivers IDB, Minute		Action
26/25 WELCOME AND APOLOGIES FOR ABSENCE		
26/25/01	The Chairman welcomed everyone to the meeting, in particular Mark Little, who was attending his first meeting following his co-option to the Board at the last meeting. The Chairman also welcomed Bethan Ahearn (Finance and Rating Assistant) to the meeting who was shadowing Sallyanne Jeffrey. RESOLVED that this be noted.	
26/25/02	Apologies for absence were received on behalf of Harry Blathwayt, Tom Cator, Nigel Housden, Charles Joice and Matthew Philpot.	

ID	Norfolk Rivers IDB, Minute	Action
	27/25 DECLARATIONS OF INTEREST	
27/25/01	James Keith declared an interest in one of the planning applications listed in item 5 of the Sustainable Development Report. RESOLVED that this be noted.	
27/25/02	The Chairman declared an interest in the Financial Report, specifically item 24 on the Notes to the Accounts. RESOLVED that this be noted.	
27/25/03	Deborah Sacks requested that all declarations of interest were raised openly following her concern over the reputation of IDBs. Bill Borrett stated that he did not agree with this after being a long-serving appointed member of the Board, he felt that all declarations had been made transparently and in accordance with the relevant procedures. RESOLVED that this be noted	
	28/25 GIFTS AND HOSPITALITY REGISTER FOR 2024/25	
28/25/01	The Finance and Rating Manager asked all Board members to declare any gifts and hospitality over the value of £30.00 which they had received between 01 April 2024 and 31 March 2025 before Friday, 30 May 2025. RESOLVED that this be actioned.	All members
	29/25 MINUTES OF THE LAST BOARD MEETING	
29/25/01	The minutes of the last Board meeting held on 22 January 2025 were confirmed as a true record and signed by the Chairman. Arising therefrom:	
29/25/02	04/25/02 Operatives use of bump caps	
	The Area Manager reported that the usage of bump caps had been mixed following their implementation and advised the Board that the team were looking at ways to incorporate their usage into the induction of new operatives.	
29/25/03	05/25/03 River breaches within the catchment	
	The Area Manager confirmed that the Operations Manager had been looking into low and damaged main river embankments which were causing frequent overtopping or breaches into the lower IDB area. A meeting had been set up with the Environment Agency to discuss such issues and coordination of works programmes generally. The team had considered the impact of breaches on the Board's assets and surrounding property and whether the Board should contribute to the remedial work. Michael Sayer declared an interest due to the risk to his property associated with some of the breaches identified.	

ID	Norfolk Rivers IDB, Minute	Action
	30/25 HEALTH, SAFETY AND WELFARE PERFORMANCE REVIEW	
30/25/01	The Health, Safety and Welfare Performance Review (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:	
30/25/02	The Vice-Chairman congratulated the team on the record of avoiding health and safety incidents and noted that it was clear that training had a positive impact. RESOLVED that this be noted.	
	31/25 OPERATIONS REPORT	
31/25/01	The Operations Report (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:	
31/25/02	Mark Little requested that the publicity of the Board's operational work should be increased particularly when working alongside other organisations. RESOLVED that this be actioned.	TH/PPW
31/25/03	The Area Manager updated the Board on the considerations being made to replacing the Board's 14t excavator. Officers had discussed options with potential suppliers and received quotes. A recommendation would be made to the Board once the preferred option is fully costed. James Keith suggested that consideration should be made to using British suppliers and Henry Cator suggested there could be efficiencies in working with other IDBs to work together on procurement. Both suggestions were noted and the Area Manager stated that due consideration to this would be made and outlined in the recommended option. RESOLVED that this be actioned.	TH
	32/25 ENVIRONMENTAL REPORT	
32/25/01	The Environmental Report (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:	
32/25/02	The Environmental Manager provided an update on the recent Governmental approval for the legal reintroduction of beavers in England. It was proposed by the Chairman, seconded by Ken Kelly and unanimously agreed that the Board would oppose the release of beavers until the Regulators set up an East Anglian Beaver Management Group and engage with key stakeholders such as ADA and local politicians for support.	
32/25/03	Neil Foster declared an interest at this point in the meeting as a landowner at Lexham and reported that the fish pass in the river at Lexham was not currently working properly. The Environmental Manager noted this point and confirmed that she would pass this information onto the Partnership Project Engineer and the Operations Manager for further investigation. RESOLVED that this be actioned.	CL/MG /PG

ID	Norfolk Rivers IDB, Minute	Action
	33/25 SUSTAINABLE DEVELOPMENT REPORT	
33/25/01	The Sustainable Development Report (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:	
33/25/02	24_29825_C: Application to discharge treated foul water at Dobbs Beck, Beeston St Andrew	
33/25/03	It was agreed and thereby RESOLVED to delegate authority to the Chief Executive's Management Committee to determine the application to discharge treated foul water into Dobbs Beck.	
	34/25 SCHEDULE OF PAID ACCOUNTS	
34/25/01	The Schedule of Paid Accounts for the period 01 January 2025 to 31 March 2025, totalling £194,535.85 (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.	
	35/25 INTERNAL AUDIT REPORT FOR 2024/25	
35/25/01	The Internal Audit Report for 2024/25, as prepared by the Board's Internal Auditor, together with the Management's responses and recommended actions, (copies of which are filed in the Report Book), were considered in detail and approved. There were no matters arising.	
	36/25 APPOINTMENT OF THE INTERNAL AUDITOR FOR 2025/26	
36/25/01	It was agreed and thereby RESOLVED to reappoint TIAA as the Board's Internal Auditor for 2025/26. The Board:	
	(i) is satisfied that the Internal Auditor is independent (see Practitioners' Guide 2025 Paragraphs 1.35 and 4.11);	
	(ii) approves the internal audit programme of work for 2025/26 (a copy of which is filed in the report book), having regard to the key risks identified in the Risk Register (see Practitioners' Guide 2025 Paragraphs 1.34 and 4.16); and	
	(iii) is satisfied with regard to the competence of the Internal Auditor and approves the letter of engagement (see Practitioners' Guide 2025 Paragraphs 1.35, 4.1 and 4.13), including the signed letter of engagement.	
	37/25 FINANCIAL REPORT	
37/25/01	The Financial Report and reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2025, was	

ID	Norfolk Rivers IDB, Minute	Action
	considered in detail and approved, (a copy of which is filed in the Report Book). Arising therefrom:	
37/25/02	Deborah Sacks requested that the Chief Financial Officer follow up with the Environment Agency to confirm where the EA Precept was spent. RESOLVED that this be actioned.	SJ
38/25	ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2024/25	
38/25/01	The Annual Governance Statement shown in Section 1 of the Norfolk Rivers Internal Drainage Board AGAR for the year ended 31 March 2025, was considered in detail and approved.	
38/25/02	The Accounting Statements shown in Section 2 of the Norfolk Rivers Internal Drainage Board AGAR for the year ended 31 March 2025 were considered in detail and approved.	
	Michael Sayer left the meeting.	
39/25	DATE OF COMMENCEMENT PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS	
39/25/01	It was agreed and thereby RESOLVED to publish the notice on the Board's website and also display the notice in the office reception that the Accounts for the year ending 31 March 2025 would be available for inspection for the 30-working day period commencing 03 June 2025 and ending on 14 July 2025.	
40/25	RISK REGISTER	
40/25/01	Members considered and approved the full risk register (a copy of which is filed in the Report Book). Arising therefrom:	
40/25/02	The Chief Executive recommended to the Board that the release of beavers should be added to the risk register with a risk rating score of 6. RESOLVED that this be actioned.	PC
40/25/03	The Chief Executive also recommended to reintroduce the risk of the reduction/abolition of Highland Water Contributions being paid to the Board by the Environment Agency. RESOLVED that this be actioned.	PC
40/25/04	Ken Kelly suggested that the Board should consider the potential risk of the devolution of district councils and to assess how this may impact the Board in the future. Bill Borrett suggested that an open letter should be sent to the Minister to obtain clarity as to how the devolution may affect IDBs. RESOLVED that this be actioned.	PC

ID	Norfolk Rivers IDB, Minute	Action
	41/25 OFFICIAL COMPLAINTS AND OTHER FEEDBACK	
41/25/01	The Official Complaints and Other Feedback Report was considered in detail and approved. There were no matters arising.	
	42/25 DATE OF NEXT MEETING	
42/25/01	The next Board meeting would be held in the Norfolk Room at Breckland District Council offices in Dereham and virtually via Microsoft Teams, on Wednesday, 22 October 2025 at 10.00am. RESOLVED that this be noted.	
	43/25 ANY OTHER BUSINESS	
43/25/01	The Vice-Chairman requested that George Freeman and Terry Jermy be invited to the site visit with the Operations Team once arranged.	TH/MG
	44/25 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC, WITH LEAVE OF THE CHAIRMAN	
44/25/01	There were no members of the public present at the meeting.	
	45/25 CONSORTIUM MATTERS	
45/25/01	Unconfirmed Minutes and Report Extracts	
	The unconfirmed minutes and report extracts of the last Consortium Management Committee (CMC) meeting held on 25 April 2025 were considered in detail and approved. There were no matters arising.	
45/25/02	WMA Supplier Performance Policy	
	The WMA Group's Supplier Performance Policy (a copy of which is filed in the report book) was considered in detail and adopted. There were no matters arising.	
45/25/03	WMA Charging Policy	
	A report proposing an amendment to the WMA Group's Development Control Charges and Fees Charging Policy (a copy of which is filed in the Report Book) was considered in detail and approved. It was agreed and thereby RESOLVED to amend the Development Control Charges and Fees Charging Policy to include the charges as shown in tables 1 and 2 of the report.	
45/25/04	WMA Annual Carbon Report	

ID Norfolk Rivers IDB, Minute	Action
The WMA Annual Carbon Report for 2023/24 (a copy of which is filed in the Report Book) was considered in detail and noted. There were no matters arising.	
45/25/05 Issues for discussion at the next CMC meeting There were no issues raised by members for discussion at the next CMC meeting on 27 June 2025. Should members wish to raise any item for discussion at the next meeting, they should contact any of the Board's representatives: John Carrick, Gordon Bambridge or the Chief Executive directly.	
46/25 CONFIDENTIAL BUSINESS	
46/25/01 It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act 1960 and the Board's Standing Orders.	

HEALTH, SAFETY AND WELFARE PERFORMANCE REVIEW

For the period January 2025 to April 2025

1. LEARNING EVENTS

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

Learning points were taken as follows:

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

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

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

2. ACCIDENTS

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

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

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

3. TOOLBOX TALKS & TRAINING

Toolbox talks:

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

Training

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

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

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

Minor updates to the following GRA's

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

New GRA's

- GRA 29: Use of quad bike

5. HEALTH & SAFETY INSPECTIONS

5.1. Alliance lifting checks – 6 monthly

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

Tom Hunter
AREA MANAGER

OPERATIONS REPORT

For the period 23 January 2025 to 30 April 2025

1. INTRODUCTION

- 1.1. The Norfolk Rivers team continue to plan and manage maintenance and capital projects throughout Norfolk. The following information pertains to operations and schemes carried out for the Norfolk Rivers IDB for this period.

2. REVENUE MAINTENANCE WORKS

- 2.1. No routine maintenance works occurred in this period. By mid-January, planned works in all medium and high-risk catchments had been completed. To keep within the maintenance budget, remaining low risk maintenance works with low risk to property and people were deferred.
- 2.2. The 2025/26 programme is finalised, and work will commence from the July 2025 until the March 2026 to complete the maintenance requirements set out in the costed works programme.

3. RECHARGE WORKS

3.1. River Restoration Design Work – North Norfolk Landscape Recovery Project

The Norfolk Rivers Trust recently tendered survey and design work associated with the North Norfolk Landscape Recovery Project. The work is focussed on river restoration works in the catchments of the rivers Burn, Stiffkey and Glaven.

The WMA have been successful in winning the work for the Burn catchment and one part of the Stiffkey catchment. These are both areas within the Norfolk Rivers IDB district and design work is underway and soon to be completed.

3.2. Merton - Reclaim the Rain Project (PCSA)

Reclaim the Rain is a project run by Norfolk and Suffolk County Councils to test new ways of managing and harnessing water in small rural locations. To begin with, they are working with six communities to develop creative ways to improve resilience to flood and drought risk, three in each county.

From this work they plan to use the findings to shape policies on water resilience that will be implemented across the country, to support current and future generations.

We have been contracted to deliver the works which entails desilting of the drain network around the village green and clearing a number of small culverts under driveways to reduce the risk of flooding in the village as previous winter downpours have flooded houses as the water runs down the roads and the drain network is not functioning so has no ability to leave the village quickly. This work is starting as soon as possible in May.

3.3. Species Recovery Funding – Abbots Hall (Non PSCA)

This was a project designed by Norfolk Rivers Trust and delivered by NRIDB. The aim of the project was to carry out river and wetland restoration and enhancement works along a section of the River Bure between Blicking and Aylsham known as Abbots Hall. This included laying

trees in the River Bure (in agreed locations no more than 25% of the channel width), water vole mitigation work, and creation of 3 scrapes on the grassland to provide habitat for wetland species and refuge for fish and eels.



Scrape Creation for Eels

3.4. Species Recovery Funding – Blickling Lodge, Hollys Grove (Non PSCA)

This was a project designed by our WMA Flood Engineer and delivered by NRIDB following a similar remit to Abbots Hall. but with smaller wetland features and the removal of an old culvert. The old culvert was causing a blockage in the main IDB channel and was replaced with two fords to allow for better water flow and to facilitate grazing of the surrounding marshes to the IDB drain.



Before – Old culvert



After – New Ford

3.5. Species Recovery Funding – Blickling Mill (Non PCSA)

Designed in part by NRIDB and Fishtek and delivered solely by NRIDB. This project was designed to formalise the breach in the River Bure at Blickling Mill that was sending an uncontrolled amount of water down the IDB drain there and continually washing away the banks as well as daylighting the main drain that had become shaded by mature tree growth along its entirety. The objective is to enhance fish and eel migration, improve aquatic biodiversity, and restore natural movement within the river system. This supports our mission to safeguard and improve habitats for wildlife, whilst ensuring healthy river ecosystems.



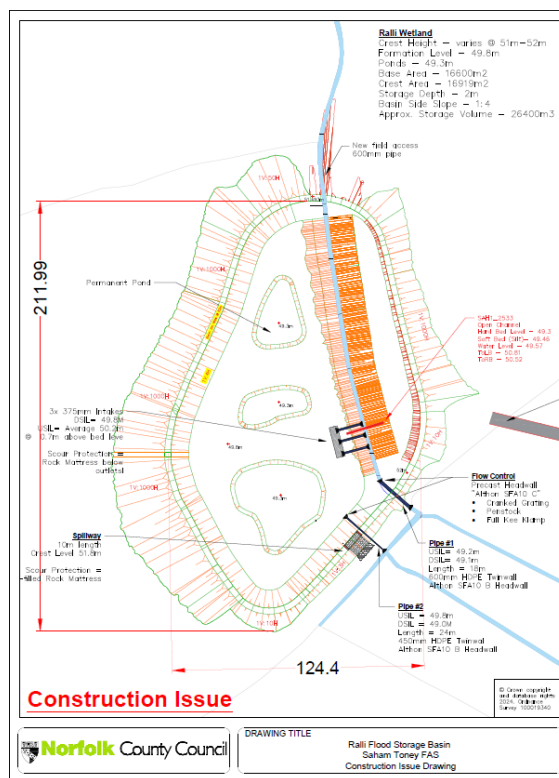
Before – Breached Culvert



After - Fish/Eel Pass Installation

3.6. Saham Toney (PCSA)

For some time, WMA staff have been working with Norfolk County Council (NCC) to develop a flood storage scheme near Soham Toney. NCC are the designer and NRIDB deliver the construction works as the Principal Contractor. The scheme will create a single 21000m³ flood storage area on the Ashill tributary of the Saham Stream reducing flood risk to properties in Saham Toney during heavy rainfall. Work is due to commence at the end of May.



3.7 Roys Basin, Dereham (PCSA)

On behalf of Norfolk County Council, NRIDB completed desilting, flailing and light tree maintenance works on a settlement pond in Dereham. The 2nd phase of this work will create a secondary settlement pond adjacent to this one that will take water from the A47 and surrounding industrial estate area before discharging back into the IDB watercourse.



3.8 Eaton Vale, Norwich (Non PCSA)

This was a straightforward desilt of a drainage channel. Although unconnected to IDB drains, the work will improve the wetland habitat and drainage of the surrounding land owned by the Eaton Vale Activity Centre for Scouting and Guides.

4. PLANT

4.1. Plant Upgrades

Officers have been looking at options and costs for replacement of the Board's 14t Doosan excavator. The basic criteria for suitable suppliers and machine specification is to replace with a similar standard reach 14t tracked excavator with good warranty and local service and repair providers. In addition to this we are looking for some specific requirements around fuel tanks, hydraulics and blade and equipment attachments.

We are currently awaiting final quotes and valuation of our current excavator and will report to the Board with options recommendation for approval as soon as these are confirmed.

In the meantime, we continue to operate with our current Doosan excavator. This machine is now out of its warranty period and we are currently monitoring some wear and tear issues including worn track rollers.



Current Machine



Worn track rollers

5. CAPITAL SCHEMES

5.1. High-Risk Culvert Project

In February we were able to complete mitigation works on the Horstead Hautbois culvert and issued a contract to ADC Drainage to inspect the culvert in May and report any issues.

The completion of the desilting works on main drains at Horstead village late in 2024 now enables the commissioning of work to camera inspect, root clear if required and plot the line of a culvert under several properties in Horstead village. This will be undertaken in May.



6. OPERATIONAL MATTERS

- 6.1. Officers continue to monitor the CCTV camera at Fakenham Mill, DRN092G0101 MN 51 – Fakenham, to ensure that the trash screen remain clear.

These remote CCTV cameras are inexpensive and provide 24/7 visual assistance at sites with increased risk. The Board's Engineers have been in contact with other member of staff at the Water Management Alliance to discuss the feasibility of getting more of these self-sufficient CCTV units at other high-risk structures across the district.

It is now planned to use these cameras at 9 other locations in the Norfolk Rivers Catchment. These will allow us to operate more efficiently, proactively dealing with developing issues whilst reducing unnecessary travel.



A screenshot capture from the CCTV monitoring camera at Fakenham Mill showing a small build-up of leaf litter and woody debris.

7. FLOOD EVENTS/INCIDENTS

7.1. There have been no flood reports during this reporting period.

8. COMPLAINTS/ENFORCEMENT

8.1. Nothing to report for this period.

MATT GOOCH
OPERATIONS MANGER

OWEN PHILLIPS
FLOOD RISK ENGINEER

TOM HUNTER
AREA MANAGER

May 2025

ENVIRONMENTAL REPORT

For the period 08 January 2025 to 30 April 2025

1. INFORMATION FOR THE BOARD

1.1. WILD RELEASE AND MANAGEMENT OF BEAVERS IN ENGLAND

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

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

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

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

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

1.2. NRIDB STANDARD MAINTENANCE OPERATIONS AUDITS

The Environment Team have undertaken audits on three drains during this period within the NRIDB catchment, following the completion of maintenance works. This is to ensure that maintenance on the drains is undertaken to the standard set out by the NRIDB Standard Maintenance Operations document and ensure compliance.

The drains audited include the MN 35 - E.Bilney/Beetley drain (DRN101G0101), the Mashers Row to Hollys Grove Aylsham (26) drain (DRN078G2601) and private/riparian watercourse works at Aylsham North (CMT078G), which were all undertaken on 28 January 2025. Audit reports were completed for each drain, including an overall maintenance score and recommendations, and issued to the NRIDB Operations Manager.

1.3. LOCAL NATURE RECOVERY STRATEGY – PUBLIC CONSULTATION

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

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

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

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

How you can help:

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

Access the consultation and background materials here:

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

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

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

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

2. BIODIVERSITY ACTION PLAN – UPDATE

2.1. WATERLIFE RECOVERY TRUST (WRT) - UPDATE

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

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

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

Licence / WFD Assessment / Assent / Habitat Regulations Assessment	Applied	Granted
Great Water - Hanworth to Roughton (22) drain (DRN083G2201), WFD Assessment	23/01/2025	N/A
Deopham to Wrampingham: 9A Low Drain (DRN068G0902), WFD Assessment	31/01/2025	N/A
Horsted Village drain (DRN085G0101), WFD Assessment	04/02/2025	N/A
Horstead – Hautbois drain (DRN084G0301), WFD Assessment	10/02/2025	N/A
Aylsham North catchment drain (DRN078G2601) and surrounding riparian drains and marshes, WFD Assessment	21/02/2025	N/A
Eaton Vale private watercourse, WFD Assessment	24/02/2025	N/A
River Nar at Castle Acre (DRN120G0101), WFD Assessment, SSSI Assessment	30/01/2025	26/02/2025
Tatterford & Raynham drain (DRN089G0102) (unit 45 river Wensum), WFD Assessment, HRA (on file)	02/04/2025	N/A

4. TRAINING ATTENDED:

Date	Officer	Training Attended	Brief Description
16/01/25 – 17/01/25	EB	CIEEM Introduction to Bat Ecology and Bat Surveys Course (Online)	This CIEEM course focused on the skills required by ecologists to carry out bat surveys, in line with current legislation and best practice. The training covered key

Date	Officer	Training Attended	Brief Description
			aspects of bat ecology, important bat identification features, primary legislation in relation to bats and roost types for the different species in the UK. Key bat survey requirements and methods were highlighted, as well as how to prepare for surveys and select appropriate survey equipment.
20/01/25	DP	4x4 training	This Lantra 4x4 course focussed on safe driving technique whilst using a 4x4 offroad. The training covered the theory behind offroad safety as well as practical experience driving a 4x4 on challenging terrain prior to being examined.
05/02/25	CL, CH, DP, EB	ADA Environment Day 2025	Environment Officers attended ADA's third annual Environment Day at Park Farm, Thorney. The event provided an insightful day of talks on a range of topics relevant to the management of the lowland watercourses and the freshwater environment. The day covered everything from peat soils to invasive species, and aquatic flora to local nature recovery.
10/01/25-14/02/25	CL	Forefront ILM Level 3 Leadership Training	6-week course on developing leadership skills frontline managers.
03/03/25 – 04/03/25	CH	CIEEM Introduction to Bat Ecology and Bat Surveys Course (Online)	This CIEEM course focused on the skills required by ecologists to carry out bat surveys, in line with current legislation and best practice. The training covered key aspects of bat ecology, important bat identification features, primary legislation in relation to bats and roost types for the different species in the UK. Key bat survey requirements and methods were highlighted, as well as how to prepare for surveys and select appropriate survey equipment.
04/03/25 – 05/03/25	DP	Early Careers 1 st meeting	This 2-day CIEEM course focussed on how to be professional during the early stages of a career in ecology and the CIEEM code of conduct. It covered areas of workplace conduct, relevant legislation, scenario-based learning and allowed for other early-career ecologists to share experiences of the field thus far. The course also had various guest speakers undertaking seminars, sharing their experience of being an ecologist and the pathways available to CIEEM-accredited ecologists.
07/03/25	CH, DP, EB	Water Safety / Water Awareness with appendix H endorsement	Environment Officers attended the 'Water Safety / Rescue Awareness', one-day course run by Birmingham & Midland Marine Services. The training was a mix of classroom and shore-based theory and practical training followed by an afternoon in the river in full aquatic PPE to emergency services standard. The aim of the training was to enable Officers to understand the issues and hazards associated in working on, near and in water and to undertake a suitable rescue response from the bank. The training covered; 'open water', 'still water', 'rivers', 'lifejacket-user', 'co-worker rescues' amongst other highly practical skills for personnel working on, near or above the water.
19/03/25	DP	CIEEM Introduction to Nature Legislation – Day 1	This 2-day online course addressed the relevant legislation and practice that ecologists encounter and adhere to. The course focussed on various acts, as well as case studies to provide practical and applicable knowledge on how to use legislation in various situations. Day 1 focussed on dissecting legislation and understanding what certain aspects mean from a planning/ecological/mitigation perspective.
21/03/25	CL, CH, EB, DP	Mammal Society Bat Ecology and Tree Surveys (Online)	Environment Officers attended this online course to understand the potential impacts on bats and their habitats when undertaking work to trees. The course reviewed how to work within the law with respect to bats and covered how to undertake ground assessment for potential roost features (PRF). Course Highlights: Bat Biology and Ecology, Bats and the law, British

Date	Officer	Training Attended	Brief Description
			Standards – Trees and bats and trees and Potential tree roost recognition and ground surveys.
26/03/25	DP	CIEEM Introduction to Nature Legislation – Day 2	This 2-day online course addressed the relevant legislation and practice that ecologists encounter and adhere to. The course focussed on various acts, as well as case studies to provide practical and applicable knowledge on how to use legislation in various situations. Day 2 focussed on the Fawley Waterside development project and the ecological aspects of the proposed delivery, including protected sites, surveys and mitigation techniques that would have needed to have been applied.

5. NON-COMPLIANCE

None within this period.

6. COMPLAINTS

None within this period.

CAROLINE LABURN
ENVIRONMENTAL MANAGER
APRIL 2025

SUSTAINABLE DEVELOPMENT REPORT

1. REPORTING PERIOD

This planning report covers the reporting period 16 December 2024 to 29 April 2025.

2. CONSENT APPLICATIONS

There are currently 16 consent applications being processed. The most common types of consent that the Board receive and determine in its regulatory capacity are set out in the table below.

<i>Application Type</i>	<i>Number</i>
Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW):	4
Byelaw 3 (B3) – Discharge of Surface Water (SW):	2
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse:	6
Byelaw 10 (B10)– Works within 9 m of a Board's maintained watercourse:	4
Total:	16

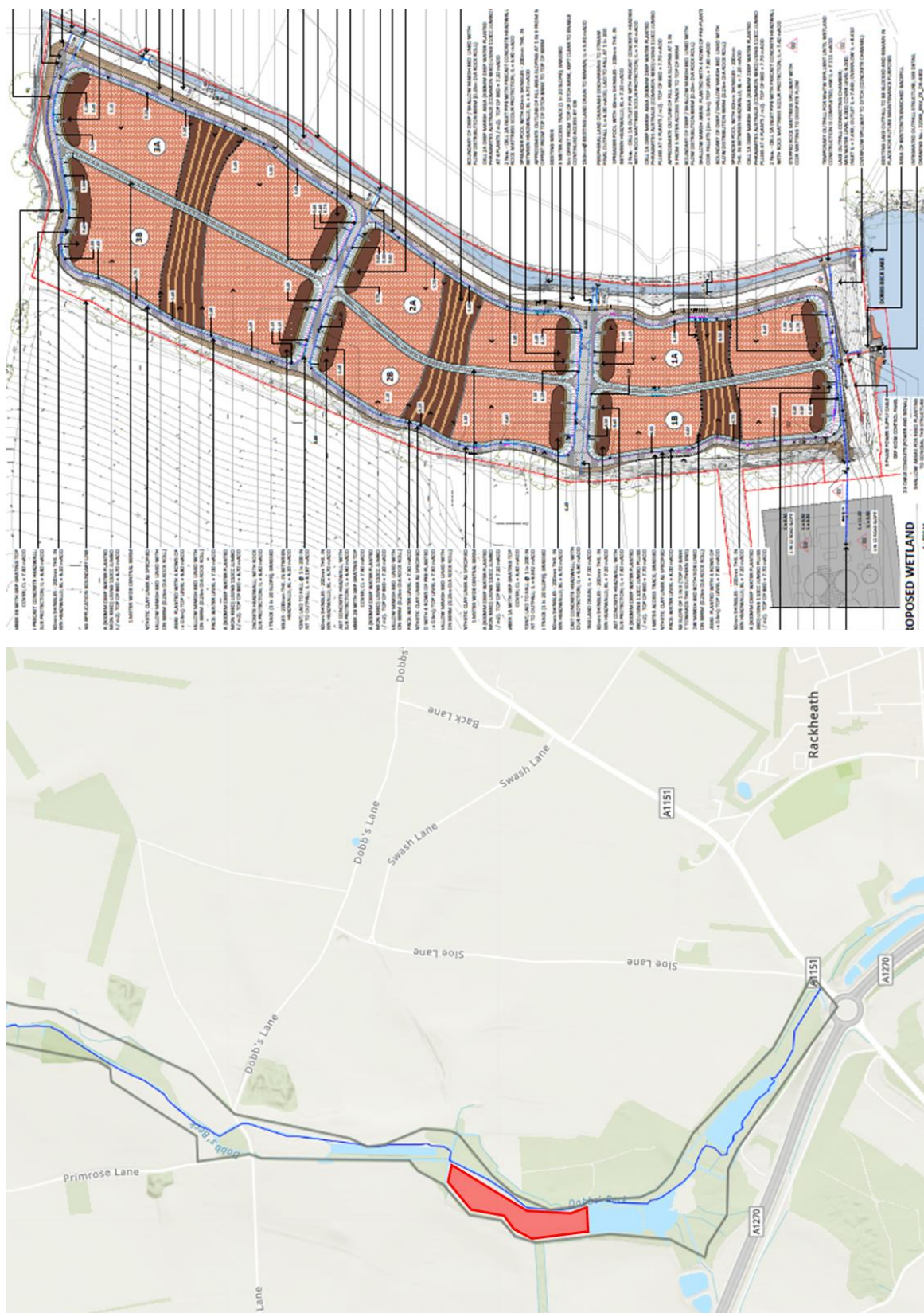
In accordance with the scheme of delegation there is one matter for consideration by the Board in this report, this is detailed in section 2.1.

2.1. 24_29825_C: Application to discharge treated foul water at Dobbs Beck, Beeston St Andrew

An application has been received to discharge treated foul water from a new waste water treatment works (WwTW) associated with a major residential development of up to 1300 houses. The discharge will also be regulated by the Environment Agency under the Environmental Permitting Regulations. Eventually, the site is proposing to discharge treated effluent into the Board's maintained watercourse known as Dobbs Beck at a rate of approximately 13.9 l/s, which equates to approximately 0.7% of the flow capacity of the watercourse. A wetland is also proposed to be built alongside the WwTW as part of the nutrient neutrality measures required for the development.

The proposed treatment works are to be adopted by a Water Company and the wetland is the subject of a maintenance plan secured as an obligation by a planning agreement (Section 106 agreement).

Officer Recommendation: Officers recommend that the Board delegates authority to the Chief Executive's Management Committee to determine the application to discharge treated foul water into Dobbs Beck.



3. CONSENTS DETERMINED

During this reporting period, the following 16 applications for consent under the Land Drainage Act 1991 or the Board's Byelaws have been determined by Officers in accordance with their delegated authority.

Case. Ref.	Case File Sub-type	Location / Site Name	Description of Application or Proposal	Outcome
23_21990_C	Byelaw 10	Bawburgh Road, Marlingford	Service crossing beneath arterial watercourse	Granted 14/04/2025
23_22239_C	Byelaw 10	Bawburgh Road, Marlingford	Service crossing beneath arterial watercourse	Granted 14/04/2025
24_29147_C	Section 23, LDA 1991	Bawburgh Road, Marlingford	Temporary access culvert	Granted 14/04/2025
24_29854_C	Section 23, LDA 1991	Church Lane, Easton	6m access culvert	Granted 07/03/2025
24_30020_C	Section 23, LDA 1991	Barsham Road, Barsham	Wetland creation (bunds within watercourse)	Granted 14/01/2025
24_30190_C	Section 23, LDA 1991	Barsham Road, Barsham	Wetland creation (bunds within watercourse)	Granted 14/01/2025
24_30087_C	Section 23, LDA 1991	Markshall Lane , Caistor St Edmunds	Water control structure	Granted 28/01/2025

Additionally officers have approved the details of several works associated with and authorised by the Norfolk Vanguard Offshore Wind Farm Order 2022, including 12 trenchless crossings and 4 trenched crossings.

4. FEES

There have been no surface water development contribution fees invoiced or paid during the reporting period.

5. PLANNING COMMENTS

Officers have provided comments on 51 applications that are either in or could impact on the Boards Internal Drainage District. 9 of these applications are for major developments and are summarised below;

Planning Ref.	Location / Site Name	Description
20221003	Green Lane East, Little Plumstead	Residential Development (130 Dwellings)
3PL/2019/0513/F	Dereham Road, Swanton Morley	Care Facility and Community Hall
FUL/2024/0025	North Walsham Road, Beeston St. Andrew	Waste Water Treatment Works
2024/2621	Fir Covert Road, Taverham	Commercial Development
2024/3480	Stocks Hill, Bawburgh	Residential Development (35 Dwellings)
2024/3566	White House Farm, Sprowston	Residential Development (450 Dwellings)
2024/3676	Nowhere Lane, Reepham	Solar Development
2024/3750	Hickling Lane, Swainsthorpe	Commercial Development
2024/3836	Colney Lane, Cringleford	Residential Development (406 Dwellings)

Additionally, officers continue to engage with applications for Development Consent, and liaise with the Planning Inspectorate / applicants as required regarding the following projects:

- Hornsey 3 Offshore Windfarm
- Vanguard Offshore Windfarm
- Boreas Offshore Windfarm
- Sheringham and Dudgeon Offshore Windfarm
- Norwich to Tilbury National Grid Electricity Transmission Route
- High Grove Solar Farm

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CATHRYN BRADY
SUSTAINABLE DEVELOPMENT MANAGER
APRIL 2024

NORFOLK RIVERS IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/01/2025
Payment Date To : 31/03/2025

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>% Cost Recoverable</u>	<u>Amount Paid This Period</u>
AM0002	AM Ground Maintenance	Drain Maintenance	0	9,600.72
AN0002	Anglian Plant Limited	Plant Hire	0	2,173.68
AN0100	Anglia Farmers Limited	Rechargeable Materials	73	8,068.91
AP0001	Applications in CADD Ltd	Cloud Licence	100	420.00
AR0001	Allstar Business Solutions	Fuel	0	2,844.10
BR0001	Broadscape East Limited	Truxor Hire	0	960.00
BR0002	Britannia Safety & Training	Training	0	306.00
BR0272	British Metal Treatments Ltd	Galvanising	100	165.74
BR0275	Broads (2006) IDB	Rechargeable Work	78	4,342.79
CJ0370	C J Spares Ltd	Machine Repair	0	564.36
DI0004	Direct Cleaning Services	Welfare Cleaning	0	21.60
EE0001	EE Ltd	SIMO for Security Cameras	0	55.74
FI0001	Fishtrack Ltd	Sonar Survey	100	2,508.00
GD0001	GDR Sales Ltd	Plant/Labour Hire	45	71,972.40
HA0005	Haswell Training Ltd	Training	0	861.00
IN0920	Inland Revenue	PAYE	0	10,625.31
LA1201	Mervyn Lambert Plant Hire Ltd	Plant Hire	52	4,146.25
MA0001	Mastenbroek Environmental Ltd	Parts	0	264.77
MH0001	MHE Consulting	Survey	100	2,010.00
MI0001	Middleton Aggregates Ltd	Clay & Reject Stone	100	2,194.87
MT0001	MT Plant Services	Machine Repair	0	1,916.16
NO1450	Norfolk Pension Fund	Superannuation	0	10,139.08
NO1454	Norwich Instrument Services Ltd	Small Tools/Consumables	0	99.12
PE0002	Pevensey and Cuckmere WMB	Toyota Hilux	0	18,606.00
PL0001	PLG Country Store Ltd	Materials	0	216.07
RO0003	Road Rail Plant Ltd	Parts	0	473.41
SL0001	SLM Toyota Norwich	Servicing	0	854.42
SS0001	SSAF Window Films Ltd	Graphics for Toyota Hilux	0	366.00
TB0001	TBF Traffic Ltd	Traffic Management	100	4,224.00
TH0002	Robert P Thain	Machine Moves	0	288.00
TU0001	C R Turner	Machine Moves	42	1,710.00

NORFOLK RIVERS IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/01/2025
 Payment Date To : 31/03/2025

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>% Cost Recoverable</u>	<u>Amount Paid This Period</u>
TW0001	TW Gaze	Rechargeable Works	100	1,210.00
VO2201	Vodafone Ltd	Mobile Phone Charges	0	261.43
WA0001	Water Management Alliance	Rechargeable Works/Materials	96	29,284.83
WA0006	Wallingford Hydrosolutions Limited	Qube Flow Estimation	100	234.00
WO0002	Workwear (East Anglia) Ltd	PPE	0	547.06
Please note that the amounts shown above include Vat				<u><u>£194,535.82</u></u>



Water Management Alliance

Assurance Review of Annual Governance and Accountability Return

April 2025

Final

Executive Summary

OVERALL ASSESSMENT

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

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

Assurance - Key Findings and Management Action Plan (MAP)

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

PRIORITY GRADINGS

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

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

ADVISORY NOTE

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

Findings



Directed Risk:

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

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

Other Findings

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

Other Findings

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

Other Findings

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

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



Delivery Risk:

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

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

Other Findings



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



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



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

Scope and Limitations of the Review

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

Disclaimer

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

Effectiveness of Arrangements

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

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

Assurance Assessment

- 4. The definitions of the assurance assessments are:

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

Acknowledgement

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

Release of Report

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

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

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

Strategic Risks

Governance

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

Risk Management

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

Operational Risks

Accounting Records

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

Expenditure

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

Budget

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

Income

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

Petty Cash

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

Payroll

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

Asset Register

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

Bank

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

Accounting Statements

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

**NORFOLK RIVERS IDB
FINANCIAL REPORT SUMMARY FOR THE YEAR ENDED 31 MARCH 2025**

EXECUTIVE SUMMARY

1. A surplus of £171,575 for the financial year 24-25 (year ended 31 March 2025) has been reported, we budgeted for a deficit of (£12,175). This significant deviation from the original estimated deficit is detailed below.
2. An additional £12,215 of investment interest has been received. This is due to the interest rates being significantly increased within the reporting period, however these favourable interest rates are reduced from the levels we have seen previously.
3. Development Contributions of £146,824 were received in the period, and transferred to the earmarked development reserve at year end. This reserve can be utilised for future significant maintenance within the area and asset/culvert upgrades to reduce flood risk due to the extra water the infrastructure would be receiving due to these specific developments.
4. The Highland Water Contribution received was £21,968 more than estimated, due to the additional costs incurred in respect Storm Babet in the previous financial year.
5. The Board successfully bid for and received £30k of Tranche 2 funding within the financial year for Lexham Hall Bank Repairs.

S JEFFREY
CHIEF FINANCIAL OFFICER/RFO

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

NOTES	INCOME AND EXPENDITURE ACCOUNT	Y-T-D BUDGET £	Y-T-D ACTUAL £	Y-T-D VARIANCE £	ANNUAL BUDGET £	PROJECTED OUT-TURN £	PROJECTED VARIANCE £
	<u>Income</u>						
	Occupiers Drainage Rates	100,668	100,668	0	100,668	100,668	0
1	Special Levies issued by the Board	388,735	388,735	0	388,735	388,735	0
2	Highland Water Contributions from EA	87,390	109,358	21,968	87,390	109,358	21,968
	Grants Applied	81,619	26,330	-55,289	81,619	26,330	-55,289
	Tranche Funding Income Applied	0	29,745	29,745	0	29,745	29,745
3	Income from Rechargeable Works	3,000	550,371	547,371	3,000	550,371	547,371
	Investment Interest	17,500	29,715	12,215	17,500	29,715	12,215
	Development Contributions	0	146,824	146,824	0	146,824	146,824
5	Other Income	339,099	318,316	-20,783	339,099	318,316	-20,783
	Total Income	£1,018,011	£1,700,062	£682,051	£1,018,011	£1,700,062	£682,051
	<u>Less Expenditure</u>						
6	Capital Works	81,619	26,330	55,289	81,619	26,330	55,289
	Tranche Funding Expenditure	0	29,745	-29,745	0	29,745	-29,745
7	Precept Contributions to EA	81,766	81,015	751	81,766	81,015	751
8	Maintenance Works	680,122	673,865	6,257	680,122	673,865	6,257
9	Administration Charges	186,679	184,993	1,686	186,679	184,993	1,686
3	Cost of Rechargeable Works	0	544,990	-544,990	0	544,990	-544,990
4	Net Deficit/(Surplus) on Operating Accounts	0	-12,452	12,452	0	-12,452	12,452
	Total Expenditure	£1,030,186	£1,528,487	-£498,300	£1,030,186	£1,528,487	-£498,300
	Profit/(Loss) on disposal of Fixed Assets	£0	£0	£0	£0	£0	£0
	Net Surplus/(Deficit)	-£12,175	£171,575	£183,749	-£12,175	£171,575	£183,749

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

NOTES	BALANCE SHEET AS AT 31-3-2025	OPENING BALANCE £	MOVEMENT THIS YEAR £	CLOSING BALANCE £
10	Fixed Assets			
	Land and Buildings	33,966	-999	32,967
	Plant and Equipment	74,280	-6,936	67,344
	Shared Consortium Assets	0	0	0
		108,246	-7,935	100,311
	Current Assets			
11	Bank Account	278,671	-93,652	185,019
12	Trade Debtors	151,699	45,494	197,193
13	Work in Progress	34,309	-17,766	16,543
	Staff Health Insurance	10	-10	0
14	Term Deposits	500,000	300,000	800,000
15,16	Drainage Ratepayers and Special Levies Due	-1,799	-72	-1,872
	Prepayments	0	0	0
17	Prepayments to WMA	9,130	-42,047	-32,917
	VAT Due	1,749	-21,717	-19,968
	Grants Due	0	0	0
		973,769	170,229	1,143,998
	Less Current Liabilities			
	Trade Creditors	49,255	20,385	69,640
	Accruals	152,405	3,987	156,391
	Payments Received In Advance	11,854	-7,560	4,294
	Finance Leases	0	0	0
	Payroll Controls	0	0	0
		213,514	16,812	230,326
	Net Current Assets	760,255	153,418	913,672
	Less Long Term Liabilities			
19	Pension Liability/(Asset)	-213,000	-120,000	-333,000
	Net Assets	£1,081,501	£265,482	£1,346,983
20	Reserves			
	Earmarked			
	General Reserve	462,478	24,751	487,229
18	Grants Reserve	90,029	-26,330	63,699
	Grant Reserve Tranche 1 + 2	0	237	237
21	Development Reserve	210,035	146,824	356,859
22	Plant Reserve	65,000	0	65,000
		827,542	145,482	973,024
	Non-Distributable			
23	Revaluation Reserve	40,959	0	40,959
19	Pension Reserve	213,000	120,000	333,000
		253,959	120,000	373,959
	Total Reserves	£1,081,501	£265,482	£1,346,983

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

- 1 Special Levies due from constituent Billing Authorities are as follows:

	Y-T-D BUDGET	Y-T-D 2024/25
Breckland District Council	62,364	62,364
Broadland District Council	93,037	93,037
King's Lynn and West Norfolk Borough Council	23,618	23,618
North Norfolk District Council	123,910	123,910
Norwich City Council	6,934	6,934
South Norfolk District Council	78,872	78,872
	388,735	388,735

- 2 The EA Highland Water Claim for 2024/25 has been submitted to the Environment Agency (EA) to the Board in September, following the changes made to the timetable in 2015 (previously the payment was made in two installments - one in May and one in December). This has been paid in full.

- 3 Rechargeable work includes professional supervision and contracting services for various Risk Management Authorities.

- 4 Net Deficit/(Surplus) on Operating Accounts is made up as follows:

	Y-T-D BUDGET	Y-T-D 2024/25
Labour Operations Account	0	-11,426
Mobile Plant Operations Account	0	-1,026
	0	-12,452

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

- 5 Other income is made up as follows:

	Y-T-D BUDGET	Y-T-D 2024/25
Shared Income from WMA	339,099	317,716
Insurance Claims	0	0
Sundry Income	0	0
Summons Costs	0	600
	339,099	318,316

- 6 The gross cost of each capital scheme is approved by the Board annually and detailed on the schedule of capital works as managed by the Project Delivery Manager, which can be made available to members on request. The Grants Due/(Unapplied) also correspond with the figures shown on the Balance Sheet.

- 7 The EA Precept due for 2024/25 is payable to the EA on 31 May and the other half is payable to them on 30 November. The Board has no idea where or how this money is spent.

- 8 Detailed maintenance operations are approved by the Board annually and shown on the Operations map, together with the schedule of maintenance works for each catchment, which can be made available to members on request. Expenditure is analysed as follows:

	Y-T-D BUDGET	Y-T-D 2024/25
Labour Charges	36,827	39,105
Plant Charges	12,342	13,106
Materials	14,626	15,531
Contractors	198,927	211,234
Plant Hire & Transport	11,679	12,401
Direct Works	274,400	291,377
Technical Support Staff Costs	355,170	332,128
Other Technical Support Costs	42,052	41,996
Biodiversity Action Plan Costs	8,500	8,364
Maintenance Works	680,122	673,865

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note **Notes to the Accounts**

- 9(i) Administration charges reflect the Board's share of consortium expenditure (excluding technical support costs). Detailed expenditure is monitored by the Consortium Management Committee and the Board every four months:

	Y-T-D BUDGET	Y-T-D 2024/25
Administration Staff Costs	125,427	117,711
Other Administration Costs	58,752	65,492
Development Expenditure	0	0
Drainage Rates AV Increases/(Decreases)	500	124
Depreciation Kettlewell House	999	999
Sundry Debtors written off	0	0
Sundry Expenses	0	117
Settlement Discount	1,001	551
	186,679	184,993

9(ii). **Consortium Charges**

	Y-T-D Budget	Y-T-D Actual
<u>Expenses</u>		
Technical Support Staff (note 8)	355,170	332,128
Other Technical Support (note 8)	42,052	41,996
Administration Staff Costs (note 9i)	125,427	117,711
Other Administration Costs (Note 9i)	58,752	65,492
Shared Income from the WMA (note 5)	-339,099	-317,716
Net Consortium Charge	242,302	239,611

10 **Cost**

	Land and Buildings	Plant and Equipment	Total
Opening Balance as at 1-4-2024 b/fwd	49,950	152,327	202,277
(+) Additions	0	15,505	15,505
(-) Disposals	0	0	0
(=) Closing Balance as at 31-3-2025 c/fwd	49,950	167,832	217,782
Depreciation			
Opening Balance as at 1-4-2024 b/fwd	15,984	78,047	94,031
(+) Depreciation Charge for year	999	22,441	23,440
(-) Accumulated Depreciation written out on disposal	0	0	0
(=) Closing Balance as at 31-3-2025 c/fwd	16,983	100,488	117,471
Net Book Value as at 31-3-2024	33,966	74,280	108,246
Net Book Value as at 31-3-2025	32,967	67,344	100,311

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note **Notes to the Accounts**

- 11 Additional sums are now being invested on the short term money market to maximise the return on the working balances, in accordance with the Board's Investment Policy. The Bank Account is reconciled as follows:

	2023/24	2024/25
Opening Balance as at 1-4-2024 b/fwd	205,306	278,671
(+) Receipts	1,492,659	1,449,316
(-) Payments	-1,419,295	-1,542,967
(=) Closing Balance as at 31-3-2025 c/fwd	278,671	185,019
Balance on Statement as at 31-3-2025	278,545	185,019
Less: Unpresented payments	0	0
Add: Unpresented receipts	126	0
Closing Balance as at 31-3-2025 c/fwd	278,671	185,019

- 12 Aged Debtor profile is currently as follows:

Debt period	Amount	Number of Debtors
<=30 days	197,193	8
>30 days and <=60 days	0	0
>60 days and <=90 days	0	0
>90 days	0	0
	197,193	8

- 13 Work in Progress is currently made up of the following jobs:

Customer	Amount	Comp. Date	Originator
RBC0002 - Breckland Council Potter and Scarning Fen	827	30/06/2026	Operations Manager
RCA006 - Castle Acre Bank Repair Works	360	16/05/2025	Operations Manager
RFF0001 - Foxburrow Farms (Panford, Blackwater, Wendling Beck)	4,775	31/03/2027	Operations Manager
RNC0017 - NCC Dereham A47 Basin Enabling Works	6,171	30/04/2025	Operations Manager
RNC0019 - NCC Sahem Toney Storage Scheme	2,475	31/03/2026	Operations Manager
RWV0001 - WLYLIDB	1,935	30/04/2025	Finance
	16,543		

- 14 Term Deposits are currently as follows:

Financial Institution	Capital	Investment Date	Maturity Date	Variable Interest Rate
Vernon Building Society	250,000	11/02/2025	11/04/2025	4.20%
National Counties Building Society	100,000	13/03/2025	14/04/2025	4.44%
National Counties Building Society	200,000	20/03/2025	22/04/2025	4.44%
Vernon Building Society	250,000	17/03/2025	19/05/2025	4.22%
	800,000			

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



From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

- 16 There are currently 55 Ratepayers that have not paid their Drainage Rates for 2024/25 as compared to 108 Ratepayers this time last year. (23 of those outstanding are under £5). Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

	2023/24	2024/25
Arrears b/fwd	-1,470	-1,799
Drainage Rates for the year	95,314	100,687
Special Levies for the year	368,473	388,735
Payments Received	-463,721	-490,802
Settlement Discount	-511	-551
Returned/(Represented) amounts	0	182
Paid Refund	0	1,192
Annual Value Decreases	-1,494	-2,537
Annual Value Increases	1,161	1,510
New Assessments	333	1,028
Irrecoverables and write offs	-194	-140
Creditors Control Contra	0	0
Special Levy Adjustment	8	0
Drainage Rate Adjustment	0	24
Summons collection costs	300	600
Arrears c/fwd	-1,799	-1,872

- 17 Prepayments represent the amount that has been paid to the WMA in advance, which will be used by the WMA to pay the Board's share of consortium expenditure during the next reporting period.

- 18 **Grants Reserve**
Movements on the Grants Reserve are made up as follows:

	2024/25
Opening Balance at 1-4-2024	90,029
Add: Grant Received	0
Less: Grant Applied	-26,330
Closing Balance as at 31-3-2025	63,699

	2023/24	2024/25
SCH03 Giant Hogweed Project	3,792	3,792
SCH02 River Wensum Restoration Project WLMP	1,233	1,233
SCH07 River Nar Litcham to Lexham Hall Lakes	235	235
SCH25 WFD Maintenance Improvements PSCA	3,643	3,643
SCH27 River Wensum Culvert Inspections and Works	81,101	54,771
SCH28 Keswick Bank Repairs	26	26
	90,029	63,699

Grant Due

0
0

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

- 19(i) The Board provides its employees with access to the Local Government Pension Scheme but does not need to Account for this as a defined benefit pension scheme to comply with the limited assurance audit regime. However the Board has chosen to do so because it does have a pension liability/(asset), which has been calculated by the LGPS Fund Actuary as at 31 March 2025.
- 19(ii) The Board is a member of the Water Management Alliance Consortium and as such also has a proportion of the pension liability for the shared staff that are employed by King's Lynn IDB, t/a the Water Management Alliance. The Fund Actuary for Norfolk County Council has prepared a separate Report for the Water Management Alliance, which identifies a notional net pension asset of £2,707,000 as at 31 March 2025 that is shared by all 6 Member Boards. The Board's share of this pension liability is set out every year in the WMAs Basis of Apportionment, which was approved by the Board on 24th January 2024.
- 20 The Reserves are managed in accordance with the Capital Financing and Reserves Policy, as approved by the Board on 03 November 2022. This policy is available for viewing on the Board's website.
- 21 The purpose of the Development Reserve is to reduce the impact on drainage rates and special levies 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 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 fund in part improvement works that are necessary because of development.
- 22 The purpose of the Plant Reserve is to reduce the impact on drainage rates and special levies as and when equipment is bought and sold, in accordance with the plant renewals programme. Depreciation is its primary source of income, which largely comes from drainage rates/special levies in the form of plant charges included within the maintenance budget, together with any profits on disposal. Changes in hourly charge out rates are determined by the Operations Manager and the Chief Financial Officer. Expenditure is determined by the Board, following recommendations made by the CEO, CFO and Area and Operations Manager.
- 23 This Revaluation Reserve has arisen from the revaluation of the Board's share of Kettlewell House on 31 March 2009 (approx. 10%).

Related Party Transactions

- 24 Mr J F Carrick is the Chairman of the Norfolk Rivers IDB. He has been paid £3,500 Chairman's Allowance for the period of 01.11.24-31.10.25.

Recommended Actions:

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

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO.	ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025	ACTUAL 2023/24 £	ACTUAL 2024/25 £
1	Balances brought forward		
	General Reserve	425,179	462,478
	Development Reserve	210,034	210,034
	Plant Reserve	65,000	65,000
	Revaluation Reserve	40,959	40,959
	Grants Reserve	100,521	90,029
	Pension Reserve	154,000	213,000
	As per Statement of Accounts	995,693	1,081,501
	(-) Fixed Assets and Long Term Liabilities		
	Long Term Liabilities	0	0
	Pension Liability	154,000	213,000
	Net Book Value of Tangible Fixed Assets	110,026	108,246
		264,026	321,246
	(=) Adjusted Balances brought forward (Net Current Assets)	731,667	760,255
2	(+) Rates and Special Levies		
	Drainage Rates	95,297	100,668
	Special Levies issued by the Board	368,473	388,735
	As per Statement of Accounts	463,770	489,403
3	(+) All Other Income		
	Grants Applied	11,943	26,330
	Tranche 1 + 2 Grant Applied	0	29,745
	Grant Due	-1,049	0
	Highland Water Contributions	102,710	109,358
	Income from Rechargeable Works	643,144	550,371
	Investment Interest	28,832	29,715
	Development Contributions	0	146,824
	Other Income	293,907	318,316
	Profit/(Loss) on disposal of Fixed Assets	0	0
	As per Statement of Accounts	1,079,487	1,210,659
	(+) Additional Income from Sale of Fixed Assets		
	Capital Cost of disposals	0	0
	Less: Accumulated depreciation written out	0	0
		0	0
	(+) Grants Applied to Grants Received Conversion		
	(-) Grants Applied	-11,943	-26,330
	(-) Grants Applied	0	-29,745
	(+) Grants Received	2,500	0
	(+) Grants Received	0	29,983
		-9,443	-26,093
	(=) Adjusted Other Income	1,070,044	1,184,566
4	(-) Staff Costs		
	Labour Operations Account	97,070	130,418
	Shared Technical Support Staff Costs	326,106	332,128
	Shared Administration Staff Costs	109,846	117,711
		533,022	580,257
5	(-) Loan Interest/Capital Repayments		
	Loan Interest	0	0
	Capital Repayments	0	0
	As per Statement of Accounts	0	0

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO.	ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025	ACTUAL 2023/24 £	ACTUAL 2024/25 £
6	(-) All Other Expenditure		
	Capital Works	11,943	26,330
	Tranche 1 + 2 Grant Applied	0	29,745
	Maintenance Works	674,133	673,865
	Environment Agency Precept	79,384	81,015
	Development Expenditure	0	0
	Administration Charges	170,585	184,993
	Cost of Rechargeable Works	612,322	544,990
	Net Deficit/(Surplus) on Operating Accounts	-41,360	-12,452
	Pension Interest Cost/(Expected Return on Assets)	0	0
	As per Statement of Accounts	1,507,007	1,528,487
	(-) All Other Expenditure (Non Cash)		
	Plant and Equipment	16,287	22,441
	Buildings	0	0
	Depreciation on Kettlewell House (including in admin. Exp.)	999	999
	Pension Interest Cost/(Expected Return on Assets)	0	0
		17,286	23,440
	(-) Staff Costs now reported in Box 4	533,022	580,257
	(+) Capitalised Additions		
	Land and Buildings	0	0
	Plant and Equipment	15,505	15,505
		15,505	15,505
	(=) Adjusted Other Expenditure	972,204	940,295
7	(=) Balances carried forward		
	General Reserve	462,478	487,229
	Development Reserve	210,035	356,859
	Plant Reserve	65,000	65,000
	Revaluation Reserve	40,959	40,959
	Grants Reserve	90,029	63,699
	Tranche 1 + 2 Grant Reserve	0	237
	Pension Reserve	213,000	333,000
	As per Statement of Accounts	1,081,501	1,346,983
	(-) Fixed Assets and Long Term Liabilities		
	Long Term Borrowing	0	0
	Pension (Liability)/Asset	213,000	333,000
	Net Book Value of Tangible Fixed Assets	108,246	100,311
		321,246	433,311
	(=) Adjusted Balances carried forward (Net Current Assets)	760,255	913,672
8	Total Cash and Short Term Investments		
	Cash at Bank and in Hand	278,671	185,019
	Short Term Investments	500,000	800,000
	As per Statement of Accounts	778,671	985,019
9	Total Fixed Assets and Long Term Assets (Net Book Value)		
	Land and Buildings	33,966	32,967
	Plant and Equipment	74,280	67,344
	Shared Consortium Assets	0	0
	As per Statement of Accounts	108,246	100,311
10	Total Borrowings		
	Loans Due (<= 1 Year)	0	0
	Loans Due (> 1 Year)	0	0
	As per Statement of Accounts	0	0

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025	ACTUAL 2023/24 £	ACTUAL 2024/25 £
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7, 8 RECONCILIATION BETWEEN BOXES 7 AND 8	ACTUAL 2023/24 £	ACTUAL 2024/25 £
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7	Balances carried forward (adjusted)	760,255	913,672
	(-) Deduct: Debtors and Prepayments		
	Trade Debtors	151,699	197,193
	Work in Progress	34,309	16,543
	Drainage Rates and Special Levies Due	-1,799	-1,872
	Staff Health Insurances	10	0
	Prepayments	0	0
	Prepayments to WMA	9,130	-32,917
	Vat Due from/(to) HMRC	1,749	-19,968
	Grants Due	0	0
		195,098	158,979
	(+) Add: Creditors and Payments Received in Advance (<= 1 Year)		
	Trade Creditors	49,255	69,640
	Accruals	152,405	156,391
	Drainage Rates/Special Levies paid in advance	11,854	4,294
	Payroll Control	0	0
	Finance Leases	0	0
		213,514	230,326
	(=) Box 8	778,671	985,019
8	(=) Total Cash and Short Term Investments		
	Cash at Bank and in Hand	278,671	185,019
	Short Term Investments	500,000	800,000
		778,671	985,019

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

14/05/2025

Annual Governance and Accountability Return 2024/25 Form 3

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

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

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

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

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

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

Publication Requirements

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

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

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

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

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

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

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

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

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

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

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

Annual Internal Audit Report 2024/25

NORFOLK RIVERS IDB

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

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

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

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

O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			

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

Date(s) internal audit undertaken

06/01/2025 02/04/2025 DD/MM/YYYY

Name of person who carried out the internal audit

David Robinson

Signature of person who carried out the internal audit



Date

02/04/2025

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

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

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

EN NORFOLK RIVERS IDB LTD

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

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

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

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

14/05/2025

and recorded as minute reference:

MINUTE REFERENCE

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

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER <https://www.wlma.org.uk/norfolk-idb/home/> ADDRESS

Section 2 – Accounting Statements 2024/25 for

EN NORFOLK RIVERS IDB TY

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	731,667	760,255	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	463,770	489,403	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	1,070,044	1,184,566	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	533,022	580,257	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	972,204	940,295	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	760,255	913,672	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	778,671	985,019	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	108,246	100,311	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

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

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

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

SIGNATURE REQUIRED

Date

07/05/2025

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

14/05/2025

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED

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

In respect of

ENTER NAME OF AUTHORITY

1 Respective responsibilities of the auditor and the authority

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

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

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

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

2 External auditor’s limited assurance opinion 2024/25

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

(continue on a separate sheet if required)

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

(continue on a separate sheet if required)

3 External auditor certificate 2024/25

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

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY

Norfolk Rivers Internal Drainage Board Risk Register 2025-2026 Financial Year

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

With regard to the Risk Register below;

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

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

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

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

Officers Responsible for actions:

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

Further to the new WMA strategy the boards strategic aims have been set out as follows;

- (1) To be a progressive, environmentally aware and delivery-based IDB, through having a strong Identity as a highly competent water management organisation.
- (2) To be seen as an important partner organisations to other Risk Management Authorities, in solving local water management needs.
- (3) To deliver safe, effective, consistent and efficient routine maintenance operations.
- (4) To have well-functioning drainage networks, with reliable assets that collectively work together to provide effective drainage.
- (5) To operate in a cost-effective way for rate payers, leveeing justifiable and proportionate drainage & consortium rates, under a sustainably affordable business model.

Risks to achieving these objectives have been identified and whilst most will span across multiple objectives to some extent, some will be particularly affected.

Objectives particularly affected by risk	Risk Identified	Impact	Likelihood of risk identified occurring	Consequence of risk identified occurring	Risk Level	Action	Details of how risk will be managed	Review Date	Officer responsible
4, 5	(1a) Reduction in, or insufficient finance, grant and income.	Erosion of Board's capital and general reserves. Unable to replace assets as scheduled in the Board's asset plan and EA MTP.	2	3	6	Transfer	Use knowledge and skills of the projects team to fully utilize all funding streams available to projects, thus transferring the risk across a more diverse funding landscape. Undertake recharge works to build board reserves. Continue to lobby Defra to update the Land Drainage Act 1991 to refer to current rating lists used by billing authorities for levying agricultural drainage rates and special levies, as this would support the extension of the Board's area to its watershed catchment. This would provide additional rates to the Board from the upland area (and negate the need for HWCs). The Environment Act 2021 has been enacted, and the Statutory Instrument to update rating calculations has also been consulted on. We	31.03.2026	PC/MP/KN

							now wait for the relevant procedure to be followed for the law to be updated, after which further processes can commence.		
3,4,5	(1b) EA may cease to pay highland water contribution to IDBs	Reduction in FCREM service the Board is able to provide.	2	3	6	Transfer	Ensure highland water claims are clear, transparent, discussed with the EA in good time and submitted on time. Ensure the importance of the HWC is recognized and supported by the EA, RFCC and constituent councils. Continue with the district expansion plans (1a) such that HWC would no longer be needed.	31.03.2026	SJ/MP
1	(1c) Possibility of IDBs having adhere to Water Abstraction licensing regulations introduced January 2018.	No financial impact anticipated as Norfolk Rivers IDB does not transfer water from main river to ordinary watercourses.	1	2	2	Tolerate	It is understood that the Water Abstraction licensing regulations apply only to the transfer of water from main river to ordinary watercourses, from outside the district into the district, therefore NRIDB should not require licenses.	31.03.2026	TH

3, 4, 5	(1d) The EA is no longer willing or able to carry out work on sea or river defences that protect the Internal Drainage District, or continues to maintain the sea defences but to a reduced specification.	Potential overtopping into the IDD during severe weather events. Cost implication of managing tidal inundation the increase in water levels.	1	3	3	Treat	Work with the EA to identify areas requiring attention and influence maintenance plans as much as possible, such that board priority areas are considered. Offer to undertake works whenever possible.	31.03.2026	TH
3, 4, 5	(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	6	Transfer	PSCA in place between IDB/EA, to allow maintenance works to be undertaken on some sections of main river, if the opportunities arise. Continue to lobby at every available opportunity, and at the highest levels possible, the need for the EA to de-main lengths of 'low-consequence' main river for the IDB to adopt and maintain. As in (1a) push for the changes in legislation such that de-maining can happen as easily as possible.	31.03.2026	TH/MP

2, 5	(1f) IDB receive less PSCA work from the EA.	Potential loss of income and reputational damage to Board and WMA Group.	1	3	3	Treat	EA PSCA work to be a priority for the NRIDB, given it ensures work that benefits the board is undertaken and is completed to a high standard. Use of Public Sector Cooperation Agreement (PSCA) to facilitate partnership working with other risk management authorities (RMAs) should also be prioritised to ensure a diverse portfolio of clients are available should the EA reduce their work requirements.	31.03.2026	TH
All	(1g) Access to skills and core competencies is reduced.	Reduction in quality of service delivery. Stakeholders potential loss of confidence in the Board's ability to deliver.	1	3	3	Treat	Board is an equal member of the WMA, which strengthens the organisation and assures access to appropriate skills/competencies. The Board is kept updated via member representation at CMC meetings. Extensive staff training is recorded and documented. Effective management	31.03.2026	ALL

							and Employee handbook and compliant disciplinary and grievance procedures. Key man insurance is in place for appropriate personnel. Succession planning.		
All	(1h) Operational failings lead to damage to the environment, third party property or individuals.	Compensation claims made against the Board. Loss of confidence in the Board's capabilities.	1	3	3	Treat	Documented Staff training and Employee handbook in place to limit risk. Internal systems to ensure safety and environmental standards are met, such as Health & Safety Policy, risk assessments and safe systems of work, Insurances, Financial Regulations, all in place. Use of approved suppliers. ISO9001 accredited with external audit of QA systems. Complaints Register.	31.03.2026	ALL

All	(1i) Unable to respond to a major incident, due to lack of resources.	Reputational damage from a loss of confidence in the Board's capabilities.	1	2	2	Tolerate	Resources are backed up by volunteers and equipment. Board Emergency Plan integrates with County Emergency Plan.	31.03.2026	TH/OM
1, 5	(1j) Claims and/or bad publicity against IDB in the event of failure to provide a 24 hour/365 day emergency response for the community.	Reputational damage from a loss of public confidence in the IDB. Potentially damaging to the IDB relationship with other RMAs.	1	2	2	Tolerate	As a WMA member Board there is access to support from other member Boards and the WMA Staffing Plan and Duty Rota. Emergency workforce and volunteers available. Procedures for managing the media are set out in the Board's Reserved Matters.	31.03.2026	ALL
1	(1k) Public do not know who to contact in an emergency.	Delayed response.	1	2	2	Tolerate	Contact information available on the Board's website and on the Local Resilience Forum website.	31.03.2026	TH/OM
3, 4, 5	(1l) Loss or damage to assets through pilferage, theft or neglect.	Reduced IDB capability of fulfilling its statutory function.	1	2	2	Tolerate	Regular stock control checks and up-to-date inventory of assets. Asset management plan and annual visual asset inspection feed into	31.03.2026	TH/OM

		Cost implications for replacement, even with insurance.					capital programme. SLAs in place with approved suppliers. Insurance, including annual engineering inspection in place.		
3, 4, 5	(1m) Loss of income through error or fraud.	Cost implication for external assistance that may be required to recover monies.	1	3	3	Treat	Board approved Financial Regulations, Anti-Fraud/Corruption Policy, Whistleblowing Policy all in place. Internal controls and segregation of duties. Internal and external audit. Insurances in place.	31.03.2026	SJ
1, 5	(1n) Failure to comply with all current UK and EU legislation/ regulation	IDB would incur penalties/fines	1	3	3	Treat	Employ competent staff through WMA. Training for staff and Board members. Board approves Financial Accounts. Internal audit. Engage HR, Legal and Health and Safety specialists as and when required.	31.03.2026	ALL

1, 5	(1o) Failure to comply with General Data Protection Regulations introduced May 2018.	IDB would incur penalties/fines.	1	3	3	Treat	Employ competent staff through WMA. GDPR training has been given to all staff and Board members. Board approved Data Protection Officer role to be included within the Chief Executive's remit, effective May 2018. Board's Data Protection Policy updated to reflect new regulations.	31.03.2026	ALL
1, 2, 5	(1p) The increasing number of water management initiatives being developed and promoted across the region could lead to a duplication of effort and emerging strategies which have conflicting objectives that could adversely impact on the Board's operations and/or increase flood risk.	Increase pressure on management time as the Board attempts to keep a handle on the growing number of plans and initiatives in the catchment.	2	3	6	Transfer	Management to carefully assess whether or not to directly engage with each water management initiative being developed by other RMAs in the catchment, could adversely impact on the Board's operations and/or increase flood risk.	31.03.2026	TH
3, 5	(1q) HMRC have confirmed via Excise Notice 75, that as of 1 April 2022, IDBs can continue to use	An annual fuel increase in cost of approximately	2	3	6	Transfer	Continue to support lobbying through ADA for the law not to be widened out to IDBs.	31.03.2026	TH/MP

	red diesel for works benefitting agriculture. It is highly likely that this is a temporary decision and that at some point in the future, the use of rebated fuel will not be possible for IDB works.	£30,000, meaning an increase of 3% in drainage rates and special levies.							
3, 4, 5	(1r) Significant increases in wages, fuel and energy costs and difficulty of passing on the associated increases to drainage ratepayers and councils.	Cuts to service delivery would have to be made which could significantly increase flood risk.	1	3	3	Treat	Additional costs passed on in rates and special levies with effect from 1 April 2022. Assess where cuts could be made without increasing flood risk to an unacceptable level. Support the Council and ADA in actively lobbying Central Government for funding support due to concerns of rising special levies.	31.03.2026	SJ/TH
3, 4, 5	(1s) Beavers could escape from enclosures and build dams within the IDB district affecting drainage.	Increased flooding, increased cost, difficulty to maintain water levels in designated areas, inability to undertake	1	3	3	Treat	Environmental staff have undertaken the necessary training and developed the required procedures to be able to remove any beavers/beaver dams from our drains, where possible, under	31.03.2026	CL/TH

		statutory function, damage to flood banks and watercourse infrastructure.					license. Operational staff & Landowners to remain vigilant and report suspected beaver activity to operations manager, especially around areas where they are being introduced.		
1, 5	(1t) The new obligation brought in by the Environment Act to enhance the natural environment, as opposed to maintain and conserve the natural environment.	Additional requirements around enhancing the natural environment could lead to an increased cost of operations.	1	2	2	Tolerate	SMO updated by the Environment Team to reflect new legislation. We have not seen any increases in costs to date due to this legislation and see future increased costs as minimal	31.03.2026	CL
5	(1u) Potential liability for certain bridges and culverts in the district.	If the Board is found to have some operational responsibility, this could have a significant financial impact as well as associated health and safety/ public liability concerns.	2	3	6	Transfer	The Board's position is that all bridges and culverts carrying public highways are the responsibility of the relevant Highway Authority. All bridges and culverts that carry unadopted highways/private access routes are the responsibility of the riparian landowner. WMA staff to undertake a task &	31.03.2026	CB

							Finish activity search of archives to understand situations where the IDB may have explicitly taken responsibility for certain culverts/bridges in the district. This can then be used to ring fence funds for managing these assets as required.		
5	(1v) Possible Pension Fund deficit.	The Board may be requested by the Administering Authority and Fund Actuary to make debt recovery payments in addition to the Employers rate of contribution.	1	2	2	Tolerate	The Board have adopted the model discretionary policies, as recommended by the Administering Authority (Norfolk County Council). These policies have been incorporated into the Board's Local Government Pension Scheme Employers Policy Statement, which is reviewed by the Board every 3 years.	31.03.2026	SJ/PJC
All	(1w) LLFA and EA take over the functions of the IDB.	If the LLFA/EA takes over the functions of the IDB, the IDB would cease to exist.	1	3	3	Treat	Build our reputation as an important, competent, progressive, delivery based organisation which adds value to solving local water management issues.	31.03.2026	ALL

							Regular review of performance and governance arrangement to maintain strength and integrity. ADA membership. Promote IDB through the media.		
1, 3, 4, 5	(1x) Planning Authorities ignore advice provided by the Board, which leads to increased flood risk.	Increased flood risk. Potential for lost income for SWDCs and commuted sums.	2	3	6	Transfer	Planning/Enforcement to continue to build close relationships with local planning officers, such that our role, input and comments are considered and valued. Further initiatives around closer working with planners is underway. Officers' comments on planning applications are available on Local Authority website.	31.03.2026	CB
3, 4, 5	(1y) SUDs managed by private management companies who allow them to fall into disrepair through lack of long-term maintenance.	Inadequate or lack of maintenance of SUDs could have an adverse impact on the IDB	2	3	6	Transfer	A SUDs adoption and charging policy has been approved by the Board. We will remain ready to intervene should systems start to cause issues,	31.03.2026	CB

		infrastructure & subsequently increase the risk of flooding.					subject to the necessary agreements.		
All	(1z) Non-delivery/ non-compliance with the SMO and/or Biodiversity Action Plan.	Board does not meet its environmental targets.	1	3	3	Treat	BAP approved by Board and submitted to DEFRA and EA. Work to WFD compliant SMO. each watercourse has been prioritised according to flood risk, based on criterion agreed by the Board to identify opportunities for increasing environmental performance in lower priority infrastructure. Officers monitor and report environmental performance to the Board. Staff awareness training held regularly. ISO 14001 accreditation and external audit of QA systems. Complaints procedure available.	31.03.2026	CL/TH/OM

3,4,5	(1za) Increased levels of non-native species adversely affecting work & BAP delivery.	Increased costs of operations. Failure to meet environmental targets	2	2	4	Treat	Ensure biosecurity protocols are adhered to. Adhere to risk assessment and protocol for management of works where non-native species are present. Educate workforce and have clear communication line for the reporting of potential non-native sightings, such that these can be assessed by the environmental team. Continue to work with the EA and local authorities to obtain funding for works to manage any non-natives found, to minimize the financial burden on the board.	31.03.2026	CL/TH
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Notable changes from 2024-2025 Risk Register:

- **Risk 1r:** Likelihood reduced from 2 to 1, as high inflation period is currently believed to have lowered and risk of volatility has also reduced. New actions proposed in terms of closer monitoring and an action plan for reducing work programs if required.
- **Risk 1s:** Updated wording in how the risk will be managed, further to action taken during 2024-2025.
- **Risk 1t:** Consequence lowered to 2, based on current considerations, reducing overall risk to 2 from 3. Updated wording in how the risk will be managed, further to action taken during 2024-2025.
- **Risk 1x:** Updated wording in how the risk will be managed, further to action taken during 2024-2025.
- **Risk 1y:** New risk wording to cover SMO and BAP document.
- **Previous Risks** *(4b) Implementation of BAP leads to increased flood risk and increased maintenance costs & (4c) SMO not WFD compliant* removed. After many years of BAP implementation we have seen no increase in flood risk or costs. Similarly we are now confident that our SMO is WFD compliant, following approval by the NE and the EA. We therefore feel these are no longer risks to the board.

FEEDBACK & COMPLAINTS REVIEW

For the period 1st January 2025 – 25th April 2025

1. INTRODUCTION

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

2. HOW WE COLLATE FEEDBACK

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

3. OFFICIAL COMPLAINTS

No official complaints have been received or dealt with during the reporting period and there are no outstanding complaints to resolve brought forward from previous reporting periods. The same reporting period last year contained no complaints.

4. OTHER FEEDBACK

Date of feedback	Location	Nature of Feedback	Allocated to	Status	Action taken
01/2025		Complimented on the helpfulness during a difficult time for a ratepayer	K. Holmes	N/A	Shared with staff
18/03/2025	Blickling	Compliment on the river maintenance works.	O. Phillips	N/A	Shared with staff
21/04/2025	Westacre	Impressed with river works in Westacre	M. Gooch	N/A	Shared with staff

The same reporting period last year contained no feedback.

FRANCES BLIGH
ICT MANAGER
25th April 2025

Consortium Reports:

To receive the unconfirmed minutes and 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

WMA Group policies for review- CMC Meeting, 25 April 2025

	Policy	Owner	Comments
1	Supplier Performance Policy Click here	MP	3-year review

Development Contribution Review

1. Introduction

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

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

2. Proposed Change

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

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

Property Type	TFWDC
Private Residential Dwelling	£184

Table 1: Proposed TFWDC charge per private residential dwelling.

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

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

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

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

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

3. Impact of Change

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

4. Legality of Change

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

5. Officer Recommendation

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



Water Management Alliance

Annual Carbon Report

2023/2024 Financial Year Update

Published: January 2025

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- 3.2 Scope Definitions
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- 3.5 Target

4. RESULTS

- 4.1 WMA Summary
- 4.2 Quality Control
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Appendix 1: South Holland IDB – Summary, Results and Data

Appendix 2: King’s Lynn IDB – Summary, Results and Data

Appendix 3: Norfolk Rivers IDB – Summary, Results and Data

Appendix 4: Broads IDB – Summary, Results and Data

Appendix 5: Waveney, Lower Yare and Lothingland IDB – Summary, Results and Data

Appendix 6: East Suffolk IDB – Summary, Results and Data

Appendix 7: Pevensey and Cuckmere WLMB – Summary, Results and Data

Appendix 8: 2023 Weather Maps

1. INTRODUCTION

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

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

2. PURPOSE

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

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

3. METHODOLOGY

3.1 The GHG Protocol

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

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

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

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

3.2 Scope Definitions

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

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

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

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

3.3 Organisational boundary

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

Included -

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

Excluded -

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

- Emissions from FCERM Capital projects where we use contractors.

- Employee Commuting

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

3.4 Coverage

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

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

3.5 Target

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

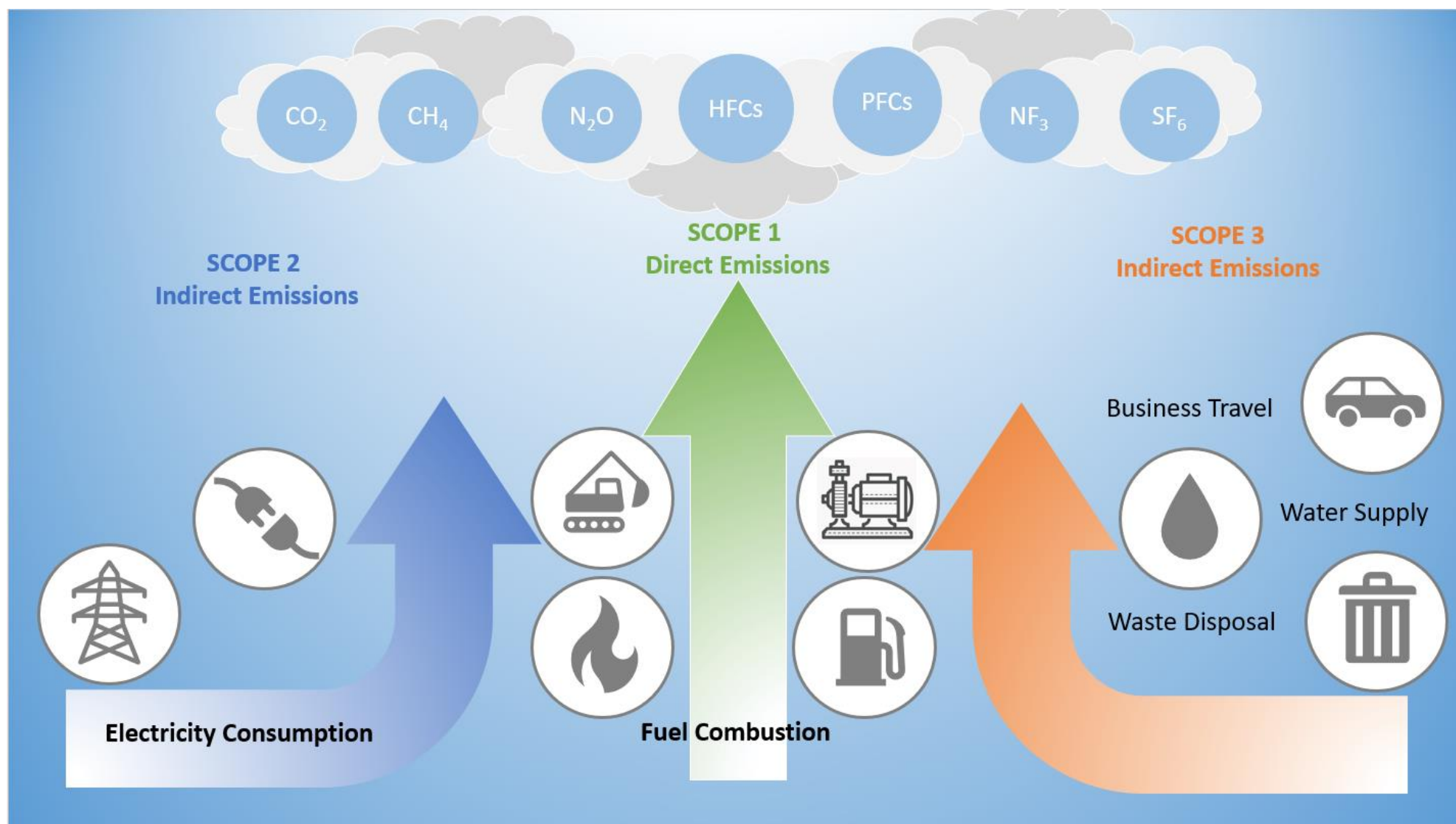


Figure 1: Scope Infographic

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

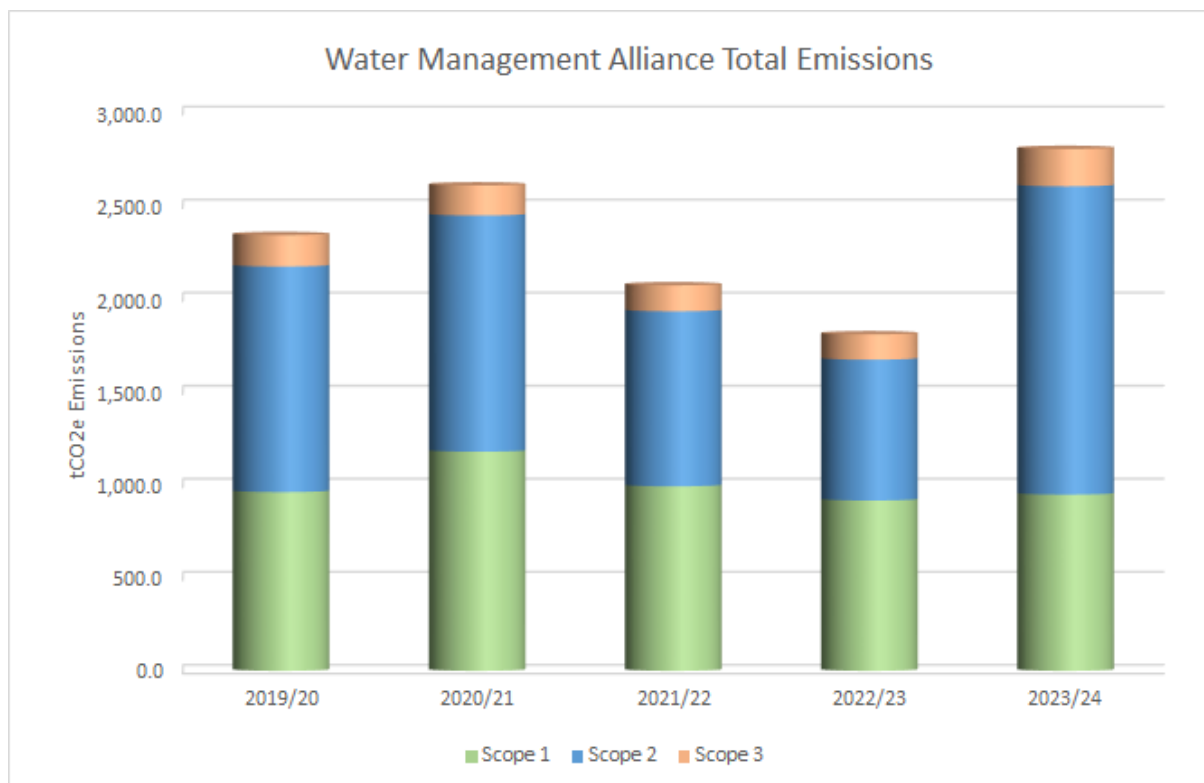
Figure 2: Description of each activity WMA included within each Scope

4. RESULTS

4.1 WMA Summary

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

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



Scope 1

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

Scope 2

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

Scope 3

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

4.2 Quality Control

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

4.3 2023/2024 Weather

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

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

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

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

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

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

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

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

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

4.4 Data

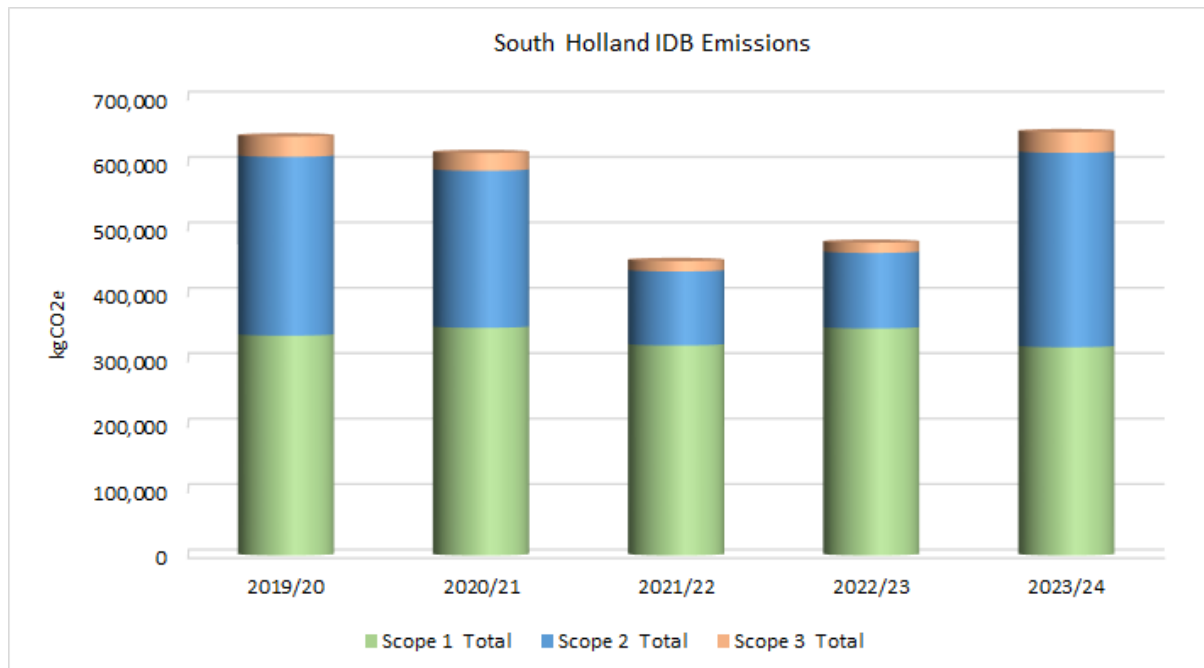
All the Boards are on 'Green Electricity Tariffs' but we have still recorded 100% of the electricity emissions as we do not believe the electricity provided from these tariffs is all from renewables.

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

APPENDIX 1: SOUTH HOLLAND IDB

1.1 Summary

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



1.2 Results

Scope 1

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

Scope 2

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

Scope 3

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

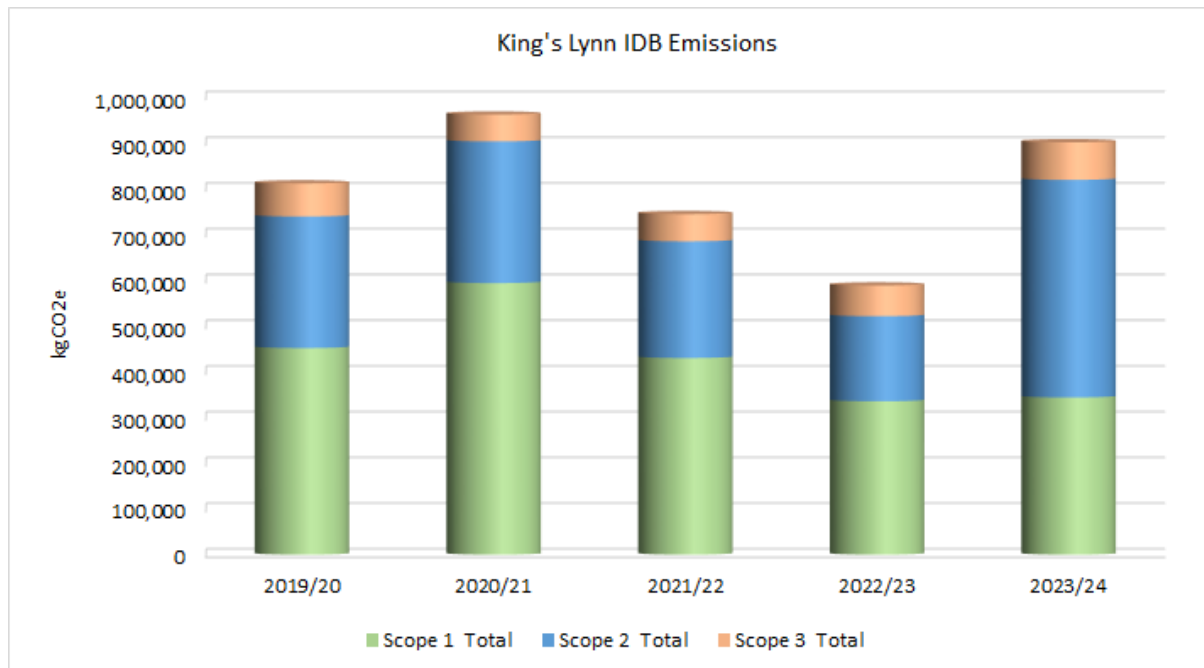
1.3 Data

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

APPENDIX 2: KINGS LYNN IDB

1.1 Summary

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



1.2 Results

Scope 1

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

Scope 2

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

Scope 3

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

1.3 Data

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

1.4 Solar Panels

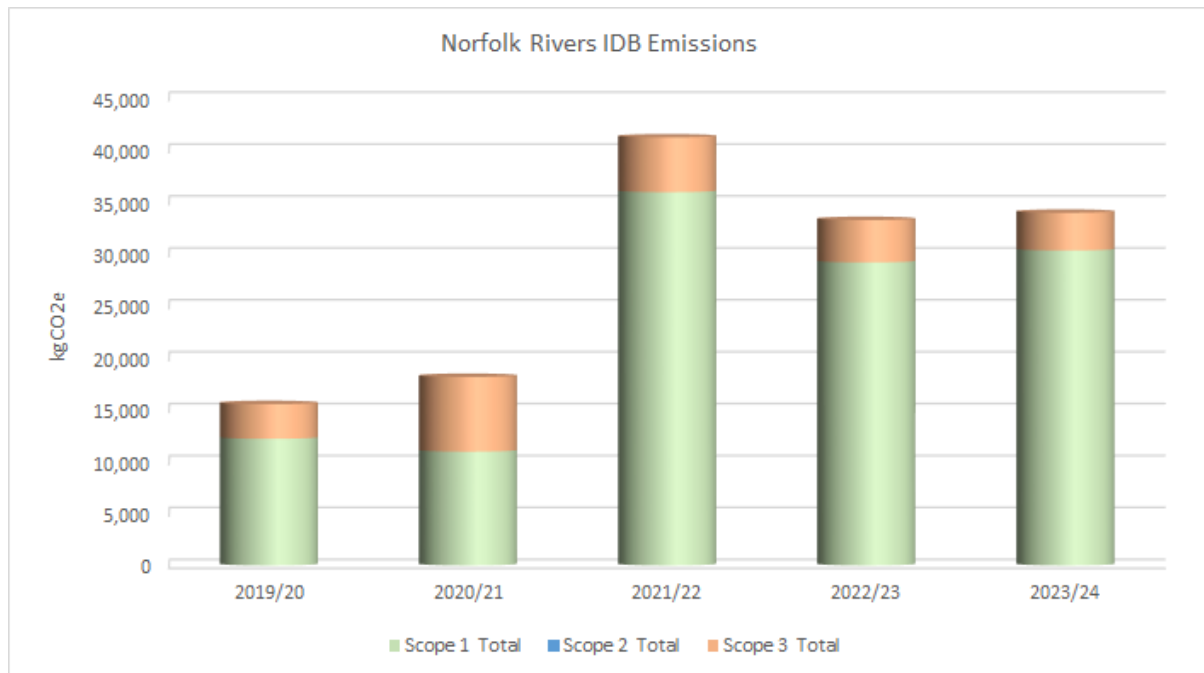
At Pierpoint House we commissioned solar panels in November 2022. Circa 51% (35.61 MWh) of our electricity consumption came from solar power during 2023/24. This avoided 8 tCO2e emissions compared with using electricity from the Grid. We have installed 60 kWh batteries to increase our storage and therefore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

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

APPENDIX 3: NORFOLK RIVERS IDB

1.1 Summary

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



1.2 Results

Scope 1

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

Scope 2

- No Emissions as there are no Pumping Stations or office

Scope 3

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

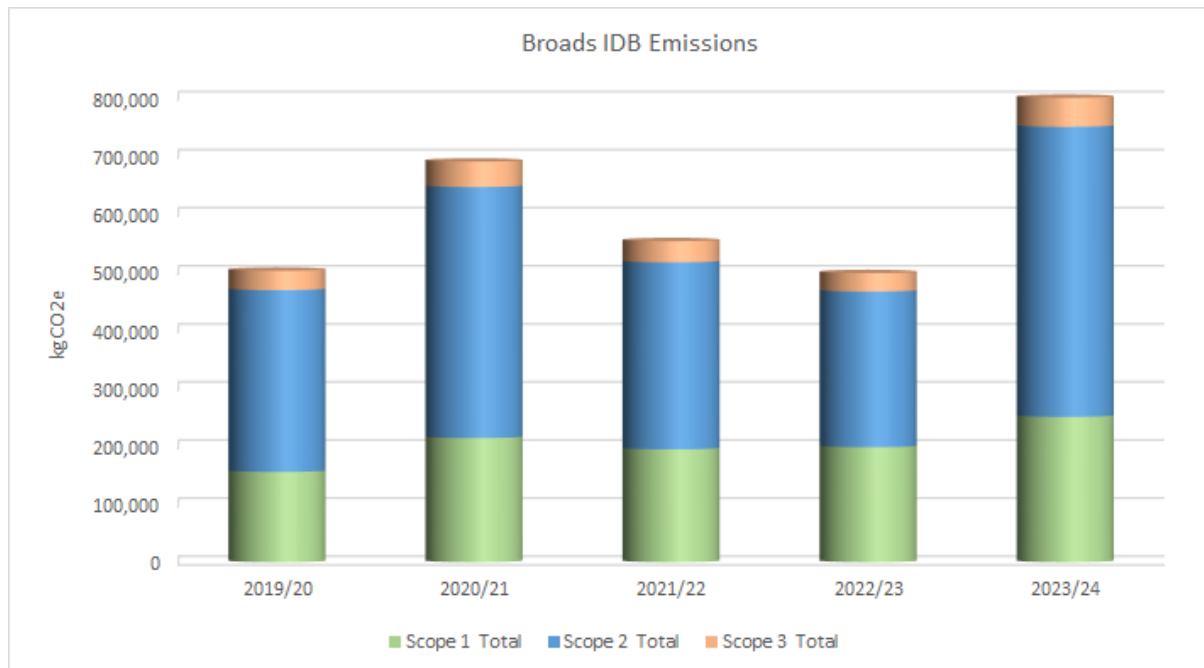
1.3 Data

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

APPENDIX 4: BROADS IDB

1.1 Summary

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



1.2 Results

Scope 1

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

Scope 2

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

Scope 3

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

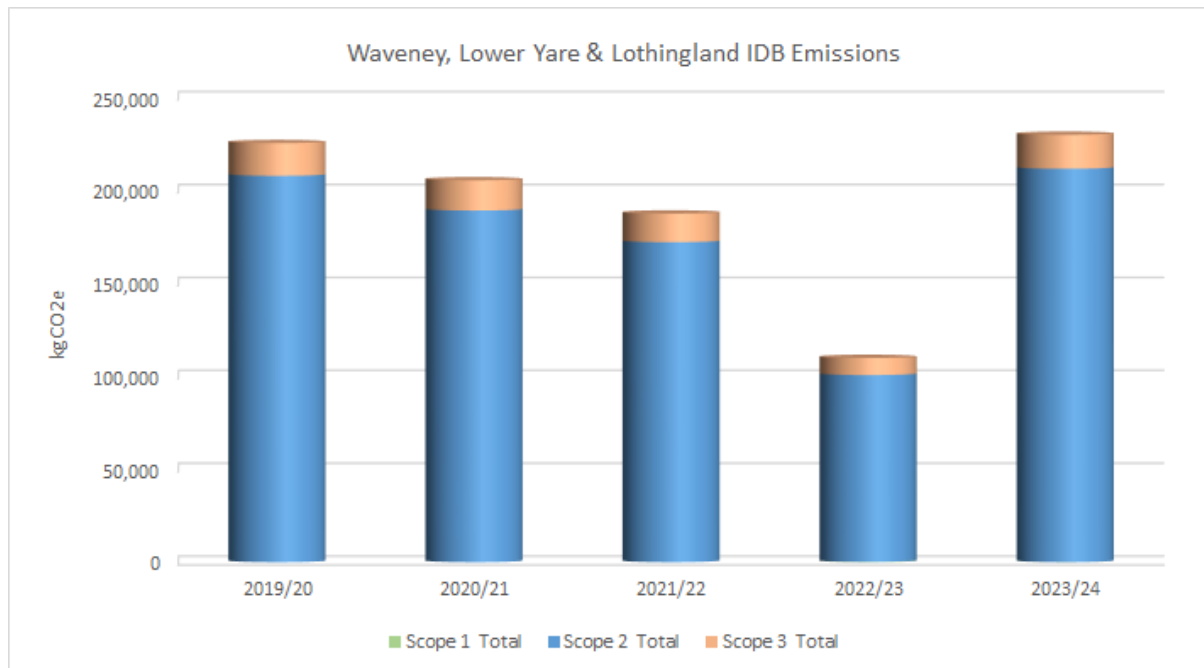
1.3 Data

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

APPENDIX 5: WAVENEY, LOWER YARE & LOTHINGLAND IDB

1.1 Summary

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



1.2 Results

Scope 1

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

Scope 2

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

Scope 3

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

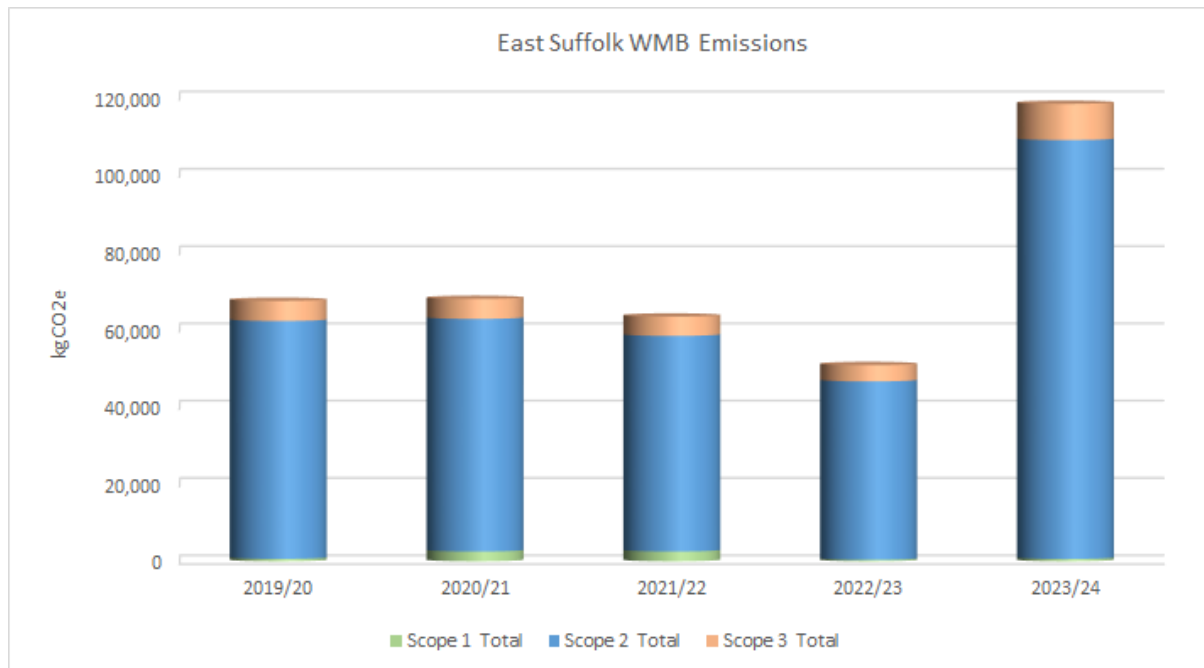
1.3 Data

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

APPENDIX 6: EAST SUFFOLK WMB

1.1 Summary

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



1.2 Results

Scope 1

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

Scope 2

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

Scope 3

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

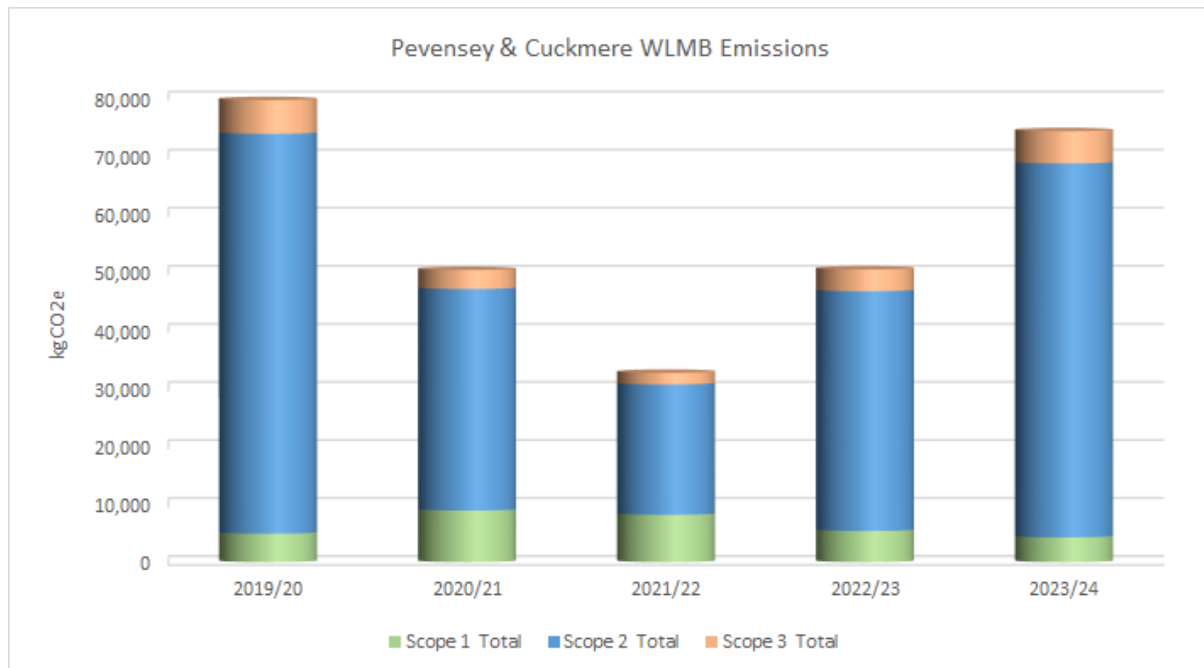
1.3 Data

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

APPENDIX 7: PEVENSEY & CUCKMERE WLMB

1.1 Summary

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



1.2 Results

Scope 1

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

Scope 2

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

Scope 3

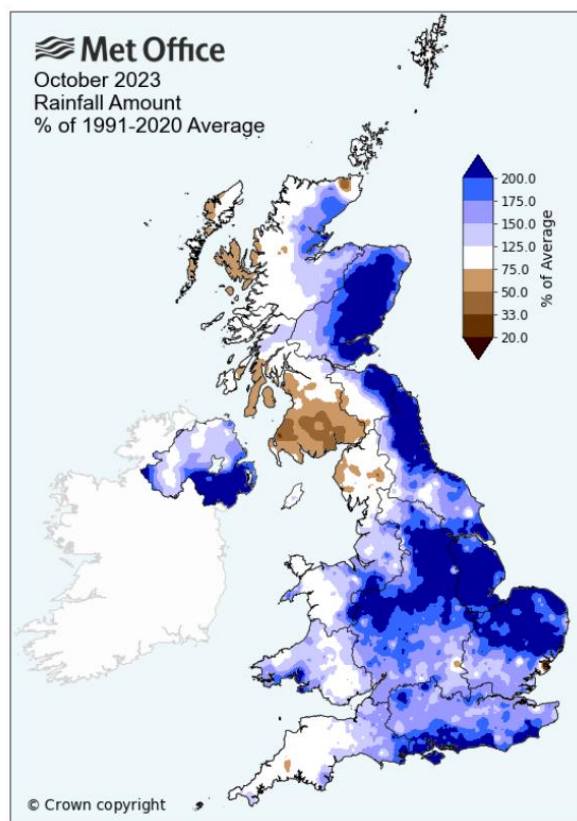
- Overall Emissions 48% higher (an increase of 1.8 tCO₂e) in 2023/24 than 2022/23, 4% lower (a reduction of 0.26 tCO₂e) than 2019/20 baseline year.
- This only relates to an increase in Electricity T&D losses as the consumption of Electricity used in Scope 2 has increased significantly.

1.3 Data

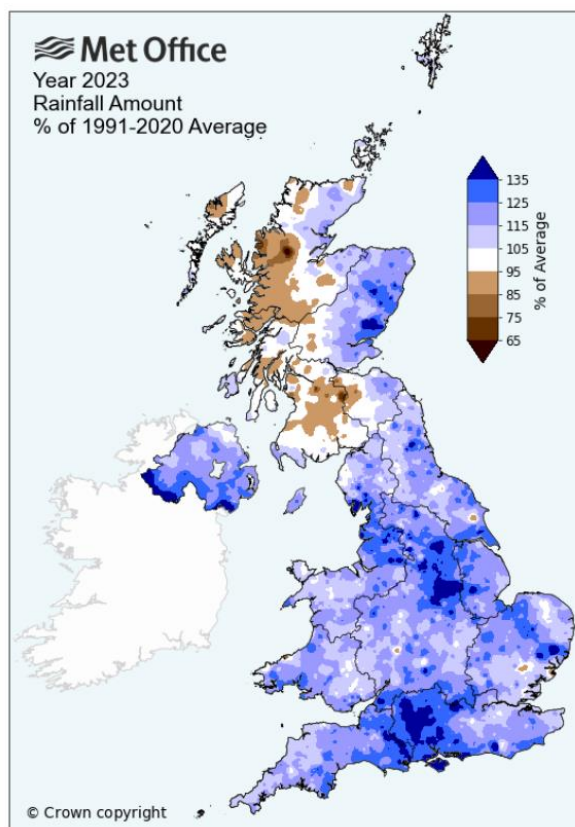
		Pevensey WLMB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	4,891.3	8,799.7	8,028.5	5,358.1	4,002.7
	Petrol	0.0	78.6	106.4	0.0	248.9
	Red Diesel	0.0	0.0	0.0	0.0	0.0
	Bio Oil	0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices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

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

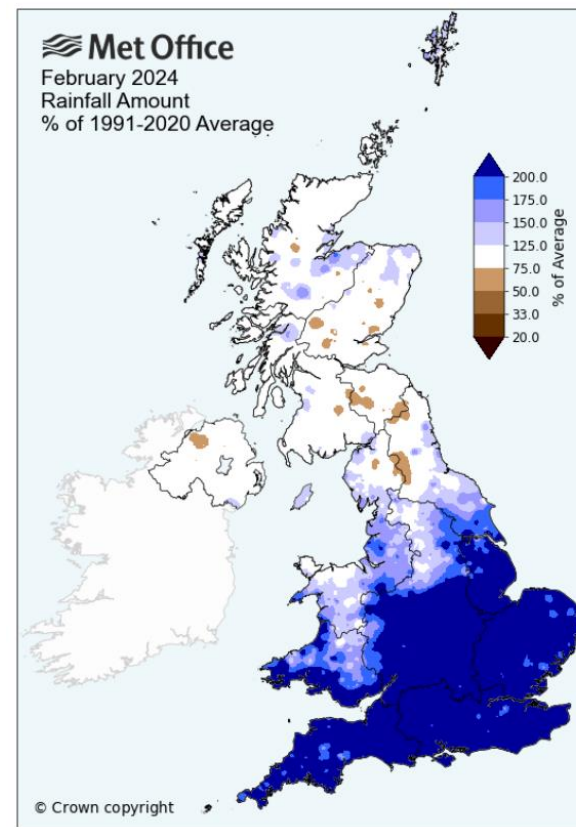
Rainfall 1991 - 2020 anomaly
October 2023



Rainfall 1991 - 2020 anomaly
Annual 2023



Rainfall 1991 - 2020 anomaly
February 2024



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Charles Joice		YES 15/12/2021
James Keith		YES 14/12/2023
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 Project Delivery Manager
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Norfolk Rivers IDB
Meeting 14 May 2025