

# Broads Authority

## Agenda 22 May 2020

10.00am

This is a remote meeting held under the provisions of [The Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020 no. 392](#).

**Participants:** You will be sent a link to join the meeting. The room will open at 9.30am and we request that you log in by 9.45am to allow us to check connections and other technical details.

**Members of the public:** To observe the meeting (as a non-participant), We will publish a Live Stream link 2 days before the start time before the meeting. Please use the following email for any queries about the meeting. [committees@broads-authority.gov.uk](mailto:committees@broads-authority.gov.uk)

### Introduction

1. **Welcome and introductions by the Chairman** (including remote meeting protocol)
2. Apologies
3. Introduction of members and declarations of interest
4. To note whether any items have been proposed as matters of urgent business
5. Public question time – to note whether any questions have been raised by members of the public
6. **To receive and confirm the minutes of the Broads Authority meeting held on 31 January 2020** (Pages 3-15)
7. **Summary of actions and outstanding issues following decisions at previous meetings – to note the schedule** (Pages 16-21)

### Strategy and policy

8. **Procedures and actions for remote meetings held under the Coronavirus Act 2020** (includes Standing Orders and procedures) (Pages 22 - 31)  
Report by Chief Executive and Head of Governance
9. **Response to the COVID-19 emergency and the financial position of the Broads Authority and local businesses** (Pages 32 - 44)  
Report by Chief Executive, Chief Financial Officer and Collector of Tolls

## Items for consent

**These items will be taken as a block. Members are asked to submit any questions relating to these items in advance of the meeting.**

10. **Annual Governance Statement 2019/2020 and Code of Corporate Governance 2020** (to accompany Statement of Accounts) (Pages 45 - 77)  
Report by Head of Governance
11. **Flood Risk SPD for adoption** (following recommendation from Planning Committee on 6 March 2020) (Pages 78 - 181)  
Report by Planning Policy Officer
12. **Annual report on requests to waive Standing Orders in 2019/2020** (Pages 182 -185)  
Report by Chief Financial Officer

## Reports for information

13. The Port Marine Safety Code: To consider any items of business raised by the designated person in respect of the Port Marine Safety Code
14. **Minutes to be received**  
[Audit and Risk Committee – 19 November 2019](#)  
[Planning Committee – 10 January 2020](#)  
[Planning Committee – 7 February 2020](#)
15. **Other items of business**  
Items of business which the Chairman decides should be considered as a matter of urgency pursuant to section 1008 (4)(b) of the Local Government Act 1972
16. To answer any formal questions of which due notice has been given
17. **To note the dates of the next meetings**  
(Proposed additional meeting on **24 or 25 June 2020** – see agenda item 8)  
**Friday 24 July 2020** at 10.00am (venue to be determined)
18. **Exclusion of the public**  
The Authority is asked to consider exclusion of the public from the meeting under Section 100A of the Local Government Act 1972 for the consideration of the item below on the grounds that it involves the likely disclosure of exempt information as defined by Paragraphs 1 and 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.
19. **To receive the Exempt Minutes from the meeting on 31 January 2020** (Pages 186 -189)