

## Navigation Committee

Minutes of the meeting held on 15 December 2016

### Present:

Mrs N Talbot (Chairman)

Mr K Allen

Sir Peter Dixon

Mr J Knight

Mr J Ash

Mr A Goodchild

Mr G Munford

Ms L Aspland

Mr M Heron

Mr B Wilkins

### In Attendance:

Mr N Catherall – Planning Officer

Mr A Clarke – Senior Waterways and Recreation Officer

Mr A Ellson – Senior Ranger

Ms E Guds – Administrative Officer (Governance)

Mr D Harris – Solicitor and Monitoring Officer

Ms E Krelle – Head of Finance

Mrs A Leeper – Asset Officer

Ms A Long – Director of Planning and Resources

Dr J Packman – Chief Executive

Mr R Rogers – Head of Construction, Maintenance and Environment

Ms C Smith – Head of Planning

Ms T Wakelin – Director of Operations

### Also Present:

Prof J A Burgess, Chairman of the Authority

Mr B Dickson – Member

Mrs L Hempsall – Member

### 4/1 To receive apologies for absence

Apologies for absence were received from Michael Whitaker and Matthew Bradbury.

The Chair announced this would be Trudi Wakelin's last Navigation Committee meeting as she had been offered and accepted a post with the Marine Management Organisation in Newcastle as Director of Licensing. The Chair thanked the Director of Operations for her valuable contribution for nearly twenty years and the Committee applauded her for all her achievements.

### 4/2 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.

#### **4/3 To receive Declarations of Interest**

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

Arriving just after the meeting had started, Sir Peter Dixon declared his interest later in the meeting, relating to agenda item 4/9 as a Member of the Planning Committee and item 4/12 in regards to Hickling Broad.

#### **4/4 Public Question Time**

No public questions were raised.

#### **4/5 To receive and confirm the minutes of the Navigation Committee meeting held on 27 October 2016**

Some debate about the minutes of the Navigation Committee meeting held on 27 October 2016 was instigated as several Members believed that although the minutes gave a correct record of the outcome, it did not offer a good reflection of the debate which led Members to reach their decisions.

Members noted the comment that it was important to achieve a correct balance between recording decisions and producing verbatim notes. An option for discussion could be to have video recorded minutes as was common practice during meetings at the Brecon Beacons National Park.

Members welcomed the idea of audio/video recorded minutes as they believed it would give a positive insight into the debates taking place before coming to a conclusion and so would improve the perception the general public has of the Authority. It was pointed out however that audio/video recorded minutes should not replace written notes but instead should be recognised as a good backup.

Proposed by Linda Aspland and seconded by Alan Goodchild it was

RESOLVED by 9 votes to 1

that the minutes of the meeting held on 27 October 2016 were confirmed as a correct record and signed by the Chairman subject to the following two amendments:

- Minute Present: Mr M Heron (3/1 – 3/7)
- Minute 3/7 Tolls Review 2016, Recommendation 2, Para 6, first line : '*private craft*' should read '*hire craft*'

#### **4/6 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.

Members were informed that an update on Boundary Farm would be provided later on the agenda and that the Authority would continue to work with Norfolk County Council in regards to the waste issue.

There was no further update in regards to water depth signage at Irstead Shoals but it was confirmed that a programme on signage would be organised for the next committee meeting.

Members noted the report.

#### **4/7 Navigation Budget 2017/18 and Financial Strategy to 2019/20**

Members received a report which sought their views on the draft navigation income and expenditure budget for 2017/18, which had been prepared as part of a draft consolidated budget for the Authority. The draft budget was based on the change in the tolls structure formally adopted by the Authority on 18 November 2016 following the recommendations of the Committee.

The Head of Finance took the Members through the report and made them aware of an error in paragraph 4.1 which should read that '*National Park and Navigation had been adjusted from 44/56 to 67/33*'. It was further highlighted that if the reduction of the hire boat income was greater than predicted, the reserves might be lower.

One Member suggested adding an extra column in the Budget Tables to highlight what the budgeted split was for the current year to aid comparison, which the Head of Finance said she would take into consideration.

Some concern was raised regarding the need for smaller boats to have a means of identification so that Rangers could determine whether tolls for those vessels had been received. It was noted that this was under consideration.

It was clarified that the Wet Shed was one of the outbuildings at the Dockyard which was planned to be relocated in accordance with the planning approval.

Members noted the report.

#### **4/8 Asset Management Strategy Buildings and Launches**

Members received a report which set out the progress that officers had made to date in the development of the Asset Management Plan and identified the budgetary provisions which were required in respect of Broads Authority buildings and launch assets.

Some concern was raised in regards to the expenses of the Dockyard. It was queried why a new building acquired such high costs and it was suggested, for the report to be developed for the Broads Authority meeting, to detail the high expenditure involved. It was explained that costs were based on worst case scenarios, including Health and Safety aspects, scaffolding and site maintenance

costs. This included costs of surfacing to the car park, road and riverbank where re-piling was required, but all works would be subject to BA procurement rules.

It was clarified that John Fox Cottage was a listed building which was the former foreman's cottage on the old May Gurney site.

A Member enquired about a tender for the building work for the Dockyard to clarify what costs were involved.

It was confirmed that the property consultancy services contract for the Authority was estimated at £170K over 3 years.

It was agreed that the Asset Officer would develop the report with a plan setting out what was statutory compliance and essential maintenance work and what were the remaining costs. Members noted the report.

*Due to a technical problem which prevented a power point presentation from loading, it was decided to change the running order of the Agenda allowing a member of the ICT team to resolve the issue.*

#### ***Agenda item 4/13 was dealt with at this point***

#### **4/9 Planning Applications with Navigation Implications:**

- (i) BA/2016/0362/FUL - Removal of piling along the left bank of the River Bure at Oby and**
- (ii) BA/2016/0395/FUL - Removal of piling at two sections along the left bank of the River Bure at Oby.**

A planning application (BA/2016/0362/FUL) had been submitted to the Broads Authority for the removal of approximately 99 metres of piling immediately south of the entrance to Boundary Farm Staithe. The plans showed that the river bank would be re-graded with the rond planted with reed rhizomes to encourage growth. The land would be used for fishing from the bank, by the landowner

A further planning application (BA/2016/0395/FUL) had also been submitted to the Broads Authority for the removal of approximately 142m of piling immediately north of the entrance to Boundary Farm Staithe and a further section measuring 146m to the immediate south of the area identified in BA/2016/0362 above. The plans showed that the river bank would be re-graded so that the riverbank edge would form a reeded rond to encourage growth.

Whilst the application had originally proposed a simple graded bank, with no mooring provision, Members were updated that the Authority had come to an agreement with the landowner for pontoons to be installed as they would be able to pull back the bank by 2 metres, allowing space for the pontoons without impacting on the width of the navigation channel. It was confirmed that the pontoons allowing public moorings would cover a stretch of around 200 metres.

In addition the landowner had offered to provide litter facilities and the Authority had offered to cover the cost of rubbish collection from two bins on the river bank at the moorings. The costs would be looked at by officers.

One Member was concerned that the pontoons and moored boats would take up more than 2 metres and therefore enquired whether there was a chance of pulling back the river bank for more than 2 metres. Officers agreed to ask whether this could be done.

A number of Members pointed out that this stretch of the river was one of the busiest waterways on the Broads and an important location for organized events, including the annual regatta in May. Members agreed that moorings here were crucial, and therefore welcomed the planning application allowing pontoons for public use.

There was some concern about funding the works as it was expected that the cost for the pontoons would be quite considerable and no provision had been made within the budget. The Chief Executive however indicated that a range of solutions would be investigated.

Members noted the report.

**4/10 Planning Applications with Navigation Implications: C37 Upton Dyke to allow removal of piling and realignment of floodbank close to existing culvert - Application ref BA2016/0422/COND**

Members were provided with a report on Broadland Environmental Services Ltd (BESLs) application that sought to vary the existing planning permission for piling removal on a short section of Upton dyke (18 metres in length). This was adjacent to an existing culvert, and proposed the removal of the piling as the culvert was now to be removed. It concluded that the proposed change to the approved scheme should safeguard and enhance navigation interests (subject to the imposition of the same planning conditions imposed on consent BA/2015/0364/FUL).

Members supported the proposed additional 18 metres of work which would increase width and improve navigation and noted the report.

**4/11 Navigation Income and Expenditure 1 April – 31 August 2016 Actual and 2016/17 Forecast Outturn**

Members received a report which provided them with details of the actual navigation income and expenditure for the seven month period to 31 October 2016, and provided a forecast of the projected expenditure at the end of the financial year (31 March 2017).

Members also received a verbal update on the latest figures as at the end of November. The total variance in table 1 had now moved to a favourable variance of £99,394.

Members noted the report.

#### **4/12 Construction, Maintenance and Environment Work Programme Progress Update**

The Committee received a report which set out the progress made in the delivery of the 2016/17 Construction, Maintenance and Environment Section work programme.

The report included a draft five years dredging programme and attention was drawn to the locations and projected timings of the dredging works shown in Appendix 2.

Members were updated on the progress of the CANAPE bid to deliver the Hickling vision and were informed how Area F as shown in the Appendix would offer sediment disposal opportunities. It was pointed out that the Authority was already committed to the 2017/18 Navigation Dredging Programme but that work in 2019/20 could be re-designed to incorporate CANAPE work if the bid was successful.

Members noted the report.

#### **4/13 Chief Executive's Report - *This item was considered following item 4/8***

Members were informed that there had been significant interest from applicants in the vacancy on the Navigation Committee. An interview date had been confirmed for 1 March 2017.

When it was queried whether it was necessary for the appointment to be for a two year term, officers agreed to review the process.

An extensive discussion followed in relation to the Tolls Review 2016 and the tolls for passengers' vessels as it became apparent that there was uncertainty amongst the Members about what had been agreed at the Broads Authority meeting. Members accepted that while Navigation Committee had considered the charges it had perhaps not given it the consideration it deserved and had not made any comments on the passenger tolls.

One member stated he didn't believe that the Broads Authority minutes reflected the action he voted for and that his recollection of the outcome was a proposal that the Chief Executive was given delegated powers to review the passenger boats with the Tolls Review Group (TRG) and redistribute a relative small amount across the Hire Fleet including the Day Boats.

Others were disappointed that the TRG after further consideration had not recommended a change in the level of tolls for the passenger boats and did not provide a detailed explanation of how they had come to this decision. It was

explained that the TRG had resolved not to debate the impacts on individual operators but rather examine the principles, however it was agreed that all Members should see the correspondence of the TRG that supported the decision to remain with the proposed structure of the passenger boat toll for 2017.

Some Members felt strongly the process had not been explained clearly enough and suggested that the outcome in regards to the passenger boats should be reconsidered.

Others believed that in spite of the confusion it should be recognised that the TRG had carried out extensive work for twelve months and reviewed a range of options that were considered extensively. A Member suggested to accept the TRG's recommendations as they stood but to seek redistribution across the hire fleet for the following year.

Therefore after careful consideration it was proposed by John Ash and seconded by Alan Goodchild and

RESOLVED by 6 votes to 3 and 1 abstention

that the Navigation Committee accepts the position of the Tolls Review Group on Passenger Boat tolls for 2017 and that it is reviewed as part of the 2019 evaluation of the new structure for collecting tolls.

#### **4/14 Current Issues**

A Member enquired about the Network Rail Whole Life Strategy for bridges and was advised that this had been delayed by Network Rail but would be brought to a future meeting when available.

#### **4/15 Items for future discussion**

No items for future discussion were identified.

#### **4/16 To note the date of the next meeting**

The next meeting of the Committee would be held on Thursday 23 February 2017 at Yare House, 62-64 Thorpe Road, Norwich commencing at 2pm.

The meeting concluded at 4.32 pm

Chairman

**APPENDIX 1**

## Code of Conduct for Members

**Declaration of Interests**

Committee: Navigation Committee

Date of Meeting: 15 December 2016

Name Please Print	Agenda/ Minute No(s)	Nature of Interest (Please describe the nature of the interest)	Please tick here if the interest is a Prejudicial interest
James Knight	7 - 8	Hire Boat Operator, Toll Payer, Director of business with land holdings	
Brian Wilkins	7	NSBA Chairman, Toll Payer, various sailing clubs and organisations	
Greg Munford	7	Toll Payer, Chairman BMBS and BT, Employee HBO	
Nicky Talbot	7	Toll Payer, Member of NSBA and NBYC	
Max Heron	7 5-14 general	Toll Payer, Landowner, Member of British Rowing, NRC, NSBA, RCC, Chair Whitlingham Boathouses	
Matthew Bradbury	7	Toll Payer, BCU Member	
John Ash	7	Toll Payer, Chairman and Director of WYCCT,	
Kelvin Allen	7	Officer BASG	
Alan Goodchild	7,8,9	Chairman MBCM, Wingtask 1995 ltd, MD Goodchild Marine, Toll Payer	
Linda Aspland	7, 8 in particular	Hunter fleet, Toll payer, NBYC Committee, local resident	