

15 January 2025

NOTICE

Notice is hereby given that there will be a meeting of the Norfolk Rivers Internal Drainage Board in the Norfolk Room of The Conference Suite at Breckland District Council, Elizabeth House, Walpole Loke, Dereham, Norfolk NR19 1EE on Wednesday, 22 January 2025 at 10.00 am.

If any member of the public would like to join the general business session, please contact the Business Support Team via email at business.support@wlma.org.uk before 3.00 pm on 21 January 2025.

AGENDA

1. Welcome and Apologies for absence
2. Declarations of Interest
3. To confirm the minutes of the last Board meeting held on 23 October 2024 (**Pages 3 - 8**)
4. Matters arising from the minutes, not covered elsewhere on the agenda
5. To consider and approve:
 - Health, Safety & Welfare Performance Review (**Page 9**)
 - Operations Report (**Pages 10 - 16**)
 - Environmental Report (**Pages 17 - 27**)
 - Sustainable Development Report (**Pages 28 - 31**)
6. To consider and approve the Schedule of Paid Accounts for the period 01 October 2024 to 31 December 2024, for publication on the WMA Group's website (**Pages 32 - 33**)
7. To consider and approve the Financial Report for the period 01 April 2024 to 31 December 2024 (**Pages 34 - 40**)
8. To consider and approve the Capital and Maintenance Works Programmes for 2025/26, as financed by Option 3 in the Rate Estimates for 2025/26 (**Pages 41 - 44**)
9. To consider and approve the Rate Estimates for 2025/26 (**Pages 45 - 48**)
10. To Lay and Seal the Drainage Rates and Special Levies for 2025/26

Cont.d/

John Carrick (Chairman)

Gordon Bambridge (Vice-Chairman)

Phil Camamile (Chief Executive)

Constituted by The Broads and Norfolk Rivers Internal Drainage Boards Order 2005
Statutory Instrument 2005 No 429. Re-constituted in 2022. Statutory Instrument 2022 No 714.

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11. To review the Board's performance for 2024/25 and approve the Board's objectives for 2025/26 **(Pages 49 - 55)**
12. To consider and approve any material changes to the Risk Register for those risks with a risk assessment matrix score of ≥ 6 **(Pages 56 - 62)**
13. To review any official complaints and other feedback received since the last Board meeting **(Page 63)**
14. To co-opt Mark Little as a Board member to fill the casual vacancy in the Aylsham & Coltishall Electoral Division for the remainder of the current 3-year term
15. Date / Time / Type of next meeting: Wednesday 14 May 2025 at 10.00 am, at Breckland District Council Offices and virtually
16. Any other business
17. Open Forum: to hear from any member of the public, with leave of the Chairman
18. **CONSORTIUM MATTERS**
 - 18.1. To receive the unconfirmed minutes and report extracts from the Consortium Management Committee (CMC) meeting held on 06 December 2024, to view [Click Here](#):
 - Unconfirmed minutes of the meeting
 - WMA Schedule of Paid Accounts for the period 01 September 2024 to 31 October 2024
 - Social Media Report for the period 01 September 2024 to 31 October 2024
 - 18.2. To consider and approve the WMA Projected Out-turns for 2024/25 and the Estimates for 2025/26 **(Pages 64 - 71)**
 - 18.3. To consider and approve the updated WMA Data Protection Policy for review in 2024/25 **(Pages 72 - 88)**
 - 18.4. To apprise Board Representatives of any specific matter relating to the WMA for discussion at the next CMC meeting on 25 April 2025
19. **CONFIDENTIAL BUSINESS**

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

 - 19.1. To confirm the confidential minutes of the last Board meeting held on 23 October 2024 **(Pages 89 - 90)**
 - 19.2. To receive the unconfirmed confidential minutes of and reports for the last CMC meeting held on 06 December 2024 **(Pages 91 - 94)**
 - 19.3. Any other confidential business