

## NOTICE

01 May 2024

Notice is hereby given that there will be a meeting of the Waveney, Lower Yare and Lothingland Internal Drainage Board held on Wednesday 15 May 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 Tuesday 14 May 2024.

## AGENDA

1. Welcome and Apologies for Absence
2. Declarations of Interest
3. Gifts and Hospitality Register for 2023/24
4. To confirm the minutes of the last Board meeting held on 13 February 2024 (**Pages 3 - 13**)
5. Matters arising from the minutes, not covered elsewhere on the agenda
6. To consider and approve:
  - Health, Safety & Welfare Performance Review (**Page 14 - 15**)
  - Capital Works Programme Overview & Project Development Update (**Pages 16 - 17**)
  - Project Delivery Report (**Pages 18 - 20**)
  - Operations Report (**Pages 21 - 26**)
  - Environmental Report (**Pages 27 - 30**)
  - Sustainable Development Report (**Pages 31 - 32**)
7. To consider and approve the Internal Audit Report for the financial year ending 31 March 2024 and confirm the reappointment of the Internal Auditor for 2024/25 (**Pages 33 - 41**)
8. To consider and approve the Financial Report and the reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2024 (**Pages 42 - 51**)
9. To consider and approve the Annual Governance and Accountability Return for the year ending 31 March 2024 for submission to the external auditor (**Pages 52 - 57**)
10. 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 2024 (proposed Monday 03 June 2024 to Friday 12 July 2024)

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11. To consider and approve any material changes to the Risk Register for those risks with a risk assessment matrix score of  $\geq 6$  (**Pages 58 - 59**)
12. To approve the redacted Register of Electors as at 01 April 2024 in accordance with Rule 3 of the Land Drainage (Election of Drainage Board Members) Regulations 1938 (as amended). To view the register [Click here](#)
13. To review any official complaints, correspondence and other feedback received since the last Board meeting (**Pages 60 - 61**)
14. Date / Time / Type of next meeting: Wednesday 06 November 2024, meeting time and venue tbc
15. Any other business
16. Open Forum to hear from any member of the public, with leave of the Chairman
17. **CONSORTIUM MATTERS**
  - 17.1. To receive the unconfirmed minutes and the report extracts from the last Consortium Management Committee (CMC) meeting held on 26 April 2024, to view [Click here](#)
    - Unconfirmed minutes of the meeting
    - WMA Schedule of Paid Accounts for the period 01 November 2023 to 31 March 2024
    - WMA Financial Report for the year ending 31 March 2024
    - Social Media Report for the period 01 November 2023 to 31 March 2024
  - 17.2. To consider and approve the WMA Group's Corporate Strategy for the next 3-year period (**Pages 62 - 63**) [Click here](#)
  - 17.3. To consider and approve the WMA Group's Investment Strategy for the next 5-year period (**Pages 64 - 69**)
  - 17.4. To elect two representatives and one substitute member to serve on the CMC for the next 3-year period, in accordance with the new Consortium Agreement
  - 17.5. To apprise Board Representatives of any specific matter relating to the WMA for discussion at the next CMC meeting on 26 July 2024
18. **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:

  - 18.1. To confirm the confidential minutes of the last Board meeting held on 13 February 2024 (**Pages 70 - 72**)
  - 18.2. Matters arising from the minutes
  - 18.3. To receive the unconfirmed confidential minutes and report extracts of the last CMC meeting held on 26 April 2024 (**Pages 73 - 81**)
  - 18.4. Any other confidential business