



Broads Authority

Navigation Area Operational Policies

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Broads Authority

Weather Forecast Policy

In accordance with the Ports & Marine Facilities Safety Code, the Broads Authority has a duty to make available timely information on prevailing and forecast meteorological conditions.

It is the Authority's policy that it will:

- a) Maintain a link to a nationally recognised weather forecasting agency, from the Broads Authority website, the forecast from the link will include general weather conditions, wind speed and direction including weather warnings for the local area.
- b) Maintain forecast weather data information at Broads Authority yacht stations and visitor centres and through Rangers.
- c) Promote the Environment Agency flood alert system on the website.
- d) Ahead of forecast weather warnings or flood events, send out information on social media alerting boaters to some of the precautions to take, such as not mooring under trees in high winds and checking moored vessels after heavy rainfall.
- e) Keep this policy under review as part of the planned monitoring and auditing of the Safety Management System Action Plan.
- f) Act in an appropriate and timely manner to address and perceived shortfalls in this policy.

Broads Authority

Towing Policy

In accordance with the Ports & Marine Safety Code, the Broads Authority has a duty to provide guidance for towing within the navigation area.

It is the Authority's policy that it will:

- a) Respond to emergencies for recreational vessels if Broads Authority vessels are available providing that prevailing conditions are favourable.
- b) In cases of emergency, tow vessels to a safe mooring or safe situation or recover passengers and crew.
- c) Maintain towing capability for recreational vessels in an emergency or access to such capability through a register of competent operators, for situations reasonably expected to be encountered on the Broads, and keep this capability under review.
- d) Develop and maintain risk assessments of towing activities for various types of boats (e.g. day boats, yachts, etc.) in various circumstances (e.g. propulsion failure etc.).
- e) Ensure that Authority personnel involved in towing have appropriate equipment for the task, are suitably trained, and are competent.
- f) Ensure that any third parties employed by the Authority for towing activities have suitable equipment and are trained and competent to the same extent, in accordance with the Broads Authority towing specification.
- g) Share information about towing movements which would affect other boat users or authorities via relevant forums.
- h) Keep this policy under review as part of the planned monitoring and auditing of the Safety Management System.
- i) Act in a proportionate and timely manner to address any perceived shortfalls in this policy.
- j) Require that towing of commercial vessel is in line with the requirements laid down in the Navigation Works Guidance.

Broads Authority

Conservancy and Hydrography Policy

The Broads Authority as Duty Holder for the Broads Navigation Area acknowledges its common law duty of care to users of the Navigation Area regarding conservancy. This commitment covers the Navigation Area jurisdiction.

The following provisions are made:

- a) To keep a 'vigilant watch' for changes in the Navigation Area jurisdiction.
- b) Evaluate and remove obstructions that may become a danger to safe navigation.
- c) Ensure the provision of necessary Aids to Navigation for the Navigation Area based on formal risk assessment and in consultation with Trinity House, in its role as the General Lighthouse Authority.
- d) Maintain a 5-year programme of hydrographic surveys, conducted in accordance with Broads Authority specification, of the navigation area, covering the navigable extents of the Broads.
- e) Use the outcome of the surveys to prioritise and inform the dredging programme detailed in the Sediment Management Strategy Action Plan, in accordance with the waterway's specification.
- f) Mark safe channels in areas of danger, but with due regard for conservation of the natural beauty of the area.
- g) Ensure that those conducting hydrographic surveys, whether Broads Authority employees or third-party contractors, are appropriately equipped, trained and competent to undertake the work.
- h) Maintain forecast tidal data information via the Broads Authority website, and at yacht stations and visitor centres.
- i) Publish Hydrographic survey data on the Broads Authority website and in cruising notes.
- j) Keep this policy under review as part of the planned monitoring and auditing of the Safety Management System Action Plan.

Broads Authority

Blue Light Policy

In accordance with the Ports & Marine Facilities Safety Code, the Authority has a duty to manage the use of flashing Blue Lights on the Broads. This policy will apply to all vessels within the Broads Authority Navigation area.

It is the Authority's Policy that it will:

- a) Permit the following organisations to use a flashing blue light in accordance with the Broads Authority Navigation Byelaw 1995 Byelaw:
 - Rescue boat organisations (including RNLI and independents)
 - Mountain and Lowland Search and Rescue
 - Police
 - RAF mountain rescue
 - National Blood Service
 - HM Coastguard
 - Forestry Commission for fire fighting
 - Revenue and Customs for serious crime
 - RNLI for launching lifeboats
 - Military special forces (e.g. The SAS) for a national security emergency
 - Fire brigade purposes
 - Ambulance purposes
 - Specialist company for fire salvage work
 - Local councils for fire fighting
 - Bomb disposal
 - For Nuclear accidents
 - For mine rescue
 - For moving around human organs
 - For mountain rescue purposes
- b) And only in these circumstances:
 - At the scene of an emergency
 - Responding to an emergency
 - Wanting to let people know you are there
 - Wanting to let people know that there is a hazard
- c) Review Blue light policy as part of the Hazard Review Process.
- d) Keep this policy under review as part of the planned monitoring and auditing of the Safety Management System.
- e) Act in a proportionate and timely manner to address any perceived shortfalls in this policy.

Broads Authority

Hazard Management Policy

In accordance with the Ports & Marine Facilities Safety Code, the Broads Authority has a duty to base its policies, plans and procedures based on a formal assessment of hazards and risks.

It is the Authority's Policy that it will:

- a) Ensure that all ~~personal~~ personnel are aware that they may raise a hazard.
- b) Manage the Hazard Log, which will be the responsibility of the Head of Safety Management.
- c) Maintain and track the Hazard Log, create action plans following subsequent reviews and monitor and record progress via regular meetings of the Boat Safety Management Group.
- d) Review the Hazard log every three years by way of a full stakeholder review.
- e) Keep this policy under review as part of the planned monitoring and auditing of the Safety Management System Action Plan.
- f) Act in a proportionate and timely manner to address any perceived shortfalls in this policy.

Broads Authority

Pilotage Policy

The Broads Authority is a Competent Harbour Authority (CHA) within the meaning of the Pilotage Act 1987 as conferred by the Broads Authority (Pilotage Powers) Order 1991. There are currently no circumstances in which pilotage has been declared compulsory under the terms of the Pilotage Act, and a General Direction is in place to control vessels over 24 m Length Over All (LOA) wishing to enter the Broads that would require pilotage.

It is the Authority's policy that it will:

- a) Review the need for pilotage ahead of any relevant vessel movement. This will include reviewing the need for Pilotage Directions and will take into account any changes in the status quo with regard to large commercial vessels' usage of the Broads.
- b) If the operation of a Pilotage service becomes necessary due to future changes to commercial traffic requirement, to ensure that the operation of the pilotage service is compliant with national regulations, guidelines and competency standards.
- c) Keep this policy under review as part of the planned monitoring and auditing of the Safety Management System.
- d) Act in a proportionate and timely manner to address any perceived shortfalls in this policy.

Broads Authority

Mooring Safety Policy

It is the Authority's policy that it will:

- a) Manage all 24-hour, demasting and emergency moorings to an agreed set of standards.
- b) Carry out regular checks, fortnightly in the summer months (Easter to October) and fortnightly in the winter months and report any defects on the electronic site check system.
- c) React to reports of defects from members of the public as soon as possible in line with the severity of the defect reported.
- d) Where issues are detected, the moorings or sections of the moorings to be closed if it is not possible to make safe before leaving site.
- e) Any required maintenance to moorings will be prioritised and a system for repair set up in line with this priority system.
- f) All moorings to receive a structural safety check no more than every 5 years or more frequently if required as part of a risk assessment for the site.
- g) Keep this policy under review as part of the planned monitoring and auditing of the Safety Management System.
- h) Act in a proportionate and timely manner to address any perceived shortfalls in this policy.

Broads Authority

Bridge Policy

In accordance with the Ports & Marine Facilities Safety Code the Authority has a duty to manage safety at bridges. This policy will apply to all bridges within the Broads Authority Navigation area with the exception of those bridges upstream of Foundry bridge on the River Wensum.

It is the Authority's Policy that it will:

- a) Publish bridge clearances in a consistent manner on the Authority's website, in the Authority's tide tables and its visitor publication the Broadcaster.
- b) Site gauge boards at both upstream and downstream sides of bridges indicating the current clearance under the bridge.
- c) Where there is limited turning space on the approach to bridges or in areas of high tidal flow where turning could be difficult, site advance gauge boards both upstream and downstream of bridges at an appropriate location.
- d) Provide advance signage of "bridge ahead" where sight lines are not adequate to present sufficient warning to users of the hazard of the bridge.
- e) Where feasible provide a de-masting facility at each quadrant of fixed bridge to allow yachts to lower their masts prior to transit and to site these facilities at a suitable distance to bridges to allow unpowered boats to be manoeuvred.
- f) During the summer months provide a ranger patrol on Breydon Water when water clearance under Vauxhall bridges is 7'6" or less to provide advice and guidance seven days a week during the normal working day.
- g) Review pilotage at bridges as part of the Hazard Review Process
- h) Assess proposals for new developments close to bridges to ensure that safety at bridges is not compromised.
- i) Keep this policy under review as part of the planned monitoring and auditing of the Safety Management Systems
- j) Act in a proportionate and timely manner to address any perceived shortfalls in this policy.