

Broads Authority

Minutes of the meeting held on 12 July 2013

Present:

Mr K Allen	Sir Peter Dixon	Mr G McGregor
Mr M Barnard	Mr P Durrant	Mr P E Ollier
Mr L Baugh	Mr C Fox	Mr J Sharpe
Miss S Blane	Dr J M Gray	Mr R Stevens
Mr D A Broad	Mr C Gould	Mr J Timewell
Prof J A Burgess	Mrs L H Hempsall	Mr P Warner
Mr N Dixon	Dr J S Johnson	

In Attendance:

Dr J Packman – Chief Executive
Mr T Adam – Head of Finance
Mrs N Barnes – Head of Human Resources (for Item 12)
Mrs S A Beckett – Administrative Officer
Ms N Beal – Planning Policy Officer
Mr S Birtles – Head of Safety Management
Mr A Clarke – Senior Waterways and Recreation Officer
Dr D Hoare – Environment and Design Supervisor
Mr S Hooton – Head of Strategy and Projects
Ms V McNeill – Solicitor and Monitoring Officer
Mr R Rogers – Head of Construction and Maintenance
Ms A Leeper – Asset Officer
Ms L Marsden – Landscape Officer
Ms L Marsh – Head of Communications
Mr J Organ – Head of Governance and Executive Assistant
Ms C Smith – Head of Development Management
Ms T Wakelin – Director of Operations

Also in attendance:

Mr J Ash – Sustainable Development Fund
Mr K Bacon – Chairman Broads Local Access Forum
Prof R Card – Chairman of Broads Forum
Mr Julian King – Wilkinson King (Architects) Agenda Item 11

1/1 Apologies and Welcome

The Chief Executive welcomed everyone to the meeting including the new members.

Apologies for absence were received from Mrs J Brociek-Coulton.

The Chief Executive apologised for any errors within the Agenda papers for those who received Level 3. Unfortunately there were some difficulties with the printing on this occasion.

1/2 Appointment of Chairman

The Chief Executive invited nominations for the appointment of the Chairman for the forthcoming year.

It was proposed and duly seconded that Dr Johnson be appointed as Chairman. There being no further nominations, it was

RESOLVED

that Dr Stephen Johnson be appointed as Chairman of the Authority for the forthcoming year 2013/14.

Dr Johnson in the Chair

1/3 Appointment of Vice-Chairman

The Chairman invited nominations for the appointment of Vice-Chairman for the forthcoming year.

Nominations for both Mr Broad and Prof Burgess were proposed and seconded. Each of the candidates was invited to provide a brief resume of their background, credentials and experience that they would be able to bring to the role of Vice-Chairman. Following the respective candidates' statements, on the basis of a secret ballot, it was

RESOLVED by 14 votes to 6

that Prof Jackie Burgess be appointed as Vice-Chairman of the Authority for the forthcoming year.

The Chairman thanked Mr Broad for his support and all the work he had undertaken over the last year.

1/4 Chairman's Announcements

(1) Welcome to New Members of the Authority and Staff

The Chairman welcomed Mr Colin Fox, the new Local Authority appointee from GreatYarmouth Borough to his first full Authority meeting as a participating member and Mr John Timewell who had been appointed by Norfolk County Council. He also welcomed back Mr Nigel Dixon who had been reappointed by Norfolk County Council.

The Chairman also welcomed Helen Ayers, PA to the Chief Executive and Chairman and Administrative Officer (Governance); Keeley Ford,

HR Apprentice and Julian King from Wilkinson King (Architects) for Agenda Item 11 who would be providing a presentation on the Visitor Centre Development Opportunities.

(2) Various Dates to Note as part of the Member Development Programme

Members Annual Site Visit – 24 July 2012

It was noted that the programme for the Members Annual Site Visit on 24 July 2012 was now finalised and would be circulated within the next week. The theme would be Working in Partnership on Sustainable Management of the Broads and Promoting Understanding – enjoyment, wellbeing cultural heritage and access. There would be visits to The River Chet, Langley Abbey, Hardley Mill and Wheatfen.

1/5 Introduction of Members and Declarations of Interest

Members introduced themselves and expressed declarations of interest as set out in Appendix 1 to these minutes.

1/6 Items of Urgent Business

There were no items of urgent business.

1/7 Public Question Time

Three questions had been received from Mrs M Howes relating to the difference in income from tolls and Defra in the 2012/13 accounts and further anticipated reductions in DEFRA income as a result of the June comprehensive spending review. These were read out and the Chairman provided the Authority's response as set out in Appendix 2 to these minutes. Mrs Howes was given the opportunity to respond.

Members also received a petition containing 1075 signatures presented by Mr Peter Allen concerning Speeding Boats opposite Strumpshaw Nature Reserve. Mr Allen read out the Petition Summary and Background, and his supporting statement. The Chairman thanked Mr Allen for his Statement and for bringing the matter to the Authority's attention. He assured him that the Authority was investigating the issue and it was hoped that a report would be provided in Spring of 2014. The response was as set out in Appendix 3 to these minutes. He advised members that there were many comments from individuals who had signed the petition and invited them to view these. A copy of the petition was available to do so.

Variation in order of Business

The Chairman proposed to vary the order of business in accordance with Standing Order no 3(2) so as to take the exempt item 29 concerning Wayford Mill following item 13. This was due to Mr Rogers of Wayford Mill having

offered to come to the Authority meeting at 12 noon to present his case and answer questions. This offer had been received at 4.00pm on 11 July 2013. The Authority would go into closed session to receive the exempt report before inviting Mr Rogers to join members. Following Mr Rogers departure, members would debate the issue. The Chairman apologised to the public for the inconvenience that this would cause.

1/8 Minutes of Broads Authority Meeting held on 10 May 2013

The minutes of the meeting held on 10 May 2013 were approved as a correct record and signed by the Chairman.

1/9 Summary of Progress/Actions Taken Following Decisions of Previous Meetings

The Authority received and noted a schedule of progress/actions taken following decisions of previous meetings.

In addition, members noted the updates concerning:

- **Department for Transport DfT Funding for Cycling in National Parks** It was noted that the Government was now not expected to announce the result of the bidding exercise until August 2013.

1/10 Minutes Received

(1) Broads Forum: 25 April 2013

The Chairman of the Broads Forum reminded members that he had provided a summary of the proceedings of the Forum meeting on 25 April to the previous Broads Authority meeting in view of the tight timescale (Minute 6/8(4)). The full official record was now presented to this meeting.

The Chairman commented that the Forum was examining the operations of consultation but at present there was no evidence to suggest that the notice required to ask questions of the Forum was causing concern to the public at large.

RESOLVED

that the minutes of the Broads Forum held on 25 April 2013 be received.

(2) Planning Committee: 26 April, 24 May and 21 June 2013

RESOLVED

that the minutes of the Planning Committee meetings held on 26 April, 24 May and 21 June 2013 be received.

(3) Navigation Committee: 6 June 2013

It was noted that the Committee's views, particularly relating to Breydon Water were incorporated into the relevant reports for the Authority's meeting.

RESOLVED

that the minutes of the Navigation Committee meeting held on 6 June 2013 be received.

(4) Broads Local Access Forum: 12 June 2013

It was noted that the Norfolk Trails officer from Norfolk County Council was now attending the Access Forum meetings and the recent structural changes at Norfolk County Council had been explained, although there had been no changes to funding. The concerns of the Forum relating to maintenance of the footpath networks were being emphasised.

RESOLVED

that the minutes of the Broads Local Access Forum meeting held on 12 June 2013 be received.

1/11 Visitor Centre Development Opportunities

The Authority received a report that identified potential opportunities for the development of Visitor Centres at How Hill and Whitlingham Country Park as potential one-off flagship projects funded from National Park Grant in 2013/14 and 2014/15. Members noted the actions which had taken place to provide initial development of the projects and improve the visitor experience as well as the functioning of two of the main Broads visitor hubs. They noted the Vision Statement agreed by the various partners involved in the development of Whitlingham Country Park as set out at Appendix 1 of the report and the Study Brief commissioned as part of the STEP programme and completed by architects Wilkinson King for Toad Hole Cottage at How Hill at Appendix 2. Members received a presentation from the architect Julian King in respect of Toad Hole Cottage. Members' views were sought on the relative merits of each project.

Members noted that for these two schemes to move forward, external as well as match funding would be required which was likely to put them into competition with one another.

A member commented that with both of the projects there appeared to be a gap in providing for the interests of the 0-5 age group, the capturing of which was considered significant for future involvement in the Broads.

Although Members were impressed with the work that had been carried out in relation to facilities at How Hill and Toad Hole cottage and recognised some of the current operational difficulties, they were mindful of the current economic climate, the potential costs involved, and in particular the sensitivity of the site at How Hill. Improvement of facilities was an attractive proposition in principle but members expressed caution as to revolutionary change to the environment of Toad Hole cottage. They were also aware that there were other facilities at How Hill in need of investment and it was essential to work in harmony with the How Hill Trust. Any proposals would require to be considered in association with an overall business plan for the How Hill Education Centre and estate itself. One member commented that to be sustainable the facilities should provide an income stream.

Members were particularly mindful of the uncertainties and the implications of the latest Government Spending Review as well as their previous decision to reduce the number of information centres as a result of the first Spending Review. At this stage they considered that it was more realistic and preferable to give priority to proceed with further examining the feasibility and prospective funding for the development of Whitlingham Country Park but that consideration of improvement of facilities at How Hill be reviewed when circumstances permitted.

RESOLVED

- (i) that the use of general reserves to develop the project for Visitor Centre Development at Whitlingham Country Park through (to) the feasibility stage be agreed in principle.
- (ii) that provision for improvement of facilities at How Hill be reviewed when circumstances altered and were appropriate.

Strategy and Policy

1/12 Strategic Direction *including*

- ***Progress on Strategic Direction for 2013/14***

The Authority received a report setting out the Broads Authority's activities in delivering progress against the Broads Plan 2011 through a series of Strategic Priorities designed to meet those objectives where the Authority has been identified as the lead partner. The strategic priorities followed the three key themes in the Broads Plan together with an organisational priority as agreed in March 2011. Members noted the progress made towards the objectives, projects and key milestones for the Strategic Priorities for 2013/14 and that these were largely on track. They also noted the exceptions where progress was slightly delayed and the reasons for this, namely: The Site Specifics DPD, the award of the Hydrographic contract concerning strategic sediment management and the trial for the first Parish Forum which was to be held in the Bure/Ant area in September 2013.

Attention was drawn to the detailed progress on the Placemaking exercise being developed in tandem with the new Broads Authority website. Members

noted that there would be a workshop in July and the Heritage Asset Review Group would also be giving the project consideration to contribute to further work to scope out options for the delivery of the project and resources required.

Members were also appraised of the new report Valuing England's National Parks published on 23 May 2013. It was noted that the report demonstrated that it was possible to achieve economic benefit through sustaining a high quality environment.

Members noted the developments in the Love Your National Parks initiative and were informed of the leaflet relating to the National Parks, National Assets full report into which it dovetailed, aimed at increasing the awareness and value of the national parks to the economy and the nation's wellbeing. The events as part of the initiative, particularly those involving the Broads were noted. The Chief Executive further reported that he, together with the Chairman and the Chairman of the Planning Committee, had attended a Parliamentary reception in London on 10 July 2013 to celebrate the campaign. The Minister, Mr Richard Benyon had been very supportive of the National Parks and their contribution to the nation's wellbeing and the rural economy although he could not give any assurances on funding but encouraged them to engage with officials over future levels of funding. It was noted that the Chief Executive, as the current Lead Chief Executive for the English National Parks, was coordinating the National Park's case to Defra.

Some members expressed concern about the evaluation targets and emphasised the need to consider other priority areas and sources of funding, particularly participating more with other European wetland areas.

RESOLVED

- (i) that the performance of the different projects to meet the Strategic Priorities for 2013/14 in the accompanying schedule Appendix 1 to the report be noted;
- (ii) that the progress on the Placemaking Exercise as detailed in section 3 of the report be noted;
- (iii) that the new report Valuing England's National Parks published by National Parks England as detailed in Section 3 of the report be noted, and
- (iv) that the National Parks Initiative on the Love Your National Parks Campaign as detailed in Section 5 of the report be noted.

1/13 Financial Performance and Direction

The Authority received a report providing a strategic overview of current key financial issues and items for decision, alongside a summary of the key issues arising from the Authority's Statement of Accounts for the financial year

ending 31 March 2013 and including the provisional outturn figures for general and navigation income and expenditure. They took each of the matters in turn.

Section 2: *Implications of the Comprehensive Spending Review*

Members noted that the CSR set out plans for a reduction in Defra's Department Expenditure Limit of around 10% in 2015/16 on top of that which had already been announced for 2010/11 – 2014/15. The resulting National Park Grant was not yet known and the English National Park Authorities were working together to produce a submission to Defra on each of their key priorities, the implications of further budget reductions and emphasising not only the value of the national parks but also their efficiency and effectiveness despite being small. The corresponding papers setting out the case had been submitted to Defra on the afternoon of 10 July 2013 and a meeting was scheduled with Defra officials in the last week of July. Members noted that officers would be considering opportunities for savings and efficiencies and identifying options for increased income for a medium term financial strategy for 2016/17 for consideration by the Financial Scrutiny and Audit Committee before submitting to the full Authority.

RESOLVED

- (i) that the implication of the Comprehensive Spending Review 2013 be noted;
- (ii) that the proposal for the preparation of the Authority's medium term financial strategy to 2016/17 to coincide with the budget process for 2014/15 as set out in paragraph 2.3 of the report be approved.

Section 3: *Summary of Statement of Accounts 2012/13*

Members received a summary of the Draft (unaudited) Statement of Accounts for 2012/13 that had now been approved by the Treasurer and Financial Adviser together with the consolidated income and expenditure outturn figures.

Members noted the reasons for the consolidated deficit of £846,446 for 2012/13 the details of which had already been approved by the Authority and the proposed additional expenditure of £272,452 to be carried forward into the 2013/14 budget for the purposes set out in the table including works associated with Breydon Water, Trinity Broads and other Navigation and Project works as well as other strategy and projects salaries relating to biodiversity and water catchment.

A member expressed some concern that where there was an underspend on navigation funds being transferred to the projects budget, this should be used specifically for navigation purposes. It was clarified that, as agreed at the Authority meeting in March, a project pot had been established and where there were projects in need of funding which had multi-benefits to both navigation and other Authority objectives, the provision of a navigation

contribution to the budget would enable a project to proceed. With regard to queries over whether the funding of Hardley Weir should have received contributions from navigation expenditure, it was explained that there was a footpath across the weir and its repair would have greater benefits to conservation and the SSSI. With regard to queries over whether the funding of work at Great Yarmouth Yacht Station should have received contributions from navigation expenditure, it was explained that the work centred on providing additional interpretation which was more related to the purpose of promoting opportunities for understanding and enjoyment.

Members noted that the overspend on the original budget for 2012/13 of £648,578 after taking account of the expenditure carried forward, was broadly in line with expectations and the impact of this was to reduce the level of both the Authority's general and navigation reserves. In the case of navigation reserves, these would fall below the minimum recommended level of 10% of net expenditure but the Authority's financial strategy anticipated that the navigation reserve would be restored to an adequate level over the medium term. Taken alongside the earmarked reserve balances, the reserves were therefore considered to be sufficient to meet the Authority's requirements and the Authority's finances remained sound.

RESOLVED

- (iii) that the summary of the Statement of Accounts 2012/13 and the revenue account outturn figures be noted;
- (iv) that the carry forward proposals set out in paragraph 3.8 of the report, totalling £272,452 be approved and that this amount be added to the 2013/14 budget as additional expenditure.

Section 4: *Earmarked Reserves*

Members noted the consolidation of earmarked reserves and that the closing balance for 2012/13 was £1,848,738 which was in line with that which had been agreed by the Financial Scrutiny and Audit Committee and the Authority. Members noted that there was currently no provision in the 2013/14 revenue budgets to replace the corporate website, although this had been identified as one of the Authority's strategic priorities given that it had now become outdated. It was therefore proposed that a budget be provided from the Planning Delivery Grant to deliver this.

RESOLVED

- (iv) that the closing position of earmarked reserves for 2012/13 and the consolidation as at 1 April 2013 set out in section 4 of the report be noted;
- (v) that the provision of a budget of up to £40,000 from the Planning Delivery Grant reserve to fund the development of the Authority's website as set out in paragraph 4.4 be approved.

Section 5: *Proposed Revised Monitoring Format*

The Authority considered proposals to amend the Authority's monitoring format to allow for a greater strategic focus supported by increased clarity in the financial information presented, an example of which was provided in Appendix 2 to the report as well as Appendix 3 in the nature of Graphs. (It was understood that all figures and the graphs were indicative figures only). It was proposed that the format of reporting should be similarly applied to Navigation Income and Expenditure reporting to provide consistency in financial reporting to all members and Committees.

The Financial Scrutiny and Audit Committee were supportive of the proposals and particularly supportive of holding a workshop for members before September, when the Authority would be considering the Statement of Accounts for 2012/13 before they were finally approved, in order to provide additional understanding and clarity of the processes. Members welcomed the proposals.

RESOLVED

- (vi) that the proposed revised monitoring format for 2013/14 set out in Section 5 of the Report be approved.

Section 6: *Chief Executive Delegations re Payments to Staff.*

Members noted that although the Scheme of Powers delegated to Officers provided for the Chief Executive to make ex-gratia and honoraria payments to employees up to £5,000 this did not include payments to former officers who had left the Authority's employment. This was only required in unusual circumstances when ability to make a prompt decision minimised risks and also ensured value for money by minimising possible legal costs to the Authority.

RESOLVED

- (vii) that the insertion of the following clause in Section C of the Scheme of Powers Delegated to Officers be approved:

"To authorise the payment of any severance or settlement payments to former employees up to a maximum of £5,000."

Variation in Order of Agenda

Exclusion of Public

RESOLVED

that the public be excluded from the meeting under section 100A of the Local Government Act 1972 for consideration of the following items on the grounds

that they involve the likely disclosure of exempt information as defined by Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act as amended, and that the public interest in maintaining the exemption outweighs the public benefit in disclosing the information.

The public left the meeting for consideration of Agenda Item No 29 which was then considered at this point.

1/14 Broads Local Plan: Broads Site Specifics Policies Development Plan Document (DPD)

The Authority received a report providing progress on the Site Specifics DPD together with a proposed detailed way forward to prepare the document for submission to the Planning Inspectorate. Members noted the reasons for the delays in submitting the document relating to the issues concerning Site Specific Policy TSA2 Thorpe Island and the reasons for going out to Pre-Submission Consultation again. Members noted the proposed changes to the text with those sections to be removed struck through and highlighted in yellow and the text to be added being in red and highlighted in yellow as set out in the Appendix A to the report. The comments from the Planning Committee made on 21 June 2013, which had also been incorporated were also noted. The Committee had been supportive of the approach being taken.

Members endorsed the comments and the amendments to be made and were supportive of the additional three weeks for consultation. Members were also made aware of the additional documents that would be made available to the public as part of the consultation.

RESOLVED

- (i) that the Site Specifics DPD as presented be endorsed and that it be approved for public consultation for nine weeks (between 9.00am on Monday 15 July 2013 and 4.00pm on Friday 13 September 2013.
- (ii) that authority be delegated to the Chief Executive to submit the Sites Specifics DPD to the Planning Inspectorate on assessment of the comments received after the public consultation (publication) ends subject to no new major issues being raised.

1/15 The Promotion and Marketing of the Broads

The Authority received a report providing an update on the funding of the new promotion and marketing post established from 1 July 2013 including an update on recent discussions with the Hire Boat Industry and visits to boatyards by ten members of the Authority as well as a very positive meeting with Hoseasons. It was noted that there was general support for the Authority continuing to have a role in promoting and marketing the Broads in partnership with Broads Tourism. However, the boating organisations took a different view from the Authority's Solicitor as to the funding of that role on

whether the activity could be part funded from navigation expenditure. Members had also received a paper endorsed by the BMF, BHBF, RYA and NSBA and circulated by Mr Ollier on the arrangements for the apportionment of expenditure and “Why it would be unlawful for the Broads Authority to use ‘Navigation income’ to contribute to these costs.”

Members noted the two options outlined for consideration for the funding of the cost of the post outside the STEP programme entirely from National Park Grant or on the basis of 70% NPG and 30% (£13,500) navigation expenditure. The message from Broads Tourism and the hire boat operators was that the Authority should be doing a lot more to promote tourism in the Broads especially as this was of great value to the local economy. Therefore the post now had a greater emphasis on marketing and was placed in the Communications team where its activities crossed over all the Authority’s duties. As the hire boat industry which contributed to navigation expenditure, was a significant beneficiary of the area of work being undertaken by the new post, the option of considering whether a contribution should be made from navigation income had been put forward and supported by the Navigation Committee subject to the legal constraints being clarified. The Chief Executive, commenting that the amount suggested to come from navigation funds was relatively small, recommended that Members should fund the activity entirely from National Park Grant at the present time. The Chairman endorsed this proposal, and, in recommending it to Members, reminded them of the 2007 agreement with the RYA and the BMF which identified tourism development and visitor services as duties to be funded from NPG.

Members supported the proposal to fund the costs of the post wholly from National Park Grant as a pragmatic approach at this stage. It was considered that this should be kept under review. A member expressed concern that with National Park Grant being reduced, the rules relating to the apportionment of expenditure were becoming less rational and it could become more difficult for the Authority to fulfil its National Park duties relating to recreation and conservation, which had to be balanced with its navigation function.

As a follow up from the various discussions with the hire boat industry and Broads Tourism, members considered a suggestion from a member that the Authority find out more of the opinions of its customers, focusing on toll payers, in a similar way to the way Hosesasons and other private businesses had done and that this be funded 50% from navigation income and 50% National Park Grant. This would supplement and extend the Authority’s annual toll payers’ survey, usually funded 100% from navigation income. This proposal was generally supported.

Members’ attention was drawn to the recent publication “The Broads Where adventures begin - A guide for green travellers” as part of the Love the Broads campaign and which was available at the Authority’s information centres and other outlets. Voluntary contributions were requested and the proceeds would go to the Broads Trust.

RESOLVED

- (i) that the Authority fund this year's promotion and marketing activity, outside the STEP programme, amounting to £45,000, entirely from National Park Grant, adjusting the budget accordingly and await the outcome of the Comprehensive Spending Review before determining the way forward for 2014/15;
- (ii) that the positive outcomes from the recent meeting with Hoseasons and the feedback from the recent Member visits to local boatyards be noted;
- (iii) that the Chairs of the Authority and Navigation Committee, the Chief Executive and Collector of Tolls follow up the issues raised during those visits with the Broads Hire Boat Federation;
- (iv) that the Authority welcomes the recent publication of a Green Traveller Guide for the Broads; and
- (v) that the Authority agrees to conduct a sample survey of toll payers, residents and others to gain a better insight of the private boat owners who use the Broads and others with an interest in the Broads and their opinions, and funds this 50% from navigation expenditure and 50% from National Park Grant.

1/16 Implications of Breydon Water Hydromorphic and Engineering Study

The Authority received a report and gave consideration to the JBA Consulting Study on the localised, short term impacts arising from the modelled management options of the historic training wall structures in Breydon Water including an assessment of the sediment dynamics. The Navigation Committee had the opportunity to consider the options at its meeting on 6 June and their deliberations were included within the report.

Members noted the suggested options and outline costs for management of the structures and the navigational channel. Members were pleased to note that the assessment of the sediment dynamics indicated that the site was relatively morphologically stable and the scale of the management options would not significantly impact on future navigation options or the conservation status subject to final appropriate tests against the Habitats Regulations.

In consideration of the management options for the channel structure, it was noted that retaining half of the current sized Turntide Jetty would be a beneficial long term strategy to insure low maintenance navigation channels at the confluence of the Rivers Waveney and Yare and that the remains of the Dickey Works served no significant navigational benefits nor would its removal have an effect on the protected status of Breydon Water. Capital dredging to create a 4m commercial navigational channel was not required at the present time and that maintaining the dredging depth of 2m in a clearly defined passage across Breydon Water through strategic repositioning of

some marker posts would be acceptable. It was noted that these measures would reduce the likely financial requirement to under £250,000 over a 10 year period but that further work would need to be undertaken.

In response to a member's question as to whether maintaining a dredging depth of 2metres could affect any commercial sea-going traffic to Cantley and plans which British Sugar might have, it was clarified that British Sugar was aware of the difficulties. Following a planning application in 2009, and the resulting feasibility study that had been carried out into whether it would be viable to use water transport to and from the factory, it was established that although economically feasible and beneficial it would be dependent on the markets. There were no immediate plans for such transportation at present as far as the Authority was aware. It was also noted that any proposals to increase the dredging depth to 4m would need to take account of Habitat Regulations and the impact on the conservation interests of the area. Therefore there was no foregone conclusion.

RESOLVED

- (i) that the report be noted; and
- (ii) that the recommendations of the Navigation Committee be accepted:
- (iii) that the Turn-Tide Jetty be retained in its current form for the medium term, providing appropriate navigational safety marks, with regular surveys and monitoring determining the future maintenance works required to keep the structure safe whilst allowing the final 40m to degrade in the long term.
- (iv) that the current navigation safety marks with regard to the Dickey Works be maintained and the remaining timber work be allowed to slowly degrade in situ but by the end of October 2013 a basic structural investigation be undertaken to enable a better evaluation of the most cost effective option to balance this with navigational safety of slow degradation or complete removal.
- (v) that a 2m recreational navigation depth should be targeted and that the existing navigation channel of Breydon Water was adequate with strategic positioning of marker posts in order to minimize dredging requirements whilst maintaining a clearly defined passage across Breydon, but that further work be carried out as to the options and costs.

1/17 Committee Membership and Member Appointments

The Authority considered the Member Appointments to committees until the Annual meeting in July 2104, the appointment of Lead Members, Members to outside Bodies and a member to the Boat Safety Standards Appeals Panel.

It was noted that Mr John Timewell had agreed to be on the Planning Committee. It was noted that during the Review of Consultative Arrangements, the Norwich Rivers Issues Group had been identified by the working groups as having been disbanded and that the Group considered that there should be a move towards integrating work previously undertaken by this group into the new Parish Forums in order to engage with the wider communities and avoid duplication. The report also proposed that it was no longer considered appropriate to have a lead member for communications but that this should be a collective responsibility.

RESOLVED

- (i) that the Broads Authority member appointments to the Planning, Financial Scrutiny and Audit and Navigation Committees, as set out in paragraph 1.2 of the report, with the addition of Mr John Timewell on the Planning Committee, and in Appendix 4 to these minutes, be confirmed for the period until the Annual Meeting in July 2014;
- (iii) that the Lead Members, as set out in Section 2 of the report, and Appendix 4 to these minutes be confirmed for the period until the Annual Meeting in July 2014;
- (iii) that members be appointed to represent the Authority on the outside bodies as set out in paragraph 3.5 of the report and Appendix 4 to these minutes until the Annual Meeting in July 2015;
- (iv) that the Chairman be given delegated authority to appoint a member as the Authority's other representative on the Mills and Pumps Trust;
- (v) that Sir Peter Dixon be appointed to serve on the Boat Safety Standards Appeals Panel until the Authority's Annual Meeting in July 2015.

1/18 The Port Marine Safety Code: To consider any items of business raised by the Designated Person in respect of the Port Marine Safety Code

The Head of Safety Management confirmed that there were no items which needed to be raised under this item.

1/19 Construction and Maintenance Work Programme

The Authority received a report and presentation setting out the progress made in the delivery of the 2012/13 Construction and Maintenance Section work programme including progress on project delivery 2013/14 over the Authority's three main purposes relating to conservation, recreation and navigation. It was noted that the allocations achieved for 2012/13 were 16%, 18% and 66% respectively against target allocations of 20%, 20% and 60% respectively. A member noted that the work on national park duties over the two years 2011/12 and 2012/13 was cumulatively 14% less than the target allocation, and asked whether there was any mechanism whereby the

shortfall could be made up in future years. It was explained that minor variations to target allocations could be made, but that it could take several years to redress the current cumulative 14%. Officers would seek to redress this matter and attain the correct allocations in future work programmes.

Members welcomed the progress.

RESOLVED

that the report be noted.

Project Monitoring and Updates

1/20 Annual Report of the Broads Local Access Forum 2012/13

The Authority received the Annual Report of the Broads Local Access Forum providing information on the key matters considered by the Committee over the last year 2012/13 relating to the development and improvement in public access. Members noted with regret the implications and difficulties due to the reduction in the footpaths and rights of way expenditure by Norfolk County Council as well as the alterations in funding in association with the Defra agri-environment and stewardship schemes, noting that these challenges to the Broads Local Access Forum came from outside the Broads Authority.

RESOLVED

that the Broads Local Access Forum's Annual Report be received.

1/21 Sustainable Development Fund Annual Report

The Authority received a summary of the work of the Sustainable Development Fund during 2012/13, including details of the 21 projects which were supported by the Fund during the year to the tune of £153,743, an increase from the previous year. It was noted that match funding as a % of the grant given was less than the previous year reflecting the economic times. However, it was considered that the projects funded provided good value for money from the SDF grant.

RESOLVED

that the report be noted and welcomed.

1/22 Feedback from Lead Members and Those Appointed to Represent the Authority

(1) Broads Flood Alleviation Project

The Lead member for the Broads Flood Alleviation Project, Phil Durrant reported that the work on the BESL project on the River Chet was

progressing well and members would have the opportunity to view this on their site visit on 24 July 2013.

(2) Safety Management

The Lead member for Safety Management, Phil Ollier reported that he had attended a meeting of the Boat Safety management Committee at the end of June and considered that the Authority was ahead of other authorities on these matters.

(3) How Hill Trust

Sholeh Blane, as the Authority's appointee on the How Hill Trust reported that she had attended a very successful musical event at How Hill on Saturday 7 July 2013 which included picnicking on a grand scale. It was hoped that this could be made an annual fund raising event.

1/23 Date of Next Meeting

The next meeting of the Authority would be held on Friday 20 September 2013 commencing at 10.00am at Yare House, 62 – 64 Thorpe Road, Norwich.

1/24 Items of Urgent Business

There were no items of urgent business.

1/25 Formal Questions

There were no formal questions of which due notice had been given.

1/26 Exclusion of the Public

RESOLVED

that the public be excluded from the meeting under section 100A of the Local Government Act 1972 for consideration of the following items on the grounds that they involve the likely disclosure of exempt information as defined by Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act as amended, and that the public interest in maintaining the exemption outweighs the public benefit in disclosing the information.

Members of the public left the meeting during consideration of the following items

Summary of Exempt Minutes

1/27 Exempt Minutes of Broads Authority meeting held on 10 May 2013

RESOLVED

that the exempt minutes of the Broads Authority meeting held 10 May 2013 be agreed as a correct record and signed by the Chairman.

1/28 Ludham Field Base

The Authority received a report containing exempt information concerning the options available for the Broads Authority relating to the Ludham Field Base.

RESOLVED

that the Authority works with the interested parties to establish whether a set of arrangements can be negotiated which will deliver financial savings to the Authority and enhance the operation of the interested party and in so doing support the delivery of national park objectives.

1/29 Wayford Mill Update

Further to Minute 6/24, The Authority received an update on the situation containing exempt information with regard to the potential legal proceedings in relation to Wayford Mill and the meetings held between the Authority's officers and the landowner and his associate with the local MP, Mr Norman Lamb and follow up correspondence. In response to the landowner's offer to come to the meeting to present his case and the offer he had made to resolve matters he was invited to do so. Following his presentation with his associate, the Members gave consideration to the options available with the aim of concluding the matter in line with the objectives agreed at previous meetings of the Authority.

RESOLVED

- (i) that the reports be noted;
- (ii) that further clarification be sought on some of the issues raised;
- (iii) that attempts be made to seek a robust agreement before the 12 August 2013; and
- (iv) that, if agreement cannot be reached, the Authority proceed with the action already agreed.

The meeting concluded at 15.20 pm

CHAIRMAN

Code of Conduct for Members

Declaration of Interests

Committee: Broads Authority 12 July 2013

Name Please Print	Agenda/ Minute No(s)	Nature of Interest (Please describe the nature of the interest)
D A Broad	Items 1/12 – 1/26	Toll Payer, Member of Great Yarmouth Port Consultative Committee
Guy McGregor		Member of Suffolk County Council
John Timewell		Member of Norfolk County Council

Public Questions for Broads Authority on 10 May 2013 from Mrs M Howes

QUESTIONS FOR BROADS AUTHORITY MEETING 12 July 2013

Question 1. From the figures given at the previous meeting, including the grant from DEFRA, there is a difference of over £1.8M. Where does this additional income come from in the 2012/2013 accounts?

A. The difference between total income and National Park Grant and tolls income as shown in the figures provided at the last meeting is £0.8 million not £1.8 million. The other income is shown in the Authority's accounts under the activity headings so that income and expenditure for different elements are next to each other. The three largest areas of income in 2012/13 were:

Income source	2012/13 £000s
Other grants and contributions (including conservation work with partners and the one-off Breydon Water transfer funding)	295
Income from visitors (including mooring fees)	135
Planning application income	91
Total	521

Question 2. Will this additional income still be received in 2013/2014?

A. The budget for 2013/14 anticipates that income will continue to be received from these sources in the year, however at this stage the exact amounts are unpredictable and will depend upon a range of factors including:

- the performance of the wider economy;
- changes in government policy;
- the number and types of planning applications received; and
- the number and types of partnership projects undertaken in the year.

Question 3. What further reductions in DEFRA income may be anticipated as a result of the June review?

A. The detailed implications of CSR 2013 for national park authorities are not known at the time of writing and may not be known for some months.

**Broads Authority
12 July 2013**

Petition received from Mr Peter Allen with 1075 Signatures

Petition Summary and Background

“There is a bye-law that allows boats to exceed the speed limit in certain areas so they can test their engines. This area is on the River Yare between Strumpshaw and Buckenham. This area is next to two nature reserves and is slowly eroding the banks and will eventually destroy the nature reserves.”

The Action Petitioned for

“We, the undersigned, are concerned citizens who urge our leaders to act now to stop the bye-law that allows boats to test their engines on the River Yare on the stretch of the RSPB nature reserve”.

Supporting Statement

“On Friday the 1st of Feb there was a meeting at RSPB Strumpshaw to discuss the problem of sea going boats engine testing through the reserve. On that day there was a boat doing a test and as soon as it saw us stopped very quickly turned round and gained speed very quickly. As I have been informed that 75% of the speeding is to show new clients over a boat I think this should be done elsewhere. There are two areas where this could be done away from the reserve. It is the stretch of river downstream before the lackford run and the other is upstream of Brundall up to Surlingham Ferry. These would have less impact on wildlife. On Friday 5 July I handed in a petition with 1057 signatures on it to do with this.”

BROADS AUTHORITY RESPONSE to Petition from Mr Peter Allen with 1075 Signatories

This matter was discussed by the Broads Forum at their meeting on 7 February 2013 and the Forum's views on this matter were provided to the Broads Authority on 22 March 2013. The Broads Forum had expressed concern about the impacts of high speed testing in this location, but wanted more information to be gathered on this complex issue before expressing a collective opinion. The Broads Forum also understood and endorsed the steps currently being taken to resolve and ameliorate the situation and would welcome a report at a future meeting.

At the Broads Authority meeting on 22 March 2013, it was noted that the Boat Safety Management Group would be further investigating the issue of high

speed boat testing before reporting back to the Broads Forum and the Authority.

This work is programmed to be reported to the Boat Safety Management Group in March 2014 to allow the Broads Authority to consider this matter further on 16 May 2014, although this timescale will be accelerated if possible.

Mr Allen is more than welcome to come and listen to the debate at the Navigation Committee, Broads Forum and the Authority meetings.

Membership of Committees 2013/14

Planning Committee	
Fourteen Broads Authority members:	
Mr M Barnard	Dr J M Gray
Miss S Blane	Mrs L H Hempsall
Mrs J Brociek-Coulton	Dr J S Johnson
Professor J A Burgess	Mr P E Ollier
Mr N Dixon	Mr R Stevens
Mr C Fox	Mr J Timewell
Mr C Gould	Mr P Warner
Financial Scrutiny and Audit Committee	
Five Broads Authority members:	
Dr J S Johnson (Chairman of the Authority)	
Prof J Burgess (Vice Chairman of the Authority)	
Mr N Dixon	
Mr P Durrant	
Mr G McGregor	
Navigation Committee	
Five Broads Authority members:	
Mr K Allen	
Miss S Blane	
Sir P Dixon	
Mr P Durrant	
Mrs L H Hempsall	
Plus eight appointed members:	
Mr L Betts	
Mr D A Broad	
Mr A Goodchild	
Mr P Greasley	
Mr M Heron	
Mr J Knight	
Mr P E Ollier	
Mr M Whitaker	

Lead Members 2013/14

<u>Topic</u>	Lead Member
Broads Flood Alleviation Project	Phil Durrant
Climate Change and the Valley Approach	John Sharpe
Communication Strategy	Collective
Equalities	Peter Warner
Safety Management	Phil Ollier
Sustainability	Sir Peter Dixon
Sustainable Tourism	David Broad

Broads Authority Appointments to Outside Bodies 2013 - 2015

Outside Bodies	Representative	Committee and Date	Appointed Until
Association of National Park Authorities Executive Committee	Chairman	Broads Authority 12 July 2013	Ex-officio ongoing
Broads Local Access Forum	Mr D Broad	Broads Authority 12 July 2013	July 2015
Broads Tourism	Mr D Broad	Broads Authority 12 July 2013	July 2015
Campaign for National Parks (CNP)	Mr P Warner	Broads Authority 12 July 2013	July 2015
English National Park Authorities Association	Dr J S Johnson (Chairman)	Broads Authority 12 July 2013	Ex-officio ongoing
Greater Norwich Development Partnership	Dr J M Gray	Broads Authority 12 July 2013	July 2015
How Hill Trust	Mrs S Blane Mr R Stevens	Broads Authority 12 July 2013	July 2015
Norfolk and Suffolk Broads Charitable Trust	Dr J S Johnson Mr L Baugh	Broads Authority 12 July 2013	July 2015
Norfolk Mills and Pumps Trust	Prof J Burgess Vacancy	Broads Authority 12 July 2013	July 2015

Outside Bodies	Representative	Committee and Date	Appointed Until
Sustainable Development Fund Panel	Mr K Allen	Broads Authority 12 July 2013	
Whitlingham Charitable Trust	Mrs S Blane Mrs S Thomson (South Norfolk District Council) Mr J Sharpe Mrs J Brociek-Coulton	Broads Authority 12 July 2013	July 2015

All appointments to outside bodies are made until the Authority's Annual Meeting in July 2015.