

**Broads Authority External Funding Working Group – Draft Terms of Reference**  
Report by Chief Financial Officer

<b>Summary:</b>	The Broads Authority External Funding Working Group met on 12 April 2018 and has drafted its Terms of Reference which are presented to the Broads Authority.
<b>Recommendation:</b>	That the report be noted and the Terms of Reference be approved.

## **1 Introduction**

- 1.1 The Broads Authority External Funding Working Group met on the 12 April 2018. The Terms of Reference were discussed, as well as the benefits which should be aimed for in developing the external funding strategy.

## **2 Notes from the External Funding Working Group**

- 2.1 The good level of success from the Broads Authority in securing external funding for the short term has been acknowledged.
- 2.2 Members also identified the challenges the Broads Authority is facing due to expected decreased opportunities to access external funding, and the competitiveness of the market.
- 2.3 The working group have agreed to meet ahead of each Broads Authority meeting, with the aim of developing a framework and approach for identifying suitable activities for which external funding should be sought.
- 2.4 The next actions which were agreed are to:
- 1) Get an understanding of current best practice externally;
  - 2) Identify which areas of income should be prioritised; and
  - 3) Test how to use the Broads Plan to identify potential projects.

## **3 Terms of Reference**

- 3.1 The draft Terms of Reference can be found in Appendix A: Broads Authority External Funding Working Group – Draft Terms of Reference.

Background papers: None

Authors: Emma Krelle, Marie-Pierre Tighe, Simon Hooton

Date of report: 27 April 2018

Broads Plan Objectives: Potentially all

Appendices: Appendix 1 – Broads Authority External Funding Working Group  
– Draft Terms of Reference



## External Funding Working Group

### Role and Terms of Reference

#### Role

A ~~Task and Finish~~ working group to review the options for external funding for the Broads Authority.

The intention is to review the existing situation, consider future needs and opportunities and create recommendations for the Authority on a strategic way forward with a focus on the medium term. The scope will include all forms of ~~income~~ external funding, an indication of how priorities will be determined, and the levels of income that might be expected.

#### Terms of reference

- (i) To be cognizant of the Authority's three main purposes and statutory duties. The strategic approach is to be informed by and linked to the strategic issues identified in the Broads Plan (2017) and other guiding strategies and the aspirations from Defra as expressed in the 8 point plan and the 25 year Environment Plan.
- (ii) To target the needs of the Authority as identified through the strategic actions in the Broads Plan. More specifically, to identify specific projects for which external funding would be needed and to map external funding streams of income and the processes to bid for it. Consideration should be given to any multiple benefits that can be gained through the new income including close/ closer partnership working.
- (iii) To identify potential sources of one-off and repeat income from sources away from the National Park Grant and Tolls income and rank the potential value for meeting the Broads Authority's needs.
- (iv) To consider the resource requirements needed to support new activities and whether this will require recommendations around ways of working, prioritisation and allocation of tasks.
- (v) The working group will identify at the earliest opportunity the milestones, timelines and deadlines needed to effectively complete its task, and will put in place mechanisms to report to the Management Team and to the full Authority.

- (vi) The working group will develop a recommendation on how members would provide on-going support to the Authority for the implementation of the external funding framework.
- (vii) Membership of the working group will include Members and Officers who will jointly identify and undertake the necessary actions which may include involving others in wider research and benchmarking.

### Membership of the Group

Kelvin Allen  
John Ash  
Matthew Bradbury  
Lana Hempsall  
Greg Munford  
Marie-Pierre Tighe  
Emma Krelle  
Simon Hooton

### **Broads Authority Purposes:**

- *Conserving and enhancing the natural beauty, wildlife and cultural heritage of the Broads;*
- *Promoting opportunities for the understanding and enjoyment of the special qualities of the broads by the public; and*
- *Protecting the interests of navigation*

*While having regard to:*

- *The national importance of the Broads as an area of natural beauty and one which affords opportunities for open-air recreation;*
- *The desirability of protecting the natural resources of the Broads from damage; and*
- *The needs of agriculture and forestry and the economic and social interests of those who live or work in the Broads.*

Draft v1 27-3-18 SKH\_MPT  
| [Draft v2 12-3-18 amendments](#)