

NOTICE

Notice is hereby given that there will be a hybrid meeting of the King's Lynn Internal Drainage Board held at Pierpoint House and via Microsoft Teams on Friday, 09 May 2025 at 9:30 am. To join the meeting via Microsoft Teams please [click here](#)

If any member of the public would like to join the general business session, please contact the Business Support Team via email at business.support@wlma.org.uk before 3.00 pm on Thursday, 08 May 2025.

AGENDA

1. Welcome and Apologies for absence
2. Declarations of Interest
3. Gifts and Hospitality Register for 2024/25
4. To confirm the minutes of the last Board meeting held on 16 January 2025 (**Pages 4 - 10**)
5. Matters arising from the minutes, not covered elsewhere on the agenda
6. To receive the unconfirmed minutes from the Special Plant and Works Committee meeting held on 20 March 2025 (**Pages 11 - 12**)
7. To consider and approve:
 - Health, Safety & Welfare Performance Review (**Pages 13 - 14**)
 - Capital Works Programme Overview and Project Development Update (**Pages 15 - 16**)
 - Project Delivery Report (**Pages 17 - 20**)
 - Operations Report (**Pages 21 - 23**)
 - Environmental Report (**Pages 24 - 28**)
 - Sustainable Development Report (**Pages 29 - 33**)
8. To consider and approve the Schedule of Paid Accounts for the period 01 January 2025 to 31 March 2025, for publication on the Water Management Alliance (WMA) Group's website (**Pages 34 - 35**)
9. To consider and approve the Internal Audit Report for the financial year ending 31 March 2025 and confirm the reappointment of the Internal Auditor for 2025/26 (**Pages 36 - 44**)
10. To consider and approve the Internal Audit Plan for 2025/26 (**Pages 45 - 46**)

Brian Long (Chairman)

Jamie Symington (Vice-Chairman)

Phil Camamile (Chief Executive)

Constituted by the Amalgamation of the West of Ouse, Gaywood, Magdalen, Marshland Smeeth and Fen, and Wingland Internal Drainage Districts Order 2004. Statutory Instrument 2004 No. 1657. The Reconstitution of Kings Lynn Internal Drainage Board Order 2013. Statutory Instrument 2013 No. 3317

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11. To consider and approve the Financial Report and reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2025 (**Pages 47 - 59**)
12. To consider and approve the Annual Governance and Accountability Return for the year ending 31 March 2025 for submission to the external auditor (**Pages 60 - 65**)
13. To consider and approve the date of commencement period for the exercise of public rights to inspect the Annual Governance and Accountability Return for the year ending 31 March 2025 (proposed: Tuesday 03 June 2025 to Monday 14 July 2025)
14. To receive the audited Annual Governance and Accountability Returns for the years:
 - i. 2022-23 [Click here](#)
 - ii. 2023-24 [Click here](#)
15. To consider and approve any material changes to the Risk Register for those risks with a risk assessment matrix score of ≥ 6 (**Pages 66 - 71**)
16. To review any official complaints and other feedback received since the last Board meeting (**Page 72**)
17. To co-opt Mark Means as a Board member to fill one of the casual vacancies for the remainder of the current 3-year term
18. Date / Time / Type of next meeting: Friday, 17 October 2025 at 9.30 am, at Pierpoint House and virtually via MS Teams
19. Any other business
20. Open Forum to hear from any member of the public, with leave of the Chairman

21. **CONSORTIUM MATTERS**

- 21.1. To receive the unconfirmed minutes and the report extracts from the last Consortium Management Committee (CMC) meeting held on 25 April 2025, to view [click here](#):
 - Unconfirmed minutes of the meeting
 - WMA Schedule of Paid Accounts for the period 01 November 2024 to 31 March 2025
 - WMA Financial Report for the year ending 31 March 2025
 - WMA Group's Portfolio of Capital Works as at 31 March 2025
 - WMA Communications Report for the period 01 November 2024 to 31 March 2025
- 21.2. To consider and adopt the WMA Group's Supplier Performance Policy for the next 3-year period (**Page 73**)
- 21.3. To consider and adopt the proposed changes to the WMA Group's Charging Policy (**Pages 74 - 75**)
- 21.4. To receive the WMA Annual Carbon Report for 2023/24 (**Pages 76 - 99**)
- 21.5. To apprise Board Representatives of any specific matter relating to the WMA for discussion at the next CMC meeting on 27 June 2025

22. **CONFIDENTIAL BUSINESS**

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

- 22.1. To confirm the confidential minutes of the last Board meeting held on 16 January 2025 (**Pages 100 - 101**)

- 22.2. Matters arising from the confidential minutes
- 22.3. To approve the transfer of one of the Board's employee's previous pension to the Local Government Pension Scheme (**Page 102**)
- 22.4. To receive the unconfirmed confidential minutes of the last CMC meeting held on 25 April 2025 (**Pages 103 - 105**)
- 22.5. Any other confidential business