

## **Broads Authority**

Minutes of the meeting held on 23 November 2018

### **Present:**

Mr H Thirtle – in the Chair

Mr J Ash	Mr W A Dickson	Mr P Rice
Mr K Allen	Mr R Hanton	Mr S Roberts
Mike Barnard	Ms G Harris	Mrs N Talbot
Mr L Baugh	Mr B Keith	Mr J Timewell
Prof J Burgess	Mr G Munford	Mrs M Vigo di Gallidoro

### **In Attendance:**

Dr J Packman – Chief Executive  
Ms N Beal – Planning Policy Officer (Minute 3/13)  
Mrs S A Beckett – Administrative Officer (Governance)  
Ms M Conti – Strategy and Project Officer  
Mr D J Harris – Solicitor and Monitoring Officer  
Mr S Hooton – Head of Strategy and Projects (Up to Minute 3/13)  
Ms E Krelle – Chief Financial Officer  
Mr R Leigh – Head of Communications  
Mr R Rogers – Director of Operations  
Ms M-P Tighe – Director of Strategic Services

### **3/1 Apologies and Welcome**

The Chairman welcomed everyone to the meeting. In particular he welcomed Mr Ron Hanton the new Great Yarmouth Borough Council appointee.

Mr Hanton explained that his background was in the police force. He was first elected to Great Yarmouth Borough Council in 2010 where he was currently Chair of the Planning Committee. He was also a County Councillor.

Apologies had been received from Mr Matthew Bradbury, Mrs Lana Hempsall Mr Vic Thomson and Mr Brian Wilkins.

### **3/2 Chairman's Announcements**

- (1) **Openness of Local Government Bodies Regulations 2014**  
The Chair reminded Members that the meeting would be recorded as a back-up for accuracy. The Broads Authority retained the copyright. If a member or a member of the public wished to receive a copy of the recording, they should contact the Solicitor and Monitoring Officer. No one else indicated that they would be recording or filming the meeting.

(2) **Twenty-Five Years' Service – Phil Heath**

The Chairman announced that he had pleasure in recognising the long service and association Phil Heath had with the Authority for 34 years. Phil had been involved in a number of short term contracts initially, taken on as a permanent seasonal staff member in 1992, permanent Fen Warden in 1995 to his present part time post as a Senior Operations Technician, working across the maintenance and construction teams undertaking a large variety of tasks. The Chairman paid tribute to Phil's reputation as a highly skilled field naturalist and his readiness to share his wealth of knowledge, adding colour and experience to those volunteering in the Broads.

The Chairman presented Phil with a token symbol of the Broads Authority's gratitude in recognition of over 25 years' service for his hard work in helping to keep the Broads a special place for all.

(3) **Chairman and Vice-chairman activities**

The Chairman provided members with an update on the appointments he had been involved in over the last two months:

He had attended

- Meetings with Keith Simpson MP, Norman Lamb MP and Brandon Lewis MP;
- At the meeting with Brandon Lewis he had discussed the potential Acle Bridge development and received a letter from him in support.
- Six Parish Council meetings at which he provided updates on the Authority's activities.
- A meeting with Thorpe Town Council.
- A meeting at the House of Commons hosted by the Campaign for National Parks where Julian Glover gave an address
- A meeting with Julian Glover and some of the National Parks Review team when they visited the Broads on 1 and 2 October 2018.
- Meetings with the Chief Executives and Leaders of Broadland District Council and Great Yarmouth Borough Council
- A relaunch of the Beccles Yacht station where the Town Council had taken back responsibility after 44 years.

He was also involved in the Navigation Committee interviews. Fifteen candidates have met the criteria for interview, 14 had been interviewed with one more interview outstanding.

The Vice-Chair reported that he had given two presentations on the work of the Authority to the Norfolk Club and at Dunstan Hall. These were based on a very impressive skeleton presentation provided by the Authority's Communications Team. He urged other members to use this and do the same.

On behalf of the Chairman, the Vice-Chair would be attending a meeting of the Chairs of the UK National Parks in Pembrokeshire in the week beginning 26 November 2018.

(4) **Date to Note: Conference: Norfolk a World Class Environment Wednesday 12 December 2018, 9am – 4pm at the Kings Centre, Norwich.** (Hosted by the Norfolk Rural Strategy Group)

All members had been sent an invitation to the event, the aim being to coordinate the development of a local Environment Plan for prioritising initiatives and securing funding in the future to respond to the government's 25 year Environment Plan.

(5) **General Proceedings.**

The Chairman commented that he would take it that Members had read the papers and therefore the emphasis would be for members to ask questions and debate the issues. It was hoped to complete the main business by 13.00.

**3/3 Introduction of Members and Declarations of Interest**

Members, who were toll payers declared a general interest in Item 9 of this Agenda concerning the setting of navigation charges for 2019/2020. Members indicated they had no further declarations of interest other than those already registered, and as set out in Appendix 1 to these minutes.

**3/4 Items of Urgent Business**

There were no items of urgent business.

**3/5 Public Question Time**

No public questions had been received.

**3/6 Minutes of Broads Authority Meeting held on 28 September 2018**

The minutes of the meeting held on 28 September 2018 were approved as a correct record and signed by the Chairman subject to an amendment to:

**Minute 2/12 National Parks Response** re: Legislation for the Future.

With reference to having similar powers to Highways Authority

Delete "neglect of riverbanks" replace with "overhanging vegetation"

To read " ie: to deal with maintenance and overhanging vegetation by landowners."

**3/7 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 particular attention was drawn to the following:

**Mutford Lock:** It was anticipated that the Marine Management Organisation would approve the two Harbour Revision Orders to effect the completion of the transfer of the Lock to the Authority in January 2019.

**Peer Review Action Plan:** The new method for the appraisal of the Chief Executive had been completed successfully with an expression of confidence. A recommendation from the process, which would be taken forward with the LGA, was that the Chair and Chief Executive investigate and devise a Board Development Programme for 2019. This would be supported by the East of England LGA. A report would be brought to the Authority in due course.

**Committee Membership and Member Appointments:**

- (i) Appointment to Planning Committee: Ron Hanton had indicated he would be happy to serve on the Planning Committee. The appointment had been delegated to the Chair and Chief Executive.

RESOLVED

that the appointment of Mr Ron Hanton to the Planning Committee be endorsed.

- (ii) How Hill Trust: The Authority currently had two places on the Trust, one of which was filled by Jacquie Burgess. Given that the Trust was undertaking a review and was looking at reducing the size of its Board, they had inquired as to whether the Authority wished to retain two members. Members agreed that one representative from the Authority was appropriate.

RESOLVED

To inform the How Hill Trust, that the Authority was content to appoint one member to the Trust.

**Acle Bridge:** The Chief Executive had met with the Chief Executive of New Anglia LEP and discussed the possibility of a Visitor and Education Centre forming part of a larger bid to improve the infrastructure for the Broads. This had not received a very positive response. However, there was more support for the Acle Bridge project itself. The LEP would be happy to support a bid and assist with discussions with other bodies, such as the HLF and a refinement of the proposals.

Members welcomed part of the response from the LEP but were disappointed at the lack of enthusiasm to support a larger project in support of infrastructure to facilitate Broads Tourism generally. Members considered that this was particularly disappointing in relation to the southern broads including, Oulton Broad and Beccles, where there was considerable potential for improving tourism facilities. Members suggested that it would be worth

contacting the LEP member from the southern area. The Chief Executive commented that it was intended to include greater engagement with the LEP as one of the strategic targets for 2019.

Members noted the report.

### **3/8 National Parks Review – Response Landscapes Review – call for evidence**

The Authority received a report and presentation from the Chief Executive following consultation with the Chairs' Group. This set out an initial draft proposed response to the National Parks Landscapes Review call for evidence. The deadline for the response submission was 18 December 2018 and the Chairs' Group would be meeting again on 5 December 2018 to finalise the response and consider the points raised at this meeting.

The Chief Executive outlined the eight objectives given to the Review panel led by Julian Glover. He emphasised that the review was regarded as a very positive move to improve National Parks generally and not undermine them. It was especially relevant to the Government's 25 Year Environment Plan and how National Parks could be advanced to ensure that they were fit for the future. He reminded members that the scope of the review included examining and making recommendations on their existing statutory purposes, the case for extension, their financing, how to improve governance, enhance the environment and biodiversity in National Parks, build on the eight-point plan for National Parks and how well the National Parks and AONBs supported communities. The Chief Executive explained that the review would also take advice from Natural England.

The Chief Executive provided a simple table outlining the views of the Chairs Group as well as those of the English National Park Chief Executives who had recently met and been through a similar process, against five of the headings.

Members were invited to comment on and identify any additional points for inclusion.

#### *Purposes/Functions*

With regard to National Park purposes/functions and the present situation of "having regard to the social and economic wellbeing of those who lived and worked in the National Parks", there was general agreement for having wording similar to that of the Scottish Parks (promoting economic and social development of the area's communities) as a fourth purpose. In addition, strengthening of the General Duty for public bodies under Section 62 for the National Parks and S17A of the Norfolk and Suffolk Broads Act was supported such that it read "to further" those purposes, rather than just having regard to them. Members considered that this aim could be very beneficial to small businesses as it had been in Scotland where this function was included in National Park purposes.

Members also discussed and were in favour of the aim of giving every child the opportunity to visit and experience the national park as part of the purposes.

### *Navigation*

In association with the aim of strengthening the navigation function, Members welcomed this as being important. They considered that the response should be very carefully worded so as to avoid any misunderstanding. Although it was recognised that there had been a reduction in the commercial traffic using the navigation since 1988, and that the overall use was now almost exclusively recreational, commercial use should not be excluded for the future. The Authority had an obligation as a Harbour Authority. The Chief Executive assured members that there was no aim to diminish the importance of navigation or the use for commercial purposes. Any proposed wording would be in line with Sections 2 and 10 of the Norfolk and Suffolk Broads Act 1988.

A suggested wording for the third purpose could be along the following lines:

“To facilitate the public right of navigation through the maintenance of the navigation area and to improve and develop it as the Broads Authority sees fit.”

This would be given further thought, and the response redrafted.

### *Powers*

The principle of the National Parks having powers to manage wildlife was generally felt to be worth considering given the complexities of dealing with a number of different bodies at present. It was also noted that from the recent National Parks survey, the public took the view that wildlife was important within the national parks. A balance was required.

### *Boundaries*

Members noted that the Broads Authority boundary was based on the flood plain and that this was too restrictive in that it related very poorly to communities. They acknowledged that it did need reviewing but there would be financial consequences and considerable challenges particularly given the extra resources required. However, it was also acknowledged that the face of local government boundaries was also changing. Members noted that the NFU position was that to support any changes to the boundary a pre-condition would be uplifting of the social economic duty to a function/purpose.

### *Finances*

Members acknowledged that it was important to secure long term funding and resources for any changes and that the arguments would need to be heavily embedded with environmental management. It was recognised that in the present climate the chances of increasing finances were difficult. It would be important to work in partnership.

One member suggested that there could be a recreational levy whereas another member spoke strongly against this especially when the aim was to encourage those from deprived areas as well as give every child the opportunity to visit the national parks while at school.

#### *Governance*

It was recognised that this would be a contentious issue on all sorts of levels and a number of factors needed to be taken account of:

- The national and local role of the Authority
- Size – was there an optimum size for membership? A member commented that a membership of 10 – 12 was seriously worth considering in order for all members to be fully engaged with their responsibilities.
- Composition – relating to local, national and navigation interests and
- Representation and expertise.

#### *Simplification of Regulations*

Members were particularly in favour of simplifying regulations especially in terms of licensing for dredging and where definitions of waste were concerned.

Members considered that all of the points in relation to governance, boundaries and funding were fundamentally interrelated.

The Chairman and Chief Executive thanked Members for their contributions. The Chairs' Group would be meeting on 5 December 2018 and members were encouraged to submit any comments they wished to make individually to that group.

### **3/9 Proposed Navigation Charges for 2019/20 in the Navigation Area and Adjacent Waters**

The Authority received a report on the proposals for the level of tolls for 2019/20 following discussion with the Tolls Review Group on the options for additional expenditure and consultation with the Navigation Committee on 25 October 2018.

Members noted the context for setting the charges particularly the requirement to maintain the existing standard of service and carry out essential work as well as other options for additional expenditure. It was noted that income had held up well in association with the predicted outcome for 2018/19, it was ahead of the target from the hire boat sector by £10,000 and the position was on target for private craft. A precautionary approach was being recommended.

Members noted that it was important to retain a balanced approach to charges between raising the necessary resources to undertake essential maintenance work whilst recognising the pressures on both commercial and private boat owners. It was noted that boat numbers remained relatively stable and the increase recommended by the Navigation Committee of 2.6%

across the board was considered prudent. Members noted that the recommendation from the Navigation Committee had been unanimous.

A member commented that the proposed charges were sound given that the current charges from the Environment Agency elsewhere were much higher. Another member commented that the concepts of ideology behind this, was that the Broads navigation area was one of the few areas in the country which paid fully for its maintenance and service, and the higher percentage increases elsewhere were part of government policy to move to a user pay basis.

RESOLVED unanimously

- (i) In line with previous Broads Authority decisions, an 'across the board' approach to be adopted with navigation income increasing at the same rate for the whole of the hire fleet and the private fleet.
- (ii) That tolls be raised by +2.6% to maintain the existing level of service (+2.1%) and provide for the installation of electric charging points (+0.5%) at the Acle Bridge mooring which is due to be refurbished next year.

A member commented that the establishment and work of the Tolls Review Group had been a means of providing strong guiding principles following a number of workshops and long deliberations over two years. He proposed that the Chairs Group consider the possibility of reconstituting the reference group and reporting back to the Authority. The aim would be to examine any unintended consequences and act as an advisory group. He also suggested that its membership be included with the appointments to committees and groups at the July AGM. The membership currently consisted of the Chair of the Broads Authority and Chair of Navigation Committee, a representative from the Hire Boat Industry, a representative from the private boating and sailing community, an angling representative and two other members, one of whom was not a navigator.

### **3/10 Financial Performance and Direction**

The Authority received a report on the details of the actual income and expenditure for the six-month period to 30 September together with a forecast of the projected expenditure at the end of the financial year (31 March 2019).

The Chief Financial Officer provided members with the latest figures to the end of October 2018. The actual variance for October was fairly consistent with that of September and the Latest Available Budget remained the same. The forecast also remained the same. However, this could change as the deadline for budget holders was today (23 November 2018). The earmarked reserves had decreased to £1.6 million following completed purchase of the tree shears. The Chief Financial Officer reported that the HLF and CANAPE grant claims were due shortly which would increase the balances.

Members congratulated the Chief Financial Officer on the clarity of the report and management of the Authority's finances.

RESOLVED unanimously

that the report be noted.

### **3/11 Strategic Direction**

#### **Broads Plan Strategic Update, Strategic Priorities 2018/19 and Strategic Priorities for 2019/20**

The Authority received the six-month update on the progress on implementing the Broads Plan and the third report for the year on the Strategic Priorities for 2018/19, which were guided by the themes within the Broads Plan 2017 – 2022. The report also provided updates on the Authority's guiding strategies.

This included the fact that the Authority was currently reviewing two of its guiding strategies, the Broads Biodiversity and Water Strategy and the Broads Integrated Access Strategy for implementation in Spring 2019.

The Water Mills and Marshes and the CANAPE projects were progressing well. With reference to Strategic Priority 3 on the Broadland Futures Initiative, the Chief Executive reported that the Authority had received agreement from the Environment Agency to allocate £1.5 million for research into the relationship between coastal flood management and river flood management. The Environment Agency had adopted a new procurement system and the consultant to take this forward with the Authority would not be in place until after April 2019. Therefore the progress under this heading was not as far forward as originally anticipated.

A Member referred to a recent Water Management Alliance meeting and discussions on the very large investment of £30million in the upper Thurne to replace pumps. Officers assured members that the Authority was involved in various discussions with the IDB and the Environment Agency about the project.

RESOLVED unanimously

that the report is noted.

### **3/12 Somerton Conservation Area Re-Appraisal for adoption**

The Authority received a report on the proposed Somerton Conservation Area and Management Plan, one of the latest Conservation areas to be reviewed as part of a rolling programme. This had been through a very thorough consultation and considered by the Planning Committee at its meeting on 12 October 2018. It was noted that the Planning Committee had reviewed the report and on balance decided to amend the proposed boundary to exclude

the Staithe Farm farmyard. The amended boundary and management plan was before the Authority for adoption.

RESOLVED unanimously

that the Somerton Conservation Area re-appraisal, boundary changes and management plan for that part of the Area within the Broads Authority executive area as set out in Appendices 1 and 2 of the report be adopted.

### **3/13 Broads Local Plan Update**

The Authority received a report giving an update on the next stages in progressing the Broads Local Plan following the Examination in Public. It was anticipated that the instructions from the Inspector could be received in early December, which would trigger a public consultation on the proposed Modifications to the Local Plan resulting from the examination process. In order not to delay proceedings, it was proposed to delegate authority to the Chief Executive and Chairs of the Authority and the Planning Committee to endorse the modifications for consultation.

RESOLVED unanimously

In the interest of expediency authority be delegated to the Chief Executive in consultation with the Chair of the Broads Authority and the Chair of Planning Committee the decision to authorise the consultation on modifications to the Broads Local Plan on receipt of instructions from the Inspector.

### **3/14 Updates to Standing Orders**

The Authority received a report providing a review of the Standing Orders following the Peer Review to reflect the changes agreed by the Authority in May 2018 relating to the procedures for the election of the Chair and Vice-Chair of the Authority. It did not refer to the appointment of Chairs and Vice-Chairs to the other committees at this stage due to the decision to review procedures next July. The opportunity had also been taken to make some minor changes.

RESOLVED unanimously

that the proposed amendments to the Standing Orders be adopted and implemented from the date of the Authority's next meeting 1 February 2019.

### **3/15 Amendments to Members Code of Conduct**

The Authority received a report providing further updates to the Members Code of Conduct to give greater clarity on dealing with complaints from or by members. This included a three-month time limit in which a complaint should be received.

Members thanked the Solicitor for the report and the proposed amendments.

RESOLVED unanimously

to approve the updates to the Code of Conduct in line with the draft attached to the report.

*\*There was a typographical error in the draft amended document at paragraph 4.18(a), where there is a reference to the Monitoring Officer being able to apply sanctions limited to those set out in paragraph 5.9. In fact this was a mistake by the Monitoring Officer in drafting the amendment and correcting an existing typographical error. He only intended to give the Monitoring Officer power to apply the lesser sanctions at paragraph 4.30. The sanctions set out in para 5.9 were always intended to be restricted to the Hearings Committee.*

### **3/16 Implementation of Unreasonable Complainants Behaviour Policy**

The Authority received a report setting out a proposed policy for the management of unreasonable complainant behaviour. This related to complainants by members of the public. The Solicitor commented that since writing the policy he proposed some amendments relating to:

3 Unreasonable Complaints Para 3.1.1 to delete “improperly” in line 2

4. Unreasonable Complainant Behaviour Para 4.1.6 delete “and” and replace with “or”. Delete paragraph 4.1.8.

It was clarified that any complainant would be given a warning if it was considered that there was unreasonable behaviour and there could be restrictions on contact with certain members of staff. There would be a right of appeal to the Authority’s independent persons and if dismissed, the complainant had the right to approach the Local Government Ombudsman.

Members thanked the Solicitor. Generally, they supported the changes to the Code of Conduct and the introduction of the Unreasonable Complainants Policy but expressed regret and disappointment that such policies were required. This was more to do with changes in a wider culture and declining standards of what constituted civility in dealing with public standards. Members considered that it was important to protect their employees.

RESOLVED with one abstention

that the Policy for the Management of Unreasonable Complainants Behaviour is adopted with the proposed amendments set out above.

### **3/17 Construction and Equipment Standards Boat Safety Scheme, Carbon Monoxide alarm requirement**

The Head of Safety Management introduced Sonia Edgar who had joined the Authority as Administration Officer dealing with safety and assets. The Head of Safety Management presented the report that outlined the proposal to add to the construction and equipment standards set by the Authority, a requirement for the mandatory installation of carbon monoxide alarms on

boats with accommodation spaces. The measure was partly as a result of the deaths on board a boat in Wroxham Broad in 2016. The Boat Safety Management Group and the Navigation Committee were consulted on the proposal and were largely supportive. The output of the consultation was being collated and 84% of the respondents had indicated their support.

The final responses were to be considered by the Boat Safety Scheme Management Committee in mid-December. The intended implementation date was 1 January 2019, but this had now been changed to 1 April 2019. It was proposed that, subject to no material changes to the proposed requirements following consultation, the Authority adopt the new Boat Safety Scheme requirements.

Members were assured that the Authority was able to supply the alarms and the Boat Safety Scheme would be setting out the necessary requirements for boat owners. At a member's suggestion, the information would be included with the notices to toll payers of the charges for the 2019/20 season. Members considered that it was important to disseminate the message by every means possible and commended the report.

RESOLVED unanimously

- (i) the new BSS requirement from 1 April 2019 for suitable Carbon Monoxide alarms in good condition to be present in all classes of boats with accommodation is noted.
- (ii) that the final decision to adopt the new requirement is delegated to the Chief Executive after consultation with the Chairman of the Navigation Committee and the Chairman of the Authority.

### **3/18 Water Ski Permit – Amendment to conditions**

The Authority received a report setting out a change in the policy concerning the necessity to undertake a Wash and Noise Test as part of the Water Ski Permit conditions. The report included the draft amended permit conditions.

RESOLVED unanimously

to adopt the proposed Water Ski Permit conditions to be implemented from 1 April 2019.

### **3/19 The Port Marine Safety Code: To consider any items of business raised by the Designated Person in respect of the Port Marine Safety Code**

- **Port Marine Safety Code (PMSC) Aids to Navigation – Trinity House**

The Authority received a report following consideration by the Navigation Committee at its meeting on 25 October 2018. This provided information on the work the Authority had undertaken to identify and rectify deficient Aids to

Navigation (AtoN) following the Trinity House annual report 2017 set out in Appendix 1 of the report.

RESOLVED unanimously

that the report is noted.

### **3/20 Minutes Received**

The Chairman indicated that he would assume that members had read these minutes and were invited to ask any questions.

RESOLVED

#### **(i) Navigation Committee – 6 September 2018**

RESOLVED

that the minutes from the Navigation Committee meeting held on 6 September 2018 be received.

#### **(ii) Planning Committee: 14 September and 12 October 2018**

RESOLVED

that the minutes of the Planning Committee meetings held on 14 September and 12 October 2018 be received.

### **3/21 Feedback from Members appointed to represent the Authority on outside bodies 2018/19**

#### **Outside bodies**

**How Hill Trust** – Jacquie Burgess reported that the Trustees were undergoing a skills audit and the Trust was looking at strengthening its fund raising abilities.

The reduction in the number of appointments from the Authority would be very helpful. The board was looking forward to cooperating with the Authority, particularly in light of the education commitment from all the National Parks with How Hill being well placed in this regard.

**National Parks UK and England** – The Chairman reported that he had attended a meeting in the previous week. There was some concern that there appeared to be duplication of organisations relating to National Parks.

The Chief Executive reported that in association with the report on the Strategic Priorities (Minute 3/11) the Chief Executives of the 15 UK National Parks had set up a new Communications Team. All the National Parks had been invited to bid to host the team of three. The Broads Authority had been successful in winning the bid. Before proceeding there was due to be a presentation to the Chairs of the National Park Authorities next week and the

financial arrangements were being finalised. Members congratulated the Head of Communications and Chief Executive on the achievement. It was recognised that this was a great responsibility but was also an accolade for the Authority.

**Norfolk and Suffolk Broads Charitable Trust** – Bruce Keith reported a meeting was due to be held on 26 November 2018. Bruce together with Kit Cator and Bruce Hanson were developing a five year strategy with the aim of re-energising “Love the Broads” and developing new areas of funding over the next three – five years. The initial ideas would be discussed with the board with the aim of having a small workshop at the end of January to progress matters.

**Norfolk Mills and Pumps Trust** - Jacquie Burgess reported that she was no longer a member of the Trust. The Trust was reviewing its future and it was considered that it was more appropriate for this to be done at officer level. Therefore the Historic Environment Manager would be representing the Authority in discussions with officers of Norfolk County Council on this issue.

**Whitlingham Charitable Trust** – Bruce Keith reported that he had attended the Annual Forum of all the interested parties, stakeholders and users of Whitlingham Country Park which had been very positive. He had been very impressed at the willingness of all the users to collaborate and help each other with the various events.

#### **Local Authority Feedback**

**North Norfolk District** – Paul Rice reported that there had been a change in leadership. The new leader Sarah Butikofer wished to create a cross party rainbow cabinet to unify the Authority. Paul Rice would be making sure that his fellow councilors were aware of the Broads Local Plan.

**Norwich City** – Gail Harris reported that the government had lifted the HRA cap meaning that the council had more ability to build houses.

**Waveney District** – Mike Barnard reported that progress was being made with the formation of the East Suffolk Council to replace Waveney and Suffolk Coastal District Councils. The budget for the new council was being prepared. The number of councillors would be reduced from 90 to 55. All the separate boundaries had been approved by Parliament and would be in place for the elections in May 2019. Mike Barnard confirmed that he would not be standing as a councillor again.

**Suffolk County Council** – Melanie Vigo di Gallidoro reported that a new leader had been appointed and she would be meeting with the Broads Authority Chief Executive and Suffolk County’s Chief Executive. It was hoped that some work could be done on working with the LEP to provide improvements to Oulton Broad.

### **3/22 Items of Urgent Business**

There were no items of urgent business for consideration.

**3/23 Formal Questions**

There were no formal questions.

**3/24 Date of Next Meeting**

The next meeting of the Authority would be held on Friday 1 February 2019 at 10.00 am at Yare House, 62 – 64 Thorpe Road, Norwich.

The meeting ended at 12.10pm

CHAIRMAN

**Code of Conduct for Members  
Declaration of Interests**

**Committee:** Broads Authority 23 November 2018

<b>Name</b>	<b>Agenda/ Minute No(s)</b>	<b>Nature of Interest</b> (Please describe the nature of the interest)
Kelvin Allen	All/9	As previously declared
Greg Munford	9	As previously declared (personal tollpayer and Chief Executive of Richardsons' Leisure)
Bruce Keith	All	As previously declared
Mike Barnard	All	As previously declared
John Ash	9	As previously declared (Tollpayer and Trustee of Wherry Yacht Charter Trust)
Nicky Talbot	9	Chair of Navigation Committee, NSBA, NBYC, Toll Payer
Simon Roberts		Suffolk Wildlife Trust Trustee As previous
Gail Harris		None other than previously declared
Jacque Burgess	9	As previously declared, Toll payer and member of NBYC
Ron Hanton	12	County Councillor for Somerton
Paul Rice		Chairman of Broads Society
Louis Baugh		As previously declared
Melanie Vigo di Gallidoro		As previously declared
Bill Dickson	9	None other than those already declared.
Haydn Thirtle		As previously declared
John Timewell		As previously declared