

A HYBRID MEETING OF THE SOUTH HOLLAND INTERNAL DRAINAGE BOARD WAS HELD IN THE BOARD ROOM AT MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, PE12 7PA AND VIRTUALLY VIA MICROSOFT TEAMS ON THURSDAY, 15 MAY 2025 AT 10.30 AM.

Elected Members		Appointed Members	
		South Holland DC	
*	S Bartlett		
	C Dring	*	A Beal
*	J Grundy	*	A Casson
	A Hay		N Chapman
	S Markillie	*	P Foyster
*	J Perowne	*v	P Redgate
*	I Stancer		E Sneath
*	S Taylor	*	T Sneath
*	R Thompson		J Tyrrell
*	D Worth		D Wilkinson
		Vacancy	
		Jointly Appointed	
		Vacancy	
*	Present		
*v	Present via Teams	*/v	Total Present (57%)

D Worth in the Chair

In attendance:

*Cathryn Brady (Sustainable Development Manager), *Katie Byrne (Business Support Officer), *Phil Camamile (Chief Executive), *Sallyanne Jeffrey (Chief Financial Officer), *vCaroline Laburn (Environmental Officer), *vGeorgina Nichols (FCERM Programme Manager), and *Karl Vines (Area Manager, South Holland)

ID South Holland IDB, Minute		Action
28/25	WELCOME AND APOLOGIES FOR ABSENCE	
28/25/01	Apologies for absence were received on behalf of Nanette Chapman, Chris Dring, Andrew Hay, Elizabeth Sneath, Jack Tyrrell and Matthew Philpot.	
29/25	DECLARATIONS OF INTEREST	
29/25/01	Simon Bartlett declared an interest in the Sustainable Development Report (section 2.1. page 34). RESOLVED that this be noted.	

ID	Action
<p>30/25 GIFTS AND HOSPITALITY REGISTER 2024/25</p> <p>30/25/01 The Chief Financial Officer asked all Board members to declare any gifts and hospitality over the value of £30 which they had received between 1 April 2024 and 31 March 2025 before Friday 30 May 2025. RESOLVED that this be actioned.</p> <p>31/25 MINUTES OF THE LAST BOARD MEETING</p> <p>31/25/01 The minutes of the last Board meeting held on 11 February 2025 were confirmed as a true record and signed by the Chairman. Arising therefrom:</p> <p>32/25 MATTERS ARISING FROM THE MINUTES</p> <p>32/25/01 Dangerous Occurrence 1, Moulton Chapel (03/25/02)</p> <p>Allan Beal confirmed that he would continue to chase his contact at Anglian Water to provide a copy of the Data Sharing Agreement. RESOLVED that this be actioned.</p> <p>33/25 HEALTH AND SAFETY REPORT</p> <p>33/25/01 The Health and Safety Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.</p> <p>34/25 CAPITAL WORKS PROGRAMME OVERVIEW AND PROJECT DEVELOPMENT REPORT</p> <p>34/25/01 The Capital Works Programme Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.</p> <p>35/25 PROJECT DELIVERY REPORT</p> <p>35/25/01 The Project Delivery Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:</p> <p>35/25/02 Exeter Drain North Pipeline (1)</p> <p>It was agreed and thereby RESOLVED to delegate authority to the Board's Chairman, Vice Chairman, and Chairman of the Plant & Development Committee, to decide the outcome of the tendering process, so that the contract could be awarded between meetings if necessary.</p>	<p>All members</p> <p>AB</p> <p>KV</p>

ID	Action
<p>35/25/03 Holbeach Bank Pumping Station Refurbishment (4)</p> <p>It was agreed and thereby RESOLVED to delegate authority to the Board's Chairman, Vice Chairman, and Chairman of the Plant & Development Committee, to decide the outcome of the tendering process, so that the contract could be awarded between meetings if necessary.</p> <p>36/25 OPERATIONS REPORT</p> <p>36/25/01 The Operations Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:</p> <p>36/25/02 Sluices (13)</p> <p>The Area Manager advised members that inspection of the door seals was taking place at Sutton Bridge sluice, due to some minor leakage being observed during the high tides in March 2025. RESOLVED that this be noted.</p> <p>36/25/03 Employees (14)</p> <p>The Chairman and all members of the Board expressed their best wishes to the Operations Manager who was currently on long term sick leave for a full and speedy recovery. RESOLVED that this be noted.</p> <p>36/25/04 The Old Black Horse, Holbeach Clough (17.1)</p> <p>It was agreed and thereby RESOLVED to delegate authority to the Board's Chairman, Vice Chairman, and Chairman of the Plant & Development Committee, to decide whether or not to accept any offers to purchase the property, so that a decision to sell the property could be made between Board meetings if necessary.</p> <p>36/25/05 Rainfall (18)</p> <p>The Chairman asked that data on kwh/cumec pumped be presented at the next meeting to compare pump performance pre and post pump replacement for those pumping stations that had been refurbished in recent years. RESOLVED that this be actioned.</p> <p>36/25/06 Slip Repairs</p> <p>Paul Redgate asked if the Board could look at a more strategic resolution for repairing slips. Paul asked if the slips could be tracked via geographical locations to ensure a more strategic approach. RESOLVED that this be noted.</p>	<p>KV</p> <p>KV</p> <p>SJ / KV</p> <p>KV</p>

ID	Action
37/25 ENVIRONMENTAL REPORT	
37/25/01 The Environmental Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising.	
37/25/02 Wild Release and Management of Beavers in England (1.1) The Environmental Manager explained that risk assessments were needed in advance of the release of Wild Beavers in England. The Environmental Manager advised that there was currently no Beaver Management Group in place for East Anglia. More conversations were needed with Natural England's Beaver team to ensure that IDBs could be part of any Beaver Management Group going forward. The Chairman confirmed that this should be the case. WMA. RESOLVED that this be actioned.	CL
38/25 SUSTAINABLE DEVELOPMENT REPORT	
38/25/01 The Sustainable Development Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:	
38/25/02 25_31078_C: Section 23, LDA 1991 application of Eastern Road, Holbeach St. Marks (2.1.) <p style="text-align: center;">[Simon Bartlett declared an interest and took no part in the discussion]</p> <p>It was agreed and thereby RESOLVED to approve this application, subject to the Board's standard conditions and specifications. RESOLVED that this be noted.</p>	
38/25/03 Planning Comments (4) The Chairman reiterated that the Sustainable Development Team needed sufficient resources in place for managing National Significant Infrastructure Projects (NSIP's). The Chairman strongly advised officers to work with the local land agents to ensure a co-ordinated approach. RESOLVED that this be actioned.	CB
39/25 SCHEDULE OF PAID ACCOUNTS	
39/25/01 The Schedule of Paid Accounts for the period 1 January 2025 to 31 March 2025, totalling £870,481 (a copy of which is filed in the Report Book), was considered in detail and approved for publication on the WMA Group's website. There were no matters arising.	
40/25 INTERNAL AUDIT REPORT FOR 2024/25	

ID	South Holland IDB, Minute	Action
40/25/01	<p>The detailed Internal Audit Report for 2024/25 and the Internal Audit Report that forms part of the Annual Governance and Accountability Return for 2024/25 as prepared by the Board's Internal Auditor, together with the Management Team's responses and recommended actions, (copies of which are filed in the Report Book), were considered in detail and approved. There were no matters arising.</p>	
	<p>41/25 APPOINTMENT OF THE INTERNAL AUDITOR FOR 2025/26</p>	
41/25/01	<p>It was agreed and thereby RESOLVED to reappoint TIAA as the Board's Internal Auditor for 2025/26. The Board:</p> <ul style="list-style-type: none"> (i) is satisfied that the Internal Auditor is independent (see Practitioners' Guide 2025 Paragraphs 1.35 and 4.11); (ii) approves the internal audit programme of work for 2025/26 (a copy of which is filed in the Report Book), having regard to the key risks identified in the Risk Register (see Practitioners' Guide 2025 Paragraphs 1.34 and 4.16); and (iii) is satisfied with regard to the competence of the Internal Auditor and approves the letter of engagement (see Practitioners' Guide 2025 Paragraphs 1.35, 4.1 and 4.13), including the signed letter of engagement. 	
	<p>42/25 FINANCIAL REPORT</p>	
42/25/01	<p>The Financial Report for the period 1 April 2024 to 31 March 2025 and reconciliation to the Annual Governance and Accountability Return for the year ending 31 March 2025, was considered in detail, and approved, (a copy of which is filed in the Report Book). There were no matters arising.</p>	
	<p>43/25 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25</p>	
43/25/01	<p>The Annual Governance Statement shown in Section 1 of the Board's Annual Governance and Accountability Return for the year ending 31 March 2025 was considered in detail and approved.</p>	
43/25/02	<p>The Accounting Statements shown in Section 2 of the Board's Annual Governance and Accountability Return for the year ending 31 March 2025 were considered in detail and approved.</p>	
	<p>44/25 DATE OF COMMENCEMENT PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS</p>	

ID	Action
<p>44/25/01 It was agreed and thereby RESOLVED to publish the notice for the exercise of public rights on the Board's website and in the office reception, that the Accounts, year ending 31 March 2025 would be available for inspection for the 30-working day period commencing 03 June 2025 and ending on 14 July 2025.</p>	
<p>45/25 MATERIAL CHANGES TO THE RISK REGISTER</p>	
<p>45/25/01 The Risk Register showing those risks with a risk assessment matrix score of ≥ 6 (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:</p>	
<p>45/25/02 The Chief Executive recommended that a risk should be added to the Register to include the release of wild Beavers in England. RESOLVED that this be actioned.</p>	PC
<p>46/25 COMPLAINTS, CORRESPONDENCE AND FEEDBACK</p>	
<p>46/25/01 The Official Complaints and Other Feedback Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were matters arising.</p>	
<p>47/25 CORRESPONDENCE – NICHOLAS WATTS</p>	
<p>47/25/01 A letter from Nicholas Watts regarding watercourse maintenance (a copy of which is filed in the Report Book) was considered in detail. The Board agreed that the matter would be discussed at the next Conservation Committee in July 2025. RESOLVED that this be added to the agenda.</p>	KB
<p>48/25 DATE OF NEXT BOARD MEETING</p>	
<p>48/25/01 The next full Board meeting would take place at Marsh Reeves, Foxes Lowe Road, Holbeach and via Microsoft Teams, on Tuesday 5 August 2025 at 10:30 am.</p>	
<p>49/25 CONFIRMATION OF COMMITTEE MEETING DATES</p>	
<p>49/25/01 Board Committee meeting dates were confirmed as follows:</p> <ul style="list-style-type: none"> • Angling Committee & Holbeach & District Angling Club: 10 June 2025 at 6.00pm (<i>Face to face meeting at Marsh Reeves</i>) • Conservation Committee: 01 July 2025 at 9.00am (<i>Hybrid meeting at Marsh Reeves and virtually via Teams</i>) 	

ID	Action
50/25 ANY OTHER BUSINESS	
50/25/01 There was no other business to discuss.	
51/25 OPEN FORUM: TO HEAR FROM ANY MEMBER OF THE PUBLIC WITH LEAVE OF THE CHAIRMAN	
51/25/01 There were no members of the public present at this meeting.	
52/25 CONSORTIUM MATTERS	
52/25/01 Unconfirmed Minutes and Report Extracts	
The unconfirmed minutes and report extracts from the last Consortium Management Committee (CMC) meeting held on 25 April 2025 were considered in detail and noted. Arising therefrom:	
52/25/02 WMA Group's Supplier Performance Policy	
The WMA Group's Supplier Performance Policy (a copy of which is filed in the Report Book) was considered in detail and adopted. There were no matters arising.	
52/25/03 WMA Charging Policy	
A report proposing an amendment to the WMA Group's Development Control Charges and Fees Charging Policy (a copy of which is filed in the Report Book) was considered in detail. It was agreed and thereby RESOLVED to amend the Development Control Charges and Fees Charging Policy to include the charges as shown in tables 1 and 2 of the report.	
52/25/04 WMA Annual Carbon Report	
The WMA Group's Annual Carbon Report for 2023/24 (a copy of which is filed in the Report Book) was considered in detail and noted. There were no matters arising.	
52/25/05 Items for discussion at the next CMC Meeting	
There were no issues raised by members for discussion at the next CMC meeting on 27 June 2025. Should members wish to raise any item for discussion at the next meeting, they should contact any of the Board's representatives: the Chairman and Sam Markillie, or the Chief Executive directly.	
53/25 CONFIDENTIAL BUSINESS	

ID	South Holland IDB, Minute	Action
53/25/01	It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act 1960 and the Board's Standing Orders.	

HEALTH AND SAFETY REPORT

For the period 18 January 2025 to 25 April 2025

1. ACCIDENTS / DANGEROUS OCCURRENCES

1.1 ACCIDENTS

No accidents have been reported during this period.

1.2 DANGEROUS OCCURRENCES

No Dangerous Occurrences have been reported during this period.

2 NEAR MISSES

Two Near Misses have been reported during this period:

- Whilst travelling to site, the jockey wheel on the boat trailer dropped from its position and caused the wheel to bend. The wheel has been replaced and operatives reminded to ensure jockey wheels are locked as tight as possible before travel.
- While testing the hoist motor from the weed screen cleaner at Lords Pumping Station, the Board's workshop team identified poor electrical works from the contractor that had recently been working on it. Two terminal units were left not fixed to the motor. Both units were made up of live wiring and were left free to move in the motor unit. The contractor will not be used moving forward following this incident, and poor customer service during a recent pump refurbishment.

3 TRAINING

3.1 The following courses have been undertaken during the reporting period:

TRAINING COURSE	DATE ATTENDED	NUMBER OF EMPLOYEES ATTENDED
Wood Chipper Training	March – Various Dates	10
Tractor Training	02/04/2025	2

3.2 The following Toolbox Talks have been given in this reporting period:

REFERENCE NUMBER	TOOL BOX TALK SUBJECT	DATE
G-0091	Roller & Sectional Doors RA	January 2025
N/a	Roller & Sectional Doors Maintenance and Repairs SSOW	January 2025
N/a	Watervole Licence Information	February 2025
N/a	Company Vehicles Memo	March 2025
N/a	Health Assured PPT	March 2025

RA18	Piping/Culverting of a Watercourse RA	April 2025
G-0001	For Operation of Plant and Equipment	April 2025
G-0007	Stacking of Materials.	April 2025
G-0011	For Trench Excavations (including excavating, heaping & loading soil)	April 2025
G-0012	Carting and Tipping Soil.	April 2025
G-0013	Lifting & Placing Pipes	April 2025
G-0020	Lifting Operations	April 2025
G-0028	Working in the vicinity of Overhead Power Lines.	April 2025
G-0030	Working Near Water	April 2025
G-0033	Working in the Vicinity of Plant	April 2025
G-0034	Construction of Headwalls using Concrete Blocks	April 2025
G-0035	Work Sites Open to Public.	April 2025
G-0036	Use of Concrete in Construction	April 2025
G-0038	For Excavations and the Locating of Underground Services	April 2025
G-0043R	Loading & Unloading Including Internal & External Vehicles	April 2025
G-0045	Use of Hand Tools	April 2025
G-0048	Driving on and Operating from Public Roads.	April 2025
G-0079	Zoonosis & Other Diseases	April 2025
G-0080	Piping of Watercourse	April 2025
G-0085	Use of Battery Nail Gun	April 2025
RA19	Piping of Watercourse	April 2025

4 HEALTH AND SAFETY INSPECTIONS

The following Health and Safety Inspections/Procedures have been carried out / are in the process of being done in the reporting period:

INSPECTION	REGULARITY
Local Exhaust Ventilation	Monthly
Emergency Lighting	Monthly
Smoke Detectors	Monthly
De-Fib Check	Monthly
Racking Inspection	Monthly
Legionella Testing	Monthly
Roller Door Inspection	Monthly
Workshop Inspection	Quarterly
Gas Monitor Service	6 Monthly
Lifting Gear Inspections	6 Monthly
Lung Function Testing	Annual

Air Receiver Servicing	Annual
Chemical Application Near Water Application	Annual

5 HEALTH AND SAFETY CONSULTANT VISIT

The Board's Health and Safety consultant, Cope Safety Management, visited on 2nd March 2025. Three actions raised –

Action	Status
Three extinguishers in the workshop stood on floor – provide correct hooks.	Complete April 2025
Two Extinguishers missing correct signage in the workshop.	Complete April 2025
Three fire doors in office require automatic closing.	Parts on order

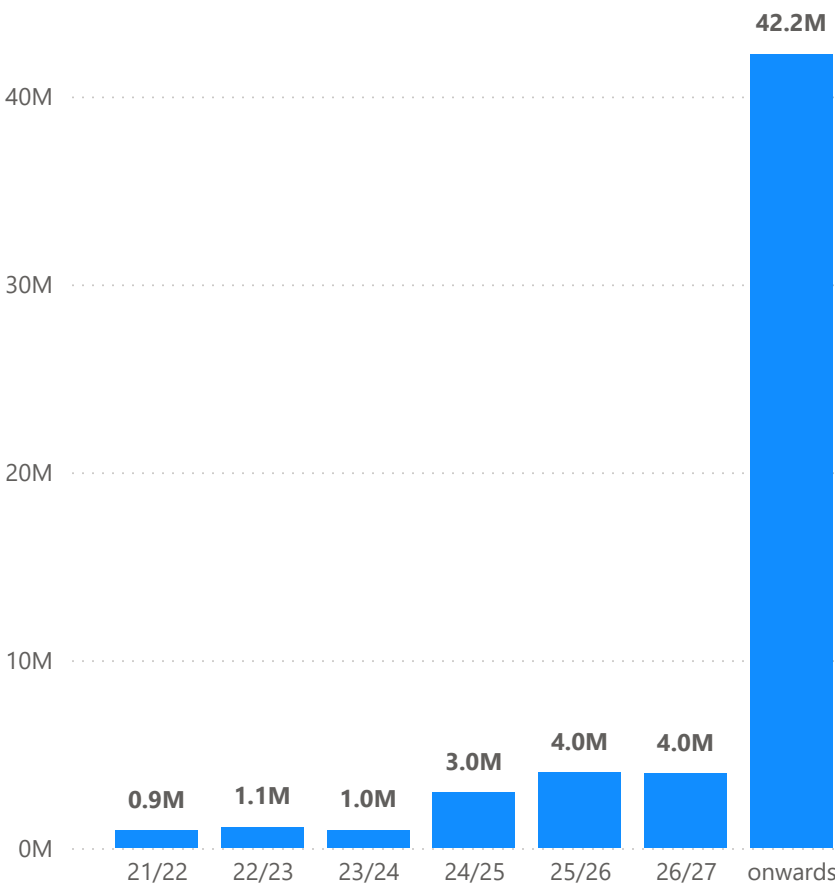
The next visit is due in June 2025.

Lewis Taylor
Flood Risk Engineer
25 April 2025

SOUTH HOLLAND IDB - CAPITAL WORKS PROGRAMME OVERVIEW & PROJECT DEVELOPMENT REPORT
FOR THE PERIOD 14 JANUARY 2025 TO 25 APRIL 2025

6 Year Actual Spend	2025/26 Forecast	Variance	6 Year Forecast	Variance	Forecast beyond 2027
5.9M	4.0M	-	13.9M	+3.7M	42.2M

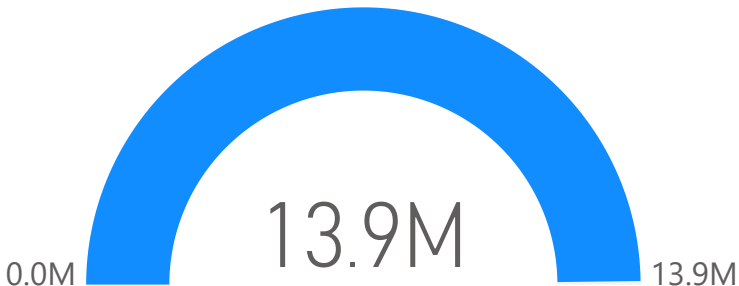
Expenditure Profile by Year



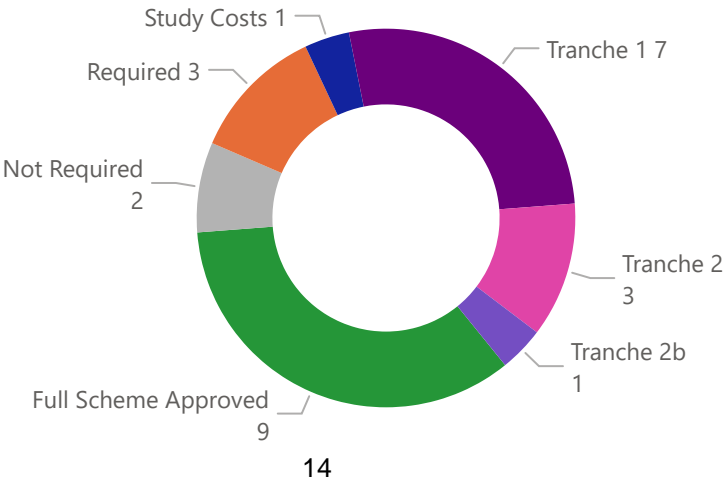
6 Year Forecast & Actual Spend



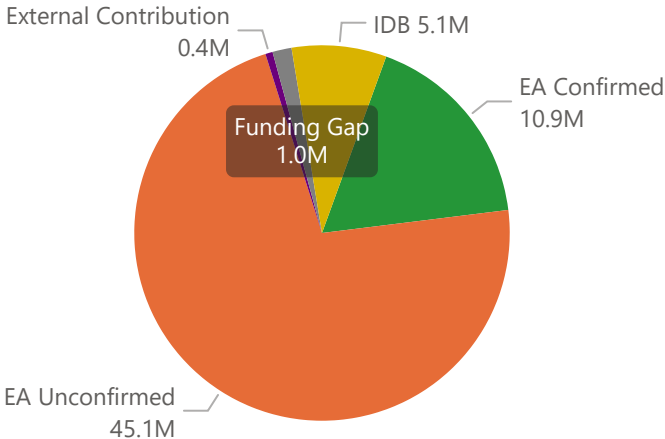
6 Year Forecast & Approvals



EA Approval Level Received (No)



Funding Sources



IDB Fund Tranche 1, 2 and 2b Projects

Project Name	Description	Start Construction	Complete Construction	Approval Level gained	Approval - Total Value
Electricity Usage (Sept 2023 - April 2024)	Storm Recovery costs	n/a	n/a	Tranche 1	172,656.00
Fleet Fen Weedscreen Cleaner Refurbishment	Weedscreen Cleaner Refurbishment	01/07/2024	01/10/2024	Tranche 1	37,000.00
Lawyers PS Pump Repairs	Pump Repair	01/12/2023	01/08/2024	Tranche 1	93,000.00
Little Holland Weedscreen Cleaner Refurbishment	Weedscreen Cleaner Refurbishment	01/07/2024	01/10/2024	Tranche 1	41,000.00
Peartree Hill PS Pump Repair	Pump Repair	01/01/2024	01/03/2024	Tranche 1	25,202.00
Watercourse Bank Slip Repairs	Slip Repairs	01/07/2024	31/03/2025	Tranche 1	500,000.00
Wisemans Pumping Station Weedscreen Cleaner Refurbishment	Weedscreen Cleaner Refurbishment	01/03/2024	01/06/2024	Tranche 1	36,000.00
Mobile pumps (joint WMA application – only SHIDB costs shown here)	New mobile pumps	01/11/2024	31/03/2025	Tranche 2	77,012.00
Sutton Bridge Sluice Switch Gear Replacement	Switch Gear Replacement	01/11/2024	31/03/2025	Tranche 2	45,000.00
Telemetry upgrade (joint WMA application – only SHIDB costs shown here)	Telemetry	01/11/2024	31/03/2025	Tranche 2	214,005.00
Holbeach Bank Pumping Station Refurbishment	Refurbishment of pumping station	01/08/2025	31/03/2026	Tranche 2b	1,685,000.00
Total					2,925,875.00

Other Ongoing Projects

SCH No	Project Name	Description	Project Stage	OBC Approval	Start Construction	Complete Construction
78+89	Lutton Leam Sluice Refurbishment	Refurbishment / Replacement of asset	In Construction	01/02/2024	01/04/2024	01/10/2026
79	Exeter Drain pipeline and channel rehabilitation, Spalding	First phase IDB channel culvert re-lining, second Lincolnshire County Council highways drainage works	Detail Design	01/06/2024	01/06/2025	01/11/2027
83	South Holland Main Drain catchment strategy	Modelling study to inform flood risk and provide benefits information for Sutton Bridge Sluice refurbishment	Study	01/09/2022	n/a	n/a
tbc	Minor Capital Works Programme	Annual minor capital works	In Construction	N/A	ongoing	01/03/2029

PROJECT DELIVERY REPORT

For the period 18 January 2024 to 25 April 2025

1. EXETER DRAIN NORTH PIPELINE AND OPEN CHANNEL REHABILITATION, CLAY LAKE PUMPING STATION TO ALBERT STREET, SPALDING (POST BUSINESS CASE TO COMPLETION OF WORKS)

Tender documents for this project were sent out at the beginning of April. The project consists of several elements as shown on the plan below, and it is intended to be undertaken in 3 phases.



Phase	Timing	Extent of work
Phase 1	Summer 2025	Line and extend culverts 3 and 4.
Phase 2	Winter 2025/26	Create access through gardens along culvert 1, and carry out any tree works necessary for subsequent replacement of the pipeline.
Phase 3	Summer 2026	Replace culvert 1. Replace concrete lined section in open channel downstream of culvert 4.

Ten contractors have been approached with regard to submitting a tender.

Four of these contractors declined to tender from the outset:

- Daniel Charles
- J E Spence
- Bentley
- Barhale

The remaining six contractors expressed an interest in receiving the tender package:

- Jacksons
- Breheny
- Rutherford
- Stonbury
- DMJ Drainage
- C J Rust

An original tender return date of 30 April resulted in a nil return, the date has therefore been extended to 30 May 2025. It is recommended that delegated authority be given to the Chairman, Vice Chairman, and Chairman of the Plant and Development Committee to decide the outcome of the tenders so that the contract can be awarded between meetings.

Agreed budget to completion (100% Grant Aid): £1,713,540 plus £1,048,696 contingencies
Grant Claimed to Date: £480,000
Expenditure to Date: £224,905

2. SOUTH HOLLAND MAIN DRAIN CATCHMENT STUDY

The baseline modelling has been completed for this study. We have received and are reviewing the baseline mapping (present day and climate change scenarios), and draft report for the following catchments:

- Wisemans
- Donningtons
- Fleet Fen
- Gotts
- Peartree
- Roses
- Sutton St James

Agreed budget to completion of modelling (100% Grant Aid): £300,000
Grant claimed to date: £250,000
Expenditure to date: £197,017

3. LUTTON LEAM OUTFALL SLUICE REFURBISHMENT (FROM TENDER TO COMPLETION OF WORKS)

Breheny commenced works on site at the beginning of April. The piling sub-contractor, Ivor King, are currently installing the 12m long steel sheet piles which form the new tidal wing walls, utilising a 70 tonne crawler crane and an excavator fitted with a vibro-hammer.



Views of the installation of the new sheet piling forming the southern tidal wingwall

Agreed budget to completion (100% Grant Aid): £2,828,435 (inc contingency of £469,739)
 Grant claimed to date: £1,050,000
 Expenditure to date: £587,282

4. HOLBEACH BANK PUMPING STATION REFURBISHMENT (UP TO TENDER)

The detailed specification for the works is currently being drawn up by consultants in readiness for tendering the mechanical and electrical contract for the new pumps and control gear, and the civils contract for the piling works.

Agreed budget up to tender (100% Grant Aid): £60,000

Grant claimed to date: £60,000

Expenditure to date: £34,161

5. HOLBEACH BANK PUMPING STATION REFURBISHMENT (POST TENDER TO COMPLETION OF WORKS)

As the Grant in Aid funding for this project was pushed back to 2027/28, an application was made under the Government's Tranche 2b funding. This application was successful, to a value of £1,625,000, however this funding must be spent by 31 March 2026.

As such, it is recommended that delegated authority be given to the Chairman, Vice Chairman, and Chairman of the Plant and Development Committee to decide the outcome of tenders for this refurbishment scheme between meetings, so as not to hold up what will have to be a very timely process if this scheme is to be completed by the specified deadline.

Agreed funding (Tranche 2B): £1,625,000

Funding claimed to date: £650,000

Expenditure to date: £0

6. SUTTON BRIDGE SLUICE NEW CONTROL PANEL

The replacement switchgear for Sutton Bridge Sluice, undertaken through Tranche 2 funding, was installed during March. The switchgear was designed, built and installed by Roomfoss Ltd of Kings Lynn.

Agreed funding (Tranche 2): £45,000

Funding claimed to date: £45,000

Expenditure to date: £45,000



New switchgear at Sutton Bridge Sluice – installed March 2025

7. IDB STORM RECOVERY AND ASSET IMPROVEMENT FUND 2024/25

7.1 TRANCHES 1, 2, AND 2B

The updated status of Tranche 1, 2 and 2B applications is shown below.

Tranche	Project Name	Funding received to date	Remaining funding to be claimed	Status
1	Wisemans Pumping Station Weedscreen Cleaner Refurbishment	£35,954	0	Works Complete
1	Peartree Hill PS Pump Repair	£23,024	0	Works Complete
1	Lawyers PS Pump Repairs	£92,942	0	Works Complete
1	Electricity Usage (Sept 2023 - April 2024)	£172,656	0	Works Complete
1	Watercourse Bank Slip Repairs	£515,000	0	Works on-going
1	Fleet Fen Weedscreen Cleaner Refurbishment	£35,472	0	Works Complete
1	Little Holland Weedscreen Cleaner Refurbishment	£39,535	0	Works Complete
2	Sutton Bridge Sluice Switch Gear Replacement	£45,000	0	Works Complete
2	Mobile pumps (joint WMA application – only SHIDB costs shown here)	Estimated £78,417	0	Order placed
2	Telemetry upgrade – hardware (joint WMA application – only SHIDB costs shown here)	Estimated £73,837	0	Order placed
2B	Holbeach Bank Pumping Station Refurbishment	£650,000	£975,000	At detailed design stage – to be completed by 31 March 2026
2B	Telemetry upgrade – installation (joint WMA application – only SHIDB costs shown here)	Estimated £11,662	Estimated £27,210	Order placed – to be completed by 31 March 2026
TOTAL		£1,773,499	£1,002,210	

KARL VINES
AREA MANAGER

GEORGINA NICHOLS
CAPITAL PROGRAMME MANAGER

25 APRIL 2025

OPERATIONS REPORT

For the period 18 January 2025 to 24 April 2025

1. RODING OPERATIONS

1.1 FLAIL MOWING

There has been no flail mowing undertaken during the reporting period.

1.2 RODING BASKETS

There has been no basket cutting undertaken during the reporting period.

1.3 HAND RODING

The Board's workforce has completed hand roding in all watercourses not accessible by roding machinery, an overall distance of approximately 4km.

2 CHANNEL CLEANSING / MUDDING

The below cleansing/mudding has been carried out during this reported period.

DRAIN	LENGTH (M)
Cowpers Gate Drain	765M
Naylors Gate – Falls Connection	279M
Draw Dyke East Drain	1576M
Draw Dyke West Drain	904M
Hundred Drain	2575M
Kinewereham Drain	1607M
Lowgate Drain	443M
Sea Gate Drain	531M
South Delph Bank Drain	127M
Summer Le Sieur Lane Drain	1787M
Summer Le Sieur Lane Branch	554M
Sutton Crosses Drain	955M
Sutton Bridge Main Drain	4531M
Sutton Bridge Side Dyke No1	250M
Sutton Bridge Side Dyke No2	578M
Sutton Bridge Side Dyke No3	514M
Sutton Bridge Side Dyke No4	342M
Sutton Bridge Side Dyke No5	1124M
Winters Lane Drain	622M
Wisbech Road Drain	3041M

3 CLEANSING / INSPECTING PIPELINES AND CULVERTS

The following pipelines have been de-silted in this reporting period as part of the associated channel cleansing works.

LOCATION	REMARKS
Draw Dyke East x8	Cleaned out by SHIDB
Sutton Bridge Main x10	Cleaned out by SHIDB
Draw Dyke West x2	Cleaned out by SHIDB
Summer Le Sieur x2	Cleaned out by SHIDB
Summer Le Sieur Branch x1	Cleaned out by SHIDB
Hundred Drain x4	Cleaned out by SHIDB
Kinewereham Drain x5	Cleaned out by SHIDB
Sutton Crosses x5	Cleaned out by SHIDB
Sutton Bridge No.5 x3	Cleaned out by SHIDB
South Delph Drain x1	Cleaned out by SHIDB
Wisbech Road x12	Cleaned out by SHIDB
Winters Lane x4	Cleaned out by SHIDB
Sutton Bridge No.4 x4	Cleaned out by SHIDB
Sea Gate Drain x1	Cleaned out by SHIDB
Cowpers Gate x1	Cleaned out by SHIDB
Millers Lane Drain Branch x1	Jetted by Contractor
Sutton Bridge Side Dyke No.3 x1	Jetted by Contractor
Gedney Enclosure Soke Dyke x1	Jetted by Contractor
Cowpers Gate x4	Jetted by Contractor
Wisbech Road x1	Jetted by Contractor
Sutton Bridge No.5 x1	Jetted by Contractor
Draw Dyke East x2	Jetted by Contractor
Sutton Bridge Main x10	Jetted by Contractor
Hundred Drain x1	Jetted by Contractor
Kinewereham Drain x1	Jetted by Contractor

4 BATTER / CHANNEL RE-PROFILING

The following section of watercourse has been reprofiled during this reporting period.

LOCATION/DRAIN	LENGTH (M)
Hundred Lane Drain	420M
TOTAL	420M



Reprofiling works on Hundred Lane Drain, Long Sutton

5 BUSHING / TREE TRIMMING

Bushing and tree trimming has taken place along the following watercourses. All works were completed by 28 February 2025.

DRAIN	REMARKS
Sutton Bridge Main	114M of Bushing
Kinewereham Drain	321M of Bushing
Roman Bank	96M of Bushing

Lutton Eau	58M of Bushing
Whaplode Drove	26M of Bushing
Exeter Drain	1x Conifer & 18m of Bushing
Sutton Crosses	220M of Bushing
Old Leam	376M of Bushing
Guys Head Old Sea Bank	22M of Bushing
Chapel Gate Drain West	149M of Bushing
Whaplode River	224M of Bushing
Cowpers Gate	62M of Bushing
Naylors Drain	52M of Bushing

6 RUBBISH CLEARANCE

The following list shows rubbish removed from the Board's drains during this reporting period.

LOCATION	REMARKS
Delgate Drain	Car seats and parts
Delgate Drain	Car seats and parts
Delgate Drain	2 Car seats
Moulton River	Lorry tyre

7 VERMIN CONTROL

Vermin activity is high throughout the Board's area. Reported activity is being dealt with by the Board's vermin control contractor.

8 CHEMICAL WEED CONTROL

There has been 600m of chemical weed control carried out on Ogden's Drain. This is to control the invasive species, Giant Hogweed.

The annual Agreement to Use Herbicides in or Near Water has been renewed by the Environment Agency.

9 NEW ACCESS WORKS / PIPELINES

The following section of watercourse has been piped in this reporting period.

Drain Name	Diameter (mm)	Material	Length (M)
Hundred Lane Drain	600	Twinwall Plastic	18M

10 SLIP REPAIRS

The following slip repairs/bank repairs have been carried out in this reporting period using soil and over 3500t of pitching stone.

Drain/Location	Length (M)
Sutton Bridge Main, Peters Point Road	6M
New Drain	13M
Moulton Mere Drain North, Long Lane	672M
Holbeach St Marks Drain	110M
Bransons Drain, Long Lane	52M
Chase Drain	24M

11 MARKER POSTS

There have been 100 marker posts installed during the reporting period. A further pallet is on order to continue the ongoing programme.

12 PUMPING STATIONS

12.1 PUMP REFURBISHMENTS

There have been no pumping station refurbishments during the reporting period.

13 SLUICES

Sutton Bridge Sluice is currently being operated to maintain the water level in the South Holland Main Drain at the summer level of 0.3m ODN.

14 EMPLOYEES

14.1 EMPLOYEES

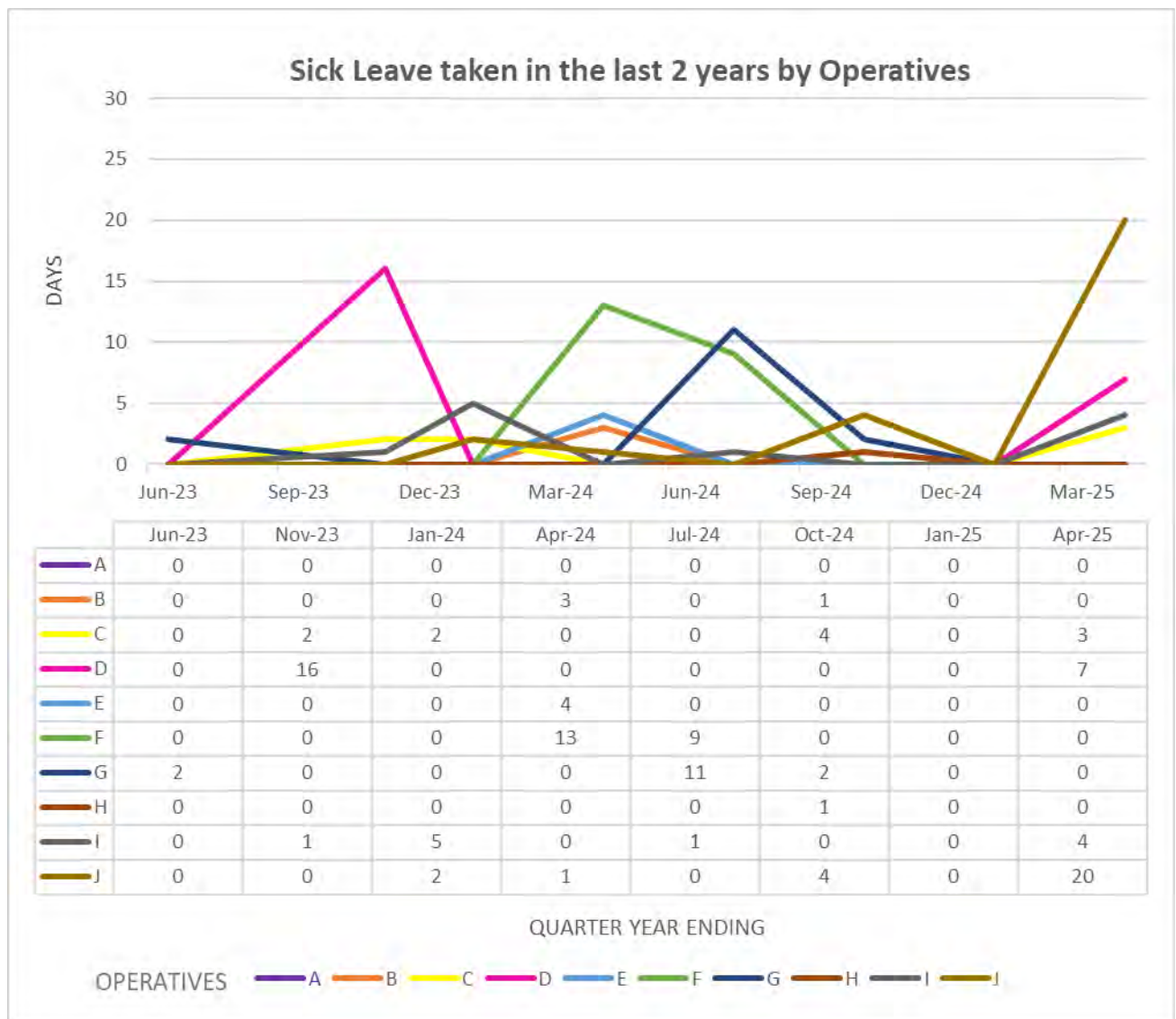
The Board have employed a new Working Supervisor who will commence work on the 28 April 2025.

The Operations Manager remains on long term sick leave.

14.2 SICKNESS

A total of 34 working days have been lost in this reporting period due to illness, up to the 25 April 2025

Please see the chart below showing sick leave taken by each operative currently employed by South Holland IDB, each quarter, over the last 2 year period, up to the middle of April 2025.



15 PLANT

15.1 Class Arion 650 Tractor

The Class Arion 650 Tractor (7444) has been sold via tender for £33,000 +VAT.

16 RECHARGEABLE WORKS

16.1 SEA BANK CUTTING ON BEHALF OF THE ENVIRONMENT AGENCY VIA A PSCA 2025/26

All documentation and plans are in place, and work has commenced on the sea bank cutting on behalf of the EA. Six full cuts will be completed from Spalding, where the Coronation Channel meets the River Welland, through to Fosdyke Bridge, ending at Gedney Drove End on the RAF camp, and an additional section at Whitehouse Farm to West Lighthouse at Sutton Bridge (this section is only while the refurbishment of Luton Leam Sluice is being completed). The total sea bank cutting length for 2025/26 is 31.76km.

17 GENERAL

17.1 THE OLD BLACK HORSE, HOLBEACH CLOUGH

The Old Black Horse at Holbeach Clough has been demolished and the area levelled, grass seeded, and fenced off.

The Board's Estates Officer is discussing the sale of the corner building plot with local Estate Agents.

It is recommended that delegated authority be given to the Chairman, Vice Chairman, and Chairman of the Plant and Development Committee to decide the outcome of any purchase offers between meetings.

17.2 SOLAR PANELS AT MARSH REEVES, HOLBEACH

The solar panels were installed at Marsh Reeves in March 2025. In the intervening 7 week period, 3,067 kWh of energy has been produced.



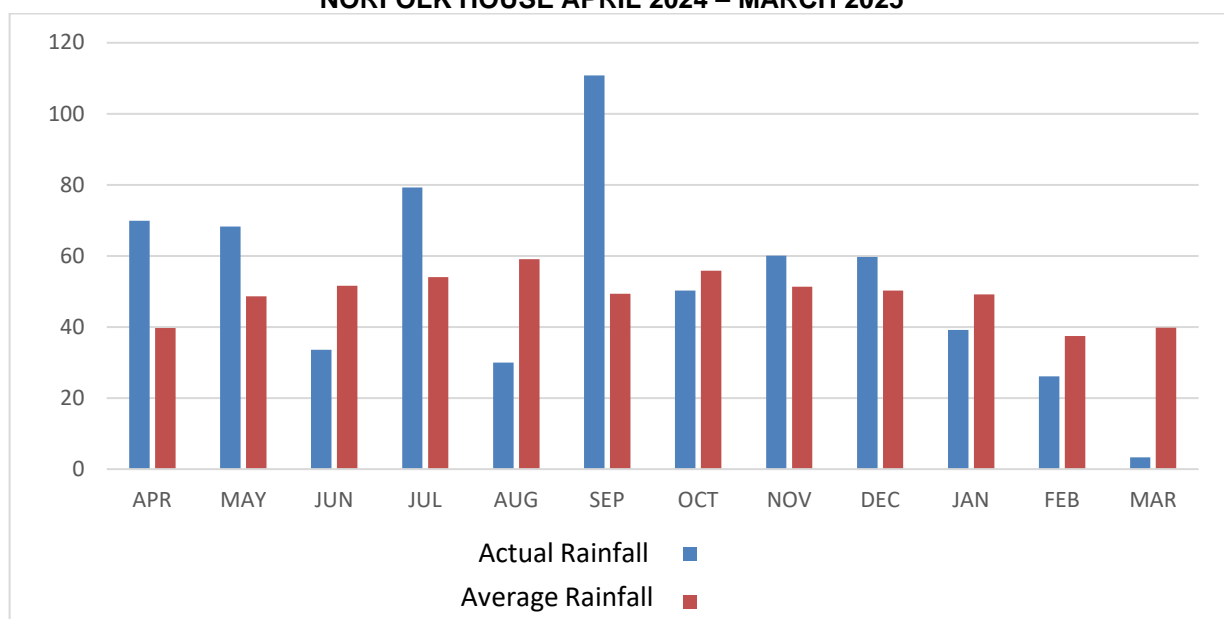
View of the new solar panels

18 RAINFALL

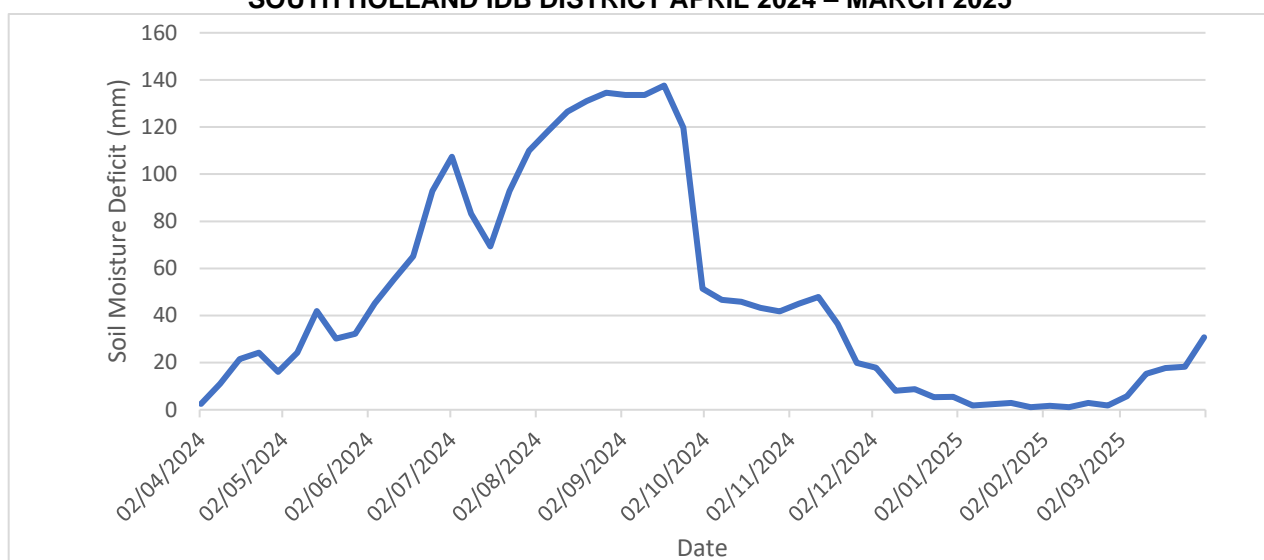
Rainfall statistics relating to stations in the Board's area for the months of January, February, and March are as follows: (recordings in mm)

LOCATION	JANUARY		FEBRUARY		MARCH		NO OF YEARS RECORDS KEPT
	REC.	AV.	REC.	AV.	REC.	AV.	
Gedney Marsh – Norfolk House	39.2	49.2	26.1	37.5	3.3	39.8	66
Holbeach – Marsh Reeves	38.5	48.6	30.7	37.3	3.0	35.2	40

**ACTUAL AND AVERAGE MONTHLY RAINFALL READINGS (MM)
NORFOLK HOUSE APRIL 2024 – MARCH 2025**



**SOIL MOISTURE DEFICIT (MM)
SOUTH HOLLAND IDB DISTRICT APRIL 2024 – MARCH 2025**



KARL VINES, AREA MANAGER
25 April 2025

LEWIS TAYLOR, FLOOD RISK ENGINEER
25 April 2025

ENVIRONMENTAL REPORT

For the period 17 January 2025 to 25 April 2025

1. INFORMATION FOR THE BOARD

1.1. WILD RELEASE AND MANAGEMENT OF BEAVERS IN ENGLAND

As of the 28th February 2025, DEFRA announced that beavers can now be legally released in England. Natural England have been asked to begin accepting and assessing licence applications to release beavers into the wild. It is expected that beavers released by these projects will be allowed to expand their range naturally.

The Environmental Manager is the Registered Person on the CL51, IDB class licence, which was written by Natural England to allow public bodies to be able to manage beaver dams, lodges and burrows for the purposes of:

- Scientific or educational purposes
- Conserving wild animals or wild plants of conservation concern;
- Preserving public health or public safety;
- Preventing serious damage to livestock, foodstuffs for livestock, crops, vegetables, fruit, growing timber or any other form of property or to fisheries (where serious damage is defined within the terms of the licence.)

The team would take some further advice to ensure the effectiveness of the licence for WMA Boards and then develop a policy on beaver management for WMA catchments.

The Environmental Manager would also like to discuss the need for a Beaver Management Group in the East of England with Natural England, prior to any future releases in the area and discuss the efficacy of the licence with other IDB ecologists, the Association of Drainage Authorities and both the River Stour and Somerset Levels IDBs. (The River Stour IDB has been managing beavers in their IDD for nearly 20 years whilst beavers are a relative newcomer to the Somerset boards.) A further update on beaver management policy development and advice received will be reported to the Board as progression is made.

1.2. SHIDB STANDARD MAINTENANCE OPERATIONS AUDITS

The Environment Team have undertaken two drain audits during this period within the SHIDB catchment, following the completion of maintenance works. This is to ensure that maintenance is done to the standard set out in the Standard Maintenance Operations Document and ensure compliance.

The drains audited were the H11 Draw Dyke West drain (DRN199G1101) and the H52 Winter's Lane drain (DRN199G5201) which were both surveyed on 19th February 2025. An audit report was completed for these drains, including an overall maintenance score and any recommendations, and issued to the SHIDB Operations Manager.

2. BIODIVERSITY ACTION PLAN – UPDATES

2.1. MINK

2.1.1. WATERLIFE RECOVERY TRUST (WRT) - UPDATE

The WRT is a charity, registered in 2022, with origins in the Waterlife Recovery East (WRE) project. The aim of this group is to eradicate mink throughout Great Britain via a partnership approach from many organisations. The WRT today sees partner organisations and volunteers trapping mink and seeing native wildlife rebound from Yorkshire through to Sussex, with more

counties to likely sign up. The Environmental Manager continues to sit on this steering group to represent WMA interests.

The latest WRT steering group meeting was held on the 13 January 2025. The ninth and tenth edition of the WRT newsletter produced for January and April 2025 provides some interesting information, updates on the project and its progress and can be found [here](#).

2.1.2. SHIDB MINK PROJECT – UPDATE

No Mink were caught in the SHIDB catchment during this period. 17 traps continue to work in the SHIDB area, managed by the Board.

2.2. INVASIVE NON-NATIVE SPECIES SURVEY

A member of the environment team and the flood risk engineer undertook an invasive non-native species survey at locations with historic presence throughout the SHIDB catchment, to assess current presence, treatment options and maintenance approach, particularly where these species are impacting IDB maintenance. These species included:

- Japanese knotweed, *Falopica japonica*
- New Zealand pigmyweed, *Crassula helmsii*
- Himalayan balsam, *Impatiens glandulifera*
- Giant hogweed, *Heracleum mantegazzianum*

Presence of water fern, *Azolla filiculoides*, is to be reassessed at a later stage due to the conditions within the watercourse at the time of survey.

3. ASSENTS/LICENCES GRANTED AND/OR APPLIED FOR DURING THE PERIOD:

Licence / WFD Assessment / Assent / Habitat Regulations Assessment	Applied	Granted
Beaver Class Licence: WML-CL51	10/12/2024	20/02/2025
C04 Dairy House drain (DRN194P0403) WFD Assessment	11/02/2025	N/A
M05 Fleet Haven drain (DRN203P0501) WFD Assessment and Rapid HRA	14/02/2025	N/A
H21 Hundreds Lane drain (DRN199G2106) WFD Assessment	14/02/2025	N/A
B10 Clay Lake drain (DRN193P1002) WFD Assessment	17/02/2025	N/A
Exeter Drain (DRN192P0503) WFD Assessment	24/04/2025	N/A

4. TRAINING ATTENDED:

Date	Officer	Training Attended	Brief Description
16/01/25 – 17/01/25	EB	CIEEM Introduction to Bat Ecology and Bat Surveys Course (Online)	This CIEEM course focused on the skills required by ecologists to carry out bat surveys, in line with current legislation and best practice. The training covered key aspects of bat ecology, important bat identification features, primary legislation in relation to bats and roost types for the different species in the UK. Key bat survey requirements and methods were highlighted, as well as how to prepare for surveys and select appropriate survey equipment.
20/01/25	DP	4x4 training	This Lantra 4x4 course focussed on safe driving technique whilst using a 4x4 offroad. The training covered the theory behind offroad safety as well as practical experience driving a 4x4 on challenging terrain prior to being examined.
05/02/25	CL, CH, DP, EB	ADA Environment Day 2025	Environment Officers attended ADA's third annual Environment Day at Park Farm, Thorney. The event provided an insightful day of talks on a range of topics relevant to the management of the lowland

Date	Officer	Training Attended	Brief Description
			watercourses and the freshwater environment. The day covered everything from peat soils to invasive species, and aquatic flora to local nature recovery.
10/01/25-14/02/25	CL	Forefront ILM Level 3 Leadership Training	6 week course on developing leadership skills frontline managers.
03/03/25 – 04/03/25	CH	CIEEM Introduction to Bat Ecology and Bat Surveys Course (Online)	This CIEEM course focused on the skills required by ecologists to carry out bat surveys, in line with current legislation and best practice. The training covered key aspects of bat ecology, important bat identification features, primary legislation in relation to bats and roost types for the different species in the UK. Key bat survey requirements and methods were highlighted, as well as how to prepare for surveys and select appropriate survey equipment.
04/03/25 – 05/03/25	DP	Early Careers 1 st meeting	This 2-day CIEEM course focussed on how to be professional during the early stages of a career in ecology and the CIEEM code of conduct. It covered areas of workplace conduct, relevant legislation, scenario-based learning and allowed for other early-career ecologists to share experiences of the field thus far. The course also had various guest speakers undertaking seminars, sharing their experience of being an ecologist and the pathways available to CIEEM-accredited ecologists.
07/03/25	CH, DP, EB	Water Safety / Water Awareness with appendix H endorsement	Environment Officers attended the 'Water Safety / Rescue Awareness', one-day course run by Birmingham & Midland Marine Services. The training was a mix of classroom and shore-based theory and practical training followed by an afternoon in the river in full aquatic PPE to emergency services standard. The aim of the training was to enable Officers to understand the issues and hazards associated in working on, near and in water and to undertake a suitable rescue response from the bank. The training covered; 'open water', 'still water', 'rivers', 'lifejacket-user', 'co-worker rescues' amongst other highly practical skills for personnel working on, near or above the water.
19/03/25	DP	CIEEM Introduction to Nature Legislation – Day 1	This 2-day online course addressed the relevant legislation and practice that ecologists encounter and adhere to. The course focussed on various acts, as well as case studies to provide practical and applicable knowledge on how to use legislation in various situations. Day 1 focussed on dissecting legislation and understanding what certain aspects mean from a planning/ecological/mitigation perspective.
21/03/25	CL, CH, EB, DP	Mammal Society Bat Ecology and Tree Surveys (Online)	Environment Officers attended this online course to understand the potential impacts on bats and their habitats when undertaking work to trees. The course reviewed how to work within the law with respect to bats and covered how to undertake ground assessment for potential roost features (PRF). Course Highlights: Bat Biology and Ecology, Bats and the law, British Standards – Trees and bats and trees and Potential tree roost recognition and ground surveys.
26/03/25	DP	CIEEM Introduction to Nature Legislation – Day 2	This 2-day online course addressed the relevant legislation and practice that ecologists encounter and adhere to. The course focussed on various acts, as well as case studies to provide practical and applicable knowledge on how to use legislation in various situations. Day 2 focussed on the Fawley Waterside development project and the ecological aspects of the proposed delivery, including protected sites, surveys and mitigation techniques that would have needed to have been applied.

5. NON-COMPLIANCE

Nothing to report within this period.

6. COMPLAINTS

None within this period.

**CAROLINE LABURN
ENVIRONMENTAL MANAGER
APRIL 2025**

Sustainable Development Report

1. REPORTING PERIOD

This planning report covers the reporting period 15 January to 25 April 2025.

2. CONSENT APPLICATIONS

There are currently 44 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):	4
Byelaw 3 (B3) – Discharge of Surface Water (SW):	10
Byelaw 4 (B4) / Section 23 (S23), LDA 1991 – Alteration of watercourse:	8
Byelaw 10 (B10)– Works within 9 m of a Board's maintained watercourse:	22
Total:	44

The current status of these applications are:

<i>Application Status</i>	<i>Total</i>
Awaiting further information from the applicant:	9
Awaiting applicant's acceptance of conditions:	1
Being processed by officers:	33
To be determined by the Board in this report:	1
Total:	44

As is highlighted by the table above there is one application requiring consideration by the Board in this report, this is detailed in sections 2.1 of this report.

2.1. 25_31078_C: Section 23, LDA 1991 application at Eastern Road, Holbeach St. Marks (W3W: flamenco.wealth.monitors)

An application has been received for the discharge of surface water from a new agricultural building to a privately maintained watercourse at the approximate location 538257, 329332.

The proposed agricultural building has a total impermeable area of 2460 m² and surface water is proposed to be attenuated within an attenuation pond before discharging at a rate of 5 l/s into the privately maintained watercourse located to the south of the site. The applicant has confirmed that they are not able to reduce the discharge rate further is due to the potential for blockages from sediment and debris entering the attenuation basin.

The application is required to be determined by the Board in accordance with the scheme of delegation, due to the applicant being a current Board Member.

Officer Recommendation: Officers recommend that this application is approved subject to the Board's standard conditions and specifications.



Figure 1: Location Plan (left) and drainage layout (right).

3. CONSENTS DETERMINED

During this reporting period, the following 23 consents under the Land Drainage Act 1991 and Board's Byelaws have been determined by Officers in accordance with their delegated authority.

Case. Ref.	Case File Sub-type	Location / Site Name	Description of Application or Proposal	Outcome
24_26213_C	Byelaw 3 Surface Water	Phase 3 Holbeach Meadows, Holbeach	Discharge of surface water from 8,700 m ²	Granted 21/02/2025
24_26217_C	Byelaw 10	Phase 3 Holbeach Meadows, Holbeach	Discharge apparatus within 9m of arterial watercourse	Granted 21/02/2025
24_26990_C	Byelaw 10	Haycroft Lane, Spalding	Fenceline within 9m of arterial watercourse	Granted 28/02/2025
24_28694_C	Byelaw 3 Surface Water	Little London, Long Sutton	Surface water discharge from 10,100 m ²	Granted 21/03/2025
24_28695_C	Byelaw 10	Little London, Long Sutton	Discharge apparatus within 9m of arterial watercourse	Granted 21/03/2025
24_29809_C	Byelaw 10	Roman Bank, Holbeach	Fenceline within 9m of arterial watercourse	Granted 23/04/2025
24_29878_C	Byelaw 10	Cobgate, Whaplode	Temporary fenceline within 9m of arterial watercourse	Granted 17/03/2025
24_29901_C	Byelaw 10	Fishpond Lane, Holbeach	Demountable garden sheds and patio area within 9m of arterial watercourse	Granted 04/02/2025
24_29955_C	Byelaw 10	Wisbech Road, Long Sutton	Fenceline and hardstanding within 9m of arterial watercourse	Granted 28/01/2025

Case. Ref.	Case File Sub-type	Location / Site Name	Description of Application or Proposal	Outcome
24_30007_C	Byelaw 3 Treated Foul Water	Common Road, Moulton Seas End	Treated foul water discharge from 1 residential property	Granted 19/03/2025
24_30010_C	Byelaw 3 Treated Foul Water	Common Road, Moulton Seas End	Treated foul water discharge from 1 residential property	Granted 19/03/2025
24_30034_C	Byelaw 10	Common Road, Moulton Seas End	Discharge apparatus within 9m of arterial watercourse	Granted 19/03/2025
24_30117_C	Byelaw 10	Church Lane , Moulton	Fenceline within 9m of arterial watercourse	Granted 24/01/2025
24_30162_C	Byelaw 10	Gedney Road, Long Sutton	Fenceline within 9m of arterial watercourse	Granted 30/01/2025
24_30204_C	Byelaw 10	Wheatmere Drove, Low Fulney	Fenceline within 9m of arterial watercourse	Granted 27/01/2025
24_30214_C	Byelaw 10	Fen Road, Holbeach	Fenceline within 9m of arterial watercourse	Granted 06/02/2025
24_30238_C	Byelaw 3 Treated Foul Water	Hither Old Gate, Holbeach	Treated foul water discharge from 1 residential property	Granted 20/01/2025
24_30243_C	Byelaw 10	Farrow Avenue, Holbeach	Driveway and service crossing within 9m of arterial watercourse	Granted 27/02/2025
24_30298_C	Byelaw 3 Treated Foul Water	Nutts Lane, Holbeach St Johns	Treated foul water discharge from 1 residential property	Granted 14/02/2025
24_30300_C	Byelaw 3 Surface Water	Nutts Lane, Holbeach St Johns	Discharge of surface water from 235m2	Granted 14/02/2025

Case. Ref.	Case File Sub-type	Location / Site Name	Description of Application or Proposal	Outcome
25_30730_C	Byelaw 10	Mill Drove North, Cowbit	Gate and fenceline within 9m of arterial watercourse	Granted 12/03/2025
25_30918_C	Byelaw 10	North Drove, Spalding	Installation of HV pole and staywire within 9m of arterial watercourse	Granted 27/02/2025
25_31333_C	Byelaw 10	Swindlers Drove, Spalding	Brick wall within 9m of arterial watercourse	Refused 22/04/2025

4. PLANNING COMMENTS

Officers have provided comments on 90 applications that are either in or could impact on the Board's Internal Drainage District. 3 of these applications are for major developments and are summarised below;

Planning App. Ref.	Location / Site Name	Description
H22-0077-25	Broadgate, Weston Hills	Residential Development (24 Dwellings)
H16-0177-25	Lincolnshire Gateway Business Park, Spalding	Commercial Development
H23-0313-25	Peartree Hill Road, Whaplode Drove, Spalding	Commercial Development

Additionally, officers continue to engage with the following Nationally Significant Infrastructure Projects which are at the pre-application stage of applying to the Planning Inspectorate for a Development Consent Order (DCO):

Project	Planning Status	Board Update
National Grid Eastern Green Link 3 & 4 (Electricity Transmission)	Pre-application	SHIDB to engage with project via Drainage & Flood Risk Technical Working Group, to discuss watercourse crossings and land drainage. Discussion ongoing regarding Estates matters (land ownership, survey access and cost recovery)

Outer Dowsing Offshore Wind (Windfarm / Electricity Transmission)	Determination	Protective provisions agreed following legal review. Planning performance agreement (arrangements for IDB approvals) in development
Ossian Offshore Wind (Windfarm / Electricity Transmission)	Pre-application	SHIDB to engage with project via Hydrology & Flood Risk Expert Topic Group. Scoping consultation responded to (March 2025). Discussions regarding estates matters (survey access over Board land) are ongoing.
National Grid Grimsby to Walpole (Electricity Transmission)	Pre-application	Initial technical working group (Drainage & Flood Risk) attended in March 2025. Engagement ongoing re. cost recovery in relation to land interests / survey access agreements.
Meridian Solar (Solar Farm / Electricity Transmission)	Pre-application	Discussions regarding estates matters (survey access over Board land) are ongoing. SHIDB to engage with Stage 2 consultation in Spring 2025 (Preliminary Environmental Information Report)

5. FEES

There have been 4 surface water development contribution fees invoiced or paid during the reporting period. These fees are detailed below;

Case ref(s)	Date invoiced	Amount (no VAT)	Date Paid
24_29609_C	14.01.2025	£378.00	21.01.2025
24_30300_C	17.02.2025	£444.15	17.02.25
24_26213_C	20.02.2025	£19,757.70	17.01.25
24_28694_C	21.03.2025	£20,705.00	27.03.25
Total:		£41,284.85	

CATHRYN BRADY
SUSTAINABLE DEVELOPMENT MANAGER
APRIL 2025

SOUTH HOLLAND IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/01/2025

Payment Date To : 31/03/2025

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
AC0004	Acorn Analytical Services (UK) Ltd	Asbestos Removal	4,770.00
AD0101	ADC (East Anglia) Ltd	Pipe Jetting Services	420.00
AL0003	Alarmline Security Ltd	Maintenance Agreement/Repairs	504.00
AL0004	ALS Laboratories (UK) Limited	Legionella Sampling	270.00
AR0141	Arco Ltd	PPE/Small Tools/Consumables	453.55
AY0101	Mr B Ayres	Building Supplies	342.00
BA0001	Barrett Steel Ltd T/A Newark Steel	Parts	873.60
BE0002	BeBa Energy	Installation of Solar Panels	7,834.20
BL0002	Black Sluice IDB	Capital Works	2,312.50
BO0205	BOC Ltd	Oxygen/Acetylene	551.52
BR0201	British Gas Electricity	PS Electricity	6,482.87
BR0211	BT Payment Services Ltd	Telephone Bill	4,486.36
BU0203	Bunzl Cleaning & Hygiene Supplies	Cleaning Supplies	106.38
BU0205	B A Bush & Son Ltd	Tyres/Repairs	301.78
CA0302	Fred Campling & Sons	Excavator Transport	1,344.00
CH0301	Chisletts (Spalding) Ltd	Plant Hire/Courses	3,978.35
CH0303	Chandlers (Farm Equipment) Ltd	PPE/Service/Small Tools	2,369.00
CL0002	Clarks of Walsham Ltd	Fittings for Gate	873.11
CO0002	T Collin	Vermin Control	2,041.43
CO0301	Coles Quality Drycleaners	Dry Cleaning	215.00
DO0402	Ernest Doe & Sons Ltd	Parts	156.00
DO0403	Dormar Products	Pole Set	1,884.00
DR0403	Drayton Welding & Tool	Welding Equipment	1,260.54
DV0001	DVLA	Vehicle Tax	849.43
ED0002	EDF Energy Customers Ltd	PS Electricity	152,855.58
EE0001	EE	Sims	111.78
EN0519	Energas Ltd	Gas Cylinder Rental	50.22
EP0529	EPH Supplies (Wholesale) Ltd	Electrical Components	2,036.99
EU0001	EU Ltd	Parts	133.75
FE0005	Fenland District Council	Local Notice	259.26
GC0001	GCM Plant Hire Limited	Plant Hire/Materials	360.00
GL0001	GlenFarrow	Parts	106.72
GM0101	GMB National Administration Unit	Union Subscriptions	223.20
HA0826	Hargrave Agriculture Ltd	Assorted Components/PPE	1,431.80
HI0802	R J H Supplies Ltd	Assorted Components/PPE	435.77
HO0810	Hortech Cleaning LLP	Parts	100.00
IN0901	Inland Revenue	PAYE/N.I	23,193.20
KI1103	Kirby & Wells Ltd	Building Supplies	156.00
KW0001	K & W Mechanical Services Ltd	X Watch Inspections/Parts	1,479.00
LI1203	Lincolnshire County Council	Lutton Leam - Footpath Closure	829.00
MA1309	Mastenbroek Ltd	Parts	339.85
NA1402	National Grid plc	Capital Works	176,843.23

SOUTH HOLLAND IDB

SCHEDULE OF PAID ACCOUNTS

Payment Date From : 01/01/2025

Payment Date To : 31/03/2025

<u>Account ID</u>	<u>Name</u>	<u>Details</u>	<u>Amount Paid This Period</u>
NO0001	Norcam Hydraulic Services Ltd	Repair Plant/Parts	501.18
O20001	O2 UK Limited	Telemetry/Mobile Phones	745.31
OV0001	Ovivo UK Ltd	Parts	6,413.83
PA1604	Paktronic Engineering Co Ltd	Pump Fault Repair	846.00
PE0001	Perfect Circle JV Ltd	Capital Works	107,415.94
PE1633	G & J Peck Ltd	Parts/Repairs	441.00
PR1668	Prudential Local Government AVC	AVC	223.31
QU0001	Quantum Controls	Maintenance Agreement/Parts	5,553.60
RI0001	Rix Petroleum (Spalding) Ltd	Fuel	5,085.12
RO0002	Roomfoss Control Systems Ltd	Capital Works	24,056.40
SH1901	SHOC Consultancy Ltd	Training	178.86
SM1930	Smiths Electrical Ltd	PS Standby/Call Out	1,872.00
SO0001	Hoben International Ltd T/A	Soluform/Pins	6,195.60
ST0002	Stark Connect	Metering Service Charge	3,240.56
ST1988	E Sterma & Son	Tree Works	1,560.00
SU0006	SureScreen Scientifics	Newt Kits	504.00
TB2001	TBC Ltd	Engineering Supplies	230.23
TH1001	P J Thory Ltd	Aggregates	131,717.39
TM2001	TMC Lifting & Engineering Supplies	Lifting Equipment	210.72
TR0001	Trimbio Ltd	Defibrillator Service	125.94
TR2003	The Training Association (WEST)	Training	3,336.00
VE0101	Veolia ES (UK) plc	Rubbish Collection	1,471.14
VE0102	VEGA Controls Ltd	Radar Units	1,779.60
VO2201	SMT GB Ltd	Services/Parts	1,963.44
WA2302	Walton Loo Hire	Loo Hire	1,584.00
WA2310	Watling JCB Ltd	Parts	33.28
WA2345	Water Management Alliance	Staff Recharges/Onebill	54,517.17
WC2301	WCF Chandlers	Fuel	7,847.39
WE2330	West End Garage	Fuel	59.00
WI0002	Witham Group	Oil	1,484.61
WI2306	T Wilkinson	Vermin Control	2,334.60
WO2311	A Woods	Parts/Services/Repairs	832.81
WY0001	West Yorkshire Pension Fund	Superannuation/Pension Deficit	89,428.45
YO0001	York Survey Supply	Materials	1,068.00

Please note that the amounts shown above include Vat £ 870,481.45




Water Management Alliance






Assurance Review of Annual Governance and Accountability Return

April 2025

Final

Executive Summary

OVERALL ASSESSMENT

ASSURANCE OVER KEY STRATEGIC RISK / OBJECTIVE
<p>The audit covers all areas required by the Annual Governance and Accountability Return (AGAR) and includes, where appropriate, the key risks for a drainage board.</p>
SCOPE
<p>The purpose of the review was to undertake sufficient audit work to be able to sign off the Annual Governance and Accountability Return for Internal Audit.</p>

KEY STRATEGIC FINDINGS				
	There is no budget in place for rechargeable works resulting in total expenditure and income exceeding the total budget for East Suffolk WMB and Norfolk Rivers IDB.			
	The Water Management Alliance (WMA) has good accounting practices, and the governance, risk and control framework is working well.			
	The WMA has complied with the publication requirements as stated by the Accounts and Audit Regulations 2015.			
GOOD PRACTICE IDENTIFIED				
	The WMA has an informative website which is easy to navigate and well populated with useful and key information.			
	The WMA use the Sage 200 suite of software to manage their accounts, which supports accurate accounting and good record keeping.			
ACTION POINTS				
Urgent	Important	Routine	Operational	
0	0	1	1	

Assurance - Key Findings and Management Action Plan (MAP)

Rec.	Risk Area	Finding	Recommendation	Priority	Management Comments	Implementation Timetable (dd/mm/yy)	Responsible Officer (Job Title)
1	Delivery	Total expenditure for 2024/25 YTD is within budget for all Boards except East Suffolk and Norfolk Rivers, primarily due to the cost of rechargeable works. Whilst the cost of rechargeable works is offset by rechargeable works income resulting in a profit, there is no budget for this cost or income which results in total expenditure and income exceeding their budget.	The cost of and income from rechargeable works be budgeted for to prevent total expenditure and income exceeding their budget.	3	<i>We will look to review how both income and expenditure for rechargeable are presented within both our estimates and financial reports and amend these if appropriate. It is important to note these types of works are volatile and an official order is only usually received in the same financial year as the works are then complete, after estimates are produced and subsequently approved by the Boards. This then gives no certainty over any figures that may be presented in the estimates, which would in turn distort the income and expenditure budgets in a similar manner to those detailed in the findings should this recommendation be actioned. We would look to only include rechargeable works where an order had been received, and works were taking place in the next financial year.</i>	31/03/26	Sallyanne Jeffrey - CFO

PRIORITY GRADINGS

1	URGENT	Fundamental control issue on which action should be taken immediately.
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2	IMPORTANT	Control issue on which action should be taken at the earliest opportunity.
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3	ROUTINE	Control issue on which action should be taken.
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Operational - Effectiveness Matter (OEM) Action Plan

Ref	Risk Area	Finding	Suggested Action	Management Comments
1	Directed	It was noted that the current 3x3 risk scoring system may not always capture nuanced differences in risk levels, particularly when a risk's likelihood and impact fall between distinct scores. Consideration to a wider map would allow for greater precision in assessing and communicating risk levels, reducing the potential for over- or under-representation. As Drainage Boards' activities may affect environment and infrastructure, it is crucial that risks are scored and assessed effectively.	Consideration be given to using a 4x4 (or higher) risk matrix to ensure risk scores better represent the actual likelihood and potential impact of the risk occurring.	<i>We will consider the recommendation and look to implement any changes during 2025/26 if appropriate.</i>

ADVISORY NOTE

Operational Effectiveness Matters need to be considered as part of management review of procedures.

Findings







Directed Risk:











Failure to properly direct the service to ensure compliance with the requirements of the organisation.

Ref	Expected Key Risk Mitigation		Effectiveness of arrangements	Cross Reference to MAP	Cross Reference to OEM
GF	Governance Framework	There is a documented process instruction which accords with the relevant regulatory guidance, Financial Instructions and Scheme of Delegation.	In place	-	-
RM	Risk Mitigation	The documented process aligns with the mitigating arrangements set out in the corporate risk register.	In place	-	1
C	Compliance	Compliance with statutory, regulatory and policy requirements is demonstrated, with action taken in cases of identified non-compliance.	In place	-	-


Other Findings


-  The Water Management Alliance (WMA) consists of the following seven Boards: Broads IDB; East Suffolk WMB; King's Lynn IDB; Norfolk Rivers IDB; South Holland IDB; Waveney, Lower Yare and Lothingland IDB; Pevensey and Cuckmere WLMB.
-  The following Policies and procedures for each Board were reviewed and found to cover the expected areas and key controls: Financial Regulations - Recently approved with a three-year review cycle and adopted by all seven Boards; Business Plan (Policy Statement) - All approved within the five-year review cycle; Consortium Management Committee - Terms of Reference dated March 2024; and the Capital Financing and Reserves Policy - recently approved with a five-yearly review cycle and adopted by all seven Boards.
-  Three Board meeting agendas and minutes from throughout 2024 were reviewed for each Board. All were found to be very comprehensive and demonstrated good governance. Decisions and actions had been followed through, including the approval of drainage rates for each board.
-  WMA has complied with the publication requirements as stated by the Accounts and Audit Regulations 2015, including publication of the Annual Governance and Accountability Return, Auditor's Certificate/Report and Statement of Accounts.

Other Findings

-  The Risk Management Policy was last reviewed in September 2021 and has a five-year review period. The Policy applies to and has been adopted by all seven Boards in the Alliance. The Risk Register is presented at each and every Board meeting for consideration and approval. The Risk Register and resulting discussions/approvals are all included in the certified minutes which can be found on the WMA website. Mitigating actions are in place alongside designated risk owners and defined due dates. Risk scores are reviewed and updated at every board meeting.
-  Each Board reviews its objectives and sets new objectives for the following financial year at their rate setting meetings in January/February. This is confirmed in each Board's minutes, which are available on the WMA website.
-  WMA uses Sage 200 accounting software for their accounting records which supports the financial transactions of the Boards. The Nominal Ledger Trial Balance and Balance Sheet (dated 3rd February 2025) for all seven Boards were reviewed and found to be in balance. In addition, the Income and Expenditure accounts were reviewed for all seven Boards and found to be in order, noting an increase in profit compared to the previous year.
-  Accounts payable is managed using Sage 200 Accounting Software. All procurement of goods and services are to be authorised in line with the thresholds stated in the Financial Regulations, by the raising, signing and dating an official purchase order (PO). Quotes/tenders, delivery notes, invoices for payment and credit notes are all matched to the corresponding PO and confirmed as correct prior to payment.
-  The five greatest payments of the year were selected across the seven Boards and reviewed in detail. Each Board provided a PO (if applicable), invoice, nominal ledger entry, payment run and bank statement for each payment. This demonstrates good accounting practices with adequate controls and approvals in place.
-  The drainage rates and special levies are set and sealed by each Board at their January/February meeting annually. Many of the Boards also receive Environment Agency contributions, Grant income and Tranche Funding Grant income.
-  Accounts receivable is managed using Sage 200 Accounting Software. The Chief Financial Officer (CFO) is responsible to the Chief Executive for raising and collecting sundry debts due and ensures that all debts are substantially collected within 30 days from the Debtor Invoice tax point date. The Chief Financial Officer (CFO) advises the Chief Executive of any debt that becomes three months overdue or whenever a debt becomes doubtful, whichever earlier. Sage 200 Aged Debtor Reports (dated 31st January 2025) were reviewed for all Boards within WMA. The reports demonstrated good debt management and only one significant aged debt was identified, which was due to a lack of funding from the Environment Agency. This was discussed at the Regional Flood and Coastal Committee where it was decided that funding would be taken from other areas. The Environment Agency have since paid this in full.
-  All seven boards use the same write-off procedure as detailed in the Financial Regulations. The Chief Executive has authority to write off debts up to £2,000, surplus goods, damaged/stolen goods and obsolete goods. Board members and other staff must inform the Chief Executive of any material item they consider should be written off. The Financial Officer is responsible for ensuring the appropriate adjustments are made to the accounting records. There have been no debts written off this year across all Boards.
-  The CFO is responsible to the Chief Executive for the proper compilation of the payroll(s). Gross pay, all deductions and net pay has been well documented for all employees. Each Board operate an individual payroll (excluding East Suffolk; Pevensey and Cuckmere; Waveney Lower Yare and Lothingland as these Boards have no employees) and the WMA operate a separate payroll for shared staff such as administration staff.
-  Payrolls for the month of December 2024 were examined and found to be in order including both employee and employer deductions (PAYE, NI and Pension). The WMA have confirmed employee contracts are in place. Review of PAYE and NI invoices and the corresponding BACS runs and Bank Statements for all applicable Boards confirmed payments were made as required for December 2024. Review of the pension invoices for each board shows employee and employer pension contributions have been made to the respective pension providers as required for December 2024. Each payment was approved and reconciled to the corresponding BACS run and bank statement.

Other Findings

 The Asset Register for each Board was reviewed and found to be in order, up to date and included details on original purchase, revaluation, depreciation and net book value.

 Accounting Statements have been undertaken and reconciled to the cash book for each Board with no unreconciled sums. Data feeding into the Accounting Statements was confirmed to be correct. Bank reconciliations for December 2024 were reviewed and confirmed that all Boards' bank accounts were accurately reconciled to the cash book.



Delivery Risk:

Failure to deliver the service in an effective manner which meets the requirements of the organisation.

Ref	Expected Key Risk Mitigation		Effectiveness of arrangements	Cross Reference to MAP	Cross Reference to OEM
PM	Performance Monitoring	There are agreed KPIs for the process which align with the business plan requirements and are independently monitored, with corrective action taken in a timely manner.	In place	1	-
FC	Sustainability	The impact on the organisation's sustainability agenda has been considered.	In place	-	-
R	Resilience	Good practice to respond to business interruption events and to enhance the economic, effective and efficient delivery is adopted.	In place	-	-

Other Findings



The WMA's Capital Financing and Reserves Policy was approved in September 2022 and is to be reviewed every five years. General Reserves should be no less than 20% of net expenditure, therefore, the Boards aim to maintain a general reserve of no less than £200k at the end of every financial year. Due to high inflation, which has particularly impacted on electricity supplies, many other Drainage Boards in the East Anglia area have been looking to increase their general reserve capacity to 30% of net expenditure. It was noted during the 2023/24 Annual Governance and Accountability Return that all WMA Member Boards have agreed to present a balanced budget within three years but are unlikely to rebuild their reserves during the same timeframe without increasing rates and levies further (by at least 30% year on year). The Boards are therefore unlikely to agree to increase their reserves from drainage rates and special levies at this moment in time.



Management accounts, including budget data, are reported at each Board meeting as evidenced by the corresponding minutes. The Boards maintain an indicative 5-year forecast which enables future increases in both the penny rate and precept to be calculated and for such bodies as the precepting authorities to be consulted well in advance of any increases being made. The forecast is presented to each Board at the annual January/February Board Meeting.



The Financial Regulations state the Chief Financial Officer is responsible for ensuring that all monies received are properly recorded in the Member Board's accounting records. Cheques are banked daily using Online Banking. Cheques and cash that cannot be banked in this manner are banked at least weekly.

Scope and Limitations of the Review

- 1. The definition of the type of review, the limitations and the responsibilities of management in regard to this review are set out in the Annual Plan. As set out in the Audit Charter, substantive testing is only carried out where this has been agreed with management and unless explicitly shown in the scope no such work has been performed.

Disclaimer

- 2. The matters raised in this report are only those that came to the attention of the auditor during the course of the review and are not necessarily a comprehensive statement of all the weaknesses that exist or all the improvements that might be made. This report has been prepared solely for management's use and must not be recited or referred to in whole or in part to third parties without our prior written consent. No responsibility to any third party is accepted as the report has not been prepared, and is not intended, for any other purpose. TIAA neither owes nor accepts any duty of care to any other party who may receive this report and specifically disclaims any liability for loss, damage or expense of whatsoever nature, which is caused by their reliance on our report.

Effectiveness of Arrangements

- 3. The definitions of the effectiveness of arrangements are set out below. These are based solely upon the audit work performed, assume business as usual, and do not necessarily cover management override or exceptional circumstances.

In place	The control arrangements in place mitigate the risk from arising.
Partially in place	The control arrangements in place only partially mitigate the risk from arising.
Not in place	The control arrangements in place do not effectively mitigate the risk from arising.

Assurance Assessment

- 4. The definitions of the assurance assessments are:

Substantial Assurance	There is a robust system of internal controls operating effectively to ensure that risks are managed and process objectives achieved.
Reasonable Assurance	The system of internal controls is generally adequate and operating effectively but some improvements are required to ensure that risks are managed and process objectives achieved.
Limited Assurance	The system of internal controls is generally inadequate or not operating effectively and significant improvements are required to ensure that risks are managed and process objectives achieved.
No Assurance	There is a fundamental breakdown or absence of core internal controls requiring immediate action.

Acknowledgement

- 5. We would like to thank staff for their co-operation and assistance during the course of our work.

Release of Report

- 6. The table below sets out the history of this report:

Stage	Issued	Response Received
Audit Planning Memorandum:	9 th October 2024	16 th October 2024
Draft Report:	18 th March 2025	
Revised Draft Report:	27 th March 2025	27 th March 2025
Final Report:	1 st April 2025	

Internal Drainage Boards – Remote auditing audit programme
2025/26 Internal Audit Arrangements

Strategic Risks

Governance

- 1) Review Constitution, Standing Orders, Financial Regulations, Award of Contracts and other procedures (I will obtain this data from your website)
- 2) Review Board agendas and minutes for the year (I will require the latest three meetings data – agendas and minutes please. Also include the latest meeting agenda)
- 3) Review any Committee agendas and minutes for the year (I will require the latest three meetings data – agendas and minutes please. Also include the latest meeting agenda)
- 4) The drainage board has published information on its website to comply with the Transparency Code for smaller authorities (I will obtain this data from your website)
- 5) The drainage board for the previous year correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (I will obtain this data from your website, and from sight of your Board minutes approving the dates set)
- 6) The drainage board has complied with the publication requirements as stated by the Accounts and Audit Regulations 2015 (Please provide evidence that these have been complied with)

Risk Management

- 1) Review risk management policy and procedures (These should be on the website, but please provide if not)
- 2) Review risk register (If not on the website please provide)
- 3) Review process and procedures for how risk is managed on a day by day basis (A brief note on this please)
- 4) Review key objectives for the IDB and the risks associated with achieving these objectives (This should flow from the risk register)
- 5) Review the controls in place to mitigate these risks and see how effective they are. (These should be contained within the risk register. I may select a sample for review to confirm working as expected)

Operational Risks

Accounting Records

- 1) Review the accounting records for the IDB
- 2) Are these up to date and in balance (A current trial balance please and a copy of the profit and loss account and balance sheet at the time of the audit)

Expenditure

- 1) Review accounts payable (creditors) (An aged creditors list please)
- 2) Test a sample of payments made to verify they have been correctly paid. Check if possible the receipt of the goods. Check accuracy, procedures (purchase order system) and approval process – was this in accordance with Financial Regulations. (I will select my sample from the expenditure items reported to the Board meetings) (Copies of the supporting documents for the sample selected will be required)
- 3) Check treatment of VAT (included above)

Budget

- 1) Review the budgetary arrangements. (This should be available in the Board papers)
- 2) Review the precept of rates (Please provide the Board agenda and minute approving the penny rate for 25/26 if not already provided above)
- 3) Review how the budget is monitored (These should be included in the Board papers above)
- 4) Review reserves and the policy for these (Please provide latest reserves position and 5/10 year forecast that shows how general reserves are expected year on year in the future)

Income

- 1) Review accounts receivable (debtors) (An aged debtors list please – both general and rates)
- 2) Review debt collection procedures (Please confirm debt collection arrangements and dates)
- 3) Review any write off arrangements (Please provide details of any write offs – approval/procedures)
- 4) Review recording and banking of income (Please confirm banking arrangements particularly cash or cheque)
- 5) Test a sample of payments received to verify they have been correctly dealt with. Check accuracy and procedures – was this in accordance with Financial Regulations. (Please provide a list of debts raised in the year and I will select a sample for a more detailed review)
- 6) Check treatment of VAT (included above)

Petty Cash

- 1) Check the Petty Cash arrangements where held
- 2) Verify Petty cash is in balance, test a sample of transactions for relevance and accuracy and that a valid receipt is present. (Please provide a short note on petty cash and confirm VAT has been correctly treated)
- 3) Check treatment of VAT (included above)

Payroll

- 1) Review the payroll system
- 2) Test a sample of employees for accuracy of pay and treatment of variations including Tax and NI. (Please provide a summary of payments made to staff which includes all deductions both employee and employer)
- 3) Verify PAYE and NI requirements have been met (Please confirm and evidence that PAYE, NI and pension payments have been made to HMIC and LCC)

Asset Register

- 1) Verify the asset register is complete and up to date. (Please provide a copy of the asset register)
- 2) Verify where possible the asset and investment exists (I will not be confirming that any asset exists for this audit!!)

Bank

- 1) Verify and confirm bank reconciliations have been regularly undertaken. (Please provide a latest bank reconciliation)
- 2) Confirm end of year bank reconciliation (Year end follow up audit)

Accounting Statements

- 1) Verify accounting statements have been undertaken and reconciled to the cash book. (Please confirm and year end follow up audit)
- 2) Review and verify the audit trail of sums feeding into the accounting statements. (Year end follow up audit)

SOUTH HOLLAND IDB
FINANCIAL REPORT SUMMARY FOR THE YEAR ENDED 31 MARCH 2025

EXECUTIVE SUMMARY

1. A surplus of £717,292 for the financial year 24-25 (year ended 31 March 2025) has been reported, we budgeted for a deficit of £31,990. However, we must note that much of this surplus has been made due to additional one off income that has received within the reporting period, detailed below.
2. An additional £100,274 of investment interest has been received. This is due to the interest rates being significantly increased within the reporting period, however these favourable interest rates are reduced from the levels we have seen previously.
3. The Board received £172,656 from Tranche 1 funding to partially fund the increased electricity costs seen in the previous financial year as a result of Storm Babet. In addition Board Officer bid for, and were successful in, their application for a further £786,927 of works. The projects delivered with this funding would otherwise have been partially funded using the Board's reserves.
4. Maintenance Works (including the surplus on Operating Accounts) was delivered £68,130 under the original estimated amount, due to a number of planned pumped refurbishments being included within the Tranche bids and being funding being received.
5. An additional £39,682 was received in Other Income within the year.

S JEFFREY
CHIEF FINANCIAL OFFICER/RFO

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Notes	Income and Expenditure	Y-T-D BUDGET £	Y-T-D ACTUAL £	Y-T-D VARIANCE £	ANNUAL BUDGET £	PROJECTED OUT-TURN £	PROJECTED VARIANCE £
	<u>Income</u>						
	Occupiers Drainage Rates	1,447,604	1,447,604	0	1,447,604	1,447,604	0
1.	Special Levies Issued by the Board	1,747,295	1,747,295	0	1,747,295	1,747,295	0
	Grants Applied	5,759,523	961,037	-4,798,486	5,759,523	961,037	-4,798,486
	Tranche Funding Income Applied	0	959,583	959,583	0	959,583	959,583
	Rental Income	680	1,373	693	680	1,373	693
	Income from Rechargeable Works	1,000	189,374	188,374	1,000	189,374	188,374
	Investment Interest	131,245	231,519	100,274	131,245	231,519	100,274
	Development Contributions	0	46,620	46,620	0	46,620	46,620
2i.	Other Income	263,720	303,402	39,682	263,720	303,402	39,682
2ii.	Insurance Claim Settlements	0	0	0	0	0	0
	Total Income	£9,351,067	£5,887,807	-£3,463,260	£9,351,067	£5,887,807	-£3,463,260
	<u>Less Expenditure</u>						
4.	Capital Works	6,199,523	1,110,904	5,088,619	6,199,523	1,110,904	5,088,619
	Tranche 1 + 2 Expenditure	0	789,785	-789,785	0	789,785	-789,785
	Environment Agency Precept	150,210	145,835	4,375	150,210	145,835	4,375
5.	Maintenance Works	2,430,253	2,454,574	-24,322	2,430,253	2,454,574	-24,322
6.	Administration Charges	603,071	602,044	1,027	603,071	602,044	1,027
	Cost of Rechargeable Works	0	184,624	-184,624	0	184,624	-184,624
3.	Net Deficit/(Surplus) on Operating Accounts	0	-92,452	92,452	0	-92,452	92,452
	Total Expenditure	£9,383,057	£5,195,314	£4,187,742	£9,383,057	£5,195,314	£4,187,742
	Profit/(Loss) on Disposal of Fixed Assets	£0	£24,798	£24,798	£0	£24,798	£24,798
7.	Net Surplus/(Deficit)	-£31,990	£717,292	£749,280	-£31,990	£717,292	£749,280

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Notes	Balance Sheet as at 31-3-2025	Opening Balance £	Movement This Year £	Closing Balance £
8. Fixed Assets				
	Land and Buildings	441,918	47,096	489,014
	Plant and Equipment	954,336	72,988	1,027,324
	Office and RT Equipment	0	0	0
	Pumping Stations	0	0	0
		1,396,254	120,084	1,516,338
	Current Assets			
9.	Bank Account	3,346	252,353	255,699
	Stock	15,883	-3,225	12,658
10.	Trade Debtors	22,634	20,095	42,729
11.	Work in Progress	391	-391	0
	Staff Health Insurance	0	0	0
12.	Term Deposits	3,500,000	1,250,000	4,750,000
13.	Drainage Rates and Special Levies Due	-3,097	12,580	9,483
	Prepayments	0	0	0
	Prepayments/(Due) to WMA	-162,991	93,735	-69,256
	Accrued Interest	0	0	0
	VAT Due	131,169	12,549	143,718
14.	Grants Due	74,072	-74,072	0
		3,581,407	1,563,624	5,145,031
	Less Current Liabilities			
	Trade Creditors	149,510	130,406	279,917
	Accruals	162,206	179,320	341,527
	Payroll Controls	0	0	0
	Payments Received in Advance	1,073	1,799	2,872
		312,790	311,526	624,316
	Net Current Assets	3,268,617	1,252,099	4,520,716
	Less Long Term Liabilities			
22.	Pension Liability	3,554,000	-523,000	3,031,000
	Net Assets	£1,110,872	£1,895,182	£3,006,054
	Reserves			
	Earmarked			
15.	General Reserve	774,877	321,021	1,095,898
16.	Development Reserve	946,863	46,620	993,483
17.	Plant Reserve	1,625,635	117,276	1,742,911
18.	Capital Works Reserve	698,857	232,375	931,232
20.	Grants Reserve	203,927	654,890	858,817
	Grant Reserve Tranche 1 + 2	0	0	0
		4,250,159	1,372,182	5,622,341
	Non-Distributable			
19.	Revaluation Reserve	414,713	0	414,713
21.	Pension Reserve	-3,554,000	523,000	-3,031,000
		-3,139,287	523,000	-2,616,287
	Total Reserves	£1,110,872	£1,895,182	£3,006,054

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

1. Special Levies collected from constituent Billing Authorities were as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
South Holland District Council	1,746,075	1,746,075
Boston Borough Council	1,220	1,220
	1,747,295	1,747,295

- 2i. Other Income is made up as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Shared Income from WMA	263,720	297,581
Commuted Maintenance	0	0
Easement	0	0
Sundry Income	0	5,821
Summons Costs	0	0
	263,720	303,402

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
2ii. Insurance Claims	0	0
Other Income Total	263,720	303,402

3. The Net Operating Deficit/(Surplus) for this year is made up as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Labour Operations Account	0	-77,920
Mobile Plant Operations Account	0	-14,532
	0	-92,452

Detailed operating surpluses/(deficits) for the Labour Operations Account and each item of mobile plant are shown in the Labour Operations and Mobile Plant Operations Reports, which can be made available to members on request.

4. The gross cost of each capital scheme is approved by the Board annually and detailed on the schedule of capital works as managed by the Area Manager, which can be made available to members on request. The Grants Due/(Unapplied) also correspond with the figures shown on the Balance Sheet. The Plant and Development Committee scrutinise this Report every year.
5. The detailed maintenance operations in each sub catchment is approved by the Board annually and shown on the schedule of maintenance works as controlled by the Operations Manager, which can be made available to members on request. Expenditure is summarised as follows:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Labour Charges	686,430	591,351
Plant Charges	459,570	369,845
Out-sourced Work	176,100	193,999
Materials	183,400	239,184
Electricity	281,520	274,109
Telemetry	29,100	12,429
Black Horse Property	0	137,396
Insurance	54,400	49,690
Insurance Claim - Lightning Strike	0	23,194
Compensation	169,600	146,463
Direct Works	2,040,120	2,037,658
Technical Support Staff Costs	335,175	359,738
Other Technical Support Costs	42,458	44,679
Biodiversity Action Plan Costs	12,500	12,500
Maintenance Works	2,430,253	2,454,574

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

- 6(i). Administration charges reflect the Board's share of consortium expenditure (excluding the technical support costs, which are included in the maintenance works expenditure). Detailed expenditure is monitored by the Consortium Management Committee and the Board every three months:

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Administration Staff Costs	125,427	117,711
Other Administration Costs	182,241	191,831
Depreciation - Marsh Reeves Refurbishment	12,904	12,904
Drainage Rates AV (Increases)/Decreases	12,000	8,528
Sundry Expenses	0	916
Pension Deficit Recovery Payments	253,000	253,000
Sundry Debtors Written Off	0	0
Settlement Discount Taken	17,500	17,154
	603,071	602,044

6(ii). Consortium Charges

	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>
Expenses		
Technical Support Staff (note 5)	335,175	359,738
Other Technical Support (note 5)	42,458	44,679
Administration Staff Costs (note 6i)	125,427	117,711
Other Administration Costs (Note 6i)	182,241	191,831
Less: Shared Income from the WMA (note 2i)	-263,720	-297,581
Net Consortium Charge	421,580	416,378

7. At the time of preparing the Estimates for 2024/25, the Board planned to finance the estimated net deficit as follows:

	<u>Budget</u>
Transfer from the Capital Works Reserve	0
Transfer from the Development Reserve	0
Transfer from the Plant Reserve	0
Transfer from the Partnership Working Reserve	0
Reducing/(Inc.) the Balance of the General Reserve	-31,990
(=) Original Estimated Net Deficit	-31,990
(-) FDGiA Subsequently Awarded by EA	
(=) Estimated Net Deficit	-31,990

8. TANGIBLE FIXED ASSETS

	Pumping Stations	Land and Buildings	Plant and Equipment	Total
Cost				
Opening Balance as at 1-4-2024	156,750	871,257	2,344,906	3,372,913
(+) Additions	0	60,000	384,286	444,286
(-) Disposals	0	0	-279,715	-279,715
Closing Balance as at 31-3-2025	156,750	931,257	2,449,477	3,537,484
Depreciation				
Opening Balance as at 1-4-2024	156,750	429,339	1,390,570	1,976,658
(+) Depreciation Charge for Year	0	12,904	244,596	257,501
(-) Accumulated Depreciation Written Out on Disposal	0	0	-213,013	-213,013
Closing Balance as at 31-3-2025	156,750	442,243	1,422,153	2,021,146
Net Book Value at 1-4-2024	0	441,918	954,336	1,396,254
Net Book Value at 31-3-2025	0	489,014	1,027,324	1,516,338

Full details of all movements during this year are recorded in the Board's Fixed Asset Register, which is available on request.

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

9. Additional sums are now being invested on the short term money market to maximise the return on the working balances, in accordance with the Board's Investment Policy. The Bank Current Account is reconciled as follows:

	2023/24	2024/25
Opening Balance as at 1-4-2024	28,103	3,346
Receipts	7,081,342	8,847,336
Payments	-7,106,099	-8,594,983
Closing Balance as at 31-3-2025	3,346	255,699
Balance on Statement as at 31-3-2025	2,711	255,628
Less: Unpresented Payments	0	0
Add: Unpresented Receipts	635	71
Closing Balance as at 31-3-2025	3,346	255,699

10. The Aged Debtor profile is currently as follows:

Debt period	Amount	Number of Debtors
<=30 days	42,669	3
>30 days and <=60 days	0	0
>60 days and <=90 days	0	0
>90 days	60	2
	42,729	5
>90 days	Amount	Inv. Date Originator
Mrs L J Bojang	10	24/10/2024 K. Vines
St Johns College, Cambridge	50	24/10/2024 K. Vines
	60	

11. Work in Progress (WIP) is currently made up of the following jobs:

Customer	Amount
	0

12. Term Deposits are currently as follows:

Financial Institution	Capital	Investment Date	Maturity Date	Interest Rate
Melton Mowbray Building Society	250,000	18/11/2024	17/04/2025	4.75%
Progressive Building Society	250,000	18/10/2024	22/04/2025	4.75%
Nottingham Building Society	500,000	28/03/2025	28/04/2025	4.60%
Nottingham Building Society	500,000	04/11/2024	06/05/2025	4.68%
Principality Building Society	500,000	05/11/2024	06/05/2025	4.63%
National Counties Building Society	500,000	18/12/2024	19/05/2025	4.65%
Melton Mowbray Building Society	250,000	07/03/2025	09/06/2025	4.55%
Vernon Building Society	500,000	13/03/2025	13/06/2025	4.25%
West Bromwich Building Society	500,000	20/02/2025	20/06/2025	4.35%
Newcastle Building Society	500,000	28/02/2025	30/06/2025	4.45%
Furness Building Society	500,000	27/03/2025	28/07/2025	4.50%
	4,750,000			

13. Special Levies are paid by Constituent Councils in two halves due on 1 May and 1 November every year. There are currently 65 Ratepayers that have not paid their Drainage Rates for 2024/25, as compared to 82 Ratepayers this time last year. Summarised transactions for Drainage Rates and Special Levies during the year are as follows:

	2023/24	2024/25
Arrears b/fwd	890	-3,097
Drainage Rates for the Year	1,340,188	1,437,660
Special Levies for the Year	1,616,292	1,747,295
New Assessments	5,223	2,777
Value Decreases	-32,581	-23,904
Value Increases	27,384	21,139
Payments Received	-2,852,785	-3,042,763
Settlement Discount	-16,211	-17,154
Returned/(Represented) Amounts	11,912	24,781
Paid Refund	535	65
Summons Collection Costs	2,325	1,875
Irrecoverables and Write Offs	-11,358	-481
Sundry Adjustments	-1,161	9
Compensation	-93,751	-138,719
Arrears c/fwd	-3,097	9,483

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

14. Grants Due on the following scheme

	2023/24	2024/25
SCH96 Bank Slip Repairs	74,072	0
	74,072	0

15. Movements on the General Reserve are made up as follows:

	2023/24	2024/25
Opening Balance as at 1-4-2024	538,831	774,877
Net Surplus/(Deficit) for the Year	124,704	717,292
Net Transfer (to)/from Capital Works Reserve	111,341	-232,375
Net Contributions Transferred (to)/from Development Reserve	0	-46,620
Transfer Balance(to)/from Plant Reserve	0	-117,276
Closing Balance as at 31-3-2025	774,877	1,095,898

16. Movements on the Development Reserve are made up as follows:

	2023/24	2024/25
Opening Balance as at 1-4-2024	946,863	946,863
Net Contributions Transferred from General Reserve	0	46,620
Closing Balance as at 31-3-2025	946,863	993,483

17. Movements on the Plant Reserve are made up as follows:

	2023/24	2024/25
Opening Balance as at 1-4-2024	1,625,635	1,625,635
Net Contributions Transferred from General Reserve	0	117,276
Closing Balance as at 31-3-2025	1,625,635	1,742,911

18. The Capital Works Reserve is currently made up as follows:

	2023/24	Tfr from/(to) Gen. Reserve	2024/25
N/A Unallocated, available for partnership working	200,000	0	200,000
SCH18 Telemetry	51,557	0	51,557
ASSORT. Catchment Modelling + Minor Capital Works	53,300	75,000	128,300
SCH68 Dawsmere Pumping Station Refurbishment (incl Weedscreen)	10,000	-9,089	911
SCH77 Lower Fulney Drainage Works	50,000	-50,000	0
SCH79 Exeter Drain North Pipeline & Open Channel Refurb/Rehab	120,000	-120,000	0
SCH80 Holbeach Drainage Study	50,000	-19,084	30,916
SCH83 South Holland Main Drain Study	100,000	-9,452	90,548
SCH87 Moulton Chapel Drainage Improvements	44,000	25,000	69,000
SCH91 Exeter Drain North Matmore Gate Pipeline Refurbishment	0	120,000	120,000
SCH100 Roman Bank Piping	0	65,000	65,000
SCH101 Claylake Culvert Repairs	0	55,000	55,000
Lower Fulney Drainage Works	0	50,000	50,000
Allenbys Chase Drainage Scheme	20,000	50,000	70,000
	698,857	232,375	931,232

19. Movements on the Revaluation Reserve are made up as follows:

	2024/25
Opening Balance as at 1-4-2024	414,713
Less:	
Pumping Station Depreciation	0
Closing Balance as at 31-3-2025	414,713

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

Note Notes to the Accounts

20. Movements on the Grants Reserve are made up as follows:

	2024/25
Opening Balance as at 1-4-2024	129,854
Add: Grant Received	1,690,000
Less: Grant Applied	-961,037
	858,817
	0
Add: Grant Due	858,817
Closing Balance as at 31-3-2025	

	2023/24	2024/25
SCH69 Lords Pumping Station Refurbishment	44,658	16,463
SCH78 Lutton Leam Outfall Sluice Refurbishment Study	2,453	1,650
SCH79 Exeter Drain North Pipeline & Open Channel Refurb/Rehab	26,560	0
SCH80 Holbeach Drainage Study	60,381	41,297
SCH83 South Holland Main Drain Study	61,595	52,143
SCH84 Wragg Marsh Culvert Repair	8,279	8,279
SCH89 Lutton Leam Outfall Sluice Refurbishment Works	-74,072	461,098
SCH91 Exeter Drain North Matmore Gate Pipeline Refurbishment	0	253,727
SCH95 Holbeach Bank PS Study/Refurb	0	24,159
	129,854	858,817

	0
Grants Due as at 31-3-2025	0

21. Pension Liability

- (i) The Pension Liability is calculated by the Local Government Pension Scheme (LGPS) Fund Actuary at the end of every financial year. It is a notional liability that is shown as a Long Term Liability on the Balance Sheet. This figure is meant to show the extent of the Board's liability at the Balance Sheet date, based on a number of actuarial assumptions. However it is important to note that this sum does not represent an estimate of the exit cost of withdrawing from the LGPS at the Balance Sheet date.
- (ii) The Board is a member of the Water Management Alliance Consortium and as such also has a proportion of the pension liability for the shared staff that are employed by King's Lynn IDB, t/a the Water Management Alliance. The Fund Actuary for Norfolk County Council has prepared a separate Report for the Water Management Alliance, which identifies a notional net pension asset of £2,707,000 as at 31 March 2025 that is shared by all 6 Member Boards. The Board's share of this pension liability/(asset) is set out every year in the WMAs Basis of Apportionment, which was approved by the Board on 06 February 2024.

22. Related Party Transactions

- (i) The Board is a full member of Anglia Farmers Ltd, an agricultural purchasing cooperative. Several members of the Board are also shareholders of this organisation. The Board paid Anglia Farmers Ltd £256.98 up to 31/03/2025
- (ii) The Board is a member of the Water Management Alliance Consortium, who provide administrative services to the Board. The Board has 2 representatives and a substitute member, who serve on the Consortium Management Committee, this includes the Chairman of the Board.

S JEFFREY BSc (Hons) FCCA CPFA
CHIEF FINANCIAL OFFICER

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025		ACTUAL 2023/24 £	ACTUAL 2024/25 £
1	Balances brought forward		
	General Reserve	538,831	774,877
	Development Reserve	946,863	946,863
	Capital Works Reserve	810,198	698,857
	Grants Reserve	112,115	203,927
	Plant Renewals Reserve	1,625,635	1,625,635
	Revaluation Reserve	414,713	414,713
	Pension Reserve	-3,817,000	-3,554,000
	As per Statement of Accounts	631,356	1,110,872
	(-) Fixed Assets and Long Term Liabilities		
	Pension Liability	-3,817,000	-3,554,000
	Net Book Value of Tangible Fixed Assets	1,561,238	1,396,254
		-2,255,762	-2,157,746
	(=) Adjusted Balances brought forward (Net Current Assets)	2,887,118	3,268,617
2	(+) Rates and Special Levies		
	Drainage Rates	1,340,038	1,447,604
	Special Levies issued by the Board	1,615,110	1,747,295
	As per Statement of Accounts	2,955,148	3,194,899
3	(+) All Other Income		
	Grants Applied	1,024,436	961,037
	Grants Applied Tranche 1 + 2 Funding	0	959,583
	Grant Due	74,072	-74,072
	Rental Income	1,334	1,373
	Income from Rechargeable Works	178,963	189,374
	Investment Interest	148,326	231,519
	Development Contributions	0	46,620
	Other Income	271,328	303,402
	Profit/(Loss) on disposal of Fixed Assets	7,211	24,798
	As per Statement of Accounts	1,705,671	2,643,634
	(+) Income from Sale of Fixed Assets (above profit/(loss))		
	Capital Cost of disposals	19,705	279,715
	Accumulated depreciation written out	-19,705	-213,013
		0	66,702
	(+) Grants Applied to Grants Received Conversion		
	(-) Grants Applied	-1,024,436	-961,037
	(-) Grants Applied Tranche 1 + 2	0	-959,583
	(+) Grants Received	1,042,175	1,690,000
	(+) Grants Received Tranche 1 + 2	0	959,583
		17,739	728,963
	(=) Adjusted Other Income	1,723,410	3,439,299
4	(-) Staff Costs		
	Labour Operations Account	567,020	608,808
	Technical Support Staff Costs	319,792	359,738
	Administration Staff Costs	109,846	117,711
		996,658	1,086,257

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025		ACTUAL 2023/24 £	ACTUAL 2024/25 £
5	(-) Loan Interest/Capital Repayments		
	Loan Interest	0	0
	Capital Repayments	0	0
	As per Statement of Accounts	0	0
6	(-) All Other Expenditure		
	Capital Works	1,139,389	1,110,904
	Tranche 1 + 2 Expenditure	0	789,785
	Environment Agency Precept	145,835	145,835
	Maintenance Works	2,509,322	2,454,574
	Administration Charges	561,958	602,044
	Cost of Rechargeable Works	166,282	184,624
	Development Contributions Costs	0	0
	Net Deficit/(Surplus) on Operating Accounts	-60,743	-92,452
	Depreciation/(Revaluation) of Pumping Stations	0	0
	As per Statement of Accounts	4,462,042	5,195,314
	(-) Depreciation Charged		
	Mobile Plant and Equipment	255,188	244,596
	Buildings	12,904	12,904
	Pumping Stations	0	0
		268,093	257,501
	(-) Staff Costs now reported in Box 4	996,658	1,086,257
	(+) Capitalised Additions		
	Office and Workshop Refurbishment	0	60,000
	Mobile Plant and Equipment	103,109	384,286
		103,109	444,286
	(=) Adjusted Other Expenditure	3,300,401	4,295,842
7	(=) Balances carried forward		
	General Reserve	774,877	1,095,898
	Development Reserve	946,863	993,483
	Capital Works Reserve	698,857	931,232
	Grants Reserve	203,927	858,817
	Grant Reserve Tranche 1 + 2	0	0
	Plant Reserve	1,625,635	1,742,911
	Revaluation Reserve	414,713	414,713
	Pension Reserve	-3,554,000	-3,031,000
	As per Statement of Accounts	1,110,872	3,006,054
	(-) Fixed Assets and Long Term Liabilities		
	Pension Liability	-3,554,000	-3,031,000
	Net Book Value of Tangible Fixed Assets	1,396,254	1,516,338
		-2,157,746	-1,514,662
	(=) Adjusted Balances carried forward (Net Current Assets)	3,268,617	4,520,716

From: 01 April 2024
To: 31 March 2025

Period To: 12
Year Ended: 31 March 2025

BOX NO. ANNUAL RETURN, FOR THE YEAR ENDED 31 MARCH 2025		ACTUAL 2023/24 £	ACTUAL 2024/25 £
8	Total Cash and Short Term Investments		
	Bank Current Account	3,346	255,699
	Short term Investments	3,500,000	4,750,000
	As per Statement of Accounts	3,503,346	5,005,699
9	Total Fixed Assets and Long Term Assets		
	Land and Buildings (valued at Purchase Cost)	871,257	931,257
	Office and RT Equipment (valued at Purchase Cost)	0	0
	Plant and Equipment (valued at Purchase Cost)	2,344,906	2,449,477
	Pumping Stations (Revalued)	156,750	156,750
	Shared Consortium Assets (NRV)	0	0
	As per Fixed Asset Register	3,372,913	3,537,484
10	Total Borrowings		
	Loans Due (<= 1 Year)	0	0
	Loans Due (> 1 Year)	0	0
	As per Statement of Accounts	0	0

7, 8 RECONCILIATION BETWEEN BOXES 7 AND 8		ACTUAL 2023/24 £	ACTUAL 2024/25 £
7	Balances carried forward (adjusted)	3,268,617	4,520,716
	(-) Deduct: Debtors and Prepayments		
	Stock	15,883	12,658
	Debtors Control Account	22,634	42,729
	Work in Progress	391	0
	Ratepayers Due	-3,097	9,483
	Staff Health Insurance	0	0
	Prepayments/(Accruals) WMA	-162,991	-69,256
	Grant Due	74,072	0
	VAT Due from HMRC	131,169	143,718
		78,061	139,333
	(+) Add: Creditors and Payments Received in Advance (<= 1 Year)		
	Creditors Control Account	149,510	279,917
	Payroll Liabilities incl Staff Health Insurance	0	0
	Accruals	162,206	341,527
	Rates/Special Levies Paid in Advance	1,073	2,872
		312,790	624,316
	(=) Box 8	3,503,346	5,005,699
8	(=) Total Cash and Short Term Investments		
	Bank Current Account	3,346	255,699
	Short term Investments	3,500,000	4,750,000
		3,503,346	5,005,699

S JEFFREY BSc (Hons) FCCA
CHIEF FINANCIAL OFFICER

15/05/2025

Annual Governance and Accountability Return 2024/25 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2024/25

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** **must** be completed by the authority's internal auditor.
 - **Sections 1 and 2** **must** be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2025**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2025**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2025
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2024/25

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2025 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2024/25**, approved and signed, page 4
- **Section 2 - Accounting Statements 2024/25**, approved and signed, page 5

Not later than 30 September 2025 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review. It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

**for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.*

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2024/25

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2025.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2024) equals the balance brought forward in the current year (Box 1 of 2025).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2025**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?		
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?		
	Has an explanation of significant variations been published where required?		
	Has the bank reconciliation as at 31 March 2025 been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.		

***Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices**, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2024/25

SOUTH HOLLAND IDB

<https://www.wlma.org.uk/south-holland-idb/home/>

During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

03/02/2025 04/02/2025

David Robinson

Signature of person who carried out the internal audit

DL

Date

03/04/2025

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

EN SOUTH HOLLAND IDBITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

15/05/2025

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

EN <https://www.wlma.org.uk/south-holland-idb/home/> ADDRESS

Section 2 – Accounting Statements 2024/25 for

EN SOUTH HOLLAND IDBITY

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	2,887,118	3,268,617	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	2,955,148	3,194,899	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	1,723,410	3,439,299	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	996,658	1,086,257	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	3,300,401	4,295,842	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	3,268,617	4,520,716	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	3,503,346	5,005,699	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	3,372,913	3,537,484	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)				The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE

Date

07/05/2025

I confirm that these Accounting Statements were approved by this authority on this date:

15/05/2025

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of

ENTER NAME OF AUTHORITY

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2024/25

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

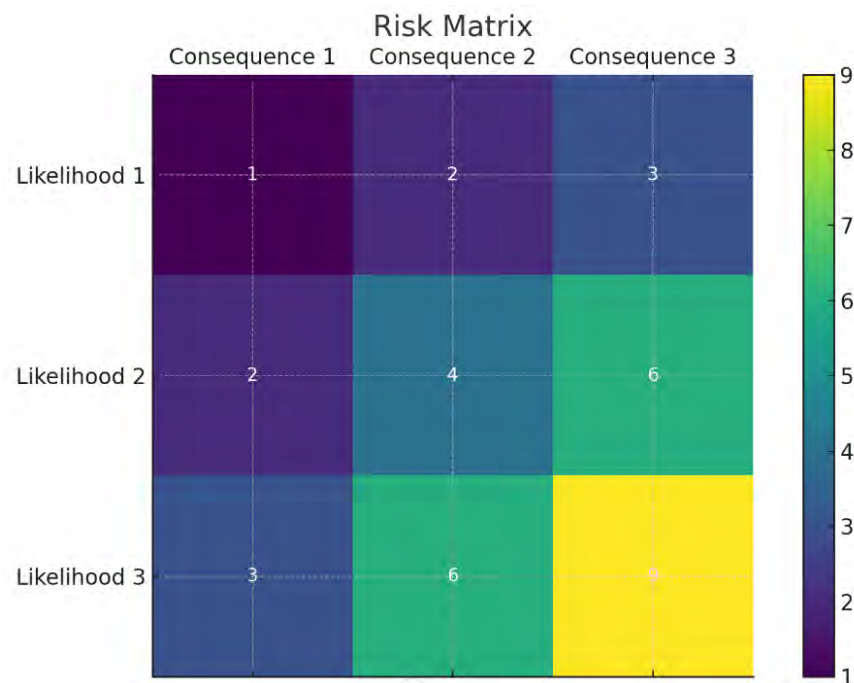
External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY

Risk Register



Risk Register analyses the likelihood and consequences to determine the risk level.

Risks of 1-3 are considered tolerable, with active monitoring of the situation and some actions being required.

Risks of 4-6 are considered those we need to 'Treat', that is to take more proactive actions to minimize and control the risk.

Risks of 9 are considered too high and should be 'Transferred' that is passed to another or stopped.

Objectives	Risk Identified	Impact	Risk Likelihood	Risk Consequence	Risk Score	Action	Details of how risk will be managed	Review Date	Officer
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) Reduction in, or insufficient finance, grant and income	<p>Erosion of the Board's capital and general reserves.</p> <p>Reduction in standard of FCERM services the Board is able to provide.</p> <p>Inability to replace assets as scheduled in the Board's asset management plan</p>	2	3	6	Treat	<p>Aiming to present a balanced budget within 2 years by:</p> <p>1). Only undertaking maintenance work that reduces flood risk.</p> <p>2). Implementing the Board's net cost reduction strategy, as set out in the group's Rate Levies and Collection Policy.</p> <p>3). Only undertaking <u>new</u> capital work that is fully grant funded.</p> <p>4). Requesting the Board to approve annual increases in drainage rates and special levies that will deliver a balanced budget next year.</p>	31.03.2026	KV

Objectives	Risk Identified	Impact	Risk Likelihood	Risk Consequence	Risk Score	Action	Details of how risk will be managed	Review Date	Officer
		and EA MTP. Inability to replace any culverts and/or free-span bridges that the Board may be found to have some liability for replacing.					Legal advice has been sought on the potential liability the Board may have for replacing/repairing culverts and/or free-span bridges that exist in the Board's arterial network.		
	(1b) EA is no longer willing or able to carry out work on sea defences that protects the Internal Drainage District, or the works are undertaken to a reduced specification.	Potential for overtopping into the IDD during severe weather events. Cost implication of managing the increase in water and potential damage to the Board's infrastructure.	2	3	6	Treat	A request has been made to the local EA Asset Performance Team to share details on the monitoring of the former lines of reclamation. We received an update from the EA at the end of August 2022 – the former lines of reclamation are currently surveyed every 2 years and the majority have been found to be in a poor state. The EA do not intend to improve their condition, only prevent will-full/further degradation. An update on this has been requested from the EA and a response is awaited.	31.03.2026	KV
	(1o) Possible enforced works on Board's infrastructure arising from implementation of Eel Regs 2009	Huge cost implications if works are not grant funded.	2	3	6	Tolerate	The Area Manager has worked with EA to assess and prioritise sites. Discussions are currently being held with EA to secure new exemptions to the screening requirements to replace the previous exemptions which expired in 2024. Apply for grant aid when	31.03.2026	KV/CL

Objectives	Risk Identified	Impact	Risk Likelihood	Risk Consequence	Risk Score	Action	Details of how risk will be managed	Review Date	Officer
							replacing/refurbishing pumping stations and tidal sluices to ensure IDB infrastructure is both fish friendly and eel regs compliant.		
	(1u) Applications to the Environment Agency to part-fund capital projects may be successful, but the Board would still be unable to deliver the improvement work because it could not fund its share of the project cost. The risk of this happening was considered to be high.		2	3	6	Treat	Expertise is held within teams to maximise the amount of grant being obtained along with other sources of funding. Teams to remain vigilant of challenges and always work to minimize the costs of capital projects and find efficiencies wherever possible.	31.03.2026	KV
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.	(3b) SUDs managed by private companies who allow them to fall into disrepair by lack of long- term maintenance.	Inadequate or lack of maintenance of SUDs could have an adverse impact on the IDB infrastructure and subsequently increase the risk of flooding over the medium term.	2	3	6	Treat	The Sustainable Development team proactively promotes best practice when considering on-site drainage design as part of planning submissions and consent applications. This includes advocating for SuDS adoptions wherever feasible and are ensuring that SuDS design facilitates effective maintenance.	31.03.2026	CB

CB = Cathryn Brady, Sustainable Development Manager, PC = Phil Camamile, Chief Executive, SJ = Sallyanne Jeffrey, Finance & Rating Manager, CL = Caroline Laburn, Environmental Manager, KV = Karl Vines, Area Manager

FEEDBACK & COMPLAINTS REVIEW

For the period 1st January 2025 – 25th April 2025

1. INTRODUCTION

To meet the strategic aims, the vision, mission and values of the board, it is important to monitor feedback from the public, organisations and other relevant stakeholders. Whether it is positive or negative, all feedback can be used to improve our performance and services.

2. HOW WE COLLATE FEEDBACK

We collate feedback through our website, emails and telephone calls. Links to Feedback and Customer Complaint forms are located in all email footers.

3. OFFICIAL COMPLAINTS

Date of complaint	Location	Nature of complaint	Allocated to	Status	Action taken
06/01/2025	Long Sutton	Consent to retain a fence	Pip Noon	Closed	A letter sent via email addressing all elements in the complaint, referring to the Boards Enforcement Policy.

The same reporting period last year contained no complaints.

4. OTHER FEEDBACK

No feedback has been received or dealt with during the reporting period and there is no outstanding feedback to monitor brought forward from previous reporting periods. The same reporting period last year contained no feedback.

FRANCES BLIGH
ICT MANAGER
25th April 2025

P. N. WATTS
Vine House Farm
Deeping St Nicholas
Spalding PE11 3DG

Farmer and Conservationist
Farmland Wildlife Adviser
Tel No 01775630208
Email nicholas@vinehousefarm.co.uk

22nd April 2025

Dom Morris
Marsh Reeves
Foxes Low Road
Holbeach

Dear Dom

It is not often you get a letter from someone offering to save you money without making any investment but this a letter doing just that.

Cutting only one side of drains each year saves money and increases wildlife. I know this from my wildlife surveys which I have been doing over 4000 acres in Deeping Fen for the past 30 years.

No birds nest in our drains when they are cut both sides each year but birds do nest in our drains when they have been only cut on one side the previous year.

Our machine operators say that when a drain is being cut both sides and a water vole is disturbed, Herons following the machine will usually be able to catch and eat that vole. When a drain is being cut only one side plus the watercourse, if a water vole is disturbed it goes into the vegetation on the uncut side escaping any Herons following the machine.

Many thousands of £s are spent each year in trying to increase water vole numbers, we can help that operation by only cutting one side of our drains each year.

Public bodies also have a duty to look after wildlife.

Yours Sincerely



Nicholas Watts MBE. FRAGS

WMA Group policies for review- CMC Meeting, 25 April 2025

	Policy	Owner	Comments
1	Supplier Performance Policy Click here	MP	3-year review

Development Contribution Review

1. Introduction

The WMA Boards currently charge a Development Contribution for additional flows discharging into the Board's Internal Drainage District from new impermeable areas. This is known as the Surface Water Development Contribution (SWDC).

No charge is currently made for additional flows resulting from the discharge of treated effluent (used and treated potable water) such as discharges from a package treatment plant from a residential property.

2. Proposed Change

It is proposed that the WMA's approach to charging Development Contributions is expanded to include a Treated Foul Water Development Contribution (TFWDC). As with the SWDC, the TFWDC should reflect some of the actual likely costs resulting from the increased volume of water draining to infrastructure maintained by the Board, based on broad but realistic assumptions.

The following charges are proposed for adoption by the WMA Boards:

Property Type	TFWDC
Private Residential Dwelling	£184

Table 1: Proposed TFWDC charge per private residential dwelling.

Property Type	Charge per 100m ² floor space
Low Occupancy Commercial - Including Industrial / Agricultural Units (1-5 people per 100m ²)	£195
Medium Occupancy Commercial - Including Offices / Retail Units / Care Facilities (6-15 people per 100m ²)	£586
High Occupancy Commercial - Including Restaurants / Cafés / Schools (16+ people per 100m ²)	£977

Table 2: Proposed TFWDC charge for commercial development / premises.

The following broad but realistic assumptions have been used to support this proposal:

- Each occupant of a residential dwelling will use and dispose of 110 litres of water per day (equates to 40m³ per year). This is based on the UK's target to reduce average water consumption to 110 litres per person per day by 2050 according to Defra's 25 Year Environment Plan.

- Each occupant of a commercial premises will use and dispose of 55 litres of water per day (equates to 20m³ per year). This is a conservative assumption based on compiled data available from Ofwat and a report from South Staffs Water.
- A private residential dwelling has an average occupancy of 2.36 people (UK average) according to the Office for National Statistics.
- At least £6,250 of watercourse improvements will be eventually required for every 3200m³ of additional water which drains to Board Maintained watercourses.
 - This equates to 1ha of additional impermeable area, and is an assumption which is shared with the SWDC charging approach assumptions.
 - This also equates to 80 occupants in a residential setting, or 160 occupants in a commercial setting.
 - This value is based on the cost of replacing a 12m length of 450mm culvert, or 1,000m³ of channel improvement works (this equates to approximately 0.5km of widening, if widened by 1m each side).

3. Impact of Change

In 2024 the WMA Boards collectively issued 32 consents for treated foul water discharges, collecting £0 in Development Contributions. Assuming a minimum charge of £184 was applied, the WMA Boards would have collected £5,888 in Treated Foul Water Development Contributions.

4. Legality of Change

In 2009, 2015 and 2018 the WMA sought legal advice regarding the legality of (SW)DC's. The advice has all confirmed that a charge is legal if it relates to actual or potential works to be undertaken by the IDB to manage the additional runoff and does not involve any profit making for the IDB, (instead representing a contribution towards eventual works undertaken) with a rational basis, and if the charge is a standard rate applied equally and in a transparent way (while being proportional to the size of the development). Officers believe the proposal satisfies the above requirements.

5. Officer Recommendation

Officers recommend that the WMA's charging policy is updated to include the TFWDC charges shown in tables 1 and 2.



Water Management Alliance

Annual Carbon Report

2023/2024 Financial Year Update

Published: January 2025

CONTENTS

1. INTRODUCTION

2. PURPOSE

3. METHODOLOGY

- 3.1 The GHG Protocol
- 3.2 Scope Definitions
- 3.3 Organisational Boundary
- 3.4 Coverage
- 3.5 Target

4. RESULTS

- 4.1 WMA Summary
- 4.2 Quality Control
- 4.3 2023 Weather
- 4.4 Data

Appendix 1: South Holland IDB – Summary, Results and Data

Appendix 2: King’s Lynn IDB – Summary, Results and Data

Appendix 3: Norfolk Rivers IDB – Summary, Results and Data

Appendix 4: Broads IDB – Summary, Results and Data

Appendix 5: Waveney, Lower Yare and Lothingland IDB – Summary, Results and Data

Appendix 6: East Suffolk IDB – Summary, Results and Data

Appendix 7: Pevensey and Cuckmere WLMB – Summary, Results and Data

Appendix 8: 2023 Weather Maps

1. INTRODUCTION

This report is an annual update to the Water Management Alliance's first-ever full carbon audit (Published February 2023), as it strives to reduce carbon emissions by 50% by 2030. This report now includes emissions data for the 2023/2024 financial year.

The carbon audit will allow the Water Management Alliance to calculate and benchmark its carbon emissions and enable the key sources of emissions to be identified. This report now sits alongside the Water Management Alliance's Carbon Management Plan which sets out short, medium and long term actions to reduce carbon emissions.

2. PURPOSE

The Water Management Alliance would like to commit to the Government's ask of small businesses (SMEs) to commit to take climate action in three ways:

- 50% reduction in greenhouse gas emissions before 2030. (Scope 1 and Scope 2)
- Achieve net zero emissions by 2050. (across Scope 1, 2 and 3)
- Disclose progress on a yearly basis.

3. METHODOLOGY

3.1 The GHG Protocol

The GHG Protocol establishes comprehensive global standardized frameworks to account for and report on greenhouse gas emissions. This carbon audit has been produced in line with the principles of the Greenhouse Gas (GHG) Protocol and UK Government Department for Business, Energy and Industrial Strategy (BEIS) GHG reporting guidance.

The GHG emissions have been calculated by multiplying activity data by the relevant emissions factor:

$$\text{Activity data} \times \text{GHG emissions factor} = \text{GHG emissions}$$

GHG emissions are expressed as carbon dioxide equivalents (CO₂e), and include; Carbon dioxide (CO₂), Methane (CH₄), Nitrous oxide (N₂O), Sulphur hexafluoride (SF₆), Hydrofluorocarbons (HFCs), Perfluorocarbons (PFCs) and Nitrogen trifluoride (NF₃).

3.2 Scope Definitions

The Green House Gas Protocol defines 3 types of emission categories referred to as Scopes. To help demonstrate Figure 1 is a Scope Infographic. Figure 2 describes each activity the WMA has included within each Scope.

Scope 1 - Direct Emissions from activities under our control. Primarily relating to fossil fuel combustion

Scope 2 - Indirect Emissions from the electricity we purchase and use

Scope 3 - All other indirect emissions from activities, sources we don't own or control

3.3 Organisational boundary

Calculating scope 3 emissions can often be difficult because the data required is mostly held by other organisations in the supply chain. For Scope 3 we have had to be clear which activities we are unable to report on

Included -

- Fuel purchased by WMA for owned plant used for PSCA Work

Excluded -

- Fuel purchased by contractors for their own vehicles and plant undertaking IDB work.

- Emissions from FCERM Capital projects where we use contractors.

- Employee Commuting

For the excluded items we may look to develop a reporting process that would allow us to report these emissions in future annual audits. We will request contractors for any construction projects to inform us of their emission reporting capabilities and which GHG calculation and reporting standards they operate to.

3.4 Coverage

The Water Management Alliance is an umbrella organisation, offering back-office and technical services to a consortium of seven Internal Drainage Boards. Each Internal drainage Boards managed by the WMA is an autonomous local, public body which has statutory duties to the environment as it undertakes its permissive powers.

The IDBs covered by the consortium are included – South Holland IDB, King's Lynn IDB, Norfolk Rivers IDB, Broads IDB, Waveney, Lower Yare & Lothingland IDB, East Suffolk WMB and Pevensey & Cuckmere WLMB. Data has been collected and summarised for individual Boards and collectively as the WMA.

3.5 Target

The IDBs of the WMA have a carbon net zero target date of 2050.

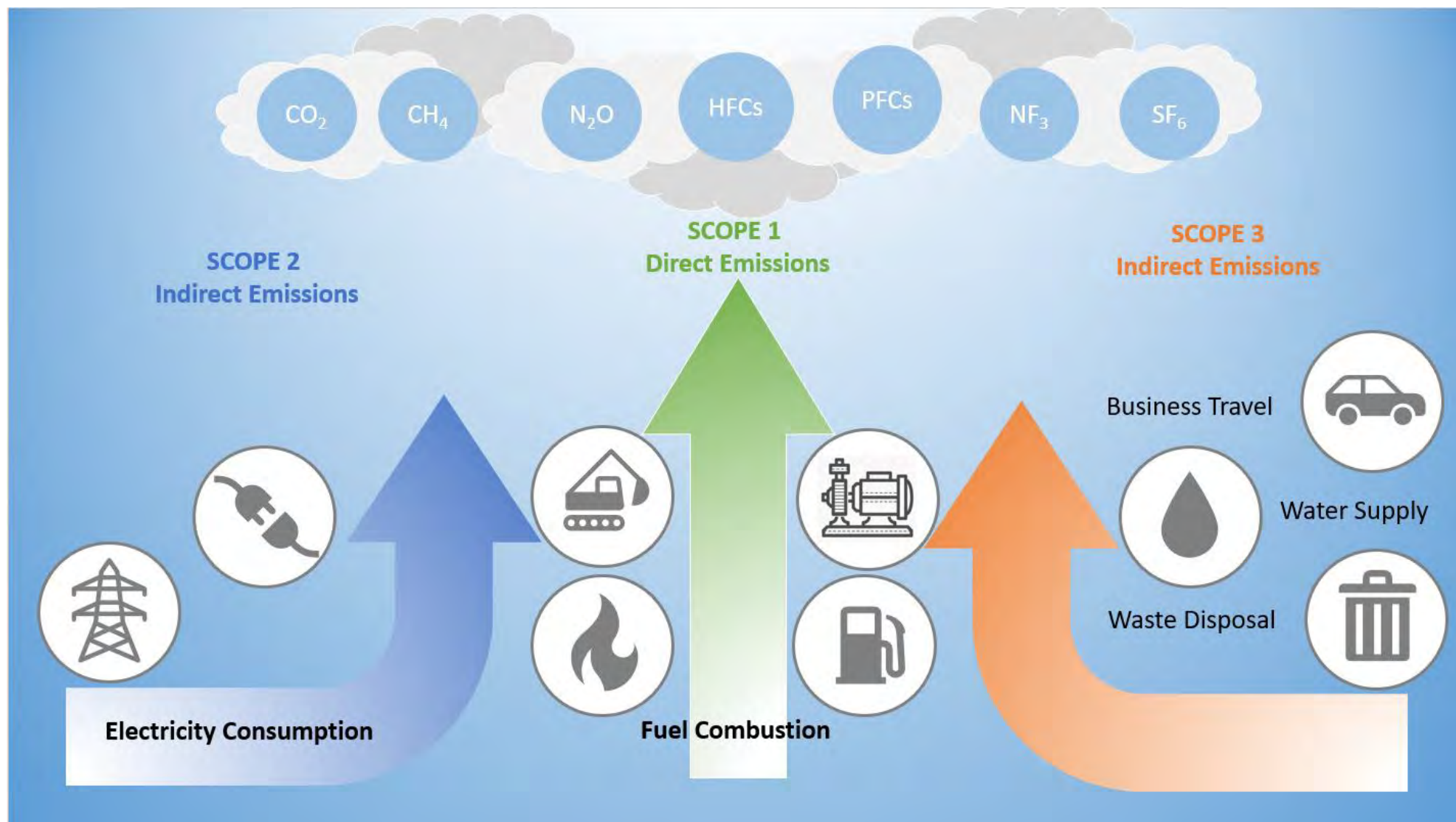


Figure 1: Scope Infographic

Activity		Description	Data Source	Unit
Scope 1 - Direct Emissions – Fuel Consumption				
Fuel in Fleet Vehicles	White Diesel	operational vehicle Fleet & Plant	fuel invoices	Litres
	Petrol			
	Red Diesel			
	Bio Oil			
Offices	Fugitive Emissions	Air con flouros	EOC Services	Kg
Pumping Station	Red Diesel Generators	Operating Pumping station back-up generators	fuel invoices	Litres
	Unleaded			
Scope 2 - Indirect Emissions – Electricity Consumption				
Electricity Emissions	Offices	Electricity purchased from the national grid to power the WMAs offices and Pumping Stations	utility bills	kWh
	Pumping Station			
Scope 3 - Other Indirect Emissions				
	Electricity Transmission & Distribution Losses	These are indirect emissions from the transmission and distribution of our purchased electricity. It is considered best practise to include these	utility bills	kWh
	Business travel inc Car, rail, and flights	Staff travel - in their own vehicles on business grounds, via train or plane	employee mileage claims / expenses	Miles / km
	Water Supply & Treatment	The supply of water to our buildings and sites. Treatment is the water we return to the system (90% return to sewer rate).	utility bills	m³
	Waste & Recycling	Weight of Waste and recycling collected from our offices	Veolia Dashboard	Kg

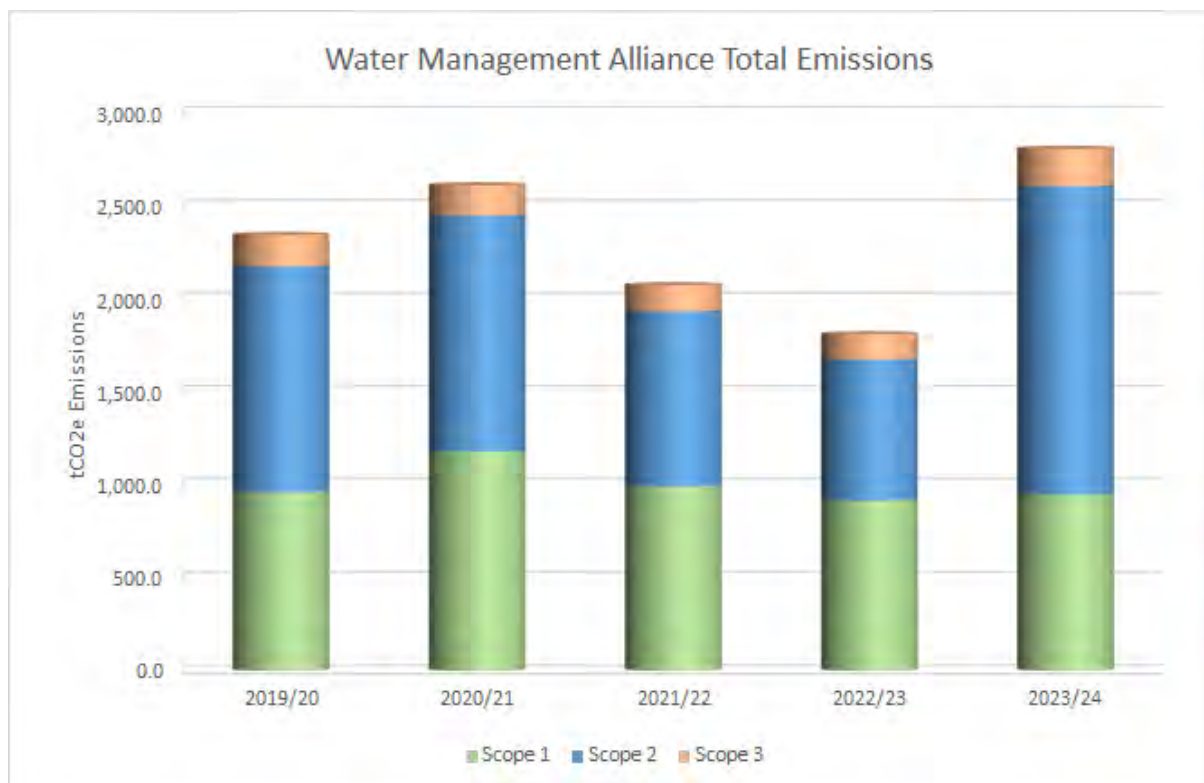
Figure 2: Description of each activity WMA included within each Scope

4. RESULTS

4.1 WMA Summary

The data shows that overall Carbon Emissions in 2023/24 are 20% higher compared to our baseline year of 2019/20, an increase of 462.9 tCO₂e. The emissions are 55% higher compared to 2022/23, an increase of 996 tCO₂e.

All Board's emissions have increased in 2023/24 compared against the previous year, 2022/23 due to the very wet weather endured during the Winter – as described and evidenced in 4.3 below and Appendix 8.



Scope 1

- Overall Emissions 3% higher (an increase of 32 tCO₂e) in 2023/24 than 2022/23, 1% lower (reduction of 13.4 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 119% higher (an increase of 898.8 tCO₂e) in 2023/24 than 2022/23, 37% higher (an increase of 447.1 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 48% higher (an increase of 65.1 tCO₂e) in 2023/24 than 2022/23, 19% higher (an increase of 32.2 tCO₂e) than 2019/20 baseline year.

4.2 Quality Control

The Finance team collating the data have applied data checks and consistency in producing data from the system. All outliers have been checked and explanations sought and documented from individual IDBs where large variations have occurred.

4.3 2023/2024 Weather

Summer 2023 was warmer and wetter than average with a record-breaking June. June 2023 was confirmed as the hottest June on record for the UK. The average mean temperature of 15.8°C in the month eclipsed the previous record for the Junes of 1940 and 1976 by 0.9°C, a huge margin.

Autumn 2023 was milder and wetter than average, with a fine start, a very wet October and a run of named storms including Agnes (late September), Babet (mid-October), Ciaran (start of November), Debi (mid-November), Elin and Fergus (early December) and Gerrit (late December).

October 2023 was the UK's equal sixth wettest October on record since 1836 with Storm Babet playing a large role.

February 2024 was very wet with roads across Essex, Cambridgeshire and Peterborough closed due to floodwater

All our IDBs experienced higher rainfall in 2023/2024 which explains why all Scope 2 Emissions, relating to electricity consumption in pumping stations, is higher for every board. It also explains why Scope 1 emissions, relating to fuel consumption to run temporary pumps, is higher for King's Lynn IDB, East Suffolk IDB, Broads IDB.

Given the significant increase in rainfall and operating costs felt by IDBs across the country as a result, in February 2024, the prime minister announced £75m to be split initially for two distinct purposes:

1. Storm recovery – assisting with IDB operational expenses following the winter storms of 2023/24, repairs to pumping stations, watercourses and other assets.
2. Investment to modernise and upgrade IDB assets/waterways for the future – modernise them, making them more efficient/effective, sustainable, environment friendly, to diversify the outcomes they achieve for lowland landscapes and communities.

[Prime Minister announces £75 million for IDBs to recover and modernise - Association of Drainage Authorities](#)

A third Tranche has recently been announced in November 2024 providing £19m of funding until April 2026.

4.4 Data

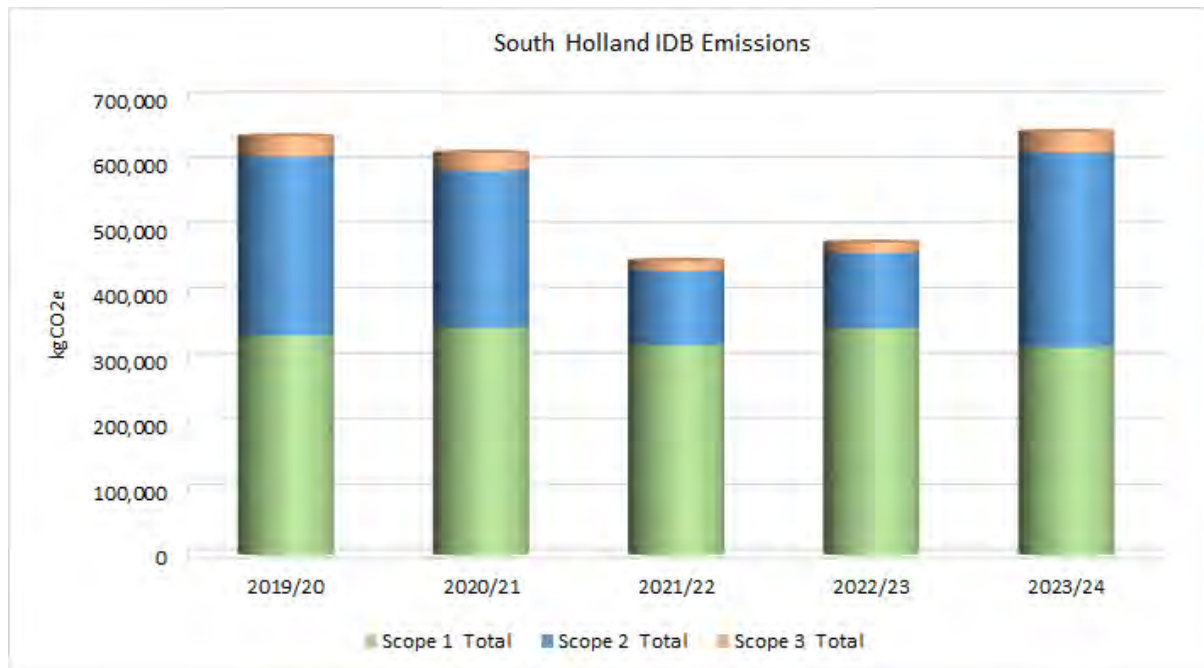
All the Boards are on 'Green Electricity Tariffs' but we have still recorded 100% of the electricity emissions as we do not believe the electricity provided from these tariffs is all from renewables.

		WMA TOTAL kgCO2e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	151,605.7	150,615.0	150,444.7	149,113.5	141,788.1
	Unleaded	1,614.9	1,454.4	1,464.5	1,121.3	8,266.1
	Red Diesel	730,561.6	885,025.9	744,720.1	741,692.0	759,135.2
	Bio Oil	0.0	0.0	550.0	137.5	0.0
	Gas	16,831.9	19,520.3	18,308.6	2,583.2	0.0
Small Tools / Others	Unleaded	211.7	189.1	95.7	253.0	588.8
	White Diesel	0.0	0.0	0.0	0.0	696.3
	Red Diesel	0.0	0.0	0.0	0.0	184.9
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	13,303.5	0.0	75,153.1	12,804.9	0.0
Pumping Station	Red Diesel Pump Engines or Generators	46,282.8	120,042.5	617.9	7,231.2	36,236.0
	Unleaded	11.0	362.3	100.5	83.1	140.3
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	23,489.3	17,327.2	19,364.0	21,042.0	14,943.4
	Pumping Station	1,188,238.7	1,251,588.7	920,709.5	735,919.5	1,640,860.2
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	102,712.9	109,192.1	84,251.9	69,245.3	143,343.0
Business Travel	Private Car Business travel	65,653.4	52,275.5	55,324.2	66,162.6	57,326.6
	Rail	120.3	27.8	117.9	91.6	78.6
	Flying	0.0	0.0	0.0	264.3	0.0
Water Supply / Treatment	Water Supply	365.9	349.6	58.0	90.0	76.6
	Water treatment	26.5	30.8	22.2	82.0	50.4
Waste / recycling	Waste	76.6	76.5	117.3	100.7	260.6
	Recycling	9.5	9.5	11.6	31.4	25.2
TOTAL		2,341,116.3	2,608,087.1	2,071,431.8	1,808,049.0	2,804,000.5
Scope 1 Total		960,423.1	1,177,209.4	991,455.2	915,019.7	947,035.9
Scope 2 Total		1,211,728.0	1,268,915.9	940,073.5	756,961.5	1,655,803.6
Scope 3 Total		168,965.1	161,961.8	139,903.1	136,067.8	201,161.0
% Change from Baseline year 2019/20						20
% Change from 2022/23						55

APPENDIX 1: SOUTH HOLLAND IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 1% higher compared to our baseline year of 2019/20, an increase of 6.5 tCO₂e. The emissions are 35% higher than 2022/23, an increase of 169 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 8% lower (a reduction of 28.7 tCO₂e) in 2023/24 than 2022/23, 5% lower (reduction of 17.7 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 157% higher (an increase of 181.7 tCO₂e) in 2023/24 than 2022/23, 9% higher (increase of 23.8 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 103% higher (increase of 16.0 tCO₂e) in 2023/24 than 2022/23, 2% higher (increase of 0.5 tCO₂e) than 2019/20 baseline year.

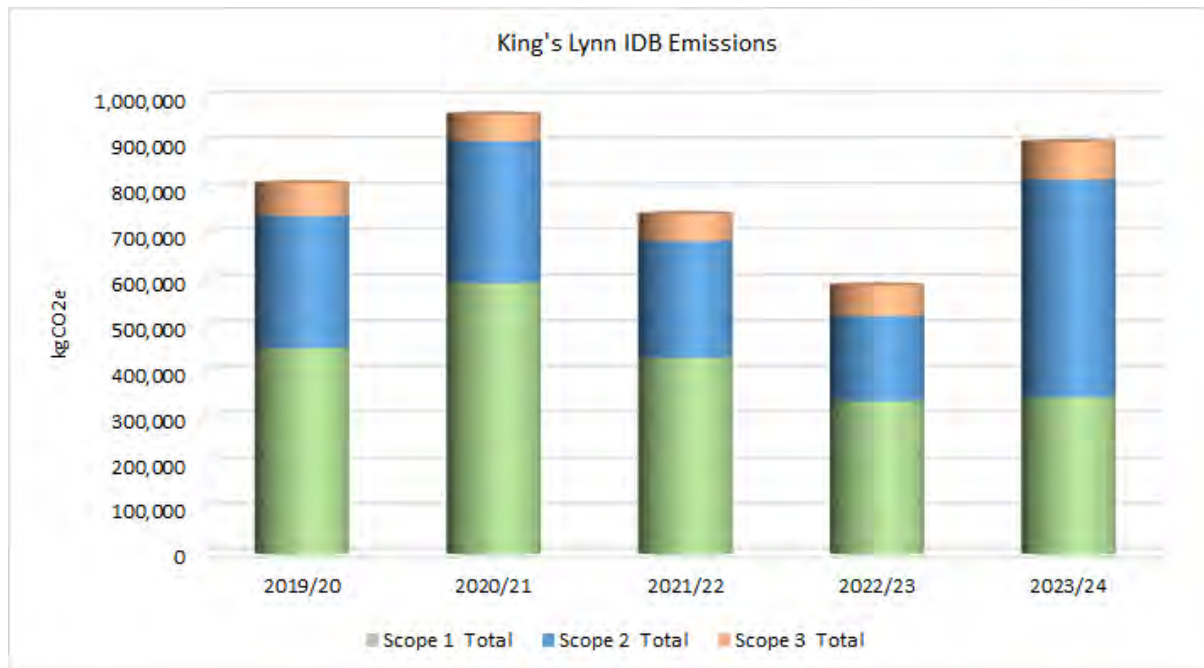
1.3 Data

		South Holland IDB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	37,719.4	35,165.4	28,498.6	39,639.0	34,153.6
	Petrol	521.3	362.1	390.5	261.4	395.5
	Red Diesel	293,029.5	308,623.7	291,263.6	293,716.4	283,485.1
	Bio Oil	0.0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	4,434.5	0.0	0.0	12,804.9	0.0
Pumping Station	Red Diesel Pump Engines or Generators	69.0	3,623.7	617.9	358.8	0.0
	Unleaded	0.0	0.0	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	3,571.7	3,607.1	3,525.3	2,909.3	3,213.1
	Pumping Station	269,673.5	236,270.6	109,585.1	112,449.2	293,814.8
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	23,161.8	20,641.8	10,137.3	10,552.8	25,713.7
Business Travel	Private Car Business travel	7,833.9	6,395.6	5,654.1	4,950.6	5,652.2
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	72.2	67.8	15.3	16.8	23.5
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	72.6	72.5	106.5	82.6	245.2
	Recycling	0.0	0.0	0.0	0.0	6.8
TOTAL		640,159.4	614,830.1	449,794.3	477,741.9	646,703.5
Scope 1 Total		335,773.6	347,774.8	320,770.7	346,780.5	318,034.2
Scope 2 Total		273,245.2	239,877.7	113,110.5	115,358.5	297,027.8
Scope 3 Total		31,140.6	27,177.7	15,913.2	15,602.8	31,641.4
% Change from Baseline year 2019/20						1
% Change from 2022/23						35

APPENDIX 2: KINGS LYNN IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 11% higher compared to our baseline year of 2019/20, an increase of 90 tCO₂e. The emissions are 53% higher compared to 2022/23, an increase of 312.9 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 2% higher (an increase of 8.4 tCO₂e) in 2023/24 than 2022/23, 24% lower (reduction of 108 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 156% higher (an increase of 289.5 tCO₂e) in 2023/24 than 2022/23, 65% higher (an increase of 188 tCO₂e) than 2019/20 baseline year.
- Electricity usage in previous years 2021/22 and 2022/23 has been updated to reflect half hourly meter reads.

Scope 3

- Overall Emissions 22% higher (increase of 15.1 tCO₂e) in 2023/24 than 2022/23, 14% higher (an increase of 10 tCO₂e) than 2019/20 baseline year.

1.3 Data

		King's Lynn IDB kgCO2e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	30,152.8	28,556.1	27,229.1	24,647.1	26,889.0
	Unleaded	479.6	419.4	515.9	374.2	509.5
	Red Diesel	349,070.8	433,246.9	308,664.7	300,823.4	315,699.8
	Bio Oil	0.0	0.0	0.0	0.0	0.0
	Gas	16,831.9	19,506.6	18,294.9	2,560.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	8,869.0	0.0	75,153.1	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	46,213.8	111,774.8	0.0	6,872.4	538.2
	Unleaded	0.0	0.0	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	14,919.2	7,810.7	9,938.8	14,191.4	7,992.4
	Pumping Station	272,442.9	301,665.8	244,896.0	171,665.4	467,324.4
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	24,358.4	26,630.9	22,839.0	17,001.8	41,148.2
Business Travel	Private Car Business travel	47,541.2	31,923.8	36,600.8	49,677.0	40,988.2
	Rail	120.3	27.8	117.9	91.6	78.6
	Flying	0.0	0.0	0.0	264.3	0.0
Water Supply / Treatment	Water Supply	293.7	281.8	42.7	73.2	53.1
	Water treatment	26.5	30.8	22.2	82.0	50.4
Waste / recycling	Waste	4.0	4.0	10.8	18.2	15.5
	Recycling	9.5	9.5	11.6	31.4	18.4
TOTAL		811,333.4	961,888.8	744,337.3	588,373.2	901,305.6
Scope 1 Total		451,617.8	593,503.7	429,857.6	335,277.1	343,636.5
Scope 2 Total		287,362.0	309,476.5	254,834.8	185,856.7	475,316.8
Scope 3 Total		72,353.5	58,908.6	59,644.9	67,239.4	82,352.4
% Change from Baseline year 2019/20						11
% Change from 2022/23						53

1.4 Solar Panels

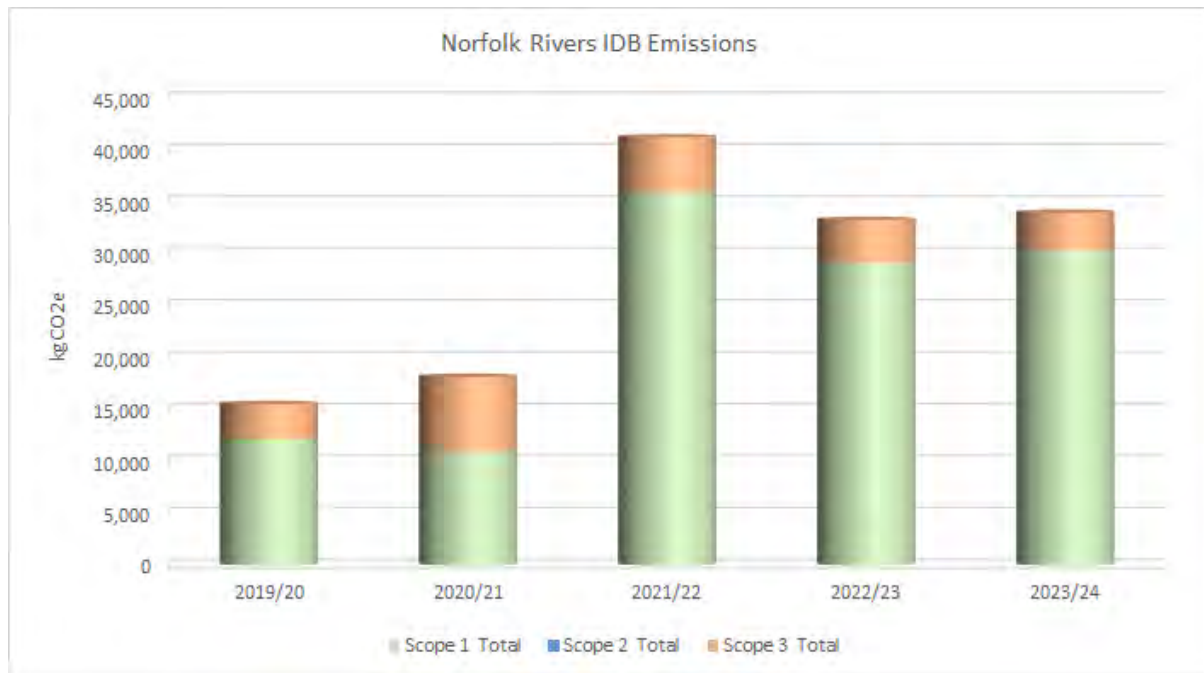
At Pierpoint House we commissioned solar panels in November 2022. Circa 51% (35.61 MWh) of our electricity consumption came from solar power during 2023/24. This avoided 8 tCO2e emissions compared with using electricity from the Grid. We have installed 60 kWh batteries to increase our storage and therefore the amount we can consume, before it is fed into the grid.

The solar also fed 33.9 MWh of excess generation that we could not consume into the grid. We get 6p per kWh from the grid generating a small income.

APPENDIX 3: NORFOLK RIVERS IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 119% higher compared to our baseline year of 2019/20, an increase of 18.4 tCO₂e. The emissions are 2% higher compared to 2022/23, an increase of 0.7 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 4% higher (increase of 1.1 tCO₂e) in 2023/24 than 2022/23, 149% higher (increase of 18.1 tCO₂e) than 2019/20 baseline year.

Scope 2

- No Emissions as there are no Pumping Stations or office

Scope 3

- Overall Emissions 11% lower (reduction of 0.45 tCO₂e) in 2023/24 than 2022/23, 9% higher (increase of 0.3 tCO₂e) than 2019/20 baseline year.

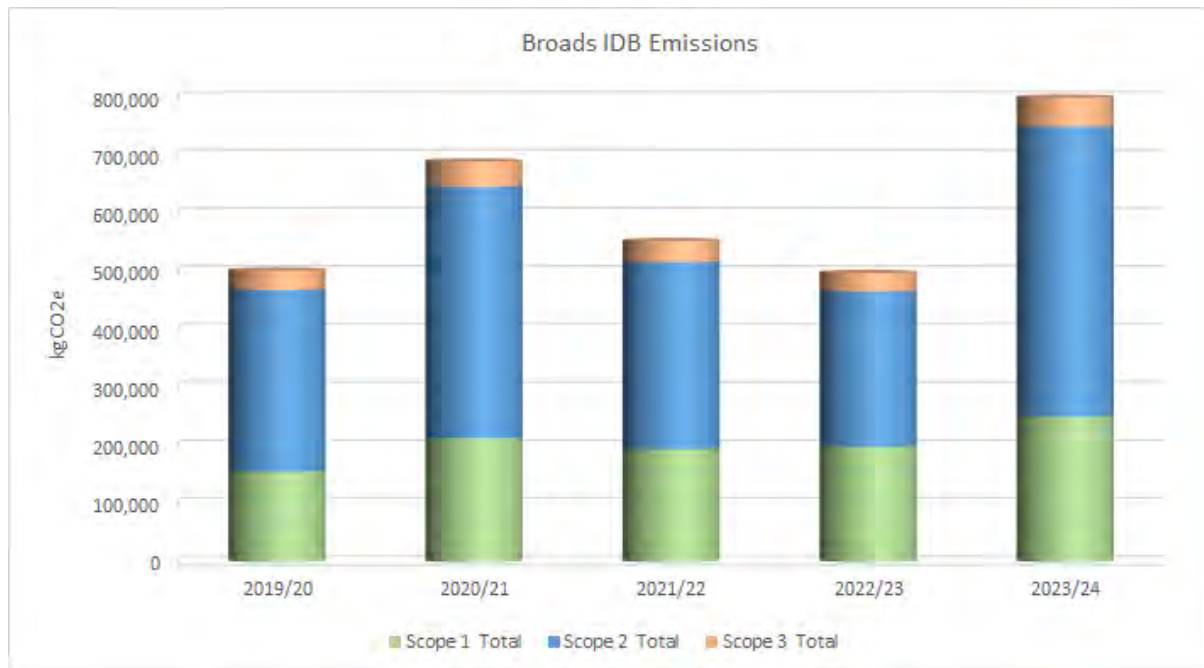
1.3 Data

		Norfolk Rivers IDB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	0.0	0.0	0.0	0.0	148.5
	Unleaded	0.0	0.0	108.8	99.4	6,496.3
	Red Diesel	12,194.0	10,959.3	35,273.8	29,068.3	23,633.9
	Bio Oil	0.0	0.0	550.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	0.0	0.0	0.0	0.0
	Unleaded	0.0	0.0	0.0	0.0	39.8
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	0.0	0.0	0.0	0.0	0.0
	Pumping Station	0.0	0.0	0.0	0.0	0.0
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	0.0	0.0	0.0	0.0	0.0
Business Travel	Private Car Business travel	3,345.4	7,195.3	5,280.1	4,092.9	3,641.3
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		15,539.4	18,154.7	41,212.8	33,260.6	33,959.7
Scope 1 Total		12,194.0	10,959.3	35,932.7	29,167.7	30,318.4
Scope 2 Total		0.0	0.0	0.0	0.0	0.0
Scope 3 Total		3,345.4	7,195.3	5,280.1	4,092.9	3,641.3
% Change from Baseline year 2019/20						119
% Change from 2022/23						2

APPENDIX 4: BROADS IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 59% higher compared to our baseline year of 2019/20, an increase of 297.9 tCO₂e. The emissions are 61% higher compared to 2022/23, an increase of 301.9 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 26% higher (an increase of 52.3 tCO₂e) in 2023/24 than 2022/23, 61% higher (increase of 94.8 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 86% higher (an increase of 231.3 tCO₂e) in 2023/24 than 2022/23, 60% higher (increase of 186.2 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 57% higher (an increase of 18.3 tCO₂e) in 2023/24 than 2022/23, 50% higher (increase of 16.8 tCO₂e) than 2019/20 baseline year.

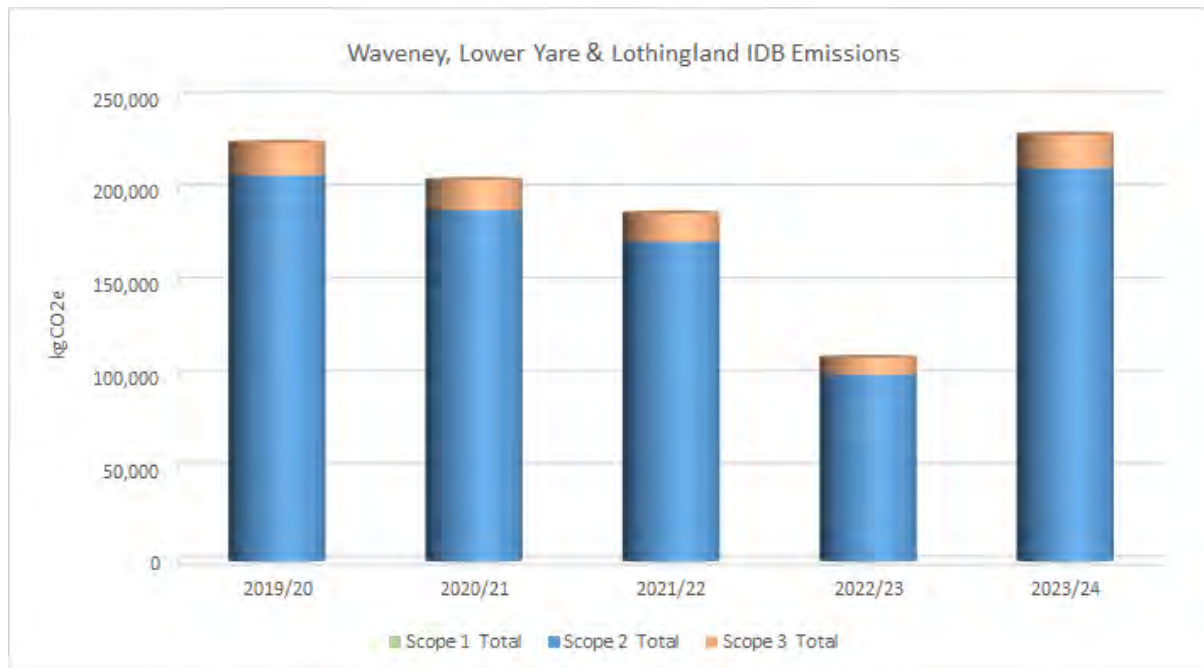
1.3 Data

		Broads IDB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	78,842.3	78,093.9	86,688.6	79,281.6	76,594.4
	Unleaded	110.4	324.2	0.0	0.0	69.0
	Red Diesel	76,134.9	129,937.4	107,308.4	118,083.8	136,214.3
	Bio Oil	0.0	0.0	0.0	137.5	0.0
	Gas	0.0	13.7	13.7	12.2	0.0
Small Tools / Others	Unleaded	211.7	189.1	95.7	253.0	588.8
	White Diesel	0.0	0.0	0.0	0.0	696.3
	Red Diesel	0.0	0.0	0.0	0.0	184.9
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	4,644.1	0.0	0.0	35,697.8
	Unleaded	11.0	351.4	100.5	83.1	100.5
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	4,998.4	5,909.3	5,899.8	3,941.3	3,737.9
	Pumping Station	307,936.8	426,210.1	315,918.2	263,949.0	495,439.7
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	26,526.1	37,184.5	28,842.2	24,506.0	43,213.8
Business Travel	Private Car Business travel	6,932.9	6,760.8	7,789.2	7,442.0	7,044.9
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		501,704.6	689,618.6	552,656.2	497,689.5	799,582.5
Scope 1 Total		155,310.4	213,553.8	194,206.9	197,851.2	250,146.1
Scope 2 Total		312,935.2	432,119.5	321,818.0	267,890.3	499,177.7
Scope 3 Total		33,459.1	43,945.3	36,631.4	31,948.1	50,258.7
% Change from Baseline year 2019/20						59
% Change from 2022/23						61

APPENDIX 5: WAVENEY, LOWER YARE & LOTHINGLAND IDB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 2% higher compared to our baseline year of 2019/20, an increase of 4.5 tCO₂e. The emissions are 109% higher compared to 2022/23, an increase of 120.1 tCO₂e.



1.2 Results

Scope 1

- This is the second year there have been Scope 1 Emissions. These Emissions are 79% lower (reduction of 0.15 tCO₂e) in 2023/24 than 2022/23.
- This reflects the use of either diesel or petrol used in hand tools. The values are so low it's not visible on the graph above.

Scope 2

- Overall Emissions 111% higher (an increase of 111.1 tCO₂e) in 2023/24 than 2022/23, 2% higher (an increase of 3.7 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 99% higher (an increase of 9.1 tCO₂e) in 2023/24 than 2022/23, 4% higher (an increase of 0.7 tCO₂e) than 2019/20 baseline year.
- This only relates to an increase in Electricity T&D losses as the consumption of Electricity used in Scope 2 has increased significantly.

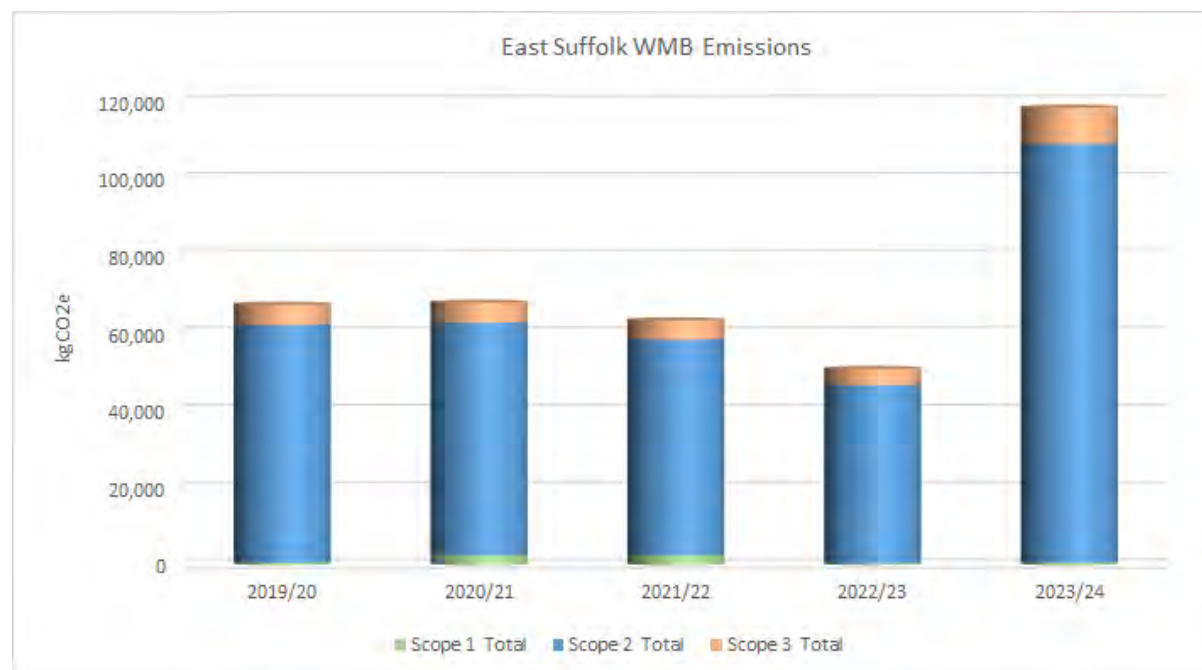
1.3 Data

		Waveney, Lower Yare & Lothingland IDB kgCO2e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	0.0	0.0	0.0	187.8	0.0
	Petrol	0.0	0.0	0.0	0.0	39.8
	Red Diesel	0.0	0.0	0.0	0.0	0.0
	Bio Oil	0.0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	0.0	0.0	0.0	0.0
	Unleaded	0.0	0.0	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	0.0	0.0	0.0	0.0	0.0
	Pumping Station	207,825.7	189,153.8	172,105.6	100,458.0	211,574.3
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	17,616.5	16,277.0	15,424.6	9,189.7	18,316.0
Business Travel	Private Car Business travel	0.0	0.0	0.0	0.0	0.0
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		225,442.1	205,430.8	187,530.2	109,835.5	229,930.1
Scope 1 Total		0.0	0.0	0.0	187.8	39.8
Scope 2 Total		207,825.7	189,153.8	172,105.6	100,458.0	211,574.3
Scope 3 Total		17,616.5	16,277.0	15,424.6	9,189.7	18,316.0
% Change from Baseline year 2019/20						2
% Change from 2022/23						109

APPENDIX 6: EAST SUFFOLK WMB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 76% higher compared to our baseline year of 2019/20, an increase of 50.9 tCO₂e. The emissions are 133% higher compared to 2022/23, an increase of 67.6 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 53% higher (an increase of 0.2 tCO₂e) in 2023/24 than 2022/23, 4% lower (a reduction of 0.02 tCO₂e) than 2019/20 baseline year.
- The values are so low it's not visible on the graph above.

Scope 2

- Overall Emissions 135% higher (an increase of 62.2 tCO₂e) in 2023/24 than 2022/23, 76% higher (an increase of 46.8 tCO₂e) than 2019/20 baseline year.

Scope 3

- Overall Emissions 122% higher (an increase of 5.2 tCO₂e) in 2023/24 than 2022/23, 80% higher (an increase of 4.2 tCO₂e) than 2019/20 baseline year.
- This only relates to an increase in Electricity T&D losses as the consumption of Electricity used in Scope 2 has increased significantly.

1.3 Data

		East Suffolk WMB kgCO2e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	0.0	0.0	0.0	0.0	0.0
	Unleaded	503.6	270.2	342.9	386.4	507.2
	Red Diesel	132.4	2,258.6	2,209.6	0.0	102.1
	Bio Oil	0.0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	11.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	0.0	0.0	0.0	0.0
	Unleaded	0.0	10.8	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	0.0	0.0	0.0	0.0	0.0
	Pumping Station	61,511.9	60,152.7	55,745.2	46,128.7	108,323.6
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	5,214.1	5,176.2	4,996.0	4,219.8	9,377.6
Business Travel	Private Car Business travel	0.0	0.0	0.0	0.0	0.0
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		67,362.0	67,868.5	63,293.8	50,745.8	118,310.5
Scope 1 Total		636.0	2,539.6	2,552.5	397.4	609.3
Scope 2 Total		61,511.9	60,152.7	55,745.2	46,128.7	108,323.6
Scope 3 Total		5,214.1	5,176.2	4,996.0	4,219.8	9,377.6
% Change from Baseline year 2019/20						76
% Change from 2022/23						133

APPENDIX 7: PEVENSEY & CUCKMERE WLMB

1.1 Summary

The data shows that overall Carbon Emissions in 2023/24 are 7% lower compared to our baseline year of 2019/20, a reduction of 5.4 tCO₂e. The emissions are 47% higher compared to 2022/23, an increase of 23.8 tCO₂e.



1.2 Results

Scope 1

- Overall Emissions 21% lower (a reduction of 1.1 tCO₂e) in 2023/24 than 2022/23, 13% lower (a reduction of 0.6 tCO₂e) than 2019/20 baseline year.

Scope 2

- Overall Emissions 56% higher (an increase of 23.1 tCO₂e) in 2023/24 than 2022/23, 6% lower (a reduction of 4.5 tCO₂e) than 2019/20 baseline year.

Scope 3

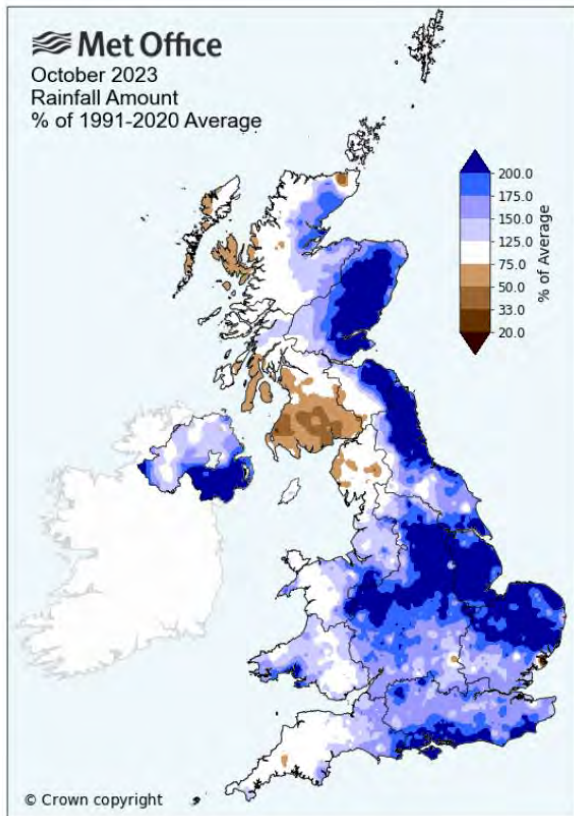
- Overall Emissions 48% higher (an increase of 1.8 tCO₂e) in 2023/24 than 2022/23, 4% lower (a reduction of 0.26 tCO₂e) than 2019/20 baseline year.
- This only relates to an increase in Electricity T&D losses as the consumption of Electricity used in Scope 2 has increased significantly.

1.3 Data

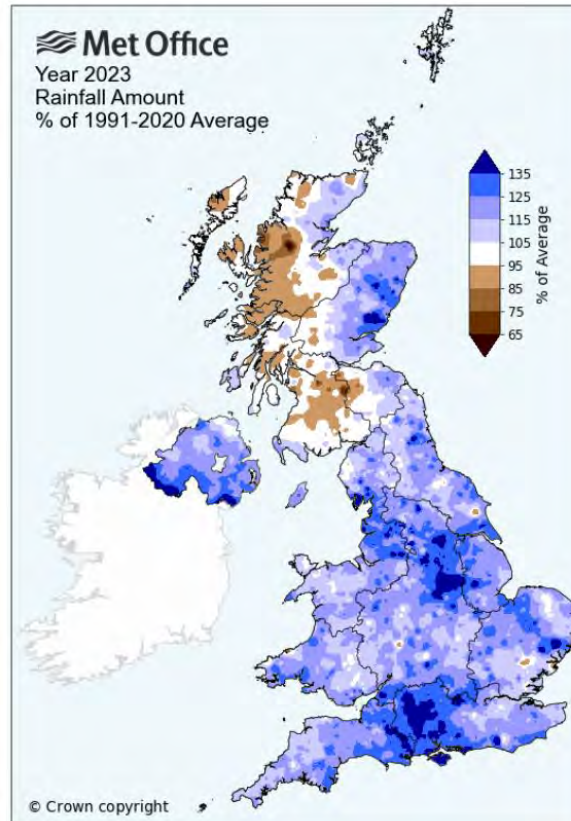
		Pevensey WLMB kgCO ₂ e Emissions				
Scope 1 - Direct Emissions		2019/20	2020/21	2021/22	2022/23	2023/24
Fuel in Fleet Vehicles	White Diesel	4,891.3	8,799.7	8,028.5	5,358.1	4,002.7
	Petrol	0.0	78.6	106.4	0.0	248.9
	Red Diesel	0.0	0.0	0.0	0.0	0.0
	Bio Oil	0	0.0	0.0	0.0	0.0
	Gas	0.0	0.0	0.0	0.0	0.0
Offices	Oil	0.0	0.0	0.0	0.0	0.0
	Air con flouros	0.0	0.0	0.0	0.0	0.0
Pumping Station	Red Diesel Pump Engines or Generators	0.0	0.0	0.0	0.0	0.0
	Unleaded	0.0	0.0	0.0	0.0	0.0
Scope 2 - Indirect Emissions						
Electricity Emissions	Offices	0.0	0.0	0.0	0.0	0.0
	Pumping Station	68,848.0	38,135.7	22,459.4	41,269.3	64,383.4
Scope 3 - Other Indirect Emissions						
Electricity T&D Losses	Electricity T&D Losses	5,835.9	3,281.6	2,012.9	3,775.2	5,573.7
Business Travel	Private Car Business travel	0.0	0.0	0.0	0.0	0.0
	Rail	0.0	0.0	0.0	0.0	0.0
	Flying	0.0	0.0	0.0	0.0	0.0
Water Supply / Treatment	Water Supply	0.0	0.0	0.0	0.0	0.0
	Water treatment	0.0	0.0	0.0	0.0	0.0
Waste / recycling	Waste	0.0	0.0	0.0	0.0	0.0
	Recycling	0.0	0.0	0.0	0.0	0.0
TOTAL		79,575.3	50,295.6	32,607.1	50,402.6	74,208.6
Scope 1 Total		4,891.3	8,878.3	8,134.8	5,358.1	4,251.6
Scope 2 Total		68,848.0	38,135.7	22,459.4	41,269.3	64,383.4
Scope 3 Total		5,835.9	3,281.6	2,012.9	3,775.2	5,573.7
% Change from Baseline year 2019/20						-7
% Change from 2022/23						47

APPENDIX 8: Maps showing anomalies relative to a 1991-2020 reference period for precipitation (%) The darker shading indicates the greater departure from average. Credit: Met Office, Exeter, UK.

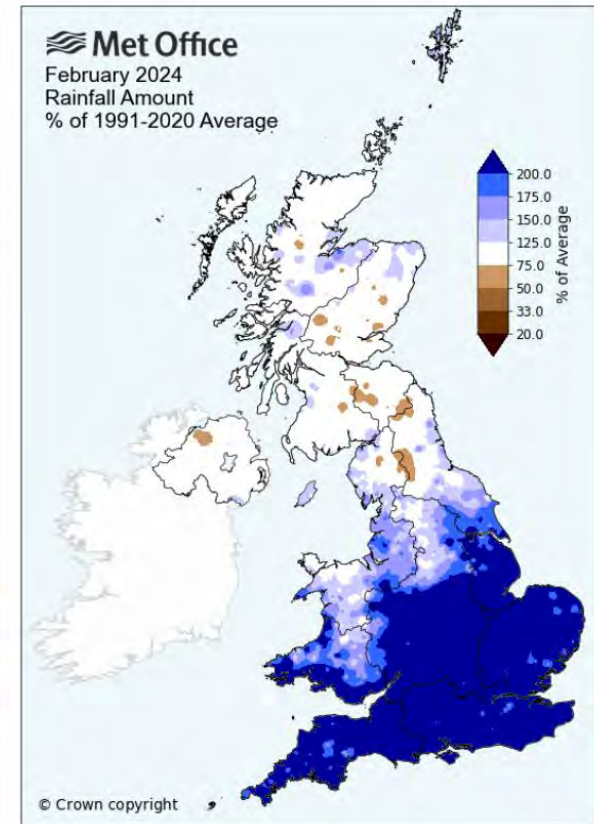
Rainfall 1991 - 2020 anomaly
October 2023



Rainfall 1991 - 2020 anomaly
Annual 2023



Rainfall 1991 - 2020 anomaly
February 2024



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Members	PAPER COPY
Simon Bartlett	
Allan Beal	
Anthony Casson	YES
Nanette Chapman	YES
Chris Dring	
Paul Foyster	
Joe Grundy	
Andrew Hay	YES
Sam Markillie	
Julian Perowne	
Paul Redgate	YES
Elizabeth Sneath	YES
Thomas Sneath	
Ian Stancer	
Sam Taylor	
Richard Thompson	
Jack Tyrrell	YES
David Wilkinson	YES
Duncan Worth	

Officers	
Cathryn Brady	
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South Holland IDB
Meeting 15 May 2025