

**Notice of Meeting
BASINGSTOKE CANAL JOINT MANAGEMENT COMMITTEE**



SURREY
COUNTY COUNCIL

Date: Thursday, 27 February 2014
Time: 10.05 am

[There will be an informal public question time before the meeting commencing at 10.00am.]

Place: Mytchett Canal Centre, Mytchett Place Road, Mytchett, Surrey, GU16 6DD

Contact: Victoria Lower
(Room 122, County Hall, Kingston upon Thames, Surrey, KT1 2DN.
Tel: 020 8541 9122, Email: victoria.lower@surreycc.gov.uk)
[For queries on the content of the agenda and requests for copies of related documents]

Fax: 020 8541 9005 **DX:** 31509 KINGSTON
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This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Victoria Lower on 020 8213 2733.

Hampshire County Council
Councillor Keith Chapman
Councillor John Bennison
Councillor Brian Gurden
Councillor Elaine Still

Surrey County Council
Mrs Linda Kemeny
Ben Carasco
Mr Chris Pitt
Mr Colin Kemp

Hampshire Districts:
Hart District Council
Councillor Simon Ambler
Councillor Jonathan Glen
Rushmoor Borough Council
Councillor David Welch
Councillor J H Marsh

Surrey Districts:
Guildford Borough Council
Councillor Gordon Jackson
Runnymede Borough Council
Councillor J M Edwards
Surrey Heath Borough Council
Councillor Paul Ilnicki
Woking Borough Council
Councillor K M Davis

Special Interest Groups
Basingstoke Canal Society
Martin Leech
Mr P Riley
Parish Councils
Alastair Clark
Residential Boat Owners Association
Julia Jacs

Natural England
Adam Wallace
Inland Waterways Association
Gareth Jones
John Cale Canal Cruises
John Cale
Basingstoke Canal Canoe Club
Liz Murnaghan

AGENDA

PART 1 - IN PUBLIC

1 APOLOGIES FOR ABSENCE

2 MINUTES OF PREVIOUS MEETING: 10 OCTOBER 2013

(Pages 1 - 22)

The minutes will be available in the meeting room half an hour before the start of the meeting.

3 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

4 QUESTIONS AND PETITIONS

To receive either any questions or petitions.

Notes:

1. The deadline for Member's questions is 12.00 noon four working days before the meeting [21 February 2014].
2. The deadline for public questions is seven days before the meeting [20 February 2014].
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 MEMORANDUM OF AGREEMENT

(Pages 23 - 34)

To approve an updated Memorandum of Agreement for the Basingstoke Canal Partnership.

6 FINANCIAL UPDATE REPORT

(Pages 35 - 50)

The purpose of this report is to give members a brief update on the 2013/14 forecast financial outturn position, provide an update on

the 2014/15 budget and inform the JMC of issues arising following the external audit of the 2012/13 annual return.

- 7 **CANAL CENTRE REDEVELOPMENT UPDATE** Verbal Update
- 8 **CANAL MANAGER'S UPDATE** (Pages 51 - 52)
- 9 **CANAL SOCIETY UPDATE** (Pages 53 - 56)
- 10 **DATE OF THE NEXT MEETING**

The next meeting of the Basingstoke Canal Joint Management Committee will take place on 26 June 2014 at 10.05am.

David McNulty
Chief Executive
Monday, 17 February 2014

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

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MINUTES of the meeting of the **BASINGSTOKE CANAL JOINT MANAGEMENT COMMITTEE** held at 10.05 am on 10 October 2013 at Mytchett Canal Centre, Mytchett Place Road, Mytchett, Surrey, GU16 6DD.

These minutes are subject to confirmation by the Committee at its meeting.

Hampshire County Council

Councillor Keith Chapman (Chairman)
Councillor John Bennison
Councillor Brian Gurden
Councillor Elaine Still

Surrey County Council

Mrs Linda Kemeny (Vice-Chairman)
Mr Colin Kemp
Mr Chris Pitt

Hampshire Districts:

Hart District Council

Councillor Simon Ambler
Councillor Jonathan Glen

Rushmoor Borough Council

Councillor David Welch
Councillor J H Marsh

Surrey Districts:

Guildford Borough Council

Councillor Gordon Jackson

Runnymede Borough Council

Councillor J M Edwards

Surrey Heath Borough Council

Councillor Paul Ilnicki

Woking Borough Council

Councillor K Davis

Special Interest Groups

Basingstoke Canal Society

Martin Leech
Mr P Riley

Natural England

Adam Wallace

29/13 ELECTION OF CHAIRMAN [Item 1]

Councillor Keith Chapman was proposed by Councillor Elaine Still and seconded by Councillor Linda Kemeny to be appointed the Chairman for two years. The Committee unanimously voted to appoint Councillor Keith Chapman as the Chairman of the Basingstoke Canal Joint Management Committee.

RESOLVED: That

1. Councillor Keith Chapman be appointed as the Chairman of the Basingstoke Canal Joint Management Committee for two years.

30/13 ELECTION OF VICE-CHAIRMAN [Item 2]

Councillor Linda Kemeny was proposed by Councillor Keith Chapman and seconded by Councillors Chris Pitt and Coline Kemp to be appointed the Vice-Chairman for two years. The Committee unanimously voted to appoint Councillor Linda Kemeny as the Vice-Chairman of the Basingstoke Canal Joint Management Committee.

The Chairman and Gareth Jones proposed a vote of thanks to Councillor Linda Kemeny for her role as Chairman of the Basingstoke Canal Joint Management Committee over the last two years, and for the progress that had been made under her Chairmanship.

RESOLVED: That

1. Councillor Linda Kemeny be appointed as the Vice-Chairman of the Basingstoke Canal Joint Management Committee for two years.

31/13 APOLOGIES FOR ABSENCE [Item 3]

Apologies were received from Ben Carasco.

32/13 MINUTES OF PREVIOUS MEETING: 5 JUNE 2013 [Item 4]

The minutes of the meeting on 5 June 2013 were agreed as an accurate record of the meeting.

33/13 DECLARATIONS OF INTEREST [Item 5]

There were no declarations of interest.

34/13 QUESTIONS AND PETITIONS [Item 6]

There were no questions or petitions.

35/13 SPECIAL INTEREST GROUPS MEMBERSHIP [Item 7]

Declarations of interest:

None.

Officers:

Victoria Lower, Committee Assistant

Key points raised during the discussion:

1. Elected Members of the Committee were provided with a copy of submissions by groups who wished to be co-opted onto the Joint Management Committee as advisory Special Interest Groups. A copy of this document is attached to the minutes for information.
2. Members discussed the need to engage with all interested user groups of the Basingstoke Canal to ensure their knowledge and passion was utilised to make the Canal a successful recreational facility in the area. The Chairman and Officers assured Members that groups were welcome to attend other forums and contact the Canal Authority prior to meetings to raise concerns. Additionally, before each meeting of the Committee there was a five minute public question time during which they could speak.
3. The Committee were informed that, in line with the Memorandum of Agreement, there were eight advisory positions available on the Committee but two were permanent seats for the Basingstoke Canal Society and one for Natural England. It was felt by Members that the membership should not be increased as it would lead to the meetings being ineffective.
4. The Chairman invited the groups who were present to speak about their interest in the Canal and their knowledge and experience. The Basingstoke Canal Canoe Club, Accessible Boating, Hart District Association of Parish & Town Councils, Inland Waterways Association and Residential Boat Owners Association spoke to the Committee reiterating their desire to be part of the Committee, as set out in their written submissions to the Committee.
5. The Chairman requested a ballot be taken, and that elected Members vote for up to five groups to join the Basingstoke Canal Joint Management Committee as Special Interest Groups. Figures from the voting can be found attached to these minutes.

RESOLVED: That

1. The Joint Management Committee appoints Special Interest Groups for four year terms which run concurrent to County Council elections.
2. The membership of the Basingstoke Canal Society and Natural England be renewed for four years.
3. That the following five groups be appointed to the Basingstoke Canal Joint Management Committee for four years, until the County Council elections in 2017:
 - a. Basingstoke Canal Canoe Club
 - b. Hart District Association of Parish & Town Councils
 - c. Inland Waterways Association
 - d. John Cale Canal Cruises

e. Residential Boat Owners Association

Recommendations:

1. That the Honorary Secretary contact those groups who were unsuccessful in being appointed to the Committee and invite them to attend alternative meetings and the Joint Management Committee meetings as a member of the public.
2. That the Committee consider the appointments of Special Interest Groups in May 2017.

Actions/further information to be provided:

None.

Committee next steps:

The Committee review the appointments of Special Interest Groups in four years.

36/13 REVISED BUDGET 2013/14 AND FORWARD BUDGET 2014/15 [Item 8]

Declarations of interest:

None.

Officers:

Jane Lovett, Honorary Treasurer, Basingstoke Canal Authority

Key points raised during the discussion:

1. The Committee were provided with an update of the financial situation of the Canal Authority and anticipated situation of the Authority in the next financial year. It was noted that saving would need to be identified in both the current year and in 2014/2015 to balance the budget, and that an updated position would be presented to the Committee at its meeting in February.
2. Members queried the contribution of Surrey County Council and requested that if the contribution had gone down that it is stated clearly as such, rather than the Fibre Optic and cafe lease funds decreasing. Officers and Surrey County Councillors explained that they were in a time of severe budget restraints and that this decrease would only apply for 2013/14 financial year. Surrey further stated that it would continue to contribute revenue towards the canal, but also pointed out that Surrey is making substantial (£2m over four years) capital contributions plus the contribution to fund the feasibility for the Mytchett site which will generate substantial income.
3. The Committee additionally queried the contribution for Odiham Parish Council which stated £0. The Honorary Treasurer explained that the £0 related to the contributions due under the formula, although the budget did assume that the Parish would contribute. The Parish

Councils' representative reported that although it had not yet agreed its contribution to the Canal Authority, it was understood that they would continue to contribute.

4. Members suggested that a Business Sub-Group be created which would assist in making the Basingstoke Canal a more profitable and self-sustaining asset. Officers agreed to take this idea forward.
5. Members queried whether the budget allocated funds for dredging the canal as silt build up would cause the canal to become impassable in future. Officers confirmed that they would like to dredge sections of the canal; however the works budget was £100,000 per annum less than the Asset Management Plan recommended and that it was not allowing anything other than limited spot dredging to be carried out. Officers agreed to address this issue and update the Committee in due course.
6. The contributions from Surrey Heath Borough Council and Runnymede Borough Council were raised as a concern, though officers confirmed they had a meeting arranged to discuss the canal with senior officers from Surrey Heath. It was suggested by Members that Councillors should also attend this meeting.

RESOLVED: That

1. The revised budget for 2013/2014 be agreed.
2. The proposed forward budget for 2014/2015 be accepted.
3. The Committee urge all partner authorities to make their full contributions and to honour the agreed scale contributions for 2013/2014 and 2014/2015.

Recommendations:

1. That a Business Sub-Group be formed to utilise the business expertise of the Committee membership in order to make the Canal Authority a more profitable and sustainable facility.
2. That officers consider future dredging of the canal to ensure that it remains navigable in the future.

Actions/further information to be provided:

That officers consider appropriate approaches to further improve the Canal Authority's financial sustainability and profitability.

Committee next steps:

None.

37/13 STRATEGY DECISION PAPER [Item 9]

Declarations of interest:

None.

Officers:

James Taylor, Senior Countryside Management Officer, Surrey County Council

Key points raised during the discussion:

1. The officer explained that the Strategy would replace the Strategic Plan and would set up the mission, vision, strategic priorities and key results measures for the Basingstoke Canal. The Strategy stated there were seven strategic priorities for the canal with Key Results Indicators to assist Members and senior officers in assessing the performance of the Canal Authority. There would be a dashboard of ten “broadbrush” Key Results Indicators which would be fed through officers measuring around 300 targets and goals in the operational level plans.
2. The aim of the Strategy was to assist in making the Basingstoke Canal increasingly self-supporting and would come into effect early next year. The Strategy would run for five years until 2019 though would be reviewed annually to ensure it remained current.
3. The Committee queried whether it was advisable to work towards an SSSI condition of good as it was understood it was not possible for the canal to achieve this. Officers stated that both owning authorities and the Canal Authority had a legal obligation to work towards improving the SSSI condition of the canal and that they were receiving expert advice on how best to achieve this whilst achieving the right balance of the number of boats allowed to pass along the canal. Officers also pointed out that the number of boat movements was below the limits imposed by the current Conservation Management Plan.
4. The representative from Natural England felt that the canal was a fantastic asset which should be utilised but that it was important that the wildlife was taken into consideration and conserved as it was a key part of the attraction of the canal.

RESOLVED: That

1. The Joint Management Committee approves and adopts the Strategy for a period of five years.

Recommendations:

1. Strategic Priority 1 includes the word ‘navigable’ and the wording of Strategic Priority 5 be reconsidered.

Actions/further information to be provided:

None.

Committee next steps:

The Committee to review the Strategy annually to ensure it remains effective.

38/13 ADJUSTMENT FOR CHARGING FOR TRAIL BOATS [Item 10]**Declarations of interest:**

None.

Officers:

Fiona Shipp, Canal Manager, Basingstoke Canal Authority

Key points raised during the discussion:

1. The Canal Manager explained that when the Committee agreed the scheme of boat charges at the February 2013 meeting there was no charge for people to bring trail boats onto the canal for one day only. Over the summer there had been a large demand for a one day licence so the Canal Authority were required to charge £3, the price for a non-powered boat, however it was felt this charge should be higher given the additional wear and tear caused by powered craft.
2. The Canal Manager informed the Committee that she had reviewed the charges on other canals and felt that £8 for a one day licence would be the most appropriate charge.
3. The Committee queried whether the public would always be charged the £15 retention fee for a one day licence. The Canal Manager explained that as it was a one off fee they would normally request it as the Canal Authority would then hold their documents for one year enabling the visitor to return without having to bring their documentation. It was felt that it was important to have a simple charging system though they would be flexible if it was felt necessary.
4. It was stated that the charges would be reviewed in future to ensure they remained competitive with other local canals.

RESOLVED: That

1. The Joint Management Committee approve the change in charge for trail boats to include a one day licence at £8/day.

Recommendations:

None.

Actions/further information to be provided:

None.

Committee next steps:

The Committee to review the trail boat charges in future to ensure they remain competitive.

39/13 CAR PARK CHARGES [Item 11]

Declarations of interest:

None.

Officers:

Fiona Shipp, Canal Manager, Basingstoke Canal Authority

Key points raised during the discussion:

1. The Canal Manager explained that the Canal Authority and Hart District Council had received a number of complaints regarding the Reading Road car park in Fleet as there were a number of people parking for a full day which meant canal users were unable to park. It was believed that local businesses were using the car park for free.
2. Officers felt that a long term solution would be to implement parking charges to this car park which would make parking for a full day expensive, but inexpensive for short stay users to ensure canal visitors would be able to park.
3. Requesting a parking order amendment would cost around £6,000 so it was felt that it would be sensible to include all other canal car parks within Hart District at the same time, but it was stated that there was currently no intention to introduce charges in the more rural car park. It was felt by the Committee that it would make things easier and save on resources charges were it felt necessary at these car parks in the future. Officers suggested the next car park which could be considered is the Scotland Road Bridge car park which had similar issues as the Reading Road car park, however a separate report and an amendment would be required to Runnymede's off-street parking order for this car park.
4. Members suggested removing recommendation (e) in the report which provided a reference to a phased implementation of parking charges across other car parks in Hart, as it was felt unnecessary at these car parks at this time, and the Committee would sanction any change in this policy. Officers agreed that this reference could be removed.
5. Members queried if the Basingstoke Canal Society were doing work to the canal in the Reading Road area whether they would be required to pay to park their vehicle. Officers suggested that the Canal Society could be given a permit which would give their works vehicle free parking.
6. One suggestion was that it may be beneficial for the charges to be simplified to £1, £3 and £7; though it was suggested that as the ticket machines were able to take cash, card or Hart District Council smart cards this would not be necessary.

RESOLVED: That the Joint Management Committee

1. Approve and authorise the Basingstoke Canal Authority (BCA) to collect the car parking fees at Reading Road Car Park in Fleet in

conjunction with Hart District Council on behalf of Hampshire County Council and expend the proceeds in maintaining the Canal.

2. Authorise the BCA to apply for a change to the parking order to include other Hart District sites – Barley Mow, Crookham Wharf and Colt Hill – to save costs at a later date should it be decided to extend parking charges, but that the introduction of any new charges would first be brought to the Joint Management Committee.
3. Authorise the BCA to set an appropriate scale of charging in conjunction with Hart District Council
4. Authorise the BCA to use their discretion in issuing season tickets and free permits to selected car park users.
5. Authorise the BCA to review car parking in other Districts / Boroughs and seek further authority to implement car park charging in those areas. This would include Farborough Road, Aldershot, Scotland Road Bridge Road, Woodham and The Canal Centre, Mytchett.

Recommendations:

None.

Actions/ further information to be provided:

None.

Committee next steps:

The Joint Management Committee to review further implementation of car parking charges and additional car parks if deemed necessary and appropriate.

40/13 CANAL SIGNAGE REPORT [Item 12]

Declarations of interest:

None.

Officers:

Fiona Shipp, Canal Manager, Basingstoke Canal Authority

Key points raised during the discussion:

1. The Canal Manager explained that the Committee had previously stated that it was necessary for the Canal to have a consistent image along the canal and that the Canal Authority were now working with Greenhouse Graphics on signage.
2. Officers and designers were in the process of creating a Branding document which detail the materials and overall look of signage for the canal. This document would enable the Canal Authority to commission consistent signage as and when funding was available in future years.

3. The Committee were provided with two overall designs and were requested to vote on which one to take on as the basis of all signs. The Committee voted five in favour of the balance beam design and 13 in favour of the swirl design.
4. Members requested that all signs include an image of a boat to ensure the connection to boating remains throughout. Additionally, they suggested that the signs were an opportunity to recognise the partnerships, and that in each area the Borough / District and Parish Council logos should be included along with the Basingstoke Canal Society logo as appropriate.
5. The Committee thanked the Canal Manager for her work in progressing this issue and looked forward to seeing future developments.

RESOLVED: That

1. The Committee endorse the design with the swirl to be the basis of future signage.

Recommendations:

1. That officers discuss with Boroughs / Districts and Parish Councils regarding their logos featuring on signage in their respective areas.

Actions / further information to be provided:

The Committee be provided with the Canal Branding report.

Committee next steps:

The Committee consider the Canal Branding report as its next meeting in February 2014.

41/13 BRIDGE MANAGEMENT REPORT [Item 13]

Declarations of interest:

None.

Officers:

James Taylor, Senior Countryside Management Officer, Surrey County Council

Key points raised during the discussion:

1. The Committee were provided with a short history of the canal and the liability of the County Councils to maintain the bridges over the canal, along with the condition of the bridges at the last condition assessment in 2010.

2. The Committee were informed that the County Councils were mainly liable for the bridges as Highways Authorities rather than as owners of the canal, rail bridges were the responsibility of Network Rail, and, there was a question over the liability of private bridges. In addition the County Councils were liable for bridges which they had erected since they took over ownership of the canal.
3. At the last condition assessment the bridges were deemed to be in fair condition, and to bring them up to a good condition the cost of works would be £226,000 for Surrey County Council and £41,700 for Hampshire County Council. These works, it was stated, were being undertaken and the discrepancy appears to be down to a difference in interpretation of 'good condition'. Surrey County Council estimates were for bringing the bridges up to 'as new' standard while Hampshire County Council were working towards a serviceable standard for the bridges.
4. The Committee thanked the Senior Countryside Management Officer for an interesting and informative report.

Recommendations:

That the report be noted.

Actions/further information to be provided:

None.

Committee next steps:

None.

42/13 MEMORANDUM OF AGREEMENT [Item 14]

Declarations of interest:

None.

Officers:

James Taylor, Senior Countryside Management Officer, Surrey County Council

Key points raised during the discussion:

1. The Committee were informed that the Memorandum of Agreement was last reviewed in October 2008 and the Committee, as its last meeting in June 2013, had requested that officers consider amendments to this document. A draft version of the Memorandum of Agreement had been created and was considered by the Joint Advisory Group, however it was felt that further work was needed and so it was now out to consultation.
2. Members queried whether the membership of elected Members would be considered within the amendments as it was felt the Committee

was too large and there was duplication. The Chairman stated that at this time the mechanics of the Memorandum of Agreement would be considered only as any change to the membership would need the agreement of all the riparian authorities. The Chairman confirmed, however, that the membership of the Committee would be considered in the future.

Recommendations:

That the report be noted.

Actions/further information to be provided:

That the Committee be provided with suggested amendments to the Memorandum of Agreement at its next meeting in February 2014.

Committee next steps:

The Committee to consider suggested amendments to the Memorandum of Agreement in February 2014.

43/13 WATER STRATEGY UPDATE [Item 15]

Declarations of interest:

None.

Officers:

Martin Leech, Basingstoke Canal Society

Key points raised during the discussion:

1. The Committee were provided with an update on the work of the Water Strategy Group. In the last year there had been an increase in the amount of water being back-pumped at Woodham, surveys had been completed to find appropriate locations for boreholes and the first project by students from Southampton University had been completed, which volunteers and officers were very pleased with. The report included a water balance model showing the levels of incoming and outgoing water in the canal, and confirming that there was a daily shortage of around three million litres a day during the dry months.
2. The Water Strategy Group had put forward another project to Southampton University for students to build upon the work already undertaken and answer resolved questions posed by the first group of students. This would principally look at the way water was managed to see if the current methods could be substantiated through science. Volunteers and officers were waiting to hear if any students would be undertaking the project.
3. The Group were in the process of investigating loss of water at Whitewater aqueduct and the effect of silt in the canal in the Hampshire pound. Furthermore, together with officers they were

looking at potential reservoirs along the canal and the effective use of boreholes.

4. It was important that a new abstraction licence was obtained from the Environment Agency for the back-pumping schemes as the current licence would expire in 2015.

Recommendations:

None.

Actions/further information to be provided:

None.

Committee next steps:

None.

44/13 CANAL CENTRE REDEVELOPMENT UPDATE [Item 16]

Declarations of interest:

None.

Officers:

Lisa Creaye-Griffin, Countryside Group Manager, Surrey County Council

Key points raised during the discussion:

1. The Canal Centre was crucial to the economic well being of the canal; being the only large area of land associated with the canal suitable for visitor use. Further to previous reports made to Committee, Surrey County Council was in the process of appointing a consultant to undertake detailed feasibility studies, draw up plans and accurate costings in preparation to a planning application.
2. Six companies had been asked to tender, with three tenders having been received. Officers had interviewed two of the consultants with the third due to be interviewed on 17 October.
3. Design work was due to be completed by early spring 2014, with a view to a planning application for the proposed re-design being made shortly after.

Recommendations:

None.

Actions/further information to be provided:

None.

Committee next steps:

The Committee to be provided with an update on the Canal Centre redevelopment at a future meeting.

45/13 CANAL MANAGER'S UPDATE [Item 17]

Declarations of interest:

None.

Officers:

Fiona Shipp, Canal Manager, Basingstoke Canal Authority

Key points raised during discussion:

1. The Canal Manger provided an overview of the work completed by the Basingstoke Canal Authority. She informed the Committee that the canal had been open throughout the summer, which is only the second time in twenty years, with over 100 boats – 66 of which were new visitors – passing along the canal.
2. Officers were continuing to work with Hampshire engineers for a way forward at the Dogmersfield landslip and they would keep the Committee informed of any developments.
3. Boats were booked in to be on the canal over the winter though closures were planned as three sets of gates would be replaced along the canal. Locks were being cleaned, weeded and painted by volunteers which was improving the image of the canal. Campsite bookings were being taken for next year's Farnborough Air Show, but despite no air show during 2013 bookings had been successful.
4. The Committee were informed that the dredger had been fixed and was already back working in the canal and that the Canal Society's work on the weed cutter was almost complete.
5. The Canal Manager informed the Committee that officers were reinvesting in 200m of mooring outside the Canal Centre which was anticipated to bring in around £30,000 per year.
6. Meetings had been held with many Boroughs and Districts to discuss the canal and the importance of their contributions. Additionally meetings had been arranged with user groups to ensure they were engaged with the work of the Canal Authority and their concerns were being heard.
7. Commercial fishermen had been contracted to fish in the canal to catch the invasive non-native North-American Signal Crayfish which were burrowing into the sides of the canal causing leaks and instability and creating safety concerns. It was anticipated that they had caught in the region of one tonne of crayfish and were continuing to fish. Officers were removing independent crayfish fishing licences as it was felt commercial fishing was more effective and did not cost the Canal Authority due to a agreement to be paid by the crayfish they caught.

- Members queried whether the Canal Authority had been in contact with the World Wildlife Fund (WWF); as they were opening new offices in Woking beside the canal and were keen to meet and engage with the local community. The Canal Manager confirmed she had not been contacted however she would contact them and try to arrange a meeting. The Canal Society stated they had had a meeting with the WWF and that they were keen to work with them.

Recommendations:

- The Canal Manager to arrange a meeting with officers from the WWF based in Woking.

Actions/further information to be provided:

None.

Committee next steps:

None.

46/13 CANAL SOCIETY UPDATE [Item 18]

Declarations of interest:

None.

Officers:

Philip Riley, Basingstoke Canal Society

Key points raised during the discussion:

- The Basingstoke Canal Society provided an update on the progress of the Waterways Recovery Group which was a group of volunteers who dedicated a week working on the canal.
- The Canal Society had undertaken work on the weedcutter and it was hoped that it would be back in service by the end of October to clear the build up of floating weed.
- It was felt by the Canal Society that more work was needed to be done to promote the Canal as a visitor destination by Boroughs and Districts as many did not mention the Basingstoke Canal within their promotional materials on recreational facilities. The Canal Society requested that Members raise this within their Boroughs and Districts.

Recommendations:

- That Members of the Committee request the Basingstoke Canal feature in future publications, on recreational facilities, produced by their respective Councils.

Actions/further information to be provided:

None.

Committee next steps:

None.

47/13 DATE OF THE NEXT MEETING [Item 19]

The following future meeting dates were noted by the Committee.

Thursday 27 February 2014

Thursday 26 June 2014

Meeting ended at: 12.30 pm

Chairman

Expressions of interest to join the Basingstoke Canal JMC as a Special Interest Group

Accessible Boating – John Ranson

As Accessible Boating, we undertake a unique role on the canal by providing narrow boat cruising facilities for people with mobility issues. The special designs of our boats means that people who would not be able to use the canal at all under normal conditions, have a fantastic chance to enjoy this wonderful facility. Much of our work is with local charities and homes plus various agencies. We are flexible in our operation, offering a choice of self drive, skippered, day hire and holiday bookings. Consequently, we look at the canal from many different angles of operation and we are keen to do all we can to work closely with other interested parties to develop the use of the canal and to safeguard it's future operations in a sustainable manner.

Association of Inland Navigation Authorities/National Trust River Wey – John Gibson

As Navigation Manager for the National Trust River Wey & Godalming Navigations I have 15 years direct experience operating and managing an historic river navigation that connects directly with the Basingstoke Canal.

Currently I am Vice Chairman of the Association of Inland Navigation Authorities and previously served six years for the Environment Agency's Thames Region Fisheries, Ecology and Recreation Advisory Committee.

I have over 25 years experience working in Countryside and Recreation Management with previous roles with the Forestry Commission and local authorities. I would hope to use my experience to positively support the work of the committee and that of the Basingstoke Canal Authority.

Basingstoke Canal Angler's Association – Dave Harper

I am the current Chair of the Basingstoke Canal Angler's Association but have many years background in angling administration at club, regional and national level. Prior to the National Federation of Anglers being subsumed into the Angling Trust, I was the Regional Director for London and the South East as was also delegate to the Fisheries and Conservation Trust (FACT) who were the enabling body to bring most of the various angling factions together.

As an angling coach I have been responsible for introducing a large number of people to the sport and have also run a number of major competitions both for my club and on behalf of other organisations.

Being fully retired I have more availability to attend meetings than most.

Basingstoke Canal Canoe Club – Liz Murnaghan

The Canoe Club was formed in 1979 and was initially based in Fleet. In 2003 it moved to the canal centre at Mytchett and it's membership has grown considerably. Currently it provides paddlesport activity year round on the canal for its 300+ members, this varies from fun, family sessions in the summer to rigorous structured training up to 5 times a week for elite athletes. We have been successful at

producing athletes for Team GB in a number of kayaking disciplines, (and their success publicises the canal at national level.). Our coaches too have received recognition at Regional and National level for the work they do.

In addition to the club members, over 150 young people who are members of local Scout and Guide groups were introduced to canoeing by BCCC this year. Our events attract other paddlers and their families to the canal. We are keen to see the canal maintained as a navigation and for the recreational opportunities that the canal offers to be developed.

Bat Group – Paul Hope

I was a ranger on the canal for 16 yrs so know it well. My PhD was on the hibernating bat population at Greywell Tunnel. I have been monitoring bats on the canal using bat boxes at a number of sites for a number of years. I am presently writing a bat management plan for the canal.

Hart District Association of Parish & Town Councils - Alastair Clark

The Hart District Association of Parish & Town Councils (HDAPTC) comprises representatives from all twenty one Parish and Town Councils within the District of Hart. The member Parishes are also members of the Hampshire Association of Local Councils (HALC).

One third of our member Councils have the Basingstoke Canal passing through their area and have thus been described as “Riparian Parishes”. The District of Hart comprises in excess of 36,000 dwellings approximately half of which are situated within the Riparian Parishes.

For the last four or five years the Riparian Parishes, together with a couple of others, have made regular annual contributions (loosely based on dwelling numbers) towards the Basingstoke Canal thus providing a total partner contribution in excess of £32,500 p.a. HDAPTC has also provided a representative to regularly attend BCA JMC meetings and at other times to liaise with both the County Council and Canal staff to assist with the promotion of the canal and disseminate information to Parish Councillors and our residents.

Inland Waterway Association – Gareth Jones

As you know IWA, of which I am the local chairman, is currently an advisory member of the JMC of the Basingstoke Canal Authority. These posts are being reviewed and the IWA would wish to continue in the role.

The IWA was founded in 1948 to ensure that as much of the then commercial waterways were retained primarily for future leisure boating. As well as representing boaters including residential and continuous cruisers IWA has a heritage, education, engineering, training and primarily through the Waterways Recovery Group a restoration role. As a registered charity its main role is campaigning and education but it has facilitated large scale funding and labour for a number of restoration projects. It also is a waterways owner, the Chelmer and Blackwater, and provides trustees for the new Canal and River Trust with whom it played an active role with National Government at inception and has an ongoing written understanding. It therefore can bring a broad range of skills to this advisory role.

While now a long time ago it nearly became the owner of the canal it has played an active role in restoration, encouraging usage particularly navigation both owner and hirer, water supply , specific projects , providing small scale seed grants, governance and economics. It is sympathetic to the broad range of users of a waterway. Nationally IWA has over 16.000 members and locally some 1,200.

John Cale Canal Cruises – John Cale

I do feel it is essential to have commercial representation so that our concerns & interests are put forward at this level. It will also enable boat operators to understand the concerns & requirements of other parties on the canal. I look forward to being involved in a positive way through the JMC.

Residential Boat Owners Association – Julia Jacs

With our concern for the welfare of the Basingstoke Canal as a navigation and for the local houseboat residents, RBOA remain enthusiastic and keen to be involved in the work of the JMC, having been regular attendees and contributors for over 4 years.

As a national organisation of 50 years standing, our excellent working/advisory relationships with waterway authorities, including EA, DEFRA, PLA (currently drafting an MoU) and CRT (with whom we have an MoU) will, I believe, be useful in helping with future changes in Canal Ownership.

We are most willing, if requested, to share our meeting reports, regardless of membership, with all local houseboat residents, and keep them informed, and, if appropriate, to voice their concerns to the meetings, indeed we would welcome such interest, because RBOA seek to protect and improve life-afloat for all residential boat owners.

I love the canal on which I have lived for 26 years, and, as a member of BCS and the RBOA Local Representative, I am intent on continuing my regular attendance and would want to contribute to the JMC meetings.

CRT: Canal and River Trust

PLA: Port of London Authority

EA: Environment Agency

DEFRA: Department for Environment, Food and Rural Affairs

RBOA: Residential Boat Owners Association

MoU: Memorandum of Understanding

BCS: Basingstoke Canal Society

Woking Cycle Users Group – Norman Johns

With the WCUG committee I did a lot of work to promote cycling and cycle routes into and across the town centre when Woking Cycle Town was flavour of the month, we still try to promote cycling and run introductory cycle outings each month for those seeking to gain experience. I am also a ranger with Sustrans and work with volunteers to keep the Woking cycle routes open and safe.

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**Results of the election of Special Interest Groups
10 October 2013**

Group	Number of votes
Accessible Boating	7
Association of Inland Navigation Authorities	7
Basingstoke Canal Angler's Association	1
Basingstoke Canal Canoe Club	11
Bat Group	1
Hart District Association of Parish & Town Councils	11
Inland Waterways Association	14
John Cale Canal Cruises	8
Residential Boat Owners Association	9
Woking Cycle Users Group	6

The following groups have been appointed to the Basingstoke Canal Joint Management Committee for a term of four years until May 2017 to run concurrent with County Council elections.

Basingstoke Canal Canoe Club
Hart District Association of Parish & Town Councils
Inland Waterways Association
John Cale Canal Cruises
Residential Boat Owners Association

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Basingstoke Canal Joint Management Committee**Memorandum of Agreement - Decision Paper****14 February 2014**

Lead officer: James Taylor

Telephone: 01483 517538

Email: james.taylor@surreycc.gov.ukHampshire
County CouncilSURREY
COUNTY COUNCIL**Key Issue**

To approve an updated Memorandum of Agreement for the Basingstoke Canal Partnership.

Summary

A number of changes have occurred in the operation of the partnership since the Memorandum was last agreed in October 2008. The Memorandum has been updated to reflect those changes.

Officer's recommendation

The Committee is asked to approve the updated Draft Memorandum and require Partner Authorities to seek ratification under each partners own standing orders.

1 Introduction & background

1.1 Since the last Memorandum of Agreement in 2008 a number of changes have been made to the operation of the Basingstoke Canal Authority, particularly in terms of personnel and structure.

2 Consultation

2.1 Officers from the partner authorities, the Basingstoke Canal Society and Natural England have been consulted as part of the Joint Advisory Group.

2.2 The Hon Treasurer has made comments from a financial perspective, and Surrey County Council as the Hon Secretary has sought legal advice to ensure the proposed revisions are lawful.

3 Discussion

3.1 The MoA has been revised to reflect changes in staffing. Most prominently the removal of the Canal Director post and replacement of that role by a Canal Manager to lead the BCA, and the extension of the role of Countryside officers from the owning County Councils into strategic management.

3.2 A number of proposed plans were not produced under the previous Canal management; the opportunity has been taken to update the strategic documents for the Canal. Most notably the Strategic Plan was never produced, and has been replaced by a Strategy covering roughly the same areas. The Strategy was approved at the last meeting of the Committee to run for a period of five years.

3.3 The Service Plan will run out in 2014 and will be replaced by two new plans covering roughly the same ground;

- the **Operations Plan** will cover most of the same issues covered in the Service Plan - the operational policies, key operational objectives, and performance measures and a medium term work plan.
- a **Recreation Management Plan** will cover all management policies for all recreational uses of the Canal including tourism, navigation and canoeing, angling, walking, cycling and education.

3.4 A new **Business Plan** will cover increasing revenue and reducing reliance on partner funding will inform a marketing strategy. The Business Plan is already in draft form and is expected to be presented to the JMC during 2014.

3.5 The idea of the Canal being managed in a different way, perhaps as an independent body (Trust or CIC), or being incorporated into another appropriate body is retained as a possible option for the future. This idea was examined by HCC Treasurers in 2006 and 2010 and by Planning Solutions in 2012 and will not be without significant cost.

4 Financial and value for money implications

4.1 The Canal Partnership currently relies heavily on local authority revenue funding. It is recognised that the current financial climate makes continuing revenue funding a challenge for partners. The MoA has therefore been amended to ensure that the BCA and Canal Management Team develop a business plan and practices which maximise income.

4.2 As a result of this a further paragraph requesting partners to enhance the Canal through seeking out and taking all appropriate opportunities with adjacent property developments has been added to the agreement (para 30).

4.3 There was a consensus amongst all of the partner's officers, the Basingstoke Canal Society and the Hon. Treasurer that the Financial Formula used to calculate the partner's contributions should not be amended, even to update demographic information. The original 2008 formula is therefore attached as an Appendix to the revised Agreement. It is important to note that the formula is a method of sharing the revenue support necessary to run the canal; and the contribution of members will vary from year to year, but always in the proportion set out by the formula. It should be noted that the figures for 2008/9 included with the original formula will not necessarily be those which partners are obliged to contribute in the future; the precise contribution will be set in the annual budget.

4.4 Failure of partners to contribute in line with the formula may lead to the canal declining again, with the associated increase of risk to residents and businesses.

5 Equalities & diversity implications

5.1 A fully funded BCA will enable them to maintain the towpath and access ramps, as well as wharfs and landing areas to a good standard enabling easier use for those with mobility impairments to have greater enjoyment of the Canal.

6 Crime & disorder implications

6.1 A fully funded BCA will keep the Canal in good order and help prevent opportunities for vandalism or anti-social behaviour from developing.

7 Conclusion and recommendation

7.1 The attached Memorandum is a basic revision to reflect changes in staffing and procedures only.

7.2 A more comprehensive review of the governance is expected in 2-5 years time as the Canal begins to head towards a more sustainable financial position.

8 What happens next

- 8.1 Partner authorities will seek ratification of the Draft Memorandum from their executives or committees in accordance with their standing orders

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**BASINGSTOKE CANAL PARTNERSHIP
MEMORANDUM OF AGREEMENT: FEBRUARY 2014**

Introduction

1. The Basingstoke Canal Partnership is set up to manage the Canal for the benefit of Canal users, navigation, to optimise its biodiversity and conservation value and to provide wider benefits for amenity, drainage and in other appropriate ways. The Partnership consists of the owners and riparian local authorities and a number of other organisations and individuals who are committed to the Canal's conservation, improvement and sustainable use. The Partnership consists of the following local authorities: Hampshire County Council, Surrey County Council, Guildford Borough Council, Hart District Council, Runnymede Borough Council, Rushmoor Borough Council, Surrey Heath Borough Council and Woking Borough Council.
2. The aim of this memorandum of agreement is to set out the governance and management arrangements including roles and responsibilities for the Partnership from [*the date the revised MoA is agreed by the JMC*] onwards. This latest revision is in view of changes particularly in staffing since the last iteration of the agreement in 2008 .
3. The Basingstoke Canal is owned by Surrey and Hampshire County Councils (“the Owners”) but operated on a not for profit basis by the Basingstoke Canal Authority (BCA) for benefit of the community, under the direction of the Partnership.
4. All members of the Partnership will contribute to the operation and success of the Canal as set out in this memorandum.

Strategy

5. The **Strategy** will set out the primary objectives of the Canal Partnership. The Strategy will also establish strategic targets to be achieved by the BCA and the members of the Canal Partnership within the period of the Plan. The strategic targets defined in the Strategy are referred to in this Memorandum of Agreement as ‘Key Results Indicators (KRIs).
6. The **Strategy** is underpinned by a number of operational plans, which are renewed or reviewed at 5 yearly intervals. These plans will include:
 - **Service Plan** - the current Service Plan 2009-2014 is due for revision during 2014, the revision will result in this plan being divided into an **Operational Plan** and a **Recreation Management Plan**:
 - **Operational Plan** – setting out the management and operational objectives and policies and key performance measures - Key Performance Indicators (KPIs) which will be used to feed the strategic measures (KRIs) contained in the Strategy and medium term project targets. This Plan will refer to a number of other operational documents such as the Emergency Plan which set out operational procedures and policies in particular for dealing with emergencies on the Canal to ensure the safety of Canal users, the public and property it will also include the medium term work programme.

- **Recreation Management Plan** – will cover all aspects of managing and enhancing recreation, tourism, boating and canoeing, angling, walking and cycling.
 - **Conservation Management Plan** – setting out the assessment of the Canal’s habitats and natural and semi-natural features, and plans and programmes for the management of those habitats and features. A steering group made up of officers and experts oversees the implementation of the Plan.
 - **Asset Management Plan** – - setting out an assessment of the condition of the structures on the canal and the plans and programmes for the management, restoration and repair of those structures. A steering group made up of officers and experts oversees the implementation of the Plan.
 - **Business Plan** – setting out how the Canal will seek to maximise potential income streams from property, leisure and tourism. The Business Plan will show how the Canal can be managed sustainably on behalf of the owners and partnership to reduce reliance on local authority revenue funding, whilst fulfilling the objectives of the Service, Conservation and Asset Management Plans.
7. Performance will be assessed against KRI’s contained in the Strategy and used to inform the annual budget for the following year – the budget will be set in a report made to the October meeting of the JMC, and confirmed at the February meeting.
 8. Within the 5 year span of the current Strategy the owners have expressed an interest in investigating other forms of management for the Canal, (such as a Trust or Community Interest Company) and if such a situation were to be agreed and established then this memorandum of agreement will be reviewed and revised in line with the agreed new arrangements.

Decision Making

9. The Partnership is governed by a Joint Management Committee [JMC] which comprises 16 elected Members of the constituent local authorities and up to 8 co-opted non-voting members representing particular special interests. This Committee has statutory responsibility, delegated by the owning authorities, for the executive management of the Canal.
10. The Committee has a constitution which was agreed in 1990 and is a joint committee of the constituent Councils operating under Surrey County Council’s procedures and standing orders. The JMC will normally conduct its business in public under the standing orders and procedures of Surrey County Council. The JMC will be supported in terms of secretarial duties and distribution of agenda and minutes by Democratic Services officers of Surrey County Council.
11. The Committee currently comprises four Members each from Surrey and Hampshire County Councils, two Members each from Hart District Council and Rushmoor Borough Council and one Member each from Guildford, Surrey Heath, Woking and Runnymede Borough Councils, one advisory representative each from Natural England and two from the Basingstoke Canal Society. Up to a further 5 advisory co-opted members may be appointed by the Committee from special interest groups. Representatives shall normally

be co-opted for periods of four years but shall be eligible for further periods of co-option. Members of the Joint Committee representing constituent local authorities will be governed by the members' code of conduct relevant to the authority they represent. Co-opted members of the Joint Committee will be governed by the Surrey County Council's members' code of conduct and will include in that Council's register any interests they have which relate to any of the constituent local authorities.

12. The chairman and vice chairman of the Joint Management Committee will normally rotate alternately between Surrey and Hampshire County Councils on a two year cycle.
13. The JMC meets three times a year – in February, June and in October. The Committee will approve the Strategy (every 5 years), the annual budget, and major issues of policy and direction.
14. The agenda for the JMC will be set by officer representatives from each of the funding local authorities, plus representatives from Natural England and the Basingstoke Canal Society sitting as the **Joint Advisory Group** [JAG]. The JAG meets approximately one month in advance of each meeting of the JMC. The JAG may co-opt representatives of other special interest groups as the need arises at the discretion of the JAG chairman.
15. The JAG will be chaired alternatively by the Countryside officers of Surrey and Hampshire County Councils, who will liaise with Surrey County Council Democratic Services officers over the issuing of the JMC agenda.
16. Between meetings of the JMC any essential urgent strategic decisions which cannot wait for the next meeting of the JMC will be made by a group consisting of the chairman and vice chairman of the JMC, the Heads of Countryside Services and Countryside Client Officers each for Surrey and Hampshire County Councils, plus the BCA Canal Manager. If there are major financial impacts the Hon. Treasurer will be consulted.

Staffing

17. The staff who manage the day-to-day work to look after and operate the Canal are part of the Basingstoke Canal Authority [BCA]. The staff are headed by the BCA Canal Manager. The BCA Canal Manager reports on a day to day basis to the two Countryside Client Officers for Surrey and Hampshire County Councils, although employed by Hampshire County Council with formal line management responsibility resting with the Hampshire County Council Countryside Client Officer.
18. Together the Canal Manager and two Countryside Client Officers make up the **Canal Management Team** who are responsible for all operational decisions on the Canal. The Canal Management Team will make a report of their actions to every JMC, including reports from the Asset Management and Conservation Steering Groups.
19. The BCA staff are currently employed by Hampshire County Council. The staff work under the operational procedures, including financial and health and safety procedures of Hampshire County Council. This applies even where they are working on the Surrey stretch of the Canal and on that part of the Canal owned by Surrey County Council.

Budget

20. The BCA supported by the Canal Management Team will prepare an annual budget plan and work programme for review by the Hon. Treasurer for agreement by the JMC. The budget estimates will be agreed by the Committee at their autumn meeting and recommended to the local authorities for inclusion and approval in their own estimates.
21. The Canal Partnership budgets are governed by the financial standing orders and procedures of the current Hon. Treasurer; this is currently Hampshire County Council. The Partnership budgets will be monitored by finance / audit officers from Hampshire County Council, who will produce a financial statement at each regular meeting of the JMC together with an annual small bodies annual return, and provide an auditing service.
22. The BCA budget estimates will cover core running costs for management of the Canal. These will include staffing costs (including salaries and on costs, travel and subsistence, training and recruitment), office expenses, vehicles, travel, tools and equipment, materials and other work and project costs. Currently the BCA budget is expected to cover all the necessary operational running costs of the Canal, including dredging, bank and towpath repair and repair of elements of the Canal structure, such as lock gates, pointing brickwork, and maintenance of weirs and sluices.
23. The Canal Asset Management Plan makes a long term assessment of the predicted need for repair and replacement of the Canal .All major capital renewal is currently funded by the owners; Phase 1 of a £1.6m capital Rehabilitation Project was carried out 2009-2012, Phase 2 of the project – a further £4m of works – will be conducted over the next 3-4 years.

Landownership and Risk

24. The Canal land remains the property of Surrey and Hampshire County Councils; therefore all associated risks and liabilities arising from the land and built assets remain with those Councils.
25. The Canal Partnership is responsible for the financial risks associated with the running of the Basingstoke Canal Authority only.

Revenue

26. Licences and permits to use the Canal, in the following ways, will be issued on behalf of The Owners by the Canal Manager, or either of the Countryside Client Officers:
- boat and fishing licences,
 - permits and agreements to use the campsite
 - trips, special events, and education visits
27. The fees from these licences together with sales from the visitor centre shop or the sale of timber or other natural arisings from Canal land, or recycled materials (e.g. salvaged timbers from old lock gates) will be collected by BCA staff and the proceeds will be used towards funding the operation of the Canal. Other leases and licences relating to the Canal will be dealt with by the owners and any fees collected directly by the owners, some of which may be returned to the Canal. The BCA and Canal Management Team will in accordance with the Business Plan seek out opportunities to maximise income and develop the Canal as an appropriate tourism and leisure business, with due regard to the

heritage and conservation interest of the Canal.

28. To remain viable whilst the Business Plan is implemented and meet the target works budget set by the Asset Management Plan revenue support contributions from the Partnership local authorities towards the budget requirements are necessary and are determined annually according to an agreed formula (Appendix A). From 2009 onwards this formula has been computed by length of Canal bank in each local authority's area multiplied by the local authority's population within 5 miles of the Canal. Hampshire County Council administers the financial arrangements including gathering in financial contributions and paying invoices and costs.
29. In addition to revenue support costs the partners will be asked to contribute as appropriate to any specific project costs within their jurisdiction.
30. The partners will co-operate and work together in order to identify and exploit opportunities to obtain direct and in-direct benefits for the Canal, in cash or in kind, from developments on land adjacent to the canal. The partners will also ensure that any developments proposed in the canal corridor or adjoining the canal enhance the environment and setting of the canal. In particular, the partners will jointly collaborate in the preparation of supplementary planning guidance in order to protect the heritage and ecological value of the canal and to safeguard landscape and historic structures..

Community Engagement

31. The BCA will continue to foster good relations with voluntary sector organisations such as the Basingstoke Canal Society, Inland Waterways Association, and Surrey / Hampshire Wildlife Trusts to encourage social “ownership” of the Canal and take advantage of any funding or grant opportunities working with these organisations may bring. The BCA will cooperate in voluntary projects which help sustain or enhance the Canal where possible and appropriate, and encourage volunteers to become involved in the running of the waterway in as many ways as possible.
32. The BCA and Canal Management Team will engage with stakeholder groups at regular intervals throughout the year to discuss specific topics (these will be themed – navigation, towpath users, fishing, etc), and will also hold an annual public review.

Termination and Review

33. If for any reason, any partner wishes to withdraw from the arrangements they will give at least 12 months notice.
34. This memorandum of agreement will be reviewed every five years, the next review is due [*five years from the date the JMC approves this revised MoA*]

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BASINGSTOKE CANAL: FORMULA FOR PARTNER CONTRIBUTIONS 2009/10**A) Basic Calculations**

- i) Total contributions
 2009/10 £573,800 2008/09 £559,800
 (2008/9 total contributions inflated by 2.50%)

- ii) Apportionment of contributions:

Surrey and Hampshire County Council contribute 55.92% of the total contribution:-

Surrey County Council share	27.96%	= £160,434
Hampshire County Council share	27.96%	= £160,434

The riparian partners (district and borough councils) contribute 44.08% of the total contribution. This is weighted equally between the population numbers and the bank mileage:

Population within 5 miles:	22.04%	= £126,466
Bank mileage:	22.04%	= £126,466

B) Table

	Population within 5 miles			Bank Mileage			Total
	Number	%	£	Number	%	£	£
Guildford BC	97,294	19.86	£25,126	4.00	12.50	£15,808	£40,925
Runnymede BC	49,300	10.06	£12,727	1.25	3.91	£4,940	£17,667
Surrey Heath BC	79,836	16.30	£20,610	1.75	5.47	£6,916	£27,526
Woking BC	89,840	18.34	£23,192	8.25	25.78	£32,604	£55,796
Hart DC	82,607	16.86	£21,325	11.50	35.94	£45,449	£66,773
Rushmoor BC	91,017	18.58	£23,496	5.25	16.41	£20,748	£44,244
	489,894	100.00	£126,466	32.00	100.00	£126,466	£252,931
Surrey CC							£160,434
Hampshire CC							£160,434
							£320,869
Total Contributions:							£573,800

Agreed by the Basingstoke Canal Joint Management Committee: 17 October 2008

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HAMPSHIRE COUNTY COUNCIL

Report

Committee/Panel:	Basingstoke Canal Authority Joint Management Committee
Date:	27 February 2014
Title:	Financial Update Report
Reference:	
Report From:	Report of The Honorary Treasurer

Contact name: Jane Lovett, Finance Business Partner, Hampshire County Council

Tel: 01962 847518

Email: Jane.Lovett@hants.gov.uk

1. Executive Summary

- 1.1 The purpose of this report is to give members a brief update on the 2013/14 forecast financial outturn position, provide an update on the 2014/15 budget and inform the JMC of issues arising following the external audit of the 2012/13 annual return.
- 1.2 It is anticipated that Basingstoke Canal will make a deficit resulting in a draw on reserves in 2013/14.
- 1.3 In 2014/15 no contribution to reserves is forecast as further savings still need to be identified to reach a balanced budget position.

2. 2013/14 Forecast Outturn

- 2.1 The projected outturn position is set out in Appendix A and is based on actual income and expenditure to date and known and predicted future activity.
- 2.2 The latest projections indicate a deficit of £8,365 will be incurred for the 2013/14 financial year. This is greater than the predicted shortfall presented in the October 2013 budget report and will need to be covered by a draw on the reserves.
- 2.3 This overspend is largely the result of non-receipt of match funding required for the two HLS projects currently being managed by the Canal.
- 2.4 The following variations from the revised budget are predicted:

- **Employees (-£5,490)**
The reduction in projected employee costs is mainly related to a lower than expected need for additional hours to be worked by rangers, lock keepers and visitor centre assistants.
- **Premises (£5,167)**
The costs of maintaining premises is expected to be higher than budgeted, mainly as a result of higher than anticipated increases in electricity charges (£4,000). This increase is the result of higher unit prices as well as greater usage of the Frimley and Woodham Pumping stations. Additional pumping was required to keep the navigation open for the boating season, due to the dry summer. Waste disposal costs have also risen resulting from higher prices and additional waste linked to the increased site hire. Additional contract cleaning has been used as an interim measure pending the filling of the maintenance post.
- **Canal Maintenance (£20,918)**
The planned preventative maintenance budget is held separately from other premises costs for clarity. Expenditure is projected to be £20,918 higher than budgeted, £17,000 of which is due to higher spend on equipment, materials and sundries, including the cost of removing disused boats. A further £2,000 is required for the improvement of facilities to complete the new mooring.
- **Transport (£11,802)**
Unplanned additional costs of £6,000 have been incurred to repair the chipper and part funded a hydraulic pump for the weed cutter, which was jointly funded by the Canal Society. Another £5,000 is expected to be spent fuelling an additional vehicle, where usage has been higher than anticipated, alongside increased travel resulting from issues caused by the recent storms. Efforts continue to be made to reduce transportation costs by encouraging staff to use site vehicles instead of claiming mileage.
- **Supplies and Services (£3,952)**
In most cases, supplies and services costs are expected to be in line with the amounts budgeted, however an overspend is projected resulting from agents fees of £4,970 relating to the sale of the property at Linden Avenue. The proceeds from this sale have been capitalised to be used to help fund the next phase of capital works on the Canal.

- 2.5 Operational income is expected to exceed the budget by a net 15%, an increase of £20,244. This is largely as a result of a block camping booking covering November and the last quarter of the year, with higher income also expected from sales, managed events as a result of additional Santa Cruises and an increase in the ticket price and hire of facilities which has seen a big

increase in hire of the function room. The increases achieved in income in these areas are offset by reductions in income from Surrey County Council relating to 2012/13. Income for 2012/13 fibre optic cabling and tea room lease rent of £47,653 was accrued based on figures provided by Surrey County Council. This income, received in late 2013, had a management fee of £5,000 deducted, resulting in a further pressure on the canal. Boat licence income is also lower than anticipated.

2.6 Partner Contributions have largely all been received, with the exception of Fleet Town Council and Rotherwick Parish Council. Fleet Town Council’s contribution is now classed as a grant and has to be applied for, with the application due to be considered in March 2013/14 and funding expected to be received. Rotherwick Parish Council have withdrawn, without notice, from the Partnership.

3. Looking Ahead 2014/15

3.1 The budget for 2014/15 has been prepared at estimated outturn prices and is set out in Appendix A. The budget for 2014/15, set in October 2013, contains unidentified savings of £29,354.

3.2 Additional pressures which have been identified include:

- Maternity additional costs £5,900
- Camping database – options for a camping database are being explored and will be purchased if funding is available. Funding maybe available from the Canal Centre redevelopment project.

3.3 A number of potential solutions to meet the budgeted shortfall are being explored and include:

- Farnborough Air show additional camping £5,000
- Events Income £2,800
- Hire of function room £2,000
- Additional Shop profit £8,000
- New mooring – 6months mooring fees £15,000
- Increased mooring fees - pricing policy change £13,000

These plans require additional work to confirm how they could be implemented and to ensure projections are robust, while additional options will also be sought.

4. Capital Expenditure Programme

4.1 The current position on the main capital schemes is detailed in Appendix B, showing projected costs and income for 2013/14 and 2014/15.

- 4.2 Projects previously highlighted in both Hampshire and Surrey have been listed in order of priority and profiled up to 2017. Work planned for 2014/15 includes a large amount of embankment work to ensure the structural integrity of the canal.
- 4.3 Hampshire - The previous allocation of £872,000 from 2012/13 for the Hampshire capital programme has been fully allocated, with additional costs of £15,000 being set against the £200,000 funding for 2013/14.
- 4.4 £44,000 of the Hampshire capital funds have been spent to date on consultancy costs, mainly in relation to the landslip at Dogmersfield. It is anticipated that £30,000 will be invested on a telemetry system by the end of the financial year, as well as a further £33,000 on consultancy costs.
- 4.5 The £100,000 set aside for the purchase of emergency equipment during 2013/14 will now be used during 2014/15 as a 50/50 split with Surrey. Further work at Dogmersfield and various culvert repair work is planned during 2014/15.
- 4.6 Surrey - Of the Surrey County Council capital funding, £551,000 has been spent to date, with the majority spent on the Mytchett Lake embankment strengthening. A further spend is projected of £30,000 for Mytchett Lake embankment and £30,000 for Surrey's 50/50 share of the telemetry remote monitoring and control system. This will result in a projected overspend against the 2013/14 allocation. Surrey intends to re-profile this against their 2014/15 allocation.
- 4.7 Further embankment work is planned during 2014/15 to ensure the structural integrity of the canal.
- 4.8 It is anticipated that preliminary work to provide the relevant surveys, reports and design for the redevelopment of the Canal Centre will take place during the spring of 2014, with a report expected by July. Surrey County Council has allocated a separate capital budget of £100,000 to fund this work.

5 Special Projects

- 5.1 The current position on externally funded special projects managed by the Canal are detailed in Appendix C.
- Rushmoor TAG project - The project is now complete with the remaining £230 spent on towpath works within the Rushmoor boundary during 2013/14.
 - Odiham Castle - Funds stand at £3,600 with no expenditure in the current year. The fund will remain unspent unless there is a requirement to replace interpretation signs due to vandalism or general wear and tear over the next few years.

- Higher Level Stewardship (HLS) funding
 - Surrey - work was completed on soft bank protection below lock 1 during 2012/13 under the D&B term contract (the work was required for both engineering and conservation reasons) but it did not meet the original specification laid out in the bid. Following discussion with Natural England no claim will be accepted for this work. As a result of being unable to claim for the first phase of the Special Project work, it will not be possible to complete any of the remaining Special Projects in Surrey.
 - The situation is similar with tree works below lock 1, as it was discovered that the area concerned had been omitted from the holding map agreed between the BCA and Rural Payments Agency. No claim will be possible for these works either. As a result of this, Surrey and the BCA are reviewing the entire HLS project, with the aim of ensuring a limited programme of tree works are carried out during 2014/15 to keep the agreement alive; no further work will be carried out during 2013/14.
 - Annual work on the maintenance of grasslands and control of invasive plant species will continue, with funding of £2,520 being received per annum. This will be allocated against the staff cost of undertaking the work.
 - Hampshire - work has commenced on the Special Bat Grille project with £2,780 being spent to date in 2013/14. Work has also started on soft bank protection work in Rushmoor and Yew Tree with further work to be completed at Pillars Bridge by the end of 2013/14. The cost of this work will be in the region of £40,000 with match funding required of £8,000.
 - Tree works are planned in various locations during 2014/15 at an anticipated cost of around £22,000, with match funding of £10,500 required. Annual work on the maintenance of grasslands and control of invasive plant species has received funding of £2,718. This funding will offset the staff costs of undertaking this work.

6 External Audit Issues Arising Report

- 6.1 The 2012/13 small bodies return was signed off by the external auditor on 30 September 2013. The auditor raised some issues which are set out below, together with officer responses. These issues were raised in respect of all the JMCs for which Hampshire County Council is the Honorary Treasurer.

Point Raised

- Internal Audit - The Canal does not comply with the Accounts and Audit (England) Regulations 2011 which requires authorities to follow proper internal audit procedures. The practitioners guide states that the internal audit should be undertaken annually.

Officer's Response

- The external audit team make reference to the Guide that states '*Local Council's must at least once a year carry out a review of internal audit and include the results in the annual governance statement which is Part 2 of the return*'. This reference actually refers to the 'annual effectiveness of internal audit' which is presented to the County Council's Audit Committee annually. The guidance is much more about a risk based and proportionate approach to internal audit which is what is adopted.
- The result of that risk assessment is that Basingstoke Canal is 'low priority'. Audit resource is directed towards medium and high priority reviews and establishments such as the Canal would not routinely be visited. However, an approach was previously agreed with the Audit Commission to implement a review of small bodies in which establishments would be fully reviewed on a cyclical basis and where appropriate reliance would be placed on assurance work carried out on corporate systems (payroll, main accounting, bank reconciliation etc.) used by the small bodies to avoid duplication and additional cost to the individual establishments.
- The external auditor has been asked if he will accept our previously approved approach and if not to justify the necessity for change in methodology and associated cost to Basingstoke Canal.

Point Raised

- Risk Assessment - The Auditor accepts that a risk assessment is carried out by the host authority and that minutes of meetings during the year indicate that business risk matters are monitored. However the body has not minuted these as being referenced to risk. The auditor also requires that it be minuted that all Members have approved the risk assessment.

Suggested Response

- No change in the approach to risk is required however Officers will have to ensure that when business risk matters are considered by the JMC that they are appropriately minuted.

7 Reserves

- 7.1 A detailed breakdown of reserves is shown in Appendix D.
- 7.2 There is expected to be a draw on reserves of £8,365 in 2013/14. This is to meet a small overspend of £365 and to provide £8,000 of match funding for the Hampshire HLS project. This draw would leave the reserves at the end of 2013/14 at £283,092.
- 7.4 Projections for 2014/15 continue to indicate that savings need to be identified to present a balanced budget. Assuming these savings are found, then it is anticipated there will be no movement on reserves in 2014/15, leaving the reserves at the same level as at the end of 2013/14.

8 Conclusion

- 8.5 This report indicates that due to the current economic climate the Basingstoke Canal continues to face financial challenges. Savings identified need to be confirmed for 2014/15 to meet a balanced budget.
- 8.6 The Canal continues to maintain good standards, although financial constraints on the budgets of partners continue to create pressures.
- 8.7 Plans and timescales for the use of the additional capital funding recently received from Hampshire County Council are being formulated.

Recommendations

- 1 That the forecast outturn is noted.
- 2 The members are asked to note the revenue draw on reserves in 2013/14 along with the draw for match funding for the HLS projects.
- 3 That the Committee support the Officer responses to the Issues Arising report from the external auditor for 2012/13.

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Actual Outturn 2012/13 £		Revised Budget 2013/14 £	As At 18th January 2013/14 £	Forecast Outturn 2013/14 £	Budget/ Outturn Variance £	Original Budget 2014/15 £
	Expenditure					
297,284	Employees	365,200	268,163	359,710	(5,490)	399,200
64,273	Premises	33,800	28,692	38,967	5,167	32,300
109,098	Canal Maintenance	153,000	58,310	173,918	20,918	153,000
53,059	Transport	61,300	53,087	73,102	11,802	59,300
50,093	Supplies & Services	42,500	37,581	37,058	(5,442)	42,400
0	Savings to be identified	(1,454)	0	0	1,454	(29,354)
0	Potential Shortfall In Partner Contributions	4,116	0	0	(4,116)	27,002
573,806	Total Revenue Expenditure	658,462	445,833	682,755	24,293	683,848
	Income					
24,130	Boat Licences	24,100	16,734	21,300	(2,800)	24,100
8,389	Sales	6,100	8,014	8,514	2,414	6,100
11,705	Angling	11,200	6,768	11,200	0	11,200
72,773	Rents and Hire of Facilities	55,800	65,248	77,330	21,530	58,300
20,255	Group Activities	19,700	21,775	21,775	2,075	19,700
48,549	Fibre Optic Cable	20,401	11,088	16,188	(4,213)	20,401
30,429	Donations	200	339	1,438	1,238	200
36,961	Interest/Other income	0	0	0	0	0
253,191	Total Revenue Income	137,501	129,966	157,745	20,244	140,001
(195,030)	Contribution (to)/from Reserves	0	(182,469)	8,365	8,365	0
515,645	Net Revenue Expenditure	520,961	498,336	516,645	0	543,847
	Partner Contributions					
153,188	Surrey County Council	153,188	153,188	153,188		153,188
34,960	Guildford Borough Council	39,076	34,960	34,960		39,076
8,000	Runnymede Borough Council	8,000	8,000	8,000		16,869
10,000	Surrey Heath Borough Council	10,000	10,000	10,000		26,283
53,276	Woking Borough Council	53,276	53,276	53,276		53,276
153,188	Hampshire County Council	153,188	153,188	153,188		153,188
30,000	Hart District Council	30,000	30,000	30,000		30,924
3,048	Crookham Village Parish Council	3,048	3,048	3,048		3,048
6,750	Church Crookham Parish Council	6,750	6,750	6,750		6,750
240	Dogmersfield Parish Council	240	240	240		240
18,309	Fleet Town Council	18,309	0	18,309		18,309
4,036	Odiham Parish Council	4,036	4,036	4,036		0
200	Rotherwick Parish Council	200	0	0		200
250	Winchfield Parish Council	250	250	250		250
40,200	Rushmoor Borough Council	41,400	41,400	41,400		42,246
515,645		520,961	498,336	516,645		543,847
	General Reserves					
96,427	Opening Balance	291,457		291,457		291,457
0	Capital Expenditure	0		0		0
0	Capital Income	0		0		0
96,427	Sub total	291,457		291,457		291,457
195,030	Revenue Variance	0		(8,365)		0
291,457	Closing Balance	291,457		283,091		291,457

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Basingstoke Canal - Capital Projects Reconciliation

APPENDIX B

	Surrey County Council Estates	Surrey County Council Countryside	Hampshire County Council	Total
	£	£	£	£
Balance as at 31st March 2013	0	6,436	(142,835)	(136,398)
Core Capital Contribution	0	(500,000)	(200,000)	(700,000)
Surrey Estates Capital Contribution	(100,000)	0	0	(100,000)
Expenditure				
2012/13 Starts				
Hard Bank Protection	0	0	20,842	20,842
Stop Plank Grooves	0	0	64,215	64,215
Soft Bank protection	0	0	30,000	30,000
Consultancy	0	0	14,885	14,885
2013/14 Starts				
Lock Gates	0	68,368	0	68,368
Hard Bank to seal leak	0	48,096	0	48,096
Bank Repairs	0	0	0	0
Emergency Equipment	0	0	0	0
Telemetry System	0	30,000	30,000	60,000
Mytchett Lake Embankment	0	404,222	0	404,222
Consultancy	33,000	3,037	55,751	91,788
Tree Work	0	4,129	5,718	9,847
Emergency works - Dogmersfield	0	0	21,196	21,196
Balance as at 31st March 2014	(67,000)	64,288	(100,227)	(102,939)
Core Capital Contribution	0	(500,000)	(1,000,000)	(1,500,000)
Expenditure				
2014/15 Starts				
	67,000	430,000	1,022,500	1,519,500
Balance as at 31st March 2015	0	(5,712)	(77,727)	(83,439)
Core Capital Contribution	0	(500,000)	(800,000)	(1,300,000)
Expenditure				
Balance as at 31st March 2016	0	(505,712)	(877,727)	(1,383,439)
Core Capital Contribution	0	(500,000)	0	(500,000)
Expenditure				
Balance as at 31st March 2017	0	(1,005,712)	(877,727)	(1,883,439)

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	Rushmoor TAG Project	Odiham Castle Scheme	HLS Rural Payments Agency SCC	HLS Rural Payments Agency HCC	Total
	£	£	£	£	£
Balance as at 31st March 2013	(231)	(3,600)	(2,519)	0	(6,350)
Expenditure					
Grassland Maintenance	0		5,038	2,818	7,856
Special Projects	231		3,500	3,780	7,511
Bank Repairs	0		0	39,600	39,600
Consultancy	0		0	0	0
Tree Work	0		0	0	0
Signage & maintenance		0			
HLS Grasslands Income			(2,519)	(2,818)	(5,337)
HLS Income			(1,000)	(34,904)	(35,904)
HLS Match Funding			(2,500)	(8,476)	(10,976)
Balance as at 31st March 2014	0	(3,600)	0	0	(3,600)
Expenditure					
Grassland Maintenance			2,519	2,818	5,337
Special Projects			0	0	0
Bank Repairs			0	0	0
Consultancy			0	0	0
Tree Work			0	21,690	21,690
Signage & maintenance		0			
HLS Grasslands Income			(2,519)	(2,818)	(5,337)
HLS Income			0	(11,045)	(11,045)
HLS Match Funding			0	(10,645)	(10,645)
Balance as at 31st March 2015	0	(3,600)	0	0	(3,600)

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Basingstoke Canal Reserves 2013-15

APPENDIX D

	Unallocated Reserve	Mooring Basin & Canal Centre	Colt Hill Toilet Block & Car Park	Dredging & Silt Disposal	Canal Infrastructure	General Reserves Total
	£	£	£	£	£	£
Balance as at 31st March 2013	(237,814)	(22,888)	(1,753)	(24,078)	(4,924)	(291,457)
Expenditure	0	0	0	0	0	0
Income	0	0	0	0	0	0
Reserve Transfers	0	0	0	0	0	0
Plus Estimated Net Draw For The Year	8,365	0	0	0	0	8,365
Balance as at 31st March 2014	(229,449)	(22,888)	(1,753)	(24,078)	(4,924)	(283,092)
Reserve Transfers	0	0	0	0	0	0
Balance as at 31st March 2015	(229,449)	(22,888)	(1,753)	(24,078)	(4,924)	(283,092)

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Canal Managers Update January 2014

Works

- Capital Works – D & B finished work on Mytchett Lake reservoir in October. Bollards have been purchased for this area and just need to be installed. The towpath will be surfaced in next financial year
- New gates are to be installed at locks 5, 14 and 15 in late February and repairs were carried out on lock 24.
- Works are underway on the new moorings at the canal centre but progress has been hampered by the storms.
- Over two months of work this winter has simply been on clearing up storm damage which has put us behind on other routine winter maintenance. Over 75 reports came in during the end of October storms and 60 from the storms just prior to Christmas. Most of these have been trees or large branches down. Further storms in February have brought a further 40+ trees down. The rangers have worked really hard to re-open towpath and navigation each time and keep the canal safe for all, working in the most appalling weather conditions. With all the rain and winds it has also meant 24hr standbys and call outs which has thoroughly tested our initial emergency procedures. We have called in favours and brought in extra staff and contractors as often as possible to help clear these trees.
- We now have a firm acting as standby emergency 24hr cover for the canal if the rangers require additional resources and backup in an emergency situation. The emergency plan has also been updated and re-distributed.
- A contractor has been in to carry out 11km of winter towpath cuts in the more accessible area and the volunteers are focusing on the other areas.
- Malthouse bridge repairs were completed in December.
- Some of the abandoned boats on the canal have finally been cleared off and disposed of. Office staff are continuing to chase up unlicensed craft and audit land ownership for moorings.
- The stop plank grooves at the dry dock were repaired along with the cills and paddle
- A leak was fixed on an embankment at St Johns and at Brookwood and investigatory work was carried out on seepage on ash embankment.

Events/Income

- Santa Cruises sold out within a week with people queuing from 6am in the morning to get the prime tickets and was hugely successful and enjoyed by all. Continuing to bring in vital revenue funding for the canal.
- Lapland UK used the campsite over the winter as their base, bringing in additional campsite money of £15,000.

Staffing

- Congratulations to Canal Rangers Sara and Jon who will be having their first Canal Ranger baby girl in May!
- The BCA team received a staff award from Hampshire County Council for all their hard work over the last year to re-open and revamp the canal. We are currently planning a team event to celebrate!

Volunteers

- The Tuesday volunteer group has been fighting back the ever encroaching vegetation on the canal banks this winter and additionally carried out works to spruce up Reading Road car park in Fleet and the canal centre.
- The Canal Society Lengthsman scheme continues to provide us with regular updates from out on the Canal. They have been invaluable with their regular updates after all the storms.

Higher Level Stewardship Scheme

- Tree works (thinning, crown reduction) in consultation with Forestry Commission and Natural England and associated bank protection works are almost complete at Yew Tree Copse and Pillars Bridge in Hampshire. These works are match funded by Natural England.

Weedcutter

- The Canal Society has completed works on the weedcutter which passed its PUWER test on Friday 24 January. With further help from the Canal Society we should now be ready to tackle next seasons weed onslaught!

Consultation

- Meetings have been held with The River Wey Management, The Angling Association and there has also been a Boaters meeting to discuss the boating season. Further meetings are now booked in to regularly meet with these user groups to improve communications. We continue to meet the Basingstoke Canal Society and additionally the head lengthsman every month.

New Charges update

- We are now entering financial year two of the new licence and mooring charges for the canal. All boaters will now be required to renew at the beginning of the financial year. A direct debit option will be available to boaters to help spread the cost.
- Reading road car park implementation of charges is still underway with it having been approved by Hart district council. I am currently working with Hart DC to install electricity, parking meter, signage and white lines over the next few months. The car park will also have some improvements to fencing to spruce it up further.

Management Team

- The management team attended an AINA workshop on dredging on 7 February. Trying to get to grips with the EA requirements for disposal of dredged material and input into an improved system for the future.
- Work has been on-going to update the agreement for commercial operators on the canal
- Hampshire CC's engineers have put forward some possible engineering solutions for the landslip which are currently being discussed and modified.

Upcoming Work

- The visitor services staff are looking at volunteering on the canal and enhancing opportunities for people to get involved. They will also be revamping the education services that we offer for schools. A new barrier is also soon to be installed to help with security on the campsite.
- Projects in conjunction with the Canal Society include the winter and summer WRG camps which we hope will include new visitor moorings. We also hope that society members will help out with running the weedcutter this summer and with refurbishment of the old patrol boat.
- Once the trees are sorted and the new gates are in the rangers will try and get the canal centre mooring finished and some winter cutting done before the nesting season is upon us. A contractor will be in doing a tree survey along the whole length of the canal in March.

Brief Updates from other Meetings (full minutes available on request)

Conservation Management Steering Group 23 Oct 2013

- A discussion was held about crayfish management and the commercial fishermen came in to report on progress with a total of 1000kilos of crayfish removed from the canal during Autumn, between Deepcut to Farnborough. Discussed possible need for a longer lay of nets to improve catches in future, but this might require a section of canal to be closed to navigation for a day. Finance may also be required to support this in future years if catches are not fully economically viable for the fishermen.
- An environment agency representative came and discussed the water sampling results for the canal. The canal passed the Water Framework Directive standards, but agreed need to find more canal specific standards. EA to investigate the fish deaths between lock 1 and 2 last summer and see if there is any correlation with water quality in this area.

Asset Management Meeting 20 November 2013

- Confirmation given of details of canal inspections and monitoring regime and on-going annual inspection. Weirs and sluices still outstanding. On-going update of Asset management plan underway to include updates on the inspection frequency.
- Discussion over compilation of culvert surveys and needs for analysis of these (work now complete)
- Emergency Response plan has been revised with an exercise to be carried out in March 2014.
- Updates given on rapid improvement project and plans being made for next stages.

Report to JMC – 27 February 2014

1. Recent work on the canal

Over the autumn and early winter Canal Society working parties have undertaken the following projects:



- Completion of a landing stage adjacent to North Warnborough lift bridge



- Completion of works on the BCA's weedcutter following an extensive overhaul. It recently passed a safety test and hopefully is now ready to be returned to service



- Cutting up and removal of trees at the Dogmersfield land slip. So far around 19 aggregate bags full of logs have been sold to local people and Canal Society members in exchange for well over £500 in donations towards the canal. There is much more timber still to be cut up and sold.

The Canal Society has now agreed to undertake repairs to the BCA's patrol boat, once work on John Pinkerton II winter maintenance is completed.

Two week-end and one full week visiting Waterways Recovery Group work parties are planned for later in the year. These will be concentrating on bank clearance between Mytchett and Deepcut, general works around Lock 28 and the Deepcut dry dock, and landing stage construction at Brookwood country park.

2. Society workparty efforts

Since the October 2013 JMC meeting to this January, the Society work parties on the canal have undertaken 140 man-days work, or around £12,300 Equivalent Value In Kind (EVIK).

For the whole of 2013, the total was around 670 man-days, or £54,000 EVIK. In addition, the Society contributed £22,000 in cash to canal related works/improvements during 2013.

The total cash sum expended by the Canal Society on the repairs to the weedcutter over this 2-year project was in the region of £4,000. Canal Society volunteers devoted around 190 man-days, or £21,000 EVIK, to the repairs over this period.

3. John Pinkerton 11

(A) The Canal Society's new passenger trip boat, John Pinkerton 11, had a very successful operating season in 2013 generating net income of approximately £35,000. With the exception of some funds retained for repairs and modifications to the boat, the bulk of this surplus will be re-invested in the canal through the Canal Society's work parties. In particular,

funding will be used to finance the purchase of materials and the hiring of plant and equipment.

(B) The John Pinkerton 11 has been booked again by parties visiting the Farnborough Air Show in July. After the Air Show it is hoped that the boat will travel into Surrey and host trips for local authority partners and other supporters on the Surrey section of the canal. These trips will include a visit to Woking.

4. Other matters

The Canal Society has identified several pressing matters which should, in its view, be receiving high priority within the Canal Partnership. These include the following:

(1) Repairs to Swan Cutting, North Warnborough – The towpath movement in Swan Cutting occurred approximately 2 years ago. This has caused inconvenience to the many residents in the area who regularly use the towpath. The slippage on the towpath has also resulted in a shallowing and narrowing of the canal causing difficulties to navigation. In particular, the John Pinkerton 11, which passes through Swan Cutting on its trips to King Johns Castle, regularly experiences problems in traversing the cutting. The Canal Society strongly urges Hampshire County Council to address this problem and to initiate repairs in order to make the towpath and the canal properly useable by the public.

(2) Telemetry – The Canal Society has initiated a project to install a telemetry system on the canal which will improve water management and reduce the demands on ranger time. All the necessary preparatory work for the project has been completed and funding has been set aside. However, the equipment has yet to be ordered and the JMC s urged to press HCC to place the contracts without further delay.

(3) The Canal Society has consistently argued that the District Authorities should (with the support of the Counties and the Canal Society) jointly prepare a planning guidance document for the canal. This would identify, for each section of the canal, planning guidelines to prevent unsuitable canal corridor development. It would also identify suitable sites where canal-side developments could benefit the canal both in terms of improved facilities and increased revenue generation opportunities. The absence of a document of this kind continues to lead to development opportunities being missed. For example, a recent proposed development at Colt Hill, Odiham, which has canal frontage suited to a small boat basin development and which is supported by members of the Canal Partnership, is now proceeding without any benefits being secured for the canal. If future opportunities are not to be missed, it is essential, in the Canal Society's view, for a suitable planning document (along the lines of the document drawn up for the Wey Navigation which has already been circulated to JMC members) should be prepared.

(4) Following the agreement of the JMC to the principle of developing the Canal Centre as a new visitor centre, administrative office for the BCA etc and the upgrading of Ash Lock Depot as the maintenance base and workshops for the canal, the Canal Society urges Hampshire County Council to take the necessary steps to secure the additional land required at Ash Lock. The JMC will recall that the MOD, which owns the additional land, has indicated its agreement, in principle and subject to contact negotiations, to make the land available to the canal. Whilst this opportunity is available the Canal Society urges that it

should be grasped in case other potential users come forward. It would appear to be an appropriate time to pursue this opportunity as the whole area to the west of Ash Lock is the subject of a large housing development which will involve the release by the MOD of much of the surrounding land.

Philip Riley
Chairman
The Basingstoke Canal Society

6 February 2014