

A MEETING OF THE PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD WAS HELD VIRTUALLY VIA ZOOM VIDEO/TELEPHONE LINK ON TUESDAY 02 FEBRUARY 2021 AT 10.00 AM.

- | | |
|-----------------------------|------------------------------------|
| Elected Members | Appointed Members |
| Pevensey District | Eastbourne BC |
| * B Gower (Chairman) | H Burton |
| M Hole | * P Di Cara |
| R Miles | J Dow |
| D Robinson | * J Murray |
| * C Wadman (Vice Chairman) | P Rodohan |
| Cuckmere District | * R Smart |
| * R Brown | Hastings BC & Rother DC |
| * G Hesselgrave | R Thomas |
| Combe Haven District | Wealden DC |
| M Worssam | * M Lunn |
| | * D White |
| | * Present (53%) |

Environment Agency

Nick Gray, Paul Levitt, Russell Long, Louise Parker, Dan Sargent,

Local Authority

Cath Beaumont (Rother DC), *Nick Claxton (East Sussex CC), *Anna Hastings (East Sussex CC), Jo Heading (Wealden DC), Matthew Hitchen (Lewes/ Eastbourne DC), Graham Kean (Wealden DC), Peter Padget (Eastbourne BC),

Natural England

Cath Jackson

Pevensey & Cuckmere WLMB

* Richard Dann (Operations Manager), * Revai Kinsella (Flood and Water Officer)

Water Management Alliance

* Cathryn Brady (Sustainable Development Manager), * Phil Camamile (Chief Executive), * Sue Cook (CEO's PA), * Sallyanne Jeffrey (Finance & Rating Manager), * Caroline Laburn (Environmental Manager), * Matthew Philpot (Project Engineer)

*Shirley MacKinnon (Member of the public)

** In Attendance*

| ID | Pevensey and Cuckmere WLMB, Minute | Action |
|-----------------|--|---------------|
| 01/21 | WELCOME AND INTRODUCTIONS | |
| 01/21/01 | The Chairman welcomed Anna Hastings to her first Board meeting. She had just started working for East Sussex County Council and was attending the meeting with Nick Claxton. | |

| ID | Pevensey and Cuckmere WLMB, Minute | Action |
|-----------------|---|------------|
| 02/21 | APOLOGIES FOR ABSENCE | |
| 02/21/01 | Apologies for absence were received on behalf of H Burton, M Hitchen, G Kean, P Levitt, R Long, P Rodohan and D Robinson. | |
| 03/21 | DECLARATIONS OF INTEREST | |
| 03/21/01 | The Chairman thanked the members who had completed and returned their 2021 Declaration of Members Interests Forms and requested that any outstanding forms be completed and submitted to the Business Support Team as soon as possible (Sue Cook – PA to the CEO). RESOLVED that this be actioned. | ALL |
| 04/21 | TO CONFIRM THE MINUTES OF THE LAST BOARD MEETING | |
| 04/21/01 | The minutes of the last Board meeting held on 06 October 2020 were considered in detail and approved as a true record. It was noted that the Chairman would sign the minutes shortly after the meeting. | |
| 05/21 | MATTERS ARISING | |
| 05/21/01 | Surface Water Development Contributions Briefing Note (47/20/05) | |
| | Robert Smart queried whether the word ‘required’ in relation to “prior consent being required” meant the Board could prevent a planning permission being granted. The Sustainable Development Manager confirmed that ‘Planning Permission’ and ‘Land Drainage Consent’ were separate permissions and that it was the Local Planning Authority who determined whether a site was likely to increase flood risk prior to granting planning permission, under advisement from the WLMB. The Sustainable Development Manager advised that she was happy to be contacted outside of the meeting to discuss this in more detail. RESOLVED that this be noted. | |
| 05/21/02 | Robert Smart asked what the accrued liability was for future works when charging a Surface Water Development Contribution (SWDC) as a condition of a Land Drainage Consent. The Sustainable Development Manager confirmed that the SWDC was a contribution towards the cost of future works, which may be required as a result of more water being discharged within the district, this being distinctly different to a commuted obligation. It was agreed and thereby RESOLVED to defer further discussions regarding this until the Surveying and Modelling programme had been completed. | |
| 06/21 | TO CONSIDER THE HEALTH, SAFETY AND WELFARE REPORT | |
| 06/21/01 | The Board’s Health, Safety and Welfare Performance Report (a copy of which is filed in the Report Book), was considered in detail and approved. There were no matters arising. | |

07/21 TO CONSIDER AND APPROVE THE OPERATIONS REPORT

07/21/01 The Operations Report (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:

07/21/02 The Project Engineer apprised the Board that he had requested a written position statement from the Environment Agency (EA) in accordance with the documented first stage of the formal demaining process. It was hoped that this would be received from the EA ahead of the next meeting with Maria Caulfield on 5 March 2021, along with an anticipated timeframe. Michael Lunn requested the Project Engineer share the output of the meeting with Maria Caulfield with the Board. RESOLVED that this be actioned.

MP

07/21/03 Members of the Board thanked the Chief Executive, Project Engineer and Operations Manager for their determination and attention to detail, which was resulting in steady progress being made to more effectively manage water levels in the area, but more importantly, increasing trust and confidence in the abilities of the WLMB, its employees and agents, which should help deliver the Board's long-term strategic aspirations. The Chief Executive confirmed the long-term objective remained to extend the Board's district to the watershed catchment boundary, within which there would be no main rivers and the Board would be in control of its own outfalls. However, this would not be achieved in the short term and could take many years to happen. He reiterated that local support remained key to achieving these goals.

07/21/04 The Project Engineer reported that he had asked the EA for an in-principle statement to confirm, subject to the necessary permissions and consents being in place, that the EA would let the Board undertake maintenance work on the Cuckmere using the Public Sector Cooperation Agreement.

07/21/05 Chris Wadman raised specific concerns regarding bank erosion along the Cuckmere River which was in danger of over-topping. The Project Engineer agreed to contact Chris outside of the meeting to establish more detail. RESOLVED that this be noted.

MP

08/21 TO CONSIDER AND APPROVE THE ENVIRONMENTAL REPORT

08/21/01 The Environmental Report (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:

08/21/02 The Chairman reported that Cath Jackson would be leaving her current position to work on different projects with Natural England. The Environmental Manager added that there was a webinar planned where Cath Jackson would be summarising her dossier of reports prior to moving on. Details of this would be circulated to members once available. RESOLVED that this be actioned.

CL

09/21 TO CONSIDER AND APPROVE THE PLANNING REPORT

09/21/01 The Planning Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.

10/21 TO CONSIDER AND APPROVE THE FINANCIAL REPORT

10/21/01 The Financial Report for the period 1 April 2020 to 31 December 2020 was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:

10/21/02 The Finance and Rating Manager recommended that an outstanding balance of £1,719 for drainage rates be written off, which was in excess of the £500 below which officers had delegated authority to process write offs (Account ID 80-0169-0), It was proposed by Richard Brown, seconded by Chris Wadman and unanimously agreed by the Board to write off the outstanding drainage rates of £1,719 for 2020/21 (Account ID 80 -0169-0).

SJ/WG

11/21 CHAIRMAN'S COMMITTEE MEETING

11/21/01 The recommendations arising from the unconfirmed minutes of the Chairman's Committee meeting held on 12 January 2021 (a copy of which is filed in the Report Book) were considered in detail and approved. Arising therefrom:

11/21/02 Annual Budget and Rate Requirements for 2021/22

The annual budget for 2021/22 and projected out-turns for 2020/21 (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.

11/21/03 Works Programme for 2021/22

It was agreed and thereby RESOLVED to approve the maintenance works programme for 2021/22 as presented.

12/21 DRAINAGE RATES AND SPECIAL LEVIES FOR 2021/22**12/21/01 Annual Values as at 31 December 2020**

It was agreed and thereby RESOLVED to approve the aggregate annual values as at 31 December 2020 as presented, used for the purposes of raising and apportioning net expenses from agricultural drainage rates and special levies for 2021/22 (a copy of which is filed in the Report Book).

12/21/02 Increase in Rates and Levies for 2021/22

It was agreed and thereby RESOLVED to approve Option 2, which equated to an increase of 1.3% in the Agricultural Drainage Rates and Special Levies for 2021/22 for both the Pevensey Levels Sub District and the Cuckmere River Sub District:

Option 2: Pevensey Levels Sub District

Drainage Rate in the Pound: 3.506p

| | |
|-----------------------------|---------------|
| Occupiers' Drainage Rates: | £13,821 |
| Eastbourne Borough Council: | £237,477 |
| Hastings Borough Council: | £12,020 |
| Rother District Council: | £4,405 |
| Wealden District Council: | £47,247 |
| General Reserve | <u>£9,025</u> |
| Net Expenditure | £323,995 |

Option 2: Cuckmere River Sub District

Drainage Rate in the Pound: 56.438p

| | |
|----------------------------|---------------|
| Occupiers' Drainage Rates: | £28,933 |
| Wealden District Council: | £16,802 |
| General Reserve | <u>£2,414</u> |
| Net Expenditure | £48,148 |

12/21/03 Earmarked Balances and Reserves

The adequacy and appropriateness of the Balances and Reserves as detailed in the Capital Financing and Reserves Policy and shown in the Development Reserve Estimate was considered in detail and approved.

12/21/04 Public Sector Co-operation Agreement with King's Lynn IDB

On 17 January 2018 the Board agreed to extend the initial 2-year Public Sector Cooperation Agreement with King's Lynn IDB for a further 5.5 years, to expire on 31 March 2024. The Board also agreed that its Chairman's Committee should monitor this arrangement annually. It was agreed and thereby RESOLVED to continue with this arrangement and consider making an application for full membership of the WMA during the course of the next year.

13/21 IDB/EA LIAISON UPDATE

13/21/01 There was no representation from the EA at the meeting, however the Project Engineer reported that there was ongoing positive communication with steady progress being made.

14/21 MATERIAL CHANGES TO THE RISK REGISTER

14/21/01 The full risk register, together with the risk assessment matrix (copies of which are filed in the Report Book), was considered in detail and approved.

14/21/02 It was agreed and thereby RESOLVED to change risk (4c) 'Increased levels of non-native species adversely affecting BAP delivery', to reflect the much greater risk of 9 if future funding was not secured for eradicating Floating Pennywort in riparian drainage systems.

PJC

15/21 BOARD POLICIES DUE FOR REVIEW

15/21/01 The Board's policies due for review were considered in detail and approved (copies of which are filed in the Report Book). RESOLVED that this be noted.

16/21 DATE & TIME OF NEXT MEETING

16/21/01 The next meeting of the Board was confirmed to be at 10 am on 8 June 2021 via Zoom and/or venue to be confirmed, subject to Covid-19 restrictions and government guidelines at that time.

17/21 OPEN FORUM: TO HEAR FROM MEMBERS OF THE PUBLIC WITH LEAVE OF CHAIRMAN

17/21/01 Shirley MacKinnon thanked the Board on behalf of Pevensey Parish Council for the good work being carried out.

18/21 CONFIDENTIAL BUSINESS

18/21/01 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.

**Water Management Alliance
Health, Safety and Welfare Performance Review**

1. This report covers the period from to 01 October 2020 – 16 December 2020

1.1 We continue to update and review risk assessment in line with government guidelines.

2. Learning events

2.1. None this quarter.

3. Accidents

3.1. No accidents this quarter.

4. Toolbox Talks & Training

Toolbox Talks given to:

4.1. Floating pennywort – invasive species information on plant identification and actions if found.

4.2. Strategic Maintenance Operations: Toolbox talk refresher to all staff on our SMO document, maintenance procedures and standards. Talk will also be given to framework contractors in the new year.

4.3. COVID Updates & Winter Safe Start, relating to additional winter risks.

4.4. Abrasive Wheels: Training received by two operatives.

5. Updates to Generic Risk Assessments (GRA)

5.1. Generic Risk Assessment on COVID Risks, live document.

5.2. Pregnant Employees GRA

5.3. Environmental Team GRAs

6. Health & Safety Inspections (*these are carried out quarterly by Copes, our independent safety consultant*)

6.1. 16/12/20 – Martham depot and workshop.

6.2. Positive feedback on yard management and safety monitoring

OPERATIONS & ENVIRONMENTAL REPORT – January 2021

The following information pertains to work carried out for the Pevensy and Cuckmere WLMB involving the Operations Manager (Richard Dann), Project Engineer (Matthew Philpot) and Environmental Manager (Caroline Laburn) between October 2020 – January 2021

OPERATIONS REPORT

1. Maintenance

Machine based maintenance works, to remove pennywort and weed from the watercourses in order to sustain and improve conveyance, have been undertaken in the following areas:

Pennywort Re-growth clearance on;

- CALLOWS (MOVING TO THE RICKNEY & DROCKMILL TO THE DUCK PUDDLE)

Weed Mowing on;

- RENHAM & BIL GUT
- CHENEY
- WATERLOTT
- NUNNINGHAM SPUR
- BOREHAM POND STREAM
- WATERHOUSE STREAM

We continue to improve our structures across the patch and sluice keep water levels.

Our agreed process of operating Environment Agency structures continues and is working well.

2. PUMPING STATIONS

Manxey

No issues to report

Drockmill

No issues to report

Star Inn

No issues to report.

Rickney

Horsebridge

UKPN transformer failure. Pump is running off Temporary Generator and UKPN will be fixing their transformer in due course.

Barnhorn

No issues to report.

OPERATIONAL ISSUES

3 River Cuckmere - Update

Quarterly meetings with the EA have been set up where operational matters around the Cuckmere are discussed.

The EA have had agreement from NE that more shingle from further into the mouth can be removed on future de-shingles, which is a positive step.

Recent overtopping has drained away well, which is another reassurance that the shingle in the mouth is not currently blocking flow.

Officers continue to work with the EA on the de-mainment of the Cuckmere, in terms of timescales.

4. PLANT

The board have provided pumps to the EA this quarter to help with temporary pumping needs at EA pumping stations at Lotterbridge & New Bridge.

The pumps are owned by the Broads IDB, another board which is part of the WMA, and are being paid for from our precept money.

This is a very positive move and illustrates practical public sector cooperation and how the board can help the EA with pump provision in times of emergency or significant need.



5. CAPITAL SCHEMES

5.1 Pevensey Levels Pump Replacement Project

[SCAPE framework](#) to be used for project design and business case development.

Initial meeting with the framework has been held regarding the project and outcomes required.

Business case development and pump design to be carried out by [Stantec](#), with Early Contractor Involvement from [Balfour Beatty](#). WMA staff will project manage.

Further updates to follow in future board reports.

5.2 WEG Projects

5.2.1 Windpump - Update

A Certificate of Lawful Development is currently being processed by the Wealden District Council. And we are awaiting landowner confirmation for the project. A Flood Risk Activity permit has been applied for from the Environment Agency to consent the installation of the structure within 8m of an EA main river. The windpump is still on track to be installed in June 2021 if all the paperwork is consented prior to this date.

ACE Windmill Pumps
EFFICIENT | SUSTAINABLE | HIGH CAPACITY

EFFICIENT – economically attractive alternative to electrically or diesel powered pumps. High output efficiencies in an easy to install design.

SUSTAINABLE – environmentally friendly wind-based solution to pumping water.

HIGH CAPACITY – ideal for pumping large capacities of water at low lifts and require wind velocities of only 4m/s.

BUILT TO LAST – Design life of 25 years+ and some examples operational for over 40 years.

These brilliant wind pumps have been manufactured by our Netherlands based partners since 1929; now on their fourth generation design and offering high output efficiencies, easy to install modular designs. The wind pumps can pump large quantities of water for drainage, irrigation or water level control.

ACE windmill pumps are available at two different heights (up to 7m) and a range of pre-cast foundations which are recommended to you by our engineers. We have a close working relationship with our manufacturer for bespoke design development to suit your requirements.

5.2.2 Pennywort Clearance -Update

The delivery of the Floating Pennywort Control Project started on the 12 October 2020. The Contractor is removing pennywort using a 360 machine excavator from the riparian ditches within the Pevensey Levels SAC. Work continued through until December 2020.

The contractor is recording drains on which he is removing pennywort and taking before and after photographs. A report will be produced and sent to the RPA prior to final payment of the final year's grant by the end of February 2021..



Pennywort Removal on a riparian ditch for the WEG- Pevensey Levels SSSI, SAC

6. MAINTENANCE SCHEMES

Richard Dann and Danny Boorer have continued their water management activities, including repairing water level control structures and renewing fencing when required. We have also been replacing signs with our own P&CWLMB signage whenever possible.

Richard continues to have regular meetings with the Environment Agency to update them on our activities, which are in addition to the monthly meetings held between officers and other EA staff, some of which have been by telephone this quarter.

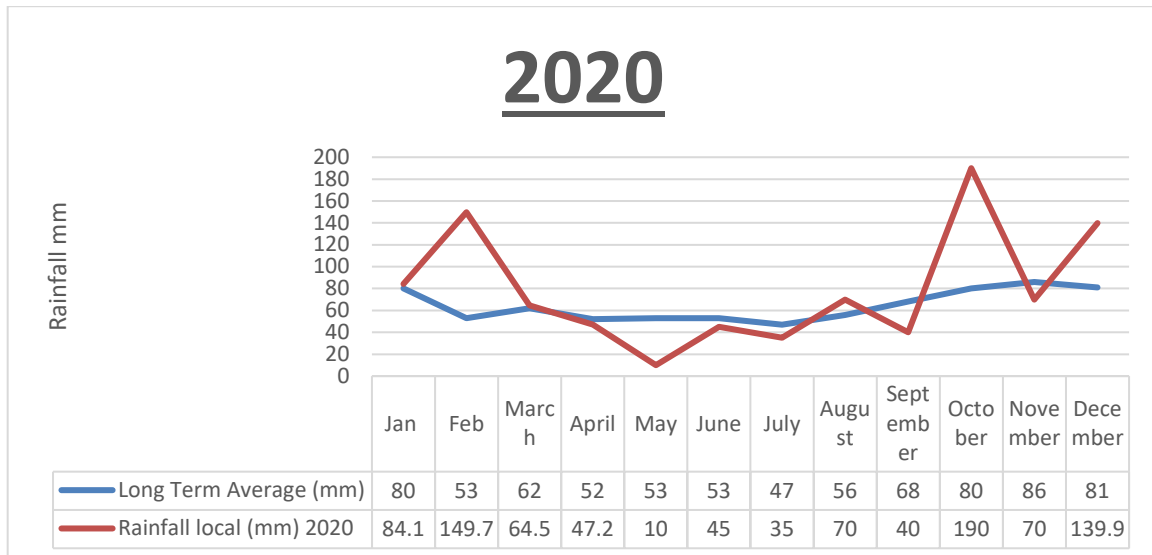
A formal 5-year PSCA agreement for the P&CWLMB operation of EA structures, remains with the EA for signing.

7. OTHER MATTERS

7.1 Pevensey and Cuckmere Catchment Partnership

The Catchment Partnership meeting was held remotely on the 21st October 2020 with presentations from Water Resources South East, the Southern Water Drainage Water Management plans and the Environment Agency regarding the new classifications for WFD.

8. HYDROLOGY



9. COMPLAINTS

None this period

10. ENVIRONMENTAL REPORT

10.1 INFORMATION FOR THE BOARD

10.1.1 ADA BAP Template and Biodiversity Metrics - Review

The new and revised BAP template has been finalised by the ADA Environmental and Technical Committee and is now available on the ADA Website. The original template design was undertaken in 2008-2009 in response to underpinning the IDB's duty to conserving and enhancing conservation and biodiversity in various aspects of environmental legislation. The new BAP template has been designed to demonstrate contributions of IDBs to aspects of the Governments 25 year environment plan. The IDB's duty toward conservation and biodiversity is likely be strengthened by the Environmental Bill 2020 and it is important that these are considered in the next BAP review.

The recent Pevensy and Cuckmere BAP was adopted by the Board in 2018 and will be reviewed again in 2022, for its proposed adoption in April 2023.

A recent review of metrics has also been undertaken by ADA with contributions from the WMA, to try to make the activity of reporting on IDB actions within the IDB BAP a smoother, smarter and measurable process. The information gathered on Metrics can then be reported to demonstrate to DEFRA the progress and contribution that IDB's make to the natural environment on a National scale.

10.2 BIODIVERSITY ACTION PLANS

10.2.1 Biodiversity Action Plan Reporting Review - 2020-2021

The Biodiversity Action Plans for P& C WLMB have been subject to an annual review. Various actions have been undertaken during 2020 by the Board, mostly via the day to day running of the Boards Maintenance and Capital Scheme Delivery programmes.

A summary of the progress made thus far in 2020-21 is shown in **Appendix A**.

10.2.2 P&C WLMB Mink Project

The trapping and dispatch of mink has been taking place throughout the year in the P&C WLMB districts.

2 mink have been caught between 21 September 2020 and the 19 January 2021:
2 Female mink, one at Watelot and one on the Bowley Sewers.

Unfortunately two trap/raft setups have been stolen this period and therefore we will need to review the setup of traps and rafts moving forward.

Appropriate equipment has been provided to the Operations Manager to collect the measurements of animals and tissue samples for future genetic analysis.

11. Meetings or Training during the Period

| Date Applied | Meeting / Training Attended | Brief Description |
|--------------|-----------------------------------|---|
| 20/10/20 | Cuckmere Meeting with EA | Discussion around IDB putting NE consent through EA to gain assent |
| 21/10/20 | P&C Catchment Partnership meeting | As above |
| 17-11-20 | ISO 14001 Management Meeting | To discuss the outcome of the internal and external audit for 2020. To look ahead for the next round of audits in 2021. |
| 18-11-20 | ADA Ecologist Meeting | Informal setting for discussion of ecological and legislative issues within IDBs |
| 15-12-20 | ISO Non-conformities webinar | To learn about the different types of non-conformities for auditing and a smoother running of the board |
| 09-12-20 | Waterlife Recovery East | Discussion on the progression of funding and operational matters for the WLRE project. |
| 15-12-20 | Cuckmere Meeting with EA | Discussion with Dan Sargent and Louise Parker on future shingle removals and gaining NE consent to undertake works. |

12. Pre-work Site Visits during the period:

| Date | Officer | Site | Comments / Actions Undertaken |
|----------|---------|--|--|
| 08/10/20 | CL/ RD | Rickney Foul Sewer, Waterlot Pinnock East Stream | Pre- works assessment prior to tree shearing |

13. Assents/ Licences Granted and/or Applied for during the Period:

| License / Assent / Habitat Regulations Assessment/Consultations | Applied | Granted |
|---|----------|---------|
| Flood Risk Activity Permit – Pevensey Wind Pump | 14/01/21 | |
| Consultation on IDB Deshingle to Angela Marlow NE | 20/11/20 | - |

MATTHEW PHILPOT – ENGINEER
CAROLINE LABURN – ENVIRONMENTAL MANAGER

Appendix A: PCWLMB BAP Progress 2020-21

| ACTION | | PARTNERS | DATE | 2020-21 STATUS | 2020-21 PROGRESS |
|---|---|------------|--------------|----------------|--|
| COASTAL AND FLOODPLAIN GRAZING MARSH | | | | | |
| 3. | Seek to ensure that sufficient water is delivered at Milton Gate to the Freshwater Stream. | EA | Ongoing | Ongoing | Continued liaison with EA to ensure the stop logs are replaced in the Milton Lock. Monitoring of conductivity by the Operations manager with YSI onitoring equipment. Regular tending to the Milton Lock inflow feed to ensure constant freshwater in the summer months. |
| 4. | Seek to ensure the satisfactory operation of the outflows from the Freshwater Stream to the Cuckmere. | EA | Ongoing | Ongoing | A YSI salinity meter has been purchased during 2020 and the Operations Manager continues to regular conductivity readings of the SSSI to ensure salt water ingress into the SSSI |
| WATER VOLE | | | | | |
| 8. | Ensure compliance with the PCWLMB SMO by auditing an identified number of maintenance works jobs annually, to ensure they are being carried out sensitively and to an agreed standard across the Board. | | Ongoing | Ongoing | One SMO Audit completed in October 2020. |
| 10 | Develop a mink control project with the aim of putting out at least ten traps on a regular basis. | Landowners | 2018 onwards | Ongoing | The P&C mink control programme of trapping continues to be successful with 14 mink trapped between 11 Jan 2020- 31 st December 2020 by the IDB. WMA part of the Waterlife Recovery East Project. |

| ACTION | | PARTNERS | DATE | 2020-21 STATUS | 2020-21 PROGRESS |
|-------------------------|---|--------------------|--------------|----------------|---|
| EEL | | | | | |
| 13 | Maintain access to and from watercourses by identifying obstructions and at time of replacement seek to ensure eels are considered | Landowners | 2018 onwards | Ongoing | Eels to be considered in future capital pump replacements over the next 6 year period. |
| BARN OWL | | | | | |
| 15 | Encourage rough margins to ditches with grassy corridors. | Landowners | Ongoing | Ongoing | Consistent with SMO and reviewed through regular SMO auditing. See Action 8 for details of audits undertaken. |
| FEN RAFT SPIDER | | | | | |
| 20 | Ensure compliance with the PC WLMB SMO by auditing an identified number of maintenance works jobs annually, to ensure they are being carried out sensitively and to the agreed standard across the whole board. | Contractors | Ongoing | Ongoing | See Action 8. |
| 21 | Ensure that there are areas of open unshaded water with no common reed. | Staff, Contractors | Ongoing | Ongoing | Delivered through general maintenance and ensuring conservation of water soldier in watercourses |
| 22 | Manage non-native species. | Staff, NE, EA | Ongoing | Ongoing | See Actions 27-28. |
| AQUATIC MOLLUSCS | | | | | |

| ACTION | | PARTNERS | DATE | 2020-21 STATUS | 2020-21 PROGRESS |
|------------------------------------|---|--------------------|---------|----------------|---|
| 23 | Ensure compliance with the PC WLMB SMO by auditing an identified number of maintenance works jobs annually, to ensure they are being carried out sensitively and to the agreed standard across the whole board. | Contractors | Ongoing | Ongoing | See Action 8. |
| 24 | Ensure compliance with the operating manual for the Pevensey levels. | Staff, Contractors | Ongoing | Ongoing | <p>The Water Level Management Plan document for the Pevensey levels (2014) continues to be adhered to by all officers.</p> <p>Water levels continue to be monitored at key sites across the Pevensey levels via telemetry. Data is downloaded from these key sites on the Pevensey Levels annually.</p> <p>The paperwork for the installation of the Pevensey Windpump is underway to improve water levels for Unit P1 and the NNR.</p> |
| 25 | Manage non-native species. | Staff, NE, EA | Ongoing | Ongoing | See Actions 27-28. |
| NON NATIVE INVASIVE SPECIES | | | | | |
| 27 | Continue to contribute to and work in Partnership with all agencies to control non-native species. | EA, NE, CABI | Ongoing | Ongoing | <p>The WLMB became a co-host in 2019 with the Pevensey and Cuckmere Catchment Partnership; Non-Native Species control/eradication is on their agenda.</p> <p>Floating pennywort is managed in all IDB drains on an annual basis.</p> <p>The WLMB is undertaking a project funded by a Water Environment Grant to remove Floating Pennywort from Riparian</p> |

| ACTION | | PARTNERS | DATE | 2020-21 STATUS | 2020-21 PROGRESS |
|--------|---|--------------------|---------|----------------|---|
| | | | | | ditch systems across the marshes. This is being carried out winter 2019-20 and has been continued in winter 2020-21. |
| 28 | Maintain records for all species of concern using "That's Invasive!" app. | Staff, Contractors | Ongoing | Ongoing | Locations are currently being recorded on where floating pennywort is being removed from as part of the Pennywort WEG project. These will be supplied to the Sussex Records Centre in 2020. |

Planning Report

1. Reporting Period

1.1. This planning report covers the reporting period 6 September 2020 to 15 January 2021.

2. Consent Applications

2.1. There are currently 11 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 9 m 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: | 0 | 1 | 0 | 0 | 5 |
| Awaiting applicants acceptance of conditions: | 0 | 5 | 0 | 0 | 5 |
| Being processed by officers: | 1 | 4 | 0 | 0 | 1 |
| To be determined by the Board in this report: | 0 | 0 | 0 | 0 | 0 |
| Total: | 1 | 10 | 0 | 0 | 11 |

2.3. As is highlighted by the table above there are no applications requiring consideration by the Board in this report.

3. Consents Determined

3.1. During this reporting period, four consents/agreements under the Land Drainage Act 1991, Board's Byelaws and general flood risk management have been determined by Officers in accordance with their delegated authority.

| Application Type | Number |
|--|---------------|
| Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW): | 1 |
| Byelaw 3 (B3) – Discharge of Surface Water (SW): | 3 |
| 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: | 4 |

3.2. These determined consents and agreements are listed in more detail in the table below. The table highlights that the most regulated activity is the discharge of surface water runoff (direct or indirect) from new or re-developments into the drainage district.

| Case. Ref. | Case File Sub-type | Location | Description of proposal | Determination |
|-------------------|---------------------------|---|---|-----------------------|
| 19_01905_C | Surface Water | Land east of, 16-24 Ironlatch Avenue, St Leonards-on-sea | Proposal to discharge surface water from 2,470 m ² of new impermeable area at 2 l/s to IDD | Granted 15/01/2021 |
| 19_01985_C | Surface Water | Preston Hall Farm, Watermill Lane, Bexhill TN39 5JA | Proposal to discharge surface water from 19,460 m ² of new impermeable area at 24.1 l/s to watercourse | Granted 06/01/2021 |
| 20_02590_C | Surface Water | 282 Kings Drive, Eastbourne, East Sussex, BN21 2YB | Proposal to discharge surface water from 4,230 m ² of new impermeable area at 13.1 l/s to watercourse | Granted 15/01/2021 |
| 20_02937_C | Foul Water | Land Adjacent to Broadwater Way, Broadwater Way, Eastbourne | Discharge of treated foul via a new outfall constructed for the surface water network | Granted 23/10/2020 |

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

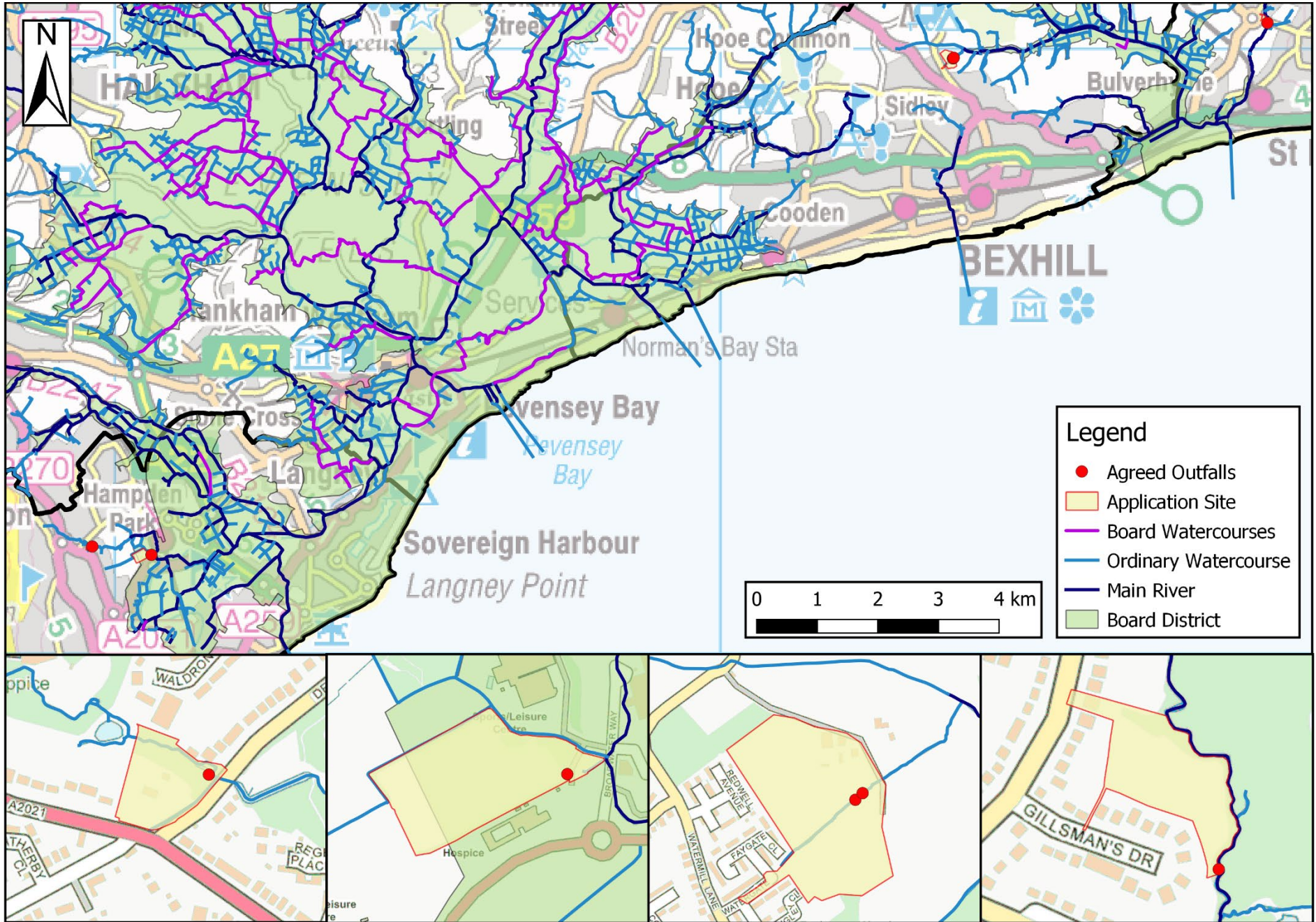


Figure 1: Location of discharge points referenced in section 3.2.

4. Enquiries

- 4.1. Officers have responded to four enquiries whose details are outlined below.
- 4.2. Three of the enquiries related to the impact of the Board's regulatory function on proposed new developments.

| <i>Case. Ref.</i> | <i>Case File Sub-type</i> | <i>Location</i> | <i>Description</i> |
|-------------------|---------------------------|--|---|
| 20_03541_Q | About Regulation | Land at Spindlewood Drive, Bexhill | Enquiry from neighbourhood action group regarding the Board's regulations within the area |
| 20_03625_Q | About Regulation | Former Hindsland Playing Fields, Eastbourne Road, Willingdon, BN26 5DU | Enquiry regarding Board's requirements for surface water discharge into the IDD |
| 21_03713_Q | About Regulation | Land between Kiln Wood and Pipe Wood | Enquiry regarding Board's requirements for surface water discharge into the IDD |
| 21_03714_Q | About Regulation | Land south-west of Ghyll Road, Heathfield | Enquiry from neighbourhood action group regarding the proposed development at the site |

- 4.3 There were no enforcement cases investigated during the reporting period.

5. Planning Comments

- 5.1. Officers have provided comments on 123 planning applications and pre-application enquiries, which is an 8% increase over the cases from the previous reporting period.
- 5.2 These applications are either in or potentially have an impact on the Boards Internal Drainage District. 50% of the applications were reviewed by the Board's Flood and Water Officer and East Sussex County Council officers reviewed the remaining 50% with the support of the Board's officer.

| Local Planning Authority | Number of consultations |
|-------------------------------------|--------------------------------|
| Eastbourne Borough Council | 18 |
| East Sussex County Council | 6 |
| Hastings Borough Council | 29 |
| Rother District Council | 32 |
| South Downs National Park Authority | 4 |
| Wealden District Council | 34 |

- 5.2. 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. 78% of the planning consultations were addressed within the deadline agreed with the LPA planning officer.
- 5.3. Approximately 43% of the planning applications had several re-consultations due to the insufficiency of the initial information submitted with the planning application. These re-consultations can be resource intensive and in some cases required meetings in order to resolve concerns with surface water management proposals of the proposed developments. The meetings were all held through Microsoft Teams, and some cases required more than one meeting to resolve the issues surrounding flood risk and drainage.
- 5.4. Providing advice to developers at pre-application stage could help reduce the number of re-consultations. Unfortunately, only 7% of the planning applications had requested pre-application advice prior to submission of a planning application

| Planning stage | Number of consultations |
|----------------------------------|--------------------------------|
| Outline planning | 13 |
| Full planning | 54 |
| Reserved matters | 12 |
| Discharge of planning conditions | 35 |
| Pre-application | 9 |

6. Fees

- 6.1. As shown in section 3, the main activity being regulated is the direct or indirect discharge of surface water runoff into the district. Three of the four discharge consents issued during the reporting period attracted payment of a surface water development contribution, which was invoiced as shown on the table below.
- 6.2. All the invoiced surface water development contributions are still outstanding.

| Case ref. | Location | Amount (no VAT) | Date invoiced | Invoice Paid? Y/N | Reason for payment |
|----------------|---|--------------------|------------------|----------------------|---|
| 19_01905_ C | Land East of 16-24 Ironlatch Avenue, St Leonards-on- Sea | £4,483.05 | 18/01/2021 | No | Agreement for discharge of surface water from 2,470 m ² at 2 l/s into IDD |
| 19_01985_ C | Preston Hall Farm, Bexhill, TN39 5JA | £47,093.20 | 18/01/2021 | No | Agreement for the discharge of surface water from 19,460 m ² at 24.1 l/s to watercourse |
| 20_02590_ C | 282 Kings Drive, Eastbourne, East Sussex, BN21 4YB | £20,729.48 | 18/01/2020 | No | Agreement for discharge of surface water from 4,230 m ² at 13.1 l/s into IDD |
| TOTAL | | £72,305.73 | | | |

7. Engagement with Stakeholders and Partnership Working

- 7.1. The Board's officers continue to work with the Lead Local Flood Authority, East Sussex County Council on a project which seeks to provide the evidence base for sustainable drainage systems that should be used on developments within the catchment of the Pevensey Levels SSSI.
- 7.2. The Flood and Water Officer and East Sussex County Council carried out member training of Eastbourne Borough Council's Planning Committee on 19th January 2021. The purpose of the training was to raise awareness of the Board's regulatory responsibilities and the potential impact on the planning system.

8 Survey and Modelling Programme

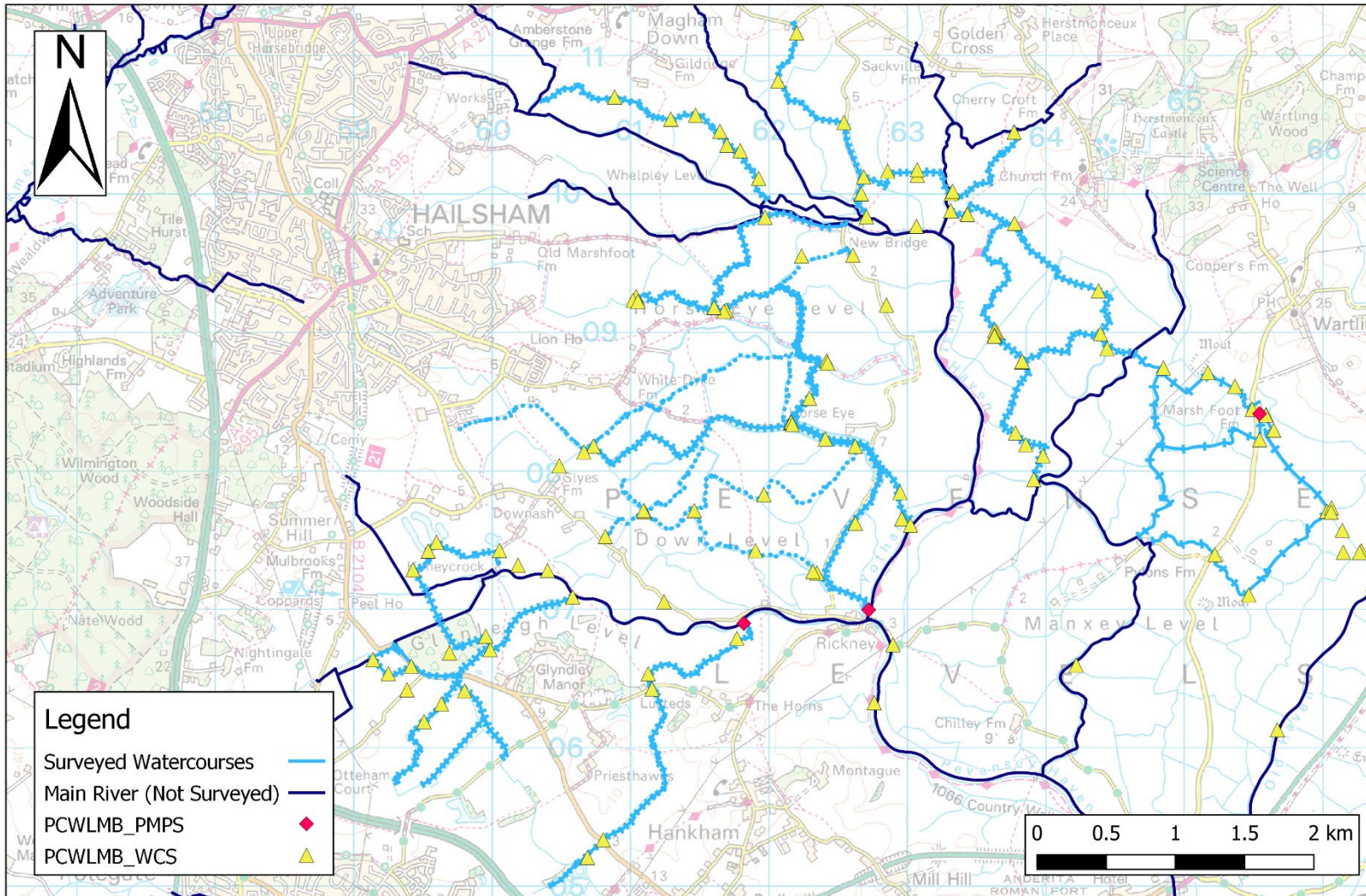
- 8.1 Maltby Surveys completed the channel survey on 17th September 2020. However, following a site walkover between Jacobs, Operations Manager and Flood and Water Officer on 20th October 2020 some areas were identified for additional survey. This is because the site visit showed existence of siphons, which moved water in directions which were not obvious from site maps and had not been shown on the Environment Agency hydraulic model being used as a starting point.
- 8.2 The additional channel survey covered the watercourses around the Manxey Pumping Station, and was completed the findings supplied on 30th November 2020. This incurred additional costs by the surveyor, which totalled £7,400. A map showing all the Board watercourses that were surveyed as part of Phase 1 is on the next page.
- 8.3 The hydraulic modelling stage also intended to use the outputs from the surveying undertaken by Eastbourne Borough Council and Wealden District Council to support the work on their Local Plans. These outputs were not available until 4th January 2021. A map showing all the watercourses surveyed by the two local authorities is on the pages below.
- 8.4 Consequently, Jacobs could not complete the hydraulic modelling of Phase 1 at the beginning of January 2021. Jacobs has now estimated that the hydraulic modelling of Phase 1 will be completed mid-April 2021.
- 8.5 The table below provides a summary update of the project financially. It is anticipated that Jacobs will complete the modelling of Phase 1 within the quoted and agreed budget.

| <i>Item</i> | <i>Budget agreed by Board members</i> | <i>Cost estimates from contractors</i> | <i>Cost invoiced by contractor</i> | <i>Comments</i> |
|-------------------------------|---------------------------------------|--|------------------------------------|-----------------|
| Stage 1 – scoping study | £11,500 | £11,500 | £11,500 | Complete |
| Stage 2 – channel survey | £175,000 | £65,250* | £72,450 | Complete |
| Stage 3 – hydraulic modelling | £48,500 | £30,000 | £10,983.64 | 30% complete |
| TOTAL | £235,000 | £106,750 | £94,933.64 | |

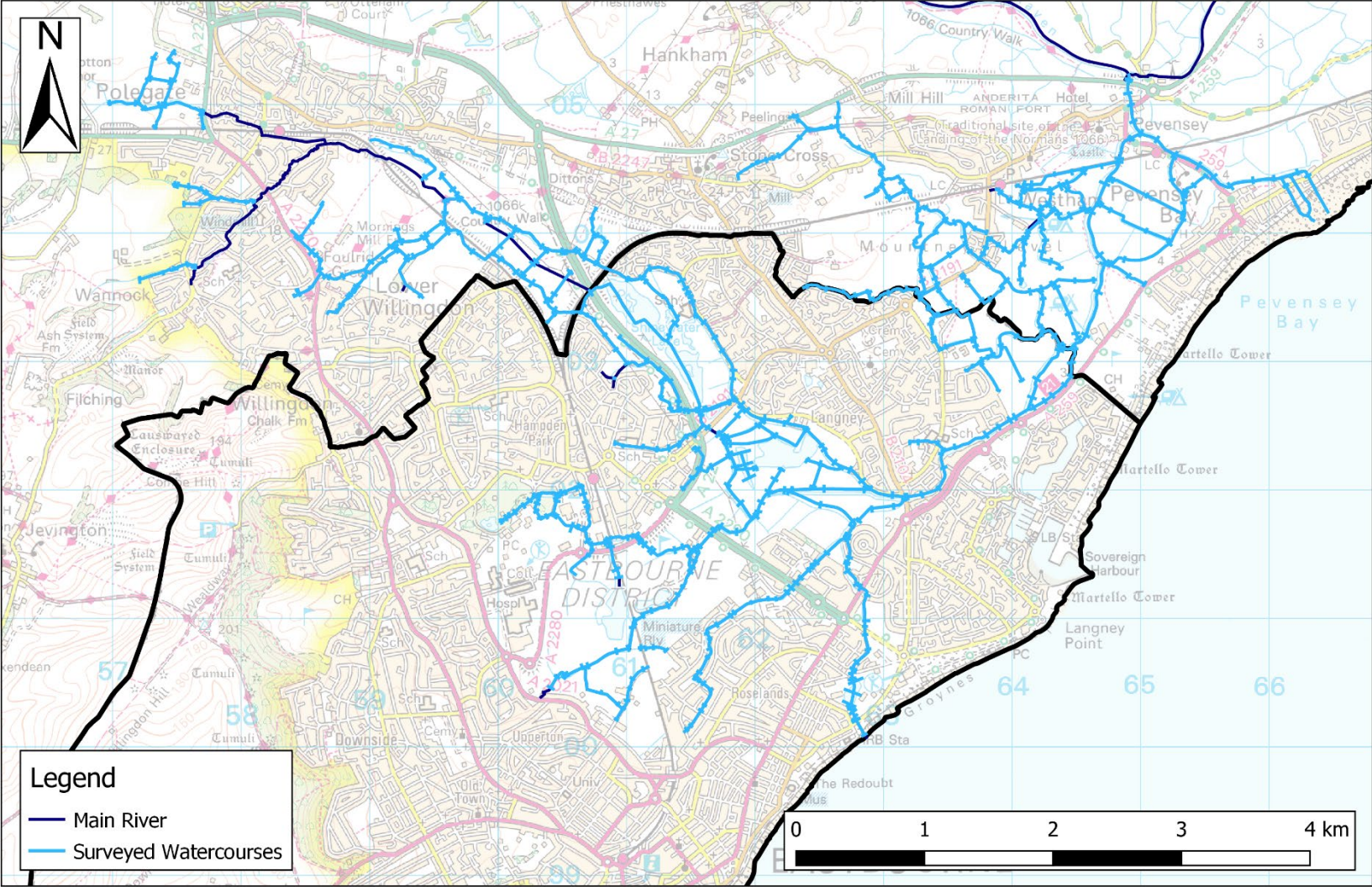
* Includes cost for installing gauge boards

- 8.6 Once the hydraulic modelling of Phase 1 has been completed, a full report will be produced. This report will summarise the findings of the hydraulic modelling and any lessons learned, which will allow the Board to decide whether to move on to Phase 2. Phase 2 of the programme covers surveying and modelling the Board watercourses west of Bexhill in detail.
- 8.7 Maps showing the watercourses within Phases 2 and 3 are on the pages below. The additional survey and the survey by WDC and EBC cover parts of the Phase 3 watercourses. Therefore, there is potential to eliminate Phase 3 from the programme.

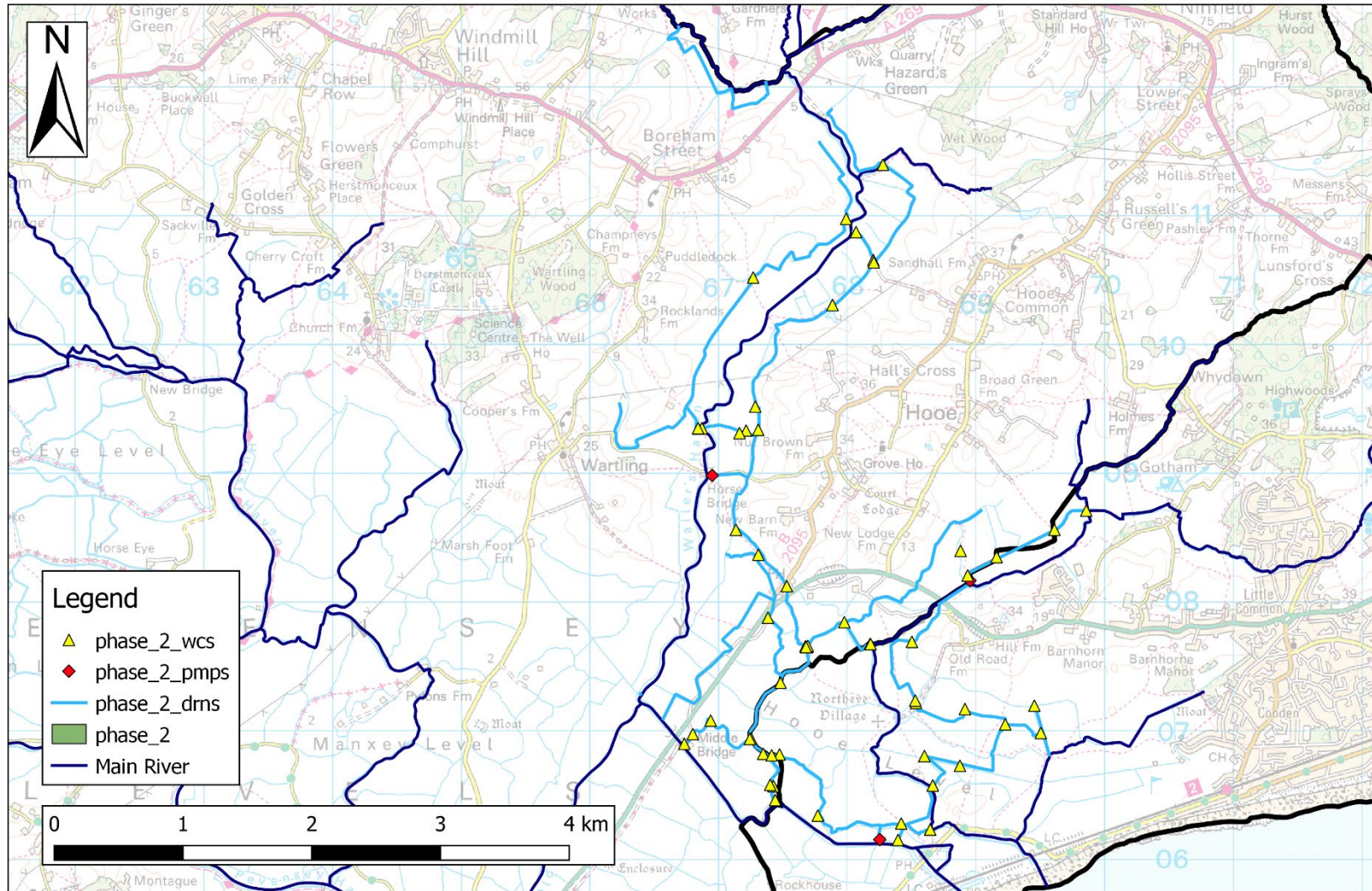
Phase 1 Surveyed Watercourses



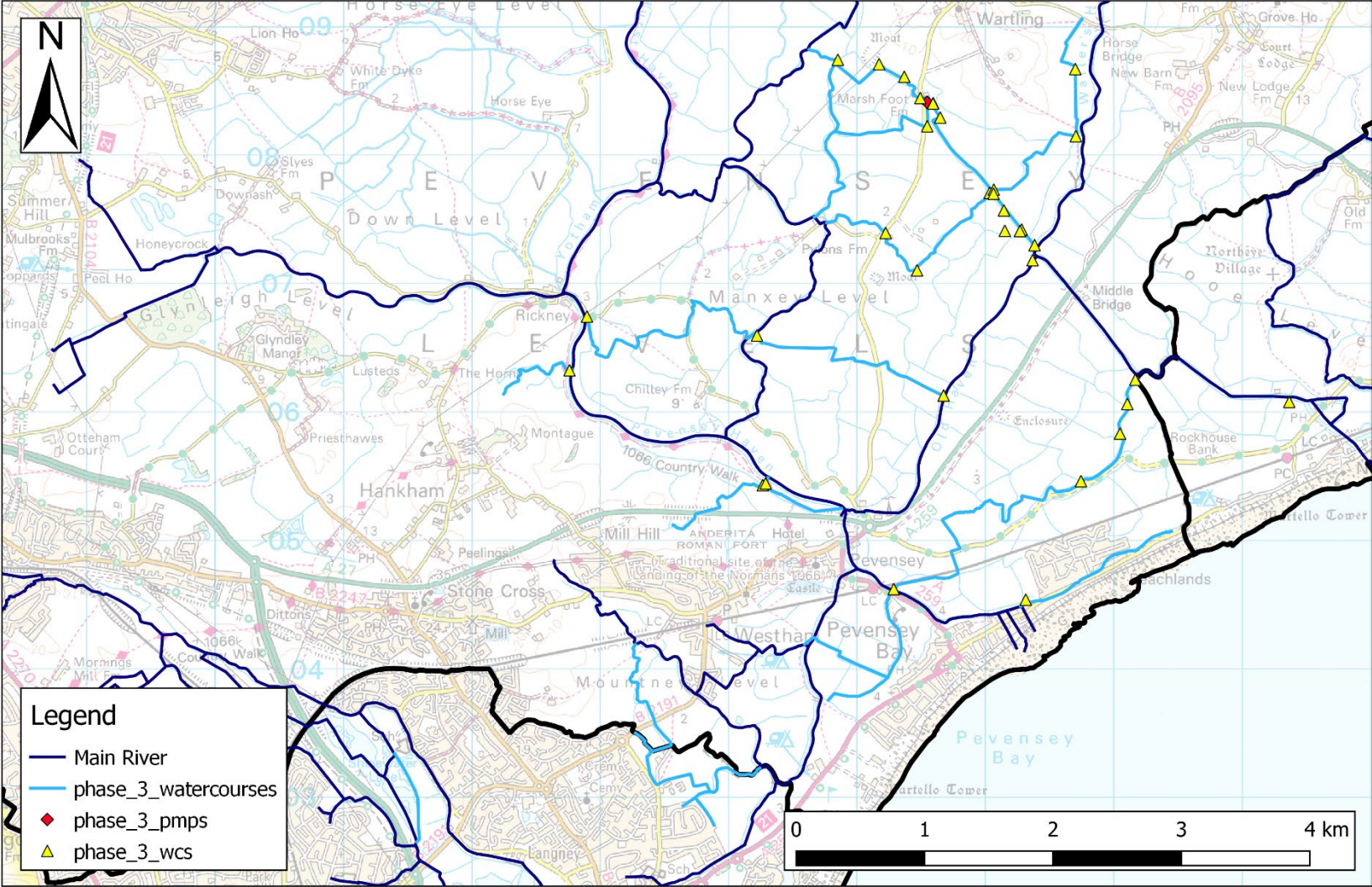
WDC and EBC Surveyed Watercourses



Phase 2 Watercourses to be Surveyed



Phase 3 Watercourses to be Surveyed



Revai Kinsella – Flood and Water Officer

From: 01 April 2020
To: 31 December 2020

Period To: 9
Year Ending: 31 March 2021

| NOTE | PEVENSEY | | | | CUCKMERE | | | | TOTAL | | | |
|--|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|-------------------|---------------------|
| | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| | ACTUAL 2019/20 | BUDGET 2020/21 | ACTUAL 2020/21 | VARIANCE 2020/21 | ACTUAL 2019/20 | BUDGET 2020/21 | ACTUAL 2020/21 | VARIANCE 2020/21 | ACTUAL 2019/20 | BUDGET 2020/21 | ACTUAL 2020/21 | VARIANCE 2020/21 |
| INCOME | | | | | | | | | | | | |
| Drainage Rates | 13,357 | 13,642 | 13,642 | 0 | 15,013 | 28,562 | 28,562 | 0 | 28,370 | 42,204 | 42,204 | 0 |
| <u>Special Levies:</u> | | | | | | | | | | | | |
| Eastbourne Borough Council | 229,617 | 234,404 | 234,404 | 0 | 0 | 0 | 0 | 0 | 229,617 | 234,404 | 234,404 | 0 |
| Hastings Borough Council | 11,622 | 11,865 | 11,865 | 0 | 0 | 0 | 0 | 0 | 11,622 | 11,865 | 11,865 | 0 |
| Rother District Council | 4,260 | 4,348 | 4,348 | 0 | 0 | 0 | 0 | 0 | 4,260 | 4,348 | 4,348 | 0 |
| Wealden District Council | 45,683 | 46,636 | 46,636 | 0 | 8,688 | 16,586 | 16,586 | 0 | 54,371 | 63,222 | 63,222 | 0 |
| | 291,182 | 297,253 | 297,253 | 0 | 8,688 | 16,586 | 16,586 | 0 | 299,870 | 313,839 | 313,839 | 0 |
| <u>Other Income:</u> | | | | | | | | | | | | |
| Surface Water Development Contributions | 431,526 | 349,422 | 13,029 | -336,393 | 61,539 | 0 | 1,820 | 1,820 | 493,065 | 349,422 | 14,849 | -334,573 |
| Highland Water Contributions from the Environment Agency | 89,441 | 93,700 | 89,887 | -3,813 | 2,066 | 1,681 | 1,613 | -68 | 91,507 | 95,381 | 91,500 | -3,881 |
| Grants Applied | 0 | 111,135 | 0 | -111,135 | 0 | 0 | 0 | 0 | 0 | 111,135 | 0 | -111,135 |
| Consent Fees | 1,200 | 700 | 550 | -150 | 400 | 200 | 0 | -200 | 1,600 | 900 | 550 | -350 |
| Bank and Investment Interest | 2,635 | 2,250 | 501 | -1,749 | 293 | 250 | 56 | -194 | 2,928 | 2,500 | 557 | -1,943 |
| Other Income | 227 | 0 | 0 | 0 | 150 | 0 | 0 | 0 | 377 | 0 | 0 | 0 |
| Income from Rechargeable Works | 34,438 | 0 | 3,412 | 3,412 | 0 | 0 | 0 | 0 | 34,438 | 0 | 3,412 | 3,412 |
| | 559,467 | 557,207 | 107,379 | -449,828 | 64,448 | 2,131 | 3,489 | 1,358 | 623,915 | 559,338 | 110,868 | -448,470 |
| | 864,006 | 868,102 | 418,274 | -449,828 | 88,149 | 47,279 | 48,637 | 1,358 | 952,154 | 915,381 | 466,911 | -448,470 |
| (-) EXPENDITURE | | | | | | | | | | | | |
| Directly Allocated Expenditure | | | | | | | | | | | | |
| Grant Work | 0 | 48,135 | 0 | 48,135 | 0 | 0 | 0 | 0 | 0 | 48,135 | 0 | 48,135 |
| Cost of Rechargeable Works | 34,438 | 0 | 3,412 | -3,412 | 0 | 0 | 0 | 0 | 34,438 | 0 | 3,412 | -3,412 |
| New and Improvement Works | 0 | 298,000 | 0 | 298,000 | 0 | 0 | 0 | 0 | 0 | 298,000 | 0 | 298,000 |
| Cuckmere Deshingle and targeted De-silting Ops | 0 | 0 | 0 | 0 | 0 | 20,000 | 0 | 20,000 | 0 | 20,000 | 0 | 20,000 |
| Contributions to the Environment Agency | 39,431 | 39,431 | 39,431 | 0 | 569 | 569 | 569 | 0 | 40,000 | 40,000 | 40,000 | 0 |
| Maintenance Works | 173,496 | 202,026 | 101,130 | 100,896 | 8,817 | 8,114 | 5,323 | 2,791 | 182,314 | 210,140 | 106,452 | 103,688 |
| | 247,365 | 587,592 | 143,973 | 443,619 | 9,386 | 28,683 | 5,891 | 22,791 | 256,752 | 616,275 | 149,864 | 466,411 |
| Apportioned Expenditure | | | | | | | | | | | | |
| Operations Delivery Staff Costs | 85,028 | 86,071 | 64,137 | 21,934 | 9,448 | 9,564 | 7,127 | 2,437 | 94,476 | 95,635 | 71,264 | 24,371 |
| WMA Technical Support Staff Costs | 30,029 | 34,020 | 31,386 | 2,635 | 8,245 | 3,780 | 6,301 | -2,521 | 38,274 | 37,800 | 37,686 | 114 |
| Other Technical Support Staff Costs | 95,797 | 114,422 | 129,810 | -15,388 | 13,661 | 0 | 0 | 0 | 109,458 | 114,422 | 129,810 | -15,388 |
| WMA Administration Staff Costs | 19,571 | 23,184 | 17,598 | 5,586 | 2,174 | 2,576 | 1,955 | 621 | 21,745 | 25,760 | 19,553 | 6,207 |
| Provision for Doubtful Debts | 15,259 | 0 | 0 | 0 | 353 | 0 | 0 | 0 | 15,612 | 0 | 0 | 0 |
| Drainage Rates Increases/Decreases/Write Offs | 0 | 0 | 0 | 0 | 901 | 0 | 0 | 0 | 901 | 0 | 0 | 0 |
| Audit Fees | 1,583 | 1,000 | 1,583 | -583 | 317 | 200 | 317 | -117 | 1,900 | 1,200 | 1,900 | -700 |
| Depreciation | 6,061 | 9,937 | 8,836 | 1,101 | 673 | 1,103 | 982 | 121 | 6,734 | 11,040 | 9,818 | 1,222 |
| General Insurances | 1,535 | 4,500 | 4,582 | -82 | 170 | 500 | 509 | -9 | 1,705 | 5,000 | 5,091 | -91 |
| Accommodation and Meeting Room Hire | 2,617 | 2,000 | 0 | 2,000 | 290 | 200 | 0 | 200 | 2,907 | 2,200 | 0 | 2,200 |
| Postages and Stationery | 666 | 700 | 762 | -62 | 74 | 100 | 85 | 15 | 740 | 800 | 847 | -47 |
| Advertising and Public Notices | 0 | 400 | 0 | 400 | 0 | 100 | 0 | 100 | 0 | 500 | 0 | 500 |
| ADA Subscriptions and Other Expenses | 3,804 | 4,275 | 3,695 | 580 | 422 | 475 | 410 | 65 | 4,226 | 4,750 | 4,105 | 645 |
| | 261,950 | 280,510 | 262,389 | 18,121 | 36,728 | 18,597 | 17,685 | 912 | 298,678 | 299,107 | 280,073 | 19,033 |
| | 509,315 | 868,102 | 406,361 | 461,741 | 46,115 | 47,280 | 23,576 | 23,703 | 555,430 | 915,381 | 429,937 | 485,444 |
| | £354,690 | £0 | £11,913 | £11,913 | £42,034 | £0 | £25,061 | £25,061 | £396,724 | £0 | £36,974 | £36,974 |



From: 01 April 2020
To: 31 December 2020

Period To: 9
Year Ending: 31 March 2021

| NOTE | £ | £ | £ |
|-------------------------------------|-----------------|----------------|-----------------|
| BALANCE SHEET, AS AT 31-12-2020 | 01/04/2020 | MOVEMENT | 31/12/2020 |
| Fixed Assets: | | | |
| Vehicles and Trailers | 25,688 | -8,280 | 17,408 |
| Lockup and Equipment | 0 | 0 | 0 |
| Pumping Stations | 6 | 0 | 6 |
| | 25,694 | -8,280 | 17,414 |
| Current Assets: | | | |
| Bank Account | 32,880 | 53,612 | 86,492 |
| Short-Term Investments | 663,386 | 162,557 | 825,943 |
| Trade Debtors and Ratepayers Due | 166,055 | -147,994 | 18,061 |
| Vat Due from HMRC | 18,349 | 3,519 | 21,868 |
| Work In Progress (WEG) | 49,033 | -25,870 | 23,163 |
| | 929,704 | 45,823 | 975,527 |
| Current Liabilities: | | | |
| Trade Creditors | 64,402 | 13 | 64,415 |
| Accruals | 87,826 | 1,900 | 89,726 |
| Provision for Doubtful Debts | 15,612 | 0 | 15,612 |
| Rates Received In Advance (2020/21) | 1,343 | -1,343 | 0 |
| | 169,183 | 570 | 169,753 |
| Net Current Assets | 760,521 | 45,253 | 805,774 |
| Net Assets | £786,215 | £36,974 | £823,189 |
| Financed by: | | | |
| Grant Reserve | 0 | 0 | 0 |
| General Reserves | 82,845 | 36,974 | 119,818 |
| Development Reserve | 703,365 | 0 | 703,365 |
| Revaluation Reserve | 6 | 0 | 6 |
| | £786,215 | £36,974 | £823,189 |

S JEFFREY BSc (Hons) FCCA
FINANCE & RATING MANAGER

A MEETING OF THE PEVENSEY & CUCKMERE WATER LEVEL MANAGEMENT BOARD CHAIRMAN'S COMMITTEE WAS HELD VIRTUALLY VIA ZOOM ON TUESDAY 12 JANUARY 2021 AT 10.00 AM.

- | | |
|------------------------|--------------------------|
| Elected Members | Appointed Members |
| * R Brown | |
| * W Gower | |
| * G Hesselgrave | |
| * C Wadman | |
| | * Present (100%) |

Mr W Gower in the Chair

In attendance:

Phil Camamile (Chief Executive), Sue Cook (PA to CE), Sallyanne Jeffrey (Finance and Rating Manager), Revai Kinsella (Flood and Water Officer), Matthew Philpot (Engineer)

| ID | Pevensey & Cuckmere WLMB: Chairman's Committee, Minute | Action |
|-----------------|---|---------------|
| 01/21 | APOLOGIES FOR ABSENCE | |
| 01/21/01 | There were no apologies for absence. | |
| 02/21 | MINUTES OF THE LAST CHAIRMAN'S COMMITTEE MEETING | |
| 02/21/01 | The minutes of the last Chairman's Committee meeting held on 10 January 2020 were approved and confirmed as a true record. Arising therefrom: | |
| 03/21/02 | Employment of an additional Planning and Enforcement Officer (04/20/02) | |
| | The Chief Executive reported that this position had not been filled due to Covid-19, but provision to do so had been rolled over into next year's budget. RESOLVED that this be noted. | |
| 03/21 | WORK PROGRAMMES FOR 2021/22 | |
| 03/21/01 | The draft work programmes for 2021/22 (a copy of which is filed in the Report Book) were considered in detail and approved. It was agreed to recommend to the Board that these work programmes be approved for 2021/22. | |
| 04/21 | ANNUAL DRAINAGE RATE AND SPECIAL LEVIES BUDGET REQUIREMENT FOR 2021/22 | |

04/21/01 The draft Annual Budget for 2021/22 (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:

04/21/02 The Chief Executive reported that the finance team had taken on board the feedback from Cllr. Robert Smart with the draft budget now being presented in a different format to previous years, enabling greater transparency around Surface Water Development Contributions and associated costs. Two budgets had therefore been prepared: one for Drainage Rates and Special Levies and the other for the Development Reserve. Copies of the two draft budgets had also been sent to Cllr. Smart for comment, prior to circulating to members in advance of the next Board meeting on 2 February 2021.

04/21/03 It was unanimously agreed to recommend that the Board approves Option 2, which equates to an increase of 1.3% in the Agricultural Drainage Rates and Special Levies for 2021/22 for both the Pevensey Levels Sub District and the Cuckmere River Sub District:

Option 2: Pevensey Levels Sub District

Drainage Rate in the Pound: 3.506p

| | |
|-----------------------------|----------------|
| Occupiers' Drainage Rates: | £13,821 |
| Eastbourne Borough Council: | £237,477 |
| Hastings Borough Council: | £12,020 |
| Rother District Council: | £4,405 |
| Wealden District Council: | <u>£47,247</u> |
| | £314,970 |

Option 2: Cuckmere River Sub District

Drainage Rate in the Pound: 56.438p

| | |
|----------------------------|----------------|
| Occupiers' Drainage Rates: | £28,933 |
| Wealden District Council: | <u>£16,802</u> |
| | £45,735 |

04/21/04 It was agreed and thereby RESOLVED to raise the ongoing issue of Floating Pennywort at the next Board meeting in order to establish the most effective treatment plan and to explore options for future grant funding. Ahead of the meeting, the Engineer would also ask Cath Jackson from Natural England for an update.

MP

04/21/05 Chris Wadman raised the subject of the WEG funded windpump linked to the Pevensey Levels SSSI. The Engineer agreed this provided a good opportunity to establish the windpump model and if successful, to consider the use of windpumps elsewhere in the district. RESOLVED that this be noted.

| ID | Pevensey & Cuckmere WLMB: Chairman's Committee, Minute | Action |
|----------|--|---------|
| 04/21/06 | The Chairman congratulated officers for the significant improvements made since engaging with the Water Management Alliance. Examples being the ongoing improvements to the Cuckmere and the negotiated reduction in EA precept from £112,000 4 years ago to £30,000 next financial year. RESOLVED that this be noted. | |
| 04/21/07 | Richard Brown queried the status of the Board's Surveying and Modelling Programme in relation to the draft budget. It was agreed and thereby RESOLVED to expand the accompanying notes ahead of the next Board meeting to clarify what work had been done, with the associated and expected final cost for Phase 1. It was agreed that Phase 1 of the programme would be fully evaluated by the Board once the Modelling Report had been received from Jacobs and that a special meeting may need to be scheduled (between February and June) for this purpose. RESOLVED that this be noted. | RK/SJ |
| 05/21 | ANNUAL REVIEW OF THE PUBLIC SECTOR COOPERATION AGREEMENT WITH KING'S LYNN IDB (WMA) | |
| 05/21/01 | The current Public Sector Cooperation Agreement with King's Lynn IDB runs for a further 3 years to 31 March 2024. It was unanimously agreed that this arrangement should continue. The Chairman expressed his thanks to the team and commented that he would like to discuss the pro's and cons of full membership with Committee Members and the Chief Executive during the course of the next financial year. RESOLVED that this be noted. | |
| 05/21/02 | The Chief Executive confirmed that King's Lynn IDB was very happy to continue providing services to PCWLMB and apprised the Committee that significant projects could be on the horizon with grant funding of £350,000 recently secured on behalf of PCWLMB to fully scope and write the business case for the major refurbishment/replacement of the Board's 6 pumping stations. If approved by the EA, this could result in a c £20m capital programme over the next 6 years. RESOLVED that this be noted. | |
| 06/21 | ANY OTHER BUSINESS | |
| 06/21/01 | Richard Brown and Gill Hesselgrave requested a succinct update regarding the de-maining of the Cuckmere that could be shared with the Cuckmere Valley Parish Council, Friends of the Cuckmere, the Flood Forum and for the next meeting with Maria Caulfield MP. RESOLVED that this be provided. | PJC/ MP |
| | <i>Post Meeting Note: Richard Brown was provided with an update shortly after this meeting.</i> | |

PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
DRAINAGE RATES AND SPECIAL LEVIES: BUDGET FOR 2021/22

| INCOME AND EXPENDITURE | PEVENSEY | | | CUCKMERE | | | TOTAL | | | NOTE 1 | NOTE 2 | NOTE 3 | NOTES 4 TO 10 |
|---|----------------|---------|-----------|----------------|---------|---------|-------------|---------|---------|---------|-----------|----------|---------------|
| | ACTUAL | BUDGET | PROJECTED | BUDGET | ACTUAL | BUDGET | PROJECTED | BUDGET | ACTUAL | BUDGET | PROJECTED | BUDGET | |
| | 2019/20 | 2020/21 | 2020/21 | 2021/22 | 2019/20 | 2020/21 | 2020/21 | 2021/22 | 2019/20 | 2020/21 | 2020/21 | 2021/22 | |
| INCOME | | | | | | | | | | | | | |
| Drainage Rates | 13,357 | 13,642 | 13,642 | 13,821 | 15,013 | 28,562 | 28,562 | 28,933 | 28,370 | 42,204 | 42,204 | 42,754 | |
| <u>Special Levies:</u> | | | | | | | | | | | | | |
| Eastbourne Borough Council | 229,617 | 234,404 | 234,404 | 237,477 | 0 | 0 | 0 | 0 | 229,617 | 234,404 | 234,404 | 237,477 | |
| Hastings Borough Council | 11,622 | 11,865 | 11,865 | 12,020 | 0 | 0 | 0 | 0 | 11,622 | 11,865 | 11,865 | 12,020 | |
| Rother District Council | 4,260 | 4,348 | 4,348 | 4,405 | 0 | 0 | 0 | 0 | 4,260 | 4,348 | 4,348 | 4,405 | |
| Wealden District Council | 45,683 | 46,636 | 46,636 | 47,247 | 8,688 | 16,586 | 16,586 | 16,802 | 54,371 | 63,222 | 63,222 | 64,049 | |
| | 291,182 | 297,253 | 297,253 | 301,149 | 8,688 | 16,586 | 16,586 | 16,802 | 299,870 | 313,839 | 313,839 | 317,951 | |
| <u>Other Income:</u> | | | | | | | | | | | | | |
| Income From Rechargeable Works | 34,438 | 0 | 3,412 | 0 | 0 | 0 | 0 | 0 | 34,438 | 0 | 3,412 | 0 | |
| 4 Highland Water Contributions from the EA | 89,441 | 93,700 | 89,887 | 89,887 | 2,066 | 1,681 | 1,613 | 1,613 | 91,507 | 95,381 | 91,500 | 91,500 | |
| Grants Applied | 0 | 111,135 | 96,270 | 413,000 | 0 | 0 | 0 | 0 | 0 | 111,135 | 96,270 | 413,000 | |
| Consent Fees and Sundry Income | 1,200 | 700 | 700 | 700 | 400 | 200 | 200 | 200 | 1,600 | 900 | 900 | 900 | |
| Bank and Investment Interest | 2,635 | 2,250 | 590 | 225 | 293 | 250 | 66 | 25 | 2,928 | 2,500 | 655 | 250 | |
| Other Income | 227 | 0 | 0 | 0 | 150 | 0 | 0 | 0 | 377 | 0 | 0 | 0 | |
| | 127,941 | 207,785 | 190,859 | 503,812 | 2,909 | 2,131 | 1,879 | 1,838 | 130,850 | 209,916 | 192,737 | 505,650 | |
| | 432,480 | 518,680 | 501,754 | 818,782 | 26,610 | 47,279 | 47,027 | 47,573 | 459,090 | 565,959 | 548,780 | 866,355 | |
| (-) EXPENDITURE | | | | | | | | | | | | | |
| Directly Allocated Expenditure | | | | | | | | | | | | | |
| 5 New Works and Improvement Works | 0 | 63,000 | 0 | 413,000 | 0 | 0 | 0 | 0 | 0 | 63,000 | 0 | 413,000 | |
| Cost of Rechargeable Works | 34,438 | 0 | 3,412 | 0 | 0 | 0 | 0 | 0 | 34,438 | 0 | 3,412 | 0 | |
| Cuckmere De-shingle and targeted De-silting Ops | 0 | 0 | 0 | 0 | 0 | 20,000 | 20,000 | 20,000 | 0 | 20,000 | 20,000 | 20,000 | |
| 6 Contributions to the Environment Agency | 39,431 | 39,431 | 39,431 | 29,573 | 569 | 569 | 569 | 427 | 40,000 | 40,000 | 40,000 | 30,000 | |
| 7(a) Maintenance Work | 173,496 | 202,026 | 195,891 | 210,918 | 8,817 | 8,114 | 5,033 | 8,276 | 182,314 | 210,140 | 200,924 | 219,194 | |
| 7(b) Floating Pennywort control programme | 0 | 48,135 | 96,270 | 0 | 0 | 0 | 0 | 0 | 0 | 48,135 | 96,270 | 0 | |
| | 247,365 | 352,592 | 335,004 | 653,491 | 9,386 | 28,683 | 25,602 | 28,703 | 256,752 | 381,275 | 360,606 | 682,194 | |
| Apportioned Expenditure | | | | | | | | | | | | | |
| 8 Operations Delivery Staff Costs | 85,028 | 86,071 | 86,680 | 89,717 | 9,448 | 9,564 | 9,631 | 9,969 | 94,476 | 95,634 | 96,311 | 99,685 | |
| 10 WMA Technical Support Staff Costs | 30,029 | 34,020 | 33,300 | 36,000 | 8,245 | 3,780 | 3,700 | 4,000 | 38,274 | 37,800 | 37,000 | 40,000 | |
| 10 WMA Administration Staff Costs | 19,571 | 23,184 | 23,220 | 23,850 | 2,174 | 2,576 | 2,588 | 2,650 | 21,745 | 25,760 | 25,808 | 26,500 | |
| Provision for Doubtful Debts | 15,259 | 0 | 0 | 0 | 353 | 0 | 0 | 0 | 15,612 | 0 | 0 | 0 | |
| Drainage Rates Increases/Decreases/Write Offs | 0 | 0 | 0 | 0 | 901 | 0 | 1,719 | 1,742 | 901 | 0 | 1,719 | 1,742 | |
| Audit Fees | 1,583 | 1,000 | 1,333 | 1,333 | 317 | 200 | 267 | 267 | 1,900 | 1,200 | 1,600 | 1,600 | |
| 9 Depreciation | 10,258 | 9,937 | 11,321 | 11,377 | 1,139 | 1,103 | 1,257 | 1,263 | 11,397 | 11,040 | 12,578 | 12,640 | |
| General Insurances | 1,535 | 4,500 | 4,301 | 4,500 | 170 | 500 | 477 | 500 | 1,705 | 5,000 | 4,778 | 5,000 | |
| Accommodation and Meeting Room Hire | 2,617 | 2,000 | 0 | 2,000 | 290 | 200 | 0 | 200 | 2,907 | 2,200 | 0 | 2,200 | |
| Postages and Stationery | 666 | 700 | 650 | 650 | 74 | 100 | 95 | 95 | 740 | 800 | 745 | 745 | |
| Advertising and Public Notices | 0 | 400 | 0 | 400 | 0 | 100 | 0 | 100 | 0 | 500 | 0 | 500 | |
| ADA Subscriptions and Other Expenses | 3,804 | 4,275 | 4,275 | 4,489 | 422 | 475 | 475 | 499 | 4,226 | 4,750 | 4,750 | 4,988 | |
| | 170,350 | 166,088 | 165,080 | 174,316 | 23,533 | 18,597 | 20,209 | 21,284 | 193,883 | 184,684 | 185,289 | 195,600 | |
| (=) Net Surplus/(Deficit) for the Year | £14,764 | £0 | £1,669 | £-9,025 | £-6,310 | £0 | £1,215 | £-2,414 | £8,455 | £0 | £2,885 | £-11,439 | |

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
DRAINAGE RATES AND SPECIAL LEVIES: BUDGET FOR 2021/22**

| | PEVENSEY | | | CUCKMERE | | | TOTAL | | | | NOTE 1 | NOTE 2 | NOTE 3 | NOTES 4 TO 10 | | |
|--|-------------------|-------------------|----------------------|-------------------|-------------------|-------------------|----------------------|-------------------|-------------------|-------------------|----------------------|-------------------|--------|---------------|--|--|
| | ACTUAL 2019/20 | BUDGET 2020/21 | PROJECTED 2020/21 | BUDGET 2021/22 | ACTUAL 2019/20 | BUDGET 2020/21 | PROJECTED 2020/21 | BUDGET 2021/22 | ACTUAL 2019/20 | BUDGET 2020/21 | PROJECTED 2020/21 | BUDGET 2021/22 | | | | |
| INCOME AND EXPENDITURE | | | | | | | | | | | | | | | | |
| RESERVES | | | | | | | | | | | | | | | | |
| General Reserve b/fwd | 57,312 | 56,129 | 72,076 | 73,745 | 17,079 | 16,611 | 10,769 | 11,984 | 74,390 | 72,739 | 82,845 | 85,729 | | | | |
| (+) Net Surplus/(Deficit) for the Year | 14,764 | 0 | 1,669 | -9,025 | -6,310 | 0 | 1,215 | -2,414 | 8,455 | 0 | 2,885 | -11,439 | | | | |
| (=) General Reserve c/fwd | £72,076 | £56,128 | £73,745 | £64,720 | £10,769 | £16,611 | £11,984 | £9,570 | £82,845 | £72,739 | £85,729 | £74,291 | | | | |

**SECTION 37, LAND DRAINAGE ACT 1991
DETERMINATION OF ANNUAL VALUES AS AT 31 DECEMBER 2020**

The values at 31 December 2020 used for determining the proportion of expenses to be raised from drainage rates and special levies are as follows:-

| | £ | % | £ | % | £ | % |
|------------------------------------|-------------------|----------------|----------------|----------------|-------------------|----------------|
| Agricultural Land and/or Buildings | 394,183 | 4.39% | 51,266 | 63.26% | 445,449 | 4.91% |
| <u>Non-Agricultural Land:</u> | | | | | | |
| Eastbourne Borough Council | 6,773,087 | 75.40% | 0 | 0.00% | 6,773,087 | 74.72% |
| Hastings Borough Council | 342,832 | 3.82% | 0 | 0.00% | 342,832 | 3.78% |
| Rother District Council | 125,645 | 1.40% | 0 | 0.00% | 125,645 | 1.39% |
| Wealden District Council | 1,347,531 | 15.00% | 29,771 | 36.74% | 1,377,302 | 15.19% |
| | 8,589,095 | 95.61% | 29,771 | 36.74% | 8,618,866 | 95.09% |
| Total Annual Value | £8,983,278 | 100.00% | £81,037 | 100.00% | £9,064,315 | 100.00% |

RATE/LEVY OPTIONS FOR 2021/22

OPTION 1: REQUIREMENT

| | Last Year | This Year | Last Year | This Year |
|-----------------------|-----------|-----------|-----------|-----------|
| Rate in the pound (p) | 3.461 p | 3.607 p | 55.713 p | 59.416 p |
| Increase (%) | 2.09 % | 4.21 % | 90.92 % | 6.65 % |

OPTION 2: INFLATIONARY ONLY

| | Last Year | This Year | Last Year | This Year |
|-----------------------|-----------|-----------|-----------|-----------|
| Rate in the pound (p) | 3.461 p | 3.506 p | 55.713 p | 56.438 p |
| Increase (%) | 2.10 % | 1.30 % | 2.10 % | 1.30 % |

- Option 1 allows for the required increase of 4.04% in the Pevensey Levels Sub District and an increase of 2.65% in the Cuckmere River Sub District. These increases are required if the Board is to balance its budget.
- Option 2 reflects an inflationary increase of 1.3% in both Sub Districts, as shown by the Office for National Statistics for the month of October 2020 (RPI). This increase will not cover the Board's expenditure, with £11,439 being financed from the General Reserve.

RECOMMENDATION

Option 2 is recommended, given the current economic uncertainty. Alternatively, the Board should consider applying for an Exemption from Rating Order for its Cuckmere River Sub District because without the means to pay for the de-shingling work to be done from revenue income the Board will not be able to sustainably fulfil its statutory function most of the time in this part of its District. To continue rating this area without the ability to provide a

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
DRAINAGE RATES AND SPECIAL LEVIES: BUDGET FOR 2021/22**

| INCOME AND EXPENDITURE | PEVENSEY | | | CUCKMERE | | | TOTAL | | | | | |
|------------------------|----------------|---------|-----------|----------------|---------|---------|-------------|---------|------------------|------------------|---------------------|-------------------------|
| | ACTUAL | BUDGET | PROJECTED | BUDGET | ACTUAL | BUDGET | PROJECTED | BUDGET | NOTE 1 ACTUAL | NOTE 2 BUDGET | NOTE 3 PROJECTED | NOTES 4 TO 10 BUDGET |
| | 2019/20 | 2020/21 | 2020/21 | 2021/22 | 2019/20 | 2020/21 | 2020/21 | 2021/22 | 2019/20 | 2020/21 | 2020/21 | 2021/22 |

meaningful and sustainable service from revenue income would be unethical, particularly given the hypothicated nature of drainage rates and special levies.

NOTES:

- The actual figures shown for 2019/20 are for a the full 12 month period; from 1 April 2019, to the financial year end 31 March 2020.
- The budget for 2020/21 was set by the Board in January 2020, based on what was known at that time. We have now refined the works programme and have a better understanding of what needs to be done on the Board's infrastructure and of the necessary resources required to do so.
- The projected out-turn and closing balances for 2020/21 are forecast to be marginally better than was budgeted for in the Pevensey Levels Sub District and marginally worse in the Cuckmere River Sub District. The Board has had to write off the drainage rates due from the land occupier at Cuckmere Haven, due to the flooding caused by the shingle blockage at the outfall.
- During the course of the last financial year we identified the highland carriers within the Board's district and more accurately estimated the highland water contributions due for 2021/22, based on a procedure that was agreed with the EA in 2017.
- The Board's plans to install a windpump to convey water from the Wallers Haven at an estimated cost of £63k, has been delayed until the 2021/22 financial year. This will be paid for from our Water and Environmental Grant (WEG), as administered by Natural England. We have also been successful in our bid to obtain £350,000 of funding to develop a business case for refurbishing/replacing the Board's 6 pumping stations we own and manage.
- It has been assumed that the precept charge will not increase above £30k for 2021/22, which has been confirmed by EA officers. It is important that the precept works programme remains flexible and that the Board has input into where and how this money is spent. The EA have been provided with a prioritised schedule of work from which the Board would derive benefit. The EA have also been requested to either deal with many of the legacy issues themselves or pay us to do some of this work, to help the Board put right many of these issues which would otherwise prevent us from fulfilling our statutory function.

7 (a) Maintenance work is made up as follows:

Pumping Stations:

| | | | | | | | | | | | | |
|---|--------|--------|--------|--------|---|---|---|---|--------|--------|--------|--------|
| MEICA servicing | 5,705 | 6,000 | 5,705 | 6,000 | 0 | 0 | 0 | 0 | 5,705 | 6,000 | 5,705 | 6,000 |
| MEICA additional work needed & in year work | 4,819 | 6,000 | 3,000 | 6,000 | 0 | 0 | 0 | 0 | 4,819 | 6,000 | 3,000 | 6,000 |
| Electricity charges | 46,223 | 34,250 | 46,250 | 46,250 | 0 | 0 | 0 | 0 | 46,223 | 34,250 | 46,250 | 46,250 |
| Insurances | 3,073 | 3,240 | 3,240 | 3,410 | 0 | 0 | 0 | 0 | 3,073 | 3,240 | 3,240 | 3,410 |
| Risk contingency | 0 | 2,475 | 0 | 2,500 | 0 | 0 | 0 | 0 | 0 | 2,475 | 0 | 2,500 |
| | 59,820 | 51,965 | 58,195 | 64,160 | 0 | 0 | 0 | 0 | 59,821 | 51,965 | 58,195 | 64,160 |

Watercourses:

| | | | | | | | | | | | | |
|---|---------|---------|---------|---------|-------|-------|-------|-------|---------|---------|---------|---------|
| Desilting and Weed cutting | 95,232 | 121,750 | 119,050 | 119,542 | 7,168 | 6,790 | 4,219 | 6,402 | 102,400 | 128,540 | 123,269 | 125,944 |
| Telemetry | 3,385 | 5,000 | 4,000 | 5,000 | 0 | 0 | 0 | 0 | 3,385 | 5,000 | 4,000 | 5,000 |
| Plant | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Materials | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Machine Moves | 1,200 | 3,150 | 1,260 | 1,500 | 0 | 0 | 0 | 500 | 1,200 | 3,150 | 1,260 | 2,000 |
| Spraying | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Biodiversity Action Plan | 3,482 | 4,000 | 4,000 | 4,000 | 0 | 0 | 0 | 0 | 3,482 | 4,000 | 4,000 | 4,000 |
| Hand work | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water Level Control Structure Maintenance | 10,378 | 4,550 | 4,550 | 5,000 | 1,649 | 450 | 450 | 500 | 12,027 | 5,000 | 5,000 | 5,500 |
| Risk contingency | 0 | 6,775 | 0 | 6,880 | 0 | 510 | 0 | 510 | 0 | 7,285 | 0 | 7,390 |
| | 113,676 | 145,225 | 132,860 | 141,922 | 8,817 | 7,750 | 4,669 | 7,912 | 122,493 | 152,975 | 137,529 | 149,834 |

Emergency reponse contingency (external assistance):

| | | | | | | | | | | | | |
|---------------------------------------|---------|---------|---------|---------|-------|-------|-------|-------|---------|---------|---------|---------|
| 5 EA operatives for 5 days @ £26/hour | 0 | 4,836 | 4,836 | 4,836 | 0 | 364 | 364 | 364 | 0 | 5,200 | 5,200 | 5,200 |
| | 173,496 | 202,026 | 195,891 | 210,918 | 8,817 | 8,114 | 5,033 | 8,276 | 182,314 | 210,140 | 200,924 | 219,194 |

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
DRAINAGE RATES AND SPECIAL LEVIES: BUDGET FOR 2021/22**

| INCOME AND EXPENDITURE | PEVENSEY | | | CUCKMERE | | | | TOTAL | | | | |
|------------------------|----------------|---------|-----------|----------------|---------|---------|-----------|-------------|---------|---------|-----------|---------|
| | ACTUAL | BUDGET | PROJECTED | BUDGET | ACTUAL | BUDGET | PROJECTED | BUDGET | ACTUAL | BUDGET | PROJECTED | BUDGET |
| | 2019/20 | 2020/21 | 2020/21 | 2021/22 | 2019/20 | 2020/21 | 2020/21 | 2021/22 | 2019/20 | 2020/21 | 2020/21 | 2021/22 |

7(b) The Board will also continue to undertake a comprehensive programme of Floating Pennywort Control on riparian watercourses valued at £96,270 over this year and next year, which will be paid for from our Water and Environmental Grant (WEG) as administered by Natural England. This should be complete by March 2021.

8 Operations Delivery Staff Costs is the gross cost of employing the Board's Operations Manager and Operative to assist with Maintenance Work and Water Level Management in both Sub Districts, which includes the running of two 4 x 4 vehicles (although depreciation is budgeted for separately): 90% of these costs are attributable to the Pevensey Levels Sub District and 10% are attributable to the Cuckmere River Sub District.

9 Depreciation charges are made up as follows:

| | | | | | | | | | | | | |
|----------------------------|--------|-------|--------|--------|-------|-------|-------|-------|--------|--------|--------|--------|
| Small Tools | 3,588 | 0 | 1,384 | 1,440 | 399 | 0 | 154 | 160 | 3,987 | 0 | 1,538 | 1,600 |
| Truck (Operations Manager) | 1,633 | 4,900 | 4,900 | 4,900 | 181 | 544 | 544 | 544 | 1,815 | 5,444 | 5,444 | 5,444 |
| Truck (Operative) | 4,365 | 4,365 | 4,365 | 4,365 | 485 | 485 | 485 | 485 | 4,850 | 4,850 | 4,850 | 4,850 |
| Trailer | 672 | 672 | 672 | 672 | 74 | 74 | 74 | 74 | 746 | 746 | 746 | 746 |
| | 10,258 | 9,937 | 11,320 | 11,377 | 1,139 | 1,103 | 1,257 | 1,263 | 11,398 | 11,040 | 12,578 | 12,640 |

10 These charges represent the cost of the WMA providing administrative and technical support services to the Board for a full year. 90% of these costs are attributable to the Pevensey Levels Sub District and 10% are attributable to the Cuckmere River Sub District. We may need to revisit this apportionment if the workload on the Cuckmere River does not decrease or increases further.

**S JEFFREY BSc (Hons) FCCA
FINANCE AND RATING MANAGER**

4 JANUARY 2021

| INCOME AND EXPENDITURE | PEVENSEY | | | CUCKMERE | | | NOTE 1 TOTAL | | | | | |
|---|----------------|----------|-----------|----------------|---------|---------|-----------------------|---------|----------|----------|-----------|-----------|
| | ACTUAL | BUDGET | PROJECTED | BUDGET | ACTUAL | BUDGET | PROJECTED | BUDGET | ACTUAL | BUDGET | PROJECTED | BUDGET |
| | 2019/20 | 2020/21 | 2020/21 | 2021/22 | 2019/20 | 2020/21 | 2020/21 | 2021/22 | 2019/20 | 2020/21 | 2020/21 | 2021/22 |
| INCOME | | | | | | | | | | | | |
| 2 Surface Water Development Contributions | 431,526 | 349,422 | 13,029 | 117,085 | 61,539 | 0 | 1,820 | 0 | 493,065 | 349,422 | 14,849 | 117,085 |
| | 431,526 | 349,422 | 13,029 | 117,085 | 61,539 | 0 | 1,820 | 0 | 493,065 | 349,422 | 14,849 | 117,085 |
| (-) EXPENDITURE | | | | | | | | | | | | |
| Expenditure | | | | | | | | | | | | |
| 3 Surveying and Modelling Programme Costs | 0 | 235,000 | 114,150 | 150,000 | 0 | 0 | 0 | 0 | 0 | 235,000 | 114,150 | 150,000 |
| 4 Employment and Hosting Costs | 95,797 | 114,422 | 74,796 | 117,085 | 13,661 | 0 | 10,448 | 0 | 109,458 | 114,422 | 85,244 | 117,085 |
| | 95,797 | 349,422 | 188,946 | 267,085 | 13,661 | 0 | 10,448 | 0 | 109,458 | 349,422 | 199,394 | 267,085 |
| (=) Net Surplus/(Deficit) for the Year | £335,729 | £0 | -£175,917 | -£150,000 | £47,878 | £0 | -£8,628 | £0 | £383,607 | £0 | -£184,545 | -£150,000 |
| DEVELOPMENT RESERVE | | | | | | | | | | | | |
| Development Reserve b/fwd | 297,298 | 568,559 | 633,027 | 457,110 | 22,460 | 32,092 | 70,338 | 61,710 | 319,758 | 600,651 | 703,365 | 518,820 |
| 5 (+) Net Surplus/(Deficit) for the Year | 335,729 | 0 | -175,917 | -150,000 | 47,878 | 0 | -8,628 | 0 | 383,607 | 0 | -184,545 | -150,000 |
| (=) Development Reserve c/fwd | £633,027 | £568,559 | £457,110 | £307,110 | £70,338 | £32,092 | £61,710 | £61,710 | £703,365 | £600,651 | £518,820 | £368,820 |

NOTES:

- The actual figures shown for 2019/20 are for a full 12 month period; from 1 April 2019, to the financial year end 31 March 2020.
- We have assumed that the Board will not receive any further Surface Water Development Contributions during 2020/21. What is projected for 2020/21 is therefore what has actually been received. There are £74,605 of signed consents in hand, and a further £153,000 in progress. However, it is prudent to assume these will not be received in this financial year. This income funds the Board's surveying and modelling programme and the employment/hosting costs of the Flood & Water Officer. The projected outturn for 2020/21 has fallen short of what we estimated, which we believe is due to the COVID-19 pandemic affecting construction and development from March 2020. Therefore, any shortfall in contributions will mean this programme will be funded from what is already held in the Development Reserve, as previously agreed by the Board.
- In 2019/20 the Board agreed to start a surveying and modelling programme, which is funded from the Development Reserve. A budget of £235,000 for Phase 1 had been agreed. The modelling costs for Phase 1 (Stages 1-3) have been estimated to cost around £114,150 so far, which is substantially less than the budgeted amount. We have included the estimated costs for Phase 2 of £150,000 in the budget for 2021/22. This Phase will not begin until the Board has received and reviewed the findings of Phase 1, and approves Phase 2 dependent upon the outcome of this review. There are five phases in total, each to be approved in turn. Phase 1 is for the Hailsham area, Phase 2 covers the IDB drains to the western part of Bexhill at an estimated cost of £150,000. Phase 3 is the remainder of the drains within the Pevensey Levels (those not covered by Phase 1 + 2), at an estimated cost of £145,000. Phase 4 relates to significant development proposed in Hellingly, the western side of Hailsham, Horam, Upper and Lower Dicker and Berwick, which will result in both direct and indirect discharges into the Cuckmere River. The estimated cost for Phase 4 is £55,000. Phase 5 relates to significant development proposed to the East of Bexhill. Due to designated watercourses being Main River and under the EA's remit, we have not yet estimated these costs. We would need to liaise with the Environment Agency to agree scope and modelling. This has all been previously presented in detail to the Board at its meeting on the 8th October 2019.
- These charges include the cost of employing a full time Flood & Water Officer by the Board directly and a provision to employ an Enforcement Officer, as agreed last year. For budgeting purposes, all of the costs of employing the Flood & Water Officer and an Enforcement Officer have been allocated to the Pevensey Levels Sub District, as has all the Income we expect to receive from surface water development contributions.
- Actual and estimated movements on the Development Reserve are in accordance with the Board's Capital Financing and Reserves Policy approved on 31 October 2017 (minute number 54/17/02).

S JEFFREY BSc (Hons) FCCA
FINANCE & RATING MANAGER

4 JANUARY 2021

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
FULL RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|---|---|---|--------------------------|----------------------|---------------------------------|--|
| 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) No records of historical maintenance/ operational/ works | Nature and extent of operations is largely upstream, which could increase risk of flooding | 1 | 3 | Medium 3 → | Prepared and working to targeted annual maintenance programme based on high, medium, low priority watercourses. WLMB to assist EA with precept works programme to benefit the IDD. |
| | (1b) Reduction in, or insufficient finance, grant and income (1c) If EA ceases to pay highland water contributions to IDBs | Reduction in FCERM service the Board is able to provide Unable to replace assets as scheduled in asset management plan | 2 | 3 | High 6 ↓ | 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. 2 of the 3 WEG bids for funding approved in 2019/20. Review asset management plan provided by EA. 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). Defra |

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
FULL RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|----------------------|---|--|--------------------------|----------------------|---------------------------------|--|
| | | | | | | does support the Rivers Authority and Land Drainage Private Members Bill, which, if enacted could facilitate these aims. The Board has responded to Defra's consultation on 'Improving Management of Water in the Environment' which included support for the new charging methodology to enable the extension or creation of new IDD/ IDBs. |
| | (1d) EA's operation of the water control structures has an adverse impact on water levels in the IDD | Impacts on the IDB's ability to carry out its statutory function | 2 | 3 | High 6 ↓ | 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 will be produced by EA/WLMB officers. |
| | (1e) No confirmation from EA of the prescriptive rights of access to each of the Board's pumping stations or rights to bring in services across privately owned land. | Potential to reduce ability to fulfil statutory function | 2 | 3 | High 6 → | Land Drainage Act 1991 gives IDBs powers of entry for access to undertake required works. EA has provided copies of paperwork concerning ownership and rights of access, which WLMB officers will review. |
| | (1f) EA no longer undertakes de-shingling works in the | IDB is unable to fulfil its statutory function in the Cuckmere River | 3 | 3 | High 9 ↓ | Discuss with EA potential for WLMB to do works in the Estuary on behalf of EA via a public sector cooperation agreement (if the Board can raise the |

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
FULL RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|----------------------|--|--|--------------------------|----------------------|---------------------------------|---|
| | Cuckmere Estuary | Sub District during periods of high rainfall on a saturated catchment and constituent ratepayers push for an Exemption from Rating order, as a result. | | | | <p>money to pay for the work).</p> <p>Develop protocol with EA that will trigger a de-shingle at the mouth of the Cuckmere River, as opposed to just a consideration of carrying out a de-shingle (aka euphamism for doing nothing).</p> |
| | (1g) Operations works constrained by the Water Framework Directive legislation and Habitat Regulations Assessments | IDB could incur penalties/fines | 2 | 3 | High 6 → | <p>Work with EA, NE and voluntary sector orgs to meet WFD requirements.</p> <p>Agree interpretation of Habitat Regulations Assessments with NE.</p> <p>Standard Maintenance Operations (SMO) document that is WFD compliant has been approved by the Board on October 2018.</p> <p>Regular SMO update training for employees.</p> <p>Ensure affected landowners are aware of agreed water levels and operate the Pevensey WLMP.</p> |
| | (1h) Landowners and or developers undertake non-consented works on watercourses | Potential to adversely affect the capability of the IDB to effectively manage the discharge of | 2 | 3 | High 6 ↓ | <p>Promote the work of the IDB within the local community to create understanding of how the IDB system manages flood risk and facilitates land use.</p> <p>Use of the Board's Byelaws for</p> |

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
FULL RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|---|--|--|--------------------------|----------------------|---------------------------------|---|
| | in the IDD | water through its system | | | | consenting or refusing works affecting the Board's infrastructure. Work closely with LLFA and LPAs to provide a joined up consenting/advice service. |
| | (1i) IDBs obligated to purchase water transfer licences under new regulations introduced January 2018 | Increased financial burden given the cost of £1,500 per licence | 1 | 2 | Low 2 ↓ | A 2-year grace period during which time IDBs can identify transfer points and determine if a licence is applicable. It is understood that the licence is only applicable in instances where water is transferred from main river to an ordinary watercourse through a structure from outside the IDD, which significantly reduces the financial risk to the PCWLMB. |
| | (1j) Access to skills and core competencies is reduced | Reduction in quality of service delivery that could lead to loss of confidence from stakeholders in the Board's ability to deliver | 1 | 3 | Medium 3 → | Service Level Agreement with WMA for provision of admin/tech support services to 31 March 2024. Partnership working with other RMAs. Staff training |
| Liaise with Lead Local Flood Authority (LLFA), Local Authorities and Environment Agency (EA) within the Board's hydraulic sub catchment | (2a) LLFA and/or EA use contractors to carry out the work in areas outside the Internal Drainage District (IDD) and on Main Rivers/Tidal | Would reduce the control the IDB has over quality of works undertaken, and if of a lower standard could affect the IDB's ability to fulfil its statutory function in the | 1 | 3 | Medium 3 → | Build and maintain trust and understanding with LLFA, EA, NE, LAs and DEFRA. Regular liaison meetings with EA. Promote the IDB through the media where appropriate. |

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
FULL RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|--|--|--|--------------------------|----------------------|---------------------------------|---|
| | Defences both in and outside the IDD | IDD | | | | |
| 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 | <p>(3a) Planning Authorities ignore advice provided by Board, which leads to increased flood risk</p> <p>(3b) Potential for developers to hand over management of SUDs to private management companies, who may fail in their responsibility to maintain them in the long term</p> <p>(3c) Increase in the volume of planned housing in the district</p> <p>(3d) Insufficient surface water development contributions collected to</p> | <p>Potential for increased flood risk</p> <p>Lost income from SWDCs and commuted sums</p> <p>Inadequate or total lack of maintenance of SUDs could have an adverse impact on the IDB infrastructure and subsequently increase the risk of flooding</p> <p>FTE planning resource may become unsustainable</p> | 2 | 3 | High 6 ↓ | <p>Planning/Enforcement is undertaken by the Board's Flood and Water Officer and issues are raised at Board and Committee meetings.</p> <p>Partnership working with LLFA on planning applications affecting the IDD.</p> <p>Get involved with each constituent Planning Authority to better integrate/ coordinate planning and flood risk management issues.</p> <p>Officers' comments on planning applications are available on Local Authority websites.</p> <p>Promote IDB services for adoption of SUDs in planning consents to ensure they are maintained in perpetuity.</p> <p>Introduction of a SUDs adoption and charging policy, approved by the Board on 31 January 2017.</p> <p>The Board adopted the variable SWDC rate and banding arising from the 2018 WMA review. New rates and banding introduced wef 1 November 2018 which will support the SWDC income stream.</p> |

**PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD
FULL RISK REGISTER**

| STRATEGIC OBJECTIVES | RISK | IMPACT | LIKELIHOOD SCORE (1 – 3) | IMPACT SCORE (1 – 3) | RISK RATING (HIGH, MEDIUM, LOW) | RESPONSE (ACTIONS PLANNED/TAKEN) |
|---|--|---|--------------------------|----------------------|---------------------------------|--|
| | cover employment cost of one FTE planning resource | | | | | |
| To nurture, enhance and maintain the natural habitats and species, which exist in and alongside watercourses, wherever practical to ensure there is no net loss of biodiversity | <p>(4a) Non-delivery/ non-compliance of Biodiversity Action Plan (BAP)</p> <p>(4b) Implementation of a BAP may give rise to increased flood risk and increased maintenance costs</p> <p>(4c) Increased levels of non-native species adversely affecting BAP delivery</p> | <p>Board does not meet its environmental targets.</p> <p>Failure to balance environmental needs with management of flood risk</p> <p>Failure to successfully control/eradicate invasive species</p> | 2 | 2 | Medium 4 → | <p>BAP approved by Board.</p> <p>Work to WFD compliant SMO.</p> <p>Watercourses prioritised according to flood risk, based on criteria agreed by the Board to identify opportunities for increasing environmental performance in lower priority infrastructure.</p> <p>Prepare a programme of environmental survey work in and alongside Board watercourses.</p> <p>Officers monitor and report environmental performance to Board.</p> <p>Staff awareness training.</p> <p>Actions monitored by NE and EA.</p> <p>Record any complaints in Complaints Register.</p> <p>Adhere to risk assessment and protocol for management of works where non-native species are present.</p> |

Risk Assessment Matrix (From the Risk Management Strategy and Policy)

Risk Assessment Matrix

| Likelihood | | | |
|---------------|---------------|------------|------------|
| Highly Likely | Medium (3) | High (6) | High (9) |
| Possible | Low (2) | Medium (4) | High (6) |
| Unlikely | Low (1) | Low (2) | Medium (3) |
| | Negligible | Moderate | Severe |
| | Impact | | |

The categories for impact and likelihood are defined as follows:

IMPACT

- Severe – will have a catastrophic effect on the operation/service delivery. 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.
- Moderate – will have a noticeable effect on the operation/service delivery. May result in significant financial loss (over £25,000). Will 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.
- Negligible – where the consequences will 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.

LIKELIHOOD

- Highly likely: very likely to happen
- Possible: likely to happen infrequently
- Unlikely: unlikely to happen.

PCWLMB Policy Review Summary – February 2021

| | Policy | Owner | Comments |
|---|--|--------------|---------------------------------------|
| 1 | Asset Prioritisation Criteria Click here to view | MP | Format updated. No change to content. |
| 2 | Environmental Responsibilities Click here to view | CL | New policy for PCWLMB |

Distributed to:

| Pevensey & Cuckmere WLMB Members | Hard Copy Requested |
|---|-----------------------------------|
| Richard Brown | |
| Helen Burton | |
| Penny di Cara | |
| Jonathan Dow | |
| Bill Gower (Chairman) | * |
| Gill Hesselgrave | |
| Martin Hole | |
| Michael Lunn | |
| Robert Miles | Post copy, no email address filed |
| Jim Murray | |
| David Robinson | Post copy, no email address filed |
| Pat Rodohan | |
| Robert Smart | ✓ |
| Richard Thomas | |
| Chris Wadman (Vice-Chairman) | |
| David White | |
| Monty Worssam | |

Key Partners & Supporting Officers

Catherine Beaumont (Rother DC)
Nick Claxton (E.Sussex CC - LLFA)
Matthew Hitchen (Lewes-Eastbourne)
Cath Jackson (NE)
Graham Kean (Wealdon DC)
Peter Padget (Eastbourne BC)
Paul Levitt (EA)
Russell Long (EA)

WMA & WLMB Officers

Cathryn Brady (WMA)
Phil Camamile (WMA)
Richard Dann (Operations Manager, WLMB)
Revai Kinsella (Flood and Water Officer, WLMB)
Caroline Laburn (WMA)
Matthew Philpot (WMA)

**Pevensey & Cuckmere WLMB
February 2021**