

Broads Forum

AGENDA

5 November 2015

2.00pm

	Page
1. To receive apologies for absence	
2. Chairman's announcements:	
(i) Report back from Broads Authority meeting on 25 September 2015	
(ii) Public Recording in Meetings	
(iii) Any Other Announcements	
3. To receive and confirm the minutes of the meeting held on 30 July 2015 (herewith)	5 – 13
4. Public Question Time To note whether any questions have been raised by members of the public	
5. Summary of Progress/Actions/Response Taken following Discussions at Previous Meetings Report by Administrative Officer (herewith)	14 – 15
6. Broads Plan Review Report by Director of Planning and Resources (herewith)	16 – 27
NOTE: The main item for this agenda is to provide an opportunity for Members of the Forum to feed their ideas into the next Broads Plan at an early stage.	
7. Review of Consultative Arrangements: Evaluating Changes to Broads Forum Report by Director of Planning and Resources (herewith)	28 – 35
This is a requirement of the audit process – checking that the suggested changes to working arrangements are working well.	
8. Chief Executive's Report Report (herewith) for information	36 – 38

9. **Parish Issues**
Standing item for local community members to report
10. **Current Issues**
11. **To note whether any items have been proposed as items of urgent business**
12. **Matters for Chairman to raise at next Broads Authority meeting**
13. **Matters to be discussed at the next meeting**
14. **To note the date of the next meeting – Thursday 4 February 2016 at 2.00pm at Yare House, 62-64 Thorpe Road, Norwich**

BROADS FORUM MEMBERSHIP

CHAIRMAN

Keith Bacon

ORGANISATIONS	MEMBER	SUBSTITUTE
<p>Boating/Water Based Recreational Interest Group</p> <ul style="list-style-type: none"> • Royal Yachting Association • Norfolk and Suffolk Boating Association • Inland Waterways Association • East Anglian Waterways Association • Oulton Broad Users Enterprise • Yare Users Association • British Rowing • Canoe England • Oulton Broad Sports Centre • Eastern Region Rowing Council • Sport England • British Water Ski Federation • Eastern Rivers Ski Club 	<p>4 members</p> <p>John Tibbenham</p> <p>Brian Holt</p> <p>Ashley Cato</p> <p>Julian Barnwell</p>	<p>Mike Evans</p> <p>Paul Gurbutt</p> <p>John Carr</p>
<p>Commercial Interest Group</p> <ul style="list-style-type: none"> • Broads Tourism • Where to go in North Norfolk • Broads Hire Boat Federation • Visit Norfolk • Visit East Anglia • Visit Norwich • 	<p>3 members</p> <p>Barbara Greasley</p> <p>Matthew Thwaites</p> <p>Pete Waters</p>	<p>Katie Lawrence</p> <p>Colin Dye</p> <p>Nick Bond</p>
<p>Land Based Recreation Interest Group</p> <ul style="list-style-type: none"> • Ramblers Association • Sustrans • Broads Local Access Forum 	<p>3 members</p> <p>Keith Bacon</p> <p>Peter Medhurst</p> <p>Anthony Wright</p>	<p>Ray Walpole</p>
<p>Fishing/Angling/Shooting Interest Group</p> <ul style="list-style-type: none"> • Broads Angling Strategy Group • British Association for Shooting and Conservation 	<p>2 members</p> <p>Tony Gibbons</p> <p>To be advised</p>	<p>Mike Hoyland</p>

Wildlife and Conservation Interest Group	3 members	
<ul style="list-style-type: none"> Norfolk Wildlife Trust Suffolk Wildlife Trust RSPB Friends of the Earth The Conservation Volunteers 	<p>John Hiskett</p> <p>Philip Pearson</p> <p>Jennifer Parkhouse</p>	Ian Robinson
Farming/Landowning and Drainage Interest Group	3 members	
<ul style="list-style-type: none"> Country Landowners Association National Farmers Union Broads Reed and Sedge Cutters Association Association of Inland Drainage Authorities 	<p>Andrew Alston</p> <p>Henry Cator</p> <p>Richard Starling</p>	Simon Daniels
Education Interest Group	2 members	
<ul style="list-style-type: none"> How Hill Trust Easton College Norfolk Schools Sailing Association Barton Turf Adventure Centre Horstead Centre Nancy Oldfield Trust Museum of the Broads 	<p>Martyn Davey</p> <p>Simon Partridge</p>	Stephen Bradnock
Cultural Heritage/Landscape Interest Group	2 members	
<ul style="list-style-type: none"> National Trust Norfolk Archaeological Trust Norfolk Windmills Trust Wherry Yacht Charter Charitable Trust Norfolk Wherry Trust Norfolk Heritage Fleet Trust 	<p>Peter Jermy</p> <p>Bryan Read</p>	Michael Sparkes
Local Charities Interest Group Broads Society	2 members	
Broads Society	<p>Martin George</p> <p>Robin Godber</p>	Peter Horsefield
Local Communities Interest Group	5 members	
<ul style="list-style-type: none"> Northern Broads Norfolk Association of Local Councils Southern Broads Suffolk Association of Local Councils 	<p>Michael Flett (Vice-Chair)</p> <p>John Lurkins</p> <p>Brian Barker</p> <p>Charles Swan</p> <p>Hugh Taylor</p>	

Broads Forum

Minutes of the meeting held on 30 July 2015

Present:

Dr Keith Bacon in the Chair

Mr Andrew Alston	Mr Robin Godber	Ms Jenifer Parkhouse
Mr Brian Barker	Ms Barbara Greasley	Mr Philip Pearson
Mr Julian Barnwell	Mr John Hiskett	Mr Bryan Read
Mr Henry Cator	Mr Peter Jermy	Mr Richard Starling
Mr Michael Flett	Mr John Lurkins	Mr John Tibbenham
Dr Martin George	Mr Peter Medhurst	Mr Anthony Wright
Mr Tony Gibbons		

In Attendance:

Ms Natalie Beal – Planning Policy Officer
Ms Esmeralda Guds – Administrative Officer
Mr Simon Hooton – Head of Strategy and Projects
Ms Andrea Kelly – Senior Ecologist
Dr John Packman – Chief Executive
Mr Rob Rogers – Head of Construction, Maintenance and Environment

Also in attendance:

Prof Jackie Burgess – Chair, Broads Authority
Paul Gurbutt – substitute for Ashley Cato
Colin Dye – substitute for Matthew Thwaites
Kelvin Allen – Broads Angling Strategy Group
John Currie – Broads Angling Strategy Group

5/1 Apologies & Welcome

Apologies for absence were received from Hugh Taylor, Ashley Cato and Charles Swan.

5/2 To confirm the appointment of Chairman and Vice-Chairman

Chairman and Vice-Chairman had been appointed at the last meeting 30 April 2015.

5/3 Chairman's Announcements

The Chairman informed members he would address the issues discussed at the Broads Authority meeting later on in the agenda at the Chief Executive Report.

5/4 To receive and confirm the minutes of the meeting held on 30 April 2015

The minutes of the meeting held on 30 April 2015 were confirmed as a correct record and signed by the Chairman.

5/5 Public Question Time

No questions had been raised by members of the public.

5/6 Summary of Progress/Actions/Response taken following discussions at previous meetings

A report summarising the progress of current issues was received.

The Chief Executive highlighted that in regards to the proposed permissive footpath from Ludham to St Benet's Abbey, the three landowners had finally agreed to the terms and the solicitor had sent final agreements for signature.

In regards to the signage at the moorings at West Somerton, members were updated that the signs were in production and should arrive back from the suppliers next week.

Members noted the report.

5/7 Angling and Prymnesium on the Broads

Members received a report and a presentation from Kelvin Allen (KA) and Tony Gibbons (TG) outlining the objectives, achievements and challenges of the Broads Angling Strategy Group (BASG).

The BASG's objectives were maintaining and improving all aspects related to angling, improving information and education and resolving conflicts of interest.

Some of the achievements mentioned were that in 2014 angling was recognised within the Broads Authority's Strategy, the Broads Pike Tagging Project, reducing the impact of tidal surges and getting the message across in regards to Prymnesium.

It was pointed out that one of the challenges was to maintain future sustainability and that this would involve continuing to encourage newcomers, encouraging more people to fish into the low season and working with tourism.

TG said that boaters were not causing much of a problem for anglers as they had become used to coexistence over recent years.

In response to Henry Cator's (HC) question whether it would be an idea to start an academy in the Broads, TG responded that Norwich had an academy

in Barford, but that it would be safer to start newcomers in a commercial pond as bringing newcomers to the Broads would hold too many risks.

Members were informed that angling added a considerable contribution to the local economy (approx. £100 million), and that bad publicity like the Prynnesium bloom could have an adverse effect on fishing and habitat in and around the Broads.

Members received a presentation from John Currie (JC) about Prynnesium and were informed that this type of algae had been killing fish in the Broads for approximately 100 years.

JC stated that because dredging could cause a Prynnesium bloom, the dredging team should proceed with caution and make sure that as many as possible safety measures were set in place. He said that dredging in cold water was not safe but safer, and highlighted that anglers were not opposed to boating and dredging but did not believe the safety procedures currently in place were good enough. He pointed out that his duty was to offer support as well as looking over the Authority's shoulder to see whether correct safety procedures were being followed.

Andrew Alston (AA) enquired whether reservoirs and/or drains might provide a suitable solution for accommodating fish, to which TG responded that drains would not be suitable as they could be full of salinity and ochre. He explained that although containing fresh water, reservoirs would not be suitable either as moving a large quantity of fish into them would be too risky.

Martin George (MG) commented that Prynnesium could only thrive in brackish water.

Members welcomed the presentation.

5/8 Hickling Project Development

Members received a report which set out the details of a proposal for a master plan project for the enhancement of Hickling Broad. It set out the background and context to the project, as well as explaining the stakeholder involvement to date. The views of the Forum were sought in refining the proposal prior to further consultation with the Authority's committees.

The Senior Ecologist reported that together with the Internal Drainage Board (IDB) and landowners the Authority would be able to deal with the ochre issue in the fresh water system. She continued that from the Lake Review it became clear that removing sediment for the purpose of reducing nutrients alone was not appropriate as the nutrients moved between the water and the sediment and it would also create deeper and darker waters which reduce plant growth. She also said that rather than delivering the project in the piecemeal fashion when and if funding was available, and expression of interest had been submitted to Interreg (on a theme of water and peat) for funding. The project was called MULTIPLE.

Jenifer Parkhouse entered the meeting.

Richard Starling (RS) welcomed the report and the project proposal and said he believed the benefits would reach the entire Upper Thurne. However, he said that the phrase conversion of arable land was not quite accurate in that the need was for reversion to pasture land at some locations only. The Authority should also use nesting bird records as the over wintering bird counts did not give an accurate picture of Hickling Broad's condition and its impacts on wildfowl numbers/populations.

RS expressed some concern in regards to the lack of water flow on Hickling with previous suggestions to improve matters having been ignored. The narrow opening left at Duck Broad would restrict water flow and probably silt up. He suggested that the project include an annual water quality report by the Environment Agency which will show everyone any progress/improvement in the catchment. This could be presented at this Forum.

John Hiskett (JH) said that in principle the Norfolk Wildlife Trust was supportive of the project and were convinced of the merits of the proposals, however it was wary of the experimental nature of the projects and would need more time before it could comment fully.

MG said he remembered Hickling Broad being in prime condition in Feb 1961 but that it had declined ever since and now was a disgrace. He said that the broad was nutrient rich and ecologically unstable and did not believe this to be a sediment but a fresh water issue. However, GM welcomed the report and the suggested steps to make a change and recognised that doing nothing would be a greater sin. He continued that as much could be learned from a failed project as from an accomplished one and that there could be a problem if you just addressed the symptoms rather than the cause of the matter. He concluded that he congratulated the Upper Thurne Working Group on the good work they had done on Hickling Broad so far.

To a question from AA about what was being done about salt coming into the fresh water system the Senior Ecologist responded this was a natural occurrence but that the IDB is currently trialling approaches to reduce salt input from the catchment. She explained that if the trials are to be scaled up the evidence of benefit would have to be well demonstrated as it was likely to be expensive. The occurrence of salinity whether from groundwater or the sea, would not have an effect on the project which was mainly about enhancing the reed margins.

The Senior Ecologist confirmed that the salinity in Hickling needed to be brought down by approx. 20% to reach the standard level at Martham Broad. She stressed this was not a full lake restoration but an enhancing project which would not change matters overnight but should boost plants and birds alongside the improvements to depths in the navigation channels.

Philip Pearson (PP) agreed that Hickling was a disgrace and that as a fully designated area it was a shame it had been allowed to fail. He was concerned whether the new project would jeopardise the recovery of the new plants which are starting to grow. He continued that clear communication with the working group is essential so any concerns could be addressed early on.

The Senior Ecologist responded that they were aware of the Prymnesium issue and water plants and therefore would proceed with caution and with all safety procedures in place. She added that it is very likely that the low water this spring had meant a better light climate in which more water plants had grown although it was uncertain whether these conditions would continue.

The Chair asked whether it could be possible to have access to see the broads as currently so few places gave good views of the lakes. He also wanted to know whether fresh water could be abstracted from the crag aquifer as part of a Fish Refuge plan and proposed whether the dredging disposal sites could be restored to heathland to replace heathland lost as Catfield and Hickling once were.

JH responded that BESL had created better views across Hickling Broad on the Norfolk Wildlife Trust reserve however admitted this could be advertised better.

Peter Jermy (PJ) said that he was conscious that because of the complications of Hickling Broad there was the risk that nothing would happen, which would be much worse.

Bryan Read (BR) welcomed the news from the navigators and was glad to see the Broads Authority getting a grip on the situation.

John Tibbenham (JT) was keen to see boat access improved.

Brian Barker (BB) enquired what was being done in the short term, because his concern was that boats getting stuck in the shallow waters of the broad would be impacting on the viability of boating.

The Head of Construction, Maintenance & Environment responded that the Authority had been given planning permission to do some small scale dredging but are waiting for the water temperature to drop.

Barbara Greasley mentioned that she had not received any invoices from the Bridge Pilot this year, suggesting water levels were very low in this reach.

Members welcomed the report and the overall expression was that they were in favour of the project.

5/9 Riverbank Stabilisation and Mooring Guides

Members received a report which presented revised guidance on riverbank stabilisation and the design of moorings which would form background

evidence and steer the implementation of policies in the reviewed Local Plan as well as help determine planning applications. The Forum was informed that their view was sought as part of the consultation on these guides.

The Planning Policy Officer confirmed that the guidance would be for anyone who was planning to put in mooring or bank stabilisation.

HC said he could not find timber that lasted and so made it affordable but as the guidance suggested the preference of natural materials he was concerned this would hinder him replacing his mooring/stabilisation with metal or plastic materials.

The Planning Policy Officer agreed that timber was preferred as it looks more natural but that the guidance touches on the lifespan and costs of different materials, including plastic. She continued that currently like for like replacement wouldn't need a planning application and that the Guide doesn't change whether planning permission is needed or not.

PP added some practical feedback on how the guide was written.

Members welcomed the report.

5/10 Review of Broads Plan 2011

Members were reminded that the Broads Plan was the strategic management plan for the Broads and that the current plan was adopted in May 2011 and the review of the Plan was a strategic priority for the Broads Authority in 2015/16.

Members were informed that it was anticipated that the revised Plan would be adopted in March 2017 and that they and the organisations they represented would be invited to contribute to the review process at a planned workshop in the Autumn and through other participatory events.

Members were provided with a report which set out a summary of progress made against the objectives in the current Plan and were invited to provide comments on issues for discussion at the Autumn workshop.

Peter Medhurst (PM) said that as the outcome of the Stakeholders Survey showed that walking was one of the major activities in the Broads, improved access to the broads should be made a priority, especially in regards to Hickling Broad.

RS said that the reference "to safeguard water quality" (page 37 AL 1.2) was only possible with access to or the reporting of water quality information and that an annual report on catchment water quality would be welcome.

PP suggested that a partnership of different interest groups with common objectives should be considered and that breaking the plan down might help

bringing different interest groups together, while HC believed better communication between landowners and the BA was essential.

The Head of Strategy & Projects agreed that it would be important to involve landowners as well as good links with the representative bodies. He said that recent efforts to engage over matters like climate change had evoked very little response from farmers but that the Authority would persevere and would welcome any ideas on how this might be accomplished.

Members welcomed the report.

5/11 Chief Executive's Report

The Chief Executive presented his report, which summarised the current position of the Authority's strategic priorities.

When reporting back on what had been discussed at the Broads Authority meeting on 15 May and 10 July the Chair highlighted that the Parish Forums had been a success and well visited but that the most recent at Ranworth had attracted a very small audience. The Chairman explained that officers were looking to see whether having a more themed event would work better.

The Chair of the Broads Authority added that they had been trying to increase the ambassador role of members and encourage them to go out more to meet the public and improve the Authority's reputation.

PP enquired about an update in regards to the Water Skiing and Wakeboarding Trial on Breydon Water and was informed by the Chief Executive that usage of water-skiing on Breydon water was minimal but it was agreed by the Water Ski Review Panel that the zone on Breydon should be formalised. The Chief Executive added that the Authority had taken that view that rather than banning activities they should be managed appropriately.

Regarding the proposed improvements to the A47 the major concern about the Acle Straight members was public safety and this was due to be addressed. Economic development, for Great Yarmouth in particular, was another issue though the cost benefit analysis didn't suggest that the dualling of the road was likely in the near future.

Members noted the report.

5/12 Parish Issues

John Lurkins mentioned the closed footpath beside the river Chet and it was confirmed that this was because a bridge near Hardley Flood had become unsafe. (This was a second bridge and not the one repaired by the Authority not long ago). The situation was being investigated by Norfolk County Council which is the responsible authority.

5/13 Current Issues

HC requested for the Broads Forum Membership & Interest Groups list to be included in the Agenda again.

5/14 To note whether any items have been proposed as items of urgent business

No items were proposed as items of urgent business.

5/15 Matters for Chairman to raise at next Broads Authority meeting

The Chairman would report to the Broads Authority meeting on the various issues discussed by the Forum, including the Hickling Broad Project and angling on the Broads.

HC and AA both expressed concerns about the lack of engagement between land owners and the Broads Authority. AA believed that part of this is due to the conflict between farmers and the environment and farmers not attending meetings anymore.

The Chair of the Broads Authority responded that due to a farmer's busy diary, scheduling a meeting with them had been a challenge. She continued that many landowners can't afford to be involved on a regular basis, i.e being part of a forum.

However the Chief Executive said that the Authority engaged with landowners regularly on matters such as catchment management and climate change as well as through meetings facilitated by the NFU. One option which had been raised was the potential for updating the important report for the Broads on 'Why Farming Matters' which was brought to the committee in the past.

5/16 Matters to be discussed at the next meeting

RS suggested a report on the increasing use of drones in the Broads.

Jenifer Parkhouse expressed concern on the subject of fracking and questioned whether the Authority should recognise this as a serious threat after the Government's announcement that National Parks were no longer off limits.

The Chief Executive responded that this was an issue the Authority was aware of but from the published evidence it appeared that the Broads was not a priority site for fracking and that the potential for this to materialize in the Broads as a significant concern was relatively small.

The Chair finished with informing members that it was Peter Medhurst's last meeting and thanked him for his contribution.

5/17 Date of Next Meeting

To note that the date of the next meeting will be Thursday 5 November 2015 at 2.00pm at Yare House, 62-64 Thorpe Road, Norwich.

The meeting concluded at 4.55 pm.

Chairman

Summary of Progress/Actions/Response Taken Following Discussions at Previous Meetings
Report by Administrative Officer

Date of Meeting and Minute No	Discussion	Responsible Person	Summary of Progress
31 July 2014 Minute 4/15 Current Issues	The proposed permissive footpath from Ludham to St Benet's Abbey had still not been formally opened as reaching signed agreement with all of the landowners had been taking longer than expected, however it had been agreed informally with all landowners and therefore he anticipated it could be in place soon.	Senior Waterways and Recreation Officer	Legal agreements completed and works to establish the path are being programmed.
6 November 2014 Minute 2/5 Summary of Progress	Outcome of future plans for the Ludham Bridge area which have been discussed with the Environment Agency	Asset Officer	Officers have had discussions and correspondence with the Environment Agency and position remains that we are waiting for the EA property department to get back to us.
5 February 2015 Minute 3/10 Parish Issues	Any progress made with the Harbour Revision Order.	Director of Operations/ Solicitor	The tripartite agreement has been signed by all parties and are held pending completion of the HRO. Prior to starting the formal HRO process we need to submit a statement of intention. A tripartite agreed statement is expected to be submitted with the MMO within the next two weeks. Once this has been submitted to the MMO we hope to have a better idea of the likely

Date of Meeting and Minute No	Discussion	Responsible Person	Summary of Progress
			timescale for the formal HRO process.
30 April 2015 Minute 4/12 Parish Issues	Replacement of signage at moorings in West Somerton re waste disposal	Asset Officer	Waste signs for all moorings have been designed and produced by Communications and are currently at the dockyard ready to be put in place.

Broads Plan Review
Report by Director of Planning and Resources

Summary: The Broads Plan is the strategic management plan for the Broads and is subject to regular review. The current Plan was adopted in May 2011 and its review is a Strategic Priority for the Broads Authority in 2015/16. It is anticipated that the revised Plan, which will cover the period 2017-22, will be adopted in March 2017.

A workshop for Broads Authority Members was held on 7 October 2015 to start scoping the strategic direction for the next Plan period. This report presents the output from that workshop, and invites comment from Forum Members on other strategic issues and priorities they feel should be addressed in the next Plan.

1 Introduction

- 1.1 The Broads Plan, the key strategic management plan for the Broads, is currently under review. It is anticipated that a revised Plan will be adopted in March 2017.
- 1.2 The Broads Plan is a strategy for the Broads, not just for the Broads Authority. While the Authority is responsible for its production, a range of partners and stakeholders are involved in its development and its implementation. The success of the plan therefore depends on widespread commitment and involvement from all interests. As well as ongoing participation from members of the Authority's committees, forums and working groups, there will be two stages of formal public consultation on the draft Plan, currently scheduled for Spring 2016 and Autumn 2017.

2 Strategic Planning Process

- 2.1 Members of the Broads Authority and Navigation Committee attended a workshop on 7 October to begin scoping the strategic direction for the next Plan period (2017-22).
- 2.2 Workshop discussions started with a reminder that 'a good strategy is a plan of action with an evidence-based rationale' – put more simply, 'you know what you are doing and why'. Focusing as much as possible on high level aspirational strategy, Members considered the desired benefits for the Broads, supported by evidence of need, and the actions or activities that would realise these benefits –the 'what and why' of strategy. The other

elements of strategic planning - 'how, when and by whom' – will be refined through ongoing consultation and discussion during the review process.

- 2.3 Members' discussion was based around the themes in the current Plan – climate change, landscape and cultural heritage, biodiversity and land management, navigation, recreation and access, and communications (including education and tourism), although this structure may change as strategic actions are evolved. The transcript from the workshop exercises is shown in Appendix A. This output will be used by officers to develop aspirational and guidance level strategic actions for the first draft Plan.

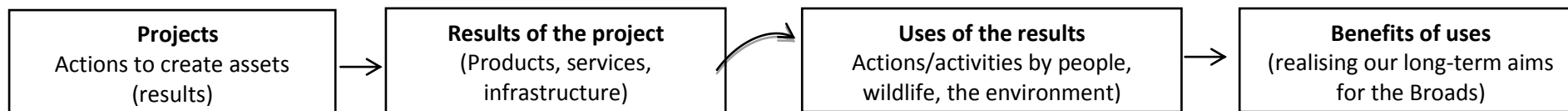
3 Broads Forum Involvement

- 3.1 Broads Forum Members represent a wide range of stakeholder organisations and interests in the Broads, many of whom will be involved directly or indirectly in delivering actions in the Broads Plan. Your views are therefore invited at this early scoping stage on the output from the above workshop, and on other important issues you feel should be addressed over the next Plan period. It would be helpful if you could identify 3-5 high level priorities for strategic action under each of the thematic headings, focusing on 'what we want and why'.
- 3.2 Members are reminded that, while aspirations remain high, the Broads Plan needs to be realistic and capable of delivery within the current economic context. As the Government considers its priorities for the next Comprehensive Spending Review period, the squeeze on public finances will continue. Delivering the remaining actions in the current Broads Plan and determining the strategic actions for the next Plan will depend substantially upon making the most of external funding opportunities, continued partnership working and a flexible approach to future priorities.

Background papers:	Broads Plan 2011: Summary Progress Report – July 2015
Authors:	Andrea Long
Date of report:	13 October 2015
Broads Plan Objectives:	None
Appendices:	APPENDIX A - Output of Broads Plan Member Workshop 7 October 2015

Transcript of workshop sessions (unedited)

Process: At this workshop, Members discussed strategic action for the next Broads Plan period. Ideas were written on post-it notes and placed where possible into the following strategy planning structure. Members then placed blue dots against the ideas they considered most important.



Landscape and Cultural Heritage			
Projects	Results	Uses	Benefit
Broads specific heritage assets promoted – list navigational and industrial history as assets. ●	Virtual museums (infograph about importance, top rankings find in Broads). Museum of the Broads support. Recent history conserved/ recorded	Learning and understanding about social and industrial heritage of area	The history of the Broads is intrinsically important and is one of primary purposes. ●
Capture and interpret boating history of the broads and the characters. Increase amount of storytelling about people and landscape of the Broads.	Enhanced navigation heritage info – former industrial use of the Broads. People’s stories	Learning about heritage which positively contributes towards the Broads landscape.	Unique nature of the resource highlighted as nationally and internationally important, local importance. ●
Interpret and promote the cultural landscape	Interpretation of Broads evolution illustrated in way people understand. Broads architectural design guides	Learning about geological / landscape evolution. ● People learn about Broads landscape for future - what we should expect 10-15 years into future.	Better accessibility for all which includes information about the features and elements that positively contribute towards the Broads landscape and the people who shaped the landscape. ●
Target built asset restoration	Mill restoration projects	Mills kept as contribution to the Broads landscape (national and international resource).	Retaining unique cultural resource – <i>What is meant by retention? Is it just a mix of features restored – semi-derelict?</i> ●
	More evidence base resources on archaeology	Increased understanding /protection of archaeology	No harm to the archaeological resource within the Broads.

Transcript of workshop sessions (unedited)

BA and their partners are aware, alert, active to opportunities to promote and enhance the Broads landscape.			
Create a public repository of Broads related information, interpretation and artefacts including virtual information. ●●●			
Manage change to maintain intrinsic character of cultural landscape.	Landscape change management measures e.g. for grazing marshes.		Intrinsic character of the Broads cultural landscape maintained.

Biodiversity and Land Management			
Aspiration: Create new habitats and link			
Projects	Results	Uses	Benefit
Prioritise habitats – management schemes - Washlands, fens/ wetlands, open water, upland grass and extensification. ●	More habitats. Landscape improvement, green infrastructure Achieving national/international targets (WFD, Habitats Directive, England Biodiversity Strategy).	Species able to adapt People and green infrastructure. Education, Health, Social.	Climate change adaptation. Eco system services. Reduction in visitor pressure. Economic benefits, education, health, social benefits.
Target funding.			
Aspiration: Maintain and enhance habitats within a clear vision			
Projects	Results	Uses	Benefit
Ranworth Broad restoration in next 5 years of plan.	Outputs around populations and their requirements.		Healthy broad, adaptive management.
Monitoring and research to aid understanding and adaptive mgt	Change and threats acknowledged Threats defined: can we do anything External factors beyond control acknowledged as context	Evidence used to inform management action	Resilient network.
Multi benefit projects should be a focus/priority.	Clear vision in bio and water strategy and multi-benefit projects	Stakeholders adopt vision	Healthy habitats. Multiple benefits to multiple users.

Aspiration: Buffer the Broads and reduce environmental pressures on species and habitats within a catchment approach			
Projects	Results	Uses	Benefit
Continue to identify priorities (although lots of mapping and modelling has already been done) and communicate these priorities to land managers. Focus on sub-catchment agri-advice.	Sustainable farming.	Farmers managing pressures (water quality). Including: cultural, wildlife, land management, industrial.	Improved water quality and quantity. ●● Viable income for farmers/land managers.
30 year water management plan developed by partners/stakeholders and led by Broads Authority. ●●●	Water management plan in place		Supporting healthy ecosystems.
Communicate with agri product suppliers/buyers.	Understanding of motivations of land managers – incomes. ●		Supporting healthy populations of species of conservation concern and native species.
HLF Landscape Partnership scheme projects	<i>Peer to peer partnerships are key to Landscape Partnership Scheme</i>		
Buffer the Broads		<i>Be aware of ownership and pressures. Who owns the land, who do we need to influence?</i>	Resilient fen networks. Buffered, managing change, healthy. Working with natural systems. ●
Investigate CIL and GI funding. Understand how businesses operate and opportunity for movement. <i>Who has the power? Have they changed since 2011?</i> ●●●			
Design standards for housing based on evidence e.g. WFD etc.			
Branding communications. Types of agri-assessment	Agri-env scheme take up	Sustainable farming methods used	Sustainable farming Long term financial gain for farmers.
Reedbed polishing. Private small treatment.	Waste water treatment measures	Waste water treated sustainably	Sufficient water flow for all and providing multiple benefits

Transcript of workshop sessions (unedited)

(Communications) - Education			
Projects	Results	Uses	Benefit
Development of more educational/ curriculum packages to franchise out to schools. Videos and branded games.	National Park schools project work to focus on the Broads via curriculum.	Engaging people at an early age – future custodians. ●	Young people respecting the environment and enjoying the Broads - Learning and respect through enjoyment.
Broads Champions in schools/urban centres.	Youth group engagement projects and schemes.	Joined up school engagement with other agencies (RSPB, NWT etc.). National Park joined up working in education.	More apprenticeships and more young people interested in doing them.
Youth Rangers	More school group engagement.	Reaching more young people nationally.	Hard to reach groups ‘life changing’.
Broads dragonflies trail			
Entry level boating		Parents as route to introduce young people to boating (or vice versa)?	
More Cycling Promotion	Cycling promotion schemes		
Promote relatively cheap walking (nearly) free			
Social media	Social media output e.g. YouTube tutorials, How to’ videos, ‘Day in the life...’ featuring young people e.g. apprentices.		
(Communications) - Tourism			
Projects	Results	Uses	Benefit
Push for better mobile phone coverage and promotion of this for apps etc. ●●●	Improved tourism infrastructure/ facilities. More private investment. Better publicly available moorings. ●	Change of perception of Broads – not just boating! ●	Flourishing visitor economy e.g. pubs staying in business. ●●●●●
Training of business operators in quality improvement/service provision. ●●	Better access to/around Broads. Better perception of access!	Visitors using TICs	Jobs.
‘Norwich – City of Broads’ promotion to Norwich visitors.	Promotion of clean environment, first impressions.	Good standards of accommodation/ restaurants/boats. ●	Repeat visits

Transcript of workshop sessions (unedited)

Promote A11 dualling.	Promotion to overseas visitors. ●	‘Respectful’ visiting and National Park awareness.	Visitors get a special experience in the Broads.
Social media.	Improved signage to Broads National Park.	Industry working together more.	Visitors helping to sustain the Broads.
Broads Tourism – review of what, why and how it operates. ●	Better promotion of what Broads Authority does for tourism businesses and call for support.	More wildlife watching, walking, cycling.	
Promotion of back to basics green escape experience - ‘Swallows and Amazons’.	Better information provided before and during visit.		
Digital media promotion.	Pushing links to neighbouring areas e.g. Norwich, North Norfolk, GY		
Bookable private moorings like ‘Just Park’ i.e. ‘Just Moor’.	Financial support to promote tourism from hire boat industry.		
Visitor itinerary development.	Itineraries available		
Push in quality.	Quality measures		
Communications (Promotion of special qualities)			
Projects	Results	Uses	Benefit
Social media.	Ready availability of information.	People enjoy the Broads on water and land.	Health and wellbeing (physical and mental), ‘cure of souls’, quiet enjoyment. ● ●
Promotion of back to basics green escape experience ‘Swallows and Amazons’. ●	Better access IN the Broads.	Accessed by all ages, all walks of life.	Reaching more people nationally. ●
Promotion of unique cultural heritage of Broads – stories.	Better access TO the Broads e.g. public transport.	Better awareness, education, opinion of Broads.	
People focussed stories.	Information before and during visits.	Better awareness of Broads as National Park and special qualities.	
Address ‘danger of water’ perception.	Info with links to other districts, health boards.	People understand/use water safely ●	
Widen spread of Broads info	Urban district TICs with Broads info		

Navigation			
Projects	Results	Uses	Benefit
Market areas to family groups and young people to ensure generations of visitors.	Planning policies to promote visitor facilities and protect informal moorings of historic use. ●	Use of network of welcoming facilities and infrastructure.	Socio-economic and well-being benefits, promoting understanding and valuing of area.
Mooring (visit promotes wellbeing promotes passion for area promotes return visit and so on) ●●●	Linked land and water access opportunities. Mooring landing stages to footpaths ●●	Easier access to and around Broads	Sustainable use of waterways – quantity/carrying capacity. Spread pressure from honey pots. ●●●
Better information re facilities/ footpaths to promote use. Key messages – plain language. ●	More targeted info available and promoted	Work in partnership to drive up quality of infrastructure and provision of facilities – EA/pubs/ riparian owners ‘stewardship’.	Expansion of navigation area – Broads, North Walsham and Dilham Canal, above low bridges, River Waveney. ●●●
Promotion of southern Broads to coastal/continental users.	Southern Broads promoted ‘Master Plan’ approach to informal zoning/spreading pressure. ●		
Dredging	managed navigation – dredging compliant to waterway specifications		Management of navigation corridor in a multi benefit way for landscape, biodiversity and sailing.
<i>moorings design, low freeboard, patrolling ?</i>			
Review closed Broads – negotiate/ work in partnership with land owners. ●●	Zoning approach? Protect ‘wilderness’ protected		Well managed navigation accessible to all types of water based recreation
Pilot areas for riverside clearance/ landscape management working with landowners. ●●	Tree management	Tree management to open up landscape, promote sailing, restore historic landscape, creating interest from water.	
Tolls strategy?			Healthy population of private boaters. Thriving marine businesses creating sustainable income to manage navigation.
Tolls strategy,	Tolls strategy		Boats quiet and non-polluting

Transcript of workshop sessions (unedited)

boat design strategy? Understand the demographic of Broads users (hirers).	Long term strategy for hire boat design – high energy demand running engines.		(electric, hybrid, sailing, man-powered).
Develop suggested short visit ‘itineraries’ for boats based in marinas to tempt them out – need to provide supportive facilities.			Accessible navigation for all abilities.
Work with BHBF/NSBA for provision/sharing of facilities e.g. moorings, pump out, electric hook ups, waste mgt, broadband providers	Improved provision facilities Good connectivity for mobile phone/ 4G etc. to access information and for safety cover ● ●		
Day boats as ‘entry level’ access point – link up with land based tourism businesses/accommodation to promote.			
Breydon Water – remove fear factor, promote interchange, promote bird life viewing potential.			
Promote use of waterways year round – winger water fowl watching, events, activities.			

Recreation and Access			
Projects	Results	Uses	Benefit
	Moorings/slipways etc. provided in priority/strategic locations. Range of moorings provided by BA/others to include wild/quiet moorings using methods that allow for climate change sea level rise, e.g. pontoons.	Moorings used by boaters all year round in appropriate locations. NB: Moorings with no bank access cheaper. ● ● ● ●	
	High quality/up to date information		

Transcript of workshop sessions (unedited)

	on access provided in a range of ways emphasising use of new technology.		
Promote angling	Angling promotion schemes		
	Improved access for disabled people – Broads accessible tourist day boats, walks. Other access provided for canoes/rowing craft (slipways, pontoons).	Recreational users with mobility problems visit and use water/land resources	Access is managed in an integrated way providing access for <u>all</u> and encouraging sustainable transport choices. ● ●
Info provision for safety, routes/facilities, Breydon Water/tide information, bus/train information, interpretation, activities for young people	More info provided/targeted	Recreational users visit and use water/land resources safely More engaged young people	
Provision for horse riders Upgrade cycle offer (working with Norfolk County Council) Strategic Broads network link to rail network (Berney Arms). Different offers e.g. canoeing, new facilities/promotion.	Routes/facilities well connected and maintained. New routes/ facilities provided in strategically important locations. Provision for horse riders Cycle offer upgraded Broads network linked to rail network		Wider access Sustainable travel ● ● ● ● ● ● ●
Improve mobile technology	Improved mobile technology with 100% coverage in Broads area. Broads mobile app = additional income? ● ● ● ● ● ● ● ●		
	Whitlingham - information on rest of Broads.		
Land: enhance access routes – quality, information, apps etc. Link strategic circular routes to hubs and improve route connectivity options.	Enhanced access routes and info Circular routes linked to hubs and connected	Used by visitors inc. bird watchers, horse riders, walkers	
Develop local access hubs / promote	Local access hubs developed/	Visitors/residents use/access water	



Transcript of workshop sessions (unedited)

using existing land transport links serving communities. Needs the right people to deliver local knowledge.	promoted targeted groups	space, land/footpaths with year round provision. Recreation access used by all incl. ethnic groups and young people.	
Promote zero emission craft, facilities, electric points. Need for strategy to develop this. ●	Strategy in place		
Good information at moorings - what lies beyond? Improve infrastructure between land and water.	Information provided in a range of ways using new technology/apps etc. Infrastructure improvements		
Review of waterspace: Broads with no current access/extending waterspace (e.g. Aylsham/Bungay, North Walsham and Dilham Canal), considering unpowered craft, zero emissions craft or all types of craft.			
Provide new access and remove obstacles to access.			

Climate Change

Transcript of notes arising from discussions – not following above structure

Session 1 notes

- Identify the special values we want to keep
- Move to a range of solutions (not either-or) around natural processes and hard engineering
- Who has the power to do the necessary things? (CAP, Catchment ideas) Are we influencing the right bodies to get the changes needed? ●●●
- Consider water management across all aspects – abstraction, water recycling, system management ●●●●
- Financial rewards for managing the land so it brings public good: public good now being created by private action/investment
- The evidence is that the investment over the last 50 years has generally worked. Improvements in technology over predictions and how to react
- Downplay global climate change and put emphasis on coping with dynamic processes that are changing our environment and ways of life. No such thing as a steady state. ●
- Develop interaction with landowners – including those outside of executive area. Build on the positives and common objectives

Transcript of workshop sessions (unedited)

- Review / consider the ecosystem services that are (really) important for the Broads (the distinctive elements) ●
- Remember opportunities
- Maintain and (especially) enhance the special qualities for as long as possible in the face of a changing climate
- Need to coordinate any actions with what goes on at the coast. Note the complexities and confusions this can create. ●
- Remember / consider the impacts outside of the executive area. Can the catchment approach help? Remember the interconnectedness of everything. ●
- Show and inform people (in a way that relates to them) what the climate challenges are

Session 1 summary:

Need to find ways to relate to people the issues and changes needed

Investigate (all) options including opportunities

What are the (very) important goods and services (distinctive to the Broads) we want to keep?

Reframe the debate around coping with dynamic processes

Holistic water management is needed – catchment approach and including the coast

Who has the power to do things? Are we seeking to influence the right people? (including owners of land)

Session 2 notes

- Do we need to get better data / information? E.g. water abstraction
- Collect evidence, influence policy on housing to see that houses meet very high (resource use) standards especially around water use
- Develop closer association between special qualities/ values and things people do in area - helps people relate to area – provides additional values
- Adaptation action needs to happen at a range of levels – governmental / legislation, local / organisational, individuals
- Explore the ‘wet-water’ aspects of all things and draw out how the care of water is highly important for the distinctiveness of the Broads. Need to note how sensitive the Broads are to changes in water and land management.
- May need to reframe what we say – what is the difference between weather and climate? What is significant to the Broads as opposed to global change?

Session 3 notes

- Do we need to develop a coordinated response to what would happen after a catastrophic event? What immediately and what in the longer term?
- Communication around climate change needs to have clarity and be at relevant levels. Need to improve evidence base to help make case for change.

**Review of Consultative Arrangements:
Evaluating Changes to the Broads Forum**
Report by Director of Planning and Resources

Summary: This report outlines the findings of an audit into the Broads Authority's Consultation Activities and Partnership Provisions undertaken in January 2015.

In particular, the audit examined the implementation of the Action Plan arising from the Review of Consultative Arrangements and Community/ Stakeholder Engagement, carried out by the Broads Authority during 2012/13.

Forum Members are invited to note the Audit findings and give their views on the effectiveness of the changes to the Terms of Reference and operation of the Broads Forum, made as part of the above Review.

1 Introduction

- 1.1 The Broads Authority undertook a Review of Consultative Arrangements and Community/Stakeholder Engagement in 2012/2013 and implemented an Action Plan (attached at Appendix A) in 2013/14. Broads Forum Members took part in the review process. A key output was a revised Terms of Reference for the Broads Forum (Appendix B), which was subsequently agreed by Forum Members in February 2013 and by the Broads Authority in March 2013.
- 1.2 In January 2015, the Broads Authority's Auditors examined the Authority's Consultation Activities and Partnership Provisions, including the implementation of the above Action Plan.

2 Audit Findings

- 2.1 The Auditors produced their report in February/March 2015. Of the four possible assurance ratings – Unsatisfactory, Limited, Adequate and Good – the Authority received an 'adequate' rating for this audit.
- 2.2 The Auditors made three recommendations all of which they considered to be of medium priority, which are outlined below:

1. Parish Forum Feedback is provided to the Broads Authority

Consideration should be given to providing a more formal feedback report, covering attendees, issues raised and the advice given at the Parish Forum meetings. (Target date – May 2015)

2. Parish Forums are consulted on Strategic Priorities

Consideration should be given to increasing the Parish Forums participation in the setting of the Strategic Priorities by holding a joint meeting / workshop during the consultation period for the Parish Forums. (Target Date – January 2016)

3. Consultative Review Action Plan

An evaluation of the effectiveness of the measures put in place to implement the Review of Consultative Arrangements recommendations should be carried out. (Target Date – March 2016)

These recommendations have been included in the Broads Authority's Annual Governance Statement, adopted by the Authority in September 2015 for implementation before the end of the financial year 2015/16.

3 Effectiveness of Changes to Broads Forum

- 3.1 This report is concerned primarily with the aspects of the Action Plan (Appendix A) that relate to the operation of the Broads Forum, and specifically options for improving the effectiveness of the Forum and communication between Forum Members and their nominating Groups. The specific recommendations are in Table 1 below:

Table 1 Extract from Action Plan that relates to the Broads Forum

A. Regular consultative committees/forums - Broads Forum			
A1: Forum members to elect Chair and Vice Chair	Run process to elect new Chair and Vice Chair	JO	Election process to be commenced April 2013 meeting
A2: Strengthen communication between Forum members and constituent groups	Nominate 'correspondent' for each group on Forum with whom the Forum representative member will liaise, and provide supporting information	JO/ MIC	By April 2013
	Review list of Forum groups and invite suggestions for new groups	JO	By April 2013

A3: Raise profile of Forum and its members	Provide dedicated Broads Forum page on BA website – to include who's who of members, meetings timetables, contacts, comments box, etc.	Com ms/ MIC	By July 2013
A4: Encourage more ownership of Agenda by Forum groups	Include 'Parish issues' as standing item on agenda	JO	From April 2013
	Strengthen membership attendance rules	JO	New wording included in revised Terms of Reference
	Publicise timetable of meetings to all Forum groups (via correspondent) and wider public (via BA website)	JO	From April 2013
A5: Increase public access to Forum	Reinforce ability of members of public to attend Forum meetings and pose issues for debate by Forum members	JO	New wording included in revised Terms of Reference
	Create and publicise Forum website page on BA website (see above)	JL	By July 2013
A6: Review Terms of Reference	Review and as necessary redraft Terms of Reference to reflect agreed review recommendations	AL/ JO	Terms of Ref redrafted; to be adopted by May 2013

3.1 While the Action Plan has been fully implemented, the Auditors were keen that the Authority explore and report on the effectiveness of the changes introduced.

3.2 Forum Members are therefore invited to comment on how effective they feel the changes have been in improving the operation of the Forum and the communication between Members and their nominating groups. Members may wish to consult with their groups prior to this meeting.

3.3 A summary of some of the changes is set out below.

3.3.1 Chairman and Vice Chairman

Since April 2013, the Chair and Vice Chair of the Forum have been elected from within, and by, the Forum membership, replacing the independent Chair arrangement previously in place.

Richard Card from the NSBA was elected as the first Chairman under this new arrangement and served for 12 months before stepping down. Keith Bacon from the Broads Society served as Vice Chairman. In April 2014, Keith

Bacon was elected as Chairman, with Peter Medhurst (representing the Broads Local Access Forum) and Mike Flett (Parishes in the Northern Broads) as Vice Chairmen. Peter is no longer a Forum member, having left the area in July 2015.

3.3.2 Communication between Forum Members and nominating groups

A review of the list of Forum groups and representatives was carried out in February-April 2013 as part of the revision to the Terms of Reference.

3.3.3. Broad Forum web page

The Broads Forum has its own page on the Broads Authority website, displaying agendas, meeting dates, Terms of Reference and information on the Forum members. It may be viewed here: [Broads Forum](#)

3.3.4 Broads Forum agenda and meetings

'Parish Issues' has been included on the Agenda as a standing item since April 2013. A wide range of matters have been raised under this item, including: Mutford Lock, Ludham Footpath, Oulton Broad Free Quay, Chedgrave Common, Pegasus Development at Oulton Broad, and Whitlingham access issues.

New wording has been included in the Terms of Reference aimed at strengthening member attendance.

Forum Members have provided more reports/presentations, so that the agenda is less Broads Authority led. This has included presentations on BRASCA, Angling and Prymnesium, Drought and Climate Change, Long-term Conservation of the Broads, and Crime on the Broads.

Publication of agendas has been at least two weeks in advance of meeting dates, via the Broads Authority website.

3.3.5 Public access to Broads Forum meetings

An opportunity for members of the public to raise issues/questions directly with Forum Members has been included as a standing item on the agenda, although to date this opportunity has not been used.

3.3.6 Terms of Reference

The Forum produced, consulted on and adopted a new Terms of Reference in 2013, incorporating a number of the changes outlined above.

- 3.4 The views of Forum Members on the effectiveness of these changes are sought, and will be reported to the Broads Authority as part of the overall response to the audit.

Background papers: Review of Consultative Arrangements and
Community/Stakeholder Engagement – Final Report
March 2013

Author: Andrea Long
Date of report: 7 October 2015

Broads Plan Objectives: Nil

Appendices: [APPENDIX A – Review of Consultative Arrangements and
Community Engagement Final Report](#) – Action Plan

[APPENDIX B – Terms of Reference for the Broads Forum](#)

APPENDIX A – Review of Consultative Arrangements and Community Engagement Final Report – Action Plan 2013

Recommendations	Actions	Lead	Progress
A. General engagement principles and guidelines			
A1: Clarify BA decision making structure and rationale	Provide diagram of key BA decision making mechanisms and processes - include in stakeholder engagement guidance and on BA website	JO/ MIC	Included in draft document (see A3 below)
	Assess all stakeholder working/liaison groups led or regularly attended by BA and identify need for rationalisation/improvement	AL/ MIC	List prepared; improvements to be discussed with relevant officers
A2: Provide clear and consistent guidance on stakeholder engagement	Produce internal working guidance for BA staff (and Member reference) on stakeholder engagement principles and procedures	MIC	Draft document prepared
	Produce information for public on how BA consults them and how to get involved – publish in paper copy (e.g. pamphlet) and on BA website	MIC/ JL	In progress. For completion in 2013/14 in association with new corporate website
	Assess staff knowledge and skills in stakeholder engagement and provide necessary training, e.g. in running facilitated workshops and events	AL/ MIC	Ongoing. Provide training event for staff by March 2014.
A3: Provide guidance to BA staff on strategy/ plan preparation	Produce internal working guidance for BA staff on strategy/plan preparation, linked to stakeholder engagement guidance	MIC	Draft document prepared.
A4: Raise public profile of BA members	Update 'who's who' thumb nail biographies of BA members and publish on website	JO/ JL	In progress. For completion in 2013/14 in association with new corporate website
	Assign members to Parish Forum areas (see below)	AL	See D1 below
	Include section in engagement guidelines for staff that sets out the key role of Members in this process	MIC	Included in draft document (see A3 below)
B. Regular consultative committees/forums - Broads Forum			
B1: Forum members to elect Chair and Vice Chair	Run process to elect new Chair and Vice Chair	JO	Election process to be commenced April 2013 meeting
B2: Strengthen communication between Forum members and	Nominate 'correspondent' for each group on Forum with whom the Forum representative member will liaise, and provide supporting information	JO/ MIC	By April 2013

Recommendations	Actions	Lead	Progress
constituent groups	Review list of Forum groups and invite suggestions for new groups	JO	By April 2013

B3: Raise profile of Forum and its members	Provide dedicated Broads Forum page on BA website – to include who’s who of members, meetings timetables, contacts, comments box, etc	Comms /MIC	By July 2013
B4: Encourage more ownership of Agenda by Forum groups	Include ‘Parish issues’ as standing item on agenda	JO	From April 2013
	Strengthen membership attendance rules	JO	New wording included in revised Terms of Reference
	Publicise timetable of meetings to all Forum groups (via correspondent) and wider public (via BA website)	JO	From April 2013
B5: Increase public access to Forum	Reinforce ability of members of public to attend Forum meetings and pose issues for debate by Forum members	JO	New wording included in revised Terms of Reference
	Create and publicise Forum website page on BA website (see above)	JL	By July 2013
B6: Review Terms of Reference	Review and as necessary redraft Terms of Reference to reflect agreed review recommendations	AL/JO	Terms of Reference redrafted; to be adopted by May 2013

C. Regular consultative committees/forums - other

C1: Review Broads Local Access Forum (LAF)	Examine arrangements of National Park Authorities in regard to County Council access officer attendance at LAF meetings and encourage stronger links	BLAF chair/ BA chair	In progress - Norfolk County Council officer invited to March BLAF meeting
C2: Review Navigation Committee	No changes recommended		n/a

D. Community engagement mechanisms

D1: Establish Parish Forums	Prepare proposals for establishment of (x4) area based parish forums in consultation with parish councils. Pilot and review proposal	AL	Included in BA Strategic Priorities for 2013/14 - pilot by Sept 2013
D2: Consider establishment of BA online public forum	Online forums researched and BA/Broads Forum members consulted; idea not progressed at this stage		n/a
D3: Review structure/ format of BA annual meeting	Dockyard Open Day to be held in June 2013 as a trial of a new format; other formats to be considered	JP	In progress
D4: Improve	Produce residents’ newsletter	Comms	Identified in BA

information delivery to Broads residents			Comms Team Work Programme for 2013-14
D5: Make better use of non-BA led engagement methods	Investigate use of citizens panels (including Norfolk County Council citizens' panel), council newsletters/ mailouts, etc	AL	In progress

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. It does not include matters which are already on the agenda for this meeting. Members are asked to note the report.

1 Hickling Enhancement Project

Contact Officer/ Broads Plan Objective: Trudi Wakelin/ BD4.1

- 1.1 At the Authority's meeting on 25 September 2015, members received a report and presentation on the master plan project for the enhancement of Hickling Broad. The principles of the proposal including the draft vision, which had been amended following consultation with the Navigation Committee, Broads Forum and others, was endorsed together with the strategic approach. Members agreed to increase the 2015/16 navigation budget by £21,000 for the priority dredging work and noted the likely financial provision of £1.4 to £1.5 million required over the next six to ten years, which had been identified to assist in preparing a detailed external funding bid as well as the amount of match funding required from Broads Authority using navigation income and National Park Grant. Members particularly welcomed the engagement with the local communities and stakeholders considering this to be an exciting project. As part of this, the next Parish Forum is to be held at Hickling Barn, Tate Loke (off Mallard Way), Hickling on Monday 26 October 6.30pm in order to provide the parishes within that area of the Upper Thurne and Bure with a specific presentation on the project.

2 Mutford Lock

Contact Officer/ Broads Plan Objectives: Tom Hunter/ None

- 2.1 At the Authority's meeting on 25 September 2015 members received a report and presentation on the Mutford Lock Maintenance and Reserve. The Authority agreed expenditure of £87,082 from the Mutford Lock reserve fund to complete the essential maintenance and repairs in the current financial year 2015/16 as well as a revised annual maintenance budget of £18,000 to allow for hydraulic control system servicing and routine underwater maintenance and this will be incorporated in the draft 2016/17 budget for consultation. The Authority also agreed to the appointment of a consultant in 2016/17 to investigate costed de-watering options for the lock ahead of future major work, the estimated cost being between £5,000 and £10,000 possibly to be funded from the ring fenced reserve.

3 Member Workshops

Contact Officer/ Broads Plan Objective: John Packman /Multiple

3.1 Since the Authority's annual meeting when it was decided to use a series of Member Workshops to improve knowledge of and engagement with a range of future policy matters, there have been three Member workshops

1. Finance Training – 22 September 2015 (half day - am before FSAC)
2. Tolls – 23 September 2015 – (All day event)
3. Broads Plan – 7 October 2015 (Half day am) (Report on agenda)

3.2 A workshop on Waste Disposal is due to be arranged for November.

4 The Tolls Workshop – 23 September 2015

Contact Officer/ Broads Plan Objective: John Packman/ None

4.1 The Tolls Workshop was attended by 16 Members, from the full Authority and Navigation Committee. In addition, three expert witnesses were invited from British Marine, the Broads Hire Boat Federation and the Norfolk and Suffolk Boat Owners Association who provided presentations in addition to those provided by the Collector of Tolls and the Chief Executive. Insight Track also provided members with information from the Stakeholders Survey. The Workshop was facilitated by an independent facilitator - Richard Harris.. The aim of the day was to improve members' understanding of the existing system and its complexities and to examine whether there was an appetite for change. The Workshop was considered to be very positive and the general feeling was that there was an appetite for a change to the Tolls Charging Structure and clear mandate to move forward. As a result it was agreed that the next steps would be to set up a small Member working group in order to explore matters highlighted in the workshop and to come up with a set of proposals for future consideration by the Navigation Committee and the Broads Authority.

4.2 This approach was endorsed at the Authority's meeting on 25 September 2015 when it was resolved to establish a fixed term Tolls Review Working Group comprising six members; to include the Chairman of the Authority and the Chairman of the Navigation Committee in addition to four other members including co-opted members to be confirmed by the Chairman of the Authority. The membership of this group has now been confirmed as: Jacquie Burgess (Chairman), Michael Whitaker, Kelvin Allen, Louis Baugh, Bill Dickson and Nicky Talbot. The Group will invite representatives from specific stakeholder groups to attend to discuss specific topics as appropriate and other Members of the Broads Authority and Navigation Committee will be welcome to attend Tolls Working Group Meetings in an observer capacity. The Group met on Monday 5 October 2015 to consider the Scope and Terms of Reference of the Group. The next meeting has been arranged for Friday 6 November 2015.

4.3 The aim is for the Working Group to have proposals for consideration by July 2016 with a report to come to the Navigation Committee for consideration and consultation prior to consideration at the Broads Authority meeting in November 2016, the aim being for proposals to be finalised for implementation in April 2017. It is anticipated that this will require a potential of five meetings to cover specific topics identified by the Working Group based on the views expressed at the Members Workshop. The Working Group will be taking account of the work and building on the lessons learnt from previous reviews.

5 Riverbank Stabilisation and Mooring Guides

Contract Officer/ Broads Plan Objectives: Natalie Beal/ CC4.1, NA1.5

5.1 The responses to the consultation including those from the Broads Forum on the Riverbank Stabilisation and Mooring Guides have now been considered and in light of the comments made a number of amendments were made. These were considered and endorsed by the Authority's Planning committee on 9 October 2015 with a recommendation to the full Authority on 20 November that the Guides be adopted.

Background papers:	None
Author:	Sandra Becket / Esmeralda Guds
Date of report:	15 October 2015
Broads Plan Objectives:	Multiple
Appendices:	None