

Navigation Committee

Draft Minutes of the meeting held on 23 April 2015

Please note these draft minutes will be reviewed by the Navigation Committee at its next meeting on 4 June 2015 and may be subject to amendments prior to being confirmed

Present:

Mr M Whitaker (Chairman)

Mr K Allen	Sir P Dixon	Mr J Knight
Ms L Aspland	Mr P Durrant	Ms N Talbot
Miss S Blane	Mrs L Hemsall	Mr B Wilkins
Mr W Dickson	Mr M Heron	

In Attendance:

Mr S Birtles – Head of Safety Management
Ms E Guds – Administrative Officer (Governance)
Mr P Ionta – Solicitor and Monitoring Officer (for Items 5/1-5/14)
Ms E Krelle – Head of Finance
Ms A Leeper – Asset Officer
Ms A Long – Director of Planning and Resources
Ms A Macnab – Planning Officer
Dr J Packman – Chief Executive
Mr R Rogers – Head of Construction, Maintenance and Environment
Mr A Vernon – Head of Ranger Services
Mrs T Wakelin – Director of Operations

Also Present:

Prof J Burgess –Chairman of the Authority

5/1 To receive apologies for absence

Apologies for absence were received from Alan Goodchild.

5/2 Appointment of Chairman

The Chief Executive invited nominations for the appointment of the Chairman to the Committee.

Kelvin Allen proposed, seconded by Sholeh Blane that Michael Whitaker be appointed as Chairman until 13 May 2016. No other nominations were forthcoming.

RESOLVED

that Michael Whitaker be appointed as Chairman of the Navigation Committee until 13 May 2016.

Michael Whitaker in the Chair

The Chair invited nominations for the appointment of the Vice Chairman to the Committee.

Max Heron proposed, seconded by Brian Dickson that James Knight be appointed as Vice Chairman until the 13 of May 2016. No other nominations were forthcoming.

RESOLVED

that James Knight be appointed as Vice Chairman of the Navigation Committee until 13 May 2016.

5/3 To note whether any items have been proposed as matters of urgent business/ Variation in order of items on the agenda

No items had been proposed as matters of urgent business

5/4 To receive Declarations of Interest

Members expressed their declarations of interest as set out in Appendix 1 of these minutes.

5/5 Public Question Time

There were no public questions.

5/6 To Receive and Confirm the Minutes of the Meetings Held on 26 February 2015

The minutes of the meeting held on 26 February 2015 were confirmed as a correct record and signed by the Chairman.

5/7 Summary of Actions and Outstanding Issues Following Discussions at Previous Meetings

Members received a report summarising the progress of issues that had recently been presented to the Committee.

The Chief Executive fed back to the members that their recommendations on the 26 February 2015 were considered, however the Broads Authority (BA) decided that the best way forward for the disposal of Geldeston Woodland would be selling the land to Waveney RiverTrust for the reasons sets out in their minutes.

Members noted the report.

5/8 Appointment of Co-Opted Members to the Broads Authority

In accordance with the provisions in the Norfolk and Suffolk Broads Act 1988 (as amended) and the decision of the full Authority dated 23 March 2015, the Committee was invited to recommend two Co-opted members to be appointed to the Authority until 13 May 2016.

The Committee noted that due to commitments Mr Alan Goodchild would seek to stand down as nominated appointed co-opted member to the Broads Authority.

Members highlighted that the term of appointment of the two co-opted members to the Broads Authority post 15 May 2015 should be an annual term in order to give more members the chance to take on his role.

The Chairman of the Committee is required to be a member of the Broads Authority and therefore Michael Whittaker was recommended for appointment to the Authority.

RESOLVED

that Mr Michael Whitaker and Mr James Knight, proposed by Lana Hemsall and second by Kelvin Allen be appointed co-opted members to the Broads Authority until 13 May 2016.

5/9 Broads Plan Review & Stakeholders Action Plan

Members received a report outlining the key stages in the Broads Plan Review and were requested to offer suggestions on topics that could be the subject of specific engagement/discussion as part of that review.

The Director of Planning and Resources highlighted that engaging with hire boat operators was one of the priorities of the Stakeholder Action Plan and that a meeting with hire boat operators was scheduled for 25th of June 2015.

It was noted that another priority of the Stakeholder Action Plan was the engagement with Parish Councils and that their involvement in workshops should be encouraged.

Members acknowledged that action plans were being carried out and believed it was important this remained the situation so feedback would filter through and become apparent in the next survey.

It was mentioned that more could be done to promote The Broads, not only to attract visitors but also to ensure they would return. Furthermore Members noted that the Broads Authority should do more to promote itself and make the public aware of the positive work they do and the service they provide.

Members noted the report.

5/10 Hire Boat Statistics for 2014/15

Members received a report which presented two items of evidence: boat hire statistics provided by the Broads Hire Boat Federation and the Authority's own record of boat registrations for 2014.

Members acknowledged that the statistics in the report didn't reflect a full picture and that there was a lot more detail behind the figures like weather conditions and boats which pay toll to other organisations than the BA.

Another concern was that the BA would rely largely on the income of the hire boat industry to which the Chief Executive responded that over the years their reliance had gone down considerably so that the Authority was less vulnerable to changes in the hire boat industry.

It was also mentioned that the BA should get more involved with the infrastructure like moorings, pubs and waste collection and it was agreed that a long term strategy was needed.

Members noted the report.

5/11 Breydon Water: Water Skiing and Wakeboarding Trial Findings

Members received a report which set out the findings of the trial of recreational water skiing and wakeboarding on Breydon Water and their views were sought for the future management of these activities on Breydon Water considering the following options:

- Accept the recommendation from the Water Ski Review Panel and formally designate the existing zone for water skiing and wakeboarding without any additional controls;
- Accept the recommendation from the Water Ski Review Panel and formally designate the zone for Water skiing and Wakeboarding but with additional controls, (i) not permit water skiing and wakeboarding from 1 November until 1 March, and (ii) further reduce the total amount of skiing occasions in anyone year from 78 currently agreed to account for the winter ban;
- Reject the recommendation and embark on an additional trial period to enable data to be gathered for future consideration by the Authority;
- Reject the recommendation and revoke the designated water ski zone.

The general opinion was that as water skiing on Breydon Water never used to be an issue in the past there was no reason to change the formal arrangements. Taking into consideration the view of the Waterski Review panel, which included a wide range of stakeholders who had considered all aspects of water ski activity, members

RECOMMENDED by 6 for, 3 against and 1 abstention

to accept the recommendation from the Water Ski Review Panel and formally designate the existing zone for water skiing and wakeboarding without any additional controls.

5/12 Integrated Safety Management System Including Hazard Review

Members received the updated Safety Management System, and noted the integrated approach adopted, and recommendations identified. It was noted that the Boating Safety Management Group and Local Access Forum had both been involved in the hazard review.

It was suggested that a more practical access to the Safety Management System (SMS) would be made available, either online or for example in the Broadcaster. Head of Safety Management acknowledged although the SMS is not intended to be a public document, a more accessible form of the document was also necessary and that they were working on this but explained it was a slow and difficult process.

Members noted the report.

5/13 Annual Incident Reporting Statistics

Members received a report which provided details of the marine incidents from April 2014 to March 2015, including an analysis of deaths and personal injury since 1993. There had been two fatalities, and one fire caused by a gas flashback. Members were reminded that considering the large number of visitors to the Broads, the statistics demonstrated that the Broads continued to be a safe place for boating and boating related activities.

Members were informed that the most efficient way of reaching emergency services on board and in the Broads would be calling 999, to which a member responded that in that case efficient mobile network coverage in the entire Broads would need to be made a priority.

Members noted the report.

5/14 Planning Application with Navigation Implications: Proposed Residential Development at the Former Ferry Boat Inn

Members received a report setting out a planning application which had been submitted to the Broads Authority in respect of the erection of a riverside walkway/staithe on the western bank of the River Wensum and the construction of cantilevered balconies over the River Wensum. The walkway/staithe is proposed to be situated adjacent to the northern side of the Novi Sad footbridge and along the river frontage of the former Ferry Boat Inn site.

The walkway/staithe would be part of the wider proposals for the redevelopment of the Ferry Boat Inn site for residential use, which is being

considered and determined by Norwich City Council and which the Broads Authority had been consulted on.

Members were reminded of the anticipated navigation issues which would be restriction of river width, the use of the staithe and the projecting balconies.

The committee made some suggestions to be fed back to the developers and Norwich City Council in relation to the placement of the pathway and the height of the proposed redevelopment of a six storey building to try to encourage the developers to alter their plans.

A further concern was the strength of the quay heading and members were conscious that the overhanging balconies might cause vessels to run into.

Therefore after careful deliberation members

RECOMMENDED

that the planning application should be rejected due to the proposed restrictions in the width of navigation and the potential impact on the safety of existing and proposed boat users.

5/15 Navigation Income and Expenditure: 1 April to 28 February 2015 Actual and 2014/15 Forecast Outturn

Members received a report which provided the Committee with details of the actual navigation income and expenditure for the eleven month period to 28 February 2015, and provided a forecast of the projected expenditure at the end of the financial year (31 March 2015).

Members were informed that overall income was in line with the original budget though there had been a difference between hire boat and private income, the former down by nearly £45,000 and the later up by over £41,000. It was noted that expenditure was forecasted to be £8,717 below the latest available budget, nonetheless within this operational expenditure it had been above budget and Planning and Resources was below the latest available budget.

It was demonstrated that there had been some significant movements in the forecast outturn position for the year which suggested a small surplus of approximately £16,166 within the navigation budget for the year. With the latest amendments to forecast outturn, this would result in a navigation reserve balance of approximately £306,000 at the end of 2014/15 (before any year-end adjustments), which equates to 10.3% of net expenditure and would be in line with the recommended level of 10%.

Head of Finance informed members that brackets had been removed from the reserve figures but that actual income figures needed to remain between brackets as this is the format the Finance Department has to follow as set out in the CIPFA code and in the Authority's Statement of Accounts. She further highlighted that a minus would project negative and a plus would demonstrate we are ahead.

Members noted the report.

5/16 Construction, Maintenance and Environment Work Programme Progress Update

Head of Construction, Maintenance & Environment updated members on the issues the Authority was currently experiencing with Mutford Lock. Currently divers were working on the alignment of the lock and by the end of April they would be able to see if the repairs have been successful or if further work was needed.

The Director of Operations said that a full report on the Mutford Lock with forward projections, would be brought forward to the next meeting in June 2015 so that a strategy could be planned and additionally a costed programme for the Hickling enhancement project would be brought to the meeting in September 2015.

In relation to dredging material piled up at Ludham Bridge, the Head of Construction, Maintenance and Environment explained that the Authority was working together with BESL on reinstatement of the set-back areas. Each set-back is filled under its own management plan, as agreed between BESL & the Broads Authority and sometimes material is left slightly higher than the folding level to allow for the material to dry out. The dry material is then used to crest raise or re-shape the flood wall.

The Broads Authority is a statutory consultee to the Marine Management Organisation (MMO) and has recently commented on an application to push dredged material from a mooring basin on the Lower River Waveney at Burgh Castle. It was explained to the members that the Broads Authority had raised objections to the discharge of sediments into the Waveney on a number of grounds, ranging from volume to a lack of chemical analysis.

In response to a question raised about a vessel being damaged at Irstead, Director of Operations said that the vessel was damaged because it hit a submerged tree stump. She informed the members that as the dredging crew were near to this location at the time, they located and removed the offending object. She then explained that the river (Ant) naturally shallows at this location and dredging to deepen it was not in accordance with the Sediment Management Strategy and that the Navigation Notes had been amended to reflect this.

Members welcomed and noted the report.

5/17 Broads Safety Management Group: Update

The Director of Operations provided the members with a short update of the Broads Safety Management Group meeting held 10 March 2015 where the main topics discussed were:

- PMSC External Safety Audit
- Hazard Review 2014/15 Process Update

- Report on Incidents
- Safety Alerts – potential installation of Carbon Monoxide alarms
- Hire Boat Code Update
- Water-ski Review progress update

5/18 Chief Executive's Report

The Committee received a report which summarised the current position in respect of a number of projects and events, including decisions taken during the recent cycle of committee meetings.

Members noted the report.

5/19 Current Issues

In general members were concerned about the fish kill in the Upper Thurne and although the brief which was sent out by the Chief Executive was welcomed, one member in particular was disappointed there was no mention of why or what could be done about the current fish kill situation. He deliberated if specific monitoring of temperature, salinity and oxygen in the rivers was necessary to be carried out on a daily basis.

Director of Operations responded that to date nothing had been confirmed as yet and that the Broads Authority was still waiting for reports to come back to confirm that they were dealing with a toxic Pymnesium outbreak. She further informed members that the Authority had gathered a lot of information thanks to previous experiences, was in close contact with the John Innes Centre (JIC) and that a meeting with Natural England (NE) and the Environment Agency (EA) had been set up. It was explained that NE, EA and BA are all sampling for different elements but that all samples are sent to JIC to be researched and collated.

Members were assured that work is still due to start in October 2015 as scheduled, subject to consent, while working towards the long term project.

5/20 Items for future discussion

Members would like to see a programme being set for more future workshops.

5/21 To note the date of the next meeting

Due to meetings regularly over running, it was decided to remain at the regular starting time of 1 pm with an attempt to finish earlier.

The next meeting of the Committee would be held on Thursday 4 June 2015 at Yare House, 62-64 Thorpe Road, Norwich commencing at 1pm.

5/22 Exclusion of the Public: Item of Urgent Business – Purchase of Land

The Committee was 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 Paragraph 3 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

Members of the public left the meeting

The Asset Officer introduced an urgent item of business as member's views were sought on the potential purchase of a much sought after piece of land.

RECOMMENDED

that the Navigation Committee would support the Broads Authority in delegating powers to the Chief Executive to submit an offer of the guide price plus an agreed additional percentage for a required piece of land.

5/23 To receive and confirm the exempt minutes of the Navigation Committee meeting held on 26 February 2015

The exempt minute of the meeting held on 26 February 2015 was confirmed as correct and signed by the Chairman.

The meeting concluded at 4.50 pm

Chairman

Code of Conduct for Members

Declaration of Interests

Committee: Navigation Committee

Date of Meeting: 23 April 2015

Name Please Print	Agenda/ Minute No(s)	Nature of Interest (Please describe the nature of the interest)
Mr K Allen		Member of the Broads Angling Strategy Group
Ms L Aspland		Member of NBYC, Toll Payer, Hunter Fleet
Mr B Dickson		Toll Payer
Mr P Dixon	4/7 – 4/16	As previous
Mr J Knight		Hire Boat Operator, Toll Payer, Member of NSBA, NBYC, WOBYC
Mr M Heron	6-20	Toll Payer, Landowner, Member of British Rowing, Norwich RC, NSBA, RCC, Chair Whitlingham Boathouses
Ms N Talbot		Toll Payer, NSBA Member and Member of NBYC
Mr M Whitaker	6-23	Toll payer, Hire Boat Operator, BHBF Chairman
Mr B Wilkins		Toll Payer, HBSC, NSBA, RCC