

Broads Authority

Minutes of the meeting held on 26 January 2018

Present:

Professor Jacquie Burgess – In the Chair

Mr Kelvin Allen	Sir Peter Dixon	Mr H Thirtle
Mr J Ash	Ms G Harris	Mr V Thomson
Mr M Barnard	Mr B Keith	Mr J Timewell (up to
Mr L Baugh	Ms S Mukherjee	Minute 4/14))
Mr J Bensly	Mr G Munford	Mrs M Vigo di Gallidoro
Mr M Bradbury	Mr P Rice	Mr B Wilkins
Mr W A Dickson	Mrs N Talbot	

In Attendance:

Dr J Packman – Chief Executive
Mrs S A Beckett – Administrative Officer (Governance)
Ms N Beal – Planning Policy Officer (Minute 4/13)
Ms M Conti – Strategy Officer
Mr D Harris – Solicitor and Monitoring Officer
Mr S Hooton – Head of Strategy and Projects
Ms E Krelle – Chief Financial Officer
Mr R Leigh – Head of Communications
Mr R Rogers – Director of Operations
Ms Sue Stephenson – Environment and Design Supervisor (Minute 4/1 – 4/9)
Ms M-P Tighe – Director of Strategic Services
Ms A Leeper – Asset Manager (from Minute 4/25)

Guest Speakers:

Professor Kerry Turner – Director CSERGE, University of East Anglia
Mr Mike Burrell – Greater Norwich Planning Policy Team Leader

4/1 Apologies and Welcome

The Chairman welcomed everyone to the meeting including members of the public. She also welcomed Mr James Bensly to his first meeting as the new member appointed by Great Yarmouth Borough Council.

The Chairman confirmed that Mr Haydn Thirtle had been appointed by Norfolk County Council in place of Mr Brian Iles and Mr Bensly in place of Haydn Thirtle.

No apologies had been received.

The Chairman also welcomed Professor Kerry Turner, a former Chairman of the Authority who would be providing a presentation on Natural Capital Accounting. Mr Mike Burrell from Norwich City Council would also be arriving later to provide a presentation on the Norwich Local Plan.

4/2 Chairman's Announcements

(1) **Openness of Local Government Bodies Regulations 2014**

The Chairman reminded members this meeting would be recorded and that the Broads Authority retained the copyright with the purpose of the recording being as a back-up for accuracy. This matter would be addressed at Agenda Item 4/15. If a member wished to receive a copy of the recording, they should contact the Solicitor and Monitoring Officer.

No others present indicated that they would be recording the meeting.

(2) **Dates to Note:**

The Chairman confirmed the following dates for

The Members Away Day on 30 January 2018.

The Chairman reminded Members that the Away Day would be on Tuesday 30 January 2018 at the Boathouse, Ormesby to consider the recommendations from the Peer Review, details of which had been sent out. It was anticipated that the January meeting would be the first of such events.

- (3) **National Parks UK Induction Course 13 - 15 March 2018** (based in the Broads – at the Maids Head) Spaces had been reserved for Brian Wilkins and Paul Rice. There were still spaces available, the deadline being 31 January 2018. It was imperative that if those who did require a place could guarantee attendance as the Authority would be charged. A member queried whether there were any open sessions which Members could take part and officers undertook to take this up with the Director of National Parks UK who was organising the event.

(4) **General Proceedings.**

The Chairman commented that she would take it that Members will have read the papers and therefore the emphasis would be for members to ask questions and debate the issues.

4/3 Introduction of Members and Declarations of Interest

Members indicated they had no further declarations of interest other than those already registered, and as set out in Appendix 1 to these minutes.

4/4 Items of Urgent Business

There were no items of urgent business.

4/5 Public Question Time

No public questions had been received.

4/6 Minutes of Broads Authority Meeting held on 24 November 2017

The minutes of the meeting held on 24 November 2017 were approved as a correct record and signed by the Chairman.

4/7 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. It was noted that a number of the items on this agenda were very much interrelated and further progress was included within the Strategic Direction report.

Members noted the report.

4/8 Natural Capital Accounting

Professor Kerry Turner from CSERGE at the University of East Anglia provided the Authority with a presentation on the basic principles of Natural Capital Accounting which would have particular relevance for the Broads and the Authority's core business and would be a very important concept in the 21st Century economy. He described Natural Capital as the stock of resources on which society depended and this was illustrated through a flow from natural assets, major land-use categories, ecosystem services, goods and ultimately the welfare/wellbeing benefits. This went beyond the consideration of GDP being the measure of the wealth of a nation but also took account of sustainability and welfare. Having provided the definition he provided an outline of the methodology that could be used in planning for natural capital and the Balance Sheet approach through which the question of pressures and drivers and potential adverse impacts on the environment and risks could be assessed. The concept should help to provide the necessary information for making decisions that would not be purely monetary lead, noting that ultimately it would be for the democratic process for decision making. It was noted that larger corporations were now accepting that natural capital was an important part of the natural wealth and at the very least required being included in the debate.

Members discussed the merits of natural capital accounting and its potential application in the Broads. It was recognised that the consideration of money was very important and this would be a major component to the decision making, but it was also important to consider consequences, particularly long term effects. Although there would be an element of subjectivity, the approach should help in achieving a more objective approach to decision making. In considering that it appeared to be complex, members were of the view that a

partnership approach was crucial. They welcomed the approach, noting that it was still being developed and could be of excellent value in the future.

The Chairman thanked Professor Kerry Turner for his enlightening presentation and prompting an important and interesting debate. She paid tribute to his achievements as being one of the most influential and foremost international environmental economists. He was playing a leading role in progressing natural capital accounting and its application in environmental decision-making.

RESOLVED

to welcome and note the report.

4/9 Broads Water Plant Survey Results 2017

The Authority received a report and presentation providing a summary of the results from the Annual Water Plant Survey carried out during Summer 2017. This entailed surveying 22 broads and the Rivers Bure, Yare and Wensum. A description of the sampling techniques and methodology of analysis were provided. Barton and Hickling Broads were also surveyed using hydro-acoustic equipment to gain greater accuracy and resolution of the volume of water plants and their extent over the bed of these broads. A summary of the data gathered from a selection of broads was highlighted together with general conclusions and the value for informing waterways management. It was emphasized that care was required in presenting and analyzing the data in order to provide a full picture and interpretation. For example although Cockshoot Broad might have almost a monoculture of plants, the most abundant species present was one of the most important ecologically. In addition, due to the variation in the abundance of certain water plants between years, there was great value in long term monitoring. This also helped to establish where there might be trends. The full survey report was available from the website. The resources required were highlighted, together with acknowledgement of the valuable input from volunteers. Members themselves were welcome to volunteer and full training would be provided.

In response to a member's question concerning the potential for using certain areas of the Broads for water plants that may have a food production value, without destroying the overall ecology, it was considered that there was not a suite of plants that had been identified so far that would be suitable. It was emphasised that the aim was to conserve the special native species that existed particularly given their unique qualities and their contribution to the protected status and conservation interest of the area and designated sites. It was also noted that the monitoring helped to identify any non-native species, with the trend for these being largely in the dyke systems.

Members noted the links of plant existence and growth to water quality and therefore their management and in particular the trial works undertaken in 2017 Hickling Broad which would inform the aquatic plant cutting regime for 2018. Members acknowledged that it was important to examine the trends

and link these to water quality. It was suggested that it would be useful to have a future presentation on water quality. It was noted that with regard to surveys of land plants, these were more complex due to the access issues, resources and costs involved. Two major Broads wide Fen surveys had been carried out in the last 20 years. However, regular monitoring was taking place on a site by site basis and work was ongoing.

Members noted that the methods being used were proving to be useful in helping to establish the impacts as well as the trends and prioritise where work was required and therefore assist in sustainable management and balancing navigational access and ecological function.

Members expressed appreciation for the interesting and informative report and presentation.

RESOLVED

that the report be noted.

4/10 Strategic Direction

(i) Strategic Priorities 2018/19 and (ii) Strategic Direction 2017/18

The Authority received a preliminary report setting out the proposed Strategic Priorities for the forthcoming year 2018/19. Members noted the success of the bids for two major programmes, CANAPE, and Water Mills and Marshes (WMM) and the resulting significant commitment on the Authority's resources for delivery of the projects in 2018/19 and beyond. Progress was also being made with Catchment Management, the Broadland Futures Initiative and Branding as well as commitment to an External Funding Strategy. It was proposed that these be included within the Strategic Priorities for 2018/19 together with implementing the recommendations of the Peer Review and forwarding the development of the recently purchased Acle Bridge site.

The Chief Executive also referred to the National Parks England meeting he had attended with the Chairman on 25 January 2018 when the National Parks Chair and Chief Executives had also met the Minister for National Parks, Lord Gardner. It was noted that as part of the Government's 25 Year Environment Plan, in which there were many references to natural capital accounting, there would be a review, which could be considered as a 'Hobhouse Report (1947)' for the C21st, celebrating the existing national parks, identifying where these could be improved, functions re-examined and consideration of further designations. The Plan also included a review of the agri-environment schemes and as part of this, following the Oxford Farming Conference in January 2018, areas were being invited to bid for pilot studies to review how new payment schemes to farmers might be organised and implemented post Brexit. Exmoor National Park had been able to provide a set of proposals at the meeting building natural capital into

the process, a copy of which was circulated to members. The Chief Executive reminded members that many of the National Parks were in upland areas, whereas the lowland wet grassland in the Broads was very different and unique in that it had areas of key environmental habitat and species juxtaposed with areas of intensive agriculture. This provided cause for concern that the Broads special characteristics could be overlooked. Therefore, it was suggested that the Authority consider submitting a bid for a pilot scheme, and that this be an immediate priority, given that the deadline for receipt of such a bid was the end of February. The Authority had previously been a pioneer in this area, engaging with the farming community when establishing the simplistic Broads Grazing Marsh Scheme, the forerunner of the nationally adopted Environmental Sensitive Area Scheme.

Members were supportive of the process, but were mindful of the impact on the Authority's resources, given its recent commitments to large projects. However, given the cooperation and liaison established with the farming community especially most recently, as well as through the links with the Broads Plan, it was considered that these elements should be harnessed, possibly including other organisations such as the Wildlife Trusts, RSPB and National Trust.

A member emphasised that it was important to put in an expression of interest, but any scheme should focus on the long term strategic need. The ESA had originally worked successfully but had become bureaucratic to the extent it had not been taken up. There was a need to design a scheme that was simple, less bureaucratic and could be delivered locally and was fit for purpose. He was supportive of progressing what had already been established with Lord Gardner when he had visited the Broads.

Member recognised the need to respond quickly and that it was vital to provide an expression of interest. They also considered that the long term use of the Authority's resources required careful consideration. It was noted that such tight timetables would become more regular.

In response to a member's query relating to Broadland Futures (Integrated Flood Risk Management), it was clarified that the Environment Agency was the lead partner and the Broads Authority was acting as a catalyst. It was working in partnership to provide a long term strategy for the Broads Area especially in terms of sea and flood defenses and consequences of climate change.

RESOLVED

- (i) That the strategic priorities 2018/19 set out in paragraph 4.1 are adopted:
 - Water Mills and Marshes -Implement programme of work

- CANAPE (Delivering the Hickling Broad vision) - Implement programme of work
 - Broadland Futures (Integrated flood risk management) - Develop joint programme of work with the Environment Agency
 - Catchment management - Continue engagement with landowners and delivery of on-site projects
 - External funding - Develop a strategic overview for external funding and capacity building.
 - Marketing, promotion and media relations - Take forward branding initiatives and implement Peer Review recommendations
 - Peer Review - Prepare Action Plan to implement the recommendations from the Peer Review Team and outcomes from the Member Away Day on 30 January 2018
 - Acle Bridge - Establish Member Group and develop a brief for the development of the site.
- (ii) that officers develop a Pilot Scheme in association with other stakeholder organisations, to respond to Defra's call for a proposal *for agri-environment schemes post Brexit*.
- (iii) that officers remain alert to any potential activity needed as a result of the future Hobhouse review identified in the 25 Year Environment Plan.

(ii) Progress on Strategic Priorities 2017/18

The Authority received this year's fifth report on the progress of the Strategic Priorities identified at the January and March meetings for 2017/18; these were guided by the themes within the Authority's Broads Plan 2017 - 2022, adopted in March and officially launched on 26 July 2017. Members noted the helpful progress updates on the Broads Plan and the links to the guiding strategies.

RESOLVED

That the report be noted.

The Chairman proposed to vary the order of the Agenda in accordance with Standing Order No 5(1) (c) to take Item 13 before item 11 given that the guest speaker, Mr Mike Burrell had arrived. Members were in agreement and Item 13 was taken at this juncture.

4/11 Budget 2018/19 and Financial Strategy 2018/19 to 2020/21

The Authority received a report setting out the information for consideration of the consolidated income and expenditure budget for 2018/19 and a three year Financial Strategy to 2020/2021. It was noted that the strategy was based on the previous four year settlement for National Park Grant until 2019/20, the adopted overall 3% increase in navigation charges for 2018/19 and an assumption of 2.5% per annum increase in the subsequent two years.

Members noted that the draft budget incorporated the navigation charges for 2018/19 as agreed in November and was designed to allow the Authority to continue to deliver priority navigation activities to the required level. The National Park part of the budget similarly provided for the continuation of priority works for 2018/19. Since providing the outline budget in November and presentation to the Navigation Committee in December, the budget had been adjusted to allow for a 2% increase in salaries for April 2018 to March 2021 but the final settlement was yet to be determined. In addition a £10,000 contribution to National Parks Partnership had now been included. Members noted the overall budget by Directorate, the central and shared costs and cost apportionment, with there being no changes to the apportionments for 2018/19 from 2017/18. The pension deficit was also noted, the valuations being carried out every three years. The key risks were the potential changes to boat numbers and impact on tolls income and salary increases.

It was noted that the National Park side of the budget showed a deficit for the next three years, which would be funded from the National Park Reserve. Due to the uncertainty about National Park Grant beyond 2020/21, members expressed some concern that the level of reserves would not be sustainable. It was therefore important to examine these and to consider the type of long term projects in which the Authority should be investing and the allocations required. The Management Team would be addressing these issues for further consideration by the Authority in due course. It was clarified that it was necessary to maintain reserves in order to be able to bid for larger projects. It was not “rainy day money”. The National Park Reserves and the Navigation Reserves were totally separate from the Earmarked Reserves which related to planned and specific projects. Although they might look high, they helped to smooth out the peaks and troughs for when they were required for certain projects.

Haydn Thirtle proposed, seconded by Bill Dickson and it was

RESOLVED unanimously

- (i) that the 2018/19 Budget is adopted and the assumptions made and applied in the preparation of the Budget endorsed.

Melanie Vigo di Gallidoro proposed, seconded by Mike Barnard and it was

RESOLVED unanimously

- (ii) that the Authority adopts the Earmarked Reserves Strategy for the period 2018/19 to 2020/21, and the proposed contributions to and from Earmarked Reserves for the period 2018/19 to 2020/21.

4/12 Financial Performance and Direction:

- (1) Consolidated Income and Expenditure from 1 April to 30 November 2017**

The Authority received a report providing the consolidated income and expenditure for the eight month period 1 April – 30 November 2017, reflecting the change of Directorate name from Planning and Resources to Strategic Services and provided a forecast of the projected expenditure at the end of the financial year 31 March 2018.

The Chief Financial Officer was able to provide updated figures for the end of December 2017. With reference to Table 1 of the report there was a favourable variance of £252,000. There were no changes to the Latest Available Budget at Table 2 of the report or the forecast outturn at Table 3. The Current Reserve balance based on the December figures at Table 4 was £1,504,355. It was noted that the proposed pilot scheme previously agreed in the meeting, had not yet been incorporated within the budget and therefore there was uncertainty as to its impact on the forecast. However, the forecast should be as stated.

Members considered the need to set up an additional reserve to cashflow the CANAPE project initially requiring a temporary loan over the life of the project from the earmarked reserves but it was emphasised this would eventually be repaid once the final claim had been received and there would be no risk involved. They also considered the purchase of a concrete pump for the works at Hickling as part of the CANAPE project and how this would be funded initially with a deposit of a 10% deposit of £9,000 from the Plant, Vessels and Equipment reserve and from hire savings, the remaining balance funded by hire purchase. The Chief Financial Officer would provide further information on the interest rates to be paid for the hire purchase and potential reclaim figures possible.

The current forecast outturn position for the year suggested a deficit of £54,584 for the national park side and a surplus of £27,192 on navigation resulting with an overall deficit of £27,392 within the consolidated budget, which would indicate a general fund reserve balance of approximately £987,000 and a navigation reserve balance of approximately £353,000 at the end of 2017/18 before any transfers for interest. This would mean that the navigation reserve would be slightly above the recommended level of 10% of net expenditure during 2017/18.

Louis Baugh proposed, seconded by Haydn Thirtle and it was

RESOLVED unanimously

- (i) that the income and expenditure figures be noted;
- (ii) that the creation of the CANAPE reserve in para 5.2 of the report and additional expenditure in para 5.3 of the report on a concrete pump for a total of £90,000 for the works at Hickling be noted.

4/13 Greater Norwich Local Plan – First Consultation Stage

The Authority received a report from the Planning Policy Officer and a presentation from Mr Mike Burrell from Norwich City Council on the Greater

Norwich Local Plan, and the consultation process. It was noted that the Greater Norwich area consisted of Norwich City, Broadland District and South Norfolk Councils working with Norfolk County Council in association with the Broads Authority and building on the long established working arrangements. It was aimed at planning for the housing needs and jobs needed for the Greater Norwich area to 2036, setting the strategic planning policies to guide future development and plans to protect the environment and ensure that delivery of development was done in a way which promoted sustainability and effective functioning of the area. The plan also included sites for development and those which had been submitted, but no preferred sites had been identified as yet.

The first draft version of the Greater Norwich Local Plan was due to be consulted on from 8 January to 15 March 2018. It was emphasised that the review did not cover the Development Management Policies which were dealt with by each of the three districts separately. The Plan was a strategic plan. Members noted the key issues of the Local Plan and the options being put forward for consultation by means of questions, not answers. They also noted the other likely issues for consideration such as infrastructure in that no further strategic improvement to support growth had been identified to date, the Green Belt idea did not meet the national "Exceptions Test", the potential for settlement hierarchy through village clusters, and various topic policies.

The specific considerations for the Broads were noted, namely that the Norwich Local Plan maps would show the Broads Authority's area; although sites would be near or adjacent to its area, land in the Broads Authority's area would not be allocated; there was a specific section on the Broads promoting the current policy approach protecting its special characteristics, the favoured option for the area; the Strategic Assessment covered the special features of the Broads habitats, landscape and dark skies.

Members were invited to provide comments on the Local Plan and to raise other matters not covered in the presentation. A report would be submitted to the Planning Committee meeting on 2 March 2018 for more detailed consideration. The new Plan would replace the Joint Core Strategy and the Site Allocation Plans in each District but not the development plans. Following the consultation period, the responses would inform the next version which would result in the submission consultation version. The Authority would be further consulted.

In discussion, it was clarified that part of the process would include whether sites would be deliverable and this would form part of the consultation. It was noted that Whitlingham Country Park would be impacted upon and it was considered that this should be included. It was hoped that moving away from the Norwich Policy area would reduce speculation, although it was a matter for consultation. Other issues raised included the potential development of Acle and the proposed improvements for the A47 between Acle and Great Yarmouth, as well as possible transport provision e.g. rapid transport routes. The Colmans site within Norwich and the area east of the Norwich Football Ground and to the north of the River Yare were potential sites for

development and it was suggested that it would be beneficial for the Authority together with the relevant District Councils to take a coordinated approach and give consideration of a master plan for this section.

The Chairman thanked Mike Burrell for a comprehensive and useful overview of the Local Plan.

RESOLVED

that the Greater Norwich Local Plan is noted and Planning Committee authorised to consider and submit representations.

4/14 Acle Bridge

The Authority received a report on the proposal to establish a small working group of members to work with officers to develop plans for the Acle Bridge site recently purchased. Members noted that there could be considerable potential for the site but these would need to be carefully discussed with third parties.

Members noted the skill sets, experience and knowledge that would be helpful from the group of members and the following volunteered to be part of the Group:

James Bensly, Mathew Bradbury, Bill Dickson, Bruce Keith, Nicky Talbot, and Haydn Thirtle.

RESOLVED

that the Members identified above form a small group to work with officers to work up plans for the development of the Acle Bridge site and bring back proposals to a future meeting..

4/15 Audio Recording of Broads Authority meetings

The Authority received a report that reviewed the audio recording of Broads Authority meetings which had taken place for a trial period of 10 months and considered whether it should be continued on a permanent basis.

Members considered that the use of audio recordings had achieved the specific purpose for which it had been trialled, in helping to improve the accuracy of minutes, in resolving any disputes and reducing the number of challenges which had taken a considerable amount of time. It was noted that the Minutes remained the record of the meeting and that two years was a reasonable time for retention unless a reason was required for longer term retention in an individual case.

Gail Harris, proposed, seconded by Sarah Mukherjee and it was

RESOLVED unanimously

- (i) that the use of audio recording of meetings be continued by the Authority and copies provided to the public on request
- (ii) that the recordings are destroyed two years after the date of the meeting.

4/16 The Port Marine Safety Code: To consider any items of business raised by the Designated Person in respect of the Port Marine Safety Code

The Chairman confirmed that there were no matters which needed to be raised under this item.

4/17 Minutes Received

The Chairman indicated that she would assume that members had read these minutes and were invited to ask any questions.

RESOLVED

(i) Broads Local Access Forum – 6 September 2017

RESOLVED

that the minutes from the Broads Local Access Forum meeting held on 6 September 2017 be received.

(ii) Navigation Committee – 19 October 2017

RESOLVED

That the minutes from the Navigation Committee held on 19 October 2017 be received.

(iii) Planning Committee: 10 November and 8 December 2017

The Chairman of the Planning Committee referred to the disappointing recent report in the EDP concerning an appeal decision the Authority had won relating to Burghwood Barns, Ormesby St Michael. The press reports implied that the Authority was depriving the landowners of their dream garden and their dream home. He assured members that this had been a long running series of issues where the requirement of planning permission had been ignored. It related to a large area between the property of Burghwood Barns and the sensitive designated SSSI area of Ormesby Broad had been annexed as a garden contrary to planning policy. The Planning Committee had carefully considered the numerous issues involved including having a site visit. The Planning Inspector had upheld the Authority's decision, concurring with interpretation of the policy and stated that the unauthorised change of use constituted an unacceptable

encroachment of development “that harms the character and appearance of the site and the landscape character and scenic beauty of the Broads...and fails to protect and enhance the Broads Landscape.” This was an important decision.

Members welcomed the reassurance and noted that the appellants were not being forced to sell their home as was alleged.

RESOLVED

that the minutes of the Planning Committee meetings held on 10 November and 8 December 2017 be received

4/18 Feedback from Members appointed to represent the Authority on outside bodies

Members of the Authority appointed to outside bodies were invited to provide feedback on those meetings they had attended on behalf of the Authority.

Broads Tourism – Greg Munford reported that the organisation was doing well. The Broads was featured as one of the five top finalists of the UK National Parks in the Countryfile magazine. The AGM for Broads Tourism was to be held on 21 February 2018 at 10.00am at Ivy House Country Hotel, Oulton Broad and all members of the Authority were invited to attend. One of the key note speakers was Karen Login, from Hoseasons, Head of IT who would be speaking on Travel and Tourism and was highly admired in the Tourism industry.

National Parks UK and National Parks England – The Chairman stated that this had been reported at Minute 4/10. There was to be a National Parks UK meeting in March.

How Hill Trust– John Ash reported that the Trust had had a very successful year in 2017 and was almost fully booked for schools for 2018. Discussions on the future of the mills were ongoing with the Windmills Trust and Norfolk County Council.

Norfolk and Suffolk Broads Charitable Trust – Louis Baugh reported that the next meeting was to be held on Monday 29 January 2018. The Trust was benefiting from the much closer working relationship with the Authority through the Head of Strategy and Projects. The Trust had recently been the fortunate recipient of a legacy and the Trustees were working with the daughter of the donor in considering appropriate projects for which it might be used. Bruce Keith reflected that a tremendous amount of work was being undertaken locally. There was still tremendous potential and opportunity for working with corporates in the future. He commented that there was slight disappointment that the HLF bid for the Wherry Yacht Charter had been declined but some excellent feedback had been received.

Upper Thurne Working Group - Brian Wilkins reported that the group had met on 18 January 2018 with a good turn-out of members and quality worthwhile discussions about parish issues and IDB discussion about restoring the pump, the Horsey Dyke closure which was due to come up in 2018 and would be phased. The sophisticated prymnesium research and water plant growth matters were also discussed.

Whitlingham Charitable Trust – Whitlingham Country Park. Vic Thomson reported that the Trust had met on 24 January 2108. One of the items discussed had been the Greater Norwich Local Plan and the effects it could have on the Country Park both positive and negative. It was noted that in the past there had been no significant CIL monies available and that this should be considered and added to the strategic plans going forward. Mathew Bradbury reported that the discussions had been very useful and fruitful. They had focused on aligning strategies of the different organisations involved; Arminghall Trust, the Broads Authority and the Trust as well as the Colman family and the estate and also the strategic work that was required in the immediate future. The Trust also identified some of the quality and quantity of the maintenance required around the park and this would be addressed in the budget. It was pleasing to note that the meeting had focused on the longer term future of the park.

Boat Safety Management – Nicky Talbot reported that she had been asked to join the National Boat Safety Advisory Committee. The first meeting was to be in March with another two planned in the remainder of the year. This was promoted through the Canals and Rivers Trust and the Environment Agency. Members welcomed the involvement as an approved duty.

4/19 Items of Urgent Business

There were no other items of urgent business for consideration.

4/20 Formal Questions

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

4/21 Date of Next Meeting

The next meeting of the Authority would be held on Friday 16 March 2018 at 10.00 am at Yare House, 62 – 64 Thorpe Road, Norwich.

4/22 Exclusion of the Public

The Chairman proposed, seconded by Nicky Talbot and it was

RESOLVED

that the public be excluded from the meeting under Section 100A of the Local Government Act 1972 for the consideration of the item below on the grounds that it involved the likely disclosure of exempt information as defined by

Paragraphs 1 and 3 and 5 of Part 1 of Schedule 12A to the Act as amended, and that the public interest in maintaining the exemption outweighed the public benefit in disclosing the information.

Members of the Public left the meeting

Summary of Exempt Minutes

4/23 Exempt Minutes of the Navigation Committee meeting – 19 October 2017

The exempt Minutes of the Navigation Committee meeting held on 19 October 2017 were received.

4/24 Transfer of Mutford Lock

The Authority received a report containing exempt information concerning the transfer of Mutford Lock involving the Harbour Revision Order to effect that transfer following consultation with the Navigation Committee on 19 October and 14 December 2018. It was noted that the further advice and information sought was provided in the report and in general members were satisfied that the transfer should proceed.

Haydn Thirtle proposed, seconded by Mike Barnard and it was
RESOLVED by 15 votes to 0 and 2 abstentions

That the two Harbour Revision Orders are submitted and the tripartite agreement noted in the report be completed in all respects, to give effect to completing the transfer of the Lock into the Navigation Area and the ownership to the Broads Authority.

4/25 Chet Boat: Award of Contract.

The Authority received a report containing exempt information concerning the waiving of standing orders due to unique circumstances involving one of the projects as part of the Heritage Lottery Funded project Water Mills and Marshes. It was noted that the necessary investigations of potential providers and the necessary procedures had been undertaken to take this course of action. Members were assured that the HLF was satisfied with the process.

John Ash proposed, seconded by Louis Baugh and it was

RESOLVED unanimously:

- (i) That standing orders for contracts are waived in this particular instance because of the unique circumstances; and
- (ii) The International Boatbuilding Training College (IBTC Ltd.) at Lowestoft is awarded a contract to construct a replica of the Chet Boat and fulfil the rest of the Project at the cost stated in the report, funded by the grant awarded by the Heritage Lottery Fund as part of the Water, Mills and Marshes Programme.

4/26 Matter referred under Members Code of Conduct

The Authority received a report containing exempt information providing confirmation that a complaint had been received under the Members Code of Conduct and the appropriate procedures were being followed.

RESOLVED

That the report be noted.

The meeting concluded at 13.55 pm

CHAIRMAN

**Code of Conduct for Members
Declaration of Interests**

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Name	Agenda/ Minute No(s)	Nature of Interest (Please describe the nature of the interest)
Mathew Bradbury	General	Director of Whitlingham Charitable Trust
Paul Rice	General	Chairman of Broads Society
Haydn Thirtle	9 – 10	Board member of Broads Internal Drainage Board
Kelvin Allen	General	Director BASG Chairman of Broads Angling Services Group.
Mike Barnard	24	District Councillor for Oulton Broad
Bruce Keith	General	Whitlingham Charitable Trust and Broads Charitable Trust
John Ash	General	Trustee Director of Wherry Yacht Charter Trust, Director Whitlingham Charitable Trust, and How Hill Trust
Bill Dickson		None other than those already declared.
Sarah Mukherjee	General	CEO Crop Protection Association
Greg Munford	General	None other than those previously declared
Peter Dixon	11	(Budget) Payment to National Parks Partnership. - Board member of National Parks Partnership.
Nicky Talbot	General	Chair Navigation Committee, Toll Payer, NSBA and Norfolk Broads Yacht Club
Brian Wilkins	General	Chair of NSBA, Vice Chair Navigation Committee
Louis Baugh		Trustee Norfolk and Suffolk Broads Trust, Broads IDB