

17 January 2024

## NOTICE

Notice is hereby given that there will be a hybrid meeting of the Norfolk Rivers Internal Drainage Board in the Norfolk Room of The Conference Suite at Breckland District Council, Elizabeth House, Walpole Loke, Dereham, Norfolk NR19 1EE on Wednesday, 24 January 2024 at 10.00 am. Attendance can be in person or virtually via Microsoft Teams by clicking on this [link](#)

If any member of the public would like to join the general business session, please contact the Business Support Team via email at [business.support@wlma.org.uk](mailto:business.support@wlma.org.uk) before 3.00 pm on 23 January 2024.

## AGENDA

1. Welcome and Apologies for absence
2. Declarations of Interest
3. To confirm the minutes of the last Board meeting held on 03 November 2023 (**Pages 3 - 11**)
4. Matters arising from the minutes, not covered elsewhere on the agenda
5. To consider and approve:
  - Health, Safety & Welfare Performance Review (**Pages 12 - 13**)
  - Capital Works Programme Overview and Project Development Update (**Pages 14 - 15**)
  - Operations Report (**Pages 16 - 22**)
  - Environmental Report (**Pages 23 - 34**)
  - Sustainable Development Report (**Pages 35 - 36**)
6. To consider and approve the Schedule of Paid Accounts for the period 01 October 2023 to 31 December 2023, for publication on the WMA Group's website (**Page 37**)
7. To consider and approve the Financial Report for the period 01 April 2023 to 31 December 2023 (**Pages 38 - 43**)
8. To consider and approve the Capital and Maintenance Works Programmes for 2024/25, as financed by Option 3 in the Rate Estimates for 2024/25 (**Pages 44 - 47**)
9. To consider and approve the Rate Estimates for 2024/25 (**Pages 48 - 54**)
10. To Lay and Seal the Drainage Rates and Special Levies for 2024/25

Cont'd/

John Carrick (Chairman)   Gordon Bambridge (Vice-Chairman)

Phil Camamile (Chief Executive)

Constituted by The Broads and Norfolk Rivers Internal Drainage Boards Order 2005  
Statutory Instrument 2005 No 429. Re-constituted in 2022. Statutory Instrument 2022 No. 714.

11. To review the Board's performance for 2023/24 and approve the Board's objectives for 2024/25 **(Pages 55 - 57)**
12. To consider and approve any material changes to the Risk Register for those risks with a risk assessment matrix score of  $\geq 6$  **(Pages 58 - 72)**
13. To co-opt Sue Williams as a Board member to fill the casual vacancy in the Northern Electoral Division for the remainder of the current 3-year term **(Page 73)**
14. To review any complaints and other feedback received since the last Board meeting **(Page 74)**
15. Date / Time / Type of next meeting: Wednesday 22 May 2024 at 10.00 am, at Breckland District Council Offices and virtually
16. Any other business
17. Open Forum: to hear from any member of the public, with leave of the Chairman
18. **CONSORTIUM MATTERS**
  - 18.1. To receive the unconfirmed minutes and report extracts from the Consortium Management Committee (CMC) meeting held on 08 December 2023, to view [Click Here](#):
    - Unconfirmed minutes of the meeting
    - WMA Schedule of Paid Accounts for the period 01 September 2023 to 31 October 2023
    - Social Media Report for the period 01 September 2023 to 31 October 2023
  - 18.2. To consider and approve the WMA Projected Out-turns for 2023/24 and the Estimates for 2024/25 **(Pages 75 - 82)**
  - 18.3. To consider and approve the WMA proposed changes to the Planning and Byelaw Strategy **(Pages 83 - 84)**
  - 18.4. To consider and approve the WMA Communications Policy (which replaces the Stakeholder Engagement Policy) **(Pages 85 - 90)**
  - 18.5. To consider and approve both the WMA Annual Carbon Report for 2022/23 [Click Here](#) and the Carbon Management Plan [Click Here](#)
  - 18.6. To apprise Board Representatives of any specific matter relating to the WMA for discussion at the next CMC meeting on 26 April 2024
19. **CONFIDENTIAL BUSINESS**

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

  - 19.1. To receive the unconfirmed confidential minutes of and reports for the last CMC meeting held on 08 December 2023 **(Pages 91 – 94)**
  - 19.2. To consider and approve the new Consortium Agreement that enables the Pevensey & Cuckmere Water Level Management Board to join the WMA group with effect from 01 April 2024, as previously agreed **(Pages 95 - 123)**
  - 19.3. Any other confidential business