

## AGENDA

10 May 2013

10.00am

<http://www.broads-authority.gov.uk/authority/meetings/broads-authority/2013.html>

- |   | Time  |
|---|-------|
| 1. <b>To receive apologies for absence and welcome</b>  | 10.00 |
| 2. <b>Chairman's Announcements</b>  |       |
| 3. <b>Introduction of Members and Declarations of Interest</b>  |       |
| 4. <b>To note whether any items have been proposed as matters of urgent business</b>                      |       |
| 5. <b>Public Question Time</b><br>To note whether any questions have been raised by members of the public |       |

### **Questions submitted by Mrs Mollie Howes (herewith)**

#### MINUTES TO BE ADOPTED

- |  |       |
|--|-------|
| 6. <b>To receive and confirm the minutes of the Broads Authority meeting held on 22 March 2013 (herewith)</b>  | 10.20 |
| 7. <b>Summary of Progress/Actions Taken following Decisions of Previous Meetings</b> <i>To include Breydon Water Ski trial designation update</i><br>To note schedule (herewith) |       |

#### MINUTES TO BE RECEIVED

8. **To receive minutes of the following meetings:**  
(Available on the Authority website)

Broads Local Access Forum – 6 March 2013 (herewith)

Planning Committee – 28 March 2013 (herewith)

Navigation Committee – 18 April 2013 (herewith)

## STRATEGY AND POLICY

9. **Strategic Direction** 10.45  
 Report by Chief Executive (herewith)  
*To include:*
- *Progress on Strategic Priorities for 2013/14*
  - *A Future Strategy for Dredging*
10. **Financial Performance and Direction**  
 Report by Head of Finance (herewith)  
*To include:*
- *Dragonfly House Costs*
  - *Approved Contractors List for Trees and Fen Cutting*
  - *Consolidated Income and Expenditure: from 1 April 2012 to 28 February 2013*
  - *Annual Report on Requests to Waive Standing Orders Relating to Contracts*

## PROJECT MONITORING AND UPDATES

11. **Update on Swing Bridges** 11.30  
 Report by Asset Officer (herewith)

## GOVERNANCE AND ADMINISTRATION

12. **Equality Policy** 11.45  
 Presentation by Ms Jeanette Wheeler of Birketts
13. **Members Code of Conduct**  
 Report by Head of Governance and Executive Assistant and Solicitor and Monitoring Officer (herewith)
14. **Member Development Programme 2013/14**  
 Report by Chairman (herewith)
15. **Appointment of Member to the Navigation Committee**  
 Report by Head of Governance and Executive Assistant (herewith)

## REPORTS FOR INFORMATION

16. **The Port Marine Safety Code: To consider any items of business raised by the Designated Person in respect of the Port Marine Safety Code** 12.45

17. **Annual Incident Statistics 2012**  
Report by Head of Safety Management (herewith)
  - (i) **Annual Health and Safety Report 2012**
  - (ii) **Annual Marine Safety Audit 2012**
18. **Summary of Formal Complaints**  
Report by Head of Governance and Executive Assistant (herewith)
19. **Feedback from Lead Members and those appointed to represent the Authority**
20. **To note the date of the next meeting - Friday 12 July 2013 at 10.00am at Yare House, 62-64 Thorpe Road, Norwich**

#### MATTERS FOR DECISION

21. **To consider any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B (4)(b) of the Local Government Act 1972**
22. **To answer any formal questions of which due notice has been given**
23. **Exclusion of the Public**  
The Committee is asked to consider excluding the public from the meeting under section 100A of the Local Government Act 1972 for consideration of the items below on the grounds that they involve the likely disclosure of exempt information as defined by Paragraphs 1, 3 and 6 of Part 1 of Schedule 12A to the Act as amended, and that the public interest in maintaining the exemption outweighs the public benefit in disclosing the information
24. **To receive and confirm the exempt minutes of the Broads Authority meeting held on 22 March 2013 (herewith)**
25. **Sale of Woodland**  
Report by Asset Officer (herewith)

Contact officers are shown at the end of each report. Members are welcome to raise questions and make observations in advance of the meeting with the appropriate officer.