

10 June 2025

NOTICE

Notice is hereby given that there will be a meeting of the Pevensey and Cuckmere WLMB at The Blue Room, Hellingly Community Hub, The Drive, Hellingly, East Sussex BN27 4EP on Tuesday, 17 June 2025 at 10.00 am. To join this meeting via MS Teams, please [click here](#).

If any member of the public would like to join the general business session, please contact the Business Support Team via email at business.support@wlma.org.uk before 3.00 pm on Monday, 16 June 2025.

AGENDA

1. Welcome and Apologies for absence
2. Declarations of Interest
3. Gifts and Hospitality Register for 2024/25
4. To confirm the minutes of the last Board meeting held on 21 January 2025 (**Pages 3 - 9**)
5. Matters arising from the minutes, not covered elsewhere on the agenda
6. To consider and approve:
 - Health, Safety & Welfare Performance Review (**Pages 10 - 11**)
 - Project Development & Capital Projects Report (**Pages 12 - 20**)
 - Operations Report (**Pages 21 - 24**)
 - Environmental Report (**Pages 25 - 28**)
 - Sustainable Development Report (**Pages 29 - 35**)
7. IDB/EA liaison update
8. To consider and approve the Internal Audit Report for the financial year ending 31 March 2025 and confirm the reappointment of the Internal Auditor for 2025/26 (**Pages 36 - 44**)
9. To consider and approve the Internal Audit Plan for 2025/26 (**Pages 45 - 46**)
10. To consider and approve the Financial Report and the reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2025 (**Pages 47 - 57**)
11. To consider and approve the Annual Governance and Accountability Return for the year ending 31 March 2025 for submission to the external auditor (**Pages 58 - 63**)

Cont./d

Bill Gower (Chairman)

Chris Wadman (Vice-Chairman)

Phil Camamile (Clerk)

Constituted by The Pevensey and Cuckmere Water Level Management Board Order 2016.
Statutory Instrument 2016 No 854

www.wlma.org.uk

12. To consider and approve the date of commencement period for the exercise of public rights to inspect the Annual Governance and Accountability Return for the year ending 31 March 2025 (proposed Tuesday 01 July 2025 to Monday 11 August 2025)
13. To consider and approve any material changes to the Risk Register for those risks with a risk assessment matrix score of ≥ 6 (**Pages 64 - 69**)
14. To review any official complaints, correspondence and other feedback received since the last Board meeting (**Page 70**)
15. Date / Time / Type of next meeting: Tuesday 14 October 2025, 10.00 am, to be held face to face and digitally via the Teams link, with the physical location to be agreed upon by the Board
16. Any other business
17. Open Forum: to hear from any member of the public, with leave of the Chairman
18. **CONSORTIUM MATTERS**
 - 18.1. To receive the unconfirmed minutes and the report extracts from the last Consortium Management Committee (CMC) meeting held on 25 April 2025, to view [Click here](#):
 - Unconfirmed minutes of the meeting
 - WMA Schedule of Paid Accounts for the period 01 November 2024 to 31 March 2025
 - WMA Financial Report for the year ending 31 March 2025
 - WMA Portfolio of Capital Work as at 31 March 2025
 - WMA Communications Report for the period 01 November 2024 to 31 March 2025
 - 18.2. To consider and adopt the WMA Group's Supplier Performance Policy for the next 3-year period (**Page 71**)
 - 18.3. To consider and adopt the proposed changes to the WMA Group's Charging Policy for Sustainable Development (**Pages 72 - 73**)
 - 18.4. To consider and adopt both the WMA Annual Carbon Report for 2023/24 (**Pages 74 - 97**)
 - 18.5. To apprise Board Representatives of any specific matter relating to the WMA for discussion at the next CMC meeting on 27 June 2025
19. **CONFIDENTIAL BUSINESS**

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

 - 19.1 To confirm the confidential minutes of the last Board meeting held on 21 January 2025 (**Pages 98 - 99**)
 - 19.2 Matters arising from the confidential minutes
 - 19.3 To receive the unconfirmed confidential minutes of the last CMC meeting held on 25 April 2025 (**Pages 100 - 102**)
 - 19.4 Any other confidential business