

Navigation Committee

09 January 2025

Agenda item number 9

Consultation on the Appointment to the Navigation Committee

Report by Senior Governance Officer

Purpose

In accordance with the provisions in the Norfolk and Suffolk Broads Act 1988 the Authority shall consult the Navigation Committee before appointing any member of the Navigation Committee.

Broads Plan context

Theme C – “Maintaining and enhancing the navigation”. The role of the Navigation Committee is to advise the Authority on matters relating to strategic management of the waterways.

1. Introduction

- 1.1. The appointment process for the co-opted members of the Navigation Committee is conducted on a four yearly basis and as additionally necessary to fill any casual vacancies on the committee. Terms of appointment are for four years with a maximum aggregated term of eight years.
- 1.2. The membership of one current co-opted member, representing Category A: Such bodies appearing to the Authority to represent the owners of pleasure craft available for hire or reward as it considers appropriate, is due to end on 31 March 2025. Therefore, the recruitment process for the forthcoming vacancy on the committee has been underway.

2. Appointment process

- 2.1. Details of the vacancies were advertised on the Broads Authority’s website (on the Navigation Committee page). They were also advertised on the Authority’s social media channels of Facebook, Twitter and LinkedIn. The closing date for applications was 4 December with interviews on 11 December 2024.
- 2.2. In total, one application was received by the closing date.
- 2.3. The recruitment panel comprised:

- Charles Monteith – Panel Chair (one of the Authority’s two Independent Persons)
- Lesley Robinson – Chief Executive, British Marine Federation
- Harry Blathwayt – Chair, Broads Authority

2.4. The following criteria were used to assess and score the candidate:

- Understanding of the navigation area and relevant issues.
- Good knowledge of the varied recreational uses of the Broads Authority.
- Independence of thought.
- Ability to see more than one side to every argument and take a balanced view.
- Experience of equality, diversity and inclusion issues, and the relevance of these in the Broads context.

2.5. A scoring system was used to mark the candidate’s responses as follows: A = strong evidence, B = good evidence, C = satisfactory evidence; D = weak evidence, E = no evidence.

3. Consultation

3.1. As part of the appointment process, 3 organisations under Category A were contacted for their inclusion in the consultation process in accordance with paragraph 9 of the Norfolk and Suffolk Broads Act. These were:

- British Marine
- Broads Canoe Hire Association
- Broads Hire Boat Federation

3.2. Each organisation was provided with the name of the short-listed candidate and advised that they could request further information, if they wished, before submitting their comments. A total of two organisations responded and their comments were forwarded to the panel for its consideration prior to the interview.

4. Recommendation

4.1. The panel has agreed to recommend that Susan Cadamy be appointed to the Navigation Committee wef 1 April 2025. The appointment is for a four-year term.

5. Conclusion

5.1. The shortlisting and interview processes were thorough and designed to ensure that all candidates were given equal opportunity. This was enhanced by the panel members, two of whom are external to the Broads Authority.

5.2. The Committee is invited to recommend the appointee to serve on the Navigation Committee as outlined in paragraph 4.1 above. The recommendation will be considered by the Broads Authority at its meeting on 14 March 2025 when the final decision will be made.

Author: Sara Utting

Date of report: 11 December 2024

Background papers: None

[Broads Plan](#) strategic objectives: C