

Appointments to the Navigation Committee 2025

Appointment Process

The Broads Authority's Navigation Committee, which comprises a mix of members of the Authority and independent members, has an important role to act as a scrutiny and advisory committee in relation to the navigation. The Broads Authority has adopted a more open and transparent process for the appointments of the independent members of Committee which is consistent with the requirements of the Broads Act, meeting the best practice standards now expected in public appointments. The principles of merit, independent scrutiny, equal opportunities, probity, openness and transparency and proportionality will guide the process.

A job description and person specification for the role has been agreed. As well as approaching a wide range of relevant user organisations for nominations, the Broads Authority website will invite individuals to apply.

All applicants will be required to complete an application form in line with the guidance provided. Short listing of the candidates for interview will be undertaken by the Selection Panel. The Authority will consult the Navigation Committee and user organisations on the list of recommended candidates for appointment following interview prior to the confirmation of appointment by the Broads Authority on 14 March 2025. The criteria for the short listing and interviews will be those set out in the job description and person specification.

There is one vacancy on the Navigation Committee and the new appointment will take effect from April 2025, following consultation with those organisations 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.

The Selection Panel will have regard to the requirements for the appointments as set out in Section 9 of the Norfolk and Suffolk Broads Act which sets out the framework for the appointment of the Committee. It states:

(2) The Navigation Committee shall consist of thirteen members appointed by the Authority.

(3) Five¹ of the members of the Navigation Committee shall be appointed by the Authority from among the members of the Authority.

(5) Of the other eight² members of the Navigation Committee, all of whom shall be appointed from among persons who are not members of the Authority—

¹ Note that this was six in the 1988 Act but was subsequently amended when the Authority reduced its membership in 2005

² Similar to note 1, this was seven in the 1988 Act but was subsequently amended to eight.

- (a) two shall be appointed after consultation with such bodies appearing to the Authority to represent the owners of pleasure craft available for hire or reward as it considers appropriate;
- (b) one shall be appointed after consultation with such bodies appearing to it to represent nationally the owners of private pleasure craft as it considers appropriate;
- (c) one shall be appointed after consultation with such bodies appearing to it to represent the owners of private pleasure craft which use any part of the Broads as it considers appropriate;
- (d) two shall be appointed after consultation with such bodies appearing to it to represent persons who are likely to be required to pay ship, passenger or goods dues imposed by it as it considers appropriate;
- (e) one shall be appointed after consultation with such bodies appearing to it to represent other users of the navigation area as it considers appropriate; and
- (f) one shall be appointed after consultation with the Great Yarmouth Port Authority.

Timetable for 2025 Appointments

4 December 2024	Deadline for receipt of applications
6 December 2024	Short listing by Selection Panel
11 December 2024	Interviews
December 2024	Consultation with user organisations on recommendations
9 January 2025	Navigation Committee – consultation on appointments
14 March 2025	Appointments confirmed by Broads Authority

Interview

If selected for interview you will receive full details about the time and how to get to the venue. You will be interviewed by a Panel which will ask you questions seeking to draw out your relevant knowledge, experience, skills and reasons for wanting to join the Navigation Committee. You may be asked to prepare a short (maximum 5 minutes) presentation to be made at the beginning of the interview.

Expenses

Expenses will not be paid for attending the interview. The co-opted members of the Navigation Committee are paid an allowance of £349 per annum. A travelling allowance (taxable) is also payable to members of the Committee.

The list of organisations which are being consulted as part of the process is set out overleaf.

If you have any further questions please do not hesitate to contact:

Senior Governance Officer, Broads Authority, Yare House, 62-64 Thorpe Road, Norwich, NR1 1RY

E-mail committees@broads-authority.gov.uk or telephone 01603 756062

List of organisations to be consulted on the appointments to the Navigation Committee and the relevant paragraph under Section 9 of the 1988 Norfolk and Suffolk Broads Act

Angling Trust	E)
British Marine	A, D)
British Rowing	B)
British Stand Up Paddle Association	E)
British Waterski	B)
Broads Angling Services Group	E)
Broads Canoe Hire Association	A)
Broads Hire Boat Federation	A, D)
Broads Reed and Sedge Cutters Association	D, E)
British Canoeing	B, E)
Chamber of Shipping	D)
East Anglian Waterways Association	C)
Eastern Region Rowing Council	C, D)
Eastern Rivers Ski Club	C, D)
Great Yarmouth Port Authority	F)
Great Yarmouth Port Users Association	D)
Hickling Windsurfers	E)
Inland Waterways Association	B)
Inland Waterways Association – Eastern Region	C, D)
National Association of Boat Owners	B)
Norfolk and Suffolk Boating Association	C, D)
Passenger Boat Association	D)
Royal Yachting Association	B)
RYA – Eastern Region	D)
Sport England	E)
Swim England	E)
UK Windsurf Association	E)

Categories:

A = such bodies appearing to the Authority to represent the owners of pleasure craft available for hire or reward as it considers appropriate;

B = such bodies appearing to it to represent nationally the owners of private pleasure craft as it considers appropriate;

C = such bodies appearing to it to represent the owners of private pleasure craft which use any part of the Broads as it considers appropriate;

D = such bodies appearing to it to represent persons who are likely to be required to pay ship, passenger or goods dues imposed by it as it considers appropriate;

E = such bodies appearing to it to represent other users of the navigation area as it considers appropriate; and

F = after consultation with the Great Yarmouth Port Authority.