

Navigation Committee

AGENDA

Thursday 6 September 2018

2.00pm

		Page
1.	To receive apologies for absence	
2.	To note whether any items have been proposed as matters of urgent business	
3.	To receive declarations of interest	
4.	Public Question Time To note whether any questions have been raised by members of the public	
5.	To receive and confirm the minutes of the Navigation Committee meeting held on 14 June 2018	3 – 12
6.	Summary of Actions and Outstanding Issues following Discussions at Previous Meetings Report by Administrative Officer (herewith)	13 – 14
7.	Chief Executive's Report and Current Issues Report (herewith) – Members are asked to notify the Governance Team at least three days in advance of the meeting of issues they would like to raise	15 – 23
8.	New Boat Safety Scheme carbon monoxide alarm requirement Report by Head of Safety Management (herewith)	24 – 27
9.	Planning Application with Navigation Implications BA/2018/0312/FUL Marina Quays Report by Planning Officer (herewith)	28 – 30
10.	Lake Lothing Third River Crossing Report by Planning Policy Officer (herewith)	31 – 33
11.	Navigation Income and Expenditure: 1 April to 30 June 2018 Actual and 2018/19 Forecast Outturn Report by Chief Financial Officer (herewith)	34 – 44

12. **Construction, Maintenance and Environment Work
Programme Progress Update**
Report by Head of Construction, Maintenance & Environment
(herewith) 45 – 49
13. **To note the date of the next meeting – Thursday 25 October
2018 at Yare House, 62-64 Thorpe Road, Norwich
commencing at 2.00pm**

Navigation Committee

Minutes of the meeting held on 14 June 2018

Present:

Mrs Nicky Talbot – in the Chair

Mr K Allen

Mr M Heron

Mr M Whitaker

Ms L Aspland

Mr J Knight

Mr B Wilkins

Mr M Bradbury

Mr S Sparrow

In Attendance:

Mr S Birtles – Head of Safety Management

Mr N Catherall – Planning Officer (item 6 & 11)

Mr D Harris – Solicitor and Monitoring Officer

Dr D Hoare – Head of Construction, Maintenance and Environment

Mr B Housden – Head of ICT & Collector of Tolls (item 8)

Mr M King – Waterways and Recreation Officer (item 10)

Ms E Krelle – Chief Financial Officer

Miss S Mullarney – Administrative Officer

Dr J Packman – Chief Executive

Mr R Rogers – Director of Operations

Ms C Smith – Head of Planning (item 6)

Mrs M-P Tighe – Director of Strategic Services

Also Present:

Mr A Hartley, Jackie Burgess, Bill Dickson, Melanie Vigo di Gallidoro, and Haydn Thirtle.

2/1 To receive apologies for absence

Apologies for absence were received from John Ash, Alan Goodchild and Greg Munford.

Recordings

The Chair announced that the meeting would be recorded and that the copyright remains with the Authority; however a copy of the recording could be requested.

James Knight declared that he would be making his own recording.

2/2 To note whether any items have been proposed as matters of urgent business

The Chair announced that a Carbon Monoxide incident that occurred at Somerleyton would be addressed under item 7, Current Issues.

2/3 To receive Declarations of Interest

Members expressed their declarations of interest as set out in Appendix 1 of these minutes.

2/4 Public Question Time

No public questions were raised.

2/5 To receive and confirm the minutes of the Navigation Committee meeting held on 19 April 2018

The minutes of the meeting held on 19 April were signed by the Chairman as a correct record of the meeting.

2/6 Summary of Actions and Outstanding Issues following Discussions at Previous Meetings

Members received a report summarising the progress of issues that had recently been presented to the Committee.

Network Rail

The Chief Executive provided Members with an update on the recent discussions with Network Rail regarding the Somerleyton and Reedham swing bridges. It was reported that Network Rail would provide information on the number of incidents and the extent of heat failures. It was acknowledged that some of the failures may be due to mechanical issues rather than heat.

Members were further informed that Network Rail had instructed bridge operators to provide more information to boaters on the electronic signs. In addition to when the bridges are closed the signs will indicate why there is a problem and when it is expected they will be fixed. There would be a further meeting with Network Rail in the summer.

Following the Navigation Committee's recommendation that Reedham and Somerleyton bridges be replaced, Members were informed that there was no provision in the Network Rail budget for funding the bridges in the current funding period (CP6). The Chief Executive said that the Broads Authority had agreed to work with Network Rail members of staff on the case to acquire this funding in the next funding period.

A Member raised a question about the legislation requiring Network Rail to open the bridges. The Solicitor confirmed that the legislation did indeed give priority to river traffic over rail traffic although the legislation dated back to Victorian times with the exception of the Trowse Bridge Act 1985. With regards to Trowse Bridge there was an undertaking entered by Network Rail some years ago following the increase in rail traffic across the bridge which reflected the reality of the greater use of the bridge by the railway company. Recent correspondence from the Solicitor had resulted in the bridge having had investment planned for this year. A discussion took place surrounding prosecution powers where vessels were delayed. However, a Director expressed the view that for the time being an improved dialogue with Network Rail was likely to be more constructive.

The Chairman welcomed the feedback and the forthcoming communication between the Broads Authority and Network Rail.

Unauthorised development at Barnes Brinkcraft

Members were informed that the Broads Authority had received a planning application for the retention of the unauthorised pontoon at Barnes Brinkcraft, with a restriction on the vessel length; the Head of Planning explained to members the nature of the application and said that it was a compromise on the current development.

The Head of Planning informed Members that the landowners had been more proactive in managing the length of boats using the moorings but rangers have had to manage issues with 45ft boats moored at the site. She added that the landowners were proposing to install signs to address this.

Members discussed the revisions to the development; one Member asked if there had been any incidents of collisions with the boats moored at the site and if the planning application specified the extent to which the boats mooring there would encroach onto the river. The Director of Operations responded that there was no record of any collisions but that the management by the rangers was done to prevent this. Members discussed the importance of the long term management of the site such that wouldn't involve an excessive amount of rangers time. The Head of Planning added that the moorings wouldn't extend beyond the limit of what was previously agreed by the Authority, which was the outside (riverside) extent of the barge which had been moored on the site previously.

The Head of Planning reminded Members that the Navigation Committee had previously recommended issuing permission for a temporary period to enable the management of the site and the effectiveness of the measures to be monitored. As it stands, the application was for a variation of condition to allow the retention of pontoon in the existing location, however if Members were concerned with the management she said that a condition could be added to vary the application for a temporary period. It was explained that if there were any problems then this temporary permission would expire and permission would revert back to what was previously approved.

The Chair stated that further monitoring over the summer period would identify possible implications of the application such that it could be reviewed by the Navigation Committee at its next meeting.

It was subsequently proposed by Max Heron, seconded by Michael Whitaker and agreed unanimously to RECOMMEND,

If any planning application proposed maintains the extent of mooring within the line previously agreed by the Navigation Committee and it is complied with in practice then the Navigation Committee professes itself content.

The Head of Planning said that the Navigation Committee's recommendation would be considered as part of the planning process.

Members noted the report.

2/7 Current Issues

The Head of Safety Management reported an incident to Members involving four individuals who were admitted to hospital with carbon monoxide poisoning. He explained that they were released from hospital later that day. An investigation was carried out on the vessel which determined that the single source of carbon monoxide was the engine exhaust.

One Member noted that the Hire Boat Federation had made it clear that every hire boat should have carbon monoxide alarms installed. The Chair concluded by reminding members of the carbon monoxide safety on boats leaflet issued by the Boat Safety Scheme which private boat owner were encouraged to read. She thanked the Head of Safety Management for updating Members of the incident

2/8 Broads Angling Services Group Donation Proposal

As proposed at the last Navigation Committee meeting on 19 April 2018, a proposal to encourage donations for the construction and maintenance of slipways was presented as an item for discussion. Kelvin Allen presented Members with the background of the Broads Angling Service Group and details of a proposed BASG charitable fund for the purpose of funding more slipways and improved angling access in the Broads.

The Chair thanked Kelvin for his time in preparing the presentation.

Members discussed the project and scheme approach of using The Broads Trust to host donations. It was commented that people would be more likely to make a donation if they knew what the funds would be spent on. However it was noted that it would be problematic for the Broads Authority to be seen to support one charity with a specific role over another. The Chief Executive added that the National Park Partnership was in the process of setting up a national charity for the 15 National Parks. He said that ultimately the National Park Authorities are statutory bodies and not charities so advised working with and supporting the Broads Charitable Trust rather than setting up a new scheme. Another Member suggested investigating how other National Park Authorities operate Trusts and how they're structured to make the Broads Trust more effective.

2/9 Frequency of Meetings, Workshops and Site Visits

Following the Broads Authority meeting on 18 May it was resolved to reduce the number of formal Broads Authority meetings to four per annum to make more time for informal meetings/workshops/site visits. Members of the Navigation Committee were asked to discuss the frequency of Navigation Committee meetings, workshops and site visits.

The Chief Executive first asked Members for formal confirmation on how the Committee considers planning applications that arose outside of scheduled meeting times. Members discussed the benefits of meeting face to face as well as the

facilities for communicating electronically and reporting comments back to the Chair and Vice Chair for them to determine if an urgent meeting was necessary.

Max Heron proposed, seconded by Matthew Bradbury and it was unanimously agreed that in the event of a planning application requiring the views of the Navigation Committee that members of the Navigation Committee be sent the details of the application and make any comments to the Chair and Vice Chair. Subject to the comments that come in the Chair and Vice Chair would determine whether there needed to be a formal consultation or not; and if a formal consultation was required, they would determine this could be via electronic means rather than meeting face to face.

Members discussed the frequency of formal committee meetings. Members noted the peak activity during the summer months and the importance of the Navigation Committee meeting during this time. One Member suggested the Navigation Committee meet five times per annum with meetings in June, September, October, January and April. It was proposed that there would be one site visit per annum in collaboration with Broads Authority members.

Another Member supported the proposal of five meetings per annum and suggested that future capital works and major projects going forward be assigned to the June or September meeting. Members also discussed the possibility of more site visits.

Members discussed the efficiency of meetings and the number of officers in attendance at committee meetings, it was suggested that officers could be present just for their item. One Member commented that Members needed to be more proactive in adding items to the agenda.

Kelvin Allen proposed, seconded by Linda Aspland and it was unanimously RESOLVED that;

the Navigation Committee meet formally five times per annum in April, June, September, October, and January, plus a site visit. It is proposed that this be reviewed in a years' time.

2/10 River Wensum Strategy

Members received a report which provided an update on the progress with the River Wensum Strategy since the public consultation on the proposed strategy took place in 2017.

The Waterways and Recreation Officer informed Members that the final version of the strategy had not been fundamentally changed from the draft version which the Navigation Committee supported at its meeting on 7 September 2017. He added that the strategy would be taken to the Broads Authority meeting on 27 July for adoption. The Strategy would be delivered in September 2018 after which it will be reviewed annually by the River Wensum Partnership consisting of officers from the Broads Authority, Norwich City Council, Norfolk County Council and the Environment Agency.

One Member queried the time frame for the projects that were included in the strategy, the Waterways and Recreation Officer explained that there was a 10 year plan commencing with smaller projects before expanding as funding was received.

Members applauded the strategy and a river focused city. Alec Hartley further observed the importance of Norwich being the only city in a National Park.

Members noted the report.

2/11 Planning Application with Navigation Implications: BA/2018/0149/FUL Broadlands Marina, Oulton Broad

Members were informed of a planning application that had been submitted to the Broads Authority for the installation of additional mooring pontoons at an existing marina. Views of the Navigation Committee would be considered as part of the planning process.

The Planning Officer presented Members with maps and photographs of the site and explained that the planning application was for a mixture of private and visitor moorings, the creation of additional reedbed, and reinstatement of slipway and pump-out facilities.

One Member provided the committee with additional information with an aerial photograph of the site; this was not part of the application or the report. It was his view that the proposal for moorings infringes on the navigation, and in relation to the sailing events at the venue as well as the proximity to the powerboat racing exclusion zone he said the proposal was too close for safety. He added that the NSBA and Waveney and Oulton Broad Yacht Club were happy for investment in the area and improvements to the marina but stated that the application would need to be modified to address the safety concerns.

Another Member said that Lowestoft Rowing Club had reported serious concerns to him with the application regarding obstructions at the site and would not want anything that projected any further than the existing marina.

Members were in favour of additional moorings but considered that anything that came out further than what one Member called the 'natural line' was a hazard to navigation. The Chair concluded that the applicant would need to have a look at how far out they were proposing to put the moorings and return with a revised proposal.

James Knight proposed, seconded by Brian Wilkins and it was unanimous agreed that,

The proposal in the view of the Navigation Committee interferes with the reasonable use of or enjoyment of the navigation area by other persons or vessels or persons exercising a public right of navigation.

The application would be presented at the Planning Committee with the views of the Navigation Committee.

2/12 Annual Income and Expenditure Report: 2017/18

Members received a report which set out a summary of the Authority's income and expenditure for the 2017/18 financial year.

The Chief Financial Officer informed Members that the auditors had completed the onsite work and she said that no potential changes had been raised. However, Members were made aware that the report would be finalised at the July Financial Scrutiny and Audit Committee meeting.

The Chief Financial Officer provided Members with an update for the 2018/19 figures, she said that the toll income at the end of May was £32,000 ahead of the target for hire craft. It was further explained that the income for private craft tolls was £1,000 ahead of the target at the end of May. In total 85% of tolls had been collected for this financial year.

Members noted the report.

2/13 Construction, Maintenance and Environment Work Programme Progress Update

The Head of Construction, Maintenance and Environment introduced Adrian Sewell, the newly appointed rivers engineer.

Members were informed of the temporary closure of Horsey Dyke as requested by IDB to complete emergency work for the replacement of a failed box culvert which runs underneath this section of the boat dyke. The Head of Construction, Maintenance and Environment told Members that the works were programmed to begin on 1 September for 12 weeks. He added that as Horsey Mere would be closed for navigation from 1 November the total impact was for September and October.

Members were made aware that the provision of a temporary floating pontoon in the north of Horsey Mere would be provided by the contractor for a limited amount of private mooring and keep the wildlife trip boat active. In addition to this there would be a diversion route to the existing public footpath to accommodate access to the alternative mooring site.

Following a question about the location of the newly purchased electronic signs, the Head of Safety Management explained that one had been delivered with three more on order. He added that the rangers had been asked to identify locations and key areas for the signs to be placed. Members were made aware that the signs were mobile so could be moved around.

The Chair thanked the Head of Construction, Maintenance and Environment for including additional information in the report in terms of dredging following a request after the last meeting.

The Vice Chair stated that dredging was an important item for stakeholders and commended the work of Officers regarding a complex issue. He added that he was aware the Authority had invested in new efficient and safer equipment and hoped that, subject to disposal sites being available, the output may be higher. The Member also mentioned the importance of maintaining dredging volume output in view of the 900,000m³ sediment removal backlog referred to in the 2007 Sediment Management Strategy. He added that he looked forward to Member engagement in the review process for the sediment management strategy.

The Head of Construction, Maintenance and Environment responded that the initial scoping meeting was looking at several areas of strategy relevant to waterways. He explained that the Integrated Access Strategy would be focused on this year, with a wider scope waterways management strategy being the focus for 2019/20 which would include sediment management. He said that this would include consultation with the Navigation Committee.

Members noted the report.

2/14 Chief Executive's Report

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

Members were provided with an update on the Acle Bridge Design Competition. The Chief Executive said that 163 submissions of interests were received of which 3 designs from the 95 valid submissions had been shortlisted for stage 2 of the competition. The Chief Executive explained that it was intended that an exhibition would be held later in the year to showcase the quality of the 95 submitted designs.

In regards to the catering facilities at Acle Bridge the Chief Executive said that Churchills, the contractors for Whitlingham, were looking into providing something for the summer.

2/15 Items for Future Discussion

One Member asked for more information to be provided at the next meeting on the frequency of ranger patrols. Following concerns the Member had received about the lack of visibility of rangers and a perceived decrease in patrols he said it would be useful to have the facts for year on year comparison. He further suggested engaging more volunteers at busy times.

The Head of Safety Management responded that the rangers had best value targets to meet for where and how frequently rangers have to patrol; he said that the figures published last year showed rangers had achieved 98% of these targets.

The Chief Executive added that there was already a number of volunteer rangers and said the Head of Ranger Services would be able to provide figures for the number of patrols.

2/16 Date of the next meeting depending on outcome of item 9

Following the outcome of item 9 it was agreed that the date of the next meeting would be held on Thursday 6 September 2018 at Yare House, 62-64 Thorpe Road, Norwich commencing at 2.00pm

The meeting concluded at 5.10pm

Chairman

Code of Conduct for Members

Declaration of Interests

Committee: Navigation Committee

Date of Meeting: 14 June 2018

Name Please Print	Agenda/ Minute No(s)	Nature of Interest (Please describe the nature of the interest)	Please tick here if the interest is a Prejudicial interest
Simon Sparrow	6-14	Hire boat operator, landowner, toll payer, resident	
James Knight	6-14	Hire boat operator, toll payer, property owner, member of yacht clubs	
Michael Whitaker	6-14	No changes from previously	
Kelvin Allen	6-14	No changes from previously	
Max Heron	6-14	No new declarations	
Linda Aspland		No new declarations	
Matthew Bradbury	6-14	BCU member No new declarations	
Brian Wilkins		No new declarations	
Nicky Talbot	6-14	No new declarations	

Summary of Actions and Outstanding Issues Following Discussions at Previous Meetings
Report by Administrative Officer

Date of Meeting and Minute No	Discussion	Responsible Person	Summary of Actions and Outstanding Issues
20 April 2017 Minute 1/8 Summary of Actions and Outstanding Issues following Discussions at Previous Meetings	Prof Williamson had been chased for the Staithes report and the Authority hoped to receive the maps by the end of April.	Senior Waterways & Recreation Officer	A meeting with Prof Williamson took place on 25 April to agree the amendments required to the report prior to preparing a final version for publication. Revised text was sent to Thorpe Town Council for comment. Thorpe Town Council provided additional evidence regarding Thorpe River Green which is now being considered by Prof Williamson and a letter will be sent to Thorpe Town Council after Prof Williamson has met with the Broads Authority's Solicitor.
19 October 2017 Minute 2/17 Items for future discussion	Network Rail Whole Life Strategy for swing bridges and replacing Trowse Swing Bridge with a fixed bridge.	Chief Executive	A workshop with Network Rail regarding the performance of the swing bridges took place on 1 August 2018. This included presentations from a Network Rail engineer. Broads Authority Members and relevant stakeholders were in attendance. The actions from this meeting are included later on in the agenda in item 7 Chief Executive's Report and Current Issues
14 December 2017 Minute 3/10	Unauthorised development at	Head of Planning	The Committee received a report regarding an unauthorised development at Barnes Brinkcraft in

Date of Meeting and Minute No	Discussion	Responsible Person	Summary of Actions and Outstanding Issues
Unauthorised Development with Navigation Implications	Barnes Brinkcraft in Hoveton.		<p>Hoveton. The Navigation Committee welcomes investment to provide improved mooring provision but has grave reservations about any encroachment on the navigation of the river and that the Planning Committee take this into account when seeking to resolve the matter with the landowner.</p> <p>Following protracted negotiations, The landowners have now agreed a scheme in line with that which the Navigation Committee had been prepared to support. A planning application has been submitted for the scheme and it is due to be presented at the 14 September 2018 Planning Committee.</p> <p>Officers are continuing to monitor the compliance over the summer.</p>

Chief Executive's Report and Current Issues

<p>Purpose: The purpose of this report is to brief the Committee on significant matters relating to the maintenance and management of the waterways and to provide an opportunity for members of the Committee to raise any such issues.</p>

1. Swing Bridges Workshop

A workshop involving Broads Authority, members and officers, Network Rail engineers, boat owners and businesses was held on 1st August 2018 to examine the problems associated with the Reedham and Somerleyton swing bridges. The aim was to:

- (i) Build a better common understanding of the impact of the failure of the bridges to open reliably and the reasons behind it;
- (ii) Identify what measures can be taken to improve the reliability of the present structures and response to hot conditions and mitigate any problems;
- (iii) Examine the options for refurbishment or replacement and identify what needs to be done to pursue them.

28 people attended the workshop including four members of this Committee. Notes of the workshop have been circulated to all members and those who attended. An Action Plan has been agreed with Network Rail and this is replicated in Appendix 1. Probably the most significant development was the announcement that Network Rail is commissioning the preparation of asset management plans for the two bridges to make the case for separate funding and these are expected to be completed by March 2019. This is in the context of a total 5 year maintenance budget of £160 million for the 6,000 structures across the region and a replacement cost for the two bridges of £80 million.

Officers will follow up with the engineers from Network Rail on the implementation of the agreed Action Plan.

2. Incident on the River Chet

On 24 July 2018 a hire boat owned struck failed flood defence piling on the true left bank of the lower section of the River Chet. This holed the vessel at the stern and it sank. This is an extremely unusual incident but does raise serious concerns about the poor state of some of the old flood defences around the Broads.

There are a significant number of hazards in and around the navigable system and the rangers are very alive to their presence and assiduous in either taking immediate action or marking them so that all boat owners and hirers can avoid them. All hazards are not just marked on the ground but also mapped.

Old flood defence piling is a particular concern for us and we have mapped and marked all those areas which we believe to be a hazard. The ownership and responsibility for flood defence piling usually rests with the Environment Agency and we have alerted the Agency's staff to our concerns on a regular basis.

In the case of the incident on the River Chet we have established that the hazardous piling on one of the lower bends of the river was clearly marked and the yellow posts warning boats to keep clear have been reinstated.

Given our concerns about the hazards posed by this piling and concerns that the Head of Ranger Services has about the condition of the bank owned and maintained by the Environment Agency at another location the Chief Executive emailed the senior engineer responsible on Monday morning (6th August). He received a response on Monday afternoon that he would "ask BESL to attend to the issue as a matter of urgency." Officers also took the opportunity to raise our concerns about this specific issue with the Regional Director of the Environment Agency when they were with him on Thursday 9th August.

As you will all know the Broads Authority, its members and officers, take all matters concerned with the safety of the public extremely seriously and have therefore responded very quickly to this matter in drawing the Environment Agency's attention to this hazard posed by this section of old piling.

An update from the Environment Agency on how it is proposing to deal with the two hazards I will provided at the meeting

3. Trespass mooring at Catfield Dyke

The Broads Authority and the Catfield Poors Trust are supporting the Norfolk Wildlife Trust in its legal action to apply for an injunction to remove a group of illegally moored boats along with paraphernalia and a considerable encampment on the bank from the NWT land and prevent it from moving on to adjacent land owned by the Poors Trust and the Broads Authority. The trespasser has previously trespassed on the Authority land in the area and the Ranger team considered there to be a probability that removal from one parcel of land would result in him moving onto the Authority's. The trespasser is claiming a disability defence.

A date of 10th and 11th December 2018 has been set for the hearing.

The Authority has also issued all the relevant paperwork for non-payment of tolls and failure to have Boat Safety Scheme certification and these matters are being pursued separately by the Broads Authority.



4. Mutford Lock: Transfer
Contact Officer: David Harris

The two Harbour Revision Orders for the transfer of ownership of Mutford Lock to the Broads Authority have now been lodged for a 42 day public consultation from 3 August 2018.

5. Waveney Swimming Event
Contact Officer: Adrian Clarke/Mark King

Sunday 1 July saw the first ever organised open water swim event to take place in the rivers of the Broads National Park. The Waveney River Swim proved to be a success and saw over 100 competitors enter the water at the Waveney River Centre.

The event was devised and organised by the world record holding open water swimmer, Mel Holland, who has worked closely with the Broads Authority for the last 10 months to ensure all of the planning, route selection and safety issues were checked, double checked and agreed with Broads Authority Officers.

The swim began at the Waveney River Centre where participants made their way (either in relays or as a single swim) towards Beccles Quay where family and friends awaited their triumphant arrival. All of the competitors completed the course successfully before the organised 2pm cut off.

Prizes were awarded by the Mayor of Beccles, Elfrede Brambley-Crawshaw, as well as Hugh Taylor of the River Waveney Trust and Broads Authority member, Bill Dickson.

It is hoped that the Waveney River Swim will become an annual fixture in the Broads calendar.

6. Reservation of Moorings

The Authority has taken the difficult decision not to reserve space at public 24 hour moorings for specific craft because of an increase in the number of requests and complaints from others. We have to be fair to all users of our busy 24 hour moorings and yacht stations which is why we have stated that in order to accommodate everyone we are no longer able to reserve a specific spot for any particular boat.

This has resulted in correspondence with Wherry Yacht Charter in particular. The Authority has been and continues to be a great supporter of all the surviving wherries, both those owned by Wherry Yacht Charter, the Norfolk Wherry Trust and Wherry Maud Trust. They are an important part of the area's cultural heritage. The recent tolls review identified them as a special class of vessel to be treated favourably.

Broads Authority staff have made it clear that we will welcome the wherries at the yacht stations and will make sure we find appropriate mooring space. Both yacht stations have considerable lengths of mooring and there should be no problems in accommodating them. The position at Ranworth is very different, with a short length of mooring at the public staithe which is heavily used by visitors to the Broads. There are other options available.

We are arranging to meet the Trustees of the Wherry Yacht Charter in the autumn to discuss the issue.

7. Frequency of Ranger Patrols

Contact Officer: Lucy Burchnall

At the last Committee a member asked about the level of patrolling by the Rangers. We have 8 vessels (excluding the RIB) which require 9 people to operate them (Breydon is double manned). The limiting factor is not boats but people. We have 12 full-time Rangers, 6 Summer Seasonal Rangers and 2 Winter Seasonal Rangers, plus around 50 volunteers. They are funded 60% from Navigation income and 40% from National Park Grant and the work allocated accordingly.

Appendix 3 shows the average navigation/countryside splits for three months are higher on the navigation side as would be expected during the summer when patrolling is a priority. You can see that of the 1764 days spent on navigation duties, the vast majority, 1356 (77%), are on patrolling.

The Head of Ranger Services has looked for comparisons from the past and found statistics for patrolling in the year 2000. Interestingly if we

compare the number of person days spent patrolling in the summer season only they are as follows:

2000 – 1356 person days (this includes lunch breaks, paperwork etc.)

2018 – 1356 person days (this excludes lunch breaks, paperwork etc.)

It is somewhat surprising that the figures are identical but there is a measurable increase in coverage because of what the figures include – which is pleasing.

8. Navigation Patrolling and Performance Targets

Contact Officer/Broads Plan Objective: Lucy Burchnall/4.3

The report of the significant use of powers by the rangers is displayed in Appendix 2 and reflects the busy period. Appendix 3 shows the average navigation/countryside splits for three months are higher on the navigation side as would be expected during the summer when patrolling is a priority.

9. Sunken and Abandoned Vessel Update

Contact Officer/Broads Plan Objective: Lucy Burchnall/4.3

The sunken and abandoned update is contained in Appendix 4. As with the last report we are continuing to deal with a number of vessels which have sunk on the River Waveney but progress has been made in each of these cases.

10. Planning Enforcement Update

Contact Officer/Broads Plan Objective: Cally Smith/None

There are no further enforcement matters with navigation implications to report.

Background papers:	None	
Author:	Sandra Beckett/Sarah Mullarney	
Date of report:	August 2018	
Broads Plan Objectives:	Multiple	
Appendices:	APPENDIX 1 -	Swing Bridges Workshop Action Plan
	APPENDIX 2 -	Rangers Exercise of Powers Analysis
	APPENDIX 3 -	Ranger Duties
	APPENDIX 4 -	Sunken and Abandoned Vessels

**Swing Bridges Workshop
1 August 2018**

Action	Responsible
1. Agree service level for the bridges and a metric that measures: <ul style="list-style-type: none"> - Number of failures and impact on boat users - Helps build the business case 	Network Rail/Broads Authority to draft and circulate
2. Agree a procedure for high impact days – so that Network Rail can adjust maintenance teams and deliver a better service.	Network Rail/Broads Authority Liaison with Broom Owners Club/Yacht companies
3. Agree a better escalation system if boat owners have a problem – a person who understands the problem.	Network Rail to draft
4. Improved system to notify Broads Control about the status of bridges to improve the information put out to public.	Network Rail/Broads Authority
5. Network Rail Operations Team to review procedures for interacting with users of the Broads – production of a How to Guide – for example improving information displayed on the Electronic Boards.	Network Rail
6. Follow up information regarding Ofcom and radio channels.	Network Rail
7. List of incremental improvements made to date and scheduled for delivery	Network Rail
8. Network Rail to proceed with bespoke asset management plans for the two bridges to seek funding outside the normal process, keeping the Broads Authority briefed on progress with the aim of presenting the outcomes next year.	Network Rail
9. When we have the evidence and asset management plans raise the profile of the bridges and their importance to the local economy with all decision makers. (DfT, Network Rail, Norfolk County Council and Highways England.)	All

APPENDIX 2

Rangers Exercise of Powers Analysis (Bracketed figures are running totals, April 2018 to March 2019)						Date: Apr-Jul 2018		
	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
Verbal Warnings								
Care & Caution	20 (20)	8 (8)	12 (12)	76 (76)	1 (1)		6 (6)	5 (5)
Speed	1210 (1210)	683 (683)	393 (393)	341 (341)	177 (177)	83 (83)	124 (124)	72 (72)
Other	40 (40)	34 (34)	15 (15)	34 (34)	35 (35)	35 (35)	25 (25)	3 (3)
Blue Book Warnings								
Care & Caution	5 (5)	1 (1)	1 (1)	1 (1)			1 (1)	4 (4)
Speed	21 (21)	16 (16)	7 (7)	5 (5)	3 (3)	7 (7)	1 (1)	5 (5)
Other	5 (5)	17 (17)	14 (14)	5 (5)		11 (11)	2 (2)	4 (4)
Special Directions	139 (139)	78 (78)	30 (30)	63 (63)			339 (339)	
Launch Staffed (by Ranger)	115 (115)	46 (88)	104 (104)	92 (92)	92 (92)	66 (66)	85 (85)	122 (122)
Best Value Patrol Targets Percentage Compliance	100% (100%)	100% (100%)	100% (100%)	100% (100%)	94% (94%)	96% (96%)	95% (95%)	90% (90%)
Volunteer Patrols		2 (2)		1 (1)				
IRIS Reports	77 (77)	53 (53)	45 (45)	36 (36)	43 (43)	35 (35)	65 (65)	61 (61)
Broads Control Total Calls	TOTAL 17,628 (17,628)			Telephone 13,453 (13,453)			VHF 4,175 (4,175)	

Total Time Allocated/Actual Ranger Team

Up to 17 August 2018

Broads Authority Corporate	Work Area	Annual Allocation	Actual Days To Date
Corporate Time	Training	134	41.76
	Broads Control	39	17.29
	Team meetings / work planning	349	166.25
	Partnership working	82	34.62
	Assisting other sections	94	18.82
	Annual Leave		184.66
	Off Work Sick		36.01
	Time in Lieu		12.67
Premises Maintenance	Billets and boatsheds	19	9.80
Vessel & Equipment Maintenance	Launch - General		6.42
	Trailers - General		0.81
	Vehicle Maintenance		4.26
	Other equipment repair		8.51
Total		717	541.88

Navigation	Work Area	Annual Allocation	Actual Days To Date
Navigation Maintenance	Patrolling	1356	791.42
	Escorts	35	24.53
	Prosecution files	0	21.15
	Bankside tree management	101	4.86
	Obstruction removal	29	9.26
	Channel markers & buoys	41	6.22
	Signs & boards maintenance	73	22.70
	Adjacent Waters		44.59
Mooring Maintenance	Reactive mooring maintenance	129	18.72
Total		1764	943.45

Actual Percentage	82%
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Conservation, Rec, C'side	Work Area	Annual Allocation	Actual Days To Date
Conservation	Fen management	14	1.49
	Lake / Riverbank restoration	10	0.00
	Invasive Species Control	33	0.14
	Other conservation work	202	1.15
	Pollution Response		0.14
Recreation/Countryside Maintenance	Visitor Site maintenance	185	95.30
	Whitlingham Country Park	300	102.06
	Public footpath work	14	0.00
Public engagement	Education work	20	8.58
Total		778	208.85

Actual Percentage	18%
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Team total	3259	1694.18
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APPENDIX 4**Sunken and Abandoned Vessels**

Description	Location found	Action	Notice Affixed	Result
Motor Cruiser	River Yare Old River Thorpe.	Vessel sunk at owners moorings	No	Not affecting the navigation owner will raise in due course
Motor Cruiser	Oulton Broad	Harbour Master liaising with owner	No	Not affecting the navigation Oulton Broad Harbour Master liaising with owner
Yacht	Geldeston	Liaising with owner	No	Authority liaising with owner
Yacht	Somerleyton	Abandoned Notice expired. Hazard marked	Yes	Will be raised by Authority
Motor Cruiser	Beccles	No owner found for vessel. Notice affixed deadline 1 st Sept 2018	Yes	Awaiting deadline for Notice

New Boat Safety Scheme carbon monoxide alarm requirement
Report by Head of Safety Management

Purpose: The purpose of this report is to consult the committee on the proposal for the mandatory installation of CO alarms on boats with accommodation spaces. The Boat Safety Scheme is also seeking views on introducing checks on smoke alarms in private boats.

1 Background

- 1.1 The current Boat Safety Scheme (BSS) requirements are based on 2002 BSS standards (Non-Private), Hire Boat Requirements 2017 and the Private Boat requirements 2013 which were subsequently adopted by the Authority. All of these adopted standards were based on the Broads Authority Boat Safety Standards Byelaws 2006.
- 1.2 As the currently proposed new requirement differs materially from the standards as set out in the Broads Authority Boat Safety Standards Byelaw 2006 the Authority is required to consult prior to adopting any changes to the standards.

2 The New BSS Requirement

- 2.1 There have been a number of fatalities over the recent years from Carbon Monoxide (CO) poisoning on boats largely from large petrol engine exhausts. However in the past two years new information about CO has brought the need for action into focus. Marine Accident Investigation Branch (MAIB) tests have shown that petrol-engine exhausts cannot just fill a boat with fatal concentrations of CO in seconds, they can also emit enough toxic gas to form a potentially deadly atmosphere within adjacent boats.
- 2.2 The World Health Organisation has published guidelines for indoor exposure to CO are just less than 88 parts per million (ppm) over a 15-minute period or no more than 30 ppm in a 60-minute duration. In August the UK regulations on the safe working exposure limits have seen a significant reduction of allowable concentrations of CO in a workplace atmosphere; 20 ppm for an 8-hour period and 100 ppm in a 15-minute time weighted average short-term exposure.
- 2.3 Initial research from a group of BSS Examiners using four-gas analysers since December last year has yielded results that suggest that each year, examiners may step aboard 300 boats that have 20 ppm and 27 boats that

have 100 ppm of CO in the cabin when equipment is tested as part of the BSS Examination.

- 2.4 This would present an enhanced risk to anyone aboard or entering the boat at that time such as first responders to incidents or BSS Examiners about to start work as engine exhaust fumes have indicated that CO levels in the cabin space increased initially after engines were turned off.
- 2.5 The BSS Management Committee, with the full support of stakeholders on all three Scheme committees, are commending public support for the proposal for mandatory installation of CO alarms on boats with accommodation spaces.
- 2.6 It is proposed that the Broads Authority adopt the new BSS requirement from 1st January 2019 for suitable CO alarms in good condition to be present in all classes of boats with accommodation, Private boats, Hire boats and Non-private (workboats, floating restaurants etc.).
- 2.7 The intended benefits are set out below:
- Firstly, it is intended to help prevent CO poisoning of people and their pets aboard boats from sources of CO generated by the activity of others. e.g. the use of engines and appliances on adjacent boats.
 - Secondly, the enhanced protection will also help protect first-responders/emergency services, BSS Examiners, waterways staff or other workers on, or in the immediate vicinity of the boat.
 - The additional recognised benefits beyond the regulatory target are a) the anticipated effectiveness of CO alarms in preventing death or injury to boat owners placed at risk in their own boats from running the boat's engines or appliances and b) to make craft occupants aware of moderate levels of CO which can be a long-term threat to health if left undetected.
 - Implementing the recommendation will help prevent CO poisoning fatalities and injuries to tenants on boats who may be at higher risk from CO poisoning.
 - The overall effect, based on the previous 20-year history of 30 CO boat fatalities nationally, it could be estimated that the next 20 years could see a reduction down to one boat CO fatality every ten years.
- 2.8 Based on previous consultations submissions and numerous comments made over the past few years on social media, the BSS Office anticipates correspondents will also wish to comment on smoke alarms.
- 2.9 The arguments for third party protection provided by smoke alarms are not as strong as for the need for CO alarms. However, there is sufficient anecdotal evidence that the numbers of deaths in boat fires (12 in the past 10 years with 7 dying from smoke inhalation) could be reduced if working smoke alarms are installed on all boats with accommodation space.

- 2.10 The BSS will also be taking the opportunity to seek opinion on the concept of introducing BSS checks on smoke alarms for private boats. Suitable smoke alarms are already mandatory for boats with overnight accommodation offered for self-drive leisure hire.

3 Consultation

- 3.1 Whilst the Boat Safety Scheme has a requirement to consult those likely to be affected before implementation, the Broads Authority is also required to consult such bodies as appear to represent boating interests on its intention to impose construction standards.
- 3.2 A notice setting out the Broads Authority consultation was published in the Eastern Daily Press on the 22 August 2018 setting out the proposed changes and signposting the Boat Safety Scheme as the administrators of the consultation.
- 3.3 Letters were sent to the Royal Yachting Association, the Broads Hire Boat Federation, the Norfolk and Suffolk Boating Association and British Marine setting out the consultation and the details of how to respond.
- 3.4 All toll payers will be advised of the consultation via a special “broadsheet” due to be distributed in September 2018. Additionally the consultation has been signposted on the Broads Authority website.
- 3.5 The consultation closes on the 09 November 2018. A link to the consultation: www.boatsafetyscheme.org/alarmconsultation2018
- 3.6 The Boat Safety Management Group was consulted by email and feedback on their responses will be represented to the Committee at this meeting.

4 Next Steps

- 4.1 The responses to the national consultation will be considered by the Boat Safety Scheme internal committees and a final decision on the content and implementation of the proposed changes will be considered at the Boat Safety Scheme Management Committee in mid-December.
- 4.2 As the new requirement is relatively simple and pre consultation feedback is that the proposal is well supported by user groups it is not therefore proposed to present the national consultation responses to the Navigation Committee unless there is a substantial lack of support for the new requirement. However the Broads Authority will consider the responses to the consultation before any decision to adopt the new standard.
- 4.3 It is proposed that providing there are no material changes to the proposed requirements following the consultation that the Authority adopt the new Boat Safety Scheme requirement CO Alarms for all classes of boats with accommodation to be implemented from 1 January 2019.

Background papers:	None
Author:	Steve Birtles
Date of report:	16 August 2018
Broads Plan Objective:	4.3
Appendices:	None

Planning Application with Navigation Implications

Report by Planning Officer

BA/2018/0312/FUL: Full application for the erection of 8 residential dwellings, 1 mooring for Broads Authority use, 12 residential moorings, moorings allocated to dwellings, visitor moorings, the refurbishment of the marina building and associated car parking and landscaping on land at Marina Quays, Great Yarmouth.

Purpose: This report is to seek the views of the Committee on a planning application which 'may significantly affect the use or enjoyment of part of the navigation area'. It is for the installation of 12 new residential moorings, one mooring for the Broads Authority, visitor moorings, eight new residential dwellings each with an allocated mooring and the refurbishment of the marina building and associated car parking and landscaping.

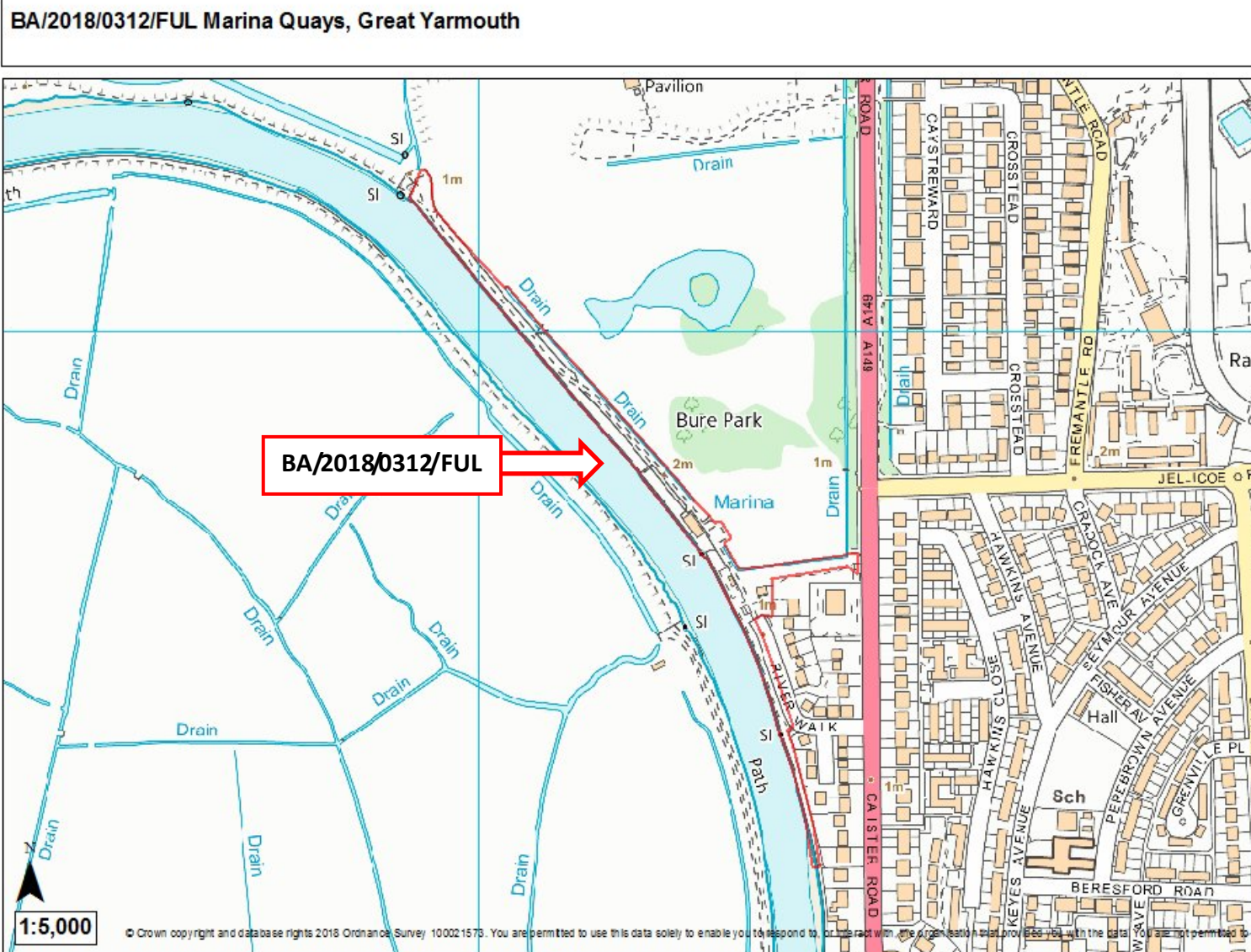
1 Location

- 1.1 Marina Quays is situated to the north west of the town on the west side of Caister Road. It is adjacent to River Walk, a residential road comprising a small estate of detached properties which are accessed off Caister Road.
- 1.2 There is a single track tarmacked road, which runs from the bollards at the end of River Walk to the barrier and stile at the north of the site. It is also a footpath (FP10) used by pedestrians to access the water frontage as, in some areas, there is a path on the river side of the flood defences.
- 1.3 The site is linear, extending to around 770 metres along the river bank and including an area of 900metres² currently occupied by a derelict former toilet block. The old marina building is also in a very poor state of repair, located central to the site adjacent to the river bank. Within the river bank area there are some mature trees, there is also a flood defence wall running the length of the river bank. The application site area is 1.54 hectares.
- 1.4 Access to the proposal is shown off Caister Road to the north of the Bure Business Park (a small office building) and the former public house.
- 1.5 To the east is Bure Park, a public area of open space which has parking and is accessed off Caister Road. It also has pedestrian access over the dyke from the road along the river.

2 The Planning Application

- 2.1 This application is for the installation of new moorings and eight x two-and-a-half storey residential units.
- 2.2 The application proposes a mix of residential, private and visitor moorings, plus a further one for Broads Authority use. The proposed 12 new residential moorings extend to the north of the site from the old marina building. Each mooring is 32m in length, giving a total length of 384m, which is around half of the river frontage within the application site. The Broads Authority mooring is at the northern most location and is also 32m. The application shows one car parking space provided adjacent to each of these moorings with a hammerhead for turning adjacent to the Broads mooring. Two passing places are shown along the single track road.
- 2.3 The next moorings (downstream) are close to the eight proposed residential units. These are shown as private, being allocated one for each dwelling. They are smaller at 12.5m in length, giving a total length of 100m.
- 2.4 The visitor moorings are to the south of the access, at the downstream end of the site, extending along the frontage closest to the existing dwellings on River Walk. These comprise the remainder of the river frontage and the length is around 200m, therefore averaging 10m per mooring would allow for around 20 visitor moorings, but actual numbers would depend on the size of each boat.
- 2.5 The residential units are sited within the central area of the application site where the vehicular access enters the site. Two larger units, 4-bed, are sited in the area of the former toilet block and six 2-bed units are sited on the grassed/concreted area to the west of the concrete flood wall. Each dwelling has two parking spaces allocated, the 4-bed units have parking immediately adjacent to them with the parking for the other six units being in two blocks and includes two visitor spaces. The dwellings are two-and-a-half storey buildings each with a square footprint and monopitch roof, constructed using wood and zinc cladding.
- 2.6 The derelict marina building is proposed to be restored to be used as office and storage space.
- 2.7 The comments of the Committee on any matters of relevance to navigation are sought and will be considered as part of the planning process.

Background papers: BA/2018/0312/FUL
Author: Ruth Sainsbury
Date of report: 23 August 2018
Broads Plan Objectives: None
Appendices: APPENDIX 1 - Location Plan



Lake Lothing Third River Crossing
Report by Planning Policy Officer

Purpose:	This report is to seek the views of the Committee on a consultation for a project which 'may significantly affect the use or enjoyment of part of the navigation area' at the Lake Lothing Third River Crossing, Lowestoft.
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1. Introduction

- 1.1. The Third River Crossing at Lake Lothing is a new highway crossing of Lake Lothing, Lowestoft, connecting Riverside Road to the south of Lake Lothing with Peto Way to the north of Lake Lothing.
- 1.2. The application is nationally significant and is therefore classed as a Nationally Significant infrastructure Project and is being determined by the Planning Inspectorate.
- 1.3. This application was received by the Planning Inspectorate on 13 July 2018. It is now out for consultation.

2. The proposed river crossing

- 2.1. The following images give an artist's impression of what the bridge will look like.



Figure 1: Artists' impression of the Scheme with bridge lowered



Figure 2: Artists' impression of the Scheme with bridge raised

2.2. The following are links to the various documents that seem of relevance. The actual page dedicated to the Third River Crossing at Lake Lothing is here: <https://infrastructure.planninginspectorate.gov.uk/projects/eastern/lake-lothing-third-crossing/?ipcsection=overview>

- Initial options assessment report:
<https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000373-7.4%20-%20Outline%20Business%20Case%20-%20App%20A%20-%20Options%20Assessment%20Report.pdf>
- A virtual fly through can be seen here: <https://www.suffolk.gov.uk/roads-and-transport/transport-planning/lake-lothing-3rd-crossing/>
- This plan is an overall drawing of the design of the bridge:
<https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000217-2.9%20Engineering%20Section%20Drawings%20and%20Plans%20Side%20Roads%20Key%20Plan.pdf>
- This plan shows the details of the bridge:
<https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000216-2.9%20Engineering%20Section%20Drawings%20and%20Plans%20Main%20Sheet%202%20of%202.pdf>
- This shows the profile of the bridge:
<https://infrastructure.planninginspectorate.gov.uk/wp->

[content/ipc/uploads/projects/TR010023/TR010023-000215-2.9%20Engineering%20Section%20Drawings%20and%20Plans%20Mainline%20Sheet%201%20of%202.pdf](https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000215-2.9%20Engineering%20Section%20Drawings%20and%20Plans%20Mainline%20Sheet%201%20of%202.pdf)

- This shows landscaping at the access points to the bridge:
[https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000211-2.8%20Landscape%20Plan%20\(Sheet%201%20of%202\).pdf](https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000211-2.8%20Landscape%20Plan%20(Sheet%201%20of%202).pdf) and
[https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000212-2.8%20Landscape%20Plan%20\(Sheet%202%20of%202\).pdf](https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000212-2.8%20Landscape%20Plan%20(Sheet%202%20of%202).pdf)
- This plan shows dredging:
<https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000229-2.12%20Limits%20of%20Dredging%20Plan.pdf>
- Design report: <https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000406-7.5%20-%20Design%20Report.pdf>
- Details of lighting: <https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR010023/TR010023-000411-7.5%20-%20Design%20Report%20App%209%20-%20Lighting%20Report.pdf>

3. Conclusion

- 3.1. The comments of the Committee on any matters of relevance to navigation are sought and will be considered as part of the consultation response.

Background papers: None
Author: Natalie Beal
Date of report: 23 August 2018
Appendices: None

**Navigation Income and Expenditure:
1 April to 30 June 2018 Actual and 2018/19 Forecast Outturn
Report by Chief Financial Officer**

Purpose: This report provides the Committee with details of the actual navigation income and expenditure for the three month period to 30 June 2018, and provides a forecast of the projected expenditure at the end of the financial year (31 March 2019).

1 Introduction

- 1.1 This report provides a summary of the Income and Expenditure for the Navigation Budget up until 30 June, any amendments to the Latest Available Budget (LAB), Forecast Outturn (predicted year end position) and the movements on the earmarked reserves.

2 Overview of Actual Income and Expenditure

Table 1 – Actual Navigation I&E by Directorate to 30 June 2018

	Profiled Latest Available Budget	Actual Income and Expenditure	Actual Variance
Income	(2,751,893)	(2,569,669)	- 182,224
Operations	760,465	695,640	+ 64,825
Strategic Services	181,632	171,047	+ 10,585
Chief Executive	156,538	163,990	- 7,452
Projects, Corporate Items and Contributions from Earmarked Reserves	(17,140)	17,901	- 35,041
Net (Surplus) / Deficit	(1,670,398)	(1,521,091)	- 149,307

- 2.1 Core navigation income is below the profiled budget at the end of month three. The overall position as at 30 June 2018 is an adverse variance of £149,307 or 8.94% difference from the profiled LAB. This is principally due to:
- An overall adverse variance (all of which are timing differences, see forecast adjustments) of £182,224 within toll income:
 - Hire Craft Tolls is £167,414 below the profiled budget.
 - Private Craft Tolls is £6,432 below the profiled budget.
 - An underspend within Operations budgets relating to:

- Equipment, Vehicles and Vessels is under profile by £12,145 due to replacement vehicles and equipment being profiled ahead of actual expenditure.
 - Practical Maintenance is under profile by £30,074 due to timing differences on the profile originally set. This is due to the tree shears not being purchased until October.
 - An underspend within Strategic Services budgets relating to a number of small variances within various budgets.
 - An overspend within Chief Executive budgets relating to a number of small variances within various budgets.
 - An adverse variance within Reserves relating to the timing differences around the replacement of vehicles and equipment.
- 2.2 The charts at Appendix 1 provide a visual overview of actual income and expenditure compared with both the original budget and the LAB.

3 Latest Available Budget

- 3.1 The Authority's income and expenditure is monitored against the latest available budget (LAB) for 2018/19. The LAB is based on the original budget for the year, with adjustments for known and approved budget changes such as carry-forwards and budget virements. Full details of movements from the original budget are set out in Appendix 2.

Table 2 – Adjustments to Navigation LAB

	Ref	£
Original navigation budget 2018/19 (deficit)	Item 1 26/01/18	2,798
Approved carry-forwards from 2017/18	Item 12 18/05/18	639
Virement from RIV to EAD for holiday cover	Director approved	(384)
LAB at 30 June 2018		3,053

- 3.2 The LAB therefore provides for a navigation deficit of £3,053 in 2018/19 as at 30 June 2018.

4 Overview of Forecast Outturn 2018/19

- 4.1 Budget holders have been asked to comment on the expected expenditure at the end of the financial year in respect of all budget lines for which they are responsible. It must be emphasised that these forecast outturn figures should be seen as estimates and it is anticipated that they will continue to be refined and clarified through the financial year.
- 4.2 As at the end of June 2018, the forecast outturn indicates:
- The total forecast income is £3,343,899, or £5,599 more than the LAB.
 - Total expenditure is forecast to be £3,337,151.

- The resulting surplus for the year is forecast to be £6,748.

4.3 The forecast outturn expenditure reflects the following changes from the LAB as shown in Table 3. The forecast surplus represents a favourable variance of £9,801 against the LAB.

Table 3 – Adjustments to Forecast Outturn

	£
Forecast outturn deficit per LAB	3,053
Increase to Hire Craft Toll income	(5,599)
Increase to Construction & Maintenance Salaries Income following insurance claim reimbursement for Horace	(2,050)
Increase to Staff Training Income following employee reimbursement	(2,152)
Forecast outturn surplus as at 30 June 2018	(6,748)

4.4 The main reason for the difference between the forecast outturn and the LAB is the increase in hire craft toll income and additional income within other budgets.

5 Reserves

Table 4 – Navigation Earmarked Reserves

	Balance at 1 April 2018	In-year movements	Current reserve balance
	£	£	£
Property	(334,135)	(25,992)	(360,127)
Plant, Vessels and Equipment	(193,430)	(106,720)	(300,150)
Premises	(64,990)	(25,069)	(90,059)
CANAPE	(36,129)	(14,721)	(50,850)
Computer Software	(13,302)	0	(13,302)
Total	(641,986)	(172,502)	(814,488)

5.1 As with last year the Authority's contributions to the reserves have all been made in full at the end of quarter one. This has resulted in the reserves showing increased balances at the end of June. This will reduce as planned purchases take place throughout the year.

5.2 Items funded from the Plant, Vessel and Equipment reserve include the deposit for the Dockyard crane. The Premises reserve has continued to fund the works at the Dockyard Wet Shed. The CANAPE reserve contains the expenditure relating to the first claim. A claim for 50% has been submitted and is expected to be reimbursed in December 2018.

6 Summary

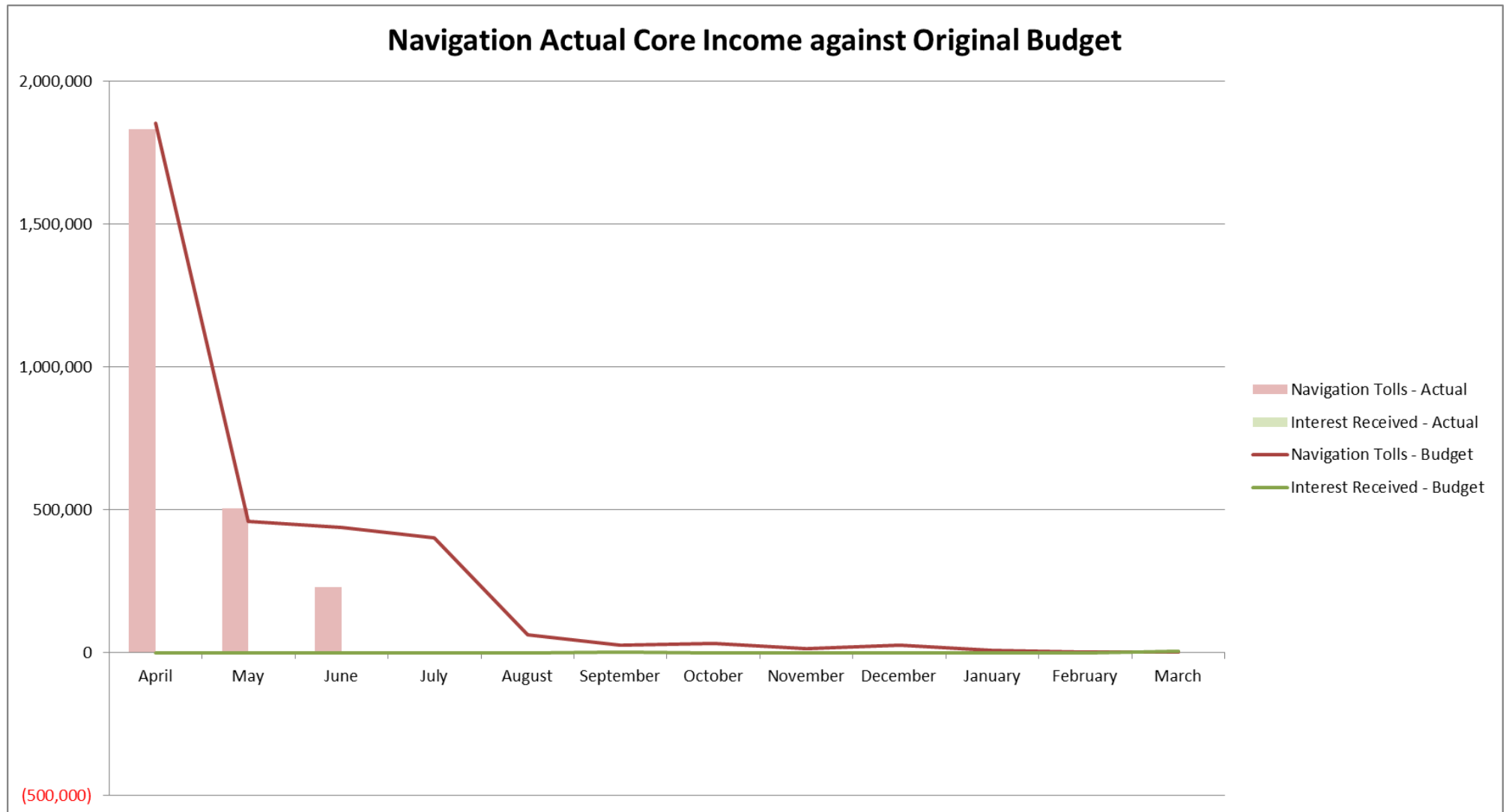
- 6.1 The current forecast outturn position for the year suggests a surplus within the navigation budget which would result in a navigation reserve balance of approximately £374,000 at the end of 2018/19 (before any year-end adjustments). This would mean the Navigation Reserve would be above the recommended 10% at 11.2%. Year-end transfers of interest to the earmarked reserves will mean that it will fall to approximately 11.1%. This will be highly dependent on the actual level of interest received.

Background Papers: Nil

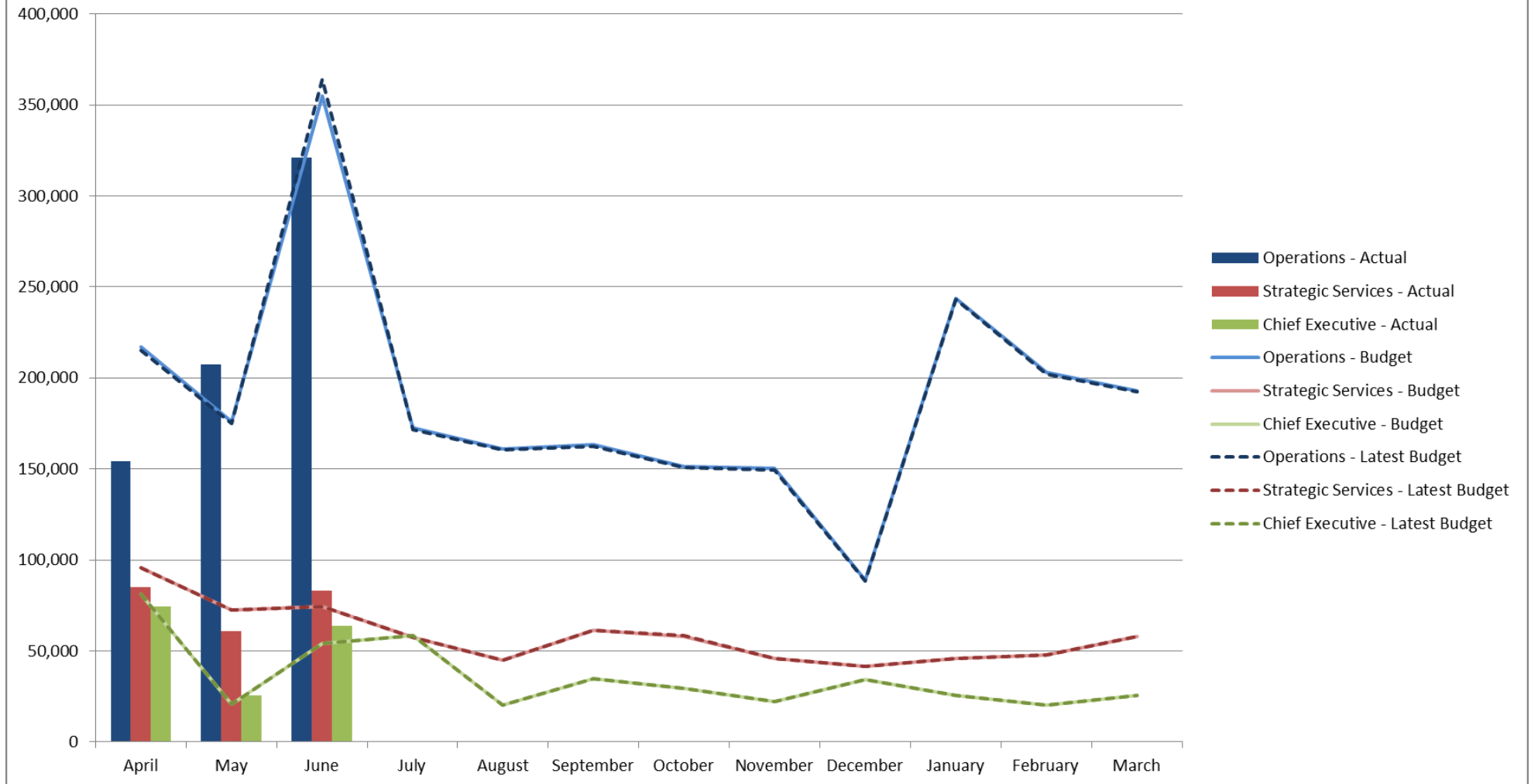
Author: Emma Krelle
Date of Report: 10 August 2018

Broads Plan Objectives: None

Appendices: APPENDIX 1 – Navigation Actual Income and Expenditure Charts to 30 June 2018
APPENDIX 2 – Financial Monitor: Navigation Income and Expenditure 2018/19



Navigation Net Actual Expenditure against Original and Latest Budget



To 30 June 2018

Budget Holder

(All)

Row Labels	Values				
	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Income	(3,338,300)		(3,338,300)	(3,343,899)	+ 5,599
National Park Grant	0		0	0	+ 0
Income	0		0	0	+ 0
Hire Craft Tolls	(1,149,300)		(1,149,300)	(1,154,899)	+ 5,599
Income	(1,149,300)		(1,149,300)	(1,154,899)	+ 5,599
Private Craft Tolls	(2,121,800)		(2,121,800)	(2,121,800)	+ 0
Income	(2,121,800)		(2,121,800)	(2,121,800)	+ 0
Short Visit Tolls	(40,900)		(40,900)	(40,900)	+ 0
Income	(40,900)		(40,900)	(40,900)	+ 0
Other Toll Income	(18,800)		(18,800)	(18,800)	+ 0
Income	(18,800)		(18,800)	(18,800)	+ 0
Interest	(7,500)		(7,500)	(7,500)	+ 0
Income	(7,500)		(7,500)	(7,500)	+ 0
Operations	2,347,147	16,556	2,363,703	2,361,653	+ 2,050
Construction and Maintenance Salaries	755,238	(384)	754,854	752,804	+ 2,050
Income	(2,836)		(2,836)	(4,886)	+ 2,050
Salaries	758,074	(384)	757,690	757,690	+ 0
Expenditure			0		+ 0
Equipment, Vehicles & Vessels	316,050		316,050	316,050	+ 0
Income			0		+ 0
Expenditure	316,050		316,050	316,050	+ 0
Water Management	98,000		98,000	98,000	+ 0
Income			0		+ 0
Expenditure	98,000		98,000	98,000	+ 0
Land Management	0		0	0	+ 0

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Income	0		0	0	+ 0
Expenditure	0		0	0	+ 0
Practical Maintenance	418,700		418,700	418,700	+ 0
Income	(10,500)		(10,500)	(10,500)	+ 0
Expenditure	429,200		429,200	429,200	+ 0
Ranger Services	470,996		470,996	470,996	+ 0
Income	(78,612)		(78,612)	(78,612)	+ 0
Salaries	404,508		404,508	404,508	+ 0
Expenditure	145,100		145,100	145,100	+ 0
Pension Payments			0		+ 0
Safety	101,358		101,358	101,358	+ 0
Income	(2,000)		(2,000)	(2,000)	+ 0
Salaries	43,213		43,213	43,213	+ 0
Expenditure	60,145		60,145	60,145	+ 0
Volunteers	30,140		30,140	30,140	+ 0
Income	(400)		(400)	(400)	+ 0
Salaries	20,180		20,180	20,180	+ 0
Expenditure	10,360		10,360	10,360	+ 0
Premises	116,319	16,940	133,259	133,259	+ 0
Income			0		+ 0
Expenditure	116,319	16,940	133,259	133,259	+ 0
Operations Management and Administration	40,346		40,346	40,346	+ 0
Income	(779)		(779)	(779)	+ 0
Salaries	37,000		37,000	37,000	+ 0
Expenditure	4,125		4,125	4,125	+ 0
Strategic Services	585,393	639	586,032	583,879	+ 2,153
Development Management	4,091		4,091	4,091	+ 0
Income	0		0	0	+ 0
Salaries	4,091		4,091	4,091	+ 0

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Expenditure	0		0	0	+ 0
Pension Payments			0		+ 0
Strategy and Projects Salaries	21,069		21,069	21,069	+ 0
Income	0		0	0	+ 0
Salaries	19,269		19,269	19,269	+ 0
Expenditure	1,800		1,800	1,800	+ 0
Biodiversity Strategy	0		0	0	+ 0
Expenditure	0		0	0	+ 0
Human Resources	55,231	639	55,870	53,718	+ 2,153
Income	0		0	(2,153)	+ 2,153
Salaries	30,836		30,836	30,836	+ 0
Expenditure	24,395	639	25,034	25,034	+ 0
Waterways and Recreation Strategy	47,990		47,990	47,990	+ 0
Salaries	38,990		38,990	38,990	+ 0
Expenditure	9,000		9,000	9,000	+ 0
Project Funding	0		0	0	+ 0
Expenditure	0		0	0	+ 0
Pension Payments			0		+ 0
Communications	74,362		74,362	74,362	+ 0
Income	(208)		(208)	(208)	+ 0
Salaries	64,070		64,070	64,070	+ 0
Expenditure	10,500		10,500	10,500	+ 0
Visitor Centres and Yacht Stations	79,065		79,065	79,065	+ 0
Income	(60,000)		(60,000)	(60,000)	+ 0
Salaries	115,065		115,065	115,065	+ 0
Expenditure	24,000		24,000	24,000	+ 0
Collection of Tolls	134,180		134,180	134,180	+ 0
Salaries	121,480		121,480	121,480	+ 0
Expenditure	12,700		12,700	12,700	+ 0

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
ICT	101,934		101,934	101,934	+ 0
Salaries	62,185		62,185	62,185	+ 0
Expenditure	39,749		39,749	39,749	+ 0
Strategic Services Management and Administration	67,472		67,472	67,472	+ 0
Income	(219)		(219)	(219)	+ 0
Salaries	43,922		43,922	43,922	+ 0
Expenditure	23,769		23,769	23,769	+ 0
Chief Executive	427,128		427,128	427,128	+ 0
Legal	28,127		28,127	28,127	+ 0
Income	(102)		(102)	(102)	+ 0
Salaries	16,229		16,229	16,229	+ 0
Expenditure	12,000		12,000	12,000	+ 0
Governance	41,168		41,168	41,168	+ 0
Salaries	24,041		24,041	24,041	+ 0
Expenditure	17,127		17,127	17,127	+ 0
Chief Executive	44,354		44,354	44,354	+ 0
Salaries	44,354		44,354	44,354	+ 0
Expenditure			0		+ 0
Asset Management	69,949		69,949	69,949	+ 0
Income	(2,725)		(2,725)	(2,725)	+ 0
Salaries	21,299		21,299	21,299	+ 0
Expenditure	51,375		51,375	51,375	+ 0
Finance and Insurance	169,960		169,960	169,960	+ 0
Income	(2,965)		(2,965)	(2,965)	+ 0
Salaries	77,045		77,045	77,045	+ 0
Expenditure	95,880		95,880	95,880	+ 0
Premises - Head Office	73,571		73,571	73,571	+ 0
Income			0		+ 0
Expenditure	73,571		73,571	73,571	+ 0

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Projects and Corporate Items	62,304		62,304	62,304	+ 0
Partnerships / HLF	30,904		30,904	30,904	+ 0
Income	(131,546)		(131,546)	(131,546)	+ 0
Salaries	21,980		21,980	21,980	+ 0
Expenditure	140,470		140,470	140,470	+ 0
Corporate Items	31,400		31,400	31,400	+ 0
Expenditure	1,000		1,000	1,000	+ 0
Pension Payments	30,400		30,400	30,400	+ 0
Contributions from Earmarked Reserves	(80,874)	(16,940)	(97,814)	(97,814)	+ 0
Earmarked Reserves	(80,874)	(16,940)	(97,814)	(97,814)	+ 0
Expenditure	(80,874)	(16,940)	(97,814)	(97,814)	+ 0
Grand Total	2,798	255	3,053	(6,748)	+ 9,802

**Construction, Maintenance and Environment Work Programme Progress
Update**

Report by Head of Construction, Maintenance & Environment

Purpose: This report provides the Committee with an update on the progress made in the delivery of the 2018/19 Construction, Maintenance and Environment Section work programme to date.

1 Dredging and Waterways Specification

- 1.1 The detailed breakdown in Appendix 1 gives the volumes for the dredging programme to the end of July 2018. A total of 15,290 m³ of dredged sediment has been removed from the prioritised sites. This actual figure represents 38% of the programmed target of 40,000 m³ for 2018/19.
- 1.2 Additional staff time and budget efficiencies have been sought in the 2018/19 dredging programme, to minimise movement and mobilisation of equipment, whilst retaining dredge volumes at priority sites. To achieve this, the planned dredging on the Waveney downstream of Beccles has been deferred to April 2019. The mobilisation to the River Chet for a relatively small amount of dredging (3,000 m³) has also been deferred. Where the sediment was to be used on the River Chet to strengthen the floodbank, the previously closed footpath has been re-opened, so more lead in time is needed to resolve this issue and develop additional benefits for footpath users. The outcome of this change to the programme has been to give more time dredging on the mid Bure between Thurne Mouth and Acle and in the Lower Bure through Great Yarmouth. Additional time in Great Yarmouth will be beneficial as the dredge requirement to achieve Waterways Specification depth is fully across the whole channel.
- 1.3 The range and duration of site restoration following completion of dredging projects, as well as preparation time for forward projects, is particularly heavy this year. The methodology of placing sediment on the river ronds requires re-handling by excavators to shape the material to the floodbank. This work has been occurring at Stokesby, where some drone footage was taken earlier this summer. The link to the page with the embedded video is here <http://www.broads-authority.gov.uk/looking-after/managing-land-and-water/dredging> .
- 1.4 The sediment lagoons at Hickling where the previous winter's mudpumping occurred have now dried out. The Environmental Permit to allow the

spreading and the supporting areable benefit statement are being prepared with the landowner. Spreading is expected in the early autumn.

- 1.5 Planning consent has now been approved for the CANAPE funded dredging and reedswamp creation project at Hickling Broad. The plant mobilisation, site preparation and installation of the geotextile tubes will occupy members of staff from the Construction Team for up to four weeks in September and early October.
- 1.6 Upstream of the right hand span (true right) of Breydon Bridge, the regular sand bar that develops has proved to be too compact for the hired plough dredging work to be effective. The Authority's "Urgent Boating News" web page has been updated to explain the need for deeper drafted hulls to use the middle span around low water. The "Navigation Notes" webpages will also be updated. The mechanical dredging required at this location will take place in March 2019 when the Authority's equipment is next passing. Rangers will regularly monitor the location to assess if the situation gets any worse.
- 1.7 The detailed annual breakdown of Waterways Specification compliance across the Broads will be brought to the next Navigation Committee in October 2018.
- 1.8 A review of the currently active Sediment Management Strategy (2007) is due in 2019/20. The methods by which the Authority carries out its dredging operations has changed considerably since 2007, as have the types of sediment re-use options available. A draft scope and timeline for the development and delivery of this review is anticipated by December 2018. In this financial year (2018/19) officers are reviewing the Integrated Access Strategy and the Biodiversity & Water Strategy.

2 Plant and Equipment

- 2.1 The Broads Authority has now purchased its own concrete pump, with financial support from the CANAPE project. The pump's first deployment is to the rond at Runham where dredgings from the Lower Bure are being placed to strengthen the floodbank. After this task, it will be moved round to Hickling for the start of the CANAPE funded project. The continued dredging on the Lower Bure through Great Yarmouth will be off-loaded by excavator and used to fill a setback area at Six Mile House on the Bure.
- 2.2 As part of the longer term equipment replacement plan, a new yard crane capable of lifting the workboats, tugs and smaller wherries for repairs and maintenance has been delivered to the Dockyard.
- 2.3 To facilitate the mechanisation of the Authority's annual riverside tree management work, a 13 tonne excavator and additional NATO pontoon floats have been purchased and delivered. The final element to buy is the hydraulic tree shear attachment. The first usage of this kit will be on the River Ant later this month.

- 2.4 The old Miller weedharvester was decommissioned as a cutting vessel a few years ago. The hull, engine and cabin have been fully overhauled, so the vessel is now fit for duty as an all-round utility work boat. Its first task will be supporting the project at Hickling Broad over this autumn and winter.

3 24 hour moorings

- 3.1 To avoid disruption during the busy summer visitor season only smaller scale reactive repair works are programmed. Maintenance team staff have been making emergency repairs at 24 hour moorings including Cantley, Horning Marshes, St Benets and Acle Bridge. Gauge boards have also been replaced at Ludham Bridge.

4 Water plant management

- 4.1 The rotation of weed harvesting in the channels has continued. The contract with Norfolk County Council to cut plant growth in Whitlingham Great Broad has also been completed again this year.
- 4.2 Low water levels and high temperatures have led to the seasonal hazard of low dissolved oxygen. Fish are the main concern as they can succumb to low oxygen levels relatively quickly, especially if trapped in dykes where death of large numbers can happen in a short space of time. Regular monitoring of dissolved oxygen through the day, by the staff operating the weed harvesters ensure the Authority's work does not negatively impact fish. In the open water of the larger river and broads this is not usually an issue. However work at Catfield Dyke, Waxham Dyke and Somerton Dyke has been delayed or deferred during August, at periods when dissolved oxygen levels have been below the Environment Agency safe working thresholds that the Authority has fully adopted.
- 4.3 The second hydroacoustic survey (mid-July) has now taken place, focusing on the area of Chara plants that was initially cut last year. The results of this survey show that there have been increases in plant cover and volume within the trial area since May. However, the plant height has not reached the necessary threshold above the bed of the broad to enable repeat cutting. This means that a further experimental cut of the Chara bed will not take place this year, as the plants didn't grow tall enough in the experimental plots to actually cut. The detailed monitoring will continue as planned, so that information on the response of the plants to the initial cutting can be tracked. Based on the on-going monitoring plan and consent from Natural England, cutting can potentially take place again next year, if the plants grow to the required height.
- 4.4 The overall distribution of water plants throughout Hickling has changed from last year. The plants seem to have spread over a wider area, but not reached the same heights over most of the Broad, as they did last season. Casual observation of water clarity over the late spring and summer has been that visibility has been poorer this season. The review of water quality monitoring data produced each winter for Hickling Broad as part of the experimental cutting trial will give more detail.

Background papers: Sediment Management Strategy (2007) <http://www.broads-authority.gov.uk/looking-after/managing-land-and-water/conservation-publications-and-reports/water-conservation-reports>

Author: Dan Hoare

Date of report: 17th August 2018

Broads Plan ref: 2.1; 2.3; 3.1; 3.2; 4.2; 6.1

Appendices: APPENDIX 1 – Dredging Progress 2018/19

APPENDIX 1

Dredging Progress 2018/19 (April 2018 to end July 2018)

Project Title	Project Element	Active BA dredging weeks Completed (to end Jan / Planned)	Volume Removed m ³		Annual project Cost ^a	Actual project cost (Apr-Jul)
			Planned	Actual	Planned	Actual
Lower Bure	a) Three Mile House to Marina Quays (Apr-Aug) b) Marina Quays to Yacht Station (Sep-Nov)	17 / 32	14,000	8,180	£184,400	£163,070
<i>Three Mile to Marina Quays completed</i>						
Mid Bure	a) Horning to Thurne Mouth (May-Jul) b) Oby to Acle Bridge (Nov-March)	12 / 33	18,000	7,110	£190,450	£91,110
<i>Set back area at Horning Hall has been utilized to current capacity</i>						
Breydon Water	Bar upstream of Breydon Bridge (March 2019)	1 / 1	500	0	£1,300	0
<i>Mechanical dredging with excavator is required</i>						
Hickling Broad	Mudpumping marked channel in North Bay (Oct-Feb)	0 / 16	5,500	0	£148,850	£3,480
<i>CANAPE funded project</i>						
Lower Bure	Plough dredge (Jan-Mar)	Contractor	2,000	0	£9,500	0
<i>Downstream of the Yacht Station is priority</i>						
Site restoration	Rockland, Hickling, Stokesby	-	-	-	£42,590	£28,840
<i>Restoration of dredge sites from work in 2017/18.</i>						
TOTAL		30 / 82	40,000	15,290	£577,090	£286,500

^a –project costs includes staff time for all elements (pre-works ecological mitigation, site set-up, active dredging & site restoration); BA plant; & budgetary expenditure (equipment hire, survey costs, contractor costs, mitigation works, materials & consumables etc); within the reporting period.