

Navigation Committee

15 April 2021

Agenda item number 15

Committee calendar 2021/22- Navigation Committee dates

Report by Governance Officer

Purpose

To review the Navigation Committee dates for 2021/22 and the change in meeting time, following the approval of the committee calendar at the Broads Authority meeting on 19 March 2021.

1. 2021/22 committee timetable

- 1.1. Members are asked to review the Navigation Committee meeting dates for 2021/22, included in the committee calendar at Appendix 1. The calendar was approved by the Broads Authority on 19 March, subject to consultation with the Navigation Committee.
- 1.2. The calendar runs from August 2021 to the annual meeting in July 2022, and takes account of public holidays. There are five proposed Navigation Committee meetings in the year.
- 1.3. Members of the Committee are also invited to attend all Broads Authority site visits, including the Planning Committee Design Tour. The members' annual site visit is usually held in early July, and a provisional date for 2021 is 8 July, dependent on Government Covid-19 restrictions being lifted. The Planning Design Tour is scheduled on a two-yearly basis, with the next tour due in 2021. A date is to be confirmed.
- 1.4. 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](#))

2. Change of time

- 2.1. The dates for all committees in 2021/22 follow a similar pattern to previous years, but it is proposed to move Navigation Committee, Broads Local Access Forum (BLAF) and Audit and Risk Committee (ARC) meetings to 10am, in line with Broads Authority and Planning Committee meetings. BLAF and ARC members were notified of the change at their March meetings.

3. Conclusion

- 3.1. It should be noted that meeting dates and times may be subject to change and are dependent on the flexibility granted to the Broads Authority and Local Authorities to hold remote meetings during Covid-19 restrictions.

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Date of report: 25 March 2021

Appendix 1 – Committee calendar 2021/22

Appendix 1 - Broads Authority committee calendar 2021/2022

Committee meetings	Day	Time	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022
Audit and Risk Committee	Tue	10am	20		21					8					12
Broads Authority (*BA business/member workshop/site visit)	Fri	10am	23		24*		19		28		18*		13		15
Member annual site visit	Thu		8												7
Broads Local Access Forum	Wed	10am			1			1			9			8	
Navigation Committee	Thu	10am			2	21			13			14		9	
Planning Committee	Fri	10am	16	13	10	8	5	3	7	4	4	1 29	27	24	22
Planning Committee site visit (provisional dates if required)	Fri	10am	2		3	1 22	26		21	18		8		10	1
Bank holidays				30				27 28	3			15 18	2	2 3	

Other meetings	Day	Time	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022
Broads Engage (public event)	Tbc	Tbc													
Heritage Asset Review Group (member group)	Fri	10am			17			17			11			17	
Parish Forum (public event)	Tbc	Tbc				13					16				
Bank holidays				30				27 28	3			15 18	2	2 3	