

**A MEETING OF THE PEVENSEY AND CUCKMERE WATER LEVEL MANAGEMENT BOARD WAS HELD AT HERSTMONCEUX VILLAGE HALL ON TUESDAY, 29 JANUARY 2019 AT 10.00 AM.**

**Elected Members**

**Pevensey District**

- \* Bill Gower
- \* Martin Hole
- \* Robert Miles
- David Robinson
- \* Chris Wadman

**Cuckmere District**

- \* Richard Brown
- \* Gill Hesselgrave

**Combe Haven District**

Monty Worssam

**Appointed Members**

**Eastbourne BC**

- \* Janet Coles
- \* Jonathan Dow
- Margaret Robinson
- Pat Rodohan
- \* Robert Smart
- Barry Taylor

**Hastings BC/Rother DC**

- \* Robin Patten

**Wealden DC**

- \* Douglas Murray
- \* David White
- \* Present (71%)

Mr W Gower in the Chair

**Officers in Attendance**

**Environment Agency**

- Luke Ball (Operations)
- \* Paul Levitt (Asset Performance Team Leader)
- Dave Robinson (Operations Manager)

**East Sussex CC**

- \* N Claxton, FRM Team

**Water Management Alliance**

- \* Graham Brown (Flood and Water Manager)
- \* Phil Camamile (Chief Executive)
- \* Mary Creasy (PA to Chief Executive)
- \* Caroline Laburn (Environmental Manager)
- \* Matthew Philpot (Project Engineer)

**Pevensey & Cuckmere WLMB**

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

**Local Authority**

- \* Peter Padget, Eastbourne BC/Lewis DC
- \* Cathy Beaumont, Rother DC
- \* Graham Kean, Wealden DC
- TBC, Hastings DC

**Natural England**

- Cath Jackson
- \* Officers In Attendance

ID Pevensey and Cuckmere WLMB, Minute	Action
<p><b>01/19 APOLOGIES</b></p> <p><b>01/19/01</b> Apologies for absence were received on behalf of Messrs D Robinson (Board Member), D Robinson (EA), P Rodohan, M Worssam, Ms C Jackson, Mrs R Kinsella and Mrs M Robinson. Mr B Taylor did not attend the meeting.</p>	
<p><b>02/19 PUBLIC ATTENDANCE</b></p> <p><b>02/19/01</b> Mr John Rabbits attended the meeting as a member of the public, in his capacity as a member of Pevensey Parish Council.</p>	
<p><b>03/19 DECLARATIONS OF INTEREST</b></p> <p><b>03/19/01</b> Completed declaration of interest forms remained outstanding from Mrs M Robinson and Mr B Taylor. RESOLVED that this be noted.</p>	
<p><b>04/19 MINUTES OF THE LAST BOARD MEETING</b></p> <p><b>04/19/01</b> The minutes of the last Pevensey and Cuckmere WLMB meeting held on 30 October 2018, (a copy of which is filed in the Report Book), were considered in detail and approved. Matters arising therefrom:</p> <p><b>04/19/02</b> Mr N Claxton recorded that Ed Sheath is Head of Service, Planning at East Sussex County Council, not a member of the FRM Team as recorded in the officers in attendance section of the Pevensey and Cuckmere WLMB minutes of 30 October 2018. RESOLVED that this be noted.</p> <p><b>04/19/03 Pumping Stations (44/18/02-(i))</b></p> <p>The Chief Executive recorded that minute 44/18/02-(i) should record that precept payments made to the EA is a statutory charge made under section 139 of the Water Resources Act 1991, not section 149 as recorded in the minutes.</p>	
<p><b>05/19 CHAIRMAN'S COMMITTEE MEETING</b></p> <p><b>05/19/01</b> Members considered the recommendations arising from the Chairman's Committee meeting of 7 January 2019. Arising therefrom:</p> <p><b>05/19/02 Estimates and Rate Requirement 2019/20 (03/19)</b></p> <p>Members considered the Chairman's Committee recommendation for a 3.29% increase in agricultural drainage rates and special levies for both the</p>	

Pevensey Sub District and Cuckmere Sub District for 2019/20.

**05/19/03** Mr R Smart recorded that he would have to vote against the recommendation, highlighting that surface water development contributions collected by the Board were increasing but these monies were currently being treated as revenue income rather than being ring-fenced in a Development Reserve. His understanding, (in line with minute 44/18/03 recorded at the 30 October 2018 Board meeting), was that all surface water development contributions income would be ring-fenced in a Reserve earmarked for the upkeep of drainage infrastructure to manage surface water discharge from ongoing and future development in the district.

**05/19/04** The Chief Executive explained that surface water development contributions should be treated as revenue income and that it was for the Board to decide how much to transfer to/from the Development Reserve at the end of every financial year. The aspiration should certainly be to ring-fence all surface water development contributions received, net of collection costs, but this may not always be possible if the Board had suffered a trading deficit at the end of a financial year. The Chief Executive acknowledged that the minute Mr Smart was referring to was indeed misleading and he apologised for this.

**05/19/05** Members considered that the Board's financial position had improved hugely from having no funds at all when it was constituted in October 2016, and that it was to be commended that the Board had managed to build up any reserves at all in the ensuing two years.

**05/19/06** Mr D White did, however, concur with Mr Smart that as much as possible should be put into Reserves to protect the Board against future increases to the Ratepayer to pay for future drainage infrastructure improvements. It was agreed and thereby RESOLVED to prepare a Briefing Note that explained the accounting treatment, use of, and any legal obligations of receiving surface water development contributions for consideration by members at the next Board meeting.

**PJC**

*Post Meeting Note: a draft Briefing Note was sent to Mr R Smart on 21 April 2019 and Mr D White asking for their comments before 24 May 2019, so that any amendments/explanations/clarifications they may require could be considered by officers in advance of circulating the paperwork to members for the next Board meeting on 11 June 2019.*

**05/19/07** Members considered Mr R Patten's suggestion to amend minute 44/18/03 to clarify that the Board's intention was to transfer any development contributions that were surplus to revenue requirement to a Development Reserve at the end of the year. It was subsequently agreed to amend minute 44/18/03 to record "Officers advised that commuted sums and surface water development contributions (net of the expenditure incurred in collecting this income), were usually ring-fenced and shown as an Earmarked Reserve on the Board's Balance Sheet, which may then be used to part-fund future improvement works, arising from development."

**PJC**

RESOLVED that this be noted.

PJC

**05/19/08** Members considered Mr R Smart's proposal that the Board agrees only the agricultural drainage rates/special levies payable for 2019/20, but defers approval of the net expenditure budget pending the provision of an analysis of future development income into and out of Reserves. The Chief Executive drew members' attention to the explanations provided in the notes accompanying the Estimates and agreed to expand on this in future, to accommodate Mr Smart's concerns. However, all concurred that it would be impractical to set the rates and levies today without the ability to spend any money, and Mr Smart's proposal was not seconded. RESOLVED that this be noted.

*Post Meeting Note: an additional note 13 has been added to the published [Budget](#) for 2019/20 to expand on the budgeted transfers to/from the Development Reserve. However it was important to note that any transfer between Reserves could only take place at the end of the financial year when the quantum of surface water development contributions received during the year was actually known. Any proposed transfers between Reserves would therefore be agreed by the Board at the time of approving the Final Accounts.*

**05/19/09** Both Messrs R Brown and D White questioned the increase in agricultural drainage rates in the Board's Cuckmere sub district for 2019/20, which the Chief Executive pointed out was due to additional rateable land having been identified and brought into drainage rating, following the resolution of a number of legacy queries. RESOLVED that this be noted.

**05/19/10** It was proposed by Mr R Patten, seconded by Mr C Wadman and carried unanimously, (save for Mr R Smart who had already recorded his vote against), to approve the net expenditure budget and aggregate annual values for 2019/20 as presented and increase the agricultural drainage rates and special levies in both the Pevensey and Cuckmere sub districts for the 2019/20 financial year by 3.29%, as recommended by the Chairman's Committee at its meeting on 7 January 2019 (Option 1). RESOLVED that this be noted.

**05/19/11** It was agreed and thereby RESOLVED to approve the recruitment of one FTE operative and procure a 4 x 4 vehicle for their use with effect from 1 April 2019 as budgeted for in Option 1 for 2019/20.

**05/19/12 Maintenance Works 2019/20**

- (i) The maintenance works budget of £186,691 (together with planned work programme), Ops Delivery budget of £85,629 and Depreciation budget of £10,446 for 2019/20 was considered in detail and approved.
- (ii) It was noted that in addition to the maintenance works budget, the Board had submitted a Water Environment Grant (WEG) bid in the sum of £190k, which if successful, would fund a 2-year programme of Floating Pennywort Control.

*Post Meeting Note: the WEG bid to fund a 2-year programme of Floating Pennywort control was successful.*

- (iii) Members were apprised of the potential reduction in precept payable to the Environment Agency from £70k to £40k, to assist with rectifying a number of legacy issues within the district, as set out in note 7 of the Estimates 2019/20.

#### **05/19/13 Capital Works 2019/20**

There were no capital projects proposed for the 2019/20 financial year. However, it was noted that if the Board's Water Environment Grant (WEG) bids were successful, this funding would be used to install a wind pump for water conveyance from the Wallers Haven and to also replace a number of water control structures on the Pevensey Levels.

*Post Meeting Note: the WEG bid to fund the installation of a wind pump was successful, however the bid to fund the replacement of a number of water level control structures on the Pevensey Levels was not successful.*

#### **05/19/14 Administration and Technical Support Services 2019/20**

The Administration and Technical Support charges for 2019/20 were considered in detail and approved for inclusion in the Board's Rate Estimates for 2019/20 as follows, subject to the Board's approval of the continuation of the Public Sector Cooperation Agreement arrangement with King's Lynn IDB for the provision of these services:

- The inclusion in the Rate Estimates 2019/20 for Administration costs of £33,621 for the Pevensey sub district and £3,954 for the Cuckmere sub district.
- The inclusion in the Rate Estimates 2019/20 for Technical Support costs of £105,339 for the Pevensey sub district and £3,297 for the Cuckmere sub district.

### **06/19 FINANCIAL YEAR 2019/20 LAY AND SEAL THE DRAINAGE RATE AND SPECIAL LEVIES**

#### **06/19/01 Annual Values**

It was agreed and thereby RESOLVED to approve the aggregate annual values as at 31 December 2018, used for the purposes of raising and apportioning net expenditure from drainage rates and special levies for 2019/20.

#### **06/19/02 Pevensey Sub District**

As proposed by Mr R Patten, seconded by Mr C Wadman and

unanimously agreed save for Mr R Smart's vote against, it was agreed to approve the net requirement of £304,539 for 2019/20, which equated to a drainage rate increase of 3.29% at 3.390p in the pound, and 3.29% increase on the special levies due from the constituent Billing Authorities:

Agricultural Drainage Rates	£13,357
Eastbourne Borough Council	£229,617
Hastings Borough Council	£11,622
Rother District Council	£4,260
Wealden District Council	<u>£45,683</u>
	<b>£304,539</b>

#### **06/19/03 Cuckmere Sub District**

As proposed by Mr R Patten, seconded by Mr C Wadman and unanimously agreed save for Mr R Smart's vote against, it was agreed to approve the net requirement of £23,701 for 2019/20, which equated to a drainage rate increase of 3.29% at 29.182p in the pound, and 3.29% increase on the special levies due from the constituent Billing Authorities:

Agricultural Drainage Rates	£15,013
Wealden District Council	<u>£8,688</u>
	<b>£23,701</b>

#### **06/19/04 Landowner communication to Environment Agency (EA) (04/19/01)**

Members were apprised of one or two instances in which EA officers had, in the execution of their duties on the ground, received verbal abuse from landowners. All members concurred that this behaviour was unacceptable and should cease forthwith. Any landowner who wished to raise an issue pertaining to EA works on the ground should report this to either the Board's Engineer or the Operations Manager who will take up the matter with the EA on their behalf. RESOLVED that this be noted.

#### **06/19/05 Annual Review of Public Sector Cooperation Agreement with King's Lynn IDB (05/19/01)**

It was proposed from the Chair, seconded by Mrs G Hesselgrave and carried unanimously to continue with the Public Sector Cooperation Agreement with King's Lynn IDB for the provision of Administrative and Technical Support services to the Pevensey and Cuckmere WLMB. This Agreement was due to expire on 31 March 2024 and is subject to annual review by both Boards. RESOLVED that this be noted.

#### **06/19/06 Cuckmere River (06/19/01)**

At Mr R Brown's request, the Engineer apprised members of the meeting held on 8 January 2019 attended by himself and the Chief Executive with Mr R Brown, Mrs G Hesselgrave and other local farmers in the Cuckmere

valley. The purpose of the meeting was to review the costings for carrying out essential works on the Cuckmere River, including the production of a protocol/procedural note with the EA that would trigger de-shingling operations at the mouth of the Cuckmere River.

## **07/19 OPERATIONS REPORT**

**07/19/01** The Operations Report, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:

### **07/19/02 Park Wood**

In response to the Engineer's report that the financial viability of adopting Park Wood was still being considered in detail before bringing any proposal to the Board for consideration, Mr D White recorded that in his opinion it would not be a positive asset for the Board as he was aware of annual costs of c. £15k having previously been incurred in the maintenance of the Wood. RESOLVED that this be noted.

### **07/19/03 Health and Safety**

There were no health and safety incidents (accidents and near misses) to report during this reporting period.

The annual monitoring of Hand, Arm Vibration Harm (HAVM) had been completed during this reporting period. RESOLVED that this be noted.

## **08/19 ENVIRONMENTAL REPORT**

**08/19/01** The Environmental Report, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:

### **08/19/02 Water Environment Grant (WEG)**

At the time of this meeting both the Engineer and Environmental Manager had responded to a number of requests from the WEG Team in respect of the three WEG bids, but to date had not received any confirmation as to whether or not the Board's applications had been successful.

### **08/19/03 Arlington Reservoir**

The Environmental Manager reported that her report on Floating Pennywort in the Arlington Reservoir was based on information received from the EA when she had attended the recent Pevensey and Cuckmere Catchment Partnership meeting held on 16 January 2019. The Pevensey and Cuckmere Catchment Partnership had, however, advised that this information was incorrect and should, in fact have recorded the presence of Crassula in the Arlington Reservoir, not Floating Pennywort. RESOLVED that this be noted.

**08/19/04** The Chairman apprised members that the Pevensey and Cuckmere WLMB had been selected by Defra to take part in a countrywide pilot scheme looking at the new Environmental Land Management and the Board would be kept updated with details as these were received.

*Post meeting note: an email from Cath. Jackson to the Chairman concerning the Pevensey and Cuckmere Pilot Environmental Land Management Scheme was circulated to Board members on 1 February 2019.*

## **09/19 PLANNING REPORT**

**09/19/01** The Planning Report, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:

### **09/19/02 Delegated Consents (2)**

The delegated consents determined by officers using their delegated authority were considered and approved. There were no matters arising.

### **09/19/03 Enquiries (3)**

- (i) The Flood and Water Manager reported that the flooding in Eastbourne as itemised in 3.1 had affected 15 properties and was the subject of a Section 19 review by the Risk Management Authorities involved: Eastbourne BC, Southern Water, EA and Pevensey and Cuckmere WLMB.
- (ii) Mr D White recorded that it was his understanding that the EA had consented to Southern Water increasing discharge levels and both he and Mr D Murray supported closer communication between the Board and Southern Water to manage the impact this may have on the Board's infrastructure. The Flood and Water Manager agreed and reiterated that both the EA and Southern Water should be asked to state their position formally to help resolve this issue.

### **09/19/04 Planning Comments (4)**

Mr R Smart queried if the big developments were being captured in the Board's Planning Report and stated that he would like to see records of detailed discussions with all developers together with updates of where these were within the planning process. The Flood and Water Manager confirmed that only the big developments which affected the Board's water level management infrastructure were being captured in the Board's Planning Report and that the other information Mr Smart was requesting should be available from the Local Planning Authorities, who monitor progress of development against their local plans. Mr N Claxton agreed and reported that East Sussex County Council could also produce a number of reports on the status of other planning applications if required, however some of these applications could be ongoing for a number of



years before a conclusion is determined.

#### **09/19/05 Update on Planning and Byelaw Policy**

The Flood and Water Manager reported that the revised Planning and Byelaw Policy, (a copy of which was available via hyperlink in the Planning Report), as approved by the WMA Consortium Management Committee and recommended for adoption by its member boards subject to consultation with relevant Local Planning Authorities and Risk Management Authorities was currently going through this consultation process. It was intended to bring a final version for the Board's consideration in due course.

**GB**

**09/19/06** Members were apprised that an agreement between the Board and East Sussex County Council was in place to provide cover for the duration of the Flood and Water Officer's maternity leave. Byelaw consent applications were also being handled by the WMA Flood and Water Team. RESOLVED that this be noted.

#### **10/19 IDB/EA LIAISON**

**10/19/01** The Engineer and Operations Manager reported that the regular monthly catch ups with the EA continued to work well.

#### **11/19 RISK REGISTER**

**11/19/01** The full Risk Register, (a copy of which is filed in the Report Book), was considered in detail and approved. Arising therefrom:

**11/19/02** The Chief Executive drew members' attention to risk (1c), the potential risk of EA terminating payment to the WLMB for taking water into its system from the upland catchment and how this risk may be reduced by the outcome of Defra's recently initiated consultation on the 'Improvement of the management of water in the environment'. If the proposed changes being consulted on were enacted, this could potentially see updated rating lists that would facilitate the extension of existing IDBs to their watershed catchment boundaries and the creation of new IDBs where there was local support to do so.

#### **12/19 HEALTH AND SAFETY POLICY STATEMENT**

**12/19/01** The Board's Health and Safety Policy Statement, (a copy of which is filed in the Report Book), was considered in detail and approved.

#### **13/19 CORRESPONDENCE**

**13/19/01** Members were apprised that ADA had produced a Good Governance document that could be electronically downloaded from both the ADA and

WMA websites. ADA would be holding workshops during March and April 2019 at various locations, with Gloucester and London possibly the closest for Pevensy and Cuckmere WLMB members. Booking was available via the ADA website <https://www.ada.org.uk/events/idb-members-workshop-booking/>.

- 13/19/02** The Chief Executive advised members that ADA would be responding to Defra's recently launched consultation on 'Improvement of the management of water in the environment), and that the WMA Member Boards would be responding. It was agreed that the Chief Executive would also respond to the consultation on behalf of the Pevensy and Cuckmere WLMB, and would liaise with N Claxton at East Sussex County Council to incorporate and align with the Lead Local Flood Authority view, if possible. ADAs response would be emailed to members for comment prior to drafting the Board's response. RESOLVED that this be noted.

**PJC**

*Post Meeting Note: the Board's response to this consultation was submitted to Defra on 12 March 2019 and can be viewed/downloaded from [here](#). Alternatively, paper copies can be provided to members on request.*

#### **14/19 NEXT MEETING**

- 14/19/01** The next meeting was confirmed to be 4 June 2019 at 10.00 am at a venue to be confirmed.

*Post Meeting Note: the meeting date has since been changed and confirmed to members as being at 10.00 am on 11 June 2019 at Saffrons Sports Centre, Compton Place Road, Eastbourne BN21 1EA.*

#### **15/19 ANY OTHER BUSINESS**

- 15/19/01 DRS Online**

Members were apprised that an online portal had been developed which would enable agricultural drainage rate payers to manage their accounts online. Elected members were encouraged to use this new online system and the Chief Executive confirmed that details, together with instructions on how to register online and manage accounts, would be circulated to all ratepayers with their Rate Demand in April 2019.

**PJC**

- 15/19/02 WMA Email Accounts**

The Chief Executive informed the Board that a corporate email address was being set up for elected members to use, to avoid any compromise of their personal email accounts should a formal request be made under the Freedom of Information Act. Instructions on how to access the corporate email on personal PCs would be circulated in due course. Appointed members should already have the use of their councils' corporate email system, which would not change.

**PJC/MEC**

**15/19/03** The Chairman apprised members of Mary Creasy's impending retirement from the WMA on 31 March 2019 before presenting her with flowers and recording his thanks to her for the management of the Pevensey and Cuckmere WLMB meetings, together with the help and support she had provided to members since the Board's inception.

**16/19 OPEN FORUM TO HEAR FROM MEMBERS OF THE PUBLIC WITH LEAVE OF CHAIRMAN**

**16/19/01** Mr J Rabbits of Pevensey Parish Council was in attendance at the meeting and invited by the Chairman to speak if he wished to do so. Mr Rabbits asked if the following concerns raised by the Pevensey Parish Council could be investigated:

1. The partial blockage of the Haven downstream to Fence Bridge;
2. Flooding issues on allotments at edge of Cults Road.

As both issues related to main-river, Mr P Levitt (EA Asset performance Team Leader) agreed to investigate these matters and respond to Mr Rabbits directly.

**17/19 CONFIDENTIAL BUSINESS**

**17/19/01** There was no confidential business to discuss.

**A MEETING OF THE PEVENSEY & CUCKMERE WATER LEVEL MANAGEMENT BOARD CHAIRMAN'S COMMITTEE WAS HELD AT REWA, LOWER ROAD, HERSTMONCEUX, EAST SUSSEX ON MONDAY 07 JANUARY 2019 AT 10.00 AM.**

- |                        |                          |
|------------------------|--------------------------|
| <b>Elected Members</b> | <b>Appointed Members</b> |
| * W Gower              | * R Patten               |
| * G Hesselgrave        |                          |
| * C Wadman             |                          |
|                        | * Present (100%)         |

Mr W Gower in the Chair

In attendance:

Mr P J Camamile (Chief Executive),

<b>ID</b>	<b>Pevensey &amp; Cuckmere WLMB: Chairman's Committee, Minute</b>	<b>Action</b>
	<b>01/19 APOLOGIES FOR ABSENCE</b>	
<b>01/19/01</b>	There were no apologies for absence.	
	<b>02/19 WORK PROGRAMMES FOR 2019/20</b>	
<b>02/19/01</b>	The draft work programmes for 2019/20 (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 adopted for 2019/20.	
	<b>03/19 ANNUAL ESTIMATES AND RATE REQUIREMENT FOR 2019/20</b>	
<b>03/19/01</b>	The draft Annual Estimates for 2019/20 (a copy of which is filed in the Report Book) and expenditure budget, totalling £498,978 was considered in detail and approved. Arising therefrom:	
<b>03/19/02</b>	It was unanimously agreed to recommend that the Board employs an operative to add resilience and assist the Operations Manager in managing water levels across the district with effect from 1 April 2019. The cost of this had been factored in to all 3 options for 2019/20.	
<b>03/19/03</b>	It was unanimously agreed to recommend that the Board approves Option 1, which equates to an increase of 3.29% in the Agricultural Drainage Rates and Special Levies for 2019/20 (for both sub districts):	
	<b>Option 1</b> <b>Pevensey Levels Sub District</b> Drainage Rate in the Pound: 3.390p	

Occupiers' Drainage Rates:	£13,357
Eastbourne Borough Council:	£229,617
Hastings Borough Council:	£11,622
Rother District Council:	£4,260
Wealden District Council:	<u>£45,683</u>
	£304,539

**Option 1****Cuckmere River Sub District**

Drainage Rate in the Pound: 29.182p

Occupiers' Drainage Rates:	£15,013
Wealden District Council:	<u>£8,688</u>
	£23,701

**04/19 ENVIRONMENT AGENCY (EA)  
COMMUNICATION FROM LANDOWNERS**

- 04/19/01** The Board had been asked by the EA to request landowners not to verbally abuse EA staff when they were going about their duties on the ground. It was agreed to recommend to the Board that a letter be sent to all ratepayers with the Annual Rate Demands, requesting that should they observe anything being done poorly (or not being done at all) they report this to the Board directly, rather than to the EA staff.

**05/19 ANNUAL REVIEW  
PUBLIC SECTOR COOPERATION AGREEMENT WITH KING'S  
LYNN IDB**

- 05/19/01** 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. However the Board also agreed that its Chairman's Committee should monitor this arrangement annually. Members present were not aware of any issues and unanimously agreed that this arrangement should continue.

**06/19 CUCKMERE RIVER**

- 06/19/01** The Chief Executive advised members that he would be meeting on 8 January 2019 with Richard Brown (Clapham Farm, Littleton) and a number of other local farmers in the Cuckmere valley. Matthew Philpot (our Engineer) would also be present. The purpose of this meeting was to review some of the costings for carrying out key operations on the Cuckmere River that were discussed and presented at the last

<b>ID</b> <b>Pevensey &amp; Cuckmere WLMB: Chairman's Committee, Minute</b>	<b>Action</b>
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Board meeting.	
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## **Pevensey and Cuckmere WLMB**

### **Operations Report**

The following information pertains to work carried out for the Pevensey and Cuckmere WLMB involving the Operations Manager (Richard Dann), Project Engineer (Matthew Philpot) and Environmental Manager (Caroline Laburn) between October 2018 – January 2019:

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

Pennywort clearance on:

- Downs Stream
- Rickney stream,
- Horse eye,
- Crossing's sewer,
- Lewens sewer,
- White dyke,
- Kentland sewer

Weedcutting on:

- Magham stream,
- Bowley sewer,
- Sackville sewer,
- Callows stream,
- Manxey level,
- Dowl stream,
- Mark dyke,
- Waterhouse stream,
- Boreham ponds stream

De-silting

- Bill gut
- New Mountney sewer

We have improved a number of structures on the Waterlott stream, Foul Ditch, Mark Dyke bringing them back into a better operational condition.



## **PUMPING STATIONS**

### **Manxey**

No issues to report.

### **Drockmill**

No issues to report.

Refurbishment of pump following service findings will be completed this financial year, funded by the EA.

### **Star Inn**

No issues to report

### **Rickney**

Some timing issues, which were reported and acted on by our M&E contractor. Following higher than expected electricity charges we will be pursuing the re-sealing of stop boards, blocking up the gravity outfall from our drain into the Star Gate system, which are leaking.

### **Horsebridge**

No issues to report.

Breakdown occurred at the start of December, which was investigated by our M&E contractor and was believed to be down to weed on the screen tripping the on/off function. No issues have arisen since.

A new floodlight is to be installed for H&S / Security, following a service recommendation in October.

### **Barnhorn**

No issues to report.

Refurbishment of pump following service findings will be completed this financial year, funded by the EA.

## **OPERATIONAL ISSUES**

### **Environment Agency Structure operation**

Following discussion with the Environment Agency it has been agreed that the IDB will be permitted to operate EA water level control structures which affect the IDB district, on their behalf. There will need to be protocol around the operations, but these will be agreed in due course which will enable the objectives and concerns of both our authorities to be addressed.

We believe this agreement is a significantly positive move for both our organisations and illustrates the interconnected relationship which is working well.

### **Cuckmere Catchment**

We are currently reviewing our recommendations for where to target any works on the Cuckmere. We are also working with the Environment Agency on agreeing a protocol for formally reviewing the need for de-shingling at the Cuckmere mouth. We hope to agree this within the next quarter.

The environment Agency have obtained Natural England Assent for de-shingling the mouth if needed this year, up to the end of March 2019.



Richard has been managing water levels within the catchment and the water from the recent overtopping was removed within circa three week period.

### **Pevensey Model Air club Drain re-alignment**

The club declined to have the work discussed in the last board report undertaken, based on our quote. They may now look at other options, all of which will be consented by the board if required.

### **Additional Manpower**

We propose to appoint another member of staff to work along side Richard in the field. This will give greater resilience to the board operationally, improve safety issues around lone working and also allow a greater diversity of work to be undertaken. Budgeting for the extra individual is included in the Estimates 2019/20.

### **Park Wood**

Following an independent assessment of the commercial viability of the wood officers continue to work with the Friends of Park Wood and the Environment Agency on the possible adoption of the asset.

Financial agreements and funding arrangements are being explored in detail and will be brought to the Board ahead of any adoption process.

### **Siphons under main river**

We have tendered for prices for surveys of the siphons in our system which go under main river, to establish condition and residual life.

Based on previous experience where these fail, remediation work can be very difficult and expensive so we are keen to understand the condition of these important assets.

We are awaiting prices, after which a decision will be made on how to fund the works.

### **HEALTH & SAFETY**

No accidents, incidents or near misses this period.

Annual Hand Arm Vibration monitoring completed.

### **PLANT**

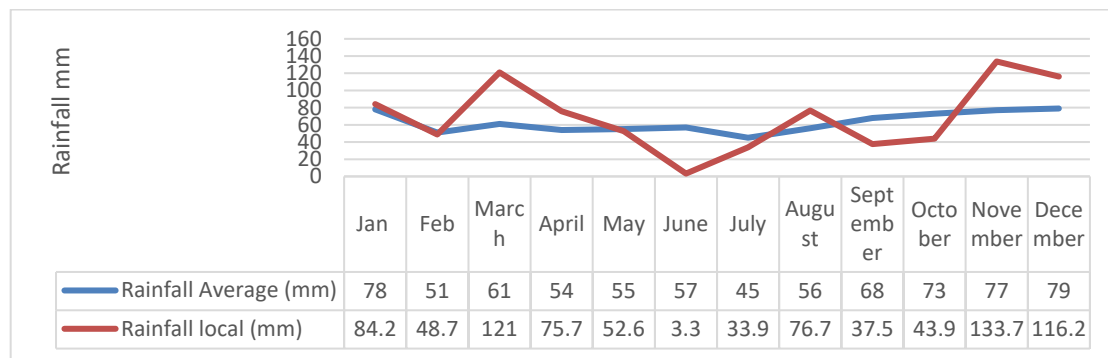
No new items of plant purchased this quarter.

### **CAPITAL SCHEMES:**

We have been asked to work with the Environment Agency on the capital project to replace structures which are essential for the water level management plan. From the EA's side these include the Star Gates and Pevensey Gates. We will aim to link in those IDB structures also important to the water level management plan, so that one business case for the whole system is produced. Whilst this will be an EA led project we will be linked into it in full and from the outset.

Matthew Philpot and Dan Sergent, from the EA, will be the points of contact.

## HYDROLOGY –



## STAFF/WORKFORCE – MEETINGS - TRAINING/EDUCATION

### **Engineer and/or EM attended the following meetings and training:**

Visits to Pevensey to meet with Operations manager, Environment Agency and other partners were undertaken 2, 3, October 13 November, 5 December 2018 and 7, 8, 14, 16 January 2019.

08 November 2018

The EM attended 4x4 training at the Explore 4x4 training facility at Elvedon, Thetford. The training is required to demonstrate competency in off-road driving, which may be needed for future Capital Schemes.

30 November 2018

The Environmental Team attended a Bat Survey Training Course at Horham, Suffolk with a view to broadening the team's understanding of bat ecology, survey and legislation with regard to bats in woodlands or utilising trees. This furthered their knowledge of where to look for bats in woodland, the commuting and foraging behaviour of bats, legislation protecting bats and the use of an endoscope in looking for bats whilst undertaking woodland management. This training will enable the environmental team to carry out scoping and secondary assessment of trees for bat roost potential.

16 January 2019

The EM attended the Pevensey and Cuckmere Catchment Partnership Meeting.

## COMPLAINTS

Please note that any complaints regarding EA or IDB operations are to be reported to Matthew Philpot and/or Paul Levitt who will deal with the incident. Staff on the ground should not be approached directly regarding any problems.

## ENVIRONMENTAL REPORT

### **Information for the Board**

#### **Water Environment Grant Update**

The three WEG project Bids are still with Natural England. .  
As a reminder, the Pevensey projects are as follows:

*Project 1 Floating Pennywort Control in Riparian Ditches within the Pevensey Levels SSSI, SAC, RAMSAR site*

*Project 2 An Innovative and Carbon Neutral Solution to a Water Level Management Problem within the WLMP Unit P1 of the Pevensy Levels SSSI, SAC and RAMSAR site*

*Project 3 An Holistic Approach to Improving Water Level Management to attain WLMP targets throughout the Pevensy levels SSSI, SAC and RAMSAR site*

**Update:**

The Engineer and EM have returned several correspondances to the WEG team to provide justification, costing information within the 60 day deadline. To date, we still have no concrete news on the success of these bids.

**Pevensy Mink Project**



*Mink on the Freshwater stream (Photo Richard Dann)*

Since the last Board Meeting, 3 mink have been caught and dispatched in Pevensy and Cuckmere catchments, at or near board assets; one on the freshwater stream at Milton Lock, one at Drockmill Pumping station and one at Rickney Pumping station. This was achieved by baiting the traps with mackerel. Other methods for attracting mink have been discussed and will be explored in the coming months.

**Floating Pennywort on Arlington Reservoir**

The EM attended the Pevensy and Cuckmere Catchment Partnership meeting on 16 January 2019. At this meeting it was advised by the EA that Arlington Reservoir now has Floating Pennywort on the site. Arlington Reservoir is a SSSI, managed by South East Water and is currently in favourable condition. The EA were of the opinion that there were lots of the invasive in the reservoir. Overflows from the reservoir currently have the potential to infest the downstream sections of the Cuckmere, under gravity.

Unfortunately, no way forward regarding this problem was formalised at the Catchment Partnership Meeting, but initial exploratory conversations will be had by the P&C WLMB with Natural England, the Catchment Partnership, the EA and South East Water to gain a better insight into risk to the SSSI and future water management and biodiversity interests of the lower Cuckmere catchment.

**Assents Granted and/or Applied for:** None applied for during this period.

## PLANNING REPORT

### 1. SUMMARY OF ACTIVITY IN REPORTING PERIOD

- 1.1 This planning report covers the reporting period 19 October 2018 to 18 January 2019. There are currently 6 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.

<i>Application Type</i>	<i>Number</i>
Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW):	0
Byelaw 3 (B3) – Discharge of Surface Water (SW):	5
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:	1
Total:	6

- 1.2 The current status of these applications are;

<i>Application Type</i>	<i>B3 - TFW</i>	<i>B3 - SW</i>	<i>B4/S23</i>	<i>B10</i>	<i>Total</i>
Awaiting further information from the applicant:	0	0	0	0	0
Awaiting applicants acceptance of conditions:	0	3	0	0	3
Being processed by officers:	0	2	0	1	3
To be determined by the Board in this report:	0	0	0	0	0
Total:	0	5	0	1	6

### 2. DELEGATED CONSENTS DETERMINED

- 2.1 During this reporting period, the following 5 consents under the Land Drainage Act 1991 and Board's Byelaws have been determined by Officers in accordance with their delegated authority.

<i>Application Type</i>	<i>Number</i>
Byelaw 3 (B3) – Discharge of Treated Foul Water (TFW):	1
Byelaw 3 (B3) – Discharge of Surface Water (SW):	4
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:	5

2.2 The determined consents are listed in more detail in the table below.

<b>Case. Ref.</b>	<b>Case File Sub-type</b>	<b>Parish</b>	<b>Location / Site Name</b>	<b>Description of Application or Proposal</b>	<b>Determination</b>
18_00645_C	Byelaw 3 Surface Water	Westham	Dittons Road, Stone Cross	Discharge of surface water from an impermeable area of 8,520 m <sup>2</sup> at a restricted rate of 16.1 l/s	Consent granted 05/11/2018
18_00780_C	Byelaw 3 Surface Water	Hellingly	Land East Of Park Road, Hailsham	Discharge of surface water from an impermeable area of 8,600 m <sup>2</sup> at a restricted rate of 8.6 l/s	Consent granted 29/10/2018
18_00818_C	Byelaw 3 Surface Water	Herstmonceux	Hailsham Road, Herstmonceux	Discharge of surface water from an impermeable area of 6,750 m <sup>2</sup> at a restricted rate of 10.1 l/s	Consent granted 29/10/2018
18_01015_C	Byelaw 3 Treated Foul Water	Bexhill	Buckholt Lane, Bexhill	Treated foul water discharge with a maximum daily rate of 115m <sup>3</sup>	Consent granted 04/12/2018
18_01060_C	Byelaw 3 Surface Water	Polegate	Greenleaf Gardens, Polegate	Discharge of surface water from an impermeable area of 5,900 m <sup>2</sup> at a restricted rate of 10.6 l/s	Consent granted 17/01/2019

### 3. ENQUIRIES

3.1 There have been 4 enquires/reports received during the reporting period, outlined below;

Case. Ref.	Case File Sub-type	Parish	Description
18_00992_Q	QP - About Planning	Hailsham	Enquiry regarding discharge arrangements
18_01092_F	F - Report of flooding	Eastbourne	Astaire Avenue and Hunloke Avenue flooding
18_01093_Q	About Regulation	Hailsham	Correspondence with Southern Water regarding Hailsham North and South Sewage Treatment Works
19_01158_Q	About Regulation	Hailsham	Query regarding deposit of materials near Boards drain

### 4. PLANNING COMMENTS

4.1 Officers have provided comments on 50 applications that are either in or could impact on the Boards Internal Drainage District. The breakdown of these applications is presented in the table below;

Planning Authority	Pre-application	Outline planning	Reserved Matters and Full planning	Discharge of Conditions	Total
Wealden District Council	3	1	6	3	13
Rother District Council	0	1	3	2	6
Eastbourne Borough Council	0	1	12	2	15
Hastings Borough Council	4	1	3	4	12
East Sussex County Council	0	0	0	0	0
South Downs National Park Authority	2	0	2	0	4
<b>Total</b>	<b>9</b>	<b>4</b>	<b>26</b>	<b>11</b>	<b>50</b>

### 5. UPDATE ON LEAD LOCAL FLOOD AUTHORITY'S ("LLFA'S") WATER ENVIRONMENT GRANT ("WEG") BID

5.1 As previously reported to the Board the LLFA made an application for approximately £500k of WEG funding for a project to provide evidence on the impact of development on the water environment of the Pevensey Levels catchment. The aim of this project is to support the development of appropriate SuDS policies (and therefore guide the regulatory controls available to Planning Authorities, the LLFA and the Board). In mid-January the Board's officers attended an update meeting with the LLFA and Natural England to discuss the progress of the bid and the scope of the project.

5.2 At the time of writing the announcement as to whether the bid has been successful or not has yet to be made. Given then significance of the funding sought and the imminence of the announcement, it is envisioned that Officers will be in a position to notify the Board of the bids success or otherwise at the next meeting. It is also hoped at this meeting to be able to present a detailed project brief outlining the scope of the work to be undertaken.

## **6. UPDATE ON REPLACEMENT OF CURRENT PLANNING AND BYELAW POLICY DOCUMENT**

6.1 The member Internal Drainage Boards (“IDBs”) of the Water Management Alliance (“WMA”) have been guided in their application of statutory regulatory powers under the Land Drainage Act 1991 and each Board’s Byelaws by a [Planning and Byelaw Policy document](#) adopted in April 2012.

6.2 Following the inception of the new Planning Team within the WMA, officers have continued to be guided by this document. In light of their experiences using the document, and also in response to wider Government legislative and policy changes, officers have initiated a review of its approach.

6.3 As such a [draft Planning and Byelaw Strategy](#) has been produced and was considered by the WMA Consortia Management Committee (“CMC”) on the 7 December 2018. At this meeting CMC supported a recommendation to undertake a limited 4 week consultation with Local Planning Authorities and Risk Management Authorities prior to amendment and submission to each WMA member Board for comment, approval and adoption.

6.4 Whilst the draft has been compiled initially to meet the requirements of the WMA member Boards it has been clear that the Officers working for the Pevensey and Cuckmere Water Level Management Board would benefit from the ability to use this document in the course of their day to day activities. As such it is intended to update the document for consideration by the Board and for consultation with relevant local Risk Management Authorities. This work is currently ongoing.



## 7. FEES ASSOCIATED WITH CONSENTS GRANTED

7.1 There have been 5 fees invoiced during the reporting period. These fees are detailed below;

Type of charge	Case ref.	Site	Amount (no VAT)	Date invoiced	Paid? Y/N	"Trigger" and reason for payment
Surface Water Development Contribution	18_00780_C	Land East Of Park Road, Hailsham	£13,381.60	25/10/2018	Yes 01/11/2018	100% payment following granting of consent for a surface water discharge with a maximum rate of 8.6 l/s from 8,600 m <sup>2</sup>
Surface Water Development Contribution	18_00532_22_C	Mill Road, Hailsham	£17,417.85	25/10/2018	Yes 20/12/2018	Second 50% payment following the granting of consent for a surface water discharge with a maximum rate of 24.2 l/s from 23,070 m <sup>2</sup>
Surface Water Development Contribution	18_00818_C	Hailsham Road, Herstmonceux	£10,503.00	29/10/2018	Yes 22/11/2018	100% payment following granting of consent for a surface water discharge with a maximum rate of 10.1 l/s from 6,750 m <sup>2</sup>
Surface Water Development Contribution	18_00645_C	Dittons Road, Stone Cross	£13,257.12	15/11/2018	No	Granting of consent for a surface water discharge with a maximum rate of 16.1 l/s from 8,520 m <sup>2</sup>
Surface Water Development Contribution	18_01060_C	Greenleaf Gardens, Polegate	£17,272.25	17/01/2019	No	Granting of consent for a surface water discharge with a maximum rate of 10.6 l/s from 5,900 m <sup>2</sup>
<b>Total:</b>			<b>£ 71,831.82</b>			

**G.R. BROWN – FLOOD AND WATER MANAGER**



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 →	<p>Prepared and working to targeted annual maintenance programme based on high, medium, low priority watercourses</p> <p>WLMB to assist EA with precept works programme to benefit the IDD</p>
	<p>(1b) Reduction in, or insufficient finance, grant and income</p> <p>(1c) If EA ceases to pay highland water contributions to IDBs</p>	<p>Reduction in FCERM service the Board is able to provide</p> <p>Unable to replace assets as scheduled in asset management plan</p>	2	3	High 6 ↓	<p>Explore alternative funding streams including partnership working with other RMAs and access to local levy funding:</p> <p>1) Partnership working with ESCC on planning matters</p> <p>2) Precept works programme with EA to benefit the Board's infrastructure</p> <p>WEG bids for funding submitted 2018/19 financial year – still waiting to hear outcome of this as at January 2019</p> <p>Review asset management plan provided by EA</p> <p>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</p>

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
						to its watershed catchment. This would provide additional rates to the Board from the upland area (and negate the need for HWCs). Defra does support the Rivers Authority and Land Drainage Private Members Bill, which, if enacted could facilitate these aims. The Bill is due its second reading in Parliament on 8 Feb 2019. Defra has, in January 2019, opened consultation on 'Improving Management of Water in the Environment' and included in this is the consideration of legislating for a new charging methodology to enable the extension or creation of new 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	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

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
	stations or rights to bring in services across privately owned land.					access, which WLMB officers will review
	(1f) EA no longer undertakes de-shingling works in the Cuckmere Estuary	IDB is unable to fulfil its statutory function in the Cuckmere River Sub District during periods of high rainfall on a saturated catchment	3	3	High 9 ↑	<p>Discuss with EA potential for WLMB to do works in the Estuary on behalf of EA via a public sector cooperation agreement</p> <p>Develop protocol with EA that will trigger a de-shingle at the mouth of the Cuckmere River</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 approved 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>

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
	(1h) Landowners and or developers undertake non-consented works on watercourses in the IDD	Potential to adversely affect the capability of the IDB to effectively manage the discharge of water through its system	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</p> <p>Use of the Board's Byelaws for consenting or refusal of works affecting the Board's infrastructure</p> <p>Work closely with LLFA and LPAs to provide a joined up consenting/advice service</p>
	(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, 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 →	<p>Service Level Agreement with WMA for provision of admin/tech support services to 31 March 2024</p> <p>Partnership working with RMAs</p> <p>Staff training</p>

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
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 Defences both in and outside the IDD	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 IDD	1	3	Medium 3 →	<p>Build and maintain trust and understanding with LLFA, EA, LAs and DEFRA</p> <p>Regular liaison meetings with EA</p> <p>Promote the IDB through the media</p>
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>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>	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</p>

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
	<p>(3c) Increase in the volume of planned housing in the district</p> <p>(3d) Insufficient surface water development contributions collected to cover employment cost of one FTE planning resource</p>	FTE planning resource may become unsustainable				<p>maintained in perpetuity</p> <p>Introduction of a SUDs adoption and charging policy, approved 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 1 November 2018 which will support the SWDC income stream</p>
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</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>

STRATEGIC OBJECTIVES	RISK	IMPACT	LIKELIHOOD SCORE (1 – 3)	IMPACT SCORE (1 – 3)	RISK RATING (HIGH, MEDIUM, LOW)	RESPONSE (ACTIONS PLANNED/TAKEN)
	affecting BAP delivery					<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

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
	<b>Impact</b>		

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.



In association with  
Pevensey and Cuckmere Water Level Management Board

## Health and Safety Policy Statement

January 2019

Our policy is to provide and maintain safe and healthy working conditions for all our employees, contractors, and agency staff working on our behalf. In addition we will seek to ensure the work that we carry out does not affect the health and safety of others, e.g. our customers, visitors and members of the public.

We will achieve this policy, in part, by:

1. Appointing competent Managers who are responsible for health and safety in their respective areas;
2. Ensuring that adequate resources and sufficient financial arrangements are in place to control health and safety risks arising from our work activities;
3. Consulting with all our employees, consultants and contractors on matters affecting their health and safety and providing information, instruction, training and supervision, as appropriate;
4. Seeking advice and assistance from external organisations to supplement our own in-house health and safety initiatives;
5. Monitoring and reviewing the health, safety and welfare arrangements we have put in place at least every twelve months to determine their continued effectiveness;
6. Setting goals and following action plans to ensure continuous improvement in health and safety performance; and
7. Promoting a positive health and safety culture within our organisation, e.g. with Managers leading by example.

This statement is intended to encourage a positive attitude to safety and should be used in conjunction with the additional safety guidelines issued periodically.

I look forward to your full co-operation and support.

.....  
**Chief Executive**

**Distributed to:**

**Pevensey & Cuckmere WLMB Members**

Brown, R  
Dow, J  
Coles, Ms J  
Gower, W (Chairman)  
Hesselgrave, G  
Hole, M  
Miles, R  
Murray, D  
Patten, R  
Robinson, D  
Robinson, Ms M  
Rodohan, P  
Smart, R  
Taylor, B  
Wadman, C (Vice-Chairman)  
White, D  
Worssam, M

**Key Partners/Supporting Officers**

Beaumont, Ms C (Rother DC)  
Padget, P (Eastbourne BC)  
Kean, G (Wealden DC)

Claxton, N (E.Sussex CC - LLFA)

Jackson, Ms C (NE)

Levitt, P (EA)  
Robinson, D (EA)

Dann, R (Operations Manager)  
Brown, G (WMA)  
Camamile, P (WMA)  
Creasy, Mrs M (WMA)  
Philpot, M (WMA)  
Laburn, Ms C (WMA)

Pevensey & Cuckmere WLMB Meeting 29 January 2019