

## NOTICE

07 February 2024

Notice is hereby given that there will be a meeting of the Waveney, Lower Yare and Lothingland Internal Drainage Board held on Tuesday, 13 February 2024 at Raveningham Barn, Beccles Road, Raveningham NR14 6NW at 10:00 am

If any member of the public would like to join the general business session, please contact [Business.Support@wlma.org.uk](mailto:Business.Support@wlma.org.uk) before 3.00 pm on Monday, 12 February 2024.

## AGENDA

1. Welcome and Apologies for absence
2. Declarations of Interest
3. To confirm the minutes of the last Board meeting held on 14 June 2023 (**Pages 4 - 12**)
4. Matters arising from the minutes, not covered elsewhere on the agenda
5. To consider and approve:
  - Health, Safety & Welfare Performance Review (**Page 13 - 14**)
  - Capital Works Programme Overview & Project Development Update (**Pages 15 - 16**)
  - Project Delivery Report (**Pages 17 - 22**)
  - Operations Report (**Pages 23 - 24**)
  - Environmental Report (**Pages 25 - 39**)
  - Sustainable Development Report (**Pages 40 - 43**)
6. To receive the Audited Annual Governance and Accountability Return for the financial year ending 31 March 2023, to view [click here](#)
7. To consider and approve the Financial Report for the period 01 April 2023 to 31 December 2023 (**Pages 44 - 49**)
8. To consider reducing the number of Board members from 29 to 15 and changing the name of the Board to the Waveney Water Management Board (**Pages 50 - 53**)
9. To consider reducing the number of rating sub districts from 36 to 4 with effect from 01 April 2025, as per Option 3 in the Options Report (**Pages 54 - 60**)
10. To consider and approve the Capital and Maintenance Work Programmes for 2024/25 (**Pages 61 - 63**)
11. To consider and approve the Rate Estimates for 2024/25 and then Lay and Seal the Drainage Rates and Special Levies for 2024/25 (**Pages 64 – 100**)

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12. To consider and approve the Board's objectives for 2024/25 (**Page 101**)
13. To consider and approve the Internal Audit Plan for 2023/24 (**Pages 102 - 104**)
14. To consider and approve any material changes to the Risk Register for those risks with a risk assessment matrix score of  $\geq 6$  (**Pages 105 - 106**)
15. To co-opt John Collen as a Board member in place of Bryan Collen to fill one of the two casual vacancies for the remainder of the current 3-year term
16. To review any official complaints and other feedback received since the last Board meeting, together with noting and approving correspondence from and to the Suffolk Wildlife Trust (**Pages 107 - 110**)
17. Date / Time / Type of next meeting: Wednesday, 15 May 2024 at 10am, face-to-face at Raveningham Barn
18. Any other business
19. Open Forum to hear from any member of the public, with leave of the Chairman
20. **CONSORTIUM MATTERS**
- 20.1. To receive the confirmed minutes and report extracts from the Consortium Management Committee (CMC) meeting held on 23 June 2023, to view [click here](#)
  - Confirmed minutes of the meeting
  - WMA Schedule of Paid Accounts for the period 01 April 2023 to 31 May 2023
  - WMA Financial Report for the period 01 April 2023 to 31 May 2023
  - Summarised Portfolio of Capital Work for the WMA Group
  - Social Media Report for the period 06 March 2023 to 05 June 2023
- 20.2. To receive the confirmed minutes and report extracts from the Consortium Management Committee (CMC) meeting held on 29 September 2023, to view [click here](#)
  - Confirmed minutes of the meeting
  - WMA Schedule of Paid Accounts for the period 01 June 2023 to 31 August 2023
  - WMA Financial Report for the period 01 June 2023 to 31 August 2023
  - Social Media Report for the period 06 June 2023 to 31 August 2023
- 20.3. To receive the unconfirmed minutes and report extracts from the Consortium Management Committee (CMC) meeting held on 08 December 2023, to view [click here](#)
  - Unconfirmed minutes of the meeting
  - WMA Schedule of Paid Accounts for the period 01 September 2023 to 31 October 2023
  - Social Media Report for the period 01 September 2023 to 31 October 2023
- 20.4. To approve the proposed revised approach to Surface Water Development Contributions as recommended by the CMC (**Pages 111 - 115**)
- 20.5. To consider and approve the WMA Projected Out-turns for 2023/24 and the Estimates for 2024/25 (**Pages 116 - 123**)
- 20.6. To consider and approve the proposed changes to the Planning and Byelaw Strategy (**Pages 124 - 125**)
- 20.7. To consider and approve the WMA Communications Policy (which replaces the Stakeholder Engagement Policy) (**Pages 126 - 131**)

- 20.8. To consider and approve both the WMA Annual Carbon Report for 2022/23, to view [click here](#) and the Carbon Management Plan, to view [click here](#)
- 20.9. To apprise Board Representatives of any specific matter relating to the WMA for discussion at the next CMC meeting on 26 April 2024

21. **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:

- 21.1. To receive the confidential Environmental Report (**Pages 132 - 134**)
- 21.2. To receive the confirmed confidential minutes of the CMC meeting held on 23 June 2023 (**Pages 135 - 136**)
- 21.3. To receive the confirmed confidential minutes of the CMC meeting held on 29 September 2023 (**Pages 137 - 139**)
- 21.4. To receive the unconfirmed confidential minutes of the last CMC meeting held on 08 December 2023 (**Pages 140 - 143**)
- 21.5. To consider and approve the new Consortium Agreement that enables the Pevensey & Cuckmere Water Level Management Board to join the WMA group with effect from 01 April 2024, as previously agreed (**Pages 144 - 172**)
- 21.6. To consider and approve the Arrangements for dealing with the Code of Conduct Complaints and delegate authority to the Consortium Management Committee to deal with all matters relating to members' conduct and standards under the Members Code of Conduct, including oversight of the management of complaints under the Code of Conduct and in accordance with the Arrangements (**Pages 173 - 183**)
- 21.7. Any other confidential business