

Navigation Committee

11 April 2024

Agenda item number 14

Navigation Committee timetable

Report by Senior Governance Officer

Purpose

To review the Navigation Committee dates for 2024/25, following the approval of the committee calendar by the Authority at its meeting on 15 March 2024.

Broads Plan context

Theme C – “Maintaining and enhancing the navigation”. The role of the Navigation Committee is to advise the Authority on matters relating to strategic management of the waterways.

1. Introduction

- 1.1. Members are asked to review the Navigation Committee meeting dates for 2024/25, included in the committee calendar at Appendix 1. The calendar was approved by the Broads Authority on 15 March, subject to consultation with the Navigation Committee.

2. 2024/25 committee timetable

- 2.1. The calendar runs from August 2024 to the annual meeting in July 2025, and takes account of public holidays. There are five proposed Navigation Committee meetings in the year.
- 2.2. Members of the Committee are also invited to attend all Broads Authority site visits and workshops etc. This year’s tolls briefing is set for 8 October 2024. The members’ annual site visit in 2025 is scheduled for 3 July.
- 2.3. As a reminder to Members, it has previously been agreed that urgent items, including consideration of planning applications that arise outside of the scheduled Navigation Committee meetings, can be dealt with in the following way:

'in the event of a planning application requiring the views of the Navigation Committee, that members of the Navigation Committee be sent the details of the application and make any comments to the Chair and Vice Chair. Subject to the comments that come in, the Chair and Vice Chair would determine whether there needed to be a formal consultation or not; and if a formal consultation was required, they would determine

this could be via electronic means rather than meeting face to face.' ([Navigation Committee minutes 14 June 2018](#))

3. Conclusion

- 3.1. Under the Authority's adopted [Terms of Reference for Committees](#), the power to approve the annual timetable of Authority and committee meetings is reserved to the Broads Authority.
- 3.2. It should be noted that meeting dates and times may be subject to change.

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Date of report: 15 March 2024

Background papers: none

[Broads Plan](#) strategic objectives: C1-C4

Appendix 1 – Committee calendar 2024/25

Broads Authority committee calendar 2024/2025

Committee meetings	Day	Time	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025
Broads Authority	Fri	10am	26		20		29		24		14		9		25
Broads Local Access Forum	Wed	10am			4		20				5			4	
Navigation Committee	Thu	10am			5		7		9			3		5	
Planning Committee	Fri	10am	19	16	13	11	8	6	10	7	7	4	2 30	27	18
Risk, Audit and Governance Committee	Tue	10am	23		17					11					22
Standards Committee (as and when necessary)		10am													
Heritage Asset Review Group (member group)	Fri	10am			6			13			21			13	
Member annual site visit	Thu		4												3
Tolls briefing	Tue	tbc				8									
Bank holidays				26				25 26	1			18 21	5 26		