

29 May 2025

NOTICE

Notice is hereby given that there will be a meeting of the Broads (2006) Internal Drainage Board held at Hickling Barn Community Centre, Tate Loke (off Mallard Way), Hickling, Norwich NR12 0YU on Thursday, 05 June 2025 at 10.00 am.

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 04 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 30 January 2025 (**Pages 3 - 11**)
5. Matters arising from the minutes, not covered elsewhere on the agenda
6. To consider and approve:
 - Health, Safety & Welfare Performance Review (**Pages 12 - 13**)
 - Capital Works Programme Overview & Project Development Update (**Page 14**)
 - Project Delivery Report (**Pages 15 - 19**)
 - Operations Report (**Pages 20 - 24**)
 - Environmental Report (**Pages 25 - 28**)
 - Sustainable Development Report (**Pages 29 - 30**)
7. To consider and approve the Schedule of Paid Accounts for the period 01 January 2025 to 31 March 2025, for publication on the Water Management Alliance (WMA) Group's website (**Pages 31 - 33**)
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 34 - 42**)
9. To consider and approve the Internal Audit Plan for 2025/26 (**Pages 43 - 44**)
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 45 - 58**)
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 59 - 64**)

Cont./d

Robin Buxton
(Chairman)Simon Daniels
(Vice-Chairman)Louis Baugh
(Vice-Chairman)Phil Camamile
(Chief Executive)

Constituted by The Broads (2006) Internal Drainage Board Order 2006. Statutory Instrument 2006 No. 773

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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 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 65 - 70**)
14. To approve the redacted Register of Electors as at 01 April 2025 in accordance with Rule 3 of the Land Drainage (Election of Drainage Board Members) Regulations 1938 (as amended). To view the register [Click here](#)
15. To review any official complaints, correspondence and other feedback received since the last Board meeting (**Page 71**)
16. To co-opt Daniel Hercock as a Board member to represent the Yare Electoral Division for the remainder of the current 3-year term
17. To co-opt Alex Riggs as a Board member to represent the Stalham Electoral Division for the remainder of the current 3-year term
18. Date / Time / Type of next meeting: Thursday, 13 November 2025 at 10.00 am, face-to-face at Hickling Barn Community Centre
19. Any other business
20. Open Forum: to hear from any member of the public, with leave of the Chairman

21. **CONSORTIUM MATTERS**

- 21.1. 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 Group's Portfolio of Capital Works as at 31 March 2025
 - WMA Communications Report for the period 01 November 2024 to 31 March 2025
- 21.2. To consider and adopt the WMA Group's Supplier Performance Policy for the next 3-year period (**Page 72**)
- 21.3. To consider and adopt the proposed changes to the WMA Group's Charging Policy for Sustainable Development (**Pages 73 - 74**)
- 21.4. To consider and adopt the WMA Annual Carbon Report for 2023/24 (**Pages 75 - 98**)
- 21.5. To apprise Board Representatives of any specific matter relating to the WMA for discussion at the next CMC meeting on 27 July 2025

22. **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:

- 22.1. To confirm the confidential minutes of the last Board meeting held on 30 January 2025 (**Pages 99 - 100**)
- 22.2. Matters arising from the confidential minutes
- 22.3. To receive the unconfirmed confidential minutes of the last CMC meeting held on 25 April 2025 (**Pages 101 - 103**)
- 22.4. Any other confidential business