

## **Chief Executive's Report**

**Summary:** This report summarises the current position in respect of a number of important projects and events, including any decisions taken during the recent cycle of committee meetings.

### **1 Bridges Update**

Contact Officer/Broads Plan Objective: Angie Leeper/NA5

- 1.1 Network Rail confirm that once again they have had several successful lifts for Trowse and are currently re-training staff to operate the bridge once further testing has been carried out. All other bridges are currently operational.

### **2 Waste Disposal Update**

Contact Officer/Broads Plan Objective: Angie Leeper/TR2.2

- 2.1 Broads Authority officers attended a meeting with Great Yarmouth Borough Council officers after the short notice withdrawal of all ten waste facility sites in their area. Great Yarmouth confirmed that they have no intention of replacing the services already withdrawn but for now will continue to collect daily ( and occasionally twice daily) for the areas which currently demand it, Thurne Dyke and Repps staithe and will look at others if they become a problem.
- 2.2 Broads Authority officers were invited to the Officer Liaison Team (OLT) of the Norfolk Waste Partnership held at City Hall on Monday 28th July. At the meeting we had a general discussion about what had prompted the withdrawal of these services and the position statement that had been produced and all the officers confirmed that although the position statement had been agreed each authority is still free to determine its own level of provision.
- 2.3 A further meeting has been arranged with officers from the relevant authorities on September 8th where we will discuss sites on an individual basis to try and ensure that there are an even spread left of disposal sites for use by boaters, visitors etc.

### **3 Surveys Update**

Contact Officer/Broads Plan Objective: Adrian Clarke/TR2

- 3.1 Good progress has been made on the stakeholder surveys. A draft framework for each of the surveys has been produced by Insight Track the independent market research company undertaking the surveys for the Authority and the

steering group convened for the small boat owners surveys has been consulted on the text of the frameworks. Insight Track is now working on drafting the final questions for the individual surveys and it is anticipated that survey work will begin in September.

#### 4 Navigation Committee Appointment Process

Contact Officer/Broads Plan Objective: John Organ/None

- 4.1 Following the consultation of the Navigation Committee on 5 September 2013, the Broads Authority agreed (on 20 September 2013) the appointment process for the Co-opted Members of the Navigation Committee. The summary timetable of activity for the appointments to be made in March 2015 is summarised in the table below:

October 2014	<ul style="list-style-type: none"> <li>• Broadsheet advertises appointment process, inviting all Toll Payers to apply.</li> </ul>
Early November to Mid December 2014 (6 weeks)	<ul style="list-style-type: none"> <li>• Seek applications and consult relevant organisations.</li> </ul>
Mid December 2014	<ul style="list-style-type: none"> <li>• Appointments Panel carry out short-listing.</li> </ul>
January 2015	<ul style="list-style-type: none"> <li>• Hold interviews.</li> </ul>
26 February 2015 Navigation Committee	<ul style="list-style-type: none"> <li>• Consult Navigation Committee, having consulted relevant organisations, on appointment proposals.</li> <li>• If required, consult the Navigation Committee on the temporary appointment of up to two co-opted members to the Broads Authority.</li> </ul>
20 March 2015 Broads Authority	<ul style="list-style-type: none"> <li>• Appointments to the Navigation Committee formally made by Broads Authority for a term until two meetings prior to the Annual meeting in 2019 (nominally March).</li> <li>• If required, temporarily appoint up to two co-opted members to the Authority until the May meeting.</li> </ul>
23 April 2015 Navigation Committee	<ul style="list-style-type: none"> <li>• Consult Navigation Committee on the appointment of two members to the Authority.</li> <li>• If required, appoint an interim Chairman of the Navigation Committee.</li> </ul>
15 May 2015 Broads Authority	<ul style="list-style-type: none"> <li>• Appoint two members of the Navigation Committee to the Broads Authority</li> </ul>
10 July 2015 Broads Authority (Annual Meeting)	<ul style="list-style-type: none"> <li>• Co-opted members appointed to the Authority in time for all Annual meeting member appointment opportunities</li> </ul>

- 4.2 The forthcoming Broadsheet will advertise the appointment process and invite toll payers to apply. Plans are also being made to consult the relevant organisations, identified as one of the bodies appearing to the Authority to represent a group of users of the Broads navigation area (see Section 9 of the 1988 Norfolk and Suffolk Broads Act), inviting them to put forward nominations for membership of the Committee. The list of these organisations is detailed in Appendix 1 and the Committees views on this list would be appreciated.

## **5 Navigation Patrolling and Performance Targets**

Contact Officer/Broads Plan Objective: Adrian Vernon/NA4.3

- 5.1 As can be seen from the figures in Appendix 2, May, June and July were fairly busy months. The number of verbal warnings for speed in the Wroxham and Horning area are still high but have reduced by 300 on the same period last year, this may be connected with the fitting of speed indicators on some day boats. In Appendix 3 the overall percentage figures for the 60% / 40% split is 73% and 27% for the period which reflects the higher navigation requirements in the summer.
- 5.2 There were no results for cases at court during the period.

## **6 Sunken and Abandoned Vessel Update**

Contact Officer/Broads Plan Objective: Adrian Vernon/NA4

There is one sunken vessel awaiting raising and disposal when a BA rig is next in the area (Appendix 4).

## **7 Planning Enforcement Update**

Contact Officer/Broads Plan Objective: Adrian Vernon and Cally Smith/None

- 7.1 Following queries raised by a member it was agreed to provide regular updates on the position regarding relevant planning enforcement actions. These details are included at Appendix 5.

Background papers: None

Author: John Organ  
Date of report: August 2014

Broads Plan Objectives: Multiple

Appendices: APPENDIX 1 – List of Organisations to be consulted on the Appointments to the Navigation Committee and the Relevant Paragraph under Section 9 of the 1988 Norfolk and Suffolk Broads Act  
APPENDIX 2 - Report on the Significant Exercise of Powers by the Rangers during May – July 2014  
APPENDIX 3 – Ranger Team Activity May – July 2014

APPENDIX 4 – Report of Sunken and Abandoned Vessels  
APPENDIX 5 – Planning Enforcement Update

## APPENDIX 1

### List of Organisations to be Consulted on the Appointments to the Navigation Committee and the Relevant Paragraph Under Section 9 of the 1988 Norfolk and Suffolk Broads Act

Amateur Rowing Association (B)  
Amateur Rowing Association Eastern Region (C,D)  
Association of Freight Transport (D)  
Blakes Holidays Ltd (A, D)  
British Canoe Union (B)  
British Marine Federation (A, D)  
British Marine Federation – East Anglia (D)  
British Waterski (B)  
Broads Angling Strategy Group (E)  
Broads Canoe Hire Association (A)  
Broads Hire Boat Federation (A, D)  
Broads Reed and Sedge Cutters Association (D, E)  
Chamber of Shipping (D)  
East Anglian Waterways Association (C)  
Eastern Rivers Ski Club (C, D)  
Eastern Rowing Council (C, D)  
Great Yarmouth Port Authority (F)  
Great Yarmouth Port Users Association (D)  
Hoseasons Holidays Ltd (A, D)  
Inland Waterways Association (B)  
Inland Waterways Association – Eastern Region (C, D)  
National Association of Boat Owners (B)  
National Federation of Anglers – Eastern Region (E)  
Norfolk Anglers Conservation Association (E)  
Norfolk and Suffolk Anglers' Consultative Council (E)  
Norfolk and Suffolk Boating Association (C, D)  
Norfolk and Suffolk Pleasure Boat Owners Association (A, D)  
Norfolk Broads Day Boat Owners Association (A)  
Norwich Canoe Club (E)  
Passenger Boat Association (D)  
Royal Yachting Association (B)  
RYA – Eastern Region (C, D)  
Sport England (E)  
Suffolk County Amalgamated Angling Association (E)  
Transport on Water Association (D)  
UK Windsurf Association (E)

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

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

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

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

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

F = after consultation with the Great Yarmouth Port Authority.

Rangers Exercise of Powers Analysis <i>(Bracketed figures are running totals, April 2014 to July 2014)</i>						Date: <b>MAY - JULY 2014</b>		
	Wroxham Launch	Irstead Launch	Ludham Launch	Ludham 2 Launch	Norwich Launch	Hardley Launch	B.St.Peter Launch	Breydon Launch
Launch Patrol Areas	Wroxham and Upper Bure	Ant	Hickling, P.Heigham, Upper Thurne & Womack	Lower Thurne, Lower Bure & South Walsham	Norwich and Upper Yare	Reedham, Chet & Middle Yare	Oulton Broad and Upper/Middle Waveney	Breydon Water, Lower Waveney and Yare
<b>Verbal Warnings</b>								
Care & Caution	79 ( 83 )	22 ( 35 )	5 ( 17 )	44 ( 60 )			3 ( 3 )	37 ( 39 )
Speed	1220 ( 1582 )	134 ( 187 )	214 ( 282 )	188 ( 252 )	30 ( 46 )	165 ( 181 )	174 ( 194 )	67 ( 118 )
Tolls offences	63 ( 117 )	58 ( 75 )	16 ( 22 )	41 ( 60 )	8 ( 12 )	( 2 )	13 ( 29 )	10 ( 15 )
Other	19 ( 26 )	3 ( 3 )	8 ( 8 )	30 ( 38 )		10 ( 16 )	20 ( 20 )	3 ( 4 )
<b>Blue Book Warnings</b>								
Care & Caution	2 ( 2 )		1 ( 1 )				( 4 )	9 ( 11 )
Speed	41 ( 48 )	5 ( 5 )	2 ( 9 )	5 ( 9 )	3 ( 4 )	5 ( 5 )	10 ( 10 )	5 ( 6 )
Other	1 ( 5 )	1 ( 1 )	1 ( 1 )	10 ( 10 )	2 ( 3 )	3 ( 6 )		2 ( 2 )
Reports for Prosecutions	( 1 )							1 ( 1 )
Special Directions	18 ( 18 )					18 ( 19 )	214 ( 223 )	24 ( 38 )
<b>Toll Compliance Reports</b>								
Non Payment	85 ( 93 )	24 ( 24 )	44 ( 84 )	23 ( 40 )	35 ( 36 )	62 ( 62 )	43 ( 66 )	14 ( 19 )
Non Display	19 ( 20 )	13 ( 13 )	1 ( 1 )	1 ( 1 )	2 ( 2 )		44 ( 52 )	3 ( 4 )
28 Day request for information							1 ( 1 )	1 ( 1 )
BSS Hazardous Boat Inspections	1 ( 2 )				( 1 )			1 ( 1 )
Enter Vessels Under BSS	( 1 )				( 1 )			
Launch Staffed (by Ranger)	88 ( 114 )	32 ( 49 )	48 ( 71 )	55 ( 71 )	35 ( 51 )	58 ( 72 )	63 ( 79 )	92 ( 117 )
Country Site Inspection Reports Percentage Compliance	100% ( 100% )	33% ( 38% )	(Combined figure)	7% ( 5% )	(Combined figure)	29% ( 44% )	8% ( 31% )	n/a
Best Value Patrol Targets Percentage Compliance	148% ( 148% )	77% ( 77% )	244% ( 85% )	102% ( 116% )	186% ( 71% )	166% ( 155% )	89% ( 88% )	#REF! ( 65% )
Volunteer Patrols	1 ( 4 )		( 1 )	2 ( 3 )			( 1 )	4 ( 4 )
IRIS Reports	55 ( 65 )	10 ( 12 )	11 ( 17 )	15 ( 22 )	28 ( 38 )	18 ( 23 )	17 ( 17 )	43 ( 49 )
Broads Control Total Calls	Total calls 12,197 ( 16,432 )			Telephone 8,582 ( 11,378 )		VHF 3,615 ( 5,054 )		

**RANGER TEAM ACTIVITY**

as at 20 August

	Navigation Activity								Countryside Activity							
May 2014	Nav Patrol Launch	Nav Patrol Foot/Road	Incident Working	Admin - Navigation	Training (Navigation)	Escort	Moorings Maintenance	Bank work	Country Patrol	Country Maintenance	Admin - Country	Training (Countryside)	Equipment Maintenance	Tree/Ground work	Group Activities	Education/School Visit
<b>Percentage Total</b>	<b>34.56%</b>	<b>2.73%</b>	<b>0.27%</b>	<b>5.40%</b>	<b>0.95%</b>	<b>0.73%</b>	<b>1.27%</b>	<b>0.78%</b>	<b>3.21%</b>	<b>4.62%</b>	<b>1.35%</b>	<b>0.23%</b>	<b>0.71%</b>	<b>0.39%</b>	<b>0.40%</b>	<b>0.53%</b>
Wroxham team	23%	38%	32%	25%	18%	2%	27%	65%	17%	17%	10%		32%		79%	
Thurne team	14%	6%		21%	40%	22%	32%	16%	31%	11%	27%		41%		1%	
Yare team	19%	9%	15%	19%	3%	2%	8%		41%	67%	7%		16%	50%		28%
Waveney team	14%	10%		10%	1%		25%		8%	5%	21%		2%	50%	57%	
Breydon team	29%	23%	27%	20%	26%	58%	8%	45%	0%			100%	9%			72%
Control Officer																
	#REF!								#REF!							

Month Percentages	
Navigation	74%
Country	26%
<b>Total</b>	<b>100%</b>

*Time Off not included*

	General Support												Time Off			
	Broads Control	Travel Time	Activity Unknown	Training - Split	Meeting - Staff	Meeting - Public	Admin - Split	Admin - Volunteer	Training - (Volunteers)	Public Relations Event	Site Visit third party	Other Task	Time off in Lieu <i>(not accurate)</i>	Breaks <i>(not including un-notified breaks)</i>	Annual Leave	Sick
<b>Percentage Total</b>	<b>7.72%</b>	<b>3.73%</b>	<b>3.23%</b>	<b>2.07%</b>	<b>2.01%</b>	<b>0.65%</b>	<b>5.32%</b>	<b>0.04%</b>	<b>0.67%</b>	<b>0.79%</b>	<b>0.46%</b>	<b>0.01%</b>	<b>0.76%</b>	<b>1.67%</b>	<b>6.30%</b>	<b>3.25%</b>
Wroxham team	11%	27%	29%	35%	28%	49%	13%	25%		50%	7%		7%	36%	16%	
Thurne team	3%	12%	14%	30%	27%	14%	13%		11%		23%		27%	8%	39%	19%
Yare team	31%	10%	22%		9%		13%	75%	65%		65%		24%	14%		
Waveney team	2%	28%	8%	7%	15%		5%		14%	32%	6%			6%	3%	
Breydon team	9%	21%	3%	11%	17%	11%	7%		9%	18%		100%	32%	8%	32%	
Control Officer	38%													21%		81%
	#REF!	#REF!	#REF!									#REF!				

Percentage with apportioned split	
<i>Year to date (Apr - Mar)</i>	
Navigation	73%
Country	27%
<b>Total</b>	<b>100%</b>

*Time Off not included*

Team percentages equal team contribution to activity

**RANGER TEAM ACTIVITY**

as at 20 August

	Navigation Activity								Countryside Activity							
June 2014	Nav Patrol Launch	Nav Patrol Foot/Road	Incident Working	Admin - Navigation	Training (Navigation)	Escort	Moorings Maintenance	Bank work	Country Patrol	Country Maintenance	Admin - Country	Training (Countryside)	Equipment Maintenance	Tree/Ground work	Group Activities	Education/School Visit
<b>Percentage Total</b>	<b>22.66%</b>	<b>1.85%</b>	<b>0.37%</b>	<b>1.81%</b>	<b>1.98%</b>	<b>0.18%</b>	<b>1.88%</b>	<b>0.11%</b>	<b>2.28%</b>	<b>3.37%</b>	<b>0.78%</b>	<b>0.23%</b>	<b>2.98%</b>	<b>0.27%</b>	<b>0.24%</b>	<b>1.12%</b>
Wroxham team	21%	16%	12%	11%	14%		27%	100%	1%	25%			30%			
Thurne team	22%	43%	45%	18%	57%		19%		52%	21%		100%	28%			20%
Yare team	7%	8%	4%	17%	20%	100%	5%		44%	18%	5%		17%	49%	100%	31%
Waveney team	11%	26%	26%	1%			12%			26%	1%		2%			
Breydon team	36%	7%		46%	9%		37%			6%			12%			41%
Control Officer																
	#REF!								#REF!							

Month Percentages	
Navigation	73%
Country	27%
<b>Total</b>	<b>100%</b>

*Time Off not included*

	General Support												Time Off			
	Broads Control	Travel Time	Activity Unknown	Training - Split	Meeting - Staff	Meeting - Public	Admin - Split	Admin - Volunteer	Training - (Volunteers)	Public Relations Event	Site Visit third party	Other Task	Time off in Lieu (not accurate)	Breaks (not including un-notified breaks)	Annual Leave	Sick
<b>Percentage Total</b>	<b>7.18%</b>	<b>5.13%</b>	<b>2.14%</b>	<b>0.60%</b>	<b>2.51%</b>	<b>0.21%</b>	<b>5.28%</b>	<b>0.06%</b>		<b>0.84%</b>	<b>0.22%</b>	<b>0.97%</b>	<b>1.67%</b>	<b>1.03%</b>	<b>9.55%</b>	<b>20.51%</b>
Wroxham team	28%	16%	27%	45%	19%		25%				14%	49%	29%	42%	10%	36%
Thurne team	19%	18%	18%	27%	34%	18%	13%			62%		7%		9%	8%	
Yare team	29%	20%	11%		15%		11%	100%			29%	4%		20%	43%	28%
Waveney team	4%	15%	7%		9%		11%			8%		3%		13%	20%	
Breydon team	8%	23%	25%	20%	18%		7%				24%	37%	71%	9%	18%	
Control Officer																37%
	#REF!	#REF!	#REF!										#REF!			

Percentage with apportioned split	
<i>Year to date (Apr - Mar)</i>	
Navigation	73%
Country	27%
<b>Total</b>	<b>100%</b>

*Time Off not included*

Team percentages equal team contribution to activity



**RANGER TEAM ACTIVITY**

as at 20 August

	Navigation Activity								Countryside Activity							
July 2014	Nav Patrol Launch	Nav Patrol Foot/Road	Incident Working	Admin - Navigation	Training (Navigation)	Escort	Moorings Maintenance	Bank work	Country Patrol	Country Maintenance	Admin - Country	Training (Countryside)	Equipment Maintenance	Tree/Ground work	Group Activities	Education/School Visit
<b>Percentage Total</b>	<b>28.83%</b>	<b>1.73%</b>	<b>0.71%</b>	<b>2.13%</b>	<b>1.53%</b>	<b>0.31%</b>	<b>0.87%</b>	<b>0.12%</b>	<b>3.64%</b>	<b>2.62%</b>	<b>0.28%</b>	<b>0.28%</b>	<b>2.22%</b>	<b>0.14%</b>	<b>1.35%</b>	<b>0.14%</b>
Wroxham team	20%	22%	39%	12%	1%		4%	50%	24%	44%		8%	16%			40%
Thurne team	24%	31%	12%	29%	11%		46%	15%	23%	20%		8%	22%		50%	
Yare team	16%	9%	11%	5%	10%	75%	13%		40%	29%	38%	84%	25%	50%	33%	60%
Waveney team	14%	13%	21%	10%	11%	16%	15%	35%	4%	14%	23%		11%	40%		
Breydon team	25%	26%	17%	42%	42%	9%	23%		9%		38%		27%	10%	17%	
Control Officer																
	#REF!								#REF!							

Month Percentages	
Navigation	72%
Country	28%
<b>Total</b>	<b>100%</b>

*Time Off not included*

	General Support												Time Off			
	Broads Control	Travel Time	Activity Unknown	Training - Split	Meeting - Staff	Meeting - Public	Admin - Split	Admin - Volunteer	Training - (Volunteers)	Public Relations Event	Site Visit third party	Other Task	Time off in Lieu (not accurate)	Breaks (not including un-notified breaks)	Annual Leave	Sick
<b>Percentage Total</b>	<b>7.31%</b>	<b>4.70%</b>	<b>1.00%</b>	<b>0.05%</b>	<b>2.60%</b>	<b>0.97%</b>	<b>6.00%</b>	<b>0.15%</b>		<b>0.53%</b>	<b>0.08%</b>	<b>0.94%</b>	<b>2.25%</b>	<b>1.38%</b>	<b>10.63%</b>	<b>14.52%</b>
Wroxham team	7%	19%	10%		22%	4%	19%					16%	36%	23%	37%	18%
Thurne team	18%	17%	14%	55%	28%	20%	17%				100%	19%	18%	18%	17%	
Yare team	37%	8%	12%		11%	22%	19%	100%		13%		34%	9%	28%	4%	38%
Waveney team	15%	21%	1%		13%	20%	12%			47%		13%	9%	9%		
Breydon team	14%	30%	46%	45%	9%	21%	3%			40%		18%	18%	14%	23%	
Control Officer																44%
	#REF!	#REF!	#REF!									#REF!				

Percentage with apportioned split	
<i>Year to date (Apr - Mar)</i>	
Navigation	73%
Country	27%
<b>Total</b>	<b>100%</b>

*Time Off not included*

Team percentages equal team contribution to activity

## APPENDIX 4

### Sunken and Abandoned Vessels

Description	Location found	Action	Abandoned /Sunken Notice Affixed	Result
Wooden Sailing cruiser	River Yare Trowse	No known owner.	yes	Vessel not raised by owner. Deadline expired and BA team will raise and remove when the programme allows

### Enforcement Update

This table shows the updates on enforcement matters relating to Navigation matters currently under consideration since the last Navigation Committee on 5 June 2014.

Committee Date	Location	Infringement	Action taken and current situation
5 December 2008  5 March 2010  16 July 2010	“Thorpe Island Marina” West Side of Thorpe Island Norwich  (Former Jenner’s Basin)	Unauthorised development	<ul style="list-style-type: none"> <li>• .Enforcement Notices served on 7 November 2011 on landowner, third party with legal interest and all occupiers. Various compliance dates from 12 December 2011</li> <li>• Appeal lodged on 6 December 2011</li> <li>• Public Inquiry took place on 1 and 2 May 2012</li> <li>• Decision received on 15 June 2012. Inspector varied and upheld the Enforcement Notice in respect of removal of pontoons, storage container and engines but allowed the mooring of up to 12 boats only, subject to provision and implementation of landscaping and other schemes, strict compliance with conditions and no residential moorings.</li> <li>• Challenge to decision filed in High Court 12 July 2012</li> <li>• High Court date set for 26 June 2013</li> <li>• Planning Inspectorate reviewed appeal decision and agreed it was flawed and therefore to be quashed</li> <li>• “Consent Order” has been lodged with the Courts by Inspectorate</li> <li>• Appeal being reconsidered –Planning Inspector Site Visit 28 January 2014</li> <li>• <b>Hearing took place on 8 July 2014 – awaiting Inspector’s report</b></li> </ul>
28 March 2013	Former drainage dye adjacent to Newlands Caravan Site	Unauthorised installation of mooring platform	<ul style="list-style-type: none"> <li>• Authority given for the serving of an Enforcement Notice for the removal of the platform and restoration of the site, with a period of compliance of three months; and that in the event of non-compliance, authority be given for prosecution(in consultation</li> </ul>

Committee Date	Location	Infringement	Action taken and current situation
			<p>with the Solicitor).</p> <ul style="list-style-type: none"> <li>• Enforcement Notices served on 30 August 2013</li> <li>• Appeal in progress with Public Inquiry date set for 13 May 2014</li> <li>• Appeal withdrawn on 8 May 2014. Enforcement notice in place with</li> <li>• <b>Revised compliance period of 3 months for removal of structure and four months for the removal of materials, giving compliance dates of 8 August and 8 September 2014.</b></li> </ul>