

# Broads Authority

14 March 2025

Agenda item number 15

## Appointment to the Navigation Committee

Report by Senior Governance Officer

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### Purpose

The report outlines the appointment process for the Navigation Committee, conducted in accordance with Section 9 of the Norfolk and Suffolk Broads Act 1988, and recommends the appointment of a co-opted member to the Navigation Committee with effect from 1 April 2025.

### 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.

### Recommended decision

To accept the recommendation of the selection panel, endorsed by the Navigation Committee, and appoint the individual named in paragraph 4.1 as a co-opted member to the Navigation Committee for an initial two-year term to 31 March 2027.

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## 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 generally 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 conducted.

## 2. Appointment Process

- 2.1. Details of the vacancy were advertised on the Broads Authority’s website (on the Navigation Committee page). It was 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. Recommendations

- 4.1. The panel has agreed to recommend that Susan Cadamy be appointed to the Navigation Committee wef 1 April 2025.
- 4.2. The appointment was presented at the [Navigation Committee on 9 January 2025](#), where it was resolved unanimously to recommend to the Broads Authority that Susan Cadamy be appointed to the Navigation Committee wef 1 April 2025.

- 4.3. Appointment to the Navigation Committee is usually for a four-year term, however, to enable the appointment to align with the appointment cycle of existing co-opted members to the Navigation Committee, it is recommended that this appointment be for a two-year term. This will result in a recruitment campaign for all eight co-opted members at the end of 2026 for appointment in April 2027.

## 5. Risk implications

- 5.1. The Act requires the Authority to appoint eight members from among persons who are not members of the Authority. If the recommended candidate is not appointed at this meeting, a further recruitment exercise will need to be undertaken.

## 6. Conclusion

- 6.1. The interview process was thorough, and was enhanced by the panel members, two of whom are external to the Broads Authority.

Author: Sara Utting

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[Broads Plan](#) strategic objectives: strategic objectives: C1-4