

A MEETING OF THE PEVENSEY AND CUCKMERE WLMB WAS HELD IN THE BLUE ROOM AT HELLINGLY COMMUNITY HUB, THE DRIVE, HELLINGLY, EAST SUSSEX BN27 4EP AND VIA MICROSOFT TEAMS ON TUESDAY, 17 JUNE 2025 AT 10.00 AM.

Elected Members	Appointed Members
Pevensey District	Eastbourne BC
* B Gower (Chairman)	√ A Dehdashty
M Hole	* P Di Cara
* R Miles	P Diplock
D Robinson	√ J Murray
C Wadman (Vice Chairman)	H Parker
Cuckmere District	* R Smart
√ R Brown	Hastings BC & Rother DC
* D McCutchan	√ R Thomas
Combe Haven District	Wealden DC
L Gearing	* M Fairweather
	* D White

*Present (65%)

Bill Gower in the Chair

In Attendance: (√via MS Teams)

Water Management Alliance (WMA)

Grace Burton (Senior Business Support Officer), Richard Dann (Operations Manager),
 √Charlotte Hipkin (Environmental Officer), √Sallyanne Jeffrey (Chief Financial Officer), Revai
 Kinsella (Area Manager, East Sussex), Gareth Oliver (Flood Risk Engineer) and
 √Matthew Philpot (Deputy Chief Executive & COO)

Local Authorities (LPAs and LLFA)

Tim Bartlett (Eastbourne Borough Council), Nick Claxton (East Sussex County Council)

ID	Pevensey and Cuckmere WLMB, Minute	Action
26/25	WELCOME AND APOLOGIES FOR ABSENCE	
26/25/01	Apologies for absence were received on behalf of Shirley MacKinnon, Hugh Parker, David Robinson, Chris Wadman and Phil Camamile.	
27/25	DECLARATIONS OF INTEREST	
27/25/01	There were no Declarations of Interest.	
28/25	GIFTS AND HOSPITALITY REGISTER FOR 2024/25	
28/25/01	The Chief Financial Officer asked all Board members to declare any gifts and hospitality over the value of £30 which they had received between 1 April 2024 and 31 March 2025 to business.support@wlma.org.uk by 30	All members

ID	Pevensey and Cuckmere WLMB, Minute	Action
	June 2025. RESOLVED that this be actioned.	
	29/25 MINUTES OF THE LAST BOARD MEETING	
29/25/01	The minutes of the last meeting held on 21 January 2025 were confirmed as a true record and would be signed by the Chairman after the meeting. Arising therefrom:	
29/25/02	Cumulative Development Impact (05/23/03) Robert Smart questioned if the Area Manager had produced a strategic summary of work completed since the modelling report was obtained. The Area Manager informed Robert Smart and the members that her strategic summary would be presented to members at the next meeting. RESOLVED that this be actioned.	RK
	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. There were no matters arising.	
	31/25 PROJECT DEVELOPMENT UPDATE AND CAPITAL WORKS REPORT	
31/25/01	The project Development and Capital Works Report, (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
31/25/02	Robert Smart requested for a Capital Works Portfolio Overview to be presented at the next Board meeting, outlining the spending on our current projects. The Area Manager explained that this type of report would only be possible once the ongoing projects were complete and she would be happy to present such a report at a future meeting. RESOLVED that this be actioned.	RK
31/25/03	David White requested an update regarding the situation of the Milton Lock Fish Pass. The Area Manager informed David White and the Board that the Environment Agency (EA) were keen to improve the situation and had agreed to meet with the Area Manager on 18 June 2025. RESOLVED that this be noted.	
	32/25 OPERATIONS REPORT	
32/25/01	The Operations Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	

ID	Pevensey and Cuckmere WLMB, Minute	Action
33/25	ENVIRONMENTAL REPORT	
33/25/01	The Environmental Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	
34/25	SUSTAINABLE DEVELOPMENT REPORT	
34/25/01	The Sustainable Development Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
34/25/02	PC_25_0137_C: Application to discharge surface water indirectly into the internal drainage district from an impermeable area of 76,860 m² at a maximum rate of 25.5 litres per second at Land east of Mount View Street, Bexhill.	
34/25/03	It was proposed by Jim Murray, seconded by Richard Thomas, agreed and thereby RESOLVED to accept the additional surface water, subject to payment of the surface water development contribution, as calculated using the Board's charging policy. It was noted that Robert Smart abstained from the vote.	RK
35/25	IDB/EA LIAISON UPDATE	
35/25/01	The Area Manager informed the Board that relations with the EA locally were strong. The Chairman thanked the Area Manager and her team for the positive work they had accomplished. RESOLVED that this be noted.	
36/25	INTERNAL AUDIT REPORT FOR 2024/25	
36/25/01	The detailed Internal Audit Report for 2024/25 that forms part of the Annual Governance and Accountability Return for 2024/25 as prepared by the Board's Internal Auditor, together with the Management Team'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.	
37/25	APPOINTMENT OF INTERNAL AUDITOR FOR 2025/26	
37/25/01	It was agreed and thereby RESOLVED to reappoint TIAA as the Board's Internal Auditor for 2025/26. In doing so, 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	

ID	Pevensey and Cuckmere WLMB, Minute	Action
	Paragraphs 1.35, 4.1 and 4.13), including the signed letter of engagement.	
38/25	FINANCIAL REPORT	
38/25/01	The Financial Report and reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2025, was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.	
39/25	ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25	
39/25/01	The Annual Governance Statement shown in Section 1 of the Pevensey and Cuckmere Water Level Management Board Annual Governance and Accountability Return for the year ending 31 March 2025 was considered in detail and approved.	
39/25/02	The Accounting Statements shown in Section 2 of the Pevensey and Cuckmere Water Level Management Board Annual Governance and Accountability Return for the year ending 31 March 2025 were considered in detail and approved.	
40/25	DATE OF COMMENCEMENT PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS	
40/25/01	It was agreed and thereby RESOLVED to publish the notice for the exercise of public rights on the Board's website and 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 Tuesday 01 July 2025 and ending on Monday 11 August 2025.	
41/25	RISK REGISTER	
41/25/01	The Risk Register showing those risks with a risk assessment matrix score of ≥ 6 (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
41/25/02	Robert Smart suggested that a risk regarding over development be added to the register. The Deputy Executive agreed to include this within the risk register. RESOLVED that this be actioned.	MP
41/25/03	David White requested for point 1d on the risk register to be updated to reflect our current stand point. The Area Manager agreed to request for an official update from the EA so that the risk register could be amended accordingly. RESOLVED that this be actioned.	RK
41/25/04	The Deputy Chief Executive informed the members of an ongoing project related to Pump Infrastructure Resilience, in line with the WMA's Strategic Objectives; where the resilience of each pump, across the WMA was being analysed. He planned to present this to the Board upon completion of the project. RESOLVED that this be actioned.	MP

ID	Pevensey and Cuckmere WLMB, Minute	Action
42/25	OFFICIAL COMPLAINTS AND OTHER FEEDBACK	
42/25/01	The Official Complaints and Other Feedback Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	
43/25	DATE OF NEXT MEETING	
43/25/01	It was agreed that the next scheduled meeting of the Board would take place on Tuesday, 14 October 2025, at 10.00 am, to be held in The Blue Room at Hellingly Community Hub and via Microsoft Teams	
44/25	ANY OTHER BUSINESS	
44/25/01	Robert Smart requested an update on de-maining. The Area Manager informed Robert Smart and the members that it was important to continue to build a strong relationship with the EA and prove that the Pevensey and Cuckmere Water Management Board were capable of carrying out a high standard of work on their rivers and then progress on to future projects and maintenance on behalf of the EA. RESOLVED that this be noted.	
44/25/02	The Deputy Chief Executive informed the members that the matter of de-maining was progressing and that he brought awareness of the de-maining paper to the EA at the 2024 ADA Conference, with John Russon giving resource to implement the de-maining process. The Deputy Chief Executive suggested that the Board consider creating a list of what rivers they want to de-main first, so the Board were prepared for it if the paper was approved in Parliament. RESOLVED that this be noted.	
45/25	OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC, WITH LEAVE OF THE CHAIRMAN	
45/25/01	There were no members of the public present.	
46/25	CONSORTIUM MATTERS	
46/25/01	Unconfirmed minutes and Report Extracts	
	The unconfirmed minutes and report extracts taken from the Consortium Management Committee (CMC) meeting held on 25 April 2025 were considered in detail and approved. There were no matters arising.	
46/25/02	WMA Group's Supplier Performance Policy	
	The WMA Group's Supplier Performance Policy for the next 3-year period (a copy of which is filed in the Report Book), was considered in detail, and adopted. There were no matters arising.	

46/25/03 WMA Group's 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. 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.

46/25/04 WMA Annual Carbon Report for 2023/24

The WMA Group's Annual Carbon Report for 2023/24 (a copy of which is filed in the Report Book) was considered in detail and adopted. There were no matters arising.

46/25/05 Items for discussion at the next CMC meeting

There were no items 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: the Chairman, Vice-Chairman and Jim Murray, or the Chief Executive directly.

47/25 CONFIDENTIAL BUSINESS

47/25/01 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 14 December 2024 to 06 June 2025

1. LEARNING EVENTS

Damage to Glynleigh Bridge, Rickney

- 1.1. A lorry delivering an excavator to Rickney Pumping Station got stuck on the Glynleigh bridge resulting in damage to the bridge. This is because the bridge was too narrow for the lorry and excavator.



- 1.2. The plant hire company and East Sussex Highways were informed of the damage to the bridge. The plant hire company carried out repairs to the bridge in consultation with East Sussex Highways.
- 1.3. The team will be vigilant about providing plant hire companies with recommended routes for delivery of plant in areas where we are aware of the unsuitability of some roads. This will be done in writing to ensure that there is a record of our recommendations.

2. ACCIDENTS

- 2.1. None

3. TOOLBOX TALKS & TRAINING

- 3.1. CL24 Water vole Displacement Guidance Toolbox talk, March 2025
- 3.2. Safe use of quad bikes Toolbox talk, May 2025
- 3.3. Training on the revised Standard Maintenance Operations policy was delivered by the Environment Team to the team and the maintenance contractor's team in June 2025.

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

- 4.1. No changes.

5. HEALTH & SAFETY INSPECTIONS

- 5.1. Cope Safety Management conducted a safety inspection in February 2025. The safety inspection re-iterated the high risk hazards previously identified at Drockmill and Horsebridge Pumping Stations. It also recommended handrails at both Manxey and Drockmill pumping stations, which were subsequently installed during the April 2025 service of pumps.
- 5.2. Our insurers, Allianz, carried out a thorough examination of our equipment at the pumping stations in May 2025, to check compliance with Lifting Operations & Lifting Equipment Regulations 1998 and Provision & Use of Work Equipment Regulations 1998.
- 5.3. No defects which could cause a danger to persons were identified during the assessment. There were also no other parts were identified that require rectification.

REVAI KINSELLA
AREA MANAGER – PEVENSEY AND CUCKMERE
June 2025

PROJECT DEVELOPMENT AND CAPITAL PROJECTS REPORT

For the period 14 December 2024 to 06 June 2025

1. Pevensey Water Management Improvement Scheme and modelling programme

1.1 The main project for proposed replacement for all pumping stations on the Pevensey Levels is on hold while we are waiting for updates to the EA's Medium-Term Plan, which will give an indication of potential funding available for all projects in the region.

1.2 However, the hydraulic modelling covering the area west of Bexhill, Pevensey Haven, and Wallers Haven is still ongoing. The channel survey was completed in February 2025 and all information regarding potential future development sites was received from the Local Planning Authorities. Jacobs has started building the model which will be used to understand the following:

- Impact of development in that part of the drainage district.
- Optimum pump sizes, taking into account climate change and development impacts
- Climate change impacts on outfalls at Pevensey and Normans Bay.

1.3 The table below summarises the spend on the hydraulic modelling project. The total grant for this project, which includes detailed design of the Drockmill Pumping Station and Feasibility Study for Manxey Pumping Station, is £593,096.

ITEM	SPEND TO DATE
Channel Survey	£142,535.00
Hydraulic modelling	£43,867.41
TOTAL	£186,402.41

1.4 The hydraulic modelling is programmed to be finished by February 2026.

2.1 The Board's officers were successful in applying for funding for the following projects from the IDB Storm Recovery and Asset Improvement Grant Scheme 2024:

- Cuckmere banks works at Alfriston
- Reinstatement of Milton Lock
- Horse Eye Sewer Culvert Replacement
- Pevensey Levels Tilting Weirs

2.2 The condition of the funding on these projects was that they all had to be completed by 31st March 2025.

2.3 The table below gives details of the funding received and the final costs of each project. The total costs for Milton Lock and the Pevensey Levels Tilting Weirs were less than the grant originally awarded. Therefore, the final grant received was less than the original grant.

2.4 The Cuckmere Bank Works were awarded additional funding after the project had gone over budget, due to aborted works after site became too wet which also resulted in change of method statement.

PROJECT	GRANT AT AWARD	FINAL GRANT AT PROJECT COMPLETION
Cuckmere banks works at Alfriston	£119,301.88	£214,301.88
Reinstatement of Milton Lock	£84,420.00	£79,527.00
Horse Eye Sewer Culvert Replacement	£96,910.00	£96,910.00
Pevensey Levels Titling Weirs	£1,095,077.50	£896,905.00
TOTAL	£1,395,709.38	£1,287,643.88

- 2.5 A WMA wide funding application for mobile pumping stations was also successful. As a result, a mobile pump and its accessories was also purchased for the Board.
- 2.6 The photographs below gives an indication of the work carries out, with some before and after photographs.

MOBILE PUMP – WMA WIDE PROJECT



Figure 1: Mobile Pump in May 2025

- 2.7 The mobile pump is being kept at Broad Farm where we have started renting additional storage space.

CUCKMERE BANK WORKS AT ALFRISTON



Figure 2: Embankment in December 2023



Figure 3: Embankment in November 2024

- 2.8 Repairs on the damage made to the embankment during silt removal were undertaken in April 2025. There is still a need to tidy up the silt removed from the channel, which was stored on the embankment face, this will be carried out in August/September when the silt has dried out. Once this is completed, there are no more works required at this location.

REINSTATEMENT OF MILTON LOCK

- 2.9 The full hydraulic function of the gate was reinstated. However, the EA has concerns about the viability of the fish pass if the gate is operated using summer and winter levels. Therefore, until an agreed solution on the fish pass is reached, the gate will be laid down on the river bed when it is not set at summer operating levels.
- 2.10 Operating the gate this way may have an impact on the durability of the gate. As a result, Board officers are working with the EA to find a suitable solution for the fish pass.



Figure 4: Milton Lock in September 2023



Figure 5: Milton Lock in May 2025

HORSE EYE CULVERT, PEVENSEY

- 2.11 The culvert on the Horse Eye was significantly eroded and near collapse. The photos below show the culvert before and during construction.



Figure 6: Horse Eye Culvert in June 2024



Figure 7: Horse Eye Culvert During Construction in March 2025

PEVENSEY LEVELS TILTING WEIRS

2.12 The table below gives the details of the five-water control dam board structures that were replaced with tilting weirs.

STRUCTURE ID	DRAIN NAME	GRID REFERENCE	
		EASTINGS	NORTHINGS
R28	White Dyke Sewer	560669	108149
R40	Rickney Sewer	562295	108527
R42	Down Sewer	562351	107258
PXa	Callows Stream	562898	106735
W13	Bowley Sewer	562703	109842



Figure 8: Water Control Structures at White Dyke and Rickney Sewer in June 2024

- 2.13 The photos above show two of the replaced water control structures on White Dyke Sewer and Rickney Sewer. These structures leaked water significantly and were unsafe to operate.



Figure 9: Tilting Weir Installed on White Dyke Sewer

- 2.14 The new tilting weirs incorporate a solar powered control unit, allowing the tilting weir to be adjusted remotely. This ensures any urgent controls to the structure do not have to wait until a member of staff can get there. Cameras will be installed at each structure to allow anyone operating the structure remotely to have a visual understanding of what is happening at the structure before carrying out the operation.
- 2.15 The weirs will soon be equipped with telemetry, which will keep a continuous record of water levels at the structure. Continuous record of water levels allows us to capture sudden events affecting water levels in the drain and also to have data to inform future iterations of the water level management plan for the Pevensy Levels.
- 3.1 Board officers applied for funding for four additional projects when Defra extended additional funds to IDBs. The details of the projects and funding applied for are presented in the table below.

PROJECT	SUB-DISTRICT	TOTAL GRANT REQUESTED	TOTAL GRANT RECEIVED
Freshwater Stream Structures	Cuckmere	£510,950	0
Hankham Gut Structures, Pevensey Levels	Pevensey	£423,940	£423,940
Spaghetti Junction, Pevensey Levels	Pevensey	£1,085,260	£1,085,260
Drockmill Pumping Station	Pevensey	£3,688,270	£3,000,000
TOTAL		£5,708,420	£4,509,200

3.2 Three of the projects were successful in receiving funding. However, Drockmill Pumping Station did not receive the full amount that was applied for. Nevertheless, the shortfall in funding covered the contingency and risk budget. Consequently, we are working with the designers, suppliers, and contractors to maximise efficiencies and reduce the risk.

3.3 The details of the proposed work for each project is presented below.

HANKHAM GUT STRUCTURES



Figure 10: Photos of Structures on Hankham Gut

3.4 The proposed work on this project includes the replacement of a partially collapsed culvert, which is on a public footpath used for access by both the Board and the EA. An existing dam board water control structure upstream of the culvert will be replaced with a double leaf penstock.

3.5 Survey, ground investigations, environmental surveys and costs associated with obtaining various consents are also incorporated into the project costs.

SPAGHETTI JUNCTION STRUCTURES

- 3.6 The plan below summarises the proposed work at the Spaghetti Junction, which involves the replacement of all three culverts and two dam board structures with tilting weirs. Two of the existing culverts is partially collapsed and one is fully collapsed.



Figure 12: Photos of existing structures at Spaghetti Junction

- 3.7 Survey, ground investigations, environmental surveys and costs associated with obtaining various consents are also incorporated into the project costs.

DROCKMILL PUMPING STATION



Figure 13: Existing Pumping Station at Drockmill

- 3.8 The project proposes complete replacement of the existing pumping station on the Drockmill Hill Gut, pumping into the Glynleigh. The existing pumping station has reached the end of its design life and has repeatedly been highlighted as a high hazard in terms of health and safety by Copes Safety Management.

REVAI KINSELLA - AREA MANAGER
JUNE 2025

OPERATIONS REPORT

For the period 14 December 2024 to 06 June 2025

1. INTRODUCTION

1.1. The following information pertains to works carried out for the Pevensey and Cuckmere WLMB involving:

- Operations Manager (Richard Dann)
- Area Manager (Revai Kinsella)
- Flood Risk Engineer (Gareth Oliver)

2. MAINTENANCE

2.1. Machine based work was undertaken on the following systems by the contractors:

System	Work Undertaken
Old East Stream	Mowing
New Mountney Sewer	Mowing
Stream Ditch	Mowing and De-silting

2.2. The team continues to work on, and improving, our current systems. The following works were undertaken by the team on the systems:

- Sluice keeping, managing water levels.
- Brush management at pumps
- Clearing grills of reeds and debris

2.3. Our agreed process of operating Environment Agency (EA) structures continues and is working well.

3. PUMPS

3.1. All the pumps were serviced in April 2025. The table below summarises the report for each pump..

PUMPING STATION	ISSUES
Manxey	This pumping station does not operate in auto due to the poor installation of the VSD units. This is a problem that was inherited from the EA. It is planned to resolve this issue by 1 April 2026.
Drockmill	The Hydoranger signal is not as good as expected. It is suspected that the head is failing. The kiosk is in poor condition. No work is planned as the pumping station is being replaced.
Star Inn	The oil in the two gearboxes has deteriorated and needs to be replaced before the winter season. This will be done as part of the next service.
Rickney	New drive belts fitted to Pump 1.
Horsebridge	Pump 1 ARV leaks during normal operation, most likely because the ball bed is worn. It needs replacing soon. The kiosks appear to have a rodent infestation, which we are now managing.
Barnhorn	The kiosk plinth is leaning over and needs underpinning to prevent further movement, which may compromise the power supply. Pump 2 has a faulty bowl and partially worn impellor.

- 3.2. Repairs were made at Rickney and Horsebridge pumping stations. These cost a total of £692 excluding VAT.
- 3.3. Handrails which were recommended at a previous Health and Safety visit by Copes were installed at Manxey and Drockmill pumping stations. The total cost of these works is £2,198 excluding VAT.
- 3.4. Investigations into potential repairs for pump 2 at Barnhorn pumping station were made. However, we were informed by Flygt that the pump is obsolete and they no longer supply spare parts. A new pump is therefore required. It is planned to continue running the pumping station with the two pumps that are working at least this coming winter, while we are reviewing potential funding streams for the replacement of the pumping station. We will wait for the findings of the ongoing hydraulic modelling for this part of the district before applying for any funding for the pumping station replacement.

4. OPERATIONAL ISSUES

Cuckmere Update

Milton Lock

- 4.1. Although the long-term future of Milton Lock is still uncertain, the hydraulic function of the gate was reinstated using funding from the IDB Storm Recovery and Asset Improvement Grant Scheme 2024. The work was carried out by our Mechanical, Electrical, Instrumentation, Control, and Automation (MEICA) contractor under a public sector cooperation agreement (PSCA) with the EA.
- 4.2. The EA's Fisheries and Biodiversity team expressed concerns about the condition of the fish pass at the gate while the gate is fully operational. Discussions have started with the EA into understanding the improvements required to the fish pass to ensure the gate can continue to be operational until a long-term solution is agreed.
- 4.3. Discussions concerning the Board's operation of the gate, which will include servicing it, under a PSCA is ongoing. For now, it is envisaged that the Board will operate the gate on behalf of the EA.

Embankment and Channel Works at Alfriston

- 4.4. The embankment repairs and silt removal from the channel between the White Bridge and Deans Place Hotel is now complete. Damages made to the embankment during the silt removal in December 2024 were repaired in April 2025.
- 4.5. It is planned to tidy up the silt removed from the channel once it has dried. This work is planned for August/September 2025.
- 4.6. The project received a total grant of £214,301.88 from the IDB Storm Recovery and Asset Improvement Grant Scheme 2024. This covered embankment repairs, replacement of two culverts to allow access and removal of silt, including some staff time.

5. MAINTENANCE CONTRACT

- 5.1. The Board's maintenance contract with Agriculture Machine Hire Ltd came to an end in March 2025.

- 5.2. The maintenance work was tendered and advertised on our website. As previously, advised, this has a revised maintenance period running from July to December, with payment changing from day rates to £/metre rates.
- 5.3. Following the tendering exercise, the routine maintenance contract was awarded to Ostridge Contractors Ltd. Although this contractor is not based in the Pevensey area, they have been carrying out work such a tree/brush management and targeted de-silting on behalf of the Board for the past three years.

6. PEVENSEY FARMERS CLUSTER

- 6.1. Natural England Countryside Stewardship Facilitation Fund, which currently supports the Pevensey Levels Farmers Cluster, is ending. However, the cluster would like to continue its work within the SSSI/Ramsar/SAC once the contract with the Facilitation Fund ends in November 2025.
- 6.2. The Cluster is currently considering options to allow it to continue and also give it a lot more flexibility to work with other organisations/group for the benefit of the Pevensey Levels. The Cluster presents an opportunity for the Board to engage with the farming community and potentially work together to achieve some of the Board's objectives on the levels.
- 6.3. Once the Cluster has decided on how it continues, its priorities and objectives, and also the nature of support it requires from the Board, officers will write a paper with recommendations for the Board to consider.

7. CAPITAL SCHEMES

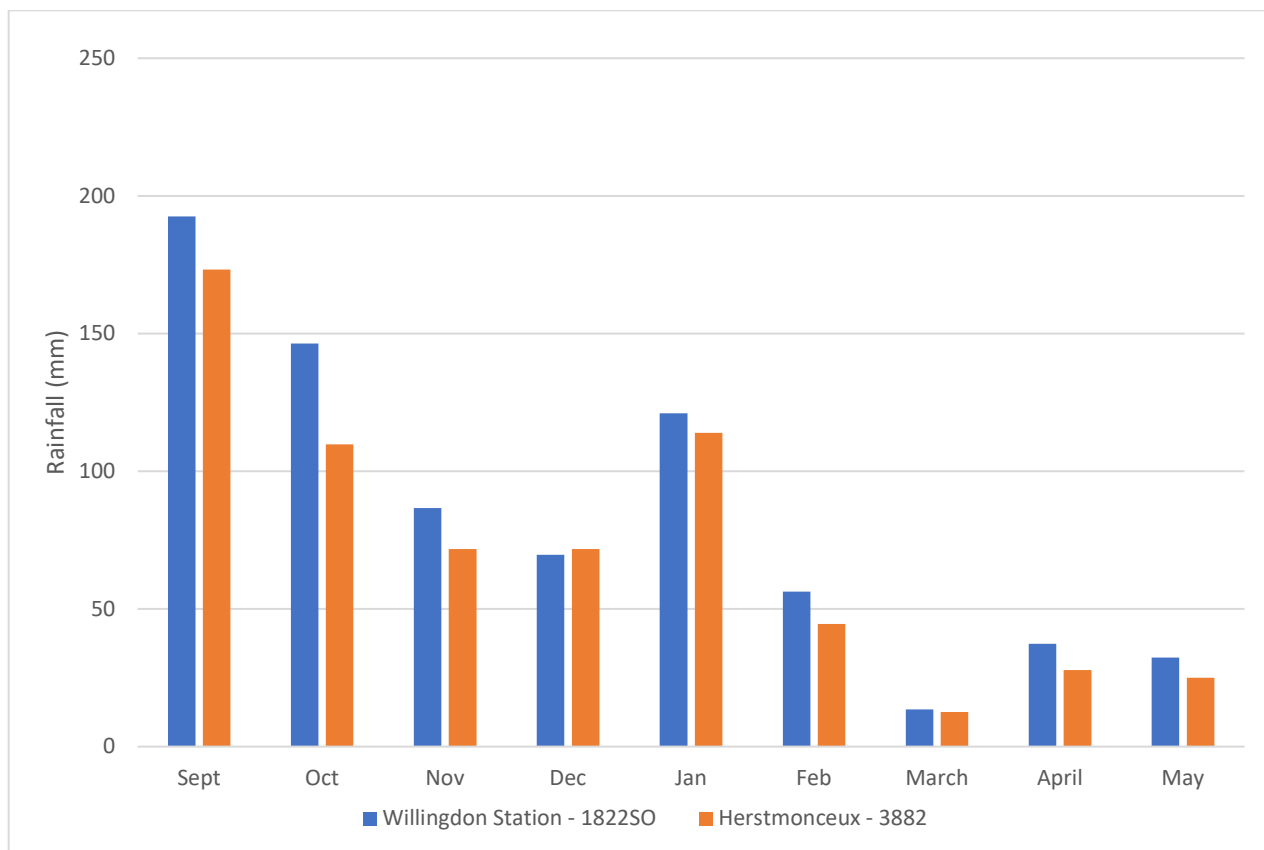
- 7.1. The updates on all capital schemes are covered in the Project Development Report.

8. HYDROLOGY

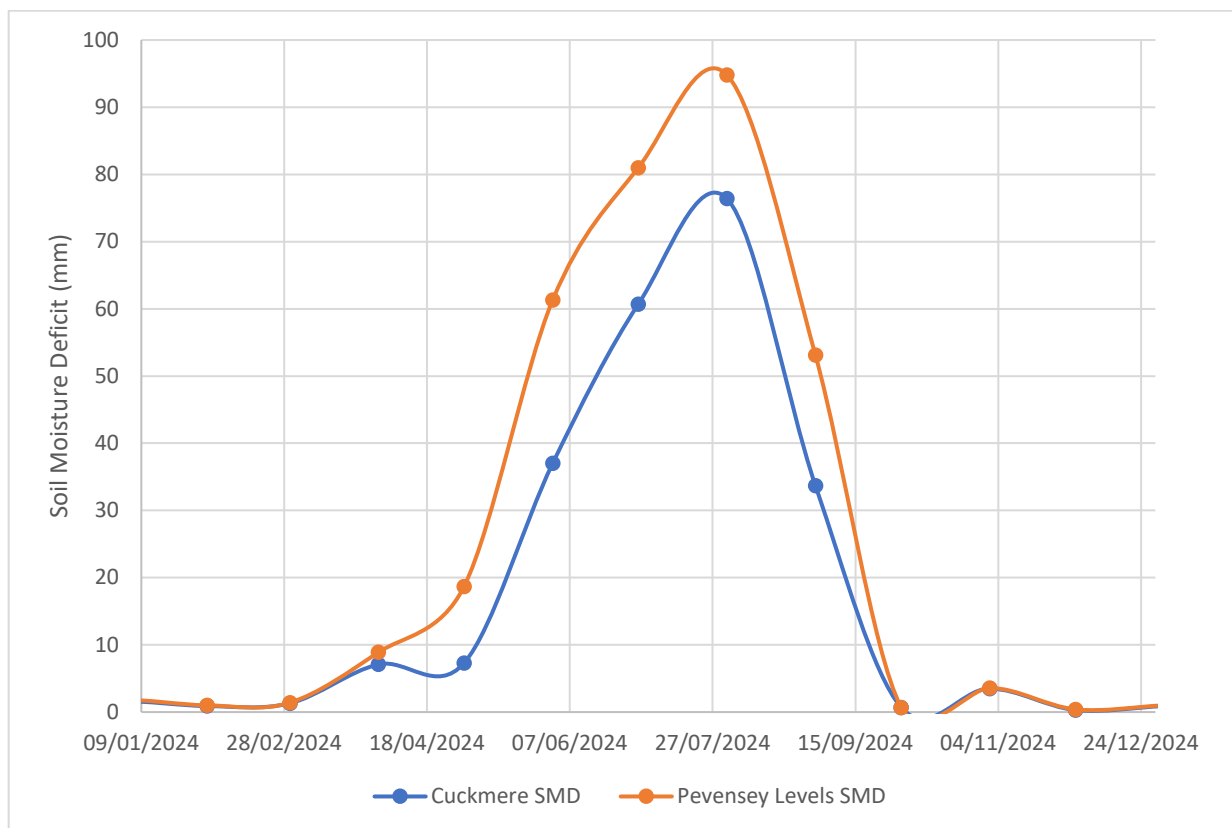
- 8.1. The table below gives the monthly total rainfall recorded in the district between September 2024 and May 2025. The data shows that winter and spring 2024/25 was drier compared to 2023/24.

LOCATION	SEP 24	OCT 24	NOV 24	DEC 24	JAN	FEB	MAR	APR	MAY
Willingdon – Station 1822SO	192.5 mm	146.4 mm	86.6 mm	69.6 mm	121.1 mm	56.3 mm	13.5 mm	37.3 mm	32.3 mm
Herstmonceux – Station 3882	173.3 mm	109.8 mm	71.7 mm	71.8 mm	114 mm	44.5 mm	12.6 mm	27.8 mm	25 mm

- 8.2. The graph below gives the monthly total rainfall recorded in the district between September 2024 and May 20245 This was recorded at the Environment Agency's rainfall station in Willingdon and another one at Herstmonceux.



8.3. The soil moisture deficit within the Cuckmere and Pevensey catchments between January 2024 and May 2025 is shown in the graph below. This shows that the ground was drier this past winter, compared to winter 2023/24.



ENVIRONMENTAL REPORT

For the period 17 December 2024 to 03 June 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 like to 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.

2. BIODIVERSITY ACTION PLAN – UPDATE

2.1. MINK

2.1.1 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](#).

2.2. PARROTS FEATHER -FRESHWATER STREAM

The second annual spraying of the non- native invasive parrots feather has initiated in May 2025. This years pre-survey conducted by a board officer proved extremely useful to the contractor to enable him to focus in on locations for spraying and proved to be a reliable representation of what biomass of the invasive was present on site. The contractor reported that last year's treatments

had worked very well and he was very pleased with the results. The contractor walked the whole of the reach, and determined that the material found was perfect for spraying this year and growth was not as strong as previously recorded during the 2024 growing season. No Parrots Feather was found close to the structure or in the reeds at the far end with none found in the slubbings from the riparian stream.

Two further treatments are planned for 2025 with the view of eradicating the plant in the freshwater stream

3. SCOPING VISITS DURING THE PERIOD:

Scoping visits were undertaken on the following drains by the Environment Team and P&C WLMB operations team:

- White Dyke WCS and Horsey Culvert WV checks – 30/01/2025
- Drockmill PS, Spaghetti Junction, – 05/03/2025
- Downes sewer, Bowley Sewer, Rickney, Callows 06/03/2025
- Spaghetti Junction 27/03/ 2025- Water vole mitigation
- Spaghetti Junction 03/04/ 2025- Water vole mitigation
- Drockmill Water Vole Raft Deployment 07- 08/05/ 2025

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

Licence / WFD Assessment / Assent / Habitat Regulations Assessment	Applied	Granted
Beaver Class Licence: WML-CL51	10/12/2024	20/02/2025
Culvert Replacement on the Horse Eye Sewer within the Pevensey Levels SSSI, SAC, Ramsar		04/02/2025
Water Control Structure Replacement on the White Dyke within the Pevensey Levels SSSI, SAC, Ramsar		06/05/2025
Water Control Structure Replacement on the Downes Sewer within the Pevensey Levels SSSI, SAC, Ramsar		13/02/2025
Water Control Structure Replacement on the Bowley Sewer within the Pevensey Levels SSSI, SAC, Ramsar		03/03/2025
Water Control Structure Replacement on the Callows watercourse within the Pevensey Levels SSSI, SAC, Ramsar		03/03/2025
Replacement of the Milton Lock automated gate situated on the River Cuckmere upstream of the SSSI.	-	14/03/2025
Water Control Structure and Pipe replacement at "Spaghetti Junction" on the Rickney Sewer, White Dyke and Horse Eye Sewer		20/03/2025

5. 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 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.

Date	Officer	Training Attended	Brief Description
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 in Bristol 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 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

Date	Officer	Training Attended	Brief Description
			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.
03/06/25	CL, CH	PCWLMB SMO & INNS training	Environmental officers delivered training on the PCWLMB SMO, the audit process and Invasive Non-Native species to the Pevensy and Cuckmere contractors.

6. NON-COMPLIANCE

Nothing to report within this period.

7. COMPLAINTS

Nothing to report within this period.

CAROLINE LABURN
ENVIRONMENTAL MANAGER
JUNE 2025

Sustainable Development Report

1. Reporting Period

- 1.1. This sustainable development report covers the reporting period 14th December to 31st May 2025

2. Consent Applications

- 2.1. There are currently eleven 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, alongside the current breakdown of cases.

Application Type	Number
Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW):	0
Byelaw 3 (B3) – Discharge of Surface Water (SW):	11
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse	0
Byelaw 10 (B10)– Works within 9m of a Board's maintained watercourse:	0
Total:	11

- 2.2. The current status of these applications is given in the table below.

Application Type	B3 - TFW	B3 - SW	B4/ S23	B10	Total
Awaiting further information from the applicant:		3	0	0	3
Awaiting applicant acceptance of conditions:	0	6	0	0	6
Being processed by officers:	0	1	0	0	1
To be determined by the Board in this report:	0	1	0	0	1
Total:	0	11	0	0	11

- 2.3 As is highlighted by the table above there is an application requiring consideration by the board in this report.

- PC_25_0137_C: Application to agree the discharge of surface water indirectly into the internal drainage district from a proposed impermeable area of 76,860m² at a maximum rate of 25.5 litres per second at Land east of Mount View Street, Bexhill.*

3. Consents Determined

- 3.1. During this reporting period, one consents has been granted under the Land Drainage Act 1991, Board's Byelaws and general flood risk management.

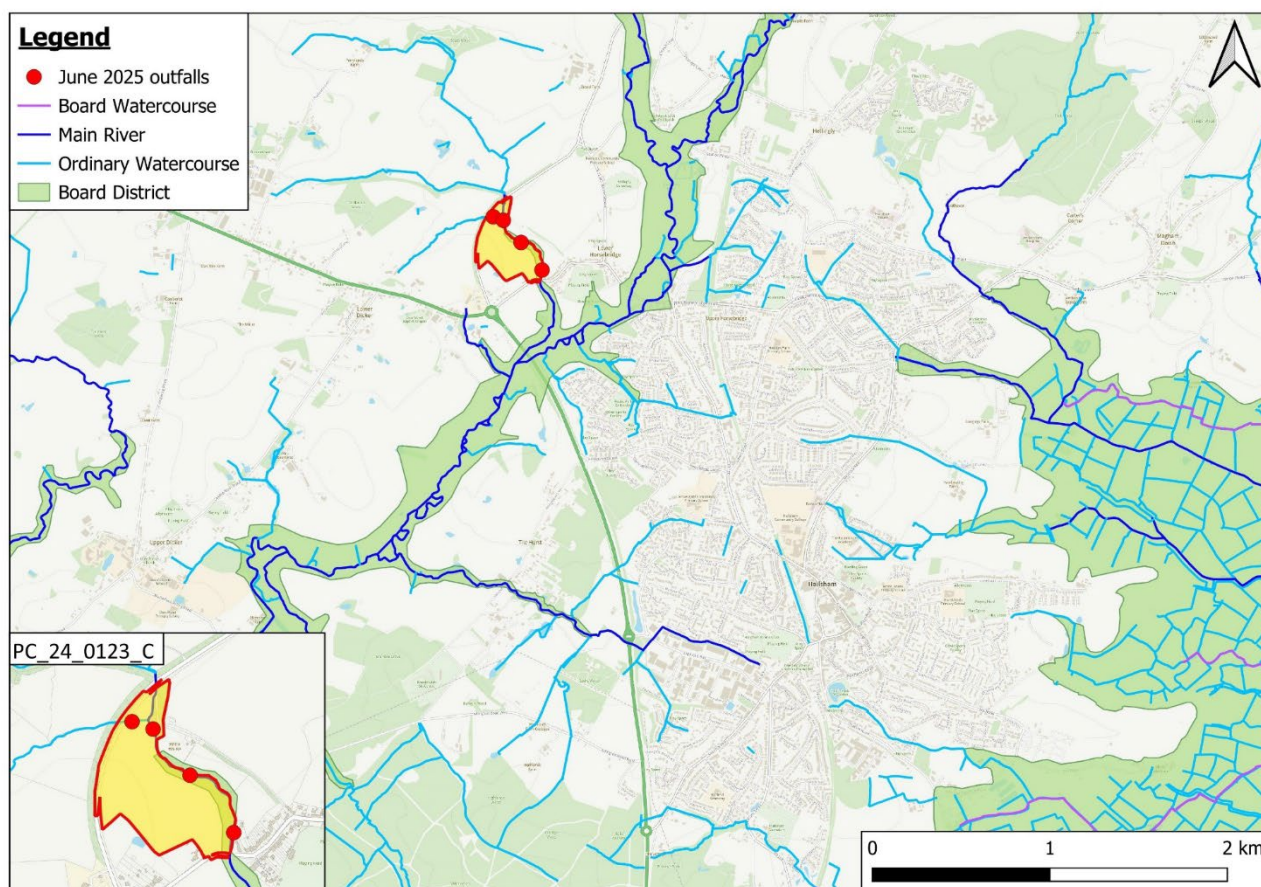
Application Type	Number
Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW):	0
Byelaw 3 (B3) – Discharge of Surface Water (SW):	1

Application Type	Number
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse	0
Byelaw 10 (B10)– Works within 9 m of a Board’s maintained watercourse:	0
Total:	1

3.2 The determined consent is listed in more detail in the table below.

Case Ref.	Case File Sub-type	Location	Description of Proposal	Determination
PC_25_0123_C	Byelaw 3 Surface Water	Wealden Community Sport Hub Land at Knights East, Lower Dicker Horsebridge, Hailsham	Discharge of Surface Water at 19.9 l/s via 4 outfalls from 35,400m ² of impermeable surface. The proposed development consists of sport facilities, changing room, community café, play area, access road and car park.	03/02/2025

3.3 The location of the proposed discharge points (surface water outfalls) which have been agreed as part of the determined consent together with the boundaries of the associated development and the location of the consent are shown on the map below.



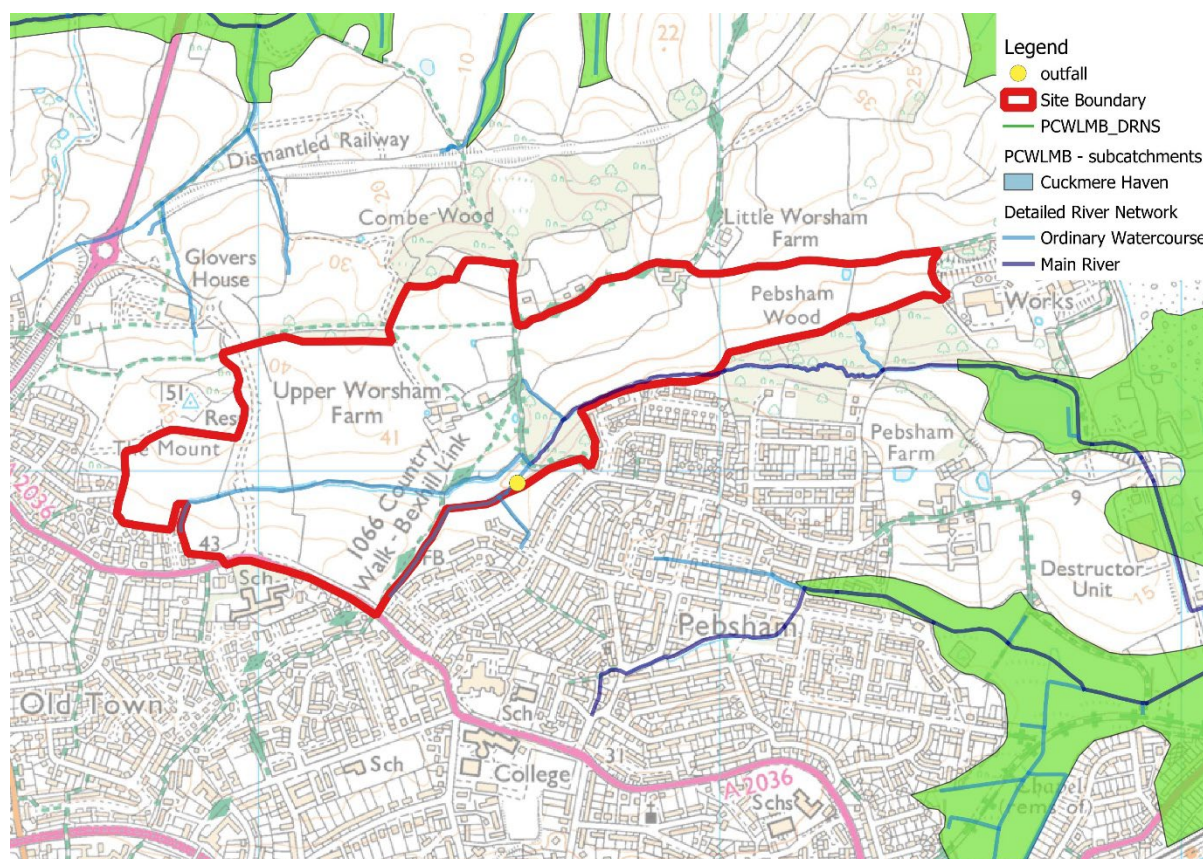
4. Consents to be determined by the board

4.1 **PC_25_0137_C: Application to discharge surface water indirectly into the internal drainage district from an impermeable area of 76,860 m² at a maximum rate of 25.5 litres per second at Land east of Mount View Street, Bexhill.**

4.2 The application was made in accordance with Byelaw 3, which requires the applicants to agree direct or indirect surface water discharge into the drainage district with the Board. However, the outfall is just outside the district boundary which resulted in the application being an 'agreement to discharge instead of a consent'.

4.3 The discharge of surface water runoff is required to facilitate the construction of 354 dwellings and strategic infrastructure on land east of Mount View Road (former Worsham Farm). The site location plan is shown in the figure below. The site is 500 meters outside the board's drainage district, surface water will be discharged into the Combe Haven catchment area.

4.4 The proposed development is phase 5 & 6 of approved outline permission from 2015. All necessary planning permissions have been approved and the development has received approval for the majority of planning conditions imposed on it.



4.5 The surface water discharge agreement is sought for the following:

- Total impermeable area of 76,860 m² (7.686 hectares).
- Total discharge of 25.5 litres per second through a 450mm diameter outfall into an ordinary watercourse upstream of the Combe Haven

4.6 The surface water will be collected from the development using conventional pipes and swales prior to entering the attenuation basin. The outfall from the basin will discharge into an ordinary watercourse where it becomes 'main river' 70m downstream at Worsham Lane.

4.7 Agreeing the discharge of surface water runoff into the internal drainage district will be subject to the following conditions:

- Payment of surface water development contribution of £121,438.80 (charged at 1.53/m2 in accordance with the Boards charging policy)
- A maintenance and management plan for the entire drainage system shall be submitted to the Board before construction of the drainage outfall.

4.8 **Officer Recommendation:** It is recommended that the proposed surface water discharge into the district is agreed subject to payment of surface water development contribution, as calculated using the Boards charging policy.

5. Enquiries

5.1. Officers have responded to three enquiries whose details are outlined below.

<i>Case Reference</i>	<i>Case File Sub-type</i>	<i>Location</i>	<i>Description</i>
PC_25_0154_Q	About Infrastructure	Alfriston, Fresh Water Stream	Failed Culvert
PC_25_0153_Q	Planning advice	Crowhurst	Applicant asking what consents required for culvert repair / installation
PC_25_0152_F	Flooding	Dukelands, Behind 98 Castle Drive	High water levels behind properties along Castle Drive
PC_25_0151_Q	Planning enquiry	Polegate	Request from EA to comment on FRAP - Minor development existing garage to be demolished and replaced with small extension
PC_25_0149_Q	About regulation	Sharnfold Farm, Hailsham Road, Stone Cross	Major development enquiry on requirements of PCWLMB re: surface water discharge
PC_25_0148_Q	About regulation	Hurst Haven, Rickney	Smell of sewage in watercourse
PC_25_0147_Q	About infrastructure	Tower Ditch, Coast Road, Pevensey Bay	Fly tipping in watercourse
PC_25_0144_Q	About works	White Dyke Farm, Hailsham	Feedback on Notice of Entry letter
PC_25_0143_Q	About regulation	Rickney Sewer East of Hailsham	Fly tipping in Rickney Sewer

Case Reference	Case File Sub-type	Location	Description
PC_25_0142_Q	About infrastructure	Freshwater Stream Litlington	Fish kill in Freshwater Stream
PC_25_0141_Q	About works	Cuckmere valley	Seaford to Beachy Head SSSI - Access Permission Request for Plant Surveys
PC_25_0140_Q	About byelaws	near Brown Bread Street, Ashburnham, Battle	UKPN - Replacement of pylon involving upgrade of culvert, and tracking close to Board and EA watercourses
PC_25_0136_Q	About works	111 Coast Road, Pevensey Bay	Ditch overgrown and frequently floods gardens
PC_25_0135_Q	About regulation	Yotham Sewer, Rickney	Report of Pollution to PCWLMB- Passed to EA
PC_25_0134_Q	About works	Michelham Priory Road Bridge	Maintenance of culverts/pipes under road.

6. Planning Comments

- 6.1. Officers have provided comments on 91 planning applications and pre-application enquiries, which is a 41% increase on the cases from the previous reporting period, (6th November - 13th December 2024). However, the previous reporting period only covered one month.
- 6.2. These applications are either in, or have a potential impact on, the Boards Internal Drainage District. 86% of the applications were reviewed by the Board's officers, whilst East Sussex County Council officers reviewed the remaining 14% with the support of the Board's officers.

Local Planning Authority	Number of consultations
Eastbourne Borough Council	17
East Sussex County Council	3
Hastings Borough Council	9
Rother District Council	14
South Downs National Park Authority	3
Wealden District Council	45

- 6.3. The tables within this section give an indication of the number of consultations received from each local planning authority and the planning stage of the applications. 53% of

the planning consultations were addressed within the deadline agreed with the LPA planning officer.

- 6.4. Approximately 48% of the planning applications had several re-consultations due to insufficient information submitted with the planning application. These re-consultations can be resource intensive and, in some cases, required several meetings in order to resolve concerns with the surface water management of the proposed developments.
- 6.5. Providing advice to developers at pre-application stage could help reduce the number of re-consultations. 18% of the planning applications had requested pre-application advice prior to submission of a planning application. This is an improvement on the previous reporting period. We will explore additional incentives to increase uptake of pre-application advice.

Planning stage	Number of consultations
Outline planning	9
Full planning	25
Reserved matters	7
Discharge of planning conditions	34
Pre-application	16

7. Fees

- 7.1. The main activity being regulated is the direct or indirect discharge of surface water runoff into the Board's drainage district. All of the discharge consents issued attract payment of a surface water development contribution.
- 7.2. The table below gives the details of the surface water development contribution received during the reporting period.

Case Ref:	Location	Amount (excl. VAT)	Date Invoiced	Invoice paid	Reason for payment
PC_24_0123_C	Wealden Community Sport Hub, Land at Knights East, Lower Dicker	£55,932.00	21/01/25	Yes	Discharge of Surface Water at 19.9 l/s via 4 outfalls entering the Internal Drainage District

8. Partnership and stakeholder engagement

- 8.1. Board officers continue to attend meetings for the South Wealden and Eastbourne Dynamic Flood Risk Management (Blue Heart) Project, as part the Environment Agency's Flood and Coastal Resilience Innovation Programme (FCRIP).
- 8.2 The Blue Heart team has been shortlisted in the Surface Water Awards at Flood and Coast 2025 for Phase 1 of the SuDS for Schools project.
- 8.3 Blue Heart scenario testing and optioneering is still ongoing.
- 8.4 Department of Education funding has been received to retrofit SuDS in 11 schools.

Gareth Oliver – Flood Risk Engineer
Revai Kinsella – Area Manager
June 2025



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.
---	--------	--

2	IMPORTANT	Control issue on which action should be taken at the earliest opportunity.
---	-----------	--

3	ROUTINE	Control issue on which action should be taken.
---	---------	--

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)

**PEVENSEY AND CUCKMERE WLMB
FINANCIAL REPORT SUMMARY FOR THE YEAR ENDED 31 MARCH 2025**

EXECUTIVE SUMMARY

1. A surplus of £456,901 for the financial year 24-25 (year ended 31 March 2025) has been reported, we budgeted for a deficit of (£131,243).
2. An additional £32,119 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 £483,208 were received and transferred to the earmarked development reserve at year end, this was £333,208 more than estimated. 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 Board successfully bid for and received £1.345m of Tranche 1 + 2 funding within the financial year. £52k of the funding received was for reimbursement of the additional pumping costs incurred due to Storm Babet in the previous financial year.
5. The modelling costs that were budgeted for in year will be financed by the Water Level Management Improvements Study, expenditure has therefore been reduced by £145k.
6. The Board have also received approval of £4.509m of Tranche 2b funding to be delivered by 31st March 2026.

S JEFFREY
CHIEF FINANCIAL OFFICER/RFO

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

NOTE	INCOME AND EXPENDITURE ACCOUNT	£	£	£	£	£	£	£	£	£	£	£	
		PEVENSEY				CUCKMERE				TOTAL			
		ACTUAL 2023/24	BUDGET 2024/25	ACTUAL 2024/25	VARIANCE 2024/25	ACTUAL 2023/24	BUDGET 2024/25	ACTUAL 2024/25	VARIANCE 2024/25	ACTUAL 2023/24	BUDGET 2024/25	ACTUAL 2024/25	VARIANCE 2024/25
INCOME													
1	Drainage Rates	15,403	16,303	16,303	0	25,501	25,586	25,586	0	40,904	41,888	41,888	0
2	Special Levies:												
	Eastbourne Borough Council	264,661	280,258	280,258	0	0	0	0	0	264,661	280,258	280,258	0
	Hastings Borough Council	13,396	14,186	14,186	0	0	0	0	0	13,396	14,186	14,186	0
	Rother District Council	4,910	5,199	5,199	0	0	0	0	0	4,910	5,199	5,199	0
	Wealden District Council	52,655	56,307	56,307	0	16,802	16,802	16,802	0	69,457	73,109	73,109	0
		335,622	355,950	355,950	0	16,802	16,802	16,802	0	352,424	372,752	372,752	0
	Other Income:												
3	Surface Water Development Contributions	282,497	150,000	427,276	277,276	0	0	55,932	55,932	282,497	150,000	483,208	333,208
4	Highland Water Contributions from the Environment Agency	84,809	84,809	84,809	0	1,521	1,521	1,521	0	86,330	86,330	86,330	0
5	Grants Applied	90,221	0	207,410	207,410	0	0	0	0	90,221	0	207,410	207,410
	Tranche 1 + 2 Grant Income Applied	0	0	1,051,487	1,051,487	0	0	293,829	293,829	0	0	1,345,316	1,345,316
6	Consent Fees	1,050	800	1,750	950	400	500	100	-400	1,450	1,300	1,850	550
7	Bank and Investment Interest	27,688	37,451	62,156	24,704	6,622	4,161	11,576	7,415	34,310	41,613	73,731	32,119
8	Other Income	2	2	3,418	3,416	1,797	0	0	0	1,799	2	3,418	3,416
9	Income from Rechargeable Works	11,166	0	963	963	0	0	0	0	11,166	0	963	963
		497,433	273,062	1,839,269	1,566,206	10,340	6,182	362,958	356,775	507,772	279,245	2,202,226	1,922,982
		848,458	645,315	2,211,522	1,566,206	52,643	48,570	405,345	356,775	901,100	693,885	2,616,866	1,922,981
(-) EXPENDITURE													
Directly Allocated Expenditure													
9	Cost of Rechargeable Works	10,016	0	963	-963	0	0	0	0	10,016	0	963	-963
10i	Surveying and Modelling Programme Costs	0	150,000	5,496	144,504	0	0	0	0	0	150,000	5,496	144,504
10ii	New and Improvement Works (Water Level Mgmt Project)	90,221	0	207,410	-207,410	0	0	0	0	90,221	0	207,410	-207,410
	Tranche 1 + 2 Grant Expenditure	0	0	999,525	-999,525	0	0	293,831	-293,831	0	0	1,293,356	-1,293,356
11	Cuckmere Deshingle and targeted De-silting Ops	0	0	0	0	50,128	20,000	9,104	10,896	50,128	20,000	9,104	10,896
12	Contributions to the Environment Agency	9,858	9,858	9,858	0	142	142	142	0	10,000	10,000	10,000	0
13	Maintenance Works	272,668	313,242	303,900	9,342	14,351	9,258	14,942	-5,684	287,019	322,500	318,842	3,658
		382,762	473,100	1,527,151	-1,054,052	64,622	29,400	318,020	-288,620	447,384	502,500	1,845,171	-1,342,671
Apportioned Expenditure													
14	Operations Delivery Staff Costs	68,541	61,444	68,240	-6,796	7,616	6,827	7,582	-755	76,157	68,271	75,822	-7,551
15	WMA Technical Support Staff Costs	15,156	10,800	15,373	-4,573	1,684	1,200	1,708	-508	16,840	12,000	17,081	-5,081
16	Other Technical Support Staff Costs	171,585	179,310	146,923	32,387	0	0	19,233	-19,233	171,585	179,310	166,156	13,154
17	WMA Administration Staff Costs	30,281	29,700	30,096	-396	3,364	3,300	3,344	-44	33,645	33,000	33,440	-440
18	Provision for Doubtful Debts	0	0	0	0	0	0	0	0	0	0	0	0
19	Drainage Rates Increases/Decreases/Write Offs	5	50	5	45	0	50	84	-34	5	100	89	11
20	Audit Fees	2,260	2,421	3,222	-801	251	269	358	-89	2,512	2,690	3,581	-891
21	Depreciation + Hire Costs	8,521	11,446	8,186	3,260	947	1,272	910	362	9,468	12,718	9,096	3,622
22	General Insurances	4,950	5,940	5,940	0	550	660	660	0	5,500	6,600	6,600	0
23	Accommodation and Meeting Room Hire	1,497	1,980	847	1,133	166	220	94	126	1,664	2,200	942	1,258
24	Postages and Stationery	719	675	698	-23	80	75	78	-3	799	750	775	-25
25	Advertising and Public Notices	0	0	0	0	0	0	0	0	0	0	0	0
26	ADA Subscriptions and Other Expenses	13,954	4,491	11,020	-6,529	1,550	499	1,224	-725	15,504	4,990	12,244	-7,254
		317,470	308,257	290,550	17,707	16,209	14,372	35,275	-20,903	333,678	322,629	325,825	-3,197
		700,232	781,356	1,817,701	-1,036,345	80,830	43,772	353,294	-309,522	781,062	825,129	2,170,996	-1,345,868
Profit/(Loss) on Disposal of Fixed Assets													
		14,408	0	9,928	9,928	1,601	0	1,103	1,103	16,009	0	11,031	11,031
(=) Net Surplus/(Deficit) for the Period													
		£162,634	-£136,041	£403,748	£539,789	-£26,587	£4,798	£53,154	£48,356	£136,048	-£131,243	£456,901	£588,144

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

		£	£	£
NOTE BALANCE SHEET, AS AT 31-3-2025		01/04/2024	MOVEMENT	31/03/2025
27 Fixed Assets:				
(i) Vehicles and Trailers		15,456	18,763	34,219
(ii) Lockup and Equipment		0	0	0
(iii) Pumping Stations		6	0	6
		15,462	18,763	34,225
Current Assets:				
28(i) Bank Account		75,175	487,903	563,078
28(ii) Short-Term Investments		1,218,613	1,481,387	2,700,000
29 Trade Debtors		76,669	-75,513	1,156
Rates and Special Levies Due		268	420	688
Grant Due		90,221	-90,221	0
30 Vat Due from HMRC		45,549	82,629	128,178
Work In Progress		0	0	0
		1,506,495	1,886,604	3,393,099
Current Liabilities:				
Trade Creditors		52,205	377,099	429,305
Accruals		143,542	621,983	765,526
29(ii) Provision for Doubtful Debts		0	0	0
Payments Received in Advance		8,445	-7,011	1,434
		204,192	992,071	1,196,264
Net Current Assets		1,302,303	894,533	2,196,835
Net Assets		£1,317,764	£913,296	£2,231,060
Financed by:				
31 Grant Reserve		0	307,340	307,340
32 Tranche 1 + 2 Grant Reserve		0	0	0
33 General Reserves		253,595	194,539	448,134
34 Development Reserve		1,064,164	400,521	1,464,685
35 Cuckmere Targeted Improvements Works Reserve		0	10,896	10,896
36 Revaluation Reserve		6	0	6
		£1,317,764	£913,296	£2,231,060

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

Note	Notes to the Accounts								
	<u>Income</u>								
1	Drainage Rate Demands for 2024/25 were issued by the Board on 1 April 2024. The Board has received approx 98% of the drainage rates levied.								
2	Special Levies for 2024/25 were issued by the Board on 1 April 2024, and have been paid in full.								
3	Surface Water Development Contributions invoiced during the year:								
	<table><tr><th>Pevensey</th><th>Cuckmere</th><th>Status</th><th>Case Reference</th></tr><tr><td>427,276</td><td>55,932</td><td></td><td></td></tr></table>	Pevensey	Cuckmere	Status	Case Reference	427,276	55,932		
Pevensey	Cuckmere	Status	Case Reference						
427,276	55,932								
4	The Board has issued its Highland Water Contribution claim from the EA in August for the year 2024/25. Highland water contributions are intended to reimburse the Board its costs for managing surface water that enters the district from outside the district, in accordance with s57 of the Land Drainage Act 1991. This has been paid in full.								
5	An FCERM 4 has been submitted and approved for additional funding on the Water Level Management Improvements Study. Payment has been received in full on 02 July 2024.								
6	These are consent fees issued by the Board 2024/25, in accordance with powers afforded by s23 of the Land Drainage Act 1991. These have been paid in full.								
7	Bank and Investment Interest arises from temporary cash surpluses being invested on the short-term money market, in accordance with the Board's Investment Policy. This income has been apportioned to each of the Rating Sub Districts based on each District's proportion of the closing balances brought forward, as at 31 March 2024. (Pevensey 84.3% = £1,111,114 and Cuckmere 15.7% = £206,645).								
8	There have been interest invoices raised due to late payment of SWDC.								
9	This was a small recharge to Kings Lynn IDB relating to Tranche Funding for Telemetry.								
	<u>Directly Allocated Expenditure</u>								
10(i)	The budget set of £150,000 is for Phase 2, which has been approved by the Board and will begin in 2024/25. This funding is allocated from the Development Reserve, and is now complete. The movements are detailed and will approved by the Board at Year End. The Pevensey Pumps Capital Works project has had funded approved within the Business Case for Phase 2 and Phase 3, therefore it is unlikely this budget will be used.								
10(ii)	These are the costs incurred for the Pevensey Water Levels Management Project. The approved value of funding from the EA for this project is £943,096, which has been received in full.								
11	These are the costs of the Cuckmere Desilting and DeShingling issues within the Sub-District that were incurred during the year. We received Tranche Funding of £214,301.88 towards this project after the Area Manager was successful in her bid for this funding.								
12	The Board has not received a Precept Invoice from the EA for 2018/19, but has accrued for the amount we expect to be charged for the year. The EA has power to levy such a charge on the Board annually, in accordance with s141 of the Water Resources Act 1991.								
13	Drain maintenance work has been completed by the Contractor Agricultural Machine Hire Ltd (AMH - Darren Walker) and Ostridge Contractors Ltd, whilst being supervised by the Board's Operations Manager. All pumping station maintenance has been carried out by Williams M&E.								
	<u>Apportioned Expenditure</u>								
	Non directly allocated expenditure has been apportioned between the Pevensey and Cuckmere Rating Sub Districts according to an assessment of the time spent working in each area, as budgeted: 90% for Pevensey and 10% for Cuckmere. Other Technical Support Staff Costs have been apportioned to each Sub District according to the amount of Surface Water Development Contributions received from development within each Sub District and watershed catchment.								
14	These costs relate to the employment costs of the Board's Operations Manager and Water Level Management Operative, which includes all Health & Safety PPE, fuel and maintenance costs for one 4 x 4 vehicle, and Honda Foreman. These vehicles are owned by the Board.								

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

Note	Notes to the Accounts
15	These costs relate to the time the Environmental Team and WMA's COO have spent working for the Board.
16	This relates to the gross cost of employing the Area Manager and Flood Risk Engineer.
17	These costs relate to the time the WMA Chief Executive, Business Support, CFO, Finance & Rating Officer, Rating Officer and the ICT Manager have spent working for the Board.
18	There are no provisions for doubtful debts in 2024/25 to date.
19	There have been a small amount of write offs in 2024/25 to date.
20	Audit fees for both the internal and external fees for 2024/25 have been accrued.
21	The Operations Manager's 4 x 4 vehicle has been depreciated by £3,977, and the Honda Freedom will be depreciated by £3,503 in 2024/25. The 4 x 4 was sold in December 2024, and a profit on disposal made of £11,031. Hire costs for the transit van used by the Operations Manager have been included within this line, while the new transit van (which is more suited to the Operations Manager's role) was on order. The new transit van was delivered in January 2025 and will be depreciated by £1,616.67 in 2024/25. The Storage Container and all small tools and equipment are shown in the Fixed Assets Register and have been fully depreciated.
22	The insurance costs relate to the general insurance costs such as Employer's and Public Liability Insurance. Pumping Station insurance is shown within repairs and maintenance, and included within the maintenance breakdown sheet.
23	These costs relate to overnight accommodation charges for WMA staff, for hiring meeting rooms and for providing refreshments at Board meetings, site visits and inspections.
24	These costs relate to the printing and posting of Board meeting papers and Drainage Rate Demands.
25	These costs relate to the public notices that need to be advertised in the local press.
26	These costs include the Board's subscription for membership of the Association of Drainage Authorities (ADA), members expenses and licence fees payable to the Information Commissioner's Office for Data Protection, to the WMA for the use of the DRS Online software and Legal Fees relating to the Consortium Agreement.

Balance Sheet

27	Fixed Assets	Vehicles and Trailers	Lockup and Equipment	Pumping Stations	Total
	Cost				
	Opening Balance as at 1-4-2024	37,351	10,268	6	47,625
	(+) Additions	32,333	0	0	32,333
	(+) Revaluations	0	0	0	0
	(-) Disposals	-23,860	0	0	-23,860
	Closing Balance as at 31-3-2025	45,824	10,268	6	56,098
	Depreciation				
	Opening Balance as at 1-4-2024	21,895	10,268	0	32,163
	(+) Depreciation Charge	9,096	0	0	9,096
	(-) Accumulated depreciation written out on disposal	-19,386	0	0	-19,386
	Closing Balance as at 31-3-2025	11,605	10,268	0	21,873
	Net Book Value				
	Net Book Value as at 31-3-2024	15,456	0	6	15,462
	Net Book Value as at 31-3-2025	34,219	0	6	34,225

- (i) The Operations Manager's vehicle has been depreciated monthly, at a rate of £538.89, the truck that has been sold at £497.08, and the Honda Foreman at £281.89.
- (ii) The Board has purchased a storage container which is located at the EAs Pevensey Depot. This lockup facility secures all of the Board's equipment used by the Operations Manager. This has been fully depreciated in the accounting period April 2017-March 2018.
- (iii) The Board owns 6 pumping stations, and these have been revalued in the manner set out in the Practitioners Guide 2025. These assets were received from the EA at zero cost, and have been included in the Fixed Assets Register with a nominal one pound (£1) value, as a proxy for the zero cost.

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

Note Notes to the Accounts

28(i) Bank Account

The Board's Bank Account is reconciled as follows:

	2023/24	Movement	2024/25
Opening Balance as at 1-4-2024 b/fwd	326,469	-251,293	75,175
(+) Receipts	886,950	3,602,438	4,489,388
(-) Payments	-1,138,244	-2,863,242	-4,001,485
Closing Balance as at 31-3-2025 c/fwd	75,175	487,903	563,078
Balance on Bank Statement as at 31-3-2025	75,162	487,916	563,078
Less: Unpresented Payments	0	0	0
Add: Unpresented Receipts	13	-13	0
Closing Balance as at 31-3-2025 c/fwd	75,175	487,903	563,078

28(ii) Short Term Investments

	2023/24	Movement	2024/25
32 Day Deposit and Holding Account - Lloyds plc	718,613	-718,613	0
National Counties BS	250,000	-250,000	0
Melton Mowbray BS	0	500,000	500,000
Vernon BS	0	100,000	100,000
Nottingham BS	0	500,000	500,000
Furness BS	0	500,000	500,000
Progressive BS	0	350,000	350,000
Saffron BS	0	500,000	500,000
West Brom BS	250,000	0	250,000
	968,613	1,481,387	2,700,000

29 Trade Debtors and Ratepayers Due

	Pevensey	Cuckmere	2024/25
Trade Debtors	1,156	0	1,156
	1,156	0	1,156

Aged Debtor Profile is currently as follows:

	Pevensey	Cuckmere	No of Debtors
Debt period			
<=30 days	1,156	0	0
>30 days and <=60 days	0	0	0
>60 days and <=90 days	0	0	0
>90 days	0	0	0
	1,156	0	0

Drainage Rates (less Worldpay amounts, in abeyance)

	649	38	688
	649	38	688

Special Levies:

Eastbourne Borough Council	0	0	0
Hastings Borough Council	0	0	0
Rother District Council	0	0	0
Wealden District Council	0	0	0
	0	0	0
	1,805	38	1,843

30 Vat Due from HMRC

The Board is Vat Registered and therefore able to reclaim the VAT that it has paid to its suppliers. Drainage Rates, Special Levies and Surface Water Development Contributions are statutory charges and are beyond the scope for VAT purposes, so the Board should therefore be in a repayment position most of the time.

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

Note	Notes to the Accounts			
31	Grant Reserve			
		Pevensey	Cuckmere	2024/25
	Opening Balance, as at 1-4-2024 b/fwd	0	0	0
	(+) Grants Received	604,971	0	604,971
	(+) Grants Due	-90,221	0	-90,221
	(-) Grants Applied to Income & Expenditure Account (SCH01)	-207,410	0	-207,410
	Closing Balance, as at 31-3-2025 c/fwd	307,340	0	307,340
32	Tranche 1 +2 Grant Reserve			
		Pevensey	Cuckmere	2024/25
	Opening Balance, as at 1-4-2024 b/fwd	0	0	0
	(+) Grants Received	1,051,487	293,829	1,345,316
	(-) Grants Applied to Income & Expenditure Account	-1,051,487	-293,829	-1,345,316
	Closing Balance, as at 31-3-2025 c/fwd	0	0	0
33	General Reserve			
		Pevensey	Cuckmere	2024/25
	Opening Balance, as at 1-4-2024 b/fwd	178,085	75,510	253,595
	(+) Net Surplus/(Deficit) for the Period	403,748	53,153	456,901
*	(-) Transferred to Earmarked Development Reserve	-274,857	-36,699	-311,556
	Transferred (to)/from Tranche Funding (Prior Year Cost)	54,081	6,009	60,090
	(-) Transferred (to)/from Cuckmere Targeted Improvement Reserve	0	-10,896	-10,896
	Closing Balance, as at 31-3-2025 c/fwd	361,057	87,077	448,134
*	Surface Water Development Contributions Invoiced during the year	427,276	55,932	483,208
	(-) Collection Costs:			
	Gross cost of employing Sustainable Development Officer	142,502	18,654	161,156
	East Sussex County Council (ESCC) Hosting Costs	4,421	579	5,000
	Hydromodelling/DEF	5,496	0	5,496
		152,419	19,233	171,652
*	(=) Transferred to/(from) Earmarked Development Reserve	274,857	36,699	311,556
34	Development Reserve			
		Pevensey	Cuckmere	2024/25
	Opening Balance, as at 1-4-2024 b/fwd	933,029	131,135	1,064,164
*	Transferred (to)/from General Reserve, as detailed in Note 35 above	274,857	36,699	311,556
	Transferred (to)/from Tranche Grant Reserve (prior year Costs)	88,965	0	88,965
	Closing Balance, as at 31-3-2025 c/fwd	1,296,851	167,834	1,464,685
35	Cuckmere Targeted Improvements Reserve			
		Pevensey	Cuckmere	2024/25
	Opening Balance, as at 1-4-2024 b/fwd	0	0	0
	Transferred (to)/from General Reserve, as detailed in Note 35 above	0	10,896	10,896
	Closing Balance, as at 31-3-2025 c/fwd	0	10,896	10,896
36	Revaluation Reserve			
		2023/24	Movement	2024/25
	Star Inn Pumping Station	1	0	1
	Barnhorn Pumping Station	1	0	1
	Drockmill Pumping Station	1	0	1
	Horsebridge Pumping Station	1	0	1
	Rickney Pumping Station	1	0	1
	Manxey Pumping Station	1	0	1
		6	0	6

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

BOX NO.	ANNUAL RETURN, FOR THE YEAR ENDING 31 MARCH 2025	ACTUAL	ACTUAL
		2023/24	2024/25
		£	£
1	Balances brought forward		
	Grant Reserve	0	0
	General Reserve	245,757	295,491
	Development Reserve	911,356	1,022,267
	Cuckmere Targeted Improvements Works Reserve	24,599	0
	Revaluation Reserve	6	6
	As per Statement of Accounts	1,181,717	1,317,764
	(-) Fixed Assets, Long Term Liabilities and Loans		
	Net Book Value of Tangible Fixed Assets	19,412	15,462
		19,412	15,462
	(=) Adjusted Balances brought forward	1,162,305	1,302,303
2	(+) Rates and Special Levies		
	Drainage Rates	40,904	41,888
	Special Levies	352,424	372,752
	As per Statement of Accounts	393,328	414,640
3	(+) All Other Income		
	Profit/(Loss) on Disposal of Fixed Assets	16,009	11,031
	Surface Water Development Contributions	282,497	483,208
	Highland Water Contributions from the Environment Agency	86,330	86,330
	Bank and Investment Interest	34,310	73,731
	Grants Applied	90,221	207,410
	Tranche 1 + 2 Grant Income Applied	0	1,345,316
	Grant Due	90,221	-90,221
	P&C Staff Costs (Tranche Funded)	0	149,055
	Other Income	12,964	4,381
	Consent Fees	1,450	1,850
	As per Statement of Accounts	614,002	2,272,091
	(+) Income from Sale of Fixed Assets (above profit/(loss))		
	Capital Cost of disposals	21,778	23,860
	Less: Accumulated depreciation written out	-16,787	-19,386
		4,991	4,474
	(+) Grants Applied to Grants Received Conversion		
	(-) Grants Applied	-90,221	-207,410
	(+) Grants Received	0	604,971
	(-) Grants Applied Tranche	0	-1,345,316
	(+) Grants Received Tranche	0	1,345,316
		-90,221	397,561
	(=) Adjusted Other Income	528,772	2,674,126

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

BOX NO.	ANNUAL RETURN, FOR THE YEAR ENDING 31 MARCH 2025	ACTUAL	ACTUAL
		2023/24	2024/25
		£	£
4	(-) Staff Costs		
	Operations Delivery Staff Costs	57,948	60,163
	WMA Technical Support Staff Costs	0	0
	Other Technical Support Staff Costs	144,559	153,956
	WMA Administration Staff Costs	0	0
		202,507	214,120
5	(-) Loan Interest/Capital Repayments		
	Loan Interest	0	0
	Capital Repayments	0	0
	As per Statement of Accounts	0	0
6	(-) All Other Expenditure		
	New and Improvement Works (Hydromodelling)	0	5,496
	New and Improvement Works (Water Levels Mgmt Project)	90,221	207,410
	Cuckmere Deshingle and Desilting Works	50,128	9,104
	Environment Agency Precept	10,000	10,000
	Maintenance Works	287,019	318,842
	WMA Technical Support Costs	16,840	17,081
	WMA Admin Costs	33,645	33,440
	Other Operational Staff Costs	18,208	15,659
	Other Technical Support Costs	27,026	12,199
	Cost of Rechargeable Works	10,016	963
	Tranche 1 + 2 Expenditure		1,293,356
	Drainage Rate Write Off	5	89
	Provision for Doubtful Debts	0	0
	Audit Fees	2,512	3,581
	Depreciation	9,468	9,096
	General Insurances	5,500	6,600
	Accommodation and Meeting Room Hire	1,664	942
	Postages and Stationery	799	775
	Advertising and Public Notices	0	0
	ADA Subscriptions and Other Expenses	15,504	12,244
	As per Statement of Accounts	578,555	1,956,876
	(-) Depreciation Charged (Non Cash)		
	Vehicles and Trailers	9,468	9,096
	Lockup and Equipment	0	0
	Pumping Stations	0	0
		9,468	9,096

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ending: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDING 31 MARCH 2025	ACTUAL	ACTUAL
	2023/24	2024/25
	£	£
(+) Capitalised Additions		
Vehicles and Trailers	10,508	32,333
Lockup and Equipment	0	0
Pumping Stations	0	0
	10,508	32,333
(=) Adjusted Other Expenditure	579,595	1,980,114
7 (=) Balances carried forward		
Grant Reserve	0	307,340
Tranche 1 + 2 Grant Reserve	0	0
General Reserve	295,491	448,134
Development Reserve	1,022,267	1,464,685
Cuckmere Targeted Improvements Works Reserve	0	10,896
Revaluation Reserve	6	6
As per Statement of Accounts	1,317,764	2,231,060
(-) Fixed Assets, Long Term Liabilities and Loans		
Net Book Value of Tangible Fixed Assets	15,462	34,225
	15,462	34,225
(=) Adjusted Balances carried forward	1,302,303	2,196,835
8 Total Cash and Short Term Investments		
Bank Account	75,175	563,078
Short-Term Investments	1,218,613	2,700,000
As per Statement of Accounts	1,293,789	3,263,078
9 Total Fixed Assets and Long Term Assets		
Vehicles and Trailers (valued at Purchase Cost)	37,351	45,824
Lockup and Equipment (valued at Purchase Cost)	10,268	10,268
Pumping Stations (Revalued)	6	6
As per Statement of Accounts	47,625	56,098
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 Ending: 31 March 2025

BOX NO.	ANNUAL RETURN, FOR THE YEAR ENDING 31 MARCH 2025	ACTUAL	ACTUAL
		2023/24	2024/25
		£	£

7, 8	RECONCILIATION BETWEEN BOXES 7 AND 8	ACTUAL	ACTUAL
		2023/24	2024/25
		£	£

7	Balances carried forward (adjusted)	1,302,303	2,196,835
----------	--	------------------	------------------

(-) Deduct: Debtors and Prepayments

Trade Debtors and Ratepayers Due	76,937	1,843
Vat Due from HMRC	45,549	128,178
Grants Due	90,221	0
Work in Progress	0	0
	212,706	130,021

(+) Add: Creditors and Payments Received in Advance

Trade Creditors	52,205	429,305
Accruals	143,542	765,526
Provision for Doubtful Debts	0	0
Payments Received in Advance	8,445	1,434
	204,192	1,196,264

	(=) Box 8	1,293,789	3,263,078
--	------------------	------------------	------------------

8 (=) Total Cash and Short Term Investments

Bank Account	75,175	563,078
Short-Term Investments	1,218,613	2,700,000
	1,293,789	3,263,078

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

17 JUNE 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

PEVENSEY AND CUCKMERE WLMB

<https://www.wlma.org.uk/pevensey-cuckmere/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) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

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

Name of person who carried out the internal audit

04/02/2025 05/02/2025

David Robinson

Signature of person who carried out the internal audit

Shi Li

Date

03/04/2025

***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:

PEVENSEY AND CUCKMERE WLMB

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
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

***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:

17/06/2025

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/pevensey-cuckmere/home/> SS

Section 2 – Accounting Statements 2024/25 for

PEVENSEY AND CUCKMERE WLMB

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	1,162,304	1,302,303	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	393,328	414,640	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	528,772	2,674,126	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	202,507	214,120	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	579,595	1,980,114	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	1,302,303	2,196,835	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	1,293,789	3,263,078	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	46,725	56,098	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

SIGNED

Date

06/06/2025

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

17/06/2025

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

Pevensey & Cuckmere Water Level Management Board Risk Register – V1

As a Risk Management Authority the Pevensey & Cuckmere Water Level Management 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, Finance and Rating Manager,
 KN - Kari Nash, Project Delivery Manager: TH - Tom Hunter, Area Manager: AB – Ali Bloomfield, Operations Manager:
 CL - Caroline Laburn, Environmental Manager: CB - Cathryn Brady, Sustainable Development Manager

Objective	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
(1) To reduce the flood risk to people, property, public infrastructure and the natural environment by providing and maintaining technically, environmentally and economically sustainable flood defences within the Internal Drainage District (IDD).	(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, resulting in future housing development being unsustainable, whilst also leaving the Board unable to meet its statutory obligations.	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. Explore alternative funding streams including partnership working with other RMAs and access to local levy funding: 1) Partnership working with ESCC on planning matters 2) Precept works programme with EA to benefit the Board's infrastructure. 3) Sharing access to technical support staff through the WMA Consortium. 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 now wait for the relevant procedure to be followed for the law to be	31.03.2025	PC/MP/RK

Objective	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
							updated, after which further processes can commence.		
	(1b) EA may cease to pay highland water contribution to WLMBs	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 such that HWC would no longer be needed.	31.03.2025	SJ/MP
	(1c) EA's operation of the water control structures has an adverse impact on water levels in the IDD	Impacts on the WLMB's ability to carry out its statutory function	2	3	6	Transfer	Liaison between WLMB and EA officers has resulted in the EA permitting WLMB to operate on its behalf, the EA water control structures that affect the IDD. A protocol for this has been produced by EA/WLMB officers and maintaining it is a priority.	31.03.2025	RK/RD
	(1d) EA no longer undertakes de-shingling works in the Cuckmere Estuary	WLMB is unable to fulfil its statutory function in the Cuckmere River Sub District during periods of high rainfall on a saturated catchment and constituent ratepayers push for an Exemption from Rating order, as a result.	2	3	6	Transfer	The EA have agreed to fund de-shingling works until 31 March 2025. Push for WLMB to do works in the Estuary on behalf of EA via a public sector cooperation agreement and for de-maining conversations to continue. Encourage the EA to implement a sustainable approach to maintaining the Cuckmere River after 31 March 2025 when the de-shingle agreement runs out. Encourage NE to clearly state	31.03.2025	RK/MP

Objective	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
							how it wants its freshwater SSSI to be managed.		
	(1s) 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	WLMB consenting team to receive training on the possible impacts of water level management schemes. 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.	31.03.2025	CB
	(1t) HMRC have confirmed via Excise Notice 75, that as of 1 April 2022, WLMBs can continue to use 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 WLMB works.	An annual fuel increase in cost of approximately £70,000, meaning an increase of 3% in drainage rates and special levies.	2	3	6	Transfer	Continue to support lobbying through ADA for the law not to be widened out to WLMBs.	31.03.2025	RK/MP

Objective	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
3. To enable and facilitate land use for residential, commercial, recreational, and environmental purposes by guiding and regulating activities, which have the potential to increase flood risk.	(1u) 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.	2	3	6	Transfer	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.	31.03.2025	SJ/RK
	(3a) Planning Authorities ignore advice provided by 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 build close relationships with local planning officers, such that our role, input and comments are considered and valued. Officers' comments on planning applications are available on Local Authority website. The Board adopted the variable SWDC rate and banding arising from the 2018 review undertaken by the WMA. New rates and banding introduced 1 October 2018.	31.03.2025	CB/RK
	(3b) 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 WLMB infrastructure & subsequently increase the risk of flooding.	2	3	6	Transfer	A SUDs adoption and charging policy has been approved by the Board. Updated Planning and Byelaw Strategy Document approved by the WMA on 7 December 2018 and by the Board in May 2019. Promote WLMB services for adoption of SUDs in planning	31.03.2025	CB/RK

Objective	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
							consents to ensure they are maintained in perpetuity. Introduction of a SUDs adoption and charging policy, approved by the Board on 31 January 2017.		
4 To nurture, enhance and maintain the natural habitats and species, which exist in and alongside WLMB watercourses, wherever practical to ensure there is no net loss of biodiversity.	(4d) Future funding to manage/remove Floating Pennywort not secured, resulting in more spread and more material, finding its way into more WLMB watercourses	Increased costs for removal, resulting in increased drainage rates and levees.	2	3	6	Transfer	Officers to keep the pressure on the EA and NE to work together to fund 3 rd party works and a bigger solution to landscape scale management. Officers to investigate sources of potential future funding to control floating pennywort in third party infrastructure (Main Rivers controlled by the EA and private watercourses controlled by Landowner).	31.03.2025	CL/RK

FEEDBACK & COMPLAINTS REVIEW

For the period 1st December 2024 – 31st May 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 COLLABORATE FEEDBACK

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

3. OFFICIAL COMPLAINTS

Date of complaint	Location	Nature of complaint	Allocated to	Status	Action taken

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 included one complaint.

4. OTHER FEEDBACK

Date of feedback	Location	Nature of Feedback	Allocated to	Status	Action taken
02/01/2025	Alfriston	Thank you for the excellent communications - very important, and much appreciated	R. Kinsella	N/A	Communicated to staff.
10/04/2025	Not specified	Dissatisfied with the notice of entry letter sent out to all ratepayers	R. Kinsella	Closed	An email response was sent discussing the tone and content of the notice of entry letter.

The same reporting period last year included two items of feedback.

FRANCES BLIGH
ICT MANAGER
4th June 2025

WATER MANAGEMENT ALLIANCE

SUPPLIER PERFORMANCE POLICY

OPERATIONS

Last review date: January 2025

To be reviewed every 3 years

Next review date: January 2028

Reviewed by: WMA Consortium Management Committee

Adopted by:

Broads Internal Drainage Board
East Suffolk Water Management Board
King's Lynn Internal Drainage Board
Norfolk Rivers Internal Drainage Board
Pevensey and Cuckmere Water Level Management Board
South Holland Internal Drainage Board
Waveney, Lower Yare and Lothingland Internal Drainage Board

SUPPLIER PERFORMANCE POLICY

1. Introduction

- 1.1. The WMA Member Boards operate and promote a system of continuous learning and improvement in all aspects of Health and Safety and Environmental practice.
- 1.2. Supplier performance is key to this, and we expect the highest standards from our suppliers.

2. Monitoring

- 2.1. Supplier performance is monitored as part of the framework management arrangements. This includes unannounced safety and environmental audits of work, as well as general feedback received at any time.

A yellow / red card system is also operated and will be triggered in a number of circumstances, which include:

- 2.1.1. any act or omission by a supplier leading to a prosecution in any of its business dealings shall be notified to the WMA CEO, as per section 4.0.
 - 2.1.2. any act of negligence by a supplier which significantly increases the risk to others or the environment during the execution of any WMA Member Board work.
 - 2.1.3. failure to follow the WMA Member Board's management systems, policies and procedures and safe systems of work.
 - 2.1.4. Any act of disrespectful behaviour towards staff or members of the public
- 2.2. Following the issue of a yellow card for any issues under 2.1.1 - 4 the supplier will be instructed to prepare an action plan to address the failures which led to the incident and agree actions safeguarding against a repeat incident with the WMA Member Board. This is to be sent to the relevant Operations Manager and Area Manager within 10 working days of card issue.
- 2.3. The issuing of three yellow cards for a failure within categories 2.1.1 - 4 within the tender period (3 years plus any extension as per the supplier tender document) will result in escalation to the issuing of a red card, ie: The Third yellow card will result in an automatic red card.
- 2.4. The issuing of a red card under this policy will result in immediate suspension from the framework for 12 months AND until such time that the CEO approves their re-admission.
- 2.5. If any act or omission under 2.1.1 – 4 is RIDDOR reportable, or deemed highly irregular by the CEO, then the WMA Member Board reserve the right to issue a red card immediately.

3. Dispute

- 3.1. Where a supplier is in dispute with a WMA Member Board, no further work will be issued to the supplier until the dispute has been resolved.

SUPPLIER PERFORMANCE POLICY

4. Notification under 2.1.1

- **Obligation to Notify:**

The Supplier shall promptly inform the WMA in writing within 10 business days upon becoming aware of any of the following events:

- a) The initiation of any legal, regulatory, or governmental investigation, inquiry, or proceeding involving the Supplier, its affiliates, or any of its key personnel.
- b) Any criminal prosecution, civil action, formal censure, or regulatory enforcement action against the Supplier or its affiliates that could reasonably be expected to adversely affect the Supplier's ability to meet its obligations to the WMA or damage its reputation.
- c) Any other material breaches of laws, regulations, or industry standards related to the conduct of its business, whether or not directly related to the services or goods provided to the WMA.

- For the purposes of this clause, "material breaches" include, but are not limited to, breaches related to fraud, bribery, corruption, environmental violations, or health and safety regulations.

- **Failure to Notify:**

Failure to notify the WMA as required under this clause shall constitute a red card event under this policy and the consequences as set out in 2.4.

- **Confidentiality:**

Any information provided under this clause shall be treated as confidential and used solely for assessing the Supplier's suitability to continue providing goods or services.

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

CONTENTS

1. INTRODUCTION

2. PURPOSE

3. METHODOLOGY

- 3.1 The GHG Protocol
- 3.2 Scope Definitions
- 3.3 Organisational Boundary
- 3.4 Coverage
- 3.5 Target

4. RESULTS

- 4.1 WMA Summary
- 4.2 Quality Control
- 4.3 2023 Weather
- 4.4 Data

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.

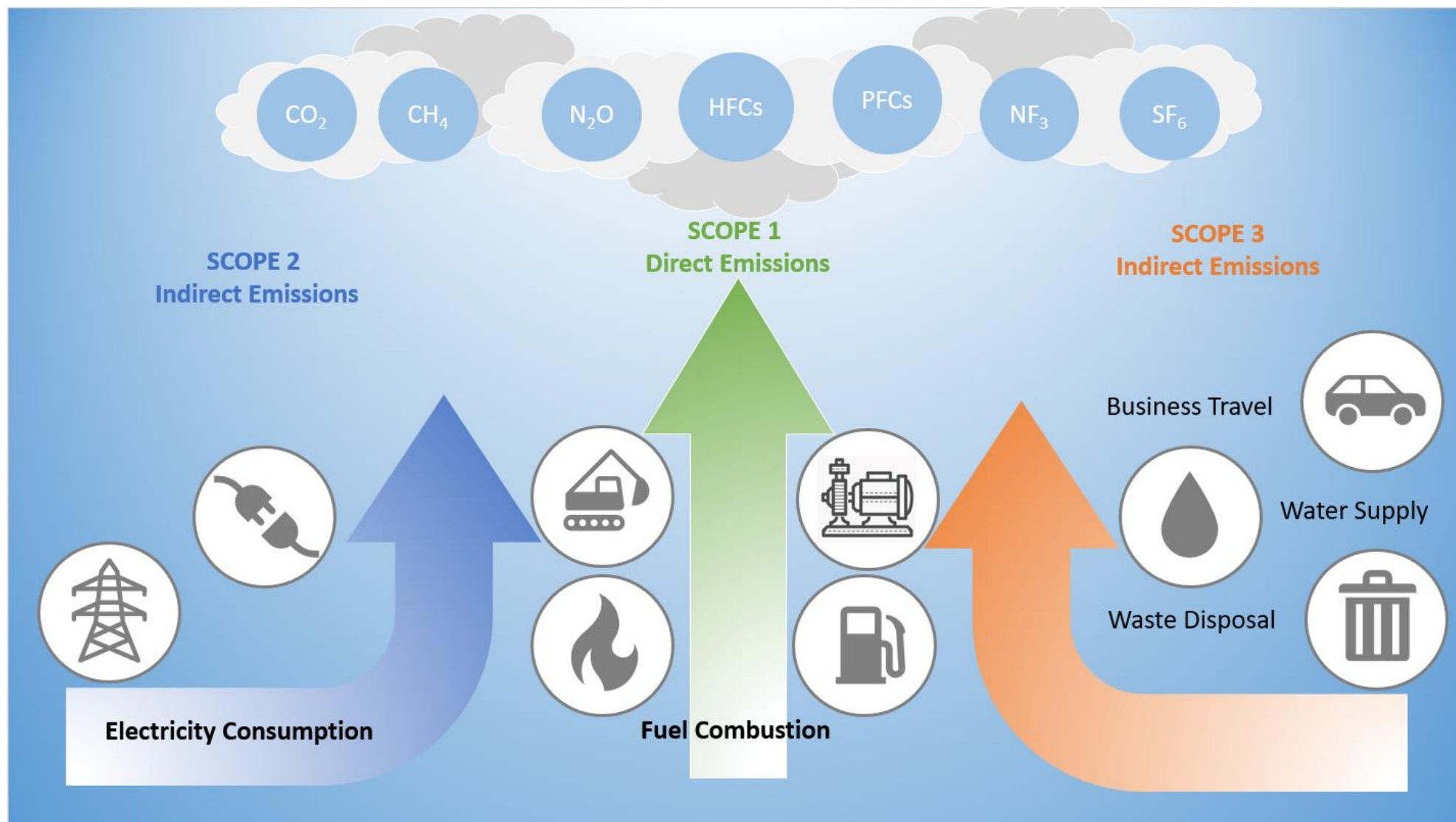


Figure 1: Scope Infographic

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

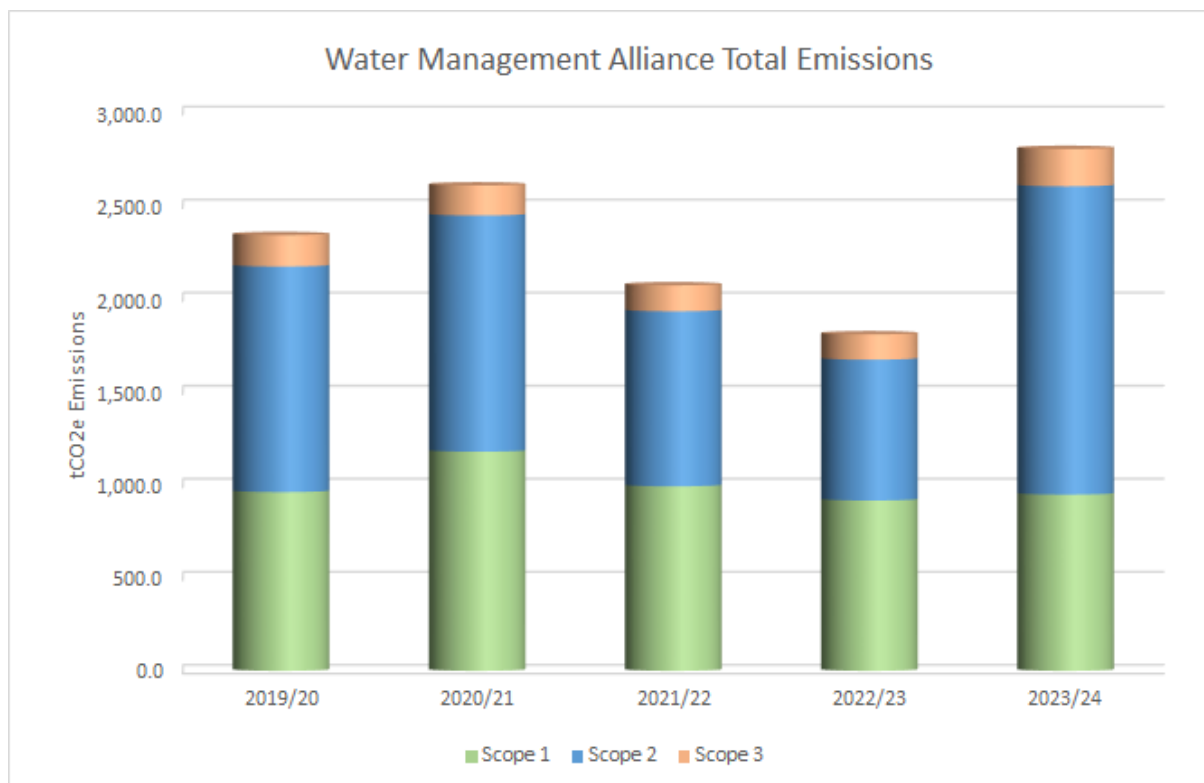
Figure 2: Description of each activity WMA included within each Scope

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

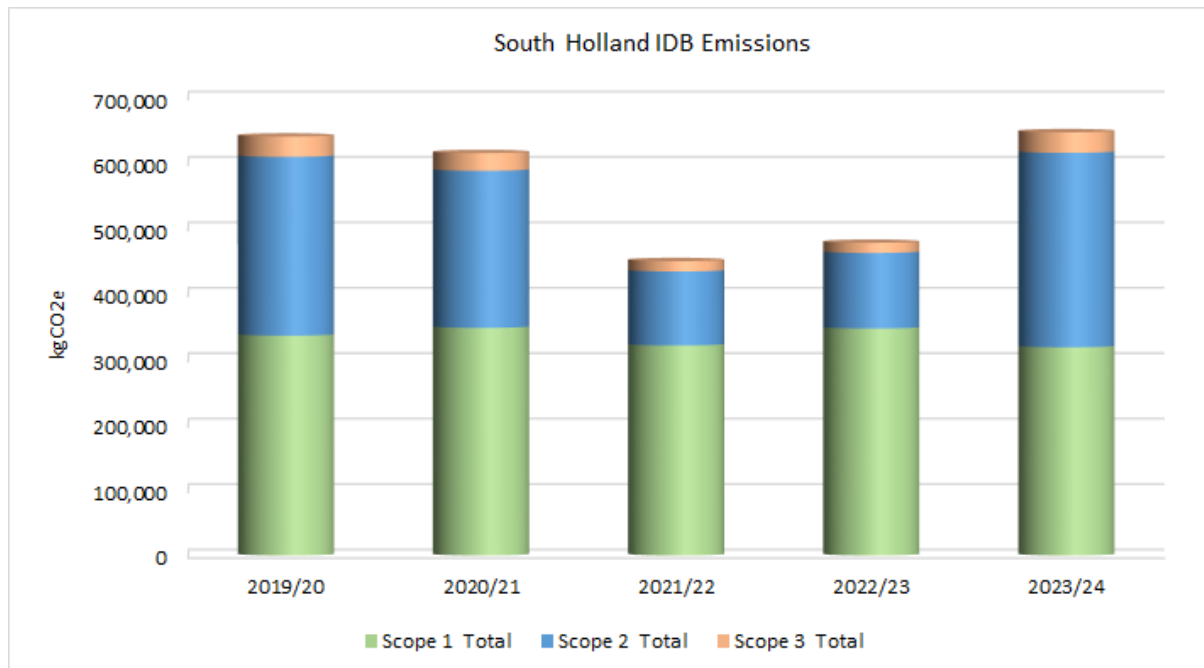
All the Boards are on 'Green Electricity Tariffs' but we have still recorded 100% of the electricity emissions as we do not believe the electricity provided from these tariffs is all from renewables.

		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.

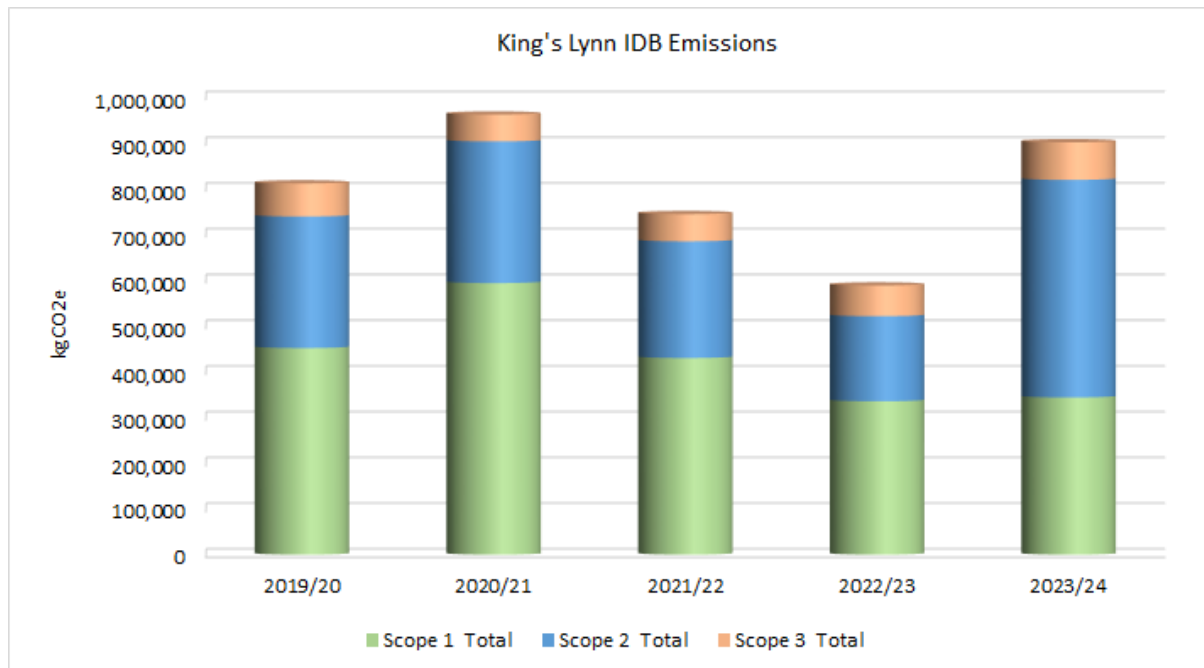
1.3 Data

		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

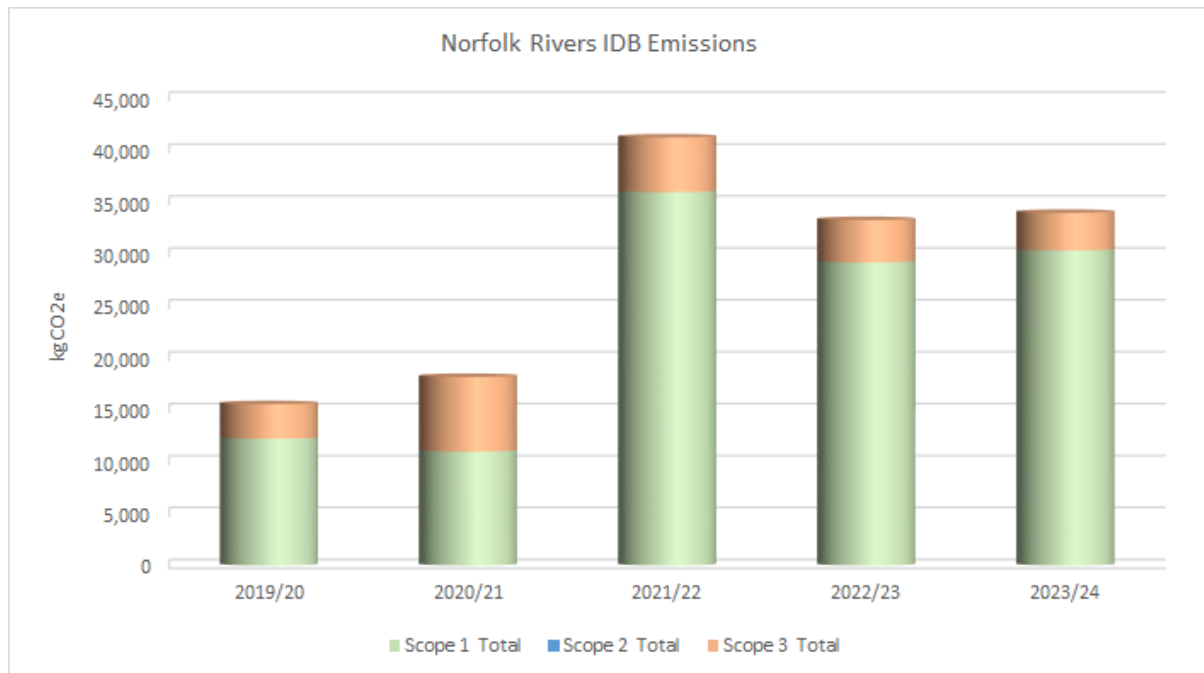
At Pierpoint House we commissioned solar panels in November 2022. Circa 51% (35.61 MWh) of our electricity consumption came from solar power during 2023/24. This avoided 8 tCO2e emissions compared with using electricity from the Grid. We have installed 60 kWh batteries to increase our storage and therefore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

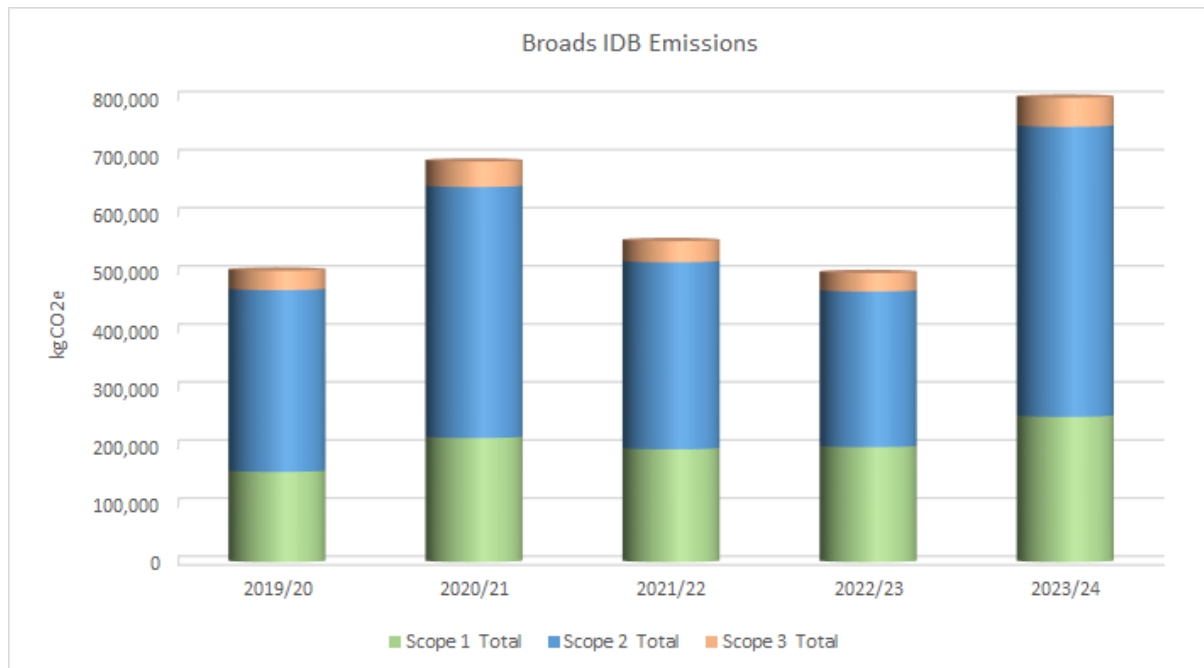
1.3 Data

		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.

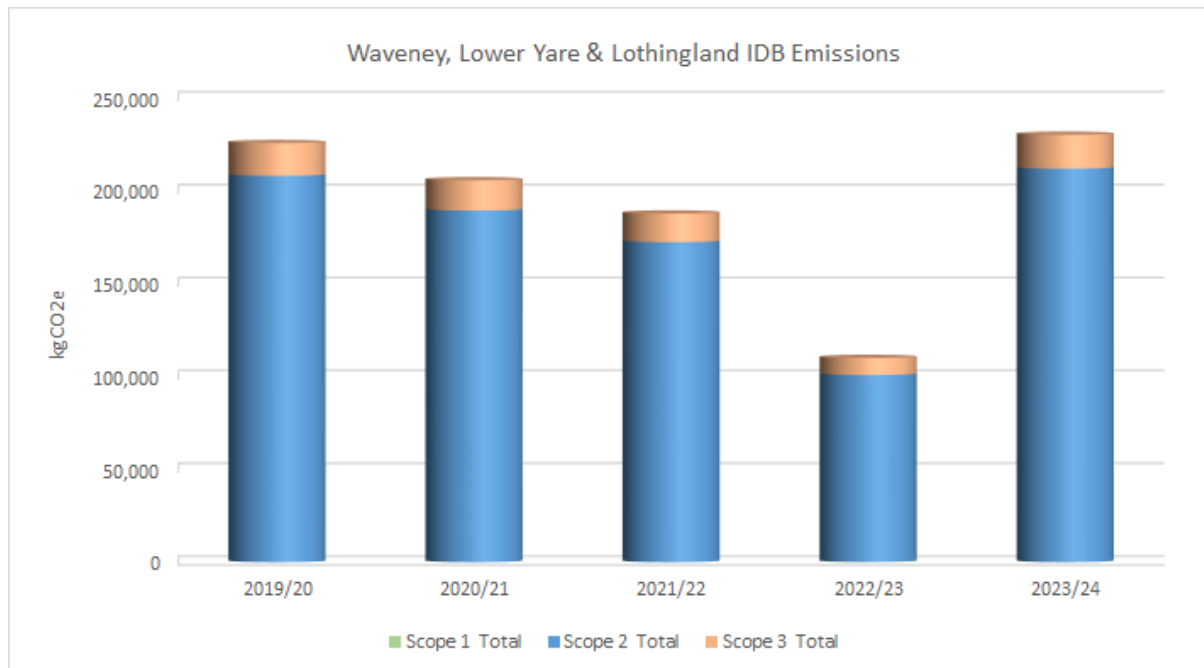
1.3 Data

		Broads IDB kgCO2e 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.

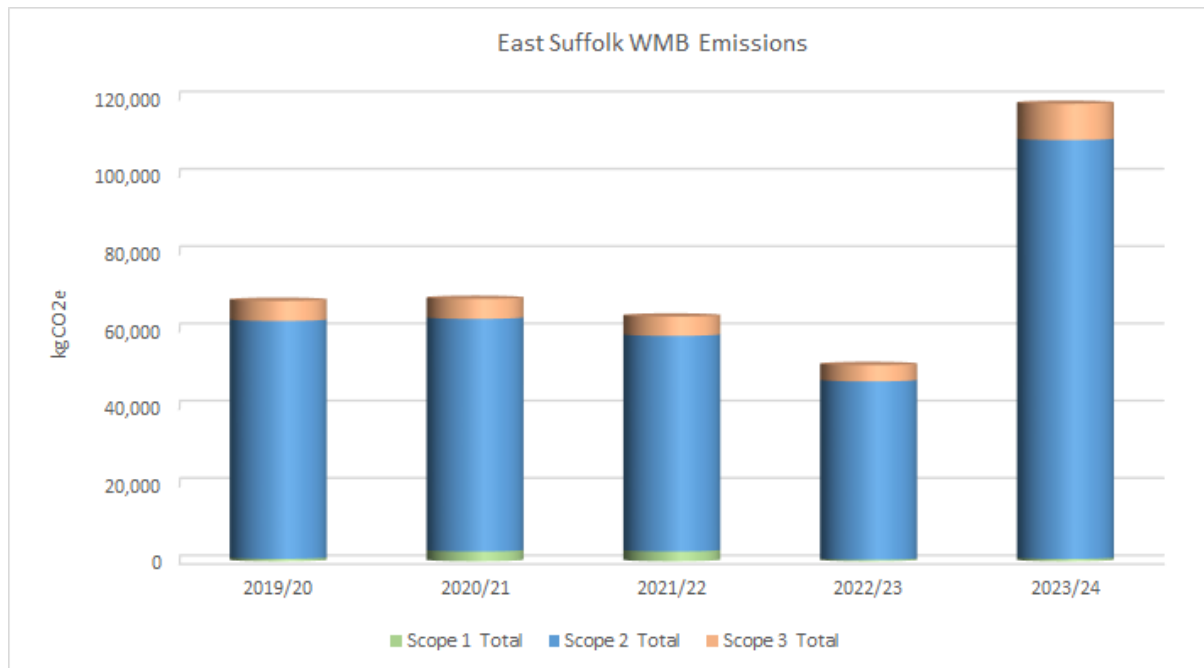
1.3 Data

		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.

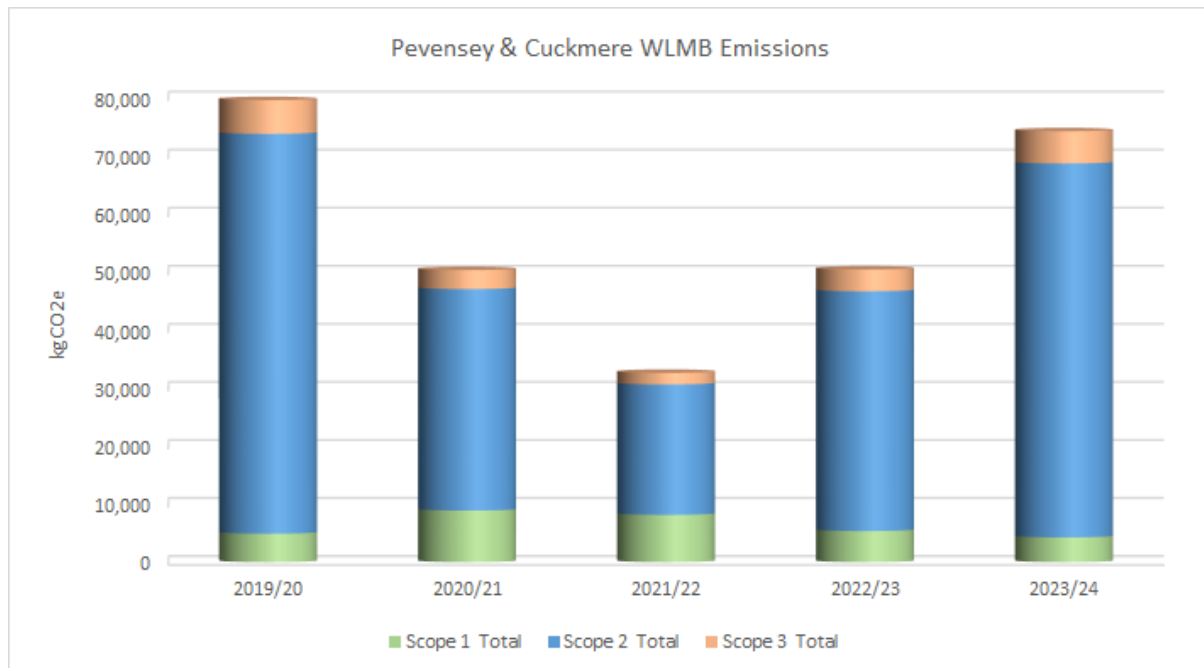
1.3 Data

		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

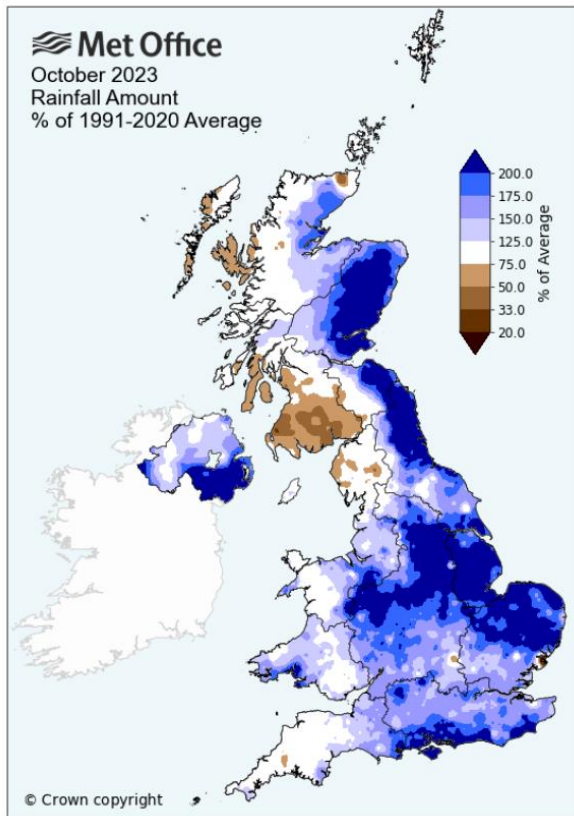
- Overall Emissions 48% higher (an increase of 1.8 tCO₂e) in 2023/24 than 2022/23, 4% lower (a reduction of 0.26 tCO₂e) than 2019/20 baseline year.
- This only relates to an increase in Electricity T&D losses as the consumption of Electricity used in Scope 2 has increased significantly.

1.3 Data

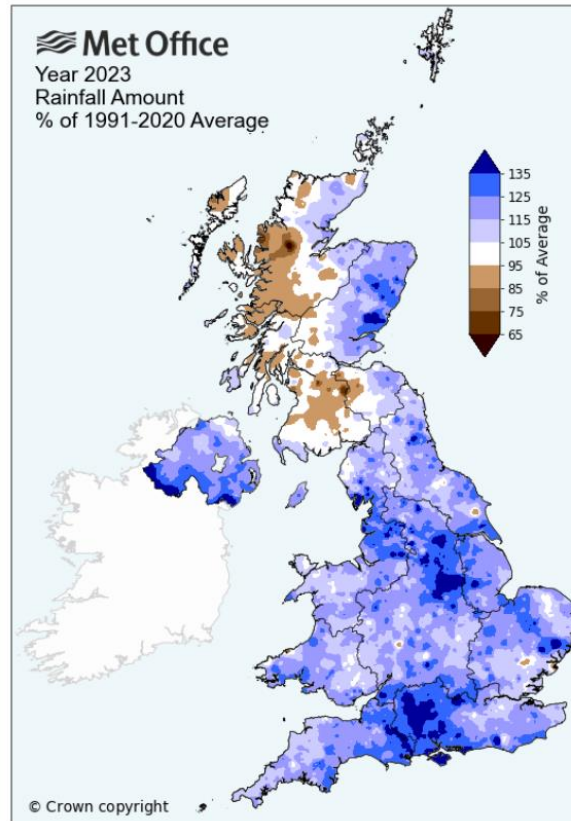
		Pevensey WLMB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	4,891.3	8,799.7	8,028.5	5,358.1	4,002.7
	Petrol	0.0	78.6	106.4	0.0	248.9
	Red Diesel	0.0	0.0	0.0	0.0	0.0
	Bio Oil	0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	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.

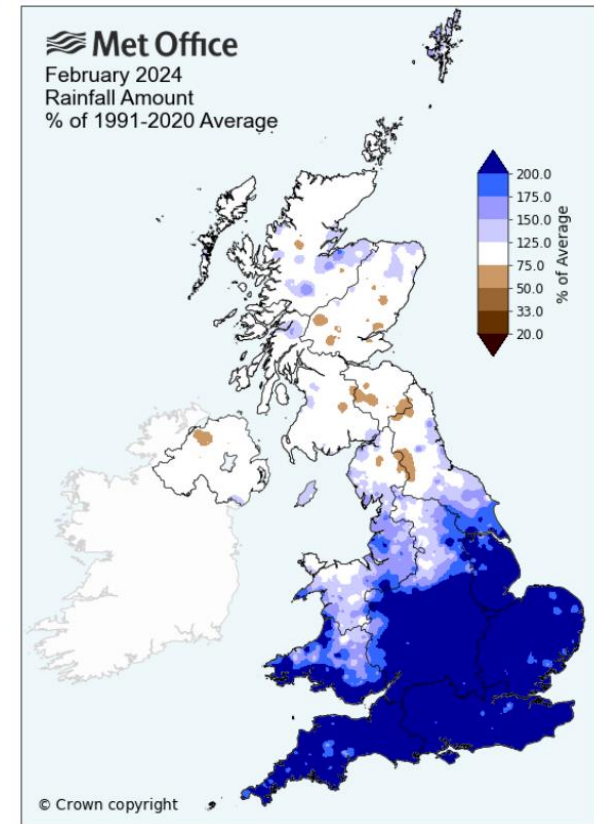
Rainfall 1991 - 2020 anomaly
October 2023



Rainfall 1991 - 2020 anomaly
Annual 2023



Rainfall 1991 - 2020 anomaly
February 2024



Distributed to:**Pevensey & Cuckmere WLMB Members****Hard Copy Requested**

Richard Brown	Pack also sent to alternative email addresses
Mark Fairweather	
Ali Dehdashty	
Penny Di Cara	
Peter Diplock	
Lance Gearing	✓
Bill Gower (Chairman)	✓
Martin Hole	
Duncan McCutchan	
Robert Miles	Post copy, no email address filed
Jim Murray	✓
Hugh Parker	
David Robinson	
Robert Smart	✓
Richard Thomas	
Chris Wadman (Vice Chair)	
David White	Pack also sent to alternative email addresses

**Key Partners & Supporting Officers
(General Business Papers)**

Tim Bartlett
Catherine Beaumont
Nick Claxton
Jo Heading
Matthew Hitchen
Luke Ball
Russell Long
Shirley MacKinnon
Ellen Miller
Dan Sargent

Eastbourne BC
Rother DC
E. Sussex CC- LLFA
Wealden DC
Lewes-Eastbourne
EA
EA
PPC
Lewes-Eastbourne
EA

WMA & WLMB Officers

Grace Burton
Phil Camamile
Richard Dann
Sallyanne Jeffrey
Revai Kinsella
Caroline Laburn
Kari Nash
Gareth Oliver
Matthew Philpot

Senior Business Support Officer
Chief Executive
Operations Manager (PCWLMB)
Chief Financial Officer
Area Manager (PCWLMB)
Environmental Manager
Project Delivery Manager
Flood Risk Engineer (PCWLMB)
Deputy Chief Executive

Pevensey & Cuckmere WLMB
17 June 2025