

Broads Authority

Minutes of the meeting held on 23 November 2012

Present

Dr J S Johnson – in the Chair

Mr M Barnard	Sir Peter Dixon	Mr M T Jeal
Miss S Blane	Mr P Frost	Mr A S Mallett
Mr D A Broad	Mr P Durrant	Mr P E Ollier
Ms J Brociek-Coulton	Mr C Gould	Mr P Rice
Prof J A Burgess	Dr J M Gray	Mr R Stevens
Mr N Dixon		

In Attendance:

Dr J Packman – Chief Executive
Mr T Adam – Head of Finance
Mrs S A Beckett – Administrative Officer
Mr S Birtles – Head of Safety Management
Mr C Brown – for the Solicitor
Ms H Franzen – Press Officer
Mr B Hogg – Historic Environment Manager
Mr R G Holman – Director of Change Management and Resources
Mr S Hooton – Head of Strategy and Projects
Ms A Kelly – Senior Ecologist
Ms J Lawrence – Communications Manager
Ms A Long – Director of Planning and Strategy
Mr J W Organ – Head of Governance and Executive Assistant
Ms T Wakelin – Director of Operations

Also in attendance:

Ms A Montagu – Independent Person
Mr C Bielby – Natural England

3/1 Apologies and Welcome

The Chairman welcomed everyone to the meeting.

Apologies for absence were received from Mr L Baugh, Mr G McGregor, Mr J Sharpe and Ms R Varma

The Chairman welcomed Ms Mandy Montagu, the newly appointed Independent Person for the Authority. He also welcomed Mr Michael Jeal to the first full Authority meeting who had not been able to attend since he had been appointed, although he had attended Planning Committee meetings.

3/2 Chairman's Announcements

(1) Last Meeting in Dragonfly House

The Chairman announced that this would be the last Broads Authority meeting in Dragonfly House. The Authority would be moving offices to Yare House, Thorpe Road, Norwich on 29 and 30 November 2012 and would be officially closed on those days. The offices would be open for business again on 3 December 2012. Members were requested to note the limited parking availability at Yare House as detailed in the letter circulated to all members at the end of the meeting.

(2) Various Dates to Note

Members were requested to note that the first Committee meetings in Yare House would be as follows:

Financial Scrutiny and Audit Committee	– 4 December 2012
Broads Local Access Forum	– 5 December 2012
Planning Committee	– 7 December 2012
Members Working Group to Review Consultative Arrangements	– Tuesday 11 December 2012
Navigation Committee	– 13 December 2012
Planning Committee Site Visit	– 14 December 2012 to view the application deferred from the meeting on 9 November 2012 relating to The Waterside, Rollesby.

3/3 Introduction of Members and Declarations of Interest

Members introduced themselves and expressed declarations of interest as set out in Appendix 1 to these minutes.

3/4 Items of Urgent Business

There were no items of urgent business.

3/5 Public Question Time

No questions had been received.

3/6 Minutes of Broads Authority Meeting held on 21 September 2012

The minutes of the meeting held on 21 September 2012 were approved as a correct record and signed by the Chairman.

3/7 Summary of Progress/Actions Taken Following Decisions of Previous Meetings

The Authority received and noted a schedule of progress/actions taken following decisions of previous meetings.

In addition, members noted the updates concerning:

- **Governance Review: Review of Consultative Arrangements**
The terms of reference of the working group had been updated to take into account Community Engagement.
- **Transfer of Responsibilities for Breydon Water and the Lower Bure**
The contract for the hydraulics/sediment modelling of Breydon Water, in order to assess the role of the Turntide Jetty in particular, had been awarded and was now proceeding.
- **Breydon Launch**
An order for the new launch had now been placed, and delivery was expected in January 2013.
- **Removal of the Unsafe Vessel**
It was explained that several authorities were involved and it was important to confirm that all the necessary legal procedures and processes had been explored prior to serving notices. Given members concern that this appeared to be taking a considerable time to resolve, officers undertook to chase this as a matter of urgency.
- **Minute 2/23(2) Broads Flood Alleviation – Hardley Flood and the Chet**
A planning application for the weir had been submitted. The Lead Member for Flood Alleviation reported that the scheme for the River Chet was being discussed by BESL with landowners and, following a meeting on 6 December 2012, would be submitted for consultation over four weeks. Pre-application discussions were due to be held with the Authority's officers with the aim of submitting a planning application in the Spring and commencement of works in the Spring / Summer of 2013.

3/8 Minutes Received

(1) Navigation Committee: 6 September and 11 October 2012

RESOLVED

that the minutes of the Navigation Committee meetings held on 6 September and 11 October 2012 be received.

Matters raised at the 11 October meeting would be considered when dealing with the reports on the agenda.

(2) Planning Committee: 14 September and 12 October 2012

RESOLVED

that the minutes of the Planning Committee meetings held on 14 September and 12 October 2012 be received.

(3) Broads Local Access Forum: 12 September 2012

RESOLVED

that the minutes of the Broads Local Access Forum meeting held on 12 September 2012 be received.

Officers were optimistic that the agreements relating to the permissive footpath link from Ludham Bridge to St Benet's Abbey, following the floodbank re-alignment works, would be signed by the end of the month.

(4) Financial Scrutiny and Audit Committee: 21 September 2012

RESOLVED

that the minutes of the Financial Scrutiny and Audit Committee meeting held on 21 September 2012 be received.

(5) Broads Forum: 22 November 2012

The Chairman confirmed that relevant matters raised at the Broads Forum meeting on 22 November would be taken into account when considering the items on this agenda, including the proposals to bring the power from the off-shore wind farm from Lowestoft by pylons along the Yare or Waveney valleys.

3/9 Buildings At Risk

The Authority received a presentation on the Authority's work in association with its cultural heritage, specifically relating to Buildings at Risk (BAR), since

the Authority had taken the planning service in house in 2007. Following a survey and analysis, based on criteria defined by English Heritage, and the identification of anomalies, the Authority through the Planning Committee had set up a members' Heritage Asset Review Group (HARG) in 2010 to oversee, guide, monitor and advise on how to proceed. A light touch approach was adopted which included a letter to owners in the first instance to make them aware of the importance of their asset to the cultural heritage of the Broads. After two years, it was very pleasing to note that of the 49 buildings (18% of the Broads listed building stock at risk) this had now been reduced to 26 buildings (9.5% of the Broads listed building stock) with a total of 23 buildings being removed from the register. Of the 26, approximately half of these were mills which would be addressed under the Authority's developing Mills Strategy. The BARs were therefore now a more manageable issue.

Members noted that the work had been a very valuable learning experience in building relationships with partner organisations and owners and in providing future opportunities, as well as an illustration of the benefits of being proactive, all of which would be drawn on in the emerging Mills Strategy. It was noted that this would help to provide commonalities and be linked into other Broads' strategies and a report would be brought via HARG to a future Authority meeting in 2013.

Members welcomed the presentation and expressed appreciation for the hard work and dedication of those involved in turning round a critical situation with such a laudable outcome and helping to secure the future of buildings which were an asset in the landscape.

RESOLVED

that the progress in association with the Broads cultural heritage, particularly with regard to Buildings at Risk, be noted and endorsed.

3/10 Growth and Infrastructure Bill

The Authority received a report relating to the Government's recently published Growth and Infrastructure Bill which had important implications for National Parks and the Broads. Members considered the particular section set out in the report which would temporarily remove the duty when exercising functions in relation to the Communications Act for public bodies to have regard to the Authority's three main objectives. It was noted that this was contrary to the ethos set out in the Broads Plan.

It was noted that the reason for the suggested temporary relaxation of the duty to have regard to the authorities' main objectives had come directly from mobile phone companies and associated infrastructure providers who had claimed that delivery of broadband to rural areas was being hampered by the planning system, particularly within the national parks. Following investigations, there was no evidence to suggest that the extension of broadband was being delayed by the planning system; in fact evidence from

most of the national parks was to the contrary. The Authority and the national park authorities were supportive of extending broadband to rural areas.

Members considered that there was an important point of principle at stake and they fully supported the stance taken by National Parks England as supported by the Authority's Chairman. It was considered that in addition to evidence gathering it was also important to proactively campaign against such a provision.

On a related but separate issue, members' attention was drawn to the publicity concerning the recent publication of maps by the National Grid showing proposals to bring the power from the off-shore wind farm from Lowestoft by pylons along the rivers Yare or Waveney valleys. It was understood that an Issues and Options paper was to be published in the Spring. Therefore, it was considered important that the Authority should continue to work with its neighbouring authorities - South Norfolk as well as Waveney District and Suffolk and Norfolk County Councils - to understand the technical details involved and the alternative options, particularly the potential for undergrounding in order to respond to this consultation paper, in the light of the Authority's involvement in undergrounding projects, which included the proposed project at Barsham Marshes in the Waveney valley. It was noted that special OFGEM allowances exist and were proposed to underground existing overhead cables that lie within AONBs and national parks, to enhance the appearance of those protected landscapes.

RESOLVED

- (i) that the approach taken by National Parks England as supported by the Chairman of the Authority be endorsed:
 - (a) in highlighting the positive work by national park authorities in encouraging rural broadband and the speed with which the national park authorities have dealt with planning applications for telecommunications facilities; and
 - (b) in expressing concern about the proposed amendment to the Norfolk and Suffolk Broads Act;
- (ii) that the proposals being put forward by the National Grid be noted and that officers continue to work with its neighbouring authorities to respond to these.

3/11 Asset Management Strategy

The Authority received a report and presentation setting out the progress made to date in the development of the Asset Management Strategy and implementation of the recommendations of the Internal Audit Report from 2009.

With regard to How Hill, members agreed to the proposed exchange of land ownership in relation to the area of woodland and water gardens in order to

clarify the respective responsibilities between the How Hill Trust and the Authority. They also noted the current lack of delegated powers to the Chief Executive concerning the disposal of assets and agreed that this should be amended to mirror those powers already held by the Chief Executive in relation to acquisition of property within agreed limits and on the advice of the Authority's valuation adviser.

Members noted that the Authority was making good progress in cataloging and understanding the implications for repair and maintenance of the wide range of assets it had acquired over the years. Together with illustrations and the additional table associated with Appendix 1 (which was circulated), they gained an appreciation of the scale and magnitude of the Authority's assets, as well as the detailed costs involved with their management, which was estimated to require an annual contribution of at least £250,000 per annum from the Authority's budget. It was noted that provision for liabilities for future expenditure and replacement of those assets was being made. However further work was required in relation to the financial provision for Mutford Lock and replacement equipment from the takeover of the dredging function and assets from May Gurney, and it was agreed that detailed consideration of the various earmarked reserves should be undertaken by the Financial Scrutiny and Audit Committee.

Members commended the progress and supported the principles being adopted as it provided a very clear statement of the Authority's potential responsibilities in maintaining its asset base to the standard required. It was considered particularly important when the Authority was required to maintain its moorings and provision (possibly through reserve accounts) should be made in accordance with the Moorings Strategy. Members noted that the PRISMA project would help identify more possibilities in relation to the disposal of dredging and would inform future strategies, but they were also aware that this source of funds would not be infinite and other forms of revenue would need to be sourced and allocated. Members also noted the need to reconsider those projects and on-going costs currently supported by the Planning Delivery Grant.

RESOLVED

- (i) that the land swap arrangements at How Hill be approved and officers authorised to complete the necessary legal process;
- (ii) that delegated powers be extended to the Chief Executive in relation to the disposal of land and property to a maximum value of £25,000 in line with valuation advice from the Authority's property advisers;
- (iii) that the process for the development of a Capital Plan for the Authority's Assets be noted and endorsed;
- (iv) to note that an annual contribution of at least £250,000 per annum would be required in order to provide for the future maintenance of the Authority's assets; and

- (v) that the detailed consideration of the earmarked reserve accounts including those figures set out in the tabled Appendix 1 to the report be referred to the Financial Scrutiny and Audit Committee for consideration on consolidating them into three main headings.

3/12 Consultation on the Draft Strategic Priorities for 2013/14

The Authority received a report which sought early comment on the proposed Strategic Priorities for 2013/14 in line with the three key principles set out in the Broads Plan 2011 together with the fourth one relating to Governance/ Organisational Structure agreed for 2012/13. Members noted that the aim was to highlight and identify the main areas of work that should be tackled and although 34 activities were listed these did not include some areas of work under the National Park Authority Key Performance Indicators which were reported annually in the Business Plan. There were also ongoing statutory duties such as dealing with planning and the collection of tolls. In addition, some of the strategies were still being developed, for example, the Integrated Access Strategy, and these would also help to identify activities and monitoring detail once set. Some members considered that the list appeared ambitious although recognising that this was a draft list only at this stage. It was considered that there should be a degree of prioritisation when setting the work programme. There was also a need to recognise that external factors and circumstances would affect the programme and therefore there was a need for flexibility to account for these.

Members welcomed the proposals and particularly the identification of dredging sites, the encouragement of the use of the Broads as an educational resource through the development of modules for the Broads curriculum with the Broads Environmental Education network, the development of a Breydon Water Management Plan and the focus on Broads' residents and the redevelopment of the Authority's website. Although it was recognised that this required considerable resources, it was also considered urgent and important.

It was noted that following a review of suggested strategic objectives by the Management Team, and taking account of the views of the Broads Forum, the Navigation Committee and members at this meeting, this would provide the strategic guidance for the year's work programme and budget for consideration by the Authority in January 2013 for final approval in March 2013. The targets associated with the strategic objectives would then be monitored using the traffic light analysis presented at each Authority meeting.

RESOLVED

- (i) that the selected Broads Plan Objectives reflect the priorities for work during 2013/14;
- (ii) that the likely mechanisms/activities to reach the objectives and associated targets for progress to be developed as priorities for action be confirmed;

- (iii) that the details of the associated budgets and targets be noted and given further consideration for final approval in 2013.

3/13 Navigation Charges 2013/14

The Authority received a report which considered the level of navigation charges for 2013/14 in light of the deliberations of the Tolls Review Working Group and the recommendations of the Navigation Committee. Members noted the history in relation to the Tolls Review and the desire to reduce the charges for smaller boats, recognising the complexities of arriving at a suitable formula in being fair to all parties yet obtaining the necessary income and finances to manage the system efficiently and effectively. It was noted that, in seeking to reduce the charges for smaller boats, this resulted in higher costs for the larger boats. In so doing it was noted that a series of compromises had been proposed.

Before considering the main complex issues relating to the relative charges for different sized craft, the level of charges for the hire boat fleet and the overall increase, members gave attention to those matters fully supported by the Tolls Working Group and adopted by the Navigation Committee. The Authority welcomed and agreed to adopt the recommendations in relation to the Guiding Principles and Criteria for considering changes to the structure and system for collecting navigation charges in the Broads, charges for short stay visits and ferries, and the need to consider charges for rowing craft operated by rowing clubs and possible discount arrangements for boats visiting the Broads via Mutford Lock for a limited time.

Members noted that the Navigation Committee had accepted the recommendation of the Tolls Review Working Group for a reduction in the charge for motor boats of up to 5 square metres from £97.44 to £90.00 and that this should be accompanied by a reduction in the hire boat multiplier to alleviate the impact on the commercial sector.

Members examined in detail the implications of the respective tolls increase in relation to the recommendation from the Navigation Committee of 11 October for a 1.5% toll increase. They also noted the Authority's previous decision on the Financial Strategy for 2013/14 to 2015/16 that allowed for a 3% increase in tolls, which was always understood to be subject to the normal consultation process with the Navigation Committee. They recognised that the 1.5% recommendation had been a compromise; and they noted that the members of the Navigation Committee who had disagreed had considered that there should be a nil increase. Also that any shortfall in income could be met from further use of earmarked reserves or borrowing on the basis of the level of reserves and historic spending patterns, and that the 2012 season had been particularly difficult for the hire boat sector. Other members of the Navigation Committee had considered that this would not be sustainable, given the Authority's financial commitments.

All members were aware that the choices were stark and they faced difficult challenges particularly with regard to the Authority's future asset maintenance commitments as outlined in the presentation on Asset Management (Minute 3/11), details of which the Navigation Committee had not yet been able to consider. They also recognised the complexity of the issue of the hire boat multiplier being difficult to resolve and accepted this needed further consideration.

Some members were concerned that a 1.5% increase in 2013/14 might be followed by a bigger increase the following year and considered that it would be better to smooth out the changes and not make an exception for this year; the prior adoption of a financial strategy planning a year by year increase of 3% was more important. Other arguments in support of a 3% increase were that it was not always the right way forward to seek compromise but to make difficult decisions and that the hire boat industry enjoyed tax relief on their payments. Prudent provision of reserve funds for asset replacement would mean larger sums would be needed than had previously been provided for, and the loss of toll income over the three years of the Financial Strategy, if the 1.5% figure were adopted, would lead to a funding gap of around £130,000, which would equate approximately to the cost of a new mud wherry or the replacement of one of the Authority's launches. Members also noted how the reduction in income with a 1.5% increase in tolls would be accommodated in the budget for 2013/14. Some members were particularly concerned that with a 1.5% increase certain planned expenditure and contributions already agreed within the Financial Strategy, such as Mutford Lock, would not be possible, with very serious implications for the future of those projects.

Members who argued for the lower increase of 1.5% pointed out that all of these arguments had been fully considered and asked for recognition of the current hardship and economic uncertainty and the way in which the budget had been underspent in previous years. Increases in subsequent years could be considered when the economic situation was clearer and the monies so far collected fully spent. They therefore considered that it would be prudent to accept a lower increase in tolls for this next year, given the history in relation to reserves and the need to give more detailed consideration to the hire boat multiplier in order to provide an acceptable fair and transparent system.

Mr Broad, seconded by Mr Mallett, proposed the adoption of the Navigation Committee's recommendation that, in association with a reduction in charges from £97.44 to £90 for smaller private motor boats of 5 square metres, accompanied by a reduction in the hire boat multiplier to alleviate the impact on the commercial sector, that the charges be in line with Scenario 2 in Table 2 of the report involving an overall increase in toll income of 1.5% with effect from April 2013.

On being put to the vote, the motion was lost by 7 votes to 8.

Mr Frost proposed, seconded by Mr Jeal, that in association with the charge for smaller private motor boats of 5 square metres being reduced from £97.44 to £90, the charges for all other private boats be in line with Scenario 2 in

Table 3 of the report and that the navigation charges be increased to raise overall toll income by 3% with effect from April 2013.

Mr Broad, seconded by Sir Peter Dixon, proposed an amendment to the motion to raise the overall toll income by 3% with effect from April 2013 without the reduction in charges from £97.44 to £90 for smaller private motor boats of 5 square metres.

On being put to the vote, the amendment was lost by 4 votes to 10 with one abstention.

On being put to the vote the substantive motion was carried by 9 votes to 6.

RESOLVED

- (i)
 - (a) That the Guiding Principles and Criteria in Appendix A of the Tolls Working Group report be adopted.
 - (b) That the charges for 7 day short visit tolls are reduced from 70% to 50% of the 14 day visit toll as an incentive to visiting craft.
 - (c) That ferries be charged at the private rate toll.
 - (d) That further consideration be given to the charges for rowing craft operated by rowing clubs, and the principle of a discount arrangement for boats visiting the Broads for a limited time with access through Mutford Lock as part of the lock fee.
- (ii) **Private Boats**
 - (a) That the charge for smaller private motor boats of 5 metres² be reduced from £97.44 to £90.00 to narrow the gap in charges with unpowered boats of the same size.
 - (b) That the charges for all other private boats be in line with Scenario 2 in Table 3 of the report.
- (iii) **Day Boats, Weekly Hired and Passenger Boats**
 - (a) That the current multipliers be reduced to 2.65 and 2.95 for weekly hired and passenger boats respectively.
 - (b) That further consideration be given as to whether the Authority should review the multiplier on an annual basis and how it might move towards a more flexible system for dealing with the charges for the commercial sector.
- (iv) **Overall Increase**

That navigation charges be increased to raise overall toll income by 3% with effect from April 2013 in line with the Financial Strategy agreed at the Authority's last meeting.

3/14 Breydon Water and Waterski Zone Designation

The Authority received a report which set out recent draft risk assessments for waterskiing on Breydon Water and the outcome of the recent Water Ski Stakeholder Review Panel following the decision of the Authority on 13 July

(Minute 1/13). It was noted that the Boat Safety Management Group and the Navigation Committee had concluded that from a safety point of view water skiing on Breydon Water would be acceptable. It was noted that since taking over the responsibility for navigation on Breydon Water, it was important to carry out the necessary legal requirements and procedures and appropriate assessments. Since the writing of the report, further information had been received in relation to the emerging issue of impacts on summer bird numbers, and therefore a revised proposal was recommended for consultation.

This involved the designation of a trial waterski zone to allow for monitoring of impacts on protected birds for at least a 12 month period in line with the Habitats Regulations Assessment, given the special designations associated with the area. The trial zone would not have any seasonal restrictions and would include all forms of waterskiing activities e.g. wake-boarding, tricks and “getting air”. Waterskiing activities could only take place in the designated channel, not half an hour before, or two hours after predicted low tide, and permit conditions would be applied similar to those in other designated water ski zones. Officers had considered that there was insufficient firm evidence as yet, but that monitoring should be carried out and that Natural England’s recommendation should be adopted for consultation purposes at this stage.

The consultation would take place over 28 days and comments should be made by 9 January 2013. The Broads Authority would then be able to consider the results of the consultation exercise at its meeting on 18 January 2013. A correction to Appendix 9 page 19 of the report to include “not” was noted.

Members were supportive of the draft risk assessments, and by 13 votes to 1 agreed the consultation arrangements for the proposed management options in accordance with the Habitats Regulations Assessment.

Members considered the Water Ski Review Panel’s recommendation to the Authority following its deliberations on 22 November on the Waterski and Wakeboarding Zones as presented to the Authority (Appendix 2). This provided a consistency of times. It was agreed that this be added to the consultation process adopted for Breydon.

RESOLVED

- (i) that the risk assessments and Appropriate Assessment concluded in respect of waterskiing on Breydon Water be endorsed;
- (ii) that the advertising of a Public Notice for consultation on the proposed designation, as required by the Broads Act 2009 Section 26, be approved;
- (iii) that the consultation specifies the location and time restrictions as set out in Section 3.1 of the report and as amended following recent findings:

- The geographic limits being proposed: from the centre of the navigation channel at grid reference TG480063 to grid reference TG504075, the extents of the proposed zone from the east end of the water at TG504076, TG504075 to the western end of the water at TG486064, TG480063;
 - waterskiing activities should not take place between 0.5 hours before and 2 hours after predicted low water at Great Yarmouth Yacht Station;
 - the existing permit requirements and permit conditions should be applied in full to the proposed Breydon water ski zone;
 - that the waterskiing activities (including wakeboarding, tricks and “getting air”) be limited to the designated areas on a trial basis all the year round for one year initially in order to assess the impact as set out in the current Habitat Regulations Assessment which is supported by Natural England;
- (iv) to commission a two phase water use and bird monitoring survey and modelling to then inform a revised Appropriate Assessment for a year. This will include assessment of:

Phase 1

- current patterns of water use and activities;
- how will this be changed by mitigation;
- how do birds respond to human activities; and
- the link between behavioural responses and population consequences;

Phase 2

- the use of modelling to predict whether current and future water use are likely to be reducing the overwinter survival and body condition of birds.

Variation in the Order of Business

The Chairman proposed a variation to the order of business in accordance with Standing Order no 3(2). He proposed to take agenda items 24 to 27 containing exempt information prior to item 15 due to the limited time availability of some members and the Director of Planning and Strategy. He expressed regret if this should inconvenience members of the public.

Items 24 to 27 were taken at this point in the meeting.

3/15 Strategic Priorities 2012/13

The Authority considered a report by the Chief Executive which set out the projects and actions used to deliver the strategic priorities adopted for 2012/13. Members were pleased to note that eight milestones had already been completed and that most of the traffic lights for all key projects were currently green. It was noted that some of the outstanding 2011/12 priority

objectives, projects and key milestones had been incorporated within the 2012/13 priorities, objectives and key milestones. The significant issues regarding the completion of the remaining 2011/12 priorities would continue to be reported to the Broads Authority.

RESOLVED

that the performance of the different projects in the accompanying schedules to the report be noted.

3/16 Operations Work Programme: 2012/13 Progress Report

The Authority received a report which set out the progress in the delivery of the 2012/13 Construction and Maintenance Programme. It was noted that the programme for 2013 /14 would continue to adopt the same broad allocations thus ensuring that the Authority's commitments to fen management, dredging and recreational sites were maintained. Additional project works would be incorporated in accordance with Broads Plan priorities as far as capacity and resources allowed. A detailed programme would be drafted following adoption of the budget in January 2013.

With regard to the bridges and Network Rail, it was noted that officers would be meeting with consultants appointed by Network Rail in the Spring to consider their report on the whole life management strategy for the bridges.

RESOLVED

that the report be noted.

3/17 NPAPA Update on Action Plan

The Authority received a report that provided an update on the actions undertaken in support of the Authority's Improvement Plan to respond to the recommendations from the National Park Authorities Performance Assessment (NPAPA) Peer Review Report. It was noted that some of the key issues would be incorporated into the Strategic Priorities for 2013/14.

RESOLVED

that the progress against the actions in the NPAPA Improvement Plan be noted.

3/18 To consider Items of Business raised by the Designated Person in respect of the Port Marine Safety Code

The Director of Operations confirmed that there were no items which needed to be raised under this item.

3/19 Consolidated Income and Expenditure: 1 April 2012 – 30 September 2012

The Authority received a report which summarised the actual consolidated income and expenditure for the six month period to 30 September 2012 and provided a forecast of the projected expenditure at the end of the financial year (31 March 2013). It was noted that this was set out in accordance with the format agreed at the previous meeting. Members noted the major variances expected at the year end and the reasons why they were anticipated.

RESOLVED

that the report be noted.

3/20 Feedback from Lead Members and those Appointed to Represent the Authority

There were no further items to report.

3/21 Date of Next Meeting

The next meeting of the Authority would be held on Friday 18 January 2013 commencing at 10.00am at Yare House, 62 – 64 Thorpe Road, Norwich.

3/22 Items of Urgent Business

There were no items of urgent business.

3/23 Formal Questions

There were no formal questions of which due notice had been given.

3/24 Exclusion of the Public

RESOLVED

that the public be excluded from the meeting under section 100A of the Local Government Act 1972 for consideration of the following items on the grounds that they involve the likely disclosure of exempt information as defined by Paragraphs 1 and 3 of Part 1 of Schedule 12A of 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 during consideration of the following items

Summary of Exempt Minutes

3/25 Exempt Minutes of Broads Authority meeting held on 21 September 2012

RESOLVED

that the exempt minutes of the Broads Authority meeting held on 21 September 2012 be agreed as a correct record and signed by the Chairman.

The Authority received an update on the progress in relation to Wayford Mill in accordance with the resolution at Minute 2/30.

3/26 Exempt Minutes of Navigation Committee meeting held on 11 October 2012

RESOLVED

that the exempt minutes of the Navigation Committee meeting held on 11 October 2012 be received.

3/27 Consideration of Salaries for Broads Authority Chief Executive and Directors

The Authority received a report from the Chairman of the Member Review Panel including exempt information which provided background information concerning the consideration of salaries for the Broads Authority Chief Executive and Directors, following an independent review of comparative salaries and an analysis of changes in responsibility since the Broads Authority's previous review of those salaries in November 2009.

RESOLVED

that the recommendations of the Member Panel be adopted.

The meeting concluded at 14.35pm

CHAIRMAN

Code of Conduct for Members

Declaration of Interests

Committee: Broads Authority

Date of Meeting: 23 November 2012

Name Please Print	Agenda/ Minute No(s)	Nature of Interest (Please describe the nature of the interest)
A S Mallett	All items General 3/6, 3/8 3/13 3/26	Re Minutes - as previously declared at meetings Appointed by Broadland District Council As recorded in Minutes of Planning and Navigation Committees Toll Payer (prejudicial)
R Stevens	3/13	Toll Payer
Sir Peter Dixon	General 3/13	Toll Payer
P E Ollier	General	Toll Payer
D A Broad	Items 3/7 - and 3/26	Toll Payer, Member of Great Yarmouth Port Consultative Committee
P Frost	3/11	Member of How Hill Trust
S Blane	3/11	Member of How Hill Trust